

CRIMINAL JUSTICE & PUBLIC SAFETY COMMITTEE MEETING  
ASSIGNED COUNSEL AGENDA  
October 24, 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 amend contract with Community Development Solutions Formerly General Code CMS LLC  

Rationale: We have added one admin license, four lawyers and one judge to the Laserfiche Software package.
- V. Discussion Items:
- 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  
2024 Budget

## ***RESOLUTION REQUEST FORM NO. 4***

### ***Request for Extending, Rescinding or Amending Existing Contract***

**DEPARTMENT NAME:** Assigned Counsel

**DATE:**

- (a) Purpose of Contract Change: **10/11/2023**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
- (c) Name of Contractor: **Community Development Solutions Formerly General Code CMS LLC**
- (d) Address of Contractor: **781 Elmgrove Road, Rochester, NY 14624**
- (e) Contractor's Contact Person and Telephone Number: **Liz Mistretta**
- (f) Commencement Date of Extension:
- (g) Termination Date of Extension:
- (h) Payment Provisions:
  - i) lump sum amount **\$1515**
  - ii) hourly rate amount
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount:

**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



COMMUNITY  
DEVELOPMENT  
SOLUTIONS  
*Formerly General Code CMS LLC*

781 Elmgrove Rd. • Rochester, NY 14624  
(855) GEN-CODE • (585) 328-1810  
FAX (585) 328-8189

**CHANGE ORDER #WA4128\_09202023**  
**LASERFICHE AVANTE SYSTEM – ADDITIONAL PRODUCT**

**Client Name:** Warren County  
**Address:** 1340 State Route 9  
Lake George, NY 12845

**Contact Person:** Julie Garcia  
**Account Executive:** Liz Mistretta  
**Date:** 09-20-2023

Line Item Description	Model #	Quantity	Unit Price	Total
<b>Base Software</b>				
Avante Named Full User with Snapshot, Web Access & Email	MNF16	1	\$600.00	\$600.00
<b>Base Software Subtotal</b>				<b>\$600.00</b>
<b>Add-Ons/Plug-Ins</b>				
Avante Advanced Audit Trail	MATX16	1	\$100.00	\$100.00
Avante Forms	MFRM16	1	\$50.00	\$50.00
<b>Add-Ons/Plug-Ins Subtotal</b>				<b>\$150.00</b>
<b>Support</b>				
LSAP Avante Named Full User with Snapshot, Web Access & Email	MNF16B	1	\$120.00	\$120.00
LSAP Avante Advanced Audit Trail	MATX16B	1	\$20.00	\$20.00
LSAP Avante Forms	MFRM16B	1	\$10.00	\$10.00
Laserfiche Participant Users - 10-199 Tier	JSPAR	4	\$110.00	\$440.00
<b>Support Subtotal</b>				<b>\$590.00</b>
<b>Professional Services</b>				
Remote Services		1	\$175.00	\$175.00
<b>Professional Services Subtotal</b>				<b>\$175.00</b>
<b>Grand Total</b>				<b>\$1,515.00</b>

*LSAP/SAAS fees shown herein are for a full year LSAP/SAAS. As applicable, LSAP/SAAS will be prorated to align with the existing LSAP/SAAS anniversary date for the main system. Therefore, the LSAP/SAAS amount on your invoice may be less than the amount shown here.*

*Remote Services include but are not necessarily limited to the following services: software order processing; project management; software implementation such as modification of server to reflect new license levels; installation or modification of server; client or scanning software; installation and/or configuration of add-on products, such as WebLink, Quick Fields or Workflow and configuration of hardware, such as scanners.*

LSAP/SAAS: 2<sup>nd</sup> year forward for this component is estimated to be: \$590.00 \*

*\*subject to change based upon the then-current support prices for that year*

**Payment Terms:** 100% on delivery of software and/or services.

**Price Validity:** Price is valid for 90 days from 09-20-2023

**(Client please fill out) Invoice for this Change Order to be sent to: Email:** \_\_\_\_\_

**Department:** \_\_\_\_\_ **Contact:** \_\_\_\_\_

## CHANGE ORDER

This Change Order is subject to ICC Community Development Solutions Terms & Conditions and to the License Agreements for the software referred to above, all of which are available at <https://icc-cds.com/terms-conditions/> and are incorporated herein by reference, and client authorizes ICC-CDS to proceed with the project.

The prices and specifications in this Change Order are satisfactory and are hereby accepted. All work is to be performed under the same terms and conditions as specified in the original contract unless otherwise specified.

### WARREN COUNTY, NEW YORK

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

## CHANGE ORDER

### APPENDIX A – RECOMMENDED SERVER/WORKSTATION SPECIFICATIONS

*Please click on the below links to view current specifications:*

[Laserfiche Avante Minimum Recommended Hardware Specs](#)

[Laserfiche Default Ports](#)

[Virtualization Considerations for Laserfiche](#)

Criminal Justice and Public Safety Committee  
Office of Emergency Services  
October 24, 2023

COMMITTEE MEMBERS: GERACI, Magowan, Smith, Conover, McDevitt, Driscoll, Leggett

- 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: Resolution request authorizing the Chair of the Board of Supervisors to execute grant applications to New York State Division of Homeland Security and Emergency Services (NYS DHSES). *Attachment #1*  
Rationale: Warren County is a pass-through recipient of several federally funded grant programs that are implemented by NYS DHSES and typically released on an annual basis. OES is requesting this blanket resolution to ensure our participation in these grant programs and to meet the increasingly short application periods.
  2. Request: Resolution request to formally adopt the 2023 Warren County Hazard Mitigation Plan. *Attachment #2*  
Rationale: This plan was developed with assistance from Tetra Tech and Contingency Management Consulting Group, LLC in accordance with the Disaster Mitigation Act of 2000. This is the final plan that will be submitted for approval by the Federal Emergency Management Agency (FEMA).
- V. Discussion Items
- VI. Referrals/Pending Items
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

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Attachments:

1. Resolution Request Form #20
2. Resolution Request Form #20 & Warren County Hazard Mitigation Plan 2023 Update Website  
<https://www.warrencountynewyorkhmp.com/>

# ***RESOLUTION REQUEST FORM NO. 20***

## ***MISCELLANEOUS***

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME: Office of Emergency Services**

**DATE: October 24, 2023**

(a) Purpose of Request:

**To authorize the Chair of the Board of Supervisors to execute OES grant applications to New York State Division of Homeland Security and Emergency Services (NYS DHSES).**

(b) Details:

**Warren County is a pass-through recipient (sub-recipient) of several federally funded grant programs that are implemented by NYS DHSES and typically released on an annual basis. OES is requesting this blanket authorization to meet the increasingly short application periods. Budget amendments will be brought back to the Committee as grant award letters are received.**

(c) Previous Resolution Number:

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:

**None Required**

**Sample: A.8021 470 Planning & Community Development – Contract**

\* as listed in budget and LOGOS

# ***RESOLUTION REQUEST FORM NO. 20***

## ***MISCELLANEOUS***

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME: Office of Emergency Services**

**DATE: October 24, 2023**

(a) Purpose of Request:

**Formal adoption of the 2023 Warren County Hazard Mitigation Plan**

(b) Details:

**This plan was developed with the assistance of Tetra Tech and Contingency Management Consulting Group in accordance with the Disaster Mitigation Act of 2000. See the following website for more information and to view the plan <https://www.warrencountynewyorkhmp.com/>**

(c) Previous Resolution Number:

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:

**None required for adoption of the Plan**

**Sample: A.8021 470 Planning & Community Development – Contract**

\* as listed in budget and LOGOS

CRIMINAL JUSTICE & PUBLIC SAFETY COMMITTEE MEETING

PROBATION AGENDA

October 24, 2023

Committee Members: Supervisors Geraci, Magowan, Smith, Conover, McDevitt, Driscoll and Leggett

**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 an agreement with Kristy Moore as a Re-Entry Ambassador in the amount of \$1,350 for the term 4/1/23-3/31/24 regarding the Y-ReConnects Grant.  
**Rationale:** Re-Entry Ambassadors are an important part of the Y-ReConnects Grant as it allows individuals and entities to provide experiences related to their lives or work to the grant for the betterment of the Juvenile Justice System.
2. **Request:** To enter into an agreement with Big Brothers Big Sisters (BBBS) of the Southern Adirondacks in the amount Of \$6,089 for the term 4/1/23-3/31/24 regarding the Y-ReConnects Grant.  
**Rationale:** BBBS will provide school mentoring programing in collaboration with various schools in Warren County who are willing to partner for this service.
3. **Request:** To transfer funds from Probation Budget A.3140 110 salaries-regular to 120 salaries-overtime in the amount of \$1,500 to cover overtime costs.  
**Rationale:** Funds are needed to cover overtime costs for 4 Probation Officers who conducted weekend home visits checks on sex offenders with NYS Police regarding the recent child abduction.

**V. Discussion Items:** Electronic Monitoring

**VI. Referrals/Pending Items:** None

**VII. Privilege of the floor and public comment**

**VIII. Motion to Adjourn**

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Attachments: 1. Resolution No.3 (2)  
2. Probation Document

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

### **Request for New Contract**

**DEPARTMENT NAME: Probation**

**DATE: 10/24/23**

- (a) Is this a Result of a Bid or Request for Proposal?  
**No**
- (b) Purpose of Contract:  
**To enter into an agreement with Kristy Moore for a Re-Entry Ambassador regarding the Y-ReConnects Grant.**
- (c) Name of Contractor:  
**Kristy Moore**
- (d) Address of Contractor: **8 Spruce Court, Queensbury, NY 12804**
- (e) Contractor's Contact Person and Telephone Number:  
**Kristy Moore, 518-683-0719**
- (f) Has or will the Contract be provided, if so, please attach:  
**Will be provided**
- (g) Commencement Date of Contract:  
**4/1/23**
- (h) Termination Date of Contract:  
**3/31/24**
- (i) Payment Provisions: i) lump sum amount  
ii) hourly rate amount  
iii) total amount not to exceed **\$1,350**  
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.3140 470 Probation-Contract \$1,350**

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. 3**

### **Request for New Contract**

**DEPARTMENT NAME:** Probation

**DATE:** 10/24/23

- (a) Is this a Result of a Bid or Request for Proposal?  
**No**
- (b) Purpose of Contract:  
**To enter into an agreement with Big Brothers Big Sister (BBBS) of the Southern Adirondacks to provide school mentoring programing in collaboration with various schools in Warren County rgarding the Y-ReConnects Grant.**
- (c) Name of Contractor:  
**Big Brothers Big Sisters of the Southern Adirondacks**
- (d) Address of Contractor: **1 Lawrence Street, Suite 1B, Glens Falls, NY 12801**
- (e) Contractor's Contact Person and Telephone Number:  
**Bill Moon, 518-798-1010**
- (f) Has or will the Contract be provided, if so, please attach:  
**Will be provided**
- (g) Commencement Date of Contract:  
**4/1/23**
- (h) Termination Date of Contract:  
**3/31/24**
- (i) Payment Provisions: i) lump sum amount  
ii) hourly rate amount  
iii) total amount not to exceed **\$6,089**  
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.3140 470 Probation-Contract \$6,089**

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

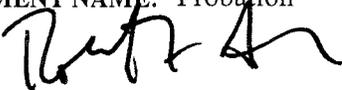
\*as listed in budget and LOGOS

**RESOLUTION REQUEST FORM NO. 10**

***Request for Transfer of Funds***

**TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

**DEPARTMENT NAME:** Probation

**SIGNED:** 

**DATE:** 10/24/23

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.3140 110	Salaries-Regular	A.3140 120	Salaries-Overtime	\$1,500

**Please state reason for transfers requested:**

Funds need to pay 4 Probation Officers overtime for weekend home visits with NYS Police regarding recent child abduction.

**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

**Please state reason for transfer request:**

**Please file original request with Clerk of the Board and retain copy for your records.**

CRIMINAL JUSTICE & PUBLIC SAFETY COMMITTEE MEETING  
PUBLIC DEFENDER AGENDA  
October 24, 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: Request to Apply for a Grant  
Rationale: To apply for 3<sup>rd</sup> Family Defense (Child Welfare) Quality Improvement & Caseload Reduction
  2. Request: Request to Extend Existing Contract  
Rationale: To extend Contract with LexisNexis Subscriptions
- V. Discussion Items:
- VI. Referrals/Pending Items:
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

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Attachments:

1. Resolution Request Form No. 5 – Request to Apply for a Grant: 3<sup>rd</sup> Family Defense (Child Welfare) Quality Improvement & Caseload Reduction & accompanying document(s)
2. Resolution Request Form No. 4 – Request to Extend Existing Contract: LexisNexis Subscription & accompanying document(s)

## ***RESOLUTION REQUEST FORM NO. 5***

### ***Request to Apply for a Grant Application and Grant Agreement***

**DEPARTMENT NAME: Warren County Public Defender's Office**

**DATE: 10/24/2023**

- (a) Purpose of Grant: **Family Defense (Child Welfare) Quality Improvement & Caseload Reduction**
- (b) Name of Grantor: **New York State Office of Indigent Legal Services**
- (c) Address of Contractor: **Office of Indigent Legal Services  
Alfred E. Smith Bldg., Suite 1147  
80 South Swan Street  
Albany, NY 12210**
- (d) Grantor's Contact Person and Telephone Number:  
**Jennifer Colvin, Grants Manager**
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach?
- (f) Effective Date of Grant: **March 2024 (tentative)**
- (g) Termination Date of Grant: **3 years from contract start date**
- (h) Total Dollar Amount Involved (not to exceed):
- (i) Deadline to Submit Grant Application and/or Grant Agreement: **10/27/2023**
- (j) Is a Budget amendment required?            If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project?            If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required?            If Yes, Where are the Funds? List Budget Code, Object Code, Full Title\* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

**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

# New York State Office of Indigent Legal Services

## *Funding Announcement*

### **Third Family Defense (Child Welfare) Quality Improvement & Caseload Reduction Grant**

#### **NYS Office of Indigent Legal Services Request for Proposals**

The New York State Office of Indigent Legal Services (“ILS”) and nine-member Indigent Legal Services Board (“Board”) were created in 2010 pursuant to Executive Law §§ 832 and 833. ILS’ statutory mission is “to monitor, study and make efforts to improve the quality of services provided pursuant to Article 18-B of the county law.” Under the direction of and pursuant to the policies established by the Board, ILS assists county governments in the exercise of their responsibility to provide quality representation of persons who are legally entitled to counsel but cannot afford to hire an attorney. The assistance provided by ILS includes distributing State funds and targeting grants to counties and New York City in support of innovative and cost-effective initiatives to enhance the quality of representation provided to people entitled to counsel under County Law Article 18-B.

#### **Timelines for This Request for Proposals**

<b>RFP Release Date</b>	<b>Tuesday, September 12, 2023</b>
<b>Questions Due By</b>	<b>Tuesday, September 26, 2023, 5:00 p.m. ET (Q &amp; A period closed)</b>
<b>Answers Posted By</b>	<b>Friday, October 6, 2023</b>
<b>Proposal Due Date</b>	<b>Friday, October 27, 2023, 5:00 p.m. ET</b>
<b>Award Announcement</b>	<b>December 2023</b>
<b>Tentative Contract Start Date</b>	<b>March 2024</b>

## ***RESOLUTION REQUEST FORM NO. 4***

### ***Request for Extending, Rescinding or Amending Existing Contract***

**DEPARTMENT NAME: Warren County Public Defender's Office**

**DATE: 10/24/2023**

- (a) Purpose of Contract Change: **To renew LexisNexis Subscription**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
- (c) Name of Contractor: **LexisNexis, a division of RELX Inc.**
- (d) Address of Contractor:
- (e) Contractor's Contact Person and Telephone Number:  
**Corey Vanderhost, (937) 865-1969**
- (f) Commencement Date of Extension: **1/1/2024**
- (g) Termination Date of Extension: **12/31/2024**
- (h) Payment Provisions:
  - i) lump sum amount **\$737/month (\$8,844 annually)**
  - ii) hourly rate amount
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. **monthly**)
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: **A.1171 426 & A.1171 4202 426****

**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

<b>“Subscriber” Name: New York Warren County Public Defender</b>
<b>Account Number: 10001H7U</b>
<b>“LN”:</b> LexisNexis, a division of RELX Inc.

