

St. Lawrence County
BOARD OF LEGISLATORS
48 Court Street, Court House
Canton, New York 13617-1169
(315) 379-2276
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RUTH A. DOYLE
County Administrator

WILLIAM J. SHERIDAN
Chair, Board of Legislators

OPERATIONS COMMITTEE AGENDA
MS. RITA CURRAN, CHAIR
MONDAY, FEBRUARY 14, 2022
*****BOARD ROOM AND VIA YOUTUBE*****
*****5:30 P.M.*****

****PURSUANT TO THE STATE OF EMERGENCY EXECUTIVE ORDER 11, IN EFFECT UNTIL JANUARY 15, 2022, 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** – January 10, 2022
- 3. BOARD OF ELECTIONS – JENNIE BACON AND TOM NICHOLS**
 - A. Authorizing the Chair to Sign an Amended Contract Extending the Terms for the Cybersecurity Remediation Grant and Modifying the 2022 Budget for Board of Elections (Res)
- 4. SHERIFF – BROOKS BIGWARFE**
 - A. Modifying the 2022 Budget for the Sheriff's Office for a 2020 Law Enforcement Terrorism Prevention Program (SLETPP) Grant from the NYS Division of Homeland Security and Emergency Services (Res)
 - B. Modifying the 2021 Budget for the Sheriff's Office for Related Overtime Expenses for the Civil and Correctional Divisions (Res)
 - C. Modifying the 2022 Budget for the Sheriff's Office for Medical Services at the Correctional Facility (Res)
- 5. PROBATION – TIM LEPAGE**
 - A. Approval of Bad Debt Write Off for the Probation Department (Res) (Info)
 - B. Authorizing the Chair to Sign a Contract with New Paradigm Psychological Services, PLLC, for Counseling Services for the Probation Department (Res)
- 6. LEGISLATOR RITA CURRAN**
 - A. Proclaiming March 2022 as National Colorectal Cancer Awareness Month in St. Lawrence County (Res)

7. VACANCY REVIEW COMMITTEE – RUTH DOYLE

- A. Vacancy Review Summary (Info)
- B. Sheriff

The following vacancies pertain to the Jail:

- 1. Fill a Sergeant, Position No. 603200001, in the Correctional Facility
- 2. Abolish Correction Officer and Create and Fill a Corporal, Position No. 603300004 in the Correctional Facility
- 3. Fill a Physician, Position No. 502100001, in the Correctional Facility (*Note: Vacancy Form to be provided at Committee*)
- 4. Fill a Physician Assistant, Position No. 516500003, in the Correctional Facility (*Note: Vacancy Form to be provided at Committee*)

The following vacancies pertain to the COPS Grant and School Resource Deputy:

- 1. Fill a Deputy Sheriff, Position No. 605000023, in the Sheriff's Office
 - 2. Fill a Detective, Position No. 605500006, in the Sheriff's Office
 - 3. Fill a Sergeant, Position No. 605100001, in the Sheriff's Office
 - 4. Fill a Deputy Sheriff, Position No. 605000052, in the Sheriff's Office
- C. District Attorney
 - 1. Fill a Secretary 1, Position No. 005100028

8. COMMITTEE REPORTS

- A. Agriculture & Farmland Protection Board (Denesha)
- B. Alternative 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)

9. OLD/NEW BUSINESS

- A. Proclaiming March 2022 as Problem Gambling Awareness Month in St. Lawrence County (Res)

10. EXECUTIVE SESSION

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

11. ADJOURNMENT – If there is no further business.

March 7, 2022

Operations Committee: 2-14-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN AN AMENDED CONTRACT EXTENDING THE TERMS FOR THE CYBERSECURITY REMEDIATION GRANT AND MODIFYING THE 2022 BUDGET FOR BOARD OF ELECTIONS

By Ms. Curran, Chair, Operations Committee

WHEREAS, the Board of Elections has been awarded a Cybersecurity Remediation Grant Program for expenses related to Cybersecurity, and

WHEREAS, Resolution No. 231-2020 authorized the Chair to sign a contract with New York State for the NYS Cybersecurity Remediation Grant Program for the Board of Elections, and

WHEREAS, New York State has notified the Board of Elections that they are extending the grant deadlines to December 31, 2023 for those grants that have an unexpended balance, and

WHEREAS, grant extension applications must be signed by the Chair and returned to New York State Board of Elections,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an amended contract extending the terms for the Cybersecurity Remediation Grant, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2022 Budget for the Board of Elections, as follows:

INCREASE REVENUE:

E1Z30895 56000	E State Aid	\$79,049
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INCREASE APPROPRIATIONS:

E1Z14504 42000	E CS Office Supplies & Expenses	\$874
E1Z14504 43007	E Other Fees and Services	<u>78,175</u>
		\$79,049

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

March 7, 2022

Operations Committee: 2-14-2022

RESOLUTION NO. _____

MODIFYING THE 2022 BUDGET FOR THE SHERIFF'S OFFICE FOR A 2020 LAW ENFORCEMENT TERRORISM PREVENTION PROGRAM (SLETPP) GRANT FROM THE NYS DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES

By Ms. Curran, Chair, Operations Committee

WHEREAS, Resolution No. 235-2020 approved the acceptance FY20 Law Enforcement Terrorism Prevention Program (SLETPP) Grant, in the amount of \$44,151, from New York State Division of Homeland Security and Emergency Services, and

WHEREAS, a budget modification is required as an account change has been made for the appropriation expenses of this grant, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for the Sheriff's Office for a 2020 Law Enforcement Terrorism Prevention Program (SLETPP) Grant from the NYS Division of Homeland Security and Emergency Services, as follows:

DECREASE APPROPRIATIONS:

S1Z31102 25000 20HS	S CRIM Technical Equipment	\$11,170
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INCREASE APPROPRIATIONS:

S1Z31104 42300 20HS	S CRIM Other Communication Services	\$11,170
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BE IT FURTHER RESOLVED that any remaining funds be rolled over to future budgets until the grant is fully expended.

March 7, 2022

Operations Committee: 2-14-2022

RESOLUTION NO. _____

MODIFYING THE 2021 BUDGET FOR THE SHERIFF'S OFFICE FOR RELATED OVERTIME EXPENSES FOR THE CIVIL AND CORRECTIONAL DIVISIONS

By Ms. Curran, Chair, Operations Committee

WHEREAS, the Sheriff's Office, Civil and Correctional Divisions, have exceeded the budget in the overtime account for 2021, and

WHEREAS, the Sheriff's Office is able to find sufficient funds to cover this overage within the Sheriff's Office Budget,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2021 Budget for the Sheriff's Office for related expenses for the Civil and Correctional Divisions, as follows:

INCREASE REVENUE:

S4022645 550SR	S Jail State Readies	\$21,000
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DECREASE APPROPRIATIONS:

S2031104 42000	S Civil Office Supplies	\$50
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INCREASE APPROPRIATIONS:

S2031101 18000	S Civil Overtime	\$50
S4031501 18000	S Jail Overtime	<u>21,000</u>
		\$21,050

March 7, 2022

Operations Committee: 2-14-2022

RESOLUTION NO. _____

**MODIFYING THE 2022 BUDGET FOR THE SHERIFF'S OFFICE
FOR MEDICAL SERVICES AT THE CORRECTIONAL FACILITY**

By Ms. Curran, Chair, Operation Committee

WHEREAS, the current physician for the St. Lawrence County Correctional Facility has indicated his plans to retire from his duties as Medical Director for the St. Lawrence County Correctional Facility, and

WHEREAS, Lawrence Kring, M.D. has indicated his interest in the position of Medical Director, and Ken Hilbourne, PA will assist Dr. Kring, and

WHEREAS, the hiring of Dr. Kring and Mr. Hilbourne would provide continuous health care coverage for the incarcerated inmates of the St. Lawrence County Correctional Facility and meet the requirements of the New York State Commission of Corrections,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for the Sheriff's Office for Medical Services at the Correctional Facility, as follows:

DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$17,000
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INCREASE APPROPRIATIONS:

S4031501 1900M	S JAIL Part-Time Medical	\$17,000
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March 7, 2022

Operations Committee: 2-14-2022

RESOLUTION NO. _____

APPROVAL OF BAD DEBT WRITE OFF FOR THE PROBATION DEPARTMENT

By Ms. Curran, Chair, Operations Committee

WHEREAS, Resolution No. 87-2014 authorized the Chair to sign a contract with Falcon Recovery Systems, LLC, in an effort to consolidate collection work under one contract, and

WHEREAS, although the amount owed is written off, the amount due is placed in the file of the client in an effort to collect payment should they return for services in the future, and

