

PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation  
December 5, 2023  
2:30 PM

- **Approval of minutes** from November 7, 2023, Public Safety Committee meeting
- **Financial**
  1. Budget on track for 2023
- **Old business**
  1. Budget
  2. Probation Department
  3. Buddi NY, LLC contract update
  4. Community Engagement
  5. Quality Assurance Program update
  6. Staffing
  7. Training
- **New business**
  1. Budget
  2. Probation Department
  3. Buddi NY, LLC contract
  4. Community Engagement
  5. Sex offender modification petitions
  6. Staffing
  7. Training
- **Personnel**
  1. One vacant Probation Officer 1 position
  2. One vacant Sr. Probation Officer position
  3. One unfunded Probation Officer 1 position
- **Resolutions (0)**
- **Proclamations**
  1. None
- **Adjournment**

# PUBLIC SAFETY MEETING

November 7, 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, November 7, 2023 at 2:30 PM.

## Present:

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

## Guest:

Pete DeWind	County Attorney
Cathy Haskell	Legislative Clerk
Curtis Hammond	EMS Coordinator, Emergency Services

## Absent:

## APPROVAL OF MINUTES:

### **Approval of October 3, 2023 minutes:**

Legislator Roberts made the motion, seconded by Legislator Standinger, to approve the October 3, 2023 Public Safety minutes, as written. Motion carried.

## PROBATION – Brian Cain:

## FINANCIAL:

- 2023 Budget is on track. Expenditures are at 75% of the budget.

## OLD BUSINESS:

- Entry doors – IT is going to be updating with new card entry devices.
- Buddi contract – approved by the County Attorney's Office. Services include monitoring services for Probation.
- Community Engagement – the Probation staff participated in Trunk or Treat at the Nichols Fire Department.
- Staff – Retired Probation Supervisor, Teri Rosenberger returned as a PT Supervisor and Patrick Van Durme has accepted the Probation1 position.
- Training – Sydney Blinn and Briana Ward graduated from Fundamentals of Probation on November 3<sup>rd</sup>.
- Juvenile Delinquency Services - one juvenile appearance ticket was received in October. Toal 12 JDATS were received this year.
- Electronic Monitoring – one person is being monitored by phone app; 2 individuals are monitored with the ankle monitor.
- Community Service – the Weekend Work Program continues to operate every weekend.
- Pre-Trial Release - 17 people are in this program.

- Court Ordered Investigations – there are 41 cases.
- Violation of Probation - 15 defendants are in violation.

**PERSONNEL:**

- One vacant Probation Officer position
- One vacant Sr. Probation Officer position
- One vacant part-time Supervisor position – (filled now with the hiring of Terri Rosenberger)
- One unfunded Probation Officer position

**RESOLUTIONS:**

- Resolution to Amend the Contract Between the Tioga County Probation Dept. and Buddi US, LLC  
A resolution was presented requesting approval to enter into a contract with Buddi US, LLC.
- Resolution to Approve and Enter into a Memorandum of Understanding (MOU) with IPPC Technologies for Sex Offender Monitoring  
A resolution was presented requesting authorization to enter into a MOU with IPPC Technologies for sex offender monitoring.
- Resolution to Approve a Contract between the Tioga Co. Probation Dept. & the Family & Children's Counseling Services to Provide Adult & Juvenile Sexual Offender Assessment and Treatment Services in the Journey Project  
A resolution was presented requesting approval to contract with the Family and Children's Society in 2024 at an amount of \$123,840 annually.
- Resolution to Contract with National Test Systems for Instant Urine Tests and Lab testing  
A resolution was presented requesting approval to contract with National Test Systems to purchase instant testing supplies and lab services.

*(Committee agreed to move resolutions forward)*

**OFFICE of EMERGENCY SERVICES – Mike Simmons:**

**FINANCIAL:**

- Budget is on track.

**OLD BUSINESS:**

- Communications Project
  - Change Order #4 to cover the construction of tower sites and shelters (4 tower sites, as well as Prospect & Round Top) is in the works. This will increase the contract by \$5,650,000. Director Simmons has the change order with pictures if they want to look at it.
  - There are grant money requirements that need to be met for Dispatch. We are required to meet state standards and have policies and procedures in place, which we currently do not have. Director Simmons stated we are doing closest car concept, however, policies for calls, such as open line calls, hang up calls need written policies. The Sheriff said that Dispatch has met accreditation standards set by the State so he doesn't know what other requirements they would need and that hang up calls are covered. Director Simmons was told that we do not have written standards. The Sheriff suggested that they sit down and take a look at what procedures are needed on Thursday. Director Simmons said the State is not pressing us for anything now, he was bringing it up since we have \$10 million in grant money, and we need to make sure we are following their rules. The Sheriff will get the

standards for accreditation so they can be matched to the State's requirements. Legislator Flesher said if they are in place that's great; if not let's correct it. Deputy Director Cornelius noted that we are getting a new grants representative and they may require it.

- Cad Project:
  - Troop cars are still not online. Jeremy has reached out to the State IT Department and the connectivity is still not there. Chair Sauerbrey said Jeremy reaches out to them daily. Legislator Roberts asked what you do if they do not work. It was explained that they poll the cars and they need to give their info over the radio which creates extra work for the dispatchers and increases response time. Legislator Weston asked about utilizing grants so we do not lose the money. Director Simmons explained we requested extensions on some of the grants. If a project was to run over, we would not be given extra money. The targeted grant has been changed at the State level so \$3 million is the maximum amount given. Legislator Flesher will reach out to Legislator Mullen for State contact info and try to contact someone at the State to resolve this issue.

### **EMS:**

Curtis Hammond, EMS Coordinator, gave an overview of methods to provide EMS coverage throughout the county at a reasonable rate.

- He has met with local ambulances to come up with a plan for the future and meets quarterly with EMS agencies.
- The biggest problem is NYS is going to be sunsetting advanced critical cares. There are a large number of providers who operate on that level of care. We will run into a problem that we will not have enough paramedics. Cost and time involved are the biggest obstacles. This is a statewide problem. Paramedics require 2,000 hours of training.
- Looking at how we supplement this system, it was suggested the best idea would be to have a fly car. There are 27 counties doing fly cars now.
- An idea would be to certify a couple of the Tahoes we have and purchase another Tahoe and equip it. We could also purchase a multi-purpose trailer. Mike and Corinne are EMTs. We would not add more payroll, just legalizing Tahoes.
- To purchase an ALS Tahoe you are looking at approximately \$200,000. In 2030 we could look at another paramedic fly car.
- Richford and Berkshire contract with Maine. Legislator Flesher said we need to start coming up with a viable solution now instead of waiting until 2030 and then being behind on things.
- Curtis suggested that the fly car would be the cheapest alternative now. Then in 2030 looking at a full-time ambulance with paid paramedic.
- Candor's operating budget is \$900,000.
- Legislator Flesher asked to Curtis to do a presentation at worksession to all of the legislators. Chairwoman Sauerbrey asked to have a succinct plan to present at the workshop on 11/21. Any plan would have to take place in 2025 for budgeting purposes.

### **EMERGENCY MANAGEMENT:**

- Citizens Preparedness Class was conducted in Owego.
- I-300 Incident Command Course was held at the Public Safety Building.
- Threat Assessment Management Program:
  - RFP was put together.
  - Need to come up with an exercise utilizing TAM money.

### **FIRE:**

- Chief's meeting was held at Owego Fire Department.
- Lockheed-Martin and Campville will be dispatched together. Testing of the radio will be done tomorrow.

**NEW BUSINESS:**

- None

**PERSONNEL:**

- None

**RESOLUTIONS:**

- Amend Resolution 291-19 Authorize Amended Agreement with Motorola Solutions Change Order #4  
A resolution was presented requesting authorization to amend the Motorola Agreement with change order #4.
- Requesting Tioga County Office of Emergency Services be Allowed to Exceed Food & Beverage Purchase Guidelines  
A resolution was presented requesting authorization to exceed the per event limit for food.

*(Committee agreed to move resolutions forward)*

**SHERIFF – Gary Howard:**

**FINANCIAL:**

- Revenues are at \$495,342 which is 90% of the budget. Inmate boarders are at \$254,139 which is 169% of the budget.

**NEW BUSINESS:**

- RFP is in for inmate Jail Medical
- Jail daily population for October was 47.

**PERSONNEL:**

- Update on Vacancies:
  - Civil:
    - One vacant part-time Civil Deputy position
    - Civil Law Clerk will be going on maternity leave next month
  - Corrections:
    - 5 Corrections Officer positions
    - 2 part-time Cook positions
    - No Corrections Officers are on light duty
    - 2 Corrections Officers are on military deployment
    - There were 2 Corrections Officers resignations
  - Road Patrol:
    - 2 vacant Deputy positions
    - One Deputy is currently on light duty
    - One Deputy graduated from the police academy
    - There are 2 unfunded Deputy positions – request being made to fund/fill
  - Communications:
    - 2 vacant E911 Dispatcher positions
  - Records:
    - All positions are filled
  - Administration:
    - All positions are filled



**RESOLUTIONS:**

- Authorize Acceptance of 2024 NYS PTS Grant Appropriation of Funds & Modify 2023 Budget  
A resolution was presented requesting approval to accept the 2024 NYS PTS Grant in the amount of \$12,540.
- Authorize Acceptance of the NYS 2023 PSAP Operations Grant and Modify 2023 Budget  
A resolution was presented requesting approval to accept the 2023 NYS PSAP Grant in the amount of \$129,044.
- Amend Resolution 390-23 Authorize 2023-2024 Contracts with SADD School Associates  
A resolution was presented requesting authorization to amend resolution 390-23 to reflect Michelle Varner as the SADD School Associate for Spencer Van Ekeren School District.

*(Committee agreed to move the above resolutions forward)*

- Reclassify and Fill Unfunded Vacant Positions and Abolish Positions  
A resolution was presented requesting approval to reclassify a Road Patrol Sergeant to a Deputy Sheriff position and abolish one part-time Deputy Sheriff and abolish one part-time Cook effective January 1, 2024.
  - Sheriff said transports are a big issue. Probation Director Brian Cain went on a transport to help cover a warrant from North Carolina.
  - PT budget is \$119,000 over budget.
  - Berkshire Board is complaining there is not enough coverage in Berkshire.

*Committee agreed to move this resolution forward, with the exception of Legislator Standinger who was not in favor of it).*

**CORONER**

- Legislator Flesher presented a resolution for the Coroner's Office

**RESOLUTIONS:**

- Authorize Contract Between Riverside Forensic Pathology, PLLC and Tioga County  
A resolution was presented requesting authorization to enter into contract with Riverside Forensic Pathology, PLLC.

*(Committee agreed to move resolution forward)*

**ADJOURNMENT: Meeting was adjourned at 3:35 PM**

Respectfully Submitted,

*Diane Rockwell*

Diane Rockwell  
Secretary to the Sheriff  
11/7/23



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>A3140 Probation</b>							
A3140 415600	Adoption Investiga	0	-600	-900.00	.00	300.00	150.0%
A3140 415800	Restitution Surchn	0	-2,000	-675.28	.00	-1,324.72	33.8%*
A3140 415810	Probation - DWI Su	0	-16,000	-7,485.00	.00	-8,515.00	46.8%*
A3140 415811	DWI-Probation Sala	0	-10,000	-10,000.00	.00	.00	100.0%
A3140 433100	State Aid-Probatio	0	-105,205	-105,205.36	.00	.00	100.0%
A3140 433160	State Aid-Enhanced	0	-18,566	-18,565.64	.00	.00	100.0%*
A3140 433170	Ignition Interlock	0	-3,678	-2,887.00	.00	-791.00	78.5%*
A3140 433180	State Aid- STSJP	0	-7,000	-6,697.86	.00	-302.14	95.7%*
A3140 433182	RTA State Aid -Rais	0	-16,920	-41,958.09	.00	-58,878.09	-248.0%*
A3140 510010	Full Time	0	786,371	652,867.03	.00	133,503.97	83.0%
A3140 510020	Part Time/Temporar	0	29,817	6,109.74	.00	23,707.26	20.5%
A3140 510030	Overtime Pay Only	0	5,000	4,961.34	.00	38.66	99.2%
A3140 510040	Workers Compensati	0	0	60.79	.00	-60.79	100.0%*
A3140 520060	CPS01 Car/Truck-	0	0	2,292.73	.00	-2,292.73	100.0%*
A3140 520070	Chairs	40,000	0	39,960.50	.00	39.50	99.9%
A3140 520200	Office Equipment	-1,837	2,237	1,704.09	.00	532.91	76.2%
A3140 520215	Personal Protectiv	0	1,500	320.46	.00	1,179.54	21.4%
A3140 540070	Car Maintenance	-837	3,663	2,386.72	.00	1,215.37	94.1%
A3140 540080	Clinic Supplies	0	2,000	1,34.29	.00	1,865.71	6.7%
A3140 540180	Dues	0	4,250	1,028.36	.00	3,221.64	24.2%
A3140 540220	Automobile Fuel	0	900	800.00	.00	100.00	88.9%
A3140 540320	RTA Automobile Fuel	0	2,200	1,871.58	.00	328.42	85.1%
A3140 540340	Leased/Service Equ	0	1,000	.00	.00	1,000.00	.0%
A3140 540360	Literature	0	3,300	1,670.64	.00	1,629.36	50.6%
A3140 540390	Meals/Food	0	1,500	820.02	.00	679.98	54.7%
A3140 540390	Mileage Expense	0	1,000	999.15	.00	99.9%	99.9%
A3140 540480	Postage	0	1,500	100.00	.00	.00	100.0%
A3140 540487	CPS01 Program Expens	20,000	0	417.56	.00	615.97	58.9%
A3140 540590	FH01 Program Expens	0	6,621	884.03	.00	19,505.77	2.5%
A3140 540620	Services Rendered	-1,000	2,265	494.23	.00	6,202.95	6.3%
A3140 540630	Stationery Supplie	1,000	0	.00	.00	265.00	.0%
A3140 540660	Telephone	0	7,000	9,709.32	.00	.68	100.0%
A3140 540660	RTA Telephone-RTA	0	2,052	5,914.18	.00	1,085.82	84.5%
A3140 540731	Training/State Reg	0	1,440	1,245.58	.00	806.42	60.7%
A3140 581088	State Retirement F	0	12,067	12,009.08	.00	414.63	71.2%
A3140 583088	Social Security Fr	0	102,678	77,814.25	.00	57.92	99.5%
A3140 584088	Workers Compensati	0	58,164	49,410.76	.00	24,863.33	75.8%
A3140 585588	Dtsability Insuran	0	19,198	17,370.37	.00	8,752.79	85.0%
		0	1,064	907.49	.00	1,827.28	90.5%
		0			.00	156.55	85.3%



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR: ORIGINAL APPROP TRANFRS/ REVISED YTD ACTUAL ENCUMBRANCES AVAILABLE PCT  
A General Fund APPROP ADJUSTMTS BUDGET BUDGET BUDGET USE/COL

A3140 586088 Health Insurance F 301,471 0 301,471 223,964.16 77,506.50 74.3%  
A3140 588988 Eap Fringe 228 0 228 216.32 11.98 94.8%

TOTAL Probation 1,181,705 66,621 1,248,326 1,009,012.45 1,060.91 238,252.29 80.9%

### A3142 Alternatives To Incarceration

A3142 415150 Alternatives To In -100 0 -100 -11,731.50 11,631.50\*\*\*\*\*%  
A3142 433120 State Aid-Alternat -12,145 0 -12,145 -12,144.58 .07 100.0%  
A3142 510010 Full Time 13,705 0 13,705 11,460.68 .00 83.6%  
A3142 540140 Contracting Servic 3,500 0 3,500 1,681.95 .00 47.4%  
A3142 581088 State Retirement F 2,428 0 2,428 1,932.40 .00 79.6%  
A3142 583088 Social Security Fr 950 0 950 877.20 .00 92.3%  
A3142 584088 Workers Compensati 392 0 392 356.77 .00 91.1%  
A3142 585588 Disability Insuran 22 0 22 19.06 .00 87.8%  
A3142 586088 Health Insurance F 3,541 0 3,541 3,173.86 .00 89.6%  
A3142 588988 Eap Fringe 5 0 5 4.50 .16 96.6%

TOTAL Alternatives To Incarceration 12,298 0 12,298 -4,369.66 -23.25 16,690.80 -35.7%

### A3146 Sex Offender Program

A3146 540140 Contracting Servic 123,840 0 123,840 113,520.00 10,320.00 100.0%  
TOTAL Sex Offender Program 123,840 0 123,840 113,520.00 10,320.00 100.0%

TOTAL General Fund 1,317,843 66,621 1,384,464 1,118,162.79 11,357.66 254,943.09 81.6%

TOTAL REVENUES -192,214 0 -192,214 -134,334.13 -57,879.38  
TOTAL EXPENSES 1,510,057 66,621 1,576,677 1,252,496.92 312,822.47





# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR: ORIGINAL APPROP TRANSFRS/ REVISED YTD ACTUAL ENCUMBRANCES AVAILABLE PCT  
Capital Fund ADJUSTMENTS BUDGET USE/COL

**H3140 Probation Capital**

H3140 520060 Car/Truck	0	25,620	25,620	25,620.02	.00	.00	100.0%
TOTAL Probation Capital	0	25,620	25,620	25,620.02	.00	.00	100.0%
TOTAL Capital Fund	0	25,620	25,620	25,620.02	.00	.00	100.0%
TOTAL EXPENSES	0	25,620	25,620	25,620.02	.00	.00	



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

	ORIGINAL APPROP	TRANSERS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,317,843	92,241	1,410,084	1,143,782.81	11,357.66	254,943.09	81.9%

\*\* END OF REPORT - Generated by Cain, Brian \*\*

Public Safety Committee Meeting  
Probation Department Report  
December 5, 2023

**Budget Status:**

2023 Revenue Budget:

- \$780 of DWI Supervision fee collected in November. \$8,085 collected to date in 2023
- \$2,587.44 in restitution and surcharge collected in November. \$17,972.44 collected to date in 2023

**Current Business:**

1. Budget – The Probation budget remains on track for 2023. Eighty-one percent of our budget has been expended and we are 92% through the fiscal year. It appears two of the revenue lines in the budget will fall short of projections, however, will be significantly offset by savings in the salary lines due to positions being vacant for most of the year.
2. Probation Department – Projects in progress include the upgrade of the rear entry door and camera/intercom system, acquisition of lap-tops for all Officers in order to improve ability to access probation data system while in the courts and in the community.
3. The Legislature passed a resolution put forward by Probation to enlarge Probation's previous contract with Buddi US, LLC to provide comprehensive monitoring services for Probation. The services include traditional GPS electronic monitoring, GPS monitoring through a phone application, and real time alcohol monitoring through a transdermal monitoring system. The contract also includes insurance on the devices which will eliminate the threat of a budgetary hardship should multiple offenders destroy, lose, or otherwise damage the devices. It is the intent of Probation to have the alcohol monitoring devices installed on offenders before the end of 2023.
4. Community engagement – Probation continues to participate in community events and plans to expand its presence in the community in 2024. Through increased interaction with schools via the Decision Points Program, Probation in conjunction with the schools will work to identify students who may benefit from interventions at an earlier age. Probation is also working on enhancing its community outreach with a visible presence at all available community events.
5. Probation has filed modification petitions regarding all sex offenders currently supervised. The petitions seek to modify the Conditions of Probation to include monitoring of technology with the capability of connecting to the internet. The Memorandum of Understanding entered into with IPPC Technologies will allow Probation to better monitor those offenders given the privilege of accessing the internet.

6. Staff – Retired Probation Supervisor Teri Rosenberger returned to Probation in November.

Patrick Van Durme is scheduled to begin work as a Probation Officer effective January 2, 2024. It appears Probation will be bringing forth a resolution in 2024 to reclassify the current vacant Sr. Probation Officer position to a Probation Officer I position.

7. Training – Sydney Blinn and Briana Ward are scheduled to begin Basic Course for Peace Officer (BCPO) training in December of 2023 and January of 2024. This will complete their mandatory state training. It is anticipated there will be two more Probation Officers to train in 2024.

#### **8. Juvenile Delinquency Services:**

November of 2023- There were four Juvenile Delinquency Appearance Tickets (JDATs) received for the month of November. The JDATs alleged the respondents committed acts which if committed by an adult would constitute the crimes of Criminal Mischief in the Fourth Degree and Identity Theft in the First Degree.

YTD: 16 JDATs received to date.

- E- Connect: To date, 12 youth have been screened in 2023. As a result of the E-Connect screenings, five youth were found to be below threshold and not in need of an immediate mental health referral. Four youth were found to be a level II and were referred for a mental health evaluation. One youth was found to be a level III and agreed to schedule an appointment at TCDMH. Two youth were also determined to be a level I which required immediate mental health intervention. One of the four youth was not screen due to his placement at the Office of Children and Family Services.
- There are no youth currently in juvenile sex offender treatment.

#### **ATI Programs:**

- Electronic Monitoring – There is currently one individual being monitored via the VCheck24 phone app GPS electronic monitoring system and two defendants with the traditional ankle monitor.
- Community Service – Weekend Work Program continues with crews being scheduled every weekend.
- Pre-Trial Release – There are 17 people being supervised via the Pre-Trial Release Program
- Court Ordered Investigations: 44 active investigations for Tioga County courts. (Criminal, Family, and Surrogate)

- Supervision: 194 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)
- Violation of Probation petitions: 18 defendants/respondents have violation petitions pending against them in criminal & family court.

**Personnel:**

One Vacant Probation Officer position  
One Vacant Sr. Probation Officer position  
One unfunded Probation Officer position

**Resolutions:** None