

## **PUBLIC SAFETY MEETING**

### PUBLIC SAFETY MINUTES FOR TUESDAY, JULY 3, 2018

#### **Present:**

Marte Sauerbrey	Legislative Chairwoman
Dennis Mullen	Public Safety Chairman
Ed Hollenbeck	Legislator
Dale Weston	Legislator
Bill Standinger	Legislator
Brian Cain	Probation Supervisor
Gary Howard	Sheriff's Office
Mike Simmons	Director of Emergency Management Office
Bob Williams	Deputy Director EMO

**Absent:** None.

**Guests:** None.

#### **Approval of Minutes:**

Motion to approve minutes from June 5, 2018 meeting made by Ed Hollenbeck and seconded by Dale Weston. All in favor. So carried.

#### **PROBATION:**

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

**Budget Status:** Budget on track.

Polygraph testing will be added to 2019 budget.

#### **Issues**

##### 1. Raise the Age Legislation

- Looming out there for Oct 1. We submitted plan. It's still up in the air about public defender. Offenders after hours will have to go to a specialized detention; otherwise law enforcement gets stuck on them until the next day. Still trying to work out that issue. They can only hold a defendant for 24 hours so if it's on a Friday or holiday and you don't have specialized detention or arraignment then you'll have a problem. So the representation by public defender's office is going to be huge. Knowing that in a year for the last three years we've had 1-2 violent felonies in that age group. The problem is, when that does strike, you have to have something in place. So we met with the magistrates and did training, brought them up to speed. The Town of Owego is an after-hours court if needed. We tried to impress on them, gave them options for specialized detention. It's \$1200-1500/day so that'll eat up the budget in a hurry. We have electronic monitoring as an option in lieu of detention; we could see

them the next day, and we will do what we need to do. Syracuse is a go-to bed which is done by a hand shake but not sure if they'll have enough beds. We're working out west with John Treahy on building a facility. They're looking at a couple sites and looking for funding for a facility in the Southern Tier. Right now were looking at Holbrook. We're preparing the RTA training for all law enforcement in all agencies and it's going to be held at the Sheriff's Office. Waiting for implementation. Working to find evidence-based program through the state. Looking at Cayuga counseling services and this may be a specialized secure facility in conjunction with DSS.

## 2. COTI Program

- Going well. Able to refer in-house because they have an office in our building. In conjunction with that, I just came from Waverly where we're establishing another COTI program. For the juvenile delinquent that doesn't have much to do during the summer, we're offering guitar lessons. We purchased 5 guitars and at the end of the session, they'll get to keep that guitar.
- COTI just finished their first session of Thinking for a Change (T4C) which is a 14-week program. Eighteen men graduated from the program. We're starting the second round in the next couple weeks.

### **ATI Programs**

- ❖ 1 runaway during strawberry festival and was able to locate her through the electronic monitoring system.
- ❖ Community Service is picking up again. Numbers were down for a while.
- ❖ Pre-Trial Release – busy.
- ❖ Juvenile Delinquency Services – Three tickets were issued in June; up to 14 for the year. We had 17 last year. When RTA hits, we think these numbers will double.

### **Personnel:**

1) Unfunded PO Position

### **Resolutions:**

None

### **SHERIFF:**

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

### **Personnel Issues:**

- ◆ Civil: All positions are filled.
- ◆ Corrections Division: (2) full time vacancies opening up soon. One is transferring to Broome County and one is going to be a policeman at a college. One sergeant resigned. (11) Part time vacancies.

- ◆ Road Patrol: Filled. Vacancy at end of July due to retirement of Jewell. Last day working is 7/27. Lots of promotions coming. Two deputies are in the academy; one in Broome and the other in Corning.
- ◆ E911 Emergency Communications Center: Filled. Currently have one person in training.

**Labor Issues:** None.

**Litigation Issues:** Have not heard a word from the courts.

**Budget:** Expense accounts on track. Revenue is at 41% of goal.

**Current Projects:**

1. Backup E911 Building Project: DPW did a tremendous job. They did a ton of work; septic system, countertops, reworking electric. Lieutenant Rich Hallett whipped everyone to get the job done. It's up and operational. Few minor things to do. Soil and Water will back blade and hydro seed, spread some stone and paint. Waiting on a grant for fencing. It's a 3-person dispatch center that has a bathroom, A/C and heat, septic. We could operate out of there for months and months.

**Resolutions:**

1. Resolution recognizing Tim Jewell's 25 years of dedicated service to Tioga County
2. Authorize the submission of 2019 PSAP Operations Grant
3. Reclassify one (1) vacant Corrections Officer (PT) position to Cook (PT)
  - a. Jeff Tiffany has been out of work and we only have two part timers to fill that position. They have been working quite a few extra hours.

**OFFICE of EMERGENCY MANAGEMENT**

Mike Simmons, OEM Director, presented the following information to the committee. Reports are attached.

**Budget:** Over budget.

**Resolutions:**

1. G01-Authorize Submission of SHSP18 Grant Application
2. G02- Authorize Submission of HMEP18-19 Grant Application – matching grant
3. G12-Authorize Contract for Radio Consultant -

**Monthly Activity:**

1. Meetings Attended
  - a. Attended same meetings as always
  - b. Big topic from these meetings is recruitment of fire and EMS personnel.

**Legislator Mullen:** In the future, we have to look at what is going on in the county. One area up north only has nine members and eight of them are elderly. They towns are getting taxed as a fire district. There is a lot of history and emotion involved in this. We're in tough shape recruiting volunteer fire fighters.

**Mike Simmons:** Some counties are investigating regional fire districts. It's a tough subject as no one wants to revise their districts. Some departments are doing well and some are suffering. Overall, it is a pretty common problem across the state. Legislation is being introduced for perks for fire departments; discount automobile fees, tax perks, etc. Essex County is creating a countywide ambulance district. There are two ideas being introduced right now. It's going to get worse before it gets better. We have 7+ greater valleys (in this county) with contracts. Looking for ideas to help cover the gap. Looking at fire fighters to get trained in EMS so they can assist while they're waiting for the ambulance to get there.

- c. Search and Rescue Meeting– There were two searches. One in Ithaca for a missing person that's been missing since last August and the second was for a missing girl who was found a short time later at the mall.

## 2. Grants

- a. Fiber optics – have about \$1600 left. Looking to amend that to buy supplies and close out.
- b. Truck – looking to close that out soon.
- c. Hazardous Material from last year (2017) – They're working on a plan.

We still have bills that are straggling in from our radio grant in 2012. We had one the other day for \$30,000 from Motorola. About six months after they finish they hold off on the final 5% so they waited to bill five months after the knew the radios were working.

## 3. Other Emergency Services Activities

- a. TCART – I have the contract for the trailer but Peter DeWind has it and is reviewing it. Waiting for that to come back then taking possession for trailer.
- b. Waverly radio – I received a quote from Tri-County. They're averaging about \$50 more per person more than their contenders. Looking to move towards another contender. Motorola is on a state contract. Finger Lakes have expanded their station. There are a couple options.
- c. HazMat Team - new member has shown up. Still working on inventory.
- d. Fire investigation team – Some members attended meetings and took an exam and passed. Now they have to do fifty hours of investigation and they'll get a certificate to become certified in fire investigations. This is what is mandated to become a fire investigator. We're going to encourage others to do the same thing. The van is just about completed. Waiting on replacement radio. Saved a lot of money doing work themselves versus paying out for it.

- e. "I Am Responding" - Moving along okay.
- 4. CAD System
  - a. I haven't done much with it yet. Waiting for upgrade before signing contract for fire alarms. This will be paid for by grant money
- 5. SHSP17 Vehicle Purchase
  - a. Vehicle has been ordered. Should be here September-October
- 6. Interoperable Fire Radio System
  - a. Been told there will be targeted grants. In the past, they have been multi-million dollar grants. This system is about \$8 million. This system will need to be replaced. It's going to be more than replacing just the radios on the tower. We will need to move to a high frequency. Mr. Simmons is encouraging the state to look at Tioga County to move us up on the list for grants. Keeping fingers crossed and it may be time for political calls to get some money to come to Tioga County.
- 7. Radio Engineering Consultant
  - a. Paying with grant money

**Legislator Standinger:** What about this last storm?

**Mr. Simmons:** There wasn't a lot of info from weather station. There was considerable damage and power outages mostly in Newark Valley and south. It just blew the tops off trees and knocked the power out. It wasn't one of those with predictions. It came out at the last minute. It kept the fire department really busy for quite a while moving trees and wires down.

**Legislator Sauerbrey:** Next meeting please bring your budgets. If you need help, call Rita.

Motion to move into executive session at 3:16 pm made by Bill Standinger and seconded by Ed.

Motion to move out of executive session at 3:40 pm made by Dennis Mullen and seconded Ed Hollenbeck.

**ADJOURNED:**

Meeting adjourned at 3:40pm

Respectfully Submitted,

Arrah Richards  
Payroll Clerk/Typist

## ATTACHMENTS:

Public Safety Committee Meeting  
Probation Department Report  
July 3, 2018

Budget Status:

2018 Budget on track

Will have to add polygraph testing for Level 3 sex offenders to 2019 budget, enlarged regulation that each offender must have yearly polygraph testing.

Issues:

1. Raise the Age Legislation -
  - RTA plan submitted to Office of Court Administration 6<sup>th</sup> Judicial District was left open ended in regards to Public Defender's office representing youth who would normally go to Youth Part for after-hours arraignments in Town of Owego Justice Court. Youth cannot go to Specialized Secure detention unless they are remanded by Youth Part or an after-hours court. The current mechanism used for Juvenile Delinquents is not authorized for Adolescent Offenders. If there is no PD, LE will have to hold youth until Youth Part is in session the following day.
  - Working on 2018 Program Plan, which effects state funding of \$123,771 for Dept. Plan is due 7/9/18.
  - County RTA stakeholders meeting is scheduled for 6/19/18 - clarified that Vehicle and Traffic Misdemeanor cases will go to Justice Courts for arraignment rather than Youth Part Court
  - Completed training session for Tioga County Magistrates and Court Clerk Association
  - Director preparing RTA training material for LE, and County agencies.
  - Training other Probation Directors on RTA statute at COPA summer conference.
2. Probation continues to work with both COTI programs. They are meeting with at risk defendants in the Probation Department, completing evaluations, assisting in getting defendants connected with medical insurance and transporting defendants to rehab, probation and counseling appointments, and courts. They continue to be a valuable asset to the County.
3. Attended Veterans outreach program regarding Veteran suicide
4. COTI Peer Support working with Probation to create a program for probation youth during the summer. Program will combine guitar lessons with evidence based intervention cognitive behavior sessions for 8 weeks, two times a week.
5. Working with COTI Peer Support to run a second session of Thinking for a Change (T4C), a 14 week evidence based program at the Probation Department in the fall.
6. Received Comprehensive Plan for Raise the Age funding and attended webinar about the document. County will need to submit one document for all the Departments in the County. There is no due date for this document. The document can be amended after it is filed with the state. The state will have 3 separate agencies reviewing the application before approval is given.

ATI Programs:

- ❖ Electronic Monitoring - 2 units in use. Have one unit on an adult defendant as an alternative to jail, the other unit is on a juvenile as an alternative to detention.

- ❖ Call out - 1 officer called out by LE for runaway JD, using EM service located her in city of Binghamton, She was picked up by BPD, met the Sheriff Deputies and taken a back to parent's residence.
- ❖ Community Service -Crew scheduled both days. Spoke with DA about holding defendants who no show for scheduled weekends more accountable. He has agreed to speak to Justices about the need for the defendant to show up as scheduled.
- ❖ Pre-Trial Release -Currently have 27 defendants released from Tioga Co. Jail by a Justice Court or the County Court:
  - 12 are released RUS meaning they report in person weekly to the Department and follow court orders for urine testing, alcohol/drug evaluations, etc.
  - 15 are released PTR meaning they telephone in weekly to the Probation Department to report any changes in their address or status.

**ATI Board Meeting is scheduled for July 19, 2018 at 1:30pm**

7. **Juvenile Delinquency Services:** 3 Juvenile Delinquency Appearance Ticket were issued by law enforcement in June 2018, all cases were for youth charged with misdemeanor level offenses. A Petit Larceny charge for a youth stealing at the Strawberry Festival, a Reckless Endangerment, 2<sup>nd</sup> for a fight on a school bus and a Forcible Touching charge. The alleged sexual offense is being referred to the County Attorney's office for petition, the other two youth are being given an opportunity to try diversion services.

YTD: 14 JDAT received during 2018; last year at this time the Dept had 17 JDAT

8. **Alternative to Detention Programing:** Probation had 1 youth in detention during the month. It is a PINS youth we were completing a Predispositional investigation on. Youth was not able to follow Predispositional stipulations set by Court during pendency of proceedings.
9. **Court Ordered Investigations:** 82 investigations for Tioga County courts (Criminal, Family and Surrogate) are due in the next 60 days.
10. **Supervision:** 311 cases ordered by Tioga County courts & Family Court
11. **Violation of Probation petitions:** 29 defendants have violation petitions pending against them in criminal & family courts

**Personnel:**

- Unfunded PO position

**Resolutions:**

- None



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Tioga County  
YEAR-TO-DATE BUDGET REPORT

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FOR 2018 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>A3140 Probation</b>							
A3140 415600 Adoption Investigatio	-600	0	-600	-600.00	.00	.00	100.0%
A3140 415800 Restitution Surcharge	-2,000	0	-2,000	-1,499.74	.00	-500.26	75.0%
A3140 415810 Probation - DWI Super	-10,000	0	-10,000	-8,280.00	.00	-1,720.00	82.8%
A3140 415811 DWI-Probation Salary	-14,200	0	-14,200	-14,200.00	.00	.00	100.0%
A3140 431100 State Aid-Probation	-107,310	0	-107,310	-26,301.34	.00	-81,008.66	24.5%
A3140 431160 State Aid-Enhanced Pr	-18,566	0	-18,566	-4,641.41	.00	-13,924.59	25.0%
A3140 431170 Ignition Interlock De	-3,556	0	-3,556	-1,778.00	.00	-1,778.00	50.0%
A3140 431180 State Aid- STSJP	-6,000	0	-6,000	-1,997.65	.00	-4,002.35	33.3%
A3140 510010 Full Time	725,331	0	725,331	316,606.33	.00	408,724.57	43.6%
A3140 510020 Part Time/Temporary	10,537	0	10,537	4,088.56	.00	6,448.44	38.8%
A3140 520010 Office/Supplies/Other	5,000	0	5,000	1,754.80	.00	3,245.20	35.1%
A3140 520070 Chairs	400	50	450	450.12	.00	400.00	11.1%
A3140 520200 Office Equipment	2,500	485	2,985	1,404.23	.00	1,580.65	47.0%
A3140 520215 Personal Protective E	1,000	0	1,000	.00	.00	1,000.00	.0%
A3140 540000 Car Maintenance	1,500	0	1,500	65.14	.00	1,434.86	4.3%
A3140 540050 Clinic Supplies	4,250	0	4,250	911.60	.00	3,338.40	21.4%
A3140 540180 Dues	800	0	800	710.00	.00	90.00	88.8%
A3140 540220 Automobile Fuel	2,600	0	2,600	826.77	.00	1,773.23	31.8%
A3140 540270 Leased/Service Equipm	2,900	0	2,900	1,213.75	.00	1,686.25	41.9%
A3140 540340 Literature	1,300	1,282	2,582	1,692.76	.00	889.24	65.6%
A3140 540360 Meals/Food	1,000	0	1,000	.00	.00	1,000.00	.0%
A3140 540390 Mileage Expense	500	0	500	.00	.00	500.00	.0%
A3140 540480 Postage	2,000	0	2,000	462.87	.00	1,537.13	23.1%
A3140 540485 Printing/Paper	750	0	750	54.27	.00	695.73	7.2%
A3140 540486 Program Admin Raise t	2,105	0	2,105	2,034.18	.00	70.82	96.6%
A3140 540620 Software Expense	14,075	0	14,075	12,857.48	.00	1,217.52	91.3%
A3140 540630 Stationery Supplies	8,500	0	8,500	2,249.47	.00	6,250.53	26.5%
A3140 540660 Telephone	2,000	0	2,000	1,008.13	.00	991.87	50.4%
A3140 540730 Training/State Requir	10,000	0	10,000	4,004.50	.00	5,995.50	40.1%
A3140 581088 State Retirement Frin	114,185	0	114,185	45,776.50	.00	68,408.50	40.1%
A3140 581088 Social Security Frin	56,677	0	56,677	24,050.91	.00	32,626.09	42.4%
A3140 581088 Workers Compensation	29,482	0	29,482	13,086.26	.00	16,395.74	44.4%
A3140 586088 Disability Insurance	2,039	0	2,039	907.54	.00	1,131.46	44.5%
A3140 586088 Health Insurance Frin	217,507	0	217,507	107,497.15	.00	110,009.43	49.4%
A3140 588288 Emp Fringe	323	0	323	143.15	.00	179.85	44.3%
<b>TOTAL Probation</b>	<b>1,057,028</b>	<b>1,817</b>	<b>1,058,845</b>	<b>484,158.33</b>	<b>.00</b>	<b>574,687.15</b>	<b>45.7%</b>

**A3142 Alternatives To Incarceration**

A3142 415150 Alternatives To Incar	-700	0	-700	-280.00	.00	-420.00	40.0%
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Tioga County  
YEAR-TO-DATE BUDGET REPORT

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FOR 2018 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>A3142 Alternatives To Incarceration</b>							
A3142 431120 State Aid-Alternative	-8,562	0	-8,562	-1,420.69	.00	-7,141.31	16.6%
A3142 510010 Full Time	12,356	0	12,356	5,601.90	.00	6,754.26	45.3%
A3142 540140 Contracting Services	16,000	0	16,000	1,521.40	.00	14,478.60	9.5%
A3142 581088 State Retirement Frin	2,388	0	2,388	993.34	.00	1,394.66	41.6%
A3142 581088 Social Security Frin	946	0	946	417.52	.00	528.48	44.1%
A3142 581088 Workers Compensation	555	0	555	253.74	.00	301.26	45.7%
A3142 586088 Disability Insurance	42	0	42	18.56	.00	23.44	44.2%
A3142 586088 Health Insurance Frin	4,693	0	4,693	2,146.13	.00	2,546.87	45.7%
A3142 588288 Emp Fringe	6	0	6	2.85	.00	3.25	46.7%
<b>TOTAL Alternatives To Incarceration</b>	<b>27,724</b>	<b>0</b>	<b>27,724</b>	<b>9,254.75</b>	<b>.00</b>	<b>18,469.51</b>	<b>33.4%</b>
<b>A3146 Sex Offender Program</b>							
A3146 540140 Contracting Services	123,840	0	123,840	61,920.00	61,920.00	.00	100.0%
<b>TOTAL Sex Offender Program</b>	<b>123,840</b>	<b>0</b>	<b>123,840</b>	<b>61,920.00</b>	<b>61,920.00</b>	<b>.00</b>	<b>100.0%</b>
<b>TOTAL General Fund</b>	<b>1,208,593</b>	<b>1,817</b>	<b>1,210,410</b>	<b>555,333.08</b>	<b>61,920.00</b>	<b>593,156.66</b>	<b>51.0%</b>
<b>TOTAL REVENUES</b>	<b>-171,494</b>	<b>0</b>	<b>-171,494</b>	<b>-60,998.83</b>	<b>.00</b>	<b>-110,495.17</b>	
<b>TOTAL EXPENSES</b>	<b>1,380,087</b>	<b>1,817</b>	<b>1,381,904</b>	<b>616,331.91</b>	<b>61,920.00</b>	<b>703,651.83</b>	





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Tioga County  
YEAR-TO-DATE BUDGET REPORT

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FOR 2018 12

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	1,208,593	1,817	1,210,410	555,333.08	61,920.00	593,156.66	51.0%

\*\* END OF REPORT - Generated by Bennett, Joy \*\*

# Tioga County Sheriff's Office



DATE: July 2, 2018  
TO: Sheriff Howard  
RE: July (2018) Public Safety - Reference Notes

## **Personnel Issues:**

1. *Civil Office*
  - a) All positions are filled.
2. *Corrections Division*
  - a) Currently have two (2) full time vacancies and will have an additional vacancy within a couple of weeks. One to a transfer to Broome County Jail; One to take a Police Officer job elsewhere, and; we had a Sergeant resign. Expect to fill at least two positions with part time CO's.
  - b) Currently have (9) part time CO vacancies which will become (11) when we promote two to full time.
3. *Road Patrol*
  - a) All positions are filled. Will have a vacancy at the end of July with the retirement of Captain Jewell. Currently have two Deputies in the police academy.
  - b) Currently have (2) "Unfunded" road patrol positions vacant.
4. *E911 Emergency Communications Center*
  - a) All full time positions are full. Currently have one Dispatcher in training.

## **Labor Issues:**

1. None to report.

**Litigation Issues:**

1. One case is still active. No status to report.

**Budget:**

1. Expense accounts are on track. YTD revenue is approximately \$221,865 (41%).

**Current Projects:**

1. Backup E911 center is now operational. Some minor follow up work, such as painting and landscaping is continuing. This center can now be utilized in the event the 911 center goes off line. DPW staff did an excellent job on the site, as well as Lieutenant Rich Hallett. Additional site work will continue to be performed over the next several months. Waiting for grant funding to arrive to re-fence the site.
2. Average daily inmate population for the month of June was 74.

**Miscellaneous:**

1. Three resolutions to present.
  - Captain Jewell Retirement recognition.
  - Authorization to submit a 2019 PSAP Grant application.
  - Reclassify PT CO position to PT Cook position.
2. ATI worked 352-man hours during the month. Work included:
  - Cleaned at PSB and grounds work at County
  - Loaded tires for Town of Owego and County
  - Worked at the Candor Food Pantry
  - Cleared brush at Carmichael Hill Tower site
  - Roadway trash removal – Owego, Waverly and Tioga
  - Grounds work at Methodist Church in Owego.

REFERRING TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -18

RESOLUTION RECOGNIZING  
TIM JEWELL'S  
25 YEARS OF DEDICATED SERVICE TO  
TIOGA COUNTY

WHEREAS: Tim Jewell was appointed as Deputy Sheriff on 5/24/93; promoted to Road Patrol Sergeant on 1/1/00; promoted to Investigator on 1/1/2004; and promoted to Captain on 5/1/09; and

WHEREAS: Tim Jewell has been dedicated and loyal in the performance of his duties and responsibilities during the past 25 years to Tioga County, thereby earning the respect of his colleagues and peers throughout Tioga County; and

WHEREAS: Tim Jewell will retire from the Tioga County Sheriff's Office on July 27, 2018; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Tim Jewell for his 25 years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this outstanding employee, Tim Jewell.

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO.

AUTHORIZE THE SUBMISSION OF 2019  
PSAP OPERATIONS GRANT

WHEREAS: The NYS Office of Interoperable and Emergency Communications has announced 2019 PSAP (Public Safety Answering Point) Operations grant funding; and

WHEREAS: Applications for this grant are required to be submitted in June of 2018; and

WHEREAS: County Policy #47 requires that a resolution be approved before any such grant application be 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  
PERSONNEL COMMITTEE

RESOLUTION NO. -18

RECLASSIFY ONE (1) VACANT  
CORRECTIONS OFFICER (PT)  
POSITION TO COOK (PT)  
SHERIFF'S OFFICE

WHEREAS: Legislative approval is required to reclassify any job title within Tioga County; and

WHEREAS: After a review of staffing needs within the jail division, the Sheriff has determined that an additional part-time Cook position is necessary; and

WHEREAS: The Sheriff currently has nine (9) part-time Corrections Officer positions vacant which are compensated at the same 2018 hourly rate (\$14.39) as a part-time Cook (PT); and

WHEREAS: The reclassification of one (1) vacant part-time Corrections Officer position will not adversely impact staffing or recruitment of this title; therefore be it

RESOLVED: That one (1) part-time Corrections Officer position shall be reclassified to Cook (PT) at the 2018 pay rate of \$14.39 per hour effective July 11, 2018.

Budget: Over Budget for the year - See attached spreadsheets

Resolutions: G01-Authorize Submission of SHSP18 Grant Application  
G02-Authorize Submission of HMEP18-19 Grant Application  
G12- Authorize Contract for Radio Consultant

Monthly Activity:

1. Monthly Meetings Attended
  - a. Eastern District Emergency Managers Meeting
  - b. Lakes District Emergency Managers Meeting
  - c. County Fire Chiefs Meeting
  - d. County Search and Rescue Meeting
  - e. County Hazardous Materials Team Meeting
  - f. Red Cross Disaster Committee Meeting (Bob)
  
2. Grants
  - a. SHSP15 & SHSP16 - Fiber Optic Cable Project – About \$1600.00 left over. Budget Amendment request has been submitted so we can utilize money for equipment.
  - b. SHSP17 – Amended Budget for Truck and I am Responding Program
  - c. EMPG16, EMPG – Going towards salaries
  - d. EMPG17 – Received Grant – No expenditures
  - e. SLETPP17 – Received Grant – Waiting for State Contract for Radios
  - f. HMPG – Received Grant – No expenditures – TetraTech Selected
  - g. HMEP17 – Received Grant – Hired Contractor for HazMat Planning
  - h. SIGC12 – Interop. Grant – Project Complete – Still having difficulty with final paperwork.
  - i. SIGC16 – Interop. Grant – Being used to absorb overages from SIGC12. Received an unexpected bill from Motorola for \$30,000 for final payment from SI12
  - j. SIGC17 – Interop. Grant – Approved
  - k. Critical Infrastructure Grant – Applied for Grant
  - l. Technical Rescue Grant – Applied for Grant
  - m. HMEP18 – Application Submitted
  
3. Other Emergency Services Activities
  - a. TCART – Animal Response Team – Contract being reviewed for Animal Response Trailer.

- b. LEPC – Tabletop exercise being planned by Emily Warfle, assisted by OES and State OEM. Exercise will be a Hazardous Materials Release.
  - c. Waverly Radio Project – Met with Tri-County who have received plans back from Motorola Solutions. Contract is being reviewed. Labor costs seem excessive. Cost of project is \$31,000 for equipment and \$100,000 for installation.
  - d. HazMat Team - Still working on the inventory of equipment. Electronic equipment sent to vendors. This has been problematic. Some equipment is broken, some is obsolete, some is not repairable. Information has been given to HazMat Consortium to determine appropriate action to take based on costs.
  - e. Fire Investigation Team – still working on solutions for the replacement of turnout gear. Fire Investigation is nearly complete.
  - f. “I am Responding” emergency responder notification project moving along. Nearly all departments are on line. Dispatch still needs to install monitors. Some departments are slow to enter their members into the system and start using the product. A training for departments will be scheduled this month. Departments have been advised that they must get their members set up because we are going to discontinue sending text messages from our CAD system in the future and it will be their responsibility to maintain individual member in the I am responding database.
4. CAD System – Emergency Services adding dispatch instructions “Box Alarms” Estimate from Impact sales person is \$16,000 to enable us to have access to the CAD. Approximately \$10,000 for 2 licenses and \$6,000 for training. We are trying to cut that cost by reducing the training period. The Impact CAD system we use will have the individual addresses in the county provided but the “Box Alarm” dispatch information will have to be individually entered for each address in the county. This is going to be very labor intensive to enter and maintain this database.
5. SHSP17 Vehicle Purchase – DHSES has approved the purchase of a 4-wheel drive, 4 door, 1-ton pickup truck for the department. A 2019 Chevrolet 3500 Crew Cab had been ordered.
6. Interoperable Fire Radio System – No new information regarding targeted Interoperable Radio Grants. It is imperative that we all acknowledge that we will have



to replace the fire radio system within the next few years because our low band equipment is obsolete, is not supported by the manufacturer, and only one company, Kenwood, continues to produce low band radios. The County fire radio system is going to change to a different frequency range which will not be limited to changing radios but will also make it necessary to add additional tower sites and infrastructure. If this is not done within the next 5 to 10 years there is a possibility that we will not have an operable fire radio system.

7. Radio Engineering Consultant - I have presented a resolution to enter into a contract with Federal Engineering to develop the most cost effective plan to replace the fire radio system. They are highly recommended by other NYS Counties. They are on GSA Contract and can be paid through the SI16 Radio Grant.
  
8. Statewide Fire and EMS Concerns – At the Lakes District Emergency Managers meeting a discussion was held concerning the declining number of people who volunteer to become members of their local fire departments or EMS agencies. Currently, calls which used to be handled by a single department are finding it necessary to utilize mutual aid from multiple mutual aid departments. In some areas it is not uncommon for departments to lack the manpower to respond at all at times. There are currently legislation that if passed, would give counties the ability for form countywide ambulance districts. In our county we have some districts who have fire and EMS services who respond quickly and others who are struggling to answer their calls.

REFERRED TO:

PUBLIC SAFETY COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -18

AUTHORIZE THE SUBMISSION OF  
HOMELAND SECURITY GRANT  
APPLICATION (SHSP 18)  
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Office of Homeland Security has issued a grant of \$69,980 to the Tioga County Office of Emergency Services. The grant will be used for first responder enhancements and tactical team protective equipment. 25% of the monies will be appropriated to the Sheriff's Office (\$17,495) and 75% to Emergency Management (\$52,485); and

WHEREAS: County Policy # 47 requires that a resolution be approved before any such grant applications are submitted; and

WHEREAS: The Homeland Security Grant application needed to be submitted by June 13th due to the short notification by the State, so verbal legislative approval was received and this resolution is being presented to follow county protocols; therefore be it

RESOLVED: That the Tioga County Emergency Management Office be authorized to apply for this grant.

REFERRED TO: PUBLIC SAFETY COMMITTEE  
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -18 AWARD CONTRACT  
RADIO CONSULTING SERVICES  
STATE INTEROPERABLE 17 GRANT

WHEREAS: The Tioga County Office of Emergency Services has a need to upgrade and replace its current radio communications system due to poor performance issues; and

WHEREAS: The Director of Emergency Services would like to contract with Federal Engineering, Inc. at a cost of \$44,866; and

WHEREAS: Federal Engineering, Inc. is listed on the General Services Administration contract; and

WHEREAS: There are sufficient funds in account A3415.520230 IO17 State Interoperable Grant17 Radio & Equipment; therefore be it

RESOLVED: That the Chair of the County Legislature is authorized to execute a contract between Tioga County and Federal Engineering, Inc. setting forth the rights and obligations of the parties consistent with the proposal submitted by Federal Engineering, Inc. upon review by the County Attorney.

REFERRED TO:

PUBLIC SAFETY COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -18

AUTHORIZE THE SUBMISSION OF 2018-2019  
HAZARDOUS MATERIALS EMERGENCY  
PREPAREDNESS GRANT APPLICATION  
(HMEP)  
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Office of Homeland Security has issued a grant of \$5,172 to Tioga County. The grant will be used to update the County's Hazardous Materials Response Plan. Once the grant is awarded, 20% (\$1,034.40) will be County funded monies; and

WHEREAS: Tioga County protocol is to seek permission prior to submitting said application. However, due to the short notification period, the Tioga County Emergency Management Office had to submit an application for this funding by June 20, 2018; therefore be it

RESOLVED: That the Tioga County Emergency Management Office be given authorization to apply for this grant, after the fact, to be in compliance with county policy.



# TIOGA COUNTY, NEW YORK

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Tioga County  
YEAR-TO-DATE BUDGET REPORT

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FOR 2018 06

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>A3410 Fire</b>							
<a href="#">A3410 415880 Fire/EMS Reimbursemen</a>	-10,919	0	-10,919	-5,360.93	.00	-5,558.07	49.1%*
<a href="#">A3410 433200 State Aid-Emergency M</a>	-20,000	0	-20,000	1,200.00	.00	-21,200.00	-6.0%*
<a href="#">A3410 510020 Part Time/Temporary</a>	20,741	0	20,741	10,583.29	.00	10,157.33	51.0%
<a href="#">A3410 510050 All Other(On Call, C)</a>	9,000	0	9,000	3,970.12	.00	5,029.88	44.1%
<a href="#">A3410 520020 Audio Visual Equipmen</a>	1,000	-184	816	363.52	.00	452.46	44.6%
<a href="#">A3410 520030 Batteries (Portable)</a>	1,000	0	1,000	.00	.00	1,000.00	.0%
<a href="#">A3410 520080 Clothing</a>	500	0	500	252.50	.00	247.50	50.5%
<a href="#">A3410 520130 Equipment (Not Car)</a>	500	2,496	2,996	178.05	.00	2,817.95	5.9%
<a href="#">A3410 520160 Fire &amp; Alarms Equipme</a>	400	0	400	.00	.00	400.00	.0%
<a href="#">A3410 520190 Nursing Equipment</a>	250	0	250	79.60	.00	170.40	31.8%
<a href="#">A3410 520215 Personal Protective E</a>	2,000	-2,000	0	.00	.00	.00	.0%
<a href="#">A3410 540070 Car Maintenance</a>	1,250	0	1,250	932.92	.00	317.08	74.6%
<a href="#">A3410 540140 Contracting Services</a>	3,000	0	3,000	1,750.00	.00	1,250.00	58.3%
<a href="#">A3410 540140 EMP16 Contracting Serv</a>	0	8,000	8,000	.00	.00	8,000.00	.0%
<a href="#">A3410 540144 Ems Instructors</a>	25,000	-5,294	19,706	5,442.51	935.00	13,328.74	32.4%
<a href="#">A3410 540180 Dues</a>	2,000	-610	1,390	839.95	.00	550.05	60.4%
<a href="#">A3410 540220 Automobile Fuel</a>	2,500	-600	1,900	436.03	.00	1,463.97	22.9%
<a href="#">A3410 540320 Leased/Service Equipm</a>	2,800	1,500	4,300	2,732.49	.00	1,567.51	63.5%
<a href="#">A3410 540340 Literature</a>	400	576	976	975.59	.00	.00	100.0%
<a href="#">A3410 540350 Office Equip Maintena</a>	1,000	0	1,000	.00	.00	1,000.00	.0%
<a href="#">A3410 540360 Meals/Food</a>	200	0	200	.00	.00	200.00	.0%
<a href="#">A3410 540370 Medical Expense</a>	500	-500	0	.00	.00	.00	.0%
<a href="#">A3410 540390 Mileage Expense</a>	5,000	63	5,063	2,338.76	25.74	2,698.55	46.7%
<a href="#">A3410 540410 Nursing Supplies</a>	2,500	-2,500	0	.00	.00	.00	.0%
<a href="#">A3410 540480 Postage</a>	250	0	250	37.90	.00	212.10	15.2%
<a href="#">A3410 540485 Printing/Paper</a>	300	0	300	54.98	.00	245.02	18.3%
<a href="#">A3410 540560 Repairs</a>	1,500	-476	1,024	161.96	.00	862.45	15.8%
<a href="#">A3410 540620 Software Expense</a>	500	0	500	.00	.00	500.00	.0%
<a href="#">A3410 540630 Stationery Supplies</a>	1,000	72	1,072	150.91	.00	920.88	14.1%
<a href="#">A3410 540640 Supplies (Not Office)</a>	1,500	610	2,110	1,929.69	169.40	10.91	99.5%
<a href="#">A3410 540660 Telephone</a>	500	0	500	478.64	.00	21.36	95.7%
<a href="#">A3410 540730 Training/All Other</a>	1,000	2,199	3,199	2,038.65	.00	1,160.35	63.7%
<a href="#">A3410 581088 State Retirement Frin</a>	22,380	0	22,380	4,104.30	.00	18,275.70	18.3%
<a href="#">A3410 583088 Social Security Fring</a>	2,500	0	2,500	1,130.87	.00	1,369.13	45.2%
<a href="#">A3410 584088 Workers Compensation</a>	6,937	0	6,937	3,853.36	.00	3,083.44	55.5%
<a href="#">A3410 585888 Disability Insurance</a>	0	0	0	8.44	.00	-8.44	100.0%*
<a href="#">A3410 586088 Health Insurance Frin</a>	0	0	0	1,360.39	.00	-1,360.39	100.0%*
<a href="#">A3410 588988 Eap Fringe</a>	76	0	76	41.45	.00	34.55	54.5%
<b>TOTAL Fire</b>	<b>89,064</b>	<b>3,352</b>	<b>92,416</b>	<b>42,065.94</b>	<b>1,130.14</b>	<b>49,220.41</b>	<b>46.7%</b>
<b>A3415 State Interoperable Comm Grant</b>							



TIOGA COUNTY, NEW YORK

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Tioga County  
YEAR-TO-DATE BUDGET REPORT

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FOR 2018 06

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>A</b> General Fund							
A3415 433063 2013 State Interopera	0	0	0	1,920.00	.00	-1,920.00	100.0%*
A3415 433063 IO16 State Aid- Intero	0	-87,018	-87,018	.00	.00	-87,017.95	.0%*
A3415 433063 IO17 2017 Interoperabl	0	-453,399	-453,399	.00	.00	-453,399.00	.0%*
A3415 520230 IO16 Radio & Equipment	0	84,135	84,135	33,628.08	.00	50,507.07	40.0%
A3415 520230 IO17 Radio & Equipment	0	410,000	410,000	.00	.00	410,000.00	.0%
A3415 540140 IO16 Contracting Servi	0	10,705	10,705	9,717.26	.00	987.80	90.8%
A3415 540140 IO17 Contracting Servi	0	43,399	43,399	.00	.00	43,399.00	.0%
A3415 540640 IO16 Supplies (Not Off	0	988	988	986.40	.00	1.40	99.9%
TOTAL State Interoperable Comm Grant	0	8,810	8,810	46,251.74	.00	-37,441.68	525.0%
A3640 Emergency Mgmt Office							
A3640 443050 Federal Aid-Civil Def	0	-5,343	-5,343	-20,639.92	.00	15,296.56	386.3%
A3640 443050 EMP16 Federal Aid-Civi	0	-24,151	-24,151	.00	.00	-24,151.00	.0%*
A3640 443050 EMP17 Federal Aid-Civi	0	-24,026	-24,026	.00	.00	-24,026.00	.0%*
A3640 510010 Full Time	69,000	0	69,000	27,434.37	.00	41,565.63	39.8%
A3640 510020 Part Time/Temporary	26,000	0	26,000	12,386.63	.00	13,613.37	47.6%
A3640 540070 Car Maintenance	1,250	1,693	2,943	1,692.84	757.84	492.16	83.3%
A3640 540090 Clothing	0	908	908	908.00	.00	.00	100.0%
A3640 540220 Automobile Fuel	2,500	-300	2,200	741.18	661.11	797.71	63.7%
A3640 540420 Office Supplies	0	574	574	312.67	23.01	238.31	58.5%
A3640 540560 Repairs	500	0	500	372.77	.00	127.23	74.6%
A3640 540660 Telephone	3,000	0	3,000	696.64	559.93	1,743.43	41.9%
A3640 540730 Training/All Other	1,000	0	1,000	250.00	.00	750.00	25.0%
A3640 581088 State Retirement Frin	6,396	0	6,396	.00	.00	6,396.00	.0%
A3640 583088 Social Security Fring	7,268	0	7,268	3,013.64	.00	4,254.36	41.5%
A3640 584088 Workers Compensation	3,479	0	3,479	1,608.92	.00	1,869.88	46.2%
A3640 585588 Disability Insurance	128	0	128	63.70	.00	64.30	49.8%
A3640 586088 Health Insurance Frin	19,973	0	19,973	9,986.21	.00	9,986.79	50.0%
A3640 588988 Pap Fringe	38	0	38	17.64	.00	20.36	46.4%
TOTAL Emergency Mgmt Office	140,532	-50,646	89,886	38,845.29	2,001.89	49,039.09	45.4%
TOTAL General Fund	229,596	-38,483	191,113	127,162.97	3,132.03	60,817.82	68.2%
TOTAL REVENUES	-30,919	-593,937	-624,856	-22,880.85	.00	-601,975.46	
TOTAL EXPENSES	260,515	555,454	815,969	150,043.82	3,132.03	662,793.28	



TIOGA COUNTY, NEW YORK

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Tioga County  
YEAR-TO-DATE BUDGET REPORT

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FOR 2018 06

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	229,596	-38,483	191,113	127,162.97	3,132.03	60,817.82	68.2%

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