

CRIMINAL JUSTICE & PUBLIC SAFETY COMMITTEE MEETING  
ASSIGNED COUNSEL AGENDA  
August 23, 2023

COMMITTEE MEMBERS: Supervisors GERACI, Magowan, Smith, Conover, McDevitt, Driscoll and Leggett - *Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C (4) of the Rules of the Board*

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Privilege of the floor and public comment
- IV. Action Agenda/New Business Items:
  1. Request to enter into a Contract with Legal Aid Society of Northeastern NY  
Rationale: To continue to best utilize ILS Funding
  2. Request to Amend County Budget  
Rationale: To receive continued grant funding to provide legal services to the indigent (Distribution #13)
- V. Discussion Items:
  - a. Relocating Assigned Counsel Office to 333 Glen Street, Glens Falls, NY 12801
- VI. Referrals/Pending Items:
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

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Attachments: Resolution Request Form # 3  
Resolution Request Form # 7

# ***RESOLUTION REQUEST FORM NO. 3***

## ***Request for New Contract***

**DEPARTMENT NAME:** Assigned Counsel

**DATE:** August 23, 2023

- (a) Is this a Result of a Bid or Request for Proposal? **No**
- (b) Purpose of Contract: **To authorize an agreement with the Legal Aid Society of Northeastern New York, Inc. for paralegal case management support services for indigent persons in the Warren County Family Court with funding from the Office of Indigent Legal Services (ILS) grant (Contract #C130052)**
- (c) Name of Contractor: **Legal Aid Society of Northeastern New York, Inc.**
- (d) Address of Contractor: **55 Colvin Avenue, Albany, NY 12206**
- (e) Contractor's Contact Person and Telephone Number: **Nic Rangel, Esq. 462-6765**
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract: **1/1/2023**
- (h) Termination Date of Contract: **Upon termination of grant funds from NYS**
- (i) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed **\$45,000**
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount: A.1170.4209 Legal Defense - Indigents, Contract**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

\*as listed in budget and LOGOS

# **RESOLUTION REQUEST FORM NO. 7**

## ***Request to Amend County Budget\****

***\*If this is the result of a grant award, also complete and submit Form No. 5 or 6***

**DEPARTMENT NAME: Assigned Counsel**

**DATE: August 23, 2023**

(a) Purpose of Amendment: **To amend the 2023 Budget to recognize year 1 of the ILS Distribution #13 Funding.**

(b) Appropriation Code, Object Code, Full Title and Amount: **A.1170.4209 - Legal Defense - Indigents, Qual Improvement Funding D #13**

<b>.130 Salaries - Part Time</b>	<b>\$5000</b>
<b>.830 Social Security</b>	<b>\$310</b>
<b>.831 Medicare</b>	<b>\$73</b>
<b>.439 Miscellaneous</b>	<b>\$1,400</b>
<b>.470 Contracts</b>	<b>\$22,248</b>

(c) Revenue Code (with title), and Amount: **A.1170.4209 3045 Legal Defense - Indigents, Quality Improvement Funding - Dist #13 - \$29,031.00**