### 1. Subscription Agreement

LexisNexis, a division of RELX Inc. (“LN”) grants Subscriber a non-exclusive, non-transferable limited license to access and use Lexis+® and the materials available therein (“Materials”) pursuant to terms set forth in the LexisNexis General Terms and Conditions (“General Terms”) and the pricing set forth in the Price Schedule (“Price Schedule”) (the General Terms together with the Price Schedule is collectively referred to as the “Subscription Agreement”), both of which are incorporated herein by reference. Subscriber may view and print the Subscription Agreement at: <https://www.lexisnexis.com/en-us/terms/GovtAcademic/terms.page>.

### 2. Certification

2.1. Subscriber certifies that the number of government professionals in Subscriber’s organization is as set forth below. A “Government Professional User” is defined as an attorney, judge, librarian, researcher, investigator or analyst who is employed by the Subscriber.

<b>Number of Government Professional Users:</b>	<b>13</b>
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2.2. A “Support Staff User” is defined as a person who supports the Government Professional User, including, but not limited to: paralegals, interns, legal secretaries or other administrative support members. 1 ID’s may be issued to support staff for each Government Professional User accounted for above.

<b>Number of Support Staff Users:</b>	<b>13</b>
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2.3. Each LN ID must be issued for individual use by the Government Professional User or Support Staff User.

2.4. If Subscriber, at the time of signing this Agreement has 11 or more Government Professional Users, then Subscriber is required to notify LN if the number of Government Professional Users falls below 11. Subscriber shall, within 30 days of the staffing change, notify LN in writing.

2.5. Subscriber acknowledges that the pricing and menus provided to Subscriber in this Agreement depend in part on the number of Government Professional Users in Subscriber’s organization. Subscriber certifies that as of the date Subscriber signs this Agreement there are the number of Government Professional Users in Subscriber’s organization (the “Reference Number”) as Subscriber has specified above.

- i. At LN’s request from time to time, Subscriber will certify in writing the then-current Reference Number.
- ii. If there is a change in the Reference Number during the Term, LN may, in its sole discretion on at least 30 days prior written notice to Subscriber, increase or decrease the Monthly Commitment by an amount that does not exceed, on a percentage basis, the change in the Reference Number.

### 3. Lexis+ Product and Charges

3.1. This Section 3 amends the Subscription Agreement with respect to the Lexis+ product offering described below. The Term of Subscriber’s commitment for the Lexis+ product offering will begin upon the date Subscriber’s billing account (“Account Number”) is activated (“Activation”) and will continue for the last period set forth in Section 3.5 below (the “Initial Term”).

3.2. This Agreement commences on the Effective Date and continues for the Initial Term designated in Section 3.5; provided, that, after the Initial Term, this Agreement shall automatically renew for successive one-year renewal terms (each, a “Renewal Term”), unless either Party provides written notice of non-renewal at least thirty (30) days’ prior to the expiration of the then-current Initial Term or Renewal Term, as the case may be. “Term” means, collectively, the Initial Term and all Renewal Terms.

3.3. Commencing at the Renewal Term (defined in Section 3.2), at each anniversary of the Effective Date, LN shall increase all recurring fees by seven point five per cent (7.5%) per Contract Year.

3.4. Subscriber may not terminate this Agreement for convenience under General Terms during the Term. Notwithstanding the foregoing, Subscriber may terminate this Agreement during the Term for a material breach by LN that remains uncured for more than 30 days after LN receives written notice from Subscriber identifying a specific breach.

If Subscriber terminates this Agreement pursuant to this Section, then Subscriber will pay all charges incurred up to the date of termination.

Lexis+ Content & Features		
Product	SKU Number	Number of Users
Inter-Document Linking	1000690	13
USCS - United States Code Service	1011069	13
NY Enhanced	1011557	13
Lexis+™ Practical Guidance - State & Local Government	1534660	13
All Briefs, Pleadings & Motions	1010612	13

3.5. In exchange for access to the Lexis+ Content, Feature and/or Service set forth in Section 3.1 above, Subscriber will pay to LN the following amount (the “Monthly Commitment”) during the periods set forth below.

Initial Term	Monthly Commitment
1/1/2024 - 12/31/2024	\$737

3.6. During the Term, LN may make content and features available to Subscriber that are not included in the Lexis+ Content described above at an additional charge (“Out of Plan Materials”). Authorized Users trying to access Out of Plan Materials will be notified of the additional charges before the materials are displayed. If an Authorized User accesses the Out of Plan Materials, Subscriber will pay the transactional charge(s) displayed at the time of access. If Subscriber does not initial below, Out of Plan Materials will be excluded from Authorized User’s search.

**To have Out of Plan Materials available for your Authorized Users, initial here** \_\_\_\_\_  
(Initial)

3.7. Use of Lexis+ under this Agreement is available to Subscriber and its Authorized Users (defined in the General Terms).

3.8. LN may temporarily suspend access to Lexis+ until all unpaid amounts are paid in full. No claims directly or indirectly related to this Agreement with respect to amounts billed or payments made under this Agreement may be initiated by Subscriber more than 6 months after such amounts were first billed to Subscriber.

**4. Closed Offer**

The prices and other terms are subject to change if Subscriber has not submitted a signed original or copy on or before 11/30/2023.

**5. Confidential Information**

Subject to any state open records or freedom of information statutes, this Agreement contains confidential pricing information of LN. Subscriber understands that disclosure of the pricing information contained herein could cause competitive harm to LN, and will receive and maintain this Agreement in trust and confidence and take reasonable precautions against such disclosure to any third person. This Section 5 will survive the termination or expiration of this Agreement.

**6. Support and Training**

During the Term, Subscriber, with the support of LN, agrees to encourage the effective use of Lexis+ through:

- (a) Meaningful participation in additional ongoing programs presented by LN to update and train Authorized Users;
- (b) Authorize the periodic distribution of memos or other communications by LN and/or Subscriber to Authorized Users; and
- (c) The periodic review with LN of Subscriber's Authorized User's use of materials and training under this Agreement.

**7. Miscellaneous**

7.1. This Agreement does not bind either party until it has been accepted by both parties. Subscriber may accept this Agreement by signing below. LN will accept this Agreement by providing Subscriber with access to Lexis+ or by signing below.

7.2. If Subscriber issues a purchase order in connection with the Agreement, Subscriber acknowledges and agrees that the purchase order shall be for Subscriber's internal purposes only and shall not modify or affect any of the other terms or conditions for access to the Online Services.

**LEXISNEXIS WILL NOT ACCEPT ANY CHANGES, CORRECTIONS OR ADDITIONS TO THIS AGREEMENT UNLESS SUCH CHANGES ARE EXPRESSLY ACCEPTED BY LN IN WRITING. SUCH CHANGES WILL HAVE NO LEGAL EFFECT.**

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**LEXIS+® SUBSCRIPTION AGREEMENT  
FOR STATE/LOCAL GOVERNMENT**  
(NEW SUBSCRIBER VERSION-AAR)

**AGREED TO AND ACCEPTED BY:**

<b>Subscriber: New York Warren County Public Defender</b>
[MUST BE COMPLETED BY SUBSCRIBER]
<b>Authorized Subscriber Signature:</b>
<b>Printed Name:</b> _____
<b>Job Title:</b> _____
<b>Date:</b> _____
_____

**LexisNexis, a division of RELX Inc.**

[COMPLETED BY LEXISNEXIS]

<b>Authorized Signature:</b>
<b>Name:</b> _____
<b>Job Title:</b> _____
<b>Date:</b> _____
_____



**LEXIS+® SUBSCRIPTION AGREEMENT  
FOR STATE/LOCAL GOVERNMENT**  
(NEW SUBSCRIBER VERSION-AAR)

CUSTOMER INFORMATION (Please type or print):	
<b>Organization Name: (Full Legal Name)</b>	New York Warren County Public Defender
<b>Billing Frequency:</b>	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Annually
<b>Physical Address</b>	
<b>Street Address:</b>	<b>Invoice Address</b>
<b>City:</b>	
<b>State:</b>	
<b>Zip:</b>	
<b>County:</b>	
<b>Telephone:</b>	
<b>Fax:</b>	
<b>Parent Company: (if applicable)</b>	

**Type of Organization:**

Legislative  Judicial  Executive

Professional User: \_\_\_\_\_ Practicing Area of Law: \_\_\_\_\_  
 Support Staff: \_\_\_\_\_ Employer Identification Number: \_\_\_\_\_  
 Bar No: \_\_\_\_\_ Issuing State: \_\_\_\_\_  
 Date Issued/Expiration Date: \_\_\_\_\_ Organization Web Address: \_\_\_\_\_  
 Tax Exempt:  Yes (attach Sales Tax Exemption Certificate) MSA:  Yes  No  
 No  
 Tax ID No: \_\_\_\_\_ State Contract No: \_\_\_\_\_  
 (If applicable)  
 PO No: \_\_\_\_\_  
 (If applicable)

**Contacts:**

	Name	Telephone	Email
<b>Installation:</b>	_____	_____	_____
<b>Billing:</b>	_____	_____	_____
<b>Policy/Legal Notification:</b>	_____	_____	_____
<b>Scheduling/Training:</b>	_____	_____	_____



**LEXIS+® SUBSCRIPTION AGREEMENT  
FOR STATE/LOCAL GOVERNMENT**  
(NEW SUBSCRIBER VERSION-AAR)

\_\_\_\_\_ **Name** \_\_\_\_\_ **Telephone**

**Super Admin:** \_\_\_\_\_

\_\_\_\_\_ **Email** \_\_\_\_\_ **IP Address**

<b>CUSTOMER ID INFORMATION (Please type or print)</b>			
<b>ID HOLDERS' NAMES</b> (additional sheet attached <input type="checkbox"/> )	<b>ID HOLDERS' TITLES/POSITIONS</b>	<b>ID HOLDERS' EMAIL ADDRESSES</b>	<b>LOCATION/ADDRESS</b>

CRIMINAL JUSTICE & PUBLIC SAFETY COMMITTEE  
SHERIFF AGENDA  
October 24, 2023

COMMITTEE MEMBERS: Supervisors Geraci, Magowan, Smith, Conover, McDevitt, Driscoll, Leggett, and 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. Action Agenda/New Business Items:
  1. Request: Ratifying our actions in regard to submission of the application of a New York State Governor's Traffic Safety Committee grant and approval to accept grant funding and amend the County budget accordingly.  
Rationale: Warren County Sheriff's Office applied for and received a \$23,947 award to participate in the state wide Police Traffic Services Program with the goal to increase seatbelt usage and reduce dangerous driving behaviors.
  
  2. Request: Ratifying our actions in regard to submission of the application of a New York State STOP-DWI Foundation grant and approval to accept grant funding and amend the County budget accordingly.  
Rationale: Warren County STOP-DWI applied for, and received, a \$24,000 award to participate in the state wide STOP-DWI High Visibility Engagement Campaign with the intended goal of reducing incidence of drunk and impaired driving. Highly visible, highly publicized efforts, like these campaigns have been shown to reduce alcohol and drug related fatalities.
  
  3. Request: County of Warren to enter into Intermunicipal Agreements and Memorandums of Understanding with the Warren County Sheriff's Office, City of Glens Falls (Police Department), Warren County Probation Department, and Warren County District Attorney's Office for the administration NYS STOP-DWI Foundation, Inc. funds.  
Rationale: The Warren County Sheriff's Office shall administer NYS STOP-DWI Foundation, Inc. funds in Warren County and the agreements and memorandums are necessary to outline the funding allocated for each of the four agencies participating in the program.
  
  4. Request: Transfer funds within the 2023 Sheriff's Office budget to address deficits in Corrections Food and Law Enforcement Automotive Supplies and Repair codes.  
Rationale: Significant increases in food prices, automotive parts and supplies, and automotive repairs have created a deficit in the Corrections Food and Law Enforcement Auto Supplies and Repair codes. The transfer is necessary to address the deficits.

IV. Discussion Items:

V. Referrals/Pending Items:

VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)

VII. Motion to adjourn

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Attachments: 1-1. Resolution Request Form No. 5 - Request for a Grant Agreement (NYS GTSC Grant)  
1-2. Resolution Request Form No. 7 - Request to Amend County Budget (NYS GTSC Grant)  
2-1. Resolution Request Form No. 5 - Request for a Grant Agreement (STOP-DWI HVEC Grant)  
2-2. Resolution Request Form No. 7 - Request to Amend County Budget (STOP-DWI HVEC Grant)  
3-1. Resolution Request Form No. 3 - Request for New Contract (STOP-DWI WC Sheriff's Office)  
3-2. Resolution Request Form No. 3 - Request for New Contract (STOP-DWI Glens Falls PD)  
3-3. Resolution Request Form No. 3 - Request for New Contract (STOP-DWI WC Probation)  
3-4. Resolution Request Form No. 3 - Request for New Contract (STOP-DWI WC District Attorney)  
4. Resolution Request Form No. 10 - Request for Transfer of Funds (Budget Deficits)

**RESOLUTION REQUEST FORM NO. 5**

***Request to Apply for a Grant Application and Grant Agreement***

**DEPARTMENT NAME:** Sheriff

**DATE:** October 24, 2023

- (a) **Purpose of Grant:** Police Traffic Services Program (Traffic Safety Initiatives)
- (b) **Name of Grantor:** NYS Governor's Traffic Safety Committee
- (c) **Address of Grantor:** 6 Empire State Plaza, Albany NY 12228
- (d) **Grantor's Contact Person and Telephone Number:** Justin O'Connor, Director  
(518) 474-5111
- (e) **Has or Will the Grant Application or Grant Agreement been provided, if so, please attach:** Yes
- (f) **Effective Date of Grant:** October 1, 2023
- (g) **Termination Date of Grant:** September 30, 2024
- (h) **Total Dollar Amount Involved (Not to Exceed):** \$23,947
- (i) **Deadline to Submit Grant Application and/or Grant Agreement:** N/A
- (j) **Is a Budget Amendment Required?:** Yes  
If yes, also complete and submit Form No. 7.
- (k) **Are the funds to go into a Capital Project or Capital Reserve Project?:** No  
If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (l) **Is a Local Share Required?:** No  
If Yes, Where are the Funds? List Budget Code, Object Code, Full Title\* and Amount **OR** Capital Project **OR** Capital Project Number and Title Amount:

**Sample: A.3110 470 General Sheriff's Law Enforcement - 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:** Sheriff

**DATE:** October 24, 2023

(a) **Purpose of Amendment:** Amend County Budget to reflect revenues from a New York State Governor's Traffic Safety Committee Police Traffic Services Program grant

(b) **Appropriation Code, Object Code, Full Title and Amount:**

A.3110 120	Sheriff's Law Enforcement	\$23,947
	Salaries - Overtime	

(c) **Revenue Code (with title), and amount:**

A.3110 3384	Sheriff's Law Enforcement	\$23,947
	Other Sheriff's State Aid	



**GOVERNOR'S TRAFFIC SAFETY COMMITTEE**  
6 EMPIRE STATE PLAZA • ALBANY, NY 12228

September 18, 2023

Charles Geisler  
Patrol Sergeant  
Warren County Sheriff's Office  
1400 State Route 9  
Lake George, NY 12845-3435

Re: PTS-2024-Warren Co SO -00166-(057)  
Police Traffic Services  
T007141  
CFDA #: 20.600  
EFFECTIVE DATE: October 1, 2023

Dear Patrol Sergeant Charles Geisler:

On behalf of the Governor's Traffic Safety Committee, I am pleased to notify you that the Warren County Sheriff's Office has been awarded a total of \$23,947 to participate in the statewide Police Traffic Services Program. Our goal is to increase seat belt usage and reduce dangerous driving behaviors in an effort to reduce serious injury and death from traffic crashes. A breakdown of your grant award amount is as follows:

Category	Award Amount
Seat Belt Mobilization Enforcement	\$5,537
Regular PTS Enforcement	\$18,410
Other Than Personal Services	\$0
<b>Grand Total</b>	<b>\$23,947</b>

Before incurring any project related expenses, login to eGrants to review your approved budget as it may have been reduced or otherwise changed from what was requested. Crucial documents regarding your grant, the claims process, equipment, and other grant related topics can be found by visiting <https://trafficsafety.ny.gov/highway-safety-grant-program#grant-award>.

Attached to this email are the contract and a signatory page with instructions. Please follow the instructions to facilitate the prompt processing of your contract. The contract will only be effective after the Signature page has been signed by the County, City, Town, or Village, and notarized, then returned to, **and** signed by, the New York State Governor's Traffic Safety Committee.

