

EUGENIA KOUTELIS CONDON

Selkirk, New York 12158

LICENSES: Admitted to Practice Law in the State of New York,
Appellate Division, Third Department, 1990

EDUCATION: **Juris Doctor Degree** June 1989
Albany Law School of Union University
Albany, New York

Bachelor of Arts Degree in History/Political Science May 1986
The College of Saint Rose
Albany, New York
Academic G.P.A. 3.525
Honors: **Cum Laude**, Dean's List for 7 semesters

EXPERIENCE: **Albany County Attorney's Office** 1990 - Present
Albany, New York

Deputy County Attorney:

February, 2012 to Present: Provide legal counsel and representation to County agencies, departments heads and elected officials. Perform supervisory and oversight functions of all County Attorney office staff. Perform the functions of the County Attorney in his absence. Report directly to the County Attorney and County Executive.

Assistant County Attorney:

March 1992 - Present: Act as legal liaison and adviser to numerous Albany County agencies and elected officials on all aspects affecting their operation. Work includes legal research, preparation and review of Departmental policies, bid and procurement documents, preparation of contracts, drafting of Legislation, representation in all aspects of litigation, before Courts and regulatory agencies, and advising agencies as to various aspects of County policy, local, State and Federal Law, including, but not limited to the following areas: General Municipal Law, Public Officer's Law, Municipal Home Rule Law, HIPAA Compliance, Quality Assurance Issues, Human Rights Law issues, Personnel Issues, Health Insurance and Benefits, Mental Hygiene Law, Health Care Law, Enforcement of Public Health Codes, Education and Treatment of Children with Disabilities, Social Services Law, Election Law, Corrections

Law, Criminal Law, Public Works Projects, Public Sector Labor and Employment Law, and Insurance Law.

Act as legal counsel to the Department of Mental Health, Director of Community Services and prepare and present Applications to the New York State Supreme Court seeking Assisted Outpatient Treatment for appropriate clients pursuant to Mental Hygiene Law Section 9.60.

Have responsibility for oversight and administration of the County's General Liability, Multi-Peril and Medical Malpractice Insurance Program at all stages, including procurement of insurance, and defense of claims and lawsuits against the County. Defend litigation against the County in Court and before State regulatory agencies. Appear directly or coordinate defense with County agencies, defense counsel and insurance carriers. Appear before the County Legislature, County Executive and other authorizing bodies with respect to litigation and provide status reports and request settlement authorization.

Prepare reports on a yearly basis at the request of the County's auditors and in compliance with the provisions of the General Municipal Law which address the status of all claims against the County and assess the potential monetary impact on the County.

Acted as supervising attorney for law students participating in the clinical legal experience program through Albany Law School. Supervised the work assigned to law students by various office staff, reviewed their work product, and acted as liaison to the Law School.

January 2000 - December 2005: Acted as Hearing Officer directly appointed by the Albany County Commissioner of Health with respect to administrative hearings involving enforcement of State and County Public Health Codes.

June 1990 - April 1992: Prosecuted juvenile delinquency proceedings on behalf of the County of Albany in Albany County Family Court. Duties included research, drafting of juvenile delinquency petitions, responding to motions and discovery demands, as well as appearances at arraignments and hearings.