

# ALBANY COUNTY SHERIFF'S OFFICE

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



**MICHAEL S. MONTELEONE**  
EXECUTIVE UNDERSHERIFF

994 Madison Avenue  
Albany, New York 12208 (518) 487-5400  
[WWW.ALBANYCOUNTYSHERIFF.COM](http://WWW.ALBANYCOUNTYSHERIFF.COM)

December 1, 2025

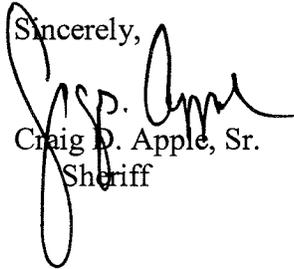
Honorable Joanne Cunningham  
Legislative Clerk's Office  
112 State Street, Room 710  
Albany, New York 12207

So  
Dear Chairwoman Cunningham:

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

Legislative approval is required in order to adopt the 2025 revision of the County's Comprehensive Emergency Management Plan (CEMP). The CEMP has been in existence for over 20 years and guides all of the County's essential services in times of disaster and/or emergencies. The Department of Homeland Security and Emergency Services (DHSES) directs the County to review and revise the CEMP every two years and have it adopted by the County's governing body. Electronic copies can be made available and a hard copy is available at the Sheriff's Office's Emergency Management Unit.

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

Sincerely,  
  
Craig D. Apple, Sr.  
Sheriff

Att.

cc: Hon. Daniel P. McCoy, County Executive  
Hon. Wanda Willingham, Audit & Finance Chairwoman

## REQUEST FOR LEGISLATIVE ACTION

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

Title

Request for Legislative approval for revisions to the previous adoption and implantation of the Albany County Fire and Mutual Aid Plan

Body

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Date:	December 17, 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: Approval of Plan/Procedure      Enter text.

### **CONTRACT TERMS/CONDITIONS:**

Party Names and Addresses:

Enter text.

Term: (Start/end date or duration)      Enter text.

Amount/Raise Schedule/Fee:      Enter text.

### **BUDGET INFORMATION:**

Is there a Fiscal Impact:      Yes  No

    Anticipated in Budget:      Yes  No

    Spreadsheet attached:      Yes  No

### **Source of Funding – (Percentages)**

Federal:      Enter text.      County:      Enter text.

State:      Enter text.      Local:      Enter text.

### **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 31-25 Adopted 2/10/25

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

Our Fire Coordinator's Office has put together the Albany County Fire and Mutual Plan. This plan requires Legislative approval before it can be filed with the NYS Office of Fire prevention and control.

RESOLUTION NO. 31

ADOPTING THE REVISED ALBANY COUNTY FIRE AND MUTUAL AID PLAN

Introduced: 2/10/25  
By Public Safety Committee:

WHEREAS, General Municipal Law §209 provides that municipal fire departments or districts may answer calls for assistance outside the area regularly served by such fire department or district and sets forth the particulars of such service, and

WHEREAS, County Law §225-a provides for the administration of mutual aid fire programs by the local office of fire coordinator and additionally establishes that the fire coordinator acts as liaison between the governing body and fire fighting forces of the County, and

WHEREAS, The Albany County Fire Coordinator has revised the Albany County Fire and Emergency Mutual Aid Plan which has been submitted to and reviewed by local fire department representatives, the Albany County Sheriff, and the New York State Office of Fire Prevention and Control, and

WHEREAS, The Albany County Sheriff requests that the revised plan, which is on file with the Clerk of the Legislature, be adopted by this Honorable Body to ensure the effective administration of fire and emergency mutual aid in the event of significant fires and other emergencies which need the attention of more than one fire department or district, now, therefore, be it

RESOLVED, That the Revised Albany County Fire and Mutual Aid Plan dated August 8, 2023, on file with the Clerk of the Legislature, is hereby adopted by this Honorable Body effective immediately, 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 – 2/10/25*