

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, January 8, 2007

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: DeWitt T. Baker, D.V.M., Chair Dan C. Farrand Francis L. Gehl
John Walsh

STAFF: Mark R. Alger Richard C. Tweddell David Cole
Tim Wixom Michael Sprague Tim Marshall
Byrum Cooper Frank Justice Carol Whitehead
Mike Gilman Frederick H. Ahrens, Jr. David English

LEGISLATORS: Philip J. Roche, Esq. Thomas J. McIntyre

OTHER: Mary Perham, *The Leader*

I. CALL TO ORDER

Dr. Baker called the meeting to order at 9:30 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 8, 2006 MEETING MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. GEHL ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Probation

1. **Monthly Report** – Mr. Justice distributed and reviewed his monthly report. Dr. Baker asked what is the difference between a successful closure and an unsuccessful closure? Mr. Justice replied an unsuccessful closure is a case that had to be sent to court for some reason. He explained a case is sent to court if the victim wants it to go to court, if the police want it to go to court, or if the youth does not cooperate. We may also choose to send the case to court. Also included in that are those youth that have committed sex acts. If those cases are not resolved in 60 days, those go to court.

Mr. Justice commented when we look at the overall percentages, we are diverting approximately 80 percent of the youth from ever seeing a courtroom.

2. **Funding** – Mr. Justice requested authorization to accept \$6,362.00 in State funding for DNA collection.

MOTION: AUTHORIZING THE PROBATION DEPARTMENT TO ACCEPT \$6,362.00 IN STATE FUNDING FOR DNA COLLECTION MADE BY MR. WALSH. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. 911 Enhanced

1. **Monthly Report** – Mr. Wixom informed the committee that they ended the year with a total of 116,835 incoming calls. This was a first full year. During the month of December, they had 9,450 calls, which was 1,000 less than last December.

2. **Pictometry** – Mr. Wixom informed the committee that Pictometry did refly the County, however, they did it during the only week that we had snow. They felt, as did we, that the pictures were not the best quality, so they will be re-flying those portions of the County in which the pictures did not turn out. There will be no additional cost.

3. **Staffing** – Mr. Wixom commented staffing is always an issue for their department. All of their provisional employees have completed part one of the Civil Service test. Now they need to complete part two. If they pass, then we will be in good shape. We did have one employee who transferred to another department so more than likely we will have a new class on February 13, 2007.

Mr. Gehl requested that Mr. Wixom please provide the committee with a written report to be distributed at the meetings.

C. Sheriff's Department

1. **Civil Fees** – Sheriff Tweddell reported that civil fees paid to the County year-to-date were \$152,826.51 with 2,838 papers being served.

2. **Jail Report** – Sheriff Tweddell reported that total monies due the facility year-to-date were \$615,691.32. This breaks down to \$201,655.00 boarded in, \$9,751.00 nutrition, \$12,626.00 State transport, \$10,000.00 Social Security, \$74,784.32 inmate phone and \$306,876.00 for parole ready.

Sheriff Tweddell reported today's population is 148 inmates with 136 males and 12 females. We have 9 federal inmates, 1 boarded in, 6 State ready and 13 parole violators. Year-to-date we had 270 housed out days and in 2005 we had 7,306. Monies expended to house out inmates year-to-date is \$22,385 and does not include medical and transport.

Mr. Gehl asked Sheriff Tweddell to explain the money received from Social Security? Sheriff Tweddell replied when an individual goes to Jail, we collect their Social Security.

Mr. Roche asked what is the parole ready rate? Sheriff Tweddell replied \$35.00. There is legislation to try to get that rate raised. As of this morning, we currently have 13 parole violators.

3. **Vehicles** – Sheriff Tweddell requested authorization to order vehicles and use money from his Major Equipment line item.

MOTION: AUTHORIZING THE SHERIFF'S DEPARTMENT TO ORDER VEHICLES AND USE MONEY FROM THEIR MAJOR EQUIPMENT LINE ITEM FOR THOSE PURCHASES MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Contract** – Sheriff Tweddell informed the committee that they received a contract renewal from The Trane Company. They perform the maintenance on our air handler units at the Jail. They have notified him that as of January 1, 2007, their fee will increase 3 percent, which will bring the total yearly contract amount to \$15,692.00. The contract expired December 31, 2006 and he would like to renew it.

MOTION: AUTHORIZING THE SHERIFF'S DEPARTMENT TO RENEW THEIR CONTRACT WITH THE TRANE COMPANY FOR \$15,692.00 PER YEAR MADE BY MR. GEHL. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **AT&T and Government Payment Service (GPS)** – Sheriff Tweddell informed the committee that he has met with Mr. Ahrens regarding correspondence that was received from the New York State Sheriff's Association about our contract with AT&T and Government Payment Service. Someone notified the Attorney General's Office regarding our contract with AT&T. The County gets 44 percent and the New York State Sheriff's Association gets 3 percent of all of the money that comes in from the AT&T project. We bid this out and Verizon came in at 16 percent and AT&T at 44 percent. We went with AT&T so we could get the 44 percent. Our income did not increase the three times that we had anticipated, but the new equipment gives us the computer capacity to cut down on the number of calls going out. We also have the opportunity to not have third party calls,

which has reduced the number of calls. There is also the ability to track calls. Sheriff Tweddell stated that with regard to the 3 percent, the Attorney General's Office felt that some of the Sheriffs were not advising their counties that the New York State Sheriff's Association was receiving that money. The Attorney General's Office thought we were getting a benefit from this program and said we should have advised you. Sheriff Tweddell explained that yes, he does get a benefit, but that goes directly to the New York State Sheriff's Association. We did discuss this when the contracts were first made available. That's what the correspondence is about.

Sheriff Tweddell commented the New York State Sheriff's Association also gets a percentage from Government Payment Services. He explained this service allows Jail inmates to get out on bail by using their credit card.

Dr. Baker asked does the Government Payment Services contract expire in April? Mr. Ahrens replied the contract for AT&T expires in March 2008. Dr. Baker commented the letter states the Government Payment Services contract expires in April 2007. Mr. Alger stated the Purchasing Department will send out RFP's.

MOTION: ACCEPTING THE SHERIFF'S REPORT REGARDING AT&T AND GOVERNMENT PAYMENT SERVICES MADE BY MR. GEHL. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. County Administrator

1. **Jail Project Update** – Mr. Alger distributed copies of the monthly progress report. Most notable for the Sheriff is the opening and the use of the salle port for transporting inmates in and out of the Jail. Mr. McIntyre asked do you have cameras in the intake garage? Sheriff Tweddell replied yes.

Mr. Alger commented the building is weather tight and the contractors will be able to work through the winter. The project is going well and we are at about 57 percent completion. The roof is about done. They will be doing masonry work and finish work on the inside. The other part of the project is the renovations.

Sheriff Tweddell reported Phase A the G.E.D. Room and Office Space will be turned over to us today. Phase B is the Interview Rooms off of the Booking Area. Those rooms should be turned over to us in early February. We will use those rooms when they renovate Booking. The partitions they have put up have worked well to keep workers and tools separated from the inmates. It is working out well.

Mr. Gehl asked we have only had \$10,000.00 in change orders? Mr. Alger replied no. We have had \$231,000.00 in change orders to-date. The largest of that is a change order for \$161,000.00 for the card swipe system to go along with the Black Creek System. Overall we have had pretty minimal change orders.

Mr. McIntyre asked what is the status with regard to the roof? Mr. Alger replied the existing roof has been repaired for the winter. The expectation is that we will get through the winter with no major problems. We are in the process of putting together bids for the replacement of that roof and we anticipate doing that sometime between April and July. Mr. Alger stated that they are encouraging the AIP Committee and others that in conjunction with this roof, to include the Health Care Facility. It's possible that we could get better pricing by combining the two. The funds are in the project to do the Jail roof and everything is on target.

MOTION: APPROVING THE CHANGE ORDER LOG FOR THE JAIL PROJECT AS PRESENTED BY THE COUNTY ADMINISTRATOR MADE BY MR. WALSH. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger commented we have so many change orders because Tindall did a lot of work with the contractors on site. There was a lot of switching between contractors, with no cost, but it generated a lot of paperwork.

Mr. Gehl asked are all the cells connected? Sheriff Tweddell replied everything is hooked up, but is not yet ready to use. We are waiting for them to finish before they do the punch list with Tindall. They finished the lighting in the West pod last week and the lighting in the East pod should be completed this week.

Mr. Alger commented Tindall provided the cells and then contracted with the contractors to do the connections to their cells.

Sheriff Tweddell informed the committee that the contract with ARAMARK has been settled and will start on February 1, 2007 in the Jail. They will be using our kitchen facilities.

E. Public Defender's Office

1. **Monthly Report** – Mr. Cooper distributed his monthly report for review by the committee. He commented that Family Court numbers are slightly up from last year, but down from 2004. Misdemeanors are down from both 2005 and 2004 and Felonies were up from 2005 and down from 2004.

MOTION: ACCEPTING THE MONTHLY REPORT OF THE PUBLIC DEFENDER'S OFFICE MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

F. Emergency Management Office

1. **Fire Service Aid** – Mr. Sprague introduced Mike Gilman, their new Fire Service Aid. Mr. Gilman has been involved in the fire services since 1969. He was the past chief of the Cohocton Fire Department and currently is a member of the Fire Investigation Team. He recently retired from the Bath VA Fire Department and is a member of the Steuben County Fire Advisory Board. Mr. Sprague commented that Mr. Gilman is provisional pending taking and passing the Civil Service Exam.

2. **Grant** – Mr. Sprague informed the committee they received notification that they have been awarded a \$29,617.80 grant to support emergency management and disaster preparedness initiatives.

Mr. Gehl asked what will you do with this funding? Mr. Sprague replied we would like to use this money for the Emergency Management Center. Also, we would like to look at having a backup center as we really don't have one that has equipment in place. This money could also be used for helping communities with disaster plans.

Mrs. Whitehead commented this funding already came in as 2006 revenue. Mr. Sprague stated that it did come in on December 22, 2006. Mr. Alger asked do you have a budget for this? Do you anticipate using this for people, time, equipment? Mr. Sprague replied he anticipates using it for equipment, there may be some personnel time as well. We had talked about doing panels and displaying the equipment in the Emergency Operations Center and doing something similar for the Training Center.

Mr. Farrand asked it is appropriate for actual personnel costs? Are there any stipulations for what the money is to be used for? Mr. Sprague replied the stipulations are in the letter that he distributed, however, they are rather vague. Mr. Farrand commented that he would suggest looking into equipment for the EOC. It's a proven fact that the EOC is not up to par of where they should be. Mr. Alger stated his recommendation would be that you accept the funding and prepare a draft budget for presentation next month.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT A GRANT IN THE AMOUNT OF \$29,617.80 TO SUPPORT EMERGENCY MANAGEMENT AND DISASTER PREPAREDNESS INITIATIVES AND REQUESTING THE DIRECTOR TO DRAFT A BUDGET FOR THE PROPOSED USE AND PRESENT SAME TO THE COMMITTEE AT THEIR FEBRUARY MEETING MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Volunteer Incentives** – Mr. Farrand asked has there been any progress on the local law we authorized with regard to volunteer incentives? Mr. Sprague replied we were holding that to see what would happen during the Legislative Session and there was no result with regard to enabling legislation. We are looking at changing the County Law to incorporate the 20 years of service with portability within the County. We can work on crafting a change in our legislation to reflect that. Mr. Farrand commented there is a cutoff date of March 15, 2007 to have that in and presented to the Senator and Assemblyman.

Mr. Ahrens stated this can be done by the County Legislature by amending the current local law. This will give a lifetime exemption for those individuals with 20 years of service as long as they reside in the County of Steuben, even though they may go from agency to agency. We are asking you if you want us to put this resolution together and present it to the Legislature for adoption at the January Board Meeting.

Mr. Farrand asked does this include the increase from \$3,000.00 to \$5,000.00? Mr. Ahrens replied that has to go through the State. We can wait again to see if the State will act on it or we can piecemeal something. Mr. Farrand commented that he thought they should piecemeal it because we need to do something for the volunteers.

MOTION: AUTHORIZING THE COUNTY ATTORNEY TO PROCEED WITH A LOCAL LAW CHANGING COUNTY LAW WITH REGARD TO VOLUNTEER TAX EXEMPTIONS TO INCLUDE THAT INDIVIDUALS WITH AT LEAST 20 YEARS OF SERVICE SHALL HAVE A LIFETIME EXEMPTION AND THAT EXEMPTION SHALL BE PORTABLE WITHIN THE COUNTY OF STEUBEN MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

4. **Budget Transfer** – Mr. Sprague requested authorization to transfer \$7,335.00 in unexpended money in the 2006 salaries line item to cover expenses in various accounts in the Communications Budget.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO TRANSFER \$7,335.00 FROM THE SALARIES LINE ITEM TO COVER VARIOUS EXPENSES IN THE COMMUNICATIONS BUDGET MADE BY MR. GEHL. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **2007 Contracts** – Mr. Sprague presented his 2007 contracts for approval.

MOTION: APPROVING THE FOLLOWING 2007 CONTRACTS FOR THE EMERGENCY MANAGEMENT OFF: EMPIRE TELEPHONE \$1,580.00; T & K COMMUNICATIONS \$4,243.00; MOTOROLA \$93,656.00; EES \$7,000.00 AND MONROE COUNTY MEDICAL EXAMINERS \$77,133.00 MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

6. **Appointments** – Mr. Sprague informed the committee that they had three resignations and have restructured the Board. He submitted names for new appointments to the Fire Advisory Board.

MOTION: RECOMMENDING THE FOLLOWING APPOINTMENTS TO THE FIRE ADVISORY BOARD: DAVID SWAN, WILLIAM TODD HALL, EVAN BROWN, TOM JAMISON, ROBERT VANSKIVER AND BRIAN MCCARTHY MADE BY MR. WALSH. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

7. **Memorialization** – Mr. Ahrens commented it would be appropriate to do a memorialization regarding the Home Rule Request for amending the volunteer incentive legislation with regard to real property tax exemptions.

MOTION: REQUESTING HOME RULE LEGISLATION AMENDING THE VOLUNTEER INCENTIVE LEGISLATION TO INCREASE THE REAL PROPERTY TAX EXEMPTION FROM \$3,000.00 TO \$5,000.00 AND TO DECREASE THE ELIGIBILITY TIME FROM FIVE YEARS SERVICE TO TWO YEARS SERVICE MADE BY MR. FARRAND. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

8. **Homeland Security Committee Advisory Panel** – Mr. Sprague informed the committee that last August he received a letter from Senator Michael A. Balboni asking if he would be interested in serving as a member of the Homeland Security Committee Advisory Panel. There is a meeting scheduled in January in New York City. As he is also a member of the Board of Directors for the New York State Emergency Management Agency, they have agreed to cover his expenses to attend this advisory panel meeting.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING POLICY ISSUES MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.
MOTION: TO ADJOURN MADE BY MR. FARRAND. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, February 5, 2007 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, January 29, 2007.**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, February 5, 2007

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: DeWitt T. Baker, D.V.M., Chair Dan C. Farrand Patrick F. McAllister
 John Walsh

STAFF: Mark R. Alger Frank Justice Tim Wixom
 Richard C. Tweddell David V. Cole Tim Marshall
 James Gleason Frederick H. Ahrens, Jr. David English

LEGISLATORS: Philip J. Roche, Esq.

ABSENT: Francis L. Gehl, Vice Chair

OTHER: Mary Perham, *The Leader*
 Dave Shoen, *WENY*

I. CALL TO ORDER

Dr. Baker called the meeting to order at 9:30 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 8, 2007 MEETING MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Probation

1. **Alternatives to Incarceration Board** – Mr. Justice requested a resolution approving the expenditure of funds by the ATI Board.

MOTION: APPROVING SUBMISSION BY THE STEUBEN COUNTY PROBATION DEPARTMENT OF THE ANNUAL ALTERNATIVE TO INCARCERATION PLAN AND EXPENDITURE OF FUNDS RECEIVED FOR ATI PROGRAM CONTINGENT UPON APPROVAL BY THE ALTERNATIVE TO INCARCERATION BOARD MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

Mr. Alger explained when we pass the budget; we put the money in there. You are now formally approving what is being submitted.

2. **Monthly Report** – Mr. Justice distributed copies of his monthly report for review. Mr. Farrand asked for an update on the additional officers. Mr. Justice stated they hired two officers, one will start February 19th and the other will start March 5th. The addition of these two officers will reduce the caseloads per officer.

Mr. McAllister asked are the caseloads fairly consistent from previous months? Mr. Justice replied yes. Mr. Farrand asked will there be a training period for the new officers? Mr. Justice replied one of the officers will be working with Family Court and that should be a pretty easy transition as they are coming from the Department of Social Services. The other individual will be working with criminal court and they have been with the county for two years and he doesn't anticipate a long training period. They have a third individual who has a background in State Corrections and he doesn't see much of a transition problem.

B. 911 Enhanced

1. **Monthly Report** – Mr. Wixom distributed his monthly report for review. He commented that in January 2007 they received 9,647 calls as compared to the 10,034 calls they received for January 2006.

2. **Staffing** – Mr. Wixom informed the committee that currently they have 2 full-time vacancies, 3 provisional dispatchers, 13 full-time dispatchers and 6 supervising dispatchers. That gives them a total of 24 full-time employees and they also have 5 part-time dispatchers. Staffing is still an issue, but we are doing better with the number of part-time employees we have. Our goal is to go from 5 part-time to 10 part-time. He thinks they are doing well.

C. Sheriff's Department

1. **Civil Report** – Sheriff Tweddell reported civil fees paid to the County year-to-date are \$13,777.66. They served 259 papers.

2. **Jail Report** – Sheriff Tweddell reported total monies due the facility year-to-date are \$29,136.11. Today's population is 127 inmates; 113 males and 14 females. They have 9 federal, 2 boarded in, 3 state ready, 0 boarded out, 12 parole violators with non-county charges and 0 housed out days.

3. **AED Unit** - Sheriff Tweddell informed the committee that yesterday, Corporal Richard Locke of the Road Patrol, successfully revived a 12-year-old boy using the AED. Undersheriff Cole stated we have a doctor that we send our strips to and he confirms the results. This is our first save with the AED.

Mr. Farrand stated that he would like to bring Corporal Locke and the dispatcher to the February Legislative Meeting for recognition. Dr. Baker commented you should also invite the Rural Metro paramedic and the Prattsburgh Ambulance as well.

Undersheriff Cole informed the committee that they have 5 AED units in the County Office Building, 6 in the Jail and 7 on Road Patrol. Sheriff Tweddell stated we cannot leave the units in the vehicles overnight when it is cold.

4. **Aramark Contract** – Sheriff Tweddell informed the committee that Aramark started serving meals to the inmates on Thursday. This seems to be working extremely well. We have some supplies in the form of large containers of food that we did not use and we are talking with Aramark about having them purchase those containers. If not, then we are looking for someplace within the County where we could distribute them.

5. **Religious Services** – Dr. Baker asked has the problem with religious services been solved? Sheriff Tweddell reported there is some discussion yet. The Commission of Corrections refuses to allow certain articles. We are trying to keep everyone happy and maintain religious services. According to the Commission of Corrections, non-denominational services were sufficient, but we decided we would allow others. This will put a damper on the extent of bible study we use.

Mr. Alger commented this is something that is governed by the Commission of Corrections. The Sheriff has proceeded in conformance with those requirements and we are in good shape.

6. **State Prisons** – Dr. Baker commented the State is considering closing some of its prisons. What effect will that have? Sheriff Tweddell replied it will be a wonderful thing. Guess where they will put them? We are trying to get them to raise the fees they pay for us to house parole violators. He commented that he really doesn't know what will happen.

Mr. Alger commented the Governor announced initiatives on parole violators in County facilities. The rates are not exactly as high, but it does hold some promise. It will entail us pursuing some video conferencing abilities. As more details become available, we will pursue that. That may help in getting that population processed more quickly.

Mr. Farrand commented during the NYSAC Conference, the State Committee on Public Safety & Corrections had various resolutions and one of those pertained to the parole violators.

Sheriff Tweddell commented video conferencing is okay, until the Legislature makes it available to the judges to make that decision, and then it will not work. Right now, the inmates and their attorney have to agree to it. Now they don't.

Mr. Walsh asked will the inmate population go down as a result of this? Sheriff Tweddell replied that he really didn't know. Mr. Alger stated what we have tried to do with the District Attorney, Probation and the Public Defender, is put in place better coordination to keep that population down. He thinks they are having an impact.

7. **Students** – Mr. Ahrens informed the committee that Mark Schlecter, Law Clerk for Judge Bradstreet, does pro bono work for the Hammondspport Central School. They are requesting an agreement with the County to provide on the job experience for a student interested in Law Enforcement. This student would be working with a Court Security Officer and observing court proceedings, etc. Mr. Ahrens commented, any time we have a student on board not making a contribution to the County, that does distract from the Court Security Officer doing their duties. He feels it is important that we have a contract with the school district to hold the County harmless should the student get hurt.

Sheriff Tweddell commented we have been doing this for some time with interns from colleges who have wanted to do ride alongs, etc. We have allowed them to shadow in dispatching. We never had a contract before, but maybe we should.

Mr. Ahrens stated that he would feel more comfortable if we contract with the school for those purposes. Mr. McAllister asked how would this work with regard to insurance? Mr. Ahrens replied they would hold the County harmless and designate us as additional insured.

MOTION: APPROVING A CONTRACT WITH THE HAMMONDSPORT CENTRAL SCHOOL DISTRICT ALLOWING THE COUNTY TO PROVIDE ON THE JOB EXPERIENCE FOR A STUDENT INTERESTED IN LAW ENFORCEMENT MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger stated this is sort of a whole area that is becoming much more prevalent to push students to shadow or intern in the profession that they are seeking. It behooves us to have an agreement in place. There are some things that we need to be reluctant to allow.

C. Administrator

1. **Jail Expansion Project Update** – Mr. Alger distributed copies of the monthly project report. The intake garage is pretty much done and there are a few things that they are waiting until spring to do. Renovation A is complete and ready to turn over to the Sheriff. Renovation B is moving along well. Sheriff Tweddell commented Renovation B will be turned over to us on Friday. Mr. Alger stated they are getting ready to begin Renovation C. This area is probably one of the trickiest as it leads us into some of the other areas. The Laundry Room is coming along well. We anticipate getting into this area in time for us to effectively convert from the existing area to the new one with no problems with transition. The Kitchen Area will be tricky and we will proceed with that after the Laundry Area is complete. This portion of the project will take more coordination. They will do Renovation E whenever they have a chance to, as that is the locker room area and there are smaller things to be done. The housing unit is the main part of the project and is moving along very well.

Mr. Alger reviewed the cost overview with the committee. They are 57 percent complete and the project is progressing. Some change orders are coming. They have had \$162,000 approved for Blackmon-Farrell for the change we issued to include the card swipe system. That is the bulk of the change orders we have done to date. Generally it is going very well and we have used 1 percent of the total project cost for change orders.

Mr. Alger stated with regard to Tindall, who provided the modular cells, we have issued approximately \$187,000 in change orders. They contracted with other contractors on site to do a number of their installation requirements. We shifted the money to those other contracts, which resulted in a lot of paperwork, but no added County cost.

MOTION: APPROVING THE MONTHLY JAIL EXPANSION PROJECT REPORT AS SUBMITTED BY THE COUNTY ADMINISTRATOR MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Transmission Line Upgrade** – Mr. Alger stated with the Jail and Health Care Facility issues, we are in the process of the local utility reviewing what we need to do to the current transmission circuit between us and the Bath substation. We will need to work together to upgrade that line. At this point, he doesn't have a number for that, but he has asked the engineer to do a proposal for the Jail and to review the Health Care Facility. The intent is to change service from what it currently is to a high voltage service. We do have to replace the transformer at the Jail. We reviewed the one at the 911 Center and we believe that we can convert it. We would have had to replace the line at the Jail anyway because it exceeds capacity by 15 – 20 percent. They are putting in a 750 KVA transformer. We asked Labella to do a proposal to coordinate the replacement of the transformer and to do a study on the transformer for the 911 Center. They have asked for an additional \$7,500 to do that.

MOTION: AMENDING THE CONTRACT WITH LABELLA TO INCLUDE A PROPOSAL TO COORDINATE THE REPLACEMENT OF THE TRANSFORMER AT THE JAIL AND TO DO A STUDY ON THE NEED TO UPGRADE SERVICE TO THE 911 CENTER MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger stated the second part with the Health Care Facility is looking at what the cost will be to upgrade that line. This will be a fairly significant expense of \$100,000 - \$200,000. The intent is to split the cost between the two facilities. He will come back to the committee with that number.

Mr. Farrand asked if you are changing it for the Jail and the new Health Care Facility, what about the old facility? Mr. Alger replied the old facility is on NYSEG. This is at the end of the municipal electric's line. That circuit is pretty much dedicated to the County. It will be better than if we were somewhere else. Because of the municipal utilities, we will work with them to upgrade the line. This is something worth doing.

3. **Old Health Care Facility** – Mr. Alger commented that he would like to start a discussion about the old Health Care Facility. The AIP Committee made the recommendation to pursue the replacement of the roof. We have approval and proceeded with the replacement of the roof on the old Jail. In an effort to try to coordinate, it makes sense that we coordinate that under one committee. Mr. Alger stated his recommendation is that it be this committee. He has asked Labella and Ciminelli for an estimate for the Health Care Facility roof replacement. We would fund the two projects separately, but would put them under one bid. We can coordinate by using the same engineer and have them come on site. The proposal from Labella is \$38,000 to do the engineering work for the Health Care Facility roof replacement plus reimbursables. The proposal from Ciminelli is \$40,000 for construction management of the Health Care Facility roof replacement.

Mr. Alger requested authorization to pursue and approve these quotes. The next step is we need to figure out how to fund the replacement of the Health Care Facility roof. He commented that he does have some ideas with regard to that. If we are converting the old facility to a general office building, and if we are going in that direction, we have the Repair and Renovations Reserve that we can use for the funding of that project. He doesn't feel that it is appropriate to use the funds from the Health Care Facility, as they will not be there.

MOTION: APPROVING THE QUOTE FROM LABELLA OF \$38,000 FOR ENGINEERING/ARCHITECTURAL SERVICES FOR THE ROOF REPLACEMENT AT THE HEALTH CARE FACILITY AND APPROVING THE QUOTE FROM CIMINELLI OF \$40,000 FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE ROOF REPLACEMENT AT THE HEALTH CARE FACILITY MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger commented ultimately we will have a resolution for the full Legislature either this month or next. The intent is to get this project done during the construction season in April, May and June. We need to move along with the design so that we can go to bid in March or April. Mr. McAllister asked will this be a floating roof? Mr. Alger replied they used to use fully adhered systems, then floating, and now they are back to fully adhered. He anticipates that it will be a fully adhered roof. We are looking for the engineer to tell us. This roof has been built up, as there is the original roof and then a rubber roof on top of that. The question is do we remove everything

down to the roofing deck or go over it again? The only concern about the original roof is that we don't know what is in it as it was built in 1967.

D. Emergency Management Office

1. **Preparedness Grant Budget** – Mr. Marshall stated that they have been working on the numbers and they had hoped to present them to the committee today, but Mr. Sprague wasn't able to attend as he is home ill. He will discuss this at next month's meeting.

2. **WMD Budget Adjustments** – Mr. Marshall stated they have some small equipment that they would like to move around and Mr. Sprague will do the budget transfers next month.

3. **Volunteer Incentive Update** – Mr. Marshall informed the committee that they have sent letters out to all of the Fire Chiefs and Ambulance Captains in the County. There is a single form that they use now to certify their membership to us and submit to Mike Sprague. We are suggesting that they talk to their tax preparer regarding the incentives. They are recommending that if they are homeowners and are receiving money from the IRS to go with the tax incentive. However, if they are paying in to the IRS, they should take the State incentive. A letter is going out to municipal officers and to the assessors to advise them of the new changes that are in place.

Mr. Walsh asked if they take the federal incentive, they may still tax the full amount? Mr. Marshall replied they haven't heard anything from the IRS whether they will allow the federal level to change. Right now, they have to claim it as income.

E. District Attorney

1. **Donation** – Mr. Tunney informed the committee that Chilson-Wilcox would like to donate a used vehicle to their department as a resource in narcotics investigations. He requested authorization to accept this offer. Mr. Alger stated we can accept a donation from someone outside.

MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO ACCEPT THE DONATION OF A USED VEHICLE FROM CHILSON-WILCOX MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

NEXT MEETING SCHEDULED FOR

****PLEASE NOTE CHANGE**Tuesday, March 6, 2007 @ 9:30 a.m.**PLEASE NOTE CHANGE****

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, January 29, 2007.**

**STEBEN COUNTY HEALTH & EDUCATION COMMITTEE
PUBLIC SAFETY & CORRECTIONS COMMITTEE**

Joint Special Meeting

Monday, February 26, 2007

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Francis L. Gehl, Vice Chair	Patrick F. McAllister	John Walsh
	Kenneth E. Isaman, Chair	Robert V. Nichols, Vice Chair	Thomas Ryan
	David Stachnik	Gary D. Swackhamer	
STAFF:	Mark R. Alger	Frederick H. Ahrens, Jr.	Carol Whitehead
	David English		
LEGISLATORS:	Philip J. Roche, Esq.	Donald B. Creath	Patrick F. Donnelly
ABSENT:	DeWitt T. Baker, D.V.M., Chair	Dan C. Farrand	

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:30 a.m.

II. DEPARTMENTAL REPORTS/REQUESTS

1. County Administrator – Mr. Alger distributed a construction cost estimate for the upgrade of electrical transmission lines from the substation on Fairview Drive across the field, up Rumsey Street Extension to the 911 Facility, the Jail and the Health Care Facility. The estimate is \$189,000 and these are numbers provided by the utility. The municipal utility will have to bid some of this work, so he is requesting approval so that they can go to bid to get the final numbers. This number may change depending upon the bids. We helped them upgrade the lines when we built the Jail. Now they need to convert to a higher voltage. This will be one circuit. We will be the primary load on that circuit and the substation will be provided with two transformers.

In addition, we have the electrical engineers for the Jail looking at the 911 Center to check and see if that transformer needs to be upgraded to a higher voltage. If so, then we will need to purchase an additional transformer for that facility as well as one each for the Jail and the Health Care Facility. The estimate does not include the cost of the transformers.

Mr. Nichols asked how many years will it take for us to see a payback? Mr. Alger replied currently the Jail is spending \$50,000 per year on electric. This would save them \$150,000 per year. With regard to the Health Care Facility, they are not currently using the power that has been projected they will use in the new facility. We are going to have a much more vigorous air turnover in the new facility. We will probably spend annually \$50,000 - \$80,000 on electric.

Mr. Alger requested approval to enter into an agreement with Bath Electric Gas & Water to upgrade the lines using the estimated cost estimate of \$188,990.35.

Mr. Creath asked why is this analysis coming so late? Mr. Alger replied we just received it. They have been working on this for quite some time. Originally Jail project engineers did not project needing new transformers, but now the electrical engineers have recommended going to a 750 kva transformer. The utility looked at both projects. The engineers for the Health Care Facility project are extremely conservative in their approach to this. They are looking at a 1,000 kva transformer for the Health Care Facility. The utility is trying to figure this all out in conjunction with the consultants. They couldn't get this to us any sooner.

Mr. Alger informed the committee that with regard to the funding, both projects will be splitting the cost.

MOTION: AUTHORIZING THE COUNTY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH BATH ELECTRIC GAS AND WATER TO UPGRADE THE LINES FROM THE SUBSTATION ON FAIRVIEW DRIVE TO THE JAIL AND HEALTH CARE FACILITY MADE BY MR. McALLISTER. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0 (PS&C) 5-0 (HEALTH & EDUCATION).

Mr. Alger stated the builders risk on the projects was not secured. We have received a quote from our current carrier for \$26,400 for both projects and future costs will be rolled into next year's premium.

MOTION: AUTHORIZING THE COUNTY ADMINISTRATOR TO SECURE BUILDER RISK INSURANCE ON THE JAIL AND HEALTH CARE FACILITY PROJECTS THROUGH THE COUNTY'S CURRENT INSURANCE CARRIER FOR A PRICE OF \$26,400 MADE BY MR. McALLISTER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0 (PS&C), 5-0 (HEALTH & EDUCATION).

MOTION: TO ADJOURN THE PUBLIC SAFETY & CORRECTIONS MEETING MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN THE HEALTH & EDUCATION COMMITTEE AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: INCREASING RAELEN MELIOUS' SALARY BY \$5,000.00 WHILE IN THE POSITION OF ACTING ADMINISTRATOR OF THE STEUBEN COUNTY HEALTH CARE FACILITY MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN THE HEALTH & EDUCATION MEETING MADE BY MR. ISAMAN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Tuesday, March 6, 2007

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: DeWitt T. Baker, D.V.M., Chair Francis L. Gehl, Vice Chair Dan C. Farrand
Patrick F. McAllister John Walsh

STAFF: Mark R. Alger Gregory P. Heffner Richard C. Tweddell
Tim Wixom Michael Sprague Tim Marshall
Andy Greeley Byrum Cooper James Gleason
Frederick H. Ahrens, Jr. David English

LEGISLATORS: Thomas J. McIntyre

OTHER: Mary Perham

I. CALL TO ORDER

Dr. Baker called the meeting to order at 9:30 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 5, 2007 AND FEBRUARY 26, 2007 MEETINGS MADE BY MR. GEHL. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. McALLISTER ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Probation

1. **Monthly Report** – Mr. Greeley distributed and reviewed the monthly report with the committee. Mr. Farrand asked what is the duration of time of a PINS? Mr. Greeley replied they are sentenced to Probation for one year. If they are in the adjustment program, then it is open ended, but the rule of thumb is 90 days.

2. **Resolution** – Mr. Farrand distributed copies of a supporting resolution adopted by NYSAC regarding supporting the restoration of state aid to local probation departments to a full 50 percent. Mr. Greeley commented there was a commission formed by former Senator Dunn by the Office of Court Administration. That commission reported to Judge Kay that probation should come under the auspices of the Office of Court Administration. Judge Kay made a formal recommendation to that effect. They felt that under the Office of Court Administration, they would be more flexible with funding and could keep that independent from the State Budget. They felt they could keep the budget up to the 50 percent. Originally, they thought that Probation departments were broken beyond repair, but they found out that in fact they were not broken, just under funded. They wanted certain obligations by the counties if they raised probation's funding.

Mr. Farrand stated the NYSAC Committee on Public Safety & Corrections recommended bringing this resolution back to the counties. Mr. Alger explained, with this, the courts formally acknowledged the value of Probation and their integral part in the judicial system. Probation's inability to provide services that the courts are demanding is a direct result of there being no funding for it. Historically the Legislature calls for probation to be funded 50 percent State and 50 percent County. Since then, our reimbursement rate has dropped into the teens. The amount of money they are willing to put up has continuously been decreasing. With the judiciary trying to get into more programs, they are under funded. Judge Kay's proposal is that Probation would come under the judiciary and they would be able to maintain funding up to the 50 percent level. This would have a significant impact on our budget as well as Probation's operation. The State really should be living up to their commitment to fund

Probation at 50 percent. Mr. Alger commented Probation has always been the first alternative to incarceration. In that sense they are akin to the operation of the Jail. Probation is separate and apart from the judiciary in that sense. More time today is spent in court with clients that are not fully adjudicated.

Mr. Ahrens cautioned the committee to be careful about having the New York State Judiciary take over a local function. Does this mean that you would let the judiciary appoint the Director of Probation? If so, does he or she become an employee of the State? The study Mr. Alger did on the Jail, will they take that away from us and tell us what Probation will and will not do? There is more to this than meets the eye.

Mr. McAllister commented that is a good point. We have a little control now. This resolution doesn't seem to hurt us. Mr. Alger commented the resolution is focusing on the re-commitment of funding. At this point it is an appropriate resolution. Mr. Ahrens stated this month you had 522 felons. Without Probation, they would all be in the State facilities at a rate of \$40,000 per year. Probation provides you with a very valuable service and they deserve the funding.

MOTION: MEMORIALIZING THE GOVERNOR AND THE STATE LEGISLATURE TO RESTORE STATE AID TO LOCAL PROBATION DEPARTMENTS TO A FULL 50 PERCENT OF APPROVED EXPENDITURES INCURRED BY THE COUNTIES IN MAINTAINING AND IMPROVING LOCAL PROBATION SERVICES MADE BY MR. FARRAND. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. 911 Enhanced Department

1. **Monthly Report** – Mr. Wixom distributed copies of his monthly report for the committee's review. In February they had 8,835 incoming 911 calls and during the same period in 2006 they had 9,073 calls.

2. **Staffing** – Mr. Wixom informed the committee that currently they have 4 full-time vacancies. There will be a class starting on March 26, 2007 and they will be able to fill three of those positions. They have 14 full-time dispatchers and 6 supervising dispatchers which brings their current total to 24 full-time employees and 4 part-time dispatchers. Mr. Farrand commented vacancies appear to be a problem. What seems to be the problem? Pay, stress of the job, etc.? Mr. Wixom replied with any job there is a certain psychological profile that a person has to match. These vacancies were not caused by any disciplinary issues. Really, when these individuals leave it is because they are not right for the job. Mr. Farrand asked do you think the vacancies will level off? Mr. Gehl asked when you were in Rochester, didn't you have the same type of issue? Mr. Wixom replied yes. Vacancies are normal. We now have the dispatcher exam twice a year instead of once a year and that has helped us quite a bit. Mr. Farrand asked how many hours do your part-timers work? Mr. Wixom replied it really depends on them and what their schedules are.

Mr. Alger commented his thought is the other thing to consider is to look at other operations that are 24-hours, 7 days a week. In those operations, you typically have more turn over. Some people just don't like shift work. Those operations consistently see that kind of turn over. When you look at the vacancies over the course of a year, you see them in the Jail, Health Care Facility and 911.

3. **Public Education** – Mr. McAllister asked are you planning on having one last push to advise people that the seven-digit numbers are no longer being utilized? Mr. Wixom replied we continue to educate. We conduct tours, meet with various community groups and utilize the media. There are still pockets of people that don't know about 911. We really have to make sure that our families and our neighbors understand. Approximately 50 percent of the agencies have turned off their seven-digit numbers.

Mr. Wixom explained during the storm of February 14, 2007, we had an additional 225 emergencies taking place. People were still calling 911 to find out about road conditions. We are not prepared to handle those questions and we cannot handle those. He doesn't believe that County Highway or NYS DOT want those calls either. People can go onto the New York State DOT web site and get general information about road conditions. This is an issue that someone has to tackle, but he doesn't think 911 should do it.

Mr. Gehl stated you used to put out a quarterly newsletter. Would it be a good idea now to put out a newsletter telling everyone that the seven-digit numbers are not in use? Mr. Wixom replied we can, but that is a \$15,000

project. If you get a brochure in the mail, do you really read it? He stated that he is more than willing to do that, but it is a huge cost. Mr. McAllister asked what about public service announcements? Mr. Wixom replied we utilize the media and depending upon the topic, they do a great job of supporting us. Mr. Farrand suggested perhaps including information on the back of the tax bills. Mr. Gehl stated you could also contact the cities, as they have taxes coming out. Mr. Wixom informed the committee that they have 100,000 stickers and he has offered them to every fire department. Mr. Alger commented there is no real magic answer. You do as much as you can to educate the public. Mr. Wixom stated 86 percent of their volume is from 911 calls.

4. **Canisteo Fire Department** – Mr. Wixom informed the committee that the Canisteo Fire Department informed him that they no longer wish to respond to trees down in the roadway. He met with the Undersheriff and the State Police because this now becomes a Law Enforcement response. Mr. Wixom stated that he would like to go on record as saying that he doesn't personally support this idea. He has to support what the fire department wants to do. This is quite a change in both the Town and Village of Canisteo and the Town of Hartsville is also looking to do this.

Mr. Farrand commented the fire departments are getting upset about getting called out for trees when they feel it is a Public Works function. Mr. Wixom stated he is supporting the fire department, however, it is a community service. Pumping out basements is not in the fire department's job, but that is something they help their community with. He hopes this goes smoothly, but if there is a tragedy, he wanted the committee to be aware. Mr. Wixom stated we don't dispatch the highway department until an agency wants us to. In the case of a downed tree, the highway department that covers the road the tree is on is ultimately responsible.

C. Sheriff's Department

1. **Civil Report** – Civil fees paid to the County year to date are \$28,437.76 with 495 papers served.

2. **Jail Report** – Totals monies due the facility year to date are \$54,568.14. Today's population is 128 with 112 males and 16 females. We have 7 Federal's, 1 boarded in, 3 State readies and 18 parole violators.

Sheriff Tweddell informed the committee that last week Major Lian's mother passed away. The viewing is today and a memorial service will be held tomorrow.

3. **Aramark** – Sheriff Tweddell informed the committee that on February 1, 2007 they contracted out to Aramark to feed the inmates. This is running very well. The manager is there daily with two or three employees and attends all of the medical meetings. It is a 2,600-calorie menu and is very healthy.

Dr. Baker asked are you using the new trays? Sheriff Tweddell replied no. The current dishwasher is not equipped to handle those. We will begin using the new trays once the kitchen is done.

4. **Personnel** – Sheriff Tweddell requested authorization to reclassify a Grade VI Cook to a Grade V Cleaner. We have never had a Cleaner in the Public Safety Building as we have always relied upon the Department of Social Services to send employees out and that has never worked out well. We have used our maintenance staff to empty the trash, but they don't get a chance to clean the offices. There is money in the budget to cover this. Mr. Farrand asked is the Cook position vacant? Sheriff Tweddell replied yes.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A GRADE VI COOK TO A GRADE V CLEANER IN THE SHERIFF'S DEPARTMENT MADE BY MR. GEHL. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **Jail Project** – Mr. Alger distributed the monthly progress report for the committee's review. He commented the intake garage is complete and already occupied. Areas A and B have been completed. With regard to the laundry room, they are putting in the chemicals today and that should be operational next week. With the laundry room, we are having a new one built, as it is part of the additional pods. The building inspector indicated that the certificate of occupancy has been approved and they will be able to use it once it is completed. The advantage to that is we will not have to ship our laundry out. Once we move into the new laundry area we will demolish the existing one and that will become part of the new kitchen.

Mr. Alger informed the committee that they are currently working in the Booking Area. The transition team and the contractors are working very well together and they are minimizing the impact of any inconveniences in the Jail. The last area to be worked on will be the kitchen and that's dependent upon the laundry area getting moved and operational. The kitchen will be closed down for some time during the renovations. The Department of Health will want to do a full inspection before the kitchen can be opened.

