

# **PUBLIC SAFETY MEETING**

**August 8, 2017**

The regular meeting of Public Safety, Probation, Office of Emergency Management, Stop DWI, & Fire was held in the Legislative Conference Room at the Ronald E. Dougherty Office Building, 56 Main St., Tuesday, August 8, 2017 at 2:30 PM.

## **Present:**

Dennis Mullen	Chair, Public Safety
Edward Hollenbeck	Legislator
Marte Sauerbrey	Chair of the Legislature ( <i>in at 2:55</i> )
William Standinger	Legislator
Joy Bennett	Director, Probation
Sheriff Gary Howard	Sheriff's Office
Undersheriff Mike Jackson	Sheriff's Office/Stop DWI Coordinator
Frank Okrasinski	Fire Coordinator
Mike Simmons	Director, EMO
Bob Williams	Deputy Fire Coordinator/Deputy EMO Director
Rita Hollenbeck	Chief Accountant/Budget Officer

## **Absent:**

Dale Weston      Legislator

## **APPROVAL OF MINUTES:**

Legislator Hollenbeck made a motion to approve the minutes of July 5, 2017; seconded by Legislator Standinger, and so carried.

## **OFFICE of EMERGENCY MANAGEMENT**

Mike Simmons, OEM Director, presented the following information to the committee. Report is attached.

## **Budget:**

- Expenditures are on target.

## **Resolutions:**

- Adopt Bylaws Local Emergency Planning Committee (LEPC)  
A resolution was presented requesting the the LEPC bylaws be updated and adopted.

Deputy Director Williams added that grant money is attached to the LEPC. The cost to the county is negligible.

## **Meetings:**

- Attended County Fire Chief meeting in Waverly.
- Traffic incident management meeting - discussed detour routes.
- National Weather Service meeting
- Met with Public Health to discuss the possibility of starting an animal rescue team.

**Grants:**

- SHSP 15 and SHSP16 – received final approval so IT can move forward with the dark fiber project.
  - SHSP17 applied – application was submitted

**Other:**

- Flooding – assisted Nichols Fire Department during the recent flooding on 7/24/17. State OEM came down for the event.
  - Legislator Mullen commended Fire Coordinator Okrasinski and Director Simmons for their efforts. It was nice to see the Directors out interacting with the towns.
  - Senator Akshar helped with some DOT issues.
- Assisted State OEM in estimating damage to the roadways. \$1.2 million is the estimated damage to roads in our county. The State needs to meet their threshold in order for reimbursement to be available to us.
- COAD (Community Organizations Active in Disasters) representative from Tioga Opportunities is trying to get COAD going in our county.

**Budget:**

- 2018 budget was submitted:
  - Added \$32,000 for a vehicle, however, decreased operational expenses by almost \$13,000 for an overall budget increase of \$19,372.

**SHERIFF:**

Sheriff Howard presented the following information to the committee. Reports are attached.

**Budget:**

- Expenditures are on track except for Inmate Medical.
- Undersheriff Jackson gave an overview of the 2018 budget:
  - Sheriff expense accounts – no increases.
    - Personnel services - \$8,000 increase in overtime.
    - Increased revenues by \$3,000.
    - Decreased licenses from \$50,000 to \$40,000 for pistol permits as we are expecting them to level off.
    - Patrol income reduced by \$5,000.
  - Capital expenses:
    - Would like to replace Emergency Response Van (1996 box van) as the frame is compromised and the County Mechanic says it cannot be repaired.
    - Would like to replace 2 patrol vehicles. STOP DWI will appropriate \$20,000 to offset expenses.
  - Jail:
    - Revenue for board ins are down due to Operation Unwise. Decreased Jail revenue by \$1,000
    - Increased inmate clothing by \$2,000. Average Jail population is up 13%. We are hoping it will not stay at that level.
    - Building Maintenance and Repair was increased.
    - Meals were increased by \$10,000 due to market increases and increase in Jail population.
    - Medical contract will increase by \$12,982 next year.
    - Software expense will increase by \$1,500 due to contractual maintenance agreements.

- Supplies not office increased by \$5,000 due to the number of inmates.
- 1995 dishwasher needs to be replaced at a cost of \$9,000.
- Washer and dryer replacement for the female pod will cause an increase of \$1,200.
- Budget Director Hollenbeck asked what the bottom line increase is from the prior year. Undersheriff Jackson responded that there would be a \$41,000 in Sheriff expense; Jail would increase by \$254,000 increase due to loss of revenue.
  - Revenue projection remains the same. There will be an added surcharge on prepaid phones, not sure if we will get reimbursement or if State will take it.
  - Full time personnel increased by \$32,366 due to Dispatchers upgrade. Overtime increased by \$3,000.

**Personnel Items:**

- Civil – all positions are filled.
- Corrections – All full-time positions are filled; 11 part-time Correction Officer positions exist.
- Road Patrol – All full-time Road Patrol Deputy positions are filled; 2 Unfunded Road Patrol positions are vacant.
  - One newly hired Deputy is in Broome County's Basic Training and one is in Corning's Basic Training.
- E911 Communications – all positions are filled. There are 2 new Dispatchers in training.

**Resolutions:**

- Fund Sheriff's Grant – NYS WM2015 SLETPP Grant  
A resolution was presented requesting authorization to appropriate \$17,500 from Account A3110.433470 to A3110.520130.
- Fund Sheriff's Grant – NYS WM2016 SLETPP Grant  
A resolution was presented requesting authorization to appropriate \$17,500 from Account A3110.433480 to A3110.520130.
- Fund Sheriff's Grant – NYS Police Traffic Services Grant  
A resolution was presented requesting authorization to appropriate \$13,800 from account A3110.433900 to A3110.510030

**Other:**

- Backup 911 Center – working with Gary Hammond on some issues. Carmichael Hill is the best place for the backup center
- Complying with Comptroller's request for info on Medical provider for Jail.
- Commission of Corrections visited our facility and we are in full compliance.
- Jail population as of July is 79. Several inmates are boarded out to Broome County.
- ATI worked 700 manhours during the month. They worked at the Tioga County Fair doing clean up and set up.
- Discussed a situation in which an employee is out on medical leave and will be running out of sick time. The Sheriff met with Personnel Director O'Rourke and will either send a letter to the County Chair requesting Personnel to advance sick time, or will submit a resolution asking permission to donate sick or comp time. These options will be discussed with the employee. Probation Director Bennett inquired about the donation process as the spouse works for her department and is requesting donated time.
- Legislator Standinger asked Undersheriff Jackson if he could compile a report with costs associated with Operation Unwise as they are meeting with Senator Akshar on September 7<sup>th</sup> and would like to

seek financial reimbursement. Undersheriff Jackson will prepare a report and submit to the legislators by the end of the month.

**Labor Issues**

- CSEA negotiations are scheduled for tomorrow
- No meetings are currently scheduled with TCLEA at this time.

**STOP DWI**

Mike Jackson, Stop DWI Coordinator, reported on the 2018 budget:

- Increased budget by \$22,500.

**PROBATION:**

Joy Bennett, Probation Director, presented the following information to the committee. Reports are attached.

**Budget:**

- On track.
- 2018 Budget Highlights:
  - Less revenue for DWI as supervision fees are down.
  - DCJS reduced fees for Ignition Interlock by 50%; and reduced aid to ATI programs. Just received notice that the ATI program was approved.
  - Bullet proof vest put in budget but may not be needed for 2018.
  - Raise the Age – no increase in staff but will purchase program materials .
  - Literature – slight increase.
  - Contracting services for electronic monitoring. Looking at a \$7,500 increase. Looking at an application for cell phones. Also looking at an ankle bracelet that needs to be charged and tests for drugs/alcohol and has GPS. There will be deadzones and drift as no programs are perfect.
  - Budget does not include the cost of a new vehicle.
  - Reimbursements remain the same.

**Personnel:**

- One unfunded Probation Officer position exists.

**Resolutions:**

- None

**Other:**

- Discussed a scenario in which a juvenile took vehicles from both of his grandparents. He is now in secure detention..
- Unwise investigations – some are being sentenced to drug court.

**BUREAU of FIRE:**

Frank Okrasinski, Fire Coordinator, presented the following information to the committee. Reports are attached.

**Budget:**

- Expenditures are on track.
- 2018 Budget:
  - \$23,000 budget decrease; added \$64,000 under capital for 2 new vehicles.

**Personnel Items:**

- EMS Coordinator interviews will be held on 8/23 and Personnel Director O'Rourke will participate.

**Resolutions:**

- None

**Other:**

- Fire investigation van is progressing.
- Flood:
  - Discussed sluice pipe rescue.
  - Discussed flooding in Nichols and Apalachin.
  - Flooding added 100 additional calls to Fire/EMS.
  - Grants are moving along. Have run into some issues. Everything needs to be done by the end of the month. Some monies that are leftover will be used towards simulcast.
- Carmichael Tower – moved equipment. Working with DOT on what to do with their equipment.
  - 2 power outages shut down 911 operations. There was an issue with the generator.
- Low band radios – getting to the point where there is only one reliable manufacturer. We will have to go to look at going to another frequency in a few years.
- Jenksville Tower in Richford – we are now responsible for maintaining the access road to the tower.
- Riverview Manor – discussed their fire plan and they need to work on their evacuation plan.
- Carbon monoxide detector was put in the Sheriff's Ford Explorer to see if we had an issue. The County Mechanic is working with Ford to rectify the problem.

**ADJOURNED:**

Motion to adjourn meeting by Legislator Mullen; seconded by Legislator Standing.

Committee went into Executive Session to discuss personnel issues at 3:50 PM.

Respectfully Submitted,

*Diane Rockwell*

Diane Rockwell  
Secretary to the Sheriff

8/8/17