

PUBLIC SAFETY COMMITTEE AGENDA

EMERGENCY SERVICES

March 8, 2022

2:30 PM

- APPROVAL OF MINUTES February 8, 2022
- FINANCIAL
 - February YTD Report
 - Telephone Surcharge Revenue
- OLD BUSINESS
 - Communications Project Report
 - CAD Project
 - EMS Study
 - COVID
 - EMT Classes
 - Interoperable Radio Grant
- NEW BUSINESS
 - Local Emergency Planning Committee
- PERSONNEL
 - Specialty Team Leaders
- RESOLUTIONS
 - C02 – Authorize Submission of Hazardous Mitigation Planning Grant Application. Application includes Emergency Management, Soil and Water, and Economic Development and Planning.

- PROCLAMATIONS - NONE
- ADJOURNMENT

Financial:

Budget: Within Budget - See attached spreadsheets

Telephone Surcharge Revenue:

There is confusion regarding the 911 Telephone revenue and the expenses being paid. Both the Undersheriff and Emergency Services Director need to meet with the Budget Officer to determine how this account will be managed.

Old Business:**Radio Project:**

Project is moving ahead slowly. The services provided by the NYSTEC team ended rather abruptly and without advance notice after reviewing Change Order #2. The Account Manager, Kevin Karn indicates that NYSTEC will still assist us in applying for and providing additional information to DHSES once the Targeted Grant Application Period starts.

CAD Project:

Project is moving along very well. Computer system and software has been installed. Testing of interfaces with criminal justice agencies is ongoing. Project is on track. Data entry and maintenance is going to require a significant amount of time to maintain accuracy. Emergency Services is currently working to add specific information for fire and EMS responses.

EMS Study:

The Center for Governmental Research (CGR) has completed their data collection and is preparing their report. We expect a draft copies will soon be sent out to participating agencies for comment. Once they are received the report will be finalized.

COVID Pandemic:

Our office continues to monitor the COVID Pandemic and participate in calls from the state and regional partners. We have been receiving periodic deliveries of test kits and occasionally masks. These are being distributed to the public.

EMT Classes:

The Spring EMT Class has started with 8 students. Nearly all of the fall class students have taken their final exam. Thus far all students who took the class have passed the examination.

Statewide Interoperable Communications Formula Grant (SICG21):

The applications have been released to apply for the 2021 SICG Grant. We have completed and returned the application worksheet. This is the formula grant that we received each year for around \$400,000.

New Business:**LEPC:**

Assistant Director Williams has been conducting meetings with the public to develop an Local Emergency Planning Committee (LEPC). The Committee has and will continue to meet periodically to discuss all hazards planning and response. The February meeting included a representative from DHSES to e

Personnel:**Specialty Team Leaders:**

Hazardous Materials Team Leader will be changing from Deputy Coordinator Michael Roden to Deputy Coordinator Steve Solomon.

Deputy Fire Michael Roden will remain a member of the Hazardous Materials Team and will also serve as a Deputy Fire Coordinator for Technology.

Both of these positions are volunteer and currently receive no compensation at this time. Depending on the workload, and responsibilities it may be appropriate to add these two positions to the department headcount and compensate them both in the same manner as the two existing Assistant Fire Coordinators at \$5200 annually. Emergency Services will consult with the Personnel Department and County Attorney to make this determination.

Resolutions:

C02 – Authorize Submission of Hazardous Mitigation Planning Grant Application. Application includes Emergency Management, Soil and Water, and Economic Development and Planning.

Proclamations:

None

PUBLIC SAFETY MEETING

February 8, 2022

The regular meeting of Public Safety, Probation, EMO, Stop DWI, Fire, & Safety was held in the Hubbard Auditorium, at the Ronald E. Dougherty County Office Building, 56 Main Street, Tuesday, February 8, 2022, which started at 2:30 PM and ended at 3:39 PM.

Present:

Dennis Mullen	Chair, Public Safety
William Standinger III	Legislator {Committee Member}
Edward Hollenbeck	Legislator {Committee Member}
Barb Roberts	Legislator {Committee Member}
Marte Sauerbrey	Chair of the Legislator
Gary Howard	Sheriff, Sheriff's Office
Brian Cain	Director, Probation
Mike Simmons	Director, Office of Emergency Services
Bob Williams	Deputy Director, Office of Emergency Services

(Arrived at 2:35 PM)

GUESTS: Peter DeWind, County Attorney
Cathy Haskel, Deputy Clerk

APPROVAL OF MINUTES:

The *January 8, 2022* minutes were accepted with no corrections or changes

Motion by: Ed Hollenbeck to accept the January 8, 2022 Minutes.

Second: William Standinger III

All in Favor - Carried

OFFICE OF EMERGENCY SERVICES – Mike Simmons:

FINANCIAL:

- January YTD Report – Budget
- Grants Report – SICG21 permission to obtain prior to submitting application.

OLD BUSINESS:

- Communications Project Report – Moving slowly. Change Order 2019 contract pricing. Order signed February 1, 2022 narrowly avoiding Motorola canceling the 2019 Contract and discount.

- CAD Project – moving along. Software and set up installed by Bill Ostrander from IT.
- EMS Study – Data collected and preparing the report. Draft copy to be completed within the next couple of weeks.
- COVID – Deliveries of test kits, hand sanitizer, and masks.
- Dean Creek Dam Project – Two dams are in need of repair and plans are developed.

NEW BUSINESS:

- EMT Classes – Fall class was successful – 20 people. Four (4) people left to take their examination.
- SICG21 - permission to obtain prior to submitting application.

PERSONNEL:

- Reclassification of Account Clerk Typist – desk audit to reclassify the position to Office Specialist II.

RESOLUTIONS:

- Re-establish Prior Year 2021 Capital for 2022 Budget for Fire/EMO
- Appropriation of Funds 2021 Homeland Security Grant, Modify 2021 Budget
- Authorize to Reclassify Account Clerk Typist to Office Specialist II Emergency Services
- Authorize to Apply for SICG21 Grant

***Committee agreed to move these resolutions forward*

PROBATION – Brian Cain:**FINANCIAL:**

- Budget on track for 2022

OLD BUSINESS:

- Juvenile Specialized Supervision Program – the person who accepted the full-time position had to decline the job. The Insurance offered by Cayuga Counseling was fiscally prohibitive. At this time probation would like to explore the option of terminating the contract with Cayuga Counseling and add a position at Probation.
- Probation Staff volunteering in community – Staff disbursed mask and instant COVID kits, help fill freshman swag bags and attend veteran's breakfast to give an overview of services offered through the Probation Department.
- Non-Secure Detention information – two non-secure detention facilities have been contacted and asked to provide draft copies of contracts.

NEW BUSINESS:

- Collaboration with Veteran's Services – plans to partner with the Director of Veteran's Service through participation in the Expiration of Term of Service (ETS) sponsorship program. Providing mentors for active duty military members who are preparing transition to civilian life.
- Plan to fill Accounting Associate III position – Sherri Harris will be retiring in March. There is currently no list. Plan to bring a reso in April after the 20 days that Probation Assistant Lisa Baker and Secretary to the Director of Probation Kristen Kallin have been doing the Accounting Associate III position.
- Partial armament of probation update – the goal is to have a comprehensive proposal by the Fall of 2022.
- New vehicle – Probation made inquiries into the process of ordering a new Probation vehicle in the 2022 budget.

PERSONNEL:

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

RESOLUTIONS:

- Re-appointment of Alternatives to Incarceration (ATI) Board members

***Committee agreed to move this resolution forward*

EXECUTIVE SESSION:

Brian Cain requested an Executive Session. Co. Leg Ed Hollenbeck made a motion; Co. Leg. Barb Roberts Seconded. Employee Salary and extra duties. Time commenced 3:10 PM; Time adjourned 3:19 PM. Attendance six (6) Legislators, County Attorney, and Deputy Legislative Clerk.

SHERIFF – Gary Howard:**FINANCIAL:**

- Year-to-date Budget update – Expenditures are at \$961,564 which is 18% of the budget.

OLD BUSINESS:

- Update on Labor Issues – Negotiations are ongoing – no date set.
- Update on litigation issues – None
- Update on inmate population – as of this morning there is 53 inmates

- Update on projects – Black Creek upgrade complete; still waiting on replacement monitor. Live Scan upgrade complete, waiting on printers and software configurations. This will be used for juvenile and pistol permits. Jail refrigerator and freezer replacement project completed. Jail EMR complete, waiting CBH to implement.

NEW BUSINESS:

- Jail building issues – Female pod sink leaking. Buildings and Grounds jackhammered the floor and had a company come in to see where the issue is.

PERSONNEL:

- Update on vacancies – currently 3 open Correction Officers position; 1 open part-time cook; 2 Deputies in field training and 2 Deputies attending the police academy; and 1 open part-time Dispatcher.

RESOLUTIONS:

- Authorize the Submission of PTS (Police Traffic Services) Grant Application
- Authorize the Submission of the 2021-2022 PSA Operations Grant
- Authorize the Acceptance of 2021 PTS Grant. Appropriate Funds and Modify 2022 Budget
- Appropriation of Funds 2021 Homeland Security Grant Modify 2021 Budget
- Donation of Sick Time

***Committee agreed to move these resolutions forward except Donation of Sick Time. They wanted to discuss further in an Executive Session.*

EXECUTIVE SESSION:

Sheriff Howard's Executive Session requested by the County Legislators present. Co. Leg Ed Hollenbeck made a motion; Co. Leg. Barb Roberts Seconded. Employee Benefit Time. Time commenced 3:19 PM; Time adjourned 3:50 PM. Attendance six (6) Legislators, County Attorney, and Deputy Legislative Clerk.

Respectfully submitted,

Kristen Kallin
Secretary to the Director of Probation—February 10, 2022



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022								
ACCOUNTS FOR	ORIGINAL	REVISIONS	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
A	APPROP	ADJUSTMENTS	BUDGET			BUDGET	USED / COI	
A3410 Fire								
A3410 415880	Fire/EMS Reimburse	-5,000	0	-5,000	-1,987.50	.00	-3,012.50	39.8%
A3410 433060	State Aid-Fire-Sh0	0	0	0	.00	.00	.00	.0%
A3410 433060	SEN10 State Aid-Fir	0	0	0	.00	.00	.00	.0%
A3410 433200	State Aid-Emergenc	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
A3410 443050	EMP16 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3410 510010	Full Time	0	0	0	.00	.00	.00	.0%
A3410 510020	Part Time/Temporar	31,652	0	31,652	2,744.48	.00	28,907.52	8.7%
A3410 510050	All Other(On Call,	10,000	0	10,000	17.13	.00	9,982.87	.2%
A3410 520020	Audio Visual Equip	3,000	0	3,000	49.79	359.48	2,590.73	13.6%
A3410 520030	Batteries (Portabl	1,200	0	1,200	.00	.00	1,200.00	.0%
A3410 520080	Clothing	500	0	500	.00	.00	500.00	.0%
A3410 520130	Equipment (Not Car	9,000	0	9,000	665.95	489.60	7,844.45	12.8%
A3410 520130	EMP16 Equipment (No	0	0	0	.00	.00	.00	.0%
A3410 520160	Fire & Alarms Equi	400	0	400	344.00	.00	56.00	86.0%
A3410 520190	Nursing Equipment	4,500	0	4,500	1,095.46	-668.50	4,073.04	9.5%
A3410 520191	Emergency Equipmen	0	626,176	626,176	327,778.60	.00	298,397.86	52.3%
A3410 520215	Personal Protectiv	6,000	5,757	11,757	.00	.00	11,756.51	.0%
A3410 521130	SEN10 Equipment (No	5,000	0	5,000	.00	.00	5,000.00	.0%
A3410 530100	Data Processing	0	0	0	.00	.00	.00	.0%
A3410 530141	Gis	0	0	0	.00	.00	.00	.0%
A3410 530300	Legal	0	0	0	.00	.00	.00	.0%
A3410 540000	Contract Expense	0	0	0	.00	.00	.00	.0%
A3410 540070	Car Maintenance	2,000	0	2,000	.00	.00	2,000.00	.0%
A3410 540140	Contracting Servic	23,000	0	23,000	.00	.00	23,000.00	.0%
A3410 540140	EMP16 Contracting S	0	0	0	.00	.00	.00	.0%
A3410 540140	M7674 Contracting S	0	25,400	25,400	12,700.00	.00	12,700.00	50.0%
A3410 540144	Ems Instructors	10,000	0	10,000	563.74	.00	9,436.26	5.6%
A3410 540180	Dues	1,200	0	1,200	315.30	.00	884.70	26.3%
A3410 540220	Automobile Fuel	2,000	0	2,000	82.94	.00	1,917.06	4.1%
A3410 540320	Leased/Service Equ	1,000	0	1,000	82.55	.00	917.45	8.3%
A3410 540330	Legal Fees	0	0	0	.00	.00	.00	.0%
A3410 540340	Literature	5,000	0	5,000	65.00	658.20	4,276.80	14.5%
A3410 540350	Office Equip Maint	500	0	500	.00	.00	500.00	.0%
A3410 540360	Meals/Food	100	0	100	.00	.00	100.00	.0%
A3410 540370	Medical Expense	1,000	0	1,000	.00	.00	1,000.00	.0%
A3410 540390	Mileage Expense	4,000	0	4,000	53.98	.00	3,946.02	1.3%
A3410 540410	Nursing Supplies	1,500	0	1,500	.00	.00	1,500.00	.0%
A3410 540480	Postage	250	0	250	67.41	.00	182.59	27.0%
A3410 540485	Printing/Paper	300	0	300	.00	.00	300.00	.0%
A3410 540560	Repairs	1,500	0	1,500	.00	.00	1,500.00	.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022-17

ACCOUNTS FOR	GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE / COL
A3410	540620	Software Expense	500	0	500	.00	.00	500.00 .0%
A3410	540630	Stationery Supplie	1,500	0	1,500	.00	.00	1,500.00 .0%
A3410	540640	Supplies (Not Offi	1,500	0	1,500	.00	.00	1,500.00 .0%
A3410	540660	Telephone	2,000	0	2,000	113.97	.00	1,886.03 5.7%
A3410	540731	Training/State Req	0	0	0	.00	.00	.00 .0%
A3410	540733	Training/All Other	2,500	0	2,500	245.00	.00	2,255.00 9.8%
A3410	581088	State Retirement F	7,587	0	7,587	1,395.40	.00	6,191.92 18.4%
A3410	583088	Social Security Fr	2,246	0	2,246	264.71	.00	1,981.75 11.8%
A3410	584088	Workers Compensati	4,898	0	4,898	588.00	.00	4,310.02 12.0%
A3410	584588	Life Insurance Fri	0	0	0	.00	.00	.00 .0%
A3410	585088	Unemployment Insur	0	0	0	.00	.00	.00 .0%
A3410	585588	Disability Insuran	0	0	0	.02	.00	-.02 100.0%
A3410	586088	Health Insurance F	0	0	0	7.25	.00	-7.25 100.0%
A3410	588988	Eap Fringe	59	0	59	6.72	.00	51.96 11.5%
A3640 Emergency Mgmt Office								
A3640	427010	COVID19 Refunds Of Pr	0	0	0	.00	.00	.00 .0%
A3640	433080	State Aid-C837990	0	0	0	.00	.00	.00 .0%
A3640	435100	COVID19 State Aid-Fem	0	0	0	.00	.00	.00 .0%
A3640	436574	Hazard Mitigation	0	0	0	.00	.00	.00 .0%
A3640	443050	Federal Aid-Civil	0	0	0	.00	.00	.00 .0%
A3640	443050	EMP16 Federal Aid-C	0	0	0	.00	.00	.00 .0%
A3640	443050	EMP17 Federal Aid-C	0	0	0	.00	.00	.00 .0%
A3640	443050	EMP18 Fed-Aid- EMPG	0	0	0	.00	.00	.00 .0%
A3640	443050	EMP19 Fed-Aid- EMPG	0	0	0	.00	.00	.00 .0%
A3640	443050	EMP20 Fed-Aid- EMPG	0	0	0	.00	.00	.00 .0%
A3640	443050	EMP21 Fed-Aid- EMPG	0	0	0	.00	.00	.00 .0%
A3640	445100	COVID19 Federal Aid-F	0	0	0	.00	.00	.00 .0%
A3640	510010	Full Time	75,909	0	75,909	8,047.10	.00	67,861.90 10.6%
A3640	510020	Part Time/Temporar	29,324	0	29,324	3,325.83	.00	25,998.17 11.3%
A3640	510030	Overtime Pay Only	10,000	0	10,000	2,461.77	.00	7,538.23 24.6%
A3640	510050	All-Other(On Call)	0	0	0	.00	.00	.00 .0%
A3640	520090	Computer	0	0	0	.00	.00	.00 .0%
A3640	530100	Data Processing	0	0	0	.00	.00	.00 .0%
A3640	530300	Legal	0	0	0	.00	.00	.00 .0%
A3640	530330	Shared Services -P	0	0	0	.00	.00	.00 .0%
A3640	540000	Contract Expense	0	0	0	.00	.00	.00 .0%
A3640	540010	Advertising	700	-402	298	.00	.00	297.62 .0%
A3640	540070	Car Maintenance	2,000	402	2,402	.00	.00	2,402.38 .0%
A3640	540090	Clothing	500	0	500	.00	.00	500.00 .0%
A3640	540140	HME17 Contracting S	0	0	0	.00	.00	.00 .0%
A3640	540141	GIS Create & Maint	0	0	0	.00	.00	.00 .0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022 12

ACCOUNTS FOR:	ORIG LIA	BUDGETS /	REVISIO	YTD ACTUAL	PERFORMANCE	AVAIL ABLE	PCT
General Fund	APPROP	ADJUSTS	BUDGET			BUDGET	DIFF / O/L
A3640 540180 Dues	0	0	0	.00	.00	.00	.0%
A3640 540220 Automobile Fuel	2,500	0	2,500	576.31	1,166.58	757.11	69.7%
A3640 540360 COVID Meals/Food	0	0	0	.00	.00	.00	.0%
A3640 540390 Mileage Expense	0	0	0	.00	.00	.00	.0%
A3640 540420 Office Supplies	500	0	500	.00	.00	500.00	.0%
A3640 540420 COVID Office Suppli	0	0	0	.00	.00	.00	.0%
A3640 540510 Radio Repairs	500	0	500	.00	.00	500.00	.0%
A3640 540540 Reimbursements	0	0	0	.00	.00	.00	.0%
A3640 540560 Repairs	500	0	500	.00	.00	500.00	.0%
A3640 540581 Security Systems &	0	0	0	.00	.00	.00	.0%
A3640 540640 COVID Supplies (Not	0	0	0	.00	.00	.00	.0%
A3640 540660 Telephone	3,000	0	3,000	175.61	799.90	2,024.49	32.5%
A3640 540733 Training/All Other	1,000	0	1,000	.00	.00	1,000.00	.0%
A3640 581088 State Retirement F	0	0	0	.00	.00	.00	.0%
A3640 583088 Social Security Fr	7,413	0	7,413	1,275.83	.00	6,137.09	17.2%
A3640 584088 Workers Compensati	2,398	0	2,398	361.27	.00	2,036.37	15.1%
A3640 584588 Life Insurance Fri	0	0	0	.00	.00	.00	.0%
A3640 585088 Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3640 585588 Disability Insuran	68	0	68	10.44	.00	57.42	15.4%
A3640 586088 Health Insurance F	25,721	0	25,721	3,885.28	.00	21,835.22	15.1%
A3640 588988 Eap Fringe	29	0	29	4.13	.00	24.38	14.5%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022-23							
	ORIGINAL APPROP	TRANSFERS / ADJUSTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COI
GRAND TOTAL	284,453	657,333	941,786	367,383.47	2,805.26	571,597.15	39.3%
** END OF REPORT - Generated by Rockwell, Diane **							

REFERRED TO:

ED&P COMMITTEE
PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -22

AUTHORIZE SUBMISSION OF
HAZARDOUS MITIGATION PLANNING
GRANT APPLICATION EMERGENCY
MANAGEMENT, SOIL & WATER,
ECONOMIC DEVELOPMENT &
PLANNING

WHEREAS: Tioga County currently has an approved Federal Emergency Management Agency (FEMA) Multijurisdictional Multi Hazards Mitigation Plan (HMP); and

WHEREAS: The County's current HMP expires in August of 2024 and FEMA requires five-year HMP updates to be completed before their current expiration date; and

WHEREAS: FEMA has made funding available to NYS Department of Homeland Security and Emergency Services (DHSES) to update Hazard Mitigation Plans; and

WHEREAS: Tioga County Departments of Economic Development & Planning, Emergency Services and Soil & Water Conservation District partner on these HMP updates; and

WHEREAS: Tioga County is eligible for these funds and has been encouraged by NYS DHSES staff to apply this year for our County's HMP Update; and

WHEREAS: This funding is available to cover 75% of the project cost with a required local match of 25%; and

WHEREAS: In 2023, Economic Development and Planning will have \$22,000 available between budget line items of A8020.540140 Contract Services and A8020.540590 Services Rendered and Emergency Services will have \$3,000 available in budget line item A3640.540140 Contract Services totaling a \$25,000 local match and enabling a \$100,000 total grant application; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes said grant application to FEMA for a Tioga County HMP Update in an amount not to exceed \$100,000 and authorizes the Chair of the County Legislature to sign any and all grant related paperwork upon review of the County Attorney.