

County of Albany

Harold L. Joyce
Albany County Office Building
112 State Street - Albany, NY 12207



Meeting Agenda

Thursday, January 28, 2021

6:00 PM

Held Remotely

Personnel Committee

PREVIOUS BUSINESS:

1. APPROVING PREVIOUS MEETING MINUTES

CURRENT BUSINESS:

2. CONFIRMING THE APPOINTMENT OF A MEMBER TO THE ALBANY COUNTY AIRPORT AUTHORITY
3. AUTHORIZING THE OFFICES OF THE PUBLIC DEFENDER AND ALTERNATE PUBLIC DEFENDER TO CONSIDER OUT-OF-COUNTY APPLICANTS FOR THE POSITIONS OF ASSISTANT ALBANY COUNTY PUBLIC DEFENDER AND ASSISTANT ALTERNATE ALBANY COUNTY PUBLIC DEFENDER

County of Albany

112 State Street
Albany, NY 12207



Meeting Minutes

Thursday, November 19, 2020

7:00 PM

Held Remotely

Personnel Committee

PREVIOUS BUSINESS:

Present: Legislator Gilbert F. Ethier, Legislator Jeffrey D. Kuhn, Dustin M. Reidy, Raymond F. Joyce, Sean E. Ward, Merton D. Simpson, Lynne Lekakis, Mark E. Grimm and Todd A. Drake

1. APPROVING PREVIOUS MEETING MINUTES

A motion was made that the previous meeting minutes be approved. The motion carried by a unanimous vote.

CURRENT BUSINESS:

2. CONFIRMING THE APPOINTMENT OF THE DIRECTOR OF THE ALBANY COUNTY REAL PROPERTY TAX SERVICE AGENCY

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

3. APPOINTMENT OF A MEMBER TO THE ALBANY COUNTY AIRPORT AUTHORITY

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

4. APPOINTMENT OF A MEMBER TO THE ALBANY COUNTY ETHICS COMMISSION

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

5. DISCUSSION REGARDING ALBANY COUNTY TIMEKEEPING PRACTICES



DANIEL P. MCCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
OFFICE OF THE EXECUTIVE
112 STATE STREET, ROOM 1200
ALBANY, NEW YORK 12207-2021
(518) 447-7040 - FAX (518) 447-5589
WWW.ALBANYCOUNTY.COM

DANIEL C. LYNCH, ESQ.
DEPUTY COUNTY EXECUTIVE

December 15, 2020

Honorable Andrew Joyce, Chairman
Albany County Legislature
112 State Street, Room 710
Albany, New York 12207

Dear Chairman Joyce:

I write to respectfully request that the County Legislature approve the reappointment of Sari M. O'Connor to the Albany County Airport Authority Board. The State of New York created the Albany County Airport Authority in 1993 and provided for the appointment of seven members. Three of these members are to be appointed by myself as the County Executive.

Board Member O'Connor was first appointed to the Airport Authority Board in 2019, and since then has demonstrated unquestionable leadership, which has proven especially valuable since the outbreak of COVID-19. Considering her term will expire on December 31, 2020 and the importance of this authority to the effective management of the Albany Airport, I ask for your consideration on this matter.

I have enclosed a resume for review by the legislature. Please advise if there are any questions.

Sincerely,

Daniel P. McCoy
Albany County Executive

cc: Hon. Dennis A. Feeney, Majority Leader
Hon. Frank A. Mauriello, Minority Leader
Rebekah Kennedy, Majority Counsel
Arnis Zilgme, Minority Counsel



Legislation Text

File #: TMP-2172, Version: 1

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):

Requesting approval of the reappointment of Sari O'Connor to the Albany County Airport Authority Board.

Date: December 15, 2020
Submitted By: Cameron Z Sagan
Department: County Executive
Title: Policy Analyst
Phone: 518-447-5671
Department Rep.
Attending Meeting: Michael McLaughlin

Purpose of Request:

- Adopting of Local Law
- Amendment of Prior Legislation
- Approval/Adoption of Plan/Procedure
- Bond Approval
- Budget Amendment
- Contract Authorization
- Countywide Services
- Environmental Impact/SEQR
- Home Rule Request
- Property Conveyance
- Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- Contractual
- Equipment
- Fringe
- Personnel

- Personnel Non-Individual
- Revenue

Increase Account/Line No.: Click or tap here to enter text.
Source of Funds: Click or tap here to enter text.
Title Change: Click or tap here to enter text.

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

- Change Order/Contract Amendment
- Purchase (Equipment/Supplies)
- Lease (Equipment/Supplies)
- Requirements
- Professional Services
- Education/Training
- Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

- Settlement of a Claim
- Release of Liability
- Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
Click or tap here to enter text.

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee: Click or tap here to enter text.
Scope of Services: Click or tap here to enter text.

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes No
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes No
Anticipated in Current Budget: Yes No

County Budget Accounts:

Revenue Account and Line: Click or tap here to enter text.

Revenue Amount: Click or tap here to enter text.

Appropriation Account and Line: Click or tap here to enter text.

Appropriation Amount: Click or tap here to enter text.

Source of Funding - (Percentages)

Federal: Click or tap here to enter text.

State: Click or tap here to enter text.

County: Click or tap here to enter text.

Local: 100%

Term

Term: (Start and end date) Click or tap here to enter text.

Length of Contract: Click or tap here to enter text.

Impact on Pending Litigation

Yes No

If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number: Reso. No. 446

Date of Adoption: October 15, 2019

Justification: (state briefly why legislative action is requested)

The State of New York created the Albany County Airport Authority and provided for the appointment of three board members by the Albany County Executive. This request is for the approval of the reappointment of Sari M. O'Connor to the Airport Authority Board. She was first appointed to the position on October 15, 2019 by unanimous vote. Her resume and other related information is attached for your review.

Executive Summary:

Effective leader; experienced in non-profit development and board governance; ability to support executive and senior level management in a fast-paced environment; an excellent manager with strong organizational abilities and strengths in strategic planning, business development, and communications.

Professional Experience:

**Albany Consulting Group
Principal**

Albany, NY
June 2015 - Present

Albany Consulting Group provides strategic planning services for non-profits with an emphasis on development and fundraising, board governance, organizational management, infrastructure, and growth. For-profit businesses are provided with community relations services including corporate responsibility strategies and implementation plans for community giving, volunteerism, and foundation grants administration.

**Palace Performing Arts Center
Executive Operating Officer**

Albany, NY
June 2015 – October 2017

Leadership: Executive team member responsible for supporting the Board of Directors, Stakeholders and staff by participating in the planning and execution of activities to support organizational success and further the mission of the Palace Theater including an active role on the leadership team in planning and executing organizational operations including human capital, infrastructure, financial planning and business development.

Development: Responsible for the strategy, planning, implementation and oversight of development activities to increase revenue and ensure community support by creating value and cash transactions through stewardship activities, campaigns and community relations.

**Northern Rivers Family Services
Chief Development Officer**

Schenectady, NY
April 2007 – May 2015

2015

- Founding member of team comprised of board members, executive leadership and consultants formed to create Northern Rivers Family Services by crafting an alliance between Northeast Parent & Child Society and Parsons Child and Family Center
- Member of Senior Management Team overseeing agency programs, finance, administration and policy implementation
- Responsible for the strategic planning, execution and management of fundraising activities including major gifts, corporate giving, foundation grants, appeals, special events, planned giving and capital campaigns
- Lead budget planning process for Development including forecasting, planning, implementation and execution

- Manage external relationships with corporations, foundations, individuals, vendors and volunteers
- Manage board relations including recruitment, governance, philanthropy and stewardship
- Serve as advisor to Chief Executive Officer on issues related to community relations and public image
- Provide oversight of Raisers Edge fundraising software to ensure appropriate collection, management, and analysis of data necessary to communicate with donors, provide stewardship, and generate financial reports to measure performance

**Brokers Network Real Estate
Director of Relocation Services**

Latham, NY
Dec 2002 to May 2007

- Licensed Sales Associate representing buyers and sellers throughout the Capital Region
- Managed contract preparation, negotiations and comparative market analysis
- Collaborated with attorneys, mortgage officers, home inspectors and appraisers from offer to purchase through closing

**Rocky Point Public Schools
Elementary School Teacher, Grade 2**

Rocky Point, NY
Sep 1987 to Nov 1993

- Successfully implemented New York State curriculum on an annual basis to Second grade students; New York State permanently certified; tenure granted in June 1990.

