PUBLIC SAFETY

RESOLUTION NO. 2025137

RE: AUTHORIZING GRANT AGREEMENT WITH NYS OFFICE OF INDIGENT LEGAL SERVICES TO ACCEPT THE HURRELL-HARRING STATEWIDE EXPANSION GRANT FUNDING AND AMENDING THE 2025 ADOPTED COUNTY BUDGET AS IT PERTAINS TO ASSIGNED COUNSEL PLAN/COURT BUDGETS (A.1162.01)

Legislators FAUST, POLASEK, DRAGO, GORMAN, CASWELL, LAWLER, and KAUL offer the following and move its adoption:

WHEREAS, the Dutchess County Public Defender ("Public Defender") has advised that New York State Office of Indigent Legal Services ("ILS") has awarded the County additional grant funding for Year 3 of the Second Statewide Expansion of Hurrell-Harring Contract (CSTWIDE213) in the sum of $387,199 for the current contract period of April 1, 2023 through March 31, 2026, and

WHEREAS, the Public Defender will be accepting the amount of $287,199 in additional grant funding to cover a temporary caseload overflow plan which directs cases to the Assigned Counsel Program/Coordinator to assign an 18-b attorney due to Public Defender staff shortages and caseload standards that ILS sets and enforces in order to receive state funding, and

WHEREAS, the remaining $100,000 will be budgeted in the 2026 County Budget for caseload overflow, and

WHEREAS, it is necessary for this Legislature to amend the 2025 Adopted County Budget to accept such funds and provide for the receipt and expenditure of said funds, now therefore, be it

RESOLVED, that this Legislature hereby authorizes the County Executive or her designee to accept the grant award from New York State Office of Indigent Legal Services in connection with the above, and be it further

RESOLVED, that the Commissioner of Finance is authorized, empowered and directed to amend the 2025 Adopted County Budget as follows:

APPROPRIATIONS		
Increase		
A.1162.01.4401.106	Professional Services Program	$ 45,417
A.1162.01.4438	Investigations	$ 15,547
A.1162.01.4444	Attys/Assigned Counsel	$226,235
		$287,199

REVENUES
Increase

A.1162.01.30890.25	Other St. Aid Hurrell-Harring	$287,199

CA-088-25
TJL/rjw
G-0186
08/11/2025
Fiscal Impact: See Attached.

APPROVED
Sue Serino
SUSAN J. SERINO
COUNTY EXECUTIVE
Date 9/9/2025

STATE OF NEW YORK
ss:
COUNTY OF DUTCHESS

This is to certify that I, the undersigned Clerk of the Legislature of the County of Dutchess, have compared the foregoing resolution with the original resolution now on file in the office of said clerk, and which was adopted by said Legislature on the 8th day of September 2025, and that the same is a true and correct transcript of said original resolution and of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Legislature this 8th day of September 2025.

DUTCHESS COUNTY SEAL

Leigh Wager
LEIGH WAGNER, CLERK OF THE LEGISLATURE

FISCAL IMPACT STATEMENT

☐ NO FISCAL IMPACT PROJECTED

APPROPRIATION RESOLUTIONS

(To be completed by requesting department)

Total Current Year Cost $ 287,199

Total Current Year Revenue $ 287,199
and Source

State Aid - New York State Office of Indigent Legal Services

Source of County Funds *(check one)*: ☐ Existing Appropriations, ☐ Contingency, ☐ Transfer of Existing Appropriations, ☑ Additional Appropriations, ☐ Other *(explain)*.

Identify Line Items(s):
Please see attached.

Related Expenses: Amount $ _____
Nature/Reason:

Anticipated Savings to County: _____

Net County Cost (this year): $0
Over Five Years: _____

Additional Comments/Explanation:
The purpose of this resolution is to amend the 2025 Assigned Counsel Plan/Courts Budget (A.1162.01) to accept additional grant funding for Year 3 of the Second Statewide Expansion of Hurrell-Harring contract.

Prepared by: Ann Sandford Prepared On: 8/5/2025

Out pdf

SUE SERINO
COUNTY EXECUTIVE

MARGARET M. WALKER
PUBLIC DEFENDER

DUTCHESS COUNTY GOVERNMENT
OFFICE OF THE PUBLIC DEFENDER

MEMORANDUM

To: Sue Serino, County Executive

From: Margaret Walker, Public Defender (MW)

Date: August 5, 2025

RE: Resolution Request

Attached please find a Resolution Request Form and Fiscal Impact Statement to amend the 2025 Assigned Counsel Plan/Court Budgets to accept the budget amendment for the ILS' Second Statewide Expansion of Hurrell-Harring grant, which has been approved by the Office of State Comptroller. The current contract term is from April 1, 2023 to March 31, 2026. This resolution would result in Dutchess County's ability to accept additional state funding in the amount of $287,199.

ILS commits to fund salary adjustments and increases for criminal attorneys within the Public Defender office to make wages more competitive in support of improved staffing and ultimately reduce caseloads. Due to the DSA Contract Settlement Resolution, in June 2025, no additional funding is needed for the Public Defender Office in 2025.

Temporarily, due to staffing shortages, and the caseload standards that ILS sets and enforces in order to receive state funding, the Public Defender's Office needed to resort to 'caseload overflow planning.' This required a small percentage of cases to be sent to the Assigned Counsel Program/Coordinator to assign an 18-b attorney to the case. ILS committed to covering this temporary increase to the 18-b budget/county cost. This resolution reflects a budgeted amount of state funding of $287,199 to cover this temporary overflow plan. The remaining $100,000 will be budgeted in the 2026 County Budget for caseload overflow.

Please contact me if you have any questions or require additional information.

Criminal Court Unit
45 Market Street, Poughkeepsie, New York 12601 | (845) 486-2280 | Fax: (845) 486-2266
Interstate: (800) 660-8818 (Not for service of Legal Papers)
dutchessny.gov

STATE OF NEW YORK CONTRACT FOR GRANTS FACE PAGE

STATE AGENCY (Name & Address): NYS Office of Indigent Legal Services A. E. Smith Building, 11th Floor 80 South Swan Street Albany, NY 12210	BUSINESS UNIT/DEPT. ID: OLS01 - 1350200 CONTRACT NUMBER: CSTWIDE213 CONTRACT TYPE (select one): ☑ Multi-Year Agreement ☐ Simplified Renewal Agreement ☐ Fixed Term Agreement
CONTRACTOR NAME: Dutchess, County of	TRANSACTION TYPE: ☐ New ☐ Renewal (list periods): ☑ Amendment (list periods):
CONTRACTOR IDENTIFICATION NUMBERS: NYS Vendor ID Number: 1000002431 Federal Tax ID Number: 14-6002566	PROJECT NAME: SECOND STATEWIDE EXPANSION OF HURRELL-HARRING ASSISTANCE LISTINGS (formerly CFDA) NUMBER (ALN) (Federally Funded Grants Only):
CONTRACTOR PRIMARY MAILING ADDRESS: Dutchess County Office of the Public Defender 45 Market Street Poughkeepsie, NY 12601 CONTRACTOR PAYMENT ADDRESS: ☑ Check if same as primary mailing address CONTRACT MAILING ADDRESS: ☑ Check if same as primary mailing address CONTRACTOR PRIMARY E-MAIL ADDRESS: countybudget@dutchessny.gov	CONTRACTOR STATUS: ☐ For Profit ☑ Municipality ☐ Tribal Nation ☐ Individual ☐ Not-for-Profit Charities Registration Number: Exemption Status/Code: 130100000000 ☐ Sectarian Entity

STATE OF NEW YORK CONTRACT FOR GRANTS FACE PAGE

CURRENT CONTRACT TERM:	CONTRACT FUNDING AMOUNT
From: April 1, 2023 To: March 31, 2026	(*Fixed Term* - enter current period amount; *Simplified Renewal* enter cumulative amount to date; *Multi-year* - enter total projected amount of the contract):
AMENDED TERM:	CURRENT: $ 14,667,331.29
From: To:	AMENDED: $ 15,547,371.17
	FUNDING SOURCE(S)
	☑ State ☐ Federal ☐ Other

ATTACHMENTS INCLUDED AS PART OF THIS AGREEMENT (select all that apply):

☐ Appendix A

☐ Attachment A:
- ☐ A-1 Agency Specific Terms and Conditions
- ☐ A-2 Program Specific Terms and Conditions
- ☐ A-3 Federally Funded Grants and Requirements Mandated by Federal Laws

☑ Attachment B:
- ☐ B-1 Expenditure Based Budget
- ☐ B-2 Performance Based Budget
- ☐ B-3 Capital Budget
- ☐ B-4 Net Deficit Budget
- ☑ B-1(A) Expenditure Based Budget (Amendment)
- ☐ B-2(A) Performance Based Budget (Amendment)
- ☐ B-3(A) Capital Budget (Amendment)
- ☐ B-4(A) Net Deficit Budget (Amendment)

☑ Attachment C: Work Plan
☐ Attachment D: Payment and Reporting
☐ Other:

IN WITNESS THEREOF, the parties hereto have executed or approved this Master Contract on the dates below their signatures.

CONTRACTOR:	STATE AGENCY:
Dutchess County	NYS Office of Indigent Legal Services
By: Susan Serino	By: Patricia J. Warth
Printed Name	Patricia J. Warth Printed Name
Title: Dutchess County Executive	Title: Director - Office of Indigent Legal Services
Date: 6/9/2025	Date: 6/12/2025

Cynthia W. Halupke
Notary Public, State of New York
Qualified in Dutchess County
Reg. No. 01HA0013455
ST Commission Expires September 13, 20 27

County of Dutchess

On the 9 day of June, 2025, before me personally appeared Susan Serino, to me known, who being by me duly sworn, did depose and say that he/she resides at 22 market St, that he/she is the County Executive of the Dutchess County Town, the contractor described herein which executed the foregoing instrument; and that he/she signed his/her name thereto as authorized by the contractor named on the face page of this Master Contract.

(Notary) Cynthia W. Halupke

ATTORNEY GENERAL'S SIGNATURE	STATE COMPTROLLER'S SIGNATURE
Printed Name	Printed Name
Title:	Title:
Date:	Date:

APPROVED
DEPT. OF AUDIT & CONTROL
Jul 03 2025
Kenji Cline
FOR THE STATE COMPTROLLER

RECEIVED
JUN - 9 2025
NYS OFFICE OF INDIGENT LEGAL SERVICES

Attachment B-1(A) Expenditure Based Budget (Amendment)
NYS Office of Indigent Legal Services
REQUEST FOR BUDGET MODIFICATION/REVISION

SECOND STATEWIDE EXPANSION OF HURRELL-HARRING

April 1, 2023 - March 31, 2026

COUNTY OF DUTCHESS

Total Contract Amount: $14,667,331.29
Total AMENDED Contract Amount: $15,547,371.17

Budget Expenditure Item	Year 1 4/1/23 - 3/31/24	Year 2 4/1/24 - 3/31/25	Year 3 4/1/25 - 3/31/26	*Year 3 Additional Funding*	***REVISED YR. 3 BUDGET***
PUBLIC DEFENDER'S OFFICE					
Personnel:					
Chief Assistant - Salary	$150,110.00	$155,739.00	$161,580.00		$161,580.00
Chief Assistant - Partial Salary	$87,273.00	$90,209.00	$94,126.00		$94,126.00
Bureau Chief / Director of Training - Salary	$131,462.00	$138,035.00	$144,937.00		$144,937.00
(3) Bureau Chiefs - Salary	$439,548.00	$435,006.00	$456,757.00		$456,757.00
(8) Assistant Public Defenders / Sr. Assistant Public Defenders - Salary	$748,345.00	$774,259.00	$801,186.00		$801,186.00
Assistant Public Defender / Sr. Assistant Public Defender - Partial Salary	$46,005.00	$47,155.00	$48,334.00		$48,334.00
Principal Program Assistant / Data Officer - Salary	$66,318.00	$68,805.00	$71,385.00		$71,385.00
Sr. Program Assistant - Salary	$49,833.00	$52,992.00	$56,355.00		$56,355.00
(2) Legal Secretary - Salary	$101,576.00	$108,018.00	$113,423.00		$113,423.00
Legal Secretary (Criminal Conflict Program) (PT) - Salary	$26,456.00	$28,133.00	$29,919.00		$29,919.00
Receptionist - Salary	$40,233.00	$42,821.00	$45,108.00		$45,108.00
Supervising ATI Worker - Partial Salary	$78,659.00	$82,983.00	$86,684.00		$86,684.00
(2) ATI Workers - Salary	$167,812.00	$191,029.00	$198,898.00		$198,898.00
ATI Worker - Partial Salary	$21,620.00	$22,992.00	$24,222.00		$24,222.00
Supervising Criminal Justice Intake Specialist - Salary	$61,933.00	$65,863.00	$68,333.00		$68,333.00
Criminal Justice Intake Specialist - Salary	$52,441.00	$55,766.00	$57,857.00		$57,857.00
Investigator - Salary	$77,629.00	$82,555.00	$86,961.00		$86,961.00
Principal Accounting Clerk - Salary	$52,776.00	$56,125.00	$59,686.00		$59,686.00
Fringe for above positions	$1,161,618.00	$1,222,225.00	$1,250,398.00		$1,250,398.00
Criminal Attorney Salary Increases - Salary and Fringe	$0.00	$0.00	$0.00	$492,841.00	$492,841.00
Summer Intern Program - Salary	$10,000.00	$11,400.00	$12,100.00		$12,100.00
Partial Fringe for Personnel funded by ILS Counsel at First Appearance (CAFA) Grant	$91,165.00	$93,900.00	$96,717.00		$96,717.00
Subtotal Personnel	**$3,662,812.00**	**$3,826,010.00**	**$3,964,966.00**	**$492,841.00**	**$4,457,807.00**
Contracted/Consultant:					
Specialized Services	$25,000.00	$25,000.00	$25,000.00		$25,000.00
Subtotal Contracted/Consultant	**$25,000.00**	**$25,000.00**	**$25,000.00**	**$0.00**	**$25,000.00**
OTPS:					
Rent & Ongoing Building Expenses	$236,305.00	$242,637.00	$248,337.00		$248,337.00
Office Supplies/Equipment/Office Furniture	$43,962.00	$43,875.00	$44,063.00		$44,063.00
CMS/Software/Data Storage	$36,000.00	$40,000.00	$58,000.00		$58,000.00
Legal Reference Materials/Periodicals/Online Legal Research Services	$50,000.00	$50,000.00	$50,000.00		$50,000.00
Professional Licenses/Membership Dues & Fees	$14,199.00	$14,199.00	$14,199.00		$14,199.00
CLE's/Trainings/Convenings	$20,000.00	$20,000.00	$20,000.00		$20,000.00
Travel/Mileage	$10,508.00	$10,508.00	$10,508.00		$10,508.00
County Vehicle Fuel and Maintenance	$7,000.00	$7,000.00	$7,000.00		$7,000.00
Subtotal OTPS	**$417,974.00**	**$428,219.00**	**$452,107.00**	**$0.00**	**$452,107.00**

