

CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY
SERVICES COMMITTEE MEETING
ASSIGNED COUNSEL AGENDA

June 23, 2025

COMMITTEE MEMBERS: Supervisors GERACI, Conover, Maday, Strainer, Gilligan, Driscoll and Patchett - *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 County Budget
Rationale: To add Family Defense (Child Welfare) Quality Improvement and Caseload Reduction Grant to the County budget.
 2. Request:
Rationale:
 3. Request:
Rationale:
- V. Discussion Items:
- VI. Referrals/Pending Items:
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

Attachments:

1. Resolution Request Form No. 7 – Request to Amend County Budget (Family Defense Grant Funds)

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: Warren County Assigned Counsel Office

DATE: 06/24/2025

- (a) Purpose of Amendment:
**To add funding from:
New York State Office of Indigent Legal Services (ILS)
Grant Award Notice - Fourth Family Defense (Child Welfare) Quality
Improvement and Caseload Reduction
Total award = \$18,000**
- (b) Appropriation Code, Object Code, Full Title and Amount:
**A.1170.4214 437 - Fourth Family Defense Quality Improvement -
Consulting Fees = \$15,000.00
A.1170.4214 439 - Fourth Family Defense Quality Improvement -
Miscellaneous Fee & Expenses = \$3,000.00**
- (c) Revenue Code (with title), and Amount:
A.1170.4214 3045 - Fourth Family Defense Quality Improvement = \$18,000

Invoice/Expense Statement
Warren County
**FOURTH FAMILY DEFENSE (CHILD WELFARE) QUALITY
IMPROVEMENT AND CASELOAD REDUCTION**
Contract No.: CATHFD52
Office of Indigent Legal Services (ILS)

Contract Term: January 1, 2025 - December 31, 2027
Total Budget: \$750,000.00
YEAR ONE
(Annual Budget: \$251,500.00)

Budget Expenditure Items	Year 1 Budget	Actual Reimbursable Expenditures					Total Expenditures Year 1	Funds Available Year 1
		1/1/25 - 3/31/25	4/1/25 - 6/30/25	7/1/25 - 9/30/25	10/1/25 - 12/31/25			
Public Defender Office								
Personnel:								
Assistant Public Defender - Salary Increase	\$32,193.00					\$0.00	\$32,193.00	
Assistant Public Defender - Fringe Increase	\$7,292.00					\$0.00	\$7,292.00	
Family Court Caseworker - Salary	\$60,920.00					\$0.00	\$60,920.00	
Family Court Caseworker - Fringe	\$21,322.00					\$0.00	\$21,322.00	
Supervising Family Court Attorney - Stipend (with associated fringe)	\$10,750.00					\$0.00	\$10,750.00	
Support Staff - Stipend (with associated fringe)	\$10,750.00					\$0.00	\$10,750.00	
Subtotal Personnel	\$143,227.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$143,227.00	
Contracted/Consultant:								
Specialized Services	\$32,500.00					\$0.00	\$32,500.00	
Mentor & Resource Attorneys	\$15,000.00					\$0.00	\$15,000.00	
Subtotal Contracted/Consultant	\$47,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47,500.00	
OTPS:								
Supplies, Office Furniture, Technology/Payroll	\$25,273.00					\$0.00	\$25,273.00	
Processing Fees	\$3,500.00					\$0.00	\$3,500.00	
Legal Reference Materials/Periodicals	\$8,000.00					\$0.00	\$8,000.00	
CLEs/Trainings/Conventions	\$6,000.00					\$0.00	\$6,000.00	
Client Services	\$42,773.00					\$0.00	\$42,773.00	
Subtotal OTPS	\$42,773.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,773.00	
PUBLIC DEFENDERS OFFICE TOTAL	\$233,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$233,500.00	
Assigned Counsel Program								
Contracted/Consultant:								
Specialized Services	\$15,000.00					\$0.00	\$15,000.00	

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Budget Expenditure Items							
Subtotal Contracted/Consultant	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00
OTPS:							
Client Services	\$3,000.00					\$0.00	\$3,000.00
Subtotal OTPS	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
ASSIGNED COUNSEL PROGRAM TOTAL	\$18,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,000.00
TOTAL	\$251,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$251,500.00