**Please note the following requirement:**

**Payment for claims submitted under this grant award shall be rendered electronically in accordance with the Office of the State Comptroller's procedures and practices governing electronic payment unless payment by paper check is expressly authorized by the head of the State Agency, in his or her sole discretion after the Contractor establishes extenuating circumstances requiring payment by paper check.**

Thank you for participating in this very important statewide enforcement program. I wish you success in your efforts. If you have any questions, please contact the Governor's Traffic Safety Committee at (518) 474-5111.

Sincerely,

A handwritten signature in black ink, appearing to read "Justin O'Connor". The signature is fluid and cursive, with the first name "Justin" and last name "O'Connor" clearly distinguishable.

Justin O'Connor  
Director

CRD:bp  
Enclosure  
cc: Monica Girard

**STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE**

<p>STATE AGENCY (Name &amp; Address):</p> <p>New York State Governor's Traffic Safety Committee 6 Empire State Plaza, Room 410B Albany, NY 12228</p>	<p>BUSINESS UNIT/DEPT. ID: DMV01/3700393</p> <p>CONTRACT NUMBER: T007141</p> <p>CONTRACT TYPE:</p> <p><input type="checkbox"/> Multi-Year Agreement <input type="checkbox"/> Simplified Renewal Agreement <input checked="" type="checkbox"/> Fixed Term Agreement</p>
<p>CONTRACTOR SFS PAYEE NAME:</p> <p>WARREN COUNTY OF</p>	<p>TRANSACTION TYPE:</p> <p><input checked="" type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Amendment</p>
<p>CONTRACTOR DOS INCORPORATED NAME:</p>	<p>PROJECT NAME:</p> <p>Police Traffic Services - PTS</p>
<p>CONTRACTOR IDENTIFICATION NUMBERS:</p> <p>NYS Vendor ID Number: 1000002438 Federal Tax ID Number: 146002576 DUNS Number (if applicable): 098334733</p>	<p>AGENCY IDENTIFIER:</p> <p>PTS-2024-Warren Co SO -00166-(057)</p> <p>CFDA NUMBER (Federally Funded Grants Only): 20.600</p>
<p>CONTRACTOR PRIMARY MAILING ADDRESS:</p> <p>1340 STATE RTE 9 LAKE GEORGE, NY 12845</p> <p>CONTRACTOR PAYMENT ADDRESS:</p> <p><input checked="" type="checkbox"/> Check if same as primary mailing address</p> <p>1340 STATE ROUTE 9 LAKE GEORGE, NY 12845</p> <p>CONTRACT MAILING ADDRESS:</p> <p><input type="checkbox"/> Check if same as primary mailing address</p> <p>1400 STATE ROUTE 9 LAKE GEORGE, NY 12845</p>	<p>CONTRACTOR STATUS:</p> <p><input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Municipality, Code: 520100000 000 <input type="checkbox"/> Tribal Nation <input type="checkbox"/> Individual <input type="checkbox"/> Not-for-Profit</p> <p>Charities Registration Number:</p> <p>Exemption Status/Code:</p> <p><input type="checkbox"/> Sectarian Entity</p>

**STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE**

<p><b>CURRENT CONTRACT TERM:</b></p> <p>From: 10/01/2023                      To: 09/30/2024</p> <p><b>CURRENT CONTRACT PERIOD:</b></p> <p>From: 10/01/2023                      To: 09/30/2024</p> <p><b>AMENDED TERM:</b></p> <p>From:    To:</p> <p><b>AMENDED PERIOD:</b></p> <p>From:    To:</p>	<p><b>CONTRACT FUNDING AMOUNT:</b></p> <p><i>(Multi-year - enter total projected amount of the contract; Fixed Term/Simplified Renewal - enter current period amount):</i></p> <p><b>CURRENT:</b>            \$23,947</p> <p><b>AMENDED:</b></p> <p><b>FUNDING SOURCE(S)</b></p> <p><input type="checkbox"/> State</p> <p><input checked="" type="checkbox"/> Federal</p> <p><input type="checkbox"/> Other</p>
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*FOR MULTI-YEAR AGREEMENTS ONLY - CONTRACT PERIOD AND FUNDING AMOUNT:*  
(Out years represent projected funding amounts)

#	CURRENT PERIOD	CURRENT AMOUNT	AMENDED PERIOD	AMENDED AMOUNT
1				
2				
3				
4				
5				

**ATTACHMENTS PART OF THIS AGREEMENT:**

Attachment A:

- A-1 Program Specific Terms and Conditions
- A-2 Federally Funded Grants and Requirements Mandated by Federal Laws

Attachment B:

- B-1 Expenditure Based Budget                       B-2 Performance Based Budget
- B-3 Capital Budget     B-4 Net Deficit Budget
- B-1(A) Expenditure Based Budget (Amendment)
- B-2(A) Performance Based Budget (Amendment)
- B-3(A) Capital Budget (Amendment)
- B-4(A) Net Deficit Budget (Amendment)

Attachment C: Work Plan

Attachment D: Payment and Reporting Schedule

Other:

**RESOLUTION REQUEST FORM NO. 5**

***Request to Apply for a Grant Application and Grant Agreement***

**DEPARTMENT NAME:** Sheriff

**DATE:** October 24, 2023

- (a) **Purpose of Grant:** NYS STOP-DWI High Visibility Engagement Campaign focused on reducing incidences of drunk and impaired driving
- (b) **Name of Grantor:** NYS STOP-DWI Foundation, Inc.
- (c) **Address of Grantor:** 1170 Phoenix Avenue, Schenectady NY 12307-2602
- (d) **Grantor's Contact Person and Telephone Number:** Tracy Mance, Chairperson
- (e) **Has or Will the Grant Application or Grant Agreement been provided, if so, please attach:** Yes
- (f) **Effective Date of Grant:** October 1, 2023
- (g) **Termination Date of Grant:** September 30, 2024
- (h) **Total Dollar Amount Involved (Not to Exceed):** \$24,000
- (i) **Deadline to Submit Grant Application and/or Grant Agreement:** N/A
- (j) **Is a Budget Amendment Required?:** Yes  
If yes, also complete and submit Form No. 7.
- (k) **Are the funds to go into a Capital Project or Capital Reserve Project?:** No  
If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (l) **Is a Local Share Required?:** No  
If Yes, Where are the Funds? List Budget Code, Object Code, Full Title\* and Amount OR Capital Project OR Capital Project Number and Title Amount:

**Sample:** A.3110 470 General Sheriff's Law Enforcement - 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:** Sheriff

**DATE:** October 24, 2023

(a) **Purpose of Amendment:** Amend County Budget to reflect revenues from a New York State STOP-DWI Foundation High Visibility Engagement Campaign grant

(b) **Appropriation Code, Object Code, Full Title and Amount:**

A.3110 120	Sheriff's Law Enforcement	\$24,000
	Salaries - Overtime	

(c) **Revenue Code (with title), and amount:**

A.3315 3615	STOP DWI Program	\$24,000
	STOP DWI Grant	



October 4, 2023

Warren County STOP-DWI  
Via email

Please accept this letter as official notification of a High Visibility Engagement Campaign award in the amount of \$24,000 for use in your county. Initial each line below, sign the bottom and **scan back a copy of this letter**, there is no need to send me a hard copy. This will serve as your acceptance of these funds. Failure to return this form will result in non-reimbursement. Let me know if you have any questions.

- \_\_\_\_\_ All HVEC efforts must include increased visibility and engaging the public with educational materials (STOP-DWI Coordinator will complete **ONE** HVEC Activity Form for each HVEC)
- \_\_\_\_\_ All HVEC efforts will be 'high visibility' and advertised in your county.
- \_\_\_\_\_ The funds listed above will be utilized for Enforcement during the following dates only (unless permission has been granted for alternate dates).

