

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: CRIMINAL JUSTICE & PUBLIC SAFETY

DATE: SEPTEMBER 24, 2019

COMMITTEE MEMBERS PRESENT:

SUPERVISORS LEGGETT
GERAGHTY
SIMPSON
WILD
MAGOWAN
SOKOL
HOGAN
DRISCOLL
MERLINO
VACANT

COMMITTEE MEMBER ABSENT:

SUPERVISOR: BRAYMER

OTHERS PRESENT:

JASON CARUSONE, DISTRICT ATTORNEY
ROBERT IUSI, PROBATION DIRECTOR
MARCY FLORES, PUBLIC DEFENDER
CHARLES WALLACE, ADMINISTRATOR, FIRE PREVENTION AND BUILDING
CODE ENFORCEMENT OFFICER
BRIAN LAFLURE, FIRE COORDINATOR/DIRECTOR OF THE OFFICE OF
EMERGENCY SERVICES
REPRESENTING THE WARREN COUNTY SHERIFF'S OFFICE:
BUD YORK, SHERIFF
JIM LAFARR, MAJOR
JOY LAFOUNTAIN, ASSIGNED COUNSEL ADMINISTRATOR
RONALD F. CONOVER, CHAIRMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISOR LOEB
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
PAULETTE McDONALD, ASSISTANT TO THE DISTRICT ATTORNEY
MANON AFFINITO, DIRECTOR, VICTIM ASSISTANCE PROGRAM
JENNIFER RAMSEY, OFFICE SPECIALIST, OFFICE OF EMERGENCY SERVICES
TERRY COMEAU, COUNTY CORONER
ERIN BROTHERS, ASSISTANT TO THE PUBLIC DEFENDER
DON LEHMAN, *THE POST STAR*
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the September 24, 2019 meeting of the Criminal Justice & Public Safety Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:

<http://www.warrencountyny.gov/gov/comm/Archive/2019/criminal>

Mr. Leggett called the meeting of the Criminal Justice & Public Safety Committee to order at 9:56 a.m.

Motion was made by Mr. Simpson, seconded by Mr. Magowan and carried unanimously to approve the minutes from the previous Criminal Justice & Public Safety Committee meeting, subject to correction by the Clerk of the Board.

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

Commencing the agenda review, Mr. Carusone reviewed the 2020 Budget Request, a copy of which is on file with the minutes.

Chairman Conover entered the meeting at 10:10 a.m.

During his Budget Review, Mr. Carusone explained how new discovery laws and bail reform going into effect in January would increase the workload of his entire office. He noted that his budget request included a lengthy outline of the additional duties his office would assume to substantiate his request to create the new positions of 8th Assistant District Attorney and Legal Clerk #5. Mr. Carusone noted he preferred for these new positions to be created and in place before January 1st so that they were trained and ready to work on January 1st when the new laws went into effect. A discussion ensued during which no action was taken.

There being no further District Attorney business to discuss, privilege of the floor was extended to Robert Iusi, *Probation Director*, who distributed copies of his agenda to the Committee; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Mr. Iusi presented a request to authorize a new contract with AutoMon in an amount not to exceed \$8,840 for case management software maintenance commencing retroactive to August 18, 2019 and terminating August 17, 2020.

Motion was made by Ms. Hogan, seconded by Mr. Driscoll and carried by majority vote, with Mr. Magowan abstaining, to approve the request and the necessary resolution was authorized for the October 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing with the Information for Discussion portion of the agenda, Mr. Iusi reviewed the 2020 Budget Request, a copy of which is on file with the minutes.

Mr. Iusi apprised due to the Criminal Justice Bail Reform taking effect in January, the Office of Court Administration (OCA) would be sending out a plan to designate a pretrial release agency, which would be his office as they already had the infrastructure set up for people to report in person and by phone. However, he continued, his office did not currently have the capacity to take on the caseload required of the new law; he said he was awaiting more information which he expected before the end of the month. He mentioned OCA may take on the notification portion of the new law which would remove a large burden from the County. Mr. Iusi noted his department had the basic infrastructure, but unless additional funding was provided they would not be prepared for the additional work required.

Mr. Iusi noted in regards to preparation for the Bail Reform, the NYSAC (*New York State Association of Counties*) Pre-Trial Survey sent to his office was close to being completed. He explained the purpose of this was to report what the office was capable of and what preparations were needed. He advised his office was not prepared to comply with the law when it went into effect on January 1st and he was working on an outline reflecting how the Criminal

Justice Reform would affect the County budget which he would forward on to NYSAC for their presentation to the State Division of Budget to demonstrate the impact the new laws on all of the counties.

Mr. Sokol exited the meeting at 11:00 a.m.

A discussion ensued in regard to the possible jail population decline due to the upcoming Bail Reform.

There being no further Probation business to discuss, privilege of the floor was extended to Marcy Flores, *Public Defender*, who distributed copies of her agenda to the Committee; *a copy of the agenda is on file with the minutes.*

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

- 1) To amend the 2019 County Budget in the amount of \$106,652.50 to reflect receipt of Office of Indigent Legal Services (OILS) Contract C000752 Distribution #5 funds.

Motion was made by Mr. Simpson, seconded by Mr. Geraghty and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

- 2) To authorize the creation of a Facebook account to allow investigations and searches for information without using personal accounts.

Motion was made by Mr. Wild, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the October 18th Board meeting. *A copy of the resolution request form is on file with the minutes. Note: following the meeting it was determined that a resolution was not necessary to authorize this action.*

Continuing the agenda review, Ms. Flores reviewed the 2020 Budget Request, a copy of which is on file with the minutes.

The Committee recessed from 11:20 a.m. to 11:25 a.m.

Ms. Hogan exited the meeting at 11:25 a.m.

Privilege of the floor was extended to Charles Wallace, *Administrator, Fire Prevention and Building Code Enforcement*, who distributed copies of his agenda to the Committee; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Mr. Wallace reviewed the 2020 Budget Request, a copy of which is on file with the minutes.

There being no further Fire Prevention and Building Code Enforcement business to discuss, privilege of the floor was extended to Brian LaFlure, *Fire Coordinator/Director of the Office of Emergency Services (OES)*, who distributed copies of the OES agenda to the Committee; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Mr. LaFlure presented a request to amend Resolution No. 110 of 2019 to increase physical examination fees from \$160 to \$240 per physical.

Motion was made by Mr. Simpson, seconded by Mr. Magowan and carried unanimously to approve the request and the necessary resolution was authorized for the October 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing with the Information for Discussion portion of the agenda, Mr. LaFlure reviewed the 2020 Budget Request, a copy of which is on file with the minutes.

Mr. LaFlure apprised upon his impending retirement, there would be changes in the organization of his office due to legal requirements for Fire Coordinator position which he had been working on with the Human Resources Director and the Personnel Officer.

There being no further OES business to discuss, privilege of the floor was extended to Jim LaFarr, *Warren County Sheriff's Office Major*, who distributed copies of the Sheriff's agenda to the Committee; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Major LaFarr presented the following requests:

- 1) To authorize transfers of funds to cover shortfalls within the Sheriff's budget.

It was noted that the agenda did not include a resolution request form for transfers of funds and Ryan Moore, *County Administrator*, advised this was because he was still working on the exact amounts and accounts for the transfer, which he estimated for the Committee's benefit. He asked that the Committee provide conceptual approval of the transfers which would be solidified in time for the upcoming Finance Committee meeting.

Motion was made by Mr. Wild, seconded by Mr. Magowan and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes. Note: subsequent to the meeting two resolution request forms were provided for transfers of funds, one within Departmental budgets totaling \$420,000 and another seeking transfer of \$245,000 from the Contingent Account-Other Payments/Salaries.*

- 2) To fill the vacant position of Senior Account Clerk #7, *Base Annual Salary \$39,216.24.*

Motion was made by Mr. Simpson, seconded by Mr. Merlino, and carried unanimously to approve the request and forward same to the Personnel & Higher Education Committee for

reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

- 3) To amend the 2019 County Budget in the amount of \$16,157 to reflect receipt of insurance recovery payment for snow/ice damage at the Gore Mountain site.

Motion was made by Mr. Simpson, seconded by Mr. Geraghty and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Continuing with the Topics for Discussion portion of the agenda, Major LaFarr noted there were currently two vacant Corrections Officer positions and the current inmate population was ninety-nine.

Major LaFarr introduced Terry Comeau, *current County Coroner*, whom he had selected to serve as Undersheriff when he is sworn in as Sheriff.

Next, Major LaFarr reviewed the 2020 Budget Request, a copy of which is on file with the minutes. During the budget review, Major LaFarr apprised of a need to replace a camera switch in the jail and to update the live scan software in Chester. Mr. Moore asked whether these costs could be covered with funds set aside for the PBA (*Police Benevolent Association*) settlement, and Frank Thomas, *Budget Officer*, advised they should hold off on funding these items until after the PBA settlement was complete to determine what funds were available.

Messrs. Driscoll and Merlino exited the meeting at 12:03 p.m.; upon their exit, Chairman Conover served to make a quorum of the Committee.

There being no further Sheriff's business to discuss, privilege of the floor was extended to Joy LaFountain, *Assigned Counsel Administrator*, who distributed copies of her agenda to the Committee; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Ms. LaFountain provided a review of the 2020 Budget Request which Tammie DeLorenzo, *Assistant to the County Administrator*, assisted with. *A copy of the Assigned Counsel budget request is on file with the meeting minutes.*

Moving on to the remaining Action Agenda/New Business items, Ms. LaFountain presented the following requests:

- 2) To amend the 2019 County Budget in the amount of \$56,262.23 to reflect the receipt of OILS Year 1 Hurrell Haring funding contract CSTWIDEHH49.

Motion was made by Mr. Geraghty, seconded by Mr. Simpson and carried unanimously to approve the request and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

- 3) To authorize a new contract with John J. Goodman, Esq. to provide Supervising Attorney services at a rate of \$150 per hour (*total amount not to exceed \$1,193.38 - eight hours per month*) for a term commencing November 1, 2019 and continuing until such time that grant funding is no longer provided.

Motion was made by Mr. Magowan, seconded by Mr. Wild and carried unanimously to approve the request and the necessary resolution was authorized for the October 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 4) To amend the Table of Organization and Salary Schedule to create and fill two new positions:
 - A) Account Clerk-(*Part-Time*), *Grade 4, Base Annual Salary \$29,333;*
 - B) Part-Time Grant Administrator, *Grade TBD, Annual Salary TBD.*

Motion was made by Mr. Simpson, seconded by Mr. Wild and carried unanimously to approve the request to create and fill the position of Account Clerk-(*Part-Time*) and forward same to the Personnel & Higher Education Committee. *Copies of the resolution request form and the Notice of intent to Fill Vacant Position form are on file with the minutes.*

Motion was made by Mr. Magowan, seconded by Mr. Conover and carried unanimously to approve the request to create and fill the position of Part-Time Grant Administrator and forward same to the Personnel & Higher Education Committee. *Copies of the resolution request form and the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

There being no further business to come before the Criminal Justice & Public Safety Committee, on motion made by Mr. Wild and seconded by Mr. Magowan, Mr. Leggett adjourned the meeting at 12:12 p.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board