

PUBLIC SAFETY MEETING

PUBLIC SAFETY MINUTES FOR WEDNESDAY, December 5, 2017

Present:

Marte Sauerbrey	Legislative Chairwoman – In at 2:47pm
Dennis Mullen	Public Safety Chairman
Ed Hollenbeck	Legislator
Dale Weston	Legislator
Bill Standing	Legislator
Joy Bennett	Probation Director
Gary Howard	Sheriff's Office
Mike Simmons	Director of Emergency Management Office
Bob Williams	Deputy Director EMO
Frank Okrasinski	Fire Coordinator
Stu Bennett	County Coroner

Absent:

None.

Guests:

None.

Approval of Minutes:

Motion to approve minutes from the November 7, 2017 meeting made by Ed Hollenbeck and seconded by Bill Standing. All in favor. So carried.

PROBATION:

Joy Bennett, Probation Director, presented the following information to the committee. Reports are attached.

Budget Status:

We'll be putting a computer and printer in Waverly satellite office in which Doug Camin had reviewed and approved it. Doug will be putting in locking cords so people can access their information in Waverly as they would here in Owego.

ATI PROGRAMS:

- ❖ PRE-TRIAL RELEASE: Two of the inmates that were arrested during Operation Unwise that are out on RUS tested positive for opiates. The judge kept one defendant on RUS and the other one remanded.

Personnel: See Attachment

Resolutions:

RESOLUTION TO APPROVE A CONTRACT BETWEEN THE TIOGA CO. PROBATION DEPT. & THE FAMILY AND CHILDREN'S SOCIETY TO PROVIDE ADULT & JUVENILE SEXUAL OFFENDER TREATMENT SERVICES. It's for the same amount and for the same number of slots; same as last year.

BUREAU of FIRE:

Frank Okrasinski, Fire Coordinator, presented the following information to the committee. Reports are attached.

Budget Status:

Resolutions:

Nothing to report

Meetings:

- EMS classes have begun and will be coming to end in about two weeks. Spring classes will be coming up after.

Special Team Activities:

- **Fire Investigations:** The end of the month had 2 vehicle fires; one was set on fire following a domestic and the other was due to the age of the vehicle.
- **Report on Fire Investigation Van:** New van is still getting worked on.

Other Activities:

Frank did a report on what the Fire Investigation Team did all year. The big thing in there is about the curriculum and the certifications that will require additional education, testing and ongoing training. In 2020, you have to be a Level II Investigator and take the national ProBoard exam. Two are already ProBoard certified and two more are scheduled to go next spring to the class.

Succession and Attrition Planning: We started the trainee program. Those guys are working out.

Juvenile Fire Setter: - We've been working with DSS and talking to kids about starting fires.

Industry View: Tioga County is viewed as a "One Investigator" County by the Insurance Industry. The insurance industry will send down one investigator to review the finding and results of fires but will typically will take the one paper that is written up by our TCFIT and use that.

CORONER'S OFFICE:

Stu Bennett presented the following information to the committee. There were no reports.

- The number of cases for the year is going to be over 85. The budget is in line. Autopsy went a little higher this year.
- Resolution: An increase of pay for autopsy cases from \$150 to \$200 due to the number of hours spent on those cases is exceeding.

SHERIFF:

Sheriff Howard presented the following information to the committee. Reports are attached.

Personnel Issues:

- ◆ Corrections Division: The Commission of Corrections spent three days in our jail doing another cycle evaluation going through records and procedures. He found no deficiencies.
- ◆ Road Patrol: There are no basic academies until spring 2018.
- ◆ E911 Emergency Communications Center: no civil service list at this time.

Labor Issues: See Attached.

Litigation Issues: See Attached.

Budget: See Attached.

Current Projects: See Attached.

Miscellaneous: See Attached.

Resolutions:

1. **APPOINT FREEDOM OF INFORMATION OFFICER**
2. **TRANSFER OF FUNDS WITHIN THE JAIL BUDGET**
3. **HOME RELIEF REQUEST FOR AMENDMENT OF NYS CORRECTIONS LAW 500-C TO AUTHORIZE THE TIOGA COUNTY CORRECTIONAL FACILITY TO HOLD PERSONS UNDER ARREST FOR ARRAIGNMENT IN ANY COURT LOCATED IN TIOGA COUNTY:**

We're looking to change our intake area to detain persons arrested prior to arraignment. Currently we cannot take anyone in that area unless they're committed to jail. Speaking to Peter DeWind, it will probably take the whole year of 2018 for this to take effect. We wanted to get it started now and maybe we'll get it passed next fall. Twenty-two other counties currently have this same procedure where they will have to change the law. Broome County is one.

OFFICE of EMERGENCY MANAGEMENT

Mike Simmons, OEM Director, presented the following information to the committee. Reports are attached.

Budget:

On Target.

Monthly Activity:

1. **Meetings Attended**

- **NYSOFPFC**: Bob and I went to this class in Oriskany. They talked about having a drone class that is instructional. It takes you through the steps of getting your pilot's license although it does not give you your pilot's license.
- **Southern Tier Red Cross Meeting**: Bob went to this meeting. Red Cross is working on a fire detector program. Red Cross has a program where they come into local communities and are looking for municipalities they can come into and deliver smoke detectors to people and install them. They are looking at Candor and Newark Valley. Looking for sites at this point. Legislator Standinger mentioned going to a food pantry.

2. **Grants**

- Optic cable is underway. Bids are out and are starting to do field work.
- Grant submitted and received confirmation that application was received.

3. **Other Activities**

- The Governor signed into law (effective April 2018) that we have to keep a registry of people who have special needs and who have home healthcare and/or hospice providers. This has to be an active list. Legislator Mullen mentioned with those who need home health/hospice care, there will be a constant turnover.

There is going to be a lot of coordinating to be ready for the April 1 date. There is another list that is completely separate which they have to indicate they met with the county emergency managers and the plans are integrated with their plans and emergency management. Deputy Director Williams: At the Vestal meeting last week, the state is requiring home care/hospice to register their lists with us. They are required to interface with us and give them their plans. Legislator Mullen asked if it will be real time. Deputy Director Williams: There was talk but no resolution. It will probably be between us and the individual providers. If they're in our database, it'll be us that has to transfer that information to the other entity. If they're in another county, it'll be up to the other county to send that information to us. Legislator Weston asked about working with funeral directors.

OEM Director Simmons: We get lists from UHS of people who have oxygen concentrators but we never get a list to take anyone off. Legislator Weston asked what kind of program or spreadsheet they have. OEM Director Simmons stated he could ask. NYSEG has a program that is similar for these people who have oxygen concentrators. That is another list that is available to us.

Resolutions: None.

Meeting adjourned at 3:20pm.

Respectfully Submitted,

Arrah Richards
Payroll Clerk/Typist

ATTACHMENTS:

Public Safety Committee Meeting
Probation Department Report
December 5, 2017

Budget Status:

2017 Budget on track

Will be purchasing a computer & printer for Officers to use in Waverly "satellite office" on Ithaca Street. Plan reviewed with and approved by Doug Camin. POs see approximately 50 people each month in the Waverly space.

Issues:

1. Raise the Age Legislation -
 - Scheduled stakeholders meeting for county agencies to prepare planning report for DCJS/OCFS on county budgetary requirements for Tioga County
 - Attending DCJS workgroup regarding creating policy for RTA- 12/7/17
2. Criminal Justice Breakfast December 6, 2017 8am - 11am

ATI Programs:

- ❖ Electronic Monitoring - 1 unit in use, still waiting for clarification on insurance certificate to pay invoice.
 - ❖ Community Service - Crew schedule back to both days this week, with full crew assigned (11 per day)
 - ❖ Pre-Trial Release - Currently have 21 defendants released from Tioga Co. Jail by a Justice Court or the County Court:
 - 9 are released RUS meaning they report in person weekly to the Department and follow court orders for: urine testing, alcohol/drug evaluations, etc.
 - 12 are released PTR meaning they telephone in weekly to the Probation Department to report any changes in their address or status.
3. **Juvenile Delinquency Services:** 3 Juvenile Delinquency Appearance Tickets were issued by law enforcement in November 2017 for three different male youth. A 12-year-old was charged with Burglary 3rd, a 12-year-old was charged with Sexual Misconduct an A Misdemeanor and a 14-year-old was charged with Attempted Assault 3rd, a B Misdemeanor. The felony case will be an attempted diversion and the other two matters are being referred to the County Attorney's Office for consideration for petition.

YTD: 30 JDAT received

4. **Alternative to Detention Programing:** Probation has 0 youth in secure detention.
5. **Court Ordered Investigations:** 85 investigations for Tioga County courts (Criminal, Family and Surrogate) are due in the next 60 days.
6. **Supervision:** 285 cases ordered by Tioga County courts & Family Court
7. **Violation of Probation petitions:** 41 violation petitions pending against probationers in criminal & family courts

Personnel:

- Unfunded PO position
- 1 Officer off on medical leave in December, scheduled to return to work 1/22/17

Resolutions:

- Reso for contract with Family and Children's Society for juvenile and adult sexual offender treatment

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -17

RESOLUTION TO APPROVE A
CONTRACT BETWEEN THE TIOGA
CO. PROBATION DEPT. & THE
FAMILY AND CHILDREN'S
SOCIETY TO PROVIDE ADULT &
JUVENILE SEXUAL OFFENDER
TREATMENT SERVICES

WHEREAS: The Legislature approved a contract between Tioga County Probation Department and The Family and Children's Society for the provision of adult and juvenile sex offender treatment in 2018; and

WHEREAS: The Family and Children's Society contract with Tioga County Probation provides for a total of 21 sexual offender slots as follows: 16 adult assessment and treatment slots; 10 adult safety monitor education slots; 5 juvenile offender assessment and treatment slots and 10 parent safety monitor education slots for a cost of \$123,840 annually; now therefore be it

RESOLVED: That the Probation Director is approved to contract in 2018 with The Family and Children's Society to provide adult sexual offender assessment and treatment, juvenile sexual offender assessment and treatment and educational sessions for adult supervisors and parent supervisors in the amount of \$123,840 annually, upon approval of the County Attorney.



TIOGA COUNTY, NEW YORK

11/30/2017 16:00
BennettJ

Tioga County
YEAR-TO-DATE BUDGET REPORT

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FOR 2017 12

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USED
A General Fund							
3140 Probation							
A1140 415600 Adoption Investigatio	-600	0	-600	-1,200.00	.00	600.00	200.0%
A1140 415820 Restitution Surcharge	-2,000	0	-2,000	-3,645.88	.00	1,645.88	182.3%
A1140 415810 Probation - DWI Super	-14,500	0	-14,500	-9,605.00	.00	-4,895.00	66.2%
A1140 415811 DWI-Probation Salary	-14,200	0	-14,200	-14,200.00	.00	.00	100.0%
A1140 433100 State Aid-Probation	-105,205	0	-105,205	-78,904.02	.00	-26,300.98	75.0%
A1140 433160 State Aid-Enhanced Pr	-18,566	0	-18,566	-13,924.23	.00	-4,641.77	75.0%
A1140 433170 Ignition Interlock De	-6,400	0	-6,400	-3,556.00	.00	-2,844.00	55.6%
A1140 433180 State Aid- STSJ	-6,000	0	-6,000	-2,985.57	.00	-3,014.43	49.8%
A1140 510010 Full Time	709,502	0	709,502	623,876.35	.00	85,625.65	87.9%
A1140 510020 Part Time/Temporary	10,375	0	10,375	8,195.68	.00	2,179.32	79.0%
A1140 510030 Overtime/Other	5,000	0	5,000	1,710.15	.00	3,289.85	34.2%
A1140 520070 Chairs	400	0	400	349.88	.00	50.12	87.5%
A1140 520200 Office Equipment	2,500	-75	2,425	288.28	.00	2,136.72	11.9%
A1140 520215 Personal Protective E	825	75	900	900.00	.00	.00	100.0%
A1140 540070 Car Maintenance	1,500	0	1,500	1,192.72	.00	307.28	79.5%
A1140 540080 Clinic Supplies	8,000	847	8,847	4,635.36	.00	4,211.57	52.4%
A1140 540180 Dues	700	0	700	550.00	.00	150.00	78.6%
A1140 540220 Automobile Fuel	2,600	0	2,600	1,466.86	.00	1,133.14	56.4%
A1140 540310 Leased/Service Equipm	2,700	500	3,200	2,704.87	.00	495.13	84.5%
A1140 540340 Literature	1,000	983	1,983	1,329.69	.00	653.65	67.0%
A1140 540360 Meals/Food	1,000	0	1,000	.00	.00	1,000.00	.0%
A1140 540390 Mileage Expense	800	0	800	39.29	.00	760.71	4.9%
A1140 540480 Postage	2,000	0	2,000	1,226.42	.00	773.58	61.3%
A1140 540485 Printing/Paper	750	0	750	215.44	.00	534.56	28.7%
A1140 540620 Software Expense	14,075	-500	13,575	13,027.76	.00	547.24	96.0%
A1140 540630 Stationery Supplies	8,500	0	8,500	3,773.56	.00	4,726.44	44.4%
A1140 540660 Telephone	1,500	0	1,500	746.11	.00	753.89	49.7%
A1140 540731 Training/State Requir	10,000	0	10,000	5,309.69	.00	4,690.31	53.1%
A1140 540732 Training/All Other	112	0	112	112.00	.00	.00	100.0%
A1140 581058 State Retirement Prin	108,315	0	108,315	88,116.55	.00	20,198.45	81.4%
A1140 581088 Social Security Fring	52,130	0	52,130	46,393.97	.00	5,736.03	89.0%
A1140 584088 Workers Compensation	26,374	0	26,374	25,178.99	.00	1,195.01	95.5%
A1140 585088 Disability Insurance	2,022	0	2,022	1,776.96	.00	245.04	87.9%
A1140 586088 Health Insurance Prin	224,573	0	224,573	190,145.99	.00	34,427.01	84.7%
A1140 588988 Exp Fringe	266	0	266	262.75	.00	3.25	98.8%
TOTAL Probation	1,030,048	1,830	1,031,878	895,504.62	.00	136,373.65	86.8%

3142 Alternatives To Incarceration



TIOGA COUNTY, NEW YORK

11/30/2017 16:00
BennettJ

Tioga County
YEAR-TO-DATE BUDGET REPORT

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FOR 2017 12

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USED
A1142 415150 Alternatives To Incar	-700	0	-700	-795.92	.00	95.92	113.7%
A1142 431120 State Aid-Alternative	-8,569	0	-8,569	-6,331.51	.00	-2,237.49	73.9%
A1142 510010 Full Time	12,357	0	12,357	11,161.25	.00	1,195.75	90.3%
A1142 540140 Contracting Services	7,500	0	7,500	277.95	.00	7,222.05	3.7%
A1142 581088 State Retirement Prin	2,388	0	2,388	1,932.85	.00	455.15	80.9%
A1142 581088 Social Security Fring	901	0	901	824.58	.00	76.42	91.5%
A1142 584088 Workers Compensation	538	0	538	490.61	.00	47.39	91.2%
A1142 585088 Disability Insurance	42	0	42	34.72	.00	7.28	82.7%
A1142 586088 Health Insurance Prin	4,744	0	4,744	4,183.10	.00	560.90	88.2%
A1142 588988 Exp Fringe	6	0	6	5.25	.00	.75	87.5%
TOTAL Alternatives To Incarceration	19,207	0	19,207	11,782.88	.00	7,424.12	61.3%
3146 Sex Offender Program							
A1146 540140 Contracting Services	123,840	0	123,840	103,200.00	20,640.00	.00	100.0%
TOTAL Sex Offender Program	123,840	0	123,840	103,200.00	20,640.00	.00	100.0%
TOTAL General Fund	1,173,095	1,830	1,174,925	1,010,487.50	20,640.00	143,797.77	87.8%
TOTAL REVENUES	-176,740	0	-176,740	-135,148.13	.00	-41,591.87	
TOTAL EXPENSES	1,349,835	1,830	1,351,665	1,145,635.63	20,640.00	185,389.64	
GRAND TOTAL	1,173,095	1,830	1,174,925	1,010,487.50	20,640.00	143,797.77	87.8%

** END OF REPORT - Generated by Bennett, Joy **



TIOGA COUNTY BUREAU OF FIRE

*103 Corporate Drive, Lower Level
Owego, New York 13827*

Frank Okrasinski
Tioga County Fire Coordinator

(607) 687-8467
or (607) 687-8466
Fax (607) 687-6872
Email: OkrasinskiF@co.tioga.ny.us

Agenda Public Safety Meeting December 5, 2017

 hours in service hours per week
Revenue received YTD
Fire and EMS calls for service year to date

BUDGET

Nothing at this time

RESOLUTIONS

None at this time

PERSONNEL

Preparing office management to be turned over to the new department.

Sent letters to those abolished to return county equipment and to officially notify of their termination per Personnel office

MEETINGS

No significant meeting to report

SPECIAL TEAM ACTIVITIES

Dedicated to the Advancement of the Fire Service



TIOGA COUNTY BUREAU OF FIRE

103 Corporate Drive, Lower Level

Owego, New York 13827

Fire Investigation two incendiary vehicle fires during the month of November

TRAINING

Fire classes have begun and December classes scheduled. ICS-300 in Newark Valley

INTEROPERABILITY GRANT

Final paperwork sent into DHSES.

OTHER GRANTS

2016 Formula Grant paperwork being done and monies were used to finish the 2012 Interoperability Grant

OTHER ACTIVITIES

Nothing significant meeting to report

STATISTICS

Fire and EMS calls for service ____ year to date

Dedicated to the Advancement of the Fire Service

Tioga County Sheriff's Office



DATE: December 4, 2017

TO: Sheriff Howard

RE: December (2017) Public Safety - Reference Notes

Personnel Issues:

1. *Civil Office*

- a) All positions are filled.

2. *Corrections Division*

- a) All full time positions are filled.
- b) Currently have (8) part time vacancies.

3. *Road Patrol*

- a) Lieutenant Randy Kipling and Lieutenant Casey Rhodes will retire on December 21st. After filling these two positions, we will have (2) full time Deputy Sheriff vacancies.
- b) Currently have (2) "Unfunded" road patrol positions vacant.

4. *E911 Emergency Communications Center*

- a) Currently have (1) full time vacancy. Presently, there is no Civil Service List.

Labor Issues:

- 1. CSEA Negotiations continue.

Litigation Issues:

- 1. There are currently two civil litigations pending. No status to report.

Budget:

1. Expense accounts are on track. Revenue is at \$554,793 (60%).

Current Projects:

1. Backup E911 Building Project – The movement of our backup center from DPW to the radio tower site on Carmichael Hill is now targeted for the spring of next year.
2. Average daily inmate population for the month of November was 87.

Miscellaneous:

1. Have (2) Resolutions: Resolution#1 to replace our Freedom of Information Officer. Lt. Rhodes will retire this month and Rich Hallett will be promoted to take his place. Resolution #2 - Transfer \$15,000 from Contracting Services expense account in the Jail budget into Inmate Meals. Unspent funds in the Contracting Services account were originally appropriated by contingency to account for Inmate Boarding fees arising from Operation Unwise. Inmate Meals account will not sustain us through the remainder of the fiscal year.
2. ATI worked 504-man hours during the month. Work included:
 - Raked leaves at Rural Ministry; Owego Draper Park; County Office Bldgs.; Owego Rest area.
 - Cleaned vehicles – D.S.S.
 - Bldg. cleaning at County Highway

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO.

APPOINT FREEDOM OF
INFORMATION OFFICER

WHEREAS: The Tioga County Sheriff's Office handles a significant number of Freedom of Information requests; and

WHEREAS: Lieutenant Casey Rhodes who was the designated Freedom of Information Officer for the Sheriff's Office will soon retire from service; therefore be it

RESOLVED: That Lieutenant Rich Hallett of the Tioga County Sheriff's Office be and hereby is appointed Freedom of Information Officer for Tioga County to handle the Freedom of Information requests received by the Tioga County Sheriff's Office, effective December 22, 2017; and be it further

RESOLVED: That in the event the Freedom of Information Officer makes a personal request for information, said request shall be reviewed by the County Attorney.

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO.

TRANSFER OF FUNDS WITHIN THE JAIL
BUDGET

WHEREAS: Funding for inmate "Meals/Food" will soon be depleted; and

WHEREAS: Contingency funding previously requested and granted for Contracting Services within the Jail Budget remain unspent, and;

WHEREAS: It will be necessary to replenish the inmate "Meals/Food" account to finish the fiscal year, therefore be it

RESOLVED: That the following funds be transferred to re-appropriate the inmate "Meals/Food" account as follows:

From: A3150 540140	Contracting Services	\$ 15,000
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To: A3150 540360	Meals/Food	\$ 15,000
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REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO.-17 HOME RELIEF REQUEST FOR AMENDMENT OF NEW YORK STATE CORRECTIONS LAW 500-C TO AUTHORIZE THE TIOGA COUNTY CORRECTIONAL FACILITY TO HOLD PERSONS UNDER ARREST FOR ARRAIGNMENT IN ANY COURT LOCATED IN TIOGA COUNTY SHERIFF'S OFFICE

WHEREAS: Pursuant to New York Corrections Law § 500-C, The Tioga County Sherriff may not house persons arrested and detained prior to arraignment; and

WHEREAS: The Tioga County Sherriff has adequate facilities and procedures to house said persons prior to arraignment; and

WHEREAS: Detention of said persons prior to arraignment is in the best interest of promoting public safety and efficient use of law enforcement resources; and

WHEREAS: Pursuant to Article IX of the Constitution of the State of New York, it is necessary for this Legislature to enact a Home Rule Request for the purposes of said legislation; therefore be it

RESOLVED: That the Tioga County Legislature hereby urges our State Legislators, Senator Fred Akshar, and Assemblyman Christopher S. Friend to prepare a Home Rule Statute amending Section 500-c of the New York Corrections Law to include language stating that the Tioga County Correctional Facility may be used for the detention of persons prior to arraignment in any court located in Tioga County.

Budget: On target for the year - See attached spreadsheets

Resolutions: None

Monthly Activity:

1. Meetings Attended

- a. Eastern District Emergency Managers Meeting
- b. Lake District Emergency Managers Meeting
- c. NYSOFPC – Haz Mat Training
- d. Southern Tier Red Cross Meeting
- e. Hazardous Materials Consortium Meeting

2. Grants

- a. SHSP15 & SHSP16 - Fiber Optic Cable Project is underway, managed by Doug Camin (IT).
- b. Completed and submitted the application for 2017 Statewide Interoperable Communications Grant

3. Other Emergency Management Activities

- a. Met with NYSEG Public Information Officer to discuss NYSEG responses and their registry of customers who have medical devices that rely on power.
- b. Public Health Department and Management started developing a plan to maintain an active list of people who have special needs and receive the services of home health care and/or Hospice providers. A new law has been signed by the governor requiring county emergency management offices to maintain these records.
- c. Met with Denise Liske who is a licensed animal rehabilitator, Lisa McCafferty of Public Health, and Tom McCartney regarding the establishment of an animal rescue team. Additional research and planning is being conducted to determine the necessary actions necessary to develop such a team.