

PUBLIC SAFETY COMMITTEE MEETING MINUTES
OCTOBER 26, 2021

PUBLIC SAFETY COMMITTEE MEMBERS PRESENT: Ward, Hogan, Haff, Hicks, O'Brien, Clary, Rozell

PUBLIC SAFETY COMMITTEE MEMBERS ABSENT: None

SUPERVISORS: Hall, Henke, Fedler, Ferguson, Campbell

Debra Prehoda, Clerk

Daniel Martindale, Deputy County Attorney

Melissa Fitch, County Administrator

Al Nolette, County Treasurer

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – September 28, 2021
3. Department Reports/Requests:
 - A. Coroners
 - 1) Contract Renewals
 - a) Hudson Headwaters – Coroners' Physician
 - b) NMS Laboratory – Toxicology Services and Waiver Request
 - 2) Request for Resolution – Set Rates for Transport to Amsterdam
 - B. Sheriff
 - 1) Renewal of Contract – NYSDOCCS – Jail Food Service
 - C. District Attorney
 - 1) Forensic Pathology/Autopsy Services
 - D. Code Enforcement
 - 1) Software Update
 - E. Probation
 - 1) Request Budget Amendment – Purchase of Radios – A.3140.121 to A.3140.2090 \$9,000
 - F. Public Safety
 - 1) Request for Resolution – Grant Funds Recognition
 - G. Public Defender
 - 1) Request to Backfill – Part-time Attorney
4. Other Business
5. Adjournment

Chairman Ward called the meeting to order at 1:05 P.M.

A motion to accept the minutes of the September 28, 2021 meeting was moved by Mr. O'Brien, seconded by Mr. Hicks, and adopted.

DEPARTMENT REPORTS /REQUESTS:

DISTRICT ATTORNEY – Tony Jordan, District Attorney, addressed the following item:

- Forensic Pathology - The District Attorney stated the Governor's executive order requires people working in a medical facility to be vaccinated and the forensic pathologist used by the County, Dr. Sikirica, is not vaccinated and now without his services and looking into a solution. Deaths that have a potential criminal component, the autopsy will likely either have to go to Binghamton or Nassau County. Various agencies and entities are working together for a regional solution. Glens Falls Hospital will continue to allow use of their refrigeration unit in their morgue for criminal cases pending autopsy.

CORONERS:

- Coroner Lemieux has made arrangements for non-criminal autopsies to go to Amsterdam, Dr. Schwartz. The body is transported to St. Mary's Hospital in Amsterdam for the autopsy, wait for the autopsy to be completed and transport back to the funeral home. He is unsure what Dr. Schwartz's fee is going to be and he should be able to perform the vast majority of the County's autopsies; non-forensic autopsies. Glens Falls Hospital is going to allow the

County to use their cooler free of charge until the end of December. Dr. Sikirica is currently performing autopsies at Saratoga Hospital but only for Saratoga County residents.

- Contract Renewals:
 - Hudson Headwaters – Coroners’ Physician – Dr. Gallagher is the Coroner’s physician and his contract expires at year-end. This is a two year contract and the new contract terms have not been received to date. A motion to move Coroner’s Physician contract to the Finance Committee for consideration was moved by Mrs. Clary, seconded by Mr. O’Brien, and adopted. Procurement policy waiver approved, see below.
 - NMS Laboratory – Toxicology Services and Waiver Request – The County currently contracts with NMS for Coroner laboratory services. They have provided a new two year contract with the new fees included and it has been reviewed by the County Attorney. A motion waive the procurement policy to move forward with the NMS Laboratory contract and also waive procurement policy for the Hudson Headwaters Coroners’ Physician contract was moved by Mr. Hicks, seconded by Mrs. Clary, and adopted.
- Set Rates for Autopsy Transport to Amsterdam – Suggested to start at \$400 and come back to committee if that is not sufficient. A motion to set autopsy transportation rate to Amsterdam at \$400 was moved by Mr. Hicks, seconded by Mrs. Clary, and adopted.
- Move Coroners to Public Safety – Chairman Ward stated he has spoken with the County Administrator and Deputy Public Safety Director about moving the administrative work associated with the Coroners to Public Safety where they will process the vouchers, handle the paperwork storage, order their supplies and also for office space. They would also be a 24-hour point of contact for the Coroners. Currently some of the Coroners administrative duties are in Public Health and in the Clerk of the Board’s Office. Chairman Ward stated that Public Safety has indicated it would not be an extra burden to handle the administrative matters for the Coroners and the whole administrative process would be in one area. Tim Hardy, Deputy Director of Public Safety, stated they could certainly be a resource for the Coroners and would gladly help them out. The County Administrator stated she has spoken with Coroner Lemieux about finding office space for the Coroners’ Office and will now look for a space closer to Public Safety. The Treasurer sees no harm in centralizing because the vouchers eventually end up with the Clerk of the Board’s Office for pre-auditing. Chairman Ward stated this change was brought forward due to the change with the forensic pathologist and the changes with the normal pathologist and there was a lot of confusion and communication was not good creating a lot of bumps along the way and the need to centralize became apparent because it did not seem like a smooth process and things were not happening quick enough. Chairman Ward stated the Coroners previously held quarterly meetings and those meeting are not taking place and issues are not getting discussed. Mrs. Fedler stated it seems a group discussion with the departments involved needs to happen prior to the committee recommending any changes. Chairman Ward would like the Coroners to discuss designating a team leader or a point of contact to talk to and the other Coroners could come forward with input at any time but it is difficult to reach out to four different people. Bringing issues through one person would be a great help with the communications. He would like the Coroners to talk about a way to communication better with the Public Safety Committee and Board. Chairman Ward will send an email out to the Coroners about how can communication be improved. The District Attorney stated there used to be at least periodic meeting and a representative from his office would attend. Coroner Lemieux stated the Coroners are elected officials not part of a department and should come to the committee/board with suggestions on how to address items, they are the trained professionals in this field. Chairman Ward stated this is not to step in and interfere with how

the Coroners do their business. The communication is to know what the Coroners need, not to take away their authority.

CODE ENFORCEMENT – John Graham, Administrator, addressed the following item:

- Software Update – First meeting held with the software company working on their new program and believes the process will move quicker than originally thought possibly live by the end of January.

SHERIFF – Sheriff Murphy addressed the following items:

- Renewal of Contract – NYSDOCCS – Jail Food Service – Requesting to renew a five year contract with the State Department of Corrections for food products for the jail and this is a budgeted expense. A motion to approve five-year contract with NYSDOCCS for jail food products and waive the procurement policy was moved by Mr. Hicks, seconded by Mr. O'Brien, and adopted. Mrs. Clary opposed.
- Staffing Request – The Jail has two part Assistant Cook vacancies and he is requesting to abolish the two part time Assistant Cook positions at grade 6 and create one full time Cook position at a grade 8. A motion to forward staffing request to the Personnel Committee to amend the Staffing Pattern for the Jail to delete two (2) part time Assistant Cooks and add one (1) full time Cook was moved by Mr. O'Brien, seconded by Mr. Hicks, and adopted.

PROBATION – Dan Boucher, Director, addressed the following item:

- Budget Amendment – Purchase of Radios – A.3140.121 to A.3140.2090 \$9,000 – Requesting to purchase eleven (11) portable radios. A motion to approve purchase of eleven portable radios, and forward budget amendment transferring \$9,000 from A.3140.121 personal services to A.3140.2090 equipment to the Finance Committee was moved by Mr. O'Brien, seconded by Mrs. Clary, and adopted.

PUBLIC SAFETY – Tim Hardy, Deputy Director, addressed the following items, handout attached:

- Resolutions to Recognize Grant Funding:
 - FY2021 Emergency Management Performance Grant (EMPG) \$28,078. This has a 50% match and they utilize Emergency Management personnel as the matching funds. A motion to amend budget to recognize FY2021 Emergency Management Performance Grant in the amount of \$28,078 was moved by Mr. O'Brien seconded by Mrs. Clary and adopted.
 - 2020 Statewide Interoperable Communications Grant (SICG) \$728,008. This is the grant that has funded all of their radio system project upgrades without using local funds. A motion to amend budget to recognize 2020 Statewide Interoperable Communication grant in the amount of \$728,000 was moved by Mr. O'Brien, seconded by Mrs. Clary, and adopted.
 - Updates on Radio System Communications Projects:
 - Continuing to work on migrating all main frequencies to a simulcast system – DPW next to migrate;
 - Working on bringing on an additional transmit/receive site for our main channels; and
 - Replacement of county-owned Public Safety radio communications equipment – working with Sheriff's portable radios and those in Sheriff's patrol vehicles.

- EMS Support & Sustainability Research Project Update – Survey went out this morning and working on setting up meetings/discussions with other counties.

ALTERNATIVE SENTENCING – Mike Gray, Director, addressed the following items:

- Update on Community Projects – Completed big painting project at Easton town hall, raking projects, and last bit of painting at Georgi Museum

PUBLIC DEFENDER – Michael Mercure, Director, addressed the following item with the committee:

- Backfill Part-time Attorney – Requesting to backfill a vacant part time Attorney/Public Defender position. A motion to forward backfill, part time Attorney (Public Defender), to the Personnel Committee was moved by Mr. Hicks, seconded by Mrs. Clary, and adopted.

OTHER BUSINESS: None.

A motion to adjourn was moved by Mr. O'Brien, seconded by Mrs. Clary, and adopted. The meeting adjourned at 2:20 P.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors

DEPARTMENT OF PUBLIC SAFETY



EMERGENCY MANAGEMENT * COMMUNICATIONS * FIRE * EMS * HAZMAT

383 BROADWAY – BUILDING B, FORT EDWARD, NY 12828 ● PHONE (518)747-7520 FAX (518)746-2157 TDD (518)746-2146 ● WWW.WASHINGTONCOUNTYNY.GOV

PUBLIC SAFETY COMMITTEE REPORT

OCTOBER 26, 2021

RECOGNITION OF GRANT PROGRAM FUNDS / UPDATES

- FY2021 Emergency Management Performance Grant (EMPG) Grant Award Received – Counties received notification their Emergency Management offices were awarded their annual FY2021 EMPG (Emergency Management Performance Grant) grant program. We received notification on October 12, 2021 we were awarded \$28,078.00, to be allocated in accordance with the grant guidance and requirements. The EMPG grant series is federal funding administered by the state and carries a 50% match (we utilize Emergency Management personnel as the matching funds). We are requesting acknowledgement of the award and the funding to be allocated accordingly with our grant budget program. *A copy of the Award Letter and Resolution Data Form with the funding allocations are attached.*
- 2020 Statewide Interoperable Communications Grant (SICG) Formula Based – Grant Award Received - Counties received notification their Emergency Management / Emergency Communications offices were awarded their annual FY2020 SICG (Statewide Interoperable Communications Grant) Formula-based grant program. We received notification on September 28, 2021 we were awarded \$728,008.00, to be allocated in accordance with the grant guidance and requirements. The SICG program allows for the State support to aid counties in enhancing emergency response communications, the funding is state administered and it is a 100% reimbursement grant. We are requesting acknowledgement of the award and the funding to be allocated accordingly with our grant budget program. *A copy of the Award Letter and Resolution Data Form with the funding allocations are attached.*
- Public Safety Radio System Communications Project Updates – We are continuing to progress our work on our Public Safety radio system, migrating all of our main frequencies to a simul-cast system. Work has been delayed on the migration of our Public Works channel to the simul-cast system due to the delay in receiving equipment, with the equipment in-hand, we are moving forward this week! Additionally, we are continuing work on additional radio system projects, including bringing on an additional transmit/receive site for our main channels and replacement of county-owned Public Safety radio communications equipment.

EMS SUPPORT & SUSTAINABILITY RESEARCH PROJECT (UPDATE)

As tasked at the last Public Safety Committee Meeting, we have been working to produce a survey covering a number of areas (coverage area, membership/staffing, financial, strengths/concerns, other) of all of the Emergency Medical Services agencies within the county. Formation of the survey has been completed and was deployed electronically (correspondence via mail to follow) to all of the EMS Agency Captains this morning. We will continue gathering the information from the agencies, compiling the accompanying data from our Communications Center and gathering information and data from counties in similar situations or with any level of county supported EMS programs. We will continue to update the Committee on the progress of the project and will provide a finalized report out when research has been completed.

Respectfully Submitted,

Glen P. Gosnell
Director

Timothy R. Hardy
Deputy Director

Bruce K. Mason
EMS Coordinator

Glenn E. Bristol
Fire Coordinator





**Homeland Security
and Emergency Services**

KATHY HOCHUL
Governor

October 12, 2021

The Honorable Samuel Hall
Chair, Washington County Board of Supervisors
383 Broadway
Fort Edward, NY 12828

Dear Mr. Hall:

I am pleased to inform you that Washington County is awarded \$28,078 under the FY2021 Emergency Management Performance Grant (EMPG). 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.

The performance period for this grant is from October 1, 2020 through September 30, 2023. DHSES grants management staff will work with your designated EMPG 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

cc: Glen Gosnell, Director, Washington County Public Safety



RESOLUTION DATA FORM

For 11/19/2021 BOS Meeting

1. Committee: PUBLIC SAFETY

2. Date of Meeting: 10/26/2021

3. Department: PUBLIC SAFETY

4. Purpose of Resolution: Accept funding award of FY21 EMPG (Emergency Management Performance Grant) and allocate funding accordingly

5. If Contract Authorization is Requested:
 - a. Name of Contractor: N/A
 - b. Address of Contractor: N/A
 - c. Effective Date: N/A d. Termination Date: N/A
 - e. Payment Provisions: N/A
 - f. How funds are provided (i.e., budget appropriation, capital project, etc., including code and title):
 - g. Total Dollar Amount Involved:
 - h. Is this a new contract or a renewal:

6. If Budget Amendment is Requested:
 - a. Purpose of Amendment: To acknowledge award of the Emergency Management Performance Grant and allocate funding accordingly in the 2021 Budget
 - b. Appropriation Code(s) to be Amended (include amount):
- A.3640.2625.99 – Allocate \$ 18,778.00
- A.3640.4625.01 – Allocate \$ 9,300.00
 - c. Revenue Code (s) to be Amended (include amount):
- A.3640.4305 – Recognize \$ 28,078.00

7. Other: Grant Award Letter received on October 12, 2021



Homeland Security
and Emergency Services

KATHY HOCHUL
Governor

PATRICK A. MURPHY
Commissioner

September 28, 2021

The Honorable Samuel Hall
Chair, Washington County Board of Supervisors
383 Broadway, Building B
Fort Edward, NY 12828

Dear Mr. Hall,

I am pleased to announce that Washington County has been awarded \$728,008 under the New York State 2020 Statewide Interoperable Communications Grant Program (2020 SICG-Formula). This program, administered by my agency, allows for the State support to aid county, local and municipal public safety organizations in enhancing emergency response, improving capability, improvements in governance structures, operating procedures, infrastructure development, and addressing SAFECOM guidance from the U.S. Department of Homeland Security Office of Emergency Communications (OEC). The 2020 SICG-Formula Program will concentrate on improving interoperability and operability of communications systems in New York State. Your participation in this program is another example of the successful partnerships we have been developing for public safety and emergency preparedness across the State.

The performance period for the 2020-SICG-Formula grant will be 24 months, beginning January 1, 2021 – December 31, 2022, with the possibility of an extension based upon a good cause shown and ample justification for needing additional time. Expenses that you wish to claim must occur within that period. In order to provide these funds to you as quickly as possible, we will need to gather budget information within 45 calendar days from the date of this letter that reflects the award amount. Our Grants Program Administration staff will work with your designated SICG point of contact to provide additional administrative guidance and to develop a grant contract.

On behalf of Governor Kathy Hochul, the Division of Homeland Security and Emergency Services remains committed to providing outstanding support in the administration of “*your public safety first*” responder initiatives. Please feel free to contact me if you have any questions, at 518-242-5000, or my Office of Interoperable and Emergency Communications (OIEC) Deputy Director, Brett Chellis, at 518-322-4911.

Thank you for your cooperation in this public safety endeavor.

Sincerely,

Patrick A. Murphy
Commissioner

cc: Mr. Glen Gosnell, Director
Washington County Department of Public Safety



RESOLUTION DATA FORM

For 11/19/2021 BOS Meeting

1. Committee: PUBLIC SAFETY

2. Date of Meeting: 10/26/2021

3. Department: PUBLIC SAFETY

4. Purpose of Resolution: Accept funding award of the NYS 2020 Statewide Interoperable Communications Grant Program (2020 SICG-Formula) and allocate funding accordingly within our grant budget

5. If Contract Authorization is Requested:
 - a. Name of Contractor: N/A
 - b. Address of Contractor: N/A
 - c. Effective Date: N/A d. Termination Date: N/A
 - e. Payment Provisions: N/A
 - f. How funds are provided (i.e., budget appropriation, capital project, etc., including code and title):
 - g. Total Dollar Amount Involved:
 - h. Is this a new contract or a renewal:

6. If Budget Amendment is Requested:
 - a. Purpose of Amendment: To acknowledge award of the 2020 SICG-Formula Grant and allocate funding accordingly
 - b. Appropriation Code(s) to be Amended (include amount):
- H123.3640.2625.99 (Equipment): \$549,008
- H123.3640.4625.99 (Other): \$104,000
 - c. Revenue Code (s) to be Amended (include amount):
- Code to be assigned by Treasurer: \$728,008

7. Other: Grant award notification received and brought to Public Safety on October 26, 2021