

CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES
COMMITTEE MEETING
PUBLIC DEFENDER AGENDA
DATE 06/11/2026

COMMITTEE MEMBERS: Supervisors MADAY, Conover, Strainer, Gilligan, Driscoll, Butler, and O'Neill - *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 Extend, Rescind, or Amend Existing Contract
Rationale: To acknowledge terms of contract with LegalServer for payment of monthly subscription fees (signed April 2025, pursuant to R96 of 2025), which include a 3% yearly increase in fee rate effective on first day of calendar year, and which provide for automatic renewal of the contract in 1-year terms, unless County provides written notice of non-renewal 30 days prior to end of year term.
- 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. 04 – Request for Extending, Rescinding or Amending Existing Contract
- 2. LegalServer Contract (“Case Management Services Order Form”) signed April 2025
- 3. Resolution No. 96 of 2025

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Public Defender's Office

DATE: June 11, 2026

- (a) Purpose of Contract Change: **To acknowledge 3% yearly increase in subscription services fees effective on January 1 of each year, and to recognize contract term providing for automatic renewal in one-year terms unless County provides written notice of non-renewal 30 days prior to renewal term.**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: **Resolution No. 96 of 2025**
- (c) Name of Contractor: **P.S. Technologies, Inc., d/b/a LegalServer**
- (d) Address of Contractor: **204 S. Scoville Ave., Oak Park, IL 60302**
- (e) Contractor's Contact Person and Telephone Number: **I.V. Ashton, President and Legal Counsel: (773) 782-1021**
- (f) Commencement Date of Extension: **January 1, 2026 (retroactive)**
- (g) Termination Date of Extension: **January 1, 2027**
- (h) Payment Provisions:
 - i) lump sum amount **\$618/mo; \$1,854/quarter for 2026 (note, R96 of 2025 references \$800/mo (\$600 fee + \$200 cloud hosting) - 3% increase only applies to subscription fee)**
 - ii) hourly rate amount
 - iii) total amount not to exceed **\$7,416/yr for 2026**
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. **Quarterly (on first day)**)
- (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.1171.4213.426****

**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



CASE MANAGEMENT SERVICES ORDER FORM

This Order No. 25-1 (“**Order**”) is dated as of the date of the last signature below (“**Order Effective Date**”) and agreed to by P.S. Technologies, Inc. (“**PSTI**”) and the Client identified below (“**Client**”). This Order identifies the Services ordered by Client to be performed and provided by PSTI pursuant to the Agreement.

Contact and Billing Details			
Warren County Public Defender’s Office		P.S. Technologies, Inc., doing business as LegalServer	
Client Address	1340 State Route 9 Lake George, NY 12845	PSTI Address	805 Lake St PMB 356 Oak Park IL 60301
Bill-to-Name	Erin Brothers	PSTI Contact	IV Ashton
Bill-to-Email	brotherse@warrencountyny.gov	PSTI Email	billing@legalserver.org
Bill-to-Phone	(518) 761-6202 office (518) 232-8134 cell	PSTI Phone	(773) 782-1021
Onboarding Services		LegalServer Subscription	
Onboarding Start Date	May 5, 2025	Subscription Effective Date	June 1, 2025
Onboarding End Date (GoLive)	December 8, 2025	Subscription End Date	December 31, 2026
		Billing Period	Annual
		Auto-renew	Yes

Order Term. The initial term of this Order shall begin on the Order Effective Date and continue until the Subscription End Date set forth above (“**Initial Term**”). This Order shall automatically renew for additional one-year terms (except as otherwise set forth above) (“**Renewal Term**”) unless a party provides the other party with written notice of non-renewal at least 30 days before the end of the Initial Term or applicable Renewal Term. The Initial Term and the Renewal Terms are collectively referred to as the “**Order Term.**”

Onboarding Services Order:

	Name	Amount	Notes
	Onboarding Fee	\$48,900	Includes data migration of up to 125 fields from PDCMS
	Total	\$48,900	

Onboarding Payment Schedule:

	Name	Amount	Due Date
	Initial Installment	\$48,900	Due upon execution of this Agreement
	Total Fee	\$48,900	

Services outlined in the above Order are scheduled to begin on the Onboarding Start Date and shall end no later than the Onboarding End Date unless the Parties otherwise agree in writing through an Amendment to this Order. Client has the option to purchase additional Services by submitting a subsequent Order for additional Services. If no “Onboarding Start Date” is set forth in this Order, the Onboarding Start Date will be the Order Effective Date.

All training hours promised in this Order must be completed within 90 days of the provision of a live site and/or the release or enablement of promised feature(s) on a live site. Any training hours that remain after this date will be forfeit.

LegalServer Subscription Fee Schedule:

Client's LegalServer Subscription shall commence upon the Subscription Start Date. Client shall pay PSTI a monthly fee for Client's Subscription to access and use LegalServer System pursuant to the Agreement ("**LegalServer Subscription Fee**"). LegalServer Subscription Fees are billed prospectively on the first day of each quarter.

	Name	Amount	Due Date
	LegalServer Subscription Fee	\$600	For up to forty (40) Active Users
	GovCloud Hosting	\$200	
	Total (Monthly)	\$800	

Subscription Payment Schedule:

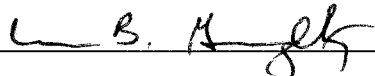
	Name	Amount	Due Date
	2025 Enhanced Onboarding & Subscription	\$5,600	Due upon execution of this Agreement

LegalServer Subscription Fee Cap. LegalServer Subscription Fees automatically increase three percent (3%) per year at the end of each calendar year. If the total number of Active Users becomes greater than forty (40) in a given month, the LegalServer Subscription Fees will increase. "**Active User**" includes all User accounts with active login credentials to the System at any time in the billing period, excluding individuals that do not receive a paycheck from the Client such as volunteers or interns. "**Active Contractor User**" includes Contractors that have limited access to LegalServer.

Integration. This Order is incorporated into the LegalServer Subscription Services Agreement (collectively, the "**Agreement**"). Any different or additional terms and conditions set forth in any purchase order, confirmation, statement of work, order form, or similar form, even if signed by the parties after the effective date of this Agreement, are rejected and shall have no force or effect on this Agreement unless it is an amendment or addendum to the Agreement signed by authorized representatives of both parties. All capitalized terms used and not expressly defined in this Order will have the meanings given to them in the Agreement.

The parties by their authorized representatives have agreed to this Order as of the Order Effective Date.

WARREN COUNTY

Signature: 

Printed: Kevin Geraghty

Title: Chairman

Date: 4/24/25

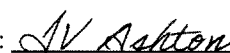
Address for Notice:

Kevin Geraghty
Chairman
1340 State Route 9
Lake George, NY 12845

Phone Number: _____

Email Address: _____

P.S. TECHNOLOGIES, INC.

Signature: 

Printed: IV Ashton

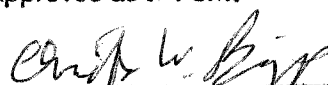
Title: President

Date: April 2, 2025

Address for Notice:

IV Ashton
President & Legal Counsel
805 Lake St PMB 356
Oak Park IL 60301
(773) 782-1021 (direct)
(773) 459-5582 (mobile)
(312) 264-2365 (fax)
ivashton@legalserver.org
[cc: legal@legalserver.org](mailto:cc:legal@legalserver.org)

Approved as to Form


Warren County Attorney



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/31/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Joseph M Wiedemann & Sons Inc 505 E. Golf Road, Suite A Arlington Heights IL 60005	CONTACT NAME: Joseph M. Wiedemann & Sons Inc.		
	PHONE (A/C, No, Ext): 847-228-8400	FAX (A/C, No): 847-228-8505	
INSURED PS Technologies Incorporated PO Box 221154 Chicago IL 60622	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Continental Casualty		20443
	INSURER B: Continental Insurance Company		35289
	INSURER C: Valley Forge Insurance Co		20508
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES**CERTIFICATE NUMBER:** 220036054**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		6025388569	10/16/2024	10/16/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			6025388569	10/16/2024	10/16/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000			7012035089	10/16/2024	10/16/2025	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	7012942974	9/22/2024	9/22/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Errors & Omissions Cyber Liability			6011234718	2/11/2025	2/11/2026	Each Claim 2,000,000 Aggregate Limit 4,000,000 Each Claim 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Warren County, its Board, officers and employees are included as additional insured on the General Liability on a primary and non-contributory basis when required by written contract with the named insured.

CERTIFICATE HOLDER**CANCELLATION**

Warren County 1340 State Route 9 Lake George NY 12845	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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Warren County Board of Supervisors

RESOLUTION NO. 96 OF 2025

RESOLUTION INTRODUCED BY SUPERVISORS GERACI, CONOVER, MADAY, STRAINER, GILLIGAN, DRISCOLL AND PATCHETT

**AUTHORIZING AGREEMENT WITH P.S. TECHNOLOGIES, INC. D/B/A LEGALSERVER
FOR THE PURCHASE AND SUBSCRIPTION FOR A CASE MANAGEMENT PROGRAM
FOR THE PUBLIC DEFENDER'S OFFICE**

WHEREAS, the Public Defender requested, and the Criminal Justice, Public Safety & Emergency Services Committee agreed, to enter into an agreement with P.S. Technologies, Inc. d/b/a LegalServer, for the purchase and subscription for a case management program for the Warren County Public Defender's Office, for a one-time set up fee of Forty-Eight Thousand Nine Hundred Dollars (\$48,900), with an onboarding start date of May 5, 2025 and with a subscription fee of Eight Hundred Dollars (\$800) per month, for a total amount not to exceed Sixteen Thousand Eight Hundred Dollars (\$16,800) for enhanced onboarding and subscription fees over a term commencing April 1, 2025 and terminating December 31, 2026, now, therefore, be it,

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement with P.S. Technologies, Inc. d/b/a LegalServer, P.O. Box 221154, Chicago, Illinois 60622, as described in the preambles of this resolution, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for this agreement shall be expended from the appropriate budget codes.