

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, January 7, 2008

9:30 a.m.

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

****MINUTES****

- COMMITTEE:** Francis L. Gehl, Vice Chairman Dan C. Farrand Patrick F. Mcallister
John S. Walsh
- STAFF:** Mark R. Alger Frank Justice Tim Wixom
Tina Goodwin Michael Sprague Tim Marshall
Byrum Cooper Richard C. Tweddell David V. Cole
James Gleason Frederick H. Ahrens, Jr. David English
Robert F. Biehl Carol Whitehead
- LEGISLATORS:** Philip J. Roche, Esq. Lawrence P. Crossett Thomas J. Ryan
- OTHERS:** Jean Marie Skinner
Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:30 a.m. He asked Undersheriff Cole to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 3, 2007 AND DECEMBER 17, 2007 MEETINGS MADE BY MR. FARRAND. 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.
- B. 911 Enhanced
1. **Deputy Director** – Mr. Wixom introduced his new Deputy 911 Director, Tina Goodwin. He stated that Ms. Goodwin has 20 years experience in fire and EMS and also worked with the Sheriff’s Department.
 2. **Monthly Report** – Mr. Wixom distributed and reviewed his monthly report with the committee.

Mr. McAllister commented he has heard some concerns regarding the length of time before help is actually dispatched. If a person is making a legitimate call to 911 where help is urgently needed, there has been a question as to why there has been a one to two minute delay before vehicles are dispatched. Mr. McAllister stated he always thought the policy was they were immediately dispatched and the vehicles got the information over the radio. He asked Mr. Wixom to clarify this.

Mr. Wixom explained when an individual calls, we need to get their address, then we also need to know what the actual emergency is. That information is sent from the call taker to the dispatcher. People mistakenly think we don’t start help until the conversation ends. The call taker continues to get information from the caller after they send the call to dispatch.

Mr. McAllister said that the people who talked with told him it went way beyond the time it takes to get the address and the nature of the emergency. Mr. Wixom stated it takes approximately 45 seconds to 1 minute for the interview. That time will be quicker if the individual dials 911 and not a seven-digit number. The call is dispatched in 45 – 60 seconds. There are a couple of factors that we would look at. We can review specific calls if there are issues. A timeframe of 2 minutes would be unusual and listening to the call would justify what happened.

Mr. McAllister asked are all the calls taped. Mr. Wixom replied yes. We made the decision that everything was to be recorded and kept forever.

Mr. Farrand commented when they dispatch the call out, the station will get the call but the fire department doesn't actually start moving for another 4 – 5 minutes as they have to wait for the volunteers to get to the station. There is also a problem with having enough volunteers show up at the stations to go to the calls. Mr. Gehl commented when we first started 911, if it took 15 minutes for vehicles to arrive at an emergency, it is still going to take 15 minutes for the vehicles to arrive. The only thing that has changed is the communication is faster.

3. **Budget Transfer** – Mr. Wixom informed the committee that there was an error with regard to the State Aid Wireless 911 Grant and he needs authorization to make an adjustment. Mrs. Whitehead explained at the last Legislative Meeting, you approved a grant for \$114,000 and half was budgeted for in the 2007 budget and half was budgeted for in the 2008 budget and therefore it was duplicated. He is requesting authorization to reduce expenditures by \$58,807 for 2007 and 2008.

MOTION: AUTHORIZING THE 911 ENHANCED DEPARTMENT TO REDUCE EXPENDITURES BY \$58,807 IN THE 2007 AND 2008 BUDGETS FOR THE STATE AID WIRELESS 911 GRANT AND AUTHORIZING THEM TO ACCEPT A NEW GRANT IN THE AMOUNT OF \$58,530 MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Emergency Telephone Notification System (Reverse 911)** – Mr. Wixom distributed information from Asher Group regarding an emergency telephone notification system. He explained that currently we do not have a system that does this. The cost is \$12,000 per year for using their system and it's an additional \$471.00 per year for them to use our MSAG data which comes from Verizon. Mr. Wixom explained if an emergency situation occurs, we would hi-light the area of concern on the map and there would be a message that would be telephoned to the residents of that particular area. We could either create a message on the fly or have a pre-recorded message available. This system could tell us how many residences were reached and how many messages were left on answering machines.

Mr. Farrand asked would this include unlisted numbers? Mr. Wixom replied yes. Mr. Roche commented this is well worth looking at. Mr. Walsh asked are there any other neighboring counties using this? Mr. Wixom replied this system is being used by Cattaraugus, Montgomery and Monroe counties as well as by Cornell University.

MOTION: AUTHORIZING THE DIRECTOR OF 911 TO SCHEDULE A PRESENTATION OF THE EMERGENCY TELEPHONE NOTIFICATION SYSTEM BY ASHER GROUP FOR THE FEBRUARY MEETING MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Sheriff's Department

1. **Monthly Report** – Sheriff Tweddell distributed and reviewed his monthly report with the committee. He commented that they currently have 11 federal inmates and they have made an agreement to take 7 – 10 federal inmates per week.

2. **Personnel** – Sheriff Tweddell informed the committee that in order to meet the minimum staffing requirements set by the Commission of Correction, they will not let us use Acting Sergeants. They have to be Supervisors. In response to that, he is requesting the following position changes in the Jail.

One Lieutenant, Grade B to a new Captain position, Grade D; move a Sergeant to the existing Lieutenant position; move a Correction Officer, Grade 10 to the existing Sergeant position, Grade 12; one Correction Officer, Grade 10 to a new Sergeant position, Grade 12. Currently we have one Captain, one Lieutenant and four Sergeants. By making this change we will have two Captains, one Lieutenant and five Sergeants.

Mr. Alger commented in essence they are reclassifying two Correction Officer positions to one Captain and one Sergeant.

MOTION: APPROVING THE RECLASSIFICATION OF TWO CORRECTION OFFICER POSITIONS, GRADE 10 TO ONE CAPTAIN POSITION, GRADE D AND ONE SERGEANT POSITION, GRADE 12 IN THE JAIL MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

3. **CIRT Vehicle** – Sheriff Tweddell informed the committee that they have received their new CIRT vehicle and he will arrange to have it brought over here for the committee to look through at the February meeting. The question is what to do with the old CIRT vehicle. We have put a call into Arkport to see if they wanted it back, but we have not heard back from them. The generator in the vehicle is good. There may be another department that would want to use it, but it may be more valuable as scrap. The vehicle is a 1967. Before we would give it away we would take the generator out. If someone could use the vehicle, we would make arrangements for them to purchase the vehicle for the cost of the generator.

Mr. Alger stated that he would suggest having the Sheriff work with the Purchasing Director to see if there would be any interest by other departments. If there is no interest, then Purchasing will take care of putting it in the surplus auction or scrapping it.

4. **New Vehicles** – Sheriff Tweddell requested authorization to begin the process of ordering six new vehicles out of his Major Equipment.

MOTION: AUTHORIZING THE SHERIFF TO COMMENCE PROCUREMENT OF SIX NEW VEHICLES OUT OF HIS MAJOR EQUIPMENT MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Contracts** – Sheriff Tweddell requested authorization to send out RFP's for the jail telephone contract and the GPS contract.

MOTION: AUTHORIZING THE SHERIFF TO SEND OUT RFP'S FOR THE JAIL TELEPHONE CONTRACT AND THE GPS CONTRACT MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

6. **Budget Transfers** – Sheriff Tweddell requested authorization to transfer \$19,500 from his Personal Services line item to his line item for Vehicle Fuel Chargebacks to cover 2007 deficits.

MOTION: AUTHORIZING THE SHERIFF'S DEