

CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY  
SERVICES COMMITTEE MEETING  
DISTRICT ATTORNEY AGENDA  
March 19, 2024

COMMITTEE MEMBERS: Supervisors - GERACI, Conover, Maday, Strainer, Gilligan, Driscoll and Etu  
- 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:
- V. Discussion Items: An access to Axon Evidence through our Evidence.com Prosecutor Program ("EPP") is due to expire on March 31, 2024. We will need to negotiate a paid program to ensure that we are able to continue to receive, review, and share evidence to defense in order to fulfill Discovery obligations.
- VI. Referrals/Pending Items: None.
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

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Attachments:

Criminal Justice, Public Safety & Emergency Services Committee  
Office of Emergency Services  
March 19, 2024

COMMITTEE MEMBERS: GERACI, Conover, Maday, Strainer, Gilligan, Driscoll, Etu

- 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 to appoint members to the Warren County Fire Advisory board for the term May 1, 2024 – April 30, 2025. *Attachment #1*  
Rationale: All previous appointments expire on April 30, 2024.
    2. Request: Resolution request to amend the 2024 budget to accommodate the FY23-23 Hazardous Materials Emergency Preparedness grant (A.3645.4126) in the amount of \$16,000. *Attachment #2*  
Rationale: Budget amendment needed to fund the following appropriation codes and revenue code:

A.3645.4126 470 – FY23 HazMat Emerg Preparedness-Contract	\$16,000
A.3645.4126 4382 – FY23 HazMat Emergency Preparedness	\$16,000
  - 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 #1 and supporting documentation
2. Resolution Request Form #7

## ***RESOLUTION REQUEST FORM NO. 1***

### ***Request to Appoint or Reappoint Member of Committee, Board or Agency\****

***\*If more than one person is being appointed, please attach additional sheets***

**DEPARTMENT NAME: Office of Emergency Services**

**DATE: March 19, 2024**

- (a) Name of Appointee: **Warren County Fire Advisory Board (see attached list)**
- (b) Is this a Reappointment? **Varies** If so, please provide the Resolution No. which authorized the last appointment of this individual **186 and 289 of 2023**
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title  
**See attached**
- (e) Address of Appointee: **See attached**
- (f) Title of Appointment:  
**Fire Advisory Board Member**
- (g) Effective Date of Appointment:  
**May 1, 2024**
- (h) Termination Date of Appointment:  
**April 30, 2025**
- (i) Name of Person Being Replaced (if applicable):
- (j) Reason for Replacement:  
**Elections and agency membership changes**

**WARREN COUNTY FIRE ADVISORY BOARD  
MEMBERSHIP LIST 2024-2025**

<b>NAME</b>	<b>AGENCY</b>
<b>VOTING MEMBERS</b>	
Chief John Harrington	So. Queensbury Fire Department
Chief Griff Lambert	Bolton Fire Company
Chief Tyson Converse	West Glens Falls Fire Department
Deputy Chief Modert	Glen Falls Fire Department
Chief Joseph Duprey	Queensbury Central Fire Department
Past Chief Scott Smith	Lake George Fire Department
Chief Scott Hayes	Horicon Fire Department
Asst. Chief Pat Mellon	Bay Ridge Fire Company
Chief Fred Comstock	Garnet Lake Fire Department
Chief Greg Novotarski	Luzerne-Hadley Fire Department
Chief John Donahue	North River Fire Company
Chief Daren Harvey	Chestertown Fire Department
<b>NON-VOTING MEMBERS</b>	
CFC Ralph Bartlett	Fire Coordinator
DFC Theodore Little	1st Deputy Coordinator
DFC James Schrammel	Deputy Coordinator/HAZMAT
DFC Charles Mellon, Jr	2nd Deputy Coordinator
DFC Jeff Dailey	3rd Deputy Coordinator
John Tims	1 <sup>st</sup> Deputy EMS Coordinator
Derrick Helms	WCSO, Communications Supervisor
Evan Donegan	DEC/Rangers Liaison
Ann Marie Mason	Director, OES
Ashley Rivers	Deputy Director, OES

**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: Office of Emergency Services**

**DATE: March 19, 2024**

(a) **Purpose of Amendment: Increase both sides of the 2024 budget to accommodate the FY23-24 Hazardous Materials Emergency Preparedness Grant.**

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

**A.3645.4126 470 – FY23 HazMat Emerg Preparedness-Contract \$16,000**

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

**A.3645.4126 4382 – FY23 HazMat Emergency Preparedness \$16,000**

CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES COMMITTEE  
SHERIFF AGENDA  
MARCH 19, 2024

COMMITTEE MEMBERS: Supervisors Geraci, Conover, Maday, Strainer, Gilligan, Driscoll, Etu, 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: Amend the County budget to transfer \$165,940.00 remaining in the Sheriff's 911 Center New York State 2022-23 Public Safety Answering Point Grant Program (PSAP) grant from fiscal year 2023 to fiscal year 2024.  
Rationale: The transfer is necessary to utilize the funds in 2024.
  2. Request: Amend the County budget to transfer \$492,667.00 remaining in the Sheriff's 911 Center New York State 2023 Statewide Interoperable Communications Grant Program (SICG) grant from fiscal year 2023 to fiscal year 2024.  
Rationale: The transfer is necessary to utilize the funds in 2024.
  3. Request: Authorize the Auditor to make a one-time payment to Tyler Technologies for an operating system upgrade and server migration in the amount of \$21,624.  
Rationale: An upgrade to Sheriff's Office operating systems and server migration was needed in order to keep our systems up and running. This is a one-time payment for the upgrade without any services or maintenance required from Tyler Technologies.
- 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. Resolution Request Form No. 7 - Request to Amend County Budget (2022-23 PSAP Grant)
2. Resolution Request Form No. 7 - Request to Amend County Budget (2023 SICG Grant)
3. Resolution Request Form No. 20 - Miscellaneous (Tyler Technologies)

**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:** March 19, 2024

(a) **Purpose of Amendment:** Amend County Budget to transfer funds remaining in Sheriff's 911 Center, 2022-23 PSAP Grant from fiscal year 2023 to fiscal year 2024.

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

A.3020.4050 250	Sheriff's 911 Center	\$165,940.00
	2022-23 PSAP Grant - Technical Equipment	

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

A.3020.4050 3380	Sheriff's 911 Center	\$165,940.00
	2022-23 PSAP Grant	
	State Homeland Security Program	

**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:** March 19, 2024

(a) **Purpose of Amendment:** Amend County Budget to transfer funds remaining in Sheriff's 911 Center, 2023 Interoperable Comm Grant from fiscal year 2023 to fiscal year 2024

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

A.3020.4049 250	Sheriff's 911 Center	\$492,667.00
	2023 Interoperable Comm Grant	
	Technical Equipment	

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

A.3020.4049 3380	Sheriff's 911 Center	\$492,667.00
	2023 Interoperable Comm Grant	
	State Homeland Security Program	

**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:** Sheriff

**DATE:** March 19, 2024

- (a) Purpose of Request:** Authorize the Auditor to make a one-time payment to Tyler Technologies for an operating system upgrade and server migration in the amount of \$21,624.
- (b) Details:** An upgrade to Sheriff's Office operating system and server migration was needed in order to keep our systems up and running. This is a one-time payment for the upgrade without any services or maintenance required from Tyler Technologies.
- (c) Previous Resolution Number:**
- (d) Where are Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:**

A.3110.499 470      Sheriff's Law Enforcement  
American Rescue Plan Act (ARPA) - Contract

\* as listed in budget and LOGOS

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES**

**DATE: MARCH 19, 2024**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: GERACI  
CONOVER  
MADAY  
STRAINER  
GILLIGAN  
DRISCOLL  
ETU

**OTHERS PRESENT:**

TERRY COMEAU, UNDERSHERIFF  
ANN MARIE MASON, DIRECTOR, OFFICE OF EMERGENCY SERVICES  
REPRESENTING THE DISTRICT ATTORNEY'S OFFICE  
JASON CARUSONE, DISTRICT ATTORNEY  
PAULETTE McDONALD, CONFIDENTIAL ASSISTANT  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
JOHN TAFLAN, COUNTY ADMINISTRATOR  
LARRY ELMEN, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
FRANK E. THOMAS, BUDGET OFFICER  
SUPERVISORS BRUNO  
TURNER  
WILD  
TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTER  
CHRISTINE NORTON, COUNTY TREASURER  
ROBIN LARKIN, WARREN COUNTY RESIDENT  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

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*Please note, the following contains a summarization of the March 19, 2024 meeting of the Criminal Justice, Public Safety & Emergency Services 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=ELj\\_3zZRhsA](https://www.youtube.com/watch?v=ELj_3zZRhsA)*

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

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

Motion was made by Mr. Strainer, seconded by Mr. Driscoll and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board

The meeting commenced with a review of the Sheriff agenda with the following requests:

1. To amend the County Budget in the amount of \$165,940.00 to carry over unused 2022 - 2023 Public Safety Answering Point Grant Program funding.
2. To amend the County Budget in the amount of \$492,667.00 to carry over unused 2023 Interoperable Communications Program funding.

Motion was made by Mr. Conover, seconded by Mr. Etu and carried unanimously to approve the requests as outlined above and refer same to the Finance & Budget Committee. *Copies of the resolution request forms are on file with the minutes.*

3. To authorize the Warren County Auditor to make a one-time payment to Tyler Technologies in the amount of \$21,624 for an operating system upgrade.

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Motion was made by Mr. Driscoll, seconded by Mr. Maday and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the April 19<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

John Taflan, *County Administrator*, provided a brief update regarding obtaining a magnetometer for the Department of Motor Vehicle (DMV) entrance and explained due to the high costs from the first presenter they were seeking presentations from other vendors.

There being no further Sheriff business to discuss, review of the Office of Emergency Services agenda commenced with the following requests:

1. To appoint/re-appoint members of the Warren County Fire Advisory Board for a term commencing May 1, 2024 and terminating April 30, 2025.

Motion was made by Mr. Strainer, seconded by Mr. Conover and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the April 19<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

2. To amend the County Budget in the amount of \$16,000 to carry over unused FY23 HazMat Emergency Preparedness grant funding.

Motion was made by Mr. Maday, seconded by Mr. Strainer and carried unanimously to approve the request as outlined above and refer same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

There being no further Office of Emergency Services business to discuss, review of the District Attorney agenda commenced with the following Discussion Item being addressed:

- Access to Axon Evidence through Evidence.com Prosecutor Program (*EPP*) which was due to expire on March 31, 2024 and another paid program would be required to fulfill Discovery obligations.

Mr. Geraci extended Privilege of the floor:

Mr. Driscoll suggested new supervisors carry their County ID badge while on the property to allow easier access through security at building entrances.

As there was no further business to come before the Criminal Justice, Public Safety & Emergency Services Committee, on motion made by Mr. Maday and seconded by Ms. Gilligan, Mr. Geraci declared the meeting adjourned at 9:26 a.m.

Respectfully submitted,  
Leslie Lovelace, Secretary to the Clerk of the Board