



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

January 31, 2025

Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

RE: Adopted Budget Grant Fund Personnel Adjustment

Dear Honorable Members:

The attached resolution from the Department of Central Police Services requests authorization to make an amendment to the Adopted Budget Grant Fund to allow for one personnel adjustment approved by your Honorable Body within Department of Central Police Servies' 165AIDCRLAB2425 grant. This grant does not fall within the standard calendar year and this amendment would align this personnel adjustment effective date with all others included as part of the 2025 Adopted Budget.

Should your Honorable Body require further information, I encourage you to contact Brian Ross, Commissioner of Central Police Services. Thank you for your consideration on this matter.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/tcc
Enclosure

cc: Brian Ross, Commissioner of Central Police Services

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Central Police Services
Re: Adopted Budget Grant Fund Personnel Adjustment
Date: January 31, 2025

SUMMARY

The attached resolution from the Department of Central Police Services request authorization to make an amendment to the Adopted Budget Grant Fund to allow for one personnel adjustment with the 165AIDCRLAB2425 grant to be made effective January 1, 2025. This grant does not fall within the standard calendar year and this amendment would align this personnel adjustment effective date with all others included as part of the 2025 Adopted Budget.

FISCAL IMPLICATIONS

Annualized Salary

Forensic Biologist III (Job Group 13)	\$103,490
Forensic Biologist II (Job Group 12)	<u>\$ 93,142</u>
Net Increase	<u>\$ 10,340</u>

Salary for Balance of Grant Year (1/1/2025 – 6/30/2025) \$5,174

Funding Source

Grant (25%)
County Share (75%)

If Grant funded:

Grant Source:	165AIDCRLAB2425
Grant Duration:	7/1/2024 – 6/30/2025
Remaining Grant Funding:	\$634,094

Alternative Source of Funding

If Grant is not renewed: Grant is renewed as 165AIDCRLAB2526

REASONS FOR RECOMMENDATION

Whereas other authorized personnel adjustments within the 2025 Adopted Budget are effective January 1, 2025. However, because this grant period does not align with the calendar year, this adjustment would not be effective until 7/1/2025, respectively.

Central Police Services Forensic Laboratory- DNA Section has had an increase in their caseload, which requires additional supervision to train and approve laboratory work. Additionally, the DNA section is in the preparation stage of implementing the Rapid DNA system. Therefore, there is a need for an additional supervisory level position.

CONSEQUENCES OF NEGATIVE ACTION

Failure to allow for this personnel adjustment to be effective January 1, 2025, would cause more of a backlog in the department as well as a degradation of the ability to train personnel and approve reports for the public safety agencies we serve. Additionally, the manpower required to implement the upcoming Rapid DNA system, would degrade the abilities of the current supervisors to meet the already existing needs of the DNA section of the lab.

STEPS FOLLOWING APPROVAL

Central Police Services will work with the Department of Personnel and Division of Budget and Management to implement this request.

RESOLUTION SUBMITTED BY:
DEPARTMENT OF PURCHASING

RE: Adopted Budget Grant Fund Personnel Adjustment

WHEREAS, the 2025 Adopted Budget Grant Fund included one personnel adjustment approved by the Erie County Legislature on December 5, 2024, within the Department of Central Police Services' Aid to Crime Lab (AIDCRLAB) Grant; and

WHEREAS, the 165AIDCRLAB2526 grant period runs from July 1, 2025 to June 30, 2026; and

WHEREAS, because this 165AIDCRLAB2526 grant authorized as part of the 2025 Adopted Budget does have grant periods matching the calendar year, the authorized personnel adjustments would not go into effect until the start of the respective grant period; and

WHEREAS, to make this personnel adjustment effective as of January 1, 2025, as anticipated, authorization must be given to make this personnel adjustment within the current 165AIDCRLAB2425 grant.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature hereby authorizes the creation of a Forensic Biologist III position (Job Group 13) and deletion of a Forensic Biologist II position (Job Group 12) (B-100 #14651) within the Department of Central Police Services' 165AIDCRLAB2425 grant effective as of January 1, 2025, (as approved in the 2025 Adopted Budget for 165AIDCRLAB2526); and be it further

RESOLVED, that sufficient funding exists within the Central Polices' Aid to Crime Lab Grant 165AIDCRLAB2425 to cover the increased salary of \$5,174 from January 1, 2025 to June 30, 2025; and be it further

RESOLVED, that authorization is hereby given for the Division of Budget and Management to make any additional adjustments necessary to effectuate the resolution; and be it further

RESOLVED, that the Clerk of the Legislature shall forward certified copies of this resolution to the Office of the County Executive, the Office of the Comptroller, the Department of Personnel, the Division of Budget and Management, and the Department of Central Police Services.