Budget Expenditure Item	Year 1 4/1/23 - 3/31/24	Year 2 4/1/24 - 3/31/25	Year 3 4/1/25 - 3/31/26	*Year 3 Additional Funding*	***REVISED YR. 3 BUDGET***
PUBLIC DEFENDER'S OFFICE - TOTAL	$4,105,786.00	$4,279,229.00	$4,442,073.00	$492,841.00	$4,934,914.00
ASSIGNED COUNSEL PLAN					
Personnel:					
Bureau Chief - Salary	$128,000.00	$132,800.00	$137,780.00		$137,780.00
Principal Accounting Clerk - Salary	$78,000.00	$80,925.00	$83,960.00		$83,960.00
Account Clerk - Salary	$53,350.00	$56,595.00	$59,961.00		$59,961.00
Fringe for above positions	$75,473.00	$78,000.00	$81,000.00		$81,000.00
Subtotal Personnel	$334,823.00	$348,320.00	$362,701.00	$0.00	$362,701.00
Contracted/Consultant:					
Specialized Services	$134,999.29	$135,000.00	$135,000.00	($47,000.00)	$88,000.00
Second Chair Program	$30,000.00	$30,000.00	$30,000.00		$30,000.00
Mentor and Resource Attorney Program	$27,000.00	$25,000.00	$27,000.00		$27,000.00
Caseload Overflow Plan	$0.00	$0.00	$0.00	$387,198.88	$387,198.88
Increased Voucher Costs*	$10,000.00	$6,000.00	$5,500.00		$5,500.00
Subtotal Contracted/Consultant	$201,999.29	$196,000.00	$197,500.00	$340,198.88	$537,698.88
OTPS:					
Office Supplies/Equipment/Office Furniture	$6,800.00	$5,300.00	$7,800.00		$7,800.00
CMS/Software/Data Storage	$13,000.00	$6,000.00	$5,500.00		$5,500.00
Legal Reference Materials/Periodicals/Online Legal Research Services	$3,000.00	$3,000.00	$3,000.00	$47,000.00	$50,000.00
Professional Licenses/Membership Dues & Fees	$17,500.00	$17,500.00	$17,500.00		$17,500.00
CLE's/Trainings/Convenings	$25,000.00	$25,000.00	$25,000.00		$25,000.00
Travel/Mileage	$5,000.00	$5,000.00	$5,000.00		$5,000.00
Client Services	$1,000.00	$1,000.00	$1,000.00		$1,000.00
Subtotal OTPS	$71,300.00	$62,800.00	$64,800.00	$47,000.00	$111,800.00
ASSIGNED COUNSEL PLAN - TOTAL	$608,122.29	$607,120.00	$625,001.00	$387,198.88	$1,012,199.88
TOTAL	$4,713,908.29	$4,886,349.00	$5,067,074.00	$880,039.88	$5,947,113.88
CURRENT THREE-YEAR TOTAL	$14,667,331.29				
AMENDED THREE-YEAR TOTAL	$15,547,371.17				

Explanation:

Funding is added to this contract to reach or maintain compliance with Executive Law § 832(4) and is intended to account for widespread need for cost-of-living adjustments (COLA) necessary to continue programs funded on this contract as well as build upon existing programs and/or create additional staff positions.

In addition to salary adjustments for Public Defender's Office criminal attorney staff, this amendment adds a 'Caseload Overflow Plan' contracted/consultant budget line to the Assigned Counsel Program (ACP) in order to accommodate an expected increase in ACP criminal case assignments (and corresponding attorney vouchers) pursuant to Dutchess County's Caseload Overflow Plan. This amendment also reduces the 'Specialized Services' line by ($47,000), and increases the 'Legal Reference Materials/Periodicals/Online Legal Research Services' line by the same amount to fund Westlaw licenses for up to 30 panel attorneys.

*To claim increased voucher costs, Dutchess County shall provide to ILS previous and current year voucher expenditures in criminal cases as requested and shall implement and maintain the Assigned Counsel Program initiatives funded by this contract.

ATTACHMENT C

WORK PLAN (AMENDED)

OFFICE OF INDIGENT LEGAL SERVICES

SECOND STATEWIDE EXPANSION OF HURRELL-HARRING

APRIL 1, 2023 – MARCH 31, 2026

COUNTY OF DUTCHESS

Goals, Objectives, and Performance Measures

On a semi-annual basis, each grantee/contractor shall provide the Office of Indigent Legal Services with a written progress report summarizing the work performed during each such semi-annual period. The reports shall detail the grantee/contractor's progress toward attaining the specific goals, objectives and key performance measures as outlined below along with any additional information that may be required by the Office. These program progress reports must be submitted October 31st for the period starting April 1st and ending September 30th and April 30th for the period starting October 1st and ending March 31st.

Program progress reports will continue until such time as the funds subject to this contract are no longer available, have been accounted for, and/or throughout the contract period. The first progress report may be waived if the final approval of the grantee/contractor's contract by the Office of the State Comptroller is within two months of the date such progress report would be due. (**See Attachment D ["Payment and Reporting Schedule"] for written progress report reporting requirements in their entirety.**)

Goal

Implement the provisions of Chapter 59 of the Laws of 2017, Part VVV, sections 11-13, providing that the Office of Indigent Legal Services shall implement a plan to extend statewide the benefits of the Hurrell-Harring settlement reforms.

First Objective

Ensure all eligible criminal defendants are represented by counsel at arraignment, provided that timely arraignment with counsel is not delayed pending a determination of a defendant's eligibility.

Key Performance Measures

1. The number of attorneys hired with this funding who provide representation at arraignment
2. The number of arraignments handled by each attorney compensated with this funding; and
3. A brief description of all activities funded by this grant under this objective and how those activities have improved the provision of counsel at first appearance.

Second Objective

Full compliance with the caseload standards issued by the Office of Indigent Legal Services.

Key Performance Measures

1. The number of attorneys hired with this funding and the dates of such hires;
2. The number of new cases opened by attorneys compensated with this funding;
3. The number of non-attorneys hired with this funding and the dates of such hires;
4. The name, and date of appointment, of the Data Officer or a description of progress toward appointment of a Data Officer; and
5. A brief description of all activities funded by this grant under this objective and how those activities have reduced caseloads.

Third Objective

Implement initiatives to improve the quality of indigent defense such that attorneys receive effective supervision and training, have access to and appropriately utilize investigators, interpreters and expert witnesses on behalf of clients, communicate effectively with their clients, have the necessary qualifications and experience, and, in the case of assigned counsel attorneys, are assigned to cases in accordance with article 18-b of the county law and in a manner than accounts for the attorney's level of experience and caseload/workload.

Key Performance Measures

1. The number of training events supported by this funding;
2. The number of attorneys whose attendance at training events was supported by this funding;
3. The number of cases in which expert services supported by this funding was used, and the dollar amount, both total and hourly rate, spent on such services;
4. The number of cases where investigative services supported by this funding was used, and the dollar amount, both total and hourly rate, spent on such services; and
5. A brief description of all activities funded by this grant under this objective and how those activities have improved the quality of representation provided to clients.

Public Defender's Office

Personnel:

- **Provide funding for two (2) full-time Chief Assistant positions.** This contract fully funds one full-time Chief Assistant position and partially funds a second Chief Assistant position (60%) with the remainder of funding from ILS distributions (40%). These full-time positions are responsible for assigning and monitoring caseloads, conducting monthly and annual case reviews with Bureau Chiefs and other staff, and assisting in the development and implementation of department policies and procedures.

- **Provide funding for a full-time Bureau Chief/Director of Training position.** This position is responsible for training the attorney staff in the Criminal Defense Unit.

- **Provide funding for three full-time (3) Bureau Chief positions.** These positions are responsible for supervising criminal attorney staff including senior assistant public defenders and other assistant public defenders representing clients in criminal matters.

- **Provide funding for nine (9) full-time Assistant Public Defender positions.** This contract fully funds eight full-time Assistant Public Defender positions and partially funds one additional full-time Assistant Public Defender (50% funded on this contract; the remainder is funded with ILS distribution funding). These positions range from entry-level to senior attorneys responsible for representing clients in criminal matters at every stage of the proceedings including pre-arrest representation through and including appeals.

- **Provide funding for a full-time Principal Program Assistant/Data Officer position.** This position is responsible for assisting with daily operations, systems and functionality for continuous evaluations and improvements in representing clients in criminal matters, as well as maintaining the Public Defender's Office database for reporting to ILS. The position is also the county's designated Data Officer, serving as the liaison between the county's mandated providers and ILS to ensure completion of accurate reports to ILS.

- **Provide funding for a full-time Senior Program Assistant.** This position provides administrative support to the Public Defender and assists in opening and closing files.

- **Provide funding for two (2) full-time Legal Secretary positions.** These positions provides administrative support to the Criminal Defense Unit.

- **Provide funding for a part-time Legal Secretary (Criminal Conflict Program) position**. This position provides administrative support in the Criminal Conflict Program.

- **Provide funding for a full-time Receptionist position.** This position provides administrative support to attorneys representing clients in criminal matters.

- **Provide funding for a Supervising ATI Worker position**. This position is responsible for direct delivery of client services, supervising the Alternative to Incarceration (ATI) staff and social worker intern, developing the new team, and participating in office policy development. This position is funded 75% through this contract and 25% through the ILS Upstate Quality Improvement and Caseload Reduction contract.

- **Provide funding for three (3) full-time ATI Worker positions.** This contract fully funds two full-time ATI Worker positions and partially funds one additional ATI Worker positions (25% is funded on this contract; the remainder is funded by ILS Upstate Quality Improvement and Caseload Reduction contract). These positions assist attorneys with Alternative to Incarceration (ATI) dispositions for clients.

- **Provide funding for a full-time Supervising Criminal Justice Intake Specialist position.** This position has three essential functions: oversee the "front end" of the office (reception, intake and opening and closing files); oversee all electronic discovery processing (downloading discovery materials provided by the DA to PD servers and uploading the materials for preservation once the case is closed); and supervise the office's student internship program (Fall, Spring and Summer).

- **Provide funding for a full-time Criminal Justice Intake Specialist position.** This position is responsible for interviewing potential clients to determine their financial eligibility for assigned counsel and working with other professional staff to assist potential clients with any necessary services or supports.

- **Provide funding for a full-time Investigator position.** This position assists attorneys in investigating clients' criminal cases.

