

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
(845) 808-1020 Fax (845) 808-1933

Toni E. Addonizio *Chairwoman*
Neal L. Sullivan *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Carl L. Albano	Dist. 5
Paul E. Jonke	Dist. 6
Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Neal L. Sullivan	Dist. 9

AGENDA
PROTECTIVE SERVICES COMMITTEE MEETING
TO BE HELD VIA AUDIO WEBINAR
PURSUANT TO TEMPORARY EMERGENCY ORDERS

Members: Chairman Jonke & Legislators Nacerino & Sullivan

Tuesday

May 12, 2020

(Immediately Following the Health, Social, Educational & Environmental Mtg)

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval/Protective Services Committee Meeting Minutes/ April 15, 2020**
- 4. Approval/ Budget Amendment (20A024)/ Asset Forfeiture Funding to Make Minor Renovations to Front Office/ District Attorney Tandy**
- 5. Approval/ Fund Transfer (20T081)/ Funds to Cover Overtime due to Three (3) Vacancies, One (1) Extended Sick Leave, and One (1) Officer on 207C During April of 2020/ Sheriff Langley (copied to Pers & Audit Mtgs)**
- 6. Approval/ Budgetary Amendment (20A022)/ Division of Criminal Justice Services (DCJS) Grant Funds Awarded to Sheriff Dept. To Cover expenses associated with purchase and installation of Livescan Equipment/ Sheriff Langley**
- 7. Approval/ Fund Transfer (20T088)/ 2018 State Homeland Security Program (SHSP) Grant Funding (Reso #36/2019)- Transfer Funds To Purchase Headsets/ Sheriff Langley**
- 8. Other Business**
- 9. Adjournment**

Meeting 12th
Protective
#3

PROTECTIVE SERVICES COMMITTEE MEETING
Held via Audio Webinar Pursuant to Temporary Emergency Orders

Members: Chairman Jonke & Legislators Nacerino & Sullivan

Wednesday

April 15, 2020

The meeting was called to order at 6:00PM by Chairman Jonke who requested that Legislator Nacerino lead in the Pledge of Allegiance. Upon roll call Legislators Nacerino & Sullivan and Chairman Jonke were present.

Item #3 - Approval/ Protective Services Committee Meeting Minutes/ March 10, 2020

Chairman Jonke stated the minutes were accepted as submitted.

Item #4 - Discussion/ Automated License Plate Readers Policy (ALPR)/ Legislator Sullivan

Chairman Jonke stated this is a matter that has been discussed many times, and the reason for that is because there are liability issues to the County when it comes to the uses, collection of data and the maintenance of data of the ALPRs. He stated the Committee did request at the March 10, 2020 Protective Services Committee Meeting that three (3) specific items be addressed in their ALPR Policy. He stated the Sheriff's Department responded positively and took the request seriously. He stated Legislator Sullivan had additional matters he wanted addressed by the Sheriff's Department. He stated a memo was sent to Sheriff Langley on April 6, 2020. He stated he will have Legislator Sullivan speak to his pending questions and concerns with the ALPR Policy. He stated for the record, Sheriff Langley, Undersheriff Cheverko and Captain Babcock are on this audio webinar.

Legislator Sullivan stated some of the high-level issues have been addressed in the ALPR Policy. He stated there are still some big concerns over the use of the ALPR. He stated that he would like to review the questions that were not responded to by the Sheriff's Department.

- 1) Legislator Sullivan questioned: Will the Sheriff's Department be the only party who will store the ALPR data?

Sheriff Langley stated that he believes that Captain Babcock did provide a written response to the April 6, 2020 memo.

Captain Babcock stated that is correct. He apologized if he did not follow the proper protocol. He stated he emailed his response to the Protective Services Committee members directly, Chairman Jonke, Legislators Nacerino and Sullivan. He apologized, he should have copied the Clerk and Deputy Clerk of the Legislature on that email.

Legislator Sullivan stated he did not see the response in his email.

Legislator Nacerino confirmed that she received the referenced email.

Legislator Jonke stated he did not see it and has been experiencing some difficulty with his County email.

Legislator Sullivan stated he would like to go through the questions tonight and move forward with this matter.

Captain Babcock offered a paraphrase of his written response. He stated he will resend his written response to the Clerk of the Legislature tomorrow, April 16, 2020. He stated currently the Sheriff's Department is the sole retainer of the ALPR data and that is within the County Network. He stated under the previous administration there were two (2) other agreements. He stated one (1) was with the Fairfield County Chiefs' of Police Association and the original supplier of the ALPR equipment, ESLAG North America and Vigilant. He discontinued the two (2) agreements. He stated he did not believe that they adequately answered many of Legislator Sullivan's questions. He stated he will review current agreements with the said groups and review the agreements with the County's Law Department. He stated he did discuss doing that with Deputy County Attorney Pasquale, who was in agreement with that. He stated that he did want to mention that ELSAG is located in Brewster, and the Sheriff's Department has had a partnership with them for over 10 years and they have been an awesome partner. He stated they took care of technical issues at no charge. He stated the Carmel and Kent Police Department's mobile readers data is stored with the Sheriff's data.

Legislator Sullivan confirmed that Captain Babcock was not satisfied with the existing agreement and found this as an opportunity to take a fresh look.

Captain Babcock stated that is correct.

2. Legislator Sullivan questioned: Will there be designated employees in the Sheriff's Department who will be permitted to view the ALPR Data?

Captain Babcock stated currently there are approximately ten (10). He explained that includes all the Criminal Investigators and 1- 2 Deputies will have access to the ALPR Data. He stated there are others who have an administrative role, as he does and Investigator Hyla who will have access to the ALPR Data. He stated Carmel and Kent also will have access to the data in an Administrative Role. He stated he could provide a demonstration to Legislator Sullivan of how the information is displayed.

3. Legislator Sullivan questioned: What is the penalty if the ALPR Policy is violated by one of the people who have access to the data? He asked if there is anything stated in the policy that would warrant an immediate termination?

Captain Babcock stated that was a change to the ALPR Policy. He stated any violation is at the sole discretion of the Sheriff as to what the penalty will be. He stated in the Collective Bargaining Agreement, Article 17, the Sheriff can discipline any employee in the department for a violation of any policy or procedure. He stated the employee would have a right to a hearing to dispute the charges. He stated that is all in the Collective Bargaining Agreement. He stated he did discuss this with Deputy County Attorney Pasquale. He elaborated on said discussion. He stated the State level Legislation that is currently being considered is looking to make a violation of ALPR Data a misdemeanor. He stated if that gets enacted then it would be a State Law and the Sheriff's Department would have to adhere to that.

Legislator Sullivan stated he would like the County Law Department to take a closer look at that in the future. He stated he would like to move on to the fact at the March Protective Meeting, as the ALPR was discussed something caught his attention. He stated it sounds like the ALPR, as the Sheriff stated can read not only a license plate, but also a bumper sticker, or even see the people in the car. He stated that was a complete surprise to most of the Legislators. He stated his concern is to protect people's privacy. He stated that he understands they are good law enforcement tools. He would like clarification, if we are talking about license plate readers or cameras that collect a lot more data, facial recognition as well as other concerns.

Captain Babcock stated that was included in the email that he sent and it was marked confidential. He stated some of the police procedures used in solving crimes is not for public record or knowledge. He stated in general terms when the video is captured the ALPR Software will look at the video and determine something that looks like a license plate. He stated there are two (2) images captured, one is the license plate and the other is a momentary snapshot of when the ALPR captured the licenses plate image. He stated the angle could be from the front of the car, rear or side of the car. He stated so yes there could be additional images captured, a marker on the car, a dent, bumper sticker. He stated a license plate is required to utilize the ALPR data.

Legislator Sullivan stated so you search a license plate number, then a closer look can be taken to see other information, for example the person or people in the car. He requested clarification on the word video, that has been used.

Captain Babcock stated the stationery ALPR's have video but only captures a photo of something if there is a license plate. He stated it is not a live video feed.

Legislator Sullivan questioned if there needs to a current/open investigation for someone to access the ALPR Data. He continued by providing and scenario, which posed the question of can a person and their license plate be given and said, I want to track and flag the license plate every time it goes past the camera.

Captain Babcock stated that has a simple answer, it must be for law enforcement purposes only.

Chairman Jonke questioned if all of these questions were addressed in the email, referenced at the start of this discussion.

Captain Babcock stated a good portion of them were, he thought there may be a few points that would require further detail.

Chairman Jonke made a recommendation to have all of the Legislators get a copy of said email and review it. He stated one of the most constructive meetings he has had on this topic was when he was invited to the Sheriff's Office. He stated a presentation was given speaking to the effectiveness of the use of ALPRs. He suggested an invitation be given to Legislator Sullivan to meet a few of the Investigators and give him the same presentation. He stated he found it very compelling. He stated he believes it may be a constructive way to move forward.

Legislator Sullivan stated we understand how they work, he wants an understanding of the policy around the data. He stated since we have not seen the response from Captain Babcock, and the fact that Captain Babcock does not know the questions he is going to ask tonight, there is no way for him to say his email answered my questions. He understands this is a tough way to hold meetings. He stated next month when we get back to normal, Captain Babcock and the Sheriff can come back to the Protective Services meeting and address all these issues in a normal setting. He stated it is difficult to conduct a good meeting under these circumstances, he is willing to say the discussion will continue next month, that is fine with him. He stated he does want the discussion continued, because these are important topics.

Chairman Jonke stated he agrees they are important and appreciates everyone's patience, given the situation we are dealing with.

Legislator Nacerino thanked Captain Babcock for his comprehensive memorandum. She stated she understands Legislator Sullivan's concerns about disciplinary action. She questioned should there be a violation to the policy would the Legislature be apprised if disciplinary action is taken by the Sheriff's Department.

Sheriff Langley stated if disciplinary action is taken, the Legislature can be advised it has been taken. He stated he would not be able to disclose what specific action was taken unless the employee signed a release authorizing the release of the disciplinary action taken.

