



## ALBANY COUNTY SHERIFF'S OFFICE

County Court House Albany, New York 12207 (518) 487-5400  
[WWW.ALBANYCOUNTYSHERIFF.COM](http://WWW.ALBANYCOUNTYSHERIFF.COM)



**MICHAEL S. MONTELEONE**  
EXECUTIVE UNDERSHERIFF

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

**WILLIAM M. RICE**  
UNDERSHERIFF

**SHAWN P. NOONAN**  
CHIEF DEPUTY

**LEON A. BORMANN**  
CHIEF DEPUTY

July 7, 2020

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

*Handwritten signature*

Dear Mr. Joyce:

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

Legislative approval is required in order to allow Albany County to apply for the FY 2020 Emergency Management Performance Grant-Supplemental with the Division of Homeland Security and Emergency Services. This grant is a supplement of the ongoing SHSP (State Homeland Security Program) grant program and is intended for COVID-19 response. We were recently notified of our allocation under this program. While we do not have to apply to receive this grant, we must submit an application form showing how the money will be spent on emergency management functions. We are currently processing the application forms.

The grant award allocated for Albany County is \$66,503 and covers the grant period 1/27/2020 - 7/31/2021. These grant funds will be utilized to stockpile PPE including surgical gowns, surgical masks and N-95 respirators, all of which were in extremely short supply during the initial stages of the COVID-19 pandemic. The grant has a 50% matching requirement. We will use salaries of our existing emergency management personnel as the match. As such, 100% of the PPE cost will be reimbursed.

Since the amount of the grant is already set by the state, we would also like to receive Legislative approval in order to allow Albany County to enter into a Grant Agreement and Contract with the State of New York, Division of Homeland Security and Emergency Services, as a recipient of the aforementioned grant. This will allow us to expedite the acquisition of these items as much as possible. The budget amendment forms are attached.

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

Sincerely,

*Handwritten signature of Craig D. Apple Sr.*  
Craig D. Apple Sr.  
Sheriff

cc: Hon. Daniel P. McCoy, County Executive  
Hon. William Clay, Public Safety Chairman  
Hon. Wanda Willingham, Audit & Finance  
Brandon Russell, Esq., Majority Counsel  
Hon. Arnis Zilgme, Esq., Minority Counsel

REQUEST FOR LEGISLATIVE ACTION

FOR COUNSEL USE ONLY	
DATE:	_____
RECEIVED:	_____
RECEIVED BY:	_____
METHOD:	HAND _____
	COURIER _____
	MAIL _____

DATE : JULY 7, 2020

DEPARTMENT: ALBANY COUNTY SHERIFF'S DEPT

CONTACT PERSON: CRAIG D APPLE SR

TELEPHONE: 487-5440

DEPT. REPRESENTATIVE ATTENDING

COMMITTEE MEETING: SHERIFF CRAIG D APPLE SR

**PURPOSE OF REQUEST:**

ADOPTION OF LOCAL LAW	_____
AMENDMENT OF PRIOR LEGISLATION	_____
APPROVAL/ADOPTION OF PLAN/PROCEDURE	_____
BOND APPROVAL	_____
BUDGET AMENDMENT(SEE BELOW)	X
CONTRACT AUTHORIZATION (SEE BELOW)	X
ENVIRONMENTAL IMPACT	_____
HOME RULE REQUEST	_____
PROPERTY CONVEYANCE	_____
OTHER:(STATE BRIEFLY IF NOT LISTED ABOVE)	_____

TO APPLY & ACCEPT THE FY2020 EMPG-S GRANT- EMERGENCY MANAGEMENT PERFORMANCE  
GRANT-SUPPLEMENTAL IN THE AMOUNT OF \$66,503.005 AND THE CORRESPONDING BUDGET  
AMENDMENT TO REFLECT CHANGES TO OUR 2020 BUDGET

**CONCERNING BUDGET AMENDMENTS**

**STATE THE FOLLOWING**

INCREASE ACCOUNT/LINE NO.	A33110.03305.EMP-S (CIVIL DEFENSE)
SOURCE OF FUNDS:	NYS DIVISION OF HOMELAND SECURITY
TITLE CHANGE:	_____

**CONCERNING CONTRACT AUTHORIZATION,**

**STATE THE FOLLOWING:**

**TYPE OF CONTRACT**

CHANGE ORDER/CONTRACT AMENDMENT	_____
PURCHASE (EQUIPMENT/ SUPPLIES)	_____
LEASE (EQUIPMENT/SUPPLIES)	_____
REQUIREMENTS	_____
PROFESSIONAL SERVICES	_____
EDUCATIONAL/TRAINING	_____
GRANT: NEW	X
RENEWAL	_____
SUBMISSION DEADLINE DATE	_____
SETTLEMENT OF A CLAIM	_____
RELEASE OF LIABILITY	_____
OTHER: (STATE BRIEFLY)	_____

**CONCERNING CONTRACT AUTHORIZATION (CONT'D)**

**STATE THE FOLLOWING:**

CONTRACT TERMS/CONDITIONS:

PARTY (NAME/ADDRESS):

JOHN P MELVILLE, COMMISSIONER

DIVISION OF HOMELAND SECURITY & EMERGENCY SERVICES

1220 WASHINGTON AVENUE, BLDG 7A, SUITE 710, ALBANY 12242

AMOUNT/RATE SCHEDULE/FEE:

\$ 66,503.00 (50%MATCH FUNDING)

TERM: 1/27/2020 THRU 7/31/2021

SCOPE OF SERVICES: THESE FUNDS WILL BE UTILIZED TO STOCKPILE PPE,  
INCLUDING SURGICAL GOWNS, SURGICAL MASKS AND N-95 MASKS

CONTRACT FUNDING:

ANTICIPATED IN CURRENT BUDGET: YES NO X

FUNDING SOURCE: NYS DIVISION OF HOMELAND SECURITY (DHSES)

COUNTY BUDGET ACCOUNTS:

REVENUE: A33110.03305.EMP-S - CIVIL DEFENSE

APPROPRIATION: A93110.22750.EMPS (SECURITY EQUIPMENT)

BOND(RES. NO. & DATE OF ADOPTION)

**CONCERNING ALL REQUESTS:**

MANDATED PROGRAM/SERVICE: YES NO X

IF MANDATED CITE: AUTHORITY

ANTICIPATED IN CURRENT ADOPTED BUDGET: YES NO X

IF YES, INDICATE REVENUE APPROPRIATION ACCOUNTS:

FISCAL IMPACT - FUNDING: (DOLLARS OR PERCENTAGES)

FEDERAL

STATE

100%

COUNTY

TERM/LENGTH OF FUNDING

1/27/2020 THRU 7/31/2020

PREVIOUS REQUESTS FOR IDENTICAL OR SIMILAR ACTION:

RESOLUTION/LAW NUMBER: 48 OF 2020 COPY ATTACHED

DATE OF ADOPTION: 2/10/2020

JUSTIFICATION: (STATE BRIEFLY WHY LEGISLATIVE ACTION IS REQUESTED)

SUPPORTS EMERGENCY MANAGEMENT OFFICE AND ITS COVID-19 RESPONSE PROGRAMS PER  
AWARD LETTER DATED 7/2/2020 (ATTACHED)

BACK-UP MATERIAL SUBMITTED (I.E. APPLICATION/APPROVAL NOTICES FROM FUNDING SOURCE,  
BID TABULATION SHEET, CIVIL SERVICE APPROVAL NOTICE, PROGRAM ANNOUNCEMENT, CONTRACTS  
AND/OR ANY MATERIALS WHICH EXPLAIN OR SUPPORT THE REQUEST FOR LEGISLATIVE ACTION.)

SUBMITTED BY:

CRAIG D APPLE SR

TITLE:

SHERIFF

2020 BUDGET AMENDMENT												
		APPROPRIATIONS										
RESOLUTION NO.	BTCH	ACCOUNT NO.		RESOLUTION DESCRIPTION				INCREASE		DECREASE		
		A9 3110	2 2750	EMP-S	SECURITY EQUIPMENT				66,503.00			
					TOTAL APPROPRIATIONS				66,503.00			0.00
					REVENUES							
					RESOLUTION DESCRIPTION				DECREASE		INCREASE	
		A3 3110	03305	EMP-S	CIVIL DEFENSE				0.00		66,503.00	CREATE
					TOTAL REVENUES				0.00		66,503.00	
					GRAND TOTALS				66,503.00		66,503.00	

Attn: Comptrollers Office - project code - EMP-S (Description "EMPG SUPPLEMENTAL Grant")



**Homeland Security  
and Emergency Services**

**ANDREW M. CUOMO**  
Governor

**PATRICK A. MURPHY**  
Commissioner

July 2, 2020

The Honorable Daniel P. McCoy  
Albany County Executive  
Harold L. Joyce Albany County Office Building  
112 State Street, Room 900  
Albany, NY 12207

Dear Mr. McCoy:

I am pleased to inform you that Albany County is awarded \$66,503 under the FY2020 Emergency Management Performance Grant COVID-19 Supplemental (EMPG-S) program. Funding for this grant is provided by the U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA). The New York State Division of Homeland Security and Emergency Services (DHSES) will administer this funding on behalf of FEMA. The performance period for this grant is from January 27, 2020 through July 31, 2021.

The FY2020 EMPG-S program provides funding for emergency management agencies to prevent, prepare for, and respond to the COVID-19 public health emergency. All proposed projects must have a clear nexus to COVID-19. The FY2020 EMPG-S application documents and grant guidance are being sent to your designated program points of contact. In order for DHSES to provide these critical funds to you as quickly as possible, your application must be submitted to DHSES no later than July 16, 2020. If you need assistance in completing your application, please contact the DHSES Grants Program Administration Office at (866) 837-9133.

Thank you for your continued support of New York State's homeland security efforts. DHSES remains committed to providing you with outstanding support in the administration of your homeland security programs. If you have any questions, please contact my Program Manager of Grants Program Administration, Eric Abramson, at (518) 402-2123.

Sincerely,

**Patrick A. Murphy**  
Commissioner

cc: Brian Wood, Commander, Albany County Critical Incident Emergency Management  
Thomas M. Remmert, Deputy Director, Albany County Emergency Management

**RESOLUTION NO. 48**

**AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE  
DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY SERVICES  
REGARDING THE 2019 EMERGENCY MANAGEMENT PERFORMANCE  
GRANT AND AMENDING THE 2020 SHERIFF'S OFFICE BUDGET**

Introduced: 2/10/20

By Audit and Finance Committee:

WHEREAS, The Albany County Sheriff has requested authorization to enter into an agreement with the New York State Division of Homeland Security and Emergency Services in order to accept 2019 Emergency Management Performance Grant funding in an amount of \$116,085 for a term commencing October 1, 2018 and ending September 30, 2021, and

WHEREAS, The Albany County Sheriff has indicated that the aforementioned grant funds will be utilized to pay for equipment, supplies and preparedness items used in the Sheriff's Office's ongoing emergency management activities, and

WHEREAS, The Sheriff has also requested a budget amendment to incorporate the 2019 Emergency Management Performance Grant funding into the 2020 Sheriff's Office Budget, now, therefore be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with the New York State Division of Homeland Security and Emergency Services in order to accept 2019 Emergency Management Performance Grant funding in an amount of \$116,085 for a term commencing October 1, 2018 and ending September 30, 2021, and, be it further

RESOLVED, That the 2020 Sheriff's Office Budget is amended as follows:

Increase Revenue Account A3305 Civil Defense by \$116,085

Increase Appropriation Account A3110.2 by \$116,085 by increasing Line Item A3110 2 2750 Security Equipment by \$116,085

and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, 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 - 2/10/20  
Mr. A. Joyce abstained.*