



Public Safety Committee

Wednesday, March 2, 2022 3PM

Chair: John Lant

Members:

Phil Barrett
Mark Hammond-VC
Jack Lawler
Scott Ostrander
Kevin Veitch
Mo Wright

- I. Welcome and Attendance
- II. Approval of the minutes of the February 2, 2022 meeting.
- III. Sheriff's Department – Michael Zurlo
 - a) Amending the 2022 County Budget to reappropriate \$85,159.05 of unexpended NYS Homeland Security Grant funds.
 - b) Acceptance of a NYS Department of Homeland Security State Law Enforcement Terrorism Prevention Program Grant in the amount of \$61,844.
 - c) Amending the Agreement with Pittsfield Communications to the increase the contract amount and amending the 2022 County Budget to reappropriate unexpended funds.
- IV. Authorizing an amendment to the agreement with Jacqueline Bashkoff, Ph.D. to increase the contract amount by \$15,447 for services rendered in 2021- Andrew Blumenberg, Public Defender
- V. Authorizing the approval of the County's Alternatives to Incarceration (ATI) Performance-Based Service Plan through June 30, 2023 and the acceptance of a grant for Alternatives to Incarceration from the Division of Criminal Justice Services in the amount of \$26,224 – Steve Bayle, Probation
- VI. Amending the 2022 County Budget to reappropriate \$155,187 of unexpended funds for the Canine Pavilion building – Penny Heritage, Animal Shelter
- VII. Authorizing the acceptance of Counsel at First Appearance Grant from the NYS Office of Indigent Legal Services and amending the 2022 County Budget in relation thereto – Dawn Phillips, 18B Administrator
- VIII. Other Business
- IX. Adjournment

The public will have an opportunity to hear the meeting live via an audio signal using this call-in number and access code: Dial: 1-978-990-5145 Access Code: 1840389



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Michael H. Zurlo, Sheriff

DATE: 02/17/2022

RE: Grant funds re-appropriation

COMMITTEE: Public Safety

1. Is a Resolution Required: **YES** or **NO**
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: **YES** or **NO**
(If yes, budget lines and impact must be provided)

SEE REMARKS SECTION

3. Are there Amendments to the Compensation Schedule: **YES** or **NO**
(If yes, provide details)

4. Specific details on what the resolution will authorize:

Authorize the re-appropriation of the remaining balance of previously authorized grant revenue and expenses from the 2021 budget to the 2022 budget.

5. Does this item require hiring a Vendors/Contractors: **YES** or **NO**

- a. Were bids/proposals solicited:
- b. Is the vendor/contractor a sole source:
- c. Commencement date of contract term:
- d. Termination of contract date:
- e. Contract renewal and term:
- f. Contact information:
- g. Is the vendor/contractor an LLS, PLLC or partnership:
- h. State of vendor/contractor organization:
- i. Is this a renewal agreement: **YES** or **NO**
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)

- a. What were the terms of the prior resolution
- b. Are the terms changing:
- c. What is the reason for the change in terms:

7. Is a new position being created: YES or NO

- a. Effective date
- b. Salary and grade

8. Is a new employee being hired: YES or NO

- a. Effective date of employment
- b. Salary and grade
- c. Appointed position:
- d. Term:

9. Is a grant being accepted: YES or NO

- a. Source of grant funding:
- b. Amount of grant:
- c. Purpose grant will be used for:
- d. Equipment and/or services being purchased with the grant:
- e. Time period grant covers:

10. Remarks/Reasoning (Supporting documentation must be attached to this form):

Annually we receive grants that provide funding covering multiple years. We are requesting through resolution to re-appropriate the remaining fund balances from the 2019 NYS Homeland Security Grant for training, planning and equipment covering 9/2019-8/2022, and the 2020 NYS Homeland Security Grant for operational overtime, training, planning and equipment covering 9/2020-8/2023. All grants were previous accepted by Board resolution in their respective years. These grants are 100% state aid.

**** Item #2 Budget Lines**

Increase Revenue	A.30.3306	Homeland Security	\$82,120.69
Increase Expense	A.30.000.7046	Vehicle Add-ons	\$ 3,100.00
Increase Expense	A.30.000. 7080	Other Equipment	\$32,000.00
Increase Expense	A.30.000. 7205	Dive Equipment >\$500	\$ 8,479.00
Increase Expense	A.30.000.8293	Equipment Maintenance	\$ 1,000.00
Increase Expense	A.30.000.8514	Publications	\$37,541.69



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION XX - 2022

Introduced by Supervisors Lant, Barrett, Hammond, Lawler, Ostrander, K. Veitch, Wright

AMENDING THE 2022 COUNTY BUDGET TO REAPPROPRIATE UNSPENT NEW YORK STATE HOMELAND SECURITY GRANT FUNDS UNDER THE SHERIFF'S OFFICE

~~WHEREAS, Resolution 220-2019 authorized the acceptance of a 2018 New York State Explosive Detection Canine Team grant from the New York State Division of Homeland Security and Emergency Services for the term October 1, 2019 through August 31, 2021, to pay for K9 equipment and training for the Sheriff's Department; and~~

~~WHEREAS, Resolution 221-2018 authorized the acceptance of a 2018 State Law Enforcement Terrorism Prevention Program grant from the New York State Homeland Security and Emergency Services for the term September 1, 2018 through August 31, 2021, to pay for enhanced counter terrorism and response programs and equipment for the Sheriff's Department; and~~

WHEREAS, Resolution 221-2019 authorized the acceptance of a 2019 State Law Enforcement Terrorism Prevention Program grant from the New York State Homeland Security and Emergency Services for the term September 1, 2019 through August 31, 2022, to pay for training, planning and equipment for the Sheriff's Office; and

WHEREAS, Resolution 185-2020 authorized the acceptance of a 2020 State Law Enforcement Terrorism Prevention Program grant from the New York State Homeland Security and Emergency Services for the term September 1, 2020 through August 31, 2023, to pay for training, planning and equipment for the Sheriff's Office; and

WHEREAS, unexpended funds from said grants in the amount of \$85,159.05 need to be re-appropriated for the Sheriff's Office to the 2022 County Budget; now, therefore, be it

RESOLVED, that the 2022 Saratoga County Budget is amended as follows:

SHERIFF'S OFFICE:

Appropriations:

Increase Acct.: A.30.000-6810 Overtime	\$ 567.05
Increase Acct.: A.30.000-7041 Cars & Light Trucks	\$ 36,862.00
Increase Acct.: A.30.000-7051 Communications Equipment	\$ 959.00
Increase Acct.: A.30.000-7033 Personal Computers	\$ 2,078.61
Increase Acct.: A.30.000-7080 Other Equipment	\$ 47,085.00
Increase Acct.: A.30.000-7205 Dive Equipment >\$500	\$ 8,150.73
Increase Acct.: A.30.000-8150 Training Services	\$ 2,500.00
Increase Acct.: A.30.000-8231 Police Supplies	\$ 3,197.00

Increase Acct.: A.30.000.8293 Equipment Maintenance	\$ 1,000.00
Increase Acct.: A.30.000.8514 Publications	\$ 39,078.50
	\$141,477.89

Revenues:

Increase Acct.: #A.30.3306 Homeland Security	\$141,477.89
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Appropriations:

Increase Acct.: A.30.000.7046	Vehicle Add-ons Other	\$ 3,100.00
Increase Acct.: A.30.000.7080	Equipment Dive	\$32,000.00
Increase Acct.: A.30.000.7205	Equipment >\$500	\$ 8,479.00
Increase Acct.: A.30.000.8293	Equipment Maintenance	\$ 1,000.00
Increase Acct.: A.30.000.8514	Publications	\$37,013.00

Revenues:

Increase Acct.: A.30.3306	Homeland Security	\$82,120.69
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BUDGET IMPACT STATEMENT: None. 100% State Aid.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 90 - 2021

Introduced by Supervisors Lant, Allen, Connolly, Lucia, Raymond, Schopf and Smith

AMENDING THE 2021 COUNTY BUDGET TO REAPPROPRIATE UNSPENT NEW YORK STATE HOMELAND SECURITY GRANT FUNDS UNDER THE SHERIFF'S DEPARTMENT

WHEREAS, Resolution 220-2019 authorized the acceptance of a 2018 New York State Explosive Detection Canine Team grant from the New York State Division of Homeland Security and Emergency Services for the term October 1, 2019 through August 31, 2021, to pay for K9 equipment and training for the Sheriff's Department; and

WHEREAS, Resolution 221-2018 authorized the acceptance of a 2018 State Law Enforcement Terrorism Prevention Program grant from the New York State Homeland Security and Emergency Services for the term September 1, 2018 through August 31, 2021, to pay for enhanced counter terrorism and response programs and equipment for the Sheriff's Department; and

WHEREAS, Resolution 221-2019 authorized the acceptance of a 2019 State Law Enforcement Terrorism Prevention Program grant from the New York State Homeland Security and Emergency Services for the term September 1, 2019 through August 31, 2022, to pay for training, planning and equipment for the Sheriff's Department; and

WHEREAS, Resolution 185-2020 authorized the acceptance of a 2020 State Law Enforcement Terrorism Prevention Program grant from the New York State Homeland Security and Emergency Services for the term September 1, 2020 through August 31, 2023, to pay for training, planning and equipment for the Sheriff's Department; and

WHEREAS, unexpended funds from said grants in the amount of \$141,477.89 need to be reappropriated for the Sheriff's Department to the 2021 County Budget; now, therefore, be it

RESOLVED, that the 2021 Saratoga County Budget is amended as follows:

SHERIFF'S DEPARTMENT:

Appropriations:

Increase Acct.: A.30.000-6810 Overtime	\$ 567.05
Increase Acct.: A.30.000-7041 Cars & Light Trucks	\$ 36,862.00
Increase Acct.: A.30.000-7051 Communications Equipment	\$ 959.00
Increase Acct.: A.30.000-7033 Personal Computers	\$ 2,078.61
Increase Acct.: A.30.000-7080 Other Equipment	\$ 47,085.00
Increase Acct.: A.30.000-7205 Dive Equipment >\$500	\$ 8,150.73
Increase Acct.: A.30.000-8150 Training Services	\$ 2,500.00
Increase Acct.: A.30.000-8231 Police Supplies	\$ 3,197.00

Increase Acct.: A.30.000-8293 Equipment Maintenance	\$ 1,000.00
Increase Acct.: A.30.000-8514 Publications	<u>\$ 39,078.50</u>
	\$141,477.89

Revenues:

Increase Acct.: #A.30-3306 Homeland Security	\$141,477.89
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BUDGET IMPACT STATEMENT: None. 100% State Aid.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 185 - 2020

Introduced by Supervisors Peck, Lant, Lawler, O'Connor, Raymond, Veitch and Wright

AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES TO ACCEPT A 2020 STATE LAW ENFORCEMENT TERRORISM PREVENTION PROGRAM GRANT, AND AMENDING THE 2020 BUDGET IN RELATION THERETO

WHEREAS, funds are available from the New York State Division of Homeland Security and Emergency Services for a 2020 State Law Enforcement Terrorism Prevention Program (SLETPP) Grant in the amount of \$69,500; and

WHEREAS, said funds are available to pay for enhanced counter terrorism and response programs and equipment, including the Lexipol policy development and training program, night vision equipment, unmanned aerial systems equipment and maintenance, and operation overtime for security of polling places and election related matters for the Sheriff's Department; and

WHEREAS, the acceptance of these grant funds requires this Board's approval; now, therefore, be it

RESOLVED, that the Chair of the Board, County Administrator and/or Sheriff are authorized to execute all agreements and documents necessary to accept a 2020 New York State Law Enforcement Terrorism Prevention Program (SLETPP) grant in the amount of \$69,500 for the term September 1, 2020 through August 31, 2023, with the form and content of such documents and agreements to be subject to the approval of the County Attorney; and, be it further

RESOLVED, that the 2020 County Budget is amended as follows:

SHERIFF'S DEPARTMENT

Appropriations:

Increase Acct. #: A.30.000-6810 Overtime	\$14,000
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Revenues:

Increase Acct. #: A.30-3306 Homeland Security	\$14,000
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BUDGET IMPACT STATEMENT: None. 100% State Aid.

10/15/18



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 221 - 2019

Introduced by Supervisors Peck, Allen, Barrett, Lawler, O'Connor, Ostrander and Szczepaniak

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES TO ACCEPT A 2019 STATE LAW ENFORCEMENT TERRORISM PREVENTION PROGRAM GRANT

WHEREAS, funds are available from the New York State Division of Homeland Security and Emergency Services for a 2019 State Law Enforcement Terrorism Prevention Program (SLETPP) Grant in the amount of \$72,479; and

WHEREAS, said funds are available to pay for enhanced counter terrorism and response programs and equipment, including the Lexipol policy development and training program, dive team equipment, night vision equipment, and the replacement of a crime scene/evidence van for the Sheriff's Department; and

WHEREAS, the acceptance of these grant funds requires this Board's approval; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute all agreements and documents necessary to accept a 2019 New York State Law Enforcement Terrorism Prevention Program (SLETPP) grant in the amount of \$72,479 for the term September 1, 2019 through August 31, 2022; and, be it further

RESOLVED, that the form and content of said documents and agreements shall be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. 100% State Aid.

WM20 SLETPP
C973002
9/1/20 - 8/31/23
\$69,500

8514	6810							
1C	1P							
23,000.00	14,000.00							
	#####							
23,000.00	567.05							
7080	8283							
1-2E	1O							
31,500.00	1,000.00							
31,500.00	1,000.00	0.00						
					Grant	69,500.00		
					Balance	56,067.05		



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Michael H Zurlo, Sheriff

DATE: February 17, 2022

RE: Homeland Security Grant

COMMITTEE: Public Safety

1. Is a Resolution Required: **YES** or **NO**
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: **YES** or **NO**
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule: **YES** or **NO**
(If yes, provide details)

4. Specific details on what the resolution will authorize:

Authorize the Chairman of the Board, County Administrator or Sheriff to accept a grant from the New York State Department of Homeland Security State Law Enforcement Terrorism Prevention Program (SLETPP) in the amount of \$61,844.

5. Does this item require hiring a Vendors/Contractors: **YES** or **NO**

- a. Were bids/proposals solicited:
- b. Is the vendor/contractor a sole source:
- c. Commencement date of contract term:
- d. Termination of contract date:
- e. Contract renewal and term:
- f. Contact information:
- g. Is the vendor/contractor an LLS, PLLC or partnership:
- h. State of vendor/contractor organization:
- i. Is this a renewal agreement: **YES** or **NO**
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding: NYS DHSES
 - Amount of grant: 61,844
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant: Drone equipment and maintenance, thermal/night vision equipment, collision reconstruction equipment and software, and operation overtime for security of polling places and mass gathering events.
 - Time period grant covers: 09/01/2021-08/21/2024
10. Remarks/Reasoning (Supporting documentation must be attached to this form):

This is an annual, non-competitive, 100% funded grant. All funding and expenses for this grant were included in the 2022 adopted budget.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION XXX - 2022

Introduced by Supervisors Lant, Barrett, Hammond, Lawler, Ostrander, K. Veitch, Wright

AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES TO ACCEPT A 2021 STATE LAW ENFORCEMENT TERRORISM PREVENTION PROGRAM GRANT.

WHEREAS, funds are available from the New York State Division of Homeland Security and Emergency Services for a 2021 State Law Enforcement Terrorism Prevention Program (SLETPP) Grant in the amount of \$61,844; and

WHEREAS, said funds are available to pay for enhanced counter terrorism and response programs and equipment, including thermal/night vision equipment, unmanned aerial systems equipment and maintenance, collision reconstruction and crime scene equipment, and operation overtime for security of polling places and mass gathering event for the Sheriff's Office; and

WHEREAS, the acceptance of these grant funds requires this Board's approval; now, therefore, be it

RESOLVED, that the Chair of the Board, County Administrator and/or Sheriff are authorized to execute all agreements and documents necessary to accept a 2021 New York State Law Enforcement Terrorism Prevention Program (SLETPP) grant in the amount of \$61,844 for the term September 1, 2021 through August 31, 2024, with the form and content of such documents and agreements to be subject to the approval of the County Attorney; ~~and, be it further~~

~~RESOLVED, that the 2020 County Budget is amended as follows:~~

SHERIFF'S DEPARTMENT

Appropriations:

~~Increase Acct. #: A.30.000-6810 Overtime \$14,000~~

Revenues:

~~Increase Acct. #: A.30-3306 Homeland Security \$14,000~~

BUDGET IMPACT STATEMENT: None. 100% State Aid.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 185 - 2020

Introduced by Supervisors Peck, Lant, Lawler, O'Connor, Raymond, Veitch and Wright

AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES TO ACCEPT A 2020 STATE LAW ENFORCEMENT TERRORISM PREVENTION PROGRAM GRANT, AND AMENDING THE 2020 BUDGET IN RELATION THERETO

WHEREAS, funds are available from the New York State Division of Homeland Security and Emergency Services for a 2020 State Law Enforcement Terrorism Prevention Program (SLETPP) Grant in the amount of \$69,500; and

WHEREAS, said funds are available to pay for enhanced counter terrorism and response programs and equipment, including the Lexipol policy development and training program, night vision equipment, unmanned aerial systems equipment and maintenance, and operation overtime for security of polling places and election related matters for the Sheriff's Department; and

WHEREAS, the acceptance of these grant funds requires this Board's approval; now, therefore, be it

RESOLVED, that the Chair of the Board, County Administrator and/or Sheriff are authorized to execute all agreements and documents necessary to accept a 2020 New York State Law Enforcement Terrorism Prevention Program (SLETPP) grant in the amount of \$69,500 for the term September 1, 2020 through August 31, 2023, with the form and content of such documents and agreements to be subject to the approval of the County Attorney; and, be it further

RESOLVED, that the 2020 County Budget is amended as follows:

SHERIFF'S DEPARTMENT

Appropriations:

Increase Acct. #: A.30.000-6810 Overtime	\$14,000
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Revenues:

Increase Acct. #: A.30-3306 Homeland Security	\$14,000
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BUDGET IMPACT STATEMENT: None. 100% State Aid.



Homeland Security and Emergency Services

KATHY HOCHUL
Governor

October 26, 2021

The Honorable Theodore Kusnierz
Chair, Saratoga County Board of Supervisors
40 McMaster Street
Ballston Spa, NY 12020

Dear Mr. Kusnierz:

I am pleased to inform you that Saratoga County is awarded \$247,535 under the FY2021 State Homeland Security Program (SHSP). Funding for this grant is provided by the U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA). The New York State Division of Homeland Security and Emergency Services (DHSES) will administer this funding on behalf of FEMA.

As per Federal guidelines, at least 25 percent (\$61,884) of your award must be directed towards law enforcement terrorism prevention activities. These activities should be consistent with the efforts of your local Counter Terrorism Zone (CTZ). In addition, as a requirement of FY2021 SHSP federal funding, DHS/FEMA is requiring that all subrecipients complete the Nationwide Cyber Security Review (NCSR) by December 31, 2021. Please also be mindful of the National Priority Requirements that exist for this funding cycle which include a 5 percent minimum spending requirement in the priority areas of intelligence and information sharing, emerging threats, and soft targets and crowded places and a 7.5 percent minimum spending requirement in the priority area of cyber security. These thresholds must be maintained throughout the entire period of performance for all SHSP awards.

The performance period for this grant is from September 1, 2021 through August 31, 2024. Grant extensions beyond this date are highly unlikely. DHSES grants management staff will work with your designated SHSP grant program point of contact to provide additional administrative guidance in executing this award.

Thank you for your continued support of New York State's homeland security efforts. DHSES remains committed to providing you with outstanding support in the administration of your homeland security programs. If you have any questions, please contact me at (518) 242-5000 or my Director of Grants Program Administration, Eric Abramson, at (518) 402-2123.

Sincerely,

A handwritten signature in blue ink, appearing to read "Terence O'Leary".

Terence O'Leary
Executive Deputy Commissioner



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Sheriff Michael H. Zurlo

DATE: 02/21/2022

RE: Amendment to Resolution

COMMITTEE: Public Safety

1. Is a Resolution Required: **YES** or **NO**
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: **YES** or **NO**
(If yes, budget lines and impact must be provided)

Increase expense A.36.000.8293 \$10,689.87

3. Are there Amendments to the Compensation Schedule: **YES** or **NO**
(If yes, provide details)

4. Specific details on what the resolution will authorize:

Amend resolution 234-20 between County of Saratoga and Pittsfield Communications to increase the cost of the contract for 2021 to \$42,928.35 and re-appropriate unspent 2021 funds under Office of Emergency Services to the 2022 budget to cover payments due under said contract

5. Does this item require hiring a Vendors/Contractors: **YES** or **NO**

- a. Were bids/proposals solicited:
- b. Is the vendor/contractor a sole source:
- c. Commencement date of contract term:
- d. Termination of contract date:
- e. Contract renewal and term:
- f. Contact information:
- g. Is the vendor/contractor an LLS, PLLC or partnership:
- h. State of vendor/contractor organization:
- i. Is this a renewal agreement: **YES** or **NO**
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- Worked performed by Pittsfield Communications under this contract exceeded the dollar limit of the original contracts. An amendment to the contract is necessary to allow the County to pay the remaining balance due to Pittsfield Communications. 2021 funds need to be re-appropriated to 2022 so these expenses can be paid out of the 2022 budget. Overages on the contract are the result of additional work performed on Sheriff's Office vehicles during 2021.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 234 - 2020

Introduced by Supervisors Peck, Lant, Lawler, O'Connor, Raymond, Veitch and Wright

AMENDING RESOLUTION 247-2017, AS AMENDED BY RESOLUTION 216-2019, TO AUTHORIZE THE CHAIRMAN TO ENTER INTO AN AMENDMENT TO THE AGREEMENT WITH PITTSFIELD COMMUNICATIONS SYSTEMS, INC. FOR THE INSTALLATION AND PROGRAMMING OF ADDITIONAL 800 MHZ RADIO EQUIPMENT

WHEREAS, pursuant to Resolution 247-2017, this Board authorized an agreement with Pittsfield Communications Systems, Inc. for the removal, installation, programming and maintenance of the County's public safety radio equipment maintained by the Office of Emergency Services, the Department of Public Works and the Sheriff's Department, for a term of three years commencing September 1, 2017 and terminating August 31, 2020, subject to renewal for a term of one year, at an annual cost not to exceed \$20,200; and

WHEREAS, pursuant to Resolution 216-2019, this Board authorized an amendment to the agreement with Pittsfield Communications Systems, Inc. for the installation and programming of additional 800 MHZ radio equipment for 12 new Sheriff vehicles, the additional school resource officers, and one vehicle for the Department of Public Works at an additional cost of \$7,961.03, thereby increasing the total contract amount to \$28,161.03; and

WHEREAS, the County and Pittsfield Communications Systems, Inc. exercised the one year renewal of their agreement authorized by Resolution 247-2017 for the term September 1, 2020 through August 31, 2021; and

WHEREAS, the County has recently purchased additional Sheriff's Department, County Highway and Office of Emergency Services vehicles in which 800 MHZ radio equipment must be installed and programmed; and

WHEREAS, Pittsfield Communications Systems, Inc. has provided a quote for the installation and programming of the additional 800 MHZ radio equipment in the amount of \$4,077.45, which if accepted would increase the total contract amount with Pittsfield Communications Systems, Inc. to \$32,238.48; and

WHEREAS, it is appropriate to amend the agreement with Pittsfield Communications Systems, Inc. to include the installation and programming of the additional 800 MHZ radios at the added cost of \$4,077.45; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an amendment to the agreement with Pittsfield Communications Systems, Inc. of Pittsfield, Massachusetts, for the installation and programming of additional 800MHZ radio equipment for recently purchased Sheriff's Department, County Highway and Office of Emergency Services vehicles, at an

additional cost not to exceed \$4,077.45, thereby increasing the total contract amount to \$32,238.48; and, be it further

RESOLVED, that Resolution 247-2017, as amended by Resolution 216-2019, is hereby amended accordingly; and

RESOLVED, that the form and content of such amendment shall be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: No budget impact.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Andrew C. Blumenberg

DATE: January 31, 2022

RE: Amending Jacqueline Bashkoff, Ph.D. major contract from 2021

COMMITTEE: Public Safety

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)

4. Specific details on what the resolution will authorize:
The resolution would authorize that we pay Jacqueline Bashkoff her back pay \$15,447.00 for her services in 2021, which she went over last year on her major contract. Family Court judges are ordering psychological evaluations for indigent clients to determine custody disputes. This will only be for year 2021 that we would amend her contract to \$35,447.00 from \$20,000. We do not anticipate her going over her 2022 major contract.

5. Does this item require hiring a Vendors/Contractors: YES or NO

- a. Were bids/proposals solicited:
- b. Is the vendor/contractor a sole source:
- c. Commencement date of contract term:
- d. Termination of contract date:
- e. Contract renewal and term:
- f. Contact information:
- g. Is the vendor/contractor an LLS, PLLC or partnership:
- h. State of vendor/contractor organization:
- i. Is this a renewal agreement: YES or NO
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- Our Distribution #10 grant would cover Dr. Bashkoff's back expenses 100% and all her expenses in 2022. We do not need an amendment to our compensation schedule. And again her expenses are covered 100%.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 146 - 2015

Introduced by Supervisors Barrett, Allen, Johnson, Lent, Peck, Wright and Ziegler

AUTHORIZING AN AGREEMENT WITH JACQUELINE BASHKOFF, PH.D. FOR THE PROVISION OF EXPERT PSYCHOLOGICAL SERVICES TO ASSIST THE PUBLIC DEFENDER'S OFFICE IN THE REPRESENTATION OF THEIR CLIENTS

WHEREAS, Article 18B of the County Law requires counties to supply counsel, investigators, expert and other services to persons charged with a crime or involved in a Family Court proceeding unable to obtain these services; and

WHEREAS, from time to time our Public Defender's Office requires expert psychological services to assist in the representation of persons who are financially unable to obtain these services; and

WHEREAS, the County entered into an existing minor contract with Jacqueline Bashkoff, Ph.D. on October 16, 2013 for the provision of psychological services to assist in the representation of clients of the Public Defender's Office; and

WHEREAS, due to an increased need for Dr. Bashkoff's services in 2015, the cost of services rendered by Dr. Bashkoff this year is anticipated to exceed the minor contract limit of \$10,000 by an additional \$10,000; and

WHEREAS, the Public Defender has negotiated with Dr. Bashkoff a reduction in her hourly rates from \$175 per hour for out-of-court work to \$150 per hour, and from \$225 per hour for in-court services to \$150 per hour, effective July 1, 2015; and

WHEREAS, our Public Safety Committee has recommended that the County enter into an agreement with Jacqueline Bashkoff, Ph.D. for psychological services through December 31, 2015 at a cost not to exceed \$20,000, at the reduced hourly rate of \$150 for both in-court and out-of-court services effective as of July 1, 2015; now, therefore, be it

RESOLVED, that the Chair of the Board, or the Vice-Chair of the Board in the Chair's absence, are authorized to execute an agreement with Jacqueline Bashkoff, Ph.D. of Albany, New York, for the provision of expert psychological services to the Public Defender's Office to assist in the representation of their clients at a cost not to exceed \$20,000, for the term January 1, 2015 through December 31, 2015, subject to annual renewal, at the reduced hourly rate of \$150 for both in-court and out-of-court services effective as of July 1, 2015; and, be it further

RESOLVED, that the form and content of such agreement shall be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: No budget impact.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Steven Bayle, Probation Director

DATE: 2/23/2022

RE: Request for Resolution/Agenda Item for 2022-2023 ATI grant

COMMITTEE: Public Safety

1. Is a Resolution Required: **YES** or **NO**
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: **YES** or **NO**
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule: **YES** or **NO**
(If yes, provide details)

4. Specific details on what the resolution will authorize:

Authorize the approval of the County's Alternatives to Incarceration (ATI) Performance-Based Service Plan through June 30, 2023 and acceptance of a grant for Alternatives to Incarceration from the Division of Criminal Justice Services in the amount of \$26,224 for the period July 1, 2022 – June 30, 2023. Of the total grant, \$9,853.20 goes to the Community Work Order Program and \$16,370.80 goes to the Pre-Trial Services Program.

5. Does this item require hiring a Vendors/Contractors: **YES** or **NO**

- a. Were bids/proposals solicited: N/A
- b. Is the vendor/contractor a sole source: N/A
- c. Commencement date of contract term: N/A
- d. Termination of contract date: N/A
- e. Contract renewal and term: N/A
- f. Contact information: N/A
- g. Is the vendor/contractor an LLS, PLLC or partnership: N/A
- h. State of vendor/contractor organization: N/A
- i. Is this a renewal agreement: **YES** or **NO**
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution See attached.
 - Are the terms changing: No
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding: New York State Division of Criminal Justice Services
 - Amount of grant: \$26,224
 - Purpose grant will be used for: Pre-Trial Release Services & Community Work Order Program.
 - Equipment and/or services being purchased with the grant: None
 - Time period grant covers:
July 1, 2022 - June 30, 2023
10. Remarks/Reasoning (Supporting documentation must be attached to this form):



Division of Criminal Justice Services

KATHY HOCHUL
Governor

ROSSANA ROSADO
Commissioner

JEFFREY P. BENDER
Deputy Commissioner

Grant Award Notice

Grantee/Contractor: Saratoga County	Date: February 14, 2022
Program Name: Saratoga County Article 13-A Classification/ATI Programs	Award Amount: ¹ \$26,224.00
Signatory Name and Title: Steven Bayle Probation Director	Term Dates: July 1, 2022 to June 30, 2023
Email: sbayle@saratogacountyny.gov	Contract Number: C523951 SFS Vendor ID No.: 100002435

DCJS is pleased to inform you that your County is eligible to receive the above noted amount for your county's Article 13-A Classification/Alternatives to Incarceration (ATI) program(s) for a renewal term of July 1, 2022 to June 30, 2023. This funding provides localities the opportunity to examine their criminal justice and jail populations, to consider possible program implications as a result of Bail Reform and any other legislative changes, and to conduct planning for effective ATI programs. This funding must supplement, not supplant, non-grant funds that would otherwise be available for expenditure on the programs.

Please find the attached 2022-23 13-A Application for Funding. Please complete the Application, responding to all questions pertaining to current and future planning and submit the Application, along with the proposed Appendix B-1 Budget, to DCJS by emailing them to dcjsopcaati@dcjs.ny.gov by **March 25, 2022**. Once reviewed, DCJS will upload the Applications and the proposed B-1 to the DCJS Grants Management System (GMS). Additional instructions for accessing the applicable Appendix B-1 Budget and for completing steps necessary to renew your contract for the term July 1, 2022 to June 30, 2023 in GMS are also attached.

If you have questions about your grant award or the contracting process, please contact Ben Lazarus, Public Safety Grants Manager with the Office of Program Development and Funding (OPDF) at (518) 457-9787 or ben.lazarus@dcjs.ny.gov. Should you have questions regarding your ATI program or the Application, please contact Nicole Aldi, ATI Manager with the Office of Probation and Correctional Alternatives at (518) 485-8457 or nicole.aldi@dcjs.ny.gov. Congratulations on your award. Thank you for all you do to enhance public safety. DCJS remains committed to working with you in our continued efforts to safeguard the health and safety of all New York residents and visitors.

Attachments (2)

cc: Robert M. Maccarone, Deputy Commissioner and Director

¹ The award amount listed above is contingent upon the 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

2022/23 New York State Executive Law Article 13-A Classification/Alternatives to Incarceration (ATI) Service Plan Application for Funding

DCJS will send the Article 13-A Classification/Alternatives to Incarceration (ATI) Service Plan Application, from henceforth will be referred to as application, for Funding to the Chief Elected Official in each jurisdiction. The completed application should be approved by the chief elected official in each county and submitted to DCJS as instructed in the award notice. *Please see the award notice and Instruction Sheet for additional DCJS GMS instructions and information regarding the contract development process.*

Article 13-A Classification/Alternatives to Incarceration (ATI) Application General Information:

DCJS funds Alternatives to Incarceration programs serving Criminal and Supreme Courts. The programs offer a range of services that include defendant interviews, pretrial services, referrals and monitoring, program screening and assessment, case planning, cognitive-based interventions, gender-specific services, substance use disorder and mental health treatment, family-focused programming, vocational training, employment-readiness training and job-placement, educational programming and interventions, and access to medical and housing services. Programs may deliver these services directly or through referral to an established network of community-based providers.

With the passage of Bail Reform in New York State, there may be a need for localities to expand pretrial services; funds may be used to support pretrial monitoring/supervision, and the referral of clients to court ordered services. Localities are asked to consider the justice-involved population to determine common trends that may impact the community (i.e., opioid drug related crimes). This information can be used to inform the types and nature of programming to be included in the county application.

Contract Term: The contract term is for 12 months beginning July 1, 2022, to June 30, 2023.

Availability of Funds: DCJS funding provided to localities through NYS Executive Law Article 13-A Classification/Alternatives to Incarceration (ATI) is contingent upon the approval by the NYS Division of Budget and execution of the grant contract by the NYS Office of the State Comptroller.

Program Model options include, but are not limited to:

Pretrial Services, when authorized or requested by the court, will interview individuals for conditions of release; review criminal history warrants, domestic violence history, weapons restrictions, and advise the Court. Additionally, pretrial services agencies will, when authorized or requested by the court, monitor or supervise individuals, and refer clients to court ordered services. When requested by the Office of Court Administration, pretrial services agencies will also notify defendants to return for all court appearances.

Defender-Based Advocacy Services (DBA) screen and identify individuals appropriate for community-based alternatives to incarceration programs. Programs are required to prepare written Client Specific Plans for individuals before the court that identify appropriate community-based services that will reduce (or in some cases eliminate) sentences to incarceration and reduce reoffending. DBA Service

Programs refer clients to evidence-based services in the community and may provide monitoring/case-management services.

Community Service programs provide courts with community-based alternative sentencing. Community Service programs screen and identify individuals appropriate for community service. Community Service programs may refer clients to community-based service organizations or directly oversee clients performing community service. Programs work to ensure that individuals ordered by the court to complete the prescribed hours of community service do so and may be required to report the completion of community service to the court.

Treatment Accountability for Safer Communities (TASC) Model Programs screen, assess, and refer individuals with substance use disorder and/or mental illness for further evaluation and treatment. TASC model programs monitor the progress of individuals in treatment and report back to the court. TASC model programs may also provide cognitive-behavioral and/or employment-readiness training and job placement services.

Other Alternatives to Incarceration (ATI) Programs that use evidence-based services target individuals appropriate for community-based services with the goal of reducing unnecessary reliance on incarceration and reducing re-offending. These programs may refer individuals to community-based services or provide direct services, including residential. They may also provide monitoring and/or case-management services and report back to the court on client progress. Programs may provide gender specific services or services to individuals with behavioral health needs, developmental disabilities, sex offenders, and other criminal justice involved populations.

Please refer to <http://www.criminaljustice.ny.gov/opca/standards.htm> for ATI program standards.

Depending on the type of program, the following are guidelines for program operation:

Screening, Assessment and Intake: TASC, DBA, and Other Alternatives to Incarceration (ATI) Programs that use evidence-based services must use an actuarial validated risk and needs assessment; Community Service programs will use an actuarial validated risk and needs assessment where applicable.

ATI Programs should use risk and needs assessments to identify criminogenic needs and inform case planning, including the development of specific short and long-term goals, and community supervision. DCJS supports the use of NYCOMPAS, an actuarial validated risk and needs instrument. ATI Programs shall develop and maintain written eligibility criteria and implement detailed, comprehensive screening and assessment protocols that will facilitate referrals to appropriate services for clients.

Program Procedures and Services: The program shall develop and implement written protocols and procedures for delivering services. The procedures *may* include, but are not limited to the following areas:

- Some program models use a validated risk/need instruments that identify criminogenic factors to be addressed in the case plan. This protocol shall include a process for periodic review and re-assessment.
- Screening, monitoring and referral protocols (e.g., substance abuse, mental health, medical, entitlements, housing, employment, vocational and educational services, etc.) and follow up.
- Use of evidence-based practices and cognitive interventions, including the incorporation of risk, needs and responsivity principles.
- Mechanisms for regular reporting to the court on participant's program compliance and the prompt reporting of non-compliant behaviors.
- A written protocol for the use of incentives and rewards that recognize individual progress and achievement and graduated responses to address non-compliant behaviors.

- Discharge planning (if applicable).

Liaison/Court Staff: The program may maintain a presence in and/or staff the courts in the counties they serve. Program staff assigned to the court may:

- Screen potential participants, when authorized or requested by the court.
- Advocate for program services.
- Report to the court on participant's progress in program and compliance with court order(s) and conditions (if applicable).

Court Screening and Collaboration with Criminal Justice Agencies: The program will work with criminal justice agencies that may include: the court, prosecutors, defense counsel, police, probation and community-based agencies (housing, social services, treatment agencies, etc.) to facilitate participant identification, screening, assessment and enrollment in community-based services.

Personnel and Staff Development: The program will employ and retain qualified personnel. Programs will ensure that personnel are trained and continue to receive in-service training consistent with accepted evidence-based principles. Each funded program must complete the Inventory of Program Staff trained in Key Evidence-Based Practices table.

Training: OPCA Training in Evidence-Based Practices: ATI programs will be notified of available DCJS provided training; however, programs should not rely solely on training provided by DCJS. Funded programs will be prioritized to participate in DCJS training, subject to availability, in the following areas: NYCOMPAS Risk and Needs Assessment; Thinking for a Change (T4C); Motivational Interviewing; Women's Risk Needs Assessment (WRNA); Interactive Journaling; Offender Workforce Development Specialist (OWDS) Training, and Decision Points, among others. Many of these training curricula have been converted in order to be able to be completed in a virtual and remote environment. For information regarding these trainings please see Appendix: DCJS Office of Probation and Correctional Alternatives (OPCA) Training in Evidence-Based Practices.

Administration: The program is to maintain appropriate facilities for the population being served and have a system to track and monitor participant progress and service delivery.

Section I

EXECUTIVE APPROVAL: - (Please complete and submit one Executive Approval Sheet for each county)

The chief elected official or his/her designee hereby approves the application as submitted. The proposed allocation of state funds shall be distributed to each of the programs listed below in accordance with contractual agreements established subsequent to the submission and approval of this Application.

Theodore T. Kusnierz, Jr., Saratoga County Chairman of the Board of Supervisors

Electronic signature may be used.

PROJECT	PROPOSED SUBALLOCATION OF STATE FUNDS
Community Work Order Program	9,853.20
Pre-Trial Services	16,370.80
Total Allocation	26,224.000

Local Planning Group – (Please complete once for the county)

It is recommended that localities utilize a Local Planning Group or Team when developing the ATI application for funding. Existing Criminal Justice Advisory Boards or Criminal Justice Coordinating Councils may also be utilized.

Was there a Local Planning Group or Team utilized when developing the ATI application for funding?

Yes No

NAME

AFILLIATION

Section II

Please Complete the Program Contact Information Sheet below along with the following additional required items for each program proposed (multiple copies of the program contact information sheet and sections a-f will need to be made if your county funds more than one program with Article 13-A money):

- a. Current Year's Progress form
- b. Program Funding ID form
- c. Program Staff form
- d. Table of Organization
- e. Actuarial Risk/Needs Assessment
- f. Inventory of Program Staff trained in Key Evidence-Based Practices

Program Contact Information Sheet

LEGAL NAME OF PROGRAM	Saratoga County Pre-Trial Services Program			ACRONYM	PTS
PROGRAM DIRECTOR	Edwin Brych			TITLE	Probation Officer
PROGRAM ADDRESS	Paul E. Lent Public Safety Facility 6012 County Farm Road				
CITY, STATE	Ballston Spa, NY			ZIP CODE	12020
PHONE	518-884-4120	FAX	518-884-4258	EMAIL	Ebrych@saratogacountyny.gov

LEGAL NAME OF MANAGING/SUPERVISING AGENCY	Saratoga County Probation Department				
AGENCY HEAD	Steven Bayle			TITLE	Probation Director
ADDRESS	Paul E. Lent Public Safety Facility 6012 County Farm Road				
CITY, STATE	Ballston Spa, NY			ZIP CODE	12020
PHONE	518-884-4120	FAX	518-884-4258	EMAIL	sbayle@saratogacountyny.gov

FISCAL REPORTING PERSON	Steven Bayle				
ADDRESS	Paul E. Lent Public Safety Facility 6012 County Farm Road				
CITY, STATE	Ballston Spa, NY			ZIP CODE	12020
PHONE	518-884-4120	FAX	518-884-4258	EMAIL	sbayle@saratogacountyny.gov

PERSON PREPARING QUARTERLY REPORTS	Steven Bayle				
ADDRESS	Paul E. Lent Public Safety Facility 6012 County Farm Road				
CITY, STATE	Ballston Spa, NY			ZIP CODE	12020
PHONE	518-884-4120	FAX	518-884-4258	EMAIL	sbayle@saratogacountyny.gov

LEGAL NAME OF PROGRAM	Saratoga County Community Work Order Program		ACRONYM	CWOP	
PROGRAM DIRECTOR	Sheryl Morrow		TITLE	Coordinator	
PROGRAM ADDRESS	152 West High Street				
CITY, STATE	Ballston Spa, NY			ZIP CODE	12020
PHONE	518-884-4906	FAX	518-884-4262	EMAIL	smorrow@saratogacountyny.gov

LEGAL NAME OF MANAGING/SUPERVISING AGENCY	Saratoga County Employment and Training				
AGENCY HEAD	Jennifer McCloskey		TITLE	Director	
ADDRESS	152 West High Street				
CITY, STATE	Ballston Spa, NY			ZIP CODE	12020
PHONE	518-884-4170	FAX	518-884-4262	EMAIL	jmccloskey@saratogacountyny.gov

FISCAL REPORTING PERSON	Jennifer Barrett				
ADDRESS	152 West High Street				
CITY, STATE	Ballston Spa, NY			ZIP CODE	12020
PHONE	518-884-4902	FAX	518-884-4262	EMAIL	jbarrett@saratogacountyny.gov
PERSON PREPARING QUARTERLY REPORTS	Sheryl Morrow				

ADDRESS	152 West High Street				
CITY, STATE	Ballston Spa, NY			ZIP CODE	12020
PHONE	518-884-4906	FAX	518-884-4262	EMAIL	smorrow@saratogacountyny.gov

(Please add Contact Information Sheets as needed)

(a) Current Year's Progress Form

1. Provide a complete and detailed description of your program, the **population served**, and the **services provided**. Include a description of the program's impact within the local criminal justice system.

The Saratoga County Pretrial Services Program is an Alternative to Incarceration Program (ATI) run by the Saratoga County Probation Department that monitors and supervises individuals where authorized or requested by the Court. All individuals counted in this contract are released under supervision. The focus of the Pre-Trial Release program is to supervise principals released by the Courts while their charges are pending. The Pre-Trial Release program will accommodate supervising those principals as ordered by the Court. Saratoga County's Pre-Trial Release program has a positive impact on the local criminal justice system as it allows for the reduction of the local jail population which saves resources and provides supervision and accountability of principals so they can be productive members of our community.

The Saratoga County Work Order Program (CWOP) is managed by the Saratoga County Department of Employment and Training. CWOP is an Alternative to Incarceration Program (ATI) that allows the courts in Saratoga County and appropriate referrals from out-of-county courts to assign offenders to community service hours as an alternative sentence. The program saves the taxpayer money that could have been spent on jail time, allows the offender to "give back" to the community, and helps community organizations by providing free/volunteer assistance, where needed.

2. Provide current contract milestone(s) and outcome target numbers and compare to the actual numbers achieved during the contract period to date (for each program funded) in (please be refer to your 2021-2022 Appendix B1):

Performance Milestones (Matches name on Appendix B1)	Annual Milestone Target #'s (2021-22 Term)	Year to Date Achievements
<i>PTS-87</i>	<i>87</i>	<i>87</i>
<i>CWOP-25</i>	<i>25</i>	<i>0</i>

3. Describe any programmatic barriers the program has faced. or N/A

If the program is continuing and it has experienced barriers to providing services, please describe an action plan to address any barriers identified. or N/A

4. If new programming or a modified program model is being applied for, please describe the program, the need for this program, and how the program will be implemented.

(b) Program Funding Identification (ID) Form

A program funding identification form must be completed for each program and must reflect all funds expected to be spent to support this program for the proposed contract year.

All sources of funding for this program must be reported, including the one percent statutory fee taken from bail funds.

This itemization must accompany the budget worksheets and budget summary.

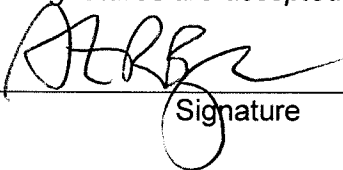
	AMOUNT OF FUNDS
DCJS Funds	\$26,224
Other State Funds (specify source)	
Federal Funds	
County Funds	\$44,298
Other Funds (specify sources)	

Total Program Budget (include all sources)	\$70,522

(c) Program Staff Form (positions that are supported with monies from Article 13-A Classification funds either in full or partially).

Staff Position	Incumbent	Salary Budgeted	Actual Salary	Contract FTE	Fill Date (Date began working in the program)	Quals. Met (Meets all requirements for the position Y/N)
Probation Officer – PTS	Edwin Brych	58,190.72	58,190.71	.25	5/17/2021	Y
Program Coordinator - CWOP	Sheryl Morrow	55,026.14	56,126.66	.25	1/1/2021	Y
TOTALS						

This signature will certify that the person(s) listed above are current employees of the program and that the incumbent(s) are qualified and satisfy minimum county requirements for each staff position presented in this document. *Electronic signatures are accepted.* If not available, document can be signed and scanned.



 Signature

2/23/2022

 Date

(d) Table of Organization

Please attach a Table of Organization that describes how this funded project fits within the overall county criminal justice system.

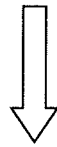
(e) Actuarial Validated RISK/NEEDS Assessment

Where appropriate, programs should be using validated risk and need instruments that identify the criminogenic needs that inform effective case planning and supervision/case management. Numerous

**SARATOGA COUNTY COMMUNITY PRE-TRIAL SERVICES PROGRAM
TABLE OF ORGANIZATION**

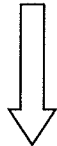
Theodore T. Kusnierz, Jr.

Chairman, Saratoga County Board
of Supervisors



John Lant

Chairman, Saratoga County Public
Safety Committee



Steven Bayle

Director, Saratoga County
Probation Department

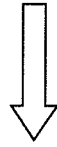


Edwin Brych, Probation Officer
Saratoga County Pre-Trial Services
Program

**SARATOGA COUNTY COMMUNITY WORK ORDER PROGRAM
TABLE OF ORGANIZATION**

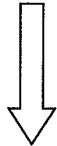
Theodore T. Kusnierz, Jr.

Chairman, Saratoga County Board
of Supervisors



John Lant

Chairman, Saratoga County Public
Safety Committee



Jennifer McCloskey

Director, Saratoga County
Employment and Training



Sheryl Morrow, Coordinator
Saratoga County Community Work
Order Program

principles of best practice in community corrections (risk, needs and responsivity) are contingent upon obtaining timely, relevant measures of offenders' risk of recidivism and criminogenic needs. Assessing offenders' risk and needs is achieved when using a validated instrument for the effective supervision and treatment of offenders. Offender assessments are most reliable and valid when staff are formally trained to administer the tool(s). Screening and assessment tools that focus on dynamic and static risk factors, profile criminogenic needs, and have been validated on similar populations are preferred. (Andrews, et al, 1990; Andrews & Bonta, 1998; Gendreau, et al, 1996; Kropp, et al, 1995; Meehl, 1995; Clements, 1996)

Please answer the following questions regarding the program's use of Actuarial Validated Risk and Needs Assessment Tools.

1. If the program requires, when and how is the Risk and Needs Assessment tool used to assess program population(s)? Please enter N/A if not applicable. N/A
2. What specialized screens or assessment tools are being used and for which populations? (e.g., sex offender, domestic violence, mental health, substance abuse) N/A. Please enter N/A if not applicable.

Please provide a description of how specialized screens or assessments are used.

(f). Inventory of Program Staff trained in Key Evidence-Based Practices (EBP)

Please provide below the names of program staff, supported with Article 13-A funds, currently trained in the EBP listed.

Program staff name:	Validated Actuarial Risk and Needs Assessment Tool <u>Provide name of tool here:</u>	Motivational Interviewing	Cognitive Based Intervention (e.g., Interactive Journaling; T4C) <u>Provide name of curriculum here:</u>	Offender Workforce Development Specialist (OWDS)	Other Evidence-Based Practices <u>Provide name here:</u>



SARATOGA COUNTY BOARD OF SUPERVISORS

- 2022
RESOLUTION ~~204 - 2021~~

Barrett, Hammond, Lawler, Ostrander, K. Veitch, Wright

Introduced by Supervisors Lant, ~~Allen, Connolly, Lucia, Raymond, Schopf and Smith~~

APPROVING THE COUNTY'S ALTERNATIVES TO INCARCERATION (ATI) PERFORMANCE-BASED SERVICES PLAN AND AUTHORIZING ACCEPTANCE OF STATE GRANTS FOR COMMUNITY WORK ORDER AND PRE-TRIAL RELEASE SERVICES PROGRAMS

204-2021
WHEREAS, by Resolution ~~87-2021~~, this Board authorized the approval of our current Alternatives to Incarceration (ATI) program through June 30, ~~2021~~, and the acceptance of *2022* funding from the State Division of Criminal Justice Services' Office of Probation and Correctional Alternatives; and

WHEREAS, the State Division of Criminal Justice Services has allocated funding for the County's ATI Program in the amount of \$26,224 for the period of July 1, ~~2021~~ through June 30, ~~2022~~; and *2022*

2023 WHEREAS, it is necessary to approve the County's ATI Performance-Based Service Plan program through June 30, ~~2022~~, and to authorize acceptance of the allocated ATI grant funding from the State Division of Criminal Justice Services' Office of Probation and Correctional Alternatives during said period; now, therefore, be it

RESOLVED, that this Board of Supervisors approves the County's Alternatives to Incarceration (ATI) Performance-Based Service Plan through June 30, ~~2022~~; and, be it further *2023*

RESOLVED, that the Chairman of the Board is authorized to execute all necessary documents with the State Division of Criminal Justice Services' Office of Probation and Correctional Alternatives for the application for, and acceptance of, the following grants:

<u>FUND</u>	<u>PROGRAM</u>	<u>PERIOD</u>	<u>AMOUNT</u>
ATI	Community Work Order	<i>22</i> 7/1/ 21 - 6/30/ 22 <i>23</i>	\$ 9,853.20
ATI	Pre-Trial Release Services	7/1/ 21 - 6/30/ 22 <i>22</i> <i>23</i>	\$16,370.80

BUDGET IMPACT STATEMENT: No budget impact. 100% State Aid.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
 Ridge Harris, Deputy County Administrator
 Michael Hartnett, County Attorney
 Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
 Bridget Rider, Deputy Clerk of the Board
 Matt Rose, Management Analyst
 Clare Giammusso, County Attorney's Office
 Audra Hedden, County Administrator's Office
 Stephanie Hodgson, Director of Finance

FROM: Penny Heritage, Animal Shelter Director

DATE: 2/23/22

RE: Amending 2022 Budget to Reappropriate Unspent Funds Relating to the Canine Pavilion

COMMITTEE: Public Safety

1. Is a Resolution Required: YES or NO
 (If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: YES or NO
 (If yes, budget lines and impact must be provided)
 Please see attached.

3. Are there Amendments to the Compensation Schedule: YES or NO
 (If yes, provide details)

4. Specific details on what the resolution will authorize:
 Unexpended 2021 funds in the amount of \$155,187, previously appropriated for the Canine Pavilion building at 6010 County Farm Road, Ballston Spa need to be reappropriated to the 2022 County budget.

5. Does this item require hiring a Vendors/Contractors: YES or NO

- a. Were bids/proposals solicited:
- b. Is the vendor/contractor a sole source:
- c. Commencement date of contract term:
- d. Termination of contract date:
- e. Contract renewal and term:
- f. Contact information:
- g. Is the vendor/contractor an LLS, PLLC or partnership:
- h. State of vendor/contractor organization:
- i. Is this a renewal agreement: YES or NO
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution
 - b. Are the terms changing:
 - c. What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- a. Effective date
 - b. Salary and grade
8. Is a new employee being hired: YES or NO
- a. Effective date of employment
 - b. Salary and grade
 - c. Appointed position:
 - d. Term:
9. Is a grant being accepted: YES or NO
- a. Source of grant funding:
 - b. Amount of grant:
 - c. Purpose grant will be used for:
 - d. Equipment and/or services being purchased with the grant:
 - e. Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
Construction is complete, awaiting closeout documents.
- Please see attached:
- 1. 2021 budget report
 - 2. Marked up Resolution

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
Fund A - General Fund										
EXPENSE										
Department 35 - Animal Shelter										
Division 000 - Dept Operations/Adminstrn										
7094	Bldg Components Realty	.00	77,593.50	77,593.50	.00	.00	.00	77,593.50	0	3,435.00
7098	Prof Srv For Cap Purposes	.00	77,593.50	77,593.50	.00	.00	.00	77,593.50	0	.00
Division 000 - Dept Operations/Adminstrn Totals		\$0.00	\$155,187.00	\$155,187.00	\$0.00	\$0.00	\$0.00	\$155,187.00	0%	\$3,435.00
Department 35 - Animal Shelter Totals		\$0.00	\$155,187.00	\$155,187.00	\$0.00	\$0.00	\$0.00	\$155,187.00	0%	\$3,435.00
EXPENSE TOTALS		\$0.00	\$155,187.00	\$155,187.00	\$0.00	\$0.00	\$0.00	\$155,187.00	0%	\$3,435.00
Fund A - General Fund Totals										
REVENUE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS		.00	155,187.00	155,187.00	.00	.00	.00	155,187.00	0%	3,435.00
Fund A - General Fund Totals		\$0.00	(\$155,187.00)	(\$155,187.00)	\$0.00	\$0.00	\$0.00	(\$155,187.00)		(\$3,435.00)
Grand Totals										
REVENUE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS		.00	155,187.00	155,187.00	.00	.00	.00	155,187.00	0%	3,435.00
Grand Totals		\$0.00	(\$155,187.00)	(\$155,187.00)	\$0.00	\$0.00	\$0.00	(\$155,187.00)		(\$3,435.00)



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~2022~~-2022

Introduced by Supervisors

~~LANT, BARRETT, HAMMOND, LAWLER, OSTRANDER,~~
~~K. VEITCH, WRIGHT~~

CANINE PAVILION

AMENDING THE 2022 BUDGET TO REAPPROPRIATE UNSPENT FUNDS
RELATING TO THE ~~PROJECT~~ PROJECT ~~THE~~ THE

ANIMAL SHELTER ~~\$155,187~~ AT

CANINE PAVILION

WHEREAS, unexpended 2021 funds in the amount of ~~\$155,187~~ were previously
appropriated for the ~~at 6010~~ at ~~6010~~ 6010
~~in Ballston Spa need to be reappropriated to the 2022 County budget; now,~~
therefore, be it

COUNTY
FARM
RD.

RESOLVED, that the 2022 Saratoga County Budget is amended as follows:

~~ANIMAL SHELTER~~

Appropriations:	35 7094 BLDG COMPONENTS REALTY	77,593.50
Increase Acct: A. 29,000-7052 Communications Equip		\$ 12,520.05
Increase Acct: A. 29,000-8200 Equip		\$ 2,000.00
	35 7098 PROF SVCS FOR CAP PURPOSES	77,593.50
		<hr/> \$ 170,672.05 155,187
Revenues:		
Increase Acct: A-0599.B App. Fund Bal.		\$ 170,672.05 155,187

; and it is further

RESOLVED, that this Resolution shall take effect immediately

BUDGET IMPACT STATEMENT: The unused funds from the 2021 budget for this project will
be ~~reappropriated to the 2022 budget.~~

RETURNED TO THE ANIMAL SHELTER TRUST ACCOUNT.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: 18B Administrator - Dawn Phillips

DATE: 2/24/22

RE: Acceptance of 3rd Counsel at First Appearance Grant from NYS ILS

COMMITTEE: Public Safety

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
See Section 10
3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)
4. Specific details on what the resolution will authorize:
Authorizing the acceptance of COUnsel at First Appearance Grant from the New York State Office of Indigent Legal Services and amending the 2022 County Budget in relation thereto.
5. Does this item require hiring a Vendors/Contractors: YES or NO
 - a. Were bids/proposals solicited:
 - b. Is the vendor/contractor a sole source:
 - c. Commencement date of contract term:
 - d. Termination of contract date:
 - e. Contract renewal and term:
 - f. Contact information:
 - g. Is the vendor/contractor an LLS, PLLC or partnership:
 - h. State of vendor/contractor organization:
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution
 - b. Are the terms changing:
 - c. What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- a. Effective date
 - b. Salary and grade
8. Is a new employee being hired: YES or NO
- a. Effective date of employment
 - b. Salary and grade
 - c. Appointed position:
 - d. Term:
9. Is a grant being accepted: YES or NO
- a. Source of grant funding: NYS ILS
 - b. Amount of grant: 346,290.06
 - c. Purpose grant will be used for: pay for stipends of attorneys accepting assignments after normal business hours
 - d. Equipment and/or services being purchased with the grant: legal services
 - e. Time period grant covers:
January 1, 2020 until December 31, 2022
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- See attached supporting Docuemntation:
Prior Resolution, draft resolution, grant award contract, grant budget spreadsheet
- Increase Appropriations
A.21.214-8110.ONC Attorneys Fees On Call - \$346,290.06
- Increase Revenue
A.21-3313 Indigent Legal Service - \$346,290.06



DRAFT – MARKUP RESOLUTION

SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION XX - 2022

Introduced by Supervisors [Public Safety Committee]

AUTHORIZING THE ACCEPTANCE OF A THIRD COUNSEL AT FIRST APPEARANCE GRANT FROM THE NEW YORK STATE OFFICE OF INDIGENT LEGAL SERVICES AND AMENDING THE 2022 COUNTY BUDGET IN RELATION THERETO

WHEREAS, grant funds are available from the New York State Office of Indigent Legal Services in the amount of \$340,290.06 for the Counsel at First Appearance (CAFA) program which provides funding for attorneys accepting assignments to represent indigent defendants at arraignments in local criminal courts after normal business hours and on weekends and holidays; and

WHEREAS, Resolution 286-2019 as amended by Resolution 29-2020 provides the stipend amounts for attorneys accepting such assignments to cover after-hour arraignments; and

WHEREAS, the County Law 18-B Program Administrator has proposed to use said grant funds to continue to pay for the stipends for attorneys accepting assignments to represent indigent defendants at arraignments in local criminal courts after normal business hours and on weekends and holidays; and

WHEREAS, the acceptance of this grant requires this Board's approval and an amendment of the 2022 County Budget; now, therefore; be it

RESOLVED, that the Chair of the Board and/or the County Administrator is authorized to execute all necessary documents with the New York State Office of Indigent Legal Services for the acceptance of a State Office of Indigent Legal Services Counsel at First Appearance (CAFA340) in the amount of \$340,290.06; and it is further

RESOLVED, that the form and content of such documents shall be subject to the approval of the County Attorney; and it is further

RESOLVED, that the 2022 County Budget is amended as follows:

UNDER HUMAN RESOURCES

Increase Appropriations

A.21.214-8110.ONC - Attorney's Fees On Call \$346,290.06

Increase Revenues

A.21-3313 - Indigent Legal Service \$346,290.06

BUDGET IMPACT STATEMENT: No Budget Impact. 100% State Aid.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 29 - 2020

Introduced by Supervisors Peck, Lant, Lawler, O'Connor, Raymond, Veitch and Wright

AMENDING RESOLUTION 286-2019 TO AUTHORIZE THE PAYMENT OF A \$250 STIPEND TO ATTORNEYS WHO REPRESENT INDIGENT CLIENTS AT OFF-HOURS ARRAIGNMENTS ON COUNTY HOLIDAYS IN THE LOCAL CRIMINAL COURTS

WHEREAS, pursuant to Resolution 286-2019, this Board authorized the payment of stipends to attorneys accepting assignments to represent indigent defendants at arraignments in local criminal courts after normal business hours and on weekends, which stipends shall be in the amount of: i) \$100 per attorney assigned on Monday through Friday from 5:00 pm to 9:00 am (16 hour shift); and ii) \$250 per attorney assigned on Saturday and Sunday from 9:00 am to 9:00 am (24 hour shift); and

WHEREAS, the Saratoga County Public Defender has requested that Resolution 286-2019 be amended to authorize the payment of a \$250 stipend to attorneys accepting assignments to represent indigent defendants at arraignments in local criminal courts on any of the eleven (11) holidays that the County closes for business; and

WHEREAS, our Public Safety Committee has recommended that the Public Defender's request to amend Resolution 286-2019 be approved; now, therefore, be it

RESOLVED, that Resolution 286-2019 of this Board of Supervisors is hereby amended to include authorization for the payment of stipends in the amount of \$250 per attorney to attorneys accepting assignments to represent indigent defendants at arraignments in local criminal courts on a Monday through Friday weekday that is one of the eleven County holidays that the County of Saratoga closes for business, with the shift to commence at 9:00 am on the day of the Holiday, and continue until 9:00 am the following day; and, be it further

RESOLVED, that the foregoing authorization to pay a \$250 stipend on County Holidays shall be effective for the three (3) year term from January 1, 2020 through December 31, 2022.

BUDGET IMPACT STATEMENT: No budget impact.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 286 - 2019

Introduced by Supervisors Peck, Allen, Barrett, Lawler, O'Connor, Ostrander and Szczepaniak

AUTHORIZING THE PAYMENT OF STIPENDS TO ATTORNEYS WHO REPRESENT INDIGENT CLIENTS AT OFF-HOURS ARRAIGNMENTS IN THE LOCAL CRIMINAL COURTS

WHEREAS, the Saratoga County Public Defender's Office has available to it grant funds from the New York State Office of Indigent Legal Services to support the continued improvement of the quality of indigent legal services provided by the County pursuant to County Law Article 18-B; and

WHEREAS, the Saratoga County Public Defender proposes to utilize a portion of said grant funds to retain the services of additional Article 18-B attorneys to represent indigent clients at first arraignments held in local criminal courts after normal business hours and on weekends; and

WHEREAS, specifically, the Public Defender and County's Assigned Counsel Administrator propose to pay a stipend to qualified attorneys named on the County Law Article 18-B panel list, as well as attorneys employed in the Saratoga County Public Defender's Office and Saratoga County Conflict Defender's Office, who accept assignments to represent individuals who qualify for indigent defense counsel services at off-hours arraignments in the local criminal courts; and

WHEREAS, the Public Defender and the Assigned Counsel Administrator propose to divide the County into three regions, namely North, Central and South, and to assign one attorney per region per shift to cover the courts located in his or her assigned region; and

WHEREAS, the Public Defender and Assigned Counsel Administrator further propose to pay a stipend to attorneys covering after-hour arraignments: i) in the amount of \$100 per attorney assigned on Monday through Friday from 5:00 pm to 9:00 am (16 hour shift); and ii) in the amount of \$250 per attorney assigned on Saturday and Sunday from 9:00 am to 9:00 am (24 hour shift); effective for the three (3) year term from January 1, 2020 through December 31, 2022; and

WHEREAS, our Public Safety Committee has recommended the approval of the proposal of the Public Defender and Assigned Counsel Administrator; now, therefore, be it

RESOLVED, that this Board hereby approves the proposal of the Public Defender and Assigned Counsel Administrator to provide counsel to indigent defendants who are arraigned after normal business hours and on weekends; and, be it further

RESOLVED, that this Board hereby authorizes the payment of stipends to attorneys accepting assignments to represent indigent defendants at arraignments in local criminal courts after normal business hours and on weekends, which stipends shall be in the amount of: i) \$100 per attorney assigned on Monday through Friday from 5:00 pm to 9:00 am (16 hour shift); and ii) \$250 per attorney assigned on Saturday and Sunday from 9:00 am to 9:00 am (24 hour shift); and, be it further

RESOLVED, that the foregoing authorization to pay stipends shall be effective for the three (3) year term from January 1, 2020 through December 31, 2022.

BUDGET IMPACT STATEMENT: No budget impact.

Invoice/Expense Statement
Saratoga County
THIRD COUNSEL AT FIRST APPEARANCE
Contract No. CAFA340
Office of Indigent Legal Services (ILS)

Contract Term: January 1, 2020 - December 31, 2022

Total Budget: \$346,290.06

YEAR ONE

(Annual Budget: \$115,430.02)

Budget Expenditure Items	Year 1 Budget	Actual Reimbursable Expenditures				Total Expenditures Year 1	Funds Available Year 1
		1/1/20 - 3/31/20	4/1/20 - 6/30/20	7/1/20 - 9/30/20	10/1/20 - 12/31/20		
Contracted/Consultant:							
Stipend for Attorneys to be On-Call for weekday off-hour arraignments (\$100 per day; 2 attorneys per day)	\$50,200.00					\$0.00	\$50,200.00
Stipend for Attorneys to be On-Call for weekend and holiday arraignments (\$250 per weekend day and holiday; 2 attorneys per day)	\$57,500.00					\$0.00	\$57,500.00
Subtotal Contracted/Consultant	\$107,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$107,700.00
OTPS:							
Mileage/Travel for all Attorneys Providing On-Call Arraignment Coverage	\$7,730.02					\$0.00	\$7,730.02
Subtotal OTPS	\$7,730.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,730.02
TOTAL	\$115,430.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$115,430.02

Please Note: Assigned Counsel Program "owns" contract.

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

<p>STATE AGENCY (Name & Address):</p> <p>NYS Office of Indigent Legal Services A. E. Smith Building, 11th Floor 80 South Swan Street Albany, NY 12210</p>	<p>BUSINESS UNIT/DEPT. ID: OLS01 1350200</p> <p>CONTRACT NUMBER: CAFA340</p> <p>CONTRACT TYPE:</p> <p><input checked="" type="checkbox"/> Multi-Year Agreement <input type="checkbox"/> Simplified Renewal Agreement <input type="checkbox"/> Fixed Term Agreement</p>
<p>CONTRACTOR SFS PAYEE NAME:</p> <p>Saratoga, County of</p>	<p>TRANSACTION TYPE:</p> <p><input checked="" type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Amendment</p>
<p>CONTRACTOR DOS INCORPORATED NAME:</p>	<p>PROJECT NAME:</p> <p>Third Counsel at First Appearance</p>
<p>CONTRACTOR IDENTIFICATION NUMBERS:</p> <p>NYS Vendor ID Number: 1000002435 Federal Tax ID Number: 14-6002571 DUNS Number (if applicable):</p>	<p>AGENCY IDENTIFIER:</p> <p>CFDA NUMBER (Federally funded grants only):</p>
<p>CONTRACTOR PRIMARY MAILING ADDRESS:</p> <p>Saratoga County Office of the Public Defender 40 McMaster Street Ballston Spa, NY 12020</p> <p>CONTRACTOR PAYMENT ADDRESS: <input checked="" type="checkbox"/> Check if same as primary mailing address</p> <p>CONTRACTOR MAILING ADDRESS: <input checked="" type="checkbox"/> Check if same as primary mailing address</p>	<p>CONTRACTOR STATUS:</p> <p><input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Municipality, Code: 410100000000 <input type="checkbox"/> Tribal Nation <input type="checkbox"/> Individual <input type="checkbox"/> Not-for-Profit</p> <p>Charities Registration Number:</p> <p>Exemption Status/Code:</p> <p><input type="checkbox"/> Sectarian Entity</p>

Contract Number: CAFA340

Page 1 of 2

Master Grant Contract, Face Page

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

<p>CURRENT CONTRACT TERM:</p> <p>From: January 1, 2020 To: December 31, 2022</p> <p>CURRENT CONTRACT PERIOD:</p> <p>AMENDED TERM:</p> <p>From: _____ To: _____</p> <p>AMENDED PERIOD:</p> <p>From: _____ To: _____</p>	<p>CONTRACT FUNDING AMOUNT <i>(Multi-year – enter total projected amount of the contract; Fixed Term/Simplified Renewal – enter current period amount):</i></p> <p>CURRENT: \$346,290.06</p> <p>AMENDED:</p> <p>FUNDING SOURCE(S):</p> <p><input checked="" type="checkbox"/> State <input type="checkbox"/> Federal <input type="checkbox"/> Other</p>
--	---

FOR MULTI-YEAR AGREEMENTS ONLY – CONTRACT PERIOD AND FUNDING AMOUNT:
(Out years represent projected funding amounts)

#	CURRENT PERIOD	CURRENT AMOUNT	AMENDED PERIOD	AMENDED AMOUNT
1				
2				
3				
4				
5				

ATTACHMENTS PART OF THIS AGREEMENT:

Attachment A: A-1 Program-Specific Terms and Conditions
 A-2 Federally Funded Grants and Requirement Mandated by Federal Laws

Attachment B: B-1 Expenditure Based Budget B-2 Performance Based Budget
 B-3 Capital Budget B-4-Net Deficit Budget
 B-1(A) Expenditure Based Budget (Amendment)
 B-2(A) Performance Based Budget (Amendment)
 B-3(A) Capital Budget (Amendment)
 B-4(A) Net Deficit Budget (Amendment)

Attachment C: Work Plan

Attachment D: Payment and Reporting Schedule

Other:

ATTACHMENT A-1
PROGRAM SPECIFIC TERMS AND CONDITIONS
THIRD COUNSEL AT FIRST APPEARANCE

I. Notices

All written notices made pursuant to this Agreement shall be delivered to the addresses set forth below.

Notification to ILS:

NYS Office of Indigent Legal Services
A. E. Smith Office Building, 11th Floor
80 South Swan Street
Albany, NY 12210

Notification to County:

Steve Bulger
County Administrator
Saratoga County
40 McMaster Street
Ballston Spa, NY 12020
(518) 884-4742
sbulger@saratogacountyny.gov

II. Supplanting Funds

The amounts paid to County by ILS pursuant to this Agreement shall be used to supplement and not supplant any local funds, as defined in paragraph (c) of subdivision 2 of section 98-b of the State Finance Law, which such County would otherwise have had to expend for the provision of counsel and expert, investigative and other services pursuant to article eighteen-B of the County Law. In the event funds are used to supplant local or state funds, such funds actually provided by ILS shall be returned to ILS by County.

ATTACHMENT B-1

**Office of Indigent Legal Services
THIRD COUNSEL AT FIRST APPEARANCE
January 1, 2020 - December 31, 2022**

COUNTY OF SARATOGA

Total Contract Amount: \$346,290.06

Budget Expenditure Item	Year 1 1/1/20 - 12/31/20	Year 2 1/1/21 - 12/31/21	Year 3 1/1/22 - 12/31/22
Contracted/Consultant:			
Stipend for Attorneys to be On-Call for weekday off-hour arraignments (\$100 per day; 2 attorneys per day)	\$50,200.00	\$50,200.00	\$50,200.00
Stipend for Attorneys to be On-Call for weekend and holiday arraignments (\$250 per weekend day and holiday; 2 attorneys per day)	\$57,500.00	\$57,500.00	\$57,500.00
Subtotal Contracted/Consultant	\$107,700.00	\$107,700.00	\$107,700.00
OTPS:			
Mileage/Travel for all Attorneys Providing On-Call Arraignment Coverage	\$7,730.02	\$7,730.02	\$7,730.02
Subtotal OTPS	\$7,730.02	\$7,730.02	\$7,730.02
TOTAL	\$115,430.02	\$115,430.02	\$115,430.02
THREE-YEAR TOTAL	\$346,290.06		

ATTACHMENT C

WORK PLAN

OFFICE OF INDIGENT LEGAL SERVICES

THIRD COUNSEL AT FIRST APPEARANCE

JANUARY 1, 2020 – DECEMBER 31, 2022

COUNTY OF SARATOGA

Goal: To make demonstrable and measurable improvements in the delivery of indigent defense services to eligible persons at a defendant’s first appearance before a judge.

Task #1

Provide funding to create an “On-Call” rotation of attorneys to provide representation at off-hour arraignments not currently covered to be administered by the Assigned Counsel Program (ACP) Administrator. For weekday coverage, attorneys will be paid a stipend of \$100 per day to be on-call (generally from 5:00 p.m. in the evening to 9:00 a.m. the following morning). For weekend and holidays, attorneys will be paid a stipend of \$250 per day to be on call (generally from 9 a.m. one day to 9 a.m. the following day). The funding will allow for at least two attorneys to be on-call.

Performance Measure:

- Number of defendants represented by defense counsel at their first appearance
- Compliance with statutory and constitutional law requiring defense representation at arraignment
- Improved quality representation as a result of representation at a critical point of the case

Program Location:

- Office of the Assigned Counsel Program, Saratoga County

Task #2

Provide funding to cover the mileage for the on-call ACP Attorneys reimbursed at the rate set annually by the IRS.

Performance Measure:

- Number of defendants represented by defense counsel at their first appearance

- Impact on case outcomes as a result of reimbursing attorneys for the costs incurred to travel to various courts throughout the county to provide representation at arraignment

Program Location:

- Office of the Assigned Counsel Program, Saratoga County

ATTACHMENT D

PAYMENT AND REPORTING SCHEDULE

THIRD COUNSEL AT FIRST APPEARANCE

I. PAYMENT PROVISIONS

In full consideration of contract services to be performed the State Agency agrees to pay and the contractor agrees to accept a sum not to exceed the amount noted on the face page hereof. All payments shall be in accordance with the budget contained in the applicable Attachment B form (Budget), which is attached hereto.

A. Advance Payment and Recoupment Language (if applicable):

1. The State Agency will make an advance payment to the Contractor, if requested in writing by Contractor, during the initial period, in the amount of twenty-five percent (25%) of the budget as set forth in the most recently approved applicable Attachment B form (Budget).
2. Recoupment of any advance payment shall be recovered by crediting (100%) of subsequent claims and such claims will be reduced until the advance is fully recovered within the contract period.
3. Scheduled advance payments shall be due in accordance with an approved payment schedule as follows:

Period: <u>n/a</u>	Amount: <u>n/a</u>	Due Date: <u>n/a</u>
Period: <u>n/a</u>	Amount: <u>n/a</u>	Due Date: <u>n/a</u>
Period: <u>n/a</u>	Amount: <u>n/a</u>	Due Date: <u>n/a</u>
Period: <u>n/a</u>	Amount: <u>n/a</u>	Due Date: <u>n/a</u>

B. Interim and/or Final Claims for Reimbursement

Claiming Schedule (select applicable frequency):

Quarterly Reimbursement

Due Date: Thirty (30) days from the end of each contract quarter, as follows:

- 1st Quarter: January 1st – March 31st
- 2nd Quarter: April 1st – June 30th
- 3rd Quarter: July 1st – September 30th
- 4th Quarter: October 1st – December 31st

- Monthly Reimbursement**
Due Date: _____
- Biannual Reimbursement**
Due Date: _____
- Fee for Service Reimbursement**
Due Date: _____
- Rate Based Reimbursement**
Due Date: _____
- Fifth Quarter Reimbursement**
Due Date: _____
- Milestone/Performance Reimbursement**
Due Date: _____
- Scheduled Reimbursement**
Due Date: _____

II. REPORTING PROVISIONS

A. Expenditure-Based Reports *(select the applicable report type):*

- Narrative/Qualitative Report**
The Contractor will submit, on a quarterly basis, not later than _____ days from the end of the quarter, the report described in Section III(G)(2)(a)(i) of the Master Contract.
- Statistical/Quantitative Report**
The Contractor will submit, on a quarterly basis, not later than _____ days from the end of the quarter, the report described in Section III(G)(2)(a)(ii) of the Master Contract.
- Expenditure Report**
The Contractor will submit, on a quarterly basis, not later than thirty (30) days after the end date for which reimbursement is being claimed, the report described in Section III(G)(2)(a)(iii) of the Master Contract.
- Final Report**
The Contractors will submit the final report as described in Section III(G)(2)(a)(iv) of the Master Contract, no later than ninety (90) days after the end of the contract period.

Consolidated Fiscal Report (CFR)¹

The Contractor will submit the CFR on an annual basis, in accordance with the time frames designated in the CFR manual. For New York City contractors, the due date shall be May 1 of each year; for Upstate and Long Island contractors, the due date shall be November 1 of each year.

B. Progress-Based Reports

1. Progress Reports

The Contractor shall provide the report described in Section III(G)(2)(b)(i) of the Master Contract in accordance with the forms and in the format provided by the State Agency, summarizing the work performed during the contract period (see Table 1 below for the annual schedule).

2. Final Progress Report

Final scheduled payment will not be due until ____ days after completion of agency's audit of the final expenditures report/documentation showing total grant expenses submitted by vendor with this final invoice. Deadline for submission of the final report is _____. The agency shall complete its audit and notify vendor of the results no later than _____. The Contractor shall submit the report not later than ____ days from the end of the contract.

C. Other Reports

The Contractor shall provide reports in accordance with the form, content and schedule as set forth in Table 1.

¹ The Consolidated Fiscal Reporting System is a standardized electronic reporting method accepted by the Office of Alcoholism & Substance Abuse Services, Office of Mental Health, Office for People with Developmental Disabilities and the State Education Department, consisting of schedules which, in different combinations, capture financial information for budgets, quarterly and/or mid-year claims, an annual cost report, and a final claim. The CFR, which must be submitted annually, is both a year-end cost report and a year-end claiming document.

TABLE I – REPORTING SCHEDULE

PROGRESS REPORT #	PERIOD COVERED	DUE DATE
<p align="center">#1</p> <p><i>(Refer to Attachment D. II. C. "Other Reports")</i></p>	<p align="center">First year of grant</p> <p><i>(Refer to Attachment C, Work Plan)</i></p>	<p align="center">90 days following end of first year</p>
<p align="center">#2</p> <p><i>(Refer to Attachment D. II. C. "Other Reports")</i></p>	<p align="center">Second year of grant</p> <p><i>(Refer to Attachment C, Work Plan)</i></p>	<p align="center">90 days following end of second year</p>
<p align="center">#3</p> <p><i>(Refer to Attachment D. II. C. "Other Reports")</i></p>	<p align="center">Third year of grant</p> <p><i>(Refer to Attachment C, Work Plan)</i></p>	<p align="center">90 days following end of third year</p>

III. SPECIAL PAYMENT AND REPORTING PROVISIONS