



**ST. LAWRENCE COUNTY
OPERATIONS COMMITTEE AGENDA
MS. RITA CURRAN, CHAIR
MONDAY, DECEMBER 9, 2024
BOARD ROOM AND VIA YOUTUBE
5:30 PM**



RUTH A. DOYLE
County Administrator

DAVID FORSYTHE
Chair, Board of Legislators

1. CALL TO ORDER AND APPROVAL OF AGENDA

2. APPROVAL OF MINUTES – November 18, 2024

3. BOARD OF ELECTIONS – JENNIE BACON AND TOM NICHOLS

- A. Authorizing the Chair to Sign a Contract with NTS Data Services for Voter Registration Renewal, Signature Digitization, Full Document Imaging, Election Reporting, and Interface Messaging System Maintenance for the Board of Elections (Res)

4. DISTRICT ATTORNEY – GARY PASQUA

- A. Authorizing the Chair to Sign a Federal Equitable Sharing Program Agreement and Annual Certification Report (Res)

5. SHERIFF – PATRICK ENGLE

- A. Modifying the 2024 Budget for the Sheriff's Office for Related Expenses that have Exceeded the Budget (Res)
- B. Authorizing the Continuation of the School Resource Officer Program with the School Resource Deputy (SRD) Model and Piloting a Six-Month Cost-Share Agreement with the Heuvelton Central School District (Res)
- C. Authorizing the Creation of Special Patrol Officer Positions for the Sheriff's Office (Res)

6. EMERGENCY SERVICES - MATT DENNER

- A. Status Update on Review of EMS Response Times and Recommendation about a Countywide Certificate of Need (CON) by Rick Rusaw, Deputy Director, Emergency Services (Discussion)

7. COUNTY ADMINISTRATOR'S REPORT – RUTH DOYLE

- A. Modifying the 2024 Budget for the County Administrator's Office for the Fourth (4th) Counsel at First Appearance (CAFA) Grant for 2023-2025 for Indigent Defense (Res)

8. COMMITTEE REPORTS

- A. Agriculture & Farmland Protection Board (Denesha)
- B. Alternative to Incarceration Board (Burke)
- C. Board of Trustees for Supreme Court Library (Haggard)
- D. Emergency Medical Services Advisory Board (Curran)
- E. Environmental Management Council (Terminelli)
- F. Fire Advisory Board (Denesha)
- G. Jury Board (Sheridan)
- H. Local Government Task Force (Curran)
- I. Planning Board (Fay)

9. OLD/NEW BUSINESS

10. EXECUTIVE SESSION

- A. Litigation
- B. Negotiations
- C. Personnel
- D. Appointments

11. ADJOURNMENT – If there is no further business.

January 2, 2025

Operations Committee: 12-9-2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NTS DATA SERVICES
FOR VOTER REGISTRATION RENEWAL, SIGNATURE DIGITIZATION, FULL
DOCUMENT IMAGING, ELECTION REPORTING, AND INTERFACE MESSAGING
SYSTEM MAINTENANCE FOR THE BOARD OF ELECTIONS**

By Ms. Curran, Chair, Operations Committee

WHEREAS, Resolution No.163-2007 approved the purchase and original contract for this system, and

WHEREAS, the Board of Elections would like to continue maintenance and support services related to voter registration, signature digitization, full document imaging, election reporting and interface messaging with NTS Data Services (E1014504 42004) for a contract period of January 1, 2025, through December 31, 2027, and

WHEREAS, NTS Data Services has the knowledge, expertise, required software, associated technology, and services to provide a quality solution for the needs of the Board of Elections,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the contract with NTS Data Services for voter registration renewal, signature digitization, full document imaging, election reporting and interface messaging system maintenance and support agreement with NTS Data Services, upon the approval of the County Attorney.

January 2, 2025

Operations Committee: 12-9-2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A FEDERAL EQUITABLE SHARING
PROGRAM AGREEMENT AND ANNUAL CERTIFICATION REPORT**

By Ms. Curran, Chair, Operations Committee

WHEREAS, the United States Department of Justice requires that the St. Lawrence County District Attorney's Office file an annual Federal Equitable Sharing Program Agreement and Certification Report to be eligible to submit requests for federally forfeited property or proceeds, and

WHEREAS, the Agreement is entered into by the United States Department of Justice, the County of St. Lawrence, and the St. Lawrence County District Attorney's Office (J4011654 49900 DEA),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Federal Equitable Sharing Program Agreement and Annual Certification Report, and any subsequent amendments, upon approval of the County Attorney.

January 2, 2025

Operations Committee: 12-9-2024

RESOLUTION NO.

**MODIFYING THE 2024 BUDGET FOR THE SHERIFF'S OFFICE FOR RELATED
EXPENSES THAT HAVE EXCEEDED THE BUDGET**

By Ms. Curran, Chair, Operations Committee

WHEREAS, the Sheriff's Office has exceeded the budget in various accounts for 2024,
and

WHEREAS, departments are requested to find funds in existing accounts before
requesting contingency funds, and

WHEREAS, the expenses that have exceeded the budget are due to two significant car
repairs, fuel charges, postage fees from the Civil Office, and travel expenses due to increased
training throughout the year,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes
the Treasurer to modify the 2024 Budget for the Sheriff's Office for related expenses that have
exceeded the budget, as follows:

INCREASE REVENUE:

S1015895 55000	S Other Public Safe Dept Inc	\$1912
S1022605 55000	S LR Crim Transportation Prison	728
S4022645 550SR	S LR JAIL State Readies	9,200
S4026835 550WC	S LR W/C Reimbursement Salary	11,156
S5022645 5500CO	S IH County Inmate Housing	28,771
S6043895 57000 DGTF	S FA Drug Task Force	<u>1,026</u>
		\$52,793

DECREASE APPROPRIATIONS:

S4031502 25000	S JAIL Technical Equipment	\$21,390
S4031504 45300	S JAIL Uniforms & Equipment	<u>4,317</u>
		\$25,707

INCREASE APPROPRIATIONS:

S1031104 44001	S CRIM Automotive Expenses	\$17,500
S1031104 44100	S CRIM I/D Fuel Charges	48,000
S1031104 44500	S CRIM Other Travel	8,500
S2031104 42402	S CIVIL I/D Postage	<u>4,500</u>
		\$78,500

January 2, 2025

Operations Committee: 12-9-2024

RESOLUTION NO.

AUTHORIZING THE CONTINUATION OF THE SCHOOL RESOURCE OFFICER PROGRAM WITH THE SCHOOL RESOURCE DEPUTY (SRD) MODEL AND PILOTING A SIX-MONTH COST-SHARE AGREEMENT WITH THE HEUVELTON CENTRAL SCHOOL DISTRICT

By Ms. Curran, Chair, Operations Committee

WHEREAS, Resolution No. 8-2022, adopted January 3, 2022, authorized the Chair to sign contract(s) and established a School Resource Officer Program through the School Resource Deputy (SRD) model with St. Lawrence County School Districts, and

WHEREAS, an agreement was reached with the Heuvelton Central School District to provide a School Resource Deputy on January 1, 2023 and this initial agreement ends on December 31, 2024, and

WHEREAS, the County and the District have expressed mutual interest in continuing the Program and looking at piloting a cost-sharing model for the next contract period that includes the provision of a School Resource Deputy (SRD) and this pilot would be a period of six (6) months beginning January 1, 2025, through June 30, 2025, and

WHEREAS, the cost share concept would require that the School pay for the days the Deputy is working in the District and the County will pay for the days (vacations/breaks/etc,) that the Deputy is returned to the Road Patrol to support public safety operations county wide, and

WHEREAS, the trial basis for this model is intended to provide both the school districts, BOCES, and the County with a better method for the cost being borne by the entity receiving the benefit of the service, and

WHEREAS, the Heuvelton Central School District will continue to maintain responsibility for costs associated with overtime and the expenses for the exclusive benefit of the School District, and

WHEREAS, the Committee assembled to review these matters will provide the Board of Legislators with the analysis and the update with an understanding that if this model is maintained, the County will consider the option for cost sharing to be made available to all districts in the County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an agreement for the continuation of the School Resource Officer Program with the School Resource Deputy (SRD) Model and piloting a six-month cost-share with the Heuvelton Central School District, and

BE IT FURTHER RESOLVED that the trial period will from January 1, 2025 through June 30, 2025, and

BE IT FURTHER RESOLVED upon a successful pilot period, and approval by the Board of Legislators, the option for cost sharing a School Resource Deputy (SRD) will be made available to all school districts where staffing will allow, in St. Lawrence County.

January 2, 2025

Operations Committee: 12-9-2024

RESOLUTION NO.

**AUTHORIZING THE CREATION OF PART TIME SPECIAL PATROL OFFICER
POSITIONS FOR THE SHERIFF'S OFFICE**

By Ms. Curran, Chair, Operations Committee

WHEREAS, where practicable, St. Lawrence County has a need and interest in providing for the public safety of its buildings and school districts across the County, and

WHEREAS, currently the Sheriff's Office is engaged in providing security in three (3) of seventeen (17) school districts across the County in the School Resource Deputy (SRD) model, and

WHEREAS, additionally, the County has a contract for security services at the Harold B. (HB) Smith Building in Canton that houses the Department of Social Services Offices, and

WHEREAS, in the ongoing analysis of operational efficiency and efforts to ensure responsible stewardship of taxpayers' dollars, the County would like to pilot a new model of security and make an effort to control costs and improve efficiency for internal security, and

WHEREAS, in early 2025, the contract will be expiring with the current provider of security at the HB Smith Building, and the opportunity to pilot a new model with part-time Special Patrol Officer(s) is of interest prior to implementing the Special Patrol Officer model in the School Resource Officer Program with School Districts across St. Lawrence County, and

WHEREAS, the initial location of these Officers would be at the HB Smith Building and after six (6) months or sufficient time for evaluation, increase in available staff, and an update to the Board of Legislators, this could be another option for interested school districts, and

WHEREAS, the request would include four (4) part-time Special Patrol Officer Positions filled appropriately through NYS Civil Service regulations and a bank of per diem hours in the Sheriff's Office, and the job specification requires that to qualify for this position the individual must be retired law enforcement and/or corrections and would report directly to the Sheriff,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the creation of four (4) part-time Special Patrol Officer Positions, in a part-time capacity, for the Sheriff's Office, and

BE IT FURTHER RESOLVED that this part-time Title will be a part of the Management/Confidential and unrepresented group of employees at the County with a rate of pay of \$35.19/hour with intention to provide annual increases to maintain equity with the hourly rate of a Deputy Sheriff at the top step.

January 2, 2025

Operations Committee: 12-9-2024

RESOLUTION NO.

**MODIFYING THE 2024 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE
FOR THE FOURTH (4TH) COUNSEL AT FIRST APPEARANCE (CAFA) GRANT
FOR 2023-2025 FOR INDIGENT DEFENSE**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, Resolution No. 280-2024 authorized the Chair to Sign a Contract with the New York State Office of Indigent Legal Services for the Fourth (4th) Counsel at First Appearance (CAFA) Grant for 2023-2025, upon approval of the County Attorney, and

WHEREAS, this contract grants the indigent defender providers a total of \$712,395.74 over three years, \$90,161 of which is allocated for the Office of Indigent Defense in 2024, and

WHEREAS, these funds are budgeted in the 2024 Budget for the Conflict Defender and Public Defender, but not in the current 2024 Budget for the Office of Indigent Defense,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2024 Budget for the County Administrator's Office for the Fourth (4th) Counsel at First Appearance (CAFA) Grant for 2023-2025 for Indigent Defense, as follows:

INCREASE APPROPRIATIONS:

IA011704 430CC CFA	IA AC Criminal Cases CFA Grant	\$84,761
IA011704 44300 CFA	IA AC Mileage Reimbursement	<u>\$5,400</u>
		\$90,161

INCREASE REVENUE:

IA030895 56000 CFA	CFA Grant State Aid	\$90,161
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