PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation May 7, 2024 2:30 PM

 Approval of minutes from March 5, 2024 and April 2, 2024, Public Safety Committee meeting

Financial

1. Expended 38.6% of 2024 budget. On track.

Old business

- 1. Staffing
- 2. Training
- 3. PTR Award (\$60,000) Update iPad Project Completed
- 4. First Aid/CPR Training
- 5. Upgraded Electronic Monitoring Equipment
- 6. Community clean-up

New business

- 1. Staffing
- 2. Training
- 3. Probation door project
- 4. Community clean-up
- 5. Probation Salary Schedule proposal

Personnel

- 1. Two vacant Probation Officer I positions
- 2. One unfunded Probation Officer 1 position

• Resolutions (0)

1. None

Proclamations

- 1. None
- Adjournment

PUBLIC SAFETY MEETING

March 5, 2024

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, March 5, 2024 at 2:30 PM.

Present:

Keith Flesher Chair, Public Safety

Barb Roberts Legislator

Marte Sauerbrey Chair, Legislator

William Standinger Legislator

Brian Cain Director, Probation Sheriff Gary Howard Sheriff's Office

Corinne Cornelius Director, Emergency Services

Guest:

Pete DeWind County Attorney
Cathy Haskell Legislative Clerk

Robert Williams Assistant Coordinator – Emergency Services

Absent:

Dale Weston Legislator

APPROVAL OF MINUTES:

Approval of March 5, 2023 minutes:

Legislator Roberts made the motion, seconded by Legislator Standinger, to approve the February 6, 2024 Public Safety minutes, as written. Motion carried

PROBATION - Brian Cain:

FINANCIAL

- Expenditures are on track
- \$2,362.99 in restitution and surcharge collected in February 2024.

NEW BUSINESS:

- One open Probation Officer 1 position remains unfilled. One application has been received and an interview is in the process of being scheduled.
- The post recently hired Probation Officer, Patrick VanDurme has been scheduled to attend Fundamentals of Probation Practice and Basic Course for Peace Officer training in the spring. The is scheduled to attend in Rochester from March 22 to April 19, and at Alfred University from May 14-June 28. Housing at Alfred is a Townhouse Apartment at a cost of \$50/week. The course is tailored to Probation vs. law enforcement.
- IPads, keyboards and pens have been received from the awarded DCJS grant. TCIT Dept. is providing training/tutorials.
- Quality Assurance (audit program) Admin staff at Probation have developed a rough draft
 of the Quality Assurance Program which will be put into place by June of 2024. Admin staff
 have reviewed multiple plans from various Probation Departments around the state and
 created a program which should work well in Tioga County. Admin staff will continue to
 refine the program during the coming months. Tioga County performed a trial audit which

have already resulted in some policy changes within the Department. Ip appears the formal audit process will be beneficial to improving efficiency and effectiveness throughout the Department.

- Two Probation Officers and one Probation Assistant have been assigned to complete the Pre-Sentence investigation regarding the arson at the Tioga Downs horse barn. More individuals have been released on Pre-Trial Release in regard to the on-going Tompkins County kidnapping/murder case, and we anticipate another extensive investigation in regard to the recent murder arrest from the alleged domestic violence murder in Apalachin. These cases, in addition to the more than dozen justice courts sending us investigation orders have all officers very busy.
- Tioga County Spring Clean-Up Day organized by Sister Many O'Brien of Tioga County Rural Ministries will be Saturday, April 13, 2024. Last year Probation and Court personnel teamed up to participate in the cleanup day with fantastic results. Probation intends to try to organize another team effort this year.
- There were two Juvenile Delinquency Appearance Tickets received for the month of February. Both respondents were charged with Assault in the Third Degree and Menacing in the Third Degree, Misdemeanors after attacking another student at school. Due to the issue of physical violence in the school setting, the matters were referred to the County Attorney's Office for petition to Family Court.
- Electronic Monitoring There are currently two individuals being monitored via the VCheck24 phone app and GRS electronic monitoring system, AlcoTag systems.
- 51 active Court Ordered investigations for Tioga County Courts (Criminal/Family/Surrogate)
- 175 supervision cases ordered by TC courts & Family Court
- 9 defendants/respondents have violation petitions pending in Criminal and Family court.

PERSONNEL:

- One vacant Probation Office I position exists.
- One unfunded Probation Office position exists.

RESOLUTIONS:

Resolution to Approve a Sole Source Contract and Maintenance Agreement Between Tioga County Probation Department and Catalis Courts & Land Records, LLC f/k/a Automon LLC to Provide Software and Maintenance of the Caseload Explore Product

(Company has not responded with new updated charges for 2024, using 2023 amounts to continue)

(Committee agreed to move this resolution forward)

OFFICE of EMERGENON SERVICES – Corinne Cornelius FINANCIAL:

Budget is on track.

OLD BUSINESS:

- Communications Project:
 - 2/10/24, the Fire/EMS side of the radio system went down for several hours. Capital Area Communications responded and worked to get the system back online. During that time, dispatch could not hear or transmit to any Fire/EMS unit.
 - o The Spencer lease has now been signed. Motorola has provided lease exhibits for the landowners to review with specific drawings.
 - o Motorola on-site visit to confirm the status of the project and ensure that we are on track to move forward as the weather allows.
- CAD Project
 - o State Police IT and our County IT are still working on practing issue with the NYSP cars.
- EMS
 - No significant changes in county EMS coverage. The same issues continue to exist in regard to manpower shortages.
 - Spring EMT classes have begun.

EMERGENCY MANAGEMENT:

 The office is continuing to transition since Mike Simmons has left. An all-Staff meeting was held with deputy fire coordinators to ensure that the priorities of the office were identified.

FIRE:

- o County Fire Investigation Team year end report is attached. They had a very busy 2023 and are already having a busy 2024 with over 200 investigation hours to date.
- o Fire departments within the county have been submitting their response plans to have them entered into the dispatch system. (A preset listing of mutual eig responses).

PERSONNEL:

The Deputy Director position has been posted.

RESOLUTIONS:

- C12 Execute Addending to Lease Agreement (Apalachin)
- C13 Execute Addendum to Lease Agreement (Nichols)
- C14 Execute Addendum to Lease Agreement (Spencer)
- Execute Addendum to Lease Agreement (Richford)

(Committee agreed to move resolutions in ward)

SHERIFF - Gary Howard:

FINANCIAL:

Revenues are \$25,187 which is 5% of the budget. Expenditures are at \$1,651,401 which is 12% of budget. Inmate boarders are at \$16,282 which is 11% of the budget.

PERSONNEL:

- Update on Vacancies:
 - Civil:
 - One vacant part-time Civil Deputy position
 - Corrections:

- 2 Corrections Officer positions
- 1 part-time Cook positions
- 2 Corrections Officers are on military deployment.
- Road Patrol:
 - 2 vacant Deputy positions
 - 2 Deputies currently attending police academy.
 - 1 Deputy on light duty
- o Communications:
 - 2 vacant E911 Dispatcher positions
- o Records:
 - All positions are filled.
- o Administration:
 - All positions are filled.

NEW BUSINESS:

- Jail camera replacement project ongoing
- In the planning phase for the VESTA Next Gen 941 system
- E911 dispatch center upgrades
- Establish Drone program for crash investigations.

Miscellaneous:

- The average daily inmate population for the month of Pebruary 2024 was 40. There was an average of 6 Federal inmates (161 days) and 2 board-ins (51 days) for the month.
- Discussion to build a parking garage for patrol cars. It is not in budget, but could be completely funded by asset forfeiture monies, no county funds used. Just a plan for cost estimates at this time. Straight in parking, 100-foot length, Garage doors at later date, unheated. Building & Grounds may be able to work on it as time permits. Suggested that Gary Hammond discuss at his committee meeting.

RESOLUTIONS:

- Revise Resolution #47-23 Authorize Acceptance of NYS 2023 PSAP Operation Grant
- Amena Resolution No. 58-24 2023-2024 NYS STOP DWI High Visibility Engagement Grant STOP DWI

Adjourned at 316pm.

Respectfully Submitted

Debora J. Stubecki
Office Specialist III
Office of Emergency Services

PUBLIC SAFETY MEETING

April 2, 2024

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, April 2, 2024 at 2:30 PM.

Present:

Barb Roberts Legislator
Undersheriff Rich Hallett
William Standinger Legislator

Chad Post Probation Officer, Probation
Corinne Cornelius Director, Emergency Services
Marte Sauerbrev Chair, Legislator

Cathy Haskell Legislative Clerk
Peter DeWind County Attorney

Absent:

Guest:

Keith Flesher Chair, Public Safety

Sheriff Gary Howard Sheriff's Office
Brian Cain Director, Probation
Bob Williams Deputy Fire Coordinator

APPROVAL OF MINUTES:

Approval of March 6, 2024 minutes will be carried over to the May 2024 Meeting due to lack of Quorum.

PROBATION Chad Post:

FINANCIAL:

- 2824 Budget is on Track. Expended 30.9% of 2024 Budget.
- \$2,670 in restitution and surcharge collected in March 2024.

OLD BUSINESS

- Training: Parick Var Durme completed first week of Fundamentals.
- Probation received a Reward Notice from the Division of Criminal Justice Services in December of 2023 awarding Probation \$60,000 for Pre-Trial Service costs in Tioga County. Ordered and Received iPads for each Officer in the Department as well as the Administrators for use at Court, during field contacts, during meetings and in the office, saving time during the workday.
- JDAT 3 tickets received in March 2024.
- WWP will be cancelled due to lack of orders coming in from the Justice Courts.

NEW BUSINESS:

- Probation Officers attended a one-day Disability Awareness Training on March 12, 2024, at Tioga Downs organized by the Tioga County Career Center.
- Two Probation Officers attended Decision Points Facilitator Training in Albany from March 26-28, 2024.
- Coming up: All Probation Officers will be attending three-day training from May 21-23, 2024, at the Tioga County Sheriff's Office organized by the Tioga County Threat Assessment Management Team and the Domestic Terrorism Prevention Unit.
- Probation Staff attended a First Aid/CPR course at the Tioda County Sheriff's Office on March 21, 2024, facilitated by Roy Schreiner who was presented an Appreciation Plaque for 30 years of partnering with Probation throughout his service with Tioga County.
- Electronic Monitoring: March 2024 Equipment has been upgraded; Buddi provided new equipment at no cost.
- Coming Up: Clean-Up Workday April 13, 2024; organized by Sister Mary O'Brien of Tioga County Rural Ministries.

PERSONNEL:

- One Vacant Probation Officer 1 position exists; One Interview completed, anticipating one or two more coming up. Next Exam Scheduled is in June 2024.
- One unfunded Probation Officer 1 position remains unfunded.

RESOLUTIONS:

None

OFFICE of EMERGENCY MANAGEMENT - Corinne Cornelius:

FINANCIAL:

2024 Budget is on Track.

OLD BUSINESS:

- Motorola had a company come out and climb the Prospect Tower; evaluating what needs to be done to refurbish that. Also came out to measure the Athens Tower to get the lease exhibit ready.
- CAD Project continuing to monitor. State police cars are finally showing up live on the map, updating and refreshing, as well as Candor EMS.
- Emergency Management Commissioner Jackie Bray came down to visit the County; Check in with the county and give updates. No impact concerns regarding the solar eclipse.
- Large paving Foject going on Route 17 starting this month; Bridges will be out in Apalachin, they have put together a response plan.
- Fire Burn ban is in effect until May 15, 2024.

NEW BUSINESS:

None.

PERSONNEL:

Deputy Director position is still posted.

RESOLUTIONS:

- Approve Sole Source Purchase of Fiber Build to Connect Tioga County Public Safety Building to Broome County Public Safety Building
- Amend Resolution 20-23 Authorize Lease with Motorola Solutions to Fund Equipment for P25 Radio System Project
- Acceptance of the Application for Thomas A. Kelley to the Tropa County HAZMAT Team
- Acceptance of the Application for Jeffrey Winchell to the Tioga County HAZMAT Team
- Amend Resolution 498-23 Transfer of Surcharge Funds Purchase Workstations/Carpet
 - **Resolutions will need to move forward to the Legislative Work session due to lack of Quorum

SHERIFF - Rich Hallett:

FINANCIAL:

- 2024 Budget:
 - o Revenues are \$51,756 which is 10% of the budget. Expenditures are at \$2,641,402 which is 21% of the budget. Inmate Boarders are at \$29,366 which is 19% of the budget.

OLD BUSINESS:

- Jail Camera replacement project is still orgoing.
- E911 Center system upgrades are still being worked on.
- Jail daily population for March was 42.

NEW BUSINESS:

- Starting a new drone program for crash investigations.
- Beginning the new building/garage project.

PERSONNEL:

- Update of Vacancies:
 - Civil One Vacant part-time Civil Deputy position.
 - Corrections Five Vacant Corrections Officer positions; One Vacant Part-Time Cook position.
 - No Corrections Officer on Light Duty.
 - Two Corrections Officers still on Military Deployment.
 - Road Patrol Two Vacant Deputy positions.
 - Two Deputies currently attending the Police Academy.
 - One on Light Duty.

- One on Military Deployment.
- E911 Two Vacant E911 Dispatcher Trainee Positions.
- Records all positions are filled.
- Administration all positions are filled.

RESOLUTIONS:

- Authorize the Submission of PTS (Police Traffic Services) Grant Application
- Resolution Recognizing Roy Schreiner's Nearly 30 Years of Dedicated Service to Tioga County
 - **Resolutions will need to move forward to the Legislative Work session due to lack of Quorum

ADJOURNED:

Meeting was adjourned at 2:54 PM.

Respectfully Submitted,

Donna Gilligan

Donna Gilligan Accounting Associate III - Payroll Tioga County Shorlif's Office 04/02/24

Tioga County YEAR-TO-DATE BUDGET REPORT

| PCT USE/COL | 18 . 38** 100 . 008** 24 . 008** 25 . 25 . 25 . 25 . 25 . 25 . 25 . 25 . |
|---|--|
| AVAILABLE BUDGET | -1,600.00 -13,330.00 -15,000.00 -18,300.00 - |
| ENCUMBRANCES | 1, 114.49 1, 114.49 |
| YTD ACTUAL | -2,670 00 -2,670 00 -60,000 00 -904 50 -904 50 231,375 53 6,623 12 141 91 141 91 141 91 141 91 141 91 141 91 141 91 141 91 147 95 990 00 928 00 137 95 150 00 485 00 486 |
| REVISED BUDGET | 23, 1500 10 |
| TRANFRS/ ADJSTMTS | -60,000 -60,000 0 0 0 0 0 0 0 0 0 0 0 0 |
| ORIGINAL APPROP | 116,000 116,000 118,000 116,920 811,803 25,000 5,000 11,500 11,000 11 |
| FOR 2024 04 ACCOUNTS FOR: A General Fund A3140 Probation | A3140 415600 Adoption Investiga A3140 415810 Probation - DWI Surcha A3140 415810 DWI-Probation - DWI Su A3140 415810 DWI-Probation Sala A3140 433100 State Aid-Probatio State Aid-Enhanced A3140 433180 State Aid-Enhanced A3140 433182 Full Time A3140 433182 Full Time Pay Only State Aid-Enhanced A3140 433182 Full Time Pay Only State Aid-Enhanced A3140 510010 Part Time/Temporar Overtime Pay Only Part A3140 510010 Part Time/Temporar Overtime Pay Only A3140 510010 Car Maintenance A3140 520200 CPS01 Computer-CPS A3140 520215 Car Maintenance A3140 540220 CPS01 Computer-CPS A3140 540220 CPS01 Contracting SA3140 540220 CPS01 Automobile Full A3140 540220 Program Expens A3140 540360 RTA Automobile Full A3140 540360 RTA Automobile Full A3140 540360 Mileage Expense A3140 540480 Postage Program Expense A3140 540480 Services Rendered A3140 540480 CPS01 Program Expense A3140 540480 Services Rendered A3140 540660 CPS01 Telephone (Se A3140 540660 RTA Telephone—TTA A3140 540731 Training/State Req A3140 540731 Training/State Req |



Tioga County YEAR-TO-DATE BUDGET REPORT

| | PCT USE/COL | 399.1% 399.1% 399.1% 4% | 31.8% | | 495.6% 18.8%* 100.0%* 40.0% 37.3% 40.1% 41.8% 37.3% | 39.7% | | 100.0% | 100.0% | 38.6% | |
|-------------|---------------------------------|---|-----------------|-------------------------------------|--|-------------------------------------|----------------------------|---------------------------------|----------------------------|--------------------|----------------------------------|
| | AVAILABLE BUDGET | 28,171.44 10,039.05 514.96 131,523.45 | 762,329.05 | | 395.58 -12,144.51 17,468.82 -30.78 2,100.40 1,059.91 503.94 212.22 11,778.29 2,82 | 11,357.46 | | 00. | 00. | 773,686.51 | -182,778.40 956,464.91 |
| | ENCUMBRANCES | 88888 | 2,159.56 | | 99999999999 | 00. | | 82,560.00 | 82,560.00 | 84,719.56 | 84,719.56 |
| | YTD ACTUAL | 18,883.81 6,434.56 342.54 84,519.38 | 353,392.79 | | -495.58 4,056.18 30.78 1,399.60 751.65 330.95 126.30 1,275.91 1,275.91 | 7,484.68 | | 41,280.00 | 41,280.00 | 402,157.47 | -64,435.11 466,592.58 |
| | REVISED BUDGET | 47,055 16,474 858 216,043 | 1,117,881 | | -12,145 21,525 21,525 3,500 1,812 3,33 3,054 3,054 | 18,842 | | 123,840 | 123,840 | 1,260,564 | -247,214 1,507,777 |
| | TRANFRS/ ADJSTMTS | -11,108 16,474 858 175,928 | 236, 569 | | 1,812 0 0 1115 333 3,054 5 | 5,112 | | 0 | 0 | 241,680 | -60,000 301,680 |
| | ORIGINAL APPROP | 58,164 0 40,115 | 881,313 | | -12,145 21,525 21,525 3,500 950 0 | 13,730 | | 123,840 | 123,840 | 1,018,883 | -187,214 1,206,097 |
| FOR 2024 04 | ACCOUNTS FOR: A General Fund | A3140 583088 Social Security Fr A3140 584088 Workers Compensati A3140 585588 Disability Insuran A3140 586088 Health Insurance F A3140 588988 Eap Fringe | TOTAL Probation | A3142 Alternatives To Incarceration | A3142 415150 Alternatives To In A3142 433120 State Aid-Alternat A3142 510010 Full Time A3142 510040 Workers Compensati A3142 540140 Contracting Servic A3142 583088 State Retirement F A3142 584088 Workers Compensati A3142 585588 Disability Insuran A3142 586088 Health Insurance F A3142 586088 Eap Fringe | TOTAL Alternatives To Incarceration | A3146 Sex Offender Program | A3146 540140 Contracting Servic | TOTAL Sex Offender Program | TOTAL General Fund | TOTAL REVENUES TOTAL EXPENSES |

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Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

| USE/COL | 38.6% |
|--------------|-------------|
| BUDGET | 773,686.51 |
| ENCUMBRANCES | 84,719.56 |
| YTD ACTUAL | 402,157.47 |
| BUDGET | 1,260,564 |
| ADJSTMTS | 241,680 |
| APPROP | 1,018,883 |
| | GRAND TOTAL |
| | |

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

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Page

Public Safety Committee Meeting Probation Department Report May 7, 2024

Budget Status:

2024 Revenue Budget:

- \$810 of DWI Supervision fee collected in April. \$3,480 collected in 2024
- \$2,395 in restitution and surcharge collected in April. \$10,106.24 collected to date in 2024

Current Business:

- 1. Staffing A Probation Officer resigned effective May 2, 2024. Therefore, there are two open Probation Officer I positions that remain unfilled. There have been multiple interviews with candidates for the positions, however the Civil Service exam will not be given until June with results from the exam expected in the Fall.
- 2. Training Probation Officers continue to attend trainings throughout the state while working toward fulfilling their yearly minimum training requirement of 21 hours. To date, Officers have attended trainings in regard to Pre-Trial Release, DWI Supervision, Officer Wellness, Sexual Orientation, Gender Identity and Expression (SOGIE), and Decision Points.

From May 21-23, 2024, all Probation Officers will be attending a three-day training at the Tioga County Sheriff's Office being organized by the Tioga County Threat Assessment Management (TAM) Team and the Domestic Terrorism Prevention Unit. Probation Officers will complete the Threat Evaluation and Reporting Course (TERC) in anticipation of their participation on the Tioga County Threat Advisory Committee in the future.

- 3. All Probation access doors have now been rewired to enable Probation staff to access the Department without using a physical key. Probation staff can now use their County ID card or wristbands provided by IT to access the Department. In addition to paying for the last door upgrade, IT also provided the funding for the update and installation of a security camera and control pad which allows Probation Staff to view who is at the rear entry door and allow them access remotely through the new control panel.
- 4. Probation staff and their families teamed up with Tioga County Court Staff and their families to participate in the Tioga County Spring Clean-Up Day on April 13, 2024, organized by Sister Mary O'Brien of Tioga County Rural Ministries. This is the second year that Probation staff and Court staff worked together to help elderly citizens of Tioga County with Spring clean-up at their homes.
- 5. Probation would like to begin discussions with the Committee regarding the possibility of requesting an increase of all Probation series positions in the salary schedule by one

pay grade. The Probation Director plans to bring the committee details regarding the proposal at the June Public Safety Meeting.

6. Juvenile Delinquency Services:

April of 2024- There were two Juvenile Delinquency Appearance Tickets (JDAT) received for the month of April. A 13-year-old female was issued a JDAT for Petit Larceny after she allegedly made unauthorized purchases using her grandmother's credit card. There was also a 16-year-old male issued a JDAT for Criminal Mischief and Endangering the Welfare of a Child (both misdemeanors) after he allegedly threw a ball on the school bus and damaged some equipment on the bus. One of the youth was referred to the County Attorney's Office due to having needs which could not be met during a diversion period. The other youth appeared appropriate for Diversion and was scheduled to sign a Diversion contract.

YTD: 7 JDATs received to date.

- E- Connect: To date, -- Seven (7) youth have been screened in 2024. As a result of the E-Connect screenings, five (5) youth were found to be below threshold and not in need of an immediate mental health referral. Zero (0) youth were found to be level II and were referred for a mental health evaluation. Two (2) youth were found to be level III and agreed to schedule an appointment at TCDMH. Zero (0) youth were also determined to be a level I which required immediate mental health intervention.
- There is one youth currently in juvenile sex offender treatment.

ATI Programs:

- <u>Electronic Monitoring</u> There is currently one individual being monitored via the VCheck24 phone app, GPS electronic monitoring system, and AlcoTag systems.
- Community Service WWP has resumed with a new Officer at the TCSO supervising the program following the retirement of Corrections Officer Roy Schreiner. At times the program will only function on one day of the weekend if numbers drop too low. WWP is also being used as a graduated sanction on Probation Violations.
- <u>Pre-Trial Release</u> There are 24 people being supervised via the Pre-Trial Release program

Court Ordered Investigations: 45 active investigations for Tioga County courts (Criminal, Family and Surrogate)

Supervision: 182 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)

Violation of Probation petitions: 12 defendants/respondents have violation petitions pending against them in criminal & family court.

Personnel:

Two Vacant Probation Officer I positions One unfunded Probation Officer position Resolutions: (0) None