

ALBANY COUNTY SHERIFF'S OFFICE

CRAIG D. APPLE, SR.
SHERIFF



MICHAEL S. MONTELEONE
EXECUTIVE UNDERSHERIFF

County Court House
Albany, New York 12207 (518) 487-5400
WWW.ALBANYCOUNTYSHERIFF.COM

May 5, 2025

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

Dear Chairwoman Cunningham:

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

Legislative approval is required in order to allow the Albany County Sheriff's Office to apply for, accept, and spend grant funding from the New York State Division of Homeland Security and Emergency Services (DHSES), FY2024-25 Hazardous Materials Emergency Preparedness Grant Program.

The term of this contract will be 7 months, from March 1, 2025 to September 30, 2025.

The award amount for the Albany County is \$16,000.00. These funds will assist with the travel and registration costs related to the support and enhancement our Regional HazMat Team.

There is a \$4,000.00 match associated with this grant. We will use a portion of the travel expenses for our match portion.

This grant was previously approved by the Albany County Legislature in 2024 under Resolution No.47.

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

Sincerely,

Craig D. Apple Sr.
Sheriff

Cc. Hon. Daniel P. McCoy, County Executive
Hon. Wanda Willingham, Audit & Finance Committee

REQUEST FOR LEGISLATIVE ACTION

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

Legislative approval to apply, accept the FY2024-25 Hazardous Materials Emergency Preparedness Grant

Date: April 30, 2025 Submitted By: Craig D. Apple, Sr.
Department: Sheriff's Office Title: Sheriff
Attending Meeting: Sheriff Craig D. Apple, Sr. Phone: 518-487-5440

Purpose of Request: Contract Authorization 03/01/2025-09/30/2025

CONTRACT TERMS/CONDITIONS:

Party Names and Addresses:
NYS Homeland Security & Emergency Services 1220 Washington Avenue, Bldg7A Albany, NY 12226

Term: (Start/end date or duration) 03/01/2025-09/30/2025
Amount/Raise Schedule/Fee: \$16,000.00

BUDGET INFORMATION:

Is there a Fiscal Impact: Yes ☒ No ☐
Anticipated in Budget: Yes ☐ No ☒
Spreadsheet attached: Yes ☒ No ☐

Source of Funding – (Percentages)
Federal: 0 County: 25%
State: 75% Local: 0

County Budget Accounts:
Revenue Account and Line: Enter text.
Revenue Amount: Enter text.
Appropriation Account and Line: Enter text.
Appropriation Amount: Enter text.

ADDITIONAL INFORMATION:

Mandated Program/Service: Yes ☐ No ☒
If Mandated, Cite Authority: Enter text.
Request for Bids / Proposals:
Competitive Bidding Exempt: Yes ☐ No ☒
of Response(s): Enter text.
of MWBE: Enter text.
of Veteran Business: Enter text.
Bond Resolution No.: Enter text.
Apprenticeship Program Yes ☐ No ☒

Previous requests for Identical or Similar Action:
Resolution/Law Number and Date: Res #47 of 2024

DESCRIPTION OF REQUEST: (state briefly why legislative action is requested)

These funds will assist with the travel and registration costs related to the support and enhancement our Regional HazMat Team.

2025 BUDGET AMENDMENT

APPROPRIATIONS

ACCOUNT NO.		RESOLUTION DESCRIPTION	INCREASE	DECREASE	DEPARTMENT NAME
A9 3110	4 4046 HME24	Fees for Service	16,000.00		SHERIFF'S OFFICE
TOTAL APPROPRIATIONS			16,000.00		

REVENUES

ACCOUNT NO.		RESOLUTION DESCRIPTION	DECREASE	INCREASE	DEPARTMENT NAME
A3 3110	03306 HME24	Homeland Security		16,000.00	SHERIFF'S OFFICE
GRAND TOTALS			16,000.00	16,000.00	



Homeland Security and Emergency Services

KATHY HOCHUL
Governor

JACKIE BRAY
Commissioner

March 5, 2025

The Honorable Daniel P. McCoy
Albany County Executive
Harold L. Joyce Albany County Office Building
112 State Street, Room 1200
Albany, NY 12207

Dear Mr. McCoy:

I am pleased to announce that Albany County and its regional partnership have been awarded \$16,000 under the FY2024-25 Hazardous Materials Emergency Preparedness (HMEP) Grant Program. This award requires a cash or in-kind local match of \$4,000. Funding for this grant is provided by the U.S. Department of Transportation (DOT), Pipeline and Hazardous Materials Safety Administration (PHMSA) and is administered by the New York State Division of Homeland Security and Emergency Services (DHSES). The performance period for this grant is from March 1, 2025, through September 30, 2025.

Thank you for your continued support of New York State's emergency preparedness efforts. DHSES remains committed to providing you with outstanding support in the administration of your emergency preparedness programs. In order to ensure these funds are made available as quickly as possible, a representative will be reaching out to your grant point of contact. If you have any questions about this program, please contact my Director of Grants Program Administration, Eric Abramson, at (518) 242-5108.

Congratulations on your award and I look forward to working with you to administer this program.

Sincerely,

A handwritten signature in cursive script that reads "Jacqueline Bray".

Jackie Bray
Commissioner

RESOLUTION NO. 47

AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO AND AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES REGARDING THE 2023-2024 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT AND AMENDING THE 2024 SHERIFF'S OFFICE BUDGET

Introduced: 2/12/24

By Public Safety Committee:

WHEREAS, The Albany County Sheriff has requested authorization to submit a grant application to and enter into an agreement with the New York State Division of Homeland Security and Emergency Services regarding the 2023-2024 Hazardous Materials Emergency Preparedness Grant funding in an amount of \$16,000, with a \$4,000 County match, for a term commencing December 13, 2023 and ending December 31, 2024, and

WHEREAS, The Sheriff has indicated that the Sheriff's Office will act as fiduciary for the Capital Region Hazmat Group which includes Albany, Rensselaer, and Schenectady Counties, and

WHEREAS, The Sheriff has indicated that the funding will be used to acquire gas meter simulators to be used in Hazardous Material training classes and drills, and

WHEREAS, The Sheriff has also requested a budget amendment to incorporate the 2023-2024 Hazardous Materials Emergency Preparedness Grant funding into the 2024 Sheriff's Office Budget, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to submit a grant application to and enter into an agreement with the New York State Division of Homeland Security and Emergency Services regarding the 2023-2024 Hazardous Materials Emergency Preparedness Grant funding in an amount of \$16,000, with a \$4,000 County match, for a term commencing December 13, 2023 and ending December 31, 2024, and, be it further

RESOLVED, That the 2024 Sheriff's Office Budget is amended as follows:

Increase Revenue Account A3110 0 3306 Homeland Security by \$16,000

Increase Appropriation Account A3110.2 by \$16,000 by increasing Line Item A3110 2 2800 Specialty Equipment by \$16,000

and, be it further