<b>Halloween 2023</b>	<b>10/27-11/1</b>
<b>Thanksgiving 2023</b>	<b>11/22-11/26</b>
<b>Holiday 2023-2024</b>	<b>12/13 – 1/1</b>
<b>Super Bowl 2024</b>	<b>2/9-2/11</b>
<b>St Pat's 2024</b>	<b>3/15-3/17</b>
<b>420 Drug Day</b>	<b>4/19 – 4/21</b>
<b>Memorial Day 2024</b>	<b>5/24-5/27</b>
<b>June 100 Days of Summer</b>	<b>6/6-6/9; 6/13-6/16; 6/20-6/23; 6/27-6/30</b>
<b>July 4 2024</b>	<b>7/3-7/7</b>
<b>July 100 Days of Summer</b>	<b>7/11 – 7/14; 7/18 – 7/21; 7/25-7/28</b>
<b>August 100 Days of Summer</b>	<b>8/1 – 8/4; 8/8 – 8/11</b>
<b>End of Summer 2024</b>	<b>8/14-9/2</b>

- \_\_\_\_\_ All HVEC will be multi-agency -more than one agency must participate but don't have to work the same detail or at the same time.
- \_\_\_\_\_ If circumstances result in only one agency participating in any event, an email will be sent to Pam Aini, Grant Administrator, describing the reasoning for only one agency participating.
- \_\_\_\_\_ All PS-1's and activity sheets will be submitted to Pam Aini, Grant Administrator **within 45 days of each event with the exception of the Aug 100 days and Labor Day HVEC**

My signature here shall serve as acceptance of the grant detailed above and my initials above serve as acknowledgement of the items that I am responsible for.

\_\_\_\_\_  
Monica Girard  
Warren County STOP-DWI Coordinator

*Tracy Mance*  
\_\_\_\_\_  
Tracy Mance, Chairperson  
STOP-DWI Foundation, Inc.

Tracy Mance (Albany) – Chairperson  
Jason Widrick (Jefferson) – Vice-Chairperson

Melanie Churakos (Cattaraugus) - Secretary  
John Winchell (Washington) – Treasurer

**STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE**

<p>STATE AGENCY (Name &amp; Address):</p> <p>New York State Governor's Traffic Safety Committee 6 Empire State Plaza, Room 410B Albany, NY 12228</p>	<p>BUSINESS UNIT/DEPT. ID: DMV01/3700393</p> <p>CONTRACT NUMBER: C002684</p> <p>CONTRACT TYPE:</p> <p><input type="checkbox"/> Multi-Year Agreement <input type="checkbox"/> Simplified Renewal Agreement <input checked="" type="checkbox"/> Fixed Term Agreement</p>
<p>CONTRACTOR SFS PAYEE NAME:</p> <p>NEW YORK STATE STOP-DWI FOUNDATION INC</p>	<p>TRANSACTION TYPE:</p> <p><input checked="" type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Amendment</p>
<p>CONTRACTOR DOS INCORPORATED NAME:</p> <p>NEW YORK STATE STOP-DWI FOUNDATION, INC.</p>	<p>PROJECT NAME:</p> <p>High Visibility Engagement Campaigns &amp;DRE Callout/Court Time</p>
<p>CONTRACTOR IDENTIFICATION NUMBERS:</p> <p>NYS Vendor ID Number: 1000001916 Federal Tax ID Number: 141829790 DUNS Number (if applicable): 963009258</p>	<p>AGENCY IDENTIFIER:</p> <p>HS1-2024-NYS STOP-DWI Found.-00199-(088)</p> <p>CFDA NUMBER (Federally Funded Grants Only): 20.616</p>
<p>CONTRACTOR PRIMARY MAILING ADDRESS:</p> <p>399 BROADWAY FORT EDWARD, NY 12828</p> <p>CONTRACTOR PAYMENT ADDRESS:</p> <p><input checked="" type="checkbox"/> Check if same as primary mailing address 399 BROADWAY FORT EDWARD, NY 12828</p> <p>CONTRACT MAILING ADDRESS:</p> <p><input checked="" type="checkbox"/> Check if same as primary mailing address 399 BROADWAY FORT EDWARD, NY 12828</p>	<p>CONTRACTOR STATUS:</p> <p><input type="checkbox"/> For Profit <input type="checkbox"/> Municipality, Code: <input type="checkbox"/> Tribal Nation <input type="checkbox"/> Individual <input checked="" type="checkbox"/> Not-for-Profit</p> <p>Charities Registration Number: 070297</p> <p>Exemption Status/Code:</p> <p><input type="checkbox"/> Sectarian Entity</p>

**STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE**

<p><b>CURRENT CONTRACT TERM:</b></p> <p>From: 10/01/2023                      To: 09/30/2024</p> <p><b>CURRENT CONTRACT PERIOD:</b></p> <p>From: 10/01/2023                      To: 09/30/2024</p> <p><b>AMENDED TERM:</b></p> <p>From:    To:</p> <p><b>AMENDED PERIOD:</b></p> <p>From:    To:</p>	<p><b>CONTRACT FUNDING AMOUNT:</b></p> <p><i>(Multi-year - enter total projected amount of the contract; Fixed Term/Simplified Renewal - enter current period amount):</i></p> <p><b>CURRENT:</b>        \$1,362,000</p> <p><b>AMENDED:</b></p> <p><b>FUNDING SOURCE(S)</b></p> <p><input type="checkbox"/> State</p> <p><input checked="" type="checkbox"/> Federal</p> <p><input type="checkbox"/> Other</p>
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*FOR MULTI-YEAR AGREEMENTS ONLY - CONTRACT PERIOD AND FUNDING AMOUNT:*  
(Out years represent projected funding amounts)

#	CURRENT PERIOD	CURRENT AMOUNT	AMENDED PERIOD	AMENDED AMOUNT
1				
2				
3				
4				
5				

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- A-2 Federally Funded Grants and Requirements Mandated by Federal Laws

Attachment B:

- B-1 Expenditure Based Budget                       B-2 Performance Based Budget
- B-3 Capital Budget     B-4 Net Deficit Budget
- B-1(A) Expenditure Based Budget (Amendment)
- B-2(A) Performance Based Budget (Amendment)
- B-3(A) Capital Budget (Amendment)
- B-4(A) Net Deficit Budget (Amendment)

Attachment C: Work Plan

Attachment D: Payment and Reporting Schedule

Other:

# ABOUT STOP-DWI NEW YORK

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## FEATURED COUNTY

STOP-DWI New York will be regularly highlighting the work of the state's counties that are promoting DWI prevention in the community.

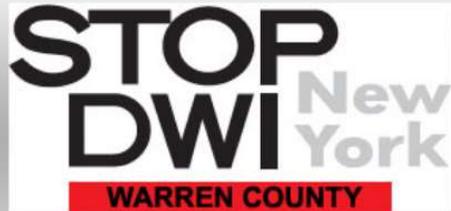
The New York State STOP-DWI Program is available in all counties and provides local programs to meet the goals of reducing alcohol/drug-related driving injuries and fatalities. These include education for school and community groups, support for victims, training for professionals, videos, tools and resources.

Click the button or the image now to learn about the **(Warren County)** and their initiatives.

[Learn More](#)



## WARREN COUNTY



Contact: Monica Girard

Address: 1400 State Route 9  
Lake George, NY 12845

Phone: 518-743-2515

Fax: 518-743-2519

Email: [monica.girard@warrencountysheriffny.us](mailto:monica.girard@warrencountysheriffny.us)

[Website](#)

[Facebook](#)

### Law Enforcement Night

Adirondack Thunder Hockey will be donning special Law Enforcement-themed jerseys during the game highlighting the badges of the Rensselaer, Saratoga and Washington County Sheriff's offices. The jerseys are black with gold piping and showcase an Adirondack Thunder wordmark logo across the front of the jersey. The specialty uniforms will be auctioned off via live auction with proceeds will benefit Special Olympics NY.

STOP-DWI was at the event educating the young about the consequences of DWI at the Law Enforcement night in Glens Falls!

**Pictured:** Pasquale "Rocky" Girard, K9 Sgt. Terry Combs, K9 RAD (named after HFPD Officer Rick Diamond), Warren County STOP-DWI Coordinator Monica Girard and Volunteer Tyler Winchell.



**RESOLUTION REQUEST FORM NO. 3**

**Request for New Contract**

**DEPARTMENT NAME:** Sheriff

**DATE:** October 24, 2023

- (a) **Is this a Result of a Bid or Request for Proposal?** No
- (b) **Purpose of Contract:** Joint participation in the NYS STOP-DWI Foundation, Inc. program administered by the Warren County Sheriff's Office
- (c) **Name of Contractor:** Warren County Sheriff's Office
- (d) **Address of Contractor:** 1400 State Route 9, Lake George NY 12845
- (e) **Contractor's Contact Person and Telephone Number:** Monica Girard  
STOP-DWI Coordinator  
(518) 743-3597
- (f) **Has or will the Contract be provided, if so, please attach:** Yes (will be provided)
- (g) **Commencement Date of Contract:** 01/01/2024
- (h) **Termination Date of Contract:** 12/31/2024 (Two One-Year Renewal Options)
- (i) **Payment Provisions:**
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed \$44,375 (annually)
  - 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. 3315 2615 STOP DWI Program - STOP DWI Fines \$44,375

\* as listed in budget and LOGOS

**RESOLUTION REQUEST FORM NO. 3**

**Request for New Contract**

**DEPARTMENT NAME:** Sheriff

**DATE:** October 24, 2023

- (a) **Is this a Result of a Bid or Request for Proposal?** No
- (b) **Purpose of Contract:** Joint participation in the NYS STOP-DWI Foundation, Inc. program administered by the Warren County Sheriff's Office
- (c) **Name of Contractor:** City of Glens Falls Police Department
- (d) **Address of Contractor:** 42 Ridge Street, Glens Falls NY 12801
- (e) **Contractor's Contact Person and Telephone Number:** Jarred Smith  
Chief of Police  
(518) 761-3840
- (f) **Has or will the Contract be provided, if so, please attach:** Yes (will be provided)
- (g) **Commencement Date of Contract:** 01/01/2024
- (h) **Termination Date of Contract:** 12/31/2024 (Two One-Year Renewal Options)
- (i) **Payment Provisions:**
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed \$44,375 (annually)
  - 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. 3315 2615 STOP DWI Program - STOP DWI Fines \$44,375

\* as listed in budget and LOGOS

**RESOLUTION REQUEST FORM NO. 3**

***Request for New Contract***

**DEPARTMENT NAME:** Sheriff

**DATE:** October 24, 2023

- (a) **Is this a Result of a Bid or Request for Proposal?** No
- (b) **Purpose of Contract:** Joint participation in the NYS STOP-DWI Foundation, Inc. program administered by the Warren County Sheriff's Office
- (c) **Name of Contractor:** Warren County Probation Department
- (d) **Address of Contractor:** 1340 State Route 9, Lake George NY 12845
- (e) **Contractor's Contact Person and Telephone Number:** Robert Iusi  
Probation Director  
(518) 761-6444
- (f) **Has or will the Contract be provided, if so, please attach:** Yes (will be provided)
- (g) **Commencement Date of Contract:** 01/01/2024
- (h) **Termination Date of Contract:** 12/31/2024 (Two One-Year Renewal Options)
- (i) **Payment Provisions:**
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed \$26,250 (annually)
  - 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. 3315 2615 STOP DWI Program - STOP DWI Fines \$26,250

\* as listed in budget and LOGOS

**RESOLUTION REQUEST FORM NO. 3**

**Request for New Contract**

**DEPARTMENT NAME:** Sheriff

**DATE:** October 24, 2023

- (a) **Is this a Result of a Bid or Request for Proposal?** No
- (b) **Purpose of Contract:** Joint participation in the NYS STOP-DWI Foundation, Inc. program administered by the Warren County Sheriff's Office
- (c) **Name of Contractor:** Warren County District Attorney's Office
- (d) **Address of Contractor:** 1340 State Route 9, Lake George NY 12845
- (e) **Contractor's Contact Person and Telephone Number:** Jason Carusone  
District Attorney  
(518) 761-6405
- (f) **Has or will the Contract be provided, if so, please attach:** Yes (will be provided)
- (g) **Commencement Date of Contract:** 01/01/2024
- (h) **Termination Date of Contract:** 12/31/2024 (Two One-Year Renewal Options)
- (i) **Payment Provisions:**
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed \$28,875 (annually)
  - 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. 3315 2615 STOP DWI Program - STOP DWI Fines \$28,875

\* as listed in budget and LOGOS

**RESOLUTION REQUEST FORM NO. 10**

***Request for Transfer of Funds***

**TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

**DEPARTMENT NAME:** SHERIFF

**SIGNED:** \_\_\_\_\_

**DATE:** October 24, 2023

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.3150 110	Corrections Salaries - Regular	A.3150 445	Correction Division - Foods	\$62,000
A.3150 110	Corrections Salaries - Regular	A.3110 441	Law Enforcement - Auto Supplies & Repair	\$40,000

**Please state reason for transfers requested:** Due to significant increases in food prices, automobile parts, and vehicle repairs the salary codes above are currently in deficit, or projected to be in deficit, by year end.

**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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**Please state reason for transfers requested:**

**Please file original request with Clerk of the Board and retain copy for your records.**

Annual Totals YTD

Reclass Journal Type

Classification **Contractual Expense**

Fiscal Year **2023**

Amended Budget <b>\$270,000.00</b> Percent Used <b>100%</b>	Encumbrances <b>\$35,650.08</b>	Expenses <b>\$234,349.92</b>	YTD Balance <b>\$0.00</b>
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Month	Budget	Amendments	Encumbrances	Expenses	Current YTD Balance
January	\$270,000.00	\$0.00	\$132,462.44	\$12,293.62	\$125,243.94
February	\$0.00	\$0.00	-\$18,984.22	\$22,197.75	\$122,030.41
March	\$0.00	\$0.00	-\$32,243.00	\$33,767.20	\$120,506.21
April	\$0.00	\$0.00	-\$27,984.11	\$28,746.44	\$119,743.88
May	\$0.00	\$0.00	\$44,529.41	\$29,387.20	\$45,827.27
June	\$0.00	\$0.00	-\$9,644.02	\$26,295.80	\$29,175.49
July	\$0.00	\$0.00	-\$30,874.28	\$30,970.91	\$29,078.86
August	\$0.00	\$0.00	-\$19,577.94	\$19,633.94	\$29,022.86
September	\$0.00	\$0.00	-\$2,034.20	\$31,057.06	\$0.00
October	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
November	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
December	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$270,000.00</b>	<b>\$0.00</b>	<b>\$35,650.08</b>	<b>\$234,349.92</b>	<b>\$0.00</b>
Unposted Transactions	\$0.00	\$0.00	(\$7,045.08)	\$7,045.08	\$0.00
<b>Grand Total</b>	<b>\$270,000.00</b>	<b>\$0.00</b>	<b>\$28,605.00</b>	<b>\$241,395.00</b>	<b>\$0.00</b>

Annual Totals YTD

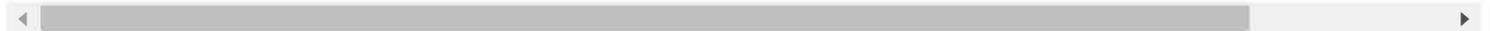
Reclass Journal Type

Classification **Contractual Expense**

Fiscal Year **2023**

Amended Budget <b>\$221,765.00</b> Percent Used <b>99%</b>	Encumbrances <b>\$32,622.56</b>	Expenses <b>\$187,092.36</b>	YTD Balance <b>\$2,050.08</b>
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Month	Budget	Amendments	Encumbrances	Expenses	Current YTD Balance
January	\$180,000.00	\$0.00	\$52,391.29	\$5,851.58	\$121,757.13
February	\$0.00	\$0.00	\$3,617.06	\$12,102.34	\$106,037.73
March	\$0.00	-\$15,535.00	-\$12,064.58	\$24,366.97	\$78,200.34
April	\$0.00	\$0.00	\$10,779.42	\$17,315.08	\$50,105.84
May	\$0.00	\$500.00	-\$9,665.12	\$27,674.16	\$32,596.80
June	\$0.00	\$0.00	-\$569.12	\$16,786.34	\$16,379.58
July	\$0.00	\$500.00	-\$16,177.62	\$27,247.69	\$5,809.51
August	\$0.00	\$20,000.00	\$207.37	\$25,314.46	\$287.68
September	\$0.00	\$34,500.00	\$2,303.86	\$30,433.74	\$2,050.08
October	\$0.00	\$1,800.00	\$1,800.00	\$0.00	\$2,050.08
November	\$0.00	\$0.00	\$0.00	\$0.00	\$2,050.08
December	\$0.00	\$0.00	\$0.00	\$0.00	\$2,050.08
<b>Total</b>	<b>\$180,000.00</b>	<b>\$41,765.00</b>	<b>\$32,622.56</b>	<b>\$187,092.36</b>	<b>\$2,050.08</b>
Unposted Transactions	\$0.00	\$0.00	(\$7,057.10)	\$8,713.26	\$393.92
<b>Grand Total</b>	<b>\$180,000.00</b>	<b>\$41,765.00</b>	<b>\$25,565.46</b>	<b>\$195,805.62</b>	<b>\$393.92</b>