Mr. Alger stated the renovations inside the Jail are going very well, it is more challenging than building the additional pods. The transition team has done a good job of maintaining control and security. The new pods are moving right along and overall the project is in good shape. There are no outstanding budget issues. Mr. Alger briefly reviewed the general summary and when you look at everything we are well within what we had anticipated. In terms of percentage of completion, we are two-thirds to three-quarters complete.

Mr. McIntyre asked what is the status of the roof on the old Jail? Mr. Alger replied there was a vote last month to fund the engineering for the Health Care Facility as a companion to that project. We are moving right along.

MOTION: ACCEPTING AND APPROVING THE JAIL PROJECT REPORT AND CHANGE ORDER SUMMARY AS SUBMITTED BY THE COUNTY ADMINISTRATOR MADE BY MR. FARRAND. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Public Defender's Office

1. **Monthly Report** – Mr. Cooper distributed his monthly report for the committee's review. He commented numbers are down in Family Court as compared to numbers during 2005 and 2006.

2. **State Funding** – Mr. Cooper informed the committee that yearly they complete a report for the Office of Court Administration as well as to the State Comptroller and those reports are due March 1st. Those reports have been sent in. We are anticipating receiving approximately \$225,000 in State funding this year. He noted that the Treasurer, Carol Whitehead, was instrumental in helping them put those reports together.

3. **Personnel** – Mr. Cooper informed the committee that they are in the process of replacing an Assistant Public Defender in the Family Court Unit. They anticipate filling that position by the end of the month.

Mr. Alger commented that with regard to the annual reports those show the office activities and expenditures. The Office of Court Administration uses those numbers to determine our share of the appropriation of State aid. Mr. Cooper commented that money will be released at the end of March.

MOTION: ACCEPTING AND APPROVING THE REPORT OF THE PUBLIC DEFENDER MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Emergency Management Office

1. **Preparedness Grant Budget** – Mr. Sprague informed the committee that he has established a budget for the expenditure of this grant funding. They would like to use \$6,000 for modifications to the EOC Room. They would like to put a sound panel around the room as well as toward the back putting in a section to divide the HAM radio operators from the dispatchers. They also will install under the counter drawers as they believe that will make the area more useful.

Mr. Sprague stated they also would like to use \$8,000 for a flat panel information screen that would be 42 inches. In the EOC, they will put two of these screens that will flank the existing drop down screen. When you drop that screen down it blocks the white board that is also used. They would also like to put one screen in 911 in Primary Ops as well as one in Secondary Ops. These screens will allow for the display of various types of information.

Mr. Sprague stated they have budgeted \$11,617.80 for digital clocks, display management, supplemental phones, wiring and mounting and an upgrade at the Civil Defense Center. The final budgeted amount of \$4,000 will be used for the Comprehensive Emergency Management Plan Updates. We currently have a software package that offers updates and we will pay that out for three or four years.

Mr. Farrand asked when was the last time that you had the EOC up and running? Mr. Sprague replied we had it staffed for the hurricane that was supposed to come up. We also utilized it for Echo Taps. Mr. Farrand commented it would be a good idea to schedule another exercise and then you will have a better idea of what is needed. Mr. Sprague stated a lot of what he is proposing came out of using the EOC during Echo Taps.

Mr. McAllister asked are any of these funds being used for training? Mr. Sprague replied with the planning and preparedness we will do training as part of this. Mr. McAllister commented training is just as important.

MOTION: APPROVING THE BUDGET AS SUBMITTED BY THE DIRECTOR OF EMERGENCY MANAGEMENT FOR THE EXPENDITURE OF THE NYS PREPAREDNESS GRANT IN THE AMOUNT OF \$29,617.80 AS FOLLOWS: EOC MODIFICATIONS - \$6,000.00; FLAT PANEL INFORMATION SCREENS - \$8,000.00; DIGITAL CLOCKS/DISPLAY MANAGEMENT, SUPPLEMENTAL PHONES, WIRING AND MOUNT AND CIVIL DEFENSE CENTER UPGRADES - \$11,617.80 AND COMPREHENSIVE EMERGENCY MANAGEMENT PLAN UPDATES - \$4,000.00 MADE BY MR. GEHL. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **WMD Budget Adjustment** – Mr. Sprague requested authorization to transfer a total of \$50,000 in grant funding they received under Weapons of Mass Destruction into various line items in the 2007 budget. They will be allocating \$6,000 to Small Equipment, \$26,500 to Training, \$4,000 to Office Supplies, \$8,000 to Operating Supplies and \$5,500 to Equipment Maintenance.

MOTION: AUTHORIZING THE OFFICE OF EMERGENCY MANAGEMENT TO ACCEPT \$50,000 IN WMD GRANT REVENUE AND ALLOCATE IT TO THE FOLLOWING LINE ITEMS IN THEIR 2007 BUDGET: SMALL EQUIPMENT - \$6,000, TRAINING - \$26,500, OFFICE SUPPLIES - \$4,000, OPERATING SUPPLIES - \$8,000 AND EQUIPMENT MAINTENANCE - \$5,500 MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Vehicle** – Mr. Sprague informed the committee that the Radio Technician has a 2001, ¾ ton pickup that they acquired from Public Works. Two weeks ago while they were plowing one of the tower sites the transmission case broke. The truck is scheduled to be replaced this year and they do have money in the budget. The State bid has not yet come back and there may be an issue with those bids coming out in the near future. This truck has 130,000 miles and since 2004 they have put approximately \$8,000 into it. Mr. Sprague stated that he spoke to Mr. Gleason and an option we can explore is doing our own bid. It might take 45 days to turn the bid around. Then it would be 120 days to get the truck and he doesn't believe their truck will make it much farther.

Mr. Gehl asked if we put out our own bid and the State comes out and is less, will it take another 120 days? Mr. Sprague replied we would be looking at six months. Mr. Farrand commented it is a waste of money to continue to fix the truck. Is there something we can do with Public Works to have another vehicle transferred to you? Mr. McAllister asked have you checked with Mr. Spagnoletti. Mr. Sprague replied they need the State bid to come out as much as we do.

Mr. Sprague stated we have a four-wheel drive truck that carries all of our parts for the radio towers. We also try to keep some of the towers plowed out.

Sheriff Tweddell commented that he is having the same problems with his vehicles. Our cars are not on State bid and Livingston County is procuring their own bids. Mr. Gleason stated all of the State contracts are approved by the State Comptroller's Office. It takes quite a while for approval. The bids for the trucks were opened in December, but they have not been reviewed and approved yet.

Mr. Wixom commented that he has a small four-wheel drive vehicle that Emergency Management could borrow in the meantime. That is one of the vehicles we used for our roadwork.

Mr. Alger stated with any vehicle bid that you do, you will have every vendor coming to you and they will be very competitive. You have to be aware that you will hear from the local vendors. The advantage of the State bids is we don't write the specifications and we don't have to defend the choice. Mr. Gleason commented the State has been offering two different makes/models for each class. Dr. Baker asked should we do our own bid or

wait for the State? Mr. Gleason replied that is entirely up to you. Mr. Alger commented it is virtually impossible to know when the State bid will come.

MOTION: AUTHORIZING THE OFFICE OF EMERGENCY MANAGEMENT TO PROCURE A LOCAL BID FOR A ¾ TON FOUR-WHEEL DRIVE TRUCK SHOULD THE STATE BIDS NOT BE OUT PRIOR TO THE END OF THE MONTH MADE BY MR. FARRAND. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, April 2, 2007 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, March 26, 2007.**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, April 2, 2007

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: DeWitt T. Baker, D.V.M., Chair Francis L. Gehl, Vice Chair Dan C. Farrand
Patrick F. McAllister John Walsh

STAFF: Mark R. Alger Gregory P. Heffner Tim Wixom
Frank Justice David Cole Corporal Richard Lock
Christopher Lian Michael Sprague Carol Whitehead
Byrum Cooper James Gleason Frederick H. Ahrens, Jr.

LEGISLATORS: Philip J. Roche, Esq. Thomas J. McIntyre

OTHER: Mary Perham, *The Leader*

I. CALL TO ORDER

Dr. Baker called the meeting to order at 9:30 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 6, 2007 MEETING MADE BY MR. GEHL, SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Probation

1. **Monthly Report** – Mr. Justice distributed and reviewed his monthly report. Mr. Farrand asked when do you expect to see the caseload numbers drop? Mr. Justice replied we have hired three new Probation Officers. One of them is doing the Jail PSI's. We also have an officer who is out on maternity leave. The new officers have only been on staff for three weeks. These individuals will also need to be trained. By the end of June, we should see things even out.

Mr. Roche commented the number of misdemeanor probationers seems high. Is a 60 – 40 split typical? What can we do to bring those numbers down? Mr. Justice replied in most counties in the State it is a 50 – 50 split. Last month, the Legislature passed a resolution regarding this very issue. To give you a little background, Chief Justice Kay recognized the plight of Probation. This plight was recognized due to the creation of specialty courts statewide. With the creation of these courts, there was no additional funding added for Probation and Probation departments across the State are unable to cooperate with the demands of these specialty courts. It is not that we are unwilling to cooperate, it is that we are unable to cooperate. These programs used to be funded at 100 percent. Probation gets approximately 3 percent from the State budget. We are getting 3 percent to care for 50 percent of the people that could in fact be in State prisons. Our duties have increased over the last eight years.

Mr. Justice stated we have drug court and we also have an integrated domestic violence court. We have instituted longer sentences for sex offenders. Now felony sex offenders are sentenced to 10 years probation and misdemeanor sex offenders are sentenced to 6 years. There is also an argument for having a longer period of parole and that could lead to lifetime probation. Probation is no longer an alternative sentence, but has become the sentence of choice. As a result of Chief Justice Kay's speech, a task force, headed by former Senator John Dunn, was designated to look at this issue. This task force learned a lot about what Probation actually does and came away with a better understanding of the pressure that local Legislature's are under. The task force has submitted their final recommendations. The Council of Probation Administrators (COPA) has not voted on this

proposal yet. We are concerned with some aspects of the task force's final recommendations. We are waiting to see what the actual Legislation will be prior to voting on this.

Mr. Farrand commented that COPA came to NYSAC and that is why he brought the resolution to committee and recommended addressing the reimbursement issue. Mr. Justice commented Governor Spitzer's budget has left Probation alone for the next three years, but having said that, there will be a dark side to that. Mr. Alger commented the State has never reimbursed for fringe benefits. Mr. Justice commented that they only reimburse up to 20 percent of your total budget.

Mr. Farrand asked with regard to the PINS Program, when you adjudicate and send an individual some place, how much does that cost? Mr. Justice replied that depends on the level of care that is required for the individual. Mr. Alger stated the cost could run as high as a Harvard education. Mr. Ahrens commented the figure of \$4,000 per month comes to mind and medical care costs are above and beyond that.

Mr. McAllister asked is the County Association discussing this? Mr. Alger replied NYSAC is waiting to see the Legislature before they take a position.

B. 911 Enhanced

1. **Monthly Report** – Mr. Wixom distributed his monthly report for review. Mr. Alger stated there has been quite a bit of press regarding an employee who got into trouble. He would note that this individual was a part-time employee.

2. **Proclamation** – Mr. Wixom distributed a copy of the Proclamation that Chairman Roche did proclaiming the week of April 8, 2007 as National Public Safety Telecommunications Week in Steuben County.

C. Sheriff's Department

1. **Civil Report** – Undersheriff Cole stated civil fees paid to the County year-to-date are \$40,664.66. They have served 734 papers.

2. **Jail Report** – Undersheriff Cole reported total monies due the facility year-to-date are \$138,162.97. Today's population is 138 with 118 males and 20 females. We have 6 Federal inmates, 1 boarded in, 0 State readies, 0 boarded out, 19 parole violators with non-County charges and 0 housed out days.

3. **Jail Project Status** – Mr. Alger distributed the monthly status report. He commented that the new laundry area is in use. If you look at the project cost overview, you will find that we are about 80 percent finished with this project. Mr. Gehl asked will we be able to move the prisoners in earlier? Mr. Alger replied we are on schedule and working well toward completion. We still have a total of \$347,000 in the contingency and we are in good shape. There are no change orders that require the committee's action at this time. Mr. Alger stated they are considering whether they want to install the touch screen system in the existing pods. If we do that, the cost will be \$95,000 for the touch screens and \$25,000 - \$30,000 for the electrician to do the work. This is something that may be coming.

MOTION: ACCEPTING AND APPROVING THE JAIL PROJECT REPORT AS SUBMITTED BY THE COUNTY ADMINISTRATOR MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. McIntyre asked what is the status on the roof? Mr. Alger replied we are about ready to bid that. We expect to open bids on April 26, 2007 and award them in May. The Construction Manager and the Architect have given us an estimate of \$775,000 for the Health Care Facility roof. He would recommend appropriating \$775,000 from the Repair and Renovations Reserve for this part of the project.

MOTION: AUTHORIZING THE APPROPRIATION OF \$775,000 FROM THE REPAIR AND RENOVATIONS RESERVE FOR THE HEALTH CARE FACILITY ROOF PROJECT MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Alger stated that we would expect construction in June or July with completion by the end of August. There is asbestos in the tar around the roof penetration and we will need to remove that. There is not an extensive amount to be removed.

Mr. Alger stated that they opened the bids for the transformers on Friday. They received one bid and they quoted a delivery date of 21 weeks. The bid had specified 60-day delivery. He asked the committee to reject this bid and to authorize a rebid.

MOTION: REJECTING THE TRANSFORMER BIDS AND AUTHORIZING THE PURCHASING DIRECTOR TO REBID THE TRANSFORMERS MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Alger commented the price for the transformers wasn't too bad, but the timeframe did not meet our specifications. If we get everything back out, we should be able to award this bid on Legislative Meeting Day. We are expecting 30 – 60 days for delivery. The plan is to do this electrical work during the summer months.

D. Public Defender

1. **Monthly Report** – Mr. Cooper distributed his monthly report for review.

E. Emergency Management Office

1. **Budget Transfers** – Mr. Sprague requested authorization to allocated \$18,525 in Pre-Disaster Mitigation Grant revenue to the 2007 budget. He commented this allows us to do disaster planning for the entire County. Once the plan is done, then we print it and disseminate it to all of the municipalities.

MOTION: ALLOCATING \$18, 525 IN PRE-DISASTER MITIGATION GRANT REVENUE TO THE 2007 BUDGET AS FOLLOWS: \$2,000 TO TELEPHONE EXPENSES; \$2,000 TO COPYING; \$2,000 TO POSTAGE; \$5,000 TO OFFICE SUPPLIES AND \$4,525 TO PLANNING EXPENSES MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Sprague requested authorization to allocate \$21,330.24 in Citizen Corps Grant revenue to the 2007 budget. This funding is used for training our volunteers. We also use a small portion to fund our annual EMS banquet and this also helps us fund our simulator board.

MOTION: ALLOCATING \$21,330.24 IN CITIZEN CORPS GRANT REVENUE TO THE 2007 BUDGET AS FOLLOWS: \$5,000 TO VOLUNTEER SUPPLIES; \$1,500 TO COPYING; \$5,000 TO FIREFIGHTER/EMS/CIM TRAINING; \$2,500 TO OFFICE SUPPLIES; \$4,830.24 TO VOLUNTEER TRAVEL & OTHER AND \$2,500 TO PLANNING EXPENSE MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Sprague requested authorization to allocate \$1,800 in Hazardous Materials Planning Grant revenue to the 2007 budget. This LEPC receives Tier II reports from all businesses and industries that have chemicals. This is also used to support the LEPC Committee.

MOTION: ALLOCATING \$1,800 IN HAZARDOUS MATERIALS PLANNING GRANT REVENUE TO THE 2007 BUDGET AS FOLLOWS: \$400 TO TRAINING & CONFERENCES; \$650 TO COPYING; \$250 TO INTERNET AND \$500 TO POSTAGE MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Statewide Wireless Update** – Mr. Sprague informed the committee that the Statewide Wireless Network is an initiative by the State to do 95 percent of the communications across the State. There are three levels of partnership; Level 1 Infrastructure, Level 2 Gateway and Level 3 Full Integration. Mr. Sprague recommended that we enter into an agreement with the State at the Level 2 Gateway partnership. There is a lot of benefit for us to share resources. This is a way for us to plug into the system with us being able to monitor our own system. We have put too much into our communications system to have another entity manage it.

Mr. Gehl asked don't we have an arrangement with the cellular phone companies that if they put up a tower that they have to share space? Mr. Sprague replied when the code enforcement does a building permit, they could put in a stipulation to allow public safety access. We made a push toward that ten years ago and that was disregarded. My understanding is that would be done at the municipal level. Mr. Alger commented we can advocate for this, but it is still up to the towns to decide if they want to do that. Many of the towns that are the most rural have the least regulation and have limited reviews done by the towns.

Mr. Sprague commented that he wanted the committee to be aware, as there will be ongoing discussions. They appear to be moving forward, but this project is not moving very fast. Mr. Alger stated we have mostly concluded that we don't want to give our facilities to the State.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO ENTER INTO AN AGREEMENT WITH NEW YORK STATE TO PARTICIPATE IN THE LEVEL 2 GATEWAY PARTNERSHIP FOR THE STATEWIDE WIRELESS NETWORK SUBJECT TO THE COUNTY'S REVIEW AND APPROVAL MADE BY MR. FARRAND. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Emergency Services Banquet** – Mr. Sprague informed the committee that they held the Steuben County Emergency Services Banquet on March 31, 2007 and had 100 people in attendance.

Mr. Farrand commented that the Legislature should recognize the EMS Person of the Year and the Firefighter of the Year, as well as Corporal Lock for their awards and volunteerism.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. GEHL. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. WALSH. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, May 7, 2007 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, April 30, 2007.**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Special Meeting

Monday, April 23, 2007

9:45 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	DeWitt T. Baker, D.V.M., Chair Patrick F. McAllister	Francis L. Gehl, Vice Chair John Walsh	Dan C. Farrand
STAFF:	Mark R. Alger Frederick H. Ahrens, Jr.	Gregory P. Heffner David English	James Gleason
LEGISLATORS:	Donald B. Creath Robert V. Nichols	Kenneth E. Isaman L. Ronald Nielsen	Thomas J. McIntyre Gary D. Swackhamer

I. CALL TO ORDER

Dr. Baker called the meeting to order at 9:45 a.m.

II. DEPARTMENTAL REPORTS/REQUESTS

A. Administrator

1. **Transformer Bids** – Mr. Alger informed the committee that they had put out bids for three new transformers. One for the Jail, the Health Care Facility and a replacement for the 911 Center. We received three bids, two of which because of the specifics in the bid do not allow us to award it to them. There were no exceptions for the low bidder which was Jerry's Electric. We bid for three different voltages. The 500 kva is \$12,425, the 750 kva is \$16,725 and the 1,000 kva is \$19,825. He would recommend awarding the bid to Jerry's Electric.

MOTION: AWARDING THE BID FOR THREE NEW TRANSFORMERS FOR THE JAIL, HEALTH CARE FACILITY AND THE 911 CENTER TO JERRY'S ELECTRIC FOR \$12,425 FOR THE 500 KVA, \$16,725 FOR THE 750 KVA AND \$19,825 FOR THE 1,000 KVA MADE BY MR. GEHL. SECONDED BY MR. McALLISTER.

Dr. Baker asked Mr. Alger to explain why we need these transformers? Mr. Alger replied since we have been in the process of providing power to the new Health Care Facility and upgrading the Public Safety Building, the utilities suggested that the lines going out to those areas need to be reconstructed. We will change the current voltage to a higher voltage and that requires us to convert the transformer at the 911 Center to a higher voltage. We will replace that transformer and purchase two additional transformers for the other facilities. The 500 kva will go to the 911 Center, the 750 kva will go to the Public Safety Building and the 1,000 kva will go to the Health Care Facility.

Mr. Walsh asked what would we do with the old transformers? Mr. Alger replied he would like to talk to the utility about keeping one of the 500 kva transformers as a backup and they would probably store that for us. We haven't addressed this issue fully yet. We may also talk to them about having them sell the transformers.

Mr. Gehl asked are we doing this with both utilities? Mr. Alger replied this project will all be with Bath Electric, Gas & Water. We are not dealing with the old Health Care Facility which is on NYSEG.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, May 7, 2007

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: DeWitt. T. Baker, D.V.M., Chair Francis L. Gehl, Vice Chair Patrick F. McAllister
John Walsh

STAFF: Mark R. Alger Gregory P. Heffner James Gleason
Frank Justice Byrum Cooper Tim Wixom
Michael Sprague Joel Ordway Christopher Lian
David Cole John Tunney Carol Whitehead
Frederick H. Ahrens, Jr.

LEGISLATORS: Philip J. Roche, Esq. Thomas J. Ryan

ABSENT: Dan C. Farrand

OTHER: Mr. & Mrs. Styker
Mary Perham, *The Leader*

I. CALL TO ORDER

Dr. Baker called the meeting to order at 9:30 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 2, 2007 MEETING MADE BY MR. GEHL. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. District Attorney

1. **Recruitment & Retention Grant** – Mr. Tunney requested authorization to accept a Recruitment and Retention Grant in the amount of \$8,894.00 from the State. This grant is used as an incentive to Assistant District Attorneys to remain in public service.

MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO ACCEPT A RECRUITMENT AND RETENTION GRANT IN THE AMOUNT OF \$8,894.00 MADE BY MR. McALLISTER. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Sheriff's Department

1. **Vehicles** – Dr. Baker stated that Matt Dickson is here from All Season Tires. Mr. Ahrens commented this discussion would be appropriate for Executive Session.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR CORPORATION MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. WALSH. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Probation

1. **Monthly Report** – Mr. Justice distributed and reviewed his monthly report with the committee. He commented that the Probation Officer they hired to do the Jail PSI's has been working for five weeks. During that time he has completed twenty investigations and is preparing to do follow up on pretrial cases.

D. Enhanced 911

1. **Monthly Report** – Mr. Wixom distributed his monthly report for review. During the month of April they answered 9,659 incoming calls. With regard to staffing they have two full time vacancies, one dispatcher in training, one provisional dispatcher in training, fourteen full time dispatchers and six supervising dispatchers. Total full time employees is twenty-four and they have four part time dispatchers.

Mr. Wixom announced that on Friday, they will be celebrating their two-year anniversary. He thanked everyone for helping his department get to this milestone. Over the course of two years they have answered 235,000 incoming 911 calls. Mr. Gehl asked have you seen a significant difference between year one and year two in the volume of calls? Mr. Wixom replied the graph shows that the numbers have stayed fairly consistent unless there has been a significant weather event. Once the kids are out of school, we typically will see an increase in the number of calls.

Dr. Baker asked how many of your calls are from cellular phones? Mr. Wixom replied approximately 15 percent of our workload are cell calls. We can find the caller within sixty yards of where they are standing. Dr. Baker commented that he has a cell phone through CellularOne. Are they on the location system? Mr. Wixom replied as long as you have the GPS chip in your phone and they provide us with data, we can find you. Each company is competing to give us the most data. CellularOne's technology is tower by tower. Most companies in the County are not giving us the data, although we are equipped to receive that data. Verizon currently is the most accurate provider.

B. Sheriff's Department (continued)

1. **Grant Applications** – Chief Deputy Ordway presented the grants that the Sheriff's Department has applied for this year. Under the Governor's Traffic Safety Program they have applied for an \$8,500 child safety seat grant, a \$7,500 BUNY grant and a \$18,000 STEP grant. Under NYS DCJS they have applied for the Byrne-JAG Narcotic grant for \$12,500 and that has a county match of \$1,389. They also applied for a Law Enforcement Terrorism Prevention Grant under NYS Homeland Security for \$24,800 and a Protective Vests Grant under the Bullet-Proof Vest Program for \$17,075.

MOTION: APPROVING THE FOLLOWING GRANT APPLICATIONS FOR THE SHERIFF'S DEPARTMENT: GOVERNOR'S TRAFFIC SAFETY – CHILD SAFETY SEAT \$8,500; BUNY \$7,500 AND STEP \$18,000; NYS DCJS – BYRNE-JAG NARCOTIC \$12,500; NYS HOMELAND SECURITY – LAW ENFORCEMENT TERRORISM PREVENTION \$24,800 AND BULLET-PROOF VEST PROGRAM – PROTECTIVE VESTS \$17,075 MADE BY MR. McALLISTER. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Jail Report** – Undersheriff Cole informed the committee that today's population is 143 with 123 males and 20 females. They have 7 Federal's, 1 boarded in, 3 State readies and 23 parole violators with non-County charges. They have had no housed out days year-to-date. Total monies due the facility year to date is \$173,629.35.

3. **Civil Report** – Undersheriff Cole reported fees paid to the County year-to-date are \$51,103.71 and they have served 960 papers.

4. **Project Update** – Mr. Alger informed the committee that the project is 82 percent complete as of the beginning of May. They are moving right along. We would expect that they will be finished on time and on budget. They are preparing to move into the kitchen area to do renovations.

Major Lian commented the kitchen will be the hardest renovation. We took back the booking area and it went incredibly well and we had great cooperation from the IT Department. The kitchen work will now start and they have already put in two chillers. Dr. Baker asked how has the food service been during the renovations? Major Lian replied it is still new but it has been very cost effective. They will help us out during the renovation and will set up a temporary kitchen in the existing area and there will be no interruption.

Mr. Alger briefly reviewed the list of change orders attached to the report. The largest change order pending is \$159,000 for Black Creek for the addition of the touch screen system in the old pods. Other than that, the only other thing for the jail project is a proposal to turn a portion of the attic into a storage space for the Jail and Sheriff's Department. We did an extensive code review. The Engineer/Architect has requested an additional \$5,000 to do the design work for this as this is outside the scope of the original contract. There is approximately 1,000 square feet of space that we would want to segregate for records. Currently we are not in accordance with the code. We would need to bid for a fire rated sprinkled area or renovate the existing. The proposal is to go forward with the design to store the Sheriff's records.

Undersheriff Cole commented that they keep their administrative investigations and corrections records for long periods of time. Mr. Alger stated we will need to construct fire rated walls in that area. We would be constructing a corridor with two rooms on each side. This would be additional secured storage space and would provide better access and control than what they currently have. Mr. Alger explained the space they are talking about is essentially mechanical space. It is quite large, but empty. This space was categorized as attic space by the building code. We will have to convert this to storage space and that needs to comply with code requirements and primarily needs to be sprinkled, etc. If we do not do this, we would have to store the records outside of the building. There is money in the project contingent fund for this.

MOTION: AUTHORIZING THE COUNTY ADMINISTRATOR TO TRANSFER \$5,000 FROM THE JAIL PROJECT CONTINGENT FUND FOR THE ENGINEER AND ARCHITECT TO DO THE DESIGN WORK FOR THE PROPOSED STORAGE SPACE FOR RECORDS FOR THE JAIL AND SHERIFF'S DEPARTMENT MADE BY MR. GEHL. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: ACCEPTING THE MONTHLY JAIL PROJECT STATUS REPORT AND CHANGE ORDER LOGS AS PRESENTED MADE BY MR. GEHL. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Roof Replacement** – Mr. Alger informed the committee that last month they had authorized transferring \$775,000 for the Health Care Facility roof replacement. We put out a bid for both the roof replacement on the Health Care Facility and the Jail and Hale Contracting was the low bidder at \$853,313. We had very competitive bidding. He requested the committee's approval to award the bid to Hale Contracting. One thing that we will not be addressing until we get further into the roof project is the alternate to install all new rigid insulation on the existing Public Safety Building. Rather than awarding the alternate, we would like to wait until they do an infrared inspection to see if that will be necessary.

Mr. McAllister asked have we used Hale Contracting in the past? Mr. Alger replied no we have not used them, but we received a recommendation from the construction manager. Recently they finished a large roof project in Schuyler County.

MOTION: AWARDING THE BID FOR THE ROOF REPLACEMENT FOR THE HEALTH CARE FACILITY AND THE JAIL TO HALE CONTRACTING, INC. FOR \$853,313.00 MADE BY MR. GEHL. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Gehl asked is the completion date moving ahead? Mr. Alger replied we are hoping that the completion date will be as targeted, this fall.

E. Public Defender

1. **Monthly Report** – Mr. Cooper distributed his monthly report for the committee’s review. Mr. McAllister asked do you do any in-house appeals? Mr. Cooper replied no, we don’t have the staff. Dr. Baker commented it looks as though the change you did is working very well.

F. Emergency Management Office

1. **Fencing** – Mr. Sprague stated last year we budgeted for a capital project for the Mt. Washington security fencing. We had ten contractors contact us and look at the site and then gave us quotes. The quotes range from \$22,000 to \$44,000. We budgeted \$40,000 for this project. He requested authorization to work with the Purchasing Director to develop a bid for the fencing project.

MOTION: AUTHORIZING THE DIRECTOR OF EMERGENCY MANAGEMENT TO WORK WITH THE PURCHASING DIRECTOR TO DEVELOP A BID FOR THE SECURITY FENCING AT THE MT. WASHINGTON TOWER SITE MADE BY MR. GEHL. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **EMS Week** – Mr. Sprague informed the committee that EMS week is May 20 – May 26. He asked that the committee and/or the Legislature recognize this. Mr. Alger stated we could do a proclamation.

3. **Informational** – Mr. Sprague informed the committee that the Fire Advisory Board recently met with fire services attorney, Mark Butler who presented recent changes to the fire services laws and some of those are taking effect immediately. A lot of things have changed.

MOTION: TO ADJOURN MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, June 4, 2007 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Tuesday, May 29, 2007.**

**STEUBEN COUNTY ADMINISTRATION COMMITTEE
STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE**

Special Joint Meeting

Monday, May 29, 2007

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Patrick F. Donnelly, Chair Francis L. Gehl, Vice Chair DeWitt T. Baker, D.V.M.
L. Ronald Nielsen John Walsh

DeWitt T. Baker, D.V.M., Chair Francis L. Gehl, Vice Chair Dan C. Farrand
John Walsh

STAFF: Mark R. Alger James Gleason Frederick H. Ahrens, Jr.
David English

LEGISLATORS: Philip J. Roche, Esq. Donald B. Creath Kenneth E. Isaman
Robert V. Nichols Thomas J. Ryan

ABSENT: Patrick F. McAllister

I. CALL TO ORDER

Mr. Donnelly called the meeting to order at 9:30 a.m.

II. DEPARTMENTAL REPORTS/REQUESTS

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY DR. BAKER, SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0 (ADMINISTRATION) 4-0 (PUBLIC SAFETY & CORRECTIONS).

Motion by Public Safety & Corrections Committee:

MOTION: RECOMMENDING TO THE ADMINISTRATION COMMITTEE THAT IT DECLARE ALL SEASON TIRE AS NOT A RESPONSIBLE VENDOR FOR ALL MAINTENANCE WORK FOR THE SHERIFF'S DEPARTMENT FLEET MADE BY MR. GEHL. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Motion by Administration Committee:

MOTION: DECLARING ALL SEASON TIRE AS NOT A RESPONSIBLE VENDOR FOR ALL MAINTENANCE WORK FOR THE COUNTY FLEET MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Motion by Public Safety & Corrections Committee:

MOTION: AUTHORIZING AND DIRECTING THE PURCHASING DIRECTOR TO AWARD THE BIDS FOR THE MAINTENANCE OF COUNTY VEHICLES IN THE BATH AREA TO THE SECOND LOWEST BIDDER, AFFORDABLE AUTO OF BATH, NY MADE BY MR. GEHL. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Motion by Administration Committee:

MOTION: AUTHORIZING AND DIRECTING THE PURCHASING DIRECTOR TO AWARD THE BIDS FOR THE MAINTENANCE OF COUNTY VEHICLES IN THE BATH AREA TO THE SECOND LOWEST BIDDER, AFFORDABLE AUTO OF BATH, NY MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NIELSEN. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 9-0.

MOTION: TO ADJOURN MADE BY MR. GEHL. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 9-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, June 4, 2007

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Francis L. Gehl, Vice Chair John Walsh	Dan C. Farrand	Patrick F. McAllister
STAFF:	Mark R. Alger David Hopkins Byrum Cooper Frederick H. Ahrens, Jr.	Gregory P. Heffner Richard C. Tweddell Michael Sprague Carol Whitehead	Tim Wixom Frank Justice James Gleason David English
LEGISLATORS:	Philip J. Roche, Esq.	Thomas J. McIntyre	Thomas J. Ryan
ABSENT:	DeWitt T. Baker, D.V.M., Chair		
OTHER:	Andrew Robie, Law Intern Mary Perham, <i>The Leader</i>		

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:30 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 7, 2007 AND THE MAY 29, 2007 MEETINGS MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. McALLISTER ABSENT FOR VOTE).

III. DEPARTMENTAL REPORTS/REQUESTS

A. Probation

1. **Monthly Report** – Mr. Justice distributed and reviewed his monthly report with the committee. Mr. Farrand asked was there a recommendation from CGR regarding the number of cases each officer should have? Mr. Justice replied he doesn't believe they made a recommendation on that. With regard to the caseloads, it is difficult because there are levels I, II and III. Mr. Farrand commented there has been significant improvement in your caseloads as at one time they were as high as 78 cases per officer.

MOTION: ACCEPTING THE PROBATION DEPARTMENT'S MONTHLY REPORT AS SUBMITTED MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **DNA Law** – Mr. Justice informed the committee that there is a law being proposed that could impact our department. At the State level, we have seen three shifts over the past two years with regard to whose DNA is to be taken. It went from a well-defined group and now they have expanded it to include most misdemeanors and all penal law felons. A bill has been passed where everyone convicted under penal law, including youthful offenders, will have their DNA pulled. That always creates problems for us as it creates a backlog. The addition to us here is that unless there is an alternative means of collection, Probation will collect the DNA on the conditional discharges. The alternatives are in place, but they are not working.

Sheriff Tweddell commented the Sheriff's Department has it set up that the collection of DNA is done on Fridays during certain hours. The court-ordered defendant comes and has their DNA collected at our facility.

Mr. McAllister asked are all the DNA collections done there? Sheriff Tweddell replied all of the courts in the County can assign individuals to come to the Sheriff's Department during certain hours on Fridays.

Mr. Justice commented even though things are set up, they are not working. When the courts are submitting convictions, they are not matching up to the people and they go to Probation. The courts send us reports and hold us accountable. These reports will have names of people that we don't know. In New York City, they are predicting in the first year of this new bill, that they will track 10,000 – 15,000 people. That's a lot. Our percentage would be much lower. Mr. Justice commented he does not have the staff or the time to handle this.

Mr. Farrand asked what is your association's position? Mr. Justice replied the association is against it. There is the opportunity for a local law to be passed to charge \$50.00 for DNA collections.

Mr. Gehl asked what happens if someone refuses to get their DNA collected? Mr. Justice replied technically, nothing. It would be a violation of a court order or conditional discharge. If you don't have your DNA taken, you are not charged with anything else.

Mr. McAllister asked why do you have to track people down? Mr. Justice replied because everyone is grandfathered in. Mr. Walsh asked would the list of people go back a year or two? Mr. Justice replied most of the time they grandfather these types of things in. This would cover anyone who owed a DNA test back from when the law was first passed.

Mr. McAllister commented half of the cases in the local courts are reduced down to disorderly conduct, etc. He would hope they would restrict this law to misdemeanors. Mr. Justice replied that he doesn't think it includes violations.

Mr. Walsh asked who pays the cost for the DNA collection? Sheriff Tweddell replied we submit it to the labs. Mr. Alger replied the State pays the labs.

B. 911 Enhanced Department

1. **Monthly Report** – Mr. Wixom distributed and reviewed his monthly report with the committee. During the month of May they had 11,047 incoming 911 calls. They have 24 full-time dispatchers and 5 part-time dispatchers.

Mr. Farrand asked how many hours do the part-time dispatchers work? Mr. Wixom replied it really depends. It can vary anywhere from 8 hours per week to 30 or 40 hours per week. Mr. Farrand asked would you please explain how the part-time dispatchers fix their hours? Mr. Ahrens commented this discussion would be most appropriate for Executive Session under Article 7§ 105.1.D. The committee agreed to hold this discussion at the end of the regular meeting.

C. Sheriff's Department

1. **Civil Report** – Sheriff Tweddell reported fees paid to the County year-to-date are \$67,043.94. They have served 1,187 papers. The month of May has been a banner month as they had approximately \$15,000 in fees going directly to the County.

2. **Jail Report** – Sheriff Tweddell informed the committee that total monies due the facility year-to-date are \$209,577.52. Today's population is 149 with 131 males and 18 females. There are 7 federal inmates, 1 boarded in, 1 State Ready. They have 25 parole violators with non-County charges and have 0 boarded out and 0 housed out days.

3. **Grant for Offender Watch Computer Software** – Sheriff Tweddell informed the committee that they have received notification that they have been awarded a grant by Department of Criminal Justice Services (DCJS) in the amount of \$7,500 to purchase Offender Watch, which is computer software designed to track sex offenders. The company wants the Legislatures in each county to approve this. This grant would allow us to purchase the software. The software also has the capacity to notify all individuals in an area if a sex offender moves. To have that capability, that would be an additional \$2,500. The grant is only for the first year. The Undersheriff, the sex offender registrar and an individual from the IT Department went to Broome County to

look at the program, which costs them \$10,000 per year. Sheriff Tweddell explained the IT Department has come up with a program very similar to this that isn't costing us anything. He would like permission to decline the \$7,500 grant, as it has to be spent on Offender Watch.

Mr. Alger commented you don't ever own the software. It's a lease. If you want the service the next year, it will cost you. The Sheriff can do this with the IT Department and accomplish the same thing.

Sheriff Tweddell commented we can do everything except notify the neighbors when a sex offender moves in. He doesn't think that is necessary as everything is on the computer and people can look that information up. We are also hooked up to the State and National Systems.

MOTION: AUTHORIZING THE SHERIFF'S DEPARTMENT TO REJECT A GRANT FROM THE DEPARTMENT OF CRIMINAL JUSTICE SERVICES IN THE AMOUNT OF \$7,500 FOR THE OFFENDER WATCH COMPUTER SOFTWARE PROGRAM MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Grant for CIRT Vehicle** – Sheriff Tweddell informed the committee that Senator Winner and Assemblyman Bacalles have presented a member item grant in the amount of \$90,000 to assist us with the purchase of a municipal command post vehicle, the CIRT vehicle. He requested authorization to accept this funding. Our current CIRT vehicle is a 1961 and is not as dependable. This grant should take care of 90 percent of the cost.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A MEMBER ITEM GRANT IN THE AMOUNT OF \$90,000 TO HELP WITH THE PURCHASE A CIRT VEHICLE MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: ACCEPTING THE SHERIFF'S DEPARTMENT MONTHLY REPORT MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Emergency Management Office

1. **Budget Adjustment** – Mr. Sprague informed the committee that the revenues for the Citizen Corp Grant and Pre-Disaster Mitigation Grant have already been applied to the budget. During the budget workshop last year, questions were raised with regard to revenue. At that time he had pointed out that the revenue could be applied to this year's budget, but no expenses were added. He is requesting authorization to set up line items specific to these two grants. If we don't fund them, we can't make expenses. If we fund from our current budget, we will run out of money. Mr. Sprague commented that he is suggesting making two line items in the Emergency Services budget from the Contingent Fund for Citizens Corp Grant - \$18,000.00 and Pre-Disaster Mitigation Grant - \$18,525.00.

Mr. Farrand asked with regard to the Citizens Corps Grant, what is the line item for volunteer travel and other? Mr. Sprague replied that is the training for a lot of our volunteers. We will either do the mileage or pay for the training course.

MOTION: AUTHORIZING THE COUNTY TREASURER TO CREATE SEPARATE LINE ITEMS WITHIN THE EMERGENCY SERVICES BUDGET FROM THE CONTINGENT FUND FOR THE CITIZENS CORPS GRANT - \$18,000.00 AND PRE-DISASTER MITIGATION GRANT - \$18,525.00 MADE BY MR. FARRAND. SECONDED BY MR. WALSH FOR DISCUSSION.

Mr. Alger commented when we are doing this, the suggestion is that the approximately \$40,000 would come out of the Contingent Fund. He is saying that he doesn't have the budget to pay for these. When we did the budget last year, the County cost for them was up 60 percent and that's why we were looking at the revenues and the revenues disappeared. The anticipated revenue disappeared and the expenses should have disappeared. We are adding money back to their budget over and above the increase we saw last year.

Mr. McIntyre asked do you anticipate the revenue to offset that money? Mr. Alger replied no.

Mr. Ryan asked how did it disappear? Mr. Alger replied the revenues were not part of the budget, but the appropriations were not reduced. We asked what had happened to the revenues received anticipated. Now we are told that the revenues should had appropriations tied to them.

Mr. Sprague explained in last year's budget there was a significant amount of revenue with the idea that we would fill the Administrative Assistant position, but that was zero-based and we were not aware of that. These expenses came out and the revenue was left in. We could have paid for that with part of the Homeland Security grant. Mr. Sprague explained we are now doing all the work with the budget and other than grants handed to us, we are not actively searching out grants as we cannot keep up. We took a \$5,000 hit on our budget last year. From 2002 – 2007 our budget has gone up \$65,000 in total budget costs. That is with subtracting things such as dispatching that have gone away.

Mr. McIntyre asked what happens if this doesn't pass? Mr. Sprague replied we will run out of money. Mr. Farrand asked what effect will this have on our local departments? He doesn't want to get into the position that we are hurting our local departments by not being able to provide them with training. Mr. Sprague replied the banquet we did we paid for. We are paying for it as we go, but at some point we will not have the money to pay for it.

Mr. Gehl asked how much money in grants have you received this year? Mr. Sprague replied we are looking to receive \$4,000 - \$5,000.

Mr. McAllister asked if we vote this down, can you still do Fire and EMS training? Mr. Sprague replied the training has already been done. Mr. Alger commented at this point, we don't know that you want to turn this down, but we wanted to make you aware. This \$36,000 - \$40,000 when we begin the budget process for next year, we will need to be more clear with regard to where the revenue is going.

Mrs. Whitehead commented that they are in the process of setting up a grant tracking program and the Emergency Management Office will be our pilot for that.

Mr. Alger stated our challenge with grants is he receives a grant this year, but it's two years before he spends it. Most departments when they receive a grant, they spend it. Mr. Farrand commented that he doesn't want to do anything to affect the local departments throughout the County as it is difficult enough as it is to get volunteers.

Mr. Gehl asked next year we won't be in this position? Mr. Sprague replied that is correct. Mr. Gehl commented that he would be in favor with the guarantee that next year there won't be any problems.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

E. Public Defender's Office

1. **Monthly Report** – Mr. Cooper distributed and reviewed his monthly report with the committee.

Mr. Alger commented that if we see a decrease in the costs for the Public Defender's Office, you will lose all of your State aid, which is approximately \$180,000. Mrs. Whitehead commented there is discussion at the State level regarding the indigent grant and to do a scaled percent deduction if you do not meet your maintenance of effort requirements. She suggested it would be prudent for the legislators to contact their State representatives and make them aware that you are in support of having it be a declining reduction.

Mr. Alger explained the reason for the State aid is that the State had raised their hourly rate they paid attorney's and placed fees on filing. Now the maintenance of effort requirement is that if you don't spend this year what you had the previous year, then you lose it.

Mr. McIntyre asked can we do a memorializing resolution? Mr. Alger replied sure. It may be logical to at least do a declining reduction rather than all or nothing.

MOTION: MEMORIALIZING GOVERNOR SPITZER AND THE NEW YORK STATE LEGISLATURE TO ENACT LEGISLATION REDUCING ASSISTANCE FROM THE INDIGENT LEGAL SERVICES FUND TO CITIES AND COUNTIES BY A PERCENTAGE EQUAL TO IT'S FAILURE TO MEET MAINTENANCE OF EFFORT STANDARDS MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

MOTION: ACCEPTING THE PUBLIC DEFENDER'S MONTHLY REPORT MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

F. Administrator

1. **Jail Project Update** – Mr. Alger distributed and reviewed the monthly report with the committee. He commented the project continues to be within budget.

Mr. Farrand asked in your report, references to the roof are for the new part? Mr. Alger replied in this report, it is only for the new addition. The actual re-roofing process is underway.

Mr. Alger commented essentially, the intake garage is done, Renovation Area A will be finished next week. Renovation Area B is pretty much finished and the booking area and laundry areas have been turned over to the department. They are continuing to do work in the kitchen. They are setting up a temporary kitchen in the half of what they have completed. They will provide temporary stoves and ovens so they can use that area. The State Department of Health had suggested this and we have cooperated with them. They will move to the main kitchen that we have traditionally used and finish the work. That should be done sometime at the end of July. Sheriff Tweddell commented the Department of Health has inspected everything and decided that we could maintain part of the kitchen without sourcing it out. It looks like things are going very well with the kitchen.

Mr. McIntyre asked could you use the Health Care Facility? Mr. Alger replied that was one of the options we had explored. We have a vendor providing food service in the Jail who indicated that they could provide one hot meal per day.

Mr. Alger commented the pictures in the report show where we are. At the end of the month, probably around the Board Meeting, we will do a tour of the new section of the Jail. The re-roofing project is underway and we expect that to be completed by the end of August.

2. **Change Order** – Mr. Alger informed the committee this change order has been initiated by us to bring into play the touch screen system within the old units. There are four options being proposed, but we are still negotiating the numbers with the contractors. This will be a significant investment but the Sheriff and Jail Superintendent believe that this is important.

Sheriff Tweddell commented with the two new pods we have the touch screen system with everything in them. We rotate our personnel constantly. The problem with having a pod on the touch screen is that when the personnel go back to the older pods it is confusing to everyone. To have continuity would work out really well, and it would be easier on the staff.

Mr. Alger explained currently in the housing unit some of the controls are done with toggle switches. The advantage of the touch screen is they won't wear out like the switches. Operationally, central control can still control everything. In the housing unit the doors open with a toggle switch. We have gotten away from that and have a more sophisticated system that allows the Sheriff to put in information that he chooses to send out to all of the units. There are some practical advantages to having the touch screen system. We haven't determined which of these proposals we will select.

Mr. Alger requested the committee's approval up to the maximum amount of \$123,388.00 and allow us to negotiate which of these four proposals we would select. Mr. Farrand asked what is proposed? Mr. Alger replied all of them. The new section is controlled by touch screen. We still have a contingency that is over \$200,000 for this particular section of the project. This is the best use of the money. If we are going to do this, we are not going to be able to do it any cheaper than this. If we want to do it, then now is the time.

Mr. Farrand commented this would help with safety issues for the guards. Sheriff Tweddell commented the guards are taught that if there is a problem in the pod that they will back away. Now we have the capacity of shutting everything down. We didn't put this into the original bid because we didn't know if we would have enough money. Mr. Alger explained, when we bid the Black Creek system we had options. Now that the project is 86 – 90 percent finished, we believe there is enough money to afford these things. Also, we are at the point with installation of the Black Creek system that we need to do this soon. Mr. Ryan asked will you use the old system as a backup? Mr. Alger replied the mechanical switches will be eliminated. The Sheriff always has a backup that will be in place.

Mr. Alger explained on the handout, there are two prices. One for the hardware and software that would be procured through Black Creek and the other price is for the electrical work that would be done by Blackmon-Farrell.

Mr. McAllister asked was there a problem with the existing system? Mr. Alger replied yes, previously we had a computer-based control system. Toward the end we had some equipment difficulties with that. That was a different system, different vendor, and different technology.

MOTION: APPROVING A CHANGE ORDER UP TO THE MAXIMUM OF \$123,388.00 FOR THE INSTALLATION OF A TOUCH SCREEN SYSTEM IN THE EXISTING HOUSING UNITS OF THE STEUBEN COUNTY JAIL AND AUTHORIZING THE COUNTY ADMINISTRATOR AND THE SHERIFF TO ENTER INTO NEGOTIATIONS WITH THE CONTRACTORS FOR THAT SERVICE MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: ACCEPTING THE MONTHLY JAIL PROJECT STATUS REPORT AND CHANGE ORDER LOGS AS PRESENTED MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.D. DISCUSSIONS REGARDING PROPOSED, PENDING OR CURRENT LITIGATION MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, July 2, 2007 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, June 25, 2007.**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, July 2, 2007

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Francis L. Gehl, Vice Chair	Dan C. Farrand	John Walsh
STAFF:	Mark R. Alger Richard C. Tweddell Michael Sprague Frederick H. Ahrens, Jr.	Gregory P. Heffner David Cole James Gleason Byrum Cooper	Frank Justice Dave Hopkins Carol Whitehead
LEGISLATORS:	Philip J. Roche, Esq.	Thomas J. McIntyre	Thomas J. Ryan
ABSENT:	DeWitt T. Baker, D. V. M., Chair	Patrick F. McAllister	
OTHER:	Salvatore Trentanelli, Chief, Corning City Police Department Steve Sullard, Chief, Addison Police Department Ted Murray, Interim Chief, Hornell City Police Department Carl Slentz, Project Manager, LP Ciminelli		

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:30 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JUNE 6, 2007 MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. OPPORTUNITY FOR PUBLIC COMMENT

Mr. Gehl opened the floor for comment by members of the public.

Chief David Rouse, Bath Police Department stated that he is here today to voice his objection to Chemung County Executive Thomas Santulli's proposal to move the Criminal Justice and Police Training Program to Elmira, New York. Chief Rouse commented relocating the Corning Community College Criminal Justice Program and its facilities to Elmira only benefits those agencies and students from Chemung County. For some time now, we have been attempting to get CCC to commit to upgrading the current facilities at Goff Road. Classrooms need to be remodeled with improvements made to heating and air conditioning systems. Additional classroom space is also needed. The current facility and its equipment need to be brought up to acceptable standards to better facilitate contemporary police training. The current location better meets the needs of the criminal justice community. The Criminal Justice Program and the Southern Tier Law Enforcement Academy need a permanent home to benefit all citizens and agencies within the three-county area. Although I have expressed my opinion, I've made every attempt to base this opinion on my professional experience and careful examination of the factual issues involved. I am imploring the Steuben County Public Safety and Corrections Committee and the members of the Steuben County Legislature to weigh in on this extremely important issue. Mr. Santulli's proposal is not good for law enforcement and is certainly not good for the citizens of Steuben County.

Chief Salvatore Trentanelli, Corning City Police Department stated that this issue was presented and discussed at the County Police Chief's Association and the issue is mainly communication. We were not informed of any of

the plans. He commented that he agrees with everyone and understands the position that Elmira and Chemung County are in, however, he doesn't believe the location they have selected is going to work. There is no parking in Elmira and the commute will be terrible. The students will still have to travel back to the main campus for other courses and that puts people at risk with regard to driving. We have been pleading to have upgrades done to that facility. There is plenty of parking at the current location. We have used the facility after-hours for other activities. The idea of moving may be premature.

Interim Chief Ted Murray, Hornell City Police Department stated that he agrees with Chief Rouse and supports the idea to keep the academy where it is.

Mr. Farrand asked how many classes per year are held? Chief Rouse replied he doesn't know how many Criminal Justice classes are held. They have between 12 and 24 different in-service trainings per year. They also try to hold one basic academy course per year. Every time we offer the basic school, we have a number of individuals that attend from Ithaca and Cornell. We have a good program and we are always looking at ways to try to improve it. We were blindsided by this.

Mr. Alger stated we sent a letter to the college President expressing concern over the article we saw in the paper. We suggested that we would recommend to the Health & Education Committee that we oppose this move, as well as the Public Safety & Corrections Committee. From the County's perspective, this does not benefit the residents.

MOTION: OPPOSING THE PROPOSAL TO RELOCATE THE CORNING COMMUNITY COLLEGE CRIMINAL JUSTICE CENTER FROM GOFF ROAD IN EAST CORNING TO THE CITY OF ELMIRA MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

Mr. Gehl thanked everyone for their comments and declared the opportunity for public comment closed.

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Probation

1. **Monthly Report** – Mr. Justice distributed his monthly report for the committee's review. Mr. Gehl asked will your number increase during the summer? Mr. Justice replied PINS are down and JD's are up. Mr. Farrand commented that he thinks 67 cases per officer still seems high.

2. **Grant Funding** – Mr. Justice informed the committee that NYS Division of Probation and Correctional Alternatives has received an appropriation of \$2.3 million for State fiscal year 2007 – 2008 to provide financial assistance to counties for probation departments to provide enhanced probation supervision services to individuals classified as Sex Offender Registration Act (SORA) Risk Level 2 and 3 Sex Offenders.

Mr. Justice explained Level 3 offenders are the worst. Currently, we have six Level 3 offenders that we are supervising and one that we are responsible for in New Jersey and the jurisdictional responsibilities do not follow when you cross State lines. We also have 26 Level 2 offenders and one that is transferring to another County and that jurisdiction will go to the other county. We also supervise 20 Level 1 offenders and have two that are classified as "P" which means that their level is pending.

Mr. Justice stated the supervision of sex offenders is an important issue. Sex offenders are not permitted to live within 1,000 feet of a school property line. Our probation officers conduct home visits and residence searches as necessary. The State would like us to have one officer provide this supervision. We are too large of a County. The second option is to take a seasoned officer and most of their caseload would be made up of these sex offenders. Mr. Justice asked for authorization to accept Part A of this funding which is \$37,700.

MOTION: AUTHORIZING THE PROBATION DEPARTMENT TO ACCEPT \$37,700 FOR PART A OF THE SORA GRANT OFFERED BY THE NYS DIVISION OF PROBATION AND CORRECTIONAL ALTERNATIVES MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Justice stated we are eligible to receive \$8,700 from Part B of this funding to conduct polygraph tests. Polygraph tests are not admissible in court. This is a field test for us. If we are looking for a tool, and the State accepts it, he doesn't see a need to hire an expert that charges \$300 - \$400 to do the test. Mr. Justice stated that he did have a preliminary discussion with the Sheriff. The Sheriff has a polygrapher on staff and if we can work something out, this funding could go to the Sheriff's Department.

Sheriff Tweddell commented that whether we get this money or not, he welcomes the opportunity because the more tests that his officer gives, the better he will be. Mr. Justice commented that he welcomes a chance to do this as it provides them with another tool.

MOTION: AUTHORIZING THE PROBATION DEPARTMENT TO ACCEPT \$8,700 FOR PART B OF THE SORA GRANT OFFERED BY THE NYS DIVISION OF PROBATION AND CORRECTIONAL ALTERNATIVES MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. 911 Enhanced

1. **Monthly Report** – Mr. Hopkins distributed his monthly report for the committee's review. He commented that they are looking to start a new class on July 16, 2007 in the hopes of recruiting two additional part-time dispatchers.

Mr. Gehl asked when are your busiest times in the 911 Center? Mr. Hopkins replied 6:00 a.m. – 9:00 a.m., 3:00 p.m. – 4:00 p.m. and 4:00 p.m. – 7:30 p.m. We look at how busy we are and if we need to put more staff on during busy times. We are using our part-time dispatchers extensively at this point.

MOTION: ACCEPTING THE 911 DEPARTMENT'S MONTHLY REPORT MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **MDT Committee** – Mr. Hopkins informed the committee that they have set up an MDT Committee and they recently met for the first time since the Center has been up and running. Suggestions were made about things that could be modified and we will be making those modifications by the end of July. Hopefully this committee will be on a quarterly basis. The Road Patrol is now using the MDT's to run traffic stop data. There have been inconsistencies with the performance of the equipment. We do have a software patch that we will apply and hopefully we will see more consistency with reconnects when they go in and out of cell service coverage.

C. Sheriff's Department

Mr. Gehl commented that some of the Legislators went out and toured the Jail. It is coming along nicely.

1. **Civil Report** – Sheriff Tweddell reported civil fees paid to the County year-to-date are \$77,622.89 and they have served 1,442 papers.

2. **Jail Report** – Sheriff Tweddell reported total monies due the facility year-to-date are \$303,996.07. Today's population is 138 with 116 males and 22 females. They have 7 federal inmates, 0 boarded in, 1 State ready and 0 boarded out. They have 17 parole violators on non-county charges and have 30 housed out days resulting in a cost of \$1,500. Sheriff Tweddell explained they had to house out female inmates. As a result of that, they have changed the female unit which was 20 beds back into Pod 1 which is a 30-bed unit. That will now be the female unit. The population of females had gotten low because we had been inundated with juveniles.

3. **Child Safe Grant** – Sheriff Tweddell requested authorization to accept grant funding in the amount of \$15,000 for the Child Safe ID Program. We have been doing child ID, taking their picture and putting it into our database and then issuing them an identification card. Now the Department of Criminal Justice Services has gotten on board with a similar program. They have enhanced the program with new equipment and now all pictures that we take will actually be included in their computer as well.

MOTION: AUTHORIZING THE SHERIFF'S DEPARTMENT TO ACCEPT \$15,000 IN GRANT FUNDING FROM DCJS FOR THE CHILD SAFE ID PROGRAM MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Member Item Grant** – Sheriff Tweddell stated last month you approved us accepting a \$90,000 member item grant last month. He will be taking it to Finance Committee this month. The unit we are looking for is actually on State bid. Once he gets the actual price, he will come back to the Committee with the final figure.

C. Administrator

1. **Jail Project Update** – Mr. Alger distributed the monthly report for the committee's review. He commented that the old radio tower has been taken down. The project is winding down, as they are now at about 92 percent complete. They are focused on finishing up the housing units. In terms of the renovation areas, the final area to be done is the kitchen. The temporary kitchen has been set up and now the contractors are going into the main part of the kitchen.

Sheriff Tweddell commented the company we hired to do the meals has continued to be able to do the meals on-site. The arrangement is working very well.

Mr. McIntyre asked what will be the total population once you open up the new part? Sheriff Tweddell replied it will be 282. Right now we have 162.

Mr. Alger stated last month you approved a change order in the amount of \$123,000 for Black Creek. After further review, we did not move forward with that change. We had requested in the past to proceed with the conversion of space in the attic of the Sheriff's Department to be turned into storage space. We received quotes for \$38,000 and we are going to identify an alternative to spending that money.

Mr. Alger informed the committee that he has two issues for the committee. The first issue is in regards to the existing jail units and the proposal to do major repairs in the shower areas to provide better drainage to the floor drains. The estimated cost is \$29,000 and this is something that we do recommend going forward with. We have had problems within inmates slipping in the past. Mr. Alger explained we would grind the concrete to provide a better slope to that drain. The seamless flooring is finished and is a type of epoxy flooring.

Sheriff Tweddell commented we do have large rubber mats that have holes in them for the water to go out, but that poses a sanitary problem as those mats have to continuously be washed. Mr. Slentz stated there are 15 existing shower units. Mr. Gehl asked is the floor going to have a sandy feel to it? Mr. Slentz replied the texture will be semi-smooth so that it will not be so slippery when wet.

MOTION: AUTHORIZING THE CHANGE ORDER IN THE AMOUNT OF \$29,000 TO GRIND THE CONCRETE FLOORS IN THE EXISTING SHOWER UNITS TO PROVIDE BETTER DRAINAGE AND TO INSTALL SEAMLESS FLOORING MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Alger stated the second issue is we had some piping issues in the renovation area that are projected to be less than \$25,000, however, it is slightly higher at \$25,919. He requested approval of this change order.

MOTION: AUTHORIZING A CHANGE ORDER IN THE AMOUNT OF \$25,919 FOR PIPING ISSUES IN THE RENOVATION AREA MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Alger informed the committee that one of the additions to the project is a masonry wall between the building to provide a 16-foot structure where the exterior recreation area is. We had in the base bid the fence and bid in the alternate some work for the wall. The fence and wall are in the same location. In trying to decide which way to go, we should rearrange the wall and enclose what would have been the fenced in area around the walkway between the housing unit and the recreation yard of the existing Jail. The recommendation we came back with is

to modify the wall to fully enclose the walk area and come up to where the chain link fence intersects with the wall.

Mr. Alger commented that it is difficult from the Sheriff's point of view as the fenced in area becomes a catch area for snow. It is a maintenance issue during the winter for outside recreation. By extending the wall out and around you avoid the issue of what to do with the snow. The total amount of this modification is \$32,700. He stated that he is authorized to approve change orders up to \$25,000, however, not one piece is over \$25,000 but the total is. The costs are \$24,200 for masonry, \$2,700 for Black Creek, \$800 for electrical and \$8,500 for site work. He requested approval to go forward with this change. This will give the Sheriff a maximum-security recreation area.

MOTION: AUTHORIZING A CHANGE ORDER IN THE AMOUNT OF \$32,700 TO DO MODIFICATIONS TO THE WALL/FENCE OF THE RECREATION AREA AT THE JAIL MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Alger informed the committee that the re-roofing project at the Jail is going very well.

Mr. Farrand asked what is the total on the Jail project budget? Mr. Alger replied there is \$252,000 in the contingency fund. The re-roofing project is approximately 49 percent complete.

MOTION: APPROVING THE CHANGE ORDER REPORT AS SUBMITTED BY THE COUNTY ADMINISTRATOR MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: ACCEPTING THE JAIL PROJECT REPORT MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

D. Sheriff's Department (continued)

1. **Uniform Bids** – Mr. Gleason informed the committee that they have received the bids for the uniforms for Corrections Officers, Maintenance and Road Patrol. The bid is based on every component. He recommended awarding the bid for each part to United Uniforms.

MOTION: AWARDING THE UNIFORM BID FOR THE SHERIFF'S DEPARTMENT TO UNITED UNIFORMS FOR ALL COMPONENTS MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

E. Emergency Management Office

1. **Budget Review** – Mr. Sprague distributed a spreadsheet depicting the department's budgets from 2002 through 2007. He stated that when he went to the Finance Committee, it was their recommendation that he meet with the Treasurer and the County Administrator to review his department budget. Mr. Sprague stated in general our overall County cost is trending down. He stated that he is working with the Treasurer to separate out the grants. Our office space allocation has jumped significantly since we moved into the 911 Center. Mr. Sprague commented the biggest change in our budget was when we stopped being a dispatch operation.

Mr. Ryan asked the increase in revenue for 2006 was for the grants? Mr. Sprague replied yes. Some of the grants moved into the following year. When you try to forecast next year's revenue you don't always receive the grants in the same year.

Mr. Farrand commented that he talked to Mr. Sprague and the Department of State is making available State grants to fire districts and EMO districts for thermal imaging equipment with a 10 percent contribution.

2. **EOC Training** – Mr. Sprague informed the committee that he has been working with various departments doing the incident command training. The State will be conducting a training on July 12, 2007 and July 13, 2007. The first day will be an overview of the EOC, operations, etc. The second day will consist of an exercise.

3. **Communications System** – Mr. Sprague informed the committee that he recently met with their maintenance vendor for the communications system as we had complaints from the Hammondspport Ambulance regarding their pagers. The EMS antenna was bad and the tower vendor came on Friday to replace that. We viewed this as an emergency replacement. The cost was \$3,340.00.

MOTION: APPROVING THE EMERGENCY REPAIR OF THE EMS ANTENNA AT A COST OF \$3,340.00 MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Farrand asked Mr. Sprague if he had any comments on talking to BOCES to see if they could initiate a firefighters program and develop a resource for future firefighters? Mr. Sprague replied that we did have that discussion some time ago, but it is worthwhile to revisit the issue.

Mr. Farrand stated that with regard to the CCC campus on Goff Road, we should try to coordinate a joint school for volunteer firefighters. Mr. Gehl stated that we are short on firefighters, but he doesn't know about going to East Corning and would want to wait until that issue is settled. Mr. Sprague commented the training is paid for by the State. Offering the courses too far away is one of the complaints that we get. Mr. Gehl stated that he would like to wait for now.

Mr. Walsh stated the Fire Advisory Board has discussed various incentives to try to get more volunteers. They suggested making automobiles available for purchase on State bid if they meet all of the qualifications. Mr. Alger commented in order to do that, you would have to have special legislation because only government agencies are authorized to purchase off of State bids. Beyond that, we would need to do a special bid for volunteers. The idea could be followed and we'll see what happens.

4. **Contract Renewal** – Mr. Sprague requested authorization to renew their contract for the WMD trailer that we received from the State five years ago. The trailer resides in the City of Corning. The State would like us to do the renewal prior to July 17, 2007.

MOTION: APPROVING THE RENEWAL OF THE STATE CONTRACT FOR THE WMD TRAILER PENDING REVIEW AND APPROVAL BY THE LAW DEPARTMENT MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Walsh asked with regard to the earlier discussion about volunteer incentives, do we need to initiate something here to move it on? Mr. Farrand replied the Fire Advisory Board needs to make a recommendation. Mr. Walsh commented that was their recommendation. Mr. Alger stated we would request the State to look at it and figure out how to go about doing it. We would want to request that they amend the volunteer incentive program to include a bid for vehicles along the lines of the State bid. That would still give you a better price.

MOTION: REQUESTING THE GOVERNOR AND THE STATE LEGISLATURE TO AMEND THE VOLUNTEER INCENTIVE PROGRAM TO INCLUDE A BID FOR VEHICLES TO BE PURCHASED BY VOLUNTEERS ALONG THE LINES OF THE STATE BID MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

F. Public Defender

1. **Monthly Report** – Mr. Gehl distributed the monthly reports as Mr. Cooper had to be at court.

MOTION: APPROVING THE PUBLIC DEFENDER'S MONTHLY REPORT MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7 §105.1.D. DISCUSSIONS REGARDING PROPOSED, PENDING OR CURRENT LITIGATION AND ARTICLE 7§ 105.1.E. COLLECTIVE NEGOTIATIONS PURSUANT TO ARTICLE FOURTEEN OF THE CIVIL SERVICE LAW MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES. 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, August 6, 2007 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, July 30, 2007.**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, August 6, 2007

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Francis L. Gehl, Vice Chair Dan C. Farrand Patrick F. McAllister
John Walsh

STAFF: Mark R. Alger Gregory P. Heffner Richard Tweddell
David Cole Tim Wixom Frank Justice
Andy Greeley Mike Sprague Frederick H. Ahrens, Jr.
David English Byrum Cooper Carol Whitehead
Nancy Smith

LEGISLATORS: Philip J. Roche, Esq. Thomas J. McIntyre Thomas J. Ryan

ABSENT: DeWitt T. Baker, D.V.M., Chair

OTHER: Jean Marie Styker

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:30 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 2, 2007 MADE BY MR. MCALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. WALSH ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Probation

1. **Monthly Report** – Mr. Justice reviewed his monthly report with the committee. He commented that the average caseload per officer for the current month is 65 and for the prior month was 67.

2. **Probationer Transfers** – Mr. Justice stated that after our discussion last month, he brought Andy Greeley, the Transfer Designee to explain the process. Mr. Greeley informed the committee that he handles both transfers between counties and transfers between states. The transfers between states are handled by a Compact which is under the U.S. Congress. Under this compact, transfers between states need to maintain constant supervision. He commented that part of his job is to make sure inappropriate transfers do not happen.

Mr. Greeley informed the committee that we are the lead agency beyond the courts because the Compact is part of a federal agency. When a person here commits a crime and is sentenced to probation we apply to the compact to have them sent to another county. If they have family in a different state, the individual can move there. We try to get the courts to acknowledge that there is a transfer to get the judge's signature. We also can be ordered to retrieve an individual if they are located in another state. In that case, it is our responsibility to go and retrieve them.

Mr. Gehl asked if you have to retrieve an individual, do you have to take a Sheriff's deputy with you? Mr. Greeley replied they have not yet had to do that, but they probably would ask for assistance.

Mr. Justice commented we would coordinate that with the District Attorney's Office. If someone crosses the state border without permission, they can fight extradition. We have created a form and we have the probationer waive extradition before they leave the state. The District Attorney calls the State Police and other agencies if need be to return the individual to the state.

Mr. Farrand asked does the county get billed for supervision? Mr. Greeley replied no. The probation becomes part of their caseload. Mr. Justice explained the probationer pays whatever fees may apply to that particular state. When people transfer here we have the right to set the conditions of probation as we see fit.

Mr. Justice stated Steuben County is the lead agency in Western New York to call the meetings of the Intra-Transfer Designees. The Compact didn't require a judge's signature, but we wanted the judge to acknowledge it. The Compact has adopted this policy and he gives Mr. Greeley the credit for that.

3. **Polygraph** – Mr. Justice stated at last month's Legislative Meeting, the Board approved acceptance of money for polygraphs to be given to sex offenders and we have a contract to do that. At the time, Mr. Farrand had asked if that will lead to another position. My understanding is that this falls outside of the 16B parameters, but we are still evaluating this.

Mr. Farrand commented the caseload per officer is still quite high. What did the Center for Governmental Research suggest? Mr. Justice replied they had suggested caseloads of 50 – 58 per officers. If we make a shift to having one officer in each area providing more intensive supervision for sex offenders, they could handle up to 50 cases and that would push other cases to other officers.

Mr. McAllister asked with regard to the money for the polygraph, is that for someone who is suspected of being an offender? Mr. Justice replied this money is to maintain a polygraph for sex offenders on probation. With this we can find out if they have been around children.

Mr. Farrand asked how many sex offenders are in the county? Mr. Justice replied we have 52 on probation.

Mr. Walsh asked can the polygraph be used in court? Mr. Justice replied it is inadmissible in court. Discussion followed.

B. 911 Enhanced

1. **Monthly Report** – Mr. Wixom distributed and reviewed his monthly report with the committee. He stated that they took 11,008 calls during the month of July. With regard to staffing, we will have 24 full-time staff if everyone makes it through training. We have 7 part-time staff.

Mr. Gehl asked how many weeks of training do the dispatchers go through? Mr. Wixom replied the Office of Fire Prevention and Control recently came and did our annual survey. When we hire a new dispatcher, they have two weeks of classroom training then they go on the floor for three weeks. Then they go back to the classroom for one week for fire and EMS and then back onto the floor. New York State says that classroom work is training and their work on the floor is considered on-the-job training and the State does not consider it to be formal training. I say that the dispatchers get 8 weeks of training. The State was very impressed and the only topic of discussion was the number of hours considered to be training.

Mr. Walsh asked when they are put out onto the floor, is someone with them? Mr. Wixom replied yes. They are observing a more senior person and when the phones are slow they are allowed to dispatch. It is a gradual growth.

Mr. Farrand asked could we get a breakdown on the calls in terms of how many are fire, EMS, law enforcement and administrative? Mr. Wixom asked what do you consider to be an administrative call? Mr. Farrand replied when someone calls to report they have water in the basement, if they are calling for road conditions, etc. He commented that he doesn't believe that all 10,000 calls are just fire and EMS. Mr. Wixom replied 85 percent are law enforcement, 8 percent are EMS and 7 percent are fire.

Mr. Farrand commented we have 5 or 6 people per shift. His belief is that from 2:00 a.m. – 5:00 a.m. traffic is minimal. Why are we stacking these hours rather than cross training so they can do each discipline and cut down on the man-hours? There is a lot of down time when you don't need a full staff. Mr. Wixom replied there are peaks and flows. The real question is at 3:00 a.m. which is statistically the slowest time, you have two people on the floor. If you go to the bare minimum and something happens that is not predicted we won't be able to handle it. When they developed the center, everyone decided that two people was adequate staffing and we answer the phone in 10 seconds or less. Staffing is a very difficult thing to try to do.

Mr. Farrand asked wouldn't it be better to have the call taker dispatch the vehicles? If the same person did both he would think it would be better. Mr. Wixom commented it comes down to what is more important – the telephone or the radio? These are the two distinct flavors of 911. When you mix the two, the real question becomes what do you do first.

Mr. Gehl commented we had a committee that went to several 911 centers. We found out that the way we do it now is the best way to do it and it is what Mr. Wixom and the committee suggested.

C. Sheriff's Department

1. **Civil Report** – Sheriff Tweddell reported civil fees paid to the County year-to-date are \$92,719.17 and they have served 1,731 papers.

2. **Jail Report** – Sheriff Tweddell reported total monies due the facility year-to-date are \$342,632.95. Today's population is 142, which consists of 124 males and 18 females. They have 5 federal inmates, 0 boarded in, 0 State readies, 0 boarded out and 12 parole violators with non-county charges. They have had 30 housed out days for a total cost of \$1,500.

3. **Reclassification** – Sheriff Tweddell requested authorization to transfer one vacant Dispatch position, Grade X, to a Receptionist, Grade V. There is a window in the dispatch office and we will put a desk out there for the receptionist and that individual will handle all of the incoming, non-emergency calls. This will also help out the civil office. Everyone would then come to the dispatch window and be directed accordingly. Right now when we get telephone calls, they go throughout the building.

Mr. Farrand asked are you going to have to change your phone system to do this? Sheriff Tweddell replied no. The receptionist will be answering phones that the dispatcher was taking and we will also be directing all of the Jail and Civil office calls to that position.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A VACANT DISPATCH POSITION, GRADE X TO A RECEPTIONIST, GRADE V IN THE SHERIFF'S DEPARTMENT MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Budget Transfer** – Sheriff Tweddell informed the committee that we received a grant in the amount of \$90,000 from Senator Winner and Assemblyman Bacalles to purchase a new CIRT vehicle. We located a vehicle on State bid and the cost is \$115,000 - \$130,000. We are \$30,000 short. Sheriff Tweddell stated that he wrote to the Governor's Traffic Safety Committee to see if he could take that money out of the DWI Reserve. He received a response that they did not have a problem with that. He requested authorization to transfer \$30,000 from the DWI Reserve to pay for the additional \$30,000 cost for the CIRT vehicle.

MOTION: AUTHORIZING THE TRANSFER OF \$30,000 FROM THE DWI RESERVE FUND TO PURCHASE A NEW CIRT VEHICLE MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

5. **Major Equipment** – Sheriff Tweddell requested authorization to transfer \$5,000 from Major Equipment to his line items for scuba and CIRT equipment.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$5,000 FROM MAJOR EQUIPMENT TO HIS LINE ITEMS FOR SCUBA AND CIRT EQUIPMENT MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: ACCEPTING THE SHERIFF DEPARTMENT'S MONTHLY REPORT MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

6. **Jail Project** – Mr. Alger distributed and reviewed the monthly project report. He commented that Black Creek has been setting up the new pods. The masonry wall for the yard area is underway. The new housing units are 95 percent complete. They are doing cleanup and detail work. The last remaining renovation is underway in the kitchen. They should be done in two to three weeks. Sheriff Tweddell commented the renovation has not interrupted kitchen service and we have been able to work around it. Mr. Alger commented that when you look at the cost overview, we are doing well with the budget and are just beyond 93 percent complete.

Mr. Alger stated we have the replacement of the transformers at the 911 Center, Jail and Health Care Facility. We received a quote from Blackmon-Farrell in the amount of \$33,000 to change out all three transformers. Mr. Alger commented we will split the cost between the Health Care Facility and Jail project.

MOTION: APPROVING THE CHANGE ORDER IN THE AMOUNT OF \$33,000 FOR BLACKMON-FARRELL TO CHANGE OUT THE THREE TRANSFORMERS AT THE 911 CENTER, JAIL AND HEALTH CARE FACILITY MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger commented the roof for the Jail is about 67 percent complete and they are moving right along on the Health Care Facility roof. Hopefully by the end of the month the roofs will be done. These are 20-year fully adhered rubber roofs.

MOTION: ACCEPTING THE JAIL PROJECT REPORT MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Emergency Management Office

1. **Budget Update** – Mr. Sprague informed the committee that they have established grant accounts and transfers have been made into those accounts from 3640 Emergency Services. We have \$46,000 remaining in the 3640 budget. We have looked at what we will need to spend for the remainder of the year and we have anticipated needing \$38,250. Mr. Sprague commented the challenge will be to make the 2008 budget follow this process.

Mrs. Whitehead commented prior to this everything in the budget was co-mingled and there was an issue about knowing where the grants were at. Now there is more accountability. Mr. Alger commented this would be a transfer from the contingent fund and will require approval of the Finance Committee and Full Board.

MOTION: AUTHORIZING THE TREASURER TO TRANSFER \$38,250 FROM THE CONTINGENT FUND TO THE EMERGENCY MANAGEMENT 3640 REVENUE LINE ITEM TO COVER COSTS FOR THE REMAINDER OF THE YEAR WITH THE UNDERSTANDING THAT IT IS THE TREASURER'S RECOMMENDATION TO SEPARATE GRANTS INTO A GRANTS LINE ITEM MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **General Update** – Mr. Sprague distributed a form showing the fire investigations year-to-date. Mr. Ryan asked how is the loss dollar value determined? Mr. Sprague explained that figure is estimated through property value if it is a total loss, in cooperation with the insurance company.

3. **Fencing Bid** – Mr. Sprague informed the committee that they solicited bids for fencing around the Mt. Washington tower site. We anticipate getting the bids returned on August 21, 2007. They may need a special meeting to award the bid so we can start the project in the beginning of September.

3. **Informational** – Mr. Sprague commented the resolution the Legislature passed memorializing the State to look into allowing volunteers to purchase vehicles off State bid has received some interest.

E. Public Defender

1. **Monthly Report** – Mr. Cooper distributed and reviewed his monthly report. He commented that the numbers are coming back up to the normal levels. STOP DWI is the most visible example of how we are not spending money that we might have been.

MOTION: ACCEPTING THE PUBLIC DEFENDER'S MONTHLY REPORT MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

F. Administrator

1. **Cell Phone Request** – Mr. Alger stated he has received a cell phone request from the District Attorney's Office for Pat Jimenez. Mr. Jimenez is an Assistant District Attorney who works with the domestic violence special victims. He frequently travels to victim meetings and court appearances. Mr. Alger recommended approval of this request.

MOTION: APPROVING THE CELL PHONE REQUEST FOR PAT JIMENEZ, ASSISTANT DISTRICT ATTORNEY MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

G. Personnel

1. **16B Request – Emergency Management Office –**

a. *EMS Coordinator* - Mrs. Smith informed the committee that Emergency Management is asking for an Administrative Assistant and an EMS Coordinator. She stated that they initially contacted similar counties to see what their staffing and costs are. We fall right into the average range. Other counties have 3.7 staff and we have 4. No county indicated that they are adding any additional positions. Our recommendation is not to approve these additional positions. Mrs. Smith stated the EMS Coordinator is listed in the Public Health & Nursing Services budgets for other counties. Our position at this point is not to recommend this position, but to look at it for the following year.

Mr. Farrand commented his concern is that a local EMS Coordinator would provide access for the local ambulance corps. With not having that reinforcement, the corps lose out on training. The office does not have enough time to work on volunteer services for the ambulance corps. How many ambulance corps do we have in the county? Mr. Sprague replied 21. Mr. Farrand stated this position would be a plus for us especially if Public Health Nursing picks up some of the cost. Discussion followed.

MOTION: APPROVING THE 16B REQUEST FOR AN EMS COORDINATOR FOR THE EMERGENCY MANAGEMENT OFFICE FOR 2008 AND FORWARDING THE ADMINISTRATION AND FINANCE COMMITTEES FOR REVIEW MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER FOR DISCUSSION.

Mr. Walsh stated his concern is that we keeping hiring more people and spending more money. When do you say no? Mr. Farrand stated the EMS Coordinator may be able to go after grants for the ambulance corps.

Mr. Sprague commented we are looking for someone to work directly with the ambulance corps and spend more time with them. One of the issues that he has is he cannot spend time with just them. Long range, we need to get the corps to work together. Livingston County is doing some creative things, but they have an EMS Coordinator.

Mr. McAllister asked who handles the fire departments? Mr. Sprague replied we have a Fire Coordinator. If we don't do something to stave off the decline in the EMS, someone won't be able to respond. If we can help support them, the volunteers will stay. With the training piece alone, nobody keeps track of when the basic EMT certificates will expire.

Mr. McIntyre commented Personnel has reviewed this and feel they would like to review this position for another year. It would be nice to have, but it will cost. Why push? He stated that he would like to see it wait another year.

Mr. Alger stated he couldn't argue with what has been said. All you have to do is look at the relationship we have had with Regional EMS to know that we have problems. This is a difficult decision to make as you are talking about spending more money. In the end, he doesn't know if we will be able to bolster attendance. The regional EMS group in the State is telling you what you will have for training requirements. The Coordinator will help by tracking credentials better, but ultimately, the requirements are not ours.

Mr. Sprague stated an example of what we have dealt with is that at one time we had the Wayland, Atlanta and Cohocton corps working together. They were training together, equipping their ambulance the same and working very well. That worked for about a year and one-half until an individual discouraged it. We had set them up with agreements, but without that reinforcement, they haven't renewed those agreements.

Mr. McIntyre stated you are the Director and you have a fantastic assistant. Why can't the two of you do this? It doesn't seem that it would be administratively difficult to do. You should know who is certified. Mr. Sprague stated he doesn't. Mr. McIntyre stated that he finds that to be unacceptable. You can't contact each department? Mr. Sprague replied they can't tell me. They don't have an administrative person. In order to do that, we would have to personally visit each of the departments. Mr. McIntyre commented that he felt it would be helpful if he did that.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 4-0.

b. *Administrative Assistant* – Mr. McAllister asked do you have an assistant? Mr. Sprague replied he used to. She resigned and the position was not funded again. He is asking for it to come back. Mrs. Smith stated he currently has a Senior Typist and if this position was approved, he would want her to take the test for that position and then reclassify the Senior Typist to an Account Clerk. Mr. Sprague stated that they are utilizing RSVP volunteers, but that doesn't cut it if we are trying to do disaster assessments, grants management, etc. At times when you call the office, there is no one there to answer the phone.

Mr. Alger stated Personnel has recommended not approving this position and he would agree. In terms of the grade request, we don't have any other department that size with a grade that high.

MOTION: DENYING THE 16B REQUEST FOR AN ADMINISTRATIVE ASSISTANT FOR THE EMERGENCY MANAGEMENT OFFICE MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

IV. OTHER BUSINESS

A. *Setting Date of September Meeting* – Due to the holiday, the committee agreed to set the date for the September meeting for Monday, September 10, 2007 at 9:30 a.m.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by: Amanda L. Chapman, Senior Stenographer, Steuben County Legislature

NEXT MEETING SCHEDULED FOR

****PLEASE NOTE CHANGE** Monday, September 10, 2007 @ 9:30 a.m. **PLEASE NOTE CHANGE****

Please send agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON on Monday, August 27, 2007.

**STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE
SPECIAL MEETING**

Monday, August 27, 2007

9:40 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Francis L. Gehl, Vice Chair	Dan Farrand	John Walsh
STAFF:	Mark R. Alger James Gleason	Gregory P. Heffner Richard C. Tweddell	Michael Sprague
LEGISLATORS:	Philip J. Roche, Esq. Robert V. Nichols	Kenneth E. Isaman L. Ronald Nielsen	Thomas J. McIntyre Thomas J. Ryan
ABSENT:	DeWitt T. Baker, D.V.M., Chair	Patrick F. McAllister	
OTHER:	Mary Perham, <i>The Leader</i>		

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:40 a.m.

II. DEPARTMENTAL REQUESTS

A. Emergency Management Office

1. **Mt. Washington Fencing** – Mr. Gleason informed the committee that they sent out 22 solicitations for this project and received 3 back. Mr. Sprague has budgeted \$40,000 for this project. Mr. Gleason recommended awarding the bid to the low bidder, New York State Fence, for \$37,980.00.

MOTION: AWARDING THE BID FOR THE PURCHASE AND INSTALLATION OF CHAIN LINK FENCE AT THE MT. WASHINGTON TOWER SITE TO NEW YORK STATE FENCE FOR \$37,980.00 MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben

County

Legislature

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, September 10, 2007
9:30 a.m.
Legislative Conference Room
Steuben County Office Building
Bath, New York

****MINUTES****

COMMITTEE: Francis L. Gehl, Vice Chair Dan C. Farrand Patrick F. McAllister
John Walsh

STAFF: Mark R. Alger Gregory P. Heffner Robert F. Biehl
Richard Tweddell David Cole Tim Wixom
Tim Marshall Frank Justice Byrum Cooper
Frederick H. Ahrens, Jr. David English Carol Whitehead

LEGISLATORS: Philip J. Roche, Esq. Thomas J. Ryan

ABSENT: DeWitt T. Baker, D.V.M., Chair

OTHERS: Jean Marie Skinner
Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:30 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE AUGUST 6, 2007 AND AUGUST 27, 2007 MEETING MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. FARRAND ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Probation

1. **Monthly Report** – Mr. Justice distributed and reviewed his monthly report with the committee.

Mr. Ryan asked what do you mean when you say a PINS case is successfully closed? Mr. Justice explained a PINS petition is filed by a parent or a school. With the parents we review the case and try to divert it. We designate an assessment team that meets with the child and the family. Our goal is to keep the child home and in school. If those issues are addressed, then the case is closed successfully.

MOTION: ACCEPTING PROBATION'S MONTHLY REPORT MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. FARRAND ABSENT FOR VOTE)

2. **Personnel** – Mr. Justice stated last month when we accepted \$37,700.00 in funding to do polygraph tests on sexual offenders, Mr. Farrand had asked if we would need another position. At that time, I had not reviewed our needs. If we have one officer in every area that caseload would be 50 – 55 cases of Level II and Level III sexual offenders. That would drive the other caseload numbers to 72.5 per Probation Officer. If we could use this money, the majority of which comes in this year to fund another Probation Officer position, the

average caseload would stay at 62. He requested authorization to use this money to fund an additional Probation Officer. This would fall out of the 16B requests.

Mr. McAllister asked will this money cover the entire cost and does that money come annually? Mr. Justice replied we will be covered for the remainder of this year. The State budget is April to April, so then we would receive \$9,000 next year. He commented that he doesn't know if it will be continued annually.

Mr. Walsh asked what happens if we don't use this money for this purpose? Mr. Justice replied we won't lose it, but there are particular things that we will need to use it for.

Mr. Alger stated he went through the process of getting staff to get the caseloads down. If we don't do this, the caseloads will go back up. Mr. Justice has been required to take this on by the State. He would use this money for this position, if you want the caseloads to remain at a reasonable level. Mr. Walsh asked are we creating a position that is permanent? Mr. Alger replied yes. The caseload will not change. They will be doing typical probation activities. With the new sex offender legislation, Mr. Justice has more responsibilities than he has had in the past.

Mr. Justice explained when you look at our caseload numbers, 62 percent of cases are felons and we have those folks for a longer period of time. Sex offenders pose a degree of liability for us. We need to provide them with adequate supervision.

Mr. McAllister asked is there a recommended caseload per officer? Mr. Justice replied 55, but we are above that. Mr. Walsh asked is there a maximum caseload that you are allowed to go to? Mr. Justice replied the State has never set that.

Mr. Alger stated this is a new mandate that we have become responsible for through Probation. Mr. Walsh asked at what point will you know whether there will be funding for next year? Mr. Justice replied he already put this position into his budget for next year. We also typically include probation aid for the following year, but this is different money. He commented that he doesn't know if it will continue.

Mr. Gehl asked when would this individual start? Mr. Biehl replied whenever you create the position. We do have a list. Mr. Alger stated if the committee approves this, it then needs to go to Administration, Finance and the Full Legislature. That will take the remainder of this month and next month Mr. Justice will review the list and hire. It will probably be November before the individual would start.

Mr. Alger commented in his view, this is a required position. We are required by the State to provide this additional service and he would view this as an exception to the 16B process.

MOTION: CREATING A PROBATION OFFICER POSITION IN THE PROBATION DEPARTMENT FOR SEX OFFENDER SUPERVISION MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

B. 911 Enhanced Department

1. **Monthly Report** – Mr. Wixom distributed and reviewed his monthly report with the committee. He commented that during the month of August they took 11,848 calls which was their second busiest month since starting 911.

2. **Staffing** – Mr. Wixom informed the committee that they have one class of four dispatchers that will be released in two weeks. This will bring us up to full staffing and will help to cut down our overtime. On September 24, 2007 we will hire an additional three dispatchers.

3. **Information Center** – Mr. Wixom informed the committee that he reviewed the Canisteo Storm after it happened. We had a storm and the warnings were pretty much unannounced. Approximately a month ago we held an EOC training and had a discussion regarding the need for an information center. My concern is that

this was a very short storm and it got really busy and then tapered off. During that time we dealt with a significant volume of calls and then received calls from citizens asking where housing for the overnight was, etc.

Mr. Wixom commented Canisteo did have housing across the street from the Fire Hall, however, all the streets were closed. How does a person get there? That is information that people need, but he doesn't believe that 911 is the place to get that information from. He doesn't know if 211 can help us. The Civil Defense Center is set up with phones. He would like to take this on as a task and further research how we might go about this. We are talking about setting up a place for people to call for information they need if it is not an emergency. Again, with staffing issues, if we had cut our staff by two people it would have negatively impacted our ability to serve the public.

Mr. McAllister commented that he has a feeling that you will always get these types of calls. Mr. Wixom replied if we can transfer your call, that is a positive sign to someone calling 911. Without someplace to route your call so you can get information, then we have to give you that information. How do we support the communities in their time of need so that it does not have a negative impact on 911? These are not the types of calls that 911 needs to handle from beginning to end. Mr. Wixom commented Monroe County opens up RG&E for a secondary call center when needed. It can be done; it is just a question of how to do it.

Mr. Alger commented this was a fairly isolated storm. Mr. Farrand asked is that why the EOC wasn't opened? Mr. Alger replied the EOC is an emergency operations center. The 211 or information off shoot is what would have to be put into place. We don't have 211 and that is something we need to talk about. In the event of a countywide emergency, we would need many bodies to man the phones.

Mr. Gehl commented when we have a snow storm there are messages on the bottom of the television screen that tell you not to call 911. Mr. Marshall commented the problem with the Canisteo storm is that Canisteo only used two radio stations in Hornell to relay information to. What we have done in the past is establish a ten-digit number on the County telephone system and do a voice recording. That was something that we could have established, but Canisteo was running things pretty well. The problem was getting information out to the public.

Mr. Alger stated we will get a group together and talk about this. We haven't really had 911 in any kind of large scale emergency operation. Mr. Gehl commented when we were first looking at having 911, a lot of questions came up about 211 and 411. Now is a good time to take a look at this.

Mr. Alger stated 211 is coming and it looks like by the beginning of the year we will have that piece here. Then we can look at how to integrate that into our system. Mr. Wixom commented we have contacted people at 211 and we will be brainstorming with them. All you are doing is relaying information. Discussion followed.

4. **911 Database** – Mr. McAllister commented at the Wayland Board Meeting there was talk about the EMS Coordinator and not having access to or the ability to put information in the 911 database. How does that stand? Mr. Wixom replied there is no EMS Coordinator. Mr. Marshall stated Mr. Sprague is filling that role at the present time. Mr. McAllister asked does he need to have access to the database? Mr. Wixom replied no. We do all the data entry. Can he have access? Yes, he can give me any information he has and we will put it in the system so the information is accurate. Any fire chief or ambulance chief may contact us.

Mr. Wixom commented he and Mr. Hopkins are responsible for putting data into the database. Mr. Sprague would give us any information he wanted included and we would enter it into the system.

Mr. Alger explained the 911 database was set up for the 911 Center. There is no outside access for the system. Mr. Wixom and Mr. Sprague are co-located and Mr. Sprague can pretty much see what's out there.

Mr. Wixom commented if Mr. Sprague wants to see what is going on, then talking to the EMS and fire dispatchers is the biggest thing. It is good that we are co-located and he thinks that they work well together. We have a responsibility for our database and EMO has a responsibility for their database.

5. **Dispatching Calls** – Mr. Farrand commented previously we had a discussion about having the dispatchers for ambulance coverage asking which hospital the caller preferred to go to. My understanding was that this was going to be implemented? Mr. Wixom replied Mr. Sprague was supposed to set up a meeting to discuss this further and he is waiting for him.

C. Sheriff's Department

1. **Civil Report** – Sheriff Tweddell informed the committee that civil fees paid to the County year-to-date are \$104,578.00 and they have served 1,959 papers.

2. **Jail Report** – Sheriff Tweddell reported monies due the facility year-to-date are \$365,284.08. Today's population is 148 with 132 males and 16 females. We have 8 Federal inmates, 1 boarded in and 1 State ready. We have no inmates boarded out. There are 16 parole violators with non-county charges. We have 9 housed out days, with 39 housed out days year-to-date for a year-to-date cost of \$2,175.00.

Sheriff Tweddell informed the committee that the Commission of Corrections has been down doing inspections of the facility. They will be coming on September 19th to check on our constant watch area. On September 18th they will be meeting to decide if the facility is ready for the final inspection. Once we get the okay, they will be down to conduct a final inspection. We cannot open the new facility until we have our new people on board. Our objective is to train staff before we open. We will probably open sometime in October, but no later than the first week of November.

Sheriff Tweddell stated that he would like to open Pod 6 and move the inmates from Pod 1 there while we renovate Pod 1. We have a problem with drainage in the front of the showers of the older facility. The contractors can come October 1st to start doing that. They should not take more than four to five weeks to renovate the older pods.

3. **Project Update** – Mr. Alger distributed the monthly jail project report for the committee's review. He commented that the Health Care Facility flat roof is pretty much done and all that is left is the shingling. It appears that part of the project will be completed by the end of September.

Mr. Alger informed the committee that the Jail Project is 98 – 99 percent finished and we are now looking at the punch list items. We have received a certificate of occupancy from the building inspector. Overall this project is wrapping up. Sheriff Tweddell commented the new kitchen area is now open. With the New York State Department of Health and the contractors, we were able to serve meals while the kitchen was being renovated. We rented a couple of stoves and everything went well.

Mr. Alger commented the kitchen was the last renovation area to be done. The last item left is the electric transformer transition and that is scheduled to happen the first week of October with Bath Electric Gas & Water. We expect that the 911 Center and the Jail will run on generators for awhile. With regard to the Health Care Facility transformer, that has dual wattage, so if it didn't get done, they could throw the switch and use the higher voltage. The project has been within budget.

MOTION: ACCEPTING THE COUNTY ADMINISTRATOR'S MONTHLY JAIL PROJECT REPORT MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Emergency Management Office

1. **EMS Coordinator** – Mr. Marshall distributed copies of letters of support for an EMS Coordinator from Rural Health Community Systems, Inc., Alan Lewis, Sr., General Manager of Rural/Metro, Captain Nancy Snyder, Pulteney Volunteer Ambulance as well as a job description that was received from Livingston County.

Mr. Farrand commented that he can certainly see a need, but is worried about creating more positions. I can understand the fire and ambulance departments needing someone to coordinate and organize things and he is sorry that we can't do that in-house ourselves. Maybe we need to take a look at restructuring the EMO office.

Mr. Gehl asked what happens if the paperwork for ambulance and fire departments is not correct? Mr. Alger replied the ambulance could become decertified. Mr. Farrand commented it would be helpful if we could bring in someone to do grant writing for State and Federal money.

Mr. Gehl commented this position was approved last month. Mr. Alger stated no further action is needed.

2. **Mt. Washington Fencing Project** – Mr. Marshall informed the committee that they have been working with the vendor for the fencing at the Mt. Washington tower site. They should begin work in the next week.

3. **National Preparedness Month** – Mr. Marshall informed the committee that September is National Preparedness Month and many activities are being planned to highlight the importance of individual, family and business emergency preparedness. During the first week there will be a poster contest for children K-12th and there will be a \$25.00 cash prize for the top winner in each age group. During the second week we will promote business preparedness by encouraging small business to become better prepared. The Red Cross will be offering free business continuity planning kits to the first twenty local businesses that contact the chapter during that week. We will also be promoting preparedness messages to our multicultural community. The final week will be the promotion of family emergency preparedness and there will be activities and media information.

MOTION: ACCEPTING THE MONTHLY REPORT OF THE EMERGENCY MANAGEMENT OFFICE MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. Public Defender

1. **Monthly Report** – Mr. Cooper distributed and reviewed his monthly report with the committee. He commented that there was quite a jump in the numbers for Family Court. Overall we have seen a decrease in felonies, but an increase in misdemeanors in Family Court.

MOTION: ACCEPTING THE PUBLIC DEFENDER'S MONTHLY REPORT MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.E. COLLECTIVE NEGOTIATIONS PURSUANT TO ARTICLE FOURTEEN OF THE CIVIL SERVICE LAW AND ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by: Amanda L. Chapman, Senior Stenographer, Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, October 1, 2007 @ 9:30 a.m.
Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, September 24, 2007.**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, October 1, 2007

9:30 a.m.

*Legislative Conference Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE: Francis L. Gehl, Vice Chair Dan C. Farrand Patrick F. McAllister
John Walsh

STAFF: Mark R. Alger Gregory P. Heffner Frank Justice
Tim Wixom David Cole Christopher Lian
Tim Marshall Byrum Cooper James Gleason
Carol Whitehead Frederick H. Ahrens, Jr. David English

LEGISLATORS: Philip J. Roche, Esq. Thomas J. McIntyre Thomas J. Ryan

ABSENT: DeWitt T. Baker, D.V.M., Chair

OTHERS: Jean Marie Styker
Mary Perham, *The Leader*
Joe Dunning, *The Leader*

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:30 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 10, 2007 MEETING MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Probation

1. **Monthly Report** - Mr. Justice distributed and reviewed his monthly report with the committee.

MOTION: ACCEPTING THE MONTHLY REPORT OF THE PROBATION DEPARTMENT MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. 9-1-1 Enhanced

1. **Monthly Report** – Mr. Wixom distributed and reviewed his monthly report with the committee.
2. **Fiber Optic Cable** – Mr. Wixom informed the committee that on September 11, 2007 the Verizon cable was dug up by NYSEG in the City of Binghamton. When we designed our system, we designed it so that we would have two selective routers; one each in Endicott and Syracuse. As a result of this disruption some of our calls did go to the surrounding counties.

Mr. Farrand commented that he had called 911 and originally his call did go to Allegany County. He commended the 911 Department for their help.

Mr. McAllister asked have you worked with Mr. Sprague to resolve the issue of sharing database information? Mr. Wixom replied we have a gentlemen’s agreement that he is in charge of his database and Mr. Sprague is in

charge of his database. Both of our databases are fairly complex and in order for each to use the other, we would need to be cross-trained. Mr. McAllister asked would being cross-trained save time and allow you to be more efficient? Mr. Marshall commented that Mr. Sprague was concerned about being able to view information on the CAD system quickly and easily. Mr. Wixom commented in order for Mr. Sprague to have a terminal in his office, it would cost \$30,000. You cannot view our system on a PC or other network. If there is an emergency, his assumption would be that the EOC would be activated and we would be working directly with the dispatchers who are located in the EOC.

Mr. Alger stated there should be very few times when Mr. Sprague would need to view information if he isn't already in the EOC or if 911 isn't involved. Mr. Wixom stated when something is going on and he wants to know about it, he goes into 911 dispatch and views the system and talks with the dispatchers. Mr. Sprague is free to walk in and ask questions.

Mr. Alger explained in the EOC there are two 911 dispatchers in the training area which is adjacent to the EOC. In an emergency those stations can be activated. With a significant emergency, someone would be there and the communication would be virtually automatic.

Mr. Gehl asked have you looked further into having a 211 number? Mr. Wixom replied he has been in contact with the 211 people and will report his findings to the committee next month. He doesn't know if it will work for us, but we need to explore it.

MOTION: ACCEPTING THE MONTHLY REPORT OF THE 9-1-1 DEPARTMENT MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Sheriff's Department

1. **Civil Report** – Undersheriff Cole reported civil fees paid to the County year-to-date were \$115,359.14 and they have served 2,210 papers.

2. **Jail Report** – Undersheriff Cole reported total monies due the facility year-to-date are \$459,736.65. Today's population is 159 with 139 males and 20 females. There are 8 federals, 1 boarded in, 4 State readies and 2 boarded out. We have 20 parole violators, 1 with non-County charges. We had 36 housed out days and year-to-date 75 housed-out-days for a total of \$3,020.00.

MOTION: ACCEPTING THE SHERIFF'S DEPARTMENT MONTHLY REPORT MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Budget Transfer** – Undersheriff Cole informed the committee that they had received a Traffic Safety Grant in the amount of \$12,000 and they only put \$7,500 into the line item. He requested authorization to add the remaining \$4,500 to that line item.

MOTION: AUTHORIZING THE SHERIFF'S DEPARTMENT TO TRANSFER THE REMAINING \$4,500.00 FROM THEIR \$12,000 TRAFFIC SAFETY GRANT TO THEIR LINE ITEM FOR OVERTIME FOR TRAFFIC SAFETY MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Administrator

1. **Jail Project Report** – Mr. Alger distributed and reviewed the monthly progress report with the committee. He commented that the major work continuing is the Health Care Facility Roof project. Currently they are working on the sloped roofs. The roofing project for the Public Safety Building is about done.

Mr. Alger commented the masonry yard wall is 16 foot high which will provide maximum security in the recreational area. In addition to the masonry wall, there is also a chain link fence with razor wire. Major Lian commented the main part of the design was to make all of the recreational yards on the inside perimeter of the jail with the exception of two. We are currently working on opening up two new recreational yards. Mr. Alger

commented with regard to the two smaller yards, it will be up to the Sheriff to determine if they will continue to use them. Those two yards are attached to the dormitories and the existing female unit.

Mr. Alger informed the committee that the project is 99 percent completed and is 95 percent paid. The contractors are cleaning up the punch list items on the new cells as well as the renovations and those should be done soon. The Commission of Corrections did approve the facility's maximum capacity. They will be doing their final inspection work, but we should be ready to occupy the new facility soon. Major Lian commented we did hire six new officers and they have started their on-the-job training. The basic training will be done on October 15th. We are looking at an occupancy date of November. Major Lian stated they are still negotiating with the Commission regarding staffing. We believe that ten new officers would be fine. Mr. Alger stated we put in for 14 or 15 positions and we are expecting to be within what we had anticipated for staffing.

Mr. Alger commented that change orders listed in the report are within the allotted approval range.

MOTION: ACCEPTING THE COUNTY ADMINISTRATOR'S MONTHLY JAIL PROJECT REPORT MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. Emergency Management Office

1. **Grants** – Mr. Marshall requested approval to accept and appropriate 2006 Homeland Security Grant funding in the amount of \$27,800 and 2007 Homeland Security Grant funding in the amount of \$108,000.

Mr. McAllister asked what will this grant funding be used for? Mr. Marshall replied we have very specific guidelines with regard to what this funding can be used for. We can use this funding for training and equipment. Mr. Gehl asked Mr. Marshall to report to the committee next month on what they are going to do with this funding.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT AND APPROPRIATE 2006 HOMELAND SECURITY GRANT FUNDING IN THE AMOUNT OF \$27,800 AND 2007 HOMELAND SECURITY GRANT FUNDING IN THE AMOUNT OF \$108,000 MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Donation** – Mr. Marshall requested approval to accept a donation of \$2,700 from Corning Incorporated to purchase rehab chairs and cool mist fans for the Steuben County Hazardous Materials Response trailers.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT \$2,700.00 FROM CORNING INCORPORATED TO PURCHASE REHAB CHAIRS AND COOL MIST FANS FOR THE STEUBEN COUNTY HAZARDOUS MATERIALS RESPONSE TRAILERS MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Generators** – Mr. Marshall informed the committee that the Army Corps of Engineers in Buffalo had two 125kw generators that have a low number of hours of use on surplus. We picked them up last week and they will be located at the Mt. Washington highway shop. We will use one operationally and the other will be used for parts.

4. **Citizen Corps Grant Program** – Mr. Marshall requested approval to apply for \$58,710 in grant funding through Homeland Security for the FFY06 Citizen Corps Grant Program. He commented there is \$340,000 available through the State. This funding will be used for public education and training.

Mr. McIntyre asked what is the difference between this grant and the two grants you presented earlier? Mr. Marshall replied the first two grants from Homeland Security are to be used for training and equipment for responders. This Citizens Corps Grant through Homeland Security is to be used for public education and training.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO APPLY FOR \$58,710.00 IN GRANT FUNDING THROUGH HOMELAND SECURITY FOR FFY06 CITIZEN CORPS GRANT PROGRAM MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Farrand commented that he had informed Mr. Sprague about the Department of State Shared Services regarding a grant for thermal imaging equipment. The applications for that are due December 14th. Has Mr. Sprague done anything with regard to this? Mr. Marshall replied he does not know where Mr. Sprague is at with that process. Mr. Farrand commented you have nine thermal imaging cameras that are in pretty poor condition. They have opened this grant up to fire districts.

Mr. Farrand stated that at previous Fire Advisory Board meetings and 911 Advisory Board meeting, he brought up the issue of having 911 ask the patients which hospital they prefer to be taken to. Has there been any further work on this? Mr. Marshall replied Mr. Sprague had a meeting with the ALS providers. The Chief in Hornell did not sign off on this and then retired. Hornell now has a new Chief and we are waiting for him to sign off. Our understanding was that it was all or nothing. Mr. Wixom replied it would be nice if everyone was on the same page. Mr. Marshall commented the new Chief needed to take this to his Public Safety Board and the Mayor for their approval. Mr. Farrand stated that he would like Mr. Sprague to report on this at the November meeting.

Mr. Walsh commented with regard to your surplus generators that you received, did they give you a current value? Mr. Marshall replied that he can't recall what the amount was. Mr. Walsh stated years ago the County was involved with surplus equipment and that was to the County's advantage. We may want to look into that further. Mr. Marshall commented that when they got the generators, they had to go through the NYS Office of General Services.

Mr. McIntyre asked now that they've acquired the generators, how do we add that to our equipment list? Mr. Alger replied they will put it on their inventory and assess a value. Discussion followed.

5. **Public Comment** – Mrs. Skinner stated that with Governor Spitzer talking of cutting volunteer fire districts and consolidating fire departments, it is more important than ever for the County Legislature to explain to the local departments to become more involved at the sectional level. With the size of our county, we have three different sections that we belong to. There are 10 or 12 sectionals in the State. If we are to keep the departments alive, working and keep the homeowner costs at the current level, fire personnel need to become aware at the sectional level because that is where our numbers are important politically and that's always where work is needed to put pressure on the State.

Mr. McAllister asked does the volunteer fire association and sectionals have contact with the local departments? Mrs. Skinner replied that is one of the problems as it is voluntary to belong to those. There are 100,000 volunteer firefighters in the State. A lot of them do not belong to the State association or sectionals. Discussion followed.

F. Public Defender

1. **Monthly Report** – Mr. Cooper distributed and reviewed his monthly report with the committee. Mr. Ryan asked what are vouchers? Mr. Alger explained vouchers were assigned counsel for STOP DWI. Those cases are being picked up by the Public Defender's staff.

Mr. McAllister asked what is the total number for felonies, misdemeanors, etc.? How much are we saving in assigned counsel and how does that correlate to your staff? Mr. Cooper replied we don't track that specifically, but he can tell you that without a doubt, we are spending less money.

MOTION: TO ACCEPT THE PUBLIC DEFENDER'S MONTHLY REPORT MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, November 5, 2007 @ 9:30 a.m.
Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, October 29, 2007.**

B. 9-1-1 Enhanced Department

1. **Monthly Report** – Mr. Wixom distributed and reviewed his monthly report with the committee.

2. **Transformers** – Mr. Wixom informed the committee that on October 15, 2007 they did the transformer replacement and that went very well. We are on emergency power today because Bath Electric Gas & Water is making some adjustments. Mr. Alger explained the replacement went as well as we could expect and seems to be working fine. Today Bath Electric Gas & Water is working on upgrades to the substation. They are estimating that work will take three hours and in the meantime 911, the Public Safety Building and the new Health Care Facility are on generators.

C. Probation

1. **Monthly Report** – Mr. Justice distributed and reviewed his monthly report with the committee.

D. Sheriff's Department

1. **Civil Report** – Sheriff Tweddell reported civil fees paid to the County year-to-date are \$134,124.89 and they have served 2,515 papers.

2. **Jail Report** – Sheriff Tweddell reported total monies due the facility year-to-date are \$501,651.95. Today's population is 153 which consist of 133 males and 20 females. They have 8 federal's, 1 boarded in, 2 state readies, 6 boarded out and 17 parole violators with non-county charges. They had 135 housed out days bringing the year-to-date total of housed out days to 205 for a cost of \$12,365.

3. **Budget Transfer** – Sheriff Tweddell requested authorization to transfer \$54,200 from the Jail budget line item for clothes and medical services under mental health and appropriating \$24,500 to the electric line item, \$4,500 to the telephone line item and \$25,200 to the food line item. Sheriff Tweddell commented he needs to appropriate money to the electric line item to cover the costs of electric used during construction.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$54,200 FROM THE JAIL BUDGET CLOTHES AND MEDICAL SERVICES UNDER MENTAL HEALTH LINE ITEMS AND APPROPRIATING \$24,500 TO ELECTRIC, \$4,500 TO TELEPHONE AND \$25,200 FOR FOOD FOR INMATES MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Homeland Security Grant** – Sheriff Tweddell requested authorization to accept a State Homeland Security Grant in the amount of \$80,000. This grant money will be used to purchase equipment for the detail that works with the District Attorney's Office Drug Task Force.

MOTION: AUTHORIZING THE SHERIFF'S DEPARTMENT TO ACCEPT \$80,000 IN STATE HOMELAND SECURITY GRANT FUNDING MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Bullet-Proof Vest Program** – Sheriff Tweddell requested authorization to accept a \$17,075 grant to purchase 29 bullet-proof vests. There is no county cost.

MOTION: AUTHORIZING THE SHERIFF'S DEPARTMENT TO ACCEPT A \$17,075 GRANT FROM THE BULLET-PROOF VEST PROGRAM MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

6. **Jail Project Report** – Sheriff Tweddell informed the committee that the Jail is ready to be opened. We are still working with the Department of Corrections to determine the number of staff we have to have.

Mr. Alger commented we still have two or three contracts that are open, but all the other contracts have been closed. One of the items left to be completed is the slide gate in the yard. The project at this point is 99 percent complete. We are holding the retainage on those contracts that are still open to be completed.

Sheriff Tweddell stated they did have problems putting the new wires into the pods and had to do a rewire in Pod 1. They also are extending the radio antennae into the new pods.

Mr. Alger stated with regard to the roof projects, the Jail roof is complete. They are finishing the coping on the roof of the existing Health Care Facility. Last week there was an issue with the flashing and the cap on the chimney and they did repointing work on the chimney.

7. **Informational** – Sheriff Tweddell informed the committee that on next month’s agenda he will be talking about the locating and tracking of sex offenders. The number of sex offenders in the County is growing and he would like to bring in two of his officers who are in charge of locating and tracking the offenders to give a brief presentation to the committee.

E. Public Defender’s Office

1. **Monthly Report** – Mr. Cooper distributed and reviewed his monthly report with the committee.

F. Emergency Management Office

1. **Homeland Security Grants** – Mr. Sprague distributed information regarding the 2006 and 2007 Homeland Security Grants. He stated that the 2006 grants were just provided to us and identify the categories. The first category is Consultant Services and we have been granted a total of \$5,000 for consultants to provide NIMS training and exercises. The second category is equipment and we have been granted a total of \$27,800. We will be using \$20,000 to purchase a decontamination shelter. Mr. Sprague explained they have a shelter that was provided to them that is damaged and will not work well and we will be using this funding to replace that. We will also be using \$2,800 to purchase interoperable communications equipment.

Mr. Farrand asked how is your decontamination shelter damaged? Mr. Sprague replied it is a laminated, cardboard shelter and the first time it was opened it became bent.

Mr. Sprague reviewed the 2007 Homeland Security Grant with the committee. He explained that he has applied for grant funding but doesn’t know if we will actually get it. The first category is Communications System Upgrades and he applied for \$40,000 to use for the alarm system upgrade and the network. The second category is First Response Equipment and he applied for \$45,000 for the Inventory/Accountability System, Overtime and for Equipment/Personnel Transport. Mr. Sprague explained that they don’t have a good vehicle to move the trailer with. He looked on state bid and he could get a truck for \$35,000.

Mr. Farrand asked would the vehicle be maintained by the City of Corning? Mr. Sprague replied probably, yes. That would be his expectation. Mr. Walsh asked how much is the trailer used? Mr. Sprague replied it depends on how many hazmat incidents we have. This year we have had three. Mr. Farrand asked where in the city is it kept? Chief Swan replied it is located at the City Fire Department. His staff conducts weekly checks on the trailer and they also have made some modifications. Mr. Sprague commented the city has been gracious enough to accept the trailer and do everything with it.

Mr. McIntyre asked when do you expect to hear back about this grant? Mr. Sprague replied he didn’t know.

2. **Radio Communications Upgrade** – Mr. Alger distributed to the committee a proposal submitted by Mid-State to upgrade the radio communications system between Rural Metro and 911. This relates to communication issues that we have had with the City of Corning. This proposal will allow for better communication between the City of Corning, 911 and Rural Metro. This will affect our ability to know the availability and location of Rural Metro ambulances within the service area and their ability to respond to a call. The proposal is for \$5,625.75. Mr. Alger recommended moving forward with this proposal and funding this out of the communications reserve fund.

Mr. McAllister asked will this give Rural Metro access to the 911 database? Mr. Alger replied no.

Mr. Ryckman explained this is an issue of improving communications within these three entities. Originally when we were looking at this, we thought the cost was higher, and Mr. Sprague did a great job getting the price down.

MOTION: AUTHORIZING THE TRANSFER OF \$5,625.75 FROM THE COMMUNICATIONS RESERVE FUND AND AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO AMEND THEIR CONTRACT WITH MID-STATE TO INCLUDE IMPROVING THE COMMUNICATIONS BETWEEN THE 911 CENTER, RURAL METRO AND THE CORNING CITY FIRE DEPARTMENT MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

Mr. Alger commented the issues in the Woodhull area are not new issues. They are part of the overall problems we have with the geography of the county. We may have to do something to improve that area in order to solve those problems. Quite frankly, we have good coverage and we will always have areas that we will have dead spots in.

Mr. Farrand asked with regard to the new cell towers going up, do we get to use those? Mr. Sprague replied we do use space on some towers

IV. OTHER BUSINESS

Mr. Farrand presented five resolutions from NYSAC that he would like this committee to forward on to the Full Legislature.

MOTION: MEMORIALIZING THE GOVERNOR AND THE STATE LEGISLATURE TO WORK WITH COUNTIES IN DEVELOPING POLICIES TO RELIEVE COUNTIES OF THE STAGGERING MANDATES PLACED UPON LOCAL CORRECTIONAL SYSTEMS MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

MOTION: MEMORIALIZING THE GOVERNOR AND THE STATE LEGISLATURE TO PROVIDE COUNTIES WITH AN EQUITABLE AND DEDICATED SHARE OF THE NEW YORK STATE WIRELESS SURCHARGE MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

MOTION: MEMORIALIZING THE GOVERNOR AND THE STATE LEGISLATURE TO INCREASE PROBATION REIMBURSEMENT TO THE STATUTORILY REQUIRED FIFTY PERCENT MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

MOTION: MEMORIALIZING THE GOVERNOR AND THE STATE LEGISLATURE TO ASSUME FULL STATE RESPONSIBILITY OF PUBLIC DEFENSE PROGRAMS AS RECOMMENDED BY THE COMMISSION ON THE FUTURE OF INDIGENT DEFENSE SERVICES MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

MOTION: MEMORIALIZING THE GOVERNOR'S TRAFFIC SAFETY COMMITTEE TO PROVIDE SPECIFIC FUNDING FOR SHERIFF'S OFFICES TO AID THEIR EFFORTS IN TAKING ACTION AGAINST DISTRACTED DRIVING MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, December 3, 2007 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, November 26, 2007.**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Special Meeting

Monday, November 26, 2007

2:45 p.m.

*Legislative Conference Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE: Francis L. Gehl, Vice Chair Dan Farrand John Walsh
STAFF: Mark R. Alger Richard C. Tweddell David Cole
Frederick H. Ahrens, Jr.
LEGISLATORS: Thomas J. McIntyre
ABSENT: DeWitt T. Baker, D.V.M., Chair Patrick F. McAllister
OTHERS: Randy Weaver, Legislator-Elect
Joseph Hauryski, Legislator-Elect

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 2:45 p.m.

II. DEPARTMENTAL REPORTS/REQUESTS

A. Sheriff's Department

1. **Showers** – Mr. Alger informed the committee that they are completing the Jail Project, however, he has a request to do a fairly significant upgrade in the shower area in the existing Jail. The project will entail the contractor grinding the floor so that there is a positive slope to drain water in the shower area. Mr. Alger distributed copies of a proposal they received to do this work. He recommended issuing a purchase order directly to the subcontractor, D&R Jones Construction for \$18,900.00 as it is more cost effective for the County. Mr. Alger explained if a proposal is less than \$20,000 we are not required to bid, however, we do need to waive the procurement policy to go forward with the contract as we won't be obtaining three quotes.

MOTION: APPROVING A CHANGE ORDER TO UPGRADE THE SHOWER AREAS IN THE EXISTING JAIL AND CONTRACTING WITH D&R JONES CONSTRUCTION FOR \$18,900.00 AND WAIVING THE PROCUREMENT POLICY MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

asked is the County going to be putting more money into this? Mr. Wixom replied no. This will give us the ability to have two more dispatch positions available for emergencies.

MOTION: AUTHORIZING THE 911 DIRECTOR TO ACCEPT AND APPROPRIATE \$114,166 IN STATE GRANT FUNDING TO ENHANCE THEIR ABILITY TO ANSWER PHASE II 911 CALLS MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Budget Transfer** – Mr. Wixom informed the committee that their overtime is dropping off, but they need to transfer additional funds into the line item for Salaries/Wages and Overtime to cover the remainder of the year. He explained three pay periods ago they had 363 hours of overtime, two pay periods ago they had 293 hours of overtime and this last pay period they dropped to 172 hours of overtime. Hopefully that number will drop even more in the upcoming pay period. Mr. Wixom stated that he has estimated that they will need to transfer \$89,290.21 into the Salaries/Wages line item. It is difficult to project what exactly they will need to cover the Overtime line item for the remainder of the year.

Mr. Alger commented in order to make a projection, we will look at the last couple of pay periods, average the amounts and do a projection. Mr. McAllister asked is the need for additional money because of what we had previously spent on overtime? Mr. Wixom replied during the year we had weeks where we were four people short. To correct this, we have used the three training positions. That has given us three extra people.

Mr. Farrand stated he was concerned about this several months ago. He has checked with other counties and can't see us having five or six people on a shift. This staffing system needs to be reviewed again. Other counties are working with two or three people on a shift. To ask for \$89,000 more for the remainder of the year is of concern.

Mr. Wixom stated if we go with lower staffing, and statistically we could have a skeleton crew, then the question becomes if we have to answer multiple calls at the same time, what is the accepted time to answer calls?

Mr. Gehl stated we can look at this, but people want to have the phone answered, and if the phone isn't answered, then we hear about it. This is an emergency office. Mr. Alger commented we have identified an individual willing to do an analysis of staff. The individual is nationally known and he will look at our staffing and give us a report. Part of the problem this year is the time lag we had from the time we tested for the training positions and filled them and that really killed us. It was four or five months before we got the test results back for the training positions. We only had about one month where we were up to the staffing that we wanted to be at. Mr. Alger stated that he agrees that it is a lot of money. Hopefully we have resolved that issue going forward.

Mr. Farrand asked do we have a list? Mr. Wixom replied we have exhausted the list, however, another list is forthcoming. Once we have the list, as long as we don't lose more people, then we can hire off the list. We used to give the dispatcher test once a year, and now we offer it two times a year. Mr. Farrand asked when do you anticipate the staffing analysis to be completed? Mr. Alger replied we will start that process soon and it should be finished in a couple of months. The name of the individual doing the analysis is Russ Russell.

Mr. Alger commented you are looking at a total transfer of \$100,000. This is what 911 costs. This is a major expense that is locally funded. The surcharge we receive is not coming close to funding 911. Mr. Gehl stated we knew going in that this would be a costly project. This is what the people wanted.

Mr. Wixom commented the tobacco money paid for the operation and set up and that saved taxpayers dollars. Mr. Alger stated don't lose sight of the fact we have made a significant investment in the added positions and a big improvement in the operational capabilities of the 911 Center. You will see overtime amounts becoming more moderate. Mr. Alger stated it took a lot longer to see the impact of the training positions than we had hoped for.

MOTION: AUTHORIZING THE TRANSFER OF \$100,000 FROM THE CONTINGENT FUND TO THE 911 DEPARTMENT LINE ITEMS FOR SALARIES/WAGES AND OVERTIME TO COVER THE REMAINDER OF THE YEAR MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

C. Sheriff's Department

1. **Civil Report** – Sheriff Tweddell reported fees paid to the County year-to-date are \$143,003.11 and they have served 2,731 papers.

2. **Jail Report** – Sheriff Tweddell reported total monies due the facility year-to-date is \$527,996.72. Today's population is 151 which includes 131 males and 18 females. They have 7 federal inmates, 1 boarded in, 1 State ready and 1 boarded out. There are 14 parole violators with non-county charges and they have had 56 housed out days and have spent a total of \$16,525 year-to-date.

Mr. Farrand asked how does the money that is due the Jail come in? Sheriff Tweddell replied we bill every month for the inmates that are boarded in. The rate for board in's is \$44.00 per day. We received \$190,455 for parole violators, \$8,866 for the nutrition program. We were paid \$9,143.53 for State transports and received \$8,610 for social security for inmates. We received \$61,642.21 from the inmate phone system, \$23,560 for State readies and \$225,720 for parole readies. Money due the Jail is money that is billed out.

Mr. Walsh asked with the opening of the new pods, should the amount due the facility improve? Sheriff Tweddell replied we did open Pod 6. We are moving inmates so we can have the drain systems in the existing housing units fixed. We are hoping this month that the Commission will allow us to open the other pod and then we will be able to bring in more federal inmates.

3. **Vehicle** – Sheriff Tweddell requested authorization to transfer a 2001 Dodge pickup with 100,000 miles from the 911 Department to the Sheriff's Office. He commented this vehicle would be used by the maintenance crew.

MOTION: AUTHORIZING THE TRANSFER OF A 2001 DODGE PICKUP FROM THE 911 DEPARTMENT TO THE SHERIFF'S OFFICE AND AMENDING THE SHERIFF'S DEPARTMENT MAJOR EQUIPMENT LIST MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **CIRT Vehicle** – Sheriff Tweddell informed the committee that on Sunday he will be going to Columbus, Ohio to pick up the new CIRT vehicle. It will be back here Monday. Sheriff Tweddell commented the State Police are very impressed with how our CIRT team handled the recent incident in Woodhull. Our team did a phenomenal job that night.

Mr. McIntyre asked do we have reciprocal agreements with other counties with regard to the CIRT vehicle? Sheriff Tweddell replied other counties do have their own CIRT teams and we do work with other counties.

5. **Sex Offender Registry** – Sheriff Tweddell introduced Investigator Eric Tyner who is here to give a report on the sex offender registry and to let you know how intensive this program is getting.

Investigator Tyner distributed a report regarding the duties/responsibilities of the sex offender registry and who is responsible for the different portions of this program. When the State passed Megan's Law in 1996, it also included the Sex Offender Registration Act. As of yesterday, we have 174 sex offenders in the County with 14 more coming in. Currently we have five individuals in the Sheriff's Department who are assigned different tasks with regard to the registry. Investigator Tyner gave a brief overview of the task and who they are assigned to.

Sheriff Tweddell commented sex offenders can register with local municipalities, however, it is not always followed-up, and we have been requested to take that over. Effective October 2007, the Sheriff's Department will be monitoring all levels of sex offenders who reside in the local police jurisdiction of the Village of

Hammondsport, Village of Addison, Village of North Hornell, Village of Canisteo, Village of Painted Post, Town of Caton and Town of Cohocton. Sheriff Tweddell stated eventually we may require another person to help manage the registry. We can't put just one person on this and it has placed a real burden on us.

Mr. McIntyre asked how do we know if sex offenders are coming in from other counties or states? Investigator Tyner replied sex offenders are required by New York State law to notify us within ten days of their move. If the conviction meets statutory prosecution in New York State, they will be put on our sex offender registry. If they don't report, they are arrested.

D. Public Defender

1. **Monthly Report** – Mr. Cooper distributed and reviewed his monthly report with the committee.

E. Emergency Management Office

1. **Tower Fencing Project Update** – Mr. Marshall reported that the fencing project at the Mt. Washington tower site was started Thanksgiving week and should be close to completion.

Mr. Walsh stated that there is a camera on I86 at the interchange of Route 15 and we don't have access to it. The Department of Transportation has access to it, but there is no reason why we shouldn't be able to see real time information such as accidents, etc. Is there someone we can contact? Mr. Farrand replied Brian Mehlenbacher is the DOT Coordinator of Region 6 and he is located at the State Office Building in Hornell.

Mr. Wixom commented we have made two requests of the New York State Department of Transportation. The first was to have them put one-tenth mile markers on the expressway. The second request was for access to camera feeds on the expressway. A letter was sent to Peter White and he said no. Mr. Wixom stated he did give this letter to Chief Trentanelli as he is the Chairman of the Traffic Safety Committee. We received a no response to both of our requests.

Mr. Marshall stated Mr. Wixom had asked the Department of Transportation if we could get the camera feed on the internet, but there is no direct feed. Their biggest concern was how to get that feed to us. It definitely is a tool that would assist us.

Mr. Farrand commented the Department of Transportation has indicated that they are not being notified by 911 of accidents. Mr. Wixom replied we had a discussion with the State that we could send them faxes. They didn't want to share information with us and that's where the discussion ended. The fire departments really want to push this issue because if they are sent the wrong direction on this area of I86, where do they turn around?

Mr. Alger stated he suspects it is a cost issue and he initially ask Peter White. If there is a reluctance to give a reason as to why that is not available, then we would need to talk to someone in Albany.

MOTION: AUTHORIZING THE 911 DEPARTMENT TO PURSUE THE ISSUE OF A NEW YORK STATE DEPARTMENT OF TRANSPORTATION CAMERA FEED ON I86 AT THE INTERCHANGE OF ROUTE 15 TO THE 911 CENTER MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

F. Administrator

1. **Jail Project** – Mr. Alger informed the committee that the jail project is 99.9 percent finished. The contractors are finishing up with the renovations in the shower areas and we are making our final payments.

Mr. McAllister asked have we heard anything from the Commission regarding the number of employees? Sheriff Tweddell replied we won. Everyone has been hired. Mr. Alger stated the number of employees needed was within the Sheriff's estimate.

MOTION: TO ADJOURN MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, January 7, 2008 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, December 31, 2007.**

**STEUBEN COUNTY FINANCE COMMITTEE
STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE**

Special Meeting

Monday, December 17, 2007

9:25 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Gary D. Swackhamer, Chair Patrick F. Donnelly, Vice Chair Donald B. Creath
Robert V. Nichols John Walsh

DeWitt T. Baker, D.V.M., Chair Francis L. Gehl, Vice Chair Dan C. Farrand

STAFF: Mark R. Alger Carol Whitehead David English
Frederick H. Ahrens, Jr. Michael Sprague James Gleason
William J. Partridge

LEGISLATORS: Philip J. Roche, Esq. Thomas J. Ryan

OTHERS: James Sherron, Steuben Industrial Development Agency

I. CALL TO ORDER

Mr. Swackhamer called the meeting to order at 9:25 a.m.

II. DEPARTMENTAL REPORTS/REQUESTS

A. Treasurer

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE COUNTY TO SHARE THE COST OF A SURVEY OF THE POLLIO PROPERTY IN COHOCTON WITH THE STEUBEN COUNTY INDUSTRIAL DEVELOPMENT AGENCY AND TO BRING THE SURVEY TO THE FINANCE COMMITTEE FOR REVIEW AND APPROVAL MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Emergency Management Office

1. **Budget Transfer** – Mr. Sprague requested authorization to transfer \$9,000 within the Homeland Security Grant from account 364500.5.298045 and appropriating to account 364500.5.298045. This is for the video switcher that controls equipment in the emergency operations center.

(Vote by Finance Committee)

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO TRANSFER \$9,000 FROM ACCOUNT 364500.5.298045 AND APPROPRIATING TO ACCOUNT 364500.5.298045 MADE BY RM. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

(Vote by Public Safety & Corrections Committee)

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO TRANSFER \$9,000 FROM ACCOUNT 364500.5.298045 AND APPROPRIATING TO ACCOUNT 364500.5.298045 MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. GEHL. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 10-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature