

**WARREN COUNTY BOARD OF SUPERVISORS**

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

**DATE: FEBRUARY 27, 2025**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: GERACI  
CONOVER  
MADAY  
STRAINER  
GILLIGAN  
DRISCOLL  
PATCHETT

**OTHERS PRESENT:**

BRIAN PILATZKE, ASSIGNED COUNSEL ADMINISTRATOR  
ANN MARIE MASON, DIRECTOR, OFFICE OF EMERGENCY SERVICES  
REPRESENTING THE PUBLIC DEFENDER'S OFFICE:  
GREGORY CANALE, PUBLIC DEFENDER  
ERIN KOMON, FIRST ASSISTANT PUBLIC DEFENDER  
ERIN BROTHERS, DATA OFFICER, ILS  
JIM LAFARR, SHERIFF  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
JOHN TAFLAN, COUNTY ADMINISTRATOR  
LARRY ELMEN, COUNTY ATTORNEY  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD  
FRANK THOMAS, BUDGET OFFICER  
SUPERVISORS BRUNO  
CROCITTO  
MERLINO  
TURNER  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTER  
CHRISTINE NORTON, COUNTY TREASURER  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

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*Please note, the following contains a summarization of the February 27, 2025 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=IIXrEwpyF0w>*

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

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

Mr. Strainer entered the meeting at 9:01 a.m.

Motion was made by Mr. Conover, seconded by Ms. Gilligan and carried by a unanimous vote of those present (*Messrs. Mayday and Patchett absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

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

The meeting commenced with review of the Action Agenda/New Business section of the Assigned Counsel agenda which included the following requests:

1. To amend agreements with New York State Division of Criminal Justice Services for the Aid to Defense for Discovery Reform and Aid to Defense - Supplemental grants to increase each by \$190,300, as well as to alter the term of each agreement, making both effective retroactive to April 1, 2023 and terminating March 31, 2025, with funds to be used for eligible expenses incurred before March 31, 2025.
2. To amend the 2025 County Budget in the amount of \$50,562.71 to reflect receipt of funding from the New York State Division of Criminal Justice for Aid to Defense for Discovery Reform grant. *Note: resolution request form initially showed a budget amendment breakdown total of \$47,407, but was later corrected to reflect the total \$50,562.71 award.*

3. To amend the 2025 County Budget in the amount of \$50,562.71 to reflect receipt of funding from the New York State Division of Criminal Justice Service, Aid to Defense - Supplemental grant.

Mr. Maday entered the meeting at 9:03 a.m.

Motion was made by Mr. Strainer and seconded by Mr. Driscoll to approve Agenda Items 1-3, as outlined above. Following discussion, the County Attorney indicated Items 4 and 5 would likely be combined into one resolution.

Mr. Patchett entered the meeting at 9:06 a.m.

4. To authorize a new contract a new contract with LegalServer in the amount of \$1,350 for subscription fees for new LegalServer Case Management Program, over a term to commence March 3, 2025 (to be modified to April 7, 2025) and terminate December 31, 2026.
5. To authorize a new contract with LegalServer in the amount of \$42,400 for onboarding costs to upgrade/replace current case management platform to increase efficiency in opening/closing documents, eDiscovery review, E-File Management and ILS Reporting, over a term to commence March 3, 2025 (to be modified to April 7, 2025) and terminate December 31, 2026.

Messrs. Strainer and Driscoll amended their motions to include approval of Items 4 and 5. Mr. Geraci called the question and the motion, as amended, was carried unanimously. The necessary resolutions for Items 1, 4 and 5 were authorized for the March 21, 2025 Board meeting, and Items 2 and 3 were referred to the Finance & Budget Committee. *Copies of the resolution request forms are on file with the minutes.*

There being no further Assigned Counsel business to discuss, review of the Public Defender agenda commenced with the Action/Agenda New Business Items, which included the following requests:

1. To amend agreements with New York State Division of Criminal Justice Services for the Aid to Defense for Discovery Reform and Aid to Defense - Supplemental grants to increase each by \$190,300, as well as to alter the term of each agreement, making both effective retroactive to April 1, 2023 and terminating March 31, 2025 with funds to be used for eligible expenses incurred before March 31, 2025.
2. To amend the 2025 County Budget in the amount of \$139,737.29 to reflect receipt of funding from the New York State Division of Criminal Justice Services Aid to Defense for Discovery Reform grant.
3. To amend the 2025 County Budget in the amount of \$139,737.29 to reflect receipt of funding form the New York State Division of Criminal Justice Services Aid to Defense - Supplemental grant.
4. Authorizing a new contract with LegalServer in the amount of \$48,900 for onboarding costs to upgrade/replace current case management platform to increase efficiency in opening/closing documents, eDiscovery review, E-File Management and ILS Reporting, over a term to commence March 3, 2025 (to be modified to April 7, 2025) and terminate December 31, 2026.
5. Authorizing a new contract with LegalServer in the amount of \$7,200 for subscription fees for new LegalServer Case Management Program, over a term to commence March 3, 2025 (to be modified to April 7, 2025) and terminate December 31, 2026.

Motion was made by Mr. Strainer and seconded by Ms. Gilligan to approve Agenda Items 1-5, as outlined above.

A discussion ensued regarding using the additional grant funding provided to increase the salaries of the Assistant Public Defender positions in order to retain staffing within the Public Defender's Office. Agenda included a chart entitled "DCJS Grant Award - Supplemental Salary Recommendations for 2025" which outlined the new salaries proposed. Committee was advised that if they chose to approve the recommendations provided, a motion to amend the Table of Organization and Salary Schedule accordingly would be necessary.

Mr. Strainer and Ms. Gilligan amended their prior motion and second to include approval to amend the Table of Organization and Salary Schedule to increase the salaries within the Public Defender's Office as outlined in the agenda attachment provided, effective March 24, 2025, with the understanding that the salary increases would carry forward into future years contingent upon continued receipt of State funding for same. Mr. Geraci called the question and the motion, as amended, was carried unanimously. The necessary resolutions for Items 1, 4 and 5 were authorized for the March 21, 2025 Board Meeting, while

Items 2 and 3 were referred to the Finance & Budget Committee and the matter regarding amending the Table of Organization and Salary Schedule for the Public Defender's staff salary increases were referred to the Personnel, Administration & Higher Education Committee. *Copies of the resolution request forms are on file with the minutes.*

There being no further Public Defender business to discuss, review of the Office of Emergency Services commenced with a request to reappoint members to the Warren County EMS Advisory Board for a term commencing January 1, 2025 and terminating December 31, 2026. (Previous Resolution No. 303 of 2024).

Motion was made by Mr. Conover, seconded by Mr. Strainer and carried unanimously to approve the request as presented and the necessary resolution was authorized for the March 21<sup>st</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, the Discussion Items portion of the agenda was review with the following being addressed:

1. EM Basic Academy.
2. NYSEMA Conference - February 11-23, 2025, along with Citizens Preparedness Training on March 15, 2025.

There being no further Office of Emergency Services business to discuss, review of the Sheriff's agenda commenced with the Action/Agenda New Business Items, which included the following requests:

1. To amend the contract with Hadley-Luzerne Central School District to increase the amount for their School resource Officer agreement from \$90,000 to \$100,000, commencing August 19, 2024 and terminating June 30, 2025. (Previous Resolution No. 256 of 2024)

Motion was made by Mr. Conover, seconded by Mr. Strainer and carried unanimously to approve the request as presented and the necessary resolution was authorized for the March 21<sup>st</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

2. To authorize an intermunicipal agreement with the Lake George Park Commission for routine service, emergency repairs and replacement parts for the Sheriff's Office vessels, as well as the purchase and /or replacement of fuel through the responsible/preferred vendor and specifications of the Lake George Park Commission, at a rate of \$75/hr. for labor/parts at cost, to commence March 1, 2025 and terminate February 28, 2026.

