

# **County of Albany**

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



## **Meeting Agenda**

**Thursday, March 30, 2023**

**5:30 PM**

**Harold L. Joyce Albany County Office Building  
Cahill Room - First Floor**

### **Public Safety Committee**

**PREVIOUS BUSINESS:**

1. APPROVING PREVIOUS MEETING MINUTES
2. LOCAL LAW NO. "B" FOR 2022: A LOCAL LAW OF THE COUNTY OF ALBANY AMENDING LOCAL LAW NO. 6 FOR 2017, TO EXEMPT THE COUNTY FROM WIRELESS COMMUNICATION SURCHARGES
3. LOCAL LAW NO. "J" FOR 2022: A LOCAL LAW OF THE COUNTY OF ALBANY REQUIRING THAT ALL UNATTENDED WEAPONS IN THE HOME BE LOCKED OR KEPT SECURELY

**CURRENT BUSINESS:**

4. PUBLIC HEARING ON PROPOSED LOCAL LAW NO. "B" FOR 2023: A LOCAL LAW OF THE COUNTY OF ALBANY PROVIDING REAL PROPERTY TAX EXEMPTIONS FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS PURSUANT TO REAL PROPERTY TAX LAW § 466-A
5. A LOCAL LAW OF THE COUNTY OF ALBANY PROVIDING REAL PROPERTY TAX EXEMPTIONS FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS PURSUANT TO REAL PROPERTY TAX LAW § 466-A
6. AMENDING THE 2023 SHERIFF'S OFFICE BUDGET: REIMBURSEMENT FOR AUCTIONED AGENCY VEHICLES
7. AMENDING THE 2023 SHERIFF'S OFFICE BUDGET: PERSONNEL ADJUSTMENTS
8. AUTHORIZING AN AGREEMENT WITH CFG MEDICAL SERVICES REGARDING MEDICAL CARE AT THE ALBANY COUNTY CORRECTIONAL FACILITY
9. AUTHORIZING AGREEMENTS WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES REGARDING THE ALTERNATIVES TO INCARCERATION PROGRAM

10. AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT WITH THE CYBERSECURITY & INFRASTRUCTURE SECURITY AGENCY OF THE DEPARTMENT OF HOMELAND SECURITY REGARDING VULNERABILITY SCANNING OF ALBANY COUNTY'S PUBLIC-FACING NETWORKS AND SYSTEMS

# **County of Albany**

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



## **Meeting Minutes**

**Thursday, March 2, 2023**

**5:30 PM**

**Harold L. Joyce Albany County Office Building  
Cahill Room - First Floor**

## **Public Safety Committee**

**PREVIOUS BUSINESS:**

**Present:** William M. Clay, Robert J. Beston, Zach Collins, Gary W. Domalewicz, Beroro T. Efekoro, Gilbert F. Ethier and Patrice Lockart

**Excused:** Frank J. Commisso and Sean E. Ward

**1. APPROVING PREVIOUS MEETING MINUTES**

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

**2. LOCAL LAW NO. "B" FOR 2022: A LOCAL LAW OF THE COUNTY OF ALBANY AMENDING LOCAL LAW NO. 6 FOR 2017, TO EXEMPT THE COUNTY FROM WIRELESS COMMUNICATION SURCHARGES**

This Local Law was tabled at the request of the Sponsor.

**3. LOCAL LAW NO. "J" FOR 2022: A LOCAL LAW OF THE COUNTY OF ALBANY REQUIRING THAT ALL UNATTENDED WEAPONS IN THE HOME BE LOCKED OR KEPT SECURELY**

This Local Law was tabled at the request of the Sponsor.

**CURRENT BUSINESS:****4. AMENDING RESOLUTION NO. 380 FOR 2022 REGARDING THE PURCHASE AND INSTALLATION OF AN IP PHONE SYSTEM WITH NEXGEN 911 FUNCTIONALITY AT THE SHERIFF'S OFFICE**

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

**5. AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE UNITED STATES DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE REGARDING REIMBURSEMENT FOR THE INCARCERATION OF CRIMINAL ALIENS**

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

**6. AUTHORIZING AGREEMENTS WITH PARTICIPATING MUNICIPALITIES REGARDING ADVANCED LIFE SUPPORT SERVICES**

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

**7. AUTHORIZING AGREEMENTS WITH PARTICIPATING MUNICIPALITIES REGARDING EMERGENCY MEDICAL TECHNICIAN SERVICES**

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

**8. AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO AND AN AGREEMENT WITH THE STATE OF NEW YORK, DIVISION OF CRIMINAL JUSTICE SERVICES REGARDING THE 2023 BODY WORN CAMERA FUNDING PROGRAM AND AMENDING THE 2023 SHERIFF'S OFFICE BUDGET**

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

**9. AUTHORIZING AGREEMENTS REGARDING IMPLICIT BIAS AND TRAUMA INFORMED CARE TRAINING AND AMENDING THE 2023 PROBATION DEPARTMENT BUDGET**

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

## LOCAL LAW “B” FOR 2022

### A LOCAL LAW OF THE COUNTY OF ALBANY AMENDING LOCAL LAW NO. 6 FOR 2017, TO EXEMPT THE COUNTY FROM WIRELESS COMMUNICATION SURCHARGES

Introduced: 3/14/22

By Ms. McLean Lane:

BE IT ENACTED BY THE LEGISLATURE OF THE COUNTY OF ALBANY AS FOLLOWS:

#### **SECTION 1. Legislative Intent**

The purpose of this Local Law is to exempt Albany County from the payment of wireless communication surcharges on County owned or leased wireless telephones.

#### **SECTION 2. Amendment**

Section 2, of Local Law No. 6 for 2017, “A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK REPEALING THE WIRELESS COMMUNICATION SURCHARGE AUTHORIZED BY ARTICLE 6 OF THE COUNTY LAW OF THE STATE OF NEW YORK SET FORTH IN ALBANY COUNTY LOCAL LAW 9 FOR 2009 AND IMPOSING THE WIRELESS COMMUNICATIONS SURCHARGES PURSUANT TO THE AUTHORITY OF TAX LAW §186-g,” is amended by the addition of a new subdivision (d) as follows:

(d) Limitations. No wireless communication surcharge set forth in this Local Law shall be imposed upon any wireless telephone owned or leased by Albany County.

#### **SECTION 3. Severability**

If any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, firm, or corporation, or circumstance, shall be adjusted by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgement shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Local Law or in its application to the person, individual, firm, or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

#### **SECTION 4. Effective Date**

This law shall take effect immediately upon its filing with the Secretary of State.

*Referred to Law and Public Safety Committees – 3/14/22*



## LOCAL LAW “J” FOR 2022

### A LOCAL LAW OF THE COUNTY OF ALBANY REQUIRING THAT ALL UNATTENDED WEAPONS IN THE HOME BE LOCKED OR KEPT SECURELY

Introduced: 9/12/22

By Mr. Reidy, Mss. McLean Lane, Cunningham and Mr. Peter::

BE IT ENACTED BY THE LEGISLATURE OF THE COUNTY OF ALBANY AS FOLLOWS:

#### **SECTION 1. Title.**

This Local Law shall be known as the “Safe Gun Storage Law.”

#### **SECTION 2. Legislative Intent.**

Albany County is dedicated to protecting its residents. This Legislature finds that an average of 483 deaths and 76,127 non-fatal injuries per year are from unintentional shootings. Studies have shown that, when a firearm is easily accessible, the risk of unintentional shootings rises dramatically.

This Legislature further finds that the access to [presence of] an unsecured, easily accessible loaded weapon in the home increases the likelihood of death or injury from accidents and impulsive acts. Guns left unattended in the home should be kept locked or stored securely to prevent access by children and others who should not have access to them. Gun owners are responsible for keeping their firearms from falling into the hands of children and other unauthorized individuals.

The purpose of this Local Law is to provide for and promote the health, safety and welfare of the general public by requiring that all unattended weapons be either locked with an appropriate safety lock or otherwise stored in a safe storage depository so as to prevent unauthorized access and use.

#### **SECTION 3. Definitions.**

Whenever used in this Local Law, the following terms shall have the following meanings:

a. Weapon shall be defined as any rifle, shotgun, or firearm, [machine gun or assault weapon including a semiautomatic rifle, shotgun, firearm,] as those terms are defined in Section 265.00 of the New York State Penal Law;

b. Serious physical injury and physical injury shall be defined as provided in Section 10.00 of the Penal Law.

c. Safety locking device shall mean an [design adaptation,] attached accessory or device installed, that when activated or installed prevents the discharge or firing of the weapon.

d. Safe storage depository shall mean a safe or other secure container which, when locked, is incapable of being opened without the key, combination or other unlocking mechanism and is capable of preventing an unauthorized person from obtaining access to and possession of the weapon contained therein.

e. Person shall include corporation, partnership, business or other entity.

f. Operable shall mean, in relation to a weapon, that the weapon is capable, when loaded with ammunition, of being fired or discharged. A weapon which is appropriately locked with a safety lock or stored within a safe storage depository shall not be considered operable for purposes of this Local Law.

#### **SECTION 4. Safety locks or safe storage depositories required.**

No person who owns or is custodian of a weapon shall store or otherwise leave such weapon out of his or her immediate possession or control without having first securely locked such weapon in an appropriate safe storage depository or rendered it incapable of being fired by use of a safety locking device appropriate to that weapon.

#### **SECTION 5. Negligent storage of a weapon in the second degree.**

A person is guilty of the negligent storage of a weapon in the second degree when he or she stores or leaves a weapon out of his or her immediate control without having first securely locked such weapon in an appropriate safe storage depository or rendered it incapable of being fired by use of a safety locking device appropriate to that weapon. [an operable weapon in any location where such weapon is accessible to another person who is not its owner or custodian.]

#### **SECTION 6. Negligent storage of a weapon in the first degree.**

A person is guilty of the negligent storage of a weapon in the first degree when, he or she stores or leaves a weapon out of his or her immediate possession or control without having first securely locked such weapon in an appropriate safe storage depository or rendered it incapable of being fired by use of a safety locking device

appropriate to that weapon [an operable weapon in any location where such weapon is accessible to another person who is not its owner or custodian] and such weapon is accessed by a person who is not the owner or custodian of the weapon and [such weapon is used to] discharged, causing physical injury, serious physical injury or death to any person.

### **SECTION 7. Requirements at transfer of a weapon.**

No person shall sell, deliver or transfer any weapon to another person unless the transferee is provided at the time of sale, delivery or transfer with a safety locking device that is capable of preventing that particular weapon from firing.

### **SECTION 8. Penalties.**

1. Any violation of sections 4, 5, and/or 7 shall be a violation and shall be punished by [imprisonment of not more than 15 days or by] a fine of not more than \$1,000[, or both].

2. Notwithstanding the foregoing, any person who violates sections 4, 5, and/or 7 and who has previously been found guilty of a violation of either of those provisions shall be guilty of a misdemeanor and shall be punished by imprisonment for not more than 30 days or by a fine of not more than \$1,500, or both.

3. Each violation of section 6 shall constitute a misdemeanor and a person found guilty of such misdemeanor shall be punished by imprisonment for not more than one year or by a fine of not more than \$3,000, or both.

### **SECTION 9. Severability**

If any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, firm, or corporation, or circumstance, shall be adjusted by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Local Law or in its application to the person, individual, firm, or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

### **SECTION 10. Effective Date**

This law shall take effect immediately upon its filing with the Secretary of State.

*Referred to Law and Public Safety Committees – 9/12/22*

**LOCAL LAW NO. "B" FOR 2023**

**A LOCAL LAW OF THE COUNTY OF ALBANY PROVIDING REAL PROPERTY TAX EXEMPTIONS FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS PURSUANT TO REAL PROPERTY TAX LAW § 466-A**

Introduced: 3/13/23

By McLean Lane, Cleary, Feeney, Miller, Reidy, A. Joyce, Mayo, Reinhardt, Bruschi, Plotsky, O'Brien, Kuhn, Cunningham, Lekakis, Simpson, Burgdorf, Collins, Drake, Grimm, Lockart, Mauriello, Perlee, Smith, Tunny and Whalen:

BE IT ENACTED BY THE LEGISLATURE OF THE COUNTY OF ALBANY AS FOLLOWS:

**Section 1. Legislative intent and purpose.**

The Albany County Legislature finds that attracting and retaining quality volunteer firefighters and emergency medical personnel is one of the most critical problems facing communities in Albany County and that maintaining effective emergency protection depends on the ability to train and retain volunteers.

The Legislature further finds that it is essential for the County and its municipalities to provide real property tax exemptions as an incentive to attract new volunteers and help combat a persistent and alarming decline in the number of volunteers serving as active responders to fire and medical emergencies. Unless recruits are found to replace retiring volunteers and seasoned members are encouraged to continue their volunteer service, the health and safety of citizens served by the volunteer firefighter and emergency medical personnel corps may be jeopardized.

The Legislature further finds that real property tax exemptions are an effective and appropriate way to recognize the personal sacrifices and dedication of these community-spirited volunteers who unselfishly give their time and risk their safety to protect their neighbors without compensation.

The purpose of this Local Law is to adopt the real property tax exemptions for volunteer firefighters and emergency medical personnel in accordance with Real Property Tax Law § 466-a.

**Section 2. Real Property Tax Exemption.**

Real property owned by an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, or such enrolled member and spouse residing in the County of Albany shall be exempt from taxation to the extent of 10 percent of the assessed value of such property for County purposes, exclusive of special assessments.

### **Section 3. Qualifications.**

Such exemption shall only be granted to an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance services if:

- (a) the applicant resides in the County of Albany and is a member of an incorporated volunteer fire company or fire department or incorporated voluntary ambulance service which provides service within the city, village, town or school district.
- (b) the real property which is the subject of such exemption is the primary residence of the applicant.
- (c) the real property is used exclusively for residential purposes; provided however, that in the event any portion of such property is not used exclusively for the applicant's residence but is used for other purposes, such portion shall be subject to taxation and the remaining portion only shall be entitled to the exemption provided by this Local Law.
- (d) the applicant has obtained and displayed a certificate issued by the authority having jurisdiction for the incorporated volunteer fire company or fire department indicating that the applicant has been an enrolled member of such incorporated volunteer fire company or fire department for at least two years or the applicant has been certified by the authority having jurisdiction for the incorporated voluntary ambulance service as an enrolled member of such incorporated voluntary ambulance service for at least two years.

### **Section 4. Continuation of eligibility requirements.**

The applicant shall maintain continual eligibility for the exemption during the period in which the applicant serves as either an active volunteer firefighter or an active volunteer ambulance service worker, except as otherwise permitted in Section 5 of this Local Law:

- (1) As defined in General Municipal Law § 215(1), active volunteer firefighter "means a person who has been approved by the authorities in control of a

duly organized New York State volunteer fire company or New York State volunteer fire department as an active volunteer firefighter of the fire company or department and who is faithfully and actually performing service in the protection of life and property from fire or other emergency, accident or calamity in connection with which the services of the fire company or fire department are required.”

- (2) As defined in Volunteer Ambulance Workers’ Benefit Law § 3(1), active volunteer ambulance service worker “means an active volunteer member of an ambulance company as specified on a list regularly maintained by that company.”

### **Section 5. Twenty year active members.**

Any enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who accrues more than twenty years of active service, as defined in Section 3 (d) hereof, and is so certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, shall be granted the ten percent exemption as authorized by this Local Law for the remainder of his or her life, as long as his or her primary residence is located within the County of Albany.

### **Section 6. Un-remarried surviving spouses of volunteers killed in the line of duty.**

An un-remarried spouse of a volunteer firefighter or volunteer ambulance service worker killed in the line of duty may receive the real property tax exemption for the remainder of his or her life, as long as his or her primary residence is located within the County of Albany, if:

1. Such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of an enrolled member of such incorporated volunteer fire company, fire department or incorporated volunteer ambulance service who was killed in the line of duty; and.
2. Such deceased volunteer had been an enrolled member for at least five years; and.
3. Such deceased volunteer and un-remarried spouse had been receiving the exemption prior to his or her death.

**Section 7. Un-remarried surviving spouses of volunteers with at least twenty years of service.**

An un-remarried spouse of a volunteer firefighter or volunteer ambulance service worker with at least twenty years of service may receive the real property tax exemption for the remainder of his or her life, as long as his or her primary residence is located within the County of Albany, if:

1. Such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of an enrolled member of such incorporated volunteer fire company, fire department or incorporated volunteer ambulance service.
2. Such deceased volunteer had been an enrolled member for at least twenty years.
3. Such deceased volunteer and un-remarried spouse had been receiving the exemption of such property prior to the death of such volunteer.

**Section 8. Application process.**

1. Applications for such exemption shall be filed with the assessor of the city, village or town on or before the taxable status date on a form as prescribed by the New York State Commissioner for the Office of Real Property Tax Services.
2. The assessor of the city, village or town shall have the duty and responsibility of procuring and filing a copy of such certification prior to granting the exemption provided for by this Local Law.

**Section 9. No diminution of current benefits.**

No applicant who is a volunteer firefighter or volunteer ambulance worker who by reason of such status is receiving any benefit under the provisions of law on the effective date of this Local Law shall suffer any diminution of such benefit because of the provisions of this Local Law.

**Section 10. Effective Date.**

This local law shall take effect on January 1, 2024 and shall apply to taxable status dates occurring on or after such date.



**RESOLUTION NO. 116**

**PUBLIC HEARING ON PROPOSED LOCAL LAW NO. "B" FOR 2023: A LOCAL LAW OF THE COUNTY OF ALBANY PROVIDING REAL PROPERTY TAX EXEMPTIONS FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS PURSUANT TO REAL PROPERTY TAX LAW § 466-A**

Introduced: 3/13/23

By McLean Lane:

RESOLVED, By the County Legislature of the County of Albany that a public hearing on proposed Local Law No. "B" for 2023, "A Local Law of the County of Albany Providing Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers Pursuant to Real Property Tax Law § 466-A" to be held by the Albany County Legislature at 7:15 p.m. on Tuesday, April 25, 2023, with participation information to be made available on the Albany County website, and the Clerk of the County Legislature is directed to cause notice of such hearing to be published containing the necessary information in accordance with the applicable provisions of law.

**LOCAL LAW NO. "B" FOR 2023**

**A LOCAL LAW OF THE COUNTY OF ALBANY PROVIDING REAL PROPERTY TAX EXEMPTIONS FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS PURSUANT TO REAL PROPERTY TAX LAW § 466-A**

Introduced: 3/13/23

By McLean Lane, Cleary, Feeney, Miller, Reidy, A. Joyce, Mayo, Reinhardt, Bruschi, Plotsky, O'Brien, Kuhn, Cunningham, Lekakis, Simpson, Burgdorf, Collins, Drake, Grimm, Lockart, Mauriello, Perlee, Smith, Tunny and Whalen:

BE IT ENACTED BY THE LEGISLATURE OF THE COUNTY OF ALBANY AS FOLLOWS:

**Section 1. Legislative intent and purpose.**

The Albany County Legislature finds that attracting and retaining quality volunteer firefighters and emergency medical personnel is one of the most critical problems facing communities in Albany County and that maintaining effective emergency protection depends on the ability to train and retain volunteers.

The Legislature further finds that it is essential for the County and its municipalities to provide real property tax exemptions as an incentive to attract new volunteers and help combat a persistent and alarming decline in the number of volunteers serving as active responders to fire and medical emergencies. Unless recruits are found to replace retiring volunteers and seasoned members are encouraged to continue their volunteer service, the health and safety of citizens served by the volunteer firefighter and emergency medical personnel corps may be jeopardized.

The Legislature further finds that real property tax exemptions are an effective and appropriate way to recognize the personal sacrifices and dedication of these community-spirited volunteers who unselfishly give their time and risk their safety to protect their neighbors without compensation.

The purpose of this Local Law is to adopt the real property tax exemptions for volunteer firefighters and emergency medical personnel in accordance with Real Property Tax Law § 466-a.

**Section 2. Real Property Tax Exemption.**

Real property owned by an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, or such enrolled member and spouse residing in the County of Albany shall be exempt from taxation to the extent of 10 percent of the assessed value of such property for County purposes, exclusive of special assessments.

### **Section 3. Qualifications.**

Such exemption shall only be granted to an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance services if:

- (a) the applicant resides in the County of Albany and is a member of an incorporated volunteer fire company or fire department or incorporated voluntary ambulance service which provides service within the city, village, town or school district.
- (b) the real property which is the subject of such exemption is the primary residence of the applicant.
- (c) the real property is used exclusively for residential purposes; provided however, that in the event any portion of such property is not used exclusively for the applicant's residence but is used for other purposes, such portion shall be subject to taxation and the remaining portion only shall be entitled to the exemption provided by this Local Law.
- (d) the applicant has obtained and displayed a certificate issued by the authority having jurisdiction for the incorporated volunteer fire company or fire department indicating that the applicant has been an enrolled member of such incorporated volunteer fire company or fire department for at least two years or the applicant has been certified by the authority having jurisdiction for the incorporated voluntary ambulance service as an enrolled member of such incorporated voluntary ambulance service for at least two years.

### **Section 4. Continuation of eligibility requirements.**

The applicant shall maintain continual eligibility for the exemption during the period in which the applicant serves as either an active volunteer firefighter or an active volunteer ambulance service worker, except as otherwise permitted in Section 5 of this Local Law:

- (1) As defined in General Municipal Law § 215(1), active volunteer firefighter “means a person who has been approved by the authorities in control of a

duly organized New York State volunteer fire company or New York State volunteer fire department as an active volunteer firefighter of the fire company or department and who is faithfully and actually performing service in the protection of life and property from fire or other emergency, accident or calamity in connection with which the services of the fire company or fire department are required.”

- (2) As defined in Volunteer Ambulance Workers’ Benefit Law § 3(1), active volunteer ambulance service worker “means an active volunteer member of an ambulance company as specified on a list regularly maintained by that company.”

### **Section 5. Twenty year active members.**

Any enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who accrues more than twenty years of active service, as defined in Section 3 (d) hereof, and is so certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, shall be granted the ten percent exemption as authorized by this Local Law for the remainder of his or her life, as long as his or her primary residence is located within the County of Albany.

### **Section 6. Un-remarried surviving spouses of volunteers killed in the line of duty.**

An un-remarried spouse of a volunteer firefighter or volunteer ambulance service worker killed in the line of duty may receive the real property tax exemption for the remainder of his or her life, as long as his or her primary residence is located within the County of Albany, if:

1. Such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of an enrolled member of such incorporated volunteer fire company, fire department or incorporated volunteer ambulance service who was killed in the line of duty; and.
2. Such deceased volunteer had been an enrolled member for at least five years; and.
3. Such deceased volunteer and un-remarried spouse had been receiving the exemption prior to his or her death.

**Section 7. Un-remarried surviving spouses of volunteers with at least twenty years of service.**

An un-remarried spouse of a volunteer firefighter or volunteer ambulance service worker with at least twenty years of service may receive the real property tax exemption for the remainder of his or her life, as long as his or her primary residence is located within the County of Albany, if:

1. Such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of an enrolled member of such incorporated volunteer fire company, fire department or incorporated volunteer ambulance service.
2. Such deceased volunteer had been an enrolled member for at least twenty years.
3. Such deceased volunteer and un-remarried spouse had been receiving the exemption of such property prior to the death of such volunteer.

**Section 8. Application process.**

1. Applications for such exemption shall be filed with the assessor of the city, village or town on or before the taxable status date on a form as prescribed by the New York State Commissioner for the Office of Real Property Tax Services.
2. The assessor of the city, village or town shall have the duty and responsibility of procuring and filing a copy of such certification prior to granting the exemption provided for by this Local Law.

**Section 9. No diminution of current benefits.**

No applicant who is a volunteer firefighter or volunteer ambulance worker who by reason of such status is receiving any benefit under the provisions of law on the effective date of this Local Law shall suffer any diminution of such benefit because of the provisions of this Local Law.

**Section 10. Effective Date.**

This local law shall take effect on January 1, 2024 and shall apply to taxable status dates occurring on or after such date.



# ALBANY COUNTY SHERIFF'S OFFICE

County Court House Albany, New York 12207 (518) 487-5400  
[WWW.ALBANYCOUNTYSHERIFF.COM](http://WWW.ALBANYCOUNTYSHERIFF.COM)



**MICHAEL S. MONTELEONE**  
EXECUTIVE UNDERSHERIFF

**CRAIG D. APPLE, SR.**  
SHERIFF

**WILLIAM M. RICE**  
UNDERSHERIFF

February 22, 2023

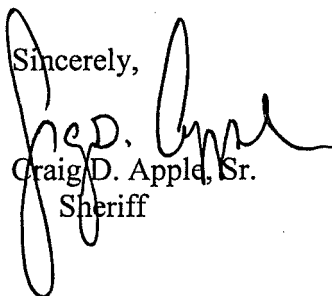
Honorable Andrew Joyce  
Legislative Clerk's Office  
112 State Street, Room 710  
Albany, New York 12207

*Andrew*  
Dear Mr. Joyce:

The attached correspondence is forwarded for presentation to the Albany County Legislature.

Legislative approval is requested to accept \$30,000.00 from the Department of Public Works pursuant to their auctioning of three (3) prior agency vehicles. These funds will be deposited into our vehicle maintenance line. We have attached a budget amendment reflecting this change.

Should there be any questions, do not hesitate to call.

Sincerely,  
  
Craig D. Apple, Sr.  
Sheriff

Att.

- cc: Hon. Daniel P. McCoy, County Executive
- Hon. William Clay, Public Safety Chairman
- Hon. Wanda Willingham, Audit & Finance Chairwoman

|                      |       |
|----------------------|-------|
| FOR COUNSEL USE ONLY |       |
| Date Received:       | _____ |
| Received By:         | _____ |
| Method: Hand:        | _____ |
| Courier:             | _____ |
| Mail:                | _____ |

**REQUEST FOR LEGISLATIVE ACTION**

**DATE:** February 22, 2023  
**DEPARTMENT:** Albany County Sheriff's Office  
 Contact Person: Sheriff Craig D. Apple Sr.  
 Telephone: 487-5440  
 Dept. Representative Attending  
 Committee Meeting: Sheriff Craig D. Apple Sr.

**PURPOSE OF REQUEST:**

- Adoption of Local Law \_\_\_\_\_
- Amendment of Prior Legislation \_\_\_\_\_
- Approval/Adoption of Plan/Procedure \_\_\_\_\_
- Bond Approval \_\_\_\_\_
- Budget Amendment (See below) X
- Contract Authorization (See below) \_\_\_\_\_
- Environmental Impact \_\_\_\_\_
- Home Rule Request \_\_\_\_\_
- Property Conveyance \_\_\_\_\_
- Other: (State briefly if not listed above) \_\_\_\_\_

**CONCERNING BUDGET AMENDMENTS**

**STATE THE FOLLOWING:**

Increase Account/Line No: A93110.44072 by \$30,000.00  
 Source of Funds: \_\_\_\_\_  
 Title Change: \_\_\_\_\_

**CONCERNING CONTRACT AUTHORIZATION,**

**STATE THE FOLLOWING:**

**TYPE OF CONTRACT**

- Change Order/Contract Amendment \_\_\_\_\_
- Purchase (Equipment / Supplies) \_\_\_\_\_
- Lease (Equipment / Supplies) \_\_\_\_\_
- Requirements \_\_\_\_\_
- Professional Services \_\_\_\_\_
- Educational / Training \_\_\_\_\_
- Grant:
  - New \_\_\_\_\_
  - Renewal \_\_\_\_\_
  - Submission Deadline Date \_\_\_\_\_
- Settlement of a Claim \_\_\_\_\_
- Release of Liability \_\_\_\_\_
- Other: (State briefly) \_\_\_\_\_

**CONCERNING CONTRACT AUTHORIZATION (Cont'd)**

**STATE THE FOLLOWING:**

Contract Terms/Conditions:

Party (Name/Address):

**Department of Public Works**

**449 New Salem Road #2**

**Voorheesville, NY 12186**

Amount/Rate Schedule/Fee:

**30,000.00**

Term: **Immediate**

Scope of Services: **Reimbursement for the auction of 3 prior agency vehicles**

Contract Funding:

Anticipated in Current Budget: Yes \_\_\_\_\_ No **X**

Funding Source: \_\_\_\_\_

County Budget Accounts: \_\_\_\_\_

Revenue: \_\_\_\_\_

Appropriation: **A93110.44072**

Bond (Res. No. & Date of Adoption) \_\_\_\_\_

**CONCERNING ALL REQUESTS:**

Mandated Program / Service: Yes \_\_\_\_\_ No **X**

If Mandated Cite: Authority \_\_\_\_\_

Anticipated in Current Adopted Budget: Yes \_\_\_\_\_ No **X**

If yes, indicate Revenue/Appropriation Accounts: \_\_\_\_\_

Fiscal Impact - Funding: (Dollars or Percentages)

Federal \_\_\_\_\_

State \_\_\_\_\_

County **100%**

Term/Length of Funding \_\_\_\_\_

Previous Requests For Identical or Similar Action:

Resolution/Law Number: \_\_\_\_\_

Date of Adoption: \_\_\_\_\_

Justification: (State briefly why legislative action is requested)

**To authorize Albany County to accept reimbursement from the Department of Public Works for the auction of three prior agency vehicles in the Sheriff's Office.**

Back-up Material Submitted (i.e., application/approval notices from funding source, bid tabulation sheet, civil service approval notice, program announcement, contracts and/or any materials which explain or support the request for legislative action.)

Submitted By: **Craig D. Apple Sr.**

Title: **Sheriff**



REQUEST FOR LEGISLATIVE ACTION

|                      |                      |
|----------------------|----------------------|
| FOR COUNSEL USE ONLY |                      |
| DATE:                | _____                |
| RECEIVED:            | _____                |
| RECEIVED BY:         | _____                |
| METHOD:              | <u>HAND</u> _____    |
|                      | <u>COURIER</u> _____ |
|                      | <u>MAIL</u> _____    |

DATE : February 22, 2023

DEPARTMENT: ALBANY COUNTY SHERIFF'S OFFICE

CONTACT PERSON: SHERIFF CRAIG D. APPLE SR.  
 TELEPHONE: 518-447-5440  
 DEPT. REPRESENTATIVE ATTENDING SHERIFF CRAIG D. APPLE SR.  
 COMMITTEE MEETING: \_\_\_\_\_

**PURPOSE OF REQUEST:**

- ADOPTION OF LOCAL LAW \_\_\_\_\_
- AMENDMENT OF PRIOR LEGISLATION \_\_\_\_\_
- APPROVAL/ADOPTION OF PLAN/PROCEDURE \_\_\_\_\_
- BOND APPROVAL \_\_\_\_\_
- BUDGET AMENDMENT (SEE BELOW) X
- CONTRACT AUTHORIZATION (SEE BELOW) \_\_\_\_\_
- ENVIRONMENTAL IMPACT \_\_\_\_\_
- HOME RULE REQUEST \_\_\_\_\_
- PROPERTY CONVEYANCE \_\_\_\_\_
- OTHER: (STATE BRIEFLY IF NOT LISTED ABOVE) \_\_\_\_\_

**CONCERNING BUDGET AMENDMENTS**

**STATE THE FOLLOWING**

INCREASE ACCOUNT/LINE NO. A93110.22400 (AUTOMOBILES)  
 SOURCE OF FUNDS: \_\_\_\_\_  
 TITLE CHANGE: \_\_\_\_\_

**CONCERNING CONTRACT AUTHORIZATION,**

**STATE THE FOLLOWING:**

**TYPE OF CONTRACT**

- CHANGE ORDER/CONTRACT AMENDMENT \_\_\_\_\_
- PURCHASE (EQUIPMENT/ SUPPLIES) \_\_\_\_\_
- LEASE (EQUIPMENT/SUPPLIES) \_\_\_\_\_
- REQUIREMENTS \_\_\_\_\_
- PROFESSIONAL SERVICES \_\_\_\_\_
- EDUCATIONAL/TRAINING \_\_\_\_\_
- GRANT: NEW \_\_\_\_\_
- RENEWAL \_\_\_\_\_
- SUBMISSION DEADLINE DATE \_\_\_\_\_
- SETTLEMENT OF A CLAIM \_\_\_\_\_
- RELEASE OF LIABILITY \_\_\_\_\_
- OTHER: (STATE BRIEFLY) \_\_\_\_\_

**CONCERNING CONTRACT AUTHORIZATION (CONT'D)**

**STATE THE FOLLOWING:**

CONTRACT TERMS/CONDITIONS: PARTY (NAME/ADDRESS):

Department of Public Works  
449 New Salem Road #2  
Voorheesville, N.Y. 12186

AMOUNT/RATE SCHEDULE/FEE:  
\$30,325.00

TERM: Immediate

SCOPE OF SERVICES: Reimbursement for the auction of 3 prior  
agency vehicles.

CONTRACT FUNDING:

ANTICIPATED IN CURRENT BUDGET: YES \_\_\_\_\_ NO X  
FUNDING SOURCE: \_\_\_\_\_

COUNTY BUDGET ACCOUNTS:  
REVENUE: \_\_\_\_\_

APPROPRIATION: A93110.22400  
BOND(RES. NO. & DATE OF ADOPTION) \_\_\_\_\_

**CONCERNING ALL REQUESTS:**

MANDATED PROGRAM/SERVICE: \_\_\_\_\_ YES \_\_\_\_\_ NO X

IF MANDATED CITE: AUTHORITY \_\_\_\_\_

ANTICIPATED IN CURRENT ADOPTED BUDGET: YES \_\_\_\_\_ NO X

IF YES, INDICATE REVENUE APPROPRIATION ACCOUNTS: \_\_\_\_\_

FISCAL IMPACT - FUNDING: \_\_\_\_\_ (DOLLARS OR PERCENTAGES)

FEDERAL \_\_\_\_\_  
STATE \_\_\_\_\_  
COUNTY 100%  
TERM/LENGTH OF FUNDING \_\_\_\_\_

PREVIOUS REQUESTS FOR IDENTICAL OR SIMILAR ACTION:

RESOLUTION/LAW NUMBER: 261 of 2022  
DATE OF ADOPTION: 7/11/2022

JUSTIFICATION: \_\_\_\_\_ (STATE BRIEFLY WHY LEGISLATIVE ACTION IS REQUESTED)

To authorize Albany County to accept reimbursement from the Department of Public Works  
for the auction of three prior agency vehicles in the Sheriff's Office.

BACK-UP MATERIAL SUBMITTED \_\_\_\_\_ (I.E. APPLICATION/APPROVAL NOTICES FROM FUNDING SOURCE,  
BID TABULATION SHEET, CIVIL SERVICE APPROVAL NOTICE, PROGRAM ANNOUNCEMENT, CONTRACTS  
AND/OR ANY MATERIALS WHICH EXPLAIN OR SUPPORT THE REQUEST FOR LEGISLATIVE ACTION.)

SUBMITTED BY: CRAIG D. APPLE SR.  
TITLE: SHERIFF

2023 BUDGET AMENDMENT

APPROPRIATIONS

| ACCOUNT NO.          | RESOLUTION DESCRIPTION | INCREASE  | DECREASE | DEPARTMENT NAME  |
|----------------------|------------------------|-----------|----------|------------------|
| A9 3110 2 2400       | AUTOMOBILES            | 30,325.00 |          | SHERIFF'S OFFICE |
| TOTAL APPROPRIATIONS |                        | 30,325.00 |          |                  |

REVENUES

| ACCOUNT NO.   | RESOLUTION DESCRIPTION | INCREASESAE | DECREASE  | DEPARTMENT NAME  |
|---------------|------------------------|-------------|-----------|------------------|
| A2 3110 02770 | UNCLASSIFIED           |             | 30,325.00 | SHERIFF'S OFFICE |
| GRAND TOTALS  |                        | 30,325.00   | 30,325.00 |                  |

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER AND ORIGINAL DOCUMENT SECURITY SCREEN ON BACK WITH PADLOCK SECURITY ICON.



**AUCTIONS INTERNATIONAL INC**  
ESCROW ACCOUNT  
11167 BIG TREE RD  
EAST AURORA, NY 14052  
800-536-1401

**RBS CITIZENS NATIONAL ASSOCIATION**  
29-1310/213

20074

PAY TO THE ORDER OF

Albany County Sheriffs Dept.

DATE 3/15/2023

\$ \*\*30,325.00

Thirty Thousand Three Hundred Twenty-Five and 00/100 \*\*\*\*\* DOLLARS

Albany County Sheriffs Dept.  
449 New Salem Road  
Voorheesville, NY 12186  
Attn: Christine Tashjian

VOID AFTER 90 DAYS

*[Handwritten Signature]*  
AUTHORIZED SIGNATURE

MEMO 31108

**AUCTIONS INTERNATIONAL INC • ESCROW ACCOUNT**

Albany County Sheriffs Dept.

Date 2/16/2023  
Type Reference  
Bill #31108

Original Amt. 30,325.00  
Balance Due 30,325.00

3/15/2023  
Discount  
Check Amount

20074

Payment 30,325.00  
30,325.00



Auctions International  
 11167 Big Tree Rd  
 East Aurora, NY 14052  
 800-536-1401 FAX 800-569-3334  
 auctionsinternational.com

Albany County Sheriffs Dept.  
 Christine Tashjian  
 449 New Salem Road Voorheesville Voorheesville, NY 12186  
 Phone 518-765-2055

**APPROVED**

Statement Date: 03/12/2023  
 Email:  
 Christine.Tashjian@albanycounty.co

Statement For: Albany County Sheriff's Dept-NY #31108

| Lot  | Buyer | Description  | Quantity | Price    | Commission | Net Due  |
|------|-------|--|----------|----------|------------|----------|
| 0001 | 49323 | (#S1) 2017 Chevy Tahoe/Emergency Vehicle           | 1        | 6,900.00 | 0.00       | 6,900.00 |
| 0001 | -     | Picture / Condition Fee @ 30 fee for lot # 0001    | -        | -        | -          | (30.00)  |
| 0002 | 59931 | (#S2) 2014 Ford Taurus 4 Door/Police Vehicle       | 1        | 2,225.00 | 0.00       | 2,225.00 |
| 0002 | -     | Picture / Condition Fee @ 30 fee for lot # 0002    | -        | -        | -          | (30.00)  |
| 0003 | 67644 | (#S3) 2008 Chevy Impala LS 4 Door Sedan            | 1        | 2,550.00 | 0.00       | 2,550.00 |
| 0003 | -     | Picture / Condition Fee @ 30 fee for lot # 0003    | -        | -        | -          | (30.00)  |
| 0005 | 22259 | (#S5) 2009 Nissan Murano LE SUV                    | 1        | 1,275.00 | 0.00       | 1,275.00 |
| 0005 | -     | Picture / Condition Fee @ 30 fee for lot # 0005    | -        | -        | -          | (30.00)  |
| 0006 | 3659  | (#S6) 2016 Ford Explorer SUV/Police Vehicle        | 1        | 4,300.00 | 0.00       | 4,300.00 |
| 0006 | -     | Picture / Condition Fee @ 30 fee for lot # 0006    | -        | -        | -          | (30.00)  |
| 0007 | 83701 | (#S7) 2010 Chevy Impala 4 Door Sedan               | 1        | 1,325.00 | 0.00       | 1,325.00 |
| 0007 | -     | Picture / Condition Fee @ 30 fee for lot # 0007    | -        | -        | -          | (30.00)  |
| 0009 | 53019 | (#S9) 2011 Ford E350 Super Duty Extended Ambulance | 1        | 5,200.00 | 0.00       | 5,200.00 |
| 0009 | -     | Picture / Condition Fee @ 30 fee for lot # 0009    | -        | -        | -          | (30.00)  |
| 0010 | 25621 | (#S10) 2014 Ford Taurus 4 Door/Police Vehicle      | 1        | 3,550.00 | 0.00       | 3,550.00 |
| 0010 | -     | Picture / Condition Fee @ 30 fee for lot # 0010    | -        | -        | -          | (30.00)  |
| 0013 | 22276 | (#S13) 2015 Ford Explorer SUV/Police Vehicle       | 1        | 2,350.00 | 0.00       | 2,350.00 |
| 0013 | -     | Picture / Condition Fee @ 30 fee for lot # 0013    | -        | -        | -          | (30.00)  |
| 0014 | 51921 | (#S14) 2007 Dodge Charger SE 4 Door Sedan          | 1        | 950.00   | 0.00       | 950.00   |
| 0014 | -     | Picture / Condition Fee @ 30 fee for lot # 0014    | -        | -        | -          | (30.00)  |

**Summary of Sales Activity at Albany County Sheriff's Dept-NY #31108**

Commissions are Calculated on a Percent of the Sale Price of EACH LOT.

Commission Summary:

| Commission Description | Commission Rate | Amount Sold | Comm. Amount |
|------------------------|-----------------|-------------|--------------|
|                        | 0.00%           | 30,625.00   | 0.00         |

Statement Totals

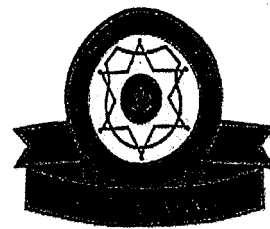
|                   |             |
|-------------------|-------------|
| 10 Lots Sold.     |             |
| Total Sales       | \$30,625.00 |
| Less: Fees        | \$300.00    |
| Less: Commissions | \$0.00      |
| Total Amount Due  | \$30,325.00 |



# ALBANY COUNTY SHERIFF'S OFFICE

County Court House Albany, New York 12207 (518) 487-5400

[WWW.ALBANYCOUNTYSHERIFF.COM](http://WWW.ALBANYCOUNTYSHERIFF.COM)



**MICHAEL S. MONTELEONE**  
EXECUTIVE UNDERSHERIFF

**CRAIG D. APPLE, SR.**  
SHERIFF

**WILLIAM M. RICE**  
UNDERSHERIFF

February 24, 2023

Honorable Andrew Joyce  
Legislative Clerk's Office  
112 State Street, Room 710  
Albany, New York 12207

Re: Request for Legislative Action  
Budget Amendment

*Andrew*  
Dear Mr. Joyce:

The attached correspondence is forwarded for presentation to the Public Safety Committee of the Albany County Legislature.

I respectfully request a resolution authorizing the following personnel changes and we have attached a budget amendment.

|                         |  |         |
|-------------------------|--|---------|
| <b><u>Increase:</u></b> | Line Item A93110.12448.001 Health & Safety Coordinator | \$5,000 |
|                         | Line Item A93110.12301.002 Confidential Secretary      | \$5,000 |
|                         | Line Item A93110.15501.001 Administrative Aide         | \$5,000 |

|                         |  |          |
|-------------------------|--|----------|
| <b><u>Decrease:</u></b> | Line Item A93150.14119.002 Work Alternative Supervisor | \$15,000 |
|-------------------------|--|----------|

Should there be any questions, please do not hesitate to contact me.

Sincerely,  
*[Signature]*  
Craig D. Apple Sr.  
Sheriff

Cc. Hon. Daniel P. McCoy, County Executive  
Hon. William Clay, Public Safety Chairman  
Hon. Wanda Willingham, Audit & Finance Committee

|                             |       |
|-----------------------------|-------|
| <b>FOR COUNSEL USE ONLY</b> |       |
| Date Received:              | _____ |
| Received By:                | _____ |
| Method: Hand:               | _____ |
| Courier:                    | _____ |
| Mail:                       | _____ |

**REQUEST FOR LEGISLATIVE ACTION**

**DATE:** 02/24/23  
**DEPARTMENT:** Albany County Sheriff's Office  
 Contact Person: Sheriff Craig D. Apple Sr.  
 Telephone: 518-487-5440  
 Dept. Representative Attending  
 Committee Meeting: Sheriff Craig D. Apple Sr.

**PURPOSE OF REQUEST:**

- Adoption of Local Law \_\_\_\_\_
- Amendment of Prior Legislation \_\_\_\_\_
- Approval/Adoption of Plan/Procedure \_\_\_\_\_
- Bond Approval \_\_\_\_\_
- Budget Amendment (See below) X
- Contract Authorization (See below) \_\_\_\_\_
- Environmental Impact \_\_\_\_\_
- Home Rule Request \_\_\_\_\_
- Property Conveyance \_\_\_\_\_
- Other: (State briefly if not listed above) \_\_\_\_\_

**CONCERNING BUDGET AMENDMENTS**

**STATE THE FOLLOWING:**

Increase Account/Line No: See Attached  
 Source of Funds: \_\_\_\_\_  
 Title Change: \_\_\_\_\_

**CONCERNING CONTRACT AUTHORIZATION,**

**STATE THE FOLLOWING:**

**TYPE OF CONTRACT**

- Change Order/Contract Amendment \_\_\_\_\_
- Purchase (Equipment / Supplies) \_\_\_\_\_
- Lease (Equipment / Supplies) \_\_\_\_\_
- Requirements \_\_\_\_\_
- Professional Services \_\_\_\_\_
- Educational / Training \_\_\_\_\_
- Grant:
  - New \_\_\_\_\_
  - Renewal \_\_\_\_\_
  - Submission Deadline Date \_\_\_\_\_

Settlement of a Claim \_\_\_\_\_  
 Release of Liability \_\_\_\_\_  
 Other: (State briefly) \_\_\_\_\_

**CONCERNING CONTRACT AUTHORIZATION (Cont'd)**

**STATE THE FOLLOWING:**

Contract Terms/Conditions:

Party (Name/Address):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Amount/Rate Schedule/Fee:

Term: \_\_\_\_\_

Scope of Services: \_\_\_\_\_

\_\_\_\_\_

Contract Funding:

Anticipated in Current Budget: Yes \_\_\_\_\_ No \_\_\_\_\_

Funding Source: \_\_\_\_\_

County Budget Accounts:

Revenue: \_\_\_\_\_

Appropriation: \_\_\_\_\_

Bond (Res. No. & Date of Adoption) \_\_\_\_\_

**CONCERNING ALL REQUESTS:**

Mandated Program / Service: Yes \_\_\_\_\_ No **X**

If Mandated Cite: Authority \_\_\_\_\_

Anticipated in Current Adopted Budget: Yes \_\_\_\_\_ No **X**

If yes, indicate Revenue/Appropriation Accounts: \_\_\_\_\_

Fiscal Impact - Funding: (Dollars or Percentages)

Federal \_\_\_\_\_

State \_\_\_\_\_

County **100%**

Term/Length of Funding \_\_\_\_\_

Previous Requests For Identical of Similar Action:

Resolution/Law Number: **#321**

Date of Adoption: **9/12/22**

Justification: (State briefly why legislative action is requested)

***Personnel Adjustments within the Sheriff's Office***

***This is budget neutral***

Back-up Material Submitted (i.e., application/approval notices from funding source, bid tabulation sheet, civil service approval notice, program announcement, contracts and/or any materials which explain or support the request for legislative action.)

Submitted By: **Craig D. Apple Sr.**

Title: **Sheriff**



APPROPRIATIONS

| ACCOUNT NO.              | RESOLUTION DESCRIPTION      | INCREASE         | DECREASE         | ANNUAL SALARY | POSTION CONTROL # | COMMENTS |
|--------------------------|-----------------------------|------------------|------------------|---------------|-------------------|----------|
| A9 3110 1 2448 001 10000 | HEALTH & SAFETY COORDINATOR | 5,000.00         |                  | 61,200.00     | 379270            |          |
| A9 3110 1 5501 001 10000 | ADMINISTRATIVE AIDE         | 5,000.00         |                  | 66,100.00     | 370126            |          |
| A9 3110 1 2301 002 10000 | CONFIDENTIAL SECRETARY      | 5,000.00         |                  | 68,403.00     | 370142            |          |
| A9 3150 1 4119 002 10000 | WORK ALTERNATIVE SUPERVISOR |                  | 15,000.00        | 42,893.00     | 390385            |          |
|                          | <b>TOTAL APPROPRIATIONS</b> | <b>15,000.00</b> | <b>15,000.00</b> |               |                   |          |

ESTIMATED REVENUES

| ACCOUNT NO. | RESOLUTION DESCRIPTION          | DECREASE         | INCREASE         | UNIT COST | COMMENTS |
|-------------|---------------------------------|------------------|------------------|-----------|----------|
| AA          |                                 |                  |                  |           |          |
|             |                                 |                  |                  |           |          |
|             |                                 |                  |                  |           |          |
|             | <b>TOTAL ESTIMATED REVENUES</b> | <b>0.00</b>      | <b>0.00</b>      |           |          |
|             | <b>GRAND TOTALS</b>             | <b>15,000.00</b> | <b>15,000.00</b> |           |          |



# ALBANY COUNTY SHERIFF'S OFFICE

County Court House Albany, New York 12207 (518) 487-5400  
[WWW.ALBANYCOUNTYSHERIFF.COM](http://WWW.ALBANYCOUNTYSHERIFF.COM)



**MICHAEL S. MONTELEONE**  
EXECUTIVE UNDERSHERIFF

**CRAIG D. APPLE, SR.**  
SHERIFF

**WILLIAM M. RICE**  
UNDERSHERIFF

February 6, 2023

Honorable Andrew L. Joyce  
Legislative Clerk's Office  
112 State Street, Room 710  
Albany, New York 12207

Re: Request for Legislative Action  
Inmate Health Care Services

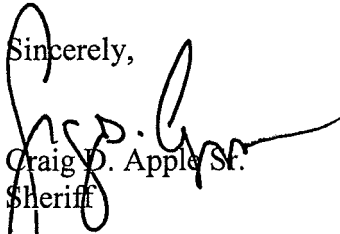
*ANDREW*  
Dear Mr. Joyce:

Enclosed please find the Albany County Sheriff's Office Request for Legislative Action relative to the above captioned.

Briefly, this request is to extend a Professional Services Agreement between Albany County and CFG Medical Services PLLC to provide comprehensive medical care to the inmate population at the Correctional Facility. If approved, this extension represents the second of (5) one-year renewal options as outlined in the current agreement. The total cost of this request for 2023 is \$5,743,317, which is an increase of 12.8% compared to 2022, and is included in the 2023 Correctional Facility Requested Budget.

I believe it is imperative to provide quality health care to the inmate population at the Correctional Facility. Therefore, without reservation, I recommend continuing this agreement with CFG Medical Services PLLC.

Please present the enclosed at the next available Legislative Meeting for consideration and action. Thank you and if you have any questions please feel free to contact me.

Sincerely,  
  
Craig D. Apple Sr.  
Sheriff

cc: Hon. Daniel P. McCoy, County Ex  
Hon. William Clay, Public Safety Chair  
Hon. Wanda Willingham, Audit & Finance Chair

|                      |       |
|----------------------|-------|
| FOR COUNSEL USE ONLY |       |
| Date Received:       | _____ |
| Received By:         | _____ |
| Method: Hand:        | _____ |
| Courier:             | _____ |
| Mail:                | _____ |

**REQUEST FOR LEGISLATIVE ACTION**

**DATE:** February 6, 2023  
**DEPARTMENT:** Albany County Sheriff's Office / Correctional Facility  
 Contact Person: Sheriff Craig D. Apple Sr.  
 Telephone: 487-5440  
 Dept. Representative Attending  
 Committee Meeting: Sheriff Craig D. Apple Sr.

**PURPOSE OF REQUEST:**

- Adoption of Local Law \_\_\_\_\_
- Amendment of Prior Legislation X
- Approval/Adoption of Plan/Procedure \_\_\_\_\_
- Bond Approval \_\_\_\_\_
- Budget Amendment (See below) \_\_\_\_\_
- Contract Authorization (See below) \_\_\_\_\_
- Environmental Impact \_\_\_\_\_
- Home Rule Request \_\_\_\_\_
- Property Conveyance \_\_\_\_\_
- Other: (State briefly if not listed above) \_\_\_\_\_

**CONCERNING BUDGET AMENDMENTS**

**STATE THE FOLLOWING:**

Increase Account/Line No: \_\_\_\_\_  
 Source of Funds: \_\_\_\_\_  
 Title Change: \_\_\_\_\_

**CONCERNING CONTRACT AUTHORIZATION,**

**STATE THE FOLLOWING:**

**TYPE OF CONTRACT**

- Change Order/Contract Amendment \_\_\_\_\_
- Purchase (Equipment / Supplies) \_\_\_\_\_
- Lease (Equipment / Supplies) \_\_\_\_\_
- Requirements \_\_\_\_\_
- Professional Services X
- Educational / Training \_\_\_\_\_
- Grant:
  - New \_\_\_\_\_
  - Renewal \_\_\_\_\_
  - Submission Deadline Date \_\_\_\_\_

Settlement of a Claim \_\_\_\_\_  
 Release of Liability \_\_\_\_\_  
 Other: (State briefly) \_\_\_\_\_

**CONCERNING CONTRACT AUTHORIZATION (Cont'd)**

**STATE THE FOLLOWING:**

Contract Terms/Conditions:

Party (Name/Address):

**CFG Medical Services**

**771 E. Route 70, Suite D-125**

**Marlton, New Jersey 08053**

Amount/Rate Schedule/Fee:

**\$5,743, 317**

Term: **01/01/23-12/31/23**

Scope of Services: **2<sup>nd</sup> renewal of 5 one-year renewals to provide comprehensive medical care to the inmate population at the Correctional Facility**

Contract Funding:

Anticipated in Current Budget: Yes  X  No \_\_\_\_\_

Funding Source: **A93150.44251**

County Budget Accounts:

Revenue: \_\_\_\_\_

Appropriation: \_\_\_\_\_

Bond (Res. No. & Date of Adoption) \_\_\_\_\_

**CONCERNING ALL REQUESTS:**

Mandated Program / Service: Yes  X  No \_\_\_\_\_

If Mandated Cite: Authority **NYCRR Section 7010 Health Standards**

Anticipated in Current Adopted Budget: Yes  X  No \_\_\_\_\_

If yes, indicate Revenue/Appropriation Accounts: **A93150.44251**

Fiscal Impact - Funding: (Dollars or Percentages)

Federal \_\_\_\_\_

State \_\_\_\_\_

County **100%**

Term/Length of Funding \_\_\_\_\_

Previous Requests For Identical of Similar Action:

Resolution/Law Number: **#244 #101 #559 #305**

Date of Adoption: **06/12/17 03/12/18 12/03/18 09/13/21**

Justification: (State briefly why legislative action is requested)

***To provide comprehensive medical care to the inmate population at the Correctional Facility***

Back-up Material Submitted (i.e., application/approval notices from funding source, bid tabulation sheet, civil service approval notice, program announcement, contracts and/or any materials which explain or support the request for legislative action.)

