

PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation
January 2, 2024
3:30 PM

- **Approval of minutes** from December 5, 2023, Public Safety Committee meeting
- **Financial**
 1. Utilized 82.4% of 2023 budget. Savings of \$243,303
- **Old business**
 1. Budget
 2. Probation Department
 3. Buddi NY, LLC contract
 4. Community Engagement
 5. Sex offender modification petitions
 6. Staffing
 7. Training
- **New business**
 1. Staffing
 2. Training
 3. PTR Award Notice (\$60,000)
 4. Juvenile Incentives Program
 5. Sex offender modification petitions
 6. 2023 Highlights
 7. 2024 Goals
- **Personnel**
 1. One vacant Probation Officer II position (Sr. Probation Officer)
 2. One unfunded Probation Officer I position
- **Resolutions (1)**
 - Reclassify the vacant Probation Officer II position to a Probation Officer I
- **Proclamations**
 1. None
- **Adjournment**

PUBLIC SAFETY MEETING

December 5, 2023

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, December 5, 2023 at 2:30 PM.

Present:

Keith Flesher	Chair, Public Safety
Marte Sauerbrey	Chair, Legislator <i>(in at 3:01)</i>
Dale Weston	Legislator
Barb Roberts	Legislator
William Standinger	Legislator
Brian Cain	Director, Probation
Sheriff Gary Howard	Sheriff's Office
Mike Simmons	Director, Emergency Services
Bob Williams	Assistant Fire Coordinator <i>(in at 2:36)</i>

Guest:

Curtis Hammond	EMS Coordinator, Emergency Services
Cathy Haskell	Legislative Clerk
Peter DeWind	County Attorney <i>(in at 2:40)</i>

Absent:

Corrine Cornelius	Deputy Director, Emergency Services
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APPROVAL OF MINUTES:

Approval of November 7, 2023 minutes:

Legislator Roberts made the motion, seconded by Legislator Weston to approve the November 7, 2023 Public Safety minutes, as written. Motion carried.

PROBATION – Brian Cain:

FINANCIAL:

- 2023 Budget is on Track.

OLD BUSINESS:

- Projects in progress – working with IT to upgrade the rear entry door camera/intercom system.
- Buddi Contract was signed and executed today. GPS Monitors have been shipped and are on their way.
- Community Engagement – Focus on expanding Community presence in 2024.
- Decision Points – Discussions with Waverly High School and Owego Free Academy today to get schools in place for the beginning of the year. Also have meetings with Candor and Spencer.
 - Partnering with CASA Trinity to incorporate Drug and Alcohol information.

- Teri Rosenberger has returned part time as a supervisor after retiring. Sydney Blinn and Briana Ward completed their fundamentals. Moving on to the Basic Course for Peace Officer beginning December 18, 2023.
- Juvenile Delinquency Services – four juvenile appearance tickets were received in the month of November. Total 16 JDATS were received this year.
- Electronic Monitoring – one person is being monitored using the phone application; 2 individuals are being monitored with the ankle bracelet.
- Community Services – Weekend Work Program continues to roll along; crews doing well.
- Pre-Trial Release – 17 people are currently in the program.
- Court Ordered Investigations – 44 Investigations opened.
- Violation of Probation – 18 in progress.

NEW BUSINESS:

- Going in to Court for modification of petitions on all sex offenders to include monitoring technology.

PERSONNEL:

- One Vacant Probation Officer 1 position exists; will be filled as of January 2, 2024.
- One Vacant Sr. Probation Officer position.
- One unfunded Probation Officer 1 position remains unfunded.

RESOLUTIONS:

- None

SHERIFF – Gary Howard:

FINANCIAL:

- 2023 Budget:
 - Revenues are at \$525,155 which is 76% of the budget. Expenditures are at \$11,084,856 which is 95% of the budget. Inmate Boarders are at \$275,932 which is 184% of the budget.

OLD BUSINESS:

- TCLEA Contract is being finalized.
- NCEU Contract is being finalized.
- Jail Camera replacement project is still ongoing.
- E911 Center system upgrades are still being worked on.

NEW BUSINESS:

- RFP is in for inmate Jail Medical contract bids.
- Beginning discussions on building a garage for patrol cars to keep them out of the weather.
- Jail daily population for November was 45.

PERSONNEL:

- Update of Vacancies:
 - Civil – One Vacant part-time Civil Deputy position.
 - Law Clerk on Maternity Leave.
 - Corrections – Two Vacant Corrections Officer positions; Two starting this week. One Vacant Part-Time Cook position.
 - One Corrections Officer on Light Duty.
 - Two Corrections Officers still on Military Deployment.
 - Road Patrol – Two Vacant Deputy positions.
 - One being filled by a lateral transfer and One being filled by a New Hire.
 - None on Light Duty.
 - Two Previously unfunded Deputy Positions being filled after January 1, 2024.
 - E911 – Two Vacant E911 Dispatcher Trainee Positions.
 - Records – all positions are filled.
 - Administration – all positions are filled.

RESOLUTIONS:

- Award Contract CBH Medical and Mental Health Services
- Approve Salary Above Hiring Base Deputy Sheriff Position
- Authorize Salary Reallocation within CSEA Salary Schedule for Civil Law Clerk
- Authorize Civil Manager Title Salary Increase

***Committee agreed to move these resolutions forward, with the exception of Legislator Standinger who was not in favor of the Award Contract CBH Medical and Mental Health Services Resolution*

OFFICE of EMERGENCY MANAGEMENT – Mike Simmons:**FINANCIAL:**

- 2023 Budget is On Track.

OLD BUSINESS:

- Communications Project – moving forward; surveyors from Tectonic Engineering began surveying the four new sites that need to be built.
 - Arrangement for the geological and archeological studies to start & Motorola may begin permitting process if they do not find arrowheads, fire cracked rocks or any evidence indicating there had been inhabitants at future tower sites.
 - Permission to visit the Roundtop Park in Athens, PA to determine what the needs are.
 - Dispatch Center – has been measured and priced for furniture and carpeting.
 - Radio at Ballou Road owned by NYSEG; working with IT to see how much space they need for their equipment.

- CAD Project – network connectivity; being worked on. Mapping is not working properly in other locations.
- EMS – Curtis Hammond, EMS Coordinator is still working on potential plans to aid local agencies. He gave the Committee an overview of Flycars and the cost.
 - County applying for Basic Life Support; First Responder Certificate of Need (CON). Permission to operate in the County with staff we have already certified.
 - Hammond discussed reclassification of the EMS Coordinator position title and description.
- Threat Assessment Management Plan – Moving forward. Have some RFPs for a consultant to come in and assist with the plan.
- Fire – Fire Chiefs Meeting was conducted at the new Richford Town Hall.
 - Reviewed the Tioga Downs Barn Fire.
 - County Tanker Task Force; plan of putting groups of tankers together.
 - Concerned on the declining number of people in the Fire Departments.
 - State plan to pay student to take Firefighting classes (eligible to receive \$750 or \$1000).

NEW BUSINESS:

- None.

PERSONNEL:

- None.

RESOLUTIONS:

- Transfer of Surcharge Funds – Purchase Workstations/Carpet Communications Division Office Of Emergency Services
- Authorize Acceptance of 2023 SICG Formula Grant, Appropriation of Funds & Modify 2023 Budget

***Committee agreed to move these resolutions forward*

ADJOURNED:

Meeting was adjourned at 3:50 PM.

Respectfully Submitted,

Donna Gilligan

Donna Gilligan

Accounting Associate III – Payroll Tioga County Sheriff's Office

12/05/23



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT DECEMBER 2023

FOR 2023 12

ACCOUNTS FOR GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	#TD ACTUAL	FNC/REQ	AVAILABLE BUDGET	PCT USE/COL
43140 Probation							
A3140 415600	Adpt Inv	-600	-900.00	.00	.00	300.00	150.0%
A3140 415800	Rst Surch	-2,000	-800.91	.00	.00	-1,199.09	40.0%*
A3140 415810	Dwtl Supfee	-16,000	-8,315.00	.00	.00	-7,685.00	52.0%*
A3140 415811	Dwtl Prob	-10,000	-10,000.00	.00	.00	.00	100.0%
A3140 433100	Sa Prob	-105,205	-131,506.70	.00	.00	26,301.34	125.0%
A3140 433160	Sa Prob Sup	-18,566	-23,207.05	.00	.00	4,641.05	125.0%
A3140 433170	Ign Intrlk	-3,678	-2,887.00	.00	.00	-791.00	78.5%*
A3140 433180	STSP	-7,000	-6,697.86	.00	.00	-302.14	95.7%*
A3140 433182	RTA-ST-RTA	-16,920	-41,958.09	.00	.00	-58,878.09	-248.0%*
A3140 510010	Salary Fc	786,371	679,183.81	26,316.78	.00	107,187.19	86.4%
A3140 510020	Salary Pt	29,817	6,905.50	795.76	.00	22,911.50	23.2%
A3140 510030	Salary Ot	5,000	4,961.34	.00	.00	38.66	99.2%
A3140 510040	Work Comp	0	70.14	9.35	.00	-70.14	100.0%*
A3140 510050	Salary Oth	0	2,292.73	.00	.00	-2,292.73	100.0%*
A3140 520060	CPS01 Car/Truck	0	39,960.50	.00	.00	39.50	99.9%
A3140 520070	Chairs	400	1,854.08	149.99	.00	382.92	82.9%
A3140 520200	Office Eq	2,500	320.46	.00	.00	1,179.54	21.4%
A3140 520215	Pers Pro E	4,500	2,386.72	.00	1,060.91	1,215.37	94.1%
A3140 540070	Car Maint	2,000	2,27.04	92.75	.00	1,772.96	11.4%
A3140 540080	Clinic Sup	4,250	1,028.36	.00	.00	3,221.64	24.2%
A3140 540180	Dues	900	850.00	50.00	.00	50.00	94.4%
A3140 540220	Auto Fuel	2,200	1,979.86	108.28	.00	220.14	90.0%
A3140 540320	RTA Auto Fuel-	1,000	.00	.00	.00	1,000.00	.0%
A3140 540340	Leased Eq	3,300	1,938.31	267.67	.00	1,361.69	58.7%
A3140 540360	Literature	1,500	820.02	.00	.00	579.98	58.6%
A3140 540390	Meals/Food	1,000	999.15	.00	.00	85	99.9%
A3140 540390	Mileage	1,100	100.00	.00	.00	.00	100.0%
A3140 540480	Postage	1,500	884.03	.00	.00	615.97	58.9%
A3140 540487	CPS01 PE-CPS01	0	494.23	.00	.00	19,505.77	2.5%
A3140 540487	FH01 PE-FHF	0	417.56	.00	142.49	6,060.46	8.5%
A3140 540590	Serv Rnd	1,265	6,621	.00	.00	265.00	.0%
A3140 540630	Softwre	9,710	9,709.32	.00	.00	68	100.0%
A3140 540630	Stat Sup	6,000	6,084.58	42.12	.00	915.42	86.9%
A3140 540660	Telephone	2,052	1,384.04	138.46	.00	667.96	67.4%
A3140 540731	RTA Telephone	1,440	1,139.70	113.97	.00	300.66	79.1%
A3140 540731	Train St	12,167	12,107.58	98.50	.00	59.42	99.5%
A3140 581088	St Ret	102,678	80,828.97	3,014.72	.00	21,848.61	78.7%
A3140 583088	Social Sec	58,164	51,373.40	1,962.64	.00	6,790.15	88.3%
A3140 584088	Work Comp	19,198	18,089.70	719.33	.00	1,107.95	94.2%
A3140 585588	Dtsab Ins	1,064	943.22	35.73	.00	120.82	88.6%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT DECEMBER 2023

FOR 2023 12

ACCOUNTS FOR: GENERAL FUND	ORIGINAL APPROP		REVISED BUDGET		YTD ACTUAL		YTD ACTUAL		ENC/REQ		AVAILABLE BUDGET		PCT USE/COL	
A3140 586088 Health Ins	301,471	301,471	232,163.36	8,199.20	.00	69,307.30	77.0%							
A3140 588988 Eap	228	228	225.28	8.96	.00	3.02	98.7%							
TOTAL Probation	1,181,705	1,248,326	1,019,366.56	10,225.83	1,203.40	227,755.69	81.8%							
A3142 Alternatives To Incarceration														
A3142 415150 Alt To Inc	-100	-100	-11,736.50	.00	.00	11,636.50*****%								
A3142 433120 Sa Alt Inc	-12,145	-12,145	-12,144.58	.00	.00	.07	100.0%							
A3142 510010 Salary Ft	13,705	13,705	11,972.73	512.05	.00	1,732.27	87.4%							
A3142 540140 Cont Svs	3,500	3,500	2,046.45	364.50	.00	1,476.80	57.8%							
A3142 581088 St Ret	2,428	2,428	2,014.85	82.45	.00	413.09	83.0%							
A3142 583088 Social Sec	950	950	914.86	37.66	.00	35.11	96.3%							
A3142 584088 Work Comp	392	392	371.99	15.22	.00	19.80	94.9%							
A3142 585588 Disab Ins	22	22	19.87	.81	.00	1.85	91.5%							
A3142 588988 Health Ins Eap	3,541	3,541	3,309.28	135.42	.00	232.04	93.4%							
	5	5	4.69	.19	.00	-.03	100.6%*							
TOTAL Alternatives To Incarcerati	12,298	12,298	-3,226.36	1,148.30	-23.25	15,547.50	-26.4%							
A3146 Sex Offender Program														
A3146 540140 Cont Svs	123,840	123,840	123,840.00	10,320.00	.00	.00	100.0%							
TOTAL Sex Offender Program	123,840	123,840	123,840.00	10,320.00	.00	.00	100.0%							
TOTAL General Fund	1,317,843	1,384,464	1,139,980.20	21,694.13	1,180.15	243,303.19	82.4%							
TOTAL REVENUES	-192,214	-192,214	-166,237.51	-31,898.38	.00	-25,976.00								
TOTAL EXPENSES	1,510,057	1,576,677	1,306,217.71	53,592.51	1,180.15	269,279.19								



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT DECEMBER 2023

FOR 2023 12

	ORIGINAL APPROP	REVISED BUDGET	YTD. ACTUAL	YTD. ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,317,843	1,384,464	1,139,980.20	21,694.13	1,180.15	243,303.19	82.4%

** END OF REPORT - Generated by Zito, Angela **

Public Safety Committee Meeting
Probation Department Report
January 2, 2024

Budget Status:

2023 Revenue Budget:

- \$710 of DWI Supervision fee collected in December. \$8,795 collected in 2023
- \$4,507.25 in restitution and surcharge collected in December. \$22,479.69 collected to date in 2023

2023 Budget: Probation expended 82.4% of its 2023 budget. This equals **a savings to the County for 2023 of \$243,303.19.**

Current Business:

1. Staffing – One open Probation Officer II (Sr. Probation Officer) position remains unfilled. As it appears unlikely to find a qualified candidate for the Sr. PO Position in the near future, Probation is putting forth a resolution to reclassify the Sr. PO Position to a Probation Officer I position, or Probation Officer.
2. Training – All Probation Officers completed their 21 hours of mandated training in 2023. Two Probation Officers hired in 2023 currently attending five weeks of Basic Course for Peace Officer Training. New Probation Officer schedule to begin work on January 2, 2024. Should the open Probation Officer position be filled in 2024, it will require the new officers to complete nine weeks of Fundamentals/Peace Officer training.
3. In December of 2023, Probation received a Reward Notice from the Division of Criminal Justice Services (DCJS) indicating Probation was awarded \$60,000 to spend toward the cost of providing Pre-Trial Services in Tioga County. An award of the same amount was received in 2022 with which probation purchased a new vehicle to upgrade the Probation fleet and provide reliable transportation to and from the Courts. With the money recently awarded, Probation plans to purchase iPads for all Probation staff so they can have access to information while in the Courts.
4. Juvenile Probation Officers have emphasized the use of Incentives for the Juvenile Supervision caseload. Most recent incentive purchased was bowling bag and bowling shoes to equip probationer to participate on the school bowling team.
5. Appearances have been scheduled in several of the Courts in Tioga County to modify existing Conditions of Probation for Sex Offenders. The modification will add the Condition requiring they register their devices which access the Internet with IPPC Technologies for monitoring.

6. Highlights of 2023:

- Collaboration (Veterans, Schools, DSS, Employment, Law Enforcement, Trinity-CASA, ACBC, & EPCCM)
- Probation fleet overhaul
- Staffing/training (onboarding new probation officers and scheduling their expanded training, new Probation Supervisor)
- Enhanced ability to monitor sex offenders
- Enlarged Pre-Trial Release options (AlcoTag)
- Increased community presence
- Embedded Probation Officers in Justice Courts
- Completed update of Policies and Procedures
- Shredding of old records to comply with Records Retention Schedule
- Upgraded the Buddi Electronic monitoring contract to include AlcoTag and insurance

7. Goals and Changes for 2024

- Upgrade of rear entry door and remote monitor
- Fully staff Probation
- Utilization of new monitoring capabilities (IPPC & AlcoTag)
- Establish Decision Points curriculum in two Tioga County School Districts
- Implement MOU for monitoring of Sex Offender technology
- Continue with plans to arm Probation Officers with non-lethal capabilities
- Prepare for Implementation of the Clean Slate Act
- Upgrade to Probation satellite office in Waverly
- Equip all Officers with iPads to increase off site efficiency
- Complete Probation Pamphlet and enhance presentation for community outreach

8. Juvenile Delinquency Services:

December of 2023- There was one Juvenile Delinquency Appearance Ticket (JDAT) received for the month of December. The JDAT alleged the respondent committed an act which if committed by an adult would constitute the crime of Petit Larceny.

YTD: 17 JDATs received to date.

- E- Connect: To date, 13 youth have been screened in 2023. As a result of the E-Connect screenings, five youth were found to be below threshold and not in need of an immediate mental health referral. Four youth were found to be a level II and were referred for a mental health evaluation. Two youth were found to be a level III and agreed to schedule an appointment at TCDMH. Two youth were also determined to be a level I which required immediate mental health intervention. One of the four youth was not screen due to his placement at the Office of Children and Family Services.

- There are no youth currently in juvenile sex offender treatment.

There were 37 JDATs processed in 2022. The 17 processed in 2023 represents a **54% decrease in JDATs processed by the Tioga County Probation Department.**

ATI Programs:

- Electronic Monitoring – There are currently four individuals being monitored via the VCheck24 phone app, GPS electronic monitoring system, and AlcoTag systems.
- Community Service – WWP is up and running effectively. The District Attorney's Office has included WWP in plea agreements where it is possible to maintain the program. WWP is also being used as a graduated sanction on Probation Violations.
- Pre-Trial Release – There are 18 people being supervised via the Pre-Trial Release program

Court Ordered Investigations: 49 active investigations for Tioga County courts (Criminal, Family and Surrogate)

Supervision: 183 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)

Violation of Probation petitions: 13 defendants/respondents have violation petitions pending against them in criminal & family court.

Personnel:

One Vacant Probation Officer II position (Sr. Probation Officer)

One unfunded Probation Officer position

Resolutions: One (1)

- Reclassify the vacant Probation Officer II position (Sr. Probation Officer) to a Probation Officer I (Probation Officer)

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24 RECLASSIFY AND FILL VACANT POSITION
PROBATION DEPARTMENT

WHEREAS: Legislative approval is required for all position reclassifications;
and

WHEREAS: One Probation Officer 2/Sr. Probation Officer (CSEA SG XII) has
been vacant since September 30, 2023; and

WHEREAS: The Probation Director has reviewed the staffing needs within
Probation and has determined that said vacancy would be better utilized
in the operations of the department if the position was reclassified as a
Probation Officer 1 (CSEA SG XI \$48,941-\$49,941); therefore be it

RESOLVED: That if a mandated eligible list is not available, a provisional
appointment may be made; and be it further

RESOLVED: That the Legislature hereby authorizes the reclassification and
filling of one vacant, full-time Probation Officer 2/Sr. Probation Officer (CSEA
SG XII \$50,924-\$51,924) to a full-time Probation Officer 1 (CSEA SG XI \$48,941-
\$49,941) effective January 1, 2024.