

PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation
May 7, 2024
2:30 PM

- **Approval of minutes** from April 2, 2024, Public Safety Committee meeting
- **Financial**
 1. Expended 38.6% of 2024 budget. On track.
- **Old business**
 1. Staffing
 2. Training
 3. PTR Award (\$60,000) **Update – iPad Project Completed**
 4. First Aid/CPR Training
 5. Upgraded Electronic Monitoring Equipment
 6. Community clean-up
- **New business**
 1. Staffing
 2. Training
 3. Probation door project
 4. Community clean-up
 5. Probation Salary Schedule proposal
- **Personnel**
 1. Two vacant Probation Officer I positions
 2. One unfunded Probation Officer 1 position
- **Resolutions (0)**
 1. None
- **Proclamations**
 1. None
- **Adjournment**

PUBLIC SAFETY MEETING

April 2, 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, April 2, 2024 at 2:30 PM.

Present:

Barb Roberts	Legislator
Undersheriff Rich Hallett	Sheriff's Office
William Standinger	Legislator
Chad Post	Probation Officer, Probation
Corinne Cornelius	Director, Emergency Services
Marte Sauerbrey	Chair, Legislator

Guest:

Cathy Haskell	Legislative Clerk
Peter DeWind	County Attorney

Absent:

Keith Flesher	Chair, Public Safety
Sheriff Gary Howard	Sheriff's Office
Brian Cain	Director, Probation
Bob Williams	Deputy Fire Coordinator

APPROVAL OF MINUTES:

Approval of March 6, 2024 minutes will be carried over to the May 2024 Meeting due to lack of Quorum.

PROBATION – Chad Post:

FINANCIAL:

- 2024 Budget is on Track. Expended 30.9% of 2024 Budget.
- \$2,670 in restitution and surcharge collected in March 2024.

OLD BUSINESS:

- Training: Patrick Van Durme completed first week of Fundamentals.
- Probation received a Reward Notice from the Division of Criminal Justice Services in December of 2023 awarding Probation \$60,000 for Pre-Trial Service costs in Tioga County. Ordered and Received iPads for each Officer in the Department as well as the Administrators for use at Court, during field contacts, during meetings and in the office, saving time during the workday.
- JDAT – 3 tickets received in March 2024.
- WWP will be cancelled due to lack of orders coming in from the Justice Courts.

NEW BUSINESS:

- Probation Officers attended a one-day Disability Awareness Training on March 12, 2024, at Tioga Downs organized by the Tioga County Career Center.
- Two Probation Officers attended Decision Points Facilitator Training in Albany from March 26-28, 2024.
- Coming up: All Probation Officers will be attending three-day training from May 21-23, 2024, at the Tioga County Sheriff's Office organized by the Tioga County Threat Assessment Management Team and the Domestic Terrorism Prevention Unit.
- Probation Staff attended a First Aid/CPR course at the Tioga County Sheriff's Office on March 21, 2024, facilitated by Roy Schreiner who was presented an Appreciation Plaque for 30 years of partnering with Probation throughout his service with Tioga County.
- Electronic Monitoring: March 2024 – Equipment has been upgraded; Buddi provided new equipment at no cost.
- Coming Up: Clean-Up Workday – April 13, 2024; organized by Sister Mary O'Brien of Tioga County Rural Ministries.

PERSONNEL:

- One Vacant Probation Officer 1 position exists; One Interview completed, anticipating one or two more coming up. Next Exam Scheduled is in June 2024.
- One unfunded Probation Officer 1 position remains unfunded.

RESOLUTIONS:

- None

OFFICE of EMERGENCY MANAGEMENT – Corinne Cornelius:

FINANCIAL:

- 2024 Budget is on Track.

OLD BUSINESS:

- Motorola had a company come out and climb the Prospect Tower; evaluating what needs to be done to refurbish that. Also came out to measure the Athens Tower to get the lease exhibit ready.
- CAD Project – continuing to monitor. State police cars are finally showing up live on the map, updating and refreshing, as well as Candor EMS.
- Emergency Management – Commissioner Jackie Bray came down to visit the County; Check in with the county and give updates. No impact concerns regarding the solar eclipse.
- Large paving project going on Route 17 starting this month; Bridges will be out in Apalachin, they have put together a response plan.
- Fire – Burn ban is in effect until May 15, 2024.

NEW BUSINESS:

- None.

PERSONNEL:

- Deputy Director position is still posted.

RESOLUTIONS:

- Approve Sole Source Purchase of Fiber Build to Connect Tioga County Public Safety Building to Broome County Public Safety Building
- Amend Resolution 20-23 Authorize Lease with Motorola Solutions to Fund Equipment for P25 Radio System Project
- Acceptance of the Application for Thomas A. Kelley to the Tioga County HAZMAT Team
- Acceptance of the Application for Jeffrey Winchell to the Tioga County HAZMAT Team
- Amend Resolution 498-23 Transfer of Surcharge Funds Purchase Workstations/Carpet

***Resolutions will need to move forward to the Legislative Work session due to lack of Quorum*

SHERIFF – Rich Hallett:

FINANCIAL:

- 2024 Budget:
 - Revenues are \$51,756 which is 10% of the budget. Expenditures are at \$2,641,403 which is 21% of the budget. Inmate Boarders are at \$29,366 which is 19% of the budget.

OLD BUSINESS:

- Jail Camera replacement project is still ongoing.
- E911 Center system upgrades are still being worked on.
- Jail daily population for March was 42.

NEW BUSINESS:

- Starting a new drone program for crash investigations.
- Beginning the new building/garage project.

PERSONNEL:

- Update of Vacancies:
 - Civil – One Vacant part-time Civil Deputy position.
 - Corrections – Five Vacant Corrections Officer positions; One Vacant Part-Time Cook position.
 - No Corrections Officer on Light Duty.
 - Two Corrections Officers still on Military Deployment.
 - Road Patrol – Two Vacant Deputy positions.
 - Two Deputies currently attending the Police Academy.
 - One on Light Duty.

- One on Military Deployment.
- E911 – Two Vacant E911 Dispatcher Trainee Positions.
- Records – all positions are filled.
- Administration – all positions are filled.

RESOLUTIONS:

- Authorize the Submission of PTS (Police Traffic Services) Grant Application
- Resolution Recognizing Roy Schreiner's Nearly 30 Years of Dedicated Service to Tioga County

***Resolutions will need to move forward to the Legislative Work session due to lack of Quorum*

ADJOURNED:

Meeting was adjourned at 2:54 PM.

Respectfully Submitted,

Donna Gilligan

Donna Gilligan

Accounting Associate III – Payroll Tioga County Sheriff's Office

04/02/24

DRAFT



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

ACCOUNTS FOR:	ORIGINAL APPROP.	TRANSFRS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
A3140 Probation							
A3140 415600 Adoption Investiga	-600	0	-600	.00	.00	-600.00	.0%
A3140 415800 Restitution Surcha	-2,000	0	-2,000	-365.03	.00	-1,634.97	18.3%
A3140 415810 Probation - DWI Su	-16,000	0	-16,000	-2,670.00	.00	-13,330.00	16.7%
A3140 415811 DWI-Probation Sala	-5,000	0	-5,000	.00	.00	-5,000.00	.0%
A3140 433100 State Aid-Probatio	-105,205	0	-105,205	.00	.00	-105,205.00	.0%
A3140 433100 CPS01 State Aid-Pro	0	-60,000	-60,000	-60,000.00	.00	.00	100.0%
A3140 433160 State Aid-Enhanced	-18,566	0	-18,566	.00	.00	-18,566.00	.0%
A3140 433170 Ignition Interlock	-3,678	0	-3,678	-904.50	.00	-2,773.50	24.6%
A3140 433180 State Aid- STSJP	-7,000	0	-7,000	.00	.00	-7,000.00	.0%
A3140 433182 RTA State Aid -Rais	-16,920	0	-16,920	.00	.00	-16,920.00	.0%
A3140 510010 Full Time	811,803	0	811,803	231,375.53	.00	580,427.03	28.5%
A3140 510020 Part Time/Temporar	25,000	0	25,000	6,623.12	.00	18,376.88	26.5%
A3140 510030 Overtime Pay Only	5,000	0	5,000	688.48	.00	4,311.52	13.8%
A3140 510040 Workers Compensati	0	0	0	141.91	.00	-141.91	100.0%
A3140 520070 Chairs	400	150	550	119.99	.00	430.01	21.8%
A3140 520090 CPS01 Computer-CPS	0	23,192	23,192	22,269.00	.00	922.87	96.0%
A3140 520200 Office Equipment	1,500	0	1,500	253.13	.00	1,246.87	16.9%
A3140 520215 Personal Protectiv	4,500	511	5,011	24.00	1,114.49	3,872.42	22.7%
A3140 540070 Car Maintenance	1,600	0	1,600	42.00	.00	1,558.00	2.6%
A3140 540080 Clinic Supplies	4,250	0	4,250	92.80	.00	4,157.20	2.2%
A3140 540140 CPS01 Contracting S	0	5,400	5,400	137.95	.00	5,262.05	2.6%
A3140 540180 Dues	1,300	0	1,300	990.00	.00	310.00	76.2%
A3140 540220 Automobile Fuel	2,200	0	2,200	706.35	.00	1,493.65	32.1%
A3140 540220 CPS01 Automobile Fu	0	2,166	2,166	.00	.00	2,165.93	.0%
A3140 540220 RTA Automobile Fuel	1,000	0	1,000	.00	.00	1,000.00	.0%
A3140 540320 Leased/Service Equ	2,800	0	2,800	457.28	947.07	1,395.65	50.2%
A3140 540340 Literature	1,000	0	1,000	150.00	.00	850.00	15.0%
A3140 540360 Meals/Food	500	0	500	.00	.00	500.00	.0%
A3140 540390 Mileage Expense	100	0	100	.00	.00	100.00	.0%
A3140 540480 Postage	1,000	0	1,000	338.23	.00	661.77	33.8%
A3140 540487 CPS01 Program Expen	19,506	0	19,506	.00	.00	19,505.77	.0%
A3140 540487 FH01 Program Expens	6,621	0	6,621	.00	.00	6,620.51	.0%
A3140 540590 Services Rendered	265	318	583	485.00	.00	98.00	83.2%
A3140 540620 Software Expense	9,710	0	9,710	.00	.00	9,710.00	.0%
A3140 540630 Stationery Supplie	6,000	-318	5,682	1,377.65	.00	4,304.35	24.2%
A3140 540660 Telephone	2,052	647	2,699	924.06	.00	1,775.08	34.2%
A3140 540660 CPS01 Telephone (Se	0	28,985	28,985	.00	.00	28,985.06	.0%
A3140 540660 RTA Telephone-RTA	1,440	0	1,440	227.94	.00	1,212.42	15.8%
A3140 540731 Training/State Req	30,095	0	30,095	4,893.30	98.00	25,103.70	16.6%
A3140 581088 State Retirement F	18,362	53,151	71,513	34,748.92	.00	36,763.61	48.6%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

ACCOUNTS FOR:	ORIGINAL APPROP.	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
A3140 583088 Social Security Fr	58,164	-11,108	47,055	18,883.81	.00	28,171.44	40.1%
A3140 584088 Workers Compensati	0	16,474	16,474	6,434.56	.00	10,039.05	39.1%
A3140 585588 Disability Insuran	0	175,928	175,928	84,519.38	.00	131,523.45	39.9%
A3140 586088 Health Insurance F	40,115	217	216,043	85.39	.00	131.18	39.1%
A3140 588988 Eap Fringe	0	217	217	85.39	.00	131.18	39.4%
TOTAL Probation	881,313	236,569	1,117,881	353,392.79	2,159.56	762,329.05	31.8%
A3142 Alternatives To Incarceration							
A3142 415150 Alternatives To In	-100	0	-100	-495.58	.00	395.58	495.6%
A3142 433120 State Aid-Alternat	-12,145	0	-12,145	.00	.00	-12,144.51	.0%
A3142 510010 Full Time	21,525	0	21,525	4,056.18	.00	17,468.82	18.8%
A3142 510040 workers Compensati	0	0	0	30.78	.00	-30.78	100.0%
A3142 540140 Contracting Servic	3,500	0	3,500	1,399.60	.00	2,100.40	40.0%
A3142 581088 State Retirement F	0	1,812	1,812	751.65	.00	1,059.91	41.5%
A3142 583088 Social Security Fr	950	-115	835	330.95	.00	503.94	39.6%
A3142 584088 workers Compensati	0	339	339	126.30	.00	212.72	37.3%
A3142 585588 Disability Insuran	0	18	18	7.20	.00	10.77	40.1%
A3142 586088 Health Insurance F	0	3,054	3,054	1,275.91	.00	1,778.29	41.8%
A3142 588988 Eap Fringe	0	5	5	1.69	.00	2.82	37.5%
TOTAL Alternatives To Incarceration	13,730	5,112	18,842	7,484.68	.00	11,357.46	39.7%
A3146 Sex Offender Program							
A3146 540140 Contracting Servic	123,840	0	123,840	41,280.00	82,560.00	.00	100.0%
TOTAL Sex Offender Program	123,840	0	123,840	41,280.00	82,560.00	.00	100.0%
TOTAL General Fund	1,018,883	241,680	1,260,564	402,157.47	84,719.56	773,686.51	38.6%
TOTAL REVENUES	-187,214	-60,000	-247,214	-64,435.11	.00	-182,778.40	
TOTAL EXPENSES	1,206,097	301,680	1,507,777	466,592.58	84,719.56	956,464.91	



Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 '04

	ORIGINAL APPROP	TRANSFRS/ ADJ STMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,018,883	241,680	1,260,564	402,157.47	84,719.56	773,686.51	38.6%

** END OF REPORT - Generated by Cain, Brian **

Public Safety Committee Meeting
Probation Department Report
May 7, 2024

Budget Status:

2024 Revenue Budget:

- \$810 of DWI Supervision fee collected in April. \$3,480 collected in 2024
- \$2,395 in restitution and surcharge collected in April. \$10,106.24 collected to date in 2024

Current Business:

1. Staffing – A Probation Officer resigned effective May 2, 2024. Therefore, there are two open Probation Officer I positions that remain unfilled. There have been multiple interviews with candidates for the positions, however the Civil Service exam will not be given until June with results from the exam expected in the Fall.
2. Training – Probation Officers continue to attend trainings throughout the state while working toward fulfilling their yearly minimum training requirement of 21 hours. To date, Officers have attended trainings in regard to Pre-Trial Release, DWI Supervision, Officer Wellness, Sexual Orientation, Gender Identity and Expression (SOGIE), and Decision Points.

From May 21-23, 2024, all Probation Officers will be attending a three-day training at the Tioga County Sheriff's Office being organized by the Tioga County Threat Assessment Management (TAM) Team and the Domestic Terrorism Prevention Unit. Probation Officers will complete the Threat Evaluation and Reporting Course (TERC) in anticipation of their participation on the Tioga County Threat Advisory Committee in the future.

3. All Probation access doors have now been rewired to enable Probation staff to access the Department without using a physical key. Probation staff can now use their County ID card or wristbands provided by IT to access the Department. In addition to paying for the last door upgrade, IT also provided the funding for the update and installation of a security camera and control pad which allows Probation Staff to view who is at the rear entry door and allow them access remotely through the new control panel.
4. Probation staff and their families teamed up with Tioga County Court Staff and their families to participate in the Tioga County Spring Clean-Up Day on April 13, 2024, organized by Sister Mary O'Brien of Tioga County Rural Ministries. This is the second year that Probation staff and Court staff worked together to help elderly citizens of Tioga County with Spring clean-up at their homes.
5. Probation would like to begin discussions with the Committee regarding the possibility of requesting an increase of all Probation series positions in the salary schedule by one

pay grade. The Probation Director plans to bring the committee details regarding the proposal at the June Public Safety Meeting.

6. Juvenile Delinquency Services:

April of 2024- There were two Juvenile Delinquency Appearance Tickets (JDAT) received for the month of April. A 13-year-old female was issued a JDAT for Petit Larceny after she allegedly made unauthorized purchases using her grandmother's credit card. There was also a 16-year-old male issued a JDAT for Criminal Mischief and Endangering the Welfare of a Child (both misdemeanors) after he allegedly threw a ball on the school bus and damaged some equipment on the bus. One of the youth was referred to the County Attorney's Office due to having needs which could not be met during a diversion period. The other youth appeared appropriate for Diversion and was scheduled to sign a Diversion contract.

YTD: 7 JDATs received to date.

- E- Connect: To date, -- Seven (7) youth have been screened in 2024. As a result of the E-Connect screenings, five (5) youth were found to be below threshold and not in need of an immediate mental health referral. Zero (0) youth were found to be level II and were referred for a mental health evaluation. Two (2) youth were found to be level III and agreed to schedule an appointment at TCDMH. Zero (0) youth were also determined to be a level I which required immediate mental health intervention.
- There is one youth currently in juvenile sex offender treatment.

ATI Programs:

- Electronic Monitoring – There is currently one individual being monitored via the VCheck24 phone app, GPS electronic monitoring system, and AlcoTag systems.
- Community Service – WWP has resumed with a new Officer at the TCSO supervising the program following the retirement of Corrections Officer Roy Schreiner. At times the program will only function on one day of the weekend if numbers drop too low. WWP is also being used as a graduated sanction on Probation Violations.
- Pre-Trial Release – There are 24 people being supervised via the Pre-Trial Release program

Court Ordered Investigations: 45 active investigations for Tioga County courts (Criminal, Family and Surrogate)

Supervision: 182 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)

Violation of Probation petitions: 12 defendants/respondents have violation petitions pending against them in criminal & family court.

Personnel:

Two Vacant Probation Officer I positions
One unfunded Probation Officer position

Resolutions: (0)

None