

PUBLIC SAFETY COMMITTEE AGENDA

EMERGENCY SERVICES

February 4, 2025

2:30 PM

- APPROVAL OF MINUTES January 7, 2025

- FINANCIAL

- YTD Report

- OLD BUSINESS

- Radio Project

- CAD Project

- EMS

- Emergency Management

- Threat Assessment Team

- Fire

- New Business

- RESOLUTIONS

- B46 – Re-establish Prior Year Budget PPE

- B47- MOU NYS Homeland Security & Emergency Services

- PROCLAMATIONS – NONE

- ADJOURNMENT

## PUBLIC SAFETY MEETING

January 7, 2025

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, January 7, 2025 at 2:30 PM.

### Present:

Keith Flesher	Chair, Public Safety
Marte Sauerbrey	Chair, Legislator
Barb Roberts	Legislator
William Standinger	Legislator
Ray Bunce	Legislator
Brian Cain	Director, Probation
Sheriff Gary Howard	Sheriff's Office
William Ellis	Deputy Director, Emergency Services
Bob Williams	Coroner and Assistant Fire Coordinator

### Guest:

Cathy Haskell	Legislative Clerk
Jackson Bailey	County Administrator

### APPROVAL OF MINUTES:

#### **Approval of December 3, 2024 minutes:**

Legislator Bunce made the motion, seconded by Legislator Standinger to approve the December 3, 2024 Public Safety minutes, as written. Motion carried.

### SHERIFF – Gary Howard:

### FINANCIAL:

- Revenues are \$505,829.64 which is 92% of the budget. Expenditures are at \$12,398,391.01 which is 96% of the budget. Inmate Boarders are \$174,823.30 which is 117% of the budget.

### OLD BUSINESS:

- TCLEA Contract is being finalized.
- Average daily inmate population was 46.

### NEW BUSINESS:

- New LPR has been ordered; not yet delivered.
- Jail Camera replacement project is still ongoing.
- In the planning phase for the VESTA Next Gen 911 system.
- New cameras and door monitors for the E911 dispatch center.

**PERSONNEL:**

- Update of Vacancies:
  - Civil – One Vacant part-time Civil Deputy position.
  - Corrections – Three Vacant Corrections Officer positions; One Vacant Part-Time Cook position.
    - No Corrections Officers on Light Duty.
    - One on Military Deployment.
  - Road Patrol – Three Vacant Deputy positions.
    - No Deputies on Light Duty.
  - E911 – One Vacant E911 Dispatcher Trainee Positions.
  - Records – all positions are filled.
  - Administration – all positions are filled.

**RESOLUTIONS:**

- Amend Employee Handbook: Add New Policy to New Section XIV Entitled Access to Public Records.
- Approve Sole Source Contract and Maintenance Agreement with Black Creek Integrated Systems for the Sallyport Inmate Management System Sheriff's Office
- Approve Sole Source Contract and and Maintenance Agreement with Black Creek Integrated Systems for The Level 1 Service Plan for the Sheriff's Office.
- Approve Agreement with Trinity Services Group for Jail Food Supply Services Sheriff's Office.

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

**PROBATION – Brian Cain:**

**FINANCIAL:**

- Expended 90% of 2024 budget.

**OLD BUSINESS:**

- One open Probation Officer position
- All Probation Officers completed their 21 hours of mandated training in 2024.
- Electronic Monitoring: Currently there are four individuals being monitored.
- Took delivery of new 2023 Dodge Durango.
- Probation members worked with Veteran's Services and the Rotary at a Veteran's Grocery Giveaway at Catholic Charities, more than 50 Veterans and their families benefitted from the giveaway.
- WWP: Currently suspended pending further court orders.
- Pre-Trial Release: there are 37 people being supervised.
- Court Ordered Investigations: 51 active cases opened.
- Supervising: 176 people currently.

**NEW BUSINESS:**

- Evidence based Atlas Digital Platform. For use with both the Adult and Juvenile populations in Tioga County.

**PERSONNEL:**

- One Vacant Probation Officer 1 position exists.
- One unfunded Probation Officer 1 position remains unfunded.

**RESOLUTIONS:**

- Enter into three-year contract with The Change Company to provide Atlas Evidence Based interactive journaling services for adults and juveniles.

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

**OFFICE of EMERGENCY MANAGEMENT – William Ellis**

**FINANCIAL:**

- Budget still within parameters.

**OLD BUSINESS:**

- Radio Project: We believe the confusion in Richford has been resolved and can move forward.
- Carmichael and Popple towers failed the structural assessments. Motorola is accessing what will need to be done to bring them into compliance.
- Meetings with Motorola and County Attorney to discuss utility coordination at the new sites.
- Highway Dept. is assisting in creating an RFP for work at Prospect site to include, driveway, new roof on shelter and tree work.
- CAD Project: Working well. Other agencies are joining.
- EMS: No Changes. Spring EMT class schedule running January 27 – May 19, 2025.
- The two new Tahoe's have been lettered, thanks to Robinson Design and are closer to being response ready. Still need lights and radios installed
- TAM – Regular meetings for the team will be scheduled and held.

**NEW BUSINESS:**

- Plans are continuing for Open House, with a tentative date of May 17<sup>th</sup>, 2025.
- Remote access for staff to access system should incident arise.

**PERSONNEL:**

- None.

**RESOLUTIONS:**

- Amend Reso 433-34 Authorize Acceptance of 2024 Homeland Security Grant (SHSP24) and Appropriate Funds.

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

**EXECUTIVE SESSION**

Legislator Flesher made a motion, seconded by Legislator Standinger to go into executive session at 3:13 PM to discuss Personnel Issues. In attendance was Legislators Flesher, Roberts, Standinger and Bunce, Coronor Robert Williams, Legislator Chair Sauerbrey; and County Administrator Jackson Bailey.

Legislator Roberts motioned to adjourn Executive Session at 3:35 PM, seconded by Legislator Standinger.

**ADJOURNED:**

Meeting was adjourned at 3:35 PM.

Respectfully Submitted,

Debora Stubecki  
Office Specialist III  
Tioga County Emergency Services



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2025 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANSFERS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>A3021 Enhanced E911</b>							
A3021 411400 Emergency Telephone	0	0	0	.00	.00	.00	.0%
A3021 411401 E911 Surcharge Upg	-640,000	0	-640,000	.00	.00	-640,000.00	.0%
A3021 520110 E911 Desk	0	0	0	.00	.00	.00	.0%
A3021 520130 E911 Equipment (Not	450,000	0	450,000	.00	1,799.94	448,200.06	.4%
A3021 540093 E911 Building Maint	0	0	0	.00	.00	.00	.0%
A3021 540140 E911 Contracting Se	45,000	0	45,000	124.95	.00	44,875.05	.3%
A3021 540320 E911 Leased/service	65,500	0	65,500	9,018.00	45,090.00	11,392.00	82.6%
<b>A3410 Fire</b>							
A3410 415880 Fire/EMS Reimburse	-5,000	0	-5,000	.00	.00	-5,000.00	.0%
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	45,750	0	45,750	1,814.32	.00	43,935.68	4.0%
A3410 510050 All other(On Call,	10,000	0	10,000	3,300.00	.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	.00	.00	1,000.00	.0%
A3410 520080 Clothing	500	0	500	.00	.00	500.00	.0%
A3410 520130 Equipment (Not Car	18,000	0	18,000	808.00	.00	17,192.00	4.5%
A3410 520130 EMP16 Equipment (No	0	0	0	.00	.00	.00	.0%
A3410 520160 Fire & Alarms Equi	400	0	400	43.08	.00	356.92	10.8%
A3410 520190 Nursing Equipment	2,500	0	2,500	.00	.00	2,500.00	.0%
A3410 520191 E911 Emergency Equi	0	0	0	.00	.00	.00	.0%
A3410 520215 Personal Protectiv	8,000	0	8,000	99.10	.00	7,900.90	1.2%
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	.00	.00	2,000.00	.0%
A3410 540140 Contracting Servic	8,000	0	8,000	.00	.00	8,000.00	.0%
A3410 540140 EMP16 Contracting S	0	0	0	.00	.00	.00	.0%
A3410 540140 M7674 Contracting S	10,000	0	10,000	.00	.00	10,000.00	.0%
A3410 540144 Ems Instructors	12,000	0	12,000	.00	.00	12,000.00	.0%
A3410 540180 Dues	1,200	0	1,200	769.00	.00	431.00	64.1%



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2025 12

ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP.	TRANSFRS/ADJUSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3410 540220	Automobile Fuel	3,500	0	3,500	122.46	.00	3,377.54	3.5%
A3410 540320	Leased/Service Equ	1,000	0	1,000	124.82	391.15	484.03	51.6%
A3410 540330	Legal Fees	0	0	0	.00	.00	.00	.0%
A3410 540340	Literature	3,000	0	3,000	.00	.00	3,000.00	.0%
A3410 540350	Office Equip Maint	500	0	500	.00	.00	500.00	.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	389.94	.00	2,610.06	13.0%
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	.00	.00	300.00	.0%
A3410 540560	Repairs	1,500	0	1,500	.00	.00	1,500.00	.0%
A3410 540620	Software Expense	500	0	500	.00	.00	500.00	.0%
A3410 540630	Stationery Supplie	2,000	0	2,000	8.06	.00	1,991.94	.4%
A3410 540640	Supplies (Not Offi	1,500	0	1,500	334.68	.00	1,165.32	22.3%
A3410 540660	Telephone	2,000	0	2,000	.00	.00	2,000.00	.0%
A3410 540731	Training/State Req	250	0	250	.00	.00	250.00	.0%
A3410 540733	Training/All Other	2,500	0	2,500	651.79	.00	1,848.21	26.1%
A3410 581088	State Retirement F	27,207	0	27,207	1,567.08	.00	25,639.92	5.8%
A3410 583088	Social Security Fr	4,146	0	4,146	350.15	.00	3,795.85	8.4%
A3410 584088	Workers Compensati	8,365	0	8,365	596.36	.00	7,768.64	7.1%
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	112	0	112	7.86	.00	104.14	7.0%
<b>A3640 Emergency Mgmt Office</b>								
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 443050	EMP24 Fed-Aid- Civi	0	0	0	.00	.00	.00	.0%



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2025 12

ACCOUNTS FOR:	ORIGINAL	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT
A General Fund	APPROP	BUDGET	ACTUAL		BUDGET	USE/COI
A3640 445100	0	0	.00	.00	.00	.0%
A3640 510010	150,414	150,414	4,236.60	.00	146,177.40	2.8%
A3640 510020	15,000	15,000	.00	.00	15,000.00	.0%
A3640 510030	10,000	10,000	.00	.00	10,000.00	.0%
A3640 510050	0	0	.00	.00	.00	.0%
A3640 520090	0	0	.00	.00	.00	.0%
A3640 530100	0	0	.00	.00	.00	.0%
A3640 530300	0	0	.00	.00	.00	.0%
A3640 530330	0	0	.00	.00	.00	.0%
A3640 540000	0	0	.00	.00	.00	.0%
A3640 540010	700	700	.00	.00	700.00	.0%
A3640 540070	2,000	2,000	.00	.00	2,000.00	.0%
A3640 540090	500	500	.00	.00	500.00	.0%
A3640 540140	3,000	3,000	.00	.00	3,000.00	.0%
A3640 540141	0	0	.00	.00	.00	.0%
A3640 540180	0	0	.00	.00	.00	.0%
A3640 540220	4,000	4,000	.00	.00	4,000.00	.0%
A3640 540320	0	0	.00	.00	.00	.0%
A3640 540360	0	0	.00	.00	.00	.0%
A3640 540390	0	0	.00	.00	.00	.0%
A3640 540420	0	0	.00	.00	.00	.0%
A3640 540420	0	0	.00	.00	.00	.0%
A3640 540510	500	500	.00	.00	500.00	.0%
A3640 540540	0	0	.00	.00	.00	.0%
A3640 540560	500	500	.00	.00	500.00	.0%
A3640 540581	0	0	.00	.00	.00	.0%
A3640 540640	0	0	.00	.00	.00	.0%
A3640 540660	3,000	3,000	.00	.00	3,000.00	.0%
A3640 540733	1,000	1,000	.00	.00	1,000.00	.0%
A3640 581088	6,698	6,698	561.00	.00	6,137.00	8.4%
A3640 583088	13,056	13,056	723.41	.00	12,332.59	5.5%
A3640 584088	1,195	1,195	179.08	.00	1,015.92	15.0%
A3640 584588	0	0	.00	.00	.00	.0%
A3640 585088	0	0	.00	.00	.00	.0%
A3640 585588	68	68	8.88	.00	59.12	13.1%
A3640 586088	28,133	28,133	4,551.50	.00	23,581.50	16.2%
A3640 588988	16	16	2.36	.00	13.64	14.8%





TIOGA COUNTY, NEW YORK

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

FOR 2025 12

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	333,360	0	333,360	27,392.48	47,281.09	258,686.43	22.4%

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

REFERRED TO: PUBLIC SAFETY COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -25 RE-ESTABLISH PRIOR YEAR 2024 CAPITAL  
FOR 2025 BUDGET FOR FIRE/EMO

WHEREAS: Personal Protective Equipment order was placed in 2024 for the Fire/EMO department but will not be received prior to the closing of 2025; and

WHEREAS: Prior year Capital Equipment requests need to be re-established for the remaining unspent balance as of year-end 2024 for purchase or completion in 2025; therefore it be

RESOLVED: That the following accounts and amounts be re-established:

Capital Equipment

A3410 520215	Personal Protective Equipment	\$4,491.39
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REFERRED TO:

PUBLIC SAFETY COMMITTEE  
FINANCE /LEGAL COMMITTEE

RESOLUTION NO. -25

MEMORANDUM OF UNDERSTANDING (MOU)  
NYS HOMELAND SECURITY & EMERGENCY SERVICES  
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Tioga County Office of Emergency Services seeks to enhance its flood mitigation efforts through the use of state-provided equipment to help protect vulnerable areas and mitigate disaster impacts in Tioga County; and

WHEREAS: The Office of NYS Homeland Security will provide Tioga County with 2 light towers and one VMS Board for the purpose of flood mitigation; and

WHEREAS: NYS Homeland Security will transfer possession of said equipment, while retaining ownership, upon signing of the MOU; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Office of Emergency Services to enter into a Memorandum of Understanding (MOU) with the Office of NYS Homeland Security to transfer possession of 2 light towers and one VMS Board: and be it further

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to sign said MOU, upon approval by the County Attorney, and said equipment to transfer over upon final signatures of both parties.

**Financial:**

Budget: Well within Budget - See attached spreadsheets.

Resolution to carry forward funds for PPE (see below).

**Old Business:****Radio Project:**

We have received the permits from Spencer and Town of Owego. We are still awaiting the permit from Town of Richford, and there has been some confusion for approval with the Town of Nichols that is being worked through.

We are continuing to await the update for what it will take to make Carmichael and Popple towers compliant after the failed the structural assessments. We expect cost estimates shortly.

We had a meeting to continue discussions of the status of the project and action items moving forward, including utilities discussions.

Motorola awarded Patriot Towers the construction of the new towers and will be coordinating with them. They would like to begin construction by early March.

**CAD Project:**

CAD is working well. Other agencies are joining.

**EMS:**

The Spring EMT class started on January 27<sup>th</sup> with \_\_students enrolled. The class will run through May 19, 2025.

**Emergency Management:**

DHSES has offered equipment to assist with Flood Mitigation and Response. This equipment would be staged at the county with access and use to the county. See the Resolution to complete the MOU.

**Threat Assessment Team:**

Corinne Cornelius assisted with a Threat Assessment course held in Liverpool January 14-16<sup>th</sup>.

The Tioga team has been working with the consultant Squad9 to ensure that all team members understand and are comfortable with the treat assessment model.

The team has been hearing cases referred to the team and determining if they post a threat for domestic violent extremism or require other local resources. The team is continuing to build better reporting options.

**Fire:**

Fire departments have continued to be very busy. The trend for large or complex fires have continued into this year, already requiring significant Fire Investigation hours.

**New Business:**

William Ellis, Bob Williams and Corinne Cornelius will be attending the NYSEMA conference in Syracuse February 11-13<sup>th</sup>.

Corinne Cornelius and William Ellis will also be participating in Leadership Tioga.

**Personnel:**

None.

**Resolutions:**

B46 – Re-establish Prior Year Budget PPE

B47- MOU NYS Homeland Security & Emergency Services