

Public Safety Committee
Warren County Office of Emergency Services
AGENDA
January 19, 2021

Committee Members: DIAMOND, Magowan, Braymer, Frasier and Shepler

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior committee meeting
- III. Action Agenda/New Business
 1. **Request:** Resolution request to amend the 2021 budget to accommodate the FY19 State Homeland Security Grant Program in the amount of \$1,164.24. *Attachment #1*
Rationale: Resolution needed to carry over grant funds from 2020 to commence the purchasing process.
 2. **Request:** Resolution request to amend the 2021 budget to accommodate the FY20 Emergency Management Performance Grant Supplemental (EMPG-S) Program in the amount of \$14,364.00. *Attachment #2*
Rationale: Resolution needed to carry over grant funds from 2020 to commence the purchasing process.
 3. **Request:** Resolution request to apply for the FY21 State Homeland Security Program grant in an amount not to exceed \$100,000. *Attachment #3*
Rationale: Grant guidance is typically released in the first quarter and we anticipate a compressed application period.
 4. **Request:** Resolution request to apply for the FY21 Local Emergency Management Performance Grant in an amount not to exceed \$35,000. *Attachment #4*
Rationale: This is a 50/50 grant that covers a portion of the salary and fringe of the Emergency Services Coordinator.
 5. **Request:** Resolution request to apply for the FY21 Hazardous Materials Emergency Preparedness grant in an amount not to exceed \$50,000. *Attachment #5*
Rationale: The purpose of this grant is to conduct hazardous materials planning and training. Warren County will act as the fiduciary agent for the participating counties of the Adirondack Regional Hazmat Consortium. There is a 25% local soft match in which existing budgetary items can be used (salaries, travel, office supplies, etc.).
 6. **Request:** Resolution request to increase existing capital project H.254.9550 280 Fire Training Center Project-Project and funding source H.254.9550 2390 Fire Training Center Project-Share of Joint Activity, Gov't in the amount of \$6,433.97. *Attachment #6*
Rationale: Resolution needed to reflect 50% reimbursement payments from Washington County in the amount of \$6,433.97 for expenses paid in full by Warren County.
- IV. Information for Discussion/Review
- V. Referrals and Pending Items
 1. The Committee tabled the request to create and fill the position of Fire Coordinator-Part-Time pending further discussion. (11.23.20)
- VI. Privilege of the Floor and Public Comment (please allow for 15 second delay on live stream meetings)
- VII. Motion to adjourn

Attachments

#1 Amend County Budget

#2 Amend County Budget

#3 Apply for Grant

#4 Apply for Grant

#5 Apply for Grant

#6 Request to Increase or Decrease or Amend Existing Capital Project or Capital Reserve Project

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: January 19, 2021

(a) **Purpose of Amendment: Increase both sides of the budget to accommodate grant funds.**

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

A.3645.4108 260 – FY19 State Homeland Security Program – Office Equipment	\$ 89.24
A.3645.4108 250 – FY19 State Homeland Security Program – Technical Equipment	\$485.00
A.3645.4108 260 – FY19 State Homeland Security Program – Other Equipment	\$590.00

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

A.3645.4108 4380 – FY19 State Homeland Security Program – State Homeland Security Program	\$1,164.24
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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: January 19, 2021

(a) **Purpose of Amendment: Increase both sides of the budget to accommodate grant funds.**

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

A.3645.4111 260 – FY20 EMPG-S (COVID-19) – Other Equipment \$14,364.00

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

A.3645.4111 4305 – FY20 EMPG-S (COVID-19) – Local Emergency Management Performance Grant \$14,364.00

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Office of Emergency Services

DATE: January 19, 2021

- (a) Purpose of Grant:
FY21 State Homeland Security Program Grant
- (b) Name of Grantor:
NYS Division of Homeland Security and Emergency Services
- (c) Address of Contractor: **1220 Washington Ave, Building 7A, 6th Floor, Albany, NY
12242**
- (d) Grantor's Contact Person and Telephone Number:
Michael Tomaso, Public Safety Grants Representative 518-242-8293
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **To be provided**
- (f) Effective Date of Grant: **To be determined**
- (g) Termination Date of Grant: **To be determined**
- (h) Total Dollar Amount Involved (not to exceed): **\$100,000**
- (i) Deadline to Submit Grant Application and/or Grant Agreement:
To be determined
- (j) Is a Budget amendment required? **No** 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.
- (i) 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 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

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Office of Emergency Services

DATE: January 19, 2021

- (a) Purpose of Grant:
FY21 Local Emergency Management Performance Grant

- (b) Name of Grantor:
NYS Division of Homeland Security and Emergency Services

- (c) Address of Contractor: **1220 Washington Ave, Building 7A, 6th Floor, Albany, NY
12242**

- (d) Grantor's Contact Person and Telephone Number:
Michael Tomaso, Public Safety Grants Representative 518-242-8293

- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **To be provided**

- (f) Effective Date of Grant: **To be determined**

- (g) Termination Date of Grant: **To be determined**

- (h) Total Dollar Amount Involved (not to exceed): **\$35,000**

- (i) Deadline to Submit Grant Application and/or Grant Agreement:
To be determined

- (j) Is a Budget amendment required? **No** 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.

- (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

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Office of Emergency Services

DATE: January 19, 2021

- (a) Purpose of Grant:
FY 2021 Hazardous Materials Emergency Preparedness grant for the Local Emergency Planning Committee.
- (b) Name of Grantor:
NYS Division of Homeland Security and Emergency Services
- (c) Address of Contractor: **1220 Washington Avenue
State Campus, Building 7A
Albany, NY 12242**
- (d) Grantor's Contact Person and Telephone Number:
Michael Tomaso, Public Safety Grants Representative 518-242-8293
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **To be provided**
- (f) Effective Date of Grant: **To be determined**
- (g) Termination Date of Grant: **To be determined**
- (h) Total Dollar Amount Involved (not to exceed): **\$50,000**
- (i) Deadline to Submit Grant Application and/or Grant Agreement:
To be determined
- (j) Is a Budget amendment required? **No** 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.
- (i) Is a Local Share Required? **Yes** 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:

Various budget codes

**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. 9

Request to Increase or Decrease or Amend Existing Capital Project or Capital Reserve Project*

**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: January 19, 2021

- (a) Exact Title and Number of Project*:
H.254.9550 280 Fire Training Center Project - Projects
 - (b) Is this a Capital Project?
Yes
 - (c) Is this a Capital Reserve Project?
 - (d) Amount of Increase (if applicable):
\$6,433.97
 - (e) Amount of Decrease (if applicable):
 - (f) Source of Funding (if Increase) (including name & title of codes, etc.):
H.254.9550 2390 - Fire Training Center - Share of Joint Activity, Gov't
 - (g) Changes in Funding (if Amendment):
-
- (h) Purpose of Increase or Decrease or Amendment:
To correct the Fire Training Center Project to reflect reimbursement receipts from Washington County in the amount of \$6,433.97 through December 31, 2020.

G/L Account Inquiry - H254.9550 2390 - Share of Joint Activity, Govt

Fiscal Year: 2020
 G/L Account: A.3645.4108 220 - Office Equip
 Annual Totals: YTD
 Reassign Journal Type:

Classification: Intergovernmental Charges
 Amended Budget: \$72,483.37
 Revenues: \$78,917.34
 YTD Balance: -\$6,433.97
 Percent Received: 109%

Month	Budget	Amendments	Revenues	YTD Balance	Percent Received
January	\$0.00	\$59,575.44	\$70,735.41	-\$11,159.97	119 %
February	\$0.00	\$0.00	\$0.00	-\$11,159.97	119 %
March	\$0.00	\$0.00	\$0.00	-\$11,159.97	119 %
April	\$0.00	\$0.00	\$0.00	-\$11,159.97	119 %
May	\$0.00	\$0.00	\$0.00	-\$11,159.97	119 %
June	\$0.00	\$0.00	\$1,747.96	-\$12,907.93	122 %
July	\$0.00	\$0.00	\$0.00	-\$12,907.93	122 %
August	\$0.00	\$0.00	\$0.00	-\$12,907.93	122 %
September	\$0.00	\$0.00	\$0.00	-\$12,907.93	122 %
October	\$0.00	\$12,907.93	\$0.00	\$0.00	100 %
November	\$0.00	\$0.00	\$6,433.97	-\$6,433.97	109 %
December	\$0.00	\$0.00	\$0.00	-\$6,433.97	109 %
Total	\$0.00	\$72,483.37	\$78,917.34	-\$6,433.97	109 %
Unposted Transactions	\$0.00	\$0.00	\$0.00	(\$6,433.97)	109 %
Grand Total	\$0.00	\$72,483.37	\$78,917.34	(\$6,433.97)	109 %