

PUBLIC SAFETY and FINANCE & PERSONNEL COMMITTEE MEETING MINUTES
OCTOBER 5, 2010

PUBLIC SAFETY COMMITTEE MEMBERS PRESENT: Lindsay, Hall, Banks, Henke, Pitts, Gordon

PUBLIC SAFETY COMMITTEE MEMBERS ABSENT: Suprenant

FINANCE & PERSONNEL COMMITTEE MEMBERS PRESENT: Campbell, Brown, LaPointe, Hall, Shay, Banks, Lindsay, Henke

FINANCE & PERSONNEL COMMITTEE MEMBERS ABSENT: Suprenant, Haff, Tatko

SUPERVISORS: Rymph, Idleman

Debra Prehoda, Clerk

Bill Cook, Director Public Safety

Bruce Mason, EMS Coordinator

Mike Gray, Alternative Sentencing Dir.

Michael Mercure, Public Defender

Undersheriff Mabb

Bill Adamson, Sealer

Anthony White, Probation

Kevin Hayes, County Administrator

Ray Rathbun, Fire Coordinator

Sheriff Leclair

Lydia Wheeler, Post Star

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Department Requests/Reports:
 - A. Fire Bureau
 1. J-Fire Course
 2. Statewide Smoke Alarm Program
 3. Training Center Update
 4. 2011 Budget Requests
 - B. Public Safety
 1. 2011 Budget Requests
 - C. Code Enforcement
 1. 2011 Budget Requests
 - D. Sealer of Weights & Measures
 1. 2011 Budget Requests
 - E. Sheriff
 1. 2011 Budget Requests
 - F. Alternative Sentencing
 1. 2011 Budget Requests
 - G. Probation
 1. 2011 Budget Requests
 - H. District Attorney
 1. 2011 Budget Requests
 - I. Public Defender
 1. 2011 Budget Requests
3. Other Business
4. Adjournment

Chairman Lindsay called the meeting to order at 10:00 A.M.

FIRE BUREAU – Ray Rathbun, Fire Coordinator, addressed 2011 Budget Requests, handout on file:

- J-Fire Course – Ray updated the committee on the J-Fire course recently held. The class instructor was paid through funding from Finch Paper \$500, Washington County Fire Chiefs & Officers \$600 and County \$125. Twenty-four to twenty-six kids are in the program with six to eight new kids added in 2010.
- Statewide Smoke Alarm Program – Washington County has been notified that the state will provide 800 smoke alarms and he is trying to set up a meeting through the NYS Department of Health and Office of Fire Prevention and Control.

- Training Center Update – Notified on September 14th that they were no longer in the running for funds for this project. They are looking at other avenues and do not feel they are dead in the water yet. They still have the shared services funding grant \$400,000 that will be lost if other funding is not identified. They might try to use the funds for a different building at a lesser amount. Warren and Washington Counties have each appropriated \$50,000 to this project and a portion of those funds have been expended. Mr. Brown also suggested looking into other avenues for use of the \$400,000 shared services grant rather than lose that funding entirely. Finance Chairman Campbell recommended contacting the grant writer at ACC for assistance.
- 2011 Budget Request: 2011 Budget Request Total \$67,489 as submitted, handout totals \$68,720.92.
 - Personnel – Furloughs were taken in 2010. His request for 2011 is \$51,480.92 and his budget request states \$50,249.00. He needs all of these investigators. If he had to he would eliminate a deputy coordinator rather than an investigator.
 - Equipment – \$5,000 - He stated the air canisters require testing in 2010.
 - Contractual – \$12,240 - He was asked to reduce his miscellaneous line. That line also covers radio repairs and a quarterly testing of the air equipment and related repairs.
 - A motion to approve travel, car pool, for two investigators to go to fire training school, school paid for, in 2010 was moved by Mr. Banks, seconded by Mr. Gordon and adopted.

PUBLIC SAFETY & EMS – Bill Cook, Director, addressed 2011 Budget Requests, handout on file detailing line items:

- 2011 Budget Requests: 2011 Budget Requests Total \$1,009,550.00
 - Personnel - \$804,280.
 - Equipment – Zero - He uses grant funding for equipment purchases.
 - Contractual - \$205,270. Bill was asked if six per diem dispatchers was adequate. He stated they are difficult to find and there is training required. Supervisors in the department are working supervisors. Their workload does not go down in bad economic times; it increases. The Assistant Director does not fill in on dispatch at this time due to the technical training required. The typist position is shared with other departments including Weights & Measures and Code Enforcement. The committee also discussed charging back DSS, Public Health and DPW for dispatching. Mr. Banks mentioned they also monitor the building doors. He will run a call/incident report for 2009 and 2010.
 - Revenues – detailed on handout totaling \$272,394. His revenue handout list \$8,339.63 SEMO grant but it was not included in the 2011 budget request but Bill noted the expense also is not in the budget. He will meet with the Hazmat Coordinator to determine a grant fund amount.
- EMS - Bruce Mason, EMS Coordinator, addressed 2011 Budget Requests: 2011 Budget Requests total \$14,309
 - Personnel – last year one deputy coordinator was eliminated. 2011 Personnel Request \$10,519
 - Equipment - \$1,200

- Contractual – \$2,590 - the phone was removed and communication is done through email.

CODE ENFORCEMENT – Bill McCarty, Administrator, was at a conference and not available to present his 2011 budget requests.

SEALER OF WEIGHTS & MEASURES – Bill Adamson, Sealer, addressed 2011 budget requests, handout on file:

- 2011 Budget Requests, handout distributed on file. 2011 Budget Requests as submitted total \$48,973 and handout totals \$48,498.
 - Personnel - \$41,985 – His position is mandated by the State.
 - Equipment – no funds budgeted.
 - Contractual – \$6,988 as requested, handout \$6,513. He reduced office supplies by \$500 because he is purchasing inspection seals out of this year's budget. His handout includes his annual travel plan to the NYS Weights & Measures Training School at a cost of a little over \$400, the conference cost is \$613 but he is eligible to be reimbursed for several hours of his time.
 - Revenue totals \$1,000

SHERIFF – Sheriff Leclaire addressed 2011 Budget Requests, handout on file:

- 2011 Budget Requests: Sheriff \$2,839,357 Expense
 - Personnel – Bryn Reynolds, Captain position, is included in the 2011 budget because he is returning from active duty. The Sheriff also noted that the two union contracts are open. 2011 Budget Request total \$2,355,756.
 - Equipment – Includes five cars. 2011 Budget Request total \$118,290. He is exploring the option of leasing these vehicles and the cost would be reduced to the price of one vehicle around \$22,000. It would be a five-year lease with no mileage stipulation. Information Technology included in their budget \$66,000 in equipment included for replacement of the computers in the cars. The Sheriff distributed a handout detailing the cost per tablet and the cost to replace these in five vehicles would be \$16,631.90. The computers are in the marked cars. If he replaces five vehicles, he would remove and save the old computer tablets. Crime Proceeds could be used in 2012 toward the purchase of a vehicle.
 - Contractual – Budget Request total \$365,311.00. No increase in any lines the same request as 2010.
- Jail \$4,802,129 Expense
 - Personnel – 2011 Budget Request \$3,405,244. He plans to eliminate one assistant cook due to the cook chill operation. One correction officer that was laid off for furloughs will be included in the 2011 budget. They are staffed two positions over the required staffing number to reduce overtime.
 - Equipment – 2011 Budget Request \$14,414 and increase of \$2,241 from 2010. This is to replace aging equipment.
 - Contractual - \$1,382,471 2011 Budget Request which reflects an increase of \$9,485 due to increases in the Hudson Headwaters, Glens Falls Hospital Services and doctor fees for inmates and an increase of \$11,464 due to an

increase in hospital cost for inmates. The Jail food line was decreased \$58,051 and the security and jail management system payment was completed and now they only pay maintenance, \$37,687. The 2010 Contractual budget totaled \$1,457,260.

Revenue – 2011 Total \$1,587,605. Kevin stated we should not be budgeting for crime proceeds, \$20,000 listed as revenue and should be removed. He is budgeting \$852,890 for boarding of inmates. The state has eliminated reimbursement for state ready inmates just pay for transportation.

