

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: CRIMINAL JUSTICE

DATE: AUGUST 31, 2015

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: DICKINSON
KENNY
BROCK
SEEBER
SIMPSON

COMMITTEE MEMBERS ABSENT:

SUPERVISORS: VANSELOW
MONROE

OTHERS PRESENT:

MARCY FLORES, PUBLIC DEFENDER
ROBERT IUSI, PROBATION DIRECTOR
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, WARREN COUNTY BUDGET OFFICER
SUPERVISORS BEATY
CONOVER
FRASIER
TAYLOR
WOOD
DON LEHMAN, *THE POST STAR*
MOLLY GANOTES, LEGISLATIVE OFFICE SPECIALIST

In the absence of the Committee Chairman, Vice-Chairman Kenny called the meeting of the Criminal Justice Committee to order at 9:17a.m.

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

Privilege of the floor was extended to Robert Iusi, Probation Director, who distributed copies of the agenda packet to the Committee members; *a copy of the agenda packet is on file with the minutes.*

Commencing with the agenda review Mr. Iusi presented a request to reclassify the position of Probation Officer #2 to the position of Probation Officer Trainee #1, *Grade 18, Annual Base Salary \$39,004*, effective September 21, 2015, thereby amending the Table of Organization and Salary Schedule accordingly, as well as to authorize the Director of Probation to fill the new Probation Officer Trainee #1 position due to creation.

Mr. Iusi discussed the reason was to widen the pool of applicants that came into the Probation Department. He stated historically the same people took the Civil Service Test and took it repeatedly. He remarked he was limited by Civil Service requirements as the testing did not provide a pool of qualified candidates; he added the change would enable him to train within his specifications. He informed after one year of training and successfully completing the training course the Probation Officer Trainee would be promoted to Probation Officer. He added it was beneficial for the County, as it would amount to a \$3,000 savings in salaries.

Mr. Dickinson entered the meeting at 9:19 a.m.

Motion was made by Mr. Brock, seconded by Mr. Kenny and carried unanimously to amend the Table of Organization and Salary Schedule to reclassify and fill the position of Probation Officer Trainee, Salary \$39,004, and refer the same to the Personnel Committee. *A copy of the Resolution Request is on file with the minutes.*

Mr. Iusi introduced a request to fill the vacant position of Probation Assistant, *Grade 7, Salary \$30,204*, due to promotion. He stated the responsibilities for the position were as follows: supervising low risk caseload, Driving While Intoxicated (DWI) Fee Supervision Call In, drug testing, assisting Probation Officers with home visits and additional duties and clerical work.

Concluding with his agenda review, Mr. Iusi presented a request to attend the NY-VT Opioid Conference in Burlington, Vermont October 29-30, 2015. He indicated there was no cost the County for this conference.

Motion was made by Mr. Brock, seconded by Ms. Seeber and carried unanimously to approve the request and authorize out-of-State travel, and the necessary resolution was authorized for the September 18, 2015 Board Meeting. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Privilege of the floor was extended to Marcy Flores, Public Defender, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing with the agenda review Ms. Flores presented a request to amend the County Budget in the amount of \$2,522 to remove funds from Distribution #4 from the Office of Indigent Legal Services that should have been designated for the Assigned Counsel Office, rather than the Public Defender's Office.

Motion was made by Mr. Kenny, seconded by Mr. Simpson and carried unanimously to approve the request to amend the County Budget as outlined above and forward same to the Finance Committee. *A copy of the Request to Amend the County Budget is on file with the minutes.*

Next Ms. Flores introduced a request for transfer of funds from Budget Code A. 1171 2015, Office Equipment, to Budget Code A. 1171 210, Furniture, in the amount of \$2,696. She indicated this was for the purchase of office furniture.

Motion was made by Mr. Simpson, seconded by Mr. Kenny and carried unanimously to approve the request for a transfer of funds as outlined above and to forward same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Ms. Flores reported she had filled the 5th Assistant District Attorney position.

As there was no further business to come before the Criminal Justice Committee, on motion made by Ms. Seeber and seconded by Mr. Brock, Mr. Dickinson adjourned the meeting at 9:25 a.m.

Respectfully submitted,
Molly Ganotes, Legislative Office Specialist