

St. Lawrence County
BOARD OF LEGISLATORS
48 Court Street, Court House
Canton, New York 13617-1169
(315) 379-2276
FAX (315) 379-2463

RUTH A. DOYLE
County Administrator

WILLIAM J. SHERIDAN
Chair, Board of Legislators

OPERATIONS COMMITTEE AGENDA
MS. RITA CURRAN, CHAIR
MONDAY, NOVEMBER 8, 2021
*****BOARD ROOM AND LIVE VIA YOUTUBE*****
***** 5:30 P.M. *****

****PURSUANT TO THE STATE OF EMERGENCY EXECUTIVE ORDER 202.1 ARTICLE 7, SUSPENSION OF LAW ALLOWING THE ATTENDANCE OF MEETINGS TELEPHONICALLY OR OTHER SIMILAR SERVICE****

1. CALL TO ORDER AND APPROVAL OF AGENDA

2. APPROVAL OF MINUTES – October 18

3. NATIONAL REGISTRY FOR COUNTY BUILDINGS – Nancy Lafaver, County Historian; Christine Bush, Preservation Services Director, Adirondack Architectural Heritage (AARCH); and Randy Crawford, Crawford & Stearns Architects and Preservation Planners, PLLC

4. EMERGENCY SERVICES – MATT DENNER

- A. Authorizing the Chair to Sign a Contract with New York State Office of Homeland Security for a FY21 Emergency Management Performance Grant (Res)
- B. Authorizing the Chair to Sign a Contract with NYS Division of Homeland Security and Emergency Services Office of Interoperable and Emergency Communications for a FY20 Statewide Interoperable Communications Formula Grant and Modifying the 2021 Budget for Emergency Services (Res)
- C. Authorizing the Chair to Sign a Contract with Intrado Life & Safety Solutions Corporation for 911 Systems and Professional Services (Res)
- D. Emergency Services Supplemental Plan (Discussion)

5. PLANNING – JASON PFOTENHAUER

- A. Modifying the 2021 Budget for the Planning Office for Community Development Block Grant (CDBG) Coronavirus Aid, Relief, and Economic Security Act (CARES) Funds (Res)
- B. Authorizing the Chair to Sign a Sub-Recipient Agreement with the North Country Housing Council, Inc. for the Delivery of the SLC CARES Housing Rehabilitation Program (Res)
- C. DOT Funding for Transit (Discussion)

6. PUBLIC DEFENDER – JAMES MCGAHAN

- A. Authorizing the Chair to Sign a Memorandum of Understanding with Deason Criminal Justice Reform Center at Southern Methodist University Dedman School of Law to Participate in the Gauging Improvement in Defense Efforts and Outcomes in New York (Gideon) Project (Res)
- B. Authorizing the Chair to Sign a Contract with the New York State Division of Criminal Justice Services to Accept the Aid to Defense Grant for October 1, 2019 through September 30, 2020 (Res)
- C. Authorizing the Chair to Sign a Contract with the New York State Division of Criminal Justice Services to Accept the Aid to Defense Grant for April 1, 2021 through March 31, 2022 (Res)
- D. Authorizing the Chair to Sign an Amended Contract with New York State Indigent Legal Services for the Provision of Funding Associated with the Implementation of Senate Bill S.8114 and Assembly Bill A.10706, “An Act to Amend the County Law, the Executive Law and the State Finance Law, in Relation to Indigent Defense Services” (Res)

7. BOARD OF ELECTIONS – JENNIE BACON AND TOM NICHOLS

- A. Authorizing the Chair to Sign a Contract with NTS Data Services for Renewing Voter Registration, Signature Digitization, Full Document Imaging, Election Reporting and Interface Messaging System Maintenance and Support for the Board of Elections (Res)
- B. Authorizing the Chair to Sign a Contract with Info Tech Research Group for IT Research and Advisory Services to Comply with Cyber Security Regulations for the Board of Elections (Res)
- C. Authorizing the Chair to Sign a Contract with Network Experts of New York, Inc., for Network Segmentation in Order to Comply with Cyber Security Regulations for the Board of Elections (Res)

8. PROBATION – TIM LEPAGE

- A. Authorizing the Chair to Sign an Agreement with Language Line Services, Inc. to Provide Interpretation Services for St. Lawrence County (Res)

9. HUMAN RESOURCES – JONNIE DOROTHY

- A. Authorizing the Chair to Sign a Contract with Burnham Benefit Advisors for Health Care Consulting and Related Actuarial Services (Res)
- B. Authorizing the Chair to Sign a Contract with Public Safety Psychology, PLLC, for Psychological Evaluations for Police Officers and Deputies (Res)

10. SHERIFF – BROOKS BIGWARFE

- A. Authorizing the Chair to Sign a Contract for a FY21 Operation Stonegarden Program (OPSG) Grant from New York State Division of Homeland Security and Modifying the 2021 Budget for the Sheriff’s Office (Res)

11. COUNTY ADMINISTRATOR'S REPORT

12. VACANCY REVIEW COMMITTEE – RUTH DOYLE

- A. Summary (Info)
- B. Sheriff
 - 1. Abolish Civil Account Clerk, Create and Fill Account Clerk – Unit/Criminal Position No. 100100046
- C. Emergency Services
 - 1. Fill, Secretary 1, Position No. 005100035
- D. Public Defender
 - 1. Fill, Assistant Public Defender, Position No. 002140010
 - 2. Fill, Assistant Public Defender, Position No. 002140011

13. 2022 TENTATIVE BUDGET REVIEW

- A. Overview of 2022 Tentative Budget
- B. Board of Elections
- C. Conflict Defender
- D. County Clerk
- E. District Attorney
- F. Emergency Services
- G. Governmental Services
- H. Human Resources
- I. Information Technology
- J. Planning
- K. Probation
- L. Public Defender
- M. Sheriff

14. COMMITTEE REPORTS

- A. Agriculture & Farmland Protection Board (Denesha)
- B. Alternatives to Incarceration Board (Burke)
- C. Board of Trustees for Supreme Court Library (Fiacco)
- D. Emergency Medical Services Advisory Board (Curran)
- E. Environmental Management Council (Terminelli)
- F. Fire Advisory Board (Denesha)
- G. Intercounty Legislative Committee (Curran)
- H. Jury Board (Sheridan)
- I. Planning Board (Fay)

15. OLD/NEW BUSINESS

- A. Adopting Proposed Local Law D (No.____) for the Year 2021, “Reapportioning Fifteen (15) Legislative District in St. Lawrence County” (Res)

16. EXECUTIVE SESSION

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

17. ADJOURNMENT – If there is no further business.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NEW YORK STATE
OFFICE OF HOMELAND SECURITY FOR A FY21 EMERGENCY MANAGEMENT
PERFORMANCE GRANT**

By Ms. Curran, Chair, Operations Committee

WHEREAS, funding for the FY2021 Emergency Management Performance Grant (EMPG) is provided by the U.S. Department of Homeland Security Federal Emergency Management Agency (FEMA) and is administered by the NYS Division of Homeland Security, and

WHEREAS, a grant in the amount of \$45,867 has been awarded to the Office of Emergency Services (X2043055 57000) for a contract period of October 1, 2020 through September 30, 2023, and

WHEREAS, this FY21 EMPG Grant will be utilized to offset salaries for administrative staff within the Office of Emergency Services,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with New York State Office of Homeland Security for a FY21 Emergency Management Performance Grant, upon approval of the County Attorney.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NYS DIVISION OF
HOMELAND SECURITY AND EMERGENCY SERVICES OFFICE OF
INTEROPERABLE AND EMERGENCY COMMUNICATIONS FOR A FY20
STATEWIDE INTEROPERABLE COMMUNICATIONS FORMULA GRANT AND
MODIFYING THE 2021 BUDGET FOR EMERGENCY SERVICES**

By Ms. Curran, Chair, Operations Committee

WHEREAS, the NYS Division of Homeland Security and Emergency Services Office of Interoperable and Emergency Communications has awarded a grant of \$806,143 to the Office of Emergency Services which concentrates on improving interoperability and operability of communication systems in New York State with a contract period of January 1, 2021 to December 31, 2022, and

WHEREAS, this grant allows the State to provide aid to 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 US Department of Homeland Security Office of Emergency Communications,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with NYS Division of Homeland Security and Emergency Services Office of Interoperable and Emergency Communications for a FY20 Statewide Interoperable Communications Formula Grant, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2021 Budget for the Office Emergency Services, as follows:

INCREASE APPROPRIATIONS:

X2Z36402 25000 20SI	OHS FY20 SICG Technical Equipment	\$706,143
X2Z36404 43007 20SI	OHS FY20 SICG Other Fees & Services	<u>100,000</u>
		\$806,143

INCREASE REVENUE:

X2Z33895 56000 SI	X SI State Aid	\$806,143
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BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budgets until fully expended.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH INTRADO LIFE & SAFETY SOLUTIONS CORPORATION FOR 911 SYSTEMS AND PROFESSIONAL SERVICES

By Ms. Curran, Chair, Operations Committee

WHEREAS, the Houston-Galveston Area Council (HGAC) is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code, and

WHEREAS, Resolution No. 108-2014 authorized a contract for cooperative purchasing with the Houston-Galveston Area Council, Houston, Texas, and

WHEREAS, Intrado Life & Safety Solutions was awarded a contract by HGAC purchasing cooperative for equipment and emergency notification software and services, and

WHEREAS, St. Lawrence County wants to utilize Intrado Life & Safety Solutions, under the HGAC purchasing contract, to purchase, install, and maintain 911 and administrative phone equipment at both the Primary and Backup 911 Centers, in the amount of \$512,022 for a term of seven (7) years (X2Z36402 25000 PSAP), and

WHEREAS, Public Safety Answering Point, Statewide Interoperable Communication, and State Homeland Security grant funding will be utilized to fund the purchase,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Intrado Life & Safety Solutions Corporation for 911 Systems and professional services, upon approval of the County Attorney.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

MODIFYING THE 2021 BUDGET FOR THE PLANNING OFFICE FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT (CARES) FUNDS

By Ms. Curran, Chair, Operations Committee

WHEREAS, the New York State Office of Community Renewal awarded \$580,000 in Community Development Block Grant (CDBG) Coronavirus Aid, Relief, and Economic Security Act (CARES) Funds (NYS CDBG Project #1106CVHR29-21) to establish and administer the St. Lawrence County CARES Housing Rehabilitation Program, and

WHEREAS, these funds will be used to provide housing rehabilitation assistance and lead hazard control work to approximately ten (10) eligible, income-qualified households in communities across the County that have been impacted by the COVID-19 pandemic,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2021 Budget for the Planning Office for Community Development Block Grant (CDBG) Coronavirus Aid, Relief, and Economic Security Act (CARES) Funds, as follows:

INCREASE APPROPRIATIONS:

N1080204 460GP NH53	N CDBG CVHR-21	\$580,000
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INCREASE REVENUE:

N1049105 57000 NH53	N CDBG CVHR-21	\$580,000
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BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budget until fully expended.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A SUB-RECIPIENT AGREEMENT WITH THE NORTH COUNTRY HOUSING COUNCIL, INC. FOR THE DELIVERY OF THE SLC CARES HOUSING REHABILITATION PROGRAM

By Ms. Curran, Chair, Operations Committee

WHEREAS, the New York State Office of Community Renewal awarded \$580,000 in Community Development Block Grant (CDBG) Coronavirus Aid, Relief, and Economic Security Act (CARES) funds (NYS CDBG Project #1106CVHR29-21) to establish and administer the St. Lawrence County CARES Housing Rehabilitation Program, and

WHEREAS, these funds will be used to provide housing rehabilitation assistance and lead hazard control work to approximately ten (10) eligible, income-qualified households in communities across the County that have been impacted by the COVID-19 pandemic, and

WHEREAS, the County is currently in partnership with the North Country Housing Council, Inc. to deliver a HUD Lead-Based Paint Hazard Reduction Program and has partnered with the same to deliver previous CDBG awards for housing rehabilitation,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Sub-recipient Agreement with the North Country Housing Council, Inc. for the delivery of the SLC CARES Housing Rehabilitation Program, upon approval of the County Attorney.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A MEMORANDUM OF UNDERSTANDING
WITH DEASON CRIMINAL JUSTICE REFORM CENTER AT SOUTHERN
METHODIST UNIVERSITY DEDMAN SCHOOL OF LAW TO PARTICIPATE IN THE
GAUGING IMPROVEMENT IN DEFENSE EFFORTS AND OUTCOMES IN NEW
YORK (GIDEON) PROJECT**

By Ms. Curran, Chair, Operations Committee

WHEREAS, the Deason Criminal Justice Reform Center at Southern Methodist University Dedman School of Law, located in Dallas, Texas (hereinafter "Deason"), is seeking County government participants in Upstate New York for a proposed study to gauge improvements in defense efforts and outcome in New York following the expansion of the Hurrell-Harring funding in 2016, and

WHEREAS, through an already established relationship with the County Attorney, Deason has identified the County as an appropriate participant and has inquired as to whether the County would be willing to enter into an agreement permitting Deason access to the data it will need in order to prepare its proposed report, and

WHEREAS, preparation of the report will involve some minimal work by County staff to ensure access to appropriate materials and staff, but the proposed agreement is not meant to bind the County and its staff into excessive work on behalf of the project, and

WHEREAS, Deason will investigate the impact of the injection of \$250M in new funding to criminal defense systems in New York State through examination of whether reductions in indigent defense caseloads produce higher quality representation, examination of the impact of the funding related to quality of representation on clients and their communities, and then the report will seek to analyze the data by tracking the implementation of this reform in six (6) upstate New York counties, and

WHEREAS, pursuant to the terms of the proposed agreement, the County will be expected to facilitate access to court room proceedings to permit observations, facilitate access to physical locations where files or other materials are stored, and make available necessary data for the project,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Memorandum of Understanding with the Deason Criminal Justice Reform Center at Southern Methodist University Dedman School of Law to participate in the gauging improvement in defense efforts and outcomes in New York (Gideon) Project, upon approval of the County Attorney.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES TO ACCEPT THE AID TO DEFENSE GRANT FOR OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2020

By Ms. Curran, Chair, Operations Committee

WHEREAS, The New York State Division of Criminal Justice Services has made a practice of providing grant opportunities associated with the Aid to Defense, and

WHEREAS, the purpose for applying for the Aid to Defense Grant was to expedite the processing of services and violent felony cases through the Court and to ensure effective representation for serious and violent felony, and

WHEREAS, the large number of indigent defense cases, along with the low number of local attorneys and the large rural area of St. Lawrence County, makes it difficult to process cases efficiently and ensure effective representation for serious and violent felony cases.

WHEREAS, the New York State Division of Criminal Justice Services announced its intention to continue funding associated with the Aid to Defense Grant, and

WHEREAS, St. Lawrence County applied for and was awarded \$12,581 for the period October 1, 2019 through September 30, 2020 for continued funding for Indigent Defense to provide and ensure effective representation for serious and violent felony cases (IA030895 560AD),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with the New York State Division of Criminal Justice Services to accept the Aid to Defense Grant for October 1, 2019 through September 30, 2020, upon approval of the County Attorney.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES TO ACCEPT THE AID TO DEFENSE GRANT FOR APRIL 1, 2021 THROUGH MARCH 31, 2022

By Ms. Curran, Chair, Operations Committee

WHEREAS, The New York State Division of Criminal Justice Services has made a practice of providing grant opportunities associated with the Aid to Defense, and

WHEREAS, the purpose for applying for the Aid to Defense Grant was to expedite the processing of services and violent felony cases through the Court and to ensure effective representation for serious and violent felony, and

WHEREAS, the large number of indigent defense cases, along with the low number of local attorneys and the large rural area of St. Lawrence County, makes it difficult to process cases efficiently and ensure effective representation for serious and violent felony cases, and

WHEREAS, the New York State Division of Criminal Justice Services announced its intention to continue funding associated with the Aid to Defense Grant, and

WHEREAS, St. Lawrence County applied for and was awarded \$12,954 for a period of April 1, 2021 through March 31, 2022 for continued funding for Indigent Defense to provide and ensure effective representation for serious and violent felony cases (IA030895 560AD),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with the New York State Division of Criminal Justice Services to accept the Aid to Defense Grant for April 1, 2021 through March 31, 2022, upon approval of the County Attorney.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN AN AMENDED CONTRACT WITH NEW YORK STATE INDIGENT LEGAL SERVICES FOR THE PROVISION OF FUNDING ASSOCIATED WITH THE IMPLEMENTATION OF SENATE BILL S.8114 AND ASSEMBLY BILL A.10706, "AN ACT TO AMEND THE COUNTY LAW, THE EXECUTIVE LAW AND THE STATE FINANCE LAW, IN RELATION TO INDIGENT DEFENSE SERVICES"

By Ms. Curran, Chair, Operations Committee

WHEREAS, the United States Supreme Court held in *Gideon v. Wainwright* that the right to counsel for one charged with a crime is fundamental and that it is the constitutional responsibility of the state to supply lawyers for those unable to afford them, and

WHEREAS, in 1965 the State of New York delegated this state responsibility to counties, and

WHEREAS, the decision of New York State to place responsibility at the county level has resulted in a system by which the counties and local property taxpayers are burdened with the costs for what is the obligation of the State, and

WHEREAS, in 2016, at the urging of St. Lawrence County and its coalition partners, the New York State Senate and Assembly unanimously passed historic legislation entitled Public Defense Mandate Relief Act or Justice Equality Act (S.8114/A.10706), which would have required New York State to reimburse all counties for expenditures made fulfilling the obligation of the State to provide representation for those financially unable to afford counsel commencing in 2017, and incrementally reaching one hundred percent (100%) by 2023 and thereafter, and

WHEREAS, on December 31, 2017, Governor Cuomo vetoed the Public Defense Mandate Relief Act/Justice Equality Act (S.8114/A.10706), and

WHEREAS, on January 17, 2017, the Governor unveiled a proposal that would ultimately provide the counties with \$250 million per year in funding towards additional services of first arraignment counsel, case load caps for public defenders, additional quality improvements for local public defense systems staff, and support for public defenders, and

WHEREAS, as a part of the 2017-2018 Budget, the State of New York Legislature and Governor agreed to include in the State Budget a law that would create a five (5) year phase-in plan (2018-2023) to provide additional funding to counties to cover the expenses associated with the delivery of indigent criminal defense services, and

WHEREAS, since the passage of the bill, St. Lawrence County has been engaged in discussions with the New York State Office of Indigent Legal Services regarding the development of a contract to provide additional funds to St. Lawrence County for the delivery of indigent criminal defense services, and

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WHEREAS, under the proposed contract and as a result of the negotiations, St. Lawrence County Indigent Defense providers (Public Defender, Conflict Defender, and Assigned Counsel) will be entitled to receive reimbursement of expenditures related to indigent criminal defense representation of a combined \$5,309,997 over the course of the next five (5) years as follows:

- Year 1 \$ 353,999.82
- Year 2 \$ 707,999.64
- Year 3 \$1,061,999.46
- Year 4 \$1,415,999.10
- Year 5 \$1,769,999.10, and

WHEREAS, during this five (5) year period, the data produced by the Indigent Defense providers in St. Lawrence County will be evaluated to determine if additional funding is needed going forward,

WHEREAS, Indigent Legal Services is requiring an amended contract to be signed to seek reimbursement for Year 2 of this funding totaling \$707,999.64

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an amended contract with New York State Indigent Legal Services for the provision of funding associated with the implementation of Senate Bill S.8114 and Assembly Bill A.10706, "An act to amend the County Law, the Executive Law and the State Finance Law, in relation to Indigent Defense Services," upon approval of the County Attorney.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

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

By Ms. Curran, Chair, Operations Committee

WHEREAS, Resolution No. 163-2007 authorized a voter registration database conversion and signing a contract with NTS Data Services, 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 (E1014504 42004) for a contract period of January 1, 2022 through December 31, 2022, and

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

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

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH INFO TECH RESEARCH GROUP FOR IT RESEARCH AND ADVISORY SERVICES TO COMPLY WITH CYBER SECURITY REGULATIONS FOR THE BOARD OF ELECTIONS

By Ms. Curran, Chair, Operations Committee

WHEREAS, Resolution No. 249-2021 approved the budget modification and the Cybersecurity Remediation Grant (E1Z14504 42004), and

WHEREAS, Info Tech Research Group has the knowledge, expertise, required software, associated technology and services to provide a quality solution for the creation of a Disaster Recovery Plan to suit 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 Info Tech Research Group for IT Research and Advisory Services to comply with cyber security regulations for the Board of Elections, upon the approval of the County Attorney.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NETWORK EXPERTS OF NEW YORK, INC., FOR NETWORK SEGMENTATION IN ORDER TO COMPLY WITH CYBER SECURITY REGULATIONS FOR THE BOARD OF ELECTIONS

By Ms. Curran, Chair, and Operations Committee

WHEREAS, Resolution No. 249-2021 approved the budget modification and the Cybersecurity Remediation Grant (E1Z14504 42004), and

WHEREAS, Network Experts of New York, Inc., has the knowledge, expertise, required software, associated technology and services to provide a quality solution for the creation of a Disaster Recovery Plan to suit 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 Network Experts of New York, Inc., for network segmentation in order to comply with cyber security regulations for the Board of Elections, upon the approval of the County Attorney.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH LANGUAGE LINE SERVICES, INC. TO PROVIDE INTERPRETATION SERVICES FOR ST. LAWRENCE COUNTY

By Ms. Curran, Chair, Operations Committee

WHEREAS, effective communication is vital and better ensures equal access to St. Lawrence County programs and services for all residents, and

WHEREAS, St. Lawrence County residents should have as many opportunities and conveniences as possible to clearly and effectively communicate in any County setting to maximize all resources available, and

WHEREAS, Language Line Services, Inc. (Q1031404 43007) is in contract with New York State to provide all state and local government agencies with access to affordable services which include over-the-phone interpretation, video remote interpretation, translation and localization, and

WHEREAS, the contract will permit use by all County Departments as the need for language services continues to increase for County residents, and to maintain compliance with State and Federal regulations,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an agreement with Language Line Services, Inc. to provide interpretation services for St. Lawrence County, upon approval of the County Attorney.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH BURNHAM
BENEFIT ADVISORS FOR HEALTH CARE CONSULTING AND
RELATED ACTUARIAL SERVICES**

By Ms. Curran, Chair, Operations Committee

WHEREAS, a Request for Proposals for a health care consultant to assist with cost containment was completed in November of 2018, and at that time nine (9) proposals were reviewed by the Health Care Committee, and

WHEREAS, following the review, the Committee members were in agreement that Burnham Benefits Advisors was the best choice due to the experience of with working with Burnham over the previous two (2) years, the knowledge Burnham has of the area, lower cost compared to other proposals, additional benefits provided compared to other proposals, recommendations for health care cost savings measures available to the County, and a strong background working with other municipalities,

WHEREAS, the services that have been provided during the term of the past three (3) year contract have included ongoing health care benefit plan review and comparison with alternative options, financial and actuarial services provided monthly, quarterly and year-end reports analyzing the plans expenditures, presentation of opportunities for additional programs to decrease costs, review of IRS, ACA and other compliance regulations, mandated reporting, and other regulatory compliance (T5090608 860AD), and

WHEREAS, some cost savings initiatives and measurable results Burnham Benefit Advisors has provided over the years are as follows:

- 2017 New TPA – realizing additional discounts off provider charges of 20%, saving \$4,538,000 per year.
- 2017 Renegotiation of PBM (ProAct) contract saving \$590,000 per year.
- 2017 Retiree Drug Subsidy (RDS) audit – reopen past FDS filing for recoveries of subsidy underpayments saving \$100,000.
- 2018 Introduced/Implemented co-pay assistance for specialty RX (20% -> 30%) saving \$100,000 per year.
- 2018 Introduced/Implemented Telemedicine (savings and benefits uncalculated).
- 2020 Renegotiation of PBM (ProAct) contract saving \$610,000 per year.
- 2020 Renegotiation of PBM contract one month prior to expiration saving \$50,000.
- 2020 Negotiated with PBM over performance in EGWP guarantees not used to offset underperformance of active population saving \$20,000.
- 2020 USRxCare – prescription management (finding lower cost RX) saving \$208,000 per year.

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WHEREAS, future recommendations of Burnham Benefit Advisors for 2022 are Medicare Collective – move all Medicare eligible retirees to a collective saving \$850,000 per year; redirect high cost infusion services to new pharmacy and injection site saving \$1,100,000 per year; and provide Stop Loss Insurance quotes and information annually,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Burnham Benefit Advisors for health care consulting and related actuarial services, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED the term of the contract will be for three (3) years with the potential of two additional one (1) year options for health care consulting and actuarial services effective January 1, 2022 at a rate of \$5,000/month.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH PUBLIC SAFETY
PSYCHOLOGY, PLLC, FOR PSYCHOLOGICAL EVALUATIONS FOR
POLICE OFFICERS AND DEPUTIES**

By Ms. Curran, Chair, Operations Committee

WHEREAS, effective October 16, 2021, amendments were made to Civil Service Law Section 58.1(c) and 58.1(d) to require psychological evaluations and background investigations to determine fitness and eligibility of police and deputy applicants for provisional and permanent appointments in the competitive class, and

WHEREAS, the law authorizes the Municipal Police Training Council (MPTC) to establish the criteria for both the psychological evaluation to be used in the selection process for police officers defined in Section 58(3) of the Civil Service Law, and

WHEREAS, Public Safety Psychology (PSP), PLLC, of Albany, New York, can provide the psychological evaluation services virtually in accordance with MPTC and DCJS regulations, and

WHEREAS, St. Lawrence County Civil Service will coordinate this evaluation with PSP by administering the written exams under their direction and providing the equipment and secure location for the virtual evaluation in Human Resources,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Public Safety Psychology, PLLC, for psychological evaluations for police officers and deputies, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Director of Human Resources to charge back the cost of evaluations to the appropriate police agencies.

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT FOR A FY21 OPERATION STONEGARDEN PROGRAM (OPSG) GRANT FROM NEW YORK STATE DIVISION OF HOMELAND SECURITY AND MODIFYING THE 2021 BUDGET FOR THE SHERIFF’S OFFICE

By Ms. Curran, Chair, Operations Committee

WHEREAS, New York State Division of Homeland Security and Emergency Services has awarded a FY21 Operation Stonegarden Grant in the amount of \$300,000 to key law enforcement agencies in St. Lawrence County, with a contract period of period of September 1, 2021 to August 31, 2024, and

WHEREAS, the mission of Operation Stonegarden Grant Program is to enhance cooperation and coordination from the U.S. Border Patrol with local, tribal, territorial, state and federal law enforcement agencies in a joint mission to secure the border, and

WHEREAS, the Sheriff’s Office will receive \$87,847.48 and will act a pass-through agency for three local entities; the City of Ogdensburg Police Department (\$32,846.64), Town of Norfolk (\$16,374.34) and Town of Massena (\$32,942.69), and

WHEREAS, the remaining funding of \$129,988.86 is allocated to three State level law enforcement agencies (NYS Police, NYS Park Police and NYS DEC), who will complete their own reporting,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a FY21 Operation Stonegarden Program Grant (OPSG) from New York State Division of Homeland Security, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2021 Budget for the Sheriff’s Office, as follows:

INCREASE APPROPRIATIONS:

S1Z31101 11000 SG21	S CRIM Supervisory/Administration	\$2,000
S1Z31101 14000 SG21	S CRIM Clerical	3,000
S1Z31101 18000 SG21	S CRIM Overtime	17,756
S1Z31102 25000 SG21	S CRIM Technical Equipment	58,013
S1Z31104 43007 SG21	S CRIM SG Passthrough	82,164
S1Z31104 44000 SG21	S CRIM I/D Automotive Supplies	2,873
S1Z31104 81000 SG21	S CRIM Retirement	2,371
S1Z31108 83000 SG21	S CRIM Social Security	1,358
S1Z31108 84000 SG21	S CRIM Workmens Compensation	478
		<u>\$170,013</u>

INCREASE REVENUE:

S1Z43895 57000 SG	S SG Federal Aid	\$170,013
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December 6, 2021

BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budgets until the grant is fully expended.

VACANCY REVIEW SUMMARY

County Administrator's Office – Via Zoom

November 2, 2021

2:30 P.M.

Summary: January 5th – November 2nd

Requests: 155
Approved: 132
Denied: 0
Request/Hold: 13
Withdrawn: 2

Summary: November 2nd

Requests: 10
Approved: 10
Denied: 0
Request/Hold: 0
Withdrawn: 0

Positions to be reviewed:

Community Services:

Request: 3

Request: Create and Fill, Behavioral Health Counselor – Unit/Mental Health Clinic
Position No. 505600010/512400018, Immediately

Recommendation: Fill, Immediately

Request: Fill, Supervising Social Worker – Unit/Mental Health
Position No. 512300001, Immediately

Recommendation: Fill, Immediately

Request: Fill, Secretary – Unit/Special Programs
Position No. 005100009, 30 Days

Recommendation: Fill, 30 Days

Sheriff:

Request: 1

Request: Abolish Civil Account Clerk, Create and Fill Account Clerk – Unit/Criminal
Position No. 100100046, Immediately

Recommendation: Fill, Immediately

Emergency Services:

Request: 1

Revisit: Abolish Administrative Assistant, Create and Fill, Secretary 1
Position No. 005100035, Immediately

Recommendation: Fill, Immediately

Social Services:

Request: 1

Request: Fill, Clerk – Unit/Reception
Position No. 002300017, Immediately

Recommendation: Fill, Immediately

Highway:

Request: 1

Request: Fill, Assistant Civil Engineer
Position No. 313100004, Immediately

Recommendation: Fill, Immediately

Solid Waste:

Request: 1

Request: Fill, Site Crew Leader
Position No. 332300003, Immediately

Recommendation: Fill, Immediately

Public Defender:

Request: 2

Request: Fill, Assistant Public Defender
Position No. 002140010, Immediately

Recommendation: Fill, Immediately

Request: Fill, Assistant Public Defender
Position No. 002140011, Immediately

Recommendation: Fill, Immediately

Vacancy Committee Members: Two (2) Legislators, Ruth Doyle, Dylan Soper, Jonnie Dorothy

- 1.5 Larry Denesha and Margaret Haggard
- 2.2 John Burke and Rita Curran
- 3.2 Rita Curran and Day Fay
- 4.6 Dave Forsythe
- 5.4 Kevin Acres and Suzanne Fiacco
- 6.8 Rick Perkins and Joe Lightfoot
- 7.13 Bill Sheridan and Harry Smithers
- 8.3 Nicole Terminelli and John Burke
- 9.16 James Reagen
- 10.5 Margaret Haggard and Joe Lightfoot
- 11.2 Kevin Acres and Rick Perkins

St. Lawrence County Vacancy Authorization Form

Sheriff



Type: Abolish & Create

Account Clerk

Subunit (If Applicable): Criminal

Date Submitted: 10/26/2021

Reason Vacated: Transfer

Position Number: 100100046

Date Vacated: 10/25/2021

Position # Abolished: 60090001

Position Will Be: Fulltime

Last Fill Date: 7/16/2018

Hours Per Week: 40

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$40,440

Revenue Generating: No 0 %

Benefits: Yes \$19,472

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$35,490

Budget Mod Attached, If Required?

Grade: 16

Net County Cost: \$59,912

Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

Due to promotion, The Civil Accounting Clerk position is vacated due to promotion and the Sheriff's office would like to abolish this position and replace it with the Account Clerk position. It is a title change and a move from Council 82 union to CSEA.

Department Head: *Brooks J. Bjornke*

Approved?
Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Emergency Services



Type: Abolish & Create

Secretary I

Subunit (If Applicable):

Date Submitted: 10/25/21

Reason Vacated: New Position

Position Number: 005100035

Date Vacated:

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date:

Hours Per Week: 35

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: Yes \$19,539

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$40,579

Budget Mod Attached, If Required?

Grade: 20

Net County Cost: \$60,118

Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

Secretary I position was created for temporary employment so candidate could work with the current Administrative Assistant until her retirement November 27th. Now that the Administrative Assistant has retired, we would like to make this position permanent.

If this position is not filled permanently, the impact would be major on the department and would result in overloading management staff.

Department Head: *Matt Penn*

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Public Defender's Office



Type: Fill

Assistant Public Defender

Subunit (If Applicable):

Date Submitted: October 26, 2021

Reason Vacated: Resignation

Position Number: 021400010

Date Vacated: 11/25/2021

Position # Abolished: N/A

Position Will Be: Fulltime

Last Fill Date: March 10, 2020

Hours Per Week: 35

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$70,495

Revenue Generating: No 0 %

Benefits: Yes \$33,943

Reimbursed by State or Federal Funds: Yes 100 %

Base Salary: \$65,551

Budget Mod Attached, If Required?

Grade: VB

Net County Cost: \$0

Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

In 2017, the New York State Office of Indigent Legal Services established case load standards to take effect gradually beginning in 2018 and must be fully implemented by 2023. At present, the St. Lawrence County Public Defender's Office is currently operated severely understaffed based on these caseload standards, therefore the filling of the Assistant Public Defender position is essential in continuing to provide constitutionally mandated services to indigent clients. The goal of this position will be to provide necessary legal services with the overarching goal of balancing out the caseloads among attorneys in the office, in order to begin to comply with the NYS ILS caseload standards.

Department Head:

James M. Grigola

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Public Defender's Office



Type: Fill

Assistant Public Defender

Subunit (If Applicable):

Date Submitted: October 26, 2021

Reason Vacated: Resignation

Position Number: 021400011

Date Vacated: 11/25/2021

Position # Abolished: N/A

Position Will Be: Fulltime

Last Fill Date: March 10, 2020

Hours Per Week: 35

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$70,495

Revenue Generating: No 0 %

Benefits: Yes \$33,943

Reimbursed by State or Federal Funds: Yes 100 %

Base Salary: \$65,551

Budget Mod Attached, If Required?