- **Provide funding for a full-time Principal Accounting Clerk.** This position assists in the accounting and financial functions of the Public Defender's Office.

- **Provide funding for criminal attorney salary increases.** Funding for salary increases for all attorneys who represent clients in criminal cases. Salary increases range from approximately $10,000 to $20,000, and are based on seniority, longevity, and merit.

- **Provide funding for the Summer Intern Program.** This funding supplements county funding for the Public Defender's Office Summer Internship Program. The funding is used to hire a second intern and to increase the hourly pay for each intern and covers both hourly pay and associated fringe.

- **Provide funding for Partial Fringe for Personnel Funded by ILS Counsel at First Appearance Grant.** Dutchess County used the ILS Second Counsel at First Appearance grant to successfully implement a CAFA program and has continued the program via the Third and subsequent CAFA grants. There was no increase to the funding for the subsequent CAFA grants, but the salary and fringe benefits for the positions originally funded on the 2nd CAFA grant have increased. Dutchess County's CAFA grants will

cover full salaries and partial fringe for the personnel funded; this contract funds the gap in fringe expenses.

Contracted/Consultant:

- **Provide funding for Specialized Services.** This funding will support specialized and evaluative services in criminal matters, such as investigators, interpreters, mitigation specialists, social workers, forensic experts, mental health experts, and other specialized service professionals. These services will be paid a rate of up to $800 per hour, depending on the type of service and the experience and expertise of the specialized service professional. These services may also be paid on a flat fee basis of up to $3,000 per case including associated travel and mileage expenses; mileage will be reimbursed at the standard IRS mileage rates. The Dutchess County Public Defender's Office may approve a higher rate when necessary to ensure access to qualified services. Funds may also be used for transcription services of up to $5.25 per page.

OTPS:

- **Provide funding for Rent and Ongoing Building Expenses.** This line continues funding for operating expenses associated with the Public Defender's Office's two office locations.

  45 Market Street, Poughkeepsie, New York
  This contract offsets a portion the expenses incurred by Dutchess County to service a 20-year municipal bond issued for the purchase and renovation of the building that now houses the PD Office's main suite. Year One of the previous contract (5-Year Statewide Extension of Hurrell-Harring) contributed to renovation expenses for the Public Defender's Office at 45 Market Street, Poughkeepsie, NY. The total county costs far exceeded this funding, (over $5 million) and the county was required to issue a 20-year, $4 million municipal bond to purchase and renovate the building at 45 Market St. Years Two through Five of the previous contract and each year of the current contract reflect the state's contribution to offset the expenses to Dutchess County to service this bond, which start at $437,073 in the first year (2020) and decrease to $203,250 in the last year (2039). The state contribution to the county's cost of servicing this municipal bond is based on what the county estimates it otherwise would have paid to rent the additional space needed for the 27 new Public Defender Office employees who have been hired to meet the county's obligations under Executive Law § 832(4). This estimated rent expense assumes 200 square feet per employee at an expense of $15.76 per square foot for each of the 27 new employees, for a total of $85,104 per year.

  45 Jackson Street, Fishkill, New York
  To accommodate the increased number of staff and enable a presence in an area of the County with a significant client population, funding is made available to lease satellite office space in the southern part of Dutchess County which will serve the areas of Beacon, Fishkill, East Fishkill, and Wappingers Falls. This new space is located at 45

Jackson Street in Fishkill and is 2,500 square feet and will accommodate 10 PD Office employees. Expenses associated with required renovations will be split between the landlord and the PD Office and incorporated into the rent.

This line will also fund a security system for the Fishkill office, internet service at both PD Office locations, and janitorial and maintenance services at both PD Office locations.

- **Provide funding for Office Supplies, Equipment, and Furniture.** Funding to support expenses at the PD Office's locations (Poughkeepsie and Fishkill) including office supplies; postage; computers; tablets; smartphones (cell phones) and any associated data plans; desk phones and associated landline charges; copies, printers, and any associated service agreements; and office furniture.

- **Provide funding for Case Management System, Software, and Data Storage.** Funding to support expenses including software licensing, updates, and upgrades; cloud storage; data storage and maintenance; Case Management System training; and CMS user licenses. Funding also may be used for Dutchess County Office of Central & Information Services' (OCIS) expansion of the PD Office's existing Storage Area Network to accommodate the anticipated additional storage needs of the digital filing system including for active and archival files as well as backup and disaster recovery.

- **Provide funding for Legal Reference Materials, Periodicals, and Online Legal Research Services.** This funding will support expenses including legal reference materials; books; subscriptions; and online legal research services such as Westlaw or LexisNexis.

- **Provide funding for Professional Licenses and Membership Dues.** Funding to support expenses including biennial attorney registration fees and other professional licensing dues; and membership fees for professional criminal defense organization associations and other relevant professional associations.

- **Provide funding for CLE's, Trainings, and Convenings.** Provide funding for registration and travel expenses associated with attending Continuing Legal Education (CLE) Trainings, other professional trainings, work-related convenings, seminars, and meetings. Please note that out-of-state travel must be pre-approved by ILS. Mileage will be reimbursed at the standard IRS mileage rates. This funding may also be used for expenses related to hosting CLE Trainings, other professional trainings, work-related convenings, seminars, and meetings.

