

## PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation

July 5, 2022

2:30 pm

- **Approval of minutes** from June 7, 2022 Public Safety Committee meeting
- **Financial**
  1. Budget on track for 2022
  2. Budget team has started preparing 2023 budget
- **Old business**
  1. Staffing
  2. Decision Points
  3. Update on significant supervision cases
- **New business**
  1. Budget
  2. COPA Summer Conference
  3. Staff changes
- **Personnel**
  1. One vacant Probation Officer 1 position
  2. One unfunded Probation Officer 1 position
- **Resolutions (0)**
  1. None
- **Proclamations**
  1. None
- **Adjournment**

**PUBLIC SAFETY MEETING****June 7, 2022**

The regular meeting of Public Safety, Probation, EMO, Stop DWI, Fire, & Safety was held in the Legislative Conference Room, at the Ronald E. Dougherty County Office Building, 56 Main Street, Tuesday, June 7, 2022, which started at 2:31 PM and ended at 3:30 PM.

**Present:**

Dennis Mullen	Chair, Public Safety
William Standinger III	Legislator {Committee Member} <i>(Arrived@ 2:41 PM)</i>
Edward Hollenbeck	Legislator {Committee Member}
Barb Roberts	Legislator {Committee Member}
Marte Sauerbrey	Chair of the Legislator
Gary Howard	Sheriff, Sheriff's Office
Brian Cain	Director, Probation
Mike Simmons	Director, Office of Emergency Services
Bob Williams	Deputy Director, Office of Emergency Services <i>(Arrived @ 2:40 PM)</i>

GUESTS: Peter DeWind, County Attorney  
Cathy Haskell, Legislative Clerk

**APPROVAL OF MINUTES:**

The May 3, 2022 minutes was accepted with no corrections or changes

**Motion by:** Ed Hollenbeck to accept the May 3, 2022 Minutes.

**Second:** Barb Roberts

All in Favor - Carried

**OFFICE OF EMERGENCY SERVICES – Mike Simmons:****FINANCIAL:**

- May YTD Report – Budget

**OLD BUSINESS:**

- Radio Project Report
- CAD Project – has been installed and went on line on May 10, 2022.

- EMS Study – The Center of Governmental Research (CGR) has released a draft copy of the study for review and comment. The report has been reviewed and the final report will be available this month.
- Emergency Management – Towns of Spencer and Nichols are both in the process of developing their emergency plans. Town and Village of Spencer have completed a large portion of their plans.

**NEW BUSINESS:**

- EMPG22 and SHSP22 Grant Applications – Resolutions need to be approved before any such grant application is submitted. SHSP22 – grant of \$59,750
- CAD – since upgrade need to replace outdated laptops in Sheriff's cars as well as cell phone modems and antennas for the new system to work effectively. Cost approximately \$50,000.

**PERSONNEL:**

- The position of EMS Coordinator - not filled yet.

**RESOLUTIONS:**

- Authorize the Chair of the County Legislature to Enter Agreement to Join the Central New York Interoperable Communications Consortium
- Authorization to Apply for SHSP22 Grant
- Authorize to Apply for EMPG22 Grant
- Modify 2022 Budget and Appropriation of Funds Reserve for E911

**PROBATION – *Brian Cain:*****FINANCIAL:**

- Budget on track for 2022
- Payment of fee to have Automon host Caseload Explorer – moved \$3,910 from various budget lines to pay for the migration of Caseload Explore Tioga County server to Automon who will host the program going forward. The move is on hold but I have a phone conference with Automon for June 15<sup>th</sup>.

**OLD BUSINESS:**

- Staffing-hired Angela Zito as of June 6, 2022 as the Accounting Associate III. With the hiring of Angela, we are now fully staffed.
- Decision Points – met with administration at Newark Valley High School to start Decision Points in May and continue through the 2022-2023 school year. The school was not able to secure the releases from student's parents. Initial class will be scheduled for the Fall of 2022.

**NEW BUSINESS:**

- Stipend-Lisa and Kristen will have completed these additional duties for three months as of July 2022, it is respectfully requested that this be recognized in the form of a stipend for each individual.
- Significant supervision cases – One high risk and one high profile supervision cases.
- Collaborative meeting with TCADS/TCDMH – schedule a joint meeting between Probation and these agencies as staff has changed in each department.
- Speaking engagement – Rotary Club at the Elks on May 31, 2022 to about 20 people – some of the people I know as they used to work for Tioga County.
- Staffing – received a resignation letter from Probation Officer Roys. She will be resigning in two weeks. Her last day is June 16, 2022. Probation Officer position will be vacant until the test is given and an eligible list is available.
- Juvenile Delinquency-18 JD Appearance Tickets received to date.
- Collaboration with Veteran's Services – Veteran mentor program is in motion. Potential mentors to formally enroll in the program. Mentor applications will be reviewed and then those individuals notified as to the next step.

**PERSONNEL:**

- One unfunded Probation Officer 1 position

**RESOLUTIONS:**

- Approval to hire Angelo Zito at the higher end of the salary range for an Accounting Associate III due to relevant experience and make it so retroactive to her hire date of June 6, 2022

**EXECUTIVE SESSION:**

Brian Cain requested an Executive Session. Legislator William Standinger made a motion; Legislator Ed Hollenbeck Seconded to discuss employee financial matter. Time commenced 3:30 PM; Time adjourned 3:45 PM with no action taken. Attendance six (6) Legislators, County Attorney, and Legislative Clerk.

**SHERIFF – Gary Howard:****FINANCIAL:**

- Revenues are at \$308,123 which is 61% of the budget. Expenditures are at \$4,395,007 which is 46% of the budget. Inmate boarders are at \$197,352 which is 132% of the budget.

**OLD BUSINESS:**

- Update on Labor Issues – No word yet.
- Update on litigation issues – with a former employee.
- Update on inmate population – for the month of May 2022 was 50 inmates; 17 Federal inmates and 5 board-in.
- Update on projects – Black Creek – new monitor has arrived, waiting on installations. Live Scan printers are now installed, waiting on software configurations. Spillman is now live and updates are being completed.

**NEW BUSINESS:**

- Jail camera project starting – replacing some old cameras.
- MAT Program in the jail to start in September.

**PERSONNEL:**

- Civil Office – New Civil Deputy Ladd Dawson.
- Corrections Division – 5 open Corrections Officer Positions; 3 Corrections Officers have successfully completed the Corrections Academy; and 2 open part-time cooks.
- Road Patrol – 2 Deputies currently on light duty; 3 Deputies attending the police academy – 2 from the Corning Academy are now in field training and 1 at the Broome County Academy.
- E911 Emergency Communications Center – 1 open full-time and 1 open part-time Dispatcher position.
- Records – all position full.
- Administration – all positions full.

**RESOLUTIONS:**

- Extend Contract CBH Medical for jail medical and mental health services
- Authorize the Submission of fiscal year 2022 Body Worn Camera Grant

Respectfully submitted,

Kristen Kallin  
Secretary to the Director of Probation—June 9, 2022



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT JUNE 2022

FOR 2022 13

ACCOUNTS FOR:	ORIGINAL	REVISED	YTD EXPENDED	YTD EXPENDED	ENC/REQ	AVAILABLE	PCT USED
General Fund	APPROP	BUDGET				BUDGET	

### A3140 Probation

A3140 510010	Full Time	839,125	832,785	348,529.48	.00	.00	484,255.52	41.9%
A3140 510020	Part Time/Temporary	28,645	28,645	11,873.02	.00	.00	16,771.98	41.4%
A3140 510030	Overtime Pay Only	5,000	5,000	588.13	.00	.00	4,411.87	11.8%
A3140 510040	Workers Compensation	0	0	248.02	.00	.00	-248.02	100.0%
A3140 510050	All Other(On Call, Cl	0	6,340	6,340.00	.00	.00	.00	100.0%
A3140 520070	Chairs	400	1,146	851.95	.00	.00	293.85	74.4%
A3140 520200	Office Equipment	2,500	2,500	.00	.00	.00	2,500.00	.0%
A3140 520215	Personal Protective E	4,500	3,754	3,754.20	.00	.00	.00	100.0%
A3140 540070	Car Maintenance	2,550	1,886	427.76	.00	.00	1,458.04	22.7%
A3140 540080	Clinic Supplies	4,250	4,250	384.20	.00	.00	3,865.80	9.0%
A3140 540140	RTA Contracting Servic	72,510	72,510	.00	.00	.00	72,510.00	.0%
A3140 540180	Dues	850	850	810.00	.00	.00	40.00	95.3%
A3140 540220	Automobile Fuel	2,200	2,200	665.64	.00	.00	1,534.36	30.3%
A3140 540220	RTA Automobile Fuel-RT	1,230	1,230	.00	.00	.00	1,230.00	.0%
A3140 540320	Leased/Service Equipm	3,300	1,800	888.87	.00	33.70	877.43	51.3%
A3140 540340	Literature	1,800	1,054	142.00	.00	.00	912.20	13.5%
A3140 540360	Meals/Food	1,000	0	.00	.00	.00	.00	.0%
A3140 540390	Mileage Expense	100	100	.00	.00	70.20	29.80	70.2%
A3140 540420	COV19 Office Supplies	0	500	267.13	.00	.00	232.87	53.4%
A3140 540480	Postage	2,000	2,000	234.59	.00	.00	1,765.41	11.7%
A3140 540487	FH01 Program Expense-F	0	7,500	329.99	.00	.00	7,170.01	4.4%
A3140 540590	Services Rendered	1,265	1,265	149.90	.00	.00	1,115.10	11.8%
A3140 540620	Software Expense	9,247	13,157	13,156.91	.00	.00	.00	100.0%
A3140 540630	Stationery Supplies	6,500	6,000	1,219.08	.00	.00	4,780.92	20.3%
A3140 540660	Telephone	2,052	2,052	692.14	.00	.00	1,359.86	33.7%
A3140 540660	RTA telephone-RTA	1,440	1,440	569.85	.00	.00	870.51	39.6%
A3140 540731	Training/State Requir	10,000	10,000	2,008.98	.00	.00	7,991.02	20.1%
A3140 581088	State Retirement Frin	102,678	102,678	53,153.62	.00	.00	49,523.96	51.8%
A3140 583088	Social Security Fring	58,164	58,164	28,232.49	.00	.00	29,931.06	48.5%
A3140 584088	Workers Compensation	19,198	19,198	9,945.49	.00	.00	9,252.16	51.8%
A3140 585588	Disability Insurance	1,064	1,064	496.11	.00	.00	567.93	46.6%
A3140 586088	Health Insurance Frin	301,471	301,471	134,075.64	.00	.00	167,395.02	44.5%
A3140 588988	Eap Fringe	228	228	113.72	.00	.00	114.58	49.8%
TOTAL Probation		1,485,266	1,492,766	620,148.91	.00	103.90	872,513.24	41.6%

### A3142 Alternatives To Incarceration

A3142 510010	Full Time	13,466	13,466	5,766.32	.00	.00	7,699.68	42.8%
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# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT JUNE 2022

FOR 2022 13

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
A3142 510050 All other(On Call, c1	0	0	160.00	.00	.00	-160.00	100.0%
A3142 540140 Contracting Services	4,000	4,000	1,068.80	.00	.00	2,931.20	26.7%
A3142 581088 State Retirement Frin	2,428	2,428	1,360.25	.00	.00	1,067.69	56.0%
A3142 583088 Social Security Fring	950	950	465.39	.00	.00	484.58	49.0%
A3142 584088 Workers Compensation	392	392	191.30	.00	.00	200.49	48.8%
A3142 585588 Disability Insurance	22	22	10.23	.00	.00	11.49	47.1%
A3142 586088 Health Insurance Frin	3,541	3,541	1,633.48	.00	.00	1,907.84	46.1%
A3142 588988 Eap Fringe	5	5	2.20	.00	.00	2.46	47.2%
TOTAL Alternatives To Incarcerati	24,803	24,803	10,657.97	.00	.00	14,145.43	43.0%
<b>A3146 Sex Offender Program</b>							
A3146 540140 Contracting Services	123,840	123,840	61,920.00	.00	61,920.00	.00	100.0%
TOTAL Sex Offender Program	123,840	123,840	61,920.00	.00	61,920.00	.00	100.0%
TOTAL General Fund	1,633,909	1,641,409	692,726.88	.00	62,023.90	886,658.67	46.0%
TOTAL EXPENSES	1,633,909	1,641,409	692,726.88	.00	62,023.90	886,658.67	



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT JUNE 2022

FOR 2022 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED	
GRAND TOTAL	1,633,909	1,641,409	692,726.88			62,023.90	886,658.67	46.0%
** END OF REPORT - Generated by Zito, Angela **								





# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT JUNE 2022

FOR 2022 13

ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<b>A3140 Probation</b>								
A3140	415600	Adoption Investigatio	-600	-600	.00	.00	-600.00	.0%
A3140	415800	Restitution Surcharge	-2,000	-2,000	-9,395.05	.00	7,395.05	469.8%
A3140	415810	Probation - DWI Super	-16,000	-16,000	-3,350.00	.00	-12,650.00	20.9%
A3140	415811	DWI-Probation Salary	-10,000	-10,000	-10,000.00	.00	.00	100.0%
A3140	433100	State Aid-Probation	-105,205	-105,205	-26,301.34	.00	-78,903.66	25.0%
A3140	433160	State Aid-Enhanced Pr	-18,566	-18,566	-4,641.41	.00	-13,924.59	25.0%
A3140	433170	Ignition Interlock De	-3,678	-3,678	-1,654.00	.00	-2,024.00	45.0%
A3140	433180	State Aid- STSJP	-7,000	-7,000	-3,197.48	.00	-3,802.52	45.7%
A3140	433182	RTA State Aid -Raise t	-78,150	-78,150	.00	.00	-78,150.00	.0%
TOTAL Probation			-241,199	-241,199	-58,539.28	.00	-182,659.72	24.3%
<b>A3142 Alternatives To Incarceration</b>								
A3142	415150	Alternatives To Incar	-100	-100	-10.00	.00	-90.00	10.0%
A3142	433120	State Aid-Alternative	-12,145	-12,145	.00	.00	-12,144.51	.0%
TOTAL Alternatives To Incarcerati			-12,245	-12,245	-10.00	.00	-12,234.51	.1%
TOTAL General Fund			-253,444	-253,444	-58,549.28	.00	-194,894.23	23.1%
TOTAL REVENUES			-253,444	-253,444	-58,549.28	.00	-194,894.23	



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT JUNE 2022

FOR 2022 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	-253,444	-253,444	-58,549.28	.00	.00	-194,894.23	23.1%
** END OF REPORT - Generated by zito, Angela **							

Public Safety Committee Meeting  
Probation Department Report  
July 5, 2022

**Budget Status:**

2022 Revenue Budget:

- \$750 of DWI Supervision fee collected in June. \$4,160 collected to date in 2022
- \$2,292 in restitution and surcharge collected in June. \$199,618 collected to date in 2022

Probation Director has created a budget team which has met twice to start preparing the 2023 budget within the constraints established by the legislature.

2022 Budget: On target

**Current Business:**

1. Staffing – Angela Zito has assumed the Accounting Associate III position as of June 6, 2022 and is doing well learning the procedures of the Probation Department.

Probation Officer Cheri Roys resigned effective June 16, 2022. Also, on June 30, 2022, newly hired Probation Officer Michelle Dunham submitted her two week notice. The Civil Service exam for Probation Officer I was given in June.

2. Significant supervision cases: We have one high risk and one high profile supervision case at this time. We have a transfer from Pennsylvania who is on probation for a domestic violence related matter and was reported to be threatening a new victim who resides in PA. It was also reported to Probation that the probationer possessed a gun at his residence. Probation Staff in partnership with the Village of Owego Police Department searched the home and found a high capacity magazine and ammunition for a model 1911 hand gun but no firearm was located. The probationer denied possessing a firearm. The probationer was charged for possessing the high capacity magazine and Pennsylvania was notified. We have submitted a violation through the ICAOS system asking that the probationer be retaken. Probation also encouraged the new victim in Pennsylvania to file charges in that jurisdiction.

**Update:** After several requests and involvement by State level ICAOS (interstate transfer system) officials, Pennsylvania authorities issued a warrant for the probationer and he was returned to Pennsylvania to answer to the sentencing court.

The high profile case is a pending matter of an elderly woman who allegedly robbed a bank in the Village of Waverly. Probation was asked to attend a bail hearing in the Village of Waverly Court. After discussions with the Court, Public Defender's Office, and District Attorney's Office the Court released the woman from the Tioga County Jail and placed her in the Release Under Supervision (RUS) program. Conditions of release include electronic monitoring and a mental health evaluation. The defendant is being monitored with no issues to date.

**Update:** The defendant's case was divested to Tioga County Court and processed via Superior Court Information (SCI) in which the defendant is charged with Robbery in the Third Degree.

3. Probation Director attended the Council of Probation Administrators (COPA) conference in Niagara Falls from June 27 through June 29. Presentations and discussions included the effective use of Incentives, Sanctions, and Therapeutic Adjustments, the progress of the statewide OPCA Financial Workgroup, Real Colors, and well as statewide updates.
4. Decision points – due to delays in the Newark Valley School District receiving the necessary releases from parents, the facilitation of Decision Points groups in the school will commence in the Fall of 2022.
5. Veteran mentor program is being put in motion. Veteran Services Director Mike Middaugh has initiated the Veteran Mentor Program (ETS program) in that emails have been sent to potential mentors to formally enroll in the program. Mentor applications will be reviewed and then those individuals notified as to the next steps.

**Update:** Probation volunteers have completed the registration process and have started the virtual training component of the program.

#### 6. Juvenile Delinquency Services:

June of 2022- Probation received four JD tickets for the month of June. The charges included Criminal Mischief, Forcible Touching, Falsely Reporting an Incident, and Assault. Three Class A Misdemeanors and a Class D Felony.

YTD: 22 JDATs received to date.

- E- Connect: 19 of 22 eligible youth screened (three respondents did not appear). Eleven of the youth screened were determined to be below threshold for mental health services. Seven youth were determined to be a level III and were referred for a mental health assessment. One youth was determined to be a level II and was referred to mental health for an evaluation and possible treatment.
- Probation continues to support and make referrals to ACBC as their Making Our Success Sustainable (M.O.S.S.) Program continues to grow. The program has moved to a new location on North Avenue in Owego. It appears the move to the North Avenue location has been beneficial for the program.
- We have four youth currently in juvenile sex offender treatment.

## **ATI Programs:**

- **Electronic Monitoring** – two adult offenders and one juvenile are currently being monitored using the traditional electronic monitoring unit. In addition one adult is being supervised with the VCheck 24 Phone GPS application.
- **Community Service** – WWP is still paused. Probation has received some additional sentences which include community service hours on WWP so it is anticipated the program will resume in the near future.
- **Pre-Trial Release** – There are 13 people being supervised via the Pre-Trial Release program

**Court Ordered Investigations:** 46 active investigations for Tioga County courts (Criminal, Family and Surrogate)

**Supervision:** 193 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)

**Violation of Probation petitions:** 20 defendants/respondents have violation petitions pending against them in criminal & family court.

## **Personnel:**

One Vacant Probation Officer I position  
One unfunded Probation Officer position

## **Resolutions:**

None