

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES

DATE: SEPTEMBER 22, 2026

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: MADAY
CONOVER
STRAINER
GILLIGAN
DRISCOLL
O'NEILL

COMMITTEE MEMBER ABSENT:

SUPERVISOR: BUTLER

OTHERS PRESENT:

BRIAN PILATZKE, ASSIGNED COUNSEL ADMINISTRATOR
REPRESENTING THE DISTRICT ATTORNEY'S OFFICE:
JASON CARUSONE, DISTRICT ATTORNEY
PAULETTE McDONALD, ASSISTANT TO THE DISTRICT ATTORNEY
MANON AFFINITO, DIRECTOR, VICTIM ASSISTANCE PROGRAM
ANN MARIE MASON, DIRECTOR, OFFICE OF EMERGENCY SERVICES
ROBERT IUSI, PROBATION DIRECTOR
GREGORY CANALE, PUBLIC DEFENDER
REPRESENTING THE SHERIFF'S OFFICE:
JIM LAFARR, SHERIFF
TERRY COMEAU, UNDERSHERIFF
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
JOHN TAFLAN, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
CHRISTOPHER BRIGGS, SECOND ASSISTANT COUNTY ATTORNEY
NATHAN ETU, BUDGET OFFICER
SUPERVISOR WILD
TAMMIE DeLORENZO, ASSISTANT COUNTY ADMINISTRATOR
SARAH McLENITHAN, DEPUTY CLERK OF THE BOARD
KATHLEEN BOYLE, TOWN OF QUEENSBURY RESIDENT
TINA DeMARSH, WIND OF CHANGE WITHIN
TRACEY HUDSON, AMSTERDAM RESIDENT
LESLIE LOVELACE, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the September 22, 2026 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=HusW6Eh-lto>

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

Mr. Maday called the meeting of the Criminal Justice, Public Safety & Emergency Services Committee to order at 9:02 a.m.

Motion was made by Mr. Strainer, seconded by Mr. Driscoll and carried by a unanimous vote of those present (*Mr. Butler absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

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

The meeting commenced with a review of the Discussion Items section of the Assigned Counsel agenda, which consisted of the 2027 Budget request.

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

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

1. To amend the County Budget in the amount of \$4,129 to reflect receipt of additional grant funding from Office of Victim Services.

Motion was made by Mr. Conover, seconded by Ms. Gilligan and carried by a unanimous vote of those present (*Mr. Butler absent*) 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 agenda.*

2. To authorize submission of an application to the New York State Division of Criminal Justice Services for renewal of the Crimes Against Revenue Prosecution (*CARP*) Grant, DCJS No. CR24450884, in an amount to be determined over the term commencing January 1, 2027 and terminating December 31, 2027, and authorizing the Chair of the Board to execute any resulting grant agreement.
3. To authorize submission of an application to the New York State Division of Criminal Justice Services for renewal of Criminal Justice Discovery Reform Grant, DCJS No. DG25-1052-D00, in an amount to be determined over the term commencing April 1, 2026 and terminating March 31, 2027, and authorizing the Chair of the Board to execute any resulting grant agreement.

Motion was made by Mr. Conover, seconded by Mr. O'Neill and carried by a unanimous vote of those present (*Mr. Butler absent*) to approve the requests as outlined above and the necessary resolutions were authorized for the October 16th Board meeting. *Copies of the resolution request forms are on file with the minutes.*

A review of the Discussion Items portion of the agenda, commenced with the following items:

1. Received notification of receipt of Crimes Against Revenue Program grant funding for the grant period of January 1, 2026 to December 31, 2026, in the amount of \$56,948.
2. Received notification of receipt of Aid to Prosecution funding for the grant period of April 1, 2025 to March 31, 2026, in the amount of \$292,771.
3. Received notification of receipt of Criminal Justice Discovery Reform Grant funding for the grant period of April 1, 2025 to March 31, 2026, in the amount of \$420,470 (District Attorney's Office \$304,228, Warren County Sheriff's Office \$116,242).
4. Received notification from the New York State Office of Victim Services (OVS) , that we've been awarded Victim Assistance Funding for the time frame of October 1, 2026 through September 30, 2028, under the 2025 OVS VOCA Victim Assistance Grant Program, in the amount of \$177,091.03.
5. 2027 Budget request.

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

1. To increase Capital Project No. H254, *Fire Training Center Project*, in the amount of \$988.25.

Motion was made by Mr. Strainer, seconded by Mr. Conover and carried by a unanimous vote of those present (*Mr. Butler absent*) 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 agenda.*

2. To authorize a new agreement with Mountain Medical Services in an amount not to exceed \$270 per physical to provide the required Warren County Hazardous Materials Team medical examinations for a term commencing January 1, 2027 and terminating December 31, 2027.

Motion was made by Mr. Strainer and seconded by Ms. Gilligan to approve the request as presented; following discussion, Mr. Maday called the question and the motion was carried by a unanimous vote of those present (*Mr. Butler absent*) to approve the request as outlined above and the necessary resolution was authorized for the October 16th Board meeting. *A copy of the resolution request form is on file with the minutes.*

3. To authorize a new contract with Emergency Services Marketing Corp. Inc., in an amount not to exceed \$20,907

annually to continue the provision of the IamResponding system for first responder and public safety agencies in Warren County over a term commencing January 1, 2027 and terminating December 31, 2031.

Motion was made by Mr. O'Neill and seconded by Mr. Driscoll to approve the request as presented; following discussion, Mr. Maday called the question and the motion was carried by a unanimous vote of those present (*Mr. Butler absent*) to approve the request as outlined above and the necessary resolution was authorized for the October 16th Board meeting. *A copy of the resolution request form is on file with the minutes.*

A review of the Discussion Items portion of the agenda, included the following items:

1. 2027 Budget request.
2. County EMS Plan.
3. Upcoming Community Outreach:
 - a. 9/23 Emergency Preparedness Training - Queensbury Senior Center.
 - b. 9/24 OFA Senior Fall Festival - North Creek.

There being no further Office of Emergency Services business to discuss, review of the Probation agenda commenced with the Action Agenda/New Business Item, which consisted of the following request:

1. To authorize a transfer of funds in the amount of \$20 from Budget Code A.3144 110, *Salaries-Regular*, to Budget Code A.3144 120, *Salaries-Overtime*, to cover overtime costs.

Motion was made by Mr. Driscoll, seconded by Ms. Gilligan and carried by a unanimous vote of those present (*Mr. Butler absent*) 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 agenda.*

Next, a review of the Discussion Items portion of the agenda, included the following items:

- Replacement of body armor for sworn Probation Officers - transfer funds from A.3140 470, *Probation Contract*, to A.3140 455, *Safety Equipment*, in the approximate amount of \$14,000.
- RFP for Alternative Sentencing Program due 10/1/26.
- 2027 Budget request.

There being no further Probation business to discuss, review of the Public Defender agenda commenced with the Discussion Items portion of the agenda, which included the following item:

- a. 2027 Budget request.

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

1. To ratify the actions taken in submitting an application to the New York State Governor's Traffic Safety Committee for grant funding in an amount not to exceed \$26,015 for Police Traffic Services Program (Traffic Safety Initiatives) for a term commencing October 1, 2026 and terminating September 30, 2027.
2. To amend the County Budget in the amount of \$26,015 to reflect receipt of grant funding from New York State Governor's Traffic Safety Committee for Police Traffic Services Program (Traffic Safety Initiatives).

Motion was made by Mr. Conover, seconded by Ms. Gilligan and carried by a unanimous vote of those present (*Mr. Butler absent*) to approve Items 1 and 2 as outlined above; the necessary resolution for Item 1 was authorized for the October 16th Board meeting and Item 2 was referred to the Finance & Budget Committee. *Copies of the resolution request forms are on file with the minutes.*

3. To ratify the actions taken in submitting an application to Canadian Pacific and Kansas City Southern Railways (*CPKC*) dba SOO Line West Railroad for grant funding in an amount not to exceed \$5,000 for training and enhancement of Sheriff's K-9 teams for a term commencing July 23, 2026 and terminating July 22, 2027.
4. To amend the County Budget in the amount of \$5,000 to reflect receipt of grant funding from CPKC dba SOO

Line West Railroad for training and enhancement of the Sheriff's Explosives Detection K-9 teams.

Motion was made by Mr. Strainer, seconded by Ms. Gilligan and carried by a unanimous vote of those present (*Mr. Butler absent*) to approve Items 3 and 4 as outlined above; the necessary resolution for Item 3 was authorized for the October 16th Board meeting and Item 4 was referred to the Finance & Budget Committee. *Copies of the resolution request forms are on file with the minutes.*

5. To ratify the actions taken in accepting a donation from Tractor Supply Company in the amount of \$250 for the Sheriff's Office Project Lifesaver Program.
6. To amend the County Budget in the amount of \$250 to reflect receipt of donation from Tractor Supply Company for enhancement of the Sheriff's Office Project Lifesaver Program.

Motion was made by Mr. Driscoll, seconded by Mr. O'Neill and carried by a unanimous vote of those present (*Mr. Butler absent*) to approve Items 5 and 6 as outlined above; the necessary resolution for Item 5 was authorized for the October 16th Board meeting and Item 6 was referred to the Finance & Budget Committee. *Copies of the resolution request forms are on file with the minutes.*

A review of the Discussion Items portion of the agenda, included the following items:

1. 2027 Budget request.
2. Corrections Staffing.

As there was no further business to come before the Criminal Justice, Public Safety & Emergency Services Committee, on motion made by Mr. Conover, seconded by Mr. Strainer and carried by a unanimous vote of those present (*Mr. Butler absent*), Mr. Maday adjourned the meeting at 10:18 a.m.

Respectfully submitted,
Leslie Lovelace, Legislative Office Specialist

CRIMINAL JUSTICE & PUBLIC SAFETY COMMITTEE MEETING
ASSIGNED COUNSEL AGENDA
September 22, 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:
 2. Rationale:
 3. Request:
Rationale:
 4. Request:
Rationale:
- V. Discussion Items: 2027 Budget Request
- VI. Referrals/Pending Items:
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

Attachments:

1. 2027 Budget Packet

Warren County Assigned Counsel Office

2027 Budget Recap

2027 Initiatives & Goals

Maintain Voucher Costs While Providing Exceptional Attorney Services:

Effective April 1, 2023, the assigned counsel rate for attorneys more than doubled from \$60 an hour for misdemeanors and \$75 an hour for felonies and Family Court matters, to \$158 an hour for all attorney services. Since the rate increase, the Assigned Counsel Office has been able to keep the annual attorney voucher costs stagnant despite rising costs. Our office has implemented a tiered system of prioritizing assigning local attorneys to keep travel time and mileage costs down as much as possible. Over the last two years we have recouped over \$500,000 from the state for partial reimbursement for the rate increase. In 2027, we will continue to focus on keeping voucher costs low while enabling our panel of attorneys to provide quality legal representation to our residents.

Grant Funding Utilization:

Our aim for 2027 is to continue to ensure we maximize our usage of grant funding received from all sources including the NYS Office of Indigent Legal Services (ILS) and the Division of Criminal Justice Services (DCJS). These grants have allowed us to improve the quality of representation to the residents of Warren County while keeping costs to the taxpayer as low as possible. We have utilized ILS funds to upgrade our workspace at no cost to the County, provide legal research tools and expert and investigator services to our panel of attorneys. The DCJS funding has been utilized to defray voucher costs and upgrade our case management and billing software.

Case Management System:

Our new case management system, LegalServer, paid for with a grant from the Division of Criminal Justice Services, has been a tremendous addition to our office. This system allows us to track data required to be reported to Indigent Legal Services (ILS) as part of our grant funding as well provided a platform for attorney billing. LegalServer replaced a much less cost-effective program while also continuing to maximize our efficiency. In 2027, we will continue to familiarize ourselves with the LegalServer functionality to streamline our data tracking and billing procedures.

WARREN COUNTY BUDGET SUMMARY SHEET
2027 ASSIGNED COUNSEL COUNSEL OVERVIEW

Account Code			2025 Actual Amount	2026 Adopted	2026 Amended	2027 Department Requests	
A.1170	1170	WC	\$1,365,848.88	\$1,397,961.00	\$1,397,961.00	\$1,397,674.00	66.19%
	4210	HH	\$227,457.82	\$456,311.00	\$456,311.00	\$506,311.00	23.98%
	4211	Dist #14	\$47,280.03	\$99,763.00	\$99,763.00	\$99,763.00	4.72%
	4212	DCJS-Supp	\$50,562.71	\$0.00	\$49,037.33	\$45,000.00	2.13%
	4213	DCJS-Disc	\$45,050.00	\$0.00	\$49,545.34	\$45,000.00	2.13%
	4214	Fam Def	\$3,300.00	\$18,000.00	\$18,000.00	\$18,000.00	0.85%
TOTALS			\$1,739,499.44	\$1,972,035.00	\$2,070,617.67	\$2,111,748.00	100.00%

Account Code			2025 Revenues	2026 Adopted	2026 Amended	2027 Department Requests
A.1170	1170	WC	\$272,193.11	\$300,000.00	\$300,000.00	\$250,000.00
	4210	HH	\$226,345.20	\$456,311.00	\$456,311.00	\$506,311.00
	4211	Dist #14	\$38,298.78	\$99,763.00	\$99,763.00	\$99,763.00
	4212	DCJS-Supp	\$50,562.71	\$0.00	\$49,037.33	\$45,000.00
	4213	DCJS-Disc	\$45,050.00	\$0.00	\$49,545.34	\$45,000.00
	4214	Fam Def	\$3,300.00	\$18,000.00	\$18,000.00	\$18,000.00
TOTALS			\$635,749.80	\$874,074.00	\$972,656.67	\$964,074.00

TOTAL SUMMARY		\$1,103,749.64	\$1,097,961.00	\$1,097,961.00	\$1,147,674.00
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COUNTY	66.19%
ILS	29.55%
DCJS	4.26%

CRIMINAL JUSTICE, PUBLIC SAFETY AND EMERGENCY SERVICES COMMITTEE MEETING
DISTRICT ATTORNEY AGENDA
September 22, 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 Amend County Budget A.1168 Crime Victims – Assist DA
Rationale: Adjust the 2026 Budget to account for additional grand funds received from Office of Victim Services after the budget was adopted.
 2. Request: to apply for and receive 2027 Crimes Against Revenue Prosecution Grant (CARP)
Rationale: Resolution request to apply for 2027 Crimes Against Revenue Prosecution Grant (CARP) in an amount to be determined.
 3. Request: to apply for and receive 2026-27 Criminal Justice Discovery Reform Grant
Rationale: Resolution request to apply for the 2026-27 Criminal Justice Reform Grant in an amount to be determined, a portion of which goes to the Warren County Sheriff's Office.
- V. Discussion Items:
 1. Received notification of receipt of Crimes Against Revenue Program Grant funding for the grant period of January 1, 2026 to December 31, 2026, in the amount of \$56,948.00.
 2. Received notification of receipt of Aid to Prosecution funding for the grant period of April 1, 2025 to March 31, 2026, in the amount of \$292,771.00.
 3. Received notification of receipt of Criminal Justice Discovery Reform Grant funding for the grant period of April 1, 2025 to March 31, 2026, in the amount of \$420,470.00 (District Attorney's Office \$304,228.00, Warren County Sheriff's Office \$116,242.00).
 4. Received notification from the New York State Office of Victim Services (OVS), that we've been awarded Victim Assistance Funding for the time frame of October 1, 2026 through September 30, 2028, under the 2025 OVS VOCA Victim Assistance Grant Program, in the amount of \$177,091.03.
 5. Review 2027 District Attorney's Budgets: A.1165 District Attorney
 A.1168 Crime Victims-Assist. DA
 A.4220 Narcotics Control DA
- VI. Referrals/Pending Items: None.
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

Attachments:

1. Resolution Request Form No. 7 – Request to Amend the County Budget

2. Resolution Request Form No. 5 – Request to Apply for a Grant Application and Grant Agreement – Crimes Against Revenue Prosecution Grant (CARP) – January 1, 2027 – December 31, 2027 - awaiting application.
3. Resolution Request Form No. 5 – Request to Apply for a Criminal Justice Discovery Reform Grant Application and Grant Agreement – Criminal Justice Discovery Reform Grant – April 1, 2026 – March 31, 2027 - awaiting application
4. Grant Award Notice – Crimes Against Revenue Program (CARP)
5. Grant Award Notice – Aid to Prosecution
6. Grant Award Notice – Criminal Justice Discovery Reform Grant
7. New York State Office of Victim Services Award Letter
8. A.1165 District Attorney Budget
9. A.1168 Crime Victims-Assist. DA Budget
10. A.4220 Narcotics Control DA Budget

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: District Attorney's Office- Victim Assistance Program

DATE: 7-13-2026

(a) Purpose of Amendment:

**To adjust the 2026 Budget to account for additional grant funds received from
Office of Victim Services after the budget was adopted.**

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

1168-410 Supplies \$1129.00

1168-444 Travel/Education/Conference \$3000.00

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

3032- Crime Victims Advocate-DA \$4129.00

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: District Attorney

DATE: September 22, 2026

- (a) Purpose of Grant: **To apply for renewal of Crimes Against Revenue Prosecution Grant (CARP), DCJS No. CR24450884**
- (b) Name of Grantor: **New York State Division of Criminal Justice Services**
- (c) Address of Contractor: **80 South Swan Street, Albany NY 12210**
- (d) Grantor's Contact Person and Telephone Number: **Halle Casey, Email: halle.casey@dcjs.ny.gov**
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **No - awaiting additional information**
- (f) Effective Date of Grant: **January 1, 2027**
- (g) Termination Date of Grant: **December 31, 2027**
- (h) Total Dollar Amount Involved (not to exceed): **TBD**
- (i) Deadline to Submit Grant Application and/or Grant Agreement: **TBD**
- (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: District Attorney

DATE: September 22, 2026

- (a) Purpose of Grant: **To apply for renewal of Criminal Justice Discovery Reform Grant, DCJS No. DG25-1052-D00**
- (b) Name of Grantor: **New York State Division of Criminal Justice Services**
- (c) Address of Contractor: **80 South Swan Street, Albany NY 12210**
- (d) Grantor's Contact Person and Telephone Number: **Hallie Casey, Email: hallie.casey@dcjs.ny.gov**
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **No - awaiting additional information**
- (f) Effective Date of Grant: **April 1, 2026**
- (g) Termination Date of Grant: **March 31, 2027**
- (h) Total Dollar Amount Involved (not to exceed): **TBD**
- (i) Deadline to Submit Grant Application and/or Grant Agreement: **TBD**
- (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



Division of Criminal Justice Services

KATHY HOCHUL
Governor
ROSSANA ROSADO
Commissioner

CILLIAN FLAVIN
Deputy Commissioner

Grant Award Notice

Grantee/Contractor: Warren County District Attorney	Date: February 12, 2026
Program Name: Crimes Against Revenue Program (CARP)	Award Amount: \$56,948 ¹
Signatory Name and Title: Jason Carusone	Term Dates: 1/1/26-12/31/26
Email: carusonej@warrencountyny.gov	Contract Number: C450973
SFS Vendor ID No.: 1000002438	
Program Description: The purpose of the Crimes Against Revenue Program (CARP) is to support local investigation and prosecution efforts to recover evaded state revenue in a manner that deters non-compliance with state laws.	
Additional Programmatic Information: The Division of Criminal Justice Services (DCJS) is pleased to provide funding to support the Crimes Against Revenue Program (CARP). To better suit the program, DCJS has moved to a non-competitive funding methodology to determine award amounts. The methodology is based on a mixed-metric system, using data that was collected on a per-county basis and averaged over three years. A DCJS Public Safety Grants Representative will be in contact to assist in the development of your contract. In the meantime, should you have any questions, please contact a Public Safety Grants Representative named below:	
Grant Questions	
PRIMARY CONTACT Halle Casey Public Safety Grants Representative NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: (518) 457-8915 Email: halle.casey@dcjs.ny.gov	SECONDARY CONTACT Rob Frost Public Safety Grants Representative II NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: (518) 485-2979 Email: Robert.Frost@dcjs.ny.gov

We look forward to working with you in our continued efforts to safeguard the health and safety of all New York residents and visitors.

^[1] The award amount listed above is contingent upon the completion and submission (as applicable) of all contractual obligations as well as approval by the NYS Division of Budget and execution of the grant contract by the NYS Office of the State Comptroller.



Division of Criminal Justice Services

KATHY HOCHUL
Governor
ROSSANA ROSADO
Commissioner
CILLIAN FLAVIN
Deputy Commissioner

Grant Award Notice

Grantee/Contractor: Warren County District Attorney	Date: November 18, 2025
Program Name: Aid to Prosecution	Award Amount: \$292,771 ¹
Signatory Name and Title: Jason Carusone District Attorney	Term Dates: SFY 2025-2026 (Funds Available Until Expended)
Email: carusonej@warrencountyny.gov	
SFS Vendor ID No.: 1000002438	
Additional Programmatic Information: Your State FY 2025-2026 Aid to Prosecution award is consistent with the appropriation amounts enacted for this purpose in the State Budget and was determined based on an analysis of the five-year average of lower court arraignments in your county. Rather than issuing your grant award through a DCJS contract, the full award amount will be automatically disbursed to the county in one payment to streamline processing and facilitate the timely distribution of funds. The county shall subsequently and promptly make this funding available to the respective district attorney's office within 60 days of receipt. Consistent with the appropriation, this funding is being provided to support prosecutorial services and must supplement – not supplant – existing funding. Please note that these funds may continue to be used until the award is fully exhausted. DCJS requires that funded entities be able to account for every dollar expended.	

If you have any questions on this award, please contact:

NYS Division of Criminal Justice Services, Office of Budget and Finance
dcjsgrantsunitvoucherinquiry@dcjs.ny.gov

NYS Division of Criminal Justice Services, Law Enforcement & Legal Services Unit within the Office of
Program Development and Funding
dcjs.sm.lslsunit@dcjs.ny.gov

We look forward to working with you in our continued efforts to build safer and stronger communities throughout New York State.

^[1] The award amount listed above is contingent upon the completion and submission (as applicable) of all contractual obligations as well as approval by the New York State Division of the Budget and execution of the grant contract by the Office of the New York State Comptroller.



Division of Criminal Justice Services

KATHY HOCHUL
Governor
ROSSANA ROSADO
Commissioner

CILLIAN FLAVIN
Deputy Commissioner

Grant Award Notice

Grantee/Contractor: Warren County	Date: November 18, 2025
Program Name: Criminal Justice Discovery Reform Grant	Award Amount: \$420,470
Name of Official: Kevin Geraghty Chairman, Board of Supervisors	Term Dates: SFY 2025-2026 (Funds Available Until Expended)
Email: Kevin.Geraghty@TownOfWarrensburg.net	Project Number: DG25-1052-D00
SFS Vendor ID No.: 1000002438	

Criminal Justice Discovery Reform Grant - Additional Information:

DCJS is pleased to provide funding to your county to support local law enforcement agencies with expenses related to the implementation of discovery and pretrial reforms that took effect January 1, 2020. Your county's award amount has been determined based on an analysis of the five-year average of lower court arraignments in your county.

This funding is contingent upon the submission by the county, and subsequent DCJS approval of, a Discovery Reform Funding Plan. Please see the attached FY 2025-2026 Discovery Reform Application and the Discovery Reform Funding Plan for additional information. Provided funding is typically intended to support costs incurred on or after the start of FY 2026 (April 1, 2025). However, funds may continue to be utilized until the award is fully exhausted. Please be aware that all expenses must be for allowable discovery related expenses only and cannot be comingled with other funding. DCJS requires that the funded agency(s) be able to fully account for every dollar expended.

In your county's application, the District Attorney's (DA) minimum amount should be calculated as 67% of the total county award amount.

The county's Discovery Reform Funding Plan should be submitted to DCJS using the DCJS Grants Management System (GMS). Additional information about GMS is provided in the attached application document. Questions about the submission of the plan should be emailed to DCJS at dcjsfunding@dcjs.ny.gov. Please include "Discovery Reform Question" in the subject line of your email.

Once plans are approved by DCJS, grantees will be notified and shall receive payment for their entire award. **The county shall subsequently and promptly make this funding available to the recipient agencies (e.g., DA, probation department, sheriff's offices, local police department) within 60 days of receipt.**

Sixty days following the end of the term (SFY 2025-2026), May 30, 2026, your office is required to complete the *FY 2026 Discovery Reform Expenditure Report* and submit it to DiscoveryReporting@dcjs.ny.gov. This form should be completed on an annual basis until funds are fully expended.

Please note that no award for FY 2025-2026 will be paid unless or until DCJS has received the *FY 2024-2025 Discovery Reform Expenditure Report* that was due May 30, 2025. DCJS reserves the right to request additional information pertinent to evaluating the effectiveness of the Discovery Implementation Program.

We look forward to working with you in our continued efforts to build safer and stronger communities throughout New York State.

Attachment: (3)



**Office of
Victim Services**

KATHY HOCHUL
Governor

BEA HANSON, PHD
Director

Jason Carusone

County of Warren - District Attorney
1340 State Route 9
Lake George, NY, 12845

August 28, 2026

Dear **Jason Carusone**,

We are writing to provide an update on the amount awarded to your Victim Assistance Program for the period October 1, 2026, through September 30, 2028, under the 2026 New York State Office of Victim Services (OVS) VOCA Victim Assistance Grant Program. Your contract number is **C00359GM** and your updated tentative award amounts are as follows:

- **2026-2027: \$177,091.03 (Planned Funding Source: 100% State GF)**
- **2027-2028: \$177,091.03 (Planned Funding Source: 100% State GF)**

Please disregard any award letters and/or protest determinations that pre-date this updated award letter. The awards detailed here represent the final amounts OVS intends to submit to the Office of the State Comptroller (OSC), however, these amounts are still considered tentative and remain dependent on final OSC procurement record approval. Any incurred expenditures made prior to contract approval are done so at risk to your organization.

Funding sources also remain subject to change based on funding availability and the timing of disbursements. Award recipients should be mindful that if funding levels are reduced by the federal government or otherwise, OVS may have to reduce awards in this grant period. If an award or funding source is changed, you will receive a revised letter like this one with the updated information.

Any updated contract documents because of this change in award amount should be emailed to your OVS Contract Management Specialist. Please contact your OVS Contract Management Specialist (CMS) **James Krakat** at james.krakat@ovs.ny.gov or **518-485-0553** should you need assistance.

The contract negotiation process is still being completed in the Statewide Financial System (SFS). Resources to assist with navigating SFS can be found on our OVS 2026 RFA website at ovs.ny.gov/2026-voca-rfa.

On behalf of the Office of Victim Services, we look forward to continuing our shared efforts to provide critical services to victims and survivors of crime in communities across New York State.



**Office of
Victim Services**

KATHY HOCHUL
Governor

BEA HANSON, PHD
Director

Sincerely,

A handwritten signature in black ink, appearing to read "Bea Hanson", followed by a long, horizontal, wavy line that extends to the right.

Bea Hanson, PhD., Director

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2027 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

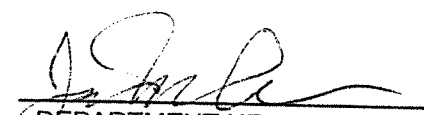
NAME OF DEPARTMENT: District Attorney

BUDGET ACCOUNT CODE: A.1165

OBJECT CODES	2025 EXPENDITURES	2026 ADOPTED	2026 AMENDED	2027 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$1,701,220.40	\$1,756,995.00	\$1,760,316.00	\$1,780,728.00
200's EQUIPMENT	\$46,630.32	\$500.00	\$562.81	\$500.00
400's CONTRACTUAL	\$85,171.70	\$154,963.00	\$164,900.19	\$165,544.00
800's EMPLOYEE BENEFITS	\$573,804.32	\$646,219.00	\$647,174.00	\$709,924.00
TOTALS	\$2,406,826.74	\$2,558,677.00	\$2,572,953.00	\$2,656,696.00

2025 REVENUES	2026 ADOPTED REVENUES	2026 AMENDED REVENUES	2027 DEPARTMENT REQUESTS
\$729,830.04	\$757,514.00	\$757,514.00	\$737,686.00

SIGNED:


DEPARTMENT HEAD

TITLE:

District Attorney

DATE:

9/01/2026

Budget Worksheet Report

Budget Year 2027

Account	Account Description	2025 Actual Amount	2026 Adopted Budget	2026 Amended Budget	2026 Actual Amount	2027 Departmental Request
Fund A - General						
REVENUE						
Department 1165 - District Attorney						
State Aid						
3030	State Rev D.A. Salary	72,189.00	72,189.00	72,189.00	.00	72,189.00
3031	D.A. Prosecution	292,771.00	292,771.00	292,771.00	.00	292,771.00
3043	Crimes Against Prosecution	31,767.04	59,600.00	59,600.00	10,816.49	56,948.00
3047	Discovery Reform	304,228.00	304,079.00	304,079.00	.00	304,228.00
	State Aid Totals	\$700,955.04	\$728,639.00	\$728,639.00	\$10,816.49	\$726,136.00
Fines & Forfeitures						
2611	Stop DWI Fines - DA	28,875.00	28,875.00	28,875.00	.00	11,550.00
	Fines & Forfeitures Totals	\$28,875.00	\$28,875.00	\$28,875.00	\$0.00	\$11,550.00
Department 1165 - District Attorney Totals		\$729,830.04	\$757,514.00	\$757,514.00	\$10,816.49	\$737,686.00
REVENUE TOTALS		\$729,830.04	\$757,514.00	\$757,514.00	\$10,816.49	\$737,686.00

Budget Worksheet Report

Budget Year 2027

Account	Account Description	2025 Actual Amount	2026 Adopted Budget	2026 Amended Budget	2026 Actual Amount	2027 Departmental Request
Fund A - General						
EXPENSE						
Department 1165 - District Attorney						
Personal Services						
110	Salaries - Regular	1,701,217.38	1,756,495.00	1,759,816.00	1,063,445.64	1,780,228.00
120	Salaries - Overtime	3.02	500.00	500.00	.13	500.00
	<i>Personal Services Totals</i>	<i>\$1,701,220.40</i>	<i>\$1,756,995.00</i>	<i>\$1,760,316.00</i>	<i>\$1,063,445.77</i>	<i>\$1,780,728.00</i>
Equipment						
210	Furniture/Furnishings	1,840.77	.00	.00	.00	.00
220	Office Equipment	.00	.00	21.99	21.99	.00
220.1	Office Equipment - Reserve	18,799.55	.00	.00	.00	.00
230.1	Automotive Equipment - Reserve	25,990.00	.00	.00	.00	.00
250	Technical Equipment	.00	500.00	500.00	.00	500.00
260	Other Equipment	.00	.00	40.82	40.82	.00
	<i>Equipment Totals</i>	<i>\$46,630.32</i>	<i>\$500.00</i>	<i>\$562.81</i>	<i>\$62.81</i>	<i>\$500.00</i>
Contractual Expense						
410	Supplies	8,160.58	11,500.00	11,437.19	3,830.82	11,500.00
418.1	Insurance Deductible - Reserve	.00	.00	10,000.00	1,683.67	.00
422	Repair/Maint-Equipment	59.98	.00	.00	.00	.00
423	Telephone	2,249.27	3,500.00	3,500.00	1,179.84	3,500.00
424	Postage	2,064.15	2,100.00	2,100.00	837.27	2,100.00
426	Subscriptions	2,165.11	10,300.00	10,300.00	1,478.82	20,626.00
427	Memberships & Dues	255.00	.00	255.00	255.00	255.00
428	Data Processing & Internet Fees	2,336.76	2,600.00	2,600.00	1,899.88	2,600.00
440	Legal/Transcript Fees	47,939.32	58,600.00	58,600.00	18,114.60	58,600.00
441	Auto-Supplies & Repair	(75.00)	.00	.00	.00	.00
444	Travel/Education/Conference	8,115.20	13,000.00	12,745.00	9,689.96	13,000.00
445	Foods	171.33	500.00	500.00	185.83	500.00
470	Contract	11,730.00	52,863.00	52,863.00	39,106.00	52,863.00
	<i>Contractual Expense Totals</i>	<i>\$85,171.70</i>	<i>\$154,963.00</i>	<i>\$164,900.19</i>	<i>\$78,261.69</i>	<i>\$165,544.00</i>
Comments						
Account	Level	Comment				
426	Departmental Request	- West Law Legal Research Subscription \$14,135.92. Resolution 348 of 2025				
		- Microsoft Office License 365 \$5,490.00				
		- Books \$1,000.00				
470	Departmental Request	- AXON Justice Premier \$35,863.00 - Resolution 351 of 2025				
		- New York State Prosecution Training Institute, Prosecutors Case Management System, Digital Storage \$17,000.00 - Resolution 201 of 2021				

Budget Worksheet Report

Budget Year 2027

Account	Account Description	2025 Actual Amount	2026 Adopted Budget	2026 Amended Budget	2026 Actual Amount	2027 Departmental Request
Fund	A - General					
	EXPENSE					
	Department 1165 - District Attorney					
	Employee Benefits					
810	Retirement	223,043.42	275,995.00	276,696.00	162,477.61	314,762.00
830	Social Security	98,270.78	106,143.00	106,349.00	62,657.57	107,805.00
831	Medicare Contribution	23,507.77	25,477.00	25,525.00	14,653.86	25,819.00
860	Hospitalization	200,676.34	210,146.00	210,146.00	132,405.04	232,444.00
865	Dental Insurance	3,373.50	3,312.00	3,312.00	2,112.96	3,432.00
	Employee Benefits Totals	\$548,871.81	\$621,073.00	\$622,028.00	\$374,307.04	\$684,262.00
	Other Benefits					
840	Workmen's Compensation	8,098.00	6,703.00	6,703.00	6,703.00	6,645.00
861	Retirees Hospitalization	14,377.57	15,443.00	15,443.00	8,891.33	16,767.00
862	Health Insurance Cost Reimbursement	1,559.64	2,250.00	2,250.00	819.04	2,250.00
863	Health Insurance Cost Reimbursement-Retiree	897.30	750.00	750.00	(147.30)	.00
	Other Benefits Totals	\$24,932.51	\$25,146.00	\$25,146.00	\$16,266.07	\$25,662.00
	Department 1165 - District Attorney Totals	\$2,406,826.74	\$2,558,677.00	\$2,572,953.00	\$1,532,343.38	\$2,656,696.00
	EXPENSE TOTALS	\$2,406,826.74	\$2,558,677.00	\$2,572,953.00	\$1,532,343.38	\$2,656,696.00
Fund	A - General Totals					
	REVENUE TOTALS	\$729,830.04	\$757,514.00	\$757,514.00	\$10,816.49	\$737,686.00
	EXPENSE TOTALS	\$2,406,826.74	\$2,558,677.00	\$2,572,953.00	\$1,532,343.38	\$2,656,696.00
Fund	A - General Totals	(\$1,676,996.70)	(\$1,801,163.00)	(\$1,815,439.00)	(\$1,521,526.89)	(\$1,919,010.00)
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$729,830.04	\$757,514.00	\$757,514.00	\$10,816.49	\$737,686.00
	EXPENSE GRAND TOTALS	\$2,406,826.74	\$2,558,677.00	\$2,572,953.00	\$1,532,343.38	\$2,656,696.00
	Net Grand Totals	(\$1,676,996.70)	(\$1,801,163.00)	(\$1,815,439.00)	(\$1,521,526.89)	(\$1,919,010.00)

2027 Salary Schedule (Position Budgeting)
District Attorney.District Attorney

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
13903	Breault, Hayley	Legal Clerk #3	\$46,916.00	Full Time	CSEA/FT	4/8/2024
	05-02 / \$22.32	05-03 / \$22.64				
10929	Burin, Matthew	1st Assistant DA	\$145,143.00	Full Time	Appointed F/T	6/6/2005
	N/A / \$79.75	N/A / \$79.75				
13544	Caivano, Emily	Legal Clerk III #1	\$61,935.00	Full Time	CSEA/FT	6/3/2021
	10-05 / \$29.78	10-06 / \$29.78				
9824	Carusone, Jason	District Attorney	\$225,522.00	Full Time	Elected/FT	6/7/1999
	N/A / \$123.91	N/A / \$123.91				
13597	Christensen, Ryan	9th Assistant DA	\$99,614.00	Full Time	Appointed F/T	9/7/2021
	N/A / \$54.73	N/A / \$54.73				
13600	Cosentino, Morgan	8th Assistant DA	\$105,390.00	Full Time	Appointed F/T	10/12/2021
	N/A / \$57.91	N/A / \$57.91				
13570	DeFalco, Stephanie	Legal Clerk II #2	\$58,098.00	Full Time	CSEA/FT	6/23/2021
	08-05 / \$27.93	08-06 / \$27.93				
14076	Farrell, Jenna	Legal Clerk II #3	\$51,807.00	Full Time	CSEA/FT	6/2/2025
	08-01 / \$24.69	08-02 / \$25.06				
13139	Goldstein, Avi	4th Assistant DA	\$122,471.00	Full Time	Appointed F/T	1/2/2018
	N/A / \$67.29	N/A / \$67.29				
13405	Jones, Grant	5th Assistant DA	\$110,411.00	Full Time	Appointed F/T	11/22/2019
	N/A / \$60.67	N/A / \$60.67				
12996	McCarty, Robert	3rd Assistant DA	\$122,471.00	Full Time	Appointed F/T	1/1/2017
	N/A / \$67.29	N/A / \$67.29				
10233	McDonald, Paulette	Secretary to DA	\$72,075.00	Full Time	Out of UnitFT	5/3/2001
	N/A / \$34.65	N/A / \$34.65				
13774	Oshier, Bridgett	Legal Clerk II #1	\$53,530.00	Full Time	CSEA/FT	4/3/2023
	08-03 / \$25.44	08-04 / \$25.82				

10531	Ovitt, Nancy 10-23 / \$31.85	Legal Clerk III #2 10-24 / \$31.85	\$66,258.00 Full Time	CSEA/FT	1/2/2003
12695	Smith, Benjamin N/A / \$73.18	2nd Assistant DA N/A / \$73.18	\$133,187.00 Full Time	Appointed F/T	11/17/2014
13417	Smith, Connor N/A / \$60.67	6th Assistant DA N/A / \$60.67	\$110,411.00 Full Time	Appointed F/T	1/24/2020
12870	Troelstra, Laura 05-10 / \$26.49	Legal Clerk #4 05-11 / \$26.49	\$55,099.00 Full Time	CSEA/FT	1/5/2016
13588	Vondrak, Ann N/A / \$57.91	7th Assistant DA N/A / \$57.91	\$105,390.00 Full Time	Appointed F/T	8/23/2021
	N/A / \$0.00	DA On Call Pay N/A / \$0.00	\$34,500.00		
	N/A / \$0.00	District Attorney - Overtime N/A / \$0.00	\$500.00		
			20	\$1,780,728.00	



Division of Criminal Justice Services

KATHY HOCHUL

Governor

ROSSANA ROSADO

Commissioner

CILLIAN FLAVIN

Deputy Commissioner

Grant Award Notice

Grantee/Contractor: Warren County District Attorney	Date: February 12, 2026
Program Name: Crimes Against Revenue Program (CARP)	Award Amount: \$56,948 ¹
Signatory Name and Title: Jason Carusone	Term Dates: 1/1/26-12/31/26
Email: carusonej@warrencountyny.gov	Contract Number: C450973
SFS Vendor ID No.: 1000002438	
Program Description: The purpose of the Crimes Against Revenue Program (CARP) is to support local investigation and prosecution efforts to recover evaded state revenue in a manner that deters non-compliance with state laws.	
Additional Programmatic Information: The Division of Criminal Justice Services (DCJS) is pleased to provide funding to support the Crimes Against Revenue Program (CARP). To better suit the program, DCJS has moved to a non-competitive funding methodology to determine award amounts. The methodology is based on a mixed-metric system, using data that was collected on a per-county basis and averaged over three years. A DCJS Public Safety Grants Representative will be in contact to assist in the development of your contract. In the meantime, should you have any questions, please contact a Public Safety Grants Representative named below:	
Grant Questions	
PRIMARY CONTACT Halle Casey Public Safety Grants Representative NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: (518) 457-8915 Email: halle.casey@dcjs.ny.gov	SECONDARY CONTACT Rob Frost Public Safety Grants Representative II NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: (518) 485-2979 Email: Robert.Frost@dcjs.ny.gov

We look forward to working with you in our continued efforts to safeguard the health and safety of all New York residents and visitors.

^[1] The award amount listed above is contingent upon the completion and submission (as applicable) of all contractual obligations as well as approval by the NYS Division of Budget and execution of the grant contract by the NYS Office of the State Comptroller.



Division of Criminal Justice Services

KATHY HOCHUL
Governor

ROSSANA ROSADO
Commissioner

CILLIAN FLAVIN
Deputy Commissioner

Grant Award Notice

Grantee/Contractor: Warren County District Attorney	Date: November 18, 2025
Program Name: Aid to Prosecution	Award Amount: \$292,771 ¹
Signatory Name and Title: Jason Carusone District Attorney	Term Dates: SFY 2025-2026 (Funds Available Until Expended)
Email: carusonej@warrencountyny.gov	
SFS Vendor ID No.: 1000002438	
Additional Programmatic Information: Your State FY 2025-2026 Aid to Prosecution award is consistent with the appropriation amounts enacted for this purpose in the State Budget and was determined based on an analysis of the five-year average of lower court arraignments in your county. Rather than issuing your grant award through a DCJS contract, the full award amount will be automatically disbursed to the county in one payment to streamline processing and facilitate the timely distribution of funds. The county shall subsequently and promptly make this funding available to the respective district attorney's office within 60 days of receipt. Consistent with the appropriation, this funding is being provided to support prosecutorial services and must supplement – not supplant – existing funding. Please note that these funds may continue to be used until the award is fully exhausted. DCJS requires that funded entities be able to account for every dollar expended.	

If you have any questions on this award, please contact:

NYS Division of Criminal Justice Services, Office of Budget and Finance
dcisgrantsunitvoucherinquiry@dcjs.ny.gov

NYS Division of Criminal Justice Services, Law Enforcement & Legal Services Unit within the Office of
Program Development and Funding
dcis.sm.lelsunit@dcjs.ny.gov

We look forward to working with you in our continued efforts to build safer and stronger communities throughout New York State.

⁽¹⁾ The award amount listed above is contingent upon the completion and submission (as applicable) of all contractual obligations as well as approval by the New York State Division of the Budget and execution of the grant contract by the Office of the New York State Comptroller.



Division of Criminal Justice Services

KATHY HOCHUL
Governor

ROSSANA ROSADO
Commissioner

CILLIAN FLAVIN
Deputy Commissioner

Grant Award Notice

Grantee/Contractor: Warren County	Date: November 18, 2025
Program Name: Criminal Justice Discovery Reform Grant	Award Amount: \$420,470
Name of Official: Kevin Geraghty Chairman, Board of Supervisors	Term Dates: SFY 2025-2026 (Funds Available Until Expended)
Email: Kevin.Geraghty@TownOfWarrensburg.net	Project Number: DG25-1052-D00
SFS Vendor ID No.: 1000002438	

Criminal Justice Discovery Reform Grant - Additional Information:

DCJS is pleased to provide funding to your county to support local law enforcement agencies with expenses related to the implementation of discovery and pretrial reforms that took effect January 1, 2020. Your county's award amount has been determined based on an analysis of the five-year average of lower court arraignments in your county.

This funding is contingent upon the submission by the county, and subsequent DCJS approval of, a Discovery Reform Funding Plan. Please see the attached FY 2025-2026 Discovery Reform Application and the Discovery Reform Funding Plan for additional information. Provided funding is typically intended to support costs incurred on or after the start of FY 2026 (April 1, 2025). However, funds may continue to be utilized until the award is fully exhausted. Please be aware that all expenses must be for allowable discovery related expenses only and cannot be comingled with other funding. DCJS requires that the funded agency(s) be able to fully account for every dollar expended.

In your county's application, the District Attorney's (DA) minimum amount should be calculated as 67% of the total county award amount.

The county's Discovery Reform Funding Plan should be submitted to DCJS using the DCJS Grants Management System (GMS). Additional information about GMS is provided in the attached application document. Questions about the submission of the plan should be emailed to DCJS at dcjsfunding@dcjs.ny.gov. Please include "Discovery Reform Question" in the subject line of your email.

Once plans are approved by DCJS, grantees will be notified and shall receive payment for their entire award. **The county shall subsequently and promptly make this funding available to the recipient agencies (e.g., DA, probation department, sheriff's offices, local police department) within 60 days of receipt.**

Sixty days following the end of the term (SFY 2025-2026), May 30, 2026, your office is required to complete the *FY 2026 Discovery Reform Expenditure Report* and submit it to DiscoveryReporting@dcjs.ny.gov. This form should be completed on an annual basis until funds are fully expended.

Please note that no award for FY 2025-2026 will be paid unless or until DCJS has received the *FY 2024-2025 Discovery Reform Expenditure Report* that was due May 30, 2025. DCJS reserves the right to request additional information pertinent to evaluating the effectiveness of the Discovery Implementation Program.

We look forward to working with you in our continued efforts to build safer and stronger communities throughout New York State.

Attachment: (3)

DISTRICT ATTORNEY'S OFFICE

2027 Budget Recap

To the extent possible we have kept our budget requests in the 200 and 400 lines flat.

426 Subscriptions: This line is comprised of Microsoft Office 365, Westlaw and books. The cost for Microsoft Office is slightly reduced, book costs remain flat, however, the contractual agreement for Westlaw causes this total number to increase.

1165 District Attorney	2026 Adopted	2027 Dept. Request	Change
426 Subscriptions	10,300.00	20,626.00	10,326.00

2027 Initiatives:

Reduce our digital footprint in DEMS by resolving file duplication and transferring large files from DEMS to AXON to lower expense using flat fee storage costs.

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2027 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Crime Victims-Assist.DA

BUDGET ACCOUNT CODE: A.1168

OBJECT CODES	2025 EXPENDITURES	2026 ADOPTED	2026 AMENDED	2027 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$149,043.74	\$153,133.00	\$153,133.00	\$158,779.00
200's EQUIPMENT	\$104.68	\$0.00	\$250.00	\$250.00
400's CONTRACTUAL	\$2,280.32	\$8,722.00	\$8,472.00	\$8,348.00
800's EMPLOYEE BENEFITS	\$50,942.46	\$55,631.00	\$55,631.00	\$61,832.00
TOTALS	\$202,371.20	\$217,486.00	\$217,486.00	\$229,209.00

2025 REVENUES	2026 ADOPTED REVENUES	2026 AMENDED REVENUES	2027 DEPARTMENT REQUESTS
\$172,016.93	\$167,260.00	\$167,260.00	\$177,091.00

SIGNED:


DEPARTMENT HEAD

TITLE:

Director of Crime Victims Assistance

DATE:

09/02/2023

Budget Worksheet Report

Budget Year 2027

Account	Account Description	2025 Actual Amount	2026 Adopted Budget	2026 Amended Budget	2026 Actual Amount	2027 Departmental Request
Fund	A - General					
REVENUE						
	Department 1168 - Crime Victims-Assist.DA					
	State Aid					
3032	Crime Victims Advocate -DA	172,016.93	167,260.00	167,260.00	82,623.98	177,091.00
	State Aid Totals	\$172,016.93	\$167,260.00	\$167,260.00	\$82,623.98	\$177,091.00
	Department 1168 - Crime Victims-Assist.DA Totals	\$172,016.93	\$167,260.00	\$167,260.00	\$82,623.98	\$177,091.00
	REVENUE TOTALS	\$172,016.93	\$167,260.00	\$167,260.00	\$82,623.98	\$177,091.00
EXPENSE						
	Department 1168 - Crime Victims-Assist.DA					
	Personal Services					
110	Salaries - Regular	148,245.27	152,633.00	152,633.00	97,925.59	158,279.00
120	Salaries - Overtime	798.47	500.00	500.00	418.70	500.00
	Personal Services Totals	\$149,043.74	\$153,133.00	\$153,133.00	\$98,344.29	\$158,779.00
	Equipment					
220	Office Equipment	24.69	.00	250.00	10.90	250.00
260	Other Equipment	79.99	.00	.00	.00	.00
	Equipment Totals	\$104.68	\$0.00	\$250.00	\$10.90	\$250.00
	Contractual Expense					
410	Supplies	376.79	2,500.00	2,500.00	132.95	2,250.00
423	Telephone	907.29	1,000.00	1,000.00	528.22	1,000.00
424	Postage	338.83	300.00	300.00	125.80	300.00
426	Subscriptions	.00	720.00	720.00	.00	610.00
427	Memberships & Dues	25.00	50.00	50.00	25.00	50.00
428	Data Processing & Internet Fees	150.00	152.00	152.00	152.00	138.00
444	Travel/Education/Conference	482.41	4,000.00	3,750.00	276.27	4,000.00
	Contractual Expense Totals	\$2,280.32	\$8,722.00	\$8,472.00	\$1,240.24	\$8,348.00

Budget Worksheet Report

Budget Year 2027

Account	Account Description	2025 Actual Amount	2026 Adopted Budget	2026 Amended Budget	2026 Actual Amount	2027 Departmental Request
Fund	A - General					
	EXPENSE					
	Department 1168 - Crime Victims-Assist.DA					
	Employee Benefits					
810	Retirement	23,599.64	26,493.00	26,493.00	16,862.53	30,669.00
830	Social Security	8,877.09	9,495.00	9,495.00	5,836.19	9,844.00
831	Medicare Contribution	2,076.09	2,221.00	2,221.00	1,364.93	2,303.00
860	Hospitalization	16,149.40	17,182.00	17,182.00	11,234.45	18,776.00
865	Dental Insurance	240.24	240.00	240.00	157.08	240.00
	Employee Benefits Totals	\$50,942.46	\$55,631.00	\$55,631.00	\$35,455.18	\$61,832.00
Department	1168 - Crime Victims-Assist.DA Totals	\$202,371.20	\$217,486.00	\$217,486.00	\$135,050.61	\$229,209.00
	EXPENSE TOTALS	\$202,371.20	\$217,486.00	\$217,486.00	\$135,050.61	\$229,209.00
Fund	A - General Totals					
	REVENUE TOTALS	\$172,016.93	\$167,260.00	\$167,260.00	\$82,623.98	\$177,091.00
	EXPENSE TOTALS	\$202,371.20	\$217,486.00	\$217,486.00	\$135,050.61	\$229,209.00
Fund	A - General Totals	(\$30,354.27)	(\$50,226.00)	(\$50,226.00)	(\$52,426.63)	(\$52,118.00)
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$172,016.93	\$167,260.00	\$167,260.00	\$82,623.98	\$177,091.00
	EXPENSE GRAND TOTALS	\$202,371.20	\$217,486.00	\$217,486.00	\$135,050.61	\$229,209.00
	Net Grand Totals	(\$30,354.27)	(\$50,226.00)	(\$50,226.00)	(\$52,426.63)	(\$52,118.00)

2027 Salary Schedule (Position Budgeting)
District Attorney.Crime Victims Assistance Unit

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
11177	Affinito, Manon	Victim Assist Program Director	\$85,000.00	Full Time	CSEA/FT	9/1/2006
	21-20 / \$40.87	21-21 / \$40.87				
13347	Choppa, Michaela	Senior Crime Victim Specialist	\$73,279.00		CSEA/FT	7/8/2019
	17-07 / \$35.23	17-08 / \$35.23				
		Crime Victim Specialist	\$0.00			
	N/A / \$0.00	N/A / \$0.00				
		Crime Victims Assistance - OT	\$500.00			
	N/A / \$0.00	N/A / \$0.00				
			4			
			\$158,779.00			



**Office of
Victim Services**

KATHY HOCHUL
Governor
BEA HANSON, PHD
Director

Jason Carusone
County of Warren - District Attorney
1340 State Route 9
Lake George, NY, 12845

August 28, 2026

Dear **Jason Carusone**,

We are writing to provide an update on the amount awarded to your Victim Assistance Program for the period October 1, 2026, through September 30, 2028, under the 2026 New York State Office of Victim Services (OVS) VOCA Victim Assistance Grant Program. Your contract number is **C00359GM** and your updated tentative award amounts are as follows:

- **2026-2027: \$177,091.03 (Planned Funding Source: 100% State GF)**
- **2027-2028: \$177,091.03 (Planned Funding Source: 100% State GF)**

Please disregard any award letters and/or protest determinations that pre-date this updated award letter. The awards detailed here represent the final amounts OVS intends to submit to the Office of the State Comptroller (OSC), however, these amounts are still considered tentative and remain dependent on final OSC procurement record approval. Any incurred expenditures made prior to contract approval are done so at risk to your organization.

Funding sources also remain subject to change based on funding availability and the timing of disbursements. Award recipients should be mindful that if funding levels are reduced by the federal government or otherwise, OVS may have to reduce awards in this grant period. If an award or funding source is changed, you will receive a revised letter like this one with the updated information.

Any updated contract documents because of this change in award amount should be emailed to your OVS Contract Management Specialist. Please contact your OVS Contract Management Specialist (CMS) **James Krakat** at james.krakat@ovs.ny.gov or **518-485-0553** should you need assistance.

The contract negotiation process is still being completed in the Statewide Financial System (SFS). Resources to assist with navigating SFS can be found on our OVS 2026 RFA website at ovs.ny.gov/2026-voca-rfa.

On behalf of the Office of Victim Services, we look forward to continuing our shared efforts to provide critical services to victims and survivors of crime in communities across New York State.



**Office of
Victim Services**

KATHY HOCHUL
Governor

BEA HANSON, PHD
Director

Sincerely,

A handwritten signature in black ink, appearing to read "Bea Hanson". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Bea Hanson, PhD., Director

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2027 APPROPRIATIONS

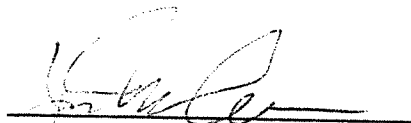
REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Narcotics Control-DA
BUDGET ACCOUNT CODE: A.4220

OBJECT CODES	2025 EXPENDITURES	2026 ADOPTED	2026 AMENDED	2027 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$66,540.74	\$72,998.00	\$72,998.00	\$75,370.00
200's EQUIPMENT				\$0.00
400's CONTRACTUAL	\$1,894.19	\$6,086.00	\$6,086.00	\$6,073.00
800's EMPLOYEE BENEFITS	\$5,090.37	\$5,583.00	\$5,583.00	\$5,766.00
TOTALS	\$73,525.30	\$84,667.00	\$84,667.00	\$87,209.00

2025 REVENUES	2026 ADOPTED REVENUES	2026 AMENDED REVENUES	2027 DEPARTMENT REQUESTS
\$0.00			\$0.00

SIGNED:


DEPARTMENT HEAD

TITLE:

DISTRICT ATTORNEY

DATE:

9/01/2026

Budget Worksheet Report

Budget Year 2027

Account	Account Description	2025 Actual Amount	2026 Adopted Budget	2026 Amended Budget	2026 Actual Amount	2027 Departmental Request
Fund A - General						
EXPENSE						
Department 4220 - Narcotics Control-DA						
Personal Services						
130	Salaries - Part Time	66,540.74	72,998.00	72,998.00	41,976.86	75,370.00
	Personal Services Totals	\$66,540.74	\$72,998.00	\$72,998.00	\$41,976.86	\$75,370.00
	Contractual Expense					
418	Ins-General Liability	324.45	406.00	498.07	498.07	558.00
423	Telephone	375.03	400.00	400.00	187.50	400.00
426	Subscriptions	.00	1,080.00	1,080.00	.00	915.00
441	Auto-Supplies & Repair	166.90	1,000.00	907.93	204.85	1,000.00
442	Automotive - Gas & Oil	1,027.81	1,600.00	1,600.00	569.36	1,600.00
444	Travel/Education/Conference	.00	1,600.00	1,600.00	.00	1,600.00
	Contractual Expense Totals	\$1,894.19	\$6,086.00	\$6,086.00	\$1,459.78	\$6,073.00
	Comments					
	Account Level					
	426 Departmental Request					
						- Microsoft Office License 365 \$915.00
	Employee Benefits					
830	Social Security	4,125.53	4,525.00	4,525.00	2,602.57	4,673.00
831	Medicare Contribution	964.84	1,058.00	1,058.00	608.68	1,093.00
	Employee Benefits Totals	\$5,090.37	\$5,583.00	\$5,583.00	\$3,211.25	\$5,766.00
	Department 4220 - Narcotics Control-DA Totals	\$73,525.30	\$84,667.00	\$84,667.00	\$46,647.89	\$87,209.00
	EXPENSE TOTALS	\$73,525.30	\$84,667.00	\$84,667.00	\$46,647.89	\$87,209.00
	Fund A - General Totals	\$73,525.30	\$84,667.00	\$84,667.00	\$46,647.89	\$87,209.00
	EXPENSE TOTALS	\$73,525.30	\$84,667.00	\$84,667.00	\$46,647.89	\$87,209.00
	Fund A - General Totals	(\$73,525.30)	(\$84,667.00)	(\$84,667.00)	(\$46,647.89)	(\$87,209.00)
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	EXPENSE GRAND TOTALS	\$73,525.30	\$84,667.00	\$84,667.00	\$46,647.89	\$87,209.00
	Net Grand Totals	(\$73,525.30)	(\$84,667.00)	(\$84,667.00)	(\$46,647.89)	(\$87,209.00)

2027 Salary Schedule (Position Budgeting)
District Attorney.Narcotics Control

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
8881	Corsones, Lee	Investigator #4 - PT	\$30,148.00	Part Time	Less P/T12/21/12	7/7/2022
	N/A / \$36.24	N/A / \$36.24				
10493	Huskie, Michael	Investigator #2 - PT	\$15,074.00	Part Time	Less than P/T	10/1/2002
	N/A / \$36.24	N/A / \$36.24				
12825	Lail, Russell	Investigator #3 - PT	\$30,148.00	Less than Half	Less P/T12/21/12	9/1/2015
	N/A / \$36.24	N/A / \$36.24				
3			\$75,370.00			

Criminal Justice, Public Safety & Emergency Services Committee
Office of Emergency Services

September 22, 2026

COMMITTEE MEMBERS: MADAY, Conover, Strainer, Gilligan, Driscoll, Butler, O'Neill

- 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 increase existing capital project H.254.9550 280 Fire Training Center Project – Project and funding source H.254.9550 2390 Share of Joint Activity, Govt in the amount of \$988.25. **Attachment #1**
Rationale: Resolution is needed to reflect 50% reimbursement payments from Washington County in the amount of \$988.25 for expenses paid in full by Warren County.
 2. Request: Resolution request for a new contract with Mountain Medical Services for the provision of required Hazardous Materials Team annual medical examinations, in an amount not to exceed \$270 per physical. **Attachment #2**
Rationale: This agreement will commence on January 1, 2027, and expire on December 31, 2027. Funding is included in the 2027 budget request under G/L code A.3410 435 Fire Prevention & Control-Medical Fees.
 3. Request: Resolution request for a new contract with Emergency Services Marketing Corp. d/b/a lamResponding for the lamResponding solution subscription for a term commencing on January 1, 2027 and terminating on December 31, 2031. **Attachment #3**
Rationale: The current five-year contract expires on December 31, 2026. The service fee of \$20,907 per year is billed annually and will be budgeted in G/L code A.9781 – Subscription Based IT Services.
- V. Discussion Items
 1. 2027 Budget Request
 2. County EMS Plan
 3. Upcoming Community Outreach
 - a. 9/23 Emergency Preparedness Training – Queensbury Senior Center
 - b. 9/24 OFA Senior Fall Festival – North Creek
- VI. Referrals/Pending Items
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

Attachments:

1. Resolution Request Form #9 and supporting documentation
2. Resolution Request Form #3 and supporting documentation
3. Resolution Request Form #3 and supporting documentation

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: September 22, 2026

- (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):
\$988.25
- (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, Govt
- (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 \$988.25.

>

Fiscal Year 2025

Attachment #1

Annual Totals YTD Annual Totals YTD Annual Totals YTD

Reclass Journal Type

Fiscal Year 2026

Classification	Amended Budget	Revenues	YTD Balance	Percent Received
Intergovernmental Charges	\$100,565.86	\$101,554.11	-\$988.25	101%
Month	Budget	Amendments	Revenues	Current YTD Balance
January	\$0.00	\$100,565.86	\$101,554.11	-988.25
February	\$0.00	\$0.00	\$0.00	-988.25
March	\$0.00	\$0.00	\$0.00	-988.25
April	\$0.00	\$0.00	\$0.00	-988.25
May	\$0.00	\$0.00	\$0.00	-988.25
June	\$0.00	\$0.00	\$0.00	-988.25
July	\$0.00	\$0.00	\$0.00	-988.25
August	\$0.00	\$0.00	\$0.00	-988.25
September	\$0.00	\$0.00	\$0.00	-988.25
October	\$0.00	\$0.00	\$0.00	-988.25
November	\$0.00	\$0.00	\$0.00	-988.25
December	\$0.00	\$0.00	\$0.00	-988.25
Total	\$0.00	\$100,565.86	\$101,554.11	-988.25
Unposted Transactions	\$0.00	\$0.00	\$0.00	(988.25)
Grand Total	\$0.00	\$100,565.86	\$101,554.11	(988.25)

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: September 22, 2026

- (a) Is this a Result of a Bid or Request for Proposal?
No
- (b) Purpose of Contract:
To provide required medical examinations for members of the Warren County Hazardous Materials Team.
- (c) Name of Contractor:
Mountain Medical Services
- (d) Address of Contractor: **PO Box 13395
Belfast, ME 04915**
- (e) Contractor's Contact Person and Telephone Number:
Merrie Lynn Towle 518-744-6560 or standardmedicalsolutions@gmail.com
- (f) Has or will the Contract be provided, if so, please attach:
To be provided
- (g) Commencement Date of Contract:
January 1, 2027
- (h) Termination Date of Contract:
December 31, 2027
- (i) Payment Provisions: i) lump sum amount
ii) hourly rate amount
iii) total amount not to exceed **\$270 per physical**
iv) how will payments be made (i.e. monthly, quarterly,
upon completion of the project, etc.
Upon completion of services
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

A.3410 435 Fire Prevention & Control - Medical Fees

**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



Contractual Agreement

This agreement is made between Mountain Medical Services, located at 597 Bay Road, Queensbury, NY 12804 and with Warren County Office of Emergency Services ATTN: Amy Turcotte having an address at 1340 State route 9, Lake George, NY 12845.

This agreement shall be in effect from January 1, 2027- Dec 31, 2027.

The responsibilities and obligations and liabilities shall survive the term of this agreement.

This agreement may be canceled by either party after thirty days of written notification.

Both parties to this agreement are independent contractors, and nothing contained herein shall be construed to place the parties in the relationship of partners, joint venture, principal-agent or employer-employee, and neither party shall have the power to obligate or bind the other whatsoever beyond the terms of this agreement.

Mountain Medical Services, will be compensated for its services as follows:

OSHA 1910.120,1910.134,1910.156,NFPA 1500,1582,1001 physicals.

Included in these physicals are vitals,ears, eyes, nose ,mouth and throat,cardiovascular system,respiratory system,gastrointestinal system, endocrine, and metabolic system,musculoskeletal,audiometric screening,visual acuity and peripheral,pulmonary function testing,complete blood count,chemistry,urinalysis and electrocardiogram.

\$270.00 per physical

Extras if requested:

Heavy Metal Blood Work, includes Lead/Zinc, Cadmium, Arsenic, Mercury	\$ 225.00
Tetanus/Diphtheria/Pertussis	\$ 150.00
Chest Xray 1 view	\$ 130.00
Urine Drug Screen, 10 panel	\$ 65.00

All Vaccines/shots prices are subject to change due to market value

Please note that we do not participate with insurance of any kind

In addition, should there be after hours, post accident testing/reasonable suspicion, there shall be a flat rate fee of \$120.00 per hour with a minimum two hour charge. Also there will be a mileage charge of 56.5 cents (or current rate) per mile applied.

Shy Bladder wait time is \$40.00 per hour after 4:30pm closing time.

The fee for split specimen re-testing of positive specimens (including shipping, lab fees and chain of custody) shall be \$250.00.

The review of all Positive drug screens will be \$200.00, regardless of final outcome. This includes the MRO time for contacting physicians, donors and specialists whom the employee is being treated by.

Payment of invoices is expected within 30 days of receipt of invoice payable to Mountain Medical Services, PO BOX 13395, Belfast Maine, 04915. A late fee/interest fee of 1.5% monthly will be applied to outstanding invoices over 30 days old. We accept payment online at www.quickpayportal.com. Code is on Invoice.

Standard Medical Testing Services, a division of Mountain Medical Services attests that it will keep all information obtained from Warren County Office of Emergency Services, for the purpose of testing confidential unless otherwise required to disclose said information by applicable law, regulation, or subsequent agreement.

The provisions of the Agreement shall be construed, interpreted and governed by the substantive laws of the state of New York, including all matters of construction, validity and performance.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed as of the day and year executed below:

Mountain Medical Services
Merrie Lynn Towle, BSN

Mountain Medical Services
Dr. Michael P. M. Pond, MD
Services

Warren County Office of Emergency

Name: ***Merrie Lynn Towle, BSN***
Title: Director of Occupational Medicine
Date: ***January 1, 2027***

Name: _____
Title: _____
Date: _____

Please execute this agreement, retain the original, and forward a duplicate to Standard Medical Testing Services at 597 Bay Road, Queensbury, NY 12804.

- ☐ Mountain Medical Services * 597 Bay Road Queensbury, NY 12804 518-744-6560
f: 518-409-8441 www.standardmedicals-services.com standardmedicals-services@gmail.com
Mon-Thur 8-4 Fridays 8-3
- ☐ Mountain Medical Services * 354 Broadway Saranac Lake, NY 12983 518-897-1000
Saranac - DOT Drug Testing Hours Monday-Friday 9am - 2pm Weekends 10-12
- ☐ Mountain Medical Services * 1927 Saranac Ave Lake Placid, NY 12983 518-523-7577
www.mountainmedical.net - Corporate Office Only

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: September 22, 2026

- (a) Is this a Result of a Bid or Request for Proposal?
No
- (b) Purpose of Contract:
To continue the provision of the IamResponding system for first responder and public safety agencies in Warren County.
- (c) Name of Contractor:
Emergency Services Marketing Corp. Inc d/b/a IamResponding
- (d) Address of Contractor: **PO Box 93
Dewitt, NY 13214**
- (e) Contractor's Contact Person and Telephone Number:
Amanda Longo iar-subscriptions@rapidsos.com
- (f) Has or will the Contract be provided, if so, please attach:
To be provided
- (g) Commencement Date of Contract:
January 1, 2027
- (h) Termination Date of Contract:
December 31, 2031
- (i) Payment Provisions: i) lump sum amount **\$20,907 annually**
ii) hourly rate amount
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
Annually
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**
A.9781 610 Subscription Based IT Services Principal-Indebtedness
A.9781 710 Subscription Based IT Services Interest-Indebtedness
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

AMORTIZATION SCHEDULE

Title: Emergency Services Marketing Corp – OES

Loan Amount: 96,087.22

Annual Rate: 4.4000

Payment Frequency: Annually

First Payment Date: 01/01/2027

Payment Amount: 20,907.00

No. Of Payments: 5

#	Payment Date	Payment Amount	Current Interest	Cumulative Interest	Current Principal	Cumulative Principal	Balance
0			A 9781 70		A 9781 610		
1	01/01/2027	20,907.00	2,815.93	2,815.93	18,091.07	18,091.07	77,996.15
2027 Total:			2,815.93		18,091.07		
2	01/01/2028	20,907.00	2,252.74	5,068.67	18,654.26	36,745.33	59,341.89
2028 Total:			2,252.74		18,654.26		
3	01/01/2029	20,907.00	1,689.56	6,758.23	19,217.44	55,962.77	40,124.45
2029 Total:			1,689.56		19,217.44		
4	01/01/2030	20,907.00	1,126.37	7,884.60	19,780.63	75,743.40	20,343.82
2030 Total:			1,126.37		19,780.63		
5	01/01/2031	20,907.00	563.18	8,447.78	20,343.82	96,087.22	0.00
2031 Total:			563.18		20,343.82		

Subscriber	Warren County, NY
Subscriber Contact:	Name: Email: Phone:

Subscription Commencement Date: January 1, 2027 Initial Term of: 60 Months

Subscriber shall pay the total sum of \$104,535.00 (US), due as follows:

- i. \$20,907.00 due on or before January 1, 2027;
- ii. \$20,907.00 due on or before January 1, 2028;
- iii. \$20,907.00 due on or before January 1, 2029;
- iii. \$20,907.00 due on or before January 1, 2030;
- iii. \$20,907.00 due on or before January 1, 2031.

This order ("Subscription Order Form") is entered into between IamResponding and Subscriber for the IamResponding Subscription and, if applicable, the MyLocal Safety (MyLS Subscription) services (individually and collectively, "IaR Services"). This Subscription Order Form shall be deemed to apply, whether this is the first Subscription Order Form to be executed by the parties, a subsequent Subscription Order Form, or a renewal of any prior subscription order or agreement. IamResponding agrees to provide Subscriber with access to the IaR Services in accordance with the terms of this Subscription Order Form. Subscriber is solely responsible for obtaining its own internet connection and hardware.

Subscription Start Date and Term

The subscription shall commence on the Subscription Commencement Date, and shall terminate following the number of months listed in Initial Term above. The Initial Term may consist of equal 12-month periods or a partial period followed by equal 12-month periods.

Subscriber's access to the IaR Services shall not be provided until IamResponding has received this signed Subscription Order Form and payment from Subscriber.

Payment Terms

1. Beginning on or before the Subscription Commencement Date and continuing annually on the anniversary of the Subscription Commencement Date, Subscriber shall pay the amounts due for the upcoming term.
2. If Subscriber fails to remit payment on or before the Subscription Commencement Date or the annual anniversary thereof, IamResponding may terminate access to the IaR Services and cancel this Subscription Order Form.
3. All subscription fees are in US funds, and shall be paid in US funds.
4. All prices set forth are the cash discount prices for payments via cash or checks. Non-discounted pricing for credit card payments is 3.5% higher for all prices set forth.
5. All checks should be made payable to:

IamResponding
Tax Identification No.: 20-5787005

Taxation

Subscriber certifies that Subscriber (check one box below):

☐ IS a tax-exempt organization, exempt from state and local sales and use taxes on its purchases, and its tax exemption (and/or exempt organization) number is: _____ (Please attach tax exemption certificate)

☐ IS NOT a tax-exempt organization and is NOT exempt from state and local sales and use taxes on its purchases.

Special Terms

For the purchase of the IaR Subscription and/or MyLS for multiple agencies by one Subscriber ("Group Agreement"), the Group Agreement Addendum, attached hereto, shall apply.

Notes

Agencies and Teams are identified on attached Exhibit A to the Group Agreement Addendum.

General Provisions

This Subscription Order Form is governed by the terms and conditions of the latest versions of the IamResponding Master Services Agreement ("MSA"), available at <https://www.iamresponding.com/msa/> and the Terms of Use ("TOU"), available at <https://www.iamresponding.com/terms-of-use/>, and if the MyLS Subscription is ordered, then in accordance with the Terms of Use for MyLS ("MyLS TOU"), available at <https://mylocalsafety.com/termsOfUse>. The MSA, TOU, and MyLS TOU (if applicable), collectively comprise the parties' agreement ("Agreement"), which governs the terms of this Subscription Order Form. In the event of a conflict between the terms of any Subscription Order Form and the terms of the Agreement, the terms of this Subscription Order Form will prevail and supersede the terms of the Agreement, solely as they apply to the applicable Subscription Order Form.

Signature Line

The signatories to this Order represent that they are duly authorized to execute this Order Form and the Agreement on behalf of the party they represent.

Emergency Services Marketing Corp. d/b/a IamResponding	Subscriber:
Signature:	Signature:
Name: Eric Troy	Name:
Date:	Date:

IamResponding Group Agreement Addendum

1. Group Subscription Services.

- a. *Definition of a Group.* An “agenc(y)(ies)” is defined as a single entity with the ability to view all responders of each company and station of that entity on a single sub-site of the IamResponding.com system. A “group” is a number of agencies that will access the IamResponding.com services with the subscription for all the agencies paid by the Subscriber listed on the accompanying Subscription Order Form. Multiple agencies shall not share subscription services.
- b. *Included Services.* Unlimited access to all responder information of the agencies and teams identified below by County dispatchers, County Fire & EMS Coordinators and such others as may be designated by the Subscriber; the establishment of separate, designated sub-sites for each included agency and team; the set-up of a consolidated dispatch center sub-site of IamResponding.com for monitoring by the dispatch center of each of the agencies and teams identified below on a single system; all current functions of IamResponding.com; 24x7x365 email technical support; set up of program options for each agency and team; periodic system upgrades; provisioning of toll-free access numbers for each agency and team; two (2) live webinar training sessions of system administrators, on mutually agreeable dates and times (“train the trainers”).
- c. *Excluded Services.* Input or maintenance of individual member profiles (to be performed by individual agencies and/or teams); user-end hardware, software, cabling or monitors; installation, maintenance or troubleshooting of user hardware or at user sites. If and when outbound text-to-voice functionality is added as a feature of IamResponding.com, the cost of such outbound telephone calls is not included within this Subscription Agreement and shall be subject to a separate agreement at that time in order to enable that function.

2. **Adjusting Agencies.** Adjustments to the number of agencies included in a group may be made ahead of the anniversary of an upcoming subscription term to take effect at the start of the upcoming term. Additional agencies and region-wide specialty teams may be added during the same subscription term at the Cost per Agency per Year rate listed on the accompanying Subscription Agreement for the active term, prorated for the remainder of that term. In addition, there will be a one-time set up fee of \$49 per agency. Subscriber may, at IaR’s sole discretion, substitute one agency or team for another of similar size/ emergency response, as determined by IaR, by providing notice in writing via email to IamResponding at iar-subscriptions@rapidsos.com of the agency to be replaced and the name and physical address of the agency and the name, email, and mobile number of the primary and secondary contacts for the new agency.



Exhibit A: The following agencies are included under the Subscription Order Form.

	Agency/Team Name	Name, Email and Mobile Number of Primary Contact	Full Physical Address
1	Bakers Mills Fire Dept. (NY)		
2	Bay Ridge Volunteer Fire Company Inc. (NY)		
3	Bolton EMS (NY)		
4	Bolton Landing Vol. Fire Company (NY)		
5	Chestertown Fire Department (NY)		
6	Empire EMS (NY)		
7	Garnet Lake Fire Dept. (NY)		
8	Glens Falls Fire Department (NY)		
9	Hague EMS (NY)		
10	Horicon Fire Department (NY)		
11	Johnsburg EMS (NY)		
12	Johnsburg Vol. Fire Company (NY)		

13	Lake George EMS (NY)		
14	Lake George Fire Department (NY)		
15	North Creek Fire Department (NY)		
16	North Queensbury Fire Department (NY)		
17	North River Fire Department (NY)		
18	North Warren EMS (NY)		
19	Pilot Knob Fire Department (NY)		
20	Placeholder - Warren County, NY		
21	Pottersville Volunteer Fire Department (NY)		
22	Queensbury Central Vol. Fire Co (NY)		
23	Queensbury EMS		
24	Riverside Fire Department (NY)		
25	Rockwell Falls EMS (NY)		
26	South Queensbury Fire Department (NY)		
27	Stoney Creek Fire Department (NY)		

28	Stony Creek EMS (NY)		
29	Thurman Fire Department (NY)		
30	Town of Queensbury Fire (NY)		
31	Warren County Marine Unit (NY)		
32	Warren County OES CERT Team (NY)		
33	Warren County Office of Emergency Management (NY)		
34	Warren County Peer Support Group (NY)		
35	Warren County Sheriff's Office (NY)		
36	Warrensburg EMS (NY)		
37	Warrensburg Fire Department (NY)		
38	West Glens Falls EMS (NY)		
39	West Glens Falls Fire Company (NY)		

RECAP – 2027 OES BUDGET REQUEST

A.3410 FIRE PREVENTION & CONTROL

OBJECT CODE	AMOUNT REQUESTED	INCREASE/ DECREASE	REASON
220 Office Equipment	\$200	\$50	
250 Technical Equipment	\$0	(\$19,000)	Decrease due to prior year (2026) request for radios to enhance interoperability.
260 Other Equipment	\$7,000	\$5,800	2027 request includes \$5,000 to support Countywide Marine Rescue Team and \$2,000 for fire investigation equipment.
418 Insurance	\$4,319	(\$239)	Insurance estimates for 2027
423 Telephone	\$200	(\$50)	
428 Data Processing & Internet Fees	\$3,700	\$46	
435 Medical Fees	\$9,720	\$360	The projected number of Hazmat Team physicals for 2027 is 36 physicals at \$270/physical
441 Auto Supplies & Repair	\$2,000	(\$500)	
442 Automotive Gas & Oil	\$2,000	(\$600)	
444 Travel/Edu/Conference	\$18,000	\$8,000	2027 request includes \$5,000 for travel/mileage, \$5,000 to support Countywide Marine Rescue Team training, and \$8,000 for fire investigation training.
455 Safety Equipment	\$450	\$300	Increase for anticipated expenses

A.3640 CIVIL DEFENSE

OBJECT CODE	AMOUNT REQUESTED	INCREASE/ DECREASE	REASON
220 Office Equipment	\$600	\$100	2027 request for small office equipment and tools
230 Auto Equipment	\$3,000	(\$6,000)	2027 request for vehicle warning equipment
250 Technical Equipment	\$0	(\$1,000)	
410 Supplies	\$6,500	\$2,000	Increase for citizen preparedness outreach initiatives
416 Oil & Gas – Heating	\$4,500	(\$1,500)	2027 request for OES storage building propane usage
418 Insurance	\$3,189	(\$182)	Insurance estimates for 2027
422 Repair/Maint Equipment	\$5,000	\$2,500	2027 request for generator maintenance, vehicle equipment installation
426 Subscriptions	\$1,050	\$150	Subscription increases
428 Data Processing & Internet	\$4,100	(\$200)	
439 Misc Fees & Expenses	\$25	\$25	
441 Auto Supplies/Repair	\$1,500	(\$500)	
444 Travel/Edu/Conf	\$7,500	\$5,000	2027 request includes \$2,500 for travel/mileage and \$5,000 to support peer support training
445 Foods	\$300	\$50	
470 Contract	\$20,364	(\$3,128)	2027 request for the following contracts: \$10,000 USGS; \$300 Emergency Services Marketing (IamResponding) annual call fee; \$6,300 Quickseries mobile application annual fee; \$1,764 Regroup mass notification contract; \$2,000 OES drone support

A.3642 FIRE TRAINING CENTER

OBJECT CODE	AMOUNT REQUESTED	INCREASE/ DECREASE	REASON
415 Electricity	\$450	\$50	Increase based on current and projected costs
416 Oil & Gas Heating	\$550	(\$50)	

A.4022 EMS

OBJECT CODE	AMOUNT REQUESTED	INCREASE/ DECREASE	REASON
230 Automotive Equipment	\$0	(\$5,000)	Decrease due to prior year (2026) request for vehicle warning equipment.
418 Insurance	\$1,596	(\$94)	
422 Repair/Maint Equip	\$2,500	(\$3,500)	Decrease due to prior year (2026) request for equipment installation.
424 Postage	\$30	\$10	
428 Data Processing & Internet	\$1,200	(\$75)	

2026 Adopted Budget vs. 2027 Department Requests

Net increase/decrease as itemized above: \$ (17,177)

*Increase salary & benefits:

(as shown in New World) \$ 16,525

Total increase/decrease in expenses \$ (652)

 Increase in expenses: \$ (652)

 Increase in revenues: \$ 131

Net increase/decrease: \$ (783)

CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY

SERVICES COMMITTEE MEETING

PROBATION AGENDA

September 22, 2026

Committee Members: Supervisors Maday, Conover, Strainer, Gilligan, Driscoll, Butler and O'Neill

- 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 transfer funds from Probation-Day Reporting Budget A.3144 110 salaries-regular to A.3144 120 salaries-overtime in the amount \$20 to cover overtime costs.
Rationale: Funds are needed to cover overtime costs.

V. Discussion Items:

- Replacement of body armor for sworn probation officers-transfer funds from A.3140 470 Probation Contract to A.3140 455 Safety Equipment in the approximate amount of \$14,000.
- RFP for Alternative Sentencing Program due 10/1/26
- Budget presentation

VI. Referrals/Pending Items: None

VII. Privilege of the floor and public comment

VIII. Motion to Adjourn

Attachments: 1. Resolution Request No. 10
 2. Budget Recap

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Probation

SIGNED:



DATE: 9/22/26

FROM CODE

A.3144 110

TITLE

Salaries-Regular

TO CODE

A.3144 120

TITLE

Salries-Overtime

AMOUNT

\$20

Please state reason for transfers requested: Funds needed to cover small overtime cost.

CONTINGENT FUND TRANSFER REQUESTS

FROM CODE

A.1990 469

TITLE

Contingent Account-
Other Payments/Contributions

TO CODE

TITLE

AMOUNT

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

BUDGET 2027

BUDGET RECAP

1. FUNDING

- Raise the Age (includes Electronic Monitoring, YAP, Wait House)
- STSJP (Big Brothers Big Sisters Programs)
- Pretrial Funding (\$174,975 – 2025; \$278,439 – 2026)
- Byrne Grant (Big Brothers Big Sisters)

2. DEPARTMENT POSITIONS

- 2 positions eliminated during 2023 budget process
- 2 current vacant positions
 - 1 Probation Officer Trainee
 - 1 Probation Assistant

3. GOALS

- Alternative to Detention Programs
 - Electronic Monitoring – KMG
 - NEXT STEP Check-In Program – Wait House
 - Youth Advocate Program – DSS/RTA – Wait House

4. OTHER

- RFP being developed for Alternative Sentencing Program.
Current RFP and renewals expire at the end of this year.

CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES
COMMITTEE MEETING
PUBLIC DEFENDER AGENDA
DATE 09/22/2026

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:
- V. Discussion Items:
 - a. Warren County Public Defender's 2027 Budget
- VI. Referrals/Pending Items:
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

Attachments:

- 1. Warren County Public Defender 2027 Budget

WARREN COUNTY BUDGET SUMMARY SHEET

2027 PUBLIC DEFENDER OVERVIEW

Account Code			2025 Actual Amount	2026 Adopted	2026 Amended	2027 Department Requests
A.1171	WC		\$907,184.42	\$1,093,585.00	\$1,093,585.00	\$1,102,031.00
	4200	CAFA	\$109,939.38	\$113,394.00	\$113,394.00	\$115,832.00
	4201	UQICR	\$109,116.07	\$133,683.00	\$133,683.00	\$120,502.00
	4202	HH	\$872,138.16	\$1,308,532.00	\$1,308,532.00	\$1,345,727.00
	4206	Dist	\$53,392.11	\$138,212.00	\$138,212.00	\$136,646.00
	4212	DCJS-Supp	\$90,877.29	\$138,718.00	\$138,718.00	\$118,264.00
	4213	DCJS-Disc	\$114,264.79	\$131,476.00	\$131,476.00	\$133,789.00
	4214	Fam Def	\$8,492.75	\$195,064.00	\$195,064.00	\$196,589.00
TOTALS			\$2,265,404.97	\$3,252,664.00	\$3,252,664.00	\$3,269,380.00

Account Code			2025 Revenues	2026 Adopted	2026 Amended	2027 Department Requests
A.1171	WC		\$13,863.49	\$0.00	\$0.00	\$0.00
	4200	CAFA	\$109,939.38	\$113,394.00	\$113,394.00	\$115,832.00
	4201	UQICR	\$109,116.07	\$133,683.00	\$133,683.00	\$120,502.00
	4202	HH	\$872,138.16	\$1,308,532.00	\$1,308,532.00	\$1,345,727.00
	4206	Dist	\$53,392.11	\$138,212.00	\$138,212.00	\$136,646.00
	4212	DCJS-Supp	\$90,877.29	\$138,718.00	\$138,718.00	\$118,264.00
	4213	DCJS-Disc	\$114,264.79	\$131,476.00	\$131,476.00	\$133,789.00
	4214	Fam Def	\$8,492.75	\$195,064.00	\$195,064.00	\$196,589.00
TOTALS			\$1,372,084.04	\$2,159,079.00	\$2,159,079.00	\$2,167,349.00

TOTAL SUMMARY			\$893,320.93	\$1,093,585.00	\$1,093,585.00	\$1,102,031.00
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Warren County Public Defender's Office

2027 Initiatives, Goals & Workload Measures

The Public Defender's Office has several initiatives and goals it aims to achieve in 2027.

2027 Initiatives & Goals

Fully Staffing All Open Positions:

2026 has been a particularly challenging year for the PD's office with regard to the retention of employees. We had 8 attorneys resign since January (1 per month) and lost 1 staff member. The good news is, that through our perseverance and zealous recruiting efforts, we were able to hire 5 new attorneys this year, and 3 new staff members, essentially replacing those we have lost at a relatively rapid rate.

Our aim for 2027 is to increase and expand our retention efforts through training, the organized delegation of staff duties, and focusing on working as a team. When the department is fully staffed, our attorneys have more time to spend on their individual clients and cases, which lessens employees' stress, and improves the quality of our representation and our day-to-day work environment.

Case Management Software/System:

Our new case management system, LegalServer, has been a tremendous addition to our office, greatly increasing our efficiency and accuracy, and reducing redundancies in maintaining our case files. In 2027, we aim to ensure that all our new department members are highly proficient with this software, and that the office is fully using all of its capabilities to streamline our workflows.

2027 Workload Measures

This year we have had much success in centralizing our department's administrative functions through weekly meetings with our core supervisory team (Chief Defender, First Assistant, and Coordinating Attorney).

Further, we have created a specialized group that is focused specifically on our Family Court practice, including attorneys dedicated to family defense, a single attorney-supervisor equipped to manage this practice, a case manager devoted solely to our family court clients, an organized system for case assignments and progress updates, and monthly team meetings. These efforts coalesced in conjunction with our department's use of its new family court grant funding; we previously had received state grant funds solely for use in our criminal defense practice.

For 2027, we intend to continue fostering the free flow of communication within these core groups, so that decision-making and goals for our department are centralized and focused.

This year we continued our practice of holding weekly department meetings, so that these decisions and goals can be communicated to all employees on a regular basis, and to encourage open communication amongst our department members, which we intend to continue in 2027.

CRIMINAL JUSTICE, PUBLIC SAFETY &
EMERGENCY SERVICES COMMITTEE
SHERIFF AGENDA
September 22, 2026

COMMITTEE MEMBERS: Supervisors Maday, Conover, Strainer, Gilligan, Driscoll, Butler, O'Neill, 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: Ratifying our actions in regard to submission of an application of a New York State Governor's Traffic Safety Committee grant and approval to accept grant funding and amend the County budget accordingly.
Rationale: Warren County Sheriff's Office applied for, and received, a \$26,015 award to participate in the statewide Police Traffic Services Program with the goal to increase seatbelt usage and reduce dangerous driving behaviors.
 2. Request: Amend the County budget to increase revenues in the amount of the New York State Governor's Traffic Safety Committee Police Traffic Services Program grant award.
Rationale: Warren County Sheriff's Office applied for, and received, a \$26,015 award to participate in a New York State Governor's Traffic Safety Committee Police Traffic Services Program grant. The request is necessary to amend the County budget in this amount.
 3. Request: Ratifying our actions in regard to the receipt of a Canadian Pacific and Kansas City Southern Railways (CPKC) grant award and approval to accept the grant funding and amend the County budget accordingly.
Rationale: Warren County Sheriff's Office received a \$5,000 award from Canadian Pacific and Kansas City Southern Railways (CPKC) for training and operational enhancement of our Sheriff's Office Explosives Detection Canine teams.
 4. Request: Amend the County budget to increase revenues in the amount of the Canadian Pacific and Kansas City Southern Railways (CPKC) grant award.
Rationale: Warren County Sheriff's Office received a \$5,000 grant award from Canadian Pacific and Kansas City Southern Railways (CPKC). The request is necessary to amend the County budget in this amount.
 5. Request: Ratifying our actions in regard to the receipt of a donation from Tractor Supply Company and approval to accept the donation and amend the County budget accordingly.
Rationale: Warren County Sheriff's Office received a \$250 donation from Tractor Supply Company for enhancement of our Sheriff's Office Project Lifesaver Program.
 6. Request: Amend the County budget to increase revenues in the amount of a donation from Tractor Supply Company.
Rationale: Warren County Sheriff's Office received a \$250 donation from Tractor Supply Company. The request is necessary to amend the County budget in this amount.

- IV. Discussion Items:
 - 1. 2027 Budget Request
 - 2. Corrections Staffing
- 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

-
- Attachments:
- 1. Resolution Request Form No. 5 - Request for a Grant Agreement (GTSC PTS)
 - 2. Resolution Request Form No. 7 - Request to Amend County Budget (GTSC PTS)
 - 3. Resolution Request Form No. 5 - Request for a Grant Agreement (CP Railway)
 - 4. Resolution Request Form No. 7 - Request to Amend County Budget (CP Railway)
 - 5. Resolution Request Form No. 20 - Miscellaneous (Tractor Supply)
 - 6. Resolution Request Form No. 7 - Request to Amend County Budget (Tractor Supply)

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Sheriff

DATE: September 22, 2026

- (a) **Purpose of Grant:** Police Traffic Services Program (Traffic Safety Initiatives)
- (b) **Name of Grantor:** NYS Governor's Traffic Safety Committee
- (c) **Address of Grantor:** 6 Empire State Plaza, Albany NY 12228
- (d) **Grantor's Contact Person and Telephone Number:** Renée Bordon, Director
(518) 474-5111
- (e) **Has or Will the Grant Application or Grant Agreement been provided, if so, please attach:** Yes
- (f) **Effective Date of Grant:** October 1, 2026
- (g) **Termination Date of Grant:** September 30, 2027
- (h) **Total Dollar Amount Involved (Not to Exceed):** \$26,015
- (i) **Deadline to Submit Grant Application and/or Grant Agreement:** N/A
- (j) **Is a Budget Amendment Required?:** Yes
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.
- (l) **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 Project Number and Title Amount:

Sample: A.3110 470 General Sheriff's Law Enforcement - Contract \$ xx.xx
Capital Project No. H289.9550 480 - Old Jail Renovations \$xx.xx

* as listed in budget and LOGOS



**Department of
Motor Vehicles**

KATHY HOCHUL
Governor

CHRISTIAN JACKSTADT
Acting Commissioner

RENÉE BORDEN
Director

September 3, 2026

Michael Campbell
Patrol Sergeant
Warren County Sheriff's Office
1400 State Route 9
Lake George, NY 12845-3435

Re: PTS-2027-Warren Co SO -00183-(057)
Police Traffic Services
T007624
CFDA #: 20.600
EFFECTIVE DATE: October 1, 2026

Dear Patrol Sergeant Michael Campbell:

On behalf of the Governor's Traffic Safety Committee, I am pleased to notify you that the Warren County Sheriff's Office has been awarded a total of \$26,015 to participate in the statewide Police Traffic Services Program. Our goal is to increase seat belt usage and reduce dangerous driving behaviors in an effort to reduce serious injury and death from traffic crashes. A breakdown of your grant award amount is as follows:

Category	Award Amount
Seat Belt Mobilization Enforcement	\$5,288
Regular PTS Enforcement	\$20,727
Other Than Personal Services	\$0
Grand Total	\$26,015

Before incurring any project-related expenses, login to eGrants to review your approved budget as it may have been reduced or otherwise changed from what was requested. Crucial documents regarding your grant, the claims process, equipment, and other grant related topics can be found by visiting <https://trafficsafety.ny.gov/highway-safety-grant-program#grant-award>.

Attached to this email are the contract and a signatory page with instructions. Please follow the instructions to facilitate the prompt processing of your contract. The contract will only be effective after the Signature page has been signed by the County, City, Town, or Village, and notarized, then returned to, and signed by, the New York State Governor's Traffic Safety Committee.

Thank you for participating in this very important statewide enforcement program. I wish you success in your efforts. If you have any questions, please contact the Governor's Traffic Safety Committee at (518) 474-5111.

Sincerely,

Renée Borden
Director

RB:bp
Enclosure
cc: Megan Patry
Charles Geisler

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: September 22, 2026

(a) **Purpose of Amendment:** Amend County Budget to reflect revenues from a New York State Governor's Traffic Safety Committee Police Traffic Services Program grant award.

(b)	Appropriation Code, Object Code, Full Title and Amount:	
	A.3110 120 Sheriff's Law Enforcement	\$26,015
	Salaries - Overtime	

(c)	Revenue Code (with title), and amount:	
	A.3110 3384 Sheriff's Law Enforcement	\$26,015
	Other Sheriff's State Aid	



**Department of
Motor Vehicles**

KATHY HOCHUL
Governor

CHRISTIAN JACKSTADT
Acting Commissioner

RENÉE BORDEN
Director

September 3, 2026

Michael Campbell
Patrol Sergeant
Warren County Sheriff's Office
1400 State Route 9
Lake George, NY 12845-3435

Re: PTS-2027-Warren Co SO -00183-(057)
Police Traffic Services
T007624
CFDA #: 20.600
EFFECTIVE DATE: October 1, 2026

Dear Patrol Sergeant Michael Campbell:

On behalf of the Governor's Traffic Safety Committee, I am pleased to notify you that the Warren County Sheriff's Office has been awarded a total of \$26,015 to participate in the statewide Police Traffic Services Program. Our goal is to increase seat belt usage and reduce dangerous driving behaviors in an effort to reduce serious injury and death from traffic crashes. A breakdown of your grant award amount is as follows:

Category	Award Amount
Seat Belt Mobilization Enforcement	\$5,288
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Other Than Personal Services	\$0
Grand Total	\$26,015

Before incurring any project-related expenses, login to eGrants to review your approved budget as it may have been reduced or otherwise changed from what was requested. Crucial documents regarding your grant, the claims process, equipment, and other grant related topics can be found by visiting <https://trafficsafety.ny.gov/highway-safety-grant-program#grant-award>.

Attached to this email are the contract and a signatory page with instructions. Please follow the instructions to facilitate the prompt processing of your contract. The contract will only be effective after the Signature page has been signed by the County, City, Town, or Village, and notarized, then returned to, and signed by, the New York State Governor's Traffic Safety Committee.

Thank you for participating in this very important statewide enforcement program. I wish you success in your efforts. If you have any questions, please contact the Governor's Traffic Safety Committee at (518) 474-5111.

Sincerely,

Renée Borden
Director

RB:bp
Enclosure
cc: Megan Patry
Charles Geisler

RESOLUTION REQUEST FORM NO. 5***Request to Apply for a Grant Application and Grant Agreement*****DEPARTMENT NAME:** Sheriff**DATE:** September 22, 2026

- (a) **Purpose of Grant:** Training and enhancement of Sheriff's K-9 teams
- (b) **Name of Grantor:** Canadian Pacific and Kansas City Southern Railways (CPKC)
d/b/a SOO Line West Railroad
- (c) **Address of Grantor:** 120 S. 6th Street, Suite 500, Minneapolis MN 55402
- (d) **Grantor's Contact Person and Telephone Number:** Grant Administrator
(403) 319-3611
- (e) **Has or Will the Grant Application or Grant Agreement been provided, if so, please attach:** Yes
- (f) **Effective Date of Grant:** July 23, 2026
- (g) **Termination Date of Grant:** July 22, 2027
- (h) **Total Dollar Amount Involved (Not to Exceed):** \$5,000
- (i) **Deadline to Submit Grant Application and/or Grant Agreement:** N/A
- (j) **Is a Budget Amendment Required?:** Yes
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.
- (l) **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 Project Number and Title Amount:

Sample: A.3110 470 General Sheriff's Law Enforcement - Contract \$ xx.xx
Capital Project No. H289.9550 480 - Old Jail Renovations \$xx.xx

* as listed in budget and LOGOS

SOO LINE WEST RAILROAD
120 S. 6TH STREET, SUITE 500
MINNEAPOLIS, MN 55402

Canadian Pacific Railway Company
Compagnie de chemin de fer Canadien Pacifique

RETURN SERVICE REQUESTED

Check No. [REDACTED]
Check Date 07/23/2026
Check Amount \$5,000.00
Vendor No. ONETIME



US-001999 0001 0001 002060

WARREN COUNTY SHERIFFS OFFICE
1400 STATE ROUTE 9
LAKE GEORGE, NY 12845

Invoice Date	CC/Invoice Number	Voucher No./ Description	Gross Amount	Discount Amount	Net Amount
05/15/2026	[REDACTED]	[REDACTED]	\$5,000.00		\$5,000.00
TOTAL					\$5,000.00

↓ PLEASE FOLD ON PERFORATION AND DETACH HERE ↓

Page 1 of 1

VERIFY THE AUTHENTICITY OF THIS MULTI-TONE SECURITY DOCUMENT.

CHECK BACKGROUND AREA CHANGES COLOR GRADUALLY FROM TOP TO BOTTOM.

SOO LINE WEST RAILROAD
120 S. 6TH STREET, SUITE 500
MINNEAPOLIS, MN 55402

Canadian Pacific Railway Company
Compagnie de chemin de fer Canadien Pacifique

July 23, 2026

2-3/710
VOID AFTER 180 DAYS



Amount: **Five Thousand dollars and 00 cents**

\$5,000.00

Pay to
the
order of

WARREN COUNTY SHERIFFS OFFICE
1400 STATE ROUTE 9
LAKE GEORGE, NY 12845

CL Pelzer

Paul V.

AUTHORIZED SIGNATURE

Bank of America N.A.
Chicago, IL

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: September 22, 2026

- (a) **Purpose of Amendment:** Amend County Budget to reflect revenues from a Canadian Pacific and Kansas City Southern Railways (CPKC) grant award.

- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | | |
|------------|---------------------------|---------|
| A.3110 439 | Sheriff's Law Enforcement | \$5,000 |
| | Misc Fees & Expenses | |

- (c) **Revenue Code (with title), and amount:**
- | | | |
|-------------|---------------------------|---------|
| A.3110 2711 | Sheriff's Law Enforcement | \$5,000 |
| | K-9 Gifts and Donations | |

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: September 22, 2026

- (a) Purpose of Request:** Authorization from the County Board of Supervisors is required to accept a donation from Tractor Supply Company, 751 Glen Street, Queensbury NY 12804.
- (b) Details:** Tractor Supply Company donated \$250 for enhancement of our Sheriff's Office Project Lifesaver Program.
- (c) Previous Resolution Number:** N/A
- (d) Where are Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:**

<u>Revenue Code:</u>	A.3110 2705	Sheriff's Law Enforcement Gifts & Donation	\$250
<u>Appropriation Code:</u>	A.3110 410	Sheriff's Law Enforcement Supplies	\$250

* as listed in budget and LOGOS

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: September 22, 2026

(a) **Purpose of Amendment:** Amend County Budget to a donation from Tractor Supply Company.

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

A.3110 410	Sheriff's Law Enforcement	\$250
	Supplies	

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

A.3110 2705	Sheriff's Law Enforcement	\$250
	Gifts & Donations	

NEW YORK STATE COMMISSION OF CORRECTION
ALBANY, NEW YORK
Required Post Complement
for
Warren County Jail

TASK ANALYSIS	Day	Evening	Night	Other	TOTAL
<u>(Required Post:)</u>					
Chief Administrative Officer				1.00	1.00
Assistant Chief Administrative Officer				2.00	2.00
Tour Supervisor	1.00	1.00	1.00		3.00
Unit Supervisor	1.00	1.00			2.00
Control Room	1.00	1.00	1.00		3.00
Lobby Control				1.00	1.00
Admissions/Discharge	1.00	1.00	0.50		2.50
Classification	See Narrative				
Discipline Program	See Narrative				
Grievance Program				1.00	1.00
General Housing	5.00	5.00	5.00		15.00
Medical/Mental Health Housing	2.00	2.00	2.00		6.00
Special Housing	See Narrative				
Visitation Program				2.00	2.00
Food Services	See Narrative				
Medical Security	1.50	0.50			2.00
Transportation				4.00	4.00
Training	See Narrative				
Physical Exercise				1.00	1.00
Correspondence/Packages	See Narrative				
Laundry Services	See Narrative				
Commissary Program	See Narrative				
Legal Services	See Narrative				
Program Security	See Narrative				
Inside Work Detail				.50	0.50
Outside Work Detail				.50	0.50
Miscellaneous/Relief	3.50	3.50	1.50		8.50
Total	16.00	15.00	11.00	13.00	55.00

2027 BUDGET SUMMARY

3020 - COMMUNICATIONS

REVENUE

- No Change from 2026

EXPENSE

- [.2] - Furniture/Equipment: All .2 codes have been zeroed
- 428 - Data & Internet Fees: Increase for Chester & Bolton towers (+ \$50,000)
- 470 - Contract: \$99,000 decrease (Tyler Technologies eliminated - \$75,400)

3110 - LAW ENFORCEMENT

REVENUE

- 2002 - Donation Bed Tax: Request \$150,000?
- 2612 - Stop DWI Fines: Revenue payments for DWI fines have reduced
- 3047 - Discovery Reform: Revenue provided at later date

EXPENSE

- [.2] - Furniture/Equipment: All .2 “Non-Automotive” codes have been zeroed
- 230.1 - Automotive Equipment Reserve: Provided by Co Administrator
- 426 - Subscriptions: Increased due to Office 365 subscriptions (+ \$15,000)
- 470 - Contract: Increased \$200,000 due to annual service and maintenance expenses for Tyler RMS (\$380,000 total cost) (Savings \$86,900 Civil & Comm)

3150 - CORRECTIONS

REVENUE

- 1513 - Inmate Calling Program: Decrease due to FCC Regulations (\$24,525 in 2025)
ViaPath Agreement - “Pursuant to the 2025 FCC Order, no compensation shall be payable to the Premises Provider for IPCS audio or video communications services under this Agreement. However, the 2025 FCC Order authorizes the addition of a Facility Cost Rate Additive to the per-minute cost of IPCS communications to recover costs reasonably incurred by the Premises Provider in making IPCS available.”
- 2264 - Jail Services, Other Govt: No Federal Board-In population

EXPENSE

- [.2] - Furniture/Equipment: All .2 codes have been zeroed or reduced
- 453 - Uniforms & Clothing: Code split and added to new code 454
- 470 - Contract: PrimeCare increased to \$2,399,447 (\$92,286 - 4% increase)

3315 - STOP DWI PROGRAM

REVENUE

- 2615 Stop DWI Fines: Budget reduced from \$164,184 to \$80,000

EXPENSE

- Expense Totals: Budget reduced from \$164,184 to \$79,987

3510 - CONTROL OF ANIMALS

EXPENSE

- 470 - Contract: No Change from 2026