Community Service:

**The College of Saint Rose
Chair of “A Community of Excellence”**

Albany, NY
2004 to 2014

- Annually engaged and led community volunteer committee in the planning and execution of 400+ guest event
- Secured corporate sponsors, honorary committee members and individual guests
- Raised more than \$1.5 million for student scholarships

Crohn’s & Colitis Foundation of America, Upstate Northeastern NY Chapter

Albany, NY

“An Evening To Remember Gala”

2009

to 2013

- Secured corporate sponsors, honorary committee members and individual guests
- Secured silent and live auction items
- Member of volunteer team raising more than \$80,000 each year to support medical research

**The Albany Institute of History and Art
Chair of "Museum Gala"**

Albany, NY
2005 to 2008

- Engaged and led 30-member community volunteer committee
- Managed planning and execution of 400+ guest event including budget, marketing and site planning
- Secured corporate sponsors, honorary committee members, individual guests and live and silent auction items annually raising more than \$125,000 in net revenue for museum operations.

Education:

Harvard Business School	Boston, MA
Executive Education-Performance Measurement for Effective Management of Nonprofit Organizations	2011

Indiana-Purdue University	Indianapolis, IN
Human Resource Management Certificate	2001

SUNY Stony Brook	Stony Brook, NY
Master of Arts in Liberal Studies	1989

Adelphi University	Garden City, NY
Bachelor of Science in Education Cum Laude	1986

Memberships and Board Service:

Empire State Performing Arts Center Corp. Executive Committee Member Governor Andrew Cuomo Appointee February 2014 to 2016	Albany Charter School Network Trustee 2012 to 2018
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100 Women of St. Jude Founding Member February 2013 to 2018	City of Albany Planning and Zoning Board Mayoral Appointee February 2004 to August 2011
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Association of Fundraising Professionals Member March 2011 to 2018	Women@Work Connect Advisory Board Member March 2015 to 2018
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RESOLUTION NO. 446

**CONFIRMING THE APPOINTMENT OF A MEMBER TO THE ALBANY
COUNTY AIRPORT AUTHORITY**

Introduced: 10/15/19

By Personnel Committee:

WHEREAS, The State of New York created the Albany County Airport Authority in 1993 and provided for the appointment of seven members, four of said members being appointed by the Majority Leader of the Albany County Legislature and three by the County Executive, and

WHEREAS, The County Executive has recommended the appointment of Sari M. O'Connor of Albany, NY to replace Patricia M. Reilly to serve as a member of the Authority for a term commencing immediately and expiring December 31, 2020, now, therefore be it

RESOLVED, By the Albany County Legislature that the appointment of Sari M. O'Connor of Albany, NY to serve as a member to the Albany County Airport Authority is hereby confirmed for a term commencing immediately and expiring December 31, 2020, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

Adopted by unanimous vote – 10/15/19



DANIEL P. MCCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
PUBLIC DEFENDER
112 STATE STREET, 2ND FLOOR
ALBANY, NEW YORK 12207-2021
PHONE: (518) 447-7150 FAX: (518) 447-5533
www.albanycounty.com

STEPHEN W. HERRICK
PUBLIC DEFENDER

January 7, 2021

Hon. Andrew Joyce
Chair, Albany County Legislature
112 State Street, Room 710
Albany, New York 12207

Re: Request for Legislative Action Extension of 2019 Resolution No. 28

Dear Chairperson Joyce:

I am requesting on behalf of the Albany County Public Defender's Office, an extension of Resolution No. 28 of 2019 adopted on February 11, 2019 (see attached), which allowed the consideration and hiring of attorneys to fill vacant Albany County Assistant Public Defender positions who do not currently reside in the county on the express condition that they establish residency and domicile in Albany County within one year of their start date. This resolution was renewed by the Legislature last year and is currently set to expire on February 1, 2021.

I am requesting that the Alternate Public Defender's Office also be included in the extension of this Resolution as both offices benefit from the Statewide Implementation Contract which provides funds to hire qualified attorneys to promote the effective representation of indigent persons charged with criminal offenses in Albany County. The statewide contract runs through March 31, 2023 and provides funds to increase the amount of staff attorneys in the offices by offering competitive salaries to attract experienced attorneys.

This office engages in continuous recruitment through the New York State Defender's Association, the New York State Office of Indigent Legal Services, the Albany Bar Association, Albany Law School and word of mouth which reaches attorneys throughout the state and country. Through our efforts over the last two years we have hired ten new attorneys of which six were from out of county and subsequently moved into the county.

Albany County receives funding from New York State for the effective assistance of counsel to those legally entitled to counsel but cannot afford an attorney to ensure the highest quality of legal representation for services that are mandated under County Law Section 18b. Over the course of the implementation, Albany County is set to receive in excess of 26 million dollars from New York State through the programs established by the Office of Indigent Legal Services and I anticipate this amount to increase beyond the initial period that runs through March 31, 2024.

This office currently has vacancies in Indigent Legal Services funded positions and is involved with continuous recruiting to ensure that we can hire attorneys that are not just qualified but also committed to the goals of indigent legal defense. The adoption of this resolution, permits us to recruit qualified candidates throughout New York State and compete with other counties that are also recruiting but do not have a requirement that all hires be current residents of that county.

I thank the legislature for its continued support of this office and ask that this Resolution be extended for another year.

If you have any questions, or need further information, please contact Public Defender Stephen Herrick or me.

Very Truly Yours,



Hon. Stephen W. Herrick, Public Defender
By: Cynthia E. Preiser
Chief Assistant Public Defender



County of Albany

Harold L. Joyce
Albany County Office
Building
112 State Street - Albany,
NY 12207

Legislation Text

File #: TMP-2220, **Version:** 1

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):

Request to Renew Partial Waiver of Albany County Residency Requirement for New Public Defender and Alternate Public Defender Employees

Date:	1/7/2021
Submitted By:	Stephen Herrick
Department:	Public Defender
Title:	Public Defender
Phone:	518-447-7373
Department Rep.	
Attending Meeting:	Stephen Herrick

Purpose of Request:

- Adopting of Local Law
- Amendment of Prior Legislation
- Approval/Adoption of Plan/Procedure
- Bond Approval
- Budget Amendment
- Contract Authorization
- Countywide Services
- Environmental Impact/SEQR
- Home Rule Request
- Property Conveyance
- Other: (state if not listed) Request to Renew Partial Residency Waiver

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- Contractual
- Equipment
- Fringe

- Personnel
- Personnel Non-Individual
- Revenue

Increase Account/Line No.: Click or tap here to enter text.
Source of Funds: Click or tap here to enter text.
Title Change: Click or tap here to enter text.

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

- Change Order/Contract Amendment
- Purchase (Equipment/Supplies)
- Lease (Equipment/Supplies)
- Requirements
- Professional Services
- Education/Training
- Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

- Settlement of a Claim
- Release of Liability
- Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
Click or tap here to enter text.

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee: Click or tap here to enter text.
Scope of Services: Click or tap here to enter text.

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes No
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes No

Anticipated in Current Budget: Yes No

County Budget Accounts:

Revenue Account and Line: Click or tap here to enter text.

Revenue Amount: Click or tap here to enter text.

Appropriation Account and Line: Click or tap here to enter text.

Appropriation Amount: Click or tap here to enter text.

Source of Funding - (Percentages)

Federal: Click or tap here to enter text.

State: Click or tap here to enter text.

County: Click or tap here to enter text.

Local: Click or tap here to enter text.

Term

Term: (Start and end date) 2/2/2021 - 2/15/2021

Length of Contract: ~One Year

Impact on Pending Litigation Yes No

If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number: Resolution 42 for 2020

Date of Adoption: 2/10/2020

Justification: (state briefly why legislative action is requested)

I am requesting on behalf of the Albany County Public Defender's Office, an extension of Resolution No. 28 of 2019 adopted on February 11, 2019 (see attached), which allowed the consideration and hiring of attorneys to fill vacant Albany County Assistant Public Defender positions who do not currently reside in the county on the express condition that they establish residency and domicile in Albany County within one year of their start date. This resolution was renewed by the Legislature last year and is currently set to expire on February 1, 2021.

