

PUBLIC SAFETY COMMITTEE AGENDA

EMERGENCY SERVICES

September 5, 2023

2:30 PM

- APPROVAL OF MINUTES July 5, 2023
- FINANCIAL
 - YTD Report
- OLD BUSINESS
 - Communications Project
 - CAD Project
 - EMS
 - Emergency Management
 - Threat Assessment Management
 - Fire

- RESOLUTIONS
 - No Resolutions

- PROCLAMATIONS – 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 Standing	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 2:43</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
---------------	----------------------

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 Broome 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
YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

Table with columns: ACCOUNTS FOR: A, General Fund, ORIGINAL APPROP, TRANFRS/ADJSTMTS, REVISED BUDGET, YTD ACTUAL, ENCUMBRANCES, AVAILABLE BUDGET, PCT USE/COL. Rows include items like Fire/EMS Reimburse, State Aid-Emergenc, Part Time/Temporar, etc.



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3410 540350 Office Equip Maint	500	0	500	.00	.00	500.00	.0%
A3410 540360 Meals/Food	100	0	100	12.69	.00	87.31	12.7%
A3410 540370 Medical Expense	1,000	0	1,000	.00	.00	1,000.00	.0%
A3410 540390 Mileage Expense	4,000	0	4,000	1,865.84	.00	2,134.16	46.6%
A3410 540410 Nursing Supplies	2,500	0	2,500	.00	.00	2,500.00	.0%
A3410 540480 Postage	250	0	250	.00	.00	250.00	.0%
A3410 540485 Printing/Paper	300	0	300	39.05	.00	260.95	13.0%
A3410 540560 Repairs	1,500	0	1,500	.00	.00	1,500.00	.0%
A3410 540620 Software Expense	500	0	500	223.84	.00	276.16	44.8%
A3410 540630 Stationery Supplie	2,000	0	2,000	316.31	.00	1,683.69	15.8%
A3410 540640 Supplies (Not offi	1,500	0	1,500	162.33	.00	1,337.67	10.8%
A3410 540660 Telephone	2,000	0	2,000	563.08	.00	1,436.92	28.2%
A3410 540733 Training/All other	2,500	0	2,500	456.00	85.00	1,959.00	21.6%
A3410 581088 State Retirement F	7,587	0	7,587	13,903.26	.00	-6,315.94	183.2%*
A3410 583088 Social Security Fr	2,246	0	2,246	2,793.65	.00	-547.19	124.4%*
A3410 584088 Workers Compensati	4,898	0	4,898	5,405.70	.00	-507.68	110.4%*
A3410 588988 Eap Fringe	59	0	59	67.36	.00	-8.68	114.8%*
TOTAL Fire	122,652	311,541	434,194	227,064.54	142.60	206,986.53	52.3%
TOTAL General Fund	122,652	311,541	434,194	227,064.54	142.60	206,986.53	52.3%
TOTAL REVENUES	-15,000	0	-15,000	-1,540.00	.00	-13,460.00	
TOTAL EXPENSES	137,652	311,541	449,194	228,604.54	142.60	220,446.53	



**Tioga County
YEAR-TO-DATE BUDGET REPORT**

FOR 2023 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	122,652	311,541	434,194	227,064.54	142.60	206,986.53	52.3%

** END OF REPORT - Generated by Simmons, Mike **



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3640 Emergency Mgmt Office							
A3640 510010 Full Time	142,523	0	142,523	94,653.46	.00	47,869.54	66.4%
A3640 510020 Part Time/Temporar	10,868	0	10,868	.00	.00	10,868.00	.0%
A3640 510030 Overtime Pay Only	10,000	0	10,000	.00	.00	10,000.00	.0%
A3640 540010 Advertising	700	0	700	65.71	218.00	416.29	40.5%
A3640 540070 Car Maintenance	2,000	0	2,000	890.40	.00	1,109.60	44.5%
A3640 540090 Clothing	500	0	500	.00	.00	500.00	.0%
A3640 540140 HME17 Contracting S	3,000	0	3,000	.00	.00	3,000.00	.0%
A3640 540220 Automobile Fuel	4,000	0	4,000	1,403.68	2,596.32	.00	100.0%
A3640 540510 Radio Repairs	500	0	500	.00	.00	500.00	.0%
A3640 540560 Repairs	500	0	500	.00	.00	500.00	.0%
A3640 540660 Telephone	3,000	0	3,000	1,018.69	319.96	1,661.35	44.6%
A3640 540733 Training/All other	1,000	0	1,000	.00	.00	1,000.00	.0%
A3640 581088 State Retirement F	0	0	0	3,233.23	.00	-3,233.23	100.0%*
A3640 583088 Social Security Fr	7,413	0	7,413	6,345.92	.00	1,067.00	85.6%
A3640 584088 Workers Compensati	2,398	0	2,398	1,753.96	.00	643.68	73.2%
A3640 585588 Disability Insuran	68	0	68	91.35	.00	-23.49	134.6%*
A3640 586088 Health Insurance F	25,721	0	25,721	35,459.20	.00	-9,738.70	137.9%*
A3640 588988 Eap Fringe	29	0	29	21.85	.00	6.66	76.6%
TOTAL Emergency Mgmt Office	214,218	0	214,218	144,937.45	3,134.28	66,146.70	69.1%
TOTAL General Fund	214,218	0	214,218	144,937.45	3,134.28	66,146.70	69.1%
TOTAL EXPENSES	214,218	0	214,218	144,937.45	3,134.28	66,146.70	



Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	214,218	0	214,218	144,937.45	3,134.28	66,146.70	69.1%

** END OF REPORT - Generated by Simmons, Mike **

Financial:

Budget: Within Budget - See attached spreadsheets

Old Business:**Communications Project:**

On August 22nd, 2023, representatives from Motorola Sales and Civil engineering divisions visited the four "greenfield" sites to gather information necessary to design the tower sites.

Portable radios have been ordered for the Sheriff's Office. Delivery is estimated to be approximately 20 weeks.

The Project Worksheet for the 2023 Targeted Communications Grant. We will be applying for additional funding for our Communications Project.

CAD Project:

No progress has been made between County and State IT personnel to get the State Police added to the CAD system.

EMS:

The Fall Basic EMT Class has started with 12 students.

Emergency Management:

We are continuing to assist with the County Hazard Mitigation Plan. Wendy Walsh and Elaine Jardine are working with the contractor to provide the necessary data and information from the County and other local governments.

County Emergency Services and State Emergency Management supplied generator/light towers for the county fair.

Threat Assessment Management Program:

We are working on the development of a smartphone app for Emergency Services that will include information about Threat Assessment Programs and links for reporting suspicious activities.

Fire:

Fire Protection was supplied throughout the duration of the fair by the Owego Fire Department and supplemented by mutual aid departments.

Resolutions:

No Resolutions this Month