

PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation
September 5, 2023
2:30 pm

- **Approval of minutes** from August 8, 2023, Public Safety Committee meeting
- **Financial**
 1. Budget on track for 2023
- **Old business**
 1. 2024 Budget Presentation
 2. Professional conferences
 3. Pathways to Placement (update)
 4. Community Engagement
 5. IPPC Technologies
 6. Succession Planning
- **New business**
 1. Staff
 2. Probation vehicles
 3. Buddi NY, LLC contract
 4. Community Engagement
 5. Quality Assurance Program
 6. Succession Planning
- **Personnel**
 1. One vacant Probation Officer 1 position
 2. One vacant part-time supervisor position
 3. One unfunded Probation Officer 1 position
- **Resolutions – One (1)**
 - Resolution to recognize Teri Rosenberger's 22 years of dedicated service to Tioga County
- **Proclamations**
 1. None
- **Adjournment**

PUBLIC SAFETY MEETING

August 8, 2023

The regular meeting of Public Safety, Probation, Office of Emergency Services, Coroner, and Stop DWI was held in the Legislative Conference Room at the Ronald E. Dougherty Office Building, 56 Main St., on Tuesday, August 8, 2023 at 2:30 PM.

Present:

Barb Roberts	Legislator
Dale Weston	Legislator
Brian Cain	Director, Probation
Mike Simmons	Director, Emergency Services
Corrine Cornelius	Deputy Director, Emergency Services
Bob Williams	Assistant Fire Coordinator, Emergency Services
William Standinger	Legislator
Sheriff Gary Howard	Sheriff's Office <i>(in at 2:33)</i>
Cathy Haskell	Legislative Clerk <i>(in at 2:33)</i>
Marte Sauerbrey	Chair, Legislator <i>(in at 2:33)</i>

Guest:

Stephanie Jerzak	Chief Accountant, Treasurer's Office
Katie Chandler	Deputy Treasurer, Treasurer's Office
Laura Schurter	Accountant, Treasurer's Office
Curtis Hammond	EMS Coordinator, Emergency Services
Erin Riddle	Secretary to the 1st Assistant County Attorney
Peter DeWind	County Attorney <i>(in at 2:36)</i>

Absent:

Keith Flesher	Chair, Public Safety
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APPROVAL OF MINUTES:

Approval of July 5, 2023 minutes:

Legislator Roberts made the motion, seconded by Legislator Weston, to approve the July 5, 2023 Public Safety minutes, as written. Motion carried.

PROBATION – Brian Cain:

FINANCIAL:

- 2023 Budget is on Track.
- 2024 Budget due:
 - \$5000 Reduction in STOP DWI-Probation Salary for the ATI Salary and \$500 Reduction in Urine Test Kits.
 - \$14,000 Increase in Training Costs; Committee agrees that virtual training is a good strategy to offset the money it will cost for fundamentals training. Hopeful that Broome County can provide the basic course for the peace officer training.

OLD BUSINESS:

- Juvenile Delinquency Appearance Tickets in July – None.
- Electronic Monitoring – Two individuals on, using it more for Pre-Trial Release. Have begun discussions with the company that provides the electronic monitoring device regarding insurance for an additional 35 cents a day. Would only pay \$40 to replace device as opposed to \$600 if defendant cuts it off. Waiting to rework that contract because they are going to start adding alcohol monitoring with their devices.
- Community Service – Weekend Work Program has resumed. Numbers have increased.
- Active investigations continue to go up.

NEW BUSINESS:

- Six Probation Officers attended the Probation Officer Association Annual Conference in Syracuse the week of July 24, 2023. Two of those Officers got scholarships to attend.
- One Probation Officer received scholarship to attend American Probation and Parole Association in NYC.
- Meeting with Pathways to Placement occurred on July 18, 2023 and came to a resolution delegating everyone's duties.
- Staffed first table at Annual Tioga County Children's Picnic at Marvin Park on July 15, 2023. Positive response and very encouraged about that.
- Zoom presentation by IPPC Technologies that monitors Sex Offender Technology. Does not cost the department anything. If Offender wants access to the internet, they will have to have this monitoring system. Working on Resolution for approval.
- Succession Planning is moving along. Transferring Senior Probation Officer Fred Kechle's caseload, allowing him to shadow Probation Supervisor Teri Rosenberger. She will be retiring in less than sixty days and he will be promoted to supervisor.

PERSONNEL:

- One Vacant Probation Officer 1 position exists.
- One Vacant Part Time Probation Supervisor position available.
- One Probation Officer 1 position remains unfunded.

RESOLUTIONS:

- None.

Legislator Standinger commented that he appreciates the fact that Brian Cain is being aggressive about using his staff and appreciates they are taking an interest in the community. Director Cain gave his staff the credit for responding very well to that responsibility of putting themselves out there.

OFFICE of EMERGENCY MANAGEMENT – Mike Simmons:

FINANCIAL:

- 2023 Budget is on Track. 52.2 % of budget.
- 2024 Budget:
 - EMO Budget – Staying the Same.
 - Fire Budget – \$5,750 below this year.
 - Picked up the A3021 – Enhanced E911 Account – \$550,000, Expenses and Revenues balance out.
 - Increase of EMS Coordinator's Pay by \$10,000. EMS Coordinator Curtis Hammond is doing an incredible job.

OLD BUSINESS:

- Communications Project – The Law Department has the Leases put together and sent out to the four Landowners. We have one that has been signed and returned.
 - Motorola is coming out August 22, 2023 – August 23, 2023 to confirm the data that we collected previously to make sure the tower heights and tower locations are such where they will be able to pass the microwave signals from one tower to the next and there is not anything in the way. Also to confirm those coordinates where the tower is going.
 - Tioga County Sheriff's Office Radios are failing at a quick rate. Fifty radios are needed. There is enough money in the Formula Grants to replace the radios, leather holsters and shoulder microphones. It will be \$347,000 for the radios and \$2,500 for the leather holsters.
- Cad Project – State Police still not online. IT has been working with the State IT Department. Chief Information Officer Jeremy Loveland has been working on it; appears to be right but won't work. Working on getting the Response Plans from the Fire Departments into the CAD. Transition is going well with Bryan Goodrich – New GIS Manager.
- EMS – EMS Coordinator is still collecting data on the gaps in EMS coverages and keeping track of where there are calls, where there is a need to fill in those gaps and make changes.
- Emergency Management – Elaine Jardine and Wendy Walsh are working with the contractor and have been reaching out to Local Municipalities regarding Hazard Mitigation Planning; talking to Supervisors and Superintendents to see what areas they may have where they may want to do mitigation plans in the future to prevent primarily flooding.
- Threat Assessment Management Program – Assistant Fire Coordinator Bob Williams had the first meeting the other day. Continuing forward. Looking at Threat management reporting smart phone app., would be a good use of grant money.
- Legislator Weston asked if there was a way to number the ends of the bridges. Director Simmons responded and said that he has discussed it with Commissioner of Public Works Gary Hammond and will bring it up.
- Fire – County Fire Classes are picking up.

NEW BUSINESS:

- None.

PERSONNEL:

- None.

RESOLUTIONS:

- Execute Lease and Easement Agreement of Property Located at South Apalachin Road, Apalachin, New York to Install, House, and Maintain a Communications Tower
- Execute Lease and Easement Agreement of Property Located at 54 Dodge Road, Spencer, New York to Install, House, and Maintain a Communications Tower
- Execute Lease and Easement Agreement of Property Located at 246 Davis Road, Town of Richford, New York to Install, House, and Maintain a Communications Tower
- Execute Lease and Easement Agreement of Property Located at 110 C Babcock Road, Nichols, New York to Install, House, and Maintain a Communications Tower
- Modify 2023 Budget and Appropriation of Funds
Move money from Contracting Services to Radio and Equipment
Move money from Contracting Services to Equipment not car

***Committee agreed to move these resolutions forward*

SHERIFF – Gary Howard:

FINANCIAL:

- 2023 Budget:
 - Revenues are at \$339,013 which is 62% of the budget. Expenditures are at \$6,353,171 which is 59% of the budget. Inmate Boarders are at \$172,636 which is 115% of the budget.
- 2024 Budget:
 - \$108,000 above what we were for the current year; all contractual.
 - Black Creek contract for jail security went up 18%.
 - Verizon went up 20%.
 - Trinity Food Vendor went up 8.3%.
 - Medical Expenses went up 4.5%.
 - Excluding contractual increases the budget has been kept at 0% increase.

OLD BUSINESS:

- TCLEA negotiations are being finalized.
- NCEU negotiations are being finalized.

NEW BUSINESS:

- Pistol Permit data conversion ongoing. Issues started today so it has been paused, looking into what went wrong so it can be resolved.
- Jail Camera replacement project at a standstill.

- NextGen911 system – Working with Emergency Management.
- Body Worn Cameras – Everything is in and they are coming in the first week of September to get everything set up. Policy has been approved.
- Working with County Attorney Peter DeWind on RFP for Jail Medical Contract.
- Average daily Inmate population is thirty-one; six Federal Inmates and three Inmate Boarders.
- Sheriff Summer Camp was last week; twelve kids from around Tioga County attended. Through donations they received backpacks and sleeping bags. From the Tioga County Health Dept: water bottles and sunglasses. From the Tioga County Dental Van: toothbrush, toothpaste, and dental floss. Also, the Hiawatha Quilt Group – a local quilting club, donated quilts for each participant.

PERSONNEL:

- Update of Vacancies:
 - Civil – One Vacant part-time Civil Deputy position.
 - Corrections – Five Vacant Corrections Officer positions; Two Vacant Part-Time Cook positions.
 - None on Light Duty.
 - Two Corrections Officers still on Military Deployment.
 - Road Patrol –
 - Two Open Deputy Positions available.
 - One Deputy currently on Light Duty goes to the Physician on August 16, 2023, hoping to come back 100% Full Duty.
 - One Deputy attending the Bloome County Law Enforcement Academy.
 - Two Deputy Positions remain unfunded.
 - E911 – all positions are filled
 - Three are in training.
 - Records – all positions are filled.
 - Administration – all positions are filled.

RESOLUTIONS:

- None.

ADJOURNED:

Meeting was adjourned at 3:26 PM.

Respectfully Submitted,

Donna Gilligan

Donna Gilligan

Accounting Associate III – Payroll Tioga County Sheriff's Office

08/08/23



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023_08

ACCOUNTS FOR: ORIGINAL TRANSFERS/ REVISSED YTD ACTUAL ENCUMBRANCES AVAILABLE PCT
General Fund APPROP ADJUSTMENTS BUDGET BUDGET BUDGET BUDGET BUDGET USE/COL

A3140 Probation

A3140 415600	Adoption Investiga	-600	0	-600	-900.00	.00	300.00	150.0%
A3140 415800	Restitution Surchna	-2,000	0	-2,000	-496.59	.00	-1,503.41	24.8%*
A3140 415810	Probation - DWI Su	-16,000	0	-16,000	-5,420.00	.00	-10,580.00	33.9%*
A3140 415811	DWI-Probation Sala	-10,000	0	-10,000	-10,000.00	.00	.00	100.0%
A3140 433100	State Aid-Probatio	-105,205	0	-105,205	-26,301.34	.00	-78,903.66	25.0%*
A3140 433160	State Aid-Enhanced	-18,566	0	-18,566	-4,641.41	.00	-13,924.59	25.0%*
A3140 433170	Ignition Interlock	-3,678	0	-3,678	-1,443.50	.00	-2,234.50	39.2%*
A3140 433180	State Aid- STSJP	-7,920	0	-7,920	-5,455.10	.00	-1,544.90	77.9%*
A3140 433182	RTA State Aid -Rais	-16,920	0	-16,920	.00	.00	-16,920.00	.0%*
A3140 510010	Full Time	786,371	0	786,371	453,439.05	.00	332,931.95	57.7%
A3140 510020	Part Time/Temporar	29,817	0	29,817	5,313.98	.00	24,503.02	17.8%
A3140 510030	Overtime Pay Only	5,000	0	5,000	248.53	.00	4,751.47	5.0%
A3140 510050	All Other(Con Call,	0	0	0	2,292.73	.00	-2,292.73	100.0%*
A3140 520060	CPS01 Car/Truck-	0	40,000	40,000	.00	39,960.50	39.50	99.9%
A3140 520070	Chairs	400	0	400	116.22	.00	283.78	29.1%
A3140 520200	Office Equipment	2,500	0	2,500	48.00	.00	2,452.00	1.9%
A3140 520215	Personal Protective	4,500	0	4,500	284.90	.00	2,103.28	53.3%
A3140 540070	Car Maintenance	2,000	0	2,000	134.29	.00	1,865.71	6.7%
A3140 540080	Clinic Supplies	4,250	0	4,250	610.00	.00	3,640.00	14.4%
A3140 540180	Dues	900	0	900	800.00	.00	100.00	88.9%
A3140 540220	Automobile Fuel	2,200	0	2,200	1,162.79	.00	1,037.21	52.9%
A3140 540220	RTA Automobile Fuel	1,000	0	1,000	.00	.00	1,000.00	.0%
A3140 540340	Leased/Service Equ	3,300	0	3,300	1,248.88	.00	2,051.12	37.8%
A3140 540340	Literature	1,500	0	1,500	820.02	.00	679.98	54.7%
A3140 540360	Meals/Food	1,000	0	1,000	218.15	.00	781.85	21.8%
A3140 540390	Milage Expense	1,000	0	1,000	100.00	.00	781.85	100.0%
A3140 540480	Postage	1,500	0	1,500	642.08	.00	857.92	42.8%
A3140 540487	CPS01 Program Expn	0	20,000	20,000	494.23	.00	19,505.77	2.5%
A3140 540590	FH01 Program Expens	0	6,621	6,621	21.98	.00	6,398.53	.3%
A3140 540620	Services Rendered	1,265	0	1,265	.00	.00	1,265.00	.0%
A3140 540630	Software Expense	9,710	0	9,710	9,709.32	.00	1,750.17	100.0%
A3140 540660	Stationery Supplie	6,000	0	6,000	4,249.83	.00	1,750.17	70.8%
A3140 540660	Telephone	2,052	0	2,052	830.36	.00	1,221.64	40.5%
A3140 540660	RTA Telephone-RTA	1,440	0	1,440	683.82	.00	756.54	49.5%
A3140 540731	Training/State Req	12,067	0	12,067	3,502.45	.00	8,564.55	29.0%
A3140 581088	State Retirement F	102,678	0	102,678	55,641.52	.00	47,036.06	54.2%
A3140 583088	Social Security Fr	58,164	0	58,164	34,785.23	.00	23,378.32	59.8%
A3140 584088	Workers Compensati	19,198	0	19,198	12,431.40	.00	6,766.25	64.8%
A3140 585588	Disability Insuran	1,064	0	1,064	646.88	.00	417.16	60.8%
A3140 586088	Health Insurance F	301,471	0	301,471	162,440.64	.00	139,030.02	53.9%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 08

ACCOUNTS FOR:		ORIGINAL	TRANSFERS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
General Fund		APPROP	ADJUSTMTS	BUDGET			BUDGET	USE/COL	
A3140	588988	Eap Fringe	228	0	228	154.82	73.48	67.8%	
TOTAL Probation		1,181,705	66,621	1,248,326	698,414.16	42,072.32	507,839.17	59.3%	
A3142 Alternatives To Incarceration									
A3142	415150	Alternatives To In	-100	0	-100	-55.00	-45.00	55.0%*	
A3142	433120	State Aid-Alternat	-12,145	0	-12,145	.00	-12,144.51	58.0%*	
A3142	510010	Full Time	13,705	0	13,705	7,944.16	5,760.84	35.0%	
A3142	540140	Contracting Servic	3,500	0	3,500	1,249.10	2,274.15	35.0%	
A3142	581088	State Retirement F	2,428	0	2,428	1,364.02	1,063.92	56.2%	
A3142	583088	Social Security Fr	950	0	950	611.22	338.75	64.3%	
A3142	584088	Workers Compensati	392	0	392	251.83	139.96	61.3%	
A3142	585588	Disability Insuran	22	0	22	13.45	8.27	61.9%	
A3142	586088	Health Insurance F	3,541	0	3,541	2,240.32	1,301.00	63.3%	
A3142	588988	Eap Fringe	5	0	5	3.17	1.49	68.0%	
TOTAL Alternatives To Incarceration		12,298	0	12,298	13,622.27	-23.25	-1,301.13	110.6%	
A3146 Sex Offender Program									
A3146	540140	Contracting Servic	123,840	0	123,840	82,560.00	41,280.00	100.0%	
TOTAL Sex Offender Program		123,840	0	123,840	82,560.00	41,280.00	.00	100.0%	
TOTAL General Fund		1,317,843	66,621	1,384,464	794,596.43	83,329.07	506,538.04	63.4%	
TOTAL REVENUES		-192,214	0	-192,214	-54,712.94	.00	-137,500.57		
TOTAL EXPENSES		1,510,057	66,621	1,576,677	849,309.37	83,329.07	644,038.61		



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 08

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
H Capital Fund							
H3140 Probation Capital							
H3140 520060 Car/Truck	0	25,620	25,620	25,620.02	.00	.00	100.0%
TOTAL Probation Capital	0	25,620	25,620	25,620.02	.00	.00	100.0%
TOTAL Capital Fund	0	25,620	25,620	25,620.02	.00	.00	100.0%
TOTAL EXPENSES	0	25,620	25,620	25,620.02	.00	.00	



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 08

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,317,843	92,241	1,410,084	820,216.45	83,329.07	506,538.04	64.1%

** END OF REPORT - Generated by Cain, Brian **

Public Safety Committee Meeting
Probation Department Report
September 5, 2023

Budget Status:

2023 Revenue Budget:

- \$755 of DWI Supervision fee collected in August. \$6,025 collected to date in 2023
- \$1,095.20 in restitution and surcharge collected in August. \$10,874.05 collected to date in 2023

Current Business:

1. Budget – The Probation budget is on track for 2023. Sixty four percent of our budget has been expended and we are 66% through the fiscal year.
2. Probation vehicles – The final vehicle to update the Probation fleet has been delivered. The Dodge Durango ordered earlier in the year was received on August 28, 2023. The three vehicle Probation fleet now has three all-wheel drive vehicles, a 2018 Ford Escape, 2022 Ford Escape, and 2023 Dodge Durango. Probation will work with the highway department on a replacement schedule going forward to assure Probation Officers continue to have reliable all-wheel drive vehicles to conduct business as it is our primary piece of safety equipment.
3. Probation received a proposed contract from Buddi US, LLC to provide comprehensive monitoring services for Probation. The services include traditional GPS electronic monitoring, GPS monitoring through a phone application, and real time alcohol monitoring through a transdermal monitoring system. The contract also includes insurance on the devices which will eliminate the threat of a budgetary hardship should multiple offenders destroy, lose, or otherwise damage the devices. The proposed contract has been forwarded to the County Attorney's Office for review. Upon its approval by the County Attorney, Probation will bring forth a resolution to enter into said contract. Entering into the contract will not increase the current Probation budget.
4. Community engagement – Probation staff attended community events in August including food give aways, backpack giveaways, and the Overdose Vigil held in Draper Park. In September, staff are scheduled to attend the Field of the Forgotten Fallen and the Family Day at the Nichols Reserve Center which is being organized due to the reservists being deployed in the near future. Probation has now "tabled" at several events are as a department, we are fine tuning our outreach materials.
5. Probation has initiated the creation of a Quality Assurance Program within the Department in line with the best practices being recommended by the Department of Criminal Justice Services. The Administrative Team within the Department has begun the review of existing case audit forms and policies currently utilized by other county Probation Departments. The forms and policy will be modified to fit the framework of the Tioga County Probation Department. Probation also plans to enlist the assistance

of the Tioga County IT Department in order to create a computer-based system to randomly select cases to be audited on a monthly basis. Target date for implementation of the Quality Assurance Policy is January of 2025.

6. Succession Planning – There will be an open house at Probation on September 12, 2023, from 1:30 pm to 3:00 pm for all county employees to congratulate Supervisor Teri Rosenberger and wish her well on her retirement at the end of September.

Given Teri Rosenberger's retirement, Fred Kiechle will be promoted to the Probation Supervisor position.

7. Juvenile Delinquency Services:

August of 2023- There was one Juvenile Delinquency Appearance Ticket (JDAT) received for the month of August. The JDAT alleged the respondent stole marijuana from a family member.

YTD: 9 JDATs received to date.

- E- Connect: To date, six youth have been screened in 2023. As a result of the E-Connect screening, two youth were found to be below threshold and not in need of an immediate mental health referral. Three youth were found to be a level II and were referred for a mental health evaluation. One youth was found to be a level III and agreed to schedule an appointment at TCDMH.
- There are no youth currently in juvenile sex offender treatment.

ATI Programs:

- Electronic Monitoring – There is currently one individual being monitored via the VCheck24 phone app GPS electronic monitoring system and no defendants with the traditional ankle monitor.
- Community Service – WWP has resumed operation. The number of court orders are increasing resulting in larger crews.
- Pre-Trial Release – There are 13 people being supervised via the Pre-Trial Release Program

Court Ordered Investigations: 37 active investigations for Tioga County courts (Criminal, Family and Surrogate)

Supervision: 192 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)

Violation of Probation petitions: 21 defendants/respondents have violation petitions pending against them in criminal & family court.

Personnel:

One Vacant Probation Officer position
One Vacant Part Time Probation Supervisor position
One unfunded Probation Officer position

Resolutions: One (1)

- Resolution to recognize Teri Rosenberger's 22 years of dedicated service to Tioga County

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -23

RESOLUTION RECOGNIZING
TERI ROSENBERGER'S 22 YEARS
OF DEDICATED SERVICE TO
TIOGA COUNTY

WHEREAS: Teri Rosenberger began her employment with Tioga County on September 12, 2001, as a Probation Officer at the Probation Department. On January 27, 2010, she was promoted to Senior Probation Officer and promoted to Probation Supervisor on September 9, 2015 which is the position she will retire from; and

WHEREAS: Teri Rosenberger has been dedicated and loyal in the performance of her duties and responsibilities during the past 22 years both as a Probation Officer and as a volunteer. Teri has spent countless hours volunteering at events hosted by A New Hope Center, the Tioga County ASAP Coalition, Tioga County Catholic Charities, Tioga County Rural Ministries, Special Olympics, and Tioga County Veteran's Services, just to name a few. Teri has enriched the quality of life for the citizens of Tioga County through volunteering at COVID vaccination clinics, food distributions, backpack giveaways, medication take backs, overdose awareness and community clean up events; and

WHEREAS: Teri has been a mentor to Probation Officers and Sr. Probation Officers providing valuable guidance and feedback as they grow in their profession. Teri has also served as a board member of POA (Probation Officer's Association) to improve the wellness and working conditions of Probation Officers statewide. During her career, she tirelessly worked to assure the quality of service provided to the community was its highest level, assuring equality and compassion for all community members; and

WHEREAS: Teri Rosenberger will retire on September 29, 2023; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Teri Rosenberger for her 22 years of dedicated and loyal service to the Tioga County Probation Department and its most vulnerable citizens; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this loyal, dedicated, and outstanding employee, Teri Rosenberger.