WHEREAS, 2020 bad debt accounts totaled \$14,772 with \$5,515 for Drug Testing Fees and \$9,257 for Supervision Fees which were written off last year by Resolution No. 69-2021, and

WHEREAS, 2021 bad debt accounts from 2015, 6 years uncollectible, were \$5,048 for Drug Testing Fees and \$6,545 for Supervision Fees, for a total of \$11,593,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators approves the bad debt write offs for the Probation Department, as follows:

DECREASE CONTRA ASSET ACCOUNT:

01TG0389 501Q0	T Allowance for Receivables Probation	\$11,593
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DECREASE ASSET ACCOUNT:

01TG0380 501Q0	T Q Accounts Receivable	\$11,593
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Bad Debt Write Off Summary for Last 5 Years

Fee Type	2015 Revenue	2015 Write Offs in 2021	Balance Collected	% Collected
Drug/Alcohol Fees	\$10,350.00	(\$5,048.00)	\$5,302.00	51%
Supervision Fees	\$44,325.00	(\$6,545.27)	\$37,779.73	85%
Custody/Visitation Fees	\$0.00	\$0.00	\$0.00	0%
Other Fees	\$0.00	\$0.00	\$0.00	
Total	\$54,675.00	(\$11,593.27)	\$43,081.73	79%

Fee Type	2014 Revenue	2014 Write Offs in 2020	Balance Collected	% Collected
Drug/Alcohol Fees	\$ 12,050.00	\$ (5,515.00)	\$ 6,535.00	54%
Supervision Fees	\$ 45,490.00	\$ (9,257.00)	\$ 36,233.00	80%
Custody/Visitation Fees	\$ -	\$ -	\$ -	
Other Fees	\$ 130.00	\$ -	\$ 130.00	100%
Total	\$ 57,670.00	\$ (14,772.00)	\$ 42,898.00	74%

Fee Type	2013 Revenue	2013 Write Offs in 2019	Balance Collected	% Collected
Drug/Alcohol Fees	\$ 14,100.00	\$ (6,455.00)	\$ 7,645.00	54%
Supervision Fees	\$ 46,310.00	\$ (11,493.00)	\$ 34,817.00	75%
Custody/Visitation Fees	\$ -	\$ -	\$ -	
Other Fees	\$ 450.00	\$ -	\$ 450.00	100%
Total	\$ 60,860.00	\$ (17,948.00)	\$ 42,912.00	71%

Fee Type	2012 Revenue	2012 Write Offs in 2018	Balance Collected	% Collected
Drug/Alcohol Fees	\$13,100.00	(\$7,506.00)	\$5,594.00	43%
Supervision Fees	\$42,405.00	(\$9,264.00)	\$33,141.00	78%
Custody/Visitation Fees	\$0.00	\$0.00	\$0.00	
Other Fees	\$345.00	\$0.00	\$345.00	100%
Total	\$55,850.00	(\$16,770.00)	\$39,080.00	70%

Fee Type	2011 Revenue	2011 Write Offs in 2017	Balance Collected	% Collected
Drug/Alcohol Fees	\$13,900.00	(\$7,897.20)	\$6,002.80	43%
Supervision Fees	\$43,715.00	(\$10,752.05)	\$32,962.95	75%
Custody/Visitation Fees	\$0.00	\$0.00	\$0.00	
Other Fees	\$195.00	\$0.00	\$195.00	100%
Total	\$57,810.00	(\$18,649.25)	\$39,160.75	68%

March 7, 2022

Operations Committee: 2-14-2022

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NEW PARADIGM
PSYCHOLOGICAL SERVICES, PLLC, FOR COUNSELING SERVICES FOR
THE PROBATION DEPARTMENT**

By Ms. Curran, Chair, Operations Committee

WHEREAS, the Probation Department has determined that the purchase of rehabilitative and supportive services can be an effective and efficient means to fulfill its statutory responsibilities, and

WHEREAS, New Paradigm Psychological Services, PLLC, is a practice in which its partners are New York State Licensed Psychologists and Clinical Members of the Association for the Treatment of Sexual Abusers (ATSA) with the experience and capacity to provide counseling to juveniles and adults identified as sexual offenders, and

WHEREAS, the Probation Department is required as part of the enhanced services for the Sex Offenders Block Grant under the New York State Division of Criminal Justice Services Office of Probation and Correctional Alternatives to ensure that all sex offenders are assessed by a trained treatment provider using a sex offender specific assessment instrument, and

