

PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation

April 4, 2023

1:30 pm

- **Approval of minutes** from March 7, 2023, Public Safety Committee meeting
- **Financial**
 1. Budget on track for 2023
- **Old business**
 1. Staffing
 2. Training
 3. Decision Points
 4. Warrant Policy
 5. Ipads for Officers
 6. Pre-Trial Release enhancement
- **New business**
 1. Staffing
 2. SCRAM
 3. RTA Funding
 4. Vehicles
 5. Ipads for Officers
 6. Pre-Trial Release enhancement
 7. Supervisor Summit
 8. Training list
- **Personnel**
 1. One vacant Probation Officer 1 position
 2. One vacant part-time supervisor position
 3. One unfunded Probation Officer 1 position
- **Resolutions (0)**
- **Proclamations**
 1. None
- **Adjournment**

PUBLIC SAFETY MEETING

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

Present:

Keith Flesher	Chair, Public Safety
Barb Roberts	Legislator
Marte Sauerbrey	Chair, Legislator (in at 2:35)
William Standinger	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

Guest:

Ronald Lanouette	4 th Assistant County Attorney
Cathy Haskell	Clerk of the Legislature

Absent:

Pete DeWind	County Attorney
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APPROVAL OF MINUTES

Approval of February 7, 2023 minutes:

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

Legislator Flesher complimented Mike Simmons for all of his diligent work on making the radio project come to fruition.

PROBATION – Brian Cain:

FINANCIAL:

Budget is on track. Expenditures are at 70.3%

OLD BUSINESS:

- Training – in-house training is being provided to Sydney Blinn who was hired as a Probation Officer.
- Job Readiness Employment Class – was facilitated by staff from the Employment Center in February.
- Interactive Journaling – we are looking at the possibility of purchasing the electronic version of interactive journaling booklets. A meeting was held with DSS to discuss the possibility of splitting the cost with them as it could be beneficial to their PINS clients.
- I pads for Officers – met with IT Director, Jeremy Loveland, to discuss the options available. It appears the Surface Pro tablets may be best suited for Probation's needs. IT will get quotes together with their recommendations.

NEW BUSINESS:

- Decision Points – Met with the Waverly School district to provide this service, which is a 4-6 week course. Legislator Weston asked if parental permission was required. Probation Director Cain responded that it is required.
- Warrant Policy – their program plan was submitted to DCJS and our warrant policy was required to be attached. It was suggested that we should revise it to include juvenile warrants.
- Pre-Trial Release Enhancement – Probation staff will be present in the courts to provide risk assessment effective April 1st.
- Supervisor Summit – will be bringing together supervisors from Chemung, Tompkins, Broome, and Tioga counties to share ideas.
- Juvenile Delinquency Services – no intakes for February.
- ATI Programs - Electronic Monitoring – one individual is being monitored via the vCheck24 phone app; one is being monitored with the traditional ankle bracelet.

PERSONNEL:

- Sydney Blinn was hired provisionally on 2/27/23.
- Joy Bennett – will resign 3/14/23. She is leaving to replace the Town of Owego Justice.
- One vacant Probation Officer I position exists.
- One Probation Officer 1 position remains unfunded.

RESOLUTIONS:

- None

OFFICE of EMERGENCY SERVICES – Mike Simmons:

FINANCIAL:

- Budget is on track.

OLD BUSINESS:

- Radio Project - received notification that we will be receiving the \$6 million grant.
 - Receive almost daily deliveries of equipment which is being stored at the Weitsman building that we rent.
 - Sites to be leased – Attornies are working on this aspect. We are trying to get with the surveyors and Motorola to see what is needed in regards to elevation, etc.
 - Motorola wants to start installing equipment in our existing shelters as delivery time for shelters is 50 weeks. Radio companies are now looking for refurbished/pre-built towers that have been built but not shipped. Towers under 200 feet do not require lights; ours should be 190 feet so lights should not be necessary.
 - Legislator Roberts asked if we could track deliveries so we know what equipment we have and if any is missing and if equipment is being checked for any damage.
 - Chairwoman Sauerbrey asked if the shelters have to go out for bid? Director Simmons responded they do as well as the towers need to be bidded.
 - Discussed how different funding has different rules, such as Federal monies.
 - CAD project – is close to completion. New modems, GPS, antennas were installed in cars. NYSP use statewide IT department and need to work out some technicalities.
 - Received parts from various counties in PA. Legislator Weston asked if the parts will work together and Director Simmons did not foresee any problems.
 - Completion date for this project is by summer 2024.
- New EMS Coordinator, Curtis Hammond, will start on March 15th.

DRAFT

NEW BUSINESS:

- Study on sustainability in EMS - Curtis Hammond was on the committee that helped put it together.
- Hazardous Mitigation Grant - Emergency Management, in conjunction with Elaine Jardine and Wendy Walsh are working on updating this plan.
- Busy month for fire – car/pedestrian; fatal fire, drowning.
- 10% Exemption Property Tax - Real Property is working on the numbers; Chairwoman Sauerbrey said Director Simmons should take the lead once he has the information from Real Property and bring forth the proclamation.
 - It would be up to the town/municipalities to decide if they want to proceed with this. The biggest concern is the school systems going thru the process.

PERSONNEL:

- Curtis Hammond will be hired as the P/T Assistant Fire Coordinator

RESOLUTIONS:

- Authorize Backfill Part-Time Assistant Fire Coordinator
A resolution was presented requesting authorization to appoint Curtis Hammond to fill the vacant PT Assistant Fire Coordinator position effective March 15, 2023.
- Appropriation of Funds Authorize the Acceptance of the FY2022 Domestic Terrorism Prevention Grant
A resolution was presented requesting authorization to accept this award and appropriate the funds.
- Modify 2023 Budget and Appropriation of Funds
A resolution was presented requesting authorization to modify the 2023 budget and appropriate funds.
- Award Contract Hazard Mitigation Plan
A resolution was presented requesting authorization to accept and award Barton & Loguidice, DPC to prepare the Multi-Jurisdictional Multi-Hazard Mitigation Plan.

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***Committee agreed to move these resolutions forward ***

SHERIFF – Gary Howard:

FINANCIAL:

- Revenues are at \$56,326 which is 10% of the budget. Inmate boarders for January are \$44,057.
- Expenditures are at \$1,254,183 which is 23% of the budget.

OLD BUSINESS:

- Microsoft 365 Migration is complete.
- Cradlepoint terminals have been installed in the patrol vehicles.
- CID Recording System replacement is working well.

NEW BUSINESS:

- Jail Camera Project is ongoing.
- Average daily inmate population for February is 54; it has increased to 61 as of this date.

- New Deputy is being hired at the 3 yr level salary rate due to experience. The union is in agreement with this.
- Accreditation – Road Patrol will be meeting with the State to go over their accreditation renewal this Friday.
- TCLEA (Jail union) voted down the proposed contract last week.

PERSONNEL:

- Update on Vacancies:
 - Civil – one part-time Civil Deputy
 - Corrections – 6 vacant Corrections Officer positions; 2 vacant part-time Cook positions
 - Road Patrol – one Deputy is on light duty
 - 1 Deputy is completing field training prior to his graduation from the academy on 3/31.
 - There are currently 1 vacant Deputy position and 2 unfunded Deputy positions.
 - Records – all positions are filled.
 - Administration – all positions are filled.
 - 911 Center - one full-time position

RESOLUTIONS:

- Approve Salary Above Hiring Base Deputy Sheriff Position
A resolution was presented requesting authorization to backfill the vacant, full-time Deputy Sheriff position at an annual salary of \$61,290 effective April 10, 2023.

Committee agreed to move this resolution forward

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ADJOURNMENT: Meeting was adjourned at 3:10 PM

Respectfully Submitted,

Diane Rockwell
Diane Rockwell
Secretary to the Sheriff
3/7/23



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 04

ACCOUNTS FOR: General Fund	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3140 Probation							
A3140 415600	-600	0	-600	-600.00	.00	-1,923.43	100.0%
A3140 415800	-2,000	0	-2,000	-76.57	.00	-1,923.43	3.8%*
A3140 415810	-16,000	0	-16,000	-2,110.00	.00	-13,890.00	13.2%*
A3140 415811	-10,000	0	-10,000	.00	.00	-10,000.00	.0%*
A3140 433100	-105,205	0	-105,205	-26,301.34	.00	-78,903.66	25.0%*
A3140 433160	-18,566	0	-18,566	-4,641.41	.00	-13,924.59	25.0%*
A3140 433170	-3,678	0	-3,678	-721.75	.00	-2,956.25	19.6%*
A3140 433180	-7,000	0	-7,000	.00	.00	-7,000.00	.0%*
A3140 433182	-16,920	0	-16,920	.00	.00	-16,920.00	.0%*
A3140 510010	786,371	0	786,371	139,623.72	.00	646,747.28	17.8%
A3140 510020	29,817	0	29,817	5,313.98	.00	24,503.02	17.8%
A3140 510030	5,000	0	5,000	53.64	.00	4,946.36	1.1%
A3140 510050	0	0	0	1,033.39	.00	-1,033.39	100.0%*
A3140 520060	0	40,000	40,000	.00	39,960.50	39.50	99.9%
A3140 520070	400	0	400	116.22	.00	283.78	29.1%
A3140 520200	2,500	0	2,500	.00	.00	2,500.00	.0%
A3140 520215	4,500	0	4,500	.00	10.00	4,490.00	.2%
A3140 540070	2,000	0	2,000	.00	.00	2,000.00	.0%
A3140 540080	4,250	0	4,250	62.60	.00	4,187.40	1.5%
A3140 540180	900	0	900	750.00	.00	1,150.00	83.3%
A3140 540220	2,200	0	2,200	269.86	.00	1,930.14	12.3%
A3140 540320	1,000	0	1,000	.00	.00	1,000.00	.0%
A3140 540340	3,300	0	3,300	331.58	.00	2,968.42	10.0%
A3140 540360	1,500	0	1,500	150.00	.00	1,350.00	10.0%
A3140 540390	1,000	0	1,000	.00	.00	1,000.00	.0%
A3140 540480	100	0	100	.00	.00	1,100.00	.0%
A3140 540487	1,500	0	1,500	39.99	.00	1,460.01	2.7%
A3140 540487	0	20,000	20,000	15.00	.00	19,985.00	.1%
A3140 540487	0	6,621	6,621	.00	.00	6,620.51	.0%
A3140 540590	1,265	0	1,265	.00	.00	1,265.00	.0%
A3140 540620	9,710	0	9,710	9,709.32	.00	4,869.68	100.0%
A3140 540630	6,000	0	6,000	1,130.32	.00	1,775.16	18.8%
A3140 540660	2,052	0	2,052	276.84	.00	1,775.16	13.5%
A3140 540731	1,440	0	1,440	227.94	.00	1,212.42	15.8%
A3140 540731	12,067	0	12,067	384.84	.00	11,682.16	3.2%
A3140 581088	102,678	0	102,678	19,537.78	.00	83,139.80	19.0%
A3140 583088	58,164	0	58,164	12,404.59	.00	45,758.96	21.3%
A3140 584088	19,198	0	19,198	4,514.31	.00	14,683.44	23.5%
A3140 585588	1,064	0	1,064	224.94	.00	839.10	21.1%
A3140 586088	301,471	0	301,471	56,158.53	.00	245,312.13	18.6%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 04

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTMS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3142 Alternatives To Incarceration							
A3142 415150 Alternatives To In	-100	0	-100	.00	.00	-100.00	.0%*
A3142 433120 State Aid-Alternat	-12,145	0	-12,145	.00	.00	-12,144.51	.0%*
A3142 510010 Full Time	13,705	0	13,705	2,462.32	.00	11,242.68	18.0%
A3142 540140 Contracting Servic	3,500	0	3,500	190.60	.00	3,309.40	5.4%
A3142 581088 State Retirement F	2,428	0	2,428	481.36	.00	1,946.58	19.8%
A3142 583088 Social Security Fr	950	0	950	214.76	.00	735.21	22.6%
A3142 584088 Workers Compensati	392	0	392	88.87	.00	302.92	22.7%
A3142 585588 Disability Insuran	22	0	22	4.74	.00	16.98	21.8%
A3142 586088 Health Insurance F	3,541	0	3,541	790.59	.00	2,750.73	22.3%
A3142 588988 Eap Fringe	5	0	5	1.12	.00	3.54	24.0%
TOTAL Alternatives To Incarceration	12,298	0	12,298	4,234.36	.00	8,063.53	34.4%
A3146 Sex Offender Program							
A3146 540140 Contracting Servic	123,840	0	123,840	30,960.00	92,880.00	.00	100.0%
TOTAL Sex Offender Program	123,840	0	123,840	30,960.00	92,880.00	.00	100.0%
TOTAL General Fund	1,317,843	66,621	1,384,464	253,128.90	132,850.50	998,484.14	27.9%
TOTAL REVENUES	-192,214	0	-192,214	-34,451.07	.00	-157,762.44	
TOTAL EXPENSES	1,510,057	66,621	1,576,677	287,579.97	132,850.50	1,156,246.58	



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 04

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
H Capital Fund							
[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 04

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,317,843	92,241	1,410,084	278,748.92	132,850.50	998,484.14	29.2%

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

Public Safety Committee Meeting
Probation Department Report
April 4, 2023

Budget Status:

2023 Revenue Budget:

- \$720 of DWI Supervision fee collected in March. \$2,830 collected to date in 2023
- \$526.33 in restitution and surcharge collected in March. \$2,134.33 collected to date in 2023

Current Business:

1. Staffing – One open Probation Officer position and one open Part time Supervisor position. With the anticipated retirement of Probation Supervisor Teri Rosenberger in September, interviews of current Sr. Probation Officers to fill the anticipated open Supervisor position will begin in June.
2. SCRAM Systems – Alcohol monitoring devices. Probation is exploring the possibility of entering into a contract with SCRAM Systems. Two products Probation is looking at are the SCRAM Cam (continuous alcohol monitoring) and the SCRAM Remote Breath Pro (on demand in home alcohol breath testing unit). Probation previously used in home breathe testing units from Smart Start however those units are no longer available. The SCRAM Cam or SCRAM ankle monitor could offer another monitoring option for Courts at the Pre-Trial, Pre-Sentence, and Probation phase of their proceedings.
3. 2021-2022 Raise The Age (RTA) funding – The state funding for the 2021-2022 RTA year totaling more than \$90,000 has been received. This money is for costs incurred to work with RTA youth (16 & 17 yr. olds) from April 1, 2021, to March 31, 2022. Probation is still waiting for approval of the 2022 – 2023 RTA plan so those claims can be made for costs incurred from April 1, 2022, to March 31, 2023.
4. Probation vehicles – Probation received delivery of a new 2022 Ford Escape SUV which was ordered in 2022. To complete the upgrade of the Probation Fleet (three vehicles), Probation has ordered a 2023 Dodge Durango SUV. This will give Probation three fairly new SUVs and enable the Department to begin a rotation of replacing vehicles every five to six years.
5. Probation began providing enhanced Pre-Trial Services to all Justice Courts effective April 1, 2023. Embedding a Probation Officer in the Courts on days when the District Attorney's Office and Public Defender's Office are present as well as the possibility of more monitoring options in the future will work to better inform the Courts of a defendant's cooperation level prior to sentencing.
6. Probation Admin staff have been working on a comprehensive training list which will ensure that all newly hired Probation Officers receive training consistent with that training received by those previously hired. It will also enable Probation to have

documentation of what the new Probation Officer was trained in, who trained them, and when the training occurred.

7. Another focus of Probation in 2023 is to provide Officers with up to date technology available to assist them in their duties. To that end, Probation is exploring the purchasing of I pads for all officers to enable them to access Caseload Explorer (Probation's case management tool), as well as forms, case notes, and other information necessary to effectively supervise probationers when not at their desktop. Probation has had initial discussions with IT Director Loveland regarding this. It appears it may be possible within the constraints of the current Probation budget.

Update: Probation is waiting to receive a quote from IT on the cost of the devices.

8. Probation has organized and is scheduled to host a Supervisor Summit on Tuesday, April 25, 2023. The Summit will bring together supervisory staff from Broome, Chemung, Tompkins, and Tioga County to share ideas and enhance the spirit of cooperation which currently exists.

9. Current Drug trends:

- Xylazine (tranquilizer)
- Frankenstein (20xs more powerful than fentanyl)
- Happy (fentanyl, heroin, morphine)
- Fentanyl

10. Juvenile Delinquency Services:

March of 2023- There were one Juvenile Delinquency Appearance Ticket (JDATs) received for the month of March. The 13-year-old youth was charged with Sexual Misconduct involving an animal, a Class A Misdemeanor. Due to the nature of the offense, the youth's case was referred to the County Attorney's Office for possible petition.

YTD: 2 JDATs received to date.

- E- Connect: There was one youth screened in March of 2023. To date, one youth have been screened in 2023. As a result of the E-Connect screening, the youth was found to be below threshold and not in need of an immediate mental health referral. The youth who appeared in January required immediate mental health services, and therefore was not screened at Probation.
- 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 one defendant with the traditional ankle monitor.

- Community Service – WWP is operating on a weekly basis. The District Attorney's Office has included WWP in plea agreements where it is possible to maintain the program. WWP is also being used as a graduated sanction on Probation Violations.
- Pre-Trial Release – There are nine people being supervised via the Pre-Trial Release Program

Court Ordered Investigations: 34 active investigations for Tioga County courts (Criminal, Family and Surrogate)

Supervision: 170 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)

Violation of Probation petitions: 14 defendants/respondents have violation petitions pending against them in criminal & family court.

Personnel:

One Vacant Probation Officer I position
One Vacant Part Time Probation Supervisor position
One unfunded Probation Officer position

Resolutions: Zero Resolutions