

PUBLIC SAFETY COMMITTEE AGENDA

EMERGENCY SERVICES

May 7, 2024

2:30 PM

- APPROVAL OF MINUTES March 5 and April 2, 2024

- FINANCIAL

- YTD Report

- OLD BUSINESS

- Radio Project
  - CAD Project
  - EMS
  - Emergency Management
  - Threat Assessment
  - Fire
  - Personnel

- RESOLUTIONS –

**E30 Authorize Submission of Homeland Security Grant Application**

**E35 Award Bid for Emergency Preparedness Smartphone Application**

**E36 Authorize Submission of Statewide Interoperable Communications Formula Grant**

- PROCLAMATIONS – 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 work day.
- 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 Work Day – 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 Worksession 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 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANSFRS/ ADJUSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>A3410 Fire</b>							
A3410 415880 Fire/EMS Reimburse	-5,000	0	-5,000	-890.00	.00	-4,110.00	17.8%*
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	44,202	0	44,202	18,884.62	.00	25,317.38	42.7%
A3410 510050 All Other(On Call,	10,000	0	10,000	.00	.00	10,000.00	.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	264	1,764	627.95	.00	1,136.05	82.2%
A3410 520130 Equipment (Not Car	18,000	0	18,000	2,189.85	.00	15,810.15	12.2%
A3410 520130 EMP16 Equipment (No	0	0	0	.00	.00	.00	.0%
A3410 520160 Fire & Alarms Equi	400	0	400	.00	.00	400.00	.0%
A3410 520190 Nursing Equipment	2,500	-264	2,236	235.78	.00	2,000.22	10.5%
A3410 520191 E911 Emergency Equi	0	447,360	447,360	.00	.00	447,359.85	.0%
A3410 520215 Personal Protectctiv	8,000	0	8,000	198.00	.00	7,802.00	2.5%
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	1,467.47	.00	532.53	73.4%
A3410 540140 Contracting Servic	8,000	0	8,000	750.00	.00	7,250.00	9.4%
A3410 540140 EMP16 Contracting S	0	0	0	.00	.00	.00	.0%
A3410 540140 M7674 Contracting S	10,000	-10,000	0	.00	.00	.00	.0%
A3410 540144 Ems Instructors	12,000	0	12,000	1,973.75	.00	10,026.25	16.4%
A3410 540180 Dues	1,200	0	1,200	1,011.00	.00	189.00	84.3%
A3410 540220 Automobile Fuel	3,500	0	3,500	3,377.00	.00	173.00	10.8%
A3410 540320 Leased/Service Equ	1,000	0	1,000	614.49	68.17	317.34	68.3%
A3410 540330 Legal Fees	0	0	0	.00	.00	.00	.0%
A3410 540340 Literature	3,000	0	3,000	449.78	.00	2,550.22	15.0%
A3410 540350 Office Equip	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	1,314.75	.00	1,685.25	43.8%
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	149.03	.00	150.97	49.7%



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
General Fund							
A3410 540560 Repairs	1,500	0	1,500	555.50	.00	944.50	37.0%
A3410 540620 Software Expense	500	0	500	209.86	.00	290.14	42.0%
A3410 540630 Stationery Supplie	2,000	0	2,000	328.62	.00	1,671.38	16.4%
A3410 540640 Supplies (Not Offi	1,500	0	1,500	176.72	.00	1,323.28	11.8%
A3410 540660 Telephone	2,000	0	2,000	151.96	.00	1,848.04	7.6%
A3410 540731 Training/State Req	250	0	250	175.00	.00	75.00	70.0%
A3410 540733 Training/All Other	2,500	0	2,500	626.00	.00	1,874.00	25.0%
A3410 581088 State Retirement F	13,331	3,891	17,222	9,417.42	.00	7,804.27	54.7%
A3410 583088 Social Security Fr	2,246	1,333	3,580	1,592.20	.00	1,987.31	44.5%
A3410 584088 Workers Compensati	4,898	2,114	7,012	2,641.20	.00	4,370.69	37.7%
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	16	76	92	35.05	.00	57.20	38.0%
<b>A3640 Emergency Mgmt Office</b>							
A3640 427010 COVID19 Refunds Of Pr	0	0	0	.00	.00	.00	.0%
A3640 433080 State Aid-C837990	0	0	0	.00	.00	.00	.0%
A3640 435100 COVID19 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 445100 COVID19 Federal Aid-F	0	0	0	.00	.00	.00	.0%
A3640 510010 Full Time	146,165	0	146,165	38,376.52	.00	107,788.48	26.3%
A3640 510020 Part Time/Temporar	15,000	0	15,000	.00	.00	15,000.00	.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	.00	.00	700.00	.0%
A3640 540070 Car Maintenance	2,000	0	2,000	131.54	.00	1,868.46	6.6%



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANSFRS/ ADJUSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3640 540090 Clothing	500	0	500	.00	.00	500.00	.0%
A3640 540140 HMEI7 Contracting S	3,000	0	3,000	.00	.00	3,000.00	.0%
A3640 540141 Gis Create & Maint	0	0	0	.00	.00	.00	.0%
A3640 540180 Dues	0	0	0	.00	.00	.00	.0%
A3640 540220 Automobile Fuel	4,000	0	4,000	748.76	.00	3,251.24	18.7%
A3640 540360 COVID Meals/Food	0	0	0	.00	.00	.00	.0%
A3640 540390 Mileage Expense	0	0	0	.00	.00	.00	.0%
A3640 540420 Office Supplies	0	0	0	.00	.00	.00	.0%
A3640 540420 COVID Office Suppli	0	0	0	.00	.00	.00	.0%
A3640 540510 Radio Repairs	500	0	500	.00	.00	500.00	.0%
A3640 540540 Reimbursements	0	0	0	.00	.00	.00	.0%
A3640 540560 Repairs	500	0	500	.00	.00	500.00	.0%
A3640 540581 Security Systems &	0	0	0	.00	.00	.00	.0%
A3640 540640 COVID Supplies (Not	0	0	0	.00	.00	.00	.0%
A3640 540660 Telephone	3,000	0	3,000	444.92	479.94	2,075.14	30.8%
A3640 540733 Training/All Other	1,000	0	1,000	.00	.00	1,000.00	.0%
A3640 581088 State Retirement F	3,330	599	3,929	2,318.40	.00	1,610.71	59.0%
A3640 583088 Social Security Fr	7,413	701	8,113	3,206.56	.00	4,906.90	39.5%
A3640 584088 Workers Compensati	0	2,232	2,232	597.48	.00	1,634.63	26.8%
A3640 584588 Life Insurance Fr	0	0	0	.00	.00	.00	.0%
A3640 585088 Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3640 585588 Disability Insuran	127	-11	116	33.93	.00	82.28	29.2%
A3640 586088 Health Insurance F	22,891	23,110	46,001	14,066.65	.00	31,934.18	30.6%
A3640 588988 Eap Fringe	0	29	29	7.93	.00	21.43	27.0%





# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	372,319	471,434	843,753	105,195.69	548.11	738,009.47	12.5%

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

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -24

AUTHORIZE THE SUBMISSION OF  
HOMELAND SECURITY GRANT  
APPLICATION (SHSP24)

WHEREAS: The NYS Department of Homeland Security/Federal Emergency Management Agency will be issuing a grant to the Tioga County Office of Emergency Services with no local share; and

WHEREAS: County Policy requires that a resolution be approved before any such grant application is submitted; therefore be it

RESOLVED: That the Tioga County Office of Emergency Services be authorized to submit the 2024 Homeland Security grant application and authorizes the Chair of the Legislature to sign such application after review by the County Attorney.

REFERRED TO: PUBLIC SAFETY COMMITTEE  
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. -24 AWARD BID FOR EMERGENCY PREPAREDNESS  
SMARTPHONE APPLICATION

WHEREAS: The Tioga County Office of Emergency Services sought bids for Emergency Preparedness Smartphone Application for Tioga County Fire & Emergency Management; and

WHEREAS: The Tioga County Office of Emergency Services received sealed bids on April 15, 2024; and

WHEREAS: Tioga County Office of Emergency Services has determined that OCV, LLC / MyEMAAA.com is the lowest responsible bidder in substantial and material compliance with the bid specifications:

Mobile App Development (iOS and Android)	\$13,000
Year 1 Support & Maintenance	\$ 6,995/year
Two additional years of Support & Maintenance	<u>\$13,990</u>
	<u>\$33,985</u>

Therefore be it

RESOLVED: That the Tioga County Legislature does hereby award the bid to OCV, LLC / MyEMAAA.com, the lowest responsible bidder in material and substantial compliance with the bid specifications, and authorizes the Chair of the Legislature to sign a contract, upon County Attorney review, for \$33,985.00 to be paid out of Account A3360.540140.DT22 Contracted Services.

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -24

AUTHORIZE SUBMISSION OF STATEWIDE  
INTEROPERABLE COMMUNICATIONS  
FORMULA GRANT APPLICATION (SICG24)  
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Office of Homeland Security and Emergency Services has issued a Statewide Interoperable Communications Formula Grant 2024. The grant will be used for the maintenance and upgrading of the radio communications in the county and no local share is associated with said grant; and

WHEREAS: County Policy requires that permission be obtained prior to submitting said application; therefore be it

RESOLVED: That the Tioga County Office of Emergency Services be authorized to submit the Statewide Interoperable Communications Formula Grant 2024 application and authorizes the Chair of the Legislature to sign any and all grant related paperwork upon review by the County Attorney.

**Financial:**

Budget: Within Budget - See attached spreadsheets

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

Motorola completed site testing the week of April 8<sup>th</sup>, boring holes to conduct soil samples. We are still awaiting the final report. Campville Fire assisted with providing water at some of the tower locations. There was a miscommunication between the point of contact and the subcontractor utilized for needs while on site but all testing was completed.

MNI came out with Motorola April 30<sup>th</sup>-May 2<sup>nd</sup> to update the microwave study to ensure all coverage will continue to match the path studies conducted previously.

Bob Williams is working with Senator O'Mara's office to renew the Shirley Rd tower lease. This must be a state law as it is on state property. The current lease expires in 2026.

**CAD Project:**

NYSP and Candor EMS are live on the map. Other EMS agencies are working to join the CAD system. As is Candor Village PD.

**EMS:**

No significant changes in county EMS coverage. The same issues continue to exist in regards to manpower shortages.

**Emergency Management:**

There were no issues associated with the Solar Eclipse.

The 17 paving project is underway. Apalachin Fire Dept. has created a response plan for incidents that occur while the highway has limited access.

There are also paving projects that will be completed on 38B in Newark Valley.

**Threat Assessment Team:**

We put out an RFP for a threat assessment reporting app. There is a resolution to accept a bid from MYEMO.

TAM trainings have been conducted and are scheduled for May to continue to get all stakeholders trained appropriately.

**Fire:** Fire departments have continued to be very busy.

The Spring Burn Ban is in effect currently (runs from March 16 to May 15).

Myself, David Churchman and Bob Williams attended the Fire Coordinator's Conference in Watkins Glen. This conference had updates to changes in the fire service, including potentially impactful OSHA changes that have been proposed.

The HAZMAT team received a donation of a fuel transfer pump from Scott Smith and Son to help them off-load leaking tanks. We will be working on a press-release for this shortly to thank Scott Smith and Son.

**New Business:**

None

**Personnel:**

The Deputy Director position is posted. There have been some applicants, but the office is continuing to publicize the opening in an attempt to find a good, qualified candidate.

**Resolutions:**

**E35 Award Bid for Emergency Preparedness Smartphone Application**

**E36 Authorize submission of Statewide Interoperable Communications Formula Grant**

**E30 Authorize submission of Homeland Security Grant Application.**