

PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation

June 7, 2022

2:30 pm

- **Approval of minutes** from May 3, 2022 Public Safety Committee meeting
- **Financial**
 1. Budget on track for 2022
 2. Payment of fee to have Automon host Caseload Explorer
- **Old business**
 1. Staffing
 2. Decision Points
- **New business**
 1. Stipend
 2. Significant supervision cases
 3. Collaborative meeting with TCADS/TCDMH
 4. Speaking engagement
- **Personnel**
 1. One unfunded Probation Officer 1 position
- **Resolutions (1)**
 1. Approval to hire Angela Zito at the higher end of the salary range for an Accounting Associate III due to relevant experience and make it so retroactive to her hire date of June 6, 2022.
- **Proclamations**
 1. None
- **Adjournment**

PUBLIC SAFETY MEETING

May 3, 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 May 3, 2022 at 2:30 PM.

Present:

Dennis Mullen	Chair, Public Safety	
Marte Sauerbrey	Chair, Legislator	In at 2:40pm
Edward Hollenbeck	Legislator	
Barb Roberts	Legislator	
William Standinger	Legislator	
Brian Cain	Director, Probation	
Mike Simmons	Director, Emergency Services	
Undersheriff Rich Hallett	Sheriff's Office	

Guest:

Peter DeWind	County Attorney
Cathy Haskell	Legislative Clerk

APPROVAL OF MINUTES:

Approval of April 5, 2022 minutes:

Legislator Standinger made the motion, seconded by Legislator Hollenbeck to approve the April 5, 2022 Public Safety minutes. Undersheriff Hallett had one update to last month's minutes: 3 Corrections Officers currently attending the Corrections Academy; 1 at Broome Academy, 2 at Corning Academy. Motion carried to approve the minutes as corrected.

OFFICE of EMERGENCY MANAGEMENT – Mike Simmons:

FINANCIAL

- Budget is on track.

OLD BUSINESS:

- Radio Project Report
 - Received notice to apply for Statewide Interoperable Communications Grant, deadline to apply on 5/11/22. Our office has completed the application and sent it to NYSTEC for review.
 - County Attorney has a met with local landowner near Skyline Drive, negotiating for a site to build Tower. Motorola will be visiting site to document geography and determine if any obstructions to connectivity.
 - Discussions with Motorola on best way to purchase towers, shelters and generators, as well as civil work for site build.

- Met with NYSTEC representatives to discuss their Statement of Work proposal and the services to be provided. They will provide a quote for their services to County Chair and Director Simmons.
- CAD Project:
 - On schedule to go live May 10, 2022. Additional equipment needs and services has increased price of system. Owego Police Dept. has been added to system, and a pictometry module has been added. The laptop computers in the Sheriff's patrol cars also need to be replaced; current systems are Windows 7 platform, and the Spillman System needs to operate on Windows 10. County IT Department is getting estimates for vehicle systems.
- EMS Study:
 - Completed report should be received next week. Consultant delivered a draft copy of statistical data to local EMS providers. Two agencies did not agree with the data and both accused the consultant staff of not being accurate with the statistics that were provided.
- Emergency Management:
 - We sponsored a three day Mass Fatality Response course at our office. Very well attended. Personnel from Fire, EMS, Coroners, Police and Public Health agencies attended.

NEW BUSINESS:

- The governor recently passed a bill that will allow fire department based ambulances to bill for their services. This may be helpful for any fire departments who provide advanced level emergency services to pay for operating costs but still falls short of providing enough revenue to small agencies to combat their personnel shortages.

PERSONNEL:

- EMS Coordinator position is still not filled. Once the EMS Study is complete we will review it for suggestions regarding the needs of this position.

RESOLUTIONS:

- Transfer Funds from 911 Surplus to the CAD Project
- Authorization to Apply for SICG2022 Target Grant.

PROBATION – Brian Cain

FINANCIAL: Revenue Budget

- \$360 of DWI Supervision fee collected in April. \$32—collected to date in 2022
- \$675 in restitution and surcharge collected in April. \$192,706 collected to date in 2022.

OLD BUSINESS:

- Staffing – Ms. Moore withdrew her acceptance of the Accounting Associate III position, therefore the search continues for an acceptable candidate. Two interviews scheduled for later this week. Two staff members continue to complete the Accounting Associate III duties while the position is vacant. This Director would like to continue to explore some sort of additional monetary compensation for the two staff.
- Training: New Probation Officer training requirements – New Training mandates are now 9 weeks (previously 4 weeks). DCJS was able to secure a waiver of the new training requirements until January 1, 2023. Given the number of new probation officers who need to be trained, completing training by January 1, 2023 may not be possible.

NEW BUSINESS:

- Probation training of law enforcement in collaboration with other County Agencies – on April 27, 2022, Probation in conjunction with Veteran's Services, Dept. of Social Services, Safe Harbor and the Tioga County Advocacy Support and Prevention Coalition started a series of training with Tioga County law enforcement agencies. The objective of the training is to become familiar with the members of each agency and discuss new developments in each other's discipline.
- Decision points. On April 20, 2022, met with administration of Newark Valley High School to discuss the Decision Points curriculum. Training will commence in May of 2022 and continue throughout the 2022-23 school year. There is a current audience of 5 in-school suspensions.
- Tioga County was awarded \$10,000 grant through the Regional Youth Justice Team. Grant to be used in conjunction with Probation Department to continue our Results Based Leadership approach to Juvenile Justice issues in Tioga County. The money will also be used for joint trainings of TCDSS and Probation staff in the area of criminogenic risk factors present in the youth involved in either system.
- M.O.S.S. program has moved to a new location on North Avenue in Owego. It appears the move to new location has been beneficial for the program.
- No JD Tickets for the month of April, 2022.
- Electronic monitoring ankle bracelet vs. phone monitor – Individuals keep the phones charged and they don't get thrown out.
- Community Services program is paused until June 1, 2022 to allow for the sentencing of more individuals to the WWP program.

PERSONNEL:

- One unfunded Probation Officer position

RESOLUTIONS:

- Approval of Alternatives to Incarceration Service Plan
- Authorization to increase Probation budget allowing for the cost of Automon to host the Probation Caseload Explorer server.

SHERIFF'S OFFICE – Undersheriff Rich Hallett:

FINANCIAL: Revenues are at \$241,657 which is 48% of the budget. Expenditures are at \$3,145,914 which is 36% of the budget. Inmate Boarders are at \$148,435 which is 99% of the budget.

OLD BUSINESS:

- Live Scan printers are in and ready for set up, waiting on software configurations.
- Spillman Training – Complete, go live date is May 10, 2022.
- Stated that previous month's minutes were incorrect and would like amended to reflect two Road Patrol Deputes attending Corning Academy and one Road Patrol Deputy attending the Broome County Academy.

NEW BUSINESS:

- Tru-Narc received and training to be scheduled.
- Working on implementation of the MAT Program in the jail, projected to start in September, 2022.

PERSONNEL:

- Civil Office – all positions filled.
- Corrections Division – Currently 4 open positions; 3 officers currently in the Corrections Academy, they will be graduating May 6.
- There are 2 open part time Cook positions.
- Road Patrol – 2 Deputies currently on light duty; 3 deputies attending police academy, 1 at the Broome County Academy, 2 at the Corning Academy; There are 2 open Deputy positions.
- E911 Center – currently 1 open full time and 1 open part-time Dispatcher position
- Records – All positions are filled
- Administration – All positions are filled.

RESOLUTIONS: None

ADJOURNED:

Legislator Mullen moved that the meeting be adjourned, and this was agreed upon at 3:12pm.

Respectfully submitted,

Debora J. Stubecki
Office Specialist III - Office of Emergency Services
May 3, 2022



TIOGA COUNTY, NEW YORK

Tioga County

YEAR-TO-DATE BUDGET REPORT 05-22

FOR 2022 05

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
A3140 Probation							
A3140 510010 Full Time	839,125	832,765	287,878.41	55,879.53	.00	544,906.59	34.6%
A3140 510020 Part Time/Temporary	28,645	28,645	9,950.40	1,298.62	.00	18,694.60	34.7%
A3140 510030 Overtime Pay Only	5,000	5,000	542.20	.00	.00	4,457.80	10.8%
A3140 510040 Workers Compensation	0	0	248.02	53.59	.00	-248.02	100.0%
A3140 510050 All Other (On Call), Cl	0	0	6,340.00	.00	.00	.00	100.0%
A3140 520070 Chairs	400	6,340	349.98	.00	.00	795.82	30.5%
A3140 520200 Office Equipment	2,500	2,500	.00	.00	.00	2,500.00	.0%
A3140 520215 Personal Protective E	4,500	3,754	3,754.20	3,754.20	.00	.00	100.0%
A3140 540070 Car Maintenance	2,550	1,886	427.76	.00	.00	1,458.04	22.7%
A3140 540080 Clinic Supplies	4,250	4,250	79.60	55.60	.00	4,170.40	1.9%
A3140 540140 RTA Contracting Servic	72,510	72,510	.00	.00	.00	72,510.00	.0%
A3140 540180 Dues	850	850	.00	.00	.00	40.00	95.3%
A3140 540220 Automobile Fuel	2,200	2,200	810.00	.00	.00	1,692.57	23.1%
A3140 540320 RTA Automobile Fuel-RT	1,230	1,230	507.43	134.47	.00	1,692.57	.0%
A3140 540320 Leased/Service Equipm	3,300	1,800	.00	.00	.00	1,230.00	.0%
A3140 540340 Literature	1,800	1,054	694.89	167.11	.00	1,105.11	38.6%
A3140 540360 Meals/Food	1,000	0	142.00	.00	.00	912.20	13.5%
A3140 540390 Mileage Expense	100	100	.00	.00	.00	.00	.0%
A3140 540420 COVID Office Supplies	0	500	267.13	.00	.00	100.00	53.4%
A3140 540480 Postage	2,000	2,000	234.59	.00	.00	232.87	11.7%
A3140 540590 FH01 Program Expense-F	0	7,500	329.99	.00	.00	7,170.01	4.4%
A3140 540620 Services Rendered	1,265	1,265	149.90	.00	.00	1,115.10	11.8%
A3140 540620 Software Expense	9,247	13,157	13,156.91	3,910.00	.00	.00	100.0%
A3140 540630 Stationery Supplies	6,500	6,000	1,156.91	396.57	.00	4,780.92	20.3%
A3140 540660 Telephone	2,052	2,052	553.72	138.42	.00	1,498.28	27.0%
A3140 540660 RTA Telephone-RTA	1,440	1,440	455.88	133.97	.00	1,498.28	31.7%
A3140 540731 Training/State Requir	10,000	10,000	2,008.98	88.50	.00	7,991.02	20.1%
A3140 581088 State Retirement Frin	102,678	102,678	45,148.76	7,882.19	.00	57,528.82	44.0%
A3140 583088 Social Security Fring	58,164	58,164	23,783.15	4,036.69	.00	34,380.40	40.9%
A3140 584088 Workers Compensation	19,198	19,198	8,360.82	1,541.12	.00	10,836.83	43.6%
A3140 585588 Disability Insurance	1,064	1,064	416.88	76.92	.00	647.16	39.2%
A3140 586088 Health Insurance Frin	301,471	301,471	112,411.16	21,292.68	.00	189,059.50	37.3%
A3140 588988 Cap Fringe	228	228	95.60	17.62	.00	132.70	41.9%
TOTAL Probation	1,485,266	1,492,766	520,317.44	100,837.80	.00	972,448.61	34.9%
TOTAL General Fund	1,485,266	1,492,766	520,317.44	100,837.80	.00	972,448.61	34.9%
TOTAL EXPENSES	1,485,266	1,492,766	520,317.44	100,837.80	.00	972,448.61	34.9%



TIOGA COUNTY, NEW YORK

Tioga County

YEAR-TO-DATE BUDGET REPORT 05-22

FOR 2022 05

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	1,485,266	1,492,766	520,317.44	100,837.80		972,448.61	34.9%

** END OF REPORT - Generated by Zito, Angela **



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT 05-22

FOR 2022 05

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
A3140 Probation							
A3140 415600	Adoption Investigatio	-600	.00	.00	.00	-600.00	.0%
A3140 415800	Restitution Surcharge	-2,000	-9,363.37	-32.13	.00	7,363.37	468.2%
A3140 415810	Probation - DWI Super	-16,000	-3,070.00	-360.00	.00	-12,930.00	19.2%
A3140 415811	DWI-Probation Salary	-10,000	.00	.00	.00	-10,000.00	.0%
A3140 433100	State Aid-Probation	-105,205	-26,301.34	.00	.00	-78,903.66	25.0%
A3140 433160	State Aid-Enhanced Pr	-18,566	-4,641.41	.00	.00	-13,924.59	25.0%
A3140 433170	Ignition Interlock De	-3,678	.00	.00	.00	-3,678.00	.0%
A3140 433180	State Aid- STSJP	-7,000	.00	.00	.00	-7,000.00	.0%
A3140 433182	RTA State Aid -Raise t	-78,150	.00	.00	.00	-78,150.00	.0%
TOTAL Probation							
		-241,199	-43,376.12	-392.13	.00	-197,822.88	18.0%
TOTAL General Fund							
		-241,199	-43,376.12	-392.13	.00	-197,822.88	18.0%
TOTAL REVENUES							
		-241,199	-43,376.12	-392.13	.00	-197,822.88	18.0%



TIOGA COUNTY, NEW YORK

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YEAR-TO-DATE BUDGET REPORT 05-22

FOR 2022 05

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	-241,199	-241,199	-43,376.12	-392.13	.00	-197,822.88	18.0%

** END OF REPORT - Generated by Zito, Angela **



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT 05-22

FOR 2022 05

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
A3142 Alternatives To Incarceration							
A3142 510010 Full Time	13,466	13,466	4,742.82	846.21	.00	8,723.18	35.2%
A3142 510050 All other(On Call, C)	0	0	160.00	.00	.00	-160.00	100.0%
A3142 540140 Contracting Services	4,000	4,000	802.35	34.50	.00	3,197.65	20.1%
A3142 581088 State Retirement Frin	2,428	2,428	1,137.40	184.25	.00	1,290.54	46.8%
A3142 583088 Social Security Fring	950	950	391.49	61.33	.00	558.48	41.2%
A3142 584088 Workers Compensation	392	392	159.96	25.92	.00	231.83	40.8%
A3142 585588 Disability Insurance	22	22	8.55	1.58	.00	13.17	39.4%
A3142 586088 Health Insurance Frin	3,541	3,541	1,365.86	221.26	.00	2,175.46	38.6%
A3142 588988 Eap Fringe	5	5	1.84	.30	.00	2.82	39.5%
TOTAL Alternatives To Incarcerati	24,803	24,803	8,770.27	1,375.15	.00	16,033.13	35.4%
A3146 Sex Offender Program							
A3146 540140 Contracting Services	123,840	123,840	41,280.00	.00	82,560.00	.00	100.0%
TOTAL Sex offender Program	123,840	123,840	41,280.00	.00	82,560.00	.00	100.0%
TOTAL General Fund	148,643	148,643	50,050.27	1,375.15	82,560.00	16,033.13	89.2%
TOTAL EXPENSES	148,643	148,643	50,050.27	1,375.15	82,560.00	16,033.13	



TIOGA COUNTY, NEW YORK

Tioga County

YEAR-TO-DATE BUDGET REPORT 05-22

FOR 2022 05

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	148,643	148,643	50,050.27	1,375.15	82,560.00	16,033.13	89.2%

** END OF REPORT - Generated by Zito, Angela **



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT 05-22

FOR 2022 05

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
A							
General Fund							
A3142 Alternatives To Incarceration							
A3142 415150 Alternatives To Incar	-100	-100	.00	.00	.00	-100.00	.0%
A3142 433120 State Aid-Alternative	-12,145	-12,145	.00	.00	.00	-12,144.51	.0%
TOTAL Alternatives To Incarcerati	-12,245	-12,245	.00	.00	.00	-12,244.51	.0%
TOTAL General Fund	-12,245	-12,245	.00	.00	.00	-12,244.51	.0%
TOTAL REVENUES	-12,245	-12,245	.00	.00	.00	-12,244.51	.0%



TIOGA COUNTY, NEW YORK

Tioga County

YEAR-TO-DATE BUDGET REPORT 05-22

FOR 2022 05

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	-12,245	-12,245	.00	.00	.00	-12,244.51	.0%

** END OF REPORT - Generated by Zito, Angela **

Public Safety Committee Meeting

Probation Department Report

June 7, 2022

Budget Status:

2022 Revenue Budget:

- \$280 of DWI Supervision fee collected in May. \$3,410 collected to date in 2022
- \$665 in restitution and surcharge collected in May. \$197,326 collected to date in 2022

After consultation with the Treasurer's Department, a total of \$3,910 was moved from various budget lines in the Probation budget and transferred to the Software Expense budget line to pay for the migration of Caseload Explorer from a Tioga County server to Automon who will host the program going forward. The decision was made to take money from other budget lines at this time rather than ask for additional funds for this unforeseen expense. It is the hope that a request for funds later in the year can be avoided.

2022 Budget: On target

Current Business:

1. Staffing – Angela Zito has accepted the position of Accounting Associate III and will report for her first day at Probation on June 6, 2022. With Ms. Zito's addition, the Probation Department is fully staffed.

Pending Ms. Zito's hiring, Probation Assistant Lisa Baker and Secretary to the Director Kristen Kallin have each taken on half of the Accounting Associate III's duties to enable Probation to continue to function financially. They will continue to do so until Ms. Zito is trained and able to assume all duties related to her position. It is anticipated this will not be the case until July of 2022. As Lisa and Kristen will have completed these additional duties for three months as of July 2022, it is respectfully requested that this be recognized in the form of a stipend for each individual.

2. Significant supervision cases: We have one high risk and one high profile supervision case at this time. We have a transfer from Pennsylvania who is on probation for a domestic violence related matter and was reported to be threatening a new victim who resides in PA. It was also reported to Probation that the probationer possessed a gun at his residence. Probation Staff in partnership with the Village of Owego Police Department searched the home and found a high capacity magazine and ammunition for a model 1911 hand gun but no firearm was located. The probationer denied possessing a firearm. The probationer was charged for possessing the high capacity magazine and Pennsylvania was notified. We have submitted a violation through the ICAOS system asking that the probationer be retaken. Probation also encouraged the new victim in Pennsylvania to file charges in that jurisdiction.

The high profile case is a pending matter of an elderly woman who allegedly robbed a bank in the Village of Waverly. Probation was asked to attend a bail hearing in the Village of Waverly Court. After discussions with the Court, Public Defender's Office, and District Attorney's Office the Court released the woman from the Tioga County Jail and placed her in the Release Under Supervision (RUS) program. Conditions of release include electronic monitoring and a mental health evaluation. The defendant is being monitored with no issues to date.

3. Probation is working with Tioga County Alcohol and Drug Services and the Tioga County Department of Mental Hygiene to schedule a joint meeting between the agencies. As staff has changed in each department, it is vitally important to familiarize our staff members with each other in order to optimize the collaboration and maximum utilization of county resources.
4. Decision points – On April 20, 2022, this Director and Probation Supervisor Chad Post met with the administration of the Newark Valley High School in order to discuss taking the Decision Points curriculum to their High School. It was agreed that Probation Staff would provide the Decision Points training at the Newark Valley High School in the month of May and would be continued throughout the 2022-2023 school year.

Update: After numerous contacts with the Newark Valley School District staff, the school was not able to secure the releases from student's parents in time to do a Decisions Points training in May. Therefore, the initial class will be scheduled for the Fall of 2022.

5. Community engagement – Probation Director was invited to present to the Rotary Club at the Elks Lodge in Owego on May 31, 2022. Probation will continue to engage other agencies and organizations in collaborative endeavors and to educate them regarding the role of Probation.
6. Veteran mentor program is being put in motion. Veteran Services Director Mike Middaugh has initiated the Veteran Mentor Program (ETS program) in that emails have been sent to potential mentors to formally enroll in the program. Mentor applications will be reviewed and then those individuals notified as to the next steps.

7. Juvenile Delinquency Services:

May of 2022- Probation received five JD tickets for the month of May. The charges included Criminal Mischief, Endangering the Welfare of a Child, and Petit Larceny, all Class A Misdemeanors.

YTD: 18 JDATs received to date.

- E- Connect: 15 of 18 eligible youth screened (three respondents did not appear). Nine of the youth screened were determined to be below threshold for mental health services. Six youth were determined to be a level III and were referred for a mental health assessment.

- Probation continues to support and make referrals to ACBC as their Making Our Success Sustainable (M.O.S.S.) Program continues to grow. The program has moved to a new location on North Avenue in Owego. It appears the move to the North Avenue location has been beneficial for the program.
- We have four youth currently in juvenile sex offender treatment.

ATI Programs:

- Electronic Monitoring – two adult offenders and one juvenile are currently being monitored using the traditional electronic monitoring unit. In addition one adult is being supervised with the VCheck 24 Phone GPS application.
- Community Service – WWP is still paused. Probation has received some additional sentences which include community service hours on WWP so it is anticipated the program will resume in the near future.
- Pre-Trial Release – There are 11 people being supervised via the Pre-Trial Release program

Court Ordered Investigations: 42 active investigations for Tioga County courts (Criminal, Family and Surrogate)

Supervision: 189 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)

Violation of Probation petitions: 20 defendants/respondents have violation petitions pending against them in criminal & family court.

Personnel:

One unfunded Probation Officer position

Resolutions:

- Approval to hire Angela Zito at the higher end of the salary range for an Accounting Associate III due to relevant experience and make it so retroactive to her hire date of June 6, 2022.

REFERRED TO:

PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -22

AUTHORIZE SALARY ABOVE CSEA BASE FOR
ACCOUNTING ASSOCIATE III (ANGELA ZITO)
PROBATION DEPARTMENT

WHEREAS: Legislative approval is required to hire above the established CSEA salary base; and

WHEREAS: The Probation Director has identified a candidate to fill the Accounting Associate III (CSEA SG VII, \$37,904 – 38,904) vacancy who is currently employed with Tioga County and who has over 10 years of prior relevant work experience; therefore be it

RESOLVED: That Angela Zito is hereby provisionally appointed to the title of Accounting Associate III at the annual rate of \$38,904 (increment stage 2) effective retroactive to June 6, 2022, pending successful completion of civil service examination requirements; and be it further

RESOLVED: That on Ms. Zito's anniversary date, she will be eligible for her seventh year increment in November 2028.