

PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation

February 8, 2022

2:30 pm

- **Approval of minutes** from January 4, 2022 Public Safety Committee meeting
- **Financial**
 1. Budget on track for 2022
- **Old business**
 1. Juvenile Specialized Supervision Program
 2. Probation Staff volunteering in community
 3. Non-secure detention information
- **New business**
 1. Collaboration with Veteran's Services
 2. Plan to fill Accountant Specialist III position
 3. Partial armament of Probation update
 4. New vehicle
- **Personnel**
 1. One vacant Probation Officer 1 position
 2. One unfunded Probation Officer 1 position
- **Resolutions**
 1. Re-appointment of Alternatives to Incarceration (ATI) board members
- **Proclamations**
 1. None
- **Adjournment**

Public Safety Committee Meeting
Probation Department Report
February 8, 2022

Budget Status:

2022 Revenue Budget:

- \$710 of DWI Supervision fee collected in January of 2022
- \$188,823 in restitution & surcharge collected in January of 2022

2022 Budget: On target

Current Business:

1. Juvenile Specialized Supervision Program (JSSP) – Once again, the person who was slated to accept the full time position to get the program up and running had to decline the job. The potential hire learned 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 adding a position at Probation to staff the program internally.
2. Staffing – Probation Officer Jean-Rene Regis is progressing as expected with his training and has hit the ground running with a caseload already assigned to him. Sr. Probation Officer Barbara Riley will retire effective February 10, 2022. After promoting a Probation Officer to Sr. Probation Officer, Mike Franz will report for his first day of work as a PO on March 14, 2022, backfilling the PO position left vacant after an officer is promoted to Sr. PO. That will leave one vacant PO position which will be filled by Michelle Dunham sometime between March and June of 2022. In addition, Office Specialist Jennifer Zorn will be leaving Probation in February to take a position as Secretary to Judge Keene in Tioga County Court. Also, long time financial secretary Sherri Harris announced her retirement effective March 31, 2022. Probation is working with the Personnel Department to backfill these vital positions.
3. The first Juvenile Delinquency intakes of the year were held in January which per the new state mandate, included the completion of a sexual exploitation assessment. This brings the total number of assessments completed at Intake to three. This is in addition to the Juvenile Justice information session and meeting with each family individually to discuss their young person's case. Due to the amount of time now required to complete an intake, Probation will begin the process of "triaging" cases in order to accommodate the families.
4. Probation continues to volunteer in the community. In January, staff distributed masks and instant COVID test kits, helped fill freshman swag bags at the ASAP coalition, and attended a Veteran's breakfast to give an overview of services offered through the Probation Department.
5. Probation met with the Director of Veteran Services in January and plans to partner with Veteran's Services through participation in the Expiration of Term of Service (ETS) sponsorship program. This State initiative provides mentors for active duty military

members who are preparing to transition to civilian life. Probation will undergo one day of training to learn about the military culture and begin to understand what the active military experience involves. For those Officers who wish to become a mentor, we will attend a second day of training specific to the role and responsibilities of mentors in the program.

6. Two non-secure detention facilities have been contacted and asked to provide draft copies of contracts for one bed for Tioga County. The facilities are Children's Home of Wyoming Conference in Binghamton and Skeele Valley in Tully. The draft contracts will be discussed with the Committee upon their receipt.
7. The internal Probation committee to develop the proposal to partially arm the Probation Department continues to meet. It is the goal of the committee to provide the Public Safety with a comprehensive proposal by the Fall of 2022.
8. Probation Director has made inquiries into the process of ordering the new Probation vehicle in the 2022 budget.

9. **Juvenile Delinquency Services:**

January of 2022- Probation received three JD tickets. All of the tickets involved altercations at school. The first matter involved two female students assaulting a third female student at Owego Free Academy. Those two young ladies were charged with Attempted Assault in the Third Degree, a Class B Misdemeanor. The third ticket involved a 17 year old male punching a 16 year old male outside of Candor High School. That young man was charged with Endangering the Welfare of a Child, a Class A Misdemeanor. All matters received the required assessments at intake and will be considered for Diversion Services prior to a referral to the County Attorney's Office for possible petition to Family Court.

YTD: 3 JDATs received to date.

- E- Connect: 2 youth screened (the third youth will be screened at his intake appointment on February 1, 2022). Both youth screened were determined to be below threshold for mental health services.
- Alternative to Detention Programming: Probation contracts with Cayuga Counseling for our Juvenile Specialized Supervision Program (JSSP). As noted earlier, the search for staff continues to be difficult.
- Probation continues to support and make referrals to ACBC as their Making Our Success Sustainable (M.O.S.S.) Program continues to grow. The program has moved to a new location on North Avenue in Owego. The Coordinator of the Program, Marc Brainard, feels this move will facilitate growth of the program and solve the issue of space availability at the Boys and Girls Club.
- We have four youth currently in juvenile sex offender treatment.

ATI Programs:

- **Electronic Monitoring** – One individual using the VCheck24 smart phone monitoring app. and two individuals are hooked up to the traditional electronic monitoring unit.
- **Community Service** – WWP has been suspended due to a lack of participants. Probation set a benchmark of a minimum of six participants to resume operation of the program. It appears that with the additional defendants sentenced in January of 2022 who are ordered to complete hours on the WWP, Probation will have enough defendants to resume program operations.
- **Pre-Trial Release** – There are seven people being supervised via the Pre-Trial Release program

Court Ordered Investigations: 25 active investigations for Tioga County courts (Criminal, Family and Surrogate)

Supervision: 193 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)

Violation of Probation petitions: 17 defendants/respondents have violation petitions pending against them in criminal & family court.

Personnel:

One vacant Probation Officer position

One unfunded Probation Officer position

Resolutions: One (1) Resolution

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

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -22

APPOINT MEMBERS ALTERNATIVES TO
INCARCERATION ADVISORY BOARD

RESOLVED: That the following members be appointed to the Alternatives to Incarceration Advisory Board for the following terms:

	TERM
Ex-Offender	4/1/22-3/31/23
Crime Victim	4/1/22-3/31/23
State Certified Provider of Alcohol and/or Substance Abuse Treatment	4/1/22-3/31/23



TIOGA COUNTY, NEW YORK

Tioga County 2022 YTD BUDGET REPORT

FOR 2022 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTM	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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50 Public Safety

A3140 415600	Adpt Inv	0	-600	.00	.00	-600.00	.0%
A3140 415800	Rst Surch	0	-2,000	.00	.00	-2,000.00	.0%
A3140 415810	Dwt Supfee	0	-16,000	.00	.00	-16,000.00	.0%
A3140 415811	Dwt Prob	0	-10,000	.00	.00	-10,000.00	.0%
A3140 422800	FH01 GRANTS-FH	0	0	.00	.00	.00	.0%
A3140 427050	Gfts&Dona	0	0	.00	.00	.00	.0%
A3140 427700	Oth Unclas	0	0	.00	.00	.00	.0%
A3140 433100	Sa Prob	0	-105,205	.00	.00	-78,903.66	25.0%
A3140 433160	Sa Probsup	0	-18,566	.00	.00	-13,924.59	25.0%
A3140 433170	Ign Intrlk	0	-3,678	.00	.00	-3,678.00	.0%
A3140 433180	STSJP	0	-7,000	.00	.00	-7,000.00	.0%
A3140 433182	RTA STSJP-RTA	0	0	.00	.00	.00	.0%
A3140 433190	VESTS	0	-78,150	.00	.00	-78,150.00	.0%
A3140 510010	Salary Ft	0	839,125	.00	.00	810,167.63	3.5%
A3140 510020	Salary Pt	0	28,645	.00	.00	27,717.42	3.2%
A3140 510030	Salary Ot	0	5,000	.00	.00	5,000.00	.0%
A3140 510040	Work Comp	0	0	.00	.00	.00	.0%
A3140 510050	Salary Oth	0	0	.00	.00	.00	.0%
A3140 520070	Chairs	0	400	.00	.00	-6,340.00	100.0%
A3140 520090	RTA Computer	0	0	.00	.00	400.00	.0%
A3140 520200	Office Eq	0	2,500	.00	.00	2,500.00	.0%
A3140 520200	COV19 Office Eq	0	0	.00	.00	.00	.0%
A3140 520200	RTA Office Eq	0	0	.00	.00	.00	.0%
A3140 520215	Pers Pro E	0	4,500	.00	.00	4,500.00	.0%
A3140 530100	Data Proc	0	0	.00	.00	.00	.0%
A3140 530300	Legal	0	0	.00	.00	.00	.0%
A3140 540070	Car Maint	0	2,550	.00	.00	2,550.00	.0%
A3140 540080	Clinic Sup	0	4,250	.00	.00	4,250.00	.0%
A3140 540140	Cont Sys	0	0	.00	.00	.00	.0%
A3140 540140	RTA Cont Svs	0	72,510	.00	.00	72,510.00	.0%
A3140 540150	Copier Sp	0	0	.00	.00	.00	.0%
A3140 540180	Dues	0	850	.00	.00	850.00	.0%
A3140 540220	Auto Fuel	0	2,200	.00	.00	2,086.06	5.2%



TIOGA COUNTY, NEW YORK

Tioga County 2022 YTD BUDGET REPORT

FOR 2022-23

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3140 540220	RTA Auto Fuel-	0	1,230	.00	.00	1,230.00	.0%
A3140 540320	Leased Eq	0	3,300	199.29	.00	3,100.71	6.0%
A3140 540340	Literature	0	1,800	142.00	.00	1,658.00	7.9%
A3140 540360	RTA Lit-RTA	0	0	.00	.00	.00	.0%
A3140 540390	Meals/Food	0	1,000	.00	.00	1,000.00	.0%
A3140 540420	Mileage	0	100	.00	.00	100.00	.0%
A3140 540480	Office Sup	0	0	.00	.00	.00	.0%
A3140 540480	COV19 Office Sup	500	500	.00	.00	500.00	.0%
A3140 540480	RTA Office Sup	0	0	.00	.00	.00	.0%
A3140 540485	Postage	0	2,000	.00	.00	2,000.00	.0%
A3140 540487	Printpaper	0	0	.00	.00	.00	.0%
A3140 540487	Prgrm Exp	0	0	.00	.00	.00	.0%
A3140 540590	FH01 PE-FHF	7,500	7,500	.00	.00	7,500.00	.0%
A3140 540630	Serv Rnd	0	1,265	.00	.00	1,265.00	.0%
A3140 540630	Software	0	9,247	.00	.00	9,246.91	.0%
A3140 540660	Stat Sup	-500	6,000	-155.16	.00	6,155.16	-2.6%
A3140 540731	Telephone	0	2,052	.00	.00	2,052.00	.0%
A3140 540731	RTA Telephone	0	1,440	.00	.00	1,440.36	.0%
A3140 540731	Train St	0	10,000	1,388.50	.00	8,611.50	13.9%
A3140 540733	RTA Train St	0	0	.00	.00	.00	.0%
A3140 540733	Train Oth	0	0	.00	.00	.00	.0%
A3140 581088	St Ret	0	102,678	.00	.00	94,086.24	8.4%
A3140 581088	RTA St Ret	0	0	.00	.00	.00	.0%
A3140 583088	Social Sec	0	58,164	.00	.00	53,497.72	8.0%
A3140 583088	RTA Social Sec	0	0	.00	.00	.00	.0%
A3140 584088	Work Comp	0	19,198	1,535.70	.00	17,661.95	8.0%
A3140 584588	Life Ins	0	0	.00	.00	.00	.0%
A3140 585088	Unemp Ins	0	0	.00	.00	.00	.0%
A3140 585588	Disab Ins	0	1,064	76.62	.00	987.42	7.2%
A3140 586088	RTA Disab Ins	0	0	.00	.00	.00	.0%
A3140 586088	Health Ins	0	301,471	21,361.32	.00	280,109.34	7.1%
A3140 586088	RTA Health Ins	0	0	.00	.00	.00	.0%
A3140 588988	Eap	0	228	17.56	.00	210.74	7.7%
A3140 588988	RTA Eap	0	0	.00	.00	.00	.0%
TOTAL Probation		7,500	1,251,567	43,219.14	.00	1,208,347.91	3.5%
A3142 415150	Ajt To Inc	0	-100	-35.00	.00	-65.00	35.0%

AS1141 Alteratives To Incarceration
30 Public Safety



TIOGA COUNTY, NEW YORK

Tioga County 2022 YTD BUDGET REPORT

FOR 2022 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3142 433120 Sa Alt Inc	-12,145	0	-12,145	511.75	.00	-12,144.51	3.8%
A3142 510030 Salary Ft	13,466	0	13,466	.00	.00	12,954.25	.0%
A3142 510020 Salary Pt	0	0	0	.00	.00	.00	.0%
A3142 510040 Work Comp	0	0	0	.00	.00	.00	.0%
A3142 510050 Salary Oth	0	0	0	160.00	.00	-160.00	100.0%
A3142 540000 Other	0	0	0	.00	.00	.00	.0%
A3142 540140 Cont Svs	4,000	0	4,000	122.05	.00	3,877.95	3.1%
A3142 540140 RTA Cont Svs-R	0	0	0	.00	.00	.00	.0%
A3142 581088 St Ret	2,428	0	2,428	222.86	.00	2,205.08	9.2%
A3142 583088 Social Sec	950	0	950	84.67	.00	865.30	8.9%
A3142 584088 Work Comp	392	0	392	31.34	.00	360.45	8.0%
A3142 584588 Lite Ins	0	0	0	.00	.00	.00	.0%
A3142 585088 Unemp Ins	0	0	0	.00	.00	.00	.0%
A3142 585588 Disab Ins	22	0	22	1.68	.00	20.04	7.7%
A3142 586088 Health Ins	3,541	0	3,541	267.62	.00	3,273.70	7.6%
A3142 588988 Eap	5	0	5	.36	.00	4.30	7.7%
TOTAL Alternatives To Incarceration	12,559	0	12,559	1,367.33	.00	11,191.56	10.9%
A3146 Sex of Fender Program							
30 Public Safety							
A3146 540140 Cont Svs	123,840	0	123,840	10,320.00	113,520.00	.00	100.0%
TOTAL Sex Offender Program	123,840	0	123,840	10,320.00	113,520.00	.00	100.0%
TOTAL General Fund	1,380,466	7,500	1,387,966	54,906.47	113,520.00	1,219,539.47	12.1%
TOTAL REVENUES	-253,444	0	-253,444	-30,977.75	.00	-222,465.76	
TOTAL EXPENSES	1,633,909	7,500	1,641,409	85,884.22	113,520.00	1,442,005.23	