WHEREAS, the Probation Department is seeking to begin services with New Paradigm Psychological Services, PLLC for individual and group counseling sessions, as well as assessments (Q1031404 43000 SOM), with the terms of the contract beginning on the date of signing through December 31, 2024, and

WHEREAS, the Probation Department is responsible for the rates as follows if a client does not have insurance coverage: \$25 per client for group sessions, \$50 per client for individual therapy, and \$200 for each sex offender assessment,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorize the Chair to sign a contract with New Paradigm Psychological Services, PLLC, for counseling services for the Probation Department, upon approval of the County Attorney.

March 7, 2022

Operations Committee: 2-14-2022

RESOLUTION NO. _____

**PROCLAIMING MARCH 2022 AS NATIONAL COLORECTAL CANCER
AWARENESS MONTH IN ST. LAWRENCE COUNTY**

By Ms. Curran, Chair, Operations Committee

WHEREAS, each year colorectal cancer claims more than 50,000 American lives, making it the second leading cause of deaths in our Nation, and

WHEREAS, National Colorectal Cancer Awareness Month provides for greater attention to this terrible disease and offers a chance to improve public understanding of colorectal cancer risks and encourages routine screening while bringing hope to families living through it, and

WHEREAS, because the risk of death from colorectal cancer drops dramatically when the cancer is caught early, lives can be saved by calling attention to risk factors and by increasing routine screening, and

WHEREAS, as with many diseases, the best defense against colorectal cancer is early detection, but many cases have no symptoms, especially early in the disease when colorectal cancer is most curable, so routine checkups and screening are vital to guarding against this disease,

NOW, THEREFORE, BE IT RESOLVED the Board of Legislators proclaims March 2022 as National Colorectal Cancer Awareness Month in St. Lawrence County, and

BE IT FURTHER RESOLVED the Board encourages all citizens to talk to friends and family about getting screened and to join in activities planned around the County that increase awareness and prevention of colorectal cancer.

VACANCY REVIEW SUMMARY

County Administrator's Office – Via Zoom

February 8, 2022

1:00 P.M.

Summary: January 4th – February 8th

Requests: 31
Approved: 29
Denied: 0
Request/Hold: 2
Withdrawn: 0

Summary: February 8th

Requests: 21
Approved: 19
Denied: 0
Request/Hold: 2
Withdrawn: 0

Positions reviewed:

Sheriff:

Request: 2

Request: Fill, Sergeant – Unit/Correctional Facility
Position No. 603200001, Immediately

Recommendation: Fill, Immediately

Request: Abolish Correction Officer, Create and Fill, Corporal – Unit/Correctional Facility
Position No. 603300004, Immediately

Recommendation: Fill, Immediately

District Attorney:

Request: 1

Request: Fill, Secretary 1
Position No. 005100028, 30 Days

Recommendation: Fill, Immediately

Community Services:

Request: 1

Request: Create and Fill, Registered Professional Nurse
Position No. 501000071, 90 Days

Recommendation: Fill, Immediately

Public Health:

Request: 3

Request: Create and Fill, Public Health Specialist
Position No. 504300008, Immediately

Recommendation: Fill, Immediately

Request: Create and Fill, Community Health Nurse
Position No. 502000028, Immediately

Recommendation: Fill, Immediately

Request: Create and Fill, Community Health Nurse
Position No. 502000029, Immediately

Recommendation: Fill, Immediately

Social Services:

Request: 6

Request: Fill, Keyboard Specialist – Unit/Children’s Services/Prevent Foster Care
Position No. 003100046, Immediately

Recommendation: Fill, Immediately

Request: Fill, Caseworker – Unit/CPS
Position No. 815200004, Immediately

Recommendation: Fill, Immediately

Request: Fill, Caseworker – Unit/CPS
Position No. 815200012, Immediately

Recommendation: Fill, Immediately

Request: Fill, Caseworker – Unit/CPS
Position No. 815200014, Immediately

Recommendation: Fill, Immediately

Request: Fill, Caseworker – Unit/CPS
Position No. 815200017, Immediately

Recommendation: Fill, Immediately

Request: Fill, Caseworker – Unit/CPS

Position No. 815200028, Immediately

Recommendation: Fill, Immediately

One-Stop/WIOA:

Request: 1

Request: Create and Fill, Employment and Training Counselor
Position No. 701000028, 30 Days

Recommendation: Fill, 30 Days

Highway:

Request: 4

Request: Fill, Motor Equipment Operator
Position No. 310000006, Immediately

Recommendation: Fill, Immediately

Request: Fill, Motor Equipment Mechanic
Position No. 308100002, Immediately

Recommendation: Fill, Immediately

Request: Create and Fill, Laborer
Position No. 306000126, Immediately

Recommendation: Fill, Immediately

Request: Abolish Assistant Civil Engineer and Create and Fill, Assistant Highway
Administration Manager
Position No. 318100002, Immediately

Recommendation: Fill, Hold

Buildings and Grounds:

Requests: 3

Request: Abolish Building Electrical Maintenance Worker Create and Fill, Electrician
Position No. 327500001, Immediately

Recommendation: Fill, Hold

Request: Abolish Custodial Worker, Create and Fill, Custodial Supervisor
Position No. 303100002, Immediately

Recommendation: Fill, Immediately

Request: Abolish Head Building Maintenance Worker and Create and Fill,
Buildings and Grounds Supervisor
Position No. 303200002, Immediately

Recommendation: Fill, Immediately

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

1.4.2022 John Burke and Margaret Haggard

2.8.2022 Larry Denesha and Dan Fay

St. Lawrence County Vacancy Authorization Form

Sheriff



Type: Fill

Sergeant

Subunit (If Applicable): Corrections

Date Submitted: 02/02/22

Reason Vacated: Retirement

Position Number: 603200001

Date Vacated: 03/02/22

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 05/12/07

Hours Per Week: 40

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$69,841

Revenue Generating: No 0 %

Benefits: Yes \$39,167

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$65,138

Budget Mod Attached, If Required?

Grade:

Net County Cost: \$109,008

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.

The New York State Commission of Correction determines the minimum number of personnel necessary to effectively and efficiently operate the Correctional facility. Minimum staffing for Correctional Sergeants as set forth by the NYS Commission of Corrections is six (6). This will fulfill minimum staffing requirements for the facility. This position will be a promotion so it is unlikely this will be at base pay.

Department Head: *Brooks J. Bjornson*

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Sheriff



Type: Abolish & Create

Corporal

Subunit (If Applicable): Correctional Facility

Date Submitted: 01/26/2022

Reason Vacated: New Position

Position Number: 603300004

Date Vacated: 12/11/2021

Position # Abolished: 603000050

Position Will Be: Fulltime

Last Fill Date:

Hours Per Week: 40

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: Yes \$26,592

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$47

Budget Mod Attached, If Required?

Grade:

Net County Cost: \$74,010

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.

Financial budget justifies the abolish and create of an officer position to a corporal position. This position would give flexibility through scheduling for supervisory coverage in an effort to reduce overtime when a supervisor is needed. The corporal position is unique as this person can be accounted as an officer or supervisor when needed per NYS Commission of Correction. This position will be a promotion so it is unlikely this will be at base pay.

Department Head: *Brooks J. Benjamin*

Approved?
Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Sheriff's Office



Type: Fill

Deputy Sheriff

Subunit (If Applicable):

Date Submitted: February 8, 2022

Reason Vacated: Promotion

Position Number: 605000023

Date Vacated: April 1, 2022

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 8/28/2017

Hours Per Week: 40

Appointee Will Be: Provisional

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: Yes

\$25,791

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$45,989

Budget Mod Attached, if Required?

Grade:

Net County Cost: \$71,780

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.

This position is a backfill for the Provisional Sergeant promotion related to the new position of Detective through the COPS Grant. The road patrol is vital and if this position is not filled, the safety of the citizens of St. Lawrence County are at a greater risk and there is potential for increased overtime costs.

Department Head:

Brooks J. Sigurdson

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Sheriff's Office



Type: Fill

Detective

Subunit (If Applicable):

Date Submitted: January 25, 2022

Reason Vacated: New Position

Position Number: 605500006

Date Vacated:

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date:

Hours Per Week: 40

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: Yes

\$28,124

Reimbursed by State
or Federal Funds: No 0 %

Base Salary: \$50,149

Budget Mod Attached, If Required?

Grade:

Net County Cost: \$78,273

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.

This position is being partially funded by the COPS Grant and will work with the current Drug Task Force Detective addressing the Drug Problem in St. Lawrence County. This Detective will also attend public outreach events to further combat the drug epidemic. This position will be supervised by the Detective Sergeant of the Criminal Investigation unit.

Department Head: *Brooks J. Bjornke*

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Sheriff's Office



Type: Fill

Sergeant

Subunit (If Applicable):

Date Submitted: February 8, 2022

Reason Vacated: Promotion

Position Number: 605100001

Date Vacated: April 1, 2022

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 10/16/2021

Hours Per Week: 40

Appointee Will Be: Provisional

Budget

Fill Request Timeline: 90 Days

Temporary Position? No

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: Yes \$0

Reimbursed by State or Federal Funds: No 0 %

Base Salary:

Budget Mod Attached, If Required?

Grade:

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.

This position is a backfill for the new position of Detective (COPS) that was filled by a Road Sergeant and a Provisional Sergeant is needed until the Sergeant test can be given. The road patrol is vital and if this position is not filled, the safety of the citizens of St. Lawrence County are at a greater risk and there is potential for increased overtime costs.

Department Head: *Brooks J. Bjornke*

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Sheriff's Office



Type: Fill

Deputy Sheriff

Subunit (If Applicable):

Date Submitted: January 25, 2022

Reason Vacated: New Position

Position Number: 60500052

Date Vacated:

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date:

Hours Per Week: 40

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: Yes \$25,791

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$45,989

Budget Mod Attached, If Required?

Grade:

Net County Cost: \$71,780

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.

This position is for the new position of Deputy being created for a School Resource Deputy. The School will hold the responsibility in paying salary of this new position.

The road patrol is vital and if this position is not created and a current Deputy is used, the safety of the citizens of St. Lawrence County are at a greater risk and there is great potential for increased overtime costs.

Department Head: *Brooks J. Bijunke*

Approved?
Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

District Attorney



Type: Fill

Secretary 1

Subunit (If Applicable):

Date Submitted: 02/01/2022

Reason Vacated: Promotion

Position Number: 005100028

Date Vacated: 02/22/2022

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 04/25/2016

Hours Per Week: 40

Appointee Will Be: Permanent

Budget

Fill Request Timeline: 30 Days

Temporary Position? No

Salary of Person Leaving: \$46,575

Revenue Generating: No 0 %

Benefits: Yes \$26,119

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$41,696

Budget Mod Attached, If Required?

Grade:

Net County Cost: \$72,694

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.

The Office of the District Attorney is constitutionally and statutorily mandated to process all felonies, misdemeanors, and violations, filed in over forty state and local courts throughout St. Lawrence County, as well as all criminal appeals to the Appellate Division and the New York State Court of Appeals. Without the filling of this position the District Attorney's Office cannot effectively/efficiently process the large number of cases in St. Lawrence County. Therefore, cases could be dismissed due to lack of prosecution. The District Attorney's Office must safeguard the rights of victims, seek justice with steadfast and ethical determination, and adequately achieve its constitutional and statutory obligations. A filling this position would offer the District Attorney more flexibility when tasking staff with necessary duties.

Department Head: Gary Pasqua, District Attorney

Approved?

Yes No

County Administrator:

Resolution #:

March 7, 2022

Operations Committee: 2-14-2022

RESOLUTION NO. _____

**PROCLAIMING MARCH 2022 AS PROBLEM GAMBLING AWARENESS MONTH
IN ST. LAWRENCE COUNTY**

By Ms. Curran, Chair, Operations Committee

WHEREAS, the National Council on Problem Gambling, the New York Council on Problem Gambling, and the Central Region Problem Gambling Resource Center have designated March 2022 as Problem Gambling Awareness Month, and

WHEREAS, problem gambling is a public health issue affecting thousands of New Yorkers of all ages, races, and ethnic backgrounds, and

WHEREAS, problem gambling has a significant societal and economic cost for individuals, families, businesses and communities, and

WHEREAS, problem gambling is treatable, and treatment is effective in minimizing this harm to both individuals and society as a whole, and

WHEREAS, numerous individuals, professionals and organizations have dedicated their efforts to the education of the public about problem gambling and the availability and effectiveness of treatment,

NOW, THEREFORE BE IT RESOLVED that the Board of Legislators proclaims March 2022 as Problem Gambling Awareness Month in St. Lawrence County, and

BE IT FURTHER RESOLVED that all citizens are encouraged to learn more about the signs of problem gambling and to help spread the message about the availability of treatment.