

PUBLIC SAFETY COMMITTEE AGENDA

EMERGENCY SERVICES

OCTOBER 8, 2024

2:30 PM

- APPROVAL OF MINUTES September 3, 2024
- FINANCIAL
 - YTD Report
- OLD BUSINESS
 - Radio Project
 - CAD Project
 - EMS
 - Emergency Management
 - Threat Assessment Team
 - Fire
 - Personnel
- RESOLUTIONS - NONE
- PROCLAMATIONS – NONE
- ADJOURNMENT

PUBLIC SAFETY MEETING

September 3, 2024

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, September 3, 2024 at 2:30 PM.

Present:

Keith Flesher	Chair, Public Safety
Barb Roberts	Legislator
Marte Sauerbrey	Chair, Legislator
Bob Williams	Coroner
William Standinger	Legislator
Brian Cain	Director, Probation
Corinne Cornelius	Director, Emergency Services
Rich Hallett	Undersheriff, Sheriff's Office

Guest:

Jackson Bailey	County Administrator
Pete DeWind	County Attorney
Cathy Haskell	Legislative Clerk

Absent:

Sheriff Gary Howard	Sheriff's Office
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APPROVAL OF MINUTES:

Approval of June 4, 2024; July 2, 2024; and August 6, 2024 minutes:

Legislator Standinger made the motion, seconded by Legislator Roberts, to approve the June 4, 2024; July 2, 2024; and August 6, 2024 Public Safety minutes, as written. Motion carried.

PROBATION – Brian Cain:

FINANCIAL:

- Expenditures are at 63% of the budget.

NEW BUSINESS:

- Training – PO Regis is going to become the Domestic Violence Risk Assessment Trainer. Other Probation Officers will be attending trainings in Binghamton and Albany.
- Pre-Trial Release funding – will receive \$60,000 in Pre-Trial Release funding from New York State. Would like to use \$45,000 to replace the 2018 Ford Escape. Director Cain will talk to Gary Hammond about this if the committee approves this expenditure. Public Works would determine what will be done with the Escape.
- Pre-plea – big influx from Court this past month in Pre-Plea and Pre-Sentence investigations. JD tickets have increased.
- Probation Volunteer Activities – Staff participated in the Special Olympics fundraiser; Tioga Central Backpack Giveaway; and may participate in the Owego Halloween event on Lake Street.
- Armed Probation Officers - looking at exploring arming five members of the Probation Department by Spring 2025. Will develop a comprehensive plan and present it to committee members. Other surrounding counties, such as Tompkins, Broome, and Chemung County are arming their Probation Officers as well. Legislator Standinger has no objection to this concept.

- JD Tickets – one Juvenile Delinquency Appearance Ticket was issued for the fatal motor vehicle accident in Newark Valley. To date, 25 tickets have been issued.
- ATI Program - There are 7 individuals on electronic monitoring. The Weekend Work Program continues to have enough participants to function on both Saturday and Sunday. There are more orders coming in to keep the program going.
- Jackson Bailey job shadowed for several days at Probation last month. He went on several visits with the Probation Officers and learned first hand the amount of knowledge a PO needs to have to do their job.
- Court Ordered Investigations were 34; Supervision 175 cases; Violation of Probation 9 petitions.

PERSONNEL:

- One vacant Probation Officer I position exists. Hope to get Civil Service exam results this month.
- One unfunded Probation Office position exists.

RESOLUTIONS:

- **Resolution To Approve a Grant Award from NYS Division of Criminal Justice for County Pre-Trial Services**

A resolution was presented to request authorization to accept this award and modify the 2024 budget accordingly.

(Committee agreed to move this resolution forward)

OFFICE of EMERGENCY SERVICES – Corinne Cornelius:

FINANCIAL:

- Budget is on track.

OLD BUSINESS:

- Radio Project – gave update on the project. Final drawings are being completed as well as permitting.
- Dispatch – live cut over took place the week of 8/6-9. New VESTA phone system was installed. Reso is being presented to add Aware911 at no charge. Capital Area Communications staff were great to work with. New furniture, carpet, and computers were installed.
- Shirley Rd. Tower – primary lines went down. O'Connell electric recommended trimming the trees around the lines. Working with DEC to find what trees can be cut.
- Gary Hammond is creating an RFP for the Prospect Tower site for a driveway, roof and tree work.
- CAD system - is working well and some other fire departments and EMS agencies would like to join.

EMERGENCY MANAGEMENT:

- 15 students enrolled for the EMT class which began August 19th.
- Owego stream gauge – Soil & Water asked if we would be able to help support the Owego stream gauge, which would cost \$23,000 yearly. We will support Soil & Water, however, our office does not primarily use this gauge and does not have the funding.
- Threat Assessment Team – Director Cornelius was accepted and will be completing a virtual Master Trainer class. Once completed, she would be a certified trainer and could train others.

FIRE:

- There have been a lot of fire calls this past month.
- I Am Responding – a resolution is being presented for renewal of this program.

PERSONNEL:

- There are resolutions being presented to appoint Will Ellis to the Deputy Director position; appoint Vera Clark and Penelope Ward to the Search & Rescue Team; and Richard VanHall to the Haz-Mat Team.

RESOLUTIONS:

- **Acceptance of the Application for Vera Clark Tioga County Search and Rescue Team**
A resolution was presented requesting authorization to add Vera Clark to the Search and Rescue Team.
- **Acceptance of the Application for Penelope Ward Tioga County Search and Rescue Team**
A resolution was presented requesting authorization to add Penelope Ward to the Search and Rescue Team.
- **Acceptance of the Application for Richard Van Hall Tioga County Haz-Mat Team**
A resolution was presented requesting authorization to add Richard VanHall to the Haz-Mat Team.
- **Amend Resolution No. 291-19; Authorize Amended Agreement with Motorola Solutions Change Order # 6**
A resolution was presented requesting authorization to execute change order # 6 with Motorola Solutions at no cost to the county.
- **Approve Sole Source Purchase I Am Responding Emergency Notification Program**
A resolution was presented requesting authorization to enter into a sole source agreement with Emergency Services Marketing Corp., Inc. for a one-year subscription to I Am Responding.
- **Authorize Appointment of Deputy Director of Emergency Services**
A resolution was presented requesting authorization to appoint William Ellis to the position of Deputy Director of Emergency Services.

(Committee agreed to move these resolutions forward)

SHERIFF – Undersheriff Rich Hallett:

FINANCIAL:

- Revenues are at \$313,065 which is 58% of the budget. Expenditures are at \$7,953,304.06 which is 70% of budget. Inmate boards are at \$118,353.08 which is 79% of the budget.

PERSONNEL:

- Update on Vacancies:
 - Civil:
 - One vacant part-time Civil Deputy position
 - Corrections:
 - 6 Corrections Officer positions. This creates a lot of overtime as coverage is needed.
 - 1 part-time Cook position
 - No Corrections Officers are on light duty
 - 1 Corrections Officer is on military deployment.
 - Road Patrol:
 - 2 vacant Deputy positions
 - No Deputies are on light duty

- There are 2 Deputies that have completed Field Training
- Communications:
 - 3 vacant E911 Dispatcher positions. Will be 4 once Will Ellis transfers to EMO.
- Records:
 - There is currently 1 vacant position
- Administration:
 - All positions are filled.

NEW BUSINESS:

- License Plate Reader – a resolution is being presented for authorization to purchase. This is for one car only.
- Inmate population is 52.
- K9 Unit – discussion took place regarding starting a K9 Unit. There is a significant upfront cost of approximately \$53,000, which includes: sending a Deputy to training; cost of the dog; equipment for the car; and \$10,500 yearly going forward. They would work a night shift, as that is where most complaints and activity occur. Legislator Flesher would be in favor of this; Chair Sauerbrey would like this to be brought up at budget time next year; Legislator Standinger would be in favor if it is feasible for 2026 not 2025; Legislator Roberts agrees with this as well. The committee agreed to look at it for 2026 this way it can be discussed further and allow time to find the money for it.

RESOLUTIONS:

- **Approve 2025 STOP DWI Plan**
A resolution was presented requesting approval of the 2025 STOP DWI plan.
- **Approve Sole Source Purchase Motorola Solutions License Plate Recognition System**
A resolution was presented requesting authorization to purchase a License Plate Recognition System from a sole source vendor Motorola Solutions.

(Committee agreed to move these resolutions forward)

EXECUTIVE SESSION:

County Attorney Peter DeWind requested an Executive Session. Legislator Standinger made a motion to go into Executive Session at 3:17 PM to discuss personnel matters; seconded by Legislator Roberts. Legislator Standinger motioned to adjourn Executive Session at 3:34 PM, seconded by Legislator Roberts.

Respectfully Submitted,

Diane Rockwell
Diane Rockwell
Secretary to the Sheriff
9/3/24



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP.	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD. ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3021 Enhanced E911							
A3021 411400 Emergency Telephone	0	0	-550,000	-293,246.23	.00	.00	.0%
A3021 411401 E911 Surcharge Upg	0	0	112,982	112,982.08	.00	-256,753.77	53.3%*
A3021 520110 E911 Desk	0	112,982	838,347	2,225.43	494.00	835,627.16	100.0%
A3021 520130 E911 Equipment (Not	450,000	388,347	11,490	10,857.05	.00	633.12	.3%
A3021 540093 E911 Building Maint	0	11,490	41,583	36,861.75	.00	4,721.14	94.5%
A3021 540140 E911 Contracting Se	100,000	-58,417	79,371	47,209.00	16,245.00	15,917.00	88.6%
A3021 540320 E911 Leased/Service	0	79,371					79.9%
A3410 FIRE							
A3410 415880 Fire/EMS Reimburse	-5,000	0	-5,000	-1,530.00	.00	-3,470.00	30.6%*
A3410 427010 SEN10 Refunds Of Pr	0	0	0	.00	.00	.00	.0%
A3410 433060 State Aid-Homeland	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	-15,000	0	-15,000	.00	.00	-15,000.00	.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	44,202	0	44,202	44,691.72	.00	-489.72	101.1%*
A3410 510050 All Other(On Call,	10,000	0	10,000	.00	.00	10,000.00	.0%
A3410 520020 Audio Visual Equip	3,000	-2,557	443	.00	.00	442.66	.0%
A3410 520030 Batteries (Portabl	1,000	0	1,000	86.79	.00	913.21	8.7%
A3410 520080 Clothing	1,500	2,821	3,321	3,227.29	.00	94.05	97.2%
A3410 520130 Equipment (Not Car	18,000	0	18,000	2,943.79	970.00	14,086.21	21.7%
A3410 520160 Fire & Alarms Equi	400	0	400	.00	.00	400.00	.0%
A3410 520190 Nursing Equipment	2,500	-264	2,236	756.18	.00	1,479.82	33.8%
A3410 520191 E911 Emergency Equi	0	298,397	298,397	198.00	.00	298,397.00	.0%
A3410 520215 Personal Protectiv	8,000	0	8,000	198.00	.00	7,802.00	2.5%
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	1,567.46	.00	432.54	78.4%
A3410 540140 Contracting Servic	8,000	0	8,000	1,501.00	.00	6,499.00	18.8%
A3410 540140 EMP16 Contracting S	0	0	0	.00	.00	.00	.0%
A3410 540140 M7674 Contracting S	10,000	-10,000	0	4,163.15	78.10	7,758.75	35.3%
A3410 540144 Ems Instructors	12,000	0	12,000	1,066.00	.00	234.00	82.0%
A3410 540180 Dues	1,200	100	1,300				



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMENTS	REVISED BUDGET	YTD. ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
A3410 540220 Automobile Fuel	3,500	0	3,500	1,064.85	.00	2,435.15	30.4%
A3410 540320 Leased/Service Equ	1,000	0	1,000	918.42	.00	81.58	91.8%
A3410 540330 Legal Fees	0	0	0	.00	.00	.00	.0%
A3410 540340 Literature	3,000	-100	2,900	824.93	.00	2,075.07	28.4%
A3410 540350 Office Equip Maint	500	0	500	.00	.00	100.00	.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	3,000	0	3,000	2,545.00	123.95	331.05	89.0%
A3410 540410 Nursing Supplies	3,000	0	3,000	.00	.00	3,000.00	.0%
A3410 540480 Postage	250	0	250	.00	.00	250.00	.0%
A3410 540485 Printing/Paper	300	0	300	149.03	.00	150.97	49.7%
A3410 540560 Repairs	1,500	0	1,500	555.50	.00	944.50	37.0%
A3410 540620 Software Expense	1,500	0	1,500	216.85	.00	283.15	43.4%
A3410 540630 Stationery Supplie	2,000	0	2,000	521.79	463.73	1,014.48	49.3%
A3410 540640 Supplies (Not Offi	1,500	0	1,500	1,088.74	.00	411.26	72.6%
A3410 540660 Telephone	2,000	0	2,000	531.86	.00	1,468.14	26.6%
A3410 540731 Training/State Req	250	0	250	175.00	.00	75.00	70.0%
A3410 540733 Training/All Other	2,500	0	2,500	626.00	.00	1,874.00	25.0%
A3410 581088 State Retirement F	13,331	3,891	17,222	20,927.60	.00	-3,705.91	121.5%*
A3410 583088 Social Security Fr	2,246	1,333	3,580	3,566.53	.00	12.98	99.6%
A3410 584088 Workers Compensati	4,898	2,114	7,012	5,868.75	.00	1,143.14	83.7%
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	16	76	92	77.90	.00	14.35	84.4%
A3640 Emergency Mgmt Office							
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-Fem	0	0	0	.00	.00	.00	.0%
A3640 436574 Hazard Mitigation	0	0	0	.00	.00	.00	.0%
A3640 443050 Federal Aid-Civil	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP16 Federal Aid-C	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP17 Federal Aid-C	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP18 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP19 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP20 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP21 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP22 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP23 Fed-Aid- Civi	0	0	0	.00	.00	.00	.0%
A3640 445100 COVID Federal Aid-F	0	0	0	.00	.00	.00	.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANSFERS/ ADJUSTMNTS	REVISED BUDGET	YTD. ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3640 510010 Full Time	146,165	0	146,165	79,010.64	.00	67,154.36	54.1%
A3640 510020 Part Time/Temporar	15,000	0	15,000	.00	.00	15,000.00	.0%
A3640 510030 Overtime Pay Only	10,000	0	10,000	.00	.00	10,000.00	.0%
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	0	700	.00	.00	700.00	.0%
A3640 540070 Car Maintenance	2,000	0	2,000	1,066.00	.00	934.00	53.3%
A3640 540090 Clothing	500	0	500	.00	.00	500.00	.0%
A3640 540140 HME17 Contracting S	3,000	0	3,000	.00	.00	3,000.00	.0%
A3640 540141 Gis Create & Maint	0	0	0	.00	.00	.00	.0%
A3640 540180 Dues	0	0	0	.00	.00	.00	.0%
A3640 540220 Automobile Fuel	4,000	0	4,000	1,392.86	107.02	2,500.12	37.5%
A3640 540320 Leased/Service Equ	0	0	0	.00	.00	.00	.0%
A3640 540360 COV19 Meals/Food	0	0	0	.00	.00	.00	.0%
A3640 540390 Mileage Expense	0	0	0	.00	.00	.00	.0%
A3640 540420 Office Supplies	0	0	0	.00	.00	.00	.0%
A3640 540420 COV19 Office Suppli	0	0	0	.00	.00	.00	.0%
A3640 540510 Radio Repairs	500	0	500	.00	.00	500.00	.0%
A3640 540540 Reimbursements	500	0	500	283.33	.00	216.67	56.7%
A3640 540560 Repairs	0	0	0	.00	.00	.00	.0%
A3640 540581 Security Systems &	0	0	0	.00	.00	.00	.0%
A3640 540640 COV19 Supplies (Not	0	0	0	.00	.00	.00	.0%
A3640 540660 Telephone	3,000	0	3,000	1,157.15	79.99	1,762.86	41.2%
A3640 540733 Training/All Other	1,000	0	1,000	.00	.00	1,000.00	.0%
A3640 581088 State Retirement F	3,330	599	3,929	5,152.00	.00	-1,222.89	131.1%*
A3640 583088 Social Security Fr	7,413	701	8,113	5,411.95	.00	2,701.51	66.7%
A3640 584088 Workers Compensati	0	2,232	2,232	1,103.04	.00	1,129.07	49.4%
A3640 584588 Life Insurance Fri	0	0	0	.00	.00	.00	.0%
A3640 585088 Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3640 585588 Disability Insuran	127	-11	116	62.64	.00	53.57	53.9%
A3640 586088 Health Insurance F	22,891	23,110	46,001	25,969.20	.00	20,031.63	56.5%
A3640 588988 Eap Fringe	0	29	29	14.64	.00	14.72	49.9%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	372,319	856,244	1,228,563	135,842.66	18,561.79	1,074,158.70	12.6%

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

Financial:

Budget: Within Budget - See attached spreadsheets.

Old Business:**Radio Project:**

The final construction drawings are being reviewed and permitting will be completed shortly. Equipment has been staged at existing tower locations and they will begin to start installing cables and antennas on existing towers shortly.

Both Carmichael and Popple towers failed the structural assessments. Motorola is assessing what will need to be done to bring them into compliance.

Highway is assisting in creating an RFP for work that will need to be completed at the Prospect Tower site, including a driveway, a new roof, and tree work.

CAD Project:

CAD is working well. Other fire departments are working to join, as well as more EMS agencies.

EMS:

No significant changes in county EMS coverage. The same issues continue to exist regarding manpower shortages.

Emergency Management:

We are beginning to have virtual meetings on Winter storms, as well as election security from NYS DHSES.

Threat Assessment Team:

Corinne completed and applied for the Master Trainer certification for the Threat Evaluation course. She was issued Master Trainer status and

will be looking to host classes in the future to ensure all Tioga TAM team members have access to the training.

Fire:

Fire departments have continued to be very busy.

October is fire prevention month.

New Business:

None

Personnel:

William Ellis began as Deputy Director on 9/23/24. We have been working to get him up to speed.

Corinne, William Ellis, Bob Williams and Deb Stubecki will all be maintaining access to work remotely as needed. They do not work remotely on any set schedule, but can remote in if there is an emergency, or required.

Resolutions:

None