Motion was made by Mr. Strainer and seconded by Mr. Maday to approve the request as presented. A discussion ensued during which, at the request from the County Attorney, Messrs. Strainer and Maday amended their motions to include the option to renew for two additional one-year terms upon mutual agreement by both parties. Mr. Geraci called the question and the motion, as amended, was carried unanimously and the necessary resolution was authorized for the March 21<sup>st</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

3. To ratify action taken in submitting an application to the New York State Division of Homeland Security & Emergency Services for grant funding in an amount not to exceed \$492,667 for Communication Center Interoperability Enhancement, over a term to commence January 1, 2024 and terminate December 31, 2026, and authorizing the Chairman of the Board to execute the resulting grant agreement for same.
4. To amend the 2025 County Budget in the amount of \$492,667 to reflect receipt of funding from the New York State Division of Homeland Security and Emergency Services for Statewide Interoperable Communications Grant Program.
5. To ratify action taken in submitting an application to the New York State Division of Homeland Security & Emergency Services for grant funding in an amount not to exceed \$165,940 for Public Safety Call-Taking and Dispatching Expenses, over a term to commence January 1, 2024 and terminate December 31, 2025, and authorizing the Chairman of the Board to execute the resulting grant agreement for same.
6. To amend the 2025 County Budget in the amount of \$165,490 to reflect receipt of funding from the New York State Division of Homeland Security & Emergency Services Pubic Safety Answering Point Operations Grant Program.

Motion was made by Mr. Maday, seconded by Mr. Strainer and carried unanimously to approve Items 3-6, as outlined above. The necessary resolutions were authorized for Items 3 and 5 for the March 21<sup>st</sup> Board Meeting and Items 4 and 6 were referred to the Finance & Budget Committee. *Copies of the resolution request forms are on file with the minutes.*

7. To amend the 2025 County Budget in the amount \$619,811.82 to carryover unused Sheriff's Law Enforcement FY2024-25 LETECH grant funding from 2024 to 2025.
8. To amend the 2025 County Budget in the amount of \$29,740.52 to carryover unused Sheriff's Law Enforcement FY19 Edward Byrne Memorial grant funding from 2024 to 2025.
9. To amend the 2025 County Budget in the amount of \$10,237.70 to carryover unused Sheriff's Law Enforcement FY22 Edward Byrne Memorial grant funding from 2024 to 2025.
10. To amend the 2025 County Budget in the amount of \$8,216.07 to carryover unused Sheriff's 911 Center New York State Division of Homeland Security and Emergency Services 2023 Statewide Interoperable Communications grant funding from 2024 to 2025.

Motion was made by Mr. Maday, seconded by Mr. Conover and carried unanimously to approve the requests as presented and refer Items 7-10 to the Finance & Budget Committee. *Copies of the resolution request forms are on file with the minutes.*

11. To authorize a new contract with Lexipol in an amount not to exceed \$33,568.08 (\$11,189.36 annually) for subscription for online police & corrections training over a three-year term to commence April 1, 2025 and terminate March 31, 2028 with the option for two additional one-year extensions upon mutual agreement by both parties.

Motion was made by Mr. Driscoll, seconded by Mr. Strainer and carried unanimously to approve the request as presented and the necessary resolution was authorized for the March 21<sup>st</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

12. To standardize the Sheriff's Office Correctional Facility's integrator security systems, control systems, and safety monitoring systems, and the service and maintenance of such systems, by naming Securitas Technology Corporation as the exclusive vendor for such services.

Motion was made by Mr. Strainer and seconded by Mr. Maday to approve the request as presented.

Following discussion, the County Attorney indicated the motion could be withdrawn due to the Department Head having the ability to authorize a contract under \$10,000; Messrs. Strainer and Mr. Maday withdrew their motions accordingly.

A brief discussion ensued regarding retention within the Warren County Correctional Facility.

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

As there was no further business to come before the Criminal Justice, Public Safety & Emergency Services Committee, on motion made by Mr. Strainer and seconded by Ms. Gilligan, Mr. Geraci adjourned the meeting at 9:55 a.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist