

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: CRIMINAL JUSTICE**

**DATE: NOVEMBER 7, 2014**

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**COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:**

SUPERVISORS KENNY  
MONROE  
VANSELOW  
BROCK  
SEEBER  
SIMPSON

KATE HOGAN, DISTRICT ATTORNEY  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
PAUL DUSEK, COUNTY ADMINISTRATOR  
JOAN SADY, CLERK OF THE BOARD

SUPERVISORS BEATY  
FRASIER  
MCDEVITT  
MERLINO  
TAYLOR  
WESTCOTT  
WOOD

**COMMITTEE MEMBER ABSENT:**

SUPERVISOR DICKINSON

SARAH McLENITHAN, SECRETARY TO THE CLERK OF THE BOARD

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In the absence of Committee Chairman Dickinson, Vice Chairman Kenny called the meeting of the Criminal Justice Committee to order at 9:31 a.m.

Motion was made by Ms. Seeber, seconded by Mr. Brock, and carried unanimously to approve the minutes from the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Kate Hogan, District Attorney, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Ms. Hogan presented the following requests:

- 1) Authorization to fill the 5<sup>th</sup> Assistant District Attorney position, *annual salary of \$49,726, effective November 14, 2014, as well as any vacancies resulting from promotion; and*
- 2) Authorization to Amend the Table of Organization to create and fill the full-time position of Temporary Assistant District Attorney, *annual salary of \$46,588, for a time period not to exceed 30 days for training purposes.*

Ms. Hogan explained the 5<sup>th</sup> Assistant District Attorney was leaving for a position with the Attorney General's Office for a significant pay increase; therefore, she said, she would like permission to promote the 6<sup>th</sup> Assistant District Attorney to the 5<sup>th</sup> Assistant District Attorney position, then fill the 6<sup>th</sup> Assistant District Attorney position with a new employee. She indicated her intention was to hire a former intern to fill the 6<sup>th</sup> Assistant District Attorney position and she noted that the desired candidate was currently working for the Rensselaer County District Attorney's Office.

Motion was made by Mr. Simpson, seconded by Mr. Brock and carried unanimously to approve the requests as presented and refer same to the Personnel Committee. *Copies of both requests are on file with the minutes. (Note: Subsequent to the meeting, the District Attorney advised it would not be necessary to create the temporary position and the request was withdrawn.)*

Moving along Ms. Hogan presented a request to Amend Resolution Nos. 493 and 494 of 2014 to specify an hourly pay rate of \$24.81 for the part-time Investigator #4 position (*not to exceed 20 hours per week*). She explained the amendment was required to clarify the hourly wage rate and she advised the position worked 16 hours per week at an annual salary of \$20,642.

Mr. Simpson requested clarification in regards to the work hours associated with the Investigator #4 position as Ms. Hogan had indicated they were 16 hours per week, but the resolutions reflected they were not to exceed 20 hours per week. Ms. Hogan replied the work hours typically did not exceed 16 hours per week, but said on occasion assistance may be required on a case that would necessitate that the employee work additional hours. She advised that in these cases, they would reduce the work hours for the next week to prevent the position from exceeding the hours authorized per pay period.

Motion was made by Mr. Simpson, seconded by Mr. Brock and carried unanimously to approve the request to amend Resolution Nos. 493 and 494 of 2014, as outlined above, and refer same to the Personnel Committee. *Copies of the resolution request forms are on file with the minutes.*

There being no further business to come before the Criminal Justice Committee, on motion made by Ms. Seeber and seconded by Mr. Simpson, Mr. Kenny adjourned the meeting at 9:37 a.m.

Respectfully submitted,  
Sarah McLenithan, Secretary to the Clerk of the Board