Submitted By: **Craig D. Apple Sr.**

Title: **Sheriff**



INNOVATIVE MANAGEMENT SERVICES FOR  
MEDICAL & BEHAVIORAL HEALTHCARE

October 20, 2022

Superintendent Michael Lyons  
Albany County Correctional Facility  
840 Albany Shaker Road  
Albany NY 12211

Dear Superintendent Lyons,

The COVID-19 pandemic has impacted all healthcare systems. As we look to 2023, we have seen little movement in the daily requirements faced by correctional healthcare workers. Our congregate setting still requires the same level of preparedness that we experienced in early 2020. We continue to monitor for illness, social distance, and cohort populations and wear all necessary protective equipment daily. These unanticipated circumstances have also drawn attention to the critical role nurses and all health staff play in the correctional healthcare system. The need for healthcare professionals in this crisis combined with the national nursing shortage has resulted in higher compensation for nurses at every level, which appears to be on track to last far beyond the pandemic.

As a result, we compared our pre-pandemic nursing salaries to the community and found that adjustments are needed to compete and successfully hire staff. Various nursing facilities local to the Albany area were reviewed, and the following are current salaries:

- RN average hourly rates range from \$39.53 to \$51.67 for those with over ten years of experience, with an average of \$43.74.
- LPN range from \$24.00 to \$35.09 per hour.
- Family Practice Nurse Practitioners hourly rates range from \$48.87 to \$66.05 per hour.

It should be noted that many of these institutions are also facing the same challenges with staffing and, like us, have been utilizing agency nurses at a significantly higher rate. The rates for RNs are up to \$84 per hour and LPNs are up to \$66 per hour. Additionally, they offer sign-on bonuses of \$5,000 to \$20,000. Moreover, during shifts with severe shortages, they offer incentive rates of over \$50 per hour for LPNs and \$100 per hour for RNs.

Our current staff have been working extra hours at overtime rates of 1.5 times their hourly rates. Even though this has been helpful, it is not healthy for the workforce and will ultimately lead to burnout and attrition, thus compounding the staffing issues.

The impact on our staffing budget has been significant. While our usual business practice is not to come back to our partners to request additional dollars above that in our proposal, these extraordinary times have necessitated that we do just that.

We need to increase rates to attract staff and retain those loyal to us and Albany County by increasing their rates to at least that of prospective new hires.

In total, moving into a new contract for next year, we respectfully request a \$652,626.49 increase in order to remain competitive in the marketplace and in an effort to provide continued quality care. Additionally, we respectfully request that the floor of the average daily population fluctuating per diem be adjusted to 300.

These contract adjustments will allow us to adjust salaries to reflect the new competitive market rates enabling us to provide the critical healthcare functions that have become the minimum standard during this pandemic. As we continue to champion the balance of staffing and fiscal responsibility to the County, we will not stop exploring all options to meet these challenges collaboratively.

We respectfully request that you review the details of our requested increase as attached and we would be happy to discuss and answer any questions that you may have.

Sincerely,



Les Paschall, CEO

Ryan Kraus, CFO

Jay Deppeler, COO

Denise Rahaman, Executive Director

CFG Health Systems, LLC

CFG Medical, PLLC

Dental Correctional, PLLC

**ALBANY  
PRICING INCREASE REQUEST**

**i. Total Contract Costs**

|                | Original Bid | Revised Bid  | 2023       |
|----------------|--------------|--------------|------------|
| Total Contract | 5,090,690.24 | 5,743,316.73 | 652,626.49 |



**Addtl Funds**

**ii. Fluctuating Inmate Population - Variable Cost Per Diem**

|       |     |        |
|-------|-----|--------|
| ADP   | 750 | \$3.58 |
| Over  | 300 | \$3.58 |
| Under |     |        |

**RESOLUTION NO. 244****AUTHORIZING AN AGREEMENT WITH CFG MEDICAL SERVICES REGARDING MEDICAL CARE AT THE CORRECTIONAL FACILITY**

Introduced: 6/12/17

By Public Safety Committee:

WHEREAS, The Albany County Sheriff through the Purchasing Department previously issued an RFP for inmate medical care at the Correctional Facility and received three proposals, and

WHEREAS, An evaluation was conducted and as a result, the committee has recommended contracting with CFG Medical Services as the vendor that would offer the best value and the most comprehensive service to the inmate population at the Correctional Facility, and

WHEREAS, The Albany County Sheriff has requested authorization for a six month agreement with CFG Medical Services regarding medical care at the Correctional Facility commencing July 1, 2017 and ending December 31, 2017, now, therefore be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into a 6 month agreement for inmate medical care at the Albany County Correctional Facility with CFG Medical Services, Marlton, NJ for the period commencing July 1, 2017 to December 31, 2017 in an amount not to exceed \$1,965,785, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, 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. 6/12/17*



**RESOLUTION NO. 101**

**AUTHORIZING AN AGREEMENT WITH CFG MEDICAL SERVICES REGARDING MEDICAL CARE AT THE CORRECTIONAL FACILITY**

Introduced: 3/12/18  
By Public Safety Committee: ..

WHEREAS, By Resolution No. 244 for 2017, this Honorable Body authorized an agreement with CFG Medical Services regarding medical care at the Albany County Correctional Facility, and

WHEREAS, The Albany County Sheriff has requested authorization to enter into the second year of a five year agreement with CFG Medical Services regarding medical care at the Correctional Facility in the amount of \$4,221,825 commencing January 1, 2018 and ending December 31, 2018, now, therefore be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into the second year of a five year agreement for inmate medical care at the Albany County Correctional Facility with CFG Medical Services, Marlton, NJ for the period commencing January 1, 2018 to December 31, 2018 in an amount not to exceed \$4,221,825, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, 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. 3/12/18*

**RESOLUTION NO. 559****AMENDING RESOLUTION 101 FOR 2018 REGARDING INMATE HEALTH  
- CARE SERVICES**

Introduced: 12/3/18

By Public Safety Committee:

WHEREAS, By Resolution No. 244 for 2017, this Honorable Body authorized an agreement with CFG Medical Services regarding medical care at the Albany County Correctional Facility, and

WHEREAS, By Resolution 101 for 2018, this Honorable Body authorized the Albany County Sheriff to enter into the second year of a five year agreement with CFG Medical Services for a term commencing January 1, 2018 and ending December 31, 2018, and

WHEREAS, The Albany County Sheriff has indicated that it is necessary to amend Resolution 101 for 2018 to allow for the authorization regarding the third, fourth and fifth years of a five year agreement with CFG Medical Services regarding inmate medical care at the Correctional Facility, and

WHEREAS, The Albany County Sheriff has requested authorization to enter into the third, fourth and fifth years of a five year agreement for inmate medical care at the Albany County Correctional Facility with CFG Medical Services, Marlton, NJ for the term commencing January 1, 2019 and ending December 31, 2019 in an amount not to exceed \$4,380,601 for year three of the contract; for the term commencing January 1, 2020 and ending December 31, 2020 in an amount not to exceed \$4,552,379 for year four of the contract; and for the term commencing January 1, 2021 and ending December 31, 2021 in an amount not to exceed \$4,737,220 for year five of the contract, now, therefore be it

RESOLVED, By the Albany County Legislature that Resolution 101 for 2018 is hereby amended and the County Executive is authorized to enter into the third, fourth and fifth years of a five year agreement for inmate medical care at the Albany County Correctional Facility with CFG Medical Services, Marlton, NJ for the term commencing January 1, 2019 and ending December 31, 2019 in an amount not to exceed \$4,380,601 for year three of the contract; for the term commencing January 1, 2020 and ending December 31, 2020 in an amount not to exceed \$4,552,379 for year four of the contract; and for the term commencing January 1, 2021 and ending December 31, 2021 in an amount not to exceed \$4,737,220 for year five of the contract , and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, 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 – 12/3/18*



**COUNTY OF ALBANY  
PROBATION DEPARTMENT  
60 SOUTH PEARL STREET  
ALBANY, NEW YORK 12207**

PHONE: (518) 487-5200  
FAX: (518) 487-5204  
[www.albanycounty.com](http://www.albanycounty.com)

**WILLIAM CONNORS  
Director**

**Lori Haggerty  
Deputy Director**

**Michael OConnor  
Principal Probation Officer**

**DANIEL P. MCCOY  
County Executive**

March 1, 2023

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

Dear Chairman Joyce:

Please find the enclosed documents prepared for the Probation Department and the Public Defender's Office. This request is to renew the contracts for both Departments to continue to receive New York State funding for our Alternative to Incarceration Program for 2023 – 2024. The Probation Department provides Pretrial Services and the Public Defender provides Defender Based Advocacy for Criminal Courts in Albany County.

If you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,

William Connors  
Probation Director

WC/km  
Enc.

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



# County of Albany

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

## Legislation Text

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**File #:** TMP-4087, **Version:** 1

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### **REQUEST FOR LEGISLATIVE ACTION**

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

Contract Authorization for Alternatives to Incarceration (ATI Program) for Probation and Public Defender Departments

Date: March 1, 2023  
Submitted By: William Connors  
Department: Probation Department  
Title: Probation Director  
Phone: 518-487-5194  
Department Rep.  
Attending Meeting: Lori Haggerty Deputy Director

**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 7/1/2023

- 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):**

New York State Division of Criminal Justice  
80 South Swan Street  
Albany, NY 12110

**Additional Parties (Names/addresses):**

Click or tap here to enter text.

Amount/Raise Schedule/Fee: 49,037.

Scope of Services: The Albany County Probation Department will provide Pre Trial Services including, Release on Recognizance and Release under Supervision for defendants eligible under the program criteria as required for funding. The Albany County Public Defender will provide Defender Based Advocacy Services for those defendants eligible as required for funding.

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: New York State Executive Law 13-A

Is there a Fiscal Impact: Yes  No

Anticipated in Current Budget: Yes  No

County Budget Accounts:

Revenue Account and Line: AA1340 03340

Revenue Amount: \$29,116

Revenue Account and Line: AA1170 03340

Appropriation Amount: \$19,921

Appropriation Account and Line: Various personnel lines

Appropriation Amount: \$49,037

Source of Funding - (Percentages)

Federal: Click or tap here to enter text.

State: 33

County: 67

Local: Click or tap here to enter text.

Term

Term: (Start and end date) 7/1/2023-6/30/2024

Length of Contract: 12 Months

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 NO. 129

Date of Adoption: 4/11/2022

**Justification:** (state briefly why legislative action is requested)

The Albany County Probation Department and the Public Defenders' Office request County legislative authorization to accept Alternatives to Incarceration (ATI) grant funding from the NYS Division of Criminal Justice Services in the amount of \$49,037 for a 12-month period to begin July 1, 2023 through June 30, 2024. The Albany County Probation Department will provide Pre Trial Services including Release on Recognizance and Release under Supervision for defendants eligible under the program criteria as required for funding. The Albany County Public Defender will provide Defender Based Advocacy Services for those defendants eligible as required for funding. This funding was anticipated in the 2023 County Budgets for the Probation Department and the Office of the Public Defender.



**Division of Criminal  
Justice Services**

**KATHY HOCHUL**  
Governor

**ROSSANA ROSADO**  
Commissioner

**YVONNE TURNER**  
Director of Funding

## Grant Award Notice

|   |   |
|---|---|
| Grantee/Contractor:<br><b>Albany County</b>   | Date:<br><b>02/14/2023</b>  |
| Program Name:<br><b>Albany County 13A Classification</b>  | Award Amount:<br><b>\$49,037<sup>1</sup></b>  |
| Signatory Name and Title:<br><b>Mr. Daniel Lynch, Deputy County Executive</b>   | Term Dates:<br><b>07/01/23-06/30/24</b>   |
| Email:<br><b><u><a href="mailto:daniel.lynch@albanycountyny.gov">daniel.lynch@albanycountyny.gov</a></u></b>  | Contract Number: <b>C523912</b>   |
| SFS Vendor ID No.: <b>1000002428</b>  |   |
| <p>Program Description: DCJS is pleased to inform you that your County is eligible to receive the above noted amount for your county’s Article 13-A Classification/Alternatives to Incarceration (ATI) program(s) for a renewal term of July 1, 2023 to June 30, 2024. This funding provides localities the opportunity to examine their criminal justice and jail populations, to consider possible program implications as a result of Bail Reform and any other legislative changes, and to conduct planning for effective ATI programs. This funding must supplement, not supplant, non-grant funds that would otherwise be available for expenditure on the programs.</p>  |   |
| <p>Additional Programmatic Information: Please find the attached 2023-24 13-A Application for Funding. Please complete the Application, responding to all questions pertaining to current and future planning and submit the Application, along with the proposed Appendix B-1 Budget, to DCJS by emailing them to <a href="mailto:dcjsopcaati@dcjs.ny.gov">dcjsopcaati@dcjs.ny.gov</a> by <b>March 27, 2023</b>. Once reviewed, DCJS will upload the Applications and the proposed B-1 to the DCJS Grants Management System (GMS). Additional instructions for accessing the applicable Appendix B-1 Budget and for completing steps necessary to renew your contract for the term July 1, 2023, to June 30, 2024, in GMS are also attached.</p> |   |
| <b>Grant Questions</b>  |   |
| <p><b>PRIMARY CONTACT (contract)</b><br/><b>Ben Lazarus</b><br/>Public Safety Grants Representative 3<br/>NYS Division of Criminal Justice Services<br/>Office of Program Development and Funding</p>   | <p><b>PRIMARY CONTACT (program)</b><br/><b>Nicole Aldi</b><br/>Community Corrections Representative 3<br/>NYS Division of Criminal Justice Services<br/>Office of Probation and Correctional Alternatives</p> |

<sup>[1]</sup> The award amount listed above is contingent upon the completion and submission (as applicable) of all contractual obligations as well as approval by the NYS Division of Budget and execution of the grant contract by the NYS Office of the State Comptroller.



|   |   |
|---|---|
| Phone: 518 485-7906<br>Email: Ben.lazarus@dcjs.ny.gov | Phone: 518 485-8457<br>Email: Nicole.Aldi@dcjs.ny.gov |
|---|---|

Thank you for all the work you do. We look forward to working with you in our continued efforts to safeguard the health and safety of all New York residents and visitors.

Attachments (2)

cc: Robert M. Maccarone, Deputy Commissioner and Director  
William Connors, Director



**2023/24 New York State Executive Law Article 13-A  
Classification/Alternatives to Incarceration (ATI) Service Plan Application for Funding**

DCJS will send the Article 13-A Classification/Alternatives to Incarceration (ATI) Service Plan Application, (herein after “application”) for funding to the Chief Elected Official in each jurisdiction. The **completed** application should be approved by the chief elected official in each county/City of New York and submitted to DCJS as instructed in the award notice. *Please see the award notice and Instruction Sheet for additional DCJS GMS instructions and information regarding the contract development process.*

**Article 13-A Classification/Alternatives to Incarceration (ATI) Application General Information:**

DCJS funds Alternatives to Incarceration programs serving Criminal and Supreme Courts. The programs offer a range of services that include defendant interviews, pretrial services, referrals and monitoring, program screening and assessment, case planning, cognitive-based interventions, gender-specific services, substance use disorder and mental health treatment, family-focused programming, vocational training, employment-readiness training and job-placement, educational programming and interventions, and access to medical and housing services. Programs may deliver these services directly or through referral to an established network of community-based providers.

With the passage of Bail Reform in New York State, there may be a need for localities to expand pretrial services. Funds may be used to support pretrial monitoring/supervision, and the referral of clients to court ordered services. Localities are asked to consider the justice-involved population to determine common trends that may impact the community (e.g., opioid drug related crimes). This information can be used to inform the types and nature of programming to be included in the county application. The Criminal Justice Advisory Board, Criminal Justice Coordinating Council, or Committee may be helpful in this analysis as the various agencies comprising the criminal justice system have representatives who are well-informed.

**Contract Term:** The contract term is for 12 months beginning July 1, 2023, to June 30, 2024.

**Availability of Funds:** DCJS funding provided to localities through NYS Executive Law Article 13-A Classification/Alternatives to Incarceration (ATI) is contingent upon the approval by the NYS Division of Budget and execution of the grant contract by the NYS Office of the State Comptroller.

**Program Model options include, but are not limited to:**

**Pretrial Services**, when authorized or requested by the court, will interview individuals for conditions of release; review criminal history warrants, domestic violence history, weapons restrictions, and advise the Court. Additionally, pretrial services agencies will, when authorized or requested by the court, monitor or supervise individuals, and refer clients to court ordered services. When requested by the Office of Court Administration, pretrial services agencies will also notify defendants to return for all court appearances.

**Defender-Based Advocacy Services (DBA)** screen and identify individuals appropriate for community-based alternatives to incarceration programs. Programs are required to prepare written Client

Specific Plans for individuals before the court that identify appropriate community-based services that will reduce (or in some cases eliminate) sentences to incarceration and reduce reoffending. DBA Service Programs refer clients to evidence-based services in the community and may provide monitoring/case-management services.

**Community Service** programs provide courts with community-based alternative sentencing. Community Service programs screen and identify individuals appropriate for community service. Community Service programs may refer clients to community-based service organizations or directly oversee clients performing community service. Programs work to ensure that individuals ordered by the court to complete the prescribed hours of community service do so and may be required to report the completion of community service to the court.

**Treatment Accountability for Safer Communities (TASC) Model Programs** screen, assess, and refer individuals with substance use disorder and/or mental illness for further evaluation and treatment. TASC model programs monitor the progress of individuals in treatment and report back to the court. TASC model programs may also provide cognitive-behavioral and/or employment-readiness training and job placement services.

**Other Alternatives to Incarceration (ATI) Programs that use evidence-based services** target individuals appropriate for community-based services with the goal of reducing unnecessary reliance on incarceration and reducing re-offending. These programs may refer individuals to community-based services or provide direct services, including residential. They may also provide monitoring and/or case-management services and report back to the court on client progress. Programs may provide gender specific services or services to individuals with behavioral health needs, developmental disabilities, individuals convicted of a sex offense, and other criminal justice involved populations.

Please refer to <http://www.criminaljustice.ny.gov/opca/standards.htm> for ATI program standards.

Depending on the type of program, the following are guidelines for program operation:

**Screening, Assessment and Intake:** TASC, DBA, and Other Alternatives to Incarceration (ATI) Programs that use evidence-based services must use an actuarial validated risk and needs assessment; Community Service programs will use an actuarial validated risk and needs assessment where applicable.

ATI Programs should use risk and needs assessments, where applicable, to identify criminogenic needs and inform case planning, including the development of specific short and long-term goals, and community supervision plans. DCJS supports the use of NYCOMPAS, an actuarial validated risk and needs instrument. ATI Programs shall develop and maintain written eligibility criteria and implement detailed, comprehensive screening and assessment protocols that will facilitate referrals to appropriate services for clients.

**Program Procedures and Services:** The program shall develop and implement written protocols and procedures for delivering services. The procedures *may* include, but are not limited to the following areas:

- Some program models use a validated risk/need instruments that identify criminogenic factors to be addressed in the case plan. This protocol shall include a process for periodic review and re-assessment.
- Screening, monitoring and referral protocols (e.g., substance abuse, mental health, medical, entitlements, housing, employment, vocational and educational services, etc.) and follow up.
- Use of evidence-based practices and cognitive interventions, including the incorporation of risk, needs and responsivity principles.
- Mechanisms for regular reporting to the court on participant's program compliance and the prompt reporting of non-compliant behaviors.

- A written protocol for the use of incentives and rewards that recognize individual progress and achievement and graduated responses to address non-compliant behaviors.
- Discharge planning (if applicable).

**Liaison/Court Staff:** The program may maintain a presence in and/or staff the courts in the counties they serve. Program staff assigned to the court may:

- Screen potential participants, when authorized or requested by the court.
- Advocate for program services.
- Report to the court on participant’s progress in program and compliance with court order(s) and conditions (if applicable).

**Court Screening and Collaboration with Criminal Justice Agencies:** The program will work with criminal justice agencies that may include: the court, prosecutors, defense counsel, police, probation and community-based agencies (housing, social services, treatment agencies, etc.) to facilitate participant identification, screening, assessment and enrollment in community-based services.

**Personnel and Staff Development:** The program will employ and retain qualified personnel. Programs will ensure that personnel are trained and continue to receive in-service training consistent with accepted evidence-based principles. Each funded program must complete the Inventory of Program Staff trained in Key Evidence-Based Practices table.

**Training: OPCA Training in Evidence-Based Practices:** ATI programs will be notified of available DCJS provided training; however, programs should not rely solely on training provided by DCJS. Funded programs will be prioritized to participate in DCJS training, subject to availability, in the following areas: NYCOMPAS Risk and Needs Assessment; Thinking for a Change (T4C); Motivational Interviewing; Women’s Risk Needs Assessment (WRNA); Interactive Journaling; and Workforce Development Specialist (WDS) Training, among others. Many of these training curricula can be completed in a virtual and remote environment. For information regarding these trainings please see Appendix: DCJS Office of Probation and Correctional Alternatives (OPCA) Training in Evidence-Based Practices.

**Administration:** The program is to maintain appropriate facilities for the population being served and have a system to track and monitor participant progress and service delivery.



**Criminal Justice Advisory Board/Local Planning Group – (Please complete once for the county)**

*It is recommended that localities utilize a Local Planning Group or Team when developing the ATI application for funding. Existing Criminal Justice Advisory Boards or Criminal Justice Coordinating Councils may also be utilized.*

**Was there a Local Planning Group or Team utilized when developing the ATI application for funding?**

**Yes**    **No -will be scheduled upon contract approval**

| <b>NAME</b>        | <b>AFILLIATION</b>             |
|--------------------|--------------------------------|
| William Connors    | Albany County Probation        |
| Stephen Herrick    | Albany County Public Defender  |
| Michael OConnor    | Albany County Probation        |
| Mary Sill          | Albany County Public Defender  |
| Kim Pelletier      | Albany County Probation        |
| Matthew Calderwood | Albany County Probation        |
| Joseph Bonarrigo   | Albany County Executive Office |
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|                    |                                |

## Section II

**Please fully Complete the Program Contact Information Sheet below along with the following additional required items for each program proposed** (multiple copies of the program contact information sheet and sections a-f will need to be made if your county funds more than one program with Article 13-A money):

- a. Current Year's Progress form
- b. Program Funding ID form
- c. Program Staff form
- d. Table of Organization
- e. Actuarial Risk/Needs Assessment
- f. Inventory of Program Staff trained in Key Evidence-Based Practices

### *Program Contact Information Sheet*

|                              |                                 |            |              |                 |                                       |
|------------------------------|---------------------------------|------------|--------------|-----------------|---------------------------------------|
| <b>LEGAL NAME OF PROGRAM</b> | Albany County Pre Trial ROR/RUS |            |              | <b>ACRONYM</b>  | ATI/ROR/RUS                           |
| <b>PROGRAM DIRECTOR</b>      | Mathew Calderwood               |            |              | <b>TITLE</b>    | Probation Supervisor                  |
| <b>PROGRAM ADDRESS</b>       | 60 South Pearl Street           |            |              |                 |                                       |
| <b>CITY, STATE</b>           | Albany                          |            |              | <b>ZIP CODE</b> | 12207                                 |
| <b>PHONE</b>                 | 518-487-5200                    | <b>FAX</b> | 518-487-5204 | <b>EMAIL</b>    | matthew.calderwood@albanycountyny.gov |

|  |                       |            |                                    |                    |                                    |
|--|-----------------------|------------|------------------------------------|--------------------|------------------------------------|
| <b>LEGAL NAME OF MANAGING/SUPERVISING AGENCY</b> |                       |            | Albany County Probation Department |                    |                                    |
| <b>AGENCY HEAD</b>                               | William Connors       |            | <b>TITLE</b>                       | Probation Director |                                    |
| <b>ADDRESS</b>                                   | 60 South Pearl Street |            |                                    |                    |                                    |
| <b>CITY, STATE</b>                               | Albany, New York      |            |                                    | <b>ZIP CODE</b>    | 12207                              |
| <b>PHONE</b>                                     | 518-487-5200          | <b>FAX</b> | 518-487-5204                       | <b>EMAIL</b>       | william.connors@albanycountyny.gov |

|                                |                                 |  |  |                 |       |
|--------------------------------|---------------------------------|--|--|-----------------|-------|
| <b>FISCAL REPORTING PERSON</b> | Elizabeth Knapp, Budget Officer |  |  |                 |       |
| <b>ADDRESS</b>                 | 60 South Pearl Street           |  |  |                 |       |
| <b>CITY, STATE</b>             | Albany, New York                |  |  | <b>ZIP CODE</b> | 12207 |

|       |              |     |              |       |                                    |
|-------|--------------|-----|--------------|-------|------------------------------------|
| PHONE | 518-487-5200 | FAX | 518-487-5204 | EMAIL | elizabeth.knapp@albanycountyny.gov |
|-------|--------------|-----|--------------|-------|------------------------------------|

|   |                       |     |              |       |                                       |
|---|-----------------------|-----|--------------|-------|---------------------------------------|
| <b>PERSON PREPARING QUARTERLY REPORTS</b> | Matthew Calderwood    |     |              |       |                                       |
| ADDRESS                                   | 60 South Pearl Street |     |              |       |                                       |
| CITY, STATE                               | Albany, New York      |     | ZIP CODE     | 12207 |                                       |
| PHONE                                     | 518-487-5200          | FAX | 518-487-5204 | EMAIL | matthew.calderwood@albanycountyny.gov |

(Please add Contact Information Sheets as needed)

***Program Contact Information Sheet***

|  |                                       |     |              |                 |                                    |
|--|---------------------------------------|-----|--------------|-----------------|------------------------------------|
| <b>LEGAL NAME OF PROGRAM</b>                     | Albany County Defender Based Advocacy |     | ACRONYM      | DBA             |                                    |
| PROGRAM DIRECTOR                                 | Stephen W. Herrick                    |     | TITLE        | Public Defender |                                    |
| PROGRAM ADDRESS                                  | 112 State Street                      |     |              |                 |                                    |
| CITY, STATE                                      | Albany, NY                            |     | ZIP CODE     | 12207           |                                    |
| PHONE  | 518-447-7153                          | FAX | 518-447-5533 | EMAIL           | stephen.herrick@albanycountyny.gov |
| <b>LEGAL NAME OF MANAGING/SUPERVISING AGENCY</b> | Albany County Public Defender         |     |              |                 |                                    |
| AGENCY HEAD                                      | Stephen W. Herrick                    |     | TITLE        | Public Defender |                                    |
| ADDRESS  | 112 State Street                      |     |              |                 |                                    |
| CITY, STATE                                      | Albany, NY                            |     | ZIP CODE     | 12207           |                                    |
| PHONE  | 518-447-7153                          | FAX | 518-447-5533 | EMAIL           | stephen.herrick@albanycountyny.gov |
| <b>FISCAL REPORTING PERSON</b>                   | Mary Sill                             |     |              |                 |                                    |
| ADDRESS  | 112 State Street                      |     |              |                 |                                    |
| CITY, STATE                                      | Albany, NY                            |     | ZIP CODE     | 12207           |                                    |
| PHONE  | 518-487-5338                          | FAX | 518-447-5533 | EMAIL           | mary.sill@albanycountyny.gov       |



|   |                  |           |              |          |                              |
|---|------------------|-----------|--------------|----------|------------------------------|
| <b>PERSON PREPARING QUARTERLY REPORTS</b> |                  | Mary Sill |              |          |                              |
| ADDRESS                                   | 112 State Street |           |              |          |                              |
| CITY, STATE                               | Albany, NY       |           |              | ZIP CODE | 12207                        |
| PHONE                                     | 518-487-5338     | FAX       | 518-447-5533 | EMAIL    | mary.sill@albanycountyny.gov |

**(a) Current Year’s Progress Form**

1. Provide a complete and detailed description of your program, the **population served**, and the **services provided**. Include a description of the program’s impact within the local criminal justice system.

***Albany County Probation provides Pre Trial Services to the Courts of Albany County. Courts depend on this quality service provided to defendants who are released after having been arraigned. Probation staff also interview eligible persons at Albany County Jail post arraignment and Albany City Court Pre Arraignment. We are using a validated risk instrument. Prepared reports are sent to Courts. Under Bail Reform Courts are utilizing GPS monitoring at a high rate.***

***The Albany County Public Defender provides defender based advocacy to clients it serves.***

2. Provide current contract milestone(s) and outcome target numbers and compare to the actual numbers achieved during the contract period to date (for each program funded) in (please refer to your 2022-2023 Appendix B1):

| Performance Milestones (Matches name on Appendix B1) | Annual Milestone Target #'s (2022-23 Term) | Year to Date Achievements |
|--|--|---------------------------|
| <b><i>404 monitor/supervise</i></b>                  | <b><i>404</i></b>                          | <b><i>573</i></b>         |
| <b><i>112 DBA Plans Prepared</i></b>                 | <b><i>112</i></b>                          | <b><i>58</i></b>          |
| <b><i>104 DBA Plans Accepted</i></b>                 | <b><i>104</i></b>                          | <b><i>54</i></b>          |

3. Describe any programmatic barriers the program has faced. or  N/A

If the program is continuing and it has experienced barriers to providing services, please describe an action plan to address any barriers identified. or  N/A

4. If new programming or a modified program model is being applied for, please describe the program, the need for this program, and how the program will be implemented. **Albany County Probation has obtained a validated RISK instrument. In 2022 correspondence was sent to every Court and Judge in the County indicating we would begin using the risk instrument on eligible defendants and would sent reports with**

**interviews to the Court. The instrument is also used on direct referrals being released to the Probation Department. Probation ATI will begin the use Brief Intervention Tools (BITS) on select cases.**

\*Proposed program milestones and targets for new programs need to be submitted with this application in the form of an Appendix B1.

**(b) Program Funding Identification (ID) Form**

A program funding identification form must be completed for **each program** and must reflect all funds expected to be spent to support this program for the proposed contract year.

All sources of funding for this program must be reported, including the one percent statutory fee taken from bail funds.

This itemization must accompany the budget worksheets and budget summary.

|   | <b>AMOUNT OF FUNDS</b> |
|---|------------------------|
| DCJS Funds  | 49,037.00              |
| Other State Funds (specify source)                |                        |
| Federal Funds                                     |                        |
| County Funds                                      | 581,760.               |
| Other Funds (specify sources)                     |                        |
| _____   |                        |
| _____   |                        |
| _____   |                        |
| <b>Total Program Budget (include all sources)</b> | <b>630,797</b>         |

**(c) Program Staff Form** (positions that are supported with monies from Article 13-A Classification funds either in full or partially).

| Staff Position      | Incumbent         | Salary Budgeted | Actual Salary   | Contract FTE | Fill Date<br>(Date began working in the program) | Quals. Met<br>(Meets all requirements for the position Y/N) |
|---------------------|-------------------|-----------------|-----------------|--------------|--|---|
| Senior PO           | Kim Pelletier     | 65,446.         | 65,446.         | full         |  | yes   |
| Probation Officer   | Mary Starr        | 59,963.         | 59,963.         | full         |  | yes   |
| Probation Officer   | John Autrey       | 53,587.         | 53,587.         | full         |  | yes   |
| Probation Assistant | Michelle Driscoll | 49,987.         | 49,987.         | full         |  | yes   |
| Attorney            | Avery Sullivan    | 90,940.         | 90,940.         | full         |  | yes   |
| Attorney            | Edmond Schupp     | 104,171.        | 104,171.        | full         |  | yes   |
| Attorney            | Jonathan Moberg   | 78,833.         | 78,833.         | full         |  | yes   |
| Attorney            | Kelly Vidur       | 78,833.         | 78,833.         | full         |  | yes   |
| <b>TOTALS</b>       |                   |                 |                 |              |  |   |
|                     |                   | <b>581,176.</b> | <b>581,760.</b> |              |  |   |

This signature will certify that the person(s) listed above are current employees of the program and that the incumbent(s) are qualified and satisfy minimum county requirements for each staff position presented in this document. *Electronic signatures are accepted.* If not available, document can be signed and scanned.



Signature

2.24.2023

Date

**(d) Table of Organization**

Please attach a Table of Organization that describes how this funded project fits within the overall county criminal justice system. **See attached Probation**

**Public Defender**

**xx-DBA provided by Attorneys under the Public Defender.**

**(e) Actuarial Validated RISK/NEEDS Assessment**

Where appropriate, programs should be using validated risk and need instruments that identify the criminogenic needs that inform effective case planning and supervision/case management. Numerous principles of best practice in community corrections (risk, needs and responsivity) are contingent upon obtaining timely, relevant measures of an individual's risk of recidivism and criminogenic needs. Assessing individuals' risk and needs is achieved when using a validated instrument for the effective supervision and treatment of individuals. Assessments are most reliable and valid when staff are formally trained to administer the tool(s). Screening and assessment tools that focus on dynamic and static risk factors, profile criminogenic needs, and have been validated on similar populations are preferred. (Andrews, et al, 1990; Andrews & Bonta, 1998; Gendreau, et al, 1996; Kropp, et al, 1995; Meehl, 1995; Clements, 1996)

**Please answer the following questions regarding the program's use of Actuarial Validated Risk and Needs Assessment Tools.**

1. If the program requires, when and how is the Risk and Needs Assessment tool used to assess program population(s)? Please enter N/A if not applicable. **The Risk and Needs Assessment is being used to interview eligible defendants at Pre Arraignment in Albany City Court and post arraignment at Albany County Jail. It is also being used on all Court ordered direct referrals.**
2. What specialized screens or assessment tools are being used and for which populations? (e.g., sex offenses, domestic violence, mental health, substance abuse) N/A. Please enter N/A if not applicable. **No specialized risk instruments other than a validated RAI are being used at this time.**

Please provide a description of how specialized screens or assessments are used. **No specialized risk instruments other than a validated RAI are being used at this time.**

**(f). Inventory of Program Staff trained in Key Evidence-Based Practices (EBP)**

Please provide below the names of program staff, supported with Article 13-A funds, currently trained in the EBP listed.

| Program staff name: | Validated Actuarial Risk and Needs Assessment Tool<br><br><u>Provide name of tool here:</u> | Motivational Interviewing | Cognitive Based Intervention (e.g., Interactive Journaling; T4C)<br><br><u>Provide name of curriculum here:</u> | Workforce Development Specialist (WDS) | Other Evidence-Based Practices<br><br><u>Provide name here:</u> |
|---------------------|---|---------------------------|---|--|---|
| Michelle Driscoll   | Niagara County RAI  | yes                       | Brief Intervention Tools(BITS)  | yes                                    | Career U  |

|               |                       |     |  |     |          |
|---------------|-----------------------|-----|--|-----|----------|
| Kim Pelletier | Niagara County<br>RAI | yes | Brief<br>Intervention<br><br>Tools(BITS) | yes | Career U |
| Mary Starr    | Niagara County<br>RAI |     | Brief<br>Intervention<br><br>Tools(BITS) |     |          |
| John Autrey   | Niagara County<br>RAI |     | Brief<br>Intervention<br><br>Tools(BITS) |     |          |



**Division of Criminal  
Justice Services**

**Appendix: OPCA Training in Evidence-Based Practices**

**Training Costs** - Limited trainings may be offered by DCJS and many of these training curricula have been converted in order to be able to be completed in a virtual and remote environment. Programs are encouraged to include funding in their budgets for staff to attend trainings, as needed.

**COMPAS Training** - ATI programs will continue to be invited to apply for access and use of the COMPAS, with the *exception* of pretrial services agencies which have their own requirements in CPL 510.45 3 (a) and (b i, ii). Access and training will be provided by DCJS at **no cost** to the ATI program.

**NIC Workforce Development Specialist (WDS) Training** – DCJS presents the Workforce Development Specialists (WDS) training as part of an In-State Partnership with NIC. Through this three-week training program, individuals are specially trained to facilitate job readiness groups (Ready, Set, Work!) for persons with a criminal history, both in facilities and after release. For those under supervision, these groups can provide supervision contacts and can also greatly increase the job-readiness skills and sustained employment of unemployed individuals. Those in facilities who are able to participate in Ready, Set Work! before release are better prepared to go to work once they are back in the community.

**NIC Thinking for a Change Facilitator Training (T4C)** – This 32-hour training experience prepares participants to deliver the Thinking for a Change program.

**Motivational Interviewing training (MI)** - Motivational Interviewing (MI) is a person-centered approach that seeks to bring about change through the reduction of ambivalence and resistance to efforts that promote such change. The course will outline the theory underlying the philosophical tenets of motivational interviewing and provide methods and techniques for its implementation. Participants will also have an opportunity to practice the skills learned during the training.

**Women’s Risk Needs Assessment (WRNA) training** – Administered over the course of three days, this training will provide participants with the skills and knowledge required to effectively administer and interpret the results of the Women’s Risk Needs Assessment (WRNA) instrument that will soon be available via the COMPAS suite of the Integrated Justice Portal. Participants will be trained to properly administer the various components of the WRNA assessment process including performing a case file review, the interview and written survey components, and how to properly assemble a case-management treatment plan that provides or makes referrals to appropriate services.

**Interactive Journaling (IJ)** - an evidence-based program designed to promote lasting behavioral change in the criminal justice population. The design of this program provides structure to the service delivery process, while building and enhancing rapport. The two-day Facilitator Training will include an introduction to The Courage to Change model, the research that supports the efficacy of the program, along with opportunities to practice the facilitation and delivery of the curriculum.

## RESOLUTION NO. 129

## AUTHORIZING AGREEMENTS WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES REGARDING THE ALTERNATIVES TO INCARCERATION PROGRAM

Introduced: 4/11/22

By Public Safety Committee:

WHEREAS, New York State law requires that counties develop and submit a Comprehensive Alternatives to Incarceration (ATI) Service Plan to identify and provide eligible programs which afford alternatives to incarceration to suitable persons, and

WHEREAS, The Director of the Probation Department has indicated that the New York State Division of Criminal Justice Services (NYS DCJS) has determined that the County is eligible to receive funding for the Probation Department and the Public Defender's Office which will be provided through the New York State Executive Law Article 13-A Classification/ATI Programs in the total amount of \$49,037 for the term commencing July 1, 2022 and ending June 30, 2023, and

WHEREAS, The Director has further indicated that the aforementioned grant funds will be divided between the Public Defender's Office in the amount of \$19,921 to support Defender Based Advocacy Services, and the Department of Probation in the amount of \$29,116 to provide Pre Trial Services including Release on Recognizance and Release under Supervision for defendants eligible under program criteria as required for funding, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to renew the annual ATI Service Plan application to the NYS DCJS and renew agreements on behalf of the aforementioned departments in the amounts of \$29,116 for the Alternatives to Incarceration Initiative and \$19,921 for the Defender Based Advocacy Program for a total agreement amount not to exceed \$49,037 for the term commencing July 1, 2022 and ending June 30, 2023 and, be it further

RESOLVED, That the County Attorney is authorized to approve said applications and agreements as to form and content, 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 - 4/11/22*

State of New York  
County of Albany

This is to certify that I, the undersigned, Clerk of the Albany County Legislature, have compared the foregoing copy of the resolution and/or local law with the original resolution and/or local law now on file in the office, and which was passed by the Legislature of said County on the 11<sup>th</sup> day of April, 2022, a majority of all members elected to the Legislature voting in favor thereof, and that the same is a correct and true transcript of such original resolution and/or local law and the whole thereof.



IN WITNESS THEREOF, I have hereunto set my hand and the official seal of the County Legislature this 13<sup>th</sup> day of April, 2022.

*Nicole Chambers*  
Clerk, Albany County Legislature





DANIEL P. MCCOY  
COUNTY EXECUTIVE

M. DAVID REILLY  
COMMISSIONER

PATRICK ALDERSON  
DEPUTY COMMISSIONER

COUNTY OF ALBANY  
DEPARTMENT OF MANAGEMENT AND BUDGET  
DIVISION OF INFORMATION SERVICES  
112 STATE STREET, ROOM 500  
ALBANY, NEW YORK 12207  
PHONE: (518) 447-7277 FAX: (518) 447-3000  
www.albanycounty.com

ANDREW BELLINGER  
CHIEF INFORMATION OFFICER

DAVID S. BERKUN  
DEPUTY CHIEF INFORMATION OFFICER

March 13, 2023

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

Dear Chairman Joyce:

The Division of Information Services is requesting legislative authorization to enter into an intergovernmental agreement with the Cybersecurity & Infrastructure Security Agency (CISA) of the Department of Homeland Security to conduct continuous network and vulnerability scanning of Albany County's Public-Facing Networks and Systems, at no cost to the County.

CISA's Vulnerability Scanning would include identifying all active internet-accessible assets (networks, systems and hosts) to be scanned and initiate non-intrusive checks to identify potential vulnerabilities and configuration weaknesses. The goals of these services are to catalog our public facing networks and systems, including services running and version/patch levels; identify vulnerabilities on the public facing networks and systems; identify potential configuration issues on our public facing networks and systems; maintain tactical awareness of the operational risks and cyber health of individual entities; inform the government's common operational view of cyberspace; integrate relevant information, analysis and vulnerability assessments in order to identify priorities for protective and support measures regarding potential or actual threats and provide "early warning" of specific, actionable vulnerabilities to Albany County.

If you have any questions, please don't hesitate to contact me.

Sincerely,

Andrew Bellinger

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



# County of Albany

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

## Legislation Text

**File #:** TMP-4129, **Version:** 1

### REQUEST FOR LEGISLATIVE ACTION

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

Intergovernmental Agreement between Albany County and The Cybersecurity and Infrastructure Agency (CISA) of the Department of Homeland Security to conduct continuous scans of Albany County’s Public-Facing Networks and Systems.

|                    |                                  |
|--------------------|----------------------------------|
| Date:              | March 13, 2023                   |
| Submitted By:      | Sue Gross                        |
| Department:        | Division of Information Services |
| Title:             | Implementation Specialist        |
| Phone:             | 518-447-5612                     |
| Department Rep.    |                                  |
| Attending Meeting: | Andrew Bellinger                 |

**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) Intergovernmental Agreement

### 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) Intergovernmental Agreement

**Contract Terms/Conditions:**

**Party (Name/address):**

Michael Hastings, Cyber Security Advisor for Albany NY, Region II (NY, NJ, PR, USVI)  
Cybersecurity & Infrastructure Security Agency  
Department of Homeland Security  
245 Murray Lane  
Washington, DC 20528-0308  
[michael.hastings@cisa.dhs.gov](mailto:michael.hastings@cisa.dhs.gov) <mailto:michael.hastings@cisa.dhs.gov>

**Additional Parties (Names/addresses):**

Click or tap here to enter text.

Amount/Raise Schedule/Fee: \$0

Scope of Services: CISA will conduct continuous network and vulnerability scanning of Albany County’s publicly accessible networks and systems. The goals of these activities are to: 1. Catalog your organization’s publicly accessible networks and systems, including services running and version/patch levels 2. Identify vulnerabilities on your organization’s publicly accessible networks and systems 3. Identify potential configuration issues with your organization’s public facing networks and systems 4. Maintain tactical awareness of the operational risks and cyber health of individual entities 5. Inform the government’s common operational view of cyberspace 6. Integrate relevant information, analysis, and vulnerability assessments, in order to identify priorities for protective and support measures regarding potential or actual threats 7. Provide “early warning” of specific, actionable vulnerabilities to your

organizati

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: 100%  
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) 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: Click or tap here to enter text.  
Date of Adoption: Click or tap here to enter text.

**Justification:** (state briefly why legislative action is requested)

The Division of Information Services is requesting legislative authorization to enter into an intergovernmental agreement with the Cybersecurity & Infrastructure Security Agency (CISA) Of the Department of Homeland Security to conduct continuous network and vulnerability scanning of Albany County's Public-Facing Networks and Systems at no cost.

CISA's Vulnerability Scanning would include identifying all active internet-accessible assets (networks, systems and hosts) to be scanned and initiate non-intrusive checks to identify potential vulnerabilities and configuration weaknesses. The

goals of these services are to catalog our public facing networks and systems, including services running and version/patch levels; identify vulnerabilities on the public facing networks and systems; identify potential configuration issues on our public facing networks and systems; maintain tactical awareness of the operation risks and cyber health of individual entities; inform the government's common operational view of cyberspace; integrate relevant information, analysis and vulnerability assessments in order to identify priorities for protective and support measures regarding potential or actual threats and provide "early warning" of specific, actionable vulnerabilities to Albany County.



# CYBER ASSESSMENT FACT SHEET

## Vulnerability Scanning

DEFEND TODAY,  
SECURE TOMORROW

February 2022

### OVERVIEW

CISA’s Vulnerability Scanning (VS) is persistent “internet scanning-as-a-service” and part of CISA's service offerings. VS service continuously assesses the health of your internet-accessible assets by checking for known vulnerabilities, weak configurations—or configuration errors—and suboptimal security practices. VS service also recommends ways to enhance security through modern web and email standards.

VS service includes:

- **Target Discovery** identifies all active internet-accessible assets (networks, systems, and hosts) to be scanned.
- **Vulnerability Scanning** initiates non-intrusive checks to identify potential vulnerabilities and configuration weaknesses.

### OBJECTIVES

- Maintain enterprise awareness of your internet-accessible systems.
- Provide insight into how systems and infrastructure appear to potential attackers.
- Drive proactive mitigation of vulnerabilities and reduce risk.

### PHASES

| Pre-Planning   | Planning  | Execution   | Post-Execution  |
|--|---|---|---|
| <b>Stakeholder:</b> <ul style="list-style-type: none"> <li>• Requests service.</li> <li>• Provides target list (scope).</li> <li>• Signs and returns documents.</li> </ul> | <b>CISA:</b> <ul style="list-style-type: none"> <li>• Confirms scanning schedule.</li> <li>• Sends pre-scan notification to stakeholder.</li> </ul> | <b>CISA:</b> <ul style="list-style-type: none"> <li>• Performs initial scan of submitted scope.</li> <li>• Rescans scope based on detected vulnerability severity:               <ul style="list-style-type: none"> <li>⇒ 12 hours for “critical”</li> <li>⇒ 24 hours for “high”</li> <li>⇒ 4 days for “medium”</li> <li>⇒ 6 days for “low”</li> <li>⇒ 7 days for “no vulnerabilities”</li> </ul> </li> </ul> | <b>CISA:</b> <ul style="list-style-type: none"> <li>• Delivers weekly report to stakeholder.</li> <li>• Provides vulnerability mitigation recommendations to stakeholder.</li> <li>• Provides detailed findings in consumable format to stakeholder.</li> </ul> |

### HOW TO GET STARTED

Contact [vulnerability@cisa.dhs.gov](mailto:vulnerability@cisa.dhs.gov) to get started. Please keep in mind:

- CISA’s assessments are available to both public and private organizations at no cost.
- Service availability is limited; service delivery timelines are available upon request. CISA prioritizes service delivery queues on a continuous basis to ensure no stakeholder/sector receives a disproportionate amount of resources and that the data collected is a diverse representation of the nation.

## CYBER HYGIENE

### *Authorization to Conduct Continuous Scans of Public-Facing Networks and Systems*

The Cybersecurity and Infrastructure Security Agency (CISA) of the Department of Homeland Security (DHS), under authority of Title XXII of the Homeland Security Act (6 U.S.C. § 651 et seq., esp. 6 U.S.C. § 659) would like to gain authorization from \_\_\_\_\_ (\_\_\_\_\_) to conduct continuous network and vulnerability scanning of \_\_\_\_\_'s publicly accessible networks and systems.

The goals of these activities are to:

1. Catalog your organization's publicly accessible networks and systems, including services running and version/patch levels
2. Identify vulnerabilities on your organization's publicly accessible networks and systems
3. Identify potential configuration issues with your organization's public facing networks and systems
4. Maintain tactical awareness of the operational risks and cyber health of individual entities
5. Inform the government's common operational view of cyberspace
6. Integrate relevant information, analysis, and vulnerability assessments, in order to identify priorities for protective and support measures regarding potential or actual threats
7. Provide "early warning" of specific, actionable vulnerabilities to your organization

CISA activities will originate from IP addresses or other identifiers that will be made known to your organization.

Scanning will be openly attributable to the authorized scanning source, and should be detected by your organization's network monitoring solutions. Data will be sent to your organization's networks and systems corresponding to the public facing IP addresses, domain names, or other identifiers provided by your organization for scanning. The process has been designed to be as unobtrusive as possible: scheduling, intensity and frequency have been carefully planned to minimize the possibility of service disruption.

Activities under this authorization will be limited to scanning; no attempts to connect to your organization's internal network, penetrate your organization's systems, or monitor your organization's network traffic will be made under this authorization.



If a third-party, such as a cloud service provider, operates or maintains your networks or systems to be scanned pursuant to this authorization, your organization will ensure compliance with any notification or authorization requirement that such third party may impose on external vulnerability scanning services. If your organization is informed that any such third party prohibits external vulnerability scans, you will promptly notify the CISA point of contact listed below.

In a separate appendix to this authorization please provide the following information: the point of contact for activities performed under this authorization; an email address for the delivery of reports; identification information for your organization's networks and systems to be scanned pursuant to this authorization; and any other relevant information. Your organization may provide updates to this information from time to time, in writing, using an updated appendix or other method. Your organization must promptly update CISA of changes to the identifying information used to scan your networks and systems pursuant to this authorization.

CISA acknowledges that this authorization may be withdrawn at any time for any reason.

The CISA Point of Contact for this activity can be reached at [vulnerability\\_info@cisa.dhs.gov](mailto:vulnerability_info@cisa.dhs.gov). All notifications, updates, or other communications regarding this authorization and any related activity should be sent to this CISA Point of Contact.

By signing below, you agree to the following:

- You have authority to authorize scanning of the networks and systems submitted pursuant to this authorization;
- You authorize CISA to conduct the scanning activities described above;
- You agree to promptly update CISA of changes to the information used to identify the networks and systems to be scanned pursuant to this authorization;
- You agree to comply with any notification or authorization requirement that any third-party that operates or maintains your networks or systems may impose on external vulnerability scanning services, notifying CISA if external scanning is later prohibited;
- You accept that, while CISA teams will use their best efforts to conduct scans in a way that minimizes risk to your organization's systems and networks, the scanning activities described above create some risk of degradation in performance to your organization's systems and networks;
- You acknowledge that CISA provides no warranties of any kind relating to any aspect of the assistance provided under this authorization; and
- You are authorized to make the above certifications on your organization's behalf.





**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Entity:** \_\_\_\_\_

**City:** \_\_\_\_\_ **County:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Country:**



## Appendix A

### Authorization to Conduct Continuous Scans of Public-Facing Networks and Systems

\_\_\_\_\_ provides the following information to facilitate the authorized scanning activities:

Please provide a **technical point of contact** at \_\_\_\_\_ for the CISA team to follow-up with:

**Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

---

Optional secondary **technical point of contact**:

**Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

---

We recommend your organization **create/use a distribution list** email address to receive our reports. This allows your organization to manage the recipients of our report. *We will only deliver reports to a single address.*

**Distro email:** \_\_\_\_\_

---

Your report will be encrypted with a password which we will provide to you. **How would you like this password delivered** (select one)?

Email @

Tech POC

Distro POC



**When should scans begin?** (e.g., as soon as possible, or *time*, Eastern @ *mm/dd/yyyy*)

---

---

**Identification of Your Public-Facing Networks and Systems:**

Enter your organization’s **internet-facing, static IPv4 addresses** to be vulnerability scanned in one of the following formats: CIDR notation (e.g. x.x.x.0/24), IP range (e.g. x.x.x.1-x.x.x.200), or individual IPs (e.g. x.x.x.1) with one entry per line:

