

# PUBLIC SAFETY COMMITTEE AGENDA

## EMERGENCY SERVICES

October 3, 2023

2:30 PM

- APPROVAL OF MINUTES September 5, 2023
- FINANCIAL
  - YTD Report
- OLD BUSINESS
  - Communications Project
  - CAD Project
  - EMS
  - Emergency Management
  - Threat Assessment Management
  - Fire
- RESOLUTIONS
  - J27 - Authorize the Submission of Statewide Interoperable Communications Targeted Grant Application (SICG23)
  - J23 - Award 2023 Emergency Management Planning Grant (EMPG2023)
  - J25 - Appropriation of Funds – 2023 Homeland Security Grant and Modify 2023 Budget for Office of Emergency Services
- PROCLAMATIONS – NONE
- ADJOURNMENT

# PUBLIC SAFETY MEETING

**September 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, September 5, 2023 at 2:30 PM.

## Present:

Keith Flesher	Chair, Public Safety
Barb Roberts	Legislator
Marte Sauerbrey	Chair, Legislator ( <i>in at 2:45</i> )
William Standinger	Legislator
Dale Weston	Legislator
Brian Cain	Director, Probation
Sheriff Gary Howard	Sheriff's Office
Mike Simmons	Director, Emergency Services
Bob Williams	Assistant Fire Coordinator ( <i>in at 2:45</i> )

## Guest:

Pete DeWind	County Attorney
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## Absent:

Corrine Cornelius	Deputy Director, Emergency Services
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## APPROVAL OF MINUTES:

### **Approval of August 8, 2023 minutes:**

Legislator Roberts made the motion, seconded by Legislator Weston, to approve the August 8, 2023 Public Safety minutes, as written. Motion carried.

## PROBATION – Brian Cain:

## FINANCIAL:

- 2023 Budget is on track.

## NEW BUSINESS:

- Staff – Terri Rosenberger is retiring after 22 years of service.
- Probation Vehicles – New Dodge Durango was delivered last week. This completes updating Probation's fleet.
- Buddi, NY LLC Contract – proposed contract was received for electronic monitoring. Once the County Attorney has reviewed and approved it, a resolution will be presented to the Committee.
- Community Engagement – attended Field of the Fallen with Veterans. Staff has been great on volunteering.
- Quality Assurance Program – working with IT to create a computer-based system to randomly select cases to be audited on a monthly basis.
- Succession Planning – Fred Kiechle will be promoted to Probation Supervisor, replacing Terri Rosenberger, who will be retiring at the end of this month.
- Juvenile Delinquency Services- One (1) appearance ticket for the month of August. YTD 9 JDATs received to date.
- ATI Programs – Electronic Monitoring – one (1) individual is being monitored via VCheck24 phone app. Community Service – Weekend Work Program has resumed operation. Pre-Trial

Release – thirteen (13) people are being supervised via Pre-Trial Release Program. Court ordered investigations – 37 active investigations. Supervision – 192 cases – Violation of Probation – 21 defendants/respondents have violation petitions against them.

**PERSONNEL:**

- One vacant Probation Officer
- One vacant part-time Supervisor position
- One unfunded Probation Officer 1 position

**RESOLUTIONS:**

- Resolution Recognizing Teri Rosenberger's 22 Years of Dedicated Service to Tioga County  
A resolution was presented recognizing Teri Rosenberger's 22 years of dedicated service to Tioga County.

*(Committee agreed to move resolution forward)*

**OFFICE of EMERGENCY SERVICES – Mike Simmons:**

**FINANCIAL:**

- Budget is on track.

**OLD BUSINESS:**

- Communications Project – Motorola's Engineering representatives visited four sites. It was suggested that the Apalachin site will need powerlines. Tower drawings should be available in a few weeks. Targeted grant – 2023 grant came out and we will be applying for additional funding for this project.
- CAD Project – No progress has been made to get the State Police added to the CAD system.
- EMS – Basic EMT Class has started with 12 students.
- Emergency Management – helped Village obtain extra light towers for the county fair. We continue to assist with the County Hazard Mitigation Plan along with Wendy Walsh and Elaine Jardine.
- Threat Assessment Management – working on Smart phone app. May need to do RFP will need to check with Grant liaison.
- Fire – the Owego Fire Department supplied fire protection to the fair as well as mutual aid.

**NEW BUSINESS:**

- None

**PERSONNEL:**

- None

**RESOLUTIONS:**

- None

**SHERIFF – Gary Howard:**

**FINANCIAL:**

- Revenues are at \$410,004 which is 75% of the budget. Inmate boarders are at \$196,832 which is 131% of the budget.

**NEW BUSINESS:**

- Jail Camera Project – is underway.
- Pistol Permit database changeover is almost completed.
- Body Worn Camera Project – body cameras are in. Training is set for September 12<sup>th</sup>.
  
- RFP for Jail Medical – was sent out to 5 contractors today.
- Jail population is 37 for August.
- Labor Issues – TCLEA and NCEU negotiation are being finalized.
- Litigation Issues – there is one ongoing case.

**PERSONNEL:**

- Update on Vacancies:
  - Civil - one vacant part-time Civil Deputy position
  - Corrections – 3 Corrections Office positions; 2 part-time Cook positions; no Corrections Officers are on light duty; 2 Corrections Officers are on military deployment.
  - Road Patrol – 2 vacant Deputy positions, no Deputies are currently on light duty; there is one Deputy in the Broome County Law Enforcement Academy. There are 2 unfunded Deputy positions that we would like to fill. Need guidance as to proceed with this.
  - Records – all positions are filled.
  - Administration – all positions are filled.

**RESOLUTIONS:**

- None

**ADJOURNMENT: Meeting was adjourned at 2:50 PM**

Respectfully Submitted,

*Diane Rockwell*

Diane Rockwell  
Secretary to the Sheriff  
9/5/23



**TIOGA COUNTY, NEW YORK**

**Tioga County  
YEAR-TO-DATE BUDGET REPORT**

FOR 2023 12

ACCOUNTS FOR:	ORIGINAL	TRANSFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
A General Fund	APPROP	ADJUSTMS	BUDGET			BUDGET	USE/COL
<b>A3410 Fire</b>							
A3410 415880	Fire/EMS Reimburse	-5,000	0	-5,000	-965.00	.00	-4,035.00 19.3%*
A3410 427010	SEN10 Refunds Of Pr	0	0	0	.00	.00	.0%
A3410 433060	State Aid-Homeland	0	0	0	.00	.00	.0%
A3410 433060	SEN10 State Aid-Fir	0	0	0	.00	.00	.0%
A3410 433200	State Aid-Emergenc	-10,000	0	-10,000	-645.00	.00	-9,355.00 6.5%*
A3410 443050	EMP16 Fed-Aid- EMPG	0	0	0	.00	.00	.0%
A3410 510010	Full Time	0	0	0	.00	.00	.0%
A3410 510020	Part Time/Temporar	39,612	0	39,612	36,382.71	.00	3,229.29 91.8%
A3410 510050	All Other(On Call)	10,000	0	10,000	300.00	.00	9,700.00 3.0%
A3410 520020	Audio Visual Equip	3,000	0	3,000	.00	.00	3,000.00 .0%
A3410 520030	Batteries (Portabl	1,000	0	1,000	285.58	.00	714.42 28.6%
A3410 520080	Clothing	500	0	500	54.00	.00	446.00 10.8%
A3410 520130	Equipment (Not Car	9,000	0	9,000	2,231.05	110.70	6,658.25 26.0%
A3410 520130	EMP16 Equipment (No	0	0	0	.00	.00	.0%
A3410 520160	Fire & Alarms Equi	400	0	400	.00	.00	400.00 .0%
A3410 520190	Nursing Equipment	2,500	0	2,500	.00	.00	2,500.00 .0%
A3410 520191	E911 Emergency Equi	0	298,397	298,397	148,962.85	.00	149,434.15 49.9%
A3410 520215	Personal Protectiv	6,000	13,144	19,144	2,019.79	.00	17,124.40 10.6%
A3410 521130	SEN10 Equipment (No	5,000	0	5,000	142.83	.00	4,857.17 2.9%
A3410 530100	Data Processing	0	0	0	.00	.00	.0%
A3410 530141	Gis	0	0	0	.00	.00	.0%
A3410 530300	Legal	0	0	0	.00	.00	.0%
A3410 540000	Contract Expense	0	0	0	.00	.00	.0%
A3410 540070	Car Maintenance	2,000	0	2,000	1,015.80	.00	984.20 50.8%
A3410 540140	Contracting Servic	8,000	0	8,000	2,670.51	.00	5,329.49 33.4%
A3410 540140	EMP16 Contracting S	0	0	0	.00	.00	.0%
A3410 540140	M7674 Contracting S	0	0	0	.00	.00	.0%
A3410 540144	Ems Instructors	10,000	0	10,000	5,848.20	.00	4,151.80 58.5%
A3410 540180	Dues	1,200	200	1,400	1,311.00	.00	89.00 93.6%
A3410 540220	Automobile Fuel	2,000	0	2,000	1,683.19	.00	316.81 84.2%
A3410 540320	Leased/Service Equ	1,000	0	1,000	784.47	-53.10	268.63 73.1%
A3410 540330	Legal Fees	0	0	0	.00	.00	.0%
A3410 540340	Literature	3,000	-200	2,800	1,494.67	.00	1,305.33 53.4%
A3410 540350	Office Equip Maint	500	0	500	.00	.00	500.00 .0%
A3410 540360	Meals/Food	100	0	100	12.69	.00	87.31 12.7%
A3410 540370	Medical Expense	1,000	0	1,000	.00	.00	1,000.00 .0%
A3410 540390	Mileage Expense	4,000	0	4,000	1,865.84	.00	2,134.16 46.6%
A3410 540410	Nursing Supplies	2,500	0	2,500	.00	.00	2,500.00 .0%
A3410 540480	Postage	250	0	250	.00	.00	250.00 .0%
A3410 540485	Printing/Paper	300	0	300	39.05	.00	260.95 13.0%



TIOGA COUNTY, NEW YORK

**Tioga County  
YEAR-TO-DATE BUDGET REPORT**

FOR 2023 L2

ACCOUNTS FOR: A	General Fund	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3410 540560	Repairs	1,500	0	1,500	.00	.00	1,500.00	.0%
A3410 540620	Software Expense	500	0	500	223.84	.00	276.16	44.8%
A3410 540630	Stationery Supplie	2,000	0	2,000	412.20	.00	1,587.80	20.6%
A3410 540640	Supplies (Not offi	1,500	0	1,500	183.82	.00	1,316.18	12.3%
A3410 540660	Telephone	2,000	0	2,000	563.08	.00	1,436.92	28.2%
A3410 540731	Training/State Req	0	0	0	.00	.00	.00	.0%
A3410 540733	Training/All Other	2,500	0	2,500	456.00	85.00	1,959.00	21.6%
A3410 581088	State Retirement F	7,587	0	7,587	14,739.06	.00	-7,151.74	194.3%*
A3410 583088	Social Security Fr	2,246	0	2,246	2,932.87	.00	-686.41	130.6%*
A3410 584088	Workers Compensati	4,898	0	4,898	5,724.54	.00	-826.52	116.9%*
A3410 584588	Life Insurance Fri	0	0	0	.00	.00	.00	.0%
A3410 585088	Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3410 585588	Disability Insuran	0	0	0	.00	.00	.00	.0%
A3410 586088	Health Insurance F	0	0	0	.00	.00	.00	.0%
A3410 588988	Eap Fringe	59	0	59	71.33	.00	-12.65	121.6%*
<b>A3640 Emergency Mgmt Office</b>								
A3640 427010	COV19 Refunds of Pr	0	0	0	.00	.00	.00	.0%
A3640 433080	State Aid-C837990	0	0	0	.00	.00	.00	.0%
A3640 435100	COV19 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 445100	COV19 Federal Aid-F	0	0	0	.00	.00	.00	.0%
A3640 510010	Full Time	142,523	0	142,523	99,646.65	.00	42,876.35	69.9%
A3640 510020	Part Time/Temporar	10,868	0	10,868	.00	.00	10,868.00	.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	65.71	218.00	416.29	40.5%
A3640 540070	Car Maintenance	2,000	0	2,000	890.40	.00	1,109.60	44.5%
A3640 540090	Clothing	500	0	500	20.75	.00	479.25	4.2%



TIOGA COUNTY, NEW YORK

Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

Table with columns: ACCOUNTS FOR: A, General Fund, ORIGINAL APPROP, TRANSFRS/ADJUSTS, REVISED BUDGET, YTD ACTUAL, ENCUMBRANCES, AVAILABLE BUDGET, PCT USE/COL. Rows include items like HME17 Contracting S, Gis Create & Maint, Dues, Automobile Fuel, etc.



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

	ORIGINAL APPROP.	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL.
GRAND TOTAL	336,871	311,541	648,412	383,716.36	2,992.43	261,703.31	59.6%

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



REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -23

AUTHORIZE THE SUBMISSION OF  
STATEWIDE INTEROPERABLE  
COMMUNICATIONS TARGETED  
GRANT APPLICATION (SICG 23)  
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Office of Homeland Security and Emergency Services has issued a Statewide Interoperable Communications Targeted Grant 2023. The grant will be used for upgrading the radio communications in the county and there is no local share associated with said grant; and

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

WHEREAS: Due to the short deadline notification, the grant needed to be submitted by September 18, 2023; therefore be it

RESOLVED: That the Tioga County Office of Emergency Services be authorized to submit the Statewide Interoperable Communications Targeted Grant application 2023 after the fact to comply with county policy.

REFERRED TO:

PUBLIC SAFETY COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -23

AWARD 2023 EMERGENCY  
MANAGEMENT PLANNING GRANT  
(EMP23)  
EMERGENCY SERVICES

WHEREAS: The Tioga County Office of Emergency Services has been awarded a matching grant of \$22,058 by the New York State Division of Homeland Security and Emergency Services (NYS DHSES); and

WHEREAS: The matching grant will be used to offset \$22,058 of budgeted salary costs; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the acceptance of this award and authorizes the Chair of the County Legislature to sign any and all grant related paperwork upon review of the County Attorney; and be it further

RESOLVED: That the \$22,058 be appropriated to account A3640.443050.EMP23.

REFERRED TO: PUBLIC SAFETY COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -23 APPROPRIATION OF FUNDS  
2023 HOMELAND SECURITY GRANT  
MODIFY 2023 BUDGET  
OFFICE OF EMERGENCY SERVICES  
SHERIFF'S OFFICE

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

WHEREAS: 35% of said grant will be appropriated to the Sheriff's Office (\$20,913); and 65% (\$38,837) will be appropriated to Emergency Management; and

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

RESOLVED: That the 2023 NYS Homeland Security Grant be appropriated as follows:

FROM:  
A3361.443050.SHS23 Fed-Aid- Civil Defense-DHSES \$20,913

TO:  
A3361.520130.SHS23 Equipment (Not Car)-SHS \$20,913

FROM:  
A3360.443050.SHS23 Fed-Aid- Civil Defense-SHS23 \$38,837

TO:  
A3360.540620.SHS23 Software Expense \$ 2,500  
A3360.540140.SHS23 Contracting Services- SHS23 \$12,000  
A3360.520130.SHS23 Equipment (not car) \$24,337

And be it further

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

**Financial:**

Budget: Within Budget - See attached spreadsheets

**Old Business:****Communications Project:**

The Project Worksheet for the 2023 Targeted Communications Grant. We will be applying for additional funding for our Communications Project.

We continue to have weekly conference calls with the project manager and engineers from Motorola. Motorola has completed tower and shelter drawings for our tower sites.

We are preparing an RFP for the construction of a driveway for the tower site on Prospect Hill. This site will need to be surveyed to locate the right of way for the driveway prior to construction.

Land leases have been signed and are now in effect for 3 of the 4 landowners. The site of Dodge Road in Spencer is still pending.

**CAD Project:**

County IT and State IT are still attempting to solve the issues in network connectivity that is preventing the State Police Vehicles from being able to access the CAD system.

Bryan Goodrich of County IT has begun mapping fire district zones for use with response plans that will eventually be entered into the CAD for use by dispatchers and fire departments. The Tioga Center Fire District is being set up first as a test of the system. Once this is completed it will provide dispatchers with the information regarding which fire units need to be dispatched for various call types and what mutual aid units for multi alarm fires.

Candor EMS is the first EMS agency to add Mobile Data Terminals for the CAD system in their ambulances.

**EMS:**

EMS Meetings are now conducted quarterly by Curtis Hammond. Discussions regarding the future of EMS in the county are being discussed. Various ideas to ensure that all areas of the county receive affordable ambulance services in a reasonable amount of time are being discussed. Agencies have expressed a multitude of concerns regarding the future of EMS. Some who have higher tax revenue have little concern while those with limited tax bases are very concerned about how ambulance services will survive as the number of volunteers continues to decline.

**Emergency Management:**

Assistant Coordinator Bob Williams continues to conduct Meetings of the Local Emergency Preparedness Committee. These meetings, which are a hybrid of in-person and webinars, are well attended by residents, business owners, government officials, and emergency response personnel. Generally, each meeting includes guest speakers and discussions regarding emergency preparedness and planning.

Stephanie J. Chapin has replaced Tom McCartney as Regional Director of State Emergency Management. Tom retired from his position at DHSES and plans to remain active in Emergency Management in the Town of Vestal.

Plans are being made to hold another Citizens Preparedness Class in the County. This class will be held in the Owego area. Previous classes have been held in Spencer and Waverly. Once details are available they will be provided to the public.

Deputy Director Corinne Cornelius attended a Grant Workshop in Syracuse, NY on September 28<sup>th</sup>. The workshop provided guidance, updates and reminders for Grants applied for and received in NYS. A focus was put on ensuring that all requirements and timelines are met with Grants, including exercises, trainings, and reporting.

**Threat Assessment Management Program:**

We are preparing an RFP for an Emergency Preparedness App for Smartphones that will provide information to the public about identifying and reporting perceived activities that could be a precursor to violent acts by others. This is part of the State's strategy to have local governments develop Threat Management Programs that will identify persons who pose a threat to the public.

Emergency Services continue to develop plans for the County's Threat Management Program. We plan on conducting training for participants with a consulting group who have worked with several other counties. They will be paid for through the TAM Grant we received from the state.

**Fire:**

County Fire Chiefs meeting was conducted at the Nichols Fire Department. Departments had little to report. A discussion was held regarding the establishment of detour routes when state highways have closures. A request was made for a representative from the State DOT to attend a future meeting to provide information regarding the services and limitations they have when state highways need to be shut down.

Personnel from Lockheed-Martin met with us to discuss emergency response for calls received from employees calling 911 on cell phone from within their facility. Lockheed has emergency medical, and emergency response personnel on duty who need to be notified when we receive emergency calls from their facility. Since Lockheed-Martin has a recognized fire brigade we are going to add them into our dispatch system as an additional fire agency and alert them, along with the local fire department and/or ambulance when 911 calls are received from within their facility or grounds. Lockheed has been a resource for the fire service for many years and we are working to strengthen the relationship

between their emergency services branch and local response agencies.

John Kopacko from Nichols, NY recently retired from the Tioga County Search and Rescue Team. John helped to create the team in 1983, and has been a vital, active member over the last forty years. Emergency Services provided John with a plaque at the Search and Rescue meeting to commemorate all he has done for the county.

**Resolutions:**

- Authorize the Submission of Statewide Interoperable Communications Targeted Grant Application (SICG23)
- Award 2023 Emergency Management Planning Grant (EMPG2023)
- Appropriation of Funds – 2023 Homeland Security Grant and Modify 2023 Budget for Office of Emergency Services