

PUBLIC SAFETY COMMITTEE AGENDA

SHERIFF'S OFFICE

July 2, 2024

2:30 PM

- **APPROVAL OF MINUTES — June 4, 2024**
- **FINANCIAL**
 - June YTD Report
- **OLD BUSINESS**
 - Establish drone program for crash investigations.
- **NEW BUSINESS**
 - Jail camera project
 - Vesta Next Gen 911 planning
 - E911 dispatch center upgrade
 - New building / garage project
 - Planning for new LPR
 - Corrections audit
 - Sheriff's account audits
- **PERSONNEL**
 - Update on Vacancies
- **RESOLUTIONS**
 - Resolution recognizing Jessica Williams' 27 years of dedicated service to Tioga County.
 - Approve salary above hiring base Deputy Sheriff position Sheriff's Office
- **ADJOURNMENT**

PUBLIC SAFETY MEETING

June 4, 2024

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 4, 2024, which started at 2:30 PM and ended at 2:55 PM.

Present:

Keith Flesher	Chair, Public Safety
William Standinger III	Legislator {Committee Member}
Barb Roberts	Legislator {Committee Member}
Marte Sauerbrey	Chair of the Legislator
Gary Howard	Sheriff, Sheriff's Office
Brian Cain	Director, Probation
Corinne Cornelius	Director, Office of Emergency Services
Bob Williams	Asst. Coordinator, Office of Emergency Services

GUEST: Cathy Haskell, Legislative Clerk

ABSENT: Peter DeWind, County Attorney

APPROVAL OF MINUTES:

The March 5, 2024; April 2, 2024, and May 7, 2024 minutes were accepted with no corrections or changes

Motion by: William Standinger III to accept the March 5, 2024, April 2, 2024, and May 7, 2024 Minutes.

Second: Barb Roberts

All in Favor - Carried

OFFICE OF EMERGENCY SERVICES – Corinne Cornelius:

FINANCIAL:

- May YTD Report – Budget within

OLD BUSINESS:

- Radio Project – Motorola submitted a change order to include the cost of a shelter. Resolution regarding this change order. The VESTA phone system equipment was delivered downstairs to conduct training and to ensure all equipment is complete. This will allow for a live cutover of the system. The furniture for dispatch is now due to arrive August 6th. This delays the project two (2) weeks but will allow county IT additional time to ensure that fiber is complete. Motorola is climbing towers for final tower. We are approximately 3-4 weeks from being able to begin site construction. We are considering working with a consultant to ensure that the project continues to run smoothly.
- CAD Project – Candor Village Police is now on the CAD system. We will be monitoring them to ensure that they are on the map and active.
- EMS – No significant changes in county EMS coverage. The issues being manpower shortages.
- Emergency Management – Nothing new to report at this time.
- Threat Assessment Team – Hosted the BTERC training May 21-23rd. It was very well attended with over 31 attendees, mostly Tioga County partners.
- FIRE – Fire Departments have continued to be very busy.

NEW BUSINESS:

- None

PERSONNEL:

- Deputy Director position was closed and interviews are being scheduled.

RESOLUTIONS:

- Amend Agreement with Motorola Change Order #5
- Modify 2024 Budget and Appropriation of Funds
- Authorize Submission of FY2023 Domestic Terrorism Prev Grant
- Authorize Submission of EMPGA24

***Committee agreed to move these resolutions forward*

PROBATION – Brian Cain:**FINANCIAL:**

- Expended 46% of 2024 budget - on track
- \$790 of DWI Supervision fee collected in May. \$4,270 collected in 2024
- \$81,697.81 in restitution and surcharge collected in May. \$91,804.05 collected to date in 2024

NEW BUSINESS:

- Staffing – There are currently two (2) unfilled Probation Officer positions. Three (3) candidates have been interviewed to date.
- Training – All Probation Officers attend the Threat Evaluation and Reporting Course (TERC) organized by Emergency Management. Probation Director will be attending the annual summer conference of the Council of Probation Administrators (COPA) in Oswego from Sunday, June 23, 2024 to Wednesday, June 26, 2024.
- Probation will be conducting its annual In-Service training/staff meeting at Hickories Park on Thursday, June 20, 2024, beginning at noon. The In-Service will be held in conjunction with staff and administrators from the Tioga County Department of Mental Hygiene as well as Tioga County Alcohol and Drug Services.
- Probation has provided Decision Points training within Candor High School during the Spring of 2024. Going to start it in Owego and Spencer Schools. In-school suspension youths are who we talk to regarding Decision Points.
- Quality Assurance (audit program). Probation continues to work toward implementation of this program. The Quality Assurance Program procedures should be finalized by the Fall of 2024.
- Received the Annual Plan – Block Grant – due July 1, 2024.
- Juvenile Delinquency Services – May of 2024 – there were three (3) Juvenile Delinquency Appearance Tickets (JDAT) Criminal Contempt in the First Degree, Criminal Mischief in the Third Degree, both Class E Felonies; and Criminal Mischief in the Fourth Degree, a Class A Misdemeanor, and a Forcible Touching charge. Twelve-year-old male committed a crime of Grand Larceny in the Fourth Degree, a Class E Felony. He stole \$600 from his babysitter's home. YTD: 9 plus recently received 3 more JD Appearance Tickets bringing that total up to 12. The newest three (3) JD Appearance Tickets charges stem from them breaking into the old school on Elm Street in Owego. That building is a hot spot for Juveniles.
- ATI Programs – Electronic Monitoring – will be installing two (2) more Alco Tags on probationers. Pre-Trial Release (PTR) – 22 people being supervised via the PTR. Community Service – WWP has resumed with a new Officer at the Tioga County Sheriff's Office.
- Court Ordered Investigations – 41 actives; Supervision – 181 cases; and Violation of Probation petitions – 10 defendants/respondents.

PERSONNEL:

- Two vacant Probation Officer 1 positions
- One unfunded Probation Officer 1 position

RESOLUTIONS:

- None

SHERIFF – Gary Howard:

FINANCIAL:

- Revenues are \$141,821 which is 29% of the budget. Expenditures are \$5,005,055 which is 40% of the budget. Inmate boarders are \$55,363 which is 37% of the budget.

NEW BUSINESS:

- Average daily inmate population for the month of May 2024 was 42. As of this AM, we are up to 53. Average of 4 Federal inmates (116 days) and 5 board-ins (143 days) for the month.
- Jail camera replacement project – still ongoing
- In the planning phase for the VESTA Next Gen 911 system
- E911 dispatch center upgrades – projected in early August
- New building/garage project started
- Planning for new License Plate Reader (LPR) – will have two (2) mobile and one for Sheriff's Parking lot
- Litigation Issues – litigation with a former employee ongoing

PERSONNEL:

- Update on vacancies – Civil Office – 1 open part-time position; Corrections Division - currently 4 open Correction Officers position; 1 open part-time cook position; 0 Correction Officers on light duty; 2 Corrections Officers in the academy; and 1 Correction Officer graduated from the Corrections Academy; Road Patrol – 2 open Deputy positions; 2 Deputies currently attending the police academy; 1 Deputy currently on light duty; 1 Deputy on military deployment; E911 Emergency Communications Center – 2 open full-time; and all positions filled for Records and Administration.

RESOLUTION:

- None

EXECUTIVE SESSION:

Brian Cain requested an Executive Session. Legislator William Standinger made a motion; Legislator Barbara Roberts Seconded to discuss employment matters. Time commenced 2:55 PM; Time adjourned 3:11 PM – action taken that Probation Director Brian Cain will be attending the June 20th Legislative work session for further discussion.

In attendance were Legislator Flesher; Legislator Roberts; Legislator Standinger; Legislator Chairperson Sauerbrey; Brian Cain, Probation Director; and Legislative Clerk Cathy Haskell.

Respectfully submitted,

Kristen Kallin
Secretary to the Director of Probation—June 4, 2024

DRAFT



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR: General Fund	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3020 Public Safety Communication E							
A3020 411400 Emergency Telephone	-185,000	0	-185,000	-46,728.68	.00	-138,271.32	25.3%*
A3020 433310 State Aid-Enhanced	607,647	0	594,898	223,906.64	.00	370,990.89	37.6%
A3020 510010 Full Time	6,800	-12,749	6,800	635.84	.00	6,164.16	9.4%
A3020 510020 Part Time/Temporar	44,084	12,749	56,833	35,068.34	.00	21,764.65	61.7%
A3020 510030 Overtime Pay Only	21,812	0	21,812	6,187.92	.00	15,624.28	28.4%
A3020 510050 All Other (On Call,	500	0	500	74.99	.00	500.00	.0%
A3020 520130 Computer	450	0	450	74.99	.00	375.01	16.7%
A3020 520130 Equipment (Not Car	0	0	0	.00	.00	.00	.0%
A3020 540000 Contract Expense	300	0	300	260.52	.00	39.48	86.8%
A3020 540350 Office Equip Maint	0	0	0	.00	.00	.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	39,821	0	39,821	17,291.39	20,315.70	2,213.91	94.4%
A3020 581088 State Retirement F	21,249	0	21,249	36,924.20	.00	20,137.99	64.7%
A3020 583088 Social Security Fr	0	35,813	35,813	21,278.27	.00	18,086.72	54.1%
A3020 583088 Workers Compensati	0	39,365	39,365	21,278.27	.00	18,086.72	54.1%
A3020 584088 Life Insurance Fri	0	13,199	13,199	6,588.44	.00	6,810.50	48.4%
A3020 584588 Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3020 585088 Disability Insuran	0	687	687	349.74	.00	337.24	50.9%
A3020 585588 Health Insurance F	23,303	117,913	141,216	63,929.52	.00	77,286.05	45.3%
A3020 588988 Eap Fringe	0	174	174	84.79	.00	88.79	48.8%
A3110 Sheriff							
A3110 412703 Shared Services Sh	-20,000	0	-20,000	-6,000.00	.00	-14,000.00	30.0%*
A3110 415100 Sheriff Fees	-80,000	0	-80,000	-30,943.45	.00	-49,056.55	38.7%*
A3110 425450 Licenses	-35,000	0	-35,000	-10,582.00	.00	-24,418.00	30.2%*
A3110 425950 Patrol Income	-1,000	0	-1,000	.00	.00	-1,000.00	.0%*
A3110 426250 Forfeiture Of Crim	0	-40,933	-40,933	.00	.00	-40,932.93	.0%*
A3110 426260 Refunds Of Prior Y	0	-5,666	-5,666	.00	.00	-5,665.66	.0%*
A3110 427010 PLS01 Gifts And Don	0	0	0	-50.00	.00	50.00	100.0%
A3110 427050 Other Unclassified	0	0	0	.00	.00	.00	.0%
A3110 427700 State Aid- Bullet	0	0	0	-1,304.24	.00	1,304.24	100.0%
A3110 433190 State Aid- SLETPP G	0	0	0	.00	.00	.00	.0%
A3110 433470 State Aid-16 SLETP	0	0	0	.00	.00	.00	.0%
A3110 433480 State Aid-Sheriff	0	0	0	.00	.00	.00	.0%
A3110 433890 BWC22 State Aid-She	0	0	0	.00	.00	.00	.0%
A3110 433890 State Aid-Police T	0	0	0	.00	.00	.00	.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3110 433950 State Aid-Buckle U	0	0	0	.00	.00	.00	.0%
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	-12,540	-12,540	.00	.00	-12,540.00	0%
A3110 510010 Full Time	3,239,304	-5,598	3,233,706	1,297,266.06	.00	1,936,439.87	40.1%
A3110 510020 Part Time/Temporar	60,000	-37,309	22,691	12,961.69	.00	9,729.77	57.1%
A3110 510030 Overtime pay Only	150,095	53,051	203,146	127,908.88	.00	75,237.49	63.0%
A3110 510040 workers Compensation	0	6,822	6,822	6,822.40	.00	.00	100.0%
A3110 510050 All Other(On Call,	75,000	-4,427	70,573	37,471.40	.00	33,101.44	53.1%
A3110 520130 Equipment (Not Car	10,000	0	10,000	1,993.67	531.77	7,474.56	25.3%
A3110 520130 BWC22 Equipment (No	0	15,043	15,043	.00	.00	15,043.29	0%
A3110 520191 Emergency Equipmen	5,000	0	5,000	.00	.00	5,000.00	0%
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	12,630.71	159.37	1,209.92	91.4%
A3110 540070 Car Maintenance	49,540	0	49,540	13,719.01	4,062.34	31,758.65	35.9%
A3110 540090 Clothing	30,200	0	30,200	10,797.22	9,267.59	10,135.19	66.4%
A3110 540093 Building Maint & R	14,666	0	14,666	6,230.37	6,047.12	2,388.13	83.7%
A3110 540220 Automobile Fuel	120,000	0	120,000	41,567.71	64,066.97	14,365.32	88.0%
A3110 540280 Investigations	11,084	0	11,084	6,512.52	2,498.42	2,073.34	81.3%
A3110 540330 Legal Fees	7,500	0	7,500	4.00	.00	7,496.00	.1%
A3110 540335 Asset Forfeiture E	0	40,933	40,933	.00	.00	40,932.93	0%
A3110 540336 Asset Forf. Exp-Re	1,600	5,666	5,666	286.84	.00	5,665.66	0%
A3110 540350 Office Equip Maint	16,000	0	16,000	4,305.44	1,096.16	217.00	86.4%
A3110 540420 Office Supplies	26,000	0	26,000	77.92	960.79	10,733.77	32.9%
A3110 540444 Permits, Fees, Ins	12,000	0	12,000	704.00	6,700.00	25,922.08	3%
A3110 540470 Physicals	10,000	0	10,000	8,362.47	540.16	4,596.00	61.7%
A3110 540480 Postage	9,000	0	9,000	1,182.99	1,308.84	1,097.37	89.0%
A3110 540485 Printing/Paper	0	0	0	.00	.00	6,508.17	27.7%
A3110 540510 Radio Repairs	0	0	0	.00	.00	.00	0%
A3110 540560 Repairs	2,000	0	2,000	450.00	785.00	765.00	61.8%
A3110 540620 Software Expense	37,904	0	37,904	8,943.08	14,331.00	14,630.41	61.4%
A3110 540640 Supplies (Not Offi	3,000	0	3,000	729.21	.00	2,270.79	24.3%
A3110 540640 PLS01 Supplies -PLS	1,250	0	1,250	160.68	.00	1,089.32	12.9%
A3110 540660 Telephone	11,924	0	11,924	3,662.35	6,236.61	2,601.04	79.2%
A3110 540680 Tires	5,000	0	5,000	1,905.33	.00	10,018.67	16.0%
A3110 540731 Training/State Req	15,000	0	15,000	10,317.19	.00	4,300.00	14.0%
A3110 540733 Training/All Other	460,090	66,749	526,839	334,108.88	.00	4,682.81	68.8%
A3110 581088 State Retirement F	212,822	0	212,822	116,852.99	.00	192,730.05	63.4%
A3110 583088 Social Security Fr	0	16,627	16,627	229,441	.00	112,595.83	50.9%
A3110 584088 workers Compensation	0	46,441	46,441	23,807.28	.00	22,633.61	51.5%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR:	ORIGINAL APPROP.	TRANSFRS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
A3110 584588 Life Insurance Fri	920	0	920	401.65	518.35	.00	100.0%
A3110 585088 Unemployment Insur	0	0	0	.00	.00	.00	0.0%
A3110 585588 Disability Insuran	0	529	529	281.88	.00	247.52	53.2%
A3110 586088 Health Insurance F	157,242	597,791	755,033	432,903.38	.00	322,129.77	57.3%
A3110 588988 Eap Fringe	0	611	611	315.98	.00	294.72	51.7%
A3150 Jail							
A3150 422640 Jail - For Other G	-150,000	0	-150,000	-71,300.83	.00	-78,699.17	47.5%*
A3150 422650 Jail - Inmate Forf	-1,000	0	-1,000	-221.09	.00	-778.91	22.1%*
A3150 427010 Refunds Of Prior Y	0	0	0	.00	.00	.00	0.0%
A3150 427720 Misc Jail Revenue	-5,000	0	-5,000	-895.00	.00	-4,105.00	17.9%*
A3150 433920 State Aid-Jail/Bre	0	0	0	.00	.00	.00	0.0%
A3150 443920 Federal Aid-Jail/B	0	0	0	.00	.00	.00	0.0%
A3150 510010 Full Time	2,879,095	-120,173	2,758,922	1,072,753.93	.00	1,686,167.60	38.9%
A3150 510020 Part Time/Temporar	18,000	-18,000	0	.00	.00	.00	0.0%
A3150 510030 Overtime Pay Only	140,000	127,865	267,865	268,027.52	.00	-162.34	100.1%*
A3150 510040 Workers Compensation	0	1,851	1,851	173.47	.00	1,677.31	9.4%
A3150 510050 All Other (On Call,	20,375	8,458	28,833	17,227.90	.00	11,604.61	59.8%
A3150 520191 Emergency Equipmen	500	0	500	340.98	.00	159.02	68.2%
A3150 540000 Contract Expense	0	0	0	.00	.00	.00	0.0%
A3150 540040 Books	0	0	0	.00	.00	.00	0.0%
A3150 540090 Clothing	8,000	-92	7,908	1,820.66	49.64	6,037.75	23.7%
A3150 540091 Bedding	1,000	92	1,092	153.00	683.95	255.00	76.6%
A3150 540093 Building Maint & R	21,000	0	21,000	6,698.07	1,133.13	13,148.80	37.4%
A3150 540140 Contracting Servic	1,100	0	1,100	524.95	501.52	73.53	93.3%
A3150 540140 HPCC Contracting Se	0	18,600	18,600	5,500.00	.00	13,100.00	29.6%
A3150 540210 Garbage Disposal	5,500	0	5,500	2,171.30	3,328.70	.00	100.0%
A3150 540350 Office Equip Maint	0	0	0	.00	.00	.00	0.0%
A3150 540360 Meals/Food	200,864	0	200,864	74,623.70	119,404.45	6,835.85	96.6%
A3150 540370 Medical Expense	921,936	0	921,936	330,270.57	581,001.33	10,664.30	98.8%
A3150 540370 HPCC Medical Expense	0	0	0	.00	.00	4,570.17	23.8%
A3150 540620 Software Expense	74,080	6,000	80,080	1,429.83	.00	6,728.67	90.9%
A3150 540640 Supplies (Not Offi	26,000	0	26,000	8,649.57	146.86	17,203.57	33.8%
A3150 540640 COVID Supplies (Not	0	0	0	.00	.00	.00	0.0%
A3150 581088 State Retirement F	462,857	-151,292	311,566	198,118.47	.00	113,447.12	63.6%
A3150 583088 Social Security Fr	182,142	8,325	190,466	107,352.31	.00	83,113.96	56.4%
A3150 584088 Workers Compensation	2,546	46,597	49,143	24,745.47	.00	24,397.16	50.4%
A3150 584588 Life Insurance Fri	2,100	0	2,100	703.00	1,022.00	375.00	82.1%
A3150 585088 Unemployment Insur	0	0	0	.00	.00	.00	0.0%
A3150 585588 Disability Insuran	0	3	3	31.32	.00	-28.81	1247.8%*
A3150 586088 Health Insurance F	112,630	591,179	703,809	392,027.12	.00	311,781.52	55.7%
A3150 586089 Health Insurance C	0	0	0	.00	.00	.00	0.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3150 588988 Eap Fringe	32	614	646	328.40	.00	317.76	50.8%
A3151 Jail - Alternatives Program							
A3151 510010 Full Time	41,639	0	41,639	21,630.08	.00	20,008.92	51.9%
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	0	4,304	4,304	3,231.07	.00	1,073.33	75.1%
A3151 583088 Social Security Fr	0	2,556	2,556	2,024.40	.00	531.91	79.2%
A3151 584088 Workers Compensati	0	524	524	302.73	.00	221.54	57.7%
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	0	12,082	12,082	7,956.59	.00	4,125.86	65.9%
A3151 588988 Eap Fringe	0	7	7	4.05	.00	2.89	58.4%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD. ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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	165,830	0	165,830	.00	165,820.00	10.00	100.0%
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 2024 12

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	10,412,133	1,490,441	11,902,574	5,378,157.28	1,021,252.77	5,503,163.86	53.8%

** END OF REPORT - Generated by Rockwell, Diane **

REFERRING TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -24

RESOLUTION RECOGNIZING
JESSICA WILLIAMS'
27 YEARS OF DEDICATED
SERVICE TO TIOGA COUNTY

WHEREAS: Jessica Williams was appointed as a Part-Time Corrections Officer on 6/21/97; appointed to a Full-Time Corrections Officer on 4/6/99; and then appointed to Corrections Sergeant on 2/18/06; and

WHEREAS: Jessica Willilams has been dedicated and loyal in the performance of her duties and responsibilities during her 27 years of service to Tioga County, thereby earning the respect of her colleagues and peers throughout Tioga County; and

WHEREAS: Jessica Williams will retire from the Tioga County Sheriff's Office on July 22, 2024; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Jessica Williams for her 27 years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this outstanding employee, Jessica Williams.

REFERRING TO:

PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24

APPROVE SALARY ABOVE HIRING BASE
DEPUTY SHERIFF POSITION
SHERIFF'S OFFICE

WHEREAS: Resolution No. 211-99 requires legislative approval for any appointments made above an established base salary amount; and

WHEREAS: There is one full-time Deputy Sheriff position vacant; and

WHEREAS: In order to maintain adequate staffing levels for the Road Patrol Division, the Sheriff has an immediate need to backfill said position; and

WHEREAS: The Sheriff has received approval from the Tioga County Law Enforcement Association to hire a new Deputy Sheriff, who has over four years of police experience, at an annual salary rate reflecting four years of experience per the current union contract, or \$74,501; and

WHEREAS: Morgan Smith, a transfer candidate with over 4 years of Police Officer experience, has applied and has been found both eligible and willing to accept a transfer from the Sidney Police Department to a Deputy Sheriff vacancy in Tioga County; therefore be it

RESOLVED: That the Sheriff is hereby authorized to backfill the vacant, full-time Deputy Sheriff position with Morgan Smith at an annual salary of \$74,501 effective July 13, 2024.



Tioga County Law Enforcement Association

103 Corporate Dr. Owego, NY 13827

To: Sheriff Gary W. Howard

From: Tioga County Law Enforcement Association

Ref: Starting Salary for Morgan Smith

Dear Sheriff Howard:

I have met with the Executive Board to discuss the issue of what pay rate to bring Morgan Smith in for the position of Deputy Sheriff. The board has decided that it would be appropriate to bring her in at the Deputy Sheriff top rate of pay due to her 4 years of service in law enforcement, most recently with the Sidney Police Department.

In viewing all aspects of this issue, the TCLEA agrees that Morgan Smith be paid the Deputy Sheriff Starting 4th year rate of \$74,501 due to her training and experience in law enforcement. All future pay rate increases would be in accordance with the present Collective Bargaining Agreement / MOA between the TCLEA and Tioga County.

Thank you for your consideration in this matter.

Jordan Zelesnikar

President - TCLEA

Tioga County Sheriff's Office



DATE: June 27, 2024
TO: Sheriff Howard
RE: July 2, 2024 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 is currently (1) open part-time Cook position.
 - c) There is (1) Corrections Officer on light duty.
 - d) There were (2) Corrections Officers that graduated from the Corrections Academy.
3. **Road Patrol**
 - a) There are (3) open Deputy positions.
 - b) There are (2) Deputies currently in Field Training.
 - c) There are no Deputies on light duty.
 - d) There is (1) Deputy out on medical.
 - e) There is (1) Deputy on military deployment.
4. **E911 Emergency Communications Center**
 - a) There are (2) open E911 Dispatcher positions.
5. **Records**
 - a) All positions are currently filled – (1) open position as of July 12th.
6. **Administration**
 - a) All positions are filled.

Labor Issues:

1. T.C.L.E.A. contract language being finalized.

Litigation Issues:

1. Litigation with a former employee ongoing.

Budget:

1. Revenues are \$368,113 which is 31% of the budget. Expenditures are at \$5,547,192 which is 52% of the budget. Inmate Boarders are \$71,300 which is 48% of the budget.

Current Projects:

1. Jail camera replacement project ongoing.
2. In the planning phase for the VESTA Next Gen 911 system.
3. E911 dispatch center upgrades – projected in early August.
4. New building / garage project started – the footers are in.
5. Planning for new LPR.

Miscellaneous:

1. The average daily inmate population for the month of June 2024 was 51. There was an average of 5 Federal inmates (150 days) and 9 board-ins (267 days) for the month.
2. The Tioga County Sheriff's Office Corrections Division was audited and issued reaccréditation.
3. Accounts were audited by Johnson Lauder @ Savidge LLP with all appropriate findings.

Resolutions:

1. Resolution recognizing Jessica Williams' 27 years of dedicated service to Tioga County.
2. Approve salary above hiring base Deputy Sheriff position Sheriff's Office.