

PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation

November 8, 2022

2:30 pm

- **Approval of minutes** from October 4, 2022 Public Safety Committee meeting
- **Financial**
 1. Budget on track for 2022, expended 70.3% to date
- **Old business**
 1. Staffing
 2. Collaboration with Tioga Career Center
 3. Joint training with TCDSS
 4. Narcan training
- **New business**
 1. Staffing
 2. Training
 3. Collaboration with TCDSS and County Attorney
 4. Updating Probation Policy and Procedures
 5. Cross training complete in November
 6. \$60,000 DCJS Pretrial Services Grant Award
- **Personnel**
 1. One vacant Probation Officer 1 position
 2. One unfunded Probation Officer 1 position
- **Resolutions (1)**
 1. Resolution to Accept \$60,000 Grant Award from DCJS for Pretrial Services
- **Proclamations**
 1. None
- **Adjournment**

DRAFT

PUBLIC SAFETY MEETING

October 4, 2022

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, October 4, 2022, which started at 2:31 PM and ended at 3:10 PM.

Present:

Dennis Mullen	Chair, Public Safety
William Standinger III	Legislator {Committee Member}
Barb Roberts	Legislator {Committee Member}
Marte Sauerbrey	Chair of the Legislator (Arrived @ 2:40 PM)
Brian Cain	Director, Probation
Mike Simmons	Director, Office of Emergency Services
Rich Hallett	Undersheriff, Sheriff's Office

ABSENT: Edward Hollenbeck, Legislator {Committee Member}
Gary Howard, Sheriff, Sheriff's Office
Bob Williams, Deputy Director, Office of Emergency Services
Peter DeWind, County Attorney

GUESTS: Stew Bennett, Administrative Coroner
Cathy Haskell, Legislative Clerk

APPROVAL OF MINUTES:

The *September 6, 2022* minutes was accepted with no corrections or changes

Motion by: William Standinger III to accept the September 6, 2022 Minutes.

Second: Barb Roberts

All in Favor - Carried

OFFICE OF EMERGENCY SERVICES – Mike Simmons:

FINANCIAL:

- September YTD Report – Budget is fine

OLD BUSINESS:

- Radio Project Report – Round top park in Athens, PA Commission met and agreed to lease the land to construct a tower and building. Skyview Drags – property offers

very good opportunities for a tower sit. Prospect Hill – Tower and structure that the county owns is going to be used. Will require work to restore power to the building and some repairs but using the existing will be much less expensive than building new. Anderson Hill in Richford – visited the site along with Motorola. This site will work for us.

- CAD Project – Laptops and cellular modems have been delivered and will be installed in the next couple of weeks. State Police Info Tech and Communications groups have been working to get the system installed in the State Police cars. Fire Departments have been submitting their response plans that will be mapped and entered into the system. Bill Ostrander has been making the additions.
- EMS Study – The results of the EMS study have been presented to multiple groups in the county. Conversations with the Supervisors of smaller communities indicate that EMS shortcomings cannot be resolved economically by local government.
- Emergency Management – Public Assistance Workshop being held at Public Safety Building evening of October 19th and morning of October 20th. This class is especially important for local governmental officials who will be working with damage claims for disasters. Two Tier 3 Emergency Management Training – scheduled for this fall. Citizens Preparedness classes – requested two classes to be conduct prior to the end of this year. Multi-Hazard for Schools – classes scheduled for October. Four people signed up. Based on the number of signups, the class will be cancelled.
- Fire – nothing significant to report

NEW BUSINESS:

- Fire Radio System – an outage occurred. The telephone line that connects the dispatch center to the tower sites quit working and several circuit boards in radio equipment was damaged. This was old equipment. Located new circuit boards and the system was partially operating in about 5 hours. Took 4 days for Verizon to locate the damaged line and restore service.

PERSONNEL:

- The requesting for a full-time Deputy Director. This request has been sent to Personnel. Would hire starting January 1, 2023.

RESOLUTIONS:

- Authorize agreement with Onondaga County for Master Site Server Radio Network Services and Appropriation of Funds Reserve for E911

***Committee agreed to move these resolutions forward*

PROBATION – Brian Cain:

FINANCIAL:

- Budget on track for 2022 expended 64.7% to date.

OLD BUSINESS:

- Migration of Caseload Explorer from the Tioga County Server to Automon has been completed. Some migrate issues; however, Automon has worked diligently to respond to any issues that arise.
- No JD tickets in September
- Electronic Monitoring – one probationer being monitored via the mobile app.
- Community Service – WWP is back up and running.
- Pre-Trial Release – there are 13 people being supervised.
- Court Ordered Investigations – 41 active investigations for Tioga County Court (Criminal, Family, and Surrogate).
- Supervision – 183 cases ordered by Tioga County Courts
- Violation of Probation petitions – 19 defendants/respondents have violations petitions in Tioga County Court and Family Court.

NEW BUSINESS:

- Staffing-Probation Officer Joseph Lanzillotto reported for his first day at Probation on September 12, 2022.
- Training-Probation Officers Mike Franz and Joe Lanzillotto will attend Fundamentals in October. Mike will do two weeks virtually and two weeks in person in Albany. Joe will do four weeks in person in Buffalo.
- Representatives from Tioga Career Center began attending Court proceedings in September.
- Decision Points – we received a commitment from Tioga Central in September. Working on getting a commitment from Owego Free Academy to facilitate the program.
- Joint Restorative Justice training with Probation and Tioga County Department of Social Services was completed in September. This training was well attended and very informative.
- NARCAN – refresher training was completed via probation staff in September. Training was provided by Peer Advocate Porshea Moore of Tioga County Alcohol and Drug Services.
- Pre-Trial Release - received a Grant Award Letter for county Pretrial Services in the amount of \$60,000.00 given by Governor Hochul. Given no directions on what we need to spend this on. Maybe purchase third SUV. Call into NYS DCJS to figure out how we can spend this grant money.

PERSONNEL:

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

RESOLUTIONS:

- Resolution to Contract With National Test Systems For Instant Urine Tests and Lab Testing

***Committee agreed to move these resolutions forward*

SHERIFF – Undersheriff Rich Hallett on behalf of Sheriff Gary Howard:**FINANCIAL:**

- Revenues are at \$574,725 which is 89% of the budget. Expenditures are at \$8,191,042 which is 77% of the budget. Inmate boarders are at \$385,219 which is 257% of the budget.

OLD BUSINESS:

- Update on Labor Issues – TCLEA negotiations are ongoing.
- Update on inmate population – for the month of September 2022 was 56 inmates; 14 Federal inmates and 22 board-in.

NEW BUSINESS:

- Tru-Narc training was completed today.
- MAT Program in the jail, required to start by October 7, 2022. Awaiting a CASAC from Casa-Trinity.

PERSONNEL:

- Corrections Division – 4 open Corrections Officer Positions; and 2 open part-time cooks.
- Road Patrol – 2 Deputies attending the police academy; and 2 unfunded Deputy positions.
- E911 Emergency Communications Center – 1 open full-time and 1 open part-time Dispatcher position.

RESOLUTIONS:



- Amend resolution 263-22 Authorize 2022-2023 Contracts with SADD School Associates STOP DWI
- Modify 2022 Budget and Transfer Funds – Sheriff's Office

***Committee agreed to move these resolutions forward*

EXECUTIVE SESSION:

Stew Bennett requested an Executive Session. Legislator William Standinger made a motion; Legislator Barbara Roberts Seconded to discuss an employment financial matter. Time commenced 3:10 PM; Time adjourned 3:30 PM with no action taken. Attendance three (3) Legislators, and Legislative Clerk.

Respectfully submitted,

Kristen Kallin
Secretary to the Director of Probation—October 4, 2022



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT 2022

FOR 2022 10

ACCOUNTS FOR:	GENERAL FUND	ORIGINAL	REVISED	YTD ACTUAL	MTD ACTUAL	ENC/REQ	AVAILABLE	PCT
		BUDGET	BUDGET				BUDGET	USE/COL
A3140 Probation								
A3140	415600	Adoption Investigatio	-600	-300.00	-300.00	.00	-300.00	50.0%*
A3140	415800	Restitution Surcharge	-2,000	-9,601.46	-43.57	.00	7,601.46	480.1%
A3140	415810	Probation - DWI Super	-16,000	-6,050.00	-670.00	.00	-9,950.00	37.8%*
A3140	415811	DWI-Probation Salary	-10,000	-10,000.00	.00	.00	0.00	100.0%*
A3140	433100	State Aid-Probation	-105,205	-78,904.02	.00	.00	-26,300.98	75.0%*
A3140	433100	CP501 State Aid-Prob P	0	-60,000.00	-60,000.00	.00	60,000.00	100.0%*
A3140	433160	State Aid-Enhanced PR	-18,566	-13,924.23	.00	.00	-4,641.77	75.0%*
A3140	433170	Ignition Interlock De	-3,678	-3,308.00	.00	.00	-370.00	89.9%*
A3140	433180	State Aid- STSJP	-7,000	-5,269.23	.00	.00	-1,730.77	75.3%*
A3140	433182	RTA State Aid -Raise t	-78,150	-78,150.00	.00	.00	-78,433.00	100.0%*
A3140	510010	Part Time	832,785	589,257.03	55,031.60	.00	243,527.97	70.8%
A3140	510020	Part Time/Temporary	28,645	20,651.31	2,049.12	.00	7,993.69	72.1%
A3140	510030	Overtime Pay Only	5,000	737.42	129.87	.00	4,262.58	14.7%
A3140	510040	Workers Compensation	0	248.02	.00	.00	-248.02	100.0%*
A3140	510050	All other(On Call), C1	0	6,340.00	.00	.00	0.00	100.0%
A3140	520070	Chairs	400	851.95	.00	.00	293.85	74.4%
A3140	520200	Office Equipment	2,500	217.79	.00	.00	1,282.21	14.5%
A3140	520215	Personal Protective E	4,500	3,754.20	.00	.00	61.45	98.7%
A3140	540070	Car Maintenance	2,550	1,886.00	.00	.00	1,160.64	38.5%
A3140	540080	Clinic Supplies	4,250	690.40	.00	.00	3,559.60	16.2%
A3140	540140	RTA Contracting Servic	72,510	72,510.00	.00	.00	72,510.00	100.0%
A3140	540180	Dues	850	810.00	.00	.00	40.00	95.3%
A3140	540220	Automobile Fuel	2,200	1,663.35	.00	.00	536.65	75.6%
A3140	540220	RTA Automobile Fuel-RT	1,230	1,230.00	.00	.00	1,230.00	100.0%
A3140	540320	Leased/Service Equipm	3,300	1,566.46	.00	.00	1,733.54	92.9%
A3140	540340	Literature	1,800	494.63	.00	.00	1,283.37	46.9%
A3140	540360	Meals/Food	1,000	.00	.00	.00	559.57	0.0%
A3140	540390	Mileage Expense	100	379.13	.00	.00	88.37	89.0%
A3140	540420	COVID9 Office Supplies	0	267.13	.00	.00	232.87	53.4%
A3140	540480	Postage	2,000	733.08	.00	.00	566.92	56.4%
A3140	540487	FH01 Program Expense-F	0	329.99	.00	.00	7,170.01	4.4%
A3140	540520	services Expense	1,265	149.90	.00	.00	1,115.10	11.8%
A3140	540590	Software Expense	9,247	3,294.09	.00	.00	2,705.91	60.7%
A3140	540630	Stationery Supplies	6,300	1,246.24	.00	.00	805.76	54.9%
A3140	540660	Telephone	2,052	1,025.73	.00	.00	414.63	71.2%
A3140	540731	RTA Telephone-RTA	1,440	4,614.19	.00	.00	5,016.81	49.8%
A3140	581088	Training/State Requir	10,000	86,134.95	799.74	.00	16,542.63	83.9%
A3140	583088	State Retirement Frin	102,678	45,927.10	4,061.81	.00	12,236.45	79.0%
A3140	584088	Social Security Fring	58,164	16,662.05	1,535.70	.00	2,535.69	86.8%
A3140	584088	Workers Compensation	19,198	19,198.00	.00	.00	0.00	100.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT 2022

FOR 2022 10

ACCOUNTS FOR: ORIGINAL REVISED YTD ACTUAL AFD ACTUAL FNC/REQ AVAILABLE PCT
General Fund APPROP BUDGET BUDGET BUDGET BUDGET BUDGET BUDGET USE/COL

A3140 585588	Disability Insurance	1,064	1,064	830.56	76.62	.00	233.48	78.1%
A3140 586088	Health Insurance Frin	301,471	301,471	222,241.64	18,974.48	.00	79,229.02	73.7%
A3140 588988	Eap Fringe	228	228	190.52	17.56	.00	37.78	83.5%
TOTAL Probation		1,244,067	1,251,567	838,116.99	30,124.81	1,745.28	411,704.78	67.1%

A3142 Alternatives To Incarceration

A3142 415150	Alternatives To Incar	-100	-100	-63.00	.00	.00	-37.00	63.0%*
A3142 433120	State Aid-Alternative	-12,145	-12,145	-6,571.88	.00	.00	-5,572.63	54.1%*
A3142 510010	Full Time	13,466	13,466	10,313.56	1,023.50	.00	3,152.44	76.6%
A3142 510050	All Other(On Call, CI	0	0	160.00	.00	.00	-160.00	100.0%*
A3142 540140	Contracting Services	4,000	4,000	2,014.28	14.25	.00	1,985.72	50.4%
A3142 581088	State Retirement Frin	2,428	2,428	2,350.36	222.86	.00	77.58	96.8%
A3142 583088	Social Security Fring	950	950	794.41	73.87	.00	155.56	83.6%
A3142 584088	Workers Compensation	392	392	330.54	31.34	.00	61.25	84.4%
A3142 585588	Disability Insurance	22	22	17.69	1.68	.00	4.03	81.4%
A3142 586088	Health Insurance Frin	3,541	3,541	2,822.48	267.62	.00	718.84	79.7%
A3142 588988	Eap Fringe	5	5	3.80	.36	.00	.86	81.5%
TOTAL Alternatives To Incarcerati		12,559	12,559	12,172.24	1,635.48	.00	386.65	96.9%

A3146 Sex Offender Program

A3146 540140	Contracting Services	123,840	123,840	103,200.00	10,320.00	20,640.00	.00	100.0%
TOTAL Sex Offender Program		123,840	123,840	103,200.00	10,320.00	20,640.00	.00	100.0%
TOTAL General Fund		1,380,466	1,387,966	953,489.23	42,080.29	22,385.28	412,091.43	70.3%
TOTAL REVENUES		-253,444	-253,444	-193,708.82	-61,013.57	.00	-59,734.69	
TOTAL EXPENSES		1,633,909	1,641,409	1,147,198.05	103,093.86	22,385.28	471,826.12	



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT 2022

FOR 2022 10

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,380,466	1,387,966	953,489.23	42,080.29	22,385.28	412,091.43	70.3%
** END OF REPORT - Generated by Zito, Angela **							

Public Safety Committee Meeting
Probation Department Report
November 8, 2022

Budget Status:

2022 Revenue Budget:

- \$690 of DWI Supervision fee collected in October. \$6,690 collected to date in 2022
- \$677.99 in restitution and surcharge collected in October. \$202,435.49 collected to date in 2022

2022 Budget: On target, expended 70.3% to date.

Current Business:

1. Staffing – We continue to have one open Probation Officer 1 position. We are still awaiting results from the June Civil Service exam before we consider filling the position.
2. Training – Probation Officers Mike Franz and Joe Lanzillo have successfully completed Fundamentals of Probation Practice and have met all mandatory state training.
3. The collaboration with the Tioga Career Center continues to evolve. This Director, Tioga County Department of Social Services (TCDSS) Director of Services Elizabeth Myers and staff from the Career Center attended a joint meeting in Utica, NY in October with other grant recipients from Warren County to discuss the progress being made and how to best move forward.
4. The Probation Administrative Team has begun the process of updating and reviewing all policies and procedures within the Department. The goal is to assure equitable enforcement of all conditions of probation and be current with best practices in all other aspects of the Probation profession.
5. A collaborative meeting with TCDSS Director of Services Elizabeth Myers, Probation, and the County Attorney was held in October to discuss the impacts of the "Raise the Lower Age" legislation which takes affect December 29, 2022. Discussion focused on how the agencies can work together to support TCDSS when they take on their new responsibilities going forward.
6. Probation began the process of purchasing a vehicle with the Pretrial Services Grant Award that was received from DCJS in October. A portion of the \$60,000 Award will be used to purchase a reliable vehicle to help support the expansion of Pretrial Services throughout Tioga County.
7. Probation has started planning the expansion of Pretrial Release Services throughout Tioga County. The target date for the expansion of services is April 1, 2023. The expansion includes the presence of Probation Staff in all Justice Courts on days when both the District Attorney's Office and Public Defender's Office are present.

8. Juvenile Delinquency Services:

October of 2022- There were four Juvenile Delinquency Appearance Tickets (JDATs) received for the month of October. The charges included Criminal Obstruction of Breathing, Sexual Abuse in the First Degree, Assault in the Second Degree, and Harassment. Due to the serious nature of the charges, diversion services were not offered and all matters were referred to the County Attorney's Office for possible petition to Family Court.

YTD: 30 JDATs received to date.

- E- Connect: 26 youth screened (three respondents did not appear and one youth had multiple tickets). Thirteen of the youth screened were determined to be below threshold for mental health services. Nine youth were determined to be a level III and were referred for a mental health assessment. Three youth were determined to be a level II and were referred to mental health for an evaluation and possible treatment. One youth was determined to be a Level I and was referred for immediate crisis services at Tioga County Department of Mental Hygiene.
- Probation continues to support and make referrals to ACBC as their Making Our Success Sustainable (M.O.S.S.) Program continues to grow.
- We have four youth currently in juvenile sex offender treatment.

ATI Programs:

- Electronic Monitoring – There are currently no probationers being monitored via the VCheck24 cellular phone monitoring app.
- Community Service – WWP is up and running effective. 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. July 16, 2022.
- Pre-Trial Release – There are 14 people being supervised via the Pre-Trial Release program

Court Ordered Investigations: 37 active investigations for Tioga County courts (Criminal, Family and Surrogate)

Supervision: 187 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)

Violation of Probation petitions: 25 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: One (1) Resolution

- Resolution to Accept \$60,000 Grant Award from DCJS for Pretrial Services

REFERRED TO:

PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -22

RESOLUTION TO APPROVE A
GRANT AWARD FROM NYS
DIVISION OF CRIMINAL JUSTICE FOR
COUNTY PRE-TRIAL SERVICES

WHEREAS: The Probation Department received a Grant Award from the New York State Division of Criminal Justice Services for the County Pre-Trial Services in the amount of \$60,000; and

WHEREAS: This funding must be accepted and appropriated; therefore it be

RESOLVED: That the Tioga County Legislature authorize the acceptance of this award; and be it further

RESOLVED: That the 2022 Budget be modified and funds be appropriated to the following accounts:

FROM:	A3140-433100 CPS01 State Aid Probation	\$60,000
TO:	A3140 520060 CPS01 Car/Truck	\$40,000
	A3140 540487 CPS01 Program Expenses	\$20,000

And be it further

RESOLVED: That appropriations be re-established for the remaining unspent balance as of year-end until projects are completed.