- **Provide funding for Travel/Mileage.** Provide funding for mileage for arraignment attorneys who use their personal vehicles (there is no mileage reimbursement when the office vehicle is used). Mileage/travel reimbursement will be at the standard IRS mileage rates. Parking meters, parking lot fees, EZ Pass fees, tolls, and similar parking charges are reimbursable.

- **Provide funding for County Vehicle Fuel and Maintenance.** Funding may be used for fuel and maintenance expenses incurred while the county vehicle is used for the sole purpose of attorneys driving to/from arraignments. The Ford Fusion SE AWD vehicle is registered to Dutchess County Department of Public Works; vehicle identification number: 3FA6P0T99HR259670Parking meters, parking lot fees, EZ Pass fees, tolls, and similar parking charges are reimbursable; expenses will be pro-rated to this grant from the county-maintained log where mileage and purpose of use is noted.

Assigned Counsel Plan

Personnel:

- **Provide funding for a full-time Bureau Chief position.** This position is responsible for reviewing all vouchers submitted by 18-B attorneys; developing a standardized process for submitting vouchers and communicating that process to participating attorneys and courts; developing and administering a training program for all attorneys providing Assigned Counsel work; and developing and implementing an Assigned Counsel Program, Plan, and Handbook for Dutchess County.

- **Provide funding for a full-time Principal Accounting Clerk position.** This position works directly for the Assigned Counsel Program Administrator as an executive assistant, and assist in all aspects of ACP administration, record-keeping, accounting, and budgeting.

- **Provide funding for a full-time Account Clerk position.** This position assists with data collection, entry, and reporting, which will enable to the Principal Accounting Clerk to assume additional invoicing duties which were previously handled by the Administrator.

Contracted/Consultant:

- **Provide funding for Specialized Services.** This funding will support specialized and evaluative services in criminal matters, such as investigators, interpreters, mitigation specialists, social workers, forensic experts, mental health experts, and other specialized service professionals. These services will be paid a rate of up to $800 per hour, depending on the type of service and the experience and expertise of the specialized service professional. These services may also be paid on a flat fee basis of up to $3,000 per case including associated travel and mileage expenses; mileage will be reimbursed at the standard IRS mileage rates. The Dutchess Assigned Counsel Plan may approve a higher rate when necessary to ensure access to qualified services. Funds may also be used for transcription services of up to $5.25 per page.

- **Provide funding for a Second Chair Program.** This funding supports the assignment of various individual panel attorneys to serve as second chairs in more complex cases and/or as a means of training for various individual less experienced attorneys. Second chair attorneys will be paid the statutory rate.

- **Provide funding for the Mentor and Resource Attorney Program.** Provide funding for a Mentor Program. Funding will support the implementation of a Mentor Program in which more various experienced attorneys will mentor less various experienced attorneys as well as provide case-related consultation to and advice to panel attorneys of all levels of experience. Mentors and resource attorneys will be compensated up to $200 per hour.

- **Provide funding for a Caseload Overflow Plan.** Funding for attorney vouchers in criminal matters resulting from a caseload overflow plan that supports ILS Caseload Standards compliance in the Public Defender's Office during periods of staffing shortages by assigning cases to the Assigned Counsel Program. This funding will accommodate the anticipated increase in ACP criminal case assignments and related attorney vouchers.

- **Provide funding for Increased Cost for Assigned Counsel Attorney Vouchers.** Dutchess County shall implement and maintain the Assigned Counsel Program caseload relief and quality improvement initiatives funded by this contract and shall establish a reference point of county funding for attorney vouchers in criminal cases. To establish the reference point, the county shall provide to ILS the total amount of attorney voucher expenditures in criminal cases from 2015 (or some other agreed upon year) to present and work with ILS to establish an appropriate reference point. The reference point will be the primary measure to ensure that state funding for ACP attorney voucher costs supplements and does not supplant county funding for attorney vouchers. Additionally, on an annual basis thereafter, the county shall report to ILS the total amount of county spending that year on panel attorney criminal case vouchers, not including ILS funding. The county will coordinate with ILS to monitor: 1) the maintenance of established ACP infrastructure; and 2) ongoing county spending to ensure that local spending remains consistent (using the pre-implementation county funding data as the primary reference point). Funding will support the anticipated increase in attorney vouchers as attorneys are spend more time on their criminal cases to meet caseload relief and compliance standards.

OTPS:

- **Provide funding for Office Supplies, Equipment, and Furniture.** Funding to support expenses including office supplies; postage; computers; tablets; smartphones (cell phones) and any associated data plans; desk phones and associated landline charges, including a fax line; copies, printers, and any associated service agreements; and office furniture.

- **Provide funding for Case Management System, Software, and Data Storage**. Funding to support expenses including software licensing, updates, and upgrades; cloud

storage; data storage and maintenance; Case Management System training; and CMS user licenses.

- **Provide funding for Legal Reference Materials, Periodicals, and Online Legal Research Services.** Funding supports expenses including legal reference materials; books; subscriptions; and online legal research services such as Westlaw or LexisNexis for both ACP staff and panel attorneys. Panelists are permitted to use these resources for assigned cases only.

