

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

- **Approval of minutes** from June 4, 2024 Public Safety Committee meeting
- **Financial**
 1. Expended 50.1% of 2024 budget. On track.
- **Old business**
 1. Staffing
 2. Training
 3. Probation in-service
 4. Decision Points in schools
 5. Quality Assurance Program/Audits
- **New business**
 1. Staffing
 2. Training
 3. Tioga County Gaming Center
 4. RTA/STSJP/Probation Annual Plan/County Budget
 5. Training Manual
- **Personnel**
 1. One vacant Probation Officer I position
 2. One unfunded Probation Officer 1 position
- **Resolution (1)**
 1. Resolution to hire new Probation Officer 1 at higher end of pay range
- **Proclamations**
 1. None
- **Adjournment**

PUBLIC SAFETY MEETING

June 4, 2024

The regular meeting of Public Safety, Probation, EMO, Stop DWI, Fire, & Safety was held in the Legislative Conference Room, at the Ronald E. Dougherty County Office Building, 56 Main Street, Tuesday, June 4, 2024, which started at 2:30 PM and ended at 2:55 PM.

Present:

Keith Flesher	Chair, Public Safety
William Standinger III	Legislator {Committed Member}
Barb Roberts	Legislator {Committee Member}
Marte Sauerbrey	Chair of the Legislator
Gary Howard	Sheriff, Sheriff's Office
Brian Cain	Director, Probation
Corinne Cornelius	Director, Office of Emergency Services
Bob Williams	Asst. Coordinator, Office of Emergency Services

GUEST: Cathy Haskell, Legislative Clerk

ABSENT: Peter DeWind, County Attorney

APPROVAL OF MINUTES:

The *March 5, 2024; April 2, 2024, and May 7, 2024* minutes were accepted with no corrections or changes

Motion by: William Standinger III to accept the March 5, 2024, April 2, 2024, and May 7, 2024 Minutes.

Second: Barb Roberts

All in Favor - Carried

OFFICE OF EMERGENCY SERVICES - Corinne Cornelius:

FINANCIAL:

- May YTD Report - Budget within

OLD BUSINESS:

- Radio Project – Motorola submitted a change order to include the cost of a shelter. Resolution regarding this change order. The VESTA phone system equipment was delivered downstairs to conduct training and to ensure all equipment is complete. This will allow for a live cutover of the system. The furniture for dispatch is now due to arrive August 6th. This delays the project two (2) weeks but will allow county IT additional time to ensure that fiber is complete. Motorola is climbing towers for final tower. We are approximately 3-4 weeks from being able to begin site construction. We are considering working with a consultant to ensure that the project continues to run smoothly.
- CAD Project – Candor Village Police is now on the CAD system. We will be monitoring them to ensure that they are on the map and active.
- EMS – No significant changes in county EMS coverage. The issues being manpower shortages.
- Emergency Management – Nothing new to report at this time.
- Threat Assessment Team – Hosted the BTERC training May 21-23rd. It was very well attended with over 31 attendees, mostly Tioga County partners.
- FIRE – Fire Departments have continued to be very busy.

NEW BUSINESS:

- None

PERSONNEL:

- Deputy Director position was closed and interviews are being scheduled.

RESOLUTIONS:

- Amend Agreement with Motorola Change Order # 5
- Modify 2024 Budget and Appropriation of Funds
- Authorize Submission of FY2023 Domestic Terrorism Prev Grant
- Authorize Submission of EMPGA24

***Committee agreed to move these resolutions forward*

PROBATION – Brian Cain:**FINANCIAL:**

- Expended 46% of 2024 budget - on track
- \$790 of DWI Supervision fee collected in May. \$4,270 collected in 2024
- \$81,697.81 in restitution and surcharge collected in May. \$91,804.05 collected to date in 2024

NEW BUSINESS:

- Staffing – There are currently two (2) unfilled Probation Officer positions. Three (3) candidates have been interviewed to date.
- Training – All Probation Officers attend the Threat Evaluation and Reporting Course (TERC) organized by Emergency Management. Probation Director will be attending the annual summer conference of the Council of Probation Administrators (COPA) in Oswego from Sunday, June 23, 2024 to Wednesday, June 26, 2024.
- Probation will be conducting its annual In-Service training/staff meeting at Hickories Park on Thursday, June 20, 2024, beginning at noon. The In-Service will be held in conjunction with staff and administrators from the Tioga County Department of Mental Hygiene as well as Tioga County Alcohol and Drug Services.
- Probation has provided Decision Points training within Candor High School during the Spring of 2024. Going to start it in Owego and Spencer Schools. In-school suspension youths are who we talk to regarding Decision Points.
- Quality Assurance (audit program). Probation continues to work toward implementation of this program. The Quality Assurance Program procedures should be finalized by the Fall of 2024.
- Received the Annual Plan – Block Grant – due July 1, 2024.
- Juvenile Delinquency Services – May of 2024 – there were three (3) Juvenile Delinquency Appearance Tickets (JDAT) Criminal Contempt in the First Degree, Criminal Mischief in the Third Degree, both Class E Felonies; and Criminal Mischief in the Fourth Degree, a Class A Misdemeanor, and a Forcible Touching charge. Twelve-year-old male committed a crime of Grand Larceny in the Fourth Degree, a Class E Felony. He stole \$600 from his babysitter's home. YTD: 9 plus recently received 3 more JD Appearance Tickets bringing that total up to 12. The newest three (3) JD Appearance Tickets charges stem from them breaking into the old school on Elm Street in Owego. That building is a hot spot for Juveniles.
- ATI Programs – Electronic Monitoring – will be installing two (2) more Alco Tags on probationers. Pre-Trial Release (PTR) – 22 people being supervised via the PTR. Community Service – WWP has resumed with a new Officer at the Tioga County Sheriff's Office.
- Court Ordered Investigations – 41 actives; Supervision – 181 cases; and Violation of Probation petitions – 10 defendants/respondents.

PERSONNEL:

- Two vacant Probation Officer 1 positions
- One unfunded Probation Officer 1 position

RESOLUTIONS:

- None

SHERIFF - Gary Howard:**FINANCIAL:**

- Revenues are \$141,821 which is 29% of the budget. Expenditures are \$5,005,055 which is 40% of the budget. Inmate boarders are \$55,363 which is 37% of the budget.

NEW BUSINESS:

- Average daily inmate population for the month of May 2024 was 42. As of this AM, we are up to 53. Average of 4 Federal inmates (116 days) and 5 board-ins (143 days) for the month.
- Jail camera replacement project - still ongoing
- In the planning phase for the VESTA Next Gen 911 system
- E911 dispatch center upgrades - projected in early August
- New building/garage project started
- Planning for new License Plate Reader (LPR) - will have two (2) mobile and one for Sheriff's Parking lot
- Litigation Issues - litigation with a former employee ongoing

PERSONNEL:

- Update on vacancies - Civil Office - 1 open part-time position; Corrections Division - currently 4 open Correction Officers position; 1 open part-time cook position; 0 Correction Officers on light duty; 2 Corrections Officers in the academy; and 1 Correction Officer graduated from the Corrections Academy; Road Patrol - 2 open Deputy positions; 2 Deputies currently attending the police academy; 1 Deputy currently on light duty; 1 Deputy on military deployment; E911 Emergency Communications Center - 2 open full-time; and all positions filled for Records and Administration.

RESOLUTION:

- None

EXECUTIVE SESSION:

Brian Cain requested an Executive Session. Legislator William Standinger made a motion; Legislator Barbara Roberts Seconded to discuss employment matters. Time commenced 2:55 PM; Time adjourned 3:11 PM - action taken that Probation Director Brian Cain will be attending the June 20th Legislative work session for further discussion.

In attendance were Legislator Flesher; Legislator Roberts; Legislator Standinger; Legislator Chairperson Sauerbrey; Brian Cain, Probation Director; and Legislative Clerk Cathy Haskell.

Respectfully submitted,

Kristen Kallin
Secretary to the Director of Probation—June 4, 2024

DRAFT



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3140 Probation							
A3140 415600 Adoption Investiga	-600	0	-600	.00	.00	-600.00	.0%*
A3140 415800 Restitution Surcha	-2,000	0	-2,000	-4,344.63	.00	2,344.63	217.2%
A3140 415810 Probation - DWI Su	-16,000	0	-16,000	-4,180.00	.00	-11,820.00	26.1%*
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- STSJJP	-7,000	0	-7,000	-2,623.83	.00	-4,376.17	37.5%*
A3140 433182 RTA State Aid -Rais	-16,920	0	-16,920	-1,367.64	.00	-15,552.36	8.1%*
A3140 510010 Full Time	811,803	0	811,803	314,270.87	.00	497,531.69	38.7%
A3140 510020 Part Time/Temporar	25,000	0	25,000	9,103.07	.00	15,896.93	36.4%
A3140 510030 Overtime Pay Only	5,000	0	5,000	1,244.67	.00	3,755.33	24.9%
A3140 510040 Workers Compensati	0	0	0	141.91	.00	-141.91	100.0%*
A3140 510050 All Other(On Call,	0	0	0	1,430.23	.00	-1,430.23	100.0%*
A3140 520070 Chairs	400	150	550	1,429.98	.00	120.02	78.2%
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	1,390.08	.00	1,109.92	26.0%
A3140 520215 Personal Protectiv	4,500	511	5,011	1,138.49	.00	3,872.42	22.7%
A3140 540070 Car Maintenance	1,600	0	1,600	251.48	.00	1,348.52	15.7%
A3140 540080 Clinic Supplies	4,250	0	4,250	388.13	.00	3,861.87	9.1%
A3140 540140 CPS01 Contracting S	0	5,400	5,400	271.45	.00	5,128.55	5.0%
A3140 540180 Dues	1,300	0	1,300	1,040.00	.00	260.00	80.0%
A3140 540220 Automobile Fuel	2,200	0	2,200	1,028.69	.00	1,171.31	46.8%
A3140 540220 CPS01 Automobile Fu	0	2,166	2,166	54.77	.00	2,111.16	2.5%
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	980.58	631.38	1,888.04	57.6%
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	-560	6,060	124.99	.00	5,935.47	2.1%
A3140 540590 Services Rendered	265	318	583	485.00	.00	98.00	83.2%
A3140 540620 Software Expense	9,710	0	9,710	9,709.33	.00	.67	100.0%*
A3140 540630 Stationery Supplie	6,000	-318	5,682	2,355.17	.00	3,326.83	41.4%
A3140 540660 Telephone	2,052	647	2,699	1,079.52	.00	1,619.62	40.0%
A3140 540660 CPS01 Telephone (Se	0	28,985	28,985	1,433.82	.00	27,551.24	4.9%
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	6,773.55	.00	23,321.45	22.5%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 I3

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
General Fund							
A3140 581088 State Retirement F	18,362	53,151	71,513	45,890.46	.00	25,622.07	64.2%
A3140 583088 Social Security Fr	58,164	-11,108	47,055	25,112.52	.00	21,942.73	53.4%
A3140 584088 Workers Compensati	0	16,474	16,474	8,504.59	.00	7,969.02	51.6%
A3140 585588 Disability Insuran	0	858	858	452.25	.00	405.25	52.7%
A3140 586088 Health Insurance F	40,115	175,928	216,043	112,671.98	.00	103,370.85	52.2%
A3140 588988 Eap Fringe	0	217	217	112.85	.00	103.72	52.1%
TOTAL Probation	881,313	236,009	1,117,321	496,435.00	631.38	620,254.97	44.5%
A3142 Alternatives To Incarceration							
A3142 415150 Alternatives To In	-100	0	-100	-515.58	.00	415.58	515.6%
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	5,681.67	.00	15,843.33	26.4%
A3142 510040 Workers Compensati	0	0	0	30.78	.00	-30.78	100.0%*
A3142 540140 Contracting Servic	3,500	0	3,500	1,884.90	.00	1,615.10	53.9%
A3142 581088 State Retirement F	0	1,812	1,812	1,014.30	.00	1,797.26	56.0%
A3142 583088 Social Security Fr	950	-115	835	448.79	.00	386.10	53.8%
A3142 584088 Workers Compensati	0	339	339	170.43	.00	168.09	50.3%
A3142 585588 Disability Insuran	0	18	18	9.72	.00	8.25	54.1%
A3142 586088 Health Insurance F	0	3,054	3,054	1,721.74	.00	1,332.46	56.4%
A3142 588988 Eap Fringe	0	5	5	2.29	.00	2.22	50.8%
TOTAL Alternatives To Incarceration	13,730	5,112	18,842	10,449.04	.00	8,393.10	55.5%
A3146 Sex Offender Program							
A3146 540140 Contracting Servic	123,840	0	123,840	61,920.00	61,920.00	.00	100.0%
TOTAL Sex Offender Program	123,840	0	123,840	61,920.00	61,920.00	.00	100.0%
TOTAL General Fund	1,018,883	241,120	1,260,003	568,804.04	62,551.38	628,648.07	50.1%
TOTAL REVENUES	-187,214	-60,000	-247,214	-73,936.18	.00	-173,277.33	
TOTAL EXPENSES	1,206,097	301,120	1,507,217	642,740.22	62,551.38	801,925.40	



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,018,883	241,120	1,260,003	568,804.04	62,551.38	628,648.07	50.1%

** END OF REPORT - Generated by Kallin, Kristen **

Public Safety Committee Meeting

Probation Department Report

July 2, 2024

Budget Status:

2024 Revenue Budget:

- \$1,235 of DWI Supervision fee collected in June. \$5,415 collected in 2024
- \$1,322.43 in restitution and surcharge collected in June. \$92,438.42 collected to date in 2024

Current Business:

1. Staffing – There is currently one unfilled Probation Officer position. There were two unfilled positions, however, a candidate was offered a provisional appointment and accepted the position. His first day will be July 15, 2024. The Civil Service Exam was given on June 15, 2024. At this time, Probation intends to wait to fill the remaining position until after the Civil Service exam results are received.
2. Training – This Director attended the annual Summer conference of the Council of Probation Administrators (COPA) in Oswego from Sunday, June 23, 2024, to Wednesday, June 26, 2024. Five Probation staff received scholarships to attend the NYS Probation Officer Association conference in Syracuse July 24, 2024, to July 26, 2024.
3. Probation in conjunction with the Tioga County Department of Social Services would like to explore the creation and development of a Tioga County Gaming Center for Youth. In joint discussions with TCDSS regarding the availability of pro social activities for youth in the county, the issue of “gaming” was discussed. Gaming has become more and more accepted in mainstream culture and an activity participated in by the majority of youth we interact with. It is an activity inclusive to individuals of all abilities, socioeconomic status, and gender.
4. Probation completed the Raise the Age State Plan in conjunction with the Department of Social Services. In addition, the Probation Annual Plan has been submitted to NYS in order to receive the yearly state aid provided to Tioga County. Probation is also in the process of completing the Supervision and Treatment Services for Juveniles Program (STSJP) Plan as well as the County budget. The RTA and STSJP Plans help to recover some of the money spent on services for youth in Tioga County.
5. Probation is working on the creation of a formal training manual to ensure all newly hired probation staff receive the same training in the same manner as previously hired officers. The manual will reflect the most recent best practices recommended by New York State in relation to the supervision of offenders. The manual can also be used as documentation of training in certain content areas which can be helpful during testimony in the courts.

6. Juvenile Delinquency Services:

June of 2024- There were two Juvenile Delinquency Appearance Tickets (JDAT) received for the month of June. Both male respondents allegedly committed an act which if they were adults would constitute the crime of Criminal Trespass in the Third Degree, a Class B Misdemeanor. Both respondents are alleged to have unlawfully entered the old Elm Street School in Owego. The youth were interviewed at Probation and both have been offered Diversion services.

YTD: 11 JDATs received to date.

- E- Connect: To date, -- Eleven (11) youth have been screened in 2024. As a result of the E-Connect screenings, eight (8) 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. Three (3) 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 are currently two individuals 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 22 people being supervised via the Pre-Trial Release program

Court Ordered Investigations: 37 active investigations for Tioga County courts (Criminal, Family and Surrogate)

Supervision: 181 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)

Violation of Probation petitions: 11 defendants/respondents have violation petitions pending against them in criminal & family court.

Personnel:

One Vacant Probation Officer I position
One unfunded Probation Officer position

Resolution: (1)

- Resolution to hire newly hired Probation Officer at the higher end of the Probation Officer I payment range

REFERRED TO:

PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24

AUTHORIZE SALARY ABOVE CSEA BASE FOR
PROBATION OFFICER

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 Probation Officer 1 (CSEA SG XI, \$48,941 - \$49,941) with over four years of prior relevant work experience including current employment with the New York State Office of Children and Family Services as a Youth Support Specialist at the Finger Lake Residential Center. Certification in Crisis Prevention and Management including Dialectical Behavioral Therapy skills and more than three years of experience as a Correction Officer; therefore be it

RESOLVED: That Jeremiah Warnimont is hereby appointed to the title of Probation Officer 1 at \$49,941/year (increment stage 2 of CSEA SG XI) effective July 15, 2024.