



Schenectady County Legislature

Committee on Rules

Hon. Philip Fields, Chair

6th Floor County Office Building 620 State Street, Schenectady, New York 12305

Phone: (518) 388-4280 Fax: (518) 388-4591

DATE: April 5, 2024
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall, Clerk of the Legislature
SUBJECT: COMMITTEE AGENDA
Committee on Rules
Honorable Philip Fields, Chair
Tuesday, April 9, 2024 at 7:00p.m.
Schenectady County Office Building,
Legislative Chambers, Sixth Floor

Item	Title	Sponsor	Co-Sponsor
R	21 A RESOLUTION PROCLAIMING APRIL 2024 AS AUTISM ACTION MONTH	The Committee on Rules	Legislator Pratt
R	22 A RESOLUTION ADOPTING THE RECOMMENDATIONS OF THE SCHENECTADY COUNTY AGRICULTURAL AND FARMLAND PROTECTION BOARD REGARDING PARCELS TO BE ADDED TO AGRICULTURAL DISTRICT NUMBER 1	The Committee on Rules	
R	23 A RESOLUTION REGARDING THE VOLUNTARY RECOGNITION OF THE ASSOCIATION OF LEGAL AID ATTORNEYS – UAW LOCAL 2325 (AFL-CIO)	The Committee on Rules	

Item	Title	Sponsor	Co-Sponsor
R	24 A RESOLUTION TO ACCEPT MONIES FROM THE NYS OFFICE OF CHILDREN AND FAMILY SERVICES FOR THE SUPPORT OF THE SCHENECTADY COUNTY CHILD ADVOCACY CENTER AND TO CREATE A NEW POSITION AT THE CHILD ADVOCACY CENTER	The Committee on Rules	

R	25 A RESOLUTION TO ACCEPT MONIES FROM THE NYS OFFICE OF CHILDREN AND FAMILY SERVICES FOR THE SUPPORT OF THE SCHENECTADY COUNTY CHILD ADVOCACY CENTER	The Committee on Rules	
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LEGISLATIVE INITIATIVE FORM

Date: 4/5/2024
Reference: Rules
Dual Reference:
Initiative: R 21

Title of Proposed Resolution:

A RESOLUTION PROCLAIMING APRIL 2024 AS AUTISM ACTION MONTH

Purpose and General Idea:

A RESOLUTION PROCLAIMING APRIL 2024 AS AUTISM ACTION MONTH

Summary of Specific Provisions:

A RESOLUTION PROCLAIMING APRIL 2024 AS AUTISM ACTION MONTH

Effects Upon Present Law:

None.

Justification:

A RESOLUTION PROCLAIMING APRIL 2024 AS AUTISM ACTION MONTH

Sponsor: The Committee on Rules

Co-Sponsor: Legislator Pratt

LEGISLATIVE INITIATIVE FORM

Date: 4/5/2024
Reference: Rules
Dual Reference:
Initiative: R 22

Title of Proposed Resolution:

A RESOLUTION ADOPTING THE RECOMMENDATIONS OF THE SCHENECTADY COUNTY AGRICULTURAL AND FARMLAND PROTECTION BOARD REGARDING PARCELS TO BE ADDED TO AGRICULTURAL DISTRICT NUMBER 1

Purpose and General Idea:

Adopts the recommendations of the Schenectady County Agricultural and Farmland Protection Board regarding Agricultural District 1.

Summary of Specific Provisions:

Adopts the recommendations of the Schenectady County Agricultural and Farmland Protection Board regarding Agricultural District 1 with the following modifications:

The following parcels should be included within the Schenectady County Agricultural District:

<u>Town</u>	<u>S/B/L</u>	<u>Owner</u>
Glenville	7.-2-4	Christine Davila
Duanesburg	74.00-1-10	
	74.00-1-11.11	
	74.00-1-11.2	Gregory & Jacqueline Jennings
Duanesburg	55.00-4-30	Wayne Perry
Duanesburg	75.12-2-10.12	
	75.12-2-11	Walter Silva

Effects Upon Present Law:

None.

Justification:

In conformance with the provisions of section 303-b of the Agriculture and Markets Law, this Governing Body conducted a public hearing in the Legislative Chambers in the County Office Building, 620 State Street, Schenectady, New York on the 1st day of April, 2024 at 7:00 pm for the purpose of hearing all interested persons on the recommendations of the Schenectady County Agricultural and Farmland Protection Board to include the aforesaid parcels in the Schenectady County Agricultural District.

Sponsor: The Committee on Rules

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Ray Gillen, Commissioner of Economic Development and Planning
Stephen Feeney, Planner

Date: March 1, 2024

Re: Call for a Public Hearing Regarding Proposed Agricultural Districts

Attached is a memorandum from Ray Gillen, Commissioner of Economic Development and Planning, and Stephen Feeney, Planner, requesting a call for a public hearing on four proposed applications, one in the Town of Glenville and three in the Town of Duanesburg.

The sole application in the Town of Glenville involves one 10-acre parcel on which the owner operates a small poultry and egg farm.

The first application in the Town of Duanesburg involves three parcels totaling 59-acres where the Saddlemire Family Farm raises beef cattle, chickens, and hogs. The second application in the town involves one 5-acre parcel where Greentea Properties, LLC grows medicinal herbs. The third application involves two parcels totaling 29.73 acres of land that the owner intends to farm next year.

The County Agricultural and Farmland Protection Board has already reviewed the requests and recommended the lands' inclusion in the County's Agricultural District. Before these can be included, the County Legislature must set a public hearing in accordance with NYS Agricultural and Markets Law.

I recommend your approval.



County of Schenectady

NEW YORK

Ray Gillen
Commissioner

DEPARTMENT OF ECONOMIC DEVELOPMENT AND PLANNING

(518) 386-2225 FAX (518) 382-5539
Schaffer Heights, 107 Nott Terrace, Suite 303
Schenectady, New York 12308

Memo

TO: Rory Furman
FROM: Ray Gillen & Stephen Feeney
RE: Annual 30-Day Agricultural District Review
DATE: February 12, 2024

The County received four applications in 2023 under the annual 30-day review period (which takes place in December) for inclusion in the Schenectady County Agricultural District. There are three applications with property located in the Town of Duanesburg (Jennings, Perry, & Silva) and one application in Glenville (Davila). Attached is a summary report of the parcels from the County Agricultural and Farmland Protection Board.

In Glenville, Christine Davilla owns one 10-acre parcel. She operates a small poultry/egg farm.

In Duanesburg, Gregory and Jacqueline Jennings own three parcels totaling 59 acres where they have beef cattle, chickens, and hogs. (Saddlemire Family Farm). The Perry application includes one 5-acre parcel where he grows medicinal herbs (Greentea Properties, LLC). The Silva application includes two agricultural parcels totaling 29.73 acres of land that is not currently actively farmed. He intends to start farming the property next year.

Attached is a location map for the applications and individual maps of the three properties in question.

The County Agricultural and Farmland Protection Board (AFPB) reviewed the requests and recommended inclusion of the parcels in the County Agricultural District.

In accordance with NYS Agricultural and Markets Law, after receiving the recommendation of the AFPB, the County Legislature must hold a public hearing on the proposed Agricultural District. We are requesting that the Legislature set a public hearing to consider the recommendation from the AFPB to include the four applications (seven parcels) in the district.

Please let me know if you have any questions.

**Schenectady County Agricultural and Farmland Protection Board
Annual Thirty-day Review Applications (December 2023)**

Below is a chart showing the parcels associated with the four applications received in 2023 under the annual 30-day review period for inclusion in the Schenectady County Agricultural District.

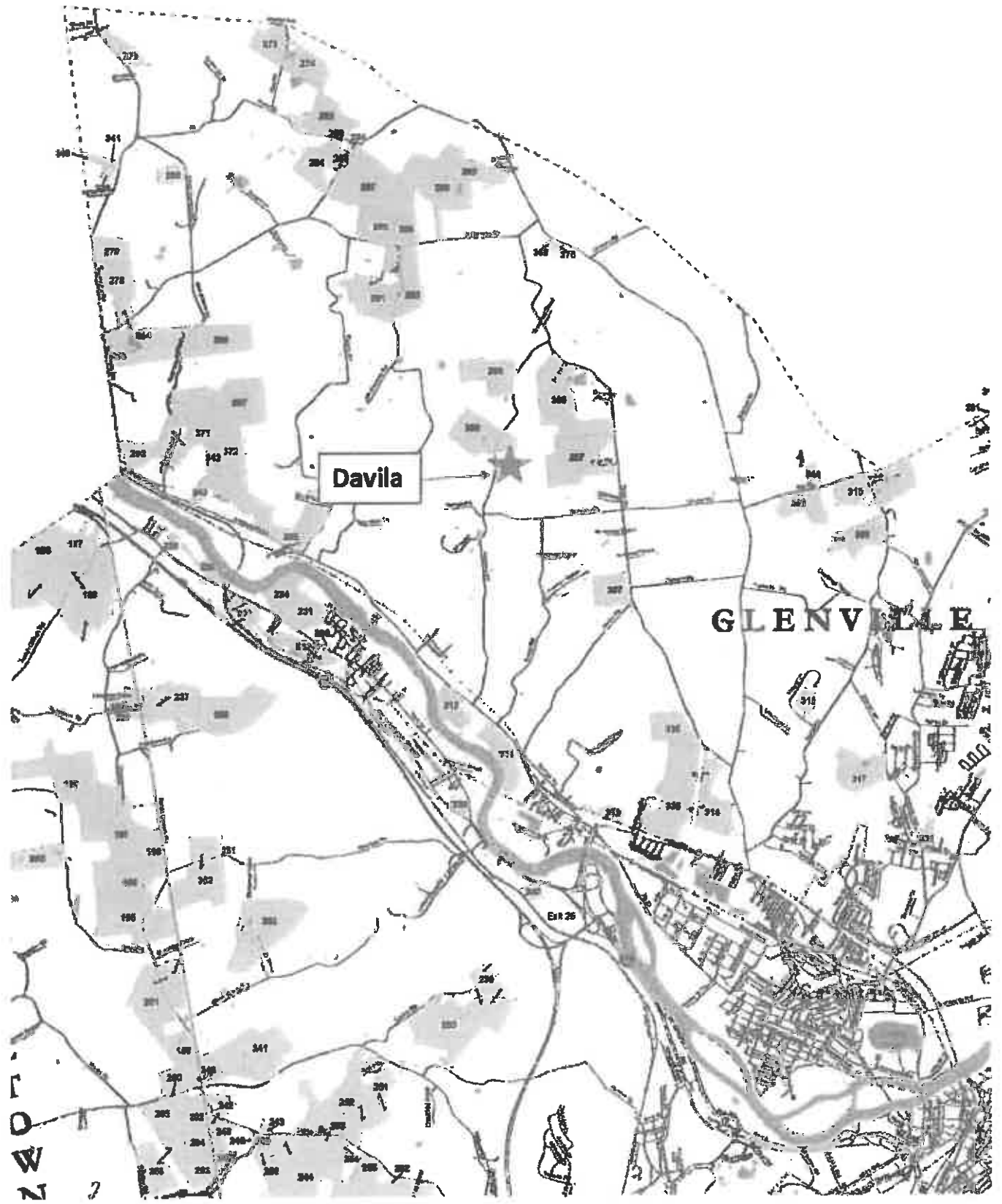
In Glenville, the Davila application involves one parcel totaling 10 acres where she operates a small poultry/egg farm.

In Duanesburg, the Jennings application includes three parcels totaling 59 acres where they intend to have beef cattle, chickens, and hogs. (Saddlemire Family Farm). The Perry application includes one 5-acre parcel where he grows medicinal herbs (Greentea Properties, LLC). The Silva application includes two agricultural parcels totaling 29.73 acres of land that is not currently actively farmed. He intends to start farming the property next year.

Table 1. Schenectady Agricultural District 2023 Applications

TOWN	TAX ID #	NAME LAST	NAME FIRST	STATUS	ACRES OWNED	ACRES RENTED
Glenville	7.-2-4	Davila	Christine	Farmer	10	0
Duanesburg	74.00-1-10, 74.00-1- 11.11, 74.00- 1-11.2	Jennings	Gregory & Jacqueline	Farmer	58.77	0
Duanesburg	55.00-4-30	Perry	Wayne	Farmer	5	0
Duanesburg	75.12-2- 10.12, 75.12- 2-11	Silva	Walter	Non- Farmer	29.73	0

The County Agricultural and Farmland Protection Board recommended inclusion of the parcels in the County Agricultural District.





Parcel# 7.-2-4
Town of Glenville- 2226 Washout Rd

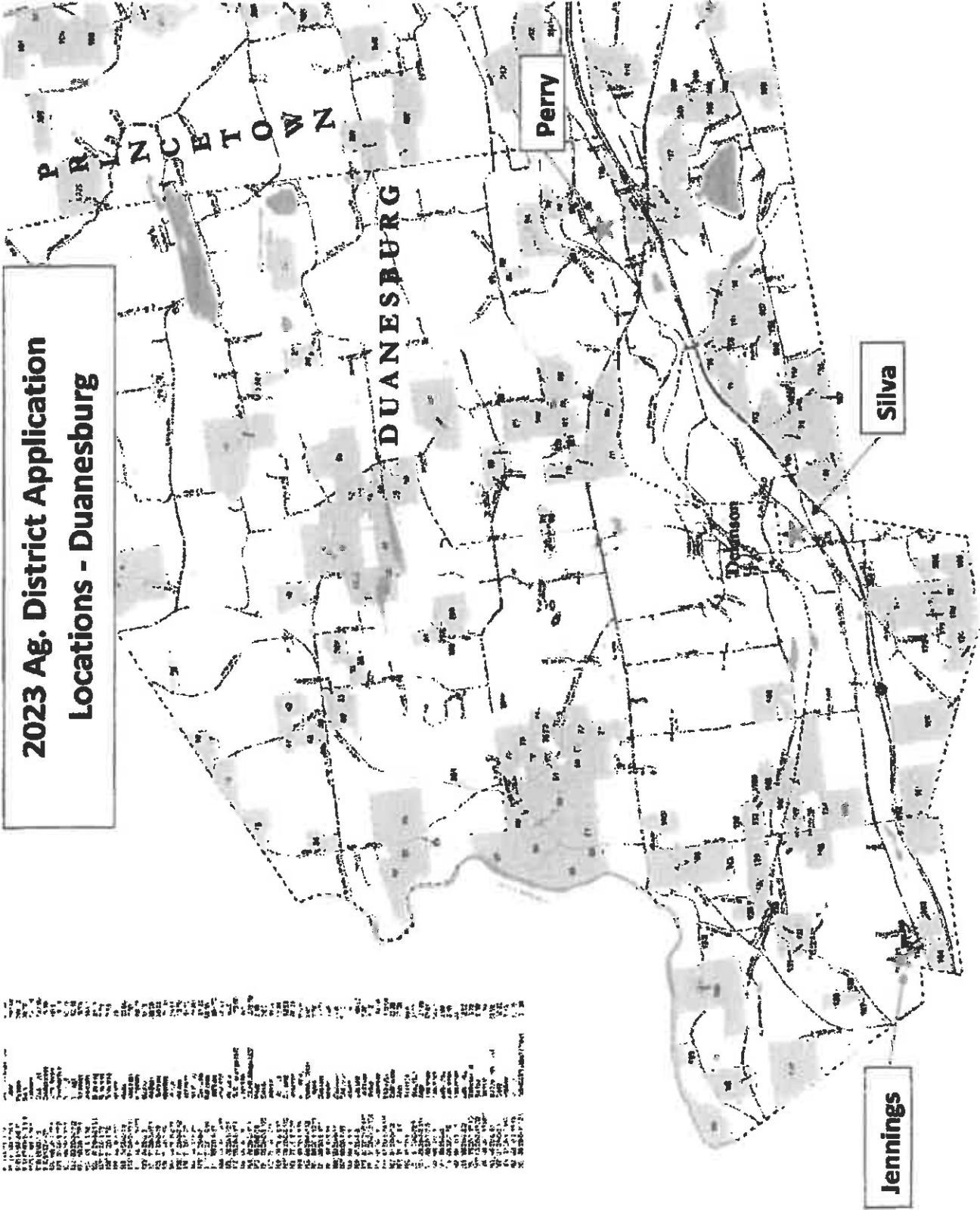
-  **New Agricultural District Parcels**
-  **Existing Agricultural District Parcels**



Parcel# 55.00-4-30
Town of Duanesburg- 1441 Van Patten Rd

-  **New Agricultural District Parcels**
-  **Existing Agricultural District Parcels**

**2023 Ag. District Application
Locations - Duaneburg**





**Parcel# 74.00-1-10, 74.00-1-11.11 & 74.00-1-11.2
Town of Duanesburg- 14526 Duanesburg Rd**



New Agricultural District Parcels



Existing Agricultural District Parcels



**Parcel# 75.12-2-10.12 & 75.12-2-11
Town of Duanesburg- 9928 Duaneburg Rd**

-  **New Agricultural District Parcels**
-  **Existing Agricultural District Parcels**

LEGISLATIVE INITIATIVE FORM

Date: 4/5/2024
Reference: Rules
Dual Reference:
Initiative: R 23

Title of Proposed Resolution:

A RESOLUTION REGARDING THE VOLUNTARY RECOGNITION OF THE ASSOCIATION OF LEGAL AID ATTORNEYS – UAW LOCAL 2325 (AFL-CIO)

Purpose and General Idea:

Provides authorization for the County to enter into a voluntary recognition of Association of Legal Aid Attorneys Local 2325, (AFL-CIO) to create a Collective Bargaining Unit within the Public Defender's Office.

Summary of Specific Provisions:

Authorizes the County to enter into a voluntary recognition agreement with the Association of Legal Aid Attorneys - UAW Local 2325, (AFL-CIO), allowing them to represent the following full-time and part-time employees in the Public Defender's Office as a collective bargaining unit. Details of the agreement are outlined in the corresponding memorandums.

Effects Upon Present Law:

None.

Justification:

Legislative approval necessary.

Sponsor: The Committee on Rules

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Christopher Gardner, County Attorney
Stephen Signore, Public Defender

Date: April 5, 2024

RE: Authorization to Enter into a Voluntary Recognition Agreement with the Association of Legal Aid Attorneys Local 2325 (AFL-CIO) to Create a Collective Bargaining Unit within the Public Defender's Office

Attached is a memorandum from Christopher Gardner, County Attorney, requesting authorization to enter into a Voluntary Recognition Agreement with the Association of Legal Aid Attorneys – UAW Local 2325 (AFL-CIO), allowing them to represent the following full-time and part-time employees in the Public Defender's Office as a collective bargaining unit.

As Mr. Gardner indicates, there is adequate proof of a majority vote in the Public Defender's Office for this action. In addition, they are legally allowed to form this union.

I recommend your approval.