Sheriff Leclaire stated that road patrol is not mandated. The Jail is mandated. They have looked at possibly shutting down a jail pod but cannot due to classifications. He is mandated to transport. Thirteen of the twenty-two deputies would at least be needed for transports plus civil business. The State police have stopped all academies for the next three years. The Sheriff stated that he feels that the department should start to get paid for services they have been providing such as parade coverage, tour of the Battenkill bike race. The local courts do not have the software to conduct video transactions but the Jail is equipped. This would need to be addressed at the Magistrates Association.

TRAFFIC SAFETY BOARD – 2011 Budget Requests: Total \$33,649, 2010 Total \$31,166

- Contractual - \$33,649. Traffic Safety grant expenditures increased from \$26,016 to \$28,499.

ALTERNATIVE SENTENCING – Mike Gray, Director, addressed 2011 Budget Requests: Total Expenditures \$602,447 less revenue \$502,965 for a net cost of \$99,482, handout on file. 2010 Budget Expenditures \$602,048 less revenue \$422,143 for a net cost of \$179,905.

- Personnel – 2011 Budget Total \$447,901. 2010 Budget Total \$457,122.
- Equipment - 2011 Budget Total \$750. 2010 Total \$1,000
- Contractual – 2011 Budget Total \$153,796. 2010 Total \$143,926.

A motion to accept/approve DPCA 200% Poverty grant of \$108,790 per year for five-years commencing January 1, 2011 and recognize in 2011 budget was moved by Mr. Banks and seconded by Mr. Gordon. Discussion. The grant will not require additional personnel but Mike will adjust the hours of personnel for this additional work as follows: three employees hours will increase from 35 hours per week to 40 hours per week (no overtime) and two employees will increase from 35 hours per week to 38 hours per week (no overtime). The motion to approve DPCA 200% Poverty grant of \$108,790 per year for five-years commencing January 1, 2011 and recognize in the 2011 budget was moved by Mr. Banks, seconded by Mr. Gordon and adopted. (Public Safety Committee)

PROBATION – Anthony White, Director, addressed 2011 Budget Requests: 2011 Total \$680,082, handout on file.

- Personnel - \$655,832 for 2011 and 2010 personnel totaled \$647,360.
- Equipment – None
- Contractual – \$24,250. This request is \$1,000 less than 2010 adopted budget figure.

- Non-mandated items include – equipment, dues and subscriptions - reimbursable, lease of equipment - reimbursable, and maintenance and repair. They are required to make a certain number of contacts.
- Number of probation officers ten (10) and 631 probationers.

DISTRICT ATTORNEY – Kevin Kortright, District Attorney, addressed 2011 Budget Requests: 2011 Budget Request total \$538,515.00, handout on file.

- Personnel – Personnel totals \$486,715 for 2011, which is a decrease from the 2010 total of \$517,204. He is not requesting to backfill a typist position and is requesting to increase one position back to 40-hours per week. They have a voluntary intern helping out with secretarial work and will also have an AmeriCorps worker.
- Equipment – None - Forfeiture funds are used toward any new equipment.
- Contractual – \$51,800 the same as the 2010 budgeted figure. Returning all cell phones except the District Attorney's for a reduction of \$2,279.88 and they are returning a pool car.

The committee recessed for lunch at 1:30 P.M. and reconvened at 1:50 P.M.

PUBLIC DEFENDER - Mike Mercure, Public Defender, addressed 2011 Budget Requests, total, no handouts:

- Personnel - \$296,335 – 2011 Request and 2010 Request \$267,931. He believes they are under funded and his request includes an increase for all office personnel. The request includes increasing the Administrator, Legal Defense of Indigents, from a grade 10 to a grade 13 and also increases for the attorneys. He increased his hours from 35 to 40 and the 1st Assistant from 30 to 35. Personnel includes the Public Defender and 4 assistants. He is requesting an increase in the Public Defender to \$65,000 and increases to the other legal positions. The committee indicated that if the Administrator is misclassified then that should be looked at. Possibly the department would need another part time Public Defender.
- Equipment - \$3,000 – 2011 Request and 2010 no funding requested. – He will eliminate the equipment line request to zero.
- Contractual - \$340,200 – 2011 Request and 2010 \$330,000. - He is recommending to remove the travel expense, \$500. The dues and subscription line has increased from \$500 in 2010 to \$6,000 in 2011 due to West Law.
- Revenue – He believes he receives approximately \$118,000.

The meeting adjourned at 2:35 P.M.