- **Provide funding for Professional Licenses and Membership Dues.** Funding to support expenses including biennial attorney registration fees and other professional licensing dues for ACP staff; and membership fees for professional criminal defense organization associations and other relevant professional associations for both ACP staff and ACP panel attorneys.

- **Provide funding for CLE's, Trainings, and Convenings.** This line will provide funding for registration and travel expenses associated with attending Continuing Legal Education (CLE) Trainings, other professional trainings, work-related convenings, seminars, and meetings for both ACP staff and ACP panel attorneys. Please note that out-of-state travel must be pre-approved by ILS. Mileage will be reimbursed at the standard IRS mileage rates. This funding may also be used for expenses related to hosting CLE Trainings, other professional trainings, work-related convenings, seminars, and meetings.

- **Provide funding for Travel/Mileage.** This funding supports mileage for attorneys who use their personal vehicles for travel associated with assigned cases. Mileage/travel reimbursement will be at the standard IRS mileage rates. Parking meters, parking lot fees, EZ Pass fees, tolls, and similar parking charges are reimbursable.

- **Provide funding for Client Services.** Funding will support expenses related to trial apparel for clients, emergency travel for clients, and calls from incarcerated clients. For client trial apparel and travel, funding may be used only when the assigned attorney determines that a client otherwise lacks the resources needed to pay for clothing or travel.

Public Safety Roll Call

District	*Name*	*Yes*	*No*
District 7 - Hyde Park and Pleasant Valley	Truitt*	✓	
District 25 - Amenia, Washington, Pleasant Valley & Millbrook	Houston*		
District 3 - LaGrange	Polasek*		
District 16 - Fishkill and Beacon	Valdés Smith*		
District 9 - City of Poughkeepsie	Atkins*		
District 4 - Hyde Park and Town of Poughkeepsie	Lawler		
District 11 - Clinton, Pleasant Valley, and Rhinebeck	Kearney		
District 14 - Wappinger and Town of Poughkeepsie	Versaci	Absent	
District 15 - Wappinger	Faust (C)		
District 19 - North East, Stanford, Pine Plains, Milan & Red Hook	Drago		
District 22 - Beekman and Union Vale	Garito		
District 23 - Pawling, Beekman and East Fishkill	Rolison (VC)		

Present: 11 Resolution: ✓ Total : 11 (Yes) 0 (No)

Absent: 1 Motion: ____

Vacant: 0 Abstentions: 0

2025137 AUTHORIZING GRANT AGREEMENT WITH NYS OFFICE OF INDIGENT LEGAL SERVICES TO ACCEPT THE HURRELL-HARRING STATEWIDE EXPANSION GRANT FUNDING AND AMENDING THE 2025 ADOPTED COUNTY BUDGET AS IT PERTAIN TO ASSIGNED COUNSEL PLAN/COURT BUDGETS

SEPTEMBER 4, 2025

Roll Call Sheets

District	Last Name	YES	NO
District 7 - Hyde Park and Pleasant Valley	Truitt	✓	
District 25 - Amenia, Washington, Pleasant Valley & Millbrook	Houston		
District 3 - LaGrange	Polasek		
District 16 - Fishkill and Beacon	Valdés Smith		
District 9 - City of Poughkeepsie	Atkins	Absent	
District 1 - Town of Poughkeepsie	Gorman		
District 2 - LaGrange, Pleasant Valley & Town of Poughkeepsie	Travelpiece		
District 4 - Hyde Park and Town of Poughkeepsie	Lawler		
District 5 - Town of Poughkeepsie	D'Aquanni		
District 6 - Town of Poughkeepsie	Kaul		
District 8 - City and Town of Poughkeepsie	Brendli		
District 10 - City of Poughkeepsie	Johnson		
District 11 - Clinton, Pleasant Valley, and Rhinebeck	Kearney		
District 12 - East Fishkill	Metzger		
District 13 - East Fishkill and Wappinger	Paoloni		
District 14 - Wappinger and Town of Poughkeepsie	Versaci	Absent	
District 15 - Wappinger	Faust		
District 17 - Town and Village of Fishkill	McHoul		
District 18 - City of Beacon and Fishkill	Page		
District 19 - North East, Stanford, Pine Plains, Milan & Red Hook	Drago		
District 20 - Red Hook, Tivoli, and Rhinebeck	Munn		
District 21 - East Fishkill	Caswell		
District 22 - Beekman and Union Vale	Garito		
District 23 - Pawling, Beekman and East Fishkill	Rolison		
District 24 - Dover and Pawling	House		

Present: 23 Resolution: ✓ Total : 23 0

Absent: 2 Motion: ____ Yes No

Vacant: 0 Abstentions: 0

2025137 AUTHORIZING GRANT AGREEMENT WITH NYS OFFICE OF INDIGENT LEGAL SERVICES TO ACCEPT THE HURRELL-HARRING STATEWIDE EXPANSION GRANT FUNDING AND AMENDING THE 2025 ADOPTED COUNTY BUDGET AS IT PERTAIN TO ASSIGNED COUNSEL PLAN/COURT BUDGETS

SEPTEMBER 8, 2025