COUNTY OF SCHENECTADY
OFFICE OF THE COUNTY ATTORNEY
Inter-Department Correspondence Sheet

To: Rory Fluman, County Manager

From: Christopher H. Gardner, County Attorney *CHG*

Dated: April 4, 2024

Copies to: Geoffrey T. Hall, Clerk of the Legislature
Allissa Foster, Deputy Clerk of the Legislature
Joe Landry, Counsel to the Legislature
Sarah H. Petraccione, First Deputy County Attorney
Joseph McQueen, Director of Human Resources
Dennine LaPlante, Sr. Employee Benefits Admin.
Jaclyn Falotico, Commissioner of Finance
Stephen M. Signore, Public Defender
Jennifer Bargy, Deputy County Manager
Charles Davidson, Sustainability Coordinator
Marylou Riddle, Executive Secretary to County Manager

Re: **UPDATED 4/4/24** - Request for Voluntary Recognition of Association of Legal Aid Attorneys Local 2325, (AFL-CIO) to Represent Certain Employees in the Public Defender's Office for the Purposes of Collective Bargaining

I have attached a copy of the updated request for recognition made by the Association of Legal Aid Attorneys Local 2325 (AFL-CIO) to represent the following employees in the Public Defender's Office.

All full-time and part-time employees of Schenectady County in the following classifications:

Assistant Public Defender
Assistant Public Defender I
Assistant Public Defender II
Assistant Public Defender III
Assistant Public Defender IV
Assistant Public Defender V
Chief Assistant Public Defender

After review of all legal and factual issues, I recommend that this request be forwarded to the County Legislature for their consideration on Tuesday, April 9, 2024. I recommend that we voluntarily recognize the Union, as there is adequate proof of majority status and all employees in the proposed Unit are allowed to form a Union. The requested Legislative action is to authorize the County Manager to execute the proposed Voluntary Recognition Agreement which is also attached.

CHG/kah
Attachments



Association of Legal Aid Attorneys UAW 2325 (AFL-CIO)



April 1, 2024

Rory Fluman
County Manager
620 State Street, 6th Floor
Schenectady, NY 12305
rory.fluman@schenectadycountyny.gov

Mr. Fluman,

We are the attorneys of Schenectady County Public Defender's Office. Every day we serve the people of this County delivering the constitutionally mandated representation we are proud to provide. It is in this spirit that we are proud to announce that we are forming a union as a chapter of the Association of Legal Aid Attorneys – UAW Local 2325 (ALAA) to jointly address with the County the ongoing issues of high caseloads, the lack of pay parity with other attorneys within the County, and other challenges which we face daily in our mission to zealously represent the residents of the County. We appreciate the County's recent increases to compensation in our office and wish to work directly with you to further improve retention and recruitment.

As of today, the overwhelming majority of attorneys have signed cards indicating our desire to be represented by ALAA and we are seeking the voluntary recognition of Schenectady County of the following unit:

All full-time and part-time employees of Schenectady County in the following classifications:
Assistant Public Defender I, Assistant Public Defender II, Assistant Public Defender III, Assistant Public Defender IV, Assistant Public Defender V, Chief Assistant Public Defender

Voluntary recognition of our union is in line with Schenectady County's values, and we invite you to contact our union representative, Alexi Shalom at (347) 417-1715 or ashalom@alaa.org to further discuss the details of recognition. If you do not do so within 30 days, we will move forward with a petition at the Public Employment Relations Board.

Thank you for your consideration and we look forward to bargaining with you very soon.

In solidarity,
The Schenectady County Public Defenders' Union

CC:
Stephen Signore
Schenectady County Legislature

Voluntary Recognition Agreement

This Agreement is entered into between Schenectady County ("the Employer") and the Association of Legal Aid Attorneys - UAW Local 2325 ("The Union")

WHEREAS, the Employer has a good faith belief that the Union represents a majority of employees in the bargaining unit defined below; and

WHEREAS the Employer and the Union desire to avoid disruptions and interference with the Employer's operations to ensure continuity in meeting client expectations, and respect the employees' choice of representative.

NOW, THEREFORE, the parties hereby agree as follows:

1. **The Bargaining Unit:** This Agreement shall cover All full-time and part-time employees of Schenectady County in the following classifications: Assistant Public Defender I, Assistant Public Defender II, Assistant Public Defender III, Assistant Public Defender IV, Assistant Public Defender V, Chief Assistant Public Defender and all other law graduates and attorneys in the Department of Public Defender excluding the Public Defender ("Bargaining Unit").
2. The parties acknowledge that a majority of workers in the Bargaining Unit have chosen the Union as their exclusive representative.
3. Schenectady County recognizes the Union as the exclusive representative of the employees in the Bargaining Unit pursuant to Section §204 of the Public Employees' Fair Employment Act ("Taylor Law") effective upon the execution of this Agreement.
4. Schenectady County agrees to meet and bargain with the Union for the purpose of negotiating a collective bargaining agreement that establishes wages, benefits and other terms and conditions of employment for the Employees in the Bargaining Unit.

Schenectady County

Association of Legal Aid Attorneys - UAW Local 2325

By: _____

By: _____

Dated: _____

Dated: _____

LEGISLATIVE INITIATIVE FORM

Date: 4/5/2024
Reference: Rules
Dual Reference:
Initiative: R 24

Title of Proposed Resolution:

A RESOLUTION TO ACCEPT MONIES FROM THE NYS OFFICE OF CHILDREN AND FAMILY SERVICES FOR THE SUPPORT OF THE SCHENECTADY COUNTY CHILD ADVOCACY CENTER AND TO CREATE A NEW POSITION AT THE CHILD ADVOCACY CENTER

Purpose and General Idea:

Provides Authorization to Enter into a Multi-Year Agreement with the NYS Office of Children and Family Services.

Summary of Specific Provisions:

Authorizes the acceptance of \$354,640 in funding from the NYS Office of Children and Family Services This is a multi-year agreement with the NYS Office of Children and Family Services with a term starting February 1, 2024 and ending January 31, 2029. \$5,928 of these funds will be used to provide training to the team, educational outreach materials, and supplies. The remaining funds will support the creation of the Child Advocacy Center Education and Support Specialist position. This new position will be tasked with providing direct services to child victims and their non-offending caregivers, participating with the Child Fatality Review Team in identifying risk factors for child abuse and fatality, and working on developing outreach programs for schools and our healthcare agencies.

Effects Upon Present Law:

The Department of Finance provides the following amendment to the 2024 Operating Budget to accommodate new multi-year funding from New York State Office of Children and Family Services for the Child Fatality Review Team (CFRT) and support the creation of a new position of Education and Support Specialist within the Child Advocacy Center at an annual salary of \$65,000.

Create/Increase Appropriation Code By:

A541165.315011	Child Fatality Review Team	\$5,928
A511165._01812	Education and Support Specialist (prorate)	\$47,500
A589010.80016	Social Security	\$3,520
A589060.80080	Hospital & Medical	\$10,612
A589010.80019	State Retirement	\$7,158
A589040.80020	Workers Compensation	\$671
A589050.80017	Unemployment Insurance	\$48

Create/Increase Revenue Code By:

A31165.331011	Child Fatality Review Team	\$70,928
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Increase Use of Fund Balance

A.599	Appropriated Fund Balance	\$4,509
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Justification:

Robert M. Carney, District Attorney, indicates that the District Attorney's Office will use this grant to support the Child Fatality Review Team.

Sponsor: The Committee on Rules

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Robert Carney, District Attorney
Jaclyn Falotico, Commissioner of Finance
Joe McQueen, Director of Human Resources

Date: April 5, 2024

RE: Authorization to Enter into a Multi-Year Agreement with the NYS Office of Children and Family Services

Attached is a memorandum from Robert Carney, District Attorney, requesting authorization to enter into a multi-year agreement with the NYS Office of Children and Family Services with a term starting February 1, 2024 and ending January 31, 2029.

As part of that agreement, the County is awarded \$354,640 which will be used to support the Child Fatality Review Team. Of that amount, \$5,928 will be used annually for training the team, educational outreach materials, and supplies. The remaining funds will support the creation of the Child Advocacy Center Education and Support Specialist (JC-5) position. As Mr. Carney indicates, this new position will be tasked with providing direct services to child victims and their non-offending caregiver, participate with the Child Fatality Review team in identifying risk factors for child abuse and fatality, and work on developing outreach programs for schools and health care agencies.

The attached memoranda from Jaclyn Falotico, Commissioner of Finance, and Joe McQueen, Director of Human Resources, detail the actions necessary to create the position.

I recommend your approval.

County of Schenectady
Office of the District Attorney
MEMORANDUM

TO: Rory Fluman, County Manager
Gary Hughes, Chair, County Legislature
Jaclyn Falotico, Commissioner of Finance

FROM: Robert M. Carney, District Attorney ^{RMC}

DATE: March 27, 2024

SUBJECT: Acceptance of Two New Grants for the Child Advocacy Center

I am pleased to inform you that we are in receipt of two new grants to support the work of our Child Advocacy Center (hereafter CAC). Under the management of Director Susan Casey, the staff at the CAC continue to impress funding authorities with the professionalism of their work on behalf of victimized children and consequently are awarded additional resources to support their mission.

Standalone OCFS Supplemental Grant

Attached is an award letter from the NYS Office of Children and Family Services dated February 27, 2024, advising us of an award of \$49,999, to be spent within a challenging timeline of between March 1, 2024 and September 30, 2024. Funds must be used to supplement and not supplant existing resources. Permitted uses include: staffing, equipment, supplies, occupancy costs and training. Because this is a one shot grant, we do not want to use it to add staff that would be paid for only through September and thereafter encumber county resources.

We have identified three needs that this grant can provide for us. We would like to purchase two licenses for software titled Social Links CrimeWall Pro. SL CrimeWall is an Open Source Intelligence investigative platform designed to simplify the entire intelligence cycle, from data extraction, through visualization, processing and compilation of information gleaned from over 500 open sources, including social media, messengers, blockchains, and the dark web. Our MDT Case Coordinator, Julia Reyes, came to us after having experience as a cybercrime analyst

for the National Center for Missing and Exploited children. She is experienced using this type of search engine, as is our financial crime analyst Justin Colarossi who would receive the other license. Together using these licenses, they can assist in the investigation of the increasing numbers of cases seen at the CAC involving child sexual abuse involving CSAM (Child Sexual Abuse Materials). A case management feature allows licensed analysts to seamlessly collaborate on the same project boards, monitor and track subject developments, and jointly create final reports. Recently my Special Victims Bureau Chief John Carson obtained a verdict in County Court convicting a 40-year old career criminal of statutory rape of a 13-year old child and crimes involving the creation and possession of images and videos of his child victim using social media. This tool would benefit many child sexual abuse investigations that come through the CAC, and the work of our in-house analysts will support the work of our detectives throughout the county collaboratively on these cases. The cost of these two licenses is \$16,000.

For the second need, we propose collaborating with the Schenectady Police Department to purchase the MVAC data collection system. This is a sophisticated DNA collection tool that captures exponentially more DNA material than other methods, leading to improved investigation and greater prosecution of child abuse cases. It will be available for use by all of our partner agencies within the Multi-Disciplinary Teams. The total cost of this equipment is approximately \$43,000. We propose spending \$20,000 of this grant toward the cost of this device, the rest to be paid by the police department.

The third need we have identified is expansion of the CAC facility at 388 Broadway. Working with Facilities we have identified space that is currently under-utilized that abuts our current location. We would like to expand the CAC footprint to create an office for the Mental Health Clinician that is more soundproof than the current location, an office for a CPS caseworker, an office for a detective, a storage closet, and a larger office for collaboration by the team in abuse cases. The goal is to have a facility at which a special abuse team could be truly co-located. The balance of this grant, \$13,999, as well as the balance of funding from the grant recently obtained by Assemblyman Steck, should pay for the construction and furnishing of this space.

Child Fatality Review Team (CFRT)

The second grant is also from OCFS, in the amount of \$354,640 spread out over five years, for \$70,928 per year. This funding likewise cannot supplant existing funding streams, but because it is guaranteed for five years, it is appropriate to use it to increase staffing. The award letter for this grant is also attached.

With this money we propose the creation of a position titled "Child Advocacy Center Education and Support Specialist." We believe that the creation of this position will strengthen the professional practices and policies of the CAC and permit us to fulfill the expectations placed on us in embarking on the Child Fatality Review process. The Education Specialist will participate with the review team in identifying risk factors for child abuse and fatality and work on developing outreach programs for schools and health care agencies. By focusing on public education and outreach, the goal is to reduce and prevent child abuse and fatality.

The specialist will also be tasked with providing direct services to child victims and to their non-offending caregivers, consisting of advocacy, service planning, and delivery. Currently we do not provide victim advocacy on a full-time basis by an advocate co-located at the CAC, so this position will fill a gap in our current program and permit us to more closely adhere to the national standards required of CAC's regarding victim advocacy.

We envision the Education Specialist to be a management position who will function as part of the management team at the CAC along with the Director and Assistant Director. We would like to attract someone with a master's degree to this position and as such are asking for an amendment of the District Attorney's Operating budget to create this position at a salary of \$65,000.

The balance of the grant, or \$5,928 per annum for five years will be budgeted for training for the Child Fatality Review team and procedures, educational outreach materials, and supplies.

I ask you to accept these two grants and to make appropriate amendments to my operating budget to expand these funds.

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Rory Fluman, County Manager

FROM: Jaclyn Falotico, Commissioner of Finance *JF*

DATE: April 4, 2024

SUBJECT: Budget Amendment – District Attorney NYS OCFS Child Fatality Review Team Grant

The Department of Finance provides the following amendment to the 2024 Operating Budget to accommodate new multi-year funding from New York State Office of Children and Family Services for the Child Fatality Review Team (CFRT) and support the creation of a new position of Education and Support Specialist within the Child Advocacy Center at an annual salary of \$65,000.

Create/Increase Appropriation Code By:

A541165.315011	Child Fatality Review Team	\$5,928
A511165_01812	Education and Support Specialist (prorate)	\$47,500
A589010.80016	Social Security	\$3,520
A589060.80080	Hospital & Medical	\$10,612
A589010.80019	State Retirement	\$7,158
A589040.80020	Workers Compensation	\$671
A589050.80017	Unemployment Insurance	\$48

Create/Increase Revenue Code By:

A31165.331011	Child Fatality Review Team	\$70,928
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Increase Use of Fund Balance

A.599	Appropriated Fund Balance	\$4,509
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Memo

To: Rory Fluman, County Manager
From: Joe McQueen, Director of Human Resources
Date: April 3, 2024
Re: Creation of Position in the District Attorney's Office

The Schenectady County District Attorney has requested the creation of the position Child Advocacy Center Education and Support Specialist.

I recommend the creation of the position Child Advocacy Center Education and Support Specialist at a JC5.

All necessary action needed to be taken by the Civil Service Commission will occur at the April 16, 2024 commission meeting.

Thank you.



**Office of Children
and Family Services**

KATHY HOCHUL
Governor

SUZANNE MILES-GUSTAVE, ESQ.
Acting Commissioner

February 20, 2024

Susan P. Casey, Director
Schenectady County Child Advocacy Center
388 Broadway
Schenectady, NY 12305

Re: RFP 1096 Child Fatality Review Team (CFRT)

Dear Susan P. Casey:

Congratulations! Your organization has been tentatively selected for an award from the New York State Office of Children and Family Services (OCFS) Request for Proposals 1096 Child Fatality Review Team (CFRT). The award will become final upon funding approval and your successful completion of the contract process.

This letter supersedes the "approved but not funded" notification letter sent to you on 9/11/2023.

Your staff must work with OCFS to complete the contract development and execution process. Please keep the following things in mind as you proceed:

- **Keep this letter for reference.** It provides important information you will need and contact information for the OCFS staff who will assist you. Please share it with anyone in your organization who will be working on contract development.
- **Begin the contract development process immediately.**
- Once contract development is complete, your contract must be **approved by the Office of the New York State Comptroller (OSC)** and finalized by OCFS. It will then be "fully executed" and you can begin receiving funding. You will receive notification when this has occurred.
- OCFS does NOT expect you to begin providing services without this contract being fully executed. If you choose to do so, you run the risk of incurring expenses that OCFS may not be able to pay. If you have any questions about this, please contact your OCFS Program Manager listed at the end of this document.

Award Information

Please note your award is not final unless your contract is successfully developed and approved (as described above). Here is your contract award information:

Contract Term:	2/1/2024-1/31/2029
Total Contract Value:	\$354,640
First Contract Period:	2/1/2024-1/31/2025
First Contract Period Amount:	\$70,928 (base \$70,000 plus \$928 min wage increase)

Funding is anticipated to be available for the first year of the contract. The award of a multi-year contract does not guarantee funding will be available for subsequent years.

OCFS has determined that your organization is a "contractor" for the purposes of carrying out this award. Subrecipient audit requirements do not apply, and this award should not be reported on the Schedule of Expenditures of Federal Awards (SEFA).

Throughout the contract process, vendors must ensure that their Vendor Responsibility Questionnaire is certified in the VendRep System. To be current, your questionnaire must be (re)certified within six months of the awarded contract going to OSC for approval. Not-for-profit vendors must also remain current with the Charities Bureau and maintain a "prequalified" status within SFS Grants Management. Municipalities are exempt from VendRep, SFS Grants Management prequalification and Charities Bureau. All vendors must obtain their current Workers Comp and Disability Certificates (with the exception that municipalities are exempt from the Disability Certificate); the certificates must have NYS OCFS 52 Washington Street, Rensselaer NY 12144 as the certificate holder, and you will need to upload these documents to CMS once your contract is set up.

Contract Management System

- You will use OCFS's online Contract Management System (CMS) during contract development and to submit claims and reporting information throughout the life of your contract. You may also receive correspondence through CMS. CMS is accessed at the following link <https://my.ny.gov/> and works with Chrome (preferred) and Edge internet browsers.
- Information about how to use CMS is available online at <https://ocfs.ny.gov/main/contracts/cms/CMS-Contractor-Manual.pdf>. Your staff will be able to complete specific tasks based on their assigned CMS "role." Additional information on CMS roles is in the CMS Contractor Manual.
- **Important:** If your organization does not currently have access to CMS, or if you need to add or remove users, or change roles for your organization, **please complete the CMS Authorization Form and return it to OCFS immediately.** The CMS Authorization Form (OCFS-4821) and instructions are available here: <https://ocfs.ny.gov/main/documents/>. Once users are authorized for your organization, if you need to assign additional staff to work on specific contracts or change assignments, please reach out to your OCFS Program Manager for assistance.
- **Helpful Hint:** It is recommended that you designate at least two individuals for each CMS role so that multiple staff can work on contract and claim tasks. However, for each specific contract, you will assign **one primary staff member for each role.** The primary staff member will receive all future system emails for work on that specific contract.

Contract Due Date

Our goal is to have a fully executed contract prior to the contract start date and to meet prompt contracting deadlines. To accomplish this, you will be given 25 days calendar days to develop your contract and work with OCFS staff to make any needed refinements. If you do not submit all required documents by this deadline, OCFS will be unable to complete the contract process and your contract approval will be delayed.

- **Helpful Hint:** When uploading documents to CMS, be sure to upload each as a PDF to prevent system errors. Do not use formats such as Excel or MS Word.

Contracting Guides & Requirements

The following documents are attached to this letter and will assist you with the contracting process. You may also contact the OCFS staff listed at the end of this letter.

- OCFS Agency Contact Information
- Contract Requirement Tip Sheet and Instructions Document
- Project Staffing Plan Form (OCFS-4629)
- MWBE Utilization Plan Form (OCFS-4631)
- CFRT Protocols Template

Additional information may be found here [Form Search | Forms | OCFS \(ny.gov\)](#) to assist you in contract development.

Webinar

OCFS will schedule a webinar to assist with the contract development process and answer questions. Details of these events will be sent to your organization's contact soon.

OCFS Contacts

Your OCFS Program Manager, identified on the last page of this document, will contact you about the contract development process and the tasks that your staff must complete. If you have workplan or budget questions before then, you may contact them by phone or e-mail. Please also review the CMS Manual and contracting guide documents referenced above. For all general questions regarding this award, call the Contracting Helpline at 1-833-791-2741. Please have this letter in front of you when calling.

Again, congratulations on your award. We look forward to working with you.

Sincerely,



Gall Geohagen-Pratt
Deputy Commissioner
Division of Child Welfare and Community Services

Attachments

OCFS Agency Contact Information
Program Area: Child Welfare and Community Services (CWCS)
Re: RFP 1096 Child Fatality Review Team (CFRT)

Program Staff (Workplan or Budget Questions):

Name & Title	Telephone	Email
Laura Hughes Program Manager	518-473-7385	laura.hughes@ocfs.ny.gov
Jill Laquidara Program Supervisor	5184747530	jill.laquidara@ocfs.ny.gov

For all general questions regarding this award, call the Contracting Helpline at 1-833-791-2741. Please have this letter in front of you when calling.

LEGISLATIVE INITIATIVE FORM

Date: 4/5/2024
Reference: Rules
Dual Reference:
Initiative: R 25

Title of Proposed Resolution:

A RESOLUTION TO ACCEPT MONIES FROM THE NYS OFFICE OF CHILDREN AND FAMILY SERVICES FOR THE SUPPORT OF THE SCHENECTADY COUNTY CHILD ADVOCACY CENTER

Purpose and General Idea:

Provides Authorization to Accept Funding from the NYS Office of Children and Family Services for the Child Advocacy Center.

Summary of Specific Provisions:

Authorizes the acceptance of funding in the amount of \$49,999 from the NYS Office of Children and Family Services for the Child Advocacy Center (CAC). This funding can be used on expenses incurred in the period beginning March 1, 2024 and ending September 30, 2024. Robert M. Carney, District Attorney, indicates that the District Attorney's Office will use \$16,000 of this funding to purchase two licenses for Social Links CrimeWall Prop, which uses software to process and compile information from over 500 open sources, including social media and the Dark Web, which assist with child sexual abuse investigations. The DA's office will then use \$20,000 to partially fund the purchase of the MVAC data collection system, a sophisticated DNA collection tool, and will use the remaining \$13,999 to fund the expansion of the CAC facility at 388 Broadway.

Effects Upon Present Law:

The Department of Finance provides the following amendment to the 2024 Operating Budget to accommodate additional funding from New York State Office of Children and Family Services for a standalone supplemental grant.

Create/Increase Appropriation Code By:

A541165.315015	OCFS Supplemental T-Grant	\$49,999
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Create/Increase Revenue Code By:

A31165.331015	OCFS Supplemental T-Grant	\$49,999
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Justification:

These software tools will assist with child sexual abuse investigations and the expansion of the CAC facility at 388 Broadway will help to provide a better, more efficient space for the special abuse team to conduct their day-to-day operations. The remainder of the purchase of the MVAC data collection system will be covered by the Schenectady Police Department, which will also use the system.

Sponsor: The Committee on Rules

Co-Sponsor:

COUNTY OF SCHENECTADY

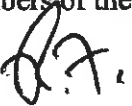


RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Robert Carney, District Attorney
Jaclyn Falotico, Commissioner of Finance

Date: April 5, 2024

RE: Authorization to Accept Funding from the NYS Office of Children and Family Services for the Child Advocacy Center

Attached is a memorandum from Robert Carney, District Attorney, requesting authorization to accept funding in the amount of \$49,999 from the NYS Office of Children and Family Services for the Child Advocacy Center (CAC). This can be used on expenses incurred in the period beginning March 1, 2024 and ending September 30, 2024.

As Mr. Carney indicates, the office will use \$16,000 of this funding to purchase two licenses for Social Links CrimeWall Prop, which uses software to process and compile information from over 500 open sources, including social media and the Dark Web, to assist with child sexual abuse investigations. The District Attorney's Office will then use \$20,000 from the grant to partially fund the purchase of the MVAC data collection system, which is a sophisticated DNA collection tool. The remainder of that purchase will be covered by the Schenectady Police Department, which will also use the system. The remainder of this grant, \$13,999, will fund the expansion of the CAC facility at 388 Broadway so that it can provide better space for a special abuse team.

The attached memorandum from Jaclyn Falotico, Commissioner of Finance, details the necessary budget amendment.

I recommend your approval.

County of Schenectady
Office of the District Attorney

MEMORANDUM

TO: Rory Fluman, County Manager
Gary Hughes, Chair, County Legislature
Jaclyn Falotico, Commissioner of Finance

FROM: Robert M. Carney, District Attorney ^{RMC}

DATE: March 27, 2024

SUBJECT: Acceptance of Two New Grants for the Child Advocacy Center

I am pleased to inform you that we are in receipt of two new grants to support the work of our Child Advocacy Center (hereafter CAC). Under the management of Director Susan Casey, the staff at the CAC continue to impress funding authorities with the professionalism of their work on behalf of victimized children and consequently are awarded additional resources to support their mission.

Standalone OCFS Supplemental Grant

Attached is an award letter from the NYS Office of Children and Family Services dated February 27, 2024, advising us of an award of \$49,999, to be spent within a challenging timeline of between March 1, 2024 and September 30, 2024. Funds must be used to supplement and not supplant existing resources. Permitted uses include: staffing, equipment, supplies, occupancy costs and training. Because this is a one shot grant, we do not want to use it to add staff that would be paid for only through September and thereafter encumber county resources.

We have identified three needs that this grant can provide for us. We would like to purchase two licenses for software titled Social Links CrimeWall Pro. SL CrimeWall is an Open Source Intelligence investigative platform designed to simplify the entire intelligence cycle, from data extraction, through visualization, processing and compilation of information gleaned from over 500 open sources, including social media, messengers, blockchains, and the dark web. Our MDT Case Coordinator, Julia Reyes, came to us after having experience as a cybercrime analyst

for the National Center for Missing and Exploited children. She is experienced using this type of search engine, as is our financial crime analyst Justin Colarossi who would receive the other license. Together using these licenses, they can assist in the investigation of the increasing numbers of cases seen at the CAC involving child sexual abuse involving CSAM (Child Sexual Abuse Materials). A case management feature allows licensed analysts to seamlessly collaborate on the same project boards, monitor and track subject developments, and jointly create final reports. Recently my Special Victims Bureau Chief John Carson obtained a verdict in County Court convicting a 40-year old career criminal of statutory rape of a 13-year old child and crimes involving the creation and possession of images and videos of his child victim using social media. This tool would benefit many child sexual abuse investigations that come through the CAC, and the work of our in-house analysts will support the work of our detectives throughout the county collaboratively on these cases. The cost of these two licenses is \$16,000.

For the second need, we propose collaborating with the Schenectady Police Department to purchase the MVAC data collection system. This is a sophisticated DNA collection tool that captures exponentially more DNA material than other methods, leading to improved investigation and greater prosecution of child abuse cases. It will be available for use by all of our partner agencies within the Multi-Disciplinary Teams. The total cost of this equipment is approximately \$43,000. We propose spending \$20,000 of this grant toward the cost of this device, the rest to be paid by the police department.

The third need we have identified is expansion of the CAC facility at 388 Broadway. Working with Facilities we have identified space that is currently under-utilized that abuts our current location. We would like to expand the CAC footprint to create an office for the Mental Health Clinician that is more soundproof than the current location, an office for a CPS caseworker, an office for a detective, a storage closet, and a larger office for collaboration by the team in abuse cases. The goal is to have a facility at which a special abuse team could be truly co-located. The balance of this grant, \$13,999, as well as the balance of funding from the grant recently obtained by Assemblyman Steck, should pay for the construction and furnishing of this space.

Child Fatality Review Team (CFRT)

The second grant is also from OCFS, in the amount of \$354,640 spread out over five years, for \$70,928 per year. This funding likewise cannot supplant existing funding streams, but because it is guaranteed for five years, it is appropriate to use it to increase staffing. The award letter for this grant is also attached.

With this money we propose the creation of a position titled "Child Advocacy Center Education and Support Specialist." We believe that the creation of this position will strengthen the professional practices and policies of the CAC and permit us to fulfill the expectations placed on us in embarking on the Child Fatality Review process. The Education Specialist will participate with the review team in identifying risk factors for child abuse and fatality and work on developing outreach programs for schools and health care agencies. By focusing on public education and outreach, the goal is to reduce and prevent child abuse and fatality.

The specialist will also be tasked with providing direct services to child victims and to their non-offending caregivers, consisting of advocacy, service planning, and delivery. Currently we do not provide victim advocacy on a full-time basis by an advocate co-located at the CAC, so this position will fill a gap in our current program and permit us to more closely adhere to the national standards required of CAC's regarding victim advocacy.

We envision the Education Specialist to be a management position who will function as part of the management team at the CAC along with the Director and Assistant Director. We would like to attract someone with a master's degree to this position and as such are asking for an amendment of the District Attorney's Operating budget to create this position at a salary of \$65,000.

The balance of the grant, or \$5,928 per annum for five years will be budgeted for training for the Child Fatality Review team and procedures, educational outreach materials, and supplies.

I ask you to accept these two grants and to make appropriate amendments to my operating budget to expand these funds.

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JF*
DATE: April 3, 2024
SUBJECT: Budget Amendment - District Attorney NYS OCFS Supplemental T-Grant

The Department of Finance provides the following amendment to the 2024 Operating Budget to accommodate additional funding from New York State Office of Children and Family Services for a standalone supplemental grant.

Create/Increase Appropriation Code By:

A541165.315015	OCFS Supplemental T-Grant	\$49,999
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Create/Increase Revenue Code By:

A31165.331015	OCFS Supplemental T-Grant	\$49,999
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.



**Office of Children
and Family Services**

KATHY HOCHUL
Governor

SUZANNE MILES-GUSTAVE, ESQ.
Acting Commissioner

February 27, 2024

Rory Fluman, County Manager
Schenectady County
620 State St
Schenectady, NY 12305

Re: MDT/CAC – T Contract - **Award Letter**

Dear Rory Fluman:

Congratulations! Your organization has been tentatively selected for an award from the New York State Office of Children and Family Services (OCFS) for your **MDT-CAC Program**. The award will become final upon funding approval and your successful completion of the contract process.

Your staff must work with OCFS to complete the contract development and execution process. Please keep the following things in mind as you proceed:

- **Keep this letter for reference.** It provides important information you will need and contact information for the OCFS staff who will assist you. Please share it with anyone in your organization who will be working on contract development.
- **Begin the contract development process immediately.** This is necessary to meet our goal of having an approved contract before the contract start .
- Once contract development is complete, your contract must be **approved by the Office of the New York State Comptroller (OSC)** and finalized by OCFS. It will then be “fully executed” and you can begin receiving funding. You will receive notification when this has occurred.
- OCFS does NOT expect you to begin providing services without this contract being fully executed. If you choose to do so, you run the risk of incurring expenses that OCFS may not be able to pay. If you have any questions about this, please contact your OCFS Program Manager listed at the end of this document.

Award Information

Please note that your award is not final unless your contract is successfully developed and approved (as described above). Here is your contract award information:

Contract Period/Term: 03/01/2024 – 09/30/2024
Total Period/Contract Value: \$49,999.00

Federal Awards only:

In accordance with 45 CFR §75.351, OCFS has determined that your organization is a "subrecipient" for the purpose of carrying out a portion of its federal award. Please refer to the enclosed Federal Award Information Sheet (FAIS) for more information regarding this award.

Additional Requirements:

Throughout the contract process, vendors must ensure that their Vendor Responsibility Questionnaire is certified in the VendRep System. To be current, your questionnaire must be (re)certified within six months of the awarded contract going to OSC for approval. Not-for-profit vendors must also remain current with the Charities Bureau and maintain a "prequalified" status within SFS Grants Management. Municipalities are exempt from VendRep, SFS Grants Management and Charities Bureau. All vendors must obtain their current Workers Comp and Disability Certificates (with the exception that municipalities are exempt from the Disability Certificate); the certificates must have NYS OCFS 52 Washington Street, Rensselaer NY 12144 as the certificate holder, and you will need to upload these documents to CMS once your contract is set up.

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deadline, OCFS will be unable to complete the contract process and your contract approval will be delayed.

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Again, congratulations on your award. We look forward to working with you.

Sincerely,



Gail Geohagen-Pratt
Deputy Commissioner
Division of Child Welfare and Community Services

Attachments