Grade: VB

Net County Cost: \$0

Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

In 2017, the New York State Office of Indigent Legal Services established case load standards to take effect gradually beginning in 2018 and must be fully implemented by 2023. At present, the St. Lawrence County Public Defender's Office is currently operated severely understaffed based on these caseload standards, therefore the filling of the Assistant Public Defender position is essential in continuing to provide constitutionally mandated services to indigent clients. The goal of this position will be to provide necessary legal services with the overarching goal of balancing out the caseloads among attorneys in the office, in order to begin to comply with the NYS ILS caseload standards.

Department Head:

James M. Angelo

Approved?

Yes No

County Administrator:

Resolution #:

December 6, 2021

Operations Committee: 11-8-2021

RESOLUTION NO. _____

**ADOPTING PROPOSED LOCAL LAW D (NO. __) FOR THE YEAR 2021,
“REAPPORTIONING FIFTEEN (15) LEGISLATIVE DISTRICTS
IN ST. LAWRENCE COUNTY”**

By Ms. Curran, Chair, Operations Committee

BE IT ENACTED by the Board of Legislators of the County of St. Lawrence as follows:

Section 1. LEGISLATIVE INTENT

This local law is intended to fulfill the requirements of the United States Constitution that there be substantially equal representation of the population of St. Lawrence County in the St. Lawrence County Board of Legislators, and to meet the requirements set forth in New York State statutory and decisional law regarding legislative representation. The St. Lawrence County Board of Legislators has chosen to do this by continuing the existing number of legislative districts, fifteen (15), and modifying some of the legislative district boundaries to achieve fair and equitable representation in the County Legislature based on the results of the of the United States 2020 Census of Population as modified by New York State Statute regarding the residence of state prison inmates for purposes of legislative representation.

Section 2. DISTRICT BOUNDARIES

A. As used in the Local Law, “Election District” or “Election Districts” means those election districts established by the St. Lawrence County Board of Elections and in effect in

October 2021. Each such election district is identified by the name of the Town or City in which it is located and by a number assigned to such district.

B. The Legislative Districts established by this local law consist of areas of the County described below by reference to entire Towns or portions of a Town or the City of Ogdensburg that constitute one or more election districts.

C. The boundaries of legislative districts are established by the boundaries of the Towns, the City and the election districts, if any, included in the descriptions below. The boundaries follow municipal boundaries, and street, river and stream centerlines.

District	Description
1	That portion of the City of Ogdensburg designated Ogdensburg Election Districts 1, 2, 3, and 4
2	The entire Town of Lisbon and that portion of the City of Ogdensburg designated Ogdensburg Election Districts 5 and 6
3	The entire Towns of Morristown and Oswegatchie and that portion of the Town of Canton designated Canton Election Districts 4 and 7

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- 4 The entire Towns of Edwards, Fowler, Hammond, Macomb, Pitcairn, and Rossie
- 5 The entire Towns of Gouverneur and Depeyster
- 6 The entire Towns of Clare, Clifton, DeKalb, Fine, Hermon, and Russell
- 7 The entire Towns of Colton, Hopkinton, Parishville, Piercefield, and Pierrepont
- 8 The entire Town of Madrid and that portion of the Town of Potsdam designated Potsdam Election District 1 and 2 and that portion of the Town of Canton designated Canton Election Districts 2 and 8
- 9 That portion of the Town of Canton designated Canton Election Districts 1, 3, 5, and 6
- 10 That portion of the Town of Potsdam designated Potsdam Election Districts 5 and 6
- 11 The entire Town of Stockholm and that portion of the Town of Potsdam designated Potsdam Election Districts 4 and 7
- 12 The entire Town of Norfolk and that portion of the Town of Potsdam designated Potsdam Election Districts 3 and 8
- 13 The entire Towns of Brasher, Lawrence, and that portion of the Town of Massena designated Massena Election Districts 7 and 8
- 14 That portion of the Town of Massena designated Massena Election Districts 1, 3, 4, 5, and 6
- 15 The entire Towns of Louisville and Waddington and that portion of the Town of Massena Election District 2

D. The boundaries of the legislative districts established by this local law are shown on the maps attached hereto as Exhibits A through A15 detailed, copies of which shall be filed with the St. Lawrence County Clerk's Office immediately after the effective date of this local law.

Section 3. SEPARABILITY OF PROVISIONS

If any clause, sentence, paragraph, subdivision, section, or part of this local law is adjudged by a court of competent jurisdiction to be invalid, such judgment, shall not affect, impair, or invalidate the remainder of this local law.

Section 4. PRIOR LOCAL LAWS SUPERSEDED

The provisions of this local law shall supersede all of the provisions of Local Law No. 1 of 2012, which established the County Legislative Districts following the 2010 United States Census of Population.

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Section 5. **EFFECTIVE DATES**

A. The legislative districts established by this local law shall be effective beginning with the Election of the County Legislature to be held in November, 2022.

B. This local law shall take effect 45 days after its adoption, or, if submitted to a referendum, this local law will take effect when approved by the affirmative vote of a majority of qualified electors of the County voting for its approval, and when it has been duly filed with the New York Secretary of State as provided by the Municipal Home Rule Law.