TIOGA COUNTY, NEW YORK

Tioga County 2022 YTD BUDGET REPORT

FOR 2022 13

ACCOUNTS FOR	ORIGINAL	TRANSFERS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
Capital Fund	APPROP	ADJUSTS	BUDGET			BUDGET	USE/COL

H3140 Probation Capital

30 Public Safety

H3140 520060 Car/truck	30,000	0	30,000	.00	.00	30,000.00	.0%
TOTAL Probation Capital	30,000	0	30,000	.00	.00	30,000.00	.0%
TOTAL Capital Fund	30,000	0	30,000	.00	.00	30,000.00	.0%
TOTAL EXPENSES	30,000	0	30,000	.00	.00	30,000.00	



TIOGA COUNTY, NEW YORK

Tioga County 2022 YTD BUDGET REPORT

FOR 2022 13

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,410,466	7,500	1,417,966	54,906.47	113,520.00	1,249,539.47	11.9%
** END OF REPORT - Generated by Harris, Sherrri **							

PUBLIC SAFETY COMMITTEE AGENDA

EMERGENCY SERVICES

February 8, 2022

2:30 PM

- APPROVAL OF MINUTES January 4, 2022
- FINANCIAL
 - January YTD Report
 - Grants Report
- OLD BUSINESS
 - Communications Project Report
 - CAD Project
 - EMS Study
 - COVID
 - Dean Creek Dam Project
- NEW BUSINESS
 - EMT Classes
 - SICG21 Formula Grant
 - Emergency Planning with Spencer
- PERSONNEL
 - Reclassification of Clerk-Typist
- RESOLUTIONS
 - B09 Re-establish Prior Year 2021 Capital For 2022 Budget For Fire/EMO
 - B12 Appropriation of Funds 2021 Homeland Security Grant, Modify 2021 Budget
 - B14 Authorization To Reclassify Account Clerk Typist To Office Specialist III Emergency Services
 - B34 Authorization to Apply for SICG21 Grant
- PROCLAMATIONS - NONE
- ADJOURNMENT



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

EXPENSE

A3410 415880	Fire/EMS Reimburse	-5,000	0	-5,000	-1,747.50	.00	-3,252.50	35.0%
A3410 433060	State Aid-Fire-Sho	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	951.60	.00	30,700.40	3.0%
A3410 510050	All Other (On Call)	10,000	0	10,000	.00	.00	10,000.00	.0%
A3410 520020	Audio Visual Equip	3,000	0	3,000	.00	.00	3,000.00	.0%
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 (Mot Car	9,000	0	9,000	.00	.00	9,000.00	.0%
A3410 520130	EMP16 Equipment (No	0	0	0	.00	.00	.00	.0%
A3410 520160	Fire & Alarms Equi	400	0	400	.00	344.00	56.00	86.0%
A3410 520190	Nursing Equipment	4,500	0	4,500	1,095.46	-1,132.50	4,537.04	-8.0%
A3410 520191	Emergency Equipmen	0	626,176	626,176	.00	327,778.60	298,397.86	52.3%
A3410 520215	Personal Protectiv	6,000	0	6,000	.00	.00	6,000.00	.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	.00	12,700.00	12,700.00	50.0%
A3410 540144	Ems Instructors	10,000	0	10,000	.00	.00	10,000.00	.0%
A3410 540180	Dues	1,200	0	1,200	25.30	140.00	1,034.70	13.6%
A3410 540220	Automobile Fuel	2,000	0	2,000	.00	43.53	1,956.47	2.2%
A3410 540320	Leased/Service Equ	1,000	0	1,000	.00	49.51	950.49	5.0%
A3410 540330	Legal Fees	0	0	0	.00	.00	.00	.0%
A3410 540340	Literature	5,000	0	5,000	.00	65.00	4,935.00	1.3%
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	.00	56.39	3,943.61	1.4%
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

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	.00	.00	2,000.00	.0%
A3410	540731	Training/State Req	0	0	0	.00	.00	.00	.0%
A3410	540733	Training/All Other	2,500	0	2,500	.00	245.00	2,255.00	9.8%
A3410	581088	State Retirement F	7,587	0	7,587	696.42	.00	6,890.90	9.2%
A3410	583088	Social Security Fr	2,246	0	2,246	126.44	.00	2,120.02	5.6%
A3410	584088	Workers Compensati	4,898	0	4,898	293.82	.00	4,604.20	6.0%
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	.00	.00	.00	.0%
A3410	586088	Health Insurance F	0	0	0	.00	.00	.00	.0%
A3410	588988	Eap Fringe	59	0	59	3.36	.00	55.32	5.7%

Additional Information: A342000

A3640	427010	COVID Refunds of Pr	0	0	0	.00	.00	.00	.0%
A3640	433080	State Aid-C837990	0	0	0	.00	.00	.00	.0%
A3640	435100	COVID State Aid-Fam	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	ENP16 Federal Aid-C	0	0	0	.00	.00	.00	.0%
A3640	443050	ENP17 Federal Aid-C	0	0	0	.00	.00	.00	.0%
A3640	443050	ENP18 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640	443050	ENP19 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640	443050	ENP20 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640	443050	ENP21 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640	445100	COVID Federal Aid-F	0	0	0	.00	.00	.00	.0%
A3640	510010	Full Time	75,909	0	75,909	3,015.70	.00	72,893.30	4.0%
A3640	510020	Part Time/Temporar	29,324	0	29,324	1,108.61	.00	28,215.39	3.8%
A3640	510030	Overtime Pay Only	10,000	0	10,000	937.43	.00	9,062.57	9.4%
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

Account	Actual	Encumbrance	Balance	Actual %	Encumbrance %	Balance %
A3640 540180 Dues	0	0	0	.00	.00	.00
A3640 540220 Automobile Fuel	2,500	0	2,500	.00	1,742.89	757.11 69.7%
A3640 540360 COVID Meals/Food	0	0	0	.00	.00	.00
A3640 540390 Mileage Expense	0	0	0	.00	.00	.00
A3640 540420 Office Supplies	500	0	500	.00	.00	500.00 .0%
A3640 540420 COVID Office Suppli	0	0	0	.00	.00	.00
A3640 540510 Radio Repairs	500	0	500	.00	.00	500.00 .0%
A3640 540540 Reimbursements	0	0	0	.00	.00	.00
A3640 540560 Repairs	500	0	500	.00	.00	500.00 .0%
A3640 540581 Security Systems &	0	0	0	.00	.00	.00
A3640 540640 COVID Supplies (Not	0	0	0	.00	.00	.00
A3640 540660 Telephone	3,000	0	3,000	.00	959.88	2,040.12 32.0%
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
A3640 583088 Social Security Fr	7,413	0	7,413	628.05	.00	6,784.87 8.5%
A3640 584088 Workers Compensati	2,398	0	2,398	184.63	.00	2,213.01 7.7%
A3640 584588 Life Insurance Fri	0	0	0	.00	.00	.00
A3640 585088 Unemployment Insur	0	0	0	.00	.00	.00
A3640 585588 Disability Insuran	68	0	68	5.22	.00	62.64 7.7%
A3640 586088 Health Insurance F	25,721	0	25,721	1,942.64	.00	23,777.86 7.6%
A3640 588988 Eap Fringe	29	0	29	2.11	.00	26.40 7.4%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

	ADDITIONAL REVENUE	FINANCIAL RESOURCES	NET STATE REVENUE	NET COUNTY REVENUE	NET COUNTY EXPENSES	NET COUNTY REVENUE	PERCENT OF TOTAL REVENUE
GRAND TOTAL	284,453	651,576	936,029	9,336.70	342,992.30	583,700.37	37.6%

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

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -22 RE-ESTABLISH PRIOR YEAR 2021 CAPITAL
FOR 2022 BUDGET FOR FIRE/EMO

WHEREAS: Personal Protective Equipment order was placed in 2021 for the Fire/EMO department but will not be received prior to the closing of 2021; and

WHEREAS: Prior year Capital Equipment requests need to be re-established for the remaining unspent balance as of year-end 2021 for purchase or completion in 2022; therefore it be

RESOLVED: That the following accounts and amounts be re-established:

Capital Equipment

A3410 520215	Personal Protective Equipment	\$5,756.51
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REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -22 APPROPRIATION OF FUNDS
2021 HOMELAND SECURITY GRANT
MODIFY 2021 BUDGET
OFFICE OF EMERGENCY MANAGEMENT
SHERIFF'S OFFICE

WHEREAS: The New York State Office of Homeland Security Program (SHSP) has been awarded a grant of \$59,750 (contract #C192610) to the Tioga County Office of Emergency Management; and

WHEREAS: 75% (\$44,812) of said grant will be appropriated to Emergency Management and 25% (\$14,938) will be appropriated to the Sheriff's Office; and

WHEREAS: Appropriation of funds requires legislative approval; therefore be it

RESOLVED: That the 2021 NYS Homeland Security Grant (contract # C192610) be appropriated as follows:

FROM:

A3360.433567 SHS21 Homeland Security 2021 Revenue \$44,812

TO:

A3360.540140 SHS21 Homeland Security Grant –Contracted Services \$13,988

A3360.520130 SHS21 Homeland Security Grant – Equipment(not car) \$30,824

FROM:

A3361.433567 SHS21 Homeland Security 2021 Revenue \$14,938

TO:

A3361.520130 SHS21 Homeland Security Grant – Equipment(not car)\$14,938

and be it further

RESOLVED: That the remaining balance at year end be carried forward into the next budget year.

REFERRED TO:

PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -22

AUTHORIZATION TO RECLASSIFY ACCOUNT
CLERK-TYPIST TO OFFICE SPECIALIST III
EMERGENCY SERVICES

WHEREAS: Legislative approval is required for any position reclassification;
and

WHEREAS: In late November 2021, a desk audit was requested and
conducted by the Personnel Department on a part-time Account Clerk-
Typist position held by Debra Stubecki; and

WHEREAS: Upon analysis of the work performed by Ms. Stubecki, the
Personnel Officer has recommended reclassification of said position to the
title of Office Specialist III; therefore be it

RESOLVED: That the part-time Account Clerk-Typist position (\$13.79/hour)
filled by Ms. Stubecki shall be reclassified as a part-time Office Specialist III
effective retroactive to November 22, 2021, at the 2021 hourly rate of
17.04 and increase to the 2022 hourly rate of \$17.81 effective January 1,
2022.

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -22

AUTHORIZE THE SUBMISSION OF
STATEWIDE INTEROPERABLE
COMMUNICATIONS FORMULA
GRANT APPLICATION (SICG 21)
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Office of Homeland Security and Emergency Services has issued a Statewide Interoperable Communications Formula Grant 2021. The grant will be used for upgrading the radio communications in the county and there is no local share associated with said grant; and

WHEREAS: County Policy # 47 requires that permission be obtained prior to submitting said application; therefore be it

RESOLVED: That the Tioga County Office of Emergency Services be authorized to submit the Statewide Interoperable Communications Formula Grant application 2021.

Financial:

Budget: Within Budget - See attached spreadsheets

Grants:

Grant	Grant Period	Granted	Balance
EMPG21	10/1/2020-9/30/23	\$23,664.00	0.00
HMEP20	4/1/21-7/31/22	\$6,465.00	\$6465.00
SHSP19	9/1/19-8/31/22	\$52,485.00	\$0.00
SHSP20	9/1/20-8/31/23	\$66,824.00	\$30,560.77
SHSP21	9/1/21-8/31/24	\$59,750.00	\$59,750
SICG18	1/1/19-12/31/22	\$450,221.00	\$307,901.96
SICG19	1/1/20-12/31/22	\$385,432.00	\$330,436.27
SICG20	1/1/21-12/31/22	\$429,140.00	\$429,140.00

Old Business:**Radio Project:**

Project is moving ahead slowly. Change Order #2 from Motorola was signed after a great deal of conversation between the county, NYSTEC, and Motorola. NYSTEC reviewed the Change Order and on February 1st advised that it approved of the Changes. The Order was signed on February 1, 2022 narrowly avoiding Motorola cancelling our 2019 Contract and discounts. NYSTEC continues to review the details of our project. Nearly all tower sites have been chosen with the exception of one near Skyview Drags property and Roundtop Park in Athens PA. The project remains on schedule with a completion date of December 2024.

CAD Project:

Project is moving along very nicely. Computer system and software has been installed. Administrators have been attending training and setting up data tables that are specific to Tioga County. IT has been attending training to learn about the mapping functions and the interface between the CAD and the county ESRI maps. The project is on schedule and will go live next month.

EMS Study

The Center for Governmental Research (CGR) has completed their data collection and is preparing their report. We expect a draft copy to be completed within the next couple weeks.

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 have been distributed based on directives provided by the state.

Dean Creek Dam Projects

Bob Williams has been attending meeting regarding the Dean Creek Pelto and Pylkas Dam replacement projects. These two dams are in need of repair and plans are being developed. Specific Details are available at Soil and Water.

New Business:**EMT Classes**

The Spring EMT Class has started with 8 students. Classes are being instructed by Stephanie and Paul Cole, along with various lab instructors and helpers. They have revamped the curriculum which has had positive results. Students from the winter class have been taking their final exams on line and so far there has been a 100% pass rate.

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.

Personnel:**Reclassification of Emergency Services Account Clerk Typist**

Director Simmons requested that Personnel review the work being conducted by the Emergency Service Clerk-Typist to determine if the job duties were still accurate for the title. Personnel completed a desk audit and concluded that it was appropriate to reclassify the position to an Office Specialist II position. A resolution requesting legislative approval is attached.

Resolutions:

B09 Re-Establish Prior Year 2021 Capital Equipment for 2022 Budget

B12 Appropriation of Funds 2021 Homeland Security Grant and Modify 2021 Budget of Emergency Management and Sheriff's Office

B14 Authorization to Reclassify Account Clerk Typist to Office Specialist III

Proclamations:

None

PUBLIC SAFETY COMMITTEE AGENDA

SHERIFF'S OFFICE

February 8, 2022

2:30 PM

- APPROVAL OF MINUTES - January 4, 2022
 - N/A
- FINANCIAL -
 - Year-to-date budget update.
- OLD BUSINESS -
 - Update on labor issues.
 - Update on litigation issues.
 - Update on inmate population.
 - Update on projects.
- NEW BUSINESS
 - Jail building issues.
- PERSONNEL
 - Update on vacancies.
- RESOLUTIONS
 - Authorize the Submission of PTS (POLICE TRAFFIC SERVICES) Grant Application
 - Authorize the Submission of the 2021-2022 PSAP Operations Grant
 - Authorize the Acceptance of 2022 PTS Grant, Appropriate Funds and Modify 2022 Budget
 - Appropriation of Funds 2021 Homeland Security Grant Modify 2021 Budget
 - Donation of Sick Time
- PROCLAMATIONS
 - N/A
- ADJOURNMENT



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43000 - Public Safety - Supplemental 2022 Total

A3020 411400	Emergency Telephon	-185,000	0	-185,000	-42,559.38	.00	-142,440.62	23.0%
A3020 433310	State Aid-Enhanced	0	0	0	.00	.00	.00	.0%
A3020 510010	Full Time	578,259	0	578,259	21,057.24	.00	557,201.76	3.6%
A3020 510020	Part Time/Temporar	1,000	0	1,000	.00	.00	1,000.00	.0%
A3020 510030	Overtime Pay Only	28,000	0	28,000	1,081.48	.00	26,918.52	3.9%
A3020 510050	All Other(On Call)	12,000	0	12,000	6,572.00	.00	5,428.00	54.8%
A3020 520090	Computer	500	0	500	.00	.00	500.00	.0%
A3020 520130	Equipment (Not Car	444	0	444	.00	.00	444.00	.0%
A3020 540000	Contract Expense	0	0	0	.00	.00	0.00	.0%
A3020 540350	Offica Equip Maint	300	0	300	.00	.00	300.00	.0%
A3020 540510	Radio Repairs	0	0	0	.00	.00	0.00	.0%
A3020 540620	Software Expense	33,489	0	33,489	28,183.22	.00	5,305.78	84.2%
A3020 540660	Telephone	31,000	0	31,000	935.94	28,693.26	1,370.80	95.6%
A3020 581088	State Retirement F	54,738	0	54,738	5,977.18	.00	48,760.88	10.9%
A3020 583088	Social Security Fr	32,335	0	32,335	3,642.56	.00	28,692.34	11.3%
A3020 584088	Workers Compensati	12,243	0	12,243	1,175.28	.00	11,068.12	9.6%
A3020 584588	Life Insurance Fri	0	0	0	.00	.00	0.00	.0%
A3020 585088	Unemployment Insur	0	0	0	.00	.00	0.00	.0%
A3020 585588	Disability Insuran	679	0	679	62.64	.00	615.96	9.2%
A3020 586088	Health Insurance F	152,703	0	152,703	14,342.40	.00	138,360.28	9.4%
A3020 588988	Eap Fringe	146	0	146	13.44	.00	132.16	9.2%

43110 - Sheriff's Office

A3110 412703	Shared Services Sh	-30,000	0	-30,000	.00	.00	-30,000.00	.0%
A3110 415100	Sheriff Fees	-80,000	0	-80,000	-7,159.52	.00	-72,840.48	8.9%
A3110 425450	Licenses	-35,000	0	-35,000	-3,085.00	.00	-31,915.00	8.8%
A3110 425950	Patrol Income	-7,000	0	-7,000	.00	.00	-7,000.00	.0%
A3110 426250	Forfeiture Of Crim	0	0	0	.00	.00	0.00	.0%
A3110 426260	Forfeiture Of Crim	0	0	0	.00	.00	0.00	.0%
A3110 427010	Refunds Of Prior Y	0	0	0	-13,231.66	.00	13,231.66	100.0%
A3110 427050	PL501 Gifts And Don	0	0	0	-50.00	.00	50.00	100.0%
A3110 433190	State Aid- Bullet	0	0	0	.00	.00	0.00	.0%
A3110 433470	State Aid-SLETPP G	0	0	0	.00	.00	0.00	.0%
A3110 433480	State Aid-16 SLETP	0	0	0	.00	.00	0.00	.0%
A3110 433900	State Aid-Police T	0	0	0	.00	.00	0.00	.0%
A3110 433950	State Aid-Buckle U	0	0	0	.00	.00	0.00	.0%
A3110 433952	NYS Legislative Gr	0	0	0	.00	.00	0.00	.0%
A3110 433960	St Aid- Child Pass	0	0	0	.00	.00	0.00	.0%



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A3110 443190	Fed Aid Bullet Pro	0	0	0	.00	.00	.00	.00
A3110 510010	Full Time	2,659,357	0	2,659,357	101,345.96	.00	2,558,011.04	3.8%
A3110 510020	Part Time/Tempor	60,909	0	60,909	418.88	.00	60,490.14	.7%
A3110 510030	Overtime Pay Only	142,900	0	142,900	5,412.33	.00	137,487.67	3.8%
A3110 510040	Workers Compensati	0	0	0	-13,996.70	.00	13,996.70	100.0%
A3110 510050	All other(On Call,	75,000	0	75,000	9,341.27	.00	65,658.73	12.5%
A3110 520130	Equipment (Not Car	9,000	0	9,000	615.03	149.99	8,234.98	8.5%
A3110 520191	Emergency Equipmen	5,000	0	5,000	579.25	239.80	4,180.95	16.4%
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	12,000	0	12,000	.00	3,846.26	8,153.74	32.1%
A3110 540070	Car Maintenance	48,040	-2,300	45,740	269.64	4,200.00	41,270.36	9.8%
A3110 540090	Clothing	28,000	0	28,000	306.86	5,147.98	22,545.16	19.5%
A3110 540093	Building Maint & R	10,000	0	10,000	149.81	4,990.37	4,859.82	51.4%
A3110 540220	Automobile Fuel	85,000	0	85,000	6,402.60	63,879.29	14,718.11	82.7%
A3110 540280	Investigations	10,000	0	10,000	.00	4,820.16	5,179.84	48.2%
A3110 540330	Legal Fees	5,000	2,300	7,300	2,900.00	.00	4,400.00	39.7%
A3110 540335	Asset Forfeiture E	0	0	0	.00	.00	.00	.0%
A3110 540336	Asset Forf. Exp-Ra	0	0	0	.00	.00	.00	.0%
A3110 540350	Office Equip Maint	1,000	0	1,000	.00	320.77	679.23	32.1%
A3110 540420	Office Supplies	15,000	0	15,000	419.00	537.85	14,043.15	6.4%
A3110 540444	Permits, Fees, Ins	26,000	0	26,000	.00	.00	26,000.00	.0%
A3110 540470	Physicals	11,000	0	11,000	540.00	6,500.00	3,960.00	64.0%
A3110 540480	Postage	10,000	0	10,000	.00	8,850.00	1,150.00	88.5%
A3110 540485	Printing/Paper	9,000	0	9,000	.00	138.65	8,861.35	1.5%
A3110 540510	Radio Repairs	0	0	0	.00	.00	.00	.0%
A3110 540560	Repairs	2,000	0	2,000	.00	450.00	1,550.00	22.5%
A3110 540620	Software Expense	16,625	0	16,625	.00	16,284.53	340.47	98.0%
A3110 540640	Supplies (Not Offi	3,000	0	3,000	.00	.00	3,000.00	.0%
A3110 540640	PLSD1 Supplies -PLS	0	0	0	.00	.00	.00	.0%
A3110 540680	Telephone	11,000	0	11,000	.00	9,022.80	1,977.20	82.0%
A3110 540680	Tires	11,924	0	11,924	.00	.00	11,924.00	.0%
A3110 540731	Training/State Req	5,000	0	5,000	.00	.00	5,000.00	.0%
A3110 540733	Training/All Other	5,000	0	5,000	1,699.98	313.82	2,986.20	40.3%
A3110 581088	State Retirement F	545,603	0	545,603	49,828.30	.00	495,774.68	9.1%
A3110 583088	Social Security Fr	212,822	0	212,822	16,018.95	.00	196,802.95	7.5%
A3110 584088	Workers Compensati	47,749	0	47,749	4,156.03	.00	43,593.23	8.7%
A3110 584588	Life Insurance Pri	920	0	920	.00	.00	920.00	.0%
A3110 585088	Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3110 585588	Disability Insuran	543	0	543	44.37	.00	498.51	8.2%
A3110 586088	Health Insurance F	808,575	0	808,575	60,191.44	.00	748,383.42	7.4%
A3110 588988	Cap Fringe	568	0	568	46.97	.00	520.87	8.3%



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JAIL

A3150 422640	Jail - For Other G	-150,000	0	-150,000	-51,682.50	.00	-98,317.50	34.5%
A3150 422650	Jail - Inmate Forf	-1,000	0	-1,000	-22.00	.00	-978.00	2.2%
A3150 427010	Refunds Of Prior Y	0	0	0	.00	.00	.00	.0%
A3150 427720	Misc Jail Revenue	-5,000	0	-5,000	.00	.00	-5,000.00	.0%
A3150 433920	State Aid-Jail/Pre	0	0	0	.00	.00	.00	.0%
A3150 443920	Federal Aid-Jail/B	0	0	0	.00	.00	.00	.0%
A3150 510010	Full Time	2,539,995	0	2,539,995	86,908.98	.00	2,453,086.02	3.4%
A3150 510020	Part Time/Temporar	18,000	0	18,000	.00	.00	18,000.00	.0%
A3150 510030	Overtime Pay Only	110,000	0	110,000	14,339.50	.00	95,660.50	13.0%
A3150 510040	Workers Compensati	0	0	0	.00	.00	.00	.0%
A3150 510050	All Other(On call,	15,000	0	15,000	472.68	.00	14,527.32	3.2%
A3150 520191	Emergency Equipmen	500	0	500	.00	.00	500.00	.0%
A3150 540000	Contract Expense	0	0	0	.00	.00	.00	.0%
A3150 540040	Books	0	0	0	.00	.00	.00	.0%
A3150 540090	Clothing	8,000	0	8,000	181.44	.00	7,818.56	2.3%
A3150 540091	Bedding	1,000	0	1,000	.00	.00	1,000.00	.0%
A3150 540093	Building Maint & R	20,000	0	20,000	.00	1,488.00	18,512.00	7.4%
A3150 540140	Contracting Servic	1,000	0	1,000	.00	719.88	280.12	72.0%
A3150 540210	Garbage Disposals	5,000	0	5,000	397.05	4,602.95	.00	100.0%
A3150 540350	Office Equip Maint	0	0	0	.00	.00	.00	.0%
A3150 540360	Meals/Food	175,000	0	175,000	8,828.65	157,087.57	9,083.78	94.8%
A3150 540370	Medical Expense	726,363	0	726,363	.00	680,275.57	46,087.43	93.7%
A3150 540620	Software Expense	58,500	0	58,500	48,068.00	10,338.48	93.52	99.8%
A3150 540640	Supplies (Not Offi	26,000	0	26,000	1,291.63	1,296.85	23,411.52	10.0%
A3150 540640	COVID Supplies (Not	0	0	0	.00	.00	.00	.0%
A3150 581088	State Retirement F	325,539	0	325,539	28,328.79	.00	297,210.36	8.7%
A3150 583088	Social Security Fr	170,741	0	170,741	14,503.07	.00	156,237.60	8.5%
A3150 584088	Workers Compensati	52,285	0	52,285	4,305.99	.00	47,979.35	8.2%
A3150 584588	Life Insurance Fri	2,100	0	2,100	.00	.00	2,100.00	.0%
A3150 585088	Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3150 585588	Disability Insuran	0	0	0	.00	.00	.00	.0%
A3150 586088	Health Insurance F	776,144	0	776,144	56,217.82	.00	719,926.35	7.2%
A3150 586089	Health Insurance C	0	0	0	.00	.00	.00	.0%
A3150 588988	Rap Fringe	603	0	603	49.23	.00	553.99	8.7%

Supplies - All Items - Regular

A3151 510010	Full Time	37,673	0	37,673	1,483.82	.00	36,189.58	3.9%
A3151 510030	Overtime Pay Only	0	0	0	.00	.00	.00	.0%



TIOGA COUNTY, NEW YORK

Tioga County
YEAR-TO-DATE BUDGET REPORT



A3151	510050	All other(On Call)	0	0	0	.00	.00	.00	.0%
A3151	581088	State Retirement F	6,817	0	6,817	624.16	.00	6,192.57	9.2%
A3151	583088	Social Security Fr	2,637	0	2,637	196.86	.00	2,440.47	7.5%
A3151	584088	Workers Compensati	735	0	735	58.76	.00	675.84	8.0%
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	16,789	0	16,789	1,277.08	.00	15,511.95	7.6%
A3151	589988	Cap Fringe	9	0	9	.68	.00	8.06	7.8%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

02020 - 02020 - 02020 - 02020

H3020 520990	E911 Backup Center	0	0	0	.00	.00	.00	.0%
H3020 521000	Not Assigned	0	0	0	.00	.00	.00	.0%

02110 - 02110

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	126,195	0	126,195	.00	.00	126,195.00	.0%

02150 - 02150

H3150 520130	Equipment (Not Car	30,000	0	30,000	.00	.00	30,000.00	.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 Sheriff's Office



DATE: February 4, 2022
TO: Sheriff Howard
RE: February 2022 Public Safety - Reference Notes

Personnel Issues:

1. **Civil Office**
 - a) There is currently (1) open part-time position.
2. **Corrections Division**
 - a) There are currently (3) open Corrections Officer positions.
 - b) There is currently (1) open part-time Cook position.
3. **Road Patrol**
 - a) There are no Deputies currently on light duty.
 - b) We have (2) Deputies currently in field training (with FTO).
 - c) We have (2) Deputies attending the police academy.
4. **E911 Emergency Communications Center**
 - a) There is currently (1) open full-time and (1) open part-time Dispatcher position.
5. **Records**
 - a) All positions are filled.
6. **Administration**
 - a) All positions are filled.

Labor Issues:

1. T.C.L.E.A. negotiations are ongoing.

Litigation Issues:

None at this time.

Budget:

1. Revenues are at \$117,797 which is 24% of the budget. Expenditures are at \$961,564 which is 18% of the budget. Inmate Boarders are at \$51,682 which is 34% of the budget.

Current Projects:

1. Black Creek upgrade complete; still awaiting on replacement of a monitor.
2. Live Scan upgrade complete, waiting on printers and software configurations.
3. Jail refrigerator and freezer replacement project complete.
4. Jail EMR, complete, waiting on CBH to implement.

Miscellaneous:

Average daily inmate population for the month of January 2022 was 53.

Resolutions:

1. Authorize the submission of the 2021 – 2022 PASP Operations Grant.
2. Authorize the submission of PTS (Police Traffic Services) Grant Application 2023
3. Authorize the acceptance of 2022 NYS PTS Grant (PTS 2022 - 00195-054) appropriate funds and modify 2022 budget.
4. Appropriation of funds 2021 Homeland Security Grant – modify 2021 budget Office of Emergency Management and Sheriff's Office.

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -22

AUTHORIZE THE SUBMISSION OF
PTS (POLICE TRAFFIC SERVICES)
GRANT APPLICATION 2023
SHERIFF'S OFFICE

WHEREAS: The NYS Governor's Traffic Safety Council has announced a Fiscal Year 2023 PTS (Police Traffic Services) grant; and

WHEREAS: Applications for this grant must be received no later than May 1, 2022; and

WHEREAS: County Policy Section 9 (e) (formerly policy #47) requires that a resolution be approved before any such grant applications are submitted; therefore be it

RESOLVED: That the Tioga County Sheriff's Office be authorized to submit the appropriate grant application for the purpose of securing this funding and authorizes the Chair of the Legislature to sign such application.

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -22

AUTHORIZE THE SUBMISSION OF THE
2021-2022 PSAP OPERATIONS GRANT
SHERIFF'S OFFICE

WHEREAS: The NYS office of Interoperable and Emergency Communications has announced the 2021-2022 PSAP (Public Safety Answering Point) Operations grant funding; and

WHEREAS: County Policy Section 9 (e) (formerly policy #47) requires that a resolution be approved before any such grant application is submitted; therefore be it

RESOLVED: That the Tioga County Sheriff's Office be authorized to submit the appropriate grant application for the purpose of securing this funding and authorizes the Chair of the Legislature to sign such application.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -22 AUTHORIZE ACCEPTANCE OF
2022 NYS PTS GRANT
(PTS-2022-TIOGA CO SO-00195-054)
APPROPRIATION OF FUNDS &
MODIFY 2022 BUDGET
SHERIFF'S OFFICE

WHEREAS: The Sheriff's Office applied for and was awarded a NYS
PTS (Police Traffic Services) grant (PTS-2022-Tioga Co-SO-00195-054)
in the amount of \$12,150; and

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

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: A3110.433900 Sheriff-State Aid	\$12,150
TO: A3110.510030 Sheriff Overtime	\$12,150

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -22 APPROPRIATION OF FUNDS
2021 HOMELAND SECURITY GRANT
MODIFY 2021 BUDGET
OFFICE OF EMERGENCY MANAGEMENT
SHERIFF'S OFFICE

WHEREAS: The New York State Office of Homeland Security Program (SHSP) has been awarded a grant of \$59,750 (contract #C192610) to the Tioga County Office of Emergency Management; and

WHEREAS: 75% (\$44,812) of said grant will be appropriated to Emergency Management and 25% (\$14,938) will be appropriated to the Sheriff's Office; and

WHEREAS: Appropriation of funds requires legislative approval; therefore be it

RESOLVED: That the 2021 NYS Homeland Security Grant (contract # C192610) be appropriated as follows:

FROM:

A3360.433567 SHS21 Homeland Security 2021 Revenue \$44,812

TO:

A3360.540140 SHS21 Homeland Security Grant –Contracted Services \$13,988

A3360.520130 SHS21 Homeland Security Grant – Equipment(not car) \$30,824

FROM:

A3361.433567 SHS21 Homeland Security 2021 Revenue \$14,938

TO:

A3361.520130 SHS21 Homeland Security Grant – Equipment(not car)\$14,938

and be it further

RESOLVED: That the remaining balance at year end be carried forward into the next budget year.

REFERRED TO:

PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -22

DONATION OF SICK TIME
SHERIFF'S OFFICE

WHEREAS: The Sheriff's Office has an employee who has been out on medical leave since September 17, 2021 and will exhaust all of their benefit time as of February 14, 2022; and

WHEREAS: County Policy Section 25 (h) (formerly policy #21) stipulates that fellow county employees are permitted to assist employees in need of additional sick time; and

WHEREAS: Legislative approval is required for all requests for donations of sick time; therefore be it

RESOLVED: That the Tioga County Sheriff's Office employees be permitted to donate sick time in the amount up to 60 days to William White, retroactive to February 14, 2022, and said donated days will follow the rules outlined in County Policy Section 25(h).

DRAFT

PUBLIC SAFETY MEETING

January 4, 2022

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, January 4, 2022 at 2:30 PM.

Present:

Dennis Mullen	Chair, Public Safety
Ed Hollenbeck	Legislator
Marte Sauerbrey	Chair, Legislature- in at 2:33
William Standinger	Legislator
Barbara Roberts	Legislator
Sheriff Gary Howard	Sheriff's Office
Brian Cain	Director, Probation
Mike Simmons	Director, Emergency Services

Guest:

Robert P. Williams	Deputy Director, Emergency Services
Cathy Haskell	Legislative Clerk
Peter DeWind	County Attorney - in at 2:38

APPROVAL OF MINUTES:

Legislator Standinger made a motion to approve the minutes of December 7, 2021; seconded by Legislator Hollenbeck, and so carried.

PROBATION:

Brian Cain, Probation Director, presented the following information to the committee. Reports are attached.

Budget:

2021 Revenue Budget (year-end):

Collections: \$10,341 of DWI Supervision fee collected in 2021
\$233,237 in restitution collected through November of 2021

Probation projected revenue in the amount of \$18,600 during 2021. Revenue is comprised of Restitution surcharges, DWI supervision fees, and Adoption investigation fees. Actual revenue for 2021 totaled \$22,058 exceeding revenue projection by \$3,458 (+19%)

2022 Budget: On target

Current Business:

- Juvenile Specialized Supervision Program (JSSP) – Interview was held with a very promising and skillful candidate for the full time JSSP position on December 28, 2021. We are waiting to hear if the candidate will accept the position.
- The Floyd Hooker Foundation money was received and is in the Probation budget. Meetings were held with the Family Court staff in December to discuss how the money will be utilized and documented. Many recurring needs were identified in our juvenile population (transportation, pro-social activities accessible to youth, etc.)
- Staffing – Probation Officer Jean-Rene Regis reported for his first day of employment at Probation on December 20, 2021. Jean has completed the initial employment requirements with the County and is beginning to build a caseload.
- In December, New York State mandated that an additional screening be completed on all youth that receive diversion services through Probation. Probation is now mandated to complete and document results of a sexual exploitation screening tool to identify youth who may be at risk of sexual exploitation/trafficking. This assessment will be in addition to the completion of a suicide assessment, drug/alcohol screening and review of the allegations, which resulted in the youth being issued a Juvenile Delinquency Appearance Ticket. We are reevaluating our intake procedures to accommodate the additional requirements from New York State.
- Discussion regarding JD from Waverly who absconded from housing and needed to be transported/arraigned before magistrate prior to being placed in detention. Probation advises that there is a necessity to fund a non-secure detention for adolescent offenders.
- Probation has volunteered to help distribute both masks and/or Covid 19 testing kits to businesses in downtown Owego and anywhere else in the county where assistance may be needed.
- Probation continues discussions with Veteran's Services regarding the resolution of transportation issues veterans experience in Tioga County.

Personnel Items:

Positions Vacant: One Sr. Probation Officer, One unfunded Probation Officer

Resolutions:

Renewal of contract with Automon for Caseload Explorer services

Other:

Working with Personnel for desk audit of Finance position within department.

OFFICE of EMERGENCY SERVICES

Mike Simmons, OES Director, presented the following information to the committee. Report is attached.

Budget: Within Modified Budget, leftover funds from 2021

Resolutions:

- Apply for SICG21 Radio Grant
- Amend Resolution 291-19 Signature on Change Order #2

Monthly Activity:

EMS:

- The spring EMT Class registration is underway. So far there are 8 people signed up.
- The Berkshire Fire District Ambulance has found it necessary to discontinue providing ambulance services. The decision was made because of a lack of manpower. Maine EMS will become the agency providing EMS services to Berkshire.
- The Nichols Joint Fire District Ambulance is now out of service from 6:00 am to 6:00 pm due to a lack of manpower. Mutual Aid Departments are filling for Nichols during those hours.

Fire:

- The Fall Basic Exterior Firefighter Class held in Newark Valley finished with 12 students graduates. The same class will be scheduled in the spring and be held at a department located in the southern part of the county.
- The Fire Investigation Team has been very busy this month. They currently are working on several fire investigations. Some of the fires may have a criminal element so they are working with the Sheriff's CID Unit and the State Police BCI.

EMO:

- Damage assessments from the remnants of Hurricane Fred met the state and federal thresholds and was declared a disaster by the president. Several towns are working with FEMA to file their damage assessments and plans to repair damage to bridges and roads. Spencer is considering opting out of the FEMA reimbursements because the reporting process is too cumbersome.
- The COVID Pandemic continues. Due to the increase in cases, along with the new governor, we are back like we were in 2020, having regular conference calls and receiving deliveries of masks and possibly test kits. The State has reinstated their State of Emergency. Some counties have done the same.

Communications & Radio System:

- Motorola, NYSTEC, and Emergency Services are continuing to work on planning the radio system. Motorola has created change orders at our request, removing the Computer Aided Dispatch "CAD" system from the Radio Project. The Change Order also includes changing our system so it connects to the Central NY Consortium, Adds additional Mobile and Portable Radios, increases the number of towers from 9 to 11 and adds additional microwave connections between towers. These changes increase the price of the project by \$3.1 million.
- Legislature Mullen is recommending that Chairman Sauerbrey sign the "Change Order #2" before additional cost increases occur. Approved by Committee.

SHERIFF:

Sheriff Howard presented the following information to the committee. Reports are attached.

Personnel Items:

- There are currently (5) open Corrections Officer positions.
- There is currently (1) open part-time Cook position. (1) Full time cook position has been filled and starts January 3rd 2022.

Road Patrol

- There are no Deputies currently on light duty.
- We have (2) Deputies currently attending the police academy (with FTO).
- We have (2) Deputies starting the police academy January 10th 2022.

E911 Emergency Communications Center

- There is currently (1) open full-time and (1) open part-time Dispatcher position.

Records

- Full-time position filled; new person starting January 2nd 2022.

Administration

- All positions are filled.

Budget:

- Revenues are at \$774,506 which is 111% of the budget.
- Expenditures are at \$10,452,990 which is 94% of the budget.
- Inmate Boarders are at \$489,419 which is 326% of the budget.

Current Projects:

- Black Creek upgrade complete; awaiting replacement of a monitor on 1/15/22.
- Live Scan part of upgrade moving forward, installed but software not complete.
- Jail refrigerator and freezer replacement project should be finished today 12/30/21.
- Jail EMR, IT has installed all equipment necessary and licensing is complete.

Miscellaneous:

Average daily inmate population for the month of December 2021 was 60.



Resolutions:

Modify Budget: create account for Project Lifesaver.

ADJOURNED:

Meeting adjourned at 3:45PM.

Respectfully submitted,

Debra J. Stubecki
Tioga County Office of Emergency Services