TIOGA COUNTY, NEW YORK
Office of the County Administrator
Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827
Jackson D. Bailey II County Administrator 607 687 8268 607 223 7126 www.TiogaCountyNY.gov

COUNTY ADMINISTRATOR REPORT

THURSDAY OCTOBER 9th, 2025, 01:00 PM

DEPARTMENTAL MANAGEMENT & LABOR RELATIONS

COLLECTIVE BARGAINING

- Tioga County Corrections Association, Inc. On-Going, expires 12/31/25
- Tioga County Law Enforcement Association, Inc. On-Going, expires 12/31/25

DEPARTMENT HEAD EVALUATIONS

- 2026 Department Head Evaluations

COUNTY POLICY COMPLIANCE

- Section V. Non-Traditional Workers; b. Internships (s40) (Attachment 001)
- Section III. Financial Rules; a. Budget Transfers; Section IV. Program Audits, Exit Audits, or Exit Conferences. (Attachment 002)

FINANCIAL MANAGEMENT & BUDGETING

BUDGET OFFICER

- YTD 2025 County Budget Report (Attachment 003)
- A1230 County Administrator 2025 YTD Budget Report (Attachment 004)
- 2026 Budget – Revisions (Attachment 005)
- 2026 Budget – Fringe Benefit Worksheet (Attachment 006)
- 2026 Budget – Summary of Preliminary Budgets by Fund (Attachment 007)
- Upcoming:
    - 10/23/25 Worksession: Final Tax Cap & Updated Budget Summary
        - Legislative (Level 3) will roll to Tentative (Level 4)
    - 11/06/25 Worksession: Final Revisions, Budget Brief Presentation
    - 11/12/25 Budget Hearing at 10:00 AM

DHSES FEMA UPDATE

- FY 2024 $59,750; FY 2025 $5,659; FY24-FY25 Reduction ($54,091 or 91%)

ADMINISTRATION & COMMUNICATION

LEADERS MEETINGS (QUARTERLY)

- Next: Tuesday October 28th, 2025, Public Works – Contracts/Procurement

COMMUNITY OUTREACH/COMMUNICATION

- Tioga County Spotlight on Government Services 08/28/25 (Attachment 008)
- Press Release – Hiring of Chief Information Officer 09/26/25 (Attachment 009)
- Press Release – Employee Appreciation Week 09/26/25 (Attachment 010)

CAPITAL PROJECTS

- 56 Main North Wing HVAC Upgrade

MISC

- Tioga County Chamber of Commerce/2025 Leadership Tioga
    - Next Session: November 12th, Commencement Ceremony

b. PROCEDURE AND REGULATIONS FOR INTERNSHIPS (FORMERLY POLICY #56)

POLICY, PROCEDURE AND REGULATIONS FOR INTERNSHIPS

Section:

I. Policy
II. Procedure
III. Regulations

I. POLICY

It is the Policy of Tioga County to allow unpaid academic and vocational internship programs and to provide opportunities for career explorations and experiences. Internships can benefit both the participant and the County by promoting the exchange of information and education, exposing students to county government and encouraging careers in public service.

Departments will be considered for participation in internship and career explorations and experience programs, with Legislative Committee approval, if such program is:

a. Unpaid; and
b. Part of an accredited academic or vocational program for which the intern receives academic or vocational credit. On a case-by-case basis, the Legislative Committee may waive this requirement.

The following criteria will be applied to such programs:

a. The training and work assignments are to be aligned with the field of study.
b. The training must be for the benefit of the intern.
c. The intern should not displace regular County workers and will work under the observation of county personnel.
d. Although employment with Tioga County following an internship is not prohibited, interns are not entitled to employment at the end of the internship.
e. The intern and County understand that the intern is not entitled to wages for the internship period.

II. PROCEDURE

If a Department Head desires to host or participate in an internship or experience program, the following information must be provided to the Legislative Committee by the Department Head as planned for by the Department Head and/or solicited from the intern's academic or vocational program:

- Name of the sponsoring academic or vocational program or school, unless requirement has been waived as stated in Section I
- Name of the program/class, unless requirement has been waived as stated in Section I
- Name of the academic/vocational faculty member supervising the intern, unless requirement has been waived as stated in Section I

- Length of the internship
- Program requirements, such as:
  - Minimum/maximum hours
  - County oversight needed or time devoted by Department staff
  - Reports required of the department by the sponsoring academic/vocational program, unless requirement has been waived as stated in Section I
- Expected duties of the intern while at the County
- Plan for supervision of the intern during the program

The above information is to be submitted to the Legislative Committee for approval prior to commencement of the internship.

If approval is received from the Legislative Committee, the Department Head must submit the Contract/Agreement from the academic/vocational institute, or if such requirement has been waived, from the intern to the County Attorney for review and approval prior to commencement of the internship.

Once the Legislative Committee has approved an internship program, the Department Head is not required to solicit Committee approval for each individual intern.

The Department Head will report to the Legislative Committee at the end of the internship.

III. REGULATIONS

All Departments that intend to participate in these programs must develop a specific and detailed program on what will be expected during the internship period. Participants will be provided with a copy of this Policy, Procedure and Regulations and will sign and date the same to indicate their understanding and acceptance. A copy of the signed document shall be provided to the supervising faculty member if a performance issue arises.

1. GENERAL:
   - Each intern must be assigned to a specific supervisor, who will be responsible for the intern's mentoring and development;
   - Work is expected to be substantive and varied, and applicable to the field of study;
   - Conditions such as nature of the work to be performed, supervisory arrangement, work schedule and responsibilities of the intern should be established with the student before s/he reports to the County;
   - Interns are in no way considered as staff members of the County and consequently shall not be entitled to any rights or benefits of staff members and shall not represent themselves as staff members externally.

2. EXPECTATIONS:
   - All interns are to attend training arranged by the Department Head with Information Technology to review the Annual Safety Training, Workplace Violence Prevention Training and necessary computer training;
   - Department Heads are responsible for ensuring each Intern reviews Section IV Personnel Rules, subsection q drug-free and alcohol-free workplace; Section IX Safety Rules, subsections b smoking, e bloodborne pathogens, j workplace violence prevention/sexual harassment/threat reporting (if applicable), l basic emergency evacuation plan, and m restricting firearms and other weapons; Section X Building and Vehicle Procedures, subsection a seat belt policy (if applicable), then signs an acknowledgement of having done so;
   - Interns are expected to comply with the rules and procedures of the County and are expected to conduct themselves in a professional manner;
   - The intern's appearance is considered a reflection of the level of professionalism and dedication to the department. Interns are expected to reflect the dress code of the department in which they are assigned;
   - Interns are expected to meet high standards of personal conduct and professional ethics, as well as to maintain attention to punctuality, deadlines and cooperation with others;
   - The intern will have a work schedule. If unable to work because of illness or unforeseen emergency, the department must be notified before the start of the normal workday;
   - Department Heads are to submit a request to the Director of Information Technology for computer access for the intern, if such access is needed, with the Director of Information Technology having final say in what systems the intern is provided access to;
   - Interns may only drive a County vehicle if approved by the County Attorney prior to the commencement of the internship and subsequent enrollment in the LENS program occurs through the Safety Officer;
   - The Department Head must require the intern to complete and return the Emergency Contact Sheet available on the intranet.

3. CONFIDENTIALITY:
   Tioga County takes its duty of confidentiality very seriously. The intern understands that s/he may come into contact with confidential information, the disclosure of which may violate County Policy and/or State law. The intern undertakes to exercise the utmost discretion in all matters of official business of the County and not to use, under any circumstances, any information about the County or its clients acquired during the internship, or to communicate said information to a third party, or to publish it, even after the end of the internship, except with the formal written consent of the County. Should the intern be found in violation of this obligation, the County reserves the right to terminate the internship and to engage in any applicable legal proceedings.

4. TERMINATION:
    - If the intern fails to perform and behave in accordance with policies, procedure and regulations of the County, or violates State regulation or law, the County may decide to terminate the internship at any time. The supervising faculty member shall be notified of such termination;
    - The County reserves the right to terminate a program with an academic or vocational institution in accordance with the terms of the contract;
    - Any items provided to the intern by the County are the property of the County and must be returned upon leaving the internship.

Intern Checklist, Emergency Contact Information form, and Intern Authorization Form are located on the County Intranet "Employee Handbook-EH Forms".

SECTION III – FINANCIAL RULES

a. BUDGET TRANSFERS (FORMERLY POLICY #4)

FINANCES, (BUDGET), ACCOUNTING PROCEDURES, AUDITING PROCEDURES, PROGRAM AUDITS, EXIT AUDITS OR EXIT CONFERENCES

SECTION I. FINANCES

A. Budget Requests
B. Budget Transfers and Amendment Types
    1. Budget Transfers
    2. Budget Amendments
C. Budget Modifications

SECTION II. ACCOUNTING PROCEDURES

SECTION III. AUDITING PROCEDURES

SECTION IV. PROGRAM AUDITS, EXIT AUDITS, OR EXIT CONFERENCES

SECTION I. FINANCES

As of 2015, all accounting and budgetary transactions are managed through Munis financial management accounting system.

A. Budget Requests

1. The Budget Officer will annually notify all Legislators, Department Heads, and Administrative Assistants when the Next Year Budget Entry Module in Munis is available for budget entry.

2. Each Department Head is responsible for entering their Department budget in Munis, in accordance with the Budget Officer's budget directives and budget year calendar. This includes Capital Budgets.

3. All budget requests shall receive the approval of the Department's respective Legislative Standing Committee. Department Heads are required to present their budgets to their Legislative Standing Committees, in accordance with the Budget Officer's budget directives and budget year calendar. This includes Capital Budgets.

4. Failure to enter a Department budget in Munis by the date specified without an authorized extension may result in the Budget Officer preparing a budget in Munis based on the previous year budget.

5. The Budget Officer and the Legislative Standing Committee Chair shall have prior review of the budget.

6. Department Heads are required to begin discussions with the Commissioner of Public Works and the Chief Information Officer for any capital needs/requests.

7. Department Heads are required to begin discussions with the Personnel Officer for any new positions or staff changes during the budget process and prior to budget presentation to the Department's respective Legislative Standing Committee.

8. The Budget Officer will present the County's Tentative Budget at a public hearing no later than November 15th. The Budget Officer is responsible for posting the Tentative Budget on the County website. Following the public hearing, the Tentative Budget cannot be increased without conducting another public hearing.

9. The Legislature is required to adopt the County budget no later than December 20th each year. The Budget Officer is responsible for posting the Adopted Budget on the County website and providing the Clerk of the Legislature with a copy.

B. <u>Budget Transfers & Amendment Types:</u>

Type 1 – Transfer between two revenue or two expense accounts within the same Org.

Type 2 – Bottom line fund budget is being increased or decreased. **This type of transfer can only be entered by the Budget Officer).**

Type 3 – "One-sided" entry, journal will not be balanced.

1. <u>Budget Transfers</u>

a. A Budget Transfer CANNOT cross over ORGS or FUNDS.

b. A Budget Transfer in Munis is defined as a transfer of appropriations or revenues among two or more accounts with the same ORG. A Budget Transfer does NOT change the total budgeted funds of the ORG (FUND).

c. Departments are responsible for initiating and entering Budget Transfers in the Munis Budget Module – Budget Transfers and Amendments. The Department Head is responsible for Step 10 approval and the Budget Officer is responsible for the Step 20 approval and posting of the Budget Transfer. This all occurs within the established Munis workflow.

d. All budget transfer requests require Department Head and Budget Officer approval via Munis workflow.

2. Budget Amendments

a. A Budget Amendment CANNOT cross over ORGS or FUNDS.

b. A Budget Amendment in Munis is defined as any budgetary action that changes the original approved budgeted line-item structure, but does not modify the approved budgeted amount, budgetary level defined, or Department funded.

c. All Budget Amendment requests need to be initiated and entered in Munis by the Department with the attached "Budget Amendment Request Form" located on the County's Intranet.

d. All Budget Amendment requests that need a new line item or account to be added to the Chart of Accounts, requires a "New Account Request Form" to be scanned and attached with the Budget Amendment request in Munis.

e. All approved Budget Amendment requests initiated by a Department into a newly budgeted expense object that was not in the original approved budget requires Budget Officer review and approval.

C. Budget Modifications

a. A Budget Modification CAN cross over ORGS and FUNDS with a certified Legislative resolution.

b. A Budget Modification in Munis is defined as any budgetary action that changes the original approved budgeted amount, the highest level defined, or Department originally funded. Examples include Contingency Fund requests, a transfer from Department to Department, and a transfer from one object code to another outside of the accounting series (51 to 54, etc.).

c. All Budget Modification requests need to be initiated by the Department via resolution for Legislature consideration. The resolution is required to be sent to the Budget Officer and Chief Accountant for review prior to submission to the Legislative Clerk for Legislature consideration. Resolution must go through the Department's Legislative Standing Committee AND Finance, Legal, Safety Committee for approval. Upon Legislative approval via certified resolution, the Budget Officer will enter and approve the budget transaction in Munis.

d. Periodic reporting will be provided to the Legislative Office as requested for all budgetary changes.

SECTION II. ACCOUNTING PROCEDURES

The County Treasurer, as chief fiscal officer, may formulate and prescribe systems of keeping accounts by departments, and may, from time to time whenever deemed necessary, prescribe changes in methods of record keeping by the Department.

[NOTE: The County Treasurer is required by law to maintain records in a certain form.]

SECTION III. AUDITING PROCEDURES

Munis workflow is designed for Department approval (Step 10) and County Auditor approval (Step 20).

Department Heads or designated staff are responsible for ensuring that AP invoices entered in Munis for payment are accurate and in compliance with the Procurement and Purchasing Policy and that all supporting documentation is in Munis prior to Step 10 approval and initiating Step 20 County Auditor for final review and approval.

SECTION IV. PROGRAM AUDITS, EXIT AUDITS, OR EXIT CONFERENCES

The Department Head responsible for the program, agency or budget, shall notify the Chair of the County Legislature, the Chair of the appropriate Legislative Standing Committee, the Personnel Officer, the County Treasurer and the Clerk of the Legislature of the date, time and location of said program audit, exit audit or exit conference.

TIOGA COUNTY, NEW YORK

Tioga County
YTD BUDGET REPORT

FOR 2025 09

		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
A1230 County Administrator								
A1230 510010	SALARY FT	129,375	0	129,375	93,189.72	.00	36,185.28	72.0%
A1230 540140	Cont Svs	0	1,000	1,000	1,400.00	600.00	-1,000.00	200.0%
A1230 540180	Dues	500	-40	460	460.00	.00	.00	100.0%
A1230 540340	Literature	150	-60	90	.00	.00	90.00	.0%
A1230 540420	Office Sup	150	150	300	255.02	.00	44.98	85.0%
A1230 540480	Postage	50	-50	0	.00	.00	.00	.0%
A1230 540640	Supplies	1,700	-1,000	700	.00	.00	700.00	.0%
A1230 540660	Telephone	500	0	500	.00	.00	500.00	.0%
A1230 540732	Training C	3,200	0	3,200	2,533.00	55.00	612.00	80.9%
A1230 540733	Train Oth	1,500	0	1,500	.00	.00	1,500.00	.0%
A1230 581088	St Ret	6,698	0	6,698	2,805.00	.00	3,893.00	41.9%
A1230 583088	Social Sec	9,563	0	9,563	7,196.35	.00	2,366.65	75.3%
A1230 584088	Work Comp	1,195	0	1,195	895.40	.00	299.60	74.9%
A1230 585588	Disab Ins	68	0	68	44.40	.00	23.60	65.3%
A1230 586088	Health Ins	28,570	0	28,570	22,757.40	.00	5,812.60	79.7%
A1230 588988	Eap	16	0	16	11.80	.00	4.20	73.8%
TOTAL County Administrator		183,235	0	183,235	131,548.09	655.00	51,031.91	72.1%
TOTAL EXPENSES		183,235	0	183,235	131,548.09	655.00	51,031.91	
GRAND TOTAL		183,235	0	183,235	131,548.09	655.00	51,031.91	72.1%

** END OF REPORT - Generated by Bailey, Jackson **

ATTACHMENT 004

COUNTY OF TIOGA

YTD BUDGET REPORT (ALL FUNDS)

SEPTEMBER 2025

OBJECTS OF REVENUE	ORIGINAL BUDGET	MODIFICATIONS	REVISED BUDGET	ACTUALS	$ REMAINING
Personal Services	$ (64,384,687)	$ (260,041)	$ (64,644,729)	$ (56,822,132)	$ (7,822,596)
Interest, Income, Charges	$ (3,961,068)	$ (591,938)	$ (4,553,006)	$ (5,205,339)	$ 652,333
State Aid	$ (17,650,811)	$ (12,531,805)	$ (30,182,616)	$ (8,298,164)	$ (21,884,452)
Federal Aid	$ (6,745,700)	$ (6,326,317)	$ (13,072,016)	$ (6,728,303)	$ (6,343,714)
Interfund Transfers	$ (4,254,556)	$ (2,394,529)	$ (6,649,085)	$ (4,469,485)	$ (2,179,600)
TOTAL YTD REVENUE	**$ (96,996,822)**	**$ (22,104,630)**	**$ (119,101,452)**	**$ (81,523,423)**	**$ (37,578,030)**

OBJECTS OF EXPENSE	ORIGINAL BUDGET	MODIFICATIONS	REVISED BUDGET	ACTUALS	$ REMAINING
Personnel	$ 27,212,620	$ 719,830	$ 27,932,450	$ 18,409,762	$ 9,522,688
Capital Equipment	$ 3,322,730	$ 10,999,699	$ 14,322,430	$ 3,918,783	$ 10,403,647
Interdepartmental	$ 673,546	$ -	$ 673,546	$ 384,207	$ 289,339
Contractual	$ 50,178,427	$ 17,492,478	$ 67,670,906	$ 35,107,248	$ 32,563,658
Debt Principal	$ 545,000	$ -	$ 545,000	$ 545,000	$ -
Debt Interest	$ 250,110	$ -	$ 250,110	$ 134,097	$ 116,013
Employee Benefits	$ 16,869,187	$ 322,415	$ 17,191,601	$ 12,231,151	$ 4,960,451
Interfund Transfers	$ 4,254,556	$ 2,394,529	$ 6,649,085	$ 4,469,485	$ 2,179,600
TOTAL YTD EXPENSE	**$ 103,306,177**	**$ 31,928,951**	**$ 135,235,128**	**$ 75,199,731**	**$ 60,035,397**

TOTAL REVENUE	$ (96,996,822)	$ (22,104,630)	$ (119,101,452)
TOTAL EXPENSE	$ 103,306,177	$ 31,928,951	$ 135,235,128
APPLIED FUND BALANCE	**$ 6,309,355**	**$ 9,824,321**	**$ 16,133,676**

Reso 336-25 $7,856 DSS Copier - Hardware Reserve

TIOGA COUNTY, NEW YORK

Tioga County
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20261 2026 OPERATING BUDGET FOR PERIOD 13

ACCOUNTS FOR: General Fund			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2025 ACTUAL	2025 PROJECTION	2026 Legislativ	PCT CHANGE
A3113	Sheriff-K9 Unit								
A3113	422600	Ps Svsoth	.00	.00	.00	.00	.00	.00	.0%
A3113	427050	Gifts&Dona	.00	.00	.00	.00	.00	.00	.0%
A3113	510030	OVERTIME	.00	.00	.00	.00	.00	12,000.00	.0%
A3113	520130	Equipnocar	.00	.00	.00	.00	.00	23,000.00	.0%
A3113	540090	Clothing	.00	.00	.00	.00	.00	500.00	.0%
A3113	540360	Meals/Food	.00	.00	.00	.00	.00	1,000.00	.0%
A3113	540370	Medical	.00	.00	.00	.00	.00	1,000.00	.0%
A3113	540640	Supplies	.00	.00	.00	.00	.00	1,000.00	.0%
A3113	540731	Train St	.00	.00	.00	.00	.00	27,500.00	.0%
A3113	581088	St Ret	.00	.00	.00	.00	.00	.00	.0%
A3113	583088	Social Sec	.00	.00	.00	.00	.00	.00	.0%
A3113	584088	Work Comp	.00	.00	.00	.00	.00	.00	.0%
A3113	584588	Life Ins	.00	.00	.00	.00	.00	.00	.0%
A3113	585588	Disab Ins	.00	.00	.00	.00	.00	.00	.0%
A3113	586088	Health Ins	.00	.00	.00	.00	.00	.00	.0%
A3113	588988	Eap	.00	.00	.00	.00	.00	.00	.0%
TOTAL Sheriff-K9 Unit			.00	.00	.00	.00	.00	66,000.00	.0%
TOTAL General Fund			.00	.00	.00	.00	.00	66,000.00	.0%
		GRAND TOTAL	.00	.00	.00	.00	.00	66,000.00	.0%

** END OF REPORT - Generated by Bailey, Jackson **

ATTACHMENT 006

COUNTY OF TIOGA

FRINGE BENEFIT ESTIMATE WORKSHEET

2026 BUDGET

	2024		2025 YTD		2026 ESTIMATE		
FRINGE BENEFITS	**BUDGET**	**ACTUAL**	**BUDGET**	**ACTUAL**	**ESTIMATE**	**$ CHNG**	**% CHNG**
State Retirement	$ 3,567,968	$ 3,574,275	$ 3,552,672	$ 2,205,564	**$ 4,125,240**	$ 572,568	16.12%
Social Security Fringe	$ 1,843,245	$ 1,705,408	$ 2,120,828	$ 1,402,482	**$ 2,091,676**	$ (29,152)	-1.37%
Workers Compensation Fringe	$ 583,428	$ 492,375	$ 559,074	$ 393,338	**$ 522,385**	$ (36,689)	-6.56%
Life Insurance Fringe	$ 3,020	$ 2,436	$ 3,020	$ 1,831	**$ 3,020**	$ -	0.00%
Unemployment Insurance Fringe	$ 55,534	$ 55,534	$ 45,000	$ 19,052	**$ 45,000**	$ -	0.00%
Disability Insurance Fringe	$ 24,638	$ 19,611	$ 21,925	$ 13,216	**$ 25,000**	$ 3,075	14.03%
*Health Insurance Fringe**	$ 8,402,419	$ -	$ 9,601,735	$ -	**$ 10,054,536**	$ 452,800	4.72%
HRA Deductible (Utilization %)	$ 950,466	$ -	$ 950,466	$ -	**$ 922,792**	$ (27,674)	-2.91%
Medicare Part B (Capped)	$ 326,106	$ -	$ 326,106	$ -	**$ 326,106**	$ -	0.00%
Sub Total - Health Insurance	**$ 9,678,991**	**$ 9,541,029**	**$ 10,878,307**	**$ 8,188,482**	**$ 11,303,434**	**$ 425,126**	**3.91%**
EAP Fringe	$ 7,391	$ 6,692	$ 7,033	$ 5,165	**$ 6,700**	$ (332)	-4.72%
Bond Fees	*$ 4,329*	*$ 4,329*	*$ 3,743*	*$ 2,021*	***$ 3,130***	$ (613)	-16.39%
TOTAL	**$ 15,768,544**	**$ 15,401,688**	**$ 17,191,601**	**$ 12,231,151**	**$ 18,125,585**	**$ 933,983**	**5.43%**
	BDGT CHNG		$ 1,423,057		$ 933,983		

County of Tioga
2026 Summary of Level 3 Preliminary Budgets by Fund
2026 Budget

FUND	FUND DESCRIPTION	APPROPRIATIONS	LESS: ESTIMATED REVENUES	LESS: REAL PROPERTY TAX (CAP)	LESS: APPROPRIATED RESERVES	APPROPRIATED FUND BALANCE
A	General Fund	$ 95,553,386.20	$ (62,930,687.60)	$ (27,450,883.00)		$ 5,171,815.60
B	Solid Waste	$ -	$ -	$ -		$ -
CD	Federal Employment Programs	$ 269,870.00	$ (269,870.00)	$ -		$ -
CE	Community Development	$ -	$ -	$ -		$ -
CI	Liability Insurance Fund	$ 1,002,895.00	$ (1,002,895.00)	$ -		$ -
D	County Road Fund	$ 2,494,834.40	$ (2,494,834.40)	$ -		$ -
DM	Road Machinery	$ 936,854.40	$ (936,854.40)	$ -		$ -
H	Capital Fund	$ 6,777,771.50	$ (4,153,760.00)	$ -	$ (3,393,271.50)	$ (769,260.00)
K	Fixed Assets	$ -	$ -	$ -		$ -
S	Workmans Comp Fund	$ 1,081,147.60	$ (1,081,147.60)	$ -		$ -
TOTALS		**$ 108,116,759.10**	**$ (72,870,049.00)**	**$ (27,450,883.00)**	**$ (3,393,271.50)**	**$ 4,402,555.60**

Spotlight on Government Services

The Office of Emergency Services coordinates the County's efforts to prepare for and respond to emergency situations. In an emergency situation, the Office of Emergency Services works with County departments and external agencies to respond to the needs of citizens by helping to protect lives and property, assist those injured or whose normal lives have been disrupted by events, and to provide for the rapid restoration of normal services.

Additionally the Office of Emergency Services provides and/or supports the following programs to assist the fifteen (15) volunteer fire departments and fifteen (15) emergency squad/first responder units in Tioga County, including EMS & Fire Training, Central County Radio Communications, Fire Investigation Services, Search and Rescue Assistance, Critical Stress Debriefing, and Mutual Aid Coordination with adjacent counties.

The Office of Emergency Services is also currently overseeing a $18 million-dollar Interoperable Radio Communications Tower Upgrade Project. This project includes the upgrading of existing radio towers, and the construction of 4 new radio towers, and the upgrading of radio facilities and equipment. This will enhance radio connectivity across the County and ensure that emergency services continue to be provided safely and efficiently to all residents. The expected completion date for this project is mid to late 2026.

Pictured are the Emergency Services staff members: (left) Will Ellis, Deputy Director of Emergency Services, (center) Corinne Cornelius, Director of Emergency Services; (right) Debora Stubecki, Office Specialist.

TIOGA COUNTY, NEW YORK
Office of the County Administrator
Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827
Jackson D. Bailey II County Administrator 607 687 8268 607 223 7126 www.TiogaCountyNY.gov

PRESS RELEASE

Tioga County Legislature
56 Main Street
Owego NY, 13827

Contact: Jackson D. Bailey II, County Administrator
Phone: 607-687-8268
Email: baileyj@tiogacountyny.gov

FOR IMMEDIATE RELEASE

Friday September 26th, 2025

Tioga County Appoints Brandon Clark as Chief Information Officer

OWEGO, NY - Tioga County announces the appointment of Brandon Clark as the County's Chief Information Officer (CIO). Clark, who served as the Deputy Chief Information Officer for Tioga County, will lead the County's enterprise technology strategy, cybersecurity compliance, digital services, and interdepartmental IT support.

"Brandon has proven himself as a steady, future-focused technology leader," said Jackson D. Bailey II, Tioga County Administrator. "As Deputy CIO, he helped us modernize critical systems, strengthen cybersecurity, and improve day-to-day service delivery for employees and residents. We're excited to see him accelerate that momentum as CIO."

As Deputy CIO, Clark led or supported work that included:

• Cybersecurity and risk management initiatives (multi-factor authentication expansion, phishing-resilience training, endpoint protection, and incident response protocols).

• Network reliability and disaster recovery improvements, helping advance continuity planning and backup/restore capabilities.

• Service modernization, including IT service catalog and ticketing enhancements, user support improvements, and hardware lifecycle planning.

• Cloud and systems upgrades, coordinating migrations and integrations that improved performance and security.

• Interdepartmental collaboration, partnering with Public Safety, Public Works, and Administrative departments to align technology with operational needs and budget goals.

"I'm honored to continue serving Tioga County in this new role," said Brandon Clark, CIO. "Our priorities are clear: protect the County's systems and data, deliver excellent customer service to our departments, and invest wisely in technologies that make government more reliable, efficient, and accessible for the public."

In his new position as CIO, Clark will focus on:

• A comprehensive cybersecurity roadmap aligned to best-practice frameworks and county risk tolerance.

• A multi-year IT capital plan that prioritizes critical infrastructure, cost savings, and measurable service improvements.

• Shared services and intergovernmental partnerships to reduce duplication and improve regional resiliency.

• Digital service enhancements that make it easier for residents and businesses to interact with County government.

"Brandon's collaborative approach and track record of delivery make him the right leader for this moment," said Martha Sauerbrey, Chair of the Tioga County Legislature. "We look forward to continued progress on cybersecurity, reliability, and customer service under his guidance."

Clark has 15 years of extensive public and private sector IT experience. He holds multiple certifications in CompTIA and has extensive continued education in information technology. He is currently completing his Certified Chief Information Security Officer (CCISO) certification as well as the Certified Information Systems Profession (CISSP) certification.

About Tioga County, New York

Tioga County serves approximately 48,000 residents across 15 towns and villages, delivering public safety, health and human services, infrastructure, and administrative services with a focus on transparency, stewardship, and continuous improvement. Learn more at www.tiogacountyny.com.

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FOR IMMEDIATE RELEASE

Friday September 26th, 2025

Tioga County Celebrates Employee Appreciation Week with Special Recognition for Long-Serving Staff

OWEGO, NY - Tioga County proudly celebrated Employee Appreciation Week with a special recognition event on Thursday, September 25, 2025, at Waterman's Café & Tasting Barn in Apalachin, New York. The event honored the dedication and service of County employees, highlighting those who have contributed 25 years or more of service to the residents of Tioga County.

County Administrator Jackson D. Bailey II joined Legislative Chair Martha Sauerbrey, Legislator Bill Standinger, Department Heads, and colleagues in recognizing the honorees. The event included remarks of gratitude, and the presentation of certificates acknowledging the years of commitment these employees have shown.

"Tioga County is fortunate to have such devoted employees who make a difference in the lives of our residents every day," said Administrator Bailey. "Reaching 25 years or more of service is an extraordinary achievement, and it speaks volumes about the loyalty and professionalism of our workforce."

Chairwoman Sauerbrey adds "Employee Appreciation Week is an annual tradition in Tioga County, designed to celebrate the contributions of all County staff, from frontline service providers to behind-the-scenes support teams. This year's celebration not only honored the long-serving employees but also underscored the County's ongoing commitment to fostering a supportive and appreciative workplace culture."

The following employees with 25+ years of service were recognized:

25 Years – David Ayers, ITCS Computer Programmer

30 Years – Elaine Jardine, ED&P County Planning Director

25 Years – Bryon Bennett, Public Works Heavy Equipment Operator I

25 Years – Lisa Schumacher, Public Health Office Specialist III

25 Years – Judy Dunbar, Social Services Office Specialist II

35 Years – Julie Whipple, Director of Employment & Transitional Support

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Pictured (left to right): Bryon Bennett, Julie Whipple, Elaine Jardine, Lisa Schumacher, David Ayers, Legislative Chair Martha Sauerbrey. Not pictured: Judy Dunbar.