

PUBLIC SAFETY COMMITTEE AGENDA

SHERIFF'S OFFICE

May 2, 2023

2:30 PM

- **APPROVAL OF MINUTES — April 4, 2023**
- **FINANCIAL**
 - April YTD Report
- **OLD BUSINESS**
 - New carpet in (2) jail pods complete – (2) pods to be completed.
- **NEW BUSINESS**
 - Jail camera project
 - Vesta Next Gen 911 planning
 - Pistol permit database changeover
 - Firearm changeover
 - Body worn camera project planning
- **PERSONNEL**
 - Update on Vacancies
- **RESOLUTIONS**
 - None.
- **ADJOURNMENT**

PUBLIC SAFETY MEETING

April 4, 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, April 4, 2023 at 2:30 PM.

Present:

Keith Flesher	Chair, Public Safety
Barb Roberts	Legislator
Dale Weston	Legislator
Brian Cain	Director, Probation
Sheriff Gary Howard	Sheriff's Office
Mike Simmons	Director, Emergency Services
Corrine Cornelius	Deputy Director, Emergency Services
Bob Williams	Assistant Fire Coordinator <i>(in at 2:33)</i>
William Standinger	Legislator <i>(in at 2:38)</i>
Marte Sauerbrey	Chair, Legislator <i>(in at 3:00)</i>

Guest:

Cathy Haskell	Legislative Clerk
Peter DeWind	County Attorney <i>(in at 2:39)</i>

Absent:

APPROVAL OF MINUTES:

Approval of March 7, 2023 minutes:

Legislator Weston made the motion, seconded by Legislator Roberts to approve the March 7, 2023 Public Safety minutes, as written. Motion carried.

PROBATION – Brian Cain:

FINANCIAL:

- Budget is on Track.

OLD BUSINESS:

- Staffing: Joy Bennett's Part Time position is now open and will be filled by Teri Rosenberger once she retires.
- Vehicles have been ordered with the help of Undersheriff Hallett. It took less time going with Robert Green – in good shape for a couple of years on vehicles.
- Waiting on Quote from IT for iPads for Officers.

NEW BUSINESS:

- Looking in to SCRAM Systems: In home handheld tests that do the same thing as ignition interlock devices. Legislator Flesher asked how accurate the sweat gland reads are.

Probation Director Cain responded that they are very accurate and it would be a good thing to be explored further; great enhancement for the services to be provided.

- Raise The Age – \$90,000 has been received.
- Comprehensive training procedures are being created for all new hires.
- Supervisory Summit – Come and talk about ideas and strengthen cooperation. Having supervisors from surrounding counties to discuss ideas is a very good thing.
- Have been working with Michael Middaugh of Veteran Services with a Vet to get him the services he needs.
- Things coming up – Annual state aid plan (due in May) little over \$100,000.
- RTA STS Plans; will get those applications in May.
- 1 JD for March.
- WWP has been doing well; pausing for a few weeks until a few more orders are received and will pick back up in 3-4 weeks.

Legislator Standinger commented that Michael Middaugh spoke highly of Brian Cain at that committee this morning.

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

OFFICE of EMERGENCY MANAGEMENT – Mike Simmons:

FINANCIAL:

- Budget is on Track.

OLD BUSINESS:

- Had a meeting last week with Motorola to determine and make sure we are on the right path to find out where towers are going to go.
- Motorola will take care of all the permits.
- If they find any artifacts it could set the project back a while.
- CAD system is up and running; the mapping is working with Owego Police Department, Sheriff's Office and Waverly Police Department. You can see the cars and statuses on the map. The NY State Police IT department has lost connections. They had their own IT division, now run by state offices.

NEW BUSINESS:

- None.

PERSONNEL:

- New EMS Coordinator started; doing a good job.

RESOLUTIONS:

- Authorize the Submission of Homeland Security Grant Application (SHSP23)
- Authorize the Submission of EMPG23 Grant Application
- Amend Resolution 120-23 Appropriation of Funds FY2022 Domestic Terrorism Grant
- Authorize Acceptance of 2022 SICG Targeted Grant (ST22) Appropriation of Funds & Modify 2023 Budget

***Committee agreed to move these resolutions forward*

SHERIFF – Gary Howard:

FINANCIAL:

- Revenues are at \$147,883.01 which is 27% of the budget. Inmate Boarders are at \$75,325.29.
- Expenditures are at \$2,715,908.02 which is 32% of the budget.

OLD BUSINESS:

- TCLEA Contract Negotiations are still ongoing.
- NCEU Contract Negotiations are still ongoing.
- Finished carpet in two jail pods.

NEW BUSINESS:

- Average daily inmate population for March is 59; it has decreased to 54 as of this date.
- Working on the Jail Camera Project – there was a camera that shorted out last week.
- In the middle of the Pistol Permit database changeover at this time.
- VESTA Next Gen 911 system plans are beginning.

PERSONNEL:

- Update of Vacancies:
 - Civil – One Vacant part-time Civil Deputy position.
 - Corrections – Four Vacant Corrections Officer positions; Two Vacant Part-Time Cook positions.
 - Four Corrections Officers have started within the month of March.
 - Road Patrol –
 - One Deputy on light duty.
 - One Deputy started academy; one graduated Friday night in Elmira.
 - New deputy starts on Monday.
 - Two unfunded Deputy positions.

- E911 –
 - One Vacant Full Time Dispatcher position.
 - One Dispatcher on maternity leave.
 - One Dispatcher resigns effective 4/12/23.
- Records – all positions are filled.
- Administration – all positions are filled.

RESOLUTIONS:

- Re-Appoint Member to Traffic Safety Board
- Authorize Acceptance of 2023 NYS PTS Grant (PTS-2023-Tioga Co SO-00240-054) Appropriation of Funds & Modify 2023 Budget

***Committee agreed to move these resolutions forward*

ADJOURNED:

Meeting was adjourned at 3:00 PM.

Respectfully Submitted,

Donna Gilligan

Donna Gilligan

Accounting Associate III – Payroll Tioga County Sheriff's Office

04/04/23

DRAFT



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR:	ORIGINAL	TRANSFERS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
A General Fund	APPROP	ADJUSTMTS	BUDGET			BUDGET	USE/COL
A3020 Public Safety Communication E							
A3020 411400	Emergency Telephon	-185,000	0	-185,000	-6,339.87	.00	-178,660.13 3.4%*
A3020 433310	State Aid-Enhanced	0	0	0	.00	.00	.00%
A3020 510010	Full Time	658,947	0	658,947	163,191.14	.00	495,755.86 24.8%
A3020 510020	Part Time/Temporar	6,800	-700	6,100	190.10	.00	5,909.90 3.1%
A3020 510030	Overtime Pay Only	44,084	0	44,084	13,675.26	.00	30,408.26 31.0%
A3020 510050	All Other(On Call,	21,812	700	22,512	4,626.89	.00	17,885.31 20.6%
A3020 520090	Computer	500	0	500	.00	.00	500.00 .0%
A3020 520130	Equipment (Not Car	450	0	450	.00	.00	450.00 .0%
A3020 540000	Contract Expense	0	0	0	.00	.00	.00 .0%
A3020 540350	Office Equip Maint	300	0	300	.00	.00	300.00 .0%
A3020 540510	Radio Repairs	0	0	0	.00	.00	.00 .0%
A3020 540620	Software Expense	5,300	0	5,300	.00	.00	5,300.00 .0%
A3020 540660	Telephone	33,821	0	33,821	8,582.05	23,536.04	1,702.91 95.0%
A3020 581088	State Retirement F	54,738	0	54,738	23,205.18	.00	31,532.88 42.4%
A3020 583088	Social Security Fr	32,335	0	32,335	14,957.30	.00	17,377.60 46.3%
A3020 584088	Workers Compensati	12,243	0	12,243	5,239.79	.00	7,003.61 42.8%
A3020 584588	Life Insurance Fri	0	0	0	.00	.00	.00 .0%
A3020 585088	Unemployment Insur	0	0	0	.00	.00	.00 .0%
A3020 585588	Disability Insuran	679	0	679	274.05	.00	404.55 40.4%
A3020 586088	Health Insurance F	152,703	0	152,703	61,671.84	.00	91,030.84 40.4%
A3020 588988	Eap Fringe	146	0	146	65.27	.00	80.33 44.8%
A3110 Sheriffi							
A3110 412703	Shared Services Sh	-30,000	0	-30,000	.00	.00	-30,000.00 .0%*
A3110 415100	Sheriff Fees	-80,000	0	-80,000	-21,469.71	.00	-58,530.29 26.8%*
A3110 425450	Licenses	-35,000	0	-35,000	-5,000.00	.00	-30,000.00 14.3%*
A3110 425950	Patrol Income	-2,500	0	-2,500	.00	.00	-2,500.00 .0%*
A3110 426250	Forfeiture Of Crim	0	0	0	.00	.00	.00 .0%
A3110 426260	Forfeiture Of Crim	0	0	0	.00	.00	.00 .0%
A3110 427010	Refunds Of Prior Y	0	0	0	-538.00	.00	538.00 100.0%
A3110 427050	PLS01 Gifts And Don	0	0	0	.00	.00	.00 .0%
A3110 433190	State Aid- Bullet	0	0	0	.00	.00	.00 .0%
A3110 433470	State Aid-SLETPP G	0	0	0	.00	.00	.00 .0%
A3110 433480	State Aid-16 SLETP	0	0	0	.00	.00	.00 .0%
A3110 433890	State Aid-Sheriff	0	0	0	.00	.00	.00 .0%
A3110 433890	BwC22 State Aid-She	0	-50,000	-50,000	-50,000.00	.00	.00 100.0%
A3110 433900	State Aid-Police T	0	0	0	.00	.00	.00 .0%
A3110 433950	State Aid-Buckle U	0	0	0	.00	.00	.00 .0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR: A	General Fund	ORIGINAL APPROP	TRANFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3110 433952	NYS Legislative Gr	0	0	0	.00	.00	.00	.0%
A3110 433960	St Aid- Child Pass	0	0	0	.00	.00	.00	.0%
A3110 443190	Fed Aid Bullet Pro	0	0	0	.00	.00	.00	.0%
A3110 445890	Federal Aid-Other	0	-10,530	-10,530	.00	.00	-10,530.00	.0%*
A3110 510010	Full Time	2,873,666	0	2,873,666	781,557.49	.00	2,092,108.51	27.2%
A3110 510020	Part Time/Temporar	60,000	0	60,000	6,308.48	.00	53,691.52	10.5%
A3110 510030	Overtime Pay Only	150,095	10,530	160,625	68,206.11	.00	92,418.89	42.5%
A3110 510040	Workers Compensati	0	0	0	.00	.00	.00	.0%
A3110 510050	All other(On Call,	74,950	0	74,950	20,791.22	.00	54,158.78	27.7%
A3110 520130	Equipment (Not Car	10,000	971	10,971	2,373.22	197.99	8,400.03	23.4%
A3110 520130	BWC22 Equipment (No	0	50,000	50,000	.00	.00	50,000.00	.0%
A3110 520191	Emergency Equipmen	5,000	215	5,215	2,784.30	1,471.45	959.25	81.6%
A3110 530100	Data Processing	0	0	0	.00	.00	.00	.0%
A3110 530300	Legal	0	0	0	.00	.00	.00	.0%
A3110 530330	Shared Services	0	0	0	.00	.00	.00	.0%
A3110 540000	Contract Expense	0	0	0	.00	.00	.00	.0%
A3110 540020	Ammunition	14,000	0	14,000	.00	6,980.82	7,019.18	49.9%
A3110 540070	Car Maintenance	49,540	0	49,540	7,909.68	4,197.82	37,432.50	24.4%
A3110 540090	Clothing	28,000	1,750	29,750	8,155.01	8,231.14	13,363.52	55.1%
A3110 540093	Building Maint & R	14,500	0	14,500	352.17	8,322.78	5,825.05	59.8%
A3110 540220	Automobile Fuel	120,000	0	120,000	26,047.37	66,597.09	27,355.54	77.2%
A3110 540280	Investigations	10,500	0	10,500	2,109.05	4,234.72	4,156.23	60.4%
A3110 540330	Legal Fees	7,500	0	7,500	180.00	.00	7,320.00	2.4%
A3110 540335	Asset Forfeiture E	0	1,398	1,398	1,397.50	.00	.00	100.0%
A3110 540336	Asset Forf. Exp-Re	0	8,622	8,622	8,622.00	.00	.00	100.0%
A3110 540350	Office Equip Maint	1,000	0	1,000	538.20	339.14	122.66	87.7%
A3110 540420	Office Supplies	16,000	14	16,014	4,126.83	1,101.78	10,785.69	32.6%
A3110 540444	Permits, Fees, Ins	26,000	0	26,000	11,037.78	178.00	14,784.22	43.1%
A3110 540470	Physicals	12,000	0	12,000	900.00	6,695.00	4,405.00	63.3%
A3110 540480	Postage	10,000	0	10,000	8,173.86	745.00	2,081.14	89.2%
A3110 540485	Printing/Paper	9,000	0	9,000	1,433.18	1,721.80	5,845.02	35.1%
A3110 540510	Radio Repairs	0	0	0	.00	.00	.00	.0%
A3110 540560	Repairs	2,000	0	2,000	.00	500.00	1,500.00	25.0%
A3110 540620	Software Expense	17,700	0	17,700	6,575.98	10,161.88	962.14	94.6%
A3110 540640	Supplies (Not Offi	3,000	0	3,000	.00	.00	3,000.00	.0%
A3110 540640	PLS01 Supplies -PLS	1,250	0	1,250	.00	.00	1,250.00	.0%
A3110 540660	Telephone	12,500	0	12,500	1,929.00	8,429.39	2,141.61	82.9%
A3110 540680	Tires	11,924	0	11,924	.00	.00	11,924.00	.0%
A3110 540731	Training/State Req	5,000	0	5,000	950.00	1,800.00	2,250.00	55.0%
A3110 540733	Training/All Other	15,000	0	15,000	2,561.98	.00	12,438.02	17.1%
A3110 581088	State Retirement F	545,603	0	545,603	214,003.40	.00	331,599.58	39.2%
A3110 583088	Social Security Fr	212,822	0	212,822	71,708.92	.00	141,112.98	33.7%
A3110 584088	Workers Compensati	47,749	0	47,749	18,461.69	.00	29,287.57	38.7%
A3110 584588	Life Insurance Fri	920	0	920	230.55	689.45	.00	100.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR: A	General Fund	ORIGINAL APPROP	TRANFRS/ADJUSTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3110 585088	Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3110 585588	Disability Insuran	543	0	543	211.41	.00	331.47	38.9%
A3110 586088	Health Insurance F	808,575	0	808,575	302,971.03	.00	505,603.83	37.5%
A3110 588988	Eap Fringe	568	0	568	229.97	.00	337.87	40.5%
A3150 Jail								
A3150 422640	Jail - For Other G	-150,000	0	-150,000	-107,022.24	.00	-42,977.76	71.3%*
A3150 422650	Jail - Inmate Forf	-1,000	0	-1,000	-350.15	.00	-649.85	35.0%*
A3150 427010	Refunds Of Prior Y	0	0	0	.00	.00	.00	.0%
A3150 427720	Misc Jail Revenue	-5,000	0	-5,000	-800.00	.00	-4,200.00	16.0%*
A3150 433920	State Aid-Jail/Bre	0	0	0	.00	.00	.00	.0%
A3150 443920	Federal Aid-Jail/B	0	0	0	.00	.00	.00	.0%
A3150 510010	Full Time	2,734,951	0	2,734,951	695,824.42	.00	2,039,126.58	25.4%
A3150 510020	Part Time/Temporar	18,000	0	18,000	.00	.00	18,000.00	.0%
A3150 510030	Overtime Pay Only	140,000	0	140,000	164,349.54	.00	-24,349.54	117.4%*
A3150 510040	Workers Compensati	0	0	0	.00	.00	.00	.0%
A3150 510050	All Other(On call,	20,000	0	20,000	4,032.13	.00	15,967.87	20.2%
A3150 520191	Emergency Equipmen	500	0	500	.00	.00	500.00	.0%
A3150 540000	Contract Expense	0	0	0	.00	.00	.00	.0%
A3150 540040	Books	0	0	0	.00	.00	.00	.0%
A3150 540090	Clothing	8,000	0	8,000	1,722.65	222.55	6,054.80	24.3%
A3150 540091	Bedding	1,000	0	1,000	769.05	99.04	131.91	86.8%
A3150 540093	Building Maint & R	21,000	0	21,000	2,221.87	1,242.23	17,535.90	16.5%
A3150 540140	Contracting servic	1,100	0	1,100	434.97	621.50	43.53	96.0%
A3150 540210	Garbage Disposal	5,500	0	5,500	1,302.78	3,997.22	200.00	96.4%
A3150 540350	Office Equip Maint	0	0	0	.00	.00	.00	.0%
A3150 540360	Meals/Food	185,470	0	185,470	46,589.18	123,460.82	15,420.00	91.7%
A3150 540370	Medical Expense	886,024	0	886,024	209,477.56	663,642.81	12,903.83	98.5%
A3150 540620	Software Expense	63,500	0	63,500	53,283.72	8,140.00	2,076.28	96.7%
A3150 540640	Supplies (Not Offi	26,000	0	26,000	4,877.01	3,826.07	17,296.92	33.5%
A3150 540640	COVID Supplies (Not	0	0	0	.00	.00	.00	.0%
A3150 581088	State Retirement F	325,539	0	325,539	129,289.31	.00	196,249.84	39.7%
A3150 583088	Social Security Fr	170,741	0	170,741	70,162.88	.00	100,577.79	41.1%
A3150 584088	Workers Compensati	52,285	0	52,285	19,312.15	.00	32,973.19	36.9%
A3150 584588	Life Insurance Fri	2,100	0	2,100	391.40	1,333.60	375.00	82.1%
A3150 585088	Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3150 585588	Disability Insuran	0	0	0	.00	.00	.00	.0%
A3150 586088	Health Insurance F	776,144	0	776,144	279,722.34	.00	496,421.83	36.0%
A3150 586089	Health Insurance C	0	0	0	.00	.00	.00	.0%
A3150 588988	Eap Fringe	603	0	603	240.55	.00	362.67	39.9%
A3151 Jail - Alternatives Program								
A3151 510010	Full Time	38,579	0	38,579	11,722.18	.00	26,856.82	30.4%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR:	ORIGINAL	TRANSFERS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
A General Fund	APPROP	ADJUSTMENTS	BUDGET			BUDGET	USE/COL
A3151 510030 Overtime Pay Only	0	0	0	.00	.00	.00	.0%
A3151 510050 All Other(On Call)	0	0	0	.00	.00	.00	.0%
A3151 581088 State Retirement F	6,817	0	6,817	1,518.65	.00	5,298.08	22.3%
A3151 583088 Social Security Fr	2,637	0	2,637	957.93	.00	1,679.40	36.3%
A3151 584088 Workers Compensati	735	0	735	177.91	.00	556.69	24.2%
A3151 584588 Life Insurance Fri	0	0	0	.00	.00	.00	.0%
A3151 585088 Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3151 585588 Disability Insuran	0	0	0	.00	.00	.00	.0%
A3151 586088 Health Insurance F	16,789	0	16,789	4,063.90	.00	12,725.13	24.2%
A3151 588988 Eap Fringe	9	0	9	2.23	.00	6.51	25.5%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
H Capital Fund							
H3110 Sheriff							
H3110 433952 NYS Legislative Gr	0	0	0	.00	.00	.00	.0%
H3110 520130 Equipment (Not Car	0	0	0	.00	.00	.00	.0%
H3110 520620 Software Expense	0	0	0	.00	.00	.00	.0%
H3110 521060 Car/Truck	161,000	0	161,000	126,464.19	.00	34,535.81	78.5%
H3150 Jail							
H3150 520130 Equipment (Not Car	0	0	0	.00	.00	.00	.0%
H3150 520255 Security Equipment	50,000	0	50,000	.00	.00	50,000.00	.0%
H3150 520620 Software Expense	0	0	0	.00	.00	.00	.0%
H3150 521000 Not Assigned	0	0	0	.00	.00	.00	.0%
H3150 521060 Car/Truck	0	0	0	.00	.00	.00	.0%



TIOGA COUNTY, NEW YORK

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

FOR 2023 12

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD. ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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GRAND TOTAL	11,428,285	12,970	11,441,255	3,515,906.78	962,717.13	6,962,630.66	39.1%
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** END OF REPORT - Generated by Rockwell, Diane **

Tioga County Sheriff's Office



DATE: April 28, 2023
TO: Sheriff Howard
RE: May 2, 2023 Public Safety - Reference Notes

Personnel Issues:

1. Civil Office

- a) There is currently (1) open part-time Civil Deputy position.

2. Corrections Division

- a) There are currently (5) open Corrections Officer positions.
- b) There are currently (2) open part-time Cook positions.
- c) There is (1) Corrections Officer on light duty.
- d) (2) Corrections Officers in basic corrections academy.
- e) (1) Corrections Officer in training.
- f) (1) Corrections Officer transferring to Broome County.
- g) (1) new Corrections Officer starting May 6th.

3. Road Patrol

- a) All positions are filled.
- b) There is (1) Deputy currently on light duty.
- c) There is (1) Deputy attending the Broome County Law Enforcement Academy.
- d) There are (2) unfunded Deputy positions.

4. E911 Emergency Communications Center

- a) There is currently (2) open full-time positions with (1) position filled starting May 22nd.

5. Records

- a) All positions are filled.

6. Administration

- a) All positions are filled.

Labor Issues:

- 1. T.C.L.E.A. negotiations are ongoing.
- 2. N.C.E.U. negotiations are ongoing.

Litigation Issues:

- 1. Litigation with a former employee ongoing.

Budget:

1. Revenues are at \$191,519 which is 35% of the budget. Expenditures are at \$3,327,951 which is 36% of the budget. Inmate Boarders are at \$107,022 which is 71% of the budget.

Current Projects:

1. Pistol Permit database changeover in progress, working on data conversion.
2. Jail camera replacement project progressing.
3. In the planning phase for the VESTA Next Gen 911 system.
4. Firearm changeover in progress.
5. Body worn camera project.

Miscellaneous:

1. Average daily inmate population for the month of April 2023 was 52. There were an average of 9 Federal inmates (280 days) and 1 board-in (22 days) for the month.

Resolutions:

1. None.