

PUBLIC SAFETY COMMITTEE AGENDA

EMERGENCY SERVICES

January 7, 2025

2:30 PM

- APPROVAL OF MINUTES December 3, 2024

- FINANCIAL

- YTD Report

- OLD BUSINESS

- Radio Project
 - CAD Project
 - EMS
 - Emergency Management
 - Threat Assessment Team
 - Fire
 - New Business
 - Strategic Plan
 - Personnel

- RESOLUTIONS

A10 – Amend Reso 433-24 Authorize Acceptance of 2024 Homeland Security Grant (SHSP24) and Appropriation of Funds.

- PROCLAMATIONS – NONE

- ADJOURNMENT

PUBLIC SAFETY MEETING

December 3, 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, December 3, 2024 at 2:30 PM.

Present:

Keith Flesher	Chair, Public Safety
Marte Sauerbrey	Chair, Legislator
Barb Roberts	Legislator
William Standinger	Legislator
Brian Cain	Director, Probation
Sheriff Gary Howard	Sheriff's Office
Corinne Cornelius	Director, Emergency Services
Bob Williams	Assistant Fire Coordinator

Guest:

Cathy Haskell	Legislative Clerk
Jackson Bailey	County Administrator
Peter DeWind	County Attorney

Absent:

APPROVAL OF MINUTES:

Approval of October 8, 2024 and November 5, 2024 minutes:

Legislator Standinger made the motion, seconded by Legislator Roberts to approve the October 8, 2024 and the November 5, 2024 Public Safety minutes, as written. Motion carried.

PROBATION – Brian Cain:

FINANCIAL:

- 79 % of budget. On Track.

OLD BUSINESS:

- Training: Working with NYS Police Major Crimes Unit on testifying training. Surrounding counties are moving forward with creating their own probation Regional Academy for the souther tier, it has been encouraged by NYS. Three people are interested in becoming trainers.
- New Durango should be arriving today.
- Juvenile Delinquency Services: One received for month of November.
- One Youth currently in juvenile sex offender treatment and two youth completing evaluations.
- Electronic Monitoring: Cycling people through. Currently there are five individuals being monitored.
- WWP: Currently suspended pending further court orders.

- Pre-Trial Release: there are 34 people being supervised.
- Court Ordered Investigations: 36 active cases opened.
- Supervising: 175 people currently.

NEW BUSINESS:

- Evidence based Atlas Digital Platform: Resolution to be submitted.
- Strategic Plan Goals: Survey will be distributed to staff early in 2025 to give input.

PERSONNEL:

- One Vacant Probation Officer 1 position exists.
- One unfunded Probation Officer 1 position remains unfunded.

RESOLUTIONS:

- None.

OFFICE of EMERGENCY MANAGEMENT – Corinne Cornelius:

FINANCIAL:

- Budget still within parameters.

OLD BUSINESS:

- Radio Project: Permitting packages have been delivered to the towns. There are some questions. New system will address all the needs where there are current coverage issues. Carmichael and Popple towers failed the structural assessments. Popple tower needs more structural integrity. Motorola is accessing what will need to be done to bring them in to compliance. Highway Department is assisting in creating an RFP for work that needs to be done at the Prospect Tower site. Committee formed to talk about talk groups and subscriber needs, kickoff meeting was held November 25, 2024.
- CAD Project: Working well. Other EMS agencies are joining.
- EMS: No Changes. Spring EMT class schedule running January 27 – May 19, 2025.
- Emergency Management: Corinne and Will attended the Regional Fire Administrators Conference in Montour Falls. Will completed the ICS400 Course.
- Threat Assessment Team: held a meeting to work through policies and procedures with the consultant from Squad9.
- Fire: Burn ban has been lifted as of November 29, 2024. Departments have been extremely busy. Fires have been suspicious in nature across the county.

NEW BUSINESS:

- Plans are continuing for Open House, with a tentative date of May 17th, 2025.

PERSONNEL:

- Will is learning and doing great as the new Deputy Director.

RESOLUTIONS:

- Amend Reso No. 395-24; Authorize Acceptance of 2024 Homeland Security Grant (SHSP24) and Appropriation of Funds
- Memorandum of Understanding (MOU) with Broome County Radio Communications

***Committee agreed to move these resolutions forward*

SHERIFF – Gary Howard:

FINANCIAL:

- Revenues are \$488,250.25 which is 89% of the budget. Expenditures are at \$10,989,418.85 which is 88% of the budget. Inmate Boarders are \$167,439.07 which is 112% of the budget.

OLD BUSINESS:

- TCLEA Contract is being finalized.
- Daily inmate population was 48.
- New building/garage project: Electric has been put in.

NEW BUSINESS:

- New LPR has been ordered; not yet delivered.
- Jail Camera replacement project is still ongoing.

PERSONNEL:

- Update of Vacancies:
 - Civil – One Vacant part-time Civil Deputy position.
 - Corrections – Three Vacant Corrections Officer positions; One Vacant Part-Time Cook position.
 - No Corrections Officers on Light Duty.
 - One on Military Deployment.
 - Road Patrol – Three Vacant Deputy positions.
 - No Deputies on Light Duty.
 - E911 – Three Vacant E911 Dispatcher Trainee Positions.
 - Records – all positions are filled.
 - Administration – all positions are filled.

RESOLUTIONS:

- Authorize Position Reclassification Sheriff's Office

***Committee agreed to move these resolutions forward*

EXECUTIVE SESSION

Legislator Standinger made a motion, seconded by Legislator Roberts, to go into executive session at 3:11 PM to discuss Personnel Issues. In attendance was Legislators Flesher, Roberts & Standinger, Legislature Clerk Cathy Haskell; Legislator Chair Sauerbrey; and County Administrator Jackson Bailey.

Legislator Roberts motioned to adjourn Executive Session at 3:34 PM, seconded by Legislator Standinger.

ADJOURNED:

Meeting was adjourned at 3:34 PM.

Respectfully Submitted,

Donna Gilligan

Donna Gilligan

Accounting Associate III – Payroll Tioga County Sheriff's Office

12/03/24

DRAFT



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTN	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3021 Enhanced E911							
A3021 411400	0	0	-550,000	-435,629.27	.00	-114,370.73	79.2%*
A3021 411401	0	112,982	112,982	112,982.08	.00	.00	100.0%
A3021 520110	0	388,347	838,347	3,661.18	2,293.94	832,391.47	7%
A3021 520130	0	11,490	11,490	10,857.05	.00	633.12	94.5%
A3021 540093	0	-58,417	41,583	37,376.60	.00	4,206.29	89.9%
A3021 540140	0	79,371	79,371	56,227.00	7,227.00	15,917.00	79.9%
A3021 540320	0						
A3410 Fire							
A3410 415880	-5,000	0	-5,000	-2,705.00	.00	-2,295.00	54.1%*
A3410 427010	0	0	0	.00	.00	.00	.0%
A3410 433060	0	0	0	-970.00	.00	970.00	100.0%
A3410 433060	0	0	0	.00	.00	.00	.0%
A3410 433060	0	0	0	.00	.00	.00	.0%
A3410 433200	-15,000	0	-15,000	.00	.00	-15,000.00	.0%*
A3410 443050	0	0	0	.00	.00	.00	.0%
A3410 510010	0	0	0	.00	.00	.00	.0%
A3410 510020	44,202	0	44,202	58,828.44	.00	-14,626.44	133.1%*
A3410 510050	10,000	0	10,000	.00	.00	10,000.00	.0%
A3410 520020	3,000	-2,557	443	.00	.00	442.66	.0%
A3410 520030	1,000	0	1,000	86.79	.00	913.21	8.7%
A3410 520080	500	3,821	4,321	3,965.29	.00	356.05	91.8%
A3410 520130	18,000	-1,000	17,000	4,984.58	382.99	11,632.43	31.6%
A3410 520160	400	0	400	74.04	.00	325.96	18.5%
A3410 520190	2,500	-264	2,236	833.47	.00	1,402.53	37.3%
A3410 520191	0	298,397	298,397	.00	.00	298,397.00	.0%
A3410 520215	8,000	0	8,000	1,124.81	2,383.80	4,491.39	43.9%
A3410 521130	5,000	0	5,000	.00	.00	5,000.00	.0%
A3410 530100	0	0	0	.00	.00	.00	.0%
A3410 530141	0	0	0	.00	.00	.00	.0%
A3410 530300	0	0	0	.00	.00	.00	.0%
A3410 540000	0	0	0	.00	.00	.00	.0%
A3410 540070	2,000	0	2,000	1,567.46	.00	432.54	78.4%
A3410 540140	8,000	0	8,000	3,015.68	.00	4,984.32	37.7%
A3410 540140	0	0	0	.00	.00	.00	.0%
A3410 540140	10,000	-10,000	0	8,280.65	1,050.60	2,668.75	77.8%
A3410 540144	12,000	0	12,000	1,795.00	.00	105.00	94.5%
A3410 540180	1,200	700	1,900				



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ADJUSTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3410 540220	Automobile Fuel	3,500	-1,100	2,400	1,654.47	.00	745.53	68.9%
A3410 540320	Leased/Service Equ	1,000	150	1,150	1,048.28	.00	101.72	91.2%
A3410 540330	Legal Fees	0	0	0	.00	.00	.00	.0%
A3410 540340	Literature	3,000	-250	2,750	1,928.28	.00	821.72	70.1%
A3410 540350	Office Equip Maint	500	0	500	.00	.00	500.00	.0%
A3410 540360	Meals/Food	100	0	100	.00	.00	100.00	.0%
A3410 540370	Medical Expense	1,000	0	1,000	.00	.00	1,000.00	.0%
A3410 540390	Mileage Expense	3,000	0	3,000	2,772.80	53.60	173.60	94.2%
A3410 540410	Nursing Supplies	3,000	0	3,000	2,742.38	.00	2,257.62	24.7%
A3410 540480	Postage	250	0	250	.00	.00	250.00	.0%
A3410 540485	Printing/Paper	300	0	300	149.03	.00	150.97	49.7%
A3410 540560	Repairs	1,500	0	1,500	555.50	.00	944.50	37.0%
A3410 540620	Software Expense	500	0	500	216.85	.00	283.15	43.4%
A3410 540630	Stationery Supplie	2,000	0	2,000	1,779.01	.00	220.99	89.0%
A3410 540640	Supplies (Not Offi	1,500	500	2,000	1,736.19	30.97	232.84	88.4%
A3410 540660	Telephone	2,000	0	2,000	716.74	.00	1,283.26	35.8%
A3410 540731	Training/State Req	250	0	250	175.00	50.00	25.00	90.0%
A3410 540733	Training/All Other	2,500	0	2,500	1,116.33	.00	1,383.67	44.7%
A3410 581088	State Retirement F	13,331	13,875	27,206	27,205.88	.00	.00	100.0%
A3410 583088	Social Security Fr	2,246	2,402	4,648	4,648.04	.00	.00	100.0%
A3410 584088	Workers Compensati	4,898	2,753	7,651	7,650.85	.00	.00	100.0%
A3410 584588	Life Insurance Fri	0	0	0	.00	.00	.00	.0%
A3410 585088	Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3410 585588	Disability Insuran	0	0	0	.00	.00	.00	.0%
A3410 586088	Health Insurance F	0	0	0	.00	.00	.00	.0%
A3410 588988	Eap Fringe	16	86	102	101.55	.00	.00	100.0%
A3640 Emergency Mgmt Office								
A3640 427010	COV19 Refunds Of Pr	0	0	0	.00	.00	.00	.0%
A3640 433080	State Aid-C837990	0	0	0	.00	.00	.00	.0%
A3640 435100	COV19 State Aid-Fem	0	0	0	.00	.00	.00	.0%
A3640 436574	Hazard Mitigation	0	0	0	.00	.00	.00	.0%
A3640 443050	Federal Aid-Civl1	0	0	0	.00	.00	.00	.0%
A3640 443050	EMP16 Federal Aid-C	0	0	0	.00	.00	.00	.0%
A3640 443050	EMP17 Federal Aid-C	0	0	0	.00	.00	.00	.0%
A3640 443050	EMP18 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 443050	EMP19 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 443050	EMP20 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 443050	EMP21 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 443050	EMP22 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 443050	EMP23 Fed-Aid- Civi	0	0	0	.00	.00	.00	.0%
A3640 443050	EMP24 Fed-Aid- Civi	0	0	0	.00	.00	.00	.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3640 445100	COVID Federal Aid-F	0	0	0	.00	.00	.00	.0%
A3640 510010	Full Time	146,165	0	146,165	110,078.94	.00	36,086.06	75.3%
A3640 510020	Part Time/Temporar	15,000	0	15,000	.00	.00	15,000.00	.0%
A3640 510030	Overtime Pay Only	10,000	0	10,000	.00	.00	10,000.00	.0%
A3640 510050	All-Other(On Call,	0	0	0	.00	.00	.00	.0%
A3640 520090	Computer	0	0	0	.00	.00	.00	.0%
A3640 530100	Data Processing	0	0	0	.00	.00	.00	.0%
A3640 530300	Legal	0	0	0	.00	.00	.00	.0%
A3640 530330	Shared Services -P	0	0	0	.00	.00	.00	.0%
A3640 540000	Contract Expense	0	0	0	.00	.00	.00	.0%
A3640 540010	Advertising	700	0	700	.00	.00	700.00	.0%
A3640 540070	Car Maintenance	2,000	0	2,000	1,561.71	.00	438.29	78.1%
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 540141	Gis Create & Maint	0	0	0	.00	.00	.00	.0%
A3640 540180	Dues	0	0	0	.00	.00	.00	.0%
A3640 540220	Automobile Fuel	4,000	0	4,000	1,779.06	.00	2,220.94	44.5%
A3640 540320	Leased/Service Equ	0	0	0	.00	.00	.00	.0%
A3640 540360	COVID Meals/Food	0	0	0	.00	.00	.00	.0%
A3640 540390	Mileage Expense	0	0	0	.00	.00	.00	.0%
A3640 540420	Office Supplies	0	0	0	.00	.00	.00	.0%
A3640 540420	COVID Office Suppli	0	0	0	.00	.00	.00	.0%
A3640 540510	Radio Repairs	500	0	500	.00	.00	500.00	.0%
A3640 540540	Reimbursements	0	0	0	.00	.00	.00	.0%
A3640 540560	Repairs	500	0	500	283.33	.00	216.67	56.7%
A3640 540581	Security Systems &	0	0	0	.00	.00	.00	.0%
A3640 540640	COVID Supplies (Not	0	0	0	.00	.00	.00	.0%
A3640 540660	Telephone	3,000	0	3,000	1,504.61	79.99	1,415.40	52.8%
A3640 540733	Training/All Other	1,000	0	1,000	318.00	.00	682.00	31.8%
A3640 581088	State Retirement F	3,330	4,913	8,243	8,243.20	.00	.00	100.0%
A3640 583088	Social Security Fr	7,413	203	7,616	7,615.51	.00	.00	100.0%
A3640 584088	Workers Compensati	0	1,655	1,655	1,654.56	.00	.00	100.0%
A3640 584588	Life Insurance Fri	0	0	0	.00	.00	.00	.0%
A3640 585088	Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3640 585588	Disability Insuran	127	-33	94	93.96	.00	.00	100.0%
A3640 586088	Health Insurance F	22,891	16,063	38,954	38,953.80	.00	.00	100.0%
A3640 588988	Eap Fringe	0	22	22	21.96	.00	.00	100.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	372,319	864,107	1,236,426	92,661.67	13,552.89	1,130,211.48	8.6%

** END OF REPORT - Generated by Rockwell, Diane **

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -25 AMEND RESO NO. 433-24;
AUTHORIZE ACCEPTANCE OF
2024 HOMELAND SECURITY GRANT (SHSP24)
AND APPROPRIATION OF FUNDS
OFFICE OF EMERGENCY SERVICES
SHERIFF'S OFFICE

WHEREAS: Resolution No. 433-24, and Resolution No. 395-24 appropriated funds from the SHSP24 Homeland Security Grant into an erroneous account number; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That Resolution No. 433-24 be amended to appropriate funds to the correct account as listed below:

FROM:	A3361.443050.SHS24 Fed-Aid-Civil Defense-DHSES	\$20,913
TO:	A3110.510030 Sheriff Overtime	\$ 4,000
TO:	A3361.520130-SHS24 Equipment (not Car)	\$16,913

And be it further

RESOLVED: That the remaining balance at year end be carried forward into the next budget year.

Financial:

Budget: Within Budget - See attached spreadsheets.

Old Business:**Radio Project:**

Permitting packages have been delivered to the towns. We believe the confusion in Richford has been resolved and can move forward.

Carmichael and Popple towers failed the structural assessments. Motorola is accessing what will need to be done to bring them into compliance.

Meetings have been held, including the County Attorney's office, and Motorola to discuss utility coordination at the new tower sites.

Highway is assisting in creating an RFP for work that will need to be completed at the Prospect Tower site, including a driveway, a new roof, and tree work.

CAD Project:

CAD is working well. Other agencies are joining.

EMS:

No significant changes in county EMS coverage. The same issues continue to exist regarding manpower shortages.

The Spring EMT class schedule is being completed for Jan 27-May 19, 2025.

Emergency Management:

We continue to monitor weather conditions and storms to ensure that we have plans in place, should they be needed.

The two new Tahoe's have been lettered, thanks to Robinson Design and are closer to being response ready.

Threat Assessment Team:

Regular meetings for the team will be scheduled and held.

Fire:

Fire departments have continued to be very busy. With the temperatures dropping, it is important to follow safe heating practices, including ensuring chimneys are cleaned, and that there are working smoke and CO detectors in the residence.

New Business:

Plans are continuing for our Open House, with a tentative date of May 17th, 2025.

Continue to have remote access for Will Ellis, Deb Stubecki, Corinne Cornelius, and Bob Williams – no regular days/times for them to work remotely, but they all need access to the system remotely should an incident arise.

Strategic Plan:

No changes or updates.

Personnel:

None.

Resolutions:

A10 – Amend Reso 433-24 Authorize Acceptance of 2024 Homeland Security Grant (SHSP24) and Appropriation of Funds.