

## PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation

October 4, 2022

2:30 pm

- **Approval of minutes** from September 6, 2022 Public Safety Committee meeting
- **Financial**
  1. Budget on track for 2022, expended 64.7% to date  
Over \$200,000 in restitution collected to date
- **Old business**
  1. Staffing
  2. Collaboration with Tioga Career Center
  3. Joint training with TCDSS
- **New business**
  1. Staffing
  2. Training
  3. Collaboration with Tioga Career Center
  4. Joint training with TCDSS
  5. Collaboration with TCADS for Narcan training
- **Personnel**
  1. One vacant Probation Officer 1 position
  2. One unfunded Probation Officer 1 position
- **Resolutions (1)**
  1. Resolution to Contract With National Test Systems for Instant Urine Tests and Lab Testing
- **Proclamations**
  1. None
- **Adjournment**

**PUBLIC SAFETY MEETING**

**September 6, 2022**

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 6, 2022 at 2:30 PM.

**Present:**

Dennis Mullen	Chair, Public Safety
Barb Roberts	Legislator
William Standinger	Legislator
Stew Bennett	Administrative Coroner
Brian Cain	Director, Probation
Sheriff Gary Howard	Sheriff's Office
Mike Simmons	Director, Emergency Services

**Guest:**

Pete DeWind	County Attorney – <i>in at 2:40</i>
Cathy Haskell	Clerk of the Legislature

**Absent:**

Edward Hollenbeck	Legislator
Marte Sauerbrey	Chair, Legislator
Bob Williams	Deputy Director, Emergency Services

**APPROVAL OF MINUTES:**

**Approval of August 2, 2022 minutes:**

Legislator Roberts made the motion, seconded by Legislator Standinger, to approve the August 2, 2022 Public Safety minutes, as written. Motion carried.

**PROBATION – Brian Cain:**

**FINANCIAL:**

Budget is on track. Over \$200,000 in restitution has been collected to date.

**OLD BUSINESS:**

1. Community Service: Waiting for more orders to come in so there is enough participants to start up another ATI crew.

**NEW BUSINESS:**

1. Staffing: 1 Probation Officer position remains vacant pending Civil Service results.
2. Training: Discussed Fundamentals of Probation Practice and Peace Officer training scheduled in Albany for October.
3. Collaboration with Tioga Career Center: an Employment Liaison position will be in the Courtroom starting in October.
4. Joint training with TCDSS: Met with Elizabeth Myers, Social Services Director, to finalize joint trainings with Probation.
5. Approval of STSJP and State Block Grant monies: Approved by State in August. Still waiting on Raise the Age money which is 2 years behind.

**PERSONNEL:**

1. One vacant Probation Officer position exists.



**RESOLUTIONS:**

- **Resolution to Approve STSJP Contract for SFY 2022-2023 Probation as Lead Agency for Application for Funding via STSJP**  
A resolution was presented requesting authorization to contract with the Office of Children and Family Services for STSJP funding.

*\*\*Committee agreed to move this resolution forward \*\**

**CORONER – Stew Bennett:**

**NEW BUSINESS:**

**RESOLUTIONS:**

- **Amend 2022 Budget Contingency Transfer Request Medical Examiners & Coroners**  
A resolution was presented requesting authorization to transfer \$25,000 from Contingency to A1185.540370 Medical Expense.
- **Authorize Contract Between Riverside Forensic Pathology, PLLC and Tioga County**  
A resolution was presented requesting authorization to contract with Riverside Forensic Pathology, PLLC upon approval of the County Attorney.

*\*\*Committee agreed to move these resolutions forward \*\**

1. Coroner Bennett explained that the cost of autopsies have increased from \$950 to \$1,100. The County Attorney has reviewed the contract for autopsies.
2. Coroner Bennett would like the Committee to consider giving him an increase in salary due to the increased caseload. There have been 119 cases so far this year. Legislator Mullen instructed Coroner Bennett to bring a resolution to the Committee next month.

**SHERIFF – Gary Howard:**

**FINANCIAL:**

- Revenues are at \$513,752.96 which is 99.7% of the budget. Inmate boarders account for \$339,818 which is at 227% of the budget.
- Expenditures are at \$7,001,589 which is 67% of the budget.

**OLD BUSINESS:**

- Itouch Implementation – integration is still ongoing.
- Spillman Implementation – updates are ongoing.
- Tru-Narc training is October 4<sup>th</sup>.
- 2023 Budget Review

**NEW BUSINESS:**

- Jail Camera Project is ongoing.
- MAT Planning: This was supposed to start in September but has been delayed pending hiring an individual.
- Pistol Permits and New Gun Laws: the Sheriff briefly discussed new gun laws. We have been getting quite a few inquiries about the new state mandates which has resulted with us dealing with many disgruntled gun owners.

**PERSONNEL:**

- Update on Vacancies:
  - Civil – all positions are currently filled.
  - Corrections – 5 vacant Corrections Officer positions; 2 vacant part-time Cook positions
  - Road Patrol – no Deputies are on light duty
    - 2 Deputies are attending the police academy (1 at Corning and 1 at Broome).
    - There are currently 1 vacant Deputy position and 2 unfunded Deputy positions.
  - Records – all positions are filled.
  - Administration – all positions are filled.
  - 911 Center - summarize

**RESOLUTIONS:**

- Authorize 2022-2023 Contracts with SADD School Associates STOP DWI  
A resolution was presented requesting authorization to contract with the school associates for the 2022-2023 school year.
- Approve 2023 STOP DWI Plan  
A resolution was presented requesting authorization to approve the 2023 STOP DWI Plan.
- Authorize the Submission of the 2022-2023 NYS STOP DWI High Visibility Engagement Application STOP DWI  
A resolution was presented requesting authorization to apply for the 2022-2023 NYS STOP DWI High Visibility Engagement Application.
- Authorize the Acceptance of the NYS 2021-2022 PSAP Operations Grant and Modify 2022 Budget  
A resolution was presented requesting authorization to accept the NYS 2021-2022 PSAP Operation Grant.

*\*\*Committee agreed to move these resolutions forward \*\**

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

- Budget is on track.

**OLD BUSINESS:**

- Radio Project: Looking for landowners to put a tower on their property. RFPs were issued for the shelters and towers. No bids were received for the towers due to the shortage of steel needed to build the towers. Prospect Hill tower will be utilized now. Legislator Mullen inquired if Mike Simmons needed to go to Chicago to participate in the testing process. This will be discussed further.
- CAD Project: Cars (laptops) need to be completed. Software will be entered into the laptops.
- EMS: Received recommendations from the study. Director Simmons summarized the changes.
- Fire: Manpower shortages continue to be an issue with a number of fire departments.

**NEW BUSINESS:**

- EMS Officers Meetings:

- Public Assistance workshop will be this fall for town supervisors.
- Two Tier 3 emergency management classes will be scheduled.
- Citizen preparedness classes will be held as well.
- Multi-hazard for schools will be held in October.
- Tioga Downs Emergency Planning: will meet with Operations Personnel to develop emergency plans.
- Radio System Failure: Has occurred twice since August. Recent event may be related to a lightning strike. The phone line went down between Carmichael and Public Safety.
- Onondaga County Contract: Spoke to one of the attorneys from Broome County to see what they changed on their contract. A resolution will be brought forth next month.
- Threat Assessment Management (TAM) – mandate from State that each county has to come up with a plan to identify terroristic threats from individuals.
- Electric Cars: there is no way to put the fire out. Guidance instructs us to let them burn. Lithium batteries are water reactive. Electric storage unit in Barton will be full of lithium batteries. Guidance is to let the building burn if it catches on fire.

**PERSONNEL:**

- EMS Coordinator: To be discussed in executive session.
- Deputy Director F/T Position: To be discussed in executive session.

**RESOLUTIONS:**

- Authorize the Submission of FY2022 Domestic Terrorism Prevention Grant Application Office of Emergency Services

A resolution was presented requesting authorization to apply for the FY2022 Domestic Terrorism Prevention Grant application and authorizes the Chair of the Legislature to sign such application.

*\*\*Committee agreed to move this resolution forward \*\**

**EXECUTIVE SESSION:**

Legislator Mullen made a motion, seconded by Legislator Standing, to go into executive session at 3:32 PM to discuss Emergency Services personnel. In attendance was Legislators Mullen, Roberts, and Standing; Director Mike Simmons; Legislature Clerk Cathy Haskell; and minute taker Diane Rockwell. Motion Carried.

Executive Session adjourned at 3:49 PM – motion made by Legislator Mullen, seconded by Legislator Standing. Motion Carried.

Respectfully Submitted,

*Diane Rockwell*

Diane Rockwell  
Secretary to the Sheriff  
9/6/22

**DRAFT**



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT 2022

FOR 2022 09

ACCOUNTS FOR: General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENC/REQ	PCT USE/COL	AVAILABLE BUDGET	PCT USE/COL
<b>A3140 Probation</b>								
A3140 415600	Adoption Investigatio	-600	-600	.00	.00	.00*	-600.00	100.0%*
A3140 415800	Restitution Surcharge	-2,000	-2,000	.00	.00	.00	7,557.89	477.9%
A3140 415810	Probation - DWI Super	-16,000	-16,000	.00	.00	.00	-10,620.00	33.6%*
A3140 415811	DWI-Probation Salary	-10,000	-10,000	.00	.00	.00	-10,000.00	100.0%*
A3140 433100	State Aid-Probation	-105,205	-105,205	.00	.00	.00	-26,300.98	75.0%*
A3140 433160	State Aid-Enhanced Pr	-18,566	-18,566	.00	.00	.00	-4,641.77	75.0%*
A3140 433170	Ignition Interlock De	-3,678	-3,678	.00	.00	.00	-1,197.00	67.5%*
A3140 433180	State Aid- STSJP	-7,000	-7,000	.00	.00	.00	-1,730.77	75.3%*
A3140 433182	RTA State Aid -Raise t	-78,150	-78,150	.00	.00	.00	-78,150.00	100.0%*
A3140 510010	Full Time	839,125	832,785	506,726.94	51,448.38	.00	326,058.06	60.8%
A3140 510020	Part Time/Temporary	28,645	28,645	17,303.58	1,880.47	.00	11,341.42	60.4%
A3140 510030	Overtime Pay Only	5,000	5,000	607.55	.00	.00	4,392.45	12.2%
A3140 510040	Workers Compensation	0	0	248.02	.00	.00	-248.02	100.0%*
A3140 510050	All other(On Call), Cl	0	0	6,340.00	.00	.00	100.00	100.0%
A3140 520070	Chairs	400	1,146	851.95	.00	.00	293.85	74.4%
A3140 520200	Office Equipment	2,500	1,500	.00	.00	.00	1,500.00	.0%
A3140 520215	Personal Protective E	4,550	4,754	3,754.20	.00	.00	61.45	98.7%
A3140 540070	Car Maintenance	2,550	1,885	725.16	.00	.00	1,160.64	38.5%
A3140 540080	Clinic Supplies	4,250	4,250	638.60	.00	.00	3,611.40	15.0%
A3140 540140	RTA Contracting servic	72,510	72,510	.00	.00	.00	72,510.00	100.0%
A3140 540180	Dues	850	850	810.00	.00	.00	40.00	95.3%
A3140 540220	Automobile Fuel	2,200	2,200	1,471.79	.00	.00	728.21	66.9%
A3140 540320	RTA Automobile Fuel-RT	1,230	1,230	.00	.00	.00	1,230.00	100.0%
A3140 540340	Leased/Service Equipm	3,300	1,800	.00	.00	.00	1,230.00	.0%
A3140 540360	Literature	1,800	1,054	1,485.11	173.67	.00	314.89	82.5%
A3140 540390	Meats/Food	1,000	0	494.63	.00	.00	559.57	46.9%
A3140 540420	Mileage Expense	100	800	.00	.00	.00	.00	.0%
A3140 540480	COVID Office Supplies	0	500	267.13	.00	.00	449.00	43.9%
A3140 540487	Postage	2,000	1,300	267.13	.00	.00	232.87	53.4%
A3140 540590	FH01 Program Expense-F	0	7,500	530.67	.00	.00	769.33	40.8%
A3140 540620	Services Rendered	1,265	1,265	329.99	.00	.00	1,115.10	4.4%
A3140 540630	Software Expense	9,247	13,157	149.90	.00	.00	1,115.10	11.8%
A3140 540660	Stationery Supplies	6,500	6,000	1,107.76	.00	.00	3,781.82	37.0%
A3140 540660	Telephone	2,052	2,052	2,218.18	.00	.00	944.24	54.0%
A3140 540731	RTA Telephone-RTA	10,440	10,440	911.76	.00	.00	528.60	63.3%
A3140 540731	Training/State Requir	1,000	10,000	3,814.45	.00	.00	6,185.55	38.1%
A3140 581088	State Retirement Frin	102,678	102,678	74,930.40	.00	.00	27,747.18	73.0%
A3140 583088	Social Security Fring	58,164	58,164	39,781.92	.00	.00	18,381.63	68.8%
A3140 584088	Workers Compensation	19,198	19,198	14,358.50	.00	.00	4,839.15	74.8%
A3140 585588	Disability Insurance	1,064	1,064	715.50	.00	.00	348.41	67.3%



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT 2022

FOR 2022 09

ACCOUNTS FOR	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENC/REQ	PCT USE/COL	AVAILABLE BUDGET	PCT USE/COL
A3140 586088 Health Insurance Frin	301,471	301,471	194,272.33	19,124.28		.00	107,198.33	64.4%
A3140 588988 Eap Fringe	228	228	164.18	16.44		.00	64.12	71.9%
TOTAL Probation	1,244,067	1,251,567	763,001.87	25,605.75	938.55	487,626.63	61.0%	
<b>A3142 Alternatives To Incarceration</b>								
A3142 415150 Alternatives To Incar	-100	-100	-63.00	.00		.00	-37.00	63.0%*
A3142 433120 State Aid-Alternative	-12,145	-12,145	-6,571.88	.00		.00	-5,572.63	54.1%*
A3142 510010 Full Time	13,466	13,466	8,778.31	1,023.48		.00	4,687.69	65.2%
A3142 510050 All Other(On Call, CI	0	0	160.00	.00		.00	-160.00	100.0%*
A3142 540140 Contracting Services	4,000	4,000	2,000.03	367.13		.00	1,999.97	50.0%
A3142 581088 State Retirement Frin	2,428	2,428	2,016.07	222.84		.00	411.87	83.0%
A3142 583088 Social Security Fring	950	950	682.87	73.87		.00	267.10	71.9%
A3142 584088 Workers Compensation	392	392	283.53	31.34		.00	108.26	72.4%
A3142 585588 Disability Insurance	22	22	15.17	1.68		.00	6.55	69.8%
A3142 586088 Health Insurance Frin	3,541	3,541	2,421.05	267.62		.00	1,120.27	68.4%
A3142 588988 Eap Fringe	5	5	3.26	.36		.00	1.40	70.0%
TOTAL Alternatives To Incarcerati	12,559	12,559	9,725.41	1,988.32	.00	2,833.48	77.4%	
<b>A3146 Sex Offender Program</b>								
A3146 540140 Contracting Services	123,840	123,840	92,880.00	10,320.00	30,960.00	.00	100.0%	
TOTAL Sex Offender Program	123,840	123,840	92,880.00	10,320.00	30,960.00	.00	100.0%	
TOTAL General Fund	1,380,466	1,387,966	865,607.28	37,914.07	31,898.55	490,460.11	64.7%	
TOTAL REVENUES	-253,444	-253,444	-132,151.25	-61,885.50	.00	-121,292.26		
TOTAL EXPENSES	1,633,909	1,641,409	997,758.53	99,799.57	31,898.55	611,752.37		





# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT 2022

FOR 2022 09

	ORIGINAL APPROP	REVISED BUDGET	YTD. ACTUAL	MTD. ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,380,466	1,387,966	865,607.28	37,914.07	31,898.55	490,460.11	64.7%
** END OF REPORT - Generated by Zito, Angela **							

## Public Safety Committee Meeting

### Probation Department Report

October 4, 2022

#### **Budget Status:**

2022 Revenue Budget:

- \$670 of DWI Supervision fee collected in September. \$6,000 collected to date in 2022
- \$953.50 in restitution and surcharge collected in September. \$201,757.50 collected to date in 2022

2022 Budget: On target, expended 64.7% to date.

#### **Current Business:**

1. Staffing – Probation Officer Joseph Lanzillotto reported for his first day at Probation as scheduled on September 12, 2022. The second open Probation Officer 1 position will remain vacant pending the return of the civil service exam scores.
2. Training – Probation Officers Mike Franz and Joe Lanzillotto will attend Fundamentals of Probation Practice training in October. Mike will do two weeks virtually and two weeks in person in Albany. Joe will do four weeks in person in Buffalo.
3. Representatives from the Tioga Career Center began attending Court proceedings in September. In addition, plans are being made to create an employment class for unemployed probationers. The class will be facilitated by Career Center staff.
4. Decision points – During the month of September, Probation received a commitment from the Tioga Central School District regarding Decision Points in school. In addition to Tioga Central, Probation is also working on getting a commitment from Owego Free Academy to facilitate the program there as well.
5. The joint Restorative Justice training with Probation and the Tioga County Department of Social Services was completed in September. The training was well attended and very informative.
6. At the September Probation Staff meeting, all Probation staff received refresher training regarding the proper administration of NARCAN. The training was provided by Peer Advocate Porshea Moore of Tioga County Alcohol and Drug Services.
7. Migration of Caseload Explorer from the Tioga County server to Automon has been completed. There have been some issues during the migration however Automon has worked diligently to respond to any issues that arise.

#### **8. Juvenile Delinquency Services:**

September of 2022- There were no JD tickets received for the month of September.

YTD: 26 JDATs received to date.

- E- Connect: 22 youth screened (three respondents did not appear and one youth had multiple tickets). Eleven of the youth screened were determined to be below threshold for mental health services. Nine youth were determined to be a level III and were referred for a mental health assessment. Two youth were determined to be a level II and were referred to mental health for an evaluation and possible treatment.
- Probation continues to support and make referrals to ACBC as their Making Our Success Sustainable (M.O.S.S.) Program continues to grow.
- We have four youth currently in juvenile sex offender treatment.

### **ATI Programs:**

- Electronic Monitoring – There is currently one probationer being monitored via the VCheck24 cellular phone monitoring app.
- Community Service – WWP is back up and running effective July 16, 2022. There have been some cancellations as more court orders which include completion of community service hours continue to be received.
- Pre-Trial Release – There are 13 people being supervised via the Pre-Trial Release program

**Court Ordered Investigations:** 41 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:** 19 defendants/respondents have violation petitions pending against them in criminal & family court.

### **Personnel:**

One Vacant Probation Officer I position  
One unfunded Probation Officer position

**Resolutions:** One (1) Resolution

- Resolution to Contract With National Test Systems for Instant Urine Tests and Lab Testing

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -22

RESOLUTION TO CONTRACT WITH  
NATIONAL TEST SYSTEMS FOR INSTANT URINE  
TESTS AND LAB TESTING

WHEREAS: Tioga County Probation needs to purchase instant urine testing products and lab services to provide confirmed test results for defendants and respondents court ordered to submit to substance abuse testing; and

WHEREAS: Tioga County Probation has obtained three estimates for the purchase of instant urine testing products as follows:

1. Premier Biotech- \$3.60 each for 12 panel test (AMP/BAR/BUP/BZO/COC/MDMA/MET/MTD/OPI/OXY/PCP/THC). Lab testing \$19.95 per analyte plus \$15.00 shipping per shipment per bag
2. Drug Tests in Bulk \$3.50 each for 16 panel test (AMP/BAR/BUP/BZO/COC/ETG/FEN/K2/MET/MDMA/MTD/OPI/PCP/THC/TRA)—only supply cups, no lab testing
3. National Test Systems \$3.60 each for 12 panel test plus adulterant test (COC/THC/MOP/AMP/MET/BZO/MTD/OXY/MDMA/BUP/FEN/ETG)

And

WHEREAS: The cost to purchase testing supplies from National Test Systems is less expensive and more expeditious for Probation's testing program; and

WHEREAS: Tioga County Probation has been using National Test Systems for their lab services and purchasing their urine samples. Confirmation with pricing as follows:

Class I Drugs: (AMP/MET/MDMA/THC/COC/BAR/MTD/PCP): \$17.00/ drug  
Class II Drugs: (OPI/OXY/6MAM/BZO/BUP/FYL/GABA/KRA/TRAM): \$24.00/ drug  
Class III Drugs: (K2/SPICE): \$44.00/ drug

Therefore be it

RESOLVED: That the Tioga County Probation Director is approved to contract with National Test Systems to purchase instant testing supplies and lab services from November 1, 2022 to October 31, 2023, if the contract is approved by the County Attorney.