

PUBLIC SAFETY COMMITTEE AGENDA

EMERGENCY SERVICES

JULY 6, 2022

2:30 PM

- APPROVAL OF MINUTES JUNE 7, 2022
- FINANCIAL
 - JUNE YTD Report

- OLD BUSINESS
 - Radio Project Report
 - CAD Project
 - EMS Study

- NEW BUSINESS
 - Public Assistance Class

- PERSONNEL

- RESOLUTION
 - AMEND 194-22

- PROCLAMATIONS – 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} (Arrived@ 2:41 PM)
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 (Arrived @ 2:40 PM)

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

APPROVAL OF MINUTES:

The May 3, 2022 minutes were 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- CAD – since upgrade need to replace outdated laptops in Sheriff's cars as well as cell phone modems and antennas for the new system to work effectively.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 15th.

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 position.

RESOLUTIONS:

- Approval to hire Angela 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 Communication Center – 1 open full-time and 1 open part-time Dispatcher position.
- Records – all positions 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

FOR 2022 07								
ACCOUNTS FOR:	ORIGINAL	TRANSFERS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
A	APPROP	ADJUSTMENTS	BUDGET			BUDGET	USE / COL	
A3410 Fire								
A3410 415880	Fire/EMS Reimburse	-5,000	0	-5,000	-2,655.00	.00	-2,345.00	53.1%*
A3410 433060	State Aid-Fire-Sh0	0	0	0	.00	.00	.00	.0%
A3410 433060	SEN10 State Aid-Fir	0	0	0	.00	.00	.00	.0%
A3410 433200	State Aid-Emergenc	-20,000	0	-20,000	2,585.00	.00	-22,585.00	-12.9%*
A3410 443050	EMP16 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3410 510010	Full Time	0	0	0	.00	.00	.00	.0%
A3410 510020	Part Time/Temporar	31,652	0	31,652	13,106.60	.00	18,545.40	41.4%
A3410 510050	All Other(On Call)	10,000	0	10,000	263.73	.00	9,736.27	2.6%
A3410 520020	Audio Visual Equip	3,000	0	3,000	409.27	.00	2,590.73	13.6%
A3410 520030	Batteries (Portabl	1,200	0	1,200	.00	.00	1,200.00	.0%
A3410 520080	Clothing	500	0	500	.00	.00	500.00	.0%
A3410 520130	Equipment (Not Car	9,000	0	9,000	2,502.55	790.32	5,707.13	36.6%
A3410 520130	EMP16 Equipment (No	0	0	0	.00	.00	.00	.0%
A3410 520160	Fire & Alarms Equi	400	0	400	344.00	.00	56.00	86.0%
A3410 520190	Nursing Equipment	4,500	1,133	5,633	1,095.46	464.00	4,073.04	27.7%
A3410 520191	Emergency Equipmen	0	626,176	626,176	327,778.60	.00	298,397.86	52.3%
A3410 520215	Personal Protectiv	6,000	5,757	11,757	.00	.00	11,756.51	.0%
A3410 521130	SEN10 Equipment (No	5,000	0	5,000	.00	.00	5,000.00	.0%
A3410 530100	Data Processing	0	0	0	.00	.00	.00	.0%
A3410 530141	GIS	0	0	0	.00	.00	.00	.0%
A3410 530300	Legal	0	0	0	.00	.00	.00	.0%
A3410 540000	Contract Expense	0	0	0	.00	.00	.00	.0%
A3410 540070	Car Maintenance	2,000	0	2,000	36.24	.00	1,963.76	1.8%
A3410 540140	Contracting Servic	23,000	0	23,000	750.00	.00	22,250.00	3.3%
A3410 540140	EMP16 Contracting S	0	0	0	.00	.00	.00	.0%
A3410 540140	M7674 Contracting S	0	25,400	25,400	12,700.00	.00	12,700.00	50.0%
A3410 540144	Ems Instructors	10,000	0	10,000	5,391.82	.00	4,608.18	53.9%
A3410 540180	Dues	1,200	0	1,200	602.30	.00	597.70	50.2%
A3410 540220	Automobile Fuel	2,000	0	2,000	228.28	57.85	1,713.87	14.3%
A3410 540320	Leased/Service Equ	1,000	0	1,000	310.30	.00	689.70	31.0%
A3410 540330	Legal Fees	0	0	0	.00	.00	.00	.0%
A3410 540340	Literature	5,000	0	5,000	855.45	65.00	4,079.55	18.4%
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	4,000	0	4,000	1,814.30	.00	2,185.70	45.4%
A3410 540410	Nursing Supplies	1,500	0	1,500	.00	.00	1,500.00	.0%
A3410 540480	Postage	250	0	250	67.41	.00	182.59	27.0%
A3410 540485	Printing/Paper	300	0	300	208.50	.00	91.50	69.5%
A3410 540560	Repairs	1,500	0	1,500	.00	.00	1,500.00	.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022 07									
ACCOUNTS FOR:			ORIGINAL	TRANSFERS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PC T
A	General Fund		APPROP	ADJUSTS	BUDGET			BUDGET	EST/ACT
A3410	540620	Software Expense	500	0	500	.00	.00	500.00	.0%
A3410	540630	Stationery Supplie	1,500	0	1,500	291.11	.00	1,208.89	19.4%
A3410	540640	Supplies (Not Offi	1,500	0	1,500	102.43	.00	1,397.57	6.8%
A3410	540660	Telephone	2,000	0	2,000	433.82	.00	1,566.18	21.7%
A3410	540731	Training/State Req	0	0	0	.00	.00	.00	.0%
A3410	540733	Training/All Other	2,500	0	2,500	1,117.18	.00	1,382.82	44.7%
A3410	581088	State Retirement F	7,587	0	7,587	4,561.51	.00	3,025.81	60.1%
A3410	583088	Social Security Fr	2,246	0	2,246	1,074.49	.00	1,171.97	47.8%
A3410	584088	Workers Compensati	4,898	0	4,898	1,914.72	.00	2,983.30	39.1%
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	.26	.00	-.26	100.0%*
A3410	586088	Health Insurance F	0	0	0	98.51	.00	-98.51	100.0%*
A3410	588988	Eap Fringe	59	0	59	21.89	.00	36.79	37.3%
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-Civil	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	445100	COV19 Federal Aid-F	0	0	0	.00	.00	.00	.0%
A3640	510010	Full Time	75,909	0	75,909	30,688.40	.00	45,220.60	40.4%
A3640	510020	Part Time/Temporar	29,324	0	29,324	14,903.32	.00	14,420.68	50.8%
A3640	510030	Overtime Pay Only	10,000	0	10,000	3,105.74	.00	6,894.26	31.1%
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	-402	298	.00	.00	297.62	.0%
A3640	540070	Car Maintenance	2,000	402	2,402	599.10	.00	1,803.28	24.9%
A3640	540090	Clothing	500	0	500	.00	.00	500.00	.0%
A3640	540140	HME17 Contracting S	0	0	0	.00	.00	.00	.0%
A3640	540141	Gis Create & Maint	0	0	0	.00	.00	.00	.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022 07								
ACCOUNTS FOR	GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COI
A3640	540180	0	0	0	.00	.00	.00	.0%
A3640	540220	2,500	0	2,500	1,774.96	648.98	76.06	97.0%
A3640	540360	0	0	0	.00	.00	.00	.0%
A3640	540390	0	0	0	.00	.00	.00	.0%
A3640	540420	500	0	500	.00	.00	500.00	.0%
A3640	540420	0	0	0	.00	.00	.00	.0%
A3640	540510	500	0	500	.00	.00	500.00	.0%
A3640	540540	0	0	0	.00	.00	.00	.0%
A3640	540560	500	0	500	.00	.00	500.00	.0%
A3640	540581	0	0	0	.00	.00	.00	.0%
A3640	540640	0	0	0	.00	.00	.00	.0%
A3640	540660	3,000	0	3,000	540.47	559.93	1,899.60	36.7%
A3640	540733	1,000	0	1,000	.00	.00	1,000.00	.0%
A3640	581088	0	0	0	1,290.16	.00	-1,290.16	100.0%*
A3640	583088	7,413	0	7,413	3,837.93	.00	3,574.99	51.8%
A3640	584088	2,398	0	2,398	1,535.40	.00	862.24	64.0%
A3640	584588	0	0	0	.00	.00	.00	.0%
A3640	585088	0	0	0	.00	.00	.00	.0%
A3640	585588	68	0	68	33.93	.00	33.93	50.0%
A3640	586088	25,721	0	25,721	12,627.16	.00	13,093.34	49.1%
A3640	588988	29	0	29	17.56	.00	10.95	61.6%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FGR 2022.D7							
	ORIGINAL APPROP	TRANSFERS/ ADJUSTERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED/CUR
GRAND TOTAL	284,453	658,465	942,918	448,964.86	2,586.08	491,367.44	47.9%
** END OF REPORT - Generated by Rockwell, Diane **							

REFERRED TO:

PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -22

AMEND RESOLUTION # 194-22
MODIFY 2022 BUDGET AND
APPROPRIATION OF FUNDS
RESERVE FOR E911
OFFICE OF EMERGENCY SERVICES

WHEREAS: Resolution #194-22 modified the 2022 budget for the Office of Emergency Services in the amount of \$50,000 from the Reserve for E911 account; and

WHEREAS: The Director of Emergency Services would like to request additional funds in the amount of \$35,000 from the Reserve for E911 account due to the current laptop accessories not being compatible with the new laptops; therefore be it

RESOLVED: That resolution # 194-22 be amended to appropriate a total of \$85,000 from the Reserve for E911 as follows:

FROM:

A388903	Reserve for E911	\$85,000
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TO:

A3021.520130	Equipment (not car)	\$85,000
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Financial:

Budget: Within Budget - See attached spreadsheets

Old Business:**Radio Project:**

There has been no new information regarding the 2022 Statewide Interoperable Communications Grant. Our application was accepted last month.

The County Attorney is continuing discussions with the owner of the Skyview Dragstrip in an effort to obtain a parcel of property for us to construct a tower.

In a brief meeting with Motorola we have discussed how we will go about purchasing towers, shelters, and generators and having the site build. We learned that Motorola will complete all the civil work and build the sites if we purchase the towers, shelters, and generators. We are currently checking with other counties to see if they have any contracts for these items that we can piggyback purchasing from. We are also preparing RFPs for these items in the event that we cannot piggyback on another contract.

Radio equipment from Motorola takes approximately 6 months after placing the order for it to arrive in Chicago. We are reviewing the equipment list for accuracy with the Motorola engineers and plan to place the order for the equipment that will be installed at the towers shortly. We expect it will arrive in Chicago towards the end of this year. Once it arrives in Chicago the equipment is staged and the system is built there and we will have the opportunity to see how it works. Once we approve of the functionality of the equipment it is then disassembled, labeled, packaged and shipped to us.

CAD Project:

The new CAD system has been installed and went on line on May 10, 2020 and is functioning very well. Dispatch personnel are becoming increasingly efficient in the use of the new system. It is already becoming apparent that the system will require a significant amount of time to keep the data accurate and up to date. The fire departments are now sending us the response plans that they have developed for each address in their districts. We will need to enter these plans into the CAD database and keep them current.

As we have progressed with the CAD project we have found that the laptop computers in the Sheriff's patrol cars also need to be replaced. The current computers are operating on the Windows 7 platform and the Spillman System needs to operate on Windows 10. County IT has been consulted and determined that these computers cannot be upgraded and operate reliably. We also learned that the Verizon modems and antennas are at the end of their life and those too will need to be replaced. Replacing the laptops, vehicle brackets, and cellular modems are estimated to cost approximately \$50,000. A resolution is being submitted requesting funding from 911 Surplus Funds to purchase the necessary equipment. As we continued to work with IT and our vendors we have determined that additional equipment will cost more than originally estimated. The cost of the laptops alone will be approximately \$50,000 and the equipment to connect the Sheriff's vehicles will cost about an additional \$35,000. The previous resolution, #194-22 has been amended and it being submitted for approval.

EMS:

The Center for Governmental Research (CGR) has released a draft copy of the EMS Study for review and comment. I have contacted CGR and advised them that the report is overdue and needs to be completed as soon as possible.

Schuyler County has advised us that they are planning to purchase a used ambulance and hire 25 EMS personnel to fill the gaps in Ambulance Response.

Emergency Management:

We have requested a Public Assistance Workshop class to be held at the Public Safety Building sometime this year. This class is especially important for local governmental officials who will be working with damage claims from disasters.

New Business:

None

Personnel:

The position of EMS Coordinator is still not filled. Once the report from CGR is complete we will review it for suggestions regarding the needs of this position and move towards posting the job.

Resolutions:

Amend Resolution #194-22 to Modify 2022 Budget and Appropriation of Funds from E911 Reserve