

Department Name	Law
Account(s)	1420

Department Function
The County Attorney is the chief legal advisor of the County and every agency and officer thereof on all civil matters and proceedings. We have divided our main operations into three bureaus: • Civil Litigation Bureau which manages and defends all civil and administrative actions brought against the County. • Human Services Bureau which prosecutes abuse and neglect, juvenile delinquency, adult protective, mental hygiene and other proceedings in Family and Supreme Court. • Municipal Bureau which advises the County officers and Departments, renders legal opinions, reviews FOIL requests, drafts contracts, and handles real property matters.

Current Year Highlights
• Continue to work with Management & Budget and County agencies to streamline the contract process and move toward digitization of signatures. • Family Court, DSS, DCYF and JD staff continue to effectively prevail on high volume case calendars • The Litigation unit has had a successful year obtaining dismissals and favorable resolutions of cases. • Worked with Management and Budget and Purchasing to develop ARPA specific policies, procurement rules and contract documents. • The Municipal Bureau is very active in researching and facilitating various environmental and economic policy initiatives.

Next Year Projects
• The Department is continuing a long term and on-going project to digitize its active files in all units. This will be particularly useful for attorneys working in Family Court, working remotely, and departments sharing files, and will enable us to free up limited file room space. • As part of our attempt to retain new staff and to ensure that we have adequate coverage in all units, we will continue to cross train attorneys. This has been a consistent request during the hiring process. • The Department will begin implementing a new contract management system which will incorporate new contract templates with the goal of improving efficiencies, and reducing our reliance on paper contracts, thereby streamlining the process of issuing contracts. We will also be moving toward a signature digitation process.

Link to Website	https://www.albanycountyny.gov/departments/law
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Programmatic Highlights

2024 Raise the Age Juvenile Delinquency Cases

Outcome	Count
Declined	3
Dismissed	0
Withdrawn	7
Transferred to Another County for Disposition	9
Covered by Admission on Another Case	17
OCFS Placement	5
DCYF Placement	1
Probation	26
Conditional Discharge	10
ACOD	17
Diversion	8

2024 Contract Requests

Category	Count
Requests Originated in 2024	457
Completed in 2024	601

The Department of Law’s Civil Litigation Bureau manages and defends all civil and administrative actions brought against the County. Over the last several years, the County has managed risks appropriately, and the Litigation unit has had a successful year obtaining dismissals and favorable resolutions of cases. The efficacy of this unit has significantly reduced the need for outside counsel.

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