

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 **6:00PM** **June 9, 2020**

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval/Protective Services Committee Meeting Minutes/ May 12, 2020**
- 4. Approval/ Fund Transfer (20T103)/ Cover Overtime Expenses Due to Two Full-Time Dispatcher Vacancies for Month of May/ Sheriff Langley (also review by Personnel Committee)**
- 5. Approval/ Fund Transfer (20T099)/ Cover Temporary Expenses Due to Two Full-Time Dispatcher Vacancies for Month of April/ Sheriff Langley (also review by Personnel Committee)**
- 6. FYI/ Fund Transfer (20T097)/ Purchase Vest for New Hire/ Sheriff Langley**
- 7. Discussion/ Sheriff's Department Sharing of Disciplinary Records/ Sheriff Langley**
- 8. Update/ NYS Commissioner of Corrections Evaluation of the Inmate Population in Putnam County Jail - Recommended Number of Officers on Duty/ Sheriff Langley**
- 9. Update/ Town of Southeast Fireworks Event- Projected Security Costs/ Sheriff's Department/ Sheriff Langley**
- 10. Other Business**
- 11. Adjournment**

June mtg
6-9-20

#3

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

Members: Chairman Jonke & Legislators Nacerino & Sullivan

Tuesday **May 12, 2020**
(Immediately Followed the Health, Social, Educational & Environmental Mtg.)

The meeting was called to order at 8:40PM by Chairman Jonke who led in the Pledge of Allegiance. Upon roll call Legislators Nacerino & Sullivan and Chairman Jonke were present.

Item #3 - Approval/ Protective Services Committee Meeting Minutes/ April 15, 2020

Chairman Jonke stated the minutes were accepted as submitted.

Item #4 - Approval/ Budget Amendment (20A024)/ Asset Forfeiture Funding to Make Minor Renovations to Front Office/ District Attorney Tandy

Chairman Jonke stated this is a request for funding to cover renovations in the District Attorney's office to address some conditions that require immediate attention because they will address the safety and welfare of the employees.

Legislator Nacerino stated that she is in support of this request. She stated that she reviewed the back up and the plans provided, she finds it to be feasible.

Chairman Jonke made a motion to waive the rules and accept the additional information; Seconded by Legislator Nacerino. All in favor.

Legislator Albano stated he also supports this request.

District Attorney Tandy stated he would like to thank all the Legislators and Department Heads. He explained that he had been on the audio webinar since 6:00P.M. when the Health Committee meeting began. He stated after listening to all the discussion and hearing about all of the work and coordination of efforts being done, he wanted to express his appreciation. He stated what we are all going through at this time with the COVID-19 pandemic crisis, is a defining moment of our lives. He stated what is being dealt with by everyone is not easy. He stated he appreciates all the hard work everyone is putting into this.

Chairman Jonke made a motion to approve Budget Amendment (20A024)/ Asset Forfeiture Funding to Make Minor Renovations to Front Office; Seconded by Legislator Nacerino. All in favor.

Item#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)

Legislator Sullivan stated he understands that the occupancy in the Putnam County Jail is low, in a historical perspective. He stated the County is in a financial situation as a result of the COVID-19 pandemic. He questioned if a request has been made to the Commissioner of Corrections to come to the Putnam County Jail to review the staffing levels. He stated we are fully staffed in the jail even though we are at approximately 50% occupancy. He stated the Jail is not at 100% occupancy. He stated as a County we need to be looking at every opportunity to reduce expenses. He stated that he has learned that the Commissioner of Corrections will come to the Jail and make recommendations. He stated he would like to know if there is any way we can save the taxpayers money.

Sheriff Langley stated staffing in the Jail is based on the hosts and housing units the Jail has. He stated the New York State Sheriff's Association has been trying to get answers from State Commissioner of Corrections Office in this time of dealing with the COVID-19 pandemic. He stated the State Commissioner of Corrections has not provided any guidance. He stated in the Putnam County Sheriff's Department there have been changes made by attempting to reduce overtime where possible. He stated he would discuss the changes that have been made in executive session, if the Committee would like the details. He stated medical is responsible for a tremendous amount of overtime. He stated since January 2020 a defendant in the case of the stabbing of a Sheriff Deputy's was in the County Jail. He stated that the defendant required a constant watch, which requires a one-on-one supervision 24/7. He stated that resulted in a tremendous amount of overtime. He stated after much collaborative efforts and time working with the NYS Office of Mental Health the defendant was moved to a facility where the proper care of the individual needs is available.

Legislator Nacerino stated she would like to focus on the overtime request that is in front of this Committee. She stated this overtime was dictated by need, vacancies, sick leave and 207C.

Sheriff Langley stated that is correct. He stated under normal operations there needs to be a modified "B- Line" shift, that works on special programs in the Jail that they are required to have. He explained they do not have to operate those programs currently, therefore those employees are available to help fill in on shifts when needed. He stated that does result in overtime savings. He stated like all the Departments of the County, the Sheriff's Department is adapting and making necessary cuts to save tax dollars in anticipation of the financial crisis for the County, as this COVID-19 crisis continues.

Legislator Nacerino stated she appreciates that the Sheriff's Department is operating in a way that they are mindful of the financial challenges the County will be facing as we move forward.

Chairman Jonke made a motion to approve 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; Seconded by Legislator Nacerino. All in favor.

Legislator Gouldman stated he had a question for the Sheriff.

Chairman Jonke requested clarification that Legislator Gouldman's question was related to the Fund Transfer (20T081).

Legislator Gouldman stated it could, it is related to COVID-19 and the inmates currently in the Jail. He questioned is there an issue with COVID-19 in the Jail.

Sheriff Langley stated COVID-19 does not exist in the Jail. He stated there have been Correction Officers who tested positive. He explained thanks to the policy that they implemented early on nothing has extended on to any of the staff within the facility or to any of the inmates. He stated currently there are zero (0) inmate related COVID-19 cases in the Putnam County Jail.

Chairman Jonke requested that attention stay on the agenda items. He stated any questions off topic of the agenda items can be addressed through the proper channels with the Sheriff.

Item #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

Legislator Nacerino questioned if this grant has a 50% match.

Sheriff Langley confirmed it does have a 50% match. He stated this equipment is mandated by the New York State Department of Criminal Justice Services.

Chairman Jonke made a motion to approve 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; Seconded by Legislator Nacerino. All in favor.

Item #7 - Approval/ Fund Transfer (20T088)/ 2018 State Homeland Security Program (SHSP) Grant Funding (Reso #36/2019)- Transfer Funds To Purchase Headsets/ Sheriff Langley

Chairman Jonke stated he believes the headsets that would be purchased are for the members of the Emergency Response Team (ERT).

Sheriff Langley confirmed that is correct. He requested that Sergeant Meyer be unmuted, permitting him to speak to this item. He stated he is the one who filled out the paperwork for this grant.

Chairman Jonke stated that Sergeant Meyer is not showing up as being on the call.

Sheriff Langley stated the current earpieces for the ERT members are failing. He stated communication is essential during operations for that team. He stated this is a Homeland Security Grant with zero (0) fiscal impact to the County taxpayers.

Chairman Jonke stated the Homeland Security Program has a 25% threshold to fund anti-terrorism, he requested with this change of not using the funds for a generator, is the threshold still being met with the purchase of the Headsets for the ERT.

Sheriff Langley confirmed that is correct.

Chairman Jonke made a motion to approve Fund Transfer (20T088)/ 2018 State Homeland Security Program (SHSP) Grant Funding (Reso #36/2019) Transfer Funds To Purchase Headsets; Seconded by Legislator Sullivan. All in favor.

Item #6 - Other Business – None

Item #7 - Adjournment

There being no further business at 9:00PM Chairman Jonke made a motion to adjourn; Seconded by Legislator Nacerino. All in favor.

Respectfully submitted by Deputy Clerk of the Legislature Diane Trabulsky.

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PURSUANT TO TEMPORARY EMERGENCY ORDERS

Members: Chairman Jonke & Legislators Nacerino & Sullivan

Tuesday

May 12, 2020

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

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- 8. Other Business**
- 9. Adjournment**

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

*cc. all
Prot 6-9-20
Peds
A+A*

R-50

*APPROVED
#4*

TO: Commissioner of Finance

FROM: Sheriff Robert Langley Jr.

DEPT: Sheriff's Dept.

DATE: June 1, 2020

I hereby request approval for the following transfer of funds:

| FROM ACCOUNT#/NAME | TO ACCOUNT #/NAME | AMOUNT | PURPOSE |
|--|---------------------------------------|-------------------------------|---|
| 13311000.51000.10102 (Communications Personnel) | 13311000.51093 (Communications OT) | \$4,845.87 | to cover overtime expenses due to 2 Dispatchers Vacancies for May |
| 13311000.51000.10106 (Communications Personnel) | 13311000.51093 (Communications OT) | \$3,439.59 | to cover overtime expenses due to 2 Dispatchers Vacancies for May |
| | Total | \$8,285.46² | |

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

Department Head Signature/Designee

Date

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2020 JUN -3 AM 9:40

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

202103

PUTNAM COUNTY SHERIFF'S DEPARTMENT
INTER-OFFICE MEMORANDUM

DATE: June 1, 2020

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

FROM: Kristin Van Tassel 

SUBJECT: **BUDGET TRANSFER**

I am requesting the following budget transfer to cover the overtime costs that have been incurred due to running the month of May 2020 with two full time dispatcher vacancies. Approving the below listed lines will reduce the overtime expenses incurred.

\$8,285.46 FROM 13311000.51000 (Communications: Personnel Services);
current balance \$500,080.12

TO: 13311000.51093 (Communications: Overtime) current balance:
\$111,612.91

APPROVED: _____



Sheriff Robert L. Langley Jr.

SHERIFF'S DEPT.

Communications

| Position | Last Day of Employment | 2020 Adopted Budget | | | Vacant Working Days in May | | TL Salary funds to Transfer |
|-----------|------------------------|---------------------|-------------|------------|----------------------------|----|-----------------------------|
| | | Salary | Hourly Rate | Daily Rate | May | | |
| 311013102 | 4/10/20 | \$ 60,458.00 | \$ 28.84 | \$ 230.76 | 21 | \$ | 4,845.87 |
| 311013106 | VACANT | \$ 42,913.00 | \$ 20.47 | \$ 163.79 | 21 | \$ | 3,439.59 |
| | | | | | | \$ | 8,285.46 |

cc: all
Prot - 6-9-20
Per's
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Resc

COUNTY OF PUTNAM FUND TRANSFER REQUEST

APPROVAL
#5

TO: Commissioner of Finance

FROM: Sheriff Robert Langley Jr.

DEPT: Sheriff's Dept.

DATE: May 26, 2020

I hereby request approval for the following transfer of funds:

| FROM ACCOUNT#/NAME | TO ACCOUNT #/NAME | AMOUNT | PURPOSE |
|--|---|-------------------|--|
| 13311000.51000.10102 (Communications Personnel) | 13311000.51094 (Communications Temp) | \$253.44 | to cover temporary expenses due to 2 vacancies |
| 13311000.51000.10106 (Communications Personnel) | 13311000.51094 (Communications Temp) | \$3,603.38 | to cover temporary expenses due to 2 vacancies |
| Total | | \$3,856.82 | |

LEGISLATURE
PUTNAM COUNTY
CARMEL, IN

2020 MAY 29 AM 9:58

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


Department Head Signature/Designee 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

207099

PUTNAM COUNTY SHERIFF'S DEPARTMENT
INTER-OFFICE MEMORANDUM

DATE: May 26, 2020

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

FROM: Kristin Van Tassel 

SUBJECT: BUDGET TRANSFER

I am requesting the following budget transfer to cover the temporary costs that have been incurred due to running the month of April 2020 with two full time dispatcher vacancies. Approving the below listed lines will reduce the temporary expenses incurred, bringing the percentage used to date, to approximately 40%. This will be more in line with the time period for the fiscal year.

\$3,856.82 FROM 13311000.51000 (Communications: Personnel Services);
current balance \$537,890.64

TO 13311000.51094 (Communications: Temp) current balance: \$16,570.00

APPROVED: _____



Sheriff Robert L. Langley Jr.

20T099

SHERIFF'S DEPT.

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| Position | Employment | Last Day of | 2020 Adopted | | | | Vacation Payout | Vacant | Working | Days in | TL Salary funds to |
|-----------|------------|-------------|--------------|----------|-------------|-------------|-----------------|-------------|-----------|-------------|--------------------|
| | | | Budget | Salary | Hourly Rate | Daily Rate | | | | | |
| 311013102 | 4/10/20 | | \$ 60,458.00 | \$ 28.84 | \$ 230.76 | \$ 2,977.14 | | 14 | \$ 253.44 | | |
| 311013106 | VACANT | | \$ 42,913.00 | \$ 20.47 | \$ 163.79 | \$ | 22 | \$ 3,603.38 | | | |
| | | | | | | | | | | \$ 3,856.82 | |

{ 32,300.00 }
 { 2,977.14 }
 { 2,977.14 }

20 TO 99

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

*copy
Pat - FBI - 6-9-20
And - 3/20
FBI - #6*

TO: Commissioner of Finance

FROM: Sheriff Robert Langley Jr.

DEPT: Sheriff's Dept.

DATE: May 20, 2020

I hereby request approval for the following transfer of funds:

| FROM ACCOUNT#/NAME | TO ACCOUNT #/NAME | AMOUNT | PURPOSE |
|--------------------------------------|---|----------|--|
| 17311000.54385 (Patrol: Uniforms) | 17311000.52180 (Patrol: other equipment) | \$837.00 | To purchase vest from proper account; funds Original placed in Uniform account |

Total \$837.00

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

Department Head Signature/Designee

Date

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2020 MAY 29 AM 9:56

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



201097

PUTNAM COUNTY SHERIFF'S DEPARTMENT

INTER-OFFICE MEMORANDUM

DATE: May 19th, 2020

TO: Sheriff Robert L. Langley Jr.
(Attention: Captain Harry Tompkins)

FROM: Sergeant Timothy C. Keith

SUBJECT: FUND TRANSFER

This member requests a fund transfer be completed to purchase body armor for a new hire, at the cost of \$837.00. Reason for fund transfer is due to finance department requiring this specific uniform component to be purchased from "other equipment" line.

\$837.00 From line-01 17311000 54385 (Uniforms)

to line-01 17311000 52180 (Other Equipment)

RECEIVED AND FORWARDED
FOR ACTION

| | |
|---------|-------|
| SGT | _____ |
| LT | _____ |
| CAPT | _____ |
| US | _____ |
| SHERIFF | _____ |

202097

Quote Date: 04 18 20
 Quote Title: Road Patrol Body Armor
 Contact: Sgt. Tim Keith
 Customer Name: Putnam County Sheriff's Office
 Address: 3 County Center
 Carmel Hamlet, NY 10512
 Phone Number: 845-222-3622
 Fax Number:
 Email Address: timothy.keith@putnamcountyny.gov

QUOTE 
 3523 Chaffee Road S. Unit 12, Jacksonville, FL 32221
 Business Office: 327-827-2997, Fax: 327-954-8804
www.fedeastintl.com

| Item Number / Item Description | Quantity | Unit Price | Line Total |
|--|----------|------------|------------|
| Point Blank AXII with Two Black HiLite Inner Carriers Contract Part #HL6AXACSOM | 1 | 837.00 | 837.00 |

Pricing Based on NYS Contract PC67147

No Shipping Charge Per NYS Contract

Comments: Contract #PC67147
 Delivery Time: 4-6 weeks
 Payment Terms: Net 30
 Validity Date: 04 18 20
 Quoted By: Richard Kosakowski richk@fedeastintl.com 319-586-4074

| | |
|-------------------|----------|
| Subtotal | 837.00 |
| Sales Tax | 0.00% |
| Total Tax | |
| Shipping/Handling | |
| Grand Total | \$837.00 |

Please send purchase order or order approval to the sales manager who provided this quote

Thank you for allowing Federal Eastern International to provide you with a quote.

20T097

THE PUTNAM COUNTY LEGISLATURE

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

cc: All
Protective
mtg
6-9-20
Discussion #7

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



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| Neal L. Sullivan | Dist. 9 |

MEMORANDUM:

Date: June 4, 2020

To: Robert L. Langley, Jr. (via email only)
Putnam County Sheriff

From: Paul E. Jonke
Chairman Protective Services Committee

Cc: Jennifer Bumgarner (via email only)
County Attorney

Dina M. DiBlasi (via email only)
Senior Deputy County Attorney

Lisa Ortolano (via email only)
Captain Civil Service Division

Re: Protective Services Committee Meeting June 9, 2020 – Civil Rights Law 50-a

Please see the attached response to my memo of April 20, 2020 which you and Captain Ortolano were copied on. The attached legal opinion, which is a Confidential document, along with the opinion provided by Captain Ortolano in regards to the Civil Right Law 50-a will be part of the discussion at the June 9th Protective Services Committee Meeting.

With that said, I request that you and Captain Ortolano please participate on the Audio Webinar. The Protective Services Committee Meeting will begin at 6:00PM on June 9th. The link to access the Audio Webinar will be posted on the Legislature's web page the morning of June 9th.

Thank you for your attention to this request.

Attachment

Protective Services Committee Mtg.

June 9, 2020

7

**Discussion/ Sheriff's Department & County Law Department –
Interpretation of Civil Rights Law Section 50-a/ Captain Civil Service
Division Lisa Ortolano & Senior Deputy County Attorney Dina DiBlasi**

THE PUTNAM COUNTY LEGISLATURE

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All
Protective
6/9/20

Update #8

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



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MEMORANDUM:

Date: June 3, 2020

To: Robert L. Langley, Jr.
Putnam County Sheriff

From: Paul E. Jonke
Chairman Protective Services Committee

Re: Protective Services Committee Meeting June 9, 2020

Respectfully I request that you participate on the Tuesday, June 9, 2020 Audio Webinar Protective Services Committee Meeting @ 6:00PM. The audio link will be available on the Legislature's web page on the day of the meeting.

Per our conversation at the May 12th Protective Services Meeting, regarding a request be made to the NYS Commissioner of Corrections to conduct an evaluation of the County's inmate population numbers versus the number of Officers required to be on duty, I request you provide the Committee with an update to that matter.

Thank you for your attention to this request.

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Protective - 6-9-20

Update #9

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



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MEMORANDUM:

Date: June 4, 2020

To: Robert L. Langley, Jr.
Putnam County Sheriff

From: Paul E. Jonke
Chairman Protective Services Committee

CC: Kevin Cheverko
Putnam County Undersheriff

Re: 2020 Town of Southeast Fireworks Event

As a follow up to the attached request from my colleague, Legislator Castellano, I respectfully request that you and/or Undersheriff Cheverko attend the June 9th Protective Services Meeting to provide an overview and potential cost of the coverage the Sheriff's Department will provide at the upcoming Friday, July 3, 2020 Fireworks event.

Please note, our Committee Meetings are still being conducted via Audio Webinar. The link for the June 9th meeting will be on the Legislature's web page on the day of the meeting.

Thank you for your attention to this request.

Attachment

/det

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MEMORANDUM

DATE: June 4, 2020

TO: Paul Jonke
Chairman, Protective Services Committee

FROM: Joseph Castellano
Legislator, District #7 *JC/eg*

RE: Southeast Fireworks Discussion – June 9th Protective Services Meeting

As a follow up to our conversation, the Southeast Independence Day Fireworks Event is currently scheduled for July 3, 2020. Respectfully, I request that Sheriff Robert Langley be invited to discuss the potential cost of providing security during the event at the June 9, 2020 Protective Services Committee meeting.

Thank you for your attention to this request.