Chairman Jonke questioned where and how the data is protected why that information would be non-disclosable.

Sheriff Langley stated he does not have the specifics in front him, but this was discussed with the Legislature at a previous time regarding personnel records.

Legislator Nacerino stated it was discussed prior, but this is a different scenario. She stated we must all be cognizant of the process that must unfold, as stated by Captain

Babcock. She stated she does not believe the additional information picked up by an ALPR, may not always be a negative, it may be an asset to an investigation. She requested a comment on that.

Captain Babcock stated if a usable picture is captured that the facial recognition technology was available, he would hope a Criminal Investigator would use every resource available. He stated the information would have been collected as a result of a law enforcement investigation.

Legislator Sullivan requested Legislative Counsel Firriolo provide his legal opinion of whether the disciplinary action can be released to the Legislature by the Sheriff's Department.

Legislative Counsel Firriolo stated previously Sheriff Langley cited NYS Civil Rights Law Section 50-a as in shielding personnel records. He stated he did review said law and found it does not apply to Government Officials, the District Attorney, the County Attorney or any agency of Government which would require the records in furtherance of their official functions. He stated the disciplinary action taken by the Sheriff's Department is not shielded from the Legislature.

Sheriff Langley stated there is a recent case decision handed down. He stated according to the NYS Sheriff's Association, Legislators would not be privy to that information. He stated there was a case brought against Westchester County for the dissemination of certain information. He stated Counselor Quinn handled the case.

Legislative Counsel Firriolo stated he would need a citation to reference. He stated that he did a case load review when this came up in November of 2019. He stated if there is a new development, he would be interested in reviewing that.

Legislator Albano stated the ALPRs are tremendous law enforcement tools. He stated it is important to address the questions, but he believes the sooner they are in place the better. He stated he believes the advantages far outweigh any issues that may develop. He stated he is aware of cases in which the ALPR were used, it is a tremendous tool. He stated he has said it before, he is in support of the use of the ALPRs.

Legislator Montgomery requested clarification that the questions Legislator Sullivan has referenced are the ones in our backup, that he states have not been answered by Captain Babcock.

Chairman Jonke stated it was reported by Captain Babcock this evening that he did answer those questions via an email sent on Friday, April 10, 2020.

Legislator Montgomery stated she does not understand why Chairman Jonke did not call Captain Babcock today, asking why there had been no response to his memo and was he planning to answer them. She stated there are three (3) items on this agenda,

and now this matter is being held up again. She stated if she were on this committee and there were outstanding questions she would have followed up. She questioned if this continuation is going to hold up Cold Spring's ability to get and use the ALPRs.

Chairman Jonke clarified the funding from the District Attorney's Asset Forfeiture budget line for the Cold Spring Police Department (PD) to purchase ALPRs was approved at the April Full Meeting. He stated there is currently an ALPR Policy in place. He clarified there is nothing restricting the Cold Spring PD from using the ALPR when they are ready.

Legislator Montgomery questioned when the ALPR Policy was approved that Cold Spring agreed to use.

Chairman Jonke stated the Sheriff's Department has an ALPR Policy in place.

Legislator Montgomery questioned if this Committee is in agreement that the existing ALPR Policy is sufficient for Cold Spring to move forward with the use of their ALPRs when they are ready.

Chairman Jonke stated this whole exercise is about refining the existing ALPR Policy. He stated the goal is to amend the existing ALPR Policy to reduce the liability on the County, protect privacy and utilize ALPRs in an effective way.

Legislator Nacerino stated she supports Cold Spring PD's use of the ALPRs. She repeated that the Legislature is reviewing the ALPR Policy to tweak it. She stated Cold Spring PD has agreed to adhere to the County's ALPR Policy.

Legislator Sullivan stated there is a resolution that specifies exactly what is being discussed. He requested that the Legislative Counsel or Clerk pull said resolution and read it out loud. He stated that he recalls Cold Spring was specifically mentioned.

Legislator Montgomery stated the Legislature never approved an ALPR Policy at the April Full Meeting.

Chairman Jonke requested that Sheriff Langley clarify if his department has an ALPR Policy.

Sheriff Langley stated there is a policy that was submitted to the Legislature, and as stated we are working to tweak it.

Legislator Montgomery requested clarification if Cold Spring PD purchases their ALPRs today they can begin to use them.

Legislator Sullivan stated that is not correct. He requested Clerk Schonfeld get a copy of said resolution from the office files.

Chairman Jonke stated Clerk Schonfeld did already pull a copy of said resolution and has submitted a copy to him.

Legislator Sayegh stated Cold Spring Officer Burke stated at the March Protective Meeting, once the funding is approved it will take them several months to order and install the ALPRs, allowing ample time for the amendments to be made to the ALPR Policy.

Chairman Jonke read and excerpt of Resolution #70 approved at the April 7, 2020 Full Meeting. It stated that the Cold Spring Police Department will adhere to the Putnam County's ALPR Policy.

Sheriff Langley stated last week thanks to the ALPR technology, there were two (2) stolen vehicles recovered and arrests were made.

Chairman Jonke stated the Legislature did receive correspondence from Sheriff Langley speaking to the recovery of the vehicles thanks to the ALPR data. He stated that he believes that is a strong example of why the ALPRs need to go into effect as soon as possible. He stated the policy will be fine tuned. He stated he is in support of the use of the ALPR technology.

Captain Babcock stated Legislator Sayegh asked a question last month about a spreadsheet. He stated he owes her an apology, he did not recall about the spread sheet. He stated she was absolutely correct there was a spread sheet that was referenced in the audit procedure that is used when an audit is done.

Legislator Montgomery questioned what else needs to be added to this policy.

Chairman Jonke stated Legislator Sullivan has some questions he would like to have addressed.

Legislator Montgomery stated she does not want anything to further delay her District's Police Department, Cold Spring, from getting valuable and necessary tools.

Legislator Nacerino stated she is supportive to move forward. She stated it is her opinion this Legislature has exhausted many questions and they have been addressed. She stated she does not want to belabor this and be a detriment to the Cold Spring PD. She stated she trusts the integrity of the Cold Spring PD and Sheriff's Department. She stated the outstanding questions Legislator Sullivan, or any other Legislator has can be resolved verbally or in writing but should not impact the policy in of itself.

Legislator Sayegh stated she does not believe there is any doubt that the ALPRs are important law enforcement tools. She stated that her concern is protecting the information of all of the innocent people whose information will be captured. She continued to cite a report by the American Civil Liberties Union (ACLU) that spoke of the legalities that exist in the usage of ALPRs.

Sheriff Langley stated this is a law enforcement tool, there needs to be an event that takes place to put the wheels in motion to review the data. He stated it is a tool that can assist in bringing justice to crimes committed.

Legislator Gouldman stated the ALPRs are currently being used throughout the County and in Westchester and Dutchess Counties as well. He stated Sheriff Langley just spoke to solving a crime committed through the use of the ALPR. He stated if it is determined that the Sheriff's Department ALPR Policy needs "tweaking", then it will get done. He stated in the meantime there is an ALPR Policy in place.

Legislator Sullivan stated this discussion has gotten way off the rails. He stated no one has ever questioned the integrity of the Sheriff's Department. He stated he is talking about having an ALPR Policy for the County, as there is a County IT Policy and Personnel Policy. He stated he wants to make sure the County is protected from liability. He stated at the State level there are bills in place in the Assembly and Senate to address the same concern that are being considered here. He repeated, it has nothing to do with the integrity, judgement or need to use the ALPRs.

Legislator Sayegh stated she agrees with Legislator Sullivan. She stated the stored data from the ALPRs need to have adequate protection in place. She stated there is no question that this is a great law enforcement tool.

Legislator Addonizio stated it is unfortunate that not all of the Legislators received the email sent by Captain Babcock. She agrees the ALPRs are an invaluable tool for law enforcement. She stated the technology increases the effectiveness of public safety and public safety is the Legislature's top priority.

Item#5 - Discussion/ Overtime Lines/ Sheriff's Department

Chairman Jonke stated there is an Overtime Policy Resolution (#34 of 2020). He stated because there was quite a bit of overtime last year that exceeded the budgeted amount, we are asking for an update from the Sheriff's Department, as we have just completed the first quarter of 2020. He stated personally he would like to know if the Sheriff's Department has exceeded 25% of the budgeted overtime at the conclusion of the first quarter.

Sheriff Langley stated that he will go line by line if that is what Chairman Jonke would like.

Chairman Jonke stated that is not necessary, he would like to know, per his memorandum of April 9, 2020, has more than 25% of the overtime funds for the first quarter of 2020 been expended.

Sheriff Langley stated in the Youth and Community Services it shows more than 25% expended. He explained, approximately \$14,000 was billed out services, which will be

reimbursed to the Sheriff's Department and it will bring the expenditure of the overtime below 25%.

Chairman Jonke stated last year there was quite an ordeal discussing overtime, it would be irresponsible of him to not request an update. He stated this is an exercise in trying to stay on top of things. He stated if there is anything the Legislature can do, as a governing body, he asked that the Sheriff let us know what we can do. He stated if you are over 25% please rectify what needs to be rectified or please explain in the future. He stated as the year progresses, he will request that the Sheriff's Department come back quarterly to give an update on the overtime.

Sheriff Langley stated he believes after the second quarter he will have a better idea. He stated the overall patrol, which includes ERTX and Reconstruction teams, is at 28.8% as of April 14, 2020. He stated also there are employees cashing out on their compensation time and that comes from the overtime budget line. He stated to date there is \$6,554.52 of compensation time that has been taken from the overtime budget line.

Chairman Jonke questioned what the School Resource Officers (SRO) are doing, now that the schools are closed. He questioned if they are on the road patrol alleviating overtime.

Legislator Nacerino stated that will be discussed in the tonight's Personnel Meeting, it will immediately follow this meeting.

Chairman Jonke stated the item on the Personnel Agenda is a request on the upgrade to the Sergeant position. He stated he is specifically asking about overtime and how we are alleviating overtime, this is not overlapping.

Legislator Sullivan stated he would like to hear the answer to the question that was raised by Chairman Jonke. He stated there are nine (9) SROs who are not working in the schools. He stated you would think that would help alleviate the road patrol overtime.

Sheriff Langley stated they are being utilized to cover the open slots that have been created by Deputies who have retired, transferred out to other agencies, and those who are out on 207C. He stated they are being utilized wisely to eliminate the need for overtime.

Chairman Jonke requested confirmation, that the SROs will eliminate the need for overtime.

Sheriff Langley stated on next month's schedule there is one (1) empty deputy slot and three (3) empty sergeant slots. He stated the SROs have been instrumental in filling the holes.

Chairman Jonke stated he appreciated the answer and thanked the Sheriff for utilizing SROs in a way that is offsetting overtime. He stated that will be helpful to the taxpayers. He stated given the current circumstances we are all living in, there is no way to know what the County will be facing financially.

Legislator Sullivan requested the Sheriff explain in more detail the scheduling and his reference to the openings.

Sheriff Langley stated when Deputies are on vacation, their shifts would be covered by other Deputies. He stated currently he is utilizing the SROs to fill those vacancies. He stated it is all about reducing costs and the overtime expenditures.

Legislator Gouldman questioned if the Coronavirus is having an impact on the number of Officers who are out sick.

Undersheriff Cheverko stated to date there have been 13 Deputies who have missed days of work due to secondary exposure, whether on or off duty. He stated the longest time a Deputy has been out was 18 days. He stated they are not allowed back until they have been tested.

Legislator Gouldman stated as a result of the impact of the Coronavirus it could cause an increase in the overtime.

Undersheriff Cheverko stated that absolutely could be the case.

Legislator Sullivan questioned clarification from the Undersheriff. He questioned if the 13 Deputies were COVID-19 positive.

Undersheriff Cheverko stated no. He clarified only two (2) out of the 13 tested positive.

Legislator Montgomery stated her appreciation to the Sheriff, for the detailed information he has provide this evening. She stated she referenced the overtime policy at last night's Health Committee Meeting and neither Commissioner Nesheiwat or his Senior Staff member, who was on the call, knew that it existed. She stated however here the Legislature is tonight going into so much detail with the Sheriff's Department. She stated for clarification, she is in support of this, but would like to see it across the board in every department. She stated we are not questioning the overtime for the essential work being done in the Health Department during this overtime crisis. She stated she would like to know, as do her constituents, what is the scheduling of the Health Department like to meet the demands of these challenging times. She stated there is construction going on at Tilly Foster Farm and the Putnam Golf Course. She stated she does believe construction is supposed to be done, per the Governor's Executive Order. She questioned if overtime is involved. She stated this is astounding once again to hear. She stated the actions of this Committee appear to be targeting the Sheriff's Department. She stated again this is good information to get from all of the Departments of the County. She stated she trusts the Sheriff and his Captains. She

thanks everyone working in the Sheriff's Department who are working to protect this community in this terrible time. She thanked Sheriff Langley again for providing a tremendous level of detail.

Chairman Jonke stated he takes issue with Legislator Montgomery's comments. He stated this Committee is not targeting the Sheriff's Department. He stated the Sheriff's Department came in hundreds of thousands over budget last year. He stated he is not aware of what overtime policy Legislator Montgomery is referring to. He clarified there is a reporting policy, resolution #34 of 2020, but it does not cut back on overtime, nor does it dictate the use the overtime line. He stated that he also trusts our Sheriff. He stated he has good dialogue with members of the Sheriff's Administration multiple times a week. He stated he believes the Legislature is working very well with the Sheriff's Department.

Legislator Sullivan stated that he echoes the statement made by Chairman Jonke. He stated to infer that we are targeting the Sheriff's Department, he finds that extremely insulting. He stated we trust the Sheriff's Department entirely. He stated it is the Legislature's fiduciary responsibility to the taxpayer to do our job to make sure the taxpayers' money is being spent wisely. He stated historically the Sheriff's Department spends the largest amount of money on overtime. He stated the amount of money the Health Department has spent on overtime is minuscule compared to the amount the Sheriff's Department has spent. He stated we are living through a pandemic, unprecedented times. He stated that he is not sure of the level of detail that Legislator Montgomery is referring to. He stated he heard explanations, but he did not hear any level of detail.

Legislator Nacerino stated that she strongly disagrees with the comments made by Legislator Montgomery, and she takes offense as well. She stated that she believes the Sheriff and the Captain, know better and realize that is not the case at all. She stated any County Department is given what is needed to serve the County residents in times of need as demonstrated with the recent activity of the County Health Department in their dealing with the COVID-19. She stated the Sheriff's Department overtime is a recording measure to keep the lines of communication open.

Legislator Albano echoes his colleagues' statements, this is business with a focus on details. He stated this applies to all of the County's Departments. He stated he would like the conversation to stick to the agenda items and avoid the false accusations. He stated he does not believe it is good business to be going off on these tangents when conducting these meetings via the audio webinar.

Legislator Addonizio stated she also takes issue to Legislator Montgomery's comments. She stated she totally trusts the Putnam County Sheriff's Department. She stated she will take this moment to express her sincere appreciation and thanks for all that they do. She stated her father is a retired NYC Police Officer. She stated that she knows firsthand the commitment officers have in protecting our communities.

Chairman Jonke repeated the fact that he has open and effective conversation with members of the Sheriff's Department. He stated he believes there is a lot of mischaracterization out there today, and he takes offense to that.

Legislator Sayegh stated she agrees, we have the utmost respect for the Sheriff's Department and the men and women who work there. She stated they are working through this crisis out there on the road and still interacting with people. She stated she is also offended by Legislator Montgomery's comments. She stated she does not like the characterization of pitting one department against another. She stated as Legislators it is our responsibility to make sure all of the Departments have the tools that they need.

Legislator Montgomery stated that Chairman Jonke said that he is in communication with them every day.

Chairman Jonke clarified that he did not say every day.

Legislator Montgomery stated it would have been great if in that communication included reference to the memorandum sent that was still pending their response.

Chairman Jonke thanked her for her constructive criticism.

Item #6 - Other Business – None

Item #7 - Adjournment

There being no further business at 7:25PM Chairman Jonke made a motion to adjourn; Seconded by Legislator Sullivan. All in favor.

Respectfully submitted by Deputy Clerk of the Legislature Diane Trabulsy.

THE PUTNAM COUNTY LEGISLATURE

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Members: Chairman Jonke & Legislators Nacerino & Sullivan

Wednesday **6:00PM** **April 15, 2020**
(Personnel Mtg. to Immediately Follow)

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval/Protective Services Committee Meeting Minutes/ March 10, 2020**
- 4. Discussion/ Automated License Plate Readers Policy/ Legislator Sullivan**
- 5. Discussion/ Overtime Lines/ Sheriff's Department**
- 6. Other Business**
- 7. Adjournment**

cc: all
Prof 5/12/20
A+A

Reso
#4



WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

ANITA Z. GILBERT
Chief Deputy Commissioner Of Finance

SHEILA BARRETT
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

April 30, 2020

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

2020 MAY - 5 AM 11: 57
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the District Attorney's **2020 Budget** which was submitted for approval:

Increase Revenue:

10001000	District Attorney	
427152	Asset Forfeiture Program	<u>\$20,000</u>

Increase Appropriation:

10001000	District Attorney Asset Forfeiture Program	
52110	Furniture and Furnishings	<u>\$20,000</u>

2020 Fiscal Impact -0-
2021 Fiscal Impact -0-

The District Attorney respectfully requests the use of forfeited asset reserve funds to make some minor renovations to their front office. Please refer to memo attached.

AUTHORIZATION:

20A024

Date _____ Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00

Date _____ County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000

Date _____ Chairperson Audit/Designee: \$0 - \$10,000.00

Date _____ Audit & Administration Committee: \$10,000.01 - \$25,000.00

CHIEF ASSISTANT DISTRICT ATTORNEY
Chana Krauss

FIRST ASSISTANT DISTRICT ATTORNEY
Larry Glasser



ASSISTANT DISTRICT ATTORNEYS
Joseph Charbonneau
Mackenzie Ferguson
Nicholas LaStella
Melissa Lynch
Patricia Rau
Jessica Segal
Breanne Smith

ROBERT V. TENDY
District Attorney

TO: William Carlin
Commissioner of Finance

FROM: Robert V. Tendy

DATE: April 28, 2020

RE: Asset Forfeiture Budget Line Increase

Please increase the revenue and expenditure lines for the asset forfeiture budget lines.

Increase revenue line #	10001000427152	in the amount of	\$20,000.00
Increase expenditure line#	1000100052110	Furniture and Furnishings	\$ 20,000.00

We will be ordering a cubicle system for the 3 employees in our front office. We will use part of these funds to replace the carpet, paint and acquire window treatments for the front office as well.

Thank you

Furniture Pro Corporation
 355 Spook Rock Road
 Box 2, Building i, Suite i-503
 Suffern, NY 10901



Quotation

Phone
8453622061

Fax
845-503-2301

Date	Quote #
3/13/2020	Q175103

D.Ginsberg@FurnitureProCorp...

www.FurnitureProCorp.com

Bill To: Putnam County Accounts Payable 40 Gleneida Avenue, Room 105 Carmel, New York 10512	Ship To Putnam County District Attorney Christina Rizzo 845-808-1055 40 Gleneida Avenue Carmel, NY 10512
--	---

Series	Model	Description	Qty	List	Cost	Total
HON-NY...		PRICING PER NY STATE CONTRACT PC68432 FOR THE HON COMPANY. LIST LESS: Vertical & Lateral Files/Storage (Contain) 62.95%; Tables, Desks, Seating, Education 60.95%; Systems & Peds 73.55% -- FOR ORDER UNDER \$125,000 FROM 6/2019 PRICE LIST. PLEASE MAKE YOUR PURCHASE ORDER TO THE HON CO AS PER BELOW AND FAX TO 845-503-2301 OR EMAIL TO Sales@FurnitureProCorp.com THE HON CO (contract PC68432) C/O FURNITURE PRO CORP 200 OAK ST MUSCATINE, IA 52761-1109 IMPORTANT: PLEASE WRITE NY STATE CONTRACT PC68432 ON YOUR ORDER. Compass Quote Number: SQDA000469-1			0.00	0.00
HON-PR... FRTINC INSTAL...		*As per attached parts list FREIGHT INCLUDED INSIDE DELIVERY, SET UP, PUT IN PLACE, CLEAN UP	1	27,387.00	8,617.41 0.00 2,154.35	8,617.41T 0.00T 2,154.35T

We take pride in doing a thorough job of detailing your order. Please check we have included all the correct items, part numbers, quantities, sizes, colors, and prices. If all is correct, please sign below and return to us. If there are inaccuracies, let us know, and we will correct them before expediting your order.
 I understand this is a custom order and no changes can be made once the order is placed. I have read and understand the terms and conditions above.

Signature _____ Print Name _____
 Title _____ Date _____
 Work Phone _____ Cell Phone _____

Thank you for your business.

Subtotal	\$10,771.76
Sales Tax (0.0%)	\$0.00
Total	\$10,771.76



FURNITURE PRO CORP
355 SPOOK ROCK RD STE I-503
AIRMONT, NY 10901-5314

Location: FURNITURE PRO CORP	Quote Name: Q175080 Putnam County DA
Account: FURNITURE PRO CORP-AIRMONT: 5136-164696	Quote Number: SQDA000469-1
Contract: A601: HON ST OF NY INVOICE END USER	Created By: Sales FPC
Comments:	Created Date: 3/13/2020
	Last Modified Date: 3/13/2020
	Total Units: 96
	Est. Weeks to Ship All: 3-4 Weeks

Line: 001	Item: H684.LT1	List Price	Discount	Net Price	Total
Cust Line:	Model: BRIGADE 600 SERIES LATERAL FILE 36W 4-DRAWER	\$1,425.00	62.95%	\$527.96	\$1,055.92
Quantity: 2	Est Weeks to Ship: 3-4 Weeks				
Bid:	Tags:				
	LOCK: Standard Random Key Lock				
	PAINT: PAINT: Select Choice Paint				
	PAINT Selection: Platinum Metallic				

Line: 002	Item: HEC65PL.T1	List Price	Discount	Net Price	Total
Cust Line:	Model: L CONNECTOR 65H	\$164.00	73.55%	\$43.38	\$216.90
Quantity: 5	Est Weeks to Ship: 3-4 Weeks				
Bid:	Tags:				
	PAINT: PAINT: Select Choice Paint				
	PAINT Selection: Platinum				

Line: 003	Item: HEC65PT.T1	List Price	Discount	Net Price	Total
Cust Line:	Model: T CONNECTOR 65H	\$164.00	73.55%	\$43.38	\$86.76
Quantity: 2	Est Weeks to Ship: 3-4 Weeks				
Bid:	Tags:				
	PAINT: PAINT: Select Choice Paint				
	PAINT Selection: Platinum				

Line: 004	Item: HECVH30P.T1	List Price	Discount	Net Price	Total
Cust Line:	Model: VARIABLE HEIGHT CONNECTOR KIT 30H	\$85.00	73.55%	\$22.48	\$44.96
Quantity: 2	Est Weeks to Ship: 3-4 Weeks				
Bid:	Tags:				
	PAINT: PAINT: Select Choice Paint				
	PAINT Selection: Platinum				

Line: 005	Item: HEFEC65P.T1	List Price	Discount	Net Price	Total
Cust Line:	Model: PANEL FINISHED END COVERS 65H	\$72.00	73.56%	\$19.04	\$114.24
Quantity: 6	Est Weeks to Ship: 3-4 Weeks				
Bid:	Tags:				
	PAINT: PAINT: Select Choice Paint				
	PAINT Selection: Platinum				

Line: 006	Item: HES3024G.T1.Q	List Price	Discount	Net Price	Total
Cust Line:	Model: CLEAR GLASS STACKER 30H X 24W	\$648.00	73.55%	\$171.40	\$1,028.40
Quantity: 6	Est Weeks to Ship: 3-4 Weeks				
Bid:	Tags:				



FURNITURE PRO CORP
355 SPOOK ROCK RD STE I-503
AIRMONT, NY 10901-5314

PAINT: PAINT: Select Choice Paint
PAINT_Selection: PAINT: Platinum Metallic
GLASS: Glass: Clear

Line:	007	Item:	HES3036G.T1.Q	List Price	Discount	Net Price	Total
Cust Line:		Model:	CLEAR GLASS STACKER 30H X 36W	\$754.00	73.55%	\$199.43	\$598.29
Quantity:	3	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	PAINT: Select Choice Paint				
		PAINT_Selection:	PAINT: Platinum Metallic				
		GLASS:	Glass: Clear				

Line:	008	Item:	HESHRTA24.T1	List Price	Discount	Net Price	Total
Cust Line:		Model:	5 5/8H X 13D X 24W SHELF	\$216.00	73.55%	\$57.13	\$114.26
Quantity:	2	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	PAINT: Select Choice Paint				
		PAINT_Selection:	Platinum				

Line:	009	Item:	HESHRTA36.T1	List Price	Discount	Net Price	Total
Cust Line:		Model:	5 5/8H X 13D X 36W SHELF	\$246.00	73.55%	\$65.07	\$65.07
Quantity:	1	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	PAINT: Select Choice Paint				
		PAINT_Selection:	Platinum				

Line:	010	Item:	HETC24.T1	List Price	Discount	Net Price	Total
Cust Line:		Model:	PANEL TOP CAP 24W	\$36.00	73.56%	\$9.52	\$95.20
Quantity:	10	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	PAINT: Select Choice Paint				
		PAINT_Selection:	Platinum				

Line:	011	Item:	HETC36.T1	List Price	Discount	Net Price	Total
Cust Line:		Model:	PANEL TOP CAP 36W	\$56.00	73.55%	\$14.81	\$59.24
Quantity:	4	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	PAINT: Select Choice Paint				
		PAINT_Selection:	Platinum				

Line:	012	Item:	HETC60.T1	List Price	Discount	Net Price	Total
Cust Line:		Model:	PANEL TOP CAP 60W	\$81.00	73.56%	\$21.42	\$21.42
Quantity:	1	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	PAINT: Select Choice Paint				
		PAINT_Selection:	Platinum				

Line:	013	Item:	HETP3524FP.LC32.T1	List Price	Discount	Net Price	Total
Cust Line:		Model:	TACKABLE PANEL W/O TC 35H X 24W	\$314.00	73.55%	\$83.05	\$498.30



FURNITURE PRO CORP
355 SPOOK ROCK RD STE I-503
AIRMONT, NY 10901-5314

Quantity:	6	Est Weeks to Ship:	3-4 Weeks
Bid:		Tags:	
		FABRIC:	Gr A Fabric
		FABRIC_Selection:	FABRIC: Lucy--COLOR: Aspen
		PAINT:	PAINT: Select Choice Paint
		PAINT_Selection:	Platinum

Line:	014	Item:	HETP3536FP.LC32.T1	List Price	Discount	Net Price	Total
Cust Line:		Model:	TACKABLE PANEL W/O TC 35H X 36W	\$350.00	73.55%	\$92.58	\$277.74
Quantity:	3	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		FABRIC:	Gr A Fabric				
		FABRIC_Selection:	FABRIC: Lucy--COLOR: Aspen				
		PAINT:	PAINT: Select Choice Paint				
		PAINT_Selection:	Platinum				

Line:	015	Item:	HETP3560FP.LC32.T1	List Price	Discount	Net Price	Total
Cust Line:		Model:	TACKABLE PANEL W/O TC 35H X 60W	\$404.00	73.55%	\$106.86	\$106.86
Quantity:	1	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		FABRIC:	Gr A Fabric				
		FABRIC_Selection:	FABRIC: Lucy--COLOR: Aspen				
		PAINT:	PAINT: Select Choice Paint				
		PAINT_Selection:	Platinum				

Line:	016	Item:	HETP6524FP.LC32.T1	List Price	Discount	Net Price	Total
Cust Line:		Model:	TACKABLE PANEL W/O TC 65H X 24W	\$396.00	73.55%	\$104.74	\$418.96
Quantity:	4	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		FABRIC:	Gr A Fabric				
		FABRIC_Selection:	FABRIC: Lucy--COLOR: Aspen				
		PAINT:	PAINT: Select Choice Paint				
		PAINT_Selection:	Platinum				

Line:	017	Item:	HETP6536FP.LC32.T1	List Price	Discount	Net Price	Total
Cust Line:		Model:	TACKABLE PANEL W/O TC 65H X 36W	\$444.00	73.55%	\$117.44	\$117.44
Quantity:	1	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		FABRIC:	Gr A Fabric				
		FABRIC_Selection:	FABRIC: Lucy--COLOR: Aspen				
		PAINT:	PAINT: Select Choice Paint				
		PAINT_Selection:	Platinum				

Line:	018	Item:	HH871124	List Price	Discount	Net Price	Total
Cust Line:		Model:	ELECTRICAL PASS-THRU CABLE 25-1/2W 3-1 & 2-2 SYSTEMS	\$128.00	73.55%	\$33.86	\$135.44
Quantity:	4	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					



FURNITURE PRO CORP
355 SPOOK ROCK RD STE I-503
AIRMONT, NY 10901-5314

Line:	019	Item:	HH871236	List Price	Discount	Net Price	Total
Cust Line:		Model:	ELECTRICAL POWER HARNESS 36W 3-1 & 2-2 SYSTEMS	\$204.00	73.55%	\$53.96	\$53.96
Quantity:	1	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					

Line:	020	Item:	HH879072	List Price	Discount	Net Price	Total
Cust Line:		Model:	BASE IN-FEED CABLE BASE 3-1 & 2-2 SYSTEMS	\$227.00	73.55%	\$60.04	\$60.04
Quantity:	1	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					

Line:	021	Item:	HH871501.TI	List Price	Discount	Net Price	Total
Cust Line:		Model:	DUPLEX RECEPTACLE CIRCUIT 1 3-1 & 2-2 SYSTEMS	\$43.00	73.56%	\$11.37	\$22.74
Quantity:	2	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	Titanium				

Line:	022	Item:	HH871502.TI	List Price	Discount	Net Price	Total
Cust Line:		Model:	DUPLEX RECEPTACLE CIRCUIT 2 3-1 & 2-2 SYSTEMS	\$43.00	73.56%	\$11.37	\$22.74
Quantity:	2	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	Titanium				

Line:	023	Item:	HH871504.TI	List Price	Discount	Net Price	Total
Cust Line:		Model:	DUPLEX RECEPTACLE CIRCUIT 4 3-1 & 2-2 SYSTEMS	\$43.00	73.56%	\$11.37	\$22.74
Quantity:	2	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	Titanium				

Line:	024	Item:	HLSL2428F.C.C.T1	List Price	Discount	Net Price	Total
Cust Line:		Model:	24D X 28IN FILE/FILE PEDESTAL SUPPORT	\$747.00	60.95%	\$291.70	\$875.10
Quantity:	3	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		LAMINATE:	Grd L1 Standard Laminates				
		LAMINATE_Selection:	LAM: Harvest				
		LAMINATE2:	Grd L1 Standard Laminates				
		LAMINATE2_Selection:	LAM: Harvest				
		PULL:	Clr: Platinum				

Line:	025	Item:	HLSL2428S.C.C.T1	List Price	Discount	Net Price	Total
Cust Line:		Model:	24D X 28IN SLIM PROFILE PEDESTAL (BOX/BOX/FILE)	\$741.00	60.95%	\$289.36	\$868.08
Quantity:	3	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					



FURNITURE PRO CORP
355 SPOOK ROCK RD STE I-503
AIRMONT, NY 10901-5314

LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: LAM: Harvest
LAMINATE2: Grd L1 Standard Laminates
LAMINATE2_Selection: LAM: Harvest
PULL: Clr: Platinum

Line:	026	Item:	HLSLR2441O.T1	List Price		Discount		Net Price		Total
Cust Line:		Model:	VOI 24D X 41H O-LEG SUPPORT FOR WORKSURFACES	\$422.00		60.95%		\$164.79		\$659.16
Quantity:	4	Est Weeks to Ship:	3-4 Weeks							
Bid:		Tags:								
		PAINT:	PAINT: Select Choice Paint							
		PAINT_Selection:	Platinum Metallic							

Line:	027	Item:	HLSLR2436.CC.GT1	List Price		Discount		Net Price		Total
Cust Line:		Model:	VOI 24D X 36IN W RECTANGLE WORKSURFACE	\$243.00		60.95%		\$94.89		\$284.67
Quantity:	3	Est Weeks to Ship:	3-4 Weeks							
Bid:		Tags:								
		LAMINATE:	Grd L1 Standard Laminates							
		LAMINATE_Selection:	LAM: Harvest--EDGE: Harvest							
		GROMMET:	Grommets--Clr: Platinum Flat							

Line:	028	Item:	HLSLR2448.CC.GT1	List Price		Discount		Net Price		Total
Cust Line:		Model:	VOI 24D X 48IN W RECTANGLE WORKSURFACE	\$294.00		60.95%		\$114.81		\$229.62
Quantity:	2	Est Weeks to Ship:	3-4 Weeks							
Bid:		Tags:								
		LAMINATE:	Grd L1 Standard Laminates							
		LAMINATE_Selection:	LAM: Harvest--EDGE: Harvest							
		GROMMET:	Grommets--Clr: Platinum Flat							

Line:	029	Item:	HLSLR2460.CC.GT1	List Price		Discount		Net Price		Total
Cust Line:		Model:	VOI 24D X 60IN W RECTANGLE WORKSURFACE	\$345.00		60.95%		\$134.72		\$404.16
Quantity:	3	Est Weeks to Ship:	3-4 Weeks							
Bid:		Tags:								
		LAMINATE:	Grd L1 Standard Laminates							
		LAMINATE_Selection:	LAM: Harvest--EDGE: Harvest							
		GROMMET:	Grommets--Clr: Platinum Flat							

Line:	030	Item:	HSCKTPS.X	List Price		Discount		Net Price		Total
Cust Line:		Model:	STRAIGHT CONNECTOR KIT	\$19.00		73.53%		\$5.03		\$20.12
Quantity:	4	Est Weeks to Ship:	3-4 Weeks							
Bid:		Tags:								
		PAINT:	No Option							

Line:	031	Item:	HWSB2.T1	List Price		Discount		Net Price		Total
Cust Line:		Model:	WORKSURFACE BRACKET KIT	\$49.00		73.55%		\$12.96		\$38.88



FURNITURE PRO CORP
355 SPOOK ROCK RD STE I-503
AIRMONT, NY 10901-5314

Quantity: 3 Est Weeks to Ship: 3-4 Weeks
Bid: Tags:
PAINT: PAINT: Select Choice Paint
PAINT_Selection: Platinum

Mfg List: \$27,387.00 Mfg Net: \$8,617.41

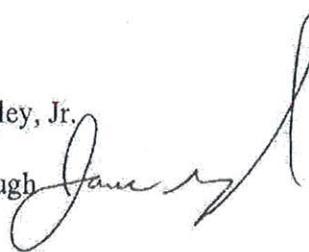
Please refer to your Dealer Terms and Conditions.

Putnam County Sheriff's Department

Inter - Office Memorandum

Date: May 5, 2020

To: Sheriff Robert L. Langley, Jr.

From: Captain James Greenough 

Subject: **FUNDS TRANSFER**
OVERTIME JAIL

Request the below funds transfers be approved to cover overtime costs that were incurred due to running the month of April 2020 with three Correction Officer vacancies, one extended sick leave and one Officer on 207C. Approving the below listed lines will cover projected overtime costs.

Reduce 10315000.10103 Open Personnel Line Funds by \$4,206.00.

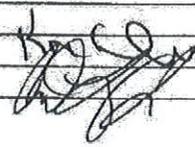
Reduce 10315000.10116 Open Personnel Line Funds by \$6,460.00.

Reduce 10315000.10160 Open Personnel Line Funds by \$4,206.00.

and

Increase 10315000.51093 Jail General Overtime by \$14,872.00.

RECEIVED AND FORWARDED FOR ACTION

SGT _____
LT _____
LT _____
CAPT _____
US _____
SHERIFF _____ 

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



cc:all
Prot 5-12-20
A+A

Res D
#6

ANITA Z. GILBERT
Chief Deputy Commissioner Of Finance

SHEILA BARRETT
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

April 23, 2020

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, New York 10512

2020 APR 27 PM 3:23
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Pursuant to Resolution 312 dated 12/23/19, the following amendment to the Putnam County Sheriff Department's 2020 budget is required.

Increase Revenue:

32311000	Sheriff BCI	
443890	Public Safety Other	<u>\$28,901</u>

Increase Appropriation:

32311000	Sheriff BCI	
54782	Software & Accessories	<u>\$28,901</u>

2020 Fiscal Impact -0-
2021 Fiscal Impact -0-

The Putnam County Sheriff's Department has been awarded a grant (LS19-1034-E00) for expenses associated with the purchase and installation of Livescan equipment to replace outdated/end of life equipment (including software) intended to be used to transmit prints to the Division of Criminal Justice Services (DCJS). This grant is administered by NYS DCJS with funds from the Federal Fiscal Year (FFY) 2019 NYS National Criminal History Improvement Program. The term for this grant is April 1, 2020 through June 30, 2021.

AUTHORIZATION:

20A022

Date _____ Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00

Date _____ County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000

Date _____ Chairperson Audit/Designee: \$0 - \$10,000.00

Date _____ Audit & Administration Committee: \$10,000.01 - \$25,000.00 T662186 CFDA#: 16.554



ROBERT L. LANGLEY, JR.
SHERIFF

PUTNAM COUNTY
OFFICE OF THE SHERIFF
AND
CORRECTIONAL FACILITY
THREE COUNTY CENTER
CARMEL, NEW YORK 10512
845-225-4300



KEVIN M. CHEVERKO
UNDERSHERIFF

LIVESCAN GRANT PROGRAM

April 16, 2020

Mr. William J. Carlin Jr.
Commissioner of Finance
County Office Building
40 Gleneida Avenue
Carmel, NY 10512

Dear Commissioner Carlin:

I am requesting an amendment to the 2020 Putnam County Sheriff's Department budget to fund the 20-21 LiveScan Grant Program.

Increase Revenues:

32311000.43389B (LiveScan Grant State Aid) \$28,901.00
443890 PUBLIC SAFETY OTHER

Increase Expenditures:

32311000.54782 (Software and Accessories) \$28,901.00

Attached please find the Grant Award Notice, Quote and Resolution #312, passed on December 18, 2019.

Very truly yours,

Robert L. Langley, Jr.
Sheriff

P-1

PUTNAM COUNTY SHERIFF'S DEPARTMENT
INTER-OFFICE MEMORANDUM

DATE: April 15, 2019

TO: Sheriff Robert L. Langley Jr.
Attn. Kevin Cheverko

FROM: First Sergeant W. Meyer *W. Meyer*

SUBJECT: **Budgetary Amendment**

This member requests the following Budgetary Amendment to fund the 20-21 LiveScan Grant Program. See attached Award letter, Quote, and Resolution.

Increase Revenue Line ⁴⁴³⁸⁹⁰ 43389B (LiveScan State Aid) ^{FED. FUNDS} \$28,901.

Increase Expense Line 01 32311000 54782 (Software and Accessories) \$28,901.

Attached:
Quote.
Resolution.
Award Letter.

RECEIVED AND FORWARDED
FOR ACTION

SGT _____
LT _____
CAPT _____
US _____
SHERIFF *W. Meyer* *Approved*

PUTNAM COUNTY LEGISLATURE

Resolution #312

Introduced by Legislator: Joseph Castellano on behalf of the Protective Services Committee at the Year End Meeting held on December 18, 2019.

page 1

APPROVAL/ GRANT APPLICATION/ SHERIFF'S DEPARTMENT/ NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES (DCJS) GRANT / SFY 2020-2021 LIVESCAN EQUIPMENT PROGRAM

WHEREAS, Section 5-1(D)(1) of the Putnam County Code requires Legislative approval of all grant applications and renewals that require County matching funds; and WHEREAS, the Putnam County Sheriff's Department requested permission to apply for the SFY2020-2021 LIVESCAN Equipment Program in the amount of \$60,000; and WHEREAS, the funding is provided by the New York State Division of Criminal Justice Services (DCJS); and

WHEREAS, the grant application deadline is January 13, 2020; and WHEREAS, the grant requires a 50% match by the County; and WHEREAS, the contract period for this grant opportunity will be 15 months starting April 1, 2020; and

WHEREAS, the Protective Services Committee has reviewed and approved of this request; now therefore be it

RESOLVED, that the Putnam County Sheriff's Department is authorized to apply for the SFY2020-2021 LIVESCAN Equipment Program, through the New York State Division of Criminal Justice Services (DCJS), in the amount of \$60,000.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.



State of New York
ss:
County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on December 18, 2019.

Dated: December 20, 2019

Signed: Diane Schonfeld

Diane Schonfeld
Clerk of the Legislature of Putnam County



Division of Criminal Justice Services

ANDREW M. CUOMO
Governor

MICHAEL C. GREEN
Executive Deputy Commissioner

JEFFREY P. BENDER
Deputy Commissioner

Grant Award Notice

Grantee/Contractor (Subrecipient): Putnam County Sheriff's Department	Date: February 26, 2020
DUNS #:	Period of Performance: 04/01/2020 to 06/30/2021
Program Name: Livescan Equipment Program	Award Amount ¹ : \$28,901
Contact Name: Maryellen Odell	Application/Information Return Date: Within 30 days of receipt of this award notice
Email: terry.oliver@putnamcountyny.gov	Contract #: T662186
GMS Project ID #: LS19-1034-E00	DCJS #: CH19662186

Project Description/Funding Purpose:

DCJS is pleased to notify you of this Livescan equipment grant award for expenses associated with the purchase and installation of Livescan equipment to replace outdated/end of life Livescan or Cardscan equipment (including software) intended to be used to transmit prints to DCJS. This grant is provided by DCJS with funds from the Federal Fiscal Year (FFY) 2019 New York State National Criminal History Improvement Program. **Please be advised that due to funding constraints all equipment must be ordered, purchased, received and installed by the contract end date of June 30, 2021 to qualify for reimbursement.** A DCJS Grant Representative will be in contact to assist you with the contract development process. Please review the current applicable grant requirements on the attached and also located on the DCJS website at: <http://www.criminaljustice.ny.gov/ofpa/applcngtrntfrms.html>. In the interim, if you have any questions, please contact Jodi Clark at (518) 485-0913 or Jodi.Clark@dcjs.ny.gov. Congratulations on your award. DCJS looks forward to working with you on this important project.

Additional Information:

Federal Award Identification Information

Award Name: National Criminal History Improvement Program (NCHIP)

Federal Award Number: 2019-RU-BX-K028

Name of the Federal Award Agency: U.S. Department of Justice, Bureau of Justice Statistics

Federal Award Date: September 19, 2019

Total Amount of Federal Award: \$4,064,604

Federal Fiscal Year of Funds: 2019

Catalog of Federal Domestic Assistance (CFDA) Title: National Criminal History Improvement Program (NCHIP)

CFDA Number: 16.554 **Research and Development:** No

Indirect Cost Rate: Federally approved rate or submit rate for DCJS review and approval

Grant Questions:

Kathleen Stack, Public Safety Grants Representative, DCJS Office of Program Development and Funding
(518) 485-1095 or kathleen.stack@dcjs.ny.gov.

Attachment (1)

¹ Contingent upon availability of funding and approval by the Attorney General and the Office of the State Comptroller.



Solution Pricing

Solution Description and Pricing

RICI Regional site: Dutchess County

IDEMIA proposes the equipment and services described in Table 1.

OGS Part Number	Description	Qty	Unit Price	Total
RICI-NY-FIX-LS500PPI	New York RICI LiveScan System Cabinet Tenprint/Palmprint, including:	3	\$23,100.00	\$69,300.00
	LiveScan System Software with New York RICI/CAPS TPE Customization			
	Client Workstation – Processing Station (Computer, Monitor, Keyboard)			
	Ruggedized Cabinet -No lights			
	FBI Appendix F Certified Tenprint/Palmprint 500ppi Scanner with Moisture Discriminating Optics Scanner™ (MDO)			
	Digital Imaging System - Mugshot Capture (Camera, Software, Ruggedized Enclosure)			
	Signature Capture Pad			
	UPS (uninterruptable power supply)			
	On-site Installation and Training			
	Warranty: 1 Year On-site Advantage Solution warranty, 9X5, Next day on-site response and parts replacement			
	Freight			
	Subtotal	3	\$23,100.00	\$69,300.00
	<i>Less special one-time discount for receipt of purchase order by no later than April 30, 2020</i>	3	(\$3,500.00)	(\$10,500.00)
	LiveScan - Subtotal	3	\$19,600.00	\$58,800.00
	<i>Less "buy back" credit for 2016 System purchase (applicable toward purchase of 2 LiveScan Systems)</i>	2	(\$8,000.00)	(\$16,000.00)
				\$42,800.00
	New York RICI/CAPS Data Migration (<i>one-time fee</i>)	3	\$2,500.00	\$7,500.00
ISGRICI-NY-ID-GATEWAYSUB	Identity Services Platform Subscription – <i>Tier 1 (7 concurrent investigator/admin Licenses)</i>	3	\$2,500.00	\$7,500.00
	Grand Total			\$57,800.00

* Note: Second instance of installation and training is prepaid to cover future LiveScan Software Upgrade to New York RICI CAPS Next Generation Touch Print Enterprise when available at a future date.

This information is confidential and proprietary and shall not be voluntarily or involuntarily disclosed or otherwise shared. This information is the intellectual property of IDEMIA.

Shipment and Installation are typically within 45 days after IDEMIA receipt of the Putnam County completed Pre-Installation Site Survey documentation .

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

*cc: [unclear]
Prot: 5/12/20
A+A*

*Reso
[unclear]
Reso:
7*

TO: Commissioner of Finance

FROM: Sheriff Robert Langley Jr.

DEPT: Sheriff's Dept.

DATE: April 30, 2020

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10364501.52680.10148 (Homeland Sec.: Other Equipt. Over \$5K)	10364501.52180.10148 (Homeland Sec.: Other Equipt under \$5K)	\$17,500.00	Trf. Funds to appropriate budget line for headset
Total		\$17,500.00	

2020 Fiscal Impact \$ 0
2021 Fiscal Impact \$ 0


 Department Head Signature/Designee 04/30/2020
Date

AUTHORIZATION: (Electronic signatures)

Date Commissioner of Finance/Designee: Initiated by: \$0 - \$5,000.00

Date County Executive/Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00

Date Chairperson Audit /Designee: \$0 - \$10,000.00

Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

2020 MAY - 6 PM 12: 07
 LEGISLATURE
 PUTNAM COUNTY
 CARMEL, NY

202088

P-1

PUTNAM COUNTY SHERIFF'S DEPARTMENT

INTER-OFFICE MEMORANDUM

DATE: April 28, 2019

TO: Sheriff Robert L. Langley Jr.
Attn. Kevin Cheverko

FROM: First Sergeant W. Meyer *W. Meyer*

SUBJECT: Fund Transfer

This member requests the following fund transfer to move funding from the 2018 SHSP to the appropriate expense line per the Deputy Commissioner of Finance.

Increase expense line 01 10364501 52180 10148 (Other Equipment less than \$5,000) by \$17,500.

Decrease expense line 01 10364501 52680 10148 (Other Equipment greater than \$5,000) by \$17,500.

RECEIVED AND FORWARDED
FOR ACTION

SGT _____
LT _____
CAPT _____
US *K. Cheverko*
SHERIFF _____



TEAHEADSETS.COM

Television Equipment Associates, Inc.
 16 Mount Ebo Road South
 Brewster, New York 10509

FORMAL PRICE QUOTATION

4/16/2020

PUTNAM COUNTY SHERIFF

Attn: Kevin McManus
 THREE COUNTY CENTER
 CARMEL, NY 10512
 US

QUOTE # 15128

Part Number	Item Description	Quantity	Unit Cost	Unit Ship	Cost Totals	Ship Totals	Country of Origin
CLA-QD2-BK-T8	CLARUS XPR. CLARUS CONTROL BOX, REMOVABLE(QDC) DUAL IN-EAR HEADSET WITH IN-EAR MIC, QDC RADIO LEAD, INCLUDES KENWOOD NX300 RADIO CABLE, BLACK	25	700.00		17,500.00		USA
/NOTE	FOR USE WITH KENWOOD NX300 RADIO	1	0.00		0.00		USA
Cost and Shipping Totals:					17,500.00	0.00	
Tax Totals:						0.00	
Grand Total:						\$17,500.00	

***PLEASE ENSURE YOU REFERENCE OUR QUOTE # 15128 WHEN ORDERING**

Estimated Delivery Date: Approximately 65 Days. Quote is valid for 90 Days

Cancellation Policy: Due to the custom nature of our products, orders may not be cancelled after 48 hours from receipt of order.

Payment Terms: NET 30 DAYS or VISA/MC C Cards. FOB: BREWSTER, NY

Product Warranty: All TEA products have a 12 month warranty from the date of delivery.

Thanks for considering our equipment!

Erika Campbell
 TEA Headsets | Television Equipment Associates, Inc.
 Office: 845-278-0960
 Email: erika@TEAHeadsets.com
 www.TEAheadsets.com

P-1

PUTNAM COUNTY SHERIFF'S DEPARTMENT
INTER-OFFICE MEMORANDUM

DATE: May 6, 2020

TO: Sheriff Robert L. Langley Jr.
Attn. Undersheriff Kevin Cheverko

FROM: 1st Sgt. W. Meyer 

SUBJECT: FY18 SHP Grant Amendment

It has come to my attention that an amendment to the FY18 SHP Grant will need legislative approval in order to move forward with the purchase of budgeted items.

In the original FY18 SHP Grant, I requested \$35,000 toward the replacement of a new generator for the Putnam County Sheriff's Office. (See attached original SHP Grant Contract) At the same time, I submitted a proposal to the Capital Projects Committee for funding and approval of a new generator including the \$35,000 grant funding. Total cost was estimated at \$130,000. (See attached Capital Project Proposal) After review by the Capital Projects Committee, they decided not to fund the project at this time.

As a result, I met with members of the Sheriff's Office Command Staff to discuss re-allocating the \$35,000. It was decided that the funding would be used for new communications equipment for the ERT team and a stationary LPR. I completed the new justification for the amendment and submitted the request to NYS Department of Homeland Security Grants Division. The request was approved, and an amended contract was sent out for signature. (See attached amended SHP Grant Contract) The amended contract was fully executed, and a request was made to fund the appropriate revenue and expense lines.

At this time, I would like to request legislative approval for the contract amendment to the FY18 SHP grant.

APPROVED BY
SHERIFF



LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2020 MAY - 6 AM 10: 29

PUTNAM COUNTY LEGISLATURE

Resolution #36

Introduced by Legislator: William Gouldman on behalf of the Audit & Administration Committee at a Regular Meeting held on February 5, 2019.

page 1

APPROVAL/ BUDGETARY AMENDMENT /BUREAU OF EMERGENCY SERVICES & PUTNAM COUNTY SHERIFF/ FY2018 STATE HOMELAND SECURITY PROGRAM GRANT (SHSP)

WHEREAS, the Bureau of Emergency Services has been awarded grant funding through the FY2018 State Homeland Security Program (SHSP) through the U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA); and

WHEREAS, the New York State Division of Homeland Security and Emergency Services (DHSES) will administer this funding on behalf of FEMA; and

WHEREAS, this grant requires no matching funds on the part of the County but requires at least 25% (\$68,730) be directed towards law enforcement terrorism prevention activities; and

WHEREAS, the performance period for this grant is from September 1, 2018 through August 31, 2021; and

WHEREAS, the Bureau of Emergency Services has requested a budgetary amendment (19A003) to account for the 2018 Homeland Security Grant in the amount of \$274,920; and

WHEREAS, the Protective Services Committee and the Audit & Administration Committee have reviewed and approve said budgetary amendment; now therefore be it

RESOLVED, that the following budgetary amendment be made:

Increase Appropriations:

10398901 52640 10148	FY18 Homeland Security-Audio Visual Equip	13,000
10398901 52195 10148	FY18 Homeland Security-Rescue Equip	15,000
10398901 52695 10148	FY18 Homeland Security-Rescue Equip	146,920
10364501 52680 10148	FY18 Homeland Security-Other Equip	35,000
10364501 54646 10148	FY18 Homeland Security-Contracts	<u>65,000</u>
		274,920

Increase Revenues:

10398901 440891 10148	FY18 Homeland Security	274,920
-----------------------	------------------------	---------

2019 Fiscal Impact – 0 –

2020 Fiscal Impact – 0 –

BY POLL VOTE: ALL AYES. LEGISLATOR SAYEGH WAS ABSENT. MOTION CARRIES.

Vote:

State Of New York

ss:

County of Putnam



I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on February 5, 2019.

Dated: February 7, 2019

Signed: *Diane Schonfeld*

Diane Schonfeld
Clerk Of The Legislature Of Putnam County

APPENDIX X
AMENDMENT OF GRANT CONTRACT TERMS

Agency Code: 01077

Contract Number: C972780

This is an Appendix (Appendix X) to the AGREEMENT between THE STATE OF NEW YORK, acting by and through the New York State Division of Homeland Security and Emergency Services (DHSES), and represents an amendment to the grant contract executed between DHSES and Putnam County

It is understood that the terms and conditions of the original grant contract have been modified by mutual agreement between DHSES and the Grantee Agency. Those terms and conditions which have been modified herein supersede prior executed versions of this contract, and are annotated below. All other provisions of the contract shall remain in full force and effect for the duration of the contract, unless further amended by mutual agreement of the Parties, and by the electronic certification of a subsequent Appendix X by both DHSES and the Grantee Agency.

Amendment detail C972780:

Amendment Type - Reallocation/Workplan
 Contract Start Date - 09/01/2018
 Contract End Date - 08/31/2021
 Contract Amount - \$274,920.00

Amendment created on - 07/18/2019
 Prior Contract Terms
 Contract Start Date - 09/01/2018
 Contract End Date - 08/31/2021
 Contract Amount - \$274,920.00

Amended documents attached:

Program Budget
 Program Workplan
 Contract Special Conditions

IN WITNESS THEREOF, the parties hereto have electronically executed or approved this AGREEMENT on the dates of their signatures.

GRANTEE: BY: MaryEllen ODell , County Executive Date: 08/09/2019	NYS DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES BY: Michele Wahrlich , Director of Grants Program Administration Date: 08/09/2019
ATTORNEY GENERAL'S SIGNATURE _____ Title: _____ Date: _____	COMPTROLLER'S SIGNATURES _____ Title: _____ Date: _____

Award Contract

Project No. SH18-1005-D01
 Grantee Name Putnam County

08/09/2019

Appendix B - Project Budget

Budget Summary by Participant

Putnam County - Version 1

#	Personnel	Number	Unit Cost	Total Cost	Grant Funds	Matching Funds
1	P1 - OT/Backfill for ERT Team Trainings	1	\$65,000.00	\$65,000.00	\$65,000.00	\$0.00
Total				\$65,000.00	\$65,000.00	\$0.00

#	Equipment	Number	Unit Cost	Total Cost	Grant Funds	Matching Funds
1	E7 - Technical Rescue Team Equipment (ATV/Portable Radios) (All Terrain Vehicle Requires Prior Approval)	1	\$55,000.00	\$55,000.00	\$55,000.00	\$0.00
2	E9 - Dive Team Equipment (Tanks, PFD, Sonar, Under Water Recovery Bags)	1	\$15,950.00	\$15,950.00	\$15,950.00	\$0.00
3	E5 - Training Equipment (Door Breaching Prop and Training Human Body Replica)	1	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00
4	E4 - Self-Contained Breathing Apparatus (Bottles/Cylinders)	1	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00
5	E11 - Communications Equipment for Emergency Response Team	1	\$17,500.00	\$17,500.00	\$17,500.00	\$0.00
6	E3 - HazMat Equipment (Decon Shower, Measure/Sampling Equipment)	1	\$23,000.00	\$23,000.00	\$23,000.00	\$0.00
7	E10 - Stationary LPR (Requires EHP Approval)	1	\$17,500.00	\$17,500.00	\$17,500.00	\$0.00
8	E6 - Portable Radios	1	\$11,000.00	\$11,000.00	\$11,000.00	\$0.00
9	E2 - Training Projector Screen Replacement (Requires Prior EHP Approval)	1	\$13,770.00	\$13,770.00	\$13,770.00	\$0.00
10	E8 - Inflatable Boat and Ancillary Items (Outboard Engine) (Boat Requires Prior DHS Approval)	1	\$11,200.00	\$11,200.00	\$11,200.00	\$0.00
Total				\$209,920.00	\$209,920.00	\$0.00

Putnam County Total Project Costs	Total Cost	Grant Funds	Matching Funds
	\$274,920.00	\$274,920.00	\$0.00

Putnam County- Bureau of Emergency Services Putnam County Sheriffs Office

Total Project Costs	Total Cost	Grant Funds	Matching Funds
	\$274,920.00	\$274,920.00	\$0.00

Award Contract

Project No. Grantee Name
SH18-1005-D01 Putnam County

08/09/2019

Appendix D - Program Workplan and Special Conditions

Work Plan

Goal

Prevent terrorist attacks and mitigate against man-made and natural hazards; protect the people of New York, our critical infrastructure and key resources; prepare to respond to and recover from both man-made and natural disasters.

Objective #1

G & T Workplan Code - 05. Establish/enhance regional response teams.

Investment Justification - Enhance Emergency Management and Response Capabilities

NYS Critical Capabilities

Primary - CBRNE Response and Decontamination

Secondary - Search and Rescue Operations

The development, sustainment and/or enhancement of regional response team assets.

Task #1 for Objective #1

Purchase allowable regional response team equipment including dive team equipment (inflatable boat, tanks, personal flotation devices) and technical rescue team equipment (ATV and radio) as well as hazmat CBRNE detection and interdiction equipment and training equipment (door training prop, human body replica). Train appropriate personnel in the proper use of the equipment and place the equipment into service.

Performance Measure

- 1 Identify equipment ordered and received. Provide a brief narrative on the training of personnel and the deployment of equipment. Describe how the project enhanced regional response team capabilities in the jurisdiction. Equipment accountability records are properly maintained. Provide explanation if equipment is received but not deployed, and include deployment plans as appropriate.

Task #2 for Objective #1

Purchase allowable response team interoperable communications equipment (communications headsets). Train appropriate personnel in the proper use of the equipment and place the equipment into service.

Performance Measure

- 1 Identify equipment ordered and received. Provide a brief narrative on the training of personnel and the deployment of equipment. Describe how the project enhanced regional response team capabilities in the jurisdiction. Equipment accountability records are properly maintained. Provide explanation if equipment is received but not deployed, and include deployment plans as appropriate.

Objective #2

G & T Workplan Code - 06. Establish/enhance sustainable homeland security training program.

Investment Justification - Strengthen CBRNE Preparedness and Response Capabilities

NYS Critical Capabilities

Primary - CBRNE Response and Decontamination

The development and implementation of a training program, in order to test capabilities and evaluate gaps.

Task #1 for Objective #2

Replace allowable audio visual equipment in emergency response building auditorium. Train appropriate personnel in the proper use of the equipment and place the equipment into service.

Performance Measure

- 1 Identify equipment ordered and received. Provide a brief narrative on the training of personnel and the deployment of equipment. Describe how the project enhanced emergency response training capabilities in the jurisdiction. Equipment accountability records are properly maintained. Provide explanation if equipment is received but not deployed, and include deployment plans as appropriate.

Objective #3

G & T Workplan Code - 30. Enhance capabilities to respond to all-hazards events.

Investment Justification - Strengthen Counter-Terrorism and Law Enforcement Capabilities

NYS Critical Capabilities

Primary - Law Enforcement Counter-Terrorism Operations

Enhance multi-disciplinary preparedness and response capabilities to address Active Shooter Events, etc.

Task #1 for Objective #3

Conduct assessment to identify training needs related to homeland security initiatives. Provide authorized training to first responders.

Performance Measure

- 1 Training conducted. Provide brief narrative on type of training conducted to include at a minimum the number of personnel trained, the disciplines being trained and the jurisdictions included in the training; roster of attendees maintained on file. Describe how the project enhanced the emergency response team capabilities in the jurisdiction.

Objective #4

G & T Workplan Code - 12. Assess vulnerability of and/or harden/protect critical infrastructure and key assets.

Investment Justification - Protect Critical Infrastructure and Key Resources

NYS Critical Capabilities

Primary - Critical Infrastructure/Key Resources Protection

Utilizing risk assessments, conduct target hardening measures and/or enhance security at CI/KR.

Task #1 for Objective #4

Purchase allowable surveillance equipment (license plate reader). Train appropriate personnel in the proper use of the equipment and place the equipment into service.

Performance Measure

- 1 Identify equipment ordered and received. Provide a brief narrative on the training of personnel and the deployment of equipment. Describe how the project enhanced law enforcement response capabilities in the jurisdiction. Equipment accountability records are properly maintained. Provide explanation if equipment is received but not deployed, and include deployment plans as appropriate.

Award Contract

Project No. Grantee Name
SH18-1005-D01 Putnam County

08/09/2019

Special Conditions

I. ALL GRANT FUNDS:

Federal grant funds provided are a subaward of Homeland Security Grant Program (HSGP) funds awarded to the New York State Division of Homeland Security and Emergency Services (DHSES) from the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA).

A. Permissible Use of Funding

1. HSGP funds must be used in accordance with the guidelines set forth in the HSGP Notice of Funding Opportunity, which can be located at <http://www.fema.gov/grants>

2. All expenditures under this grant must support the Goals and Objectives outlined in the 2017 2020 NYS Homeland Security Strategy and approved investment justifications. New York State's Homeland Security Strategy can be located on the DHSES website at <http://www.dhSES.ny.gov/planning/#strat>.

3. Designated Urban Areas under the Urban Areas Security Initiative (UASI) must have a charter document on file with the Federal Emergency Management Agency (FEMA) prior to drawing down UASI funding. The charter must address critical issues such as membership, governance structure, voting rights, grant management and administration responsibilities, and funding allocation methodologies.

B. Record Requirements

1. Subrecipients shall keep an agenda and meeting minutes on file for all meetings conducted regarding HSGP funded activities.

2. Any documents produced as a result of these meetings such as plans, schedules, or procedures, will also be kept on file and be made available to DHSES, upon request.

C. Equipment Purchases

1. Equipment purchased with grant funds must fall within the allowable equipment categories for HSGP as listed on the Authorized Equipment List (AEL) (<https://www.fema.gov/authorized-equipment-list>).

2. Subrecipients are responsible to request a determination of eligibility from the U.S. Department of Homeland Security (DHS), through DHSES, for any equipment item in question. Unless otherwise stated in the program guidance, equipment must meet all mandatory regulatory and/or DHS adopted standards to be eligible for purchase using HSGP funds.

3. The New York State Communication Interoperability Plan (SCIP), as well as DHS Grant Guidance for grant funding, requires that all interoperable communications equipment must be on the Authorized Equipment List (AEL) and must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

D. Training & Exercise Related Activities

1. Any non DHS training course to be supported by this award must be submitted in advance to DHSES for written approval.

2. All exercises conducted must be managed and executed in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP). Report scheduled exercises to the DHSES Office of Emergency Management (OEM) Training and Exercise Section 60 days prior to the start of the exercise. An After Action Report/Improvement Plan (AAR/IP) must be prepared and submitted to DHSES following every exercise, regardless of type or scope. AAR/IPs must conform to the HSEEP format and must be submitted within 60 days of completion of the exercise.

3. Subrecipients are required to be NIMS compliant. DHSES requires that subrecipients contact their county point of contact to determine how the particular county requires reporting. Subrecipients are expected to provide DHSES upon request any data required for annual NIMS certification purposes.

E. Law Enforcement Requirements

1. Subrecipients that are law enforcement agencies agree that such funding shall be utilized for prevention, preparedness, and response initiatives consistent with the New York State Homeland Security Strategy, and with Counter Terrorism Zone (CTZ) efforts at the State and local level. This will ensure that fiscal resources are used for seamless and effective counter terrorism planning, training, information sharing, investigation, equipment acquisition, and response functions.

2. Particular attention must be paid to equipment and technology acquisitions, and, where similar technology already exists in the State's law enforcement communities, subrecipients will ensure that interoperability between and among existing law enforcement systems, and the New York State Intelligence Center (NYSIC), is accomplished.

3. Subrecipients further agree to consult with the NYSIC to ensure agency participation and inclusion in New York State's Field Intelligence Officer (FIO) Program.

F. EHP Requirements

1. Subrecipients shall comply with all applicable federal, State, and local environmental and historic preservation (EHP) requirements and shall provide any information requested by FEMA to ensure compliance with applicable laws including: National Environmental Policy Act, National Historic Preservation Act, Endangered Species Act, and Executive Orders on Floodplains (11988), Wetlands (11990) and Environmental Justice (12898).

2. Failure of subrecipients to meet federal, State, and local EHP requirements and obtain applicable permits may jeopardize federal funding. Subrecipients shall not undertake any project having the potential to impact EHP resources without the prior approval of FEMA, including but not limited to communications towers, physical security enhancements, new construction, and modifications to buildings. Subrecipients must comply with all conditions placed on the project as the result of the EHP review.

3. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements.

4. If ground disturbing activities occur during project implementation, subrecipients must ensure monitoring of ground disturbance and if any potential archeological resources are discovered, such subrecipient will immediately cease construction in that area and notify FEMA and the appropriate State Historic Preservation Office.

5. Any activities requiring environmental and historic preservation review that have been initiated prior to FEMA approval could result in non-compliance finding. For your convenience, the screening form is available at: <http://www.dhses.ny.gov/grants/eph.cfm>.

G. Equipment Maintenance Requirements

1. Subrecipients must track grant funds used for maintenance contracts, warranties, repair or replacement costs and upgrades, and report such expenditures in fiscal and program reports.

H. New York State Emergency Management Certification and Training Program

1. Participation in and successful completion of the New York State Emergency Management Certification and Training Program (EMC Training Program) is a mandatory requirement under this Contract and a condition of funding. The EMC Training Program will be made available to, and required for, DHSES specified county and city government officials in order to ensure a consistent emergency management preparedness and response strategy across the State. Attendee substitutions, except as expressly approved by DHSES, shall not be permitted or deemed to be in compliance with this requirement.

2. To fulfill the EMC Training Program requirement of the Contract and in order to be eligible for funding under this Contract, subrecipients must arrange for DHSES specified subrecipient employees to receive and acknowledge receipt of EMC Training no later than 180 days after execution of this Contract. Copies of the training certificates for each required participant must be submitted to DHSES upon execution of the Contract, or, in the event that training is scheduled, but not yet complete, the subrecipient will be required to submit a signed statement indicating the scheduled future dates of attendance, and no later than thirty (30) days after the training is complete, forward such training certificates to DHSES. Continued compliance with the EMC Training Program also requires an annual refresher training of one day per 365 day cycle from the date of initial training for previously trained individuals if such person remains employed by the subrecipient and fulfilling the same functions as he or she fulfilled during the initial training. Should a new employee be designated to serve in the DHSES specified positions, then he or she must come into compliance with the EMC Training Program requirements not later than 180 days after taking office.

3. Subrecipient must commit to active participation in a DHSES Annual Capabilities Assessment as a condition of funding. Active participation includes making reasonable staff, records, information, and time resources available to DHSES to perform the Annual Capabilities Assessment and meet the objectives and goals of the program. Subrecipients must be aware that the process of conducting a DHSES Annual Risk Assessment is an ongoing process and requires a continued commitment on the part of the subrecipient to ensure that it is effective.

4. All subrecipients funded through this program agree to provide DHSES, upon request at any time during the life of the grant contract, such cooperation and information deemed necessary by DHSES to ascertain: (1) the nature and extent of any threats or hazards that may pose a risk to the subrecipient ; and (2) the status of any corresponding subrecipient plans, capabilities, or other resources for preventing, protecting against, mitigating, responding to, and recovering from such threats or hazards.

5. Additionally, pursuant to Article 26 of the NYS Executive law, DHSES is authorized to undertake periodic drills and simulations designed to assess and prepare responses to terrorist acts or threats and other natural and man made disasters. Funded subrecipients agree to attend and participate in any DHSES sponsored conferences, training, workshops or meetings (excluding those identified by DHSES as voluntary) that may be conducted, by and at the request of DHSES, during the life of the grant contract.

6. Failure to comply with any of the requirements, as listed above, may result in sanctions up to and including the immediate suspension and/or revocation of the grant award.