**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: CRIMINAL JUSTICE & PUBLIC SAFETY**

**DATE:           OCTOBER 24, 2023**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: GERACI  
MAGOWAN  
SMITH  
CONOVER  
MCDEVITT  
DRISCOLL  
LEGGETT

**OTHERS PRESENT:**

JULIE GARCIA, ASSIGNED COUNSEL ADMINISTRATOR  
ANN MARIE MASON, DIRECTOR, OFFICE OF EMERGENCY SERVICES  
ROBERT IUSI, DIRECTOR OF PROBATION  
REPRESENTING THE PUBLIC DEFENDER'S OFFICE:  
ERIN BROTHERS, DATA OFFICER, ILS  
JAMES LAFARR, SHERIFF  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
JOHN TAFLAN, COUNTY ADMINISTRATOR  
LARRY ELMEN, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
FRANK THOMAS, BUDGET OFFICER  
SUPERVISORS BRUNO  
ETU  
WILD  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
DAVID STRAINER, WARREN COUNTY RESIDENT  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

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*Please note, the following contains a summarization of the October 24, 2023 meeting of the Criminal Justice & Public Safety Committee; the meeting in its entirety can be viewed on the Warren County website using the following links:*

*Warren County website - <https://warrencountyny.gov/mma>*

*Warren County's YouTube Channel - <https://www.youtube.com/watch?v=Z5phcpZ7JAE>*

Mr. Geraci called the meeting of the Criminal Justice & Public Safety Committee to order at 9:00 a.m.

Copies of the Assigned Counsel; Public Defender; Probation; District Attorney; Office of Emergency Services and Sheriff agendas were distributed; copies of the agendas are on file with the meeting minutes.

Motion was made by Mr. Smith, seconded by Mr. Magowan and carried by a unanimous vote of those present (*Mr. Leggett absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

The meeting commenced with review of the Assigned Counsel agenda with the following request:

1. To amend the contract with Community Development Solutions, formerly General Code CMS LLC, to add additional licenses to the Laserfiche software package, for the lump sum of \$1,515.

Motion was made by Mr. Magowan, seconded by Mr. Driscoll and carried by a unanimous vote of those present (*Mr. Leggett absent*) to approve the request as presented and the necessary resolution was authorized for the November 17<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Privilege of the floor and public comments were called for, but there was no one wishing to speak.

There being no further Assigned Counsel business to discuss, review of the Public Defender agenda commenced with the following requests:

1. To ratify the actions of the Public Defender and the Chairman of the Board in submitting a grant application to the New York State Office of Indigent Legal Services to apply for the Third Family Defense (Child Welfare)

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Quality Improvement & Caseload Reduction Grant, and authorizing grant agreement for same, in an amount to be determined for the term commencing in March of 2024 and terminating three years from contract start date.

Motion was made by Mr. Magowan, seconded by Mr. Smith and carried by a unanimous vote of those present (*Mr. Leggett absent*) to approve the request as presented and the necessary resolution was authorized for the November 17<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

2. To extend the contract with Lexis Nexis for a term commencing January 1, 2024 and terminating December 31, 2024, at a rate of \$737/month (\$8,884 annually).

Motion was made by Mr. Magowan, seconded by Mr. Smith and carried by a unanimous vote of those present (*Mr. Leggett absent*) to approve the request as presented and the necessary resolution was authorized for the November 17<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

There being no further Public Defender business to discuss, review of the Probation agenda commenced with the following requests:

1. To enter into an agreement with Kristy Moore in an amount not to exceed \$1,350 to serve as a Re-Entry Ambassador for the Y-ReConnects Grant over the term commencing April 1, 2024 and terminating March 31, 2024.

Motion was made by Mr. Magowan, seconded by Mr. Driscoll and carried by a unanimous vote of those present (*Mr. Leggett absent*) to approve the request as presented and the necessary resolution was authorized for the November 17<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

2. To enter into an agreement with Big Brothers Big Sisters of the Southern Adirondacks to provide a school mentoring program in collaboration with various schools in Warren County regarding the Y-ReConnects Grant, in an amount not to exceed \$6,089 to commence April 1, 2024 and terminate March 31, 2024.

Motion was made by Mr. Magowan, seconded by Mr. Smith and carried by a unanimous vote of those present (*Mr. Leggett absent*) to approve the request as presented and the necessary resolution was authorized for the November 17<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

3. For a transfer of funds in the amount of \$1,500 from Budget Code A.3140 110, *Salaries-Regular* to Budget Code A.3140 120, *Salaries-Overtime*, to cover the cost of 4 Probation Officers who conduct weekend home visits.

Motion was made by Mr. Magowan, seconded by Mr. Driscoll and carried by a unanimous vote of those present (*Mr. Leggett absent*) to approve the request as presented and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Discussion Items section of the agenda was reviewed with the following items being addressed:

1. Electronic monitoring- The contract went into effect on September 1, 2023, with five individuals on the program.

Mr. Leggett entered the meeting 9:16 a.m.

There being no further Probation business to discuss review of the Office of Emergency Services (OES) agenda commenced with the following requests:

1. To authorize the Chair of the Board of Supervisors to execute OES grant applications to New York State Division of Homeland Security and Emergency Services.

Motion was made by Mr. McDevitt, seconded by Mr. Magowan and carried unanimously to approve the request as presented and the necessary resolution was authorized for the November 17<sup>th</sup> Board Meeting. *A copy of the resolution*

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*request form is on file with the minutes.*

2. To adopt the 2023 Warren County Hazard Mitigation Plan.

Motion was made by Mr. Leggett, seconded by Mr. Smith and carried unanimously to approve the request as presented and the necessary resolution was authorized for the November 17<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

An update was provided on the OES Storm Notification application that was available for Apple and Google users with the capability to upload photos to OES through the Storm Reporter application.

There being no further OES business to discuss, review of the Sheriff's agenda commenced with the following requests:

1. To ratify the actions of the Sheriff and the Chairman of the Board in submitting a grant application to New York State Governor's Traffic Safety Committee for the Police Traffic Services Program (Traffic Safety Initiatives), in the amount of \$23,947, to commence October 1 2023 and terminate September 31, 2024, and amend the Warren County budget for same.

Motion was made by Mr. Driscoll, seconded by Mr. Magowan and carried unanimously to approve the request as presented; the necessary resolution was authorized for the November 17<sup>th</sup> Board Meeting and the budget amendment. Copies of the resolution request form are on file with the minutes.

2. To ratify the actions of the Sheriff and the Chairman of the Board in submitting a grant application to New York State STOP-DWI Foundation Inc., in the amount of \$24,000, for New York State STOP-DWI High Visibility Engagement Campaign focused on reducing incidences of drunk and impaired driving, to Commence October 1, 2023 and terminate September 30, 2024, and amend the Warren County budget for same.
3. To enter into Intermunicipal Agreements and Memorandums of Understanding with the Warren County Sheriff's Office, City of Glens Falls Police Department, Warren County Probation Department and Warren County District Attorney's Office for the administration of NYS-STOP DWI Foundation, Inc. funds.

Motion was made by Mr. Magowan, seconded by Mr. Smith and carried unanimously to approve Items 2 and 3 as presented and the necessary resolutions were authorized for the November 17<sup>th</sup> Board Meeting and the Budget Amendments were referred to the Finance Committee. *Copies of the resolution request forms are on file with the minutes.*

4. For a transfer of funds totaling \$102,000 amongst various Budget Codes to cover increases in the costs of food, automotive supplies and repairs.

Motion was made by Mr. Driscoll, seconded by Mr. Smith and carried unanimously to approve the request as presented and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Privilege of the floor and public comments were called for;

Mr. Magowan asked if similar blanket authorization of grant applications as provided to the Office of Emergency Services could be extended to other departments and John Taflan, *County Administrator*, replied he would look into the matter and provide a recommendation.

As there was no further business to come before the Criminal Justice & Public Safety Committee, on motion made by Mr. Conover and seconded by Mr. Smith, Mr. Geraci declared the meeting adjourned at 9:48 a.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist