

REQUEST FOR LEGISLATIVE ACTION

This resolution is sought to amend the budget so that the Office of the District Attorney can effectively comply with the stated purposes of the DCJS Discovery Grant budget and work plan.

Date:	03/30/2023
Submitted By:	David Soares
Department:	1165- District Attorney
Title:	District Attorney
Phone:	518-275-4701
Department Rep.	
Attending Meeting:	David Soares, Christopher Horn

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.:
A91165.2.2050D; Decrease A91165.4.4120
Source of Funds:
Title Change:

Increase A91165.1.9900D, A91165.1.9954D,
DCJS
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)
-

Contract Terms/Conditions:

Party (Name/address):

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee:
Scope of Services:

Click or tap here to enter text.
Click or tap here to enter text.

Bond Res. No.:
Date of Adoption:

Click or tap here to enter text.
Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service:
If Mandated Cite Authority:

Yes ☐ No ☒
Click or tap here to enter text.

Is there a Fiscal Impact:
Anticipated in Current Budget:

Yes ☒ No ☐
Yes ☒ No ☐

County Budget Accounts:

Revenue Account and Line:
Revenue Amount:

Click or tap here to enter text.
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: Click or tap here to enter text.
State: 100%
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

If yes, explain: Yes ☐ No ☒
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 Discovery Grant funds intended to improve the posture of the Albany County District Attorney for compliance with Discovery Reform were all placed on A91165.4.4120 which limits how the funds can be spent towards that goal. The DCJS Discovery Grant budget and work plan indicates that the funds are to be spent on services and expenses related to discovery including; hardware, software, training and increased salaries to reduce turnover and improve morale. As it stands now, the funds can only be spent on Contractual Expenses. In order to spend the funds on computer hardware, overtime and increased salaries, some of the funds need to be moved to computer equipment and non-individual personnel lines. Sufficient funds for contracting with Axon for storage, case management and data migration will be left on A91165.4.4120.

Back-up Material Submitted: Budget Amendment Spreadsheet and current DCJS Discovery Grant budget and work plan.

APPROPRIATIONS

ACCOUNT NO.	RESOLUTION DESCRIPTION	INCREASE	DECREASE	UNIT COST	DEPARTMENT NAME
A9 1165 4 4120	Discovery/Storage/Case Mgt Sys		\$ 250,000.00		
A9 1165 1 9900D	Overtime	\$30,000.00			District Attorney
A9 1165 1 9954D	Enhanced Pay	\$100,000.00			District Attorney
A9 1165 2 2050D	Computer Equipment	\$120,000.00			District Attorney
TOTAL APPROPRIATIONS		\$250,000.00	\$250,000.00		

ESTIMATED REVENUES

ACCOUNT NO.	RESOLUTION DESCRIPTION	DECREASE	INCREASE	UNIT COST	DEPARTMENT NAME
TOTAL ESTIMATED REVENUES		\$0.00	\$0.00		
GRAND TOTALS		\$250,000.00	\$250,000.00		

Project No. Grantee Name
DG22-1008-D00 Albany County

12/09/2022

Project Title: Discovery Compensation

Contacts

Mr. William Connors
Acting Director
60 South Pearl Street
Mercantile Building
Albany, NY 12207
Phone:518 487-5200, Ext: Fax:518 487-5269
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Director of Communications
Albany County Judicial Center
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Email:daniel.lynch@albanycountyny.gov

Project Start: 04/01/2021
Project End: 03/31/2023
Project Period: Years 2 Months 0
Submission Date: 12/09/2022 06:19 PM

EIN:
146002563
Municipality No:
010100000000
Dun & Bradstreet No:
060536653
Charities Registration No:

☐ Not For Profit
☐ Sectarian Entity

County:
Albany
Region:
Capital District

BUDGET SUMMARY

Grant Funds:	\$1,333,095.00	100.00%
Matching Funds:	\$0.00	0.00%
Total Funds:	\$1,333,095.00	

Project No. Grantee Name
DG22-1008-D00 Albany County

12/09/2022

Summary Description of Project
Albany County Discovery Reform plan. Please see attached documentation for additional detail.

Federal Program Purpose Area

<u>Program Purpose Code</u>	<u>Description</u>
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Participants

<u>Participant Name</u>	<u>Type</u>	<u>Comments</u>
Albany County	Grantee	
<u>Contacts</u>	<u>Type</u>	<u>Phone</u>
Mr.William Connors	Primary	518 487-5200
Ms.Heather Orth	Fiscal	518-275-4704
Bethany Simpson	Fiscal	518-275-4757
Daniel C. Lynch	Signatory	518 447 7040

Project No. Grantee Name
DG22-1008-D00 Albany County

12/09/2022

Work Plan

Goal

Improve the posture of the Albany County District Attorney and Department of Probation for compliance with Discovery Reform

Objective #1

Enhance hardware and software capabilities of District Attorney

Task #1 for Objective #1

Procure storage and file sharing solution

Performance Measure

1 Hardware and software implemented, and staff trained on utilization

Objective #2

Provide administrative support for District Attorney

Task #1 for Objective #2

Increase salaries of support staff assigned to Discovery workflow

Performance Measure

1 Decrease in staff turnover and/or improved morale

Objective #3

Increase litigation readiness of District Attorney staff

Task #1 for Objective #3

Increase salaries of select attorneys to support Discovery compliance

Performance Measure

1 Decrease in staff turnover and improved morale

Objective #4

Increase pre-trial services provided by Department of Probation surrounding GPS monitoring and other technologies

Task #1 for Objective #4

Procure pre-trial services and technologies, including GPS

Performance Measure

1 Hardware and software implemented, and staff trained on utilization

Project No.

DG22-1008-D00

Specific Questions

Grantee Name

Albany County

12/09/2022

12/09/2022

Albany County

Version 1

#	All Other Expenses	Number	Unit Cost	Total Cost	Grant Funds	Matching Funds
1	Services and Expenses Related to Discovery	1	\$1,333,095.00	\$1,333,095.00	\$1,333,095.00	\$0.00

Justification: TBD

Total	\$1,333,095.00	\$1,333,095.00	\$0.00
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Albany County Total Project Costs	Total Cost	Grant Funds	Matching Funds
	\$1,333,095.00	\$1,333,095.00	\$0.00

Total Project Costs	Total Cost	Grant Funds	Matching Funds
	\$1,333,095.00	\$1,333,095.00	\$0.00

Advance Request

Advance: \$0.00

Justification