I am requesting that the Alternate Public Defender's Office also be included in the extension of this Resolution as both offices benefit from the Statewide Implementation Contract which provides funds to hire qualified attorneys to promote the effective representation of indigent persons charged with criminal offenses in Albany County. The statewide contract runs through March 31, 2023 and provides funds to increase the amount of staff attorneys in the offices by offering competitive salaries to attract experienced attorneys.

This office engages in continuous recruitment through the New York State Defender's Association, the New York State Office of Indigent Legal Services, the Albany Bar Association, Albany Law School and word of mouth which reaches attorneys throughout the state and country. Through our efforts over the last two years we have hired ten new attorneys of which six were from out of county and subsequently moved into the county.

Albany County receives funding from New York State for the effective assistance of counsel to those legally entitled to counsel but cannot afford an attorney to ensure the highest quality of legal representation for services that are mandated under County Law Section 18b. Over the course of the implementation, Albany County is set to receive in excess of 26 million dollars from New York State through the programs established by the Office of Indigent Legal Services and I anticipate this amount to increase beyond the initial period that runs through March 31, 2024.

This office currently has vacancies in Indigent Legal Services funded positions and is involved with continuous recruiting to ensure that we can hire attorneys that are not just qualified but also committed to the goals of indigent legal defense. The adoption of this resolution, permits us to recruit qualified candidates throughout New York State and compete with other counties that are also recruiting but do not have a requirement that all hires be current residents of that county. I thank the legislature for its continued support of this office and ask that this Resolution be extended for another year.

If you have any questions, or need further information, please contact Public Defender Stephen Herrick or me.

RESOLUTION NO. 42

AUTHORIZING THE OFFICES OF THE PUBLIC DEFENDER AND ALTERNATE PUBLIC DEFENDER TO CONSIDER OUT-OF-COUNTY APPLICANTS FOR THE POSITIONS OF ASSISTANT ALBANY COUNTY PUBLIC DEFENDER AND ASSISTANT ALTERNATE ALBANY COUNTY PUBLIC DEFENDER

Introduced: 2/10/20
By Personnel Committee:

WHEREAS, The Offices of the Public Defender and Alternate Public Defender have diligently sought out qualified applicants for the positions of Assistant Albany County Public Defender and Assistant Albany County Alternate Public Defender, respectively, and

WHEREAS, The Public Defender and Alternate Public Defender have indicated that based upon new requirements of the New York State Office of Indigent Legal Services, many Public Defender's and Alternate Public Defender's Offices throughout the state will be seeking to greatly increase their attorney staff over the next five years, and

WHEREAS, The Public Defender and Alternate Public Defender have further indicated they have not been able to locate qualified applicants who are residents of Albany County and willing to accept these positions, and

WHEREAS, Resolution No. 245-C for 1995 requires the approval of this Honorable Body for the consideration and hiring of out-of-county applicants in instances where there are not sufficient qualified Albany County residents who have applied for such positions, and

WHEREAS, The Personnel Committee of the Albany County Legislature has been satisfied that there exists a shortage of qualified Albany County residents to fill the Assistant Albany County Public Defender and Assistant Alternate Albany County Public Defender positions and has recommended that approval in accordance with the requirements of Resolution No. 245-C for 1995 be given for a 12-month period in order to fill such position on the condition that such employee(s) move into the County within one year of their start date, now, therefore be it

RESOLVED, By the Albany County Legislature that the consideration of out-of-county applicants to fill the positions of Assistant Albany County Public Defender and Assistant Alternate Albany County Public Defender are hereby approved in accordance with the requirements of Resolution No. 245-C for 1995 for a 12-month

period in order to fill such position on the condition that said employee(s) move into Albany County within one year of their start date, and, be it further

RESOLVED, That the aforementioned approval to consider out-of-county applicants for these positions shall expire February 1, 2021, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Official.