

PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation

April 2, 2024

2:30 PM

- **Approval of minutes** from March 5, 2024, Public Safety Committee meeting
- **Financial**
 1. Expended 30.9% of 2024 budget. On track.
- **Old business**
 1. Staffing
 2. Training
 3. PTR Award (\$60,000) **Update**
 4. Interstate transports
 5. Quality Assurance (audit process) **Update**
 6. High profile cases
 7. Community clean-up
- **New business**
 1. Staffing
 2. Training
 3. PTR Award (\$60,000) **Update – iPad Project Completed**
 4. First Aid/CPR Training
 5. Upgraded Electronic Monitoring Equipment
 6. Community clean-up
- **Personnel**
 1. One vacant Probation Officer I position
 2. One unfunded Probation Officer 1 position
- **Resolutions (0)**
 1. None
- **Proclamations**
 1. None
- **Adjournment**

PUBLIC SAFETY MEETING

March 5, 2024

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 5, 2024 at 2:30 PM.

Present:

| | |
|---------------------|------------------------------|
| Keith Flesher | Chair, Public Safety |
| Barb Roberts | Legislator |
| Marte Sauerbrey | Chair, Legislator |
| William Standinger | Legislator |
| Brian Cain | Director, Probation |
| Sheriff Gary Howard | Sheriff's Office |
| Corinne Cornelius | Director, Emergency Services |

Guest:

| | |
|-----------------|--|
| Pete DeWind | County Attorney |
| Cathy Haskell | Legislative Clerk |
| Robert Williams | Assistant Coordinator – Emergency Services |

Absent:

| | |
|-------------|------------|
| Dale Weston | Legislator |
|-------------|------------|

APPROVAL OF MINUTES:

Approval of March 5, 2023 minutes:

Legislator Roberts made the motion, seconded by Legislator Standinger, to approve the February 6, 2024 Public Safety minutes, as written. Motion carried.

PROBATION – Brian Cain:

FINANCIAL:

- Expenditures are on track
- \$2,362.99 in restitution and surcharge collected in February 2024.

NEW BUSINESS:

- One open Probation Officer 1 position remains unfilled. One application has been received and an interview is in the process of being scheduled.
- The most recently hired Probation Officer, Patrick VanDurme has been scheduled to attend Fundamentals of Probation Practice and Basic Course for Peace Officer training in the spring. He is scheduled to attend in Rochester from March 22 to April 19, and at Alfred University from May 14-June 28. Housing at Alfred is a Townhouse Apartment at a cost of \$50/week. The course is tailored to Probation vs. law enforcement.
- iPads, keyboards and pens have been received from the awarded DCJS grant. TCIT Dept. is providing training/tutorials.
- Quality Assurance (audit program) Admin staff at Probation have developed a rough draft of the Quality Assurance Program which will be put into place by June of 2024. Admin staff have reviewed multiple plans from various Probation Departments around the state and created a program which should work well in Tioga County. Admin staff will continue to refine the program during the coming months. Tioga County performed a trial audit which

have already resulted in some policy changes within the Department. It appears the formal audit process will be beneficial to improving efficiency and effectiveness throughout the Department.

- Two Probation Officers and one Probation Assistant have been assigned to complete the Pre-Sentence investigation regarding the arson at the Tioga Downs horse barn. More individuals have been released on Pre-Trial Release in regard to the on-going Tompkins County kidnapping/murder case, and we anticipate another extensive investigation in regard to the recent murder arrest from the alleged domestic violence murder in Apalachin. These cases, in addition to the more than dozen justice courts sending us investigation orders have all officers very busy.
- Tioga County Spring Clean-Up Day organized by Sister Mary O'Brien of Tioga County Rural Ministries will be Saturday, April 13, 2024. Last year Probation and Court personnel teamed up to participate in the cleanup day with fantastic results. Probation intends to try to organize another team effort this year.
- There were two Juvenile Delinquency Appearance Tickets received for the month of February. Both respondents were charged with Assault in the Third Degree and Menacing in the Third Degree, Misdemeanors after attacking another student at school. Due to the issue of physical violence in the school setting, the matters were referred to the County Attorney's Office for petition to Family Court.
- Electronic Monitoring – There are currently two individuals being monitored via the VCheck24 phone app and GPS electronic monitoring system, AlcoTag systems.
- 51 active Court Ordered investigations for Tioga County Courts (Criminal/Family/Surrogate)
- 175 supervision cases ordered by TC Courts & Family Court
- 9 defendants/respondents have violation petitions pending in Criminal and Family court.

PERSONNEL:

- One vacant Probation Officer I position exists.
- One unfunded Probation Office position exists.

RESOLUTIONS:

Resolution to Approve a Sole Source Contract and Maintenance Agreement Between Tioga County Probation Department and Catalis Courts & Land Records, LLC f/k/a Automon LLC to Provide Software and Maintenance of the Caseload Explore Product

(Company has not responded with new updated charges for 2024, using 2023 amounts to continue)

(Committee agreed to move this resolution forward)

OFFICE of EMERGENCY SERVICES – Corinne Cornelius

FINANCIAL:

- Budget is on track.

OLD BUSINESS:

- Communications Project:
 - 2/10/24, the Fire/EMS side of the radio system went down for several hours. Capital Area Communications responded and worked to get the system back online. During that time, dispatch could not hear or transmit to any Fire/EMS unit.
 - The Spencer lease has now been signed. Motorola has provided lease exhibits for the landowners to review with specific drawings.
 - Motorola on-site visit to confirm the status of the project and ensure that we are on track to move forward as the weather allows.
- CAD Project
 - State Police IT and our County IT are still working on mapping issue with the NYSP cars.
- EMS
 - No significant changes in county EMS coverage. The same issues continue to exist in regard to manpower shortages.
 - Spring EMT classes have begun.

EMERGENCY MANAGEMENT:

- The office is continuing to transition since Mike Sirmans has left. An all-Staff meeting was held with deputy fire coordinators to ensure that the priorities of the office were identified.

FIRE:

- County Fire Investigation Team year-end report is attached. They had a very busy 2023 and are already having a busy 2024 with over 200 investigation hours to date.
- Fire departments within the county have been submitting their response plans to have them entered into the dispatch system. (A preset listing of mutual aid responses).

PERSONNEL:

- The Deputy Director position has been posted.

RESOLUTIONS:

- C12 Execute Addendum to Lease Agreement (Apalachin)
- C13 Execute Addendum to Lease Agreement (Nichols)
- C14 Execute Addendum to Lease Agreement (Spencer)
- C15 Execute Addendum to Lease Agreement (Richford)

(Committee agreed to move resolutions forward)

SHERIFF – Gary Howard:

FINANCIAL:

- Revenues are \$26,187 which is 5% of the budget. Expenditures are at \$1,651,401 which is 12% of budget. Inmate boarders are at \$16,282 which is 11% of the budget.

PERSONNEL:

- Update on Vacancies:
 - Civil:
 - One vacant part-time Civil Deputy position
 - Corrections:

- 2 Corrections Officer positions
- 1 part-time Cook positions
- 2 Corrections Officers are on military deployment.
- Road Patrol:
 - 2 vacant Deputy positions
 - 2 Deputies currently attending police academy.
 - 1 Deputy on light duty
- Communications:
 - 2 vacant E911 Dispatcher positions
- Records:
 - All positions are filled.
- Administration:
 - All positions are filled.

NEW BUSINESS:

- Jail camera replacement project ongoing
- In the planning phase for the VESTA Next Gen 911 system
- E911 dispatch center upgrades
- Establish Drone program for crash investigations.

Miscellaneous:

- The average daily inmate population for the month of February 2024 was 40. There was an average of 6 Federal inmates (161 days) and 2 board-ins (51 days) for the month.
- Discussion to build a parking garage for patrol cars. It is not in budget, but could be completely funded by asset forfeiture monies, no county funds used. Just a plan for cost estimates at this time. Straight in parking, 100-foot length. Garage doors at later date, unheated. Building & Grounds may be able to work on it as time permits. Suggested that Gary Hammond discuss at his committee meeting.

RESOLUTIONS:

- ~~Revise Resolution #47-23 Authorize Acceptance of NYS 2023 PSAP Operation Grant~~
- ~~Amend Resolution No. 58-24 2023-2024 NYS STOP DWI High Visibility Engagement Grant~~
STOP DWI

Adjourned at 3:16pm.

Respectfully Submitted,

Debona J. Stubecki
Office Specialist III
Office of Emergency Services



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024_13

| ACCOUNTS FOR: General Fund | ORIGINAL APPROP | TRANSFERS/ ADJUSTMENTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USE/COL |
|----------------------------------|--------------------|---------------------------|-------------------|------------|--------------|---------------------|----------------|
| A3140 Probation | | | | | | | |
| A3140 415600 Adoption Investiga | -600 | 0 | -600 | 0.00 | 0.00 | -600.00 | 0% |
| A3140 415800 Restitution Surcha | -2,000 | 0 | -2,000 | -265.54 | 0.00 | -1,734.46 | 13.3% |
| A3140 415810 Probation - DWI Su | -16,000 | 0 | -16,000 | -1,900.00 | 0.00 | -14,100.00 | 11.9% |
| A3140 415811 DWI-Probation Sala | -5,000 | 0 | -5,000 | 0.00 | 0.00 | -5,000.00 | 0% |
| A3140 433100 State Aid-Probatio | -105,205 | 0 | -105,205 | 0.00 | 0.00 | -105,205.00 | 0% |
| A3140 433100 CPS01 State Aid-Pro | 0 | -60,000 | -60,000 | -60,000.00 | 0.00 | 0.00 | 100.0% |
| A3140 433160 State Aid-Enhanced | -18,566 | 0 | -18,566 | 0.00 | 0.00 | -18,566.00 | 0% |
| A3140 433170 Ignition Interlock | -3,678 | 0 | -3,678 | 0.00 | 0.00 | -3,678.00 | 0% |
| A3140 433180 State Aid- STSJP | -7,000 | 0 | -7,000 | 0.00 | 0.00 | -7,000.00 | 0% |
| A3140 433182 RTA State Aid -Rais | -16,920 | 0 | -16,920 | 0.00 | 0.00 | -16,920.00 | 0% |
| A3140 510010 Full Time | 811,803 | 0 | 811,803 | 173,559.79 | 0.00 | 638,242.77 | 21.4% |
| A3140 510020 Part Time/Temporar | 25,000 | 0 | 25,000 | 4,989.62 | 0.00 | 20,010.38 | 20.0% |
| A3140 510030 Overtime Pay Only | 5,000 | 0 | 5,000 | 688.48 | 0.00 | 4,311.52 | 13.8% |
| A3140 510040 Workers Compensati | 0 | 0 | 0 | 76.48 | 0.00 | -76.48 | 100.0% |
| A3140 520070 Chairs | 400 | 0 | 400 | 119.99 | 0.00 | 280.01 | 30.0% |
| A3140 520090 CPS01 Computer-CPS | 0 | 23,192 | 23,192 | 22,269.00 | 0.00 | 922.87 | 96.0% |
| A3140 520200 Office Equipment | 1,500 | 0 | 1,500 | 253.13 | 0.00 | 1,246.87 | 16.9% |
| A3140 520215 Personal Protectiv | 4,500 | -390 | 4,110 | 24.00 | 63.58 | 4,022.42 | 2.1% |
| A3140 540070 Car Maintenance | 1,600 | 0 | 1,600 | 42.00 | 0.00 | 1,558.00 | 2.6% |
| A3140 540080 Clinic Supplies | 4,250 | 0 | 4,250 | 0.00 | 0.00 | 4,250.00 | 0% |
| A3140 540140 CPS01 Contracting S | 0 | 5,400 | 5,400 | 0.00 | 0.00 | 5,400.00 | 0% |
| A3140 540180 Dues | 1,300 | 0 | 1,300 | 750.00 | 0.00 | 550.00 | 57.7% |
| A3140 540220 Automobile Fuel | 2,200 | 0 | 2,200 | 111.93 | 12.00 | 2,076.07 | 5.6% |
| A3140 540220 CPS01 Automobile Fu | 0 | 2,166 | 2,166 | 0.00 | 0.00 | 2,165.93 | 0% |
| A3140 540220 RTA Automobile Fuel | 1,000 | 0 | 1,000 | 0.00 | 0.00 | 1,000.00 | 0% |
| A3140 540320 Leased/Service Equ | 2,800 | 0 | 2,800 | 439.92 | 947.07 | 1,413.01 | 49.5% |
| A3140 540340 Literature | 1,000 | 0 | 1,000 | 150.00 | 0.00 | 850.00 | 15.0% |
| A3140 540360 Meals/Food | 500 | 0 | 500 | 0.00 | 0.00 | 500.00 | 0% |
| A3140 540390 Mileage Expense | 100 | 0 | 100 | 0.00 | 0.00 | 100.00 | 0% |
| A3140 540480 Postage | 1,000 | 0 | 1,000 | 0.00 | 0.00 | 1,000.00 | 0% |
| A3140 540487 CPS01 Program Expen | 19,506 | 0 | 19,506 | 0.00 | 0.00 | 19,505.77 | 0% |
| A3140 540487 FH01 Program Expens | 6,621 | 0 | 6,621 | 0.00 | 0.00 | 6,620.51 | 0% |
| A3140 540590 Services Rendered | 265 | 318 | 583 | 485.00 | 0.00 | 98.00 | 83.2% |
| A3140 540620 Software Expense | 9,710 | 0 | 9,710 | 0.00 | 0.00 | 9,710.00 | 0% |
| A3140 540630 Stationery Supplie | 6,000 | -318 | 5,682 | 437.73 | 0.00 | 5,244.27 | 7.7% |
| A3140 540660 Telephone | 2,052 | 0 | 2,052 | 138.46 | 0.00 | 1,913.54 | 6.7% |
| A3140 540660 CPS01 Telephone (Se | 0 | 29,632 | 29,632 | 0.00 | 0.00 | 29,632.20 | 0% |
| A3140 540660 RTA Telephone-RTA | 1,440 | 0 | 1,440 | 113.97 | 0.00 | 1,326.39 | 7.9% |
| A3140 540731 Training/State Req | 30,095 | 0 | 30,095 | 2,570.20 | 400.00 | 27,124.80 | 9.9% |
| A3140 581088 State Retirement F | 18,362 | 53,151 | 71,513 | 26,975.24 | 0.00 | 44,537.29 | 37.7% |



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024_13

| ACCOUNTS FOR: General Fund | ORIGINAL APPROP | TRANSFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USE/COL |
|---|--------------------|-----------------------|-------------------|-------------------|------------------|---------------------|----------------|
| A3140 583088 Social Security Fr | 58,164 | -11,108 | 47,055 | 14,667.03 | .00 | 32,388.22 | 31.2% |
| A3140 584088 Workers Compensati | 0 | 16,474 | 16,474 | 5,004.26 | .00 | 11,469.35 | 30.4% |
| A3140 585588 Disability Insuran | 0 | 858 | 858 | 265.89 | .00 | 591.61 | 31.0% |
| A3140 586088 Health Insurance F | 40,115 | 175,928 | 216,043 | 65,746.72 | .00 | 150,296.11 | 30.4% |
| A3140 588988 Eap Fringe | 0 | 217 | 217 | 66.40 | .00 | 150.17 | 30.7% |
| TOTAL Probation | 881,313 | 235,518 | 1,116,830 | 257,779.70 | 1,422.65 | 857,628.14 | 23.2% |
| <u>A3142 Alternatives To Incarceration</u> | | | | | | | |
| A3142 415150 Alternatives To In | -100 | 0 | -100 | -495.58 | .00 | 395.58 | 495.6% |
| A3142 433120 State Aid-Alternat | -12,145 | 0 | -12,145 | .00 | .00 | -12,144.51 | .0% |
| A3142 510010 Full Time | 21,525 | 0 | 21,525 | 3,024.83 | .00 | 18,500.17 | 14.1% |
| A3142 540140 Contracting Servic | 3,500 | 0 | 3,500 | 1,337.30 | .00 | 2,162.70 | 38.2% |
| A3142 581088 State Retirement F | 0 | 1,812 | 1,812 | 579.07 | .00 | 1,232.49 | 32.0% |
| A3142 583088 Social Security Fr | 950 | -115 | 835 | 256.75 | .00 | 578.14 | 30.8% |
| A3142 584088 Workers Compensati | 0 | 339 | 339 | 97.30 | .00 | 241.22 | 28.7% |
| A3142 585588 Disability Insuran | 0 | 18 | 18 | 5.55 | .00 | 12.42 | 30.9% |
| A3142 586088 Health Insurance F | 0 | 3,054 | 3,054 | 982.95 | .00 | 2,071.25 | 32.2% |
| A3142 588988 Eap Fringe | 0 | 5 | 5 | 1.31 | .00 | 3.20 | 29.0% |
| TOTAL Alternatives To Incarceration | 13,730 | 5,112 | 18,842 | 5,789.48 | .00 | 13,052.66 | 30.7% |
| <u>A3146 Sex Offender Program</u> | | | | | | | |
| 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 | 1,018,883 | 240,629 | 1,259,513 | 294,529.18 | 94,302.65 | 870,680.80 | 30.9% |
| TOTAL REVENUES | -187,214 | -60,000 | -247,214 | -62,661.12 | .00 | -184,552.39 | |
| TOTAL EXPENSES | 1,206,097 | 300,629 | 1,506,726 | 357,190.30 | 94,302.65 | 1,055,233.19 | |



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

| | ORIGINAL APPROP | TRANSFERS/ ADJUSTMENTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USE/COL |
|-------------|--------------------|---------------------------|-------------------|------------|--------------|---------------------|----------------|
| GRAND TOTAL | 1,018,883 | 240,629 | 1,259,513 | 294,529.18 | 94,302.65 | 870,680.80 | 30.9% |

** END OF REPORT - Generated by Kallin, Kristen **

Public Safety Committee Meeting

Probation Department Report

April 2, 2024

Budget Status:

2024 Revenue Budget:

- \$770 of DWI Supervision fee collected in March. \$2,670 collected in 2024
- \$1,994.25 in restitution and surcharge collected in March. \$7,711.24 collected to date in 2024

Current Business:

1. Staffing – One open Probation Officer I position remains unfilled. One interview has been completed with at least one if not two more interviews anticipated.
2. Training – The most recently hired Probation Officer, Patrick Van Durme, is currently attending Fundamentals of Probation Practice (FPP) training in Rochester. Following his completion of FPP he will attend Basic Course for Peace Officer (BCPO) training in May and June at Alfred University.

On March 12, 2024, all Tioga County Probation Officers in addition to some Broome County Probation Officers attended a one-day Disability Awareness Training for Probation Officers at the Tioga Downs Convention Center. The training was organized by the Tioga County Employment Center.

From March 26-28, 2024, two probation Officers attended Decision Points Facilitator Training in Albany. Decision Points is an Evidence Based intervention used with youth in an attempt to help them make better decisions and avoid involvement with the Juvenile Justice System. Decision Points is the backbone of Probation's attempt to address issues with students within our schools prior to the issues escalating to the point of law enforcement intervention. With multiple Officers trained, it should enable Probation to offer Decision Points at more than one location. Probation now has four Officers trained as Decision Points facilitators.

From May 21-23, 2024, all Probation Officers will be attending a three-day training at the Tioga County Sheriff's Office being organized by the Tioga County Threat Assessment Management (TAM) Team and the Domestic Terrorism Prevention Unit. Probation Officers will complete the Threat Evaluation and Reporting Course (TERC) in anticipation of their participation on the Tioga County Threat Advisory Committee in the future.

3. In December of 2023, Probation received a Reward Notice from the Division of Criminal Justice Services (DCJS) indicating Probation was awarded \$60,000 to spend toward the cost of providing Pre-Trial Services in Tioga County. Tioga County received the money in January. IT Director Loveland is in the process of ordering Ipads for each officer in the department as well as administrators and one to be shared by secretarial staff who attend court appearances with Supervisors and take notes. In addition,

money has been designated for use of enhanced electronic monitoring systems, five years of payment for the internet service required for the iPads, and gasoline for the vehicles used to attend court.

Update: The iPads, keyboards, and pens have been delivered and are in use. Director Loveland provided a tutorial for all Officers at the Probation Department regarding iPads set up and use which was very helpful. Protective tote bags have also been distributed to all Officers for the devices. Officers report using the iPads at Court, during field contacts, during meetings and in the office. Many officers have already commented on the time it saves them during the workday.

4. All Probation staff attended a First Aid/CPR course at the Sheriff's Office on March 21, 2024. The course was taught by Roy Schreiner of the TCSO. Following the course, Probation presented Roy with a plaque in appreciation of his 30 years of partnering with Probation in many aspects of community corrections. A luncheon followed in Roy's honor.
5. Probation upgraded all its Electronic Monitoring equipment in March. Buddi provided Probation with replacement Generation 5 technology at no additional cost. This new technology will provide the most accurate monitoring possible over multiple networks. Previous Generation 3 and 4 technologies only utilized one cellular service network which severely impacted reliability in certain areas of Tioga County.
6. Tioga County Spring Clean-Up Day organized by Sister Mary O'Brien of Tioga County Rural Ministries will be Saturday, April 13, 2024. Probation is organizing a team to participate in the Spring Clean-Up Day again this year.

7. Juvenile Delinquency Services:

March of 2024- There were three Juvenile Delinquency Appearance Tickets (JDAT) received for the month of March. Two respondents (both 17 yrs. old) were charged with Unlawfully Fleeing a Police Officer when they rode away from a police officer on their motorcycles after being signaled to stop. The third respondent (13 yrs. old) damaged property in his grandmother's home. Probation is currently deciding whether to divert these matters from possible petition in Family Court or refer them to the County Attorney's Office for possible petition.

YTD: 3 JDATs received to date.

- E- Connect: To date, -- Five (5) youths have been screened in 2024. As a result of the E-Connect screenings, all five (5) youths were found to be below threshold and not in need of an immediate mental health referral. Zero (0) youth were found to be level II and were referred for a mental health evaluation. Zero (0) youth were found to be level III and agreed to schedule an appointment at TCDMH. Zero (0) youth were also determined to be a level I which required immediate mental health intervention.
- There is one youth currently in juvenile sex offender treatment.

ATI Programs:

- Electronic Monitoring - There are currently two individuals being monitored via the VCheck24 phone app, GPS electronic monitoring system, and AlcoTag systems.
- Community Service - WWP will be cancelled for the second week due to a lag in orders sentencing defendants to perform community service. Probation has addressed this issue with the District Attorney's Office and the Courts. It is anticipated this will be a short-lived hiatus. WWP is also being used as a graduated sanction on Probation Violations.
- Pre-Trial Release - There are 23 people being supervised via the Pre-Trial Release program

Court Ordered Investigations: 54 active investigations for Tioga County courts (Criminal, Family and Surrogate)

Supervision: 176 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)

Violation of Probation petitions: 11 defendants/respondents have violation petitions pending against them in criminal & family court.

Personnel:

One Vacant Probation Officer I position
One unfunded Probation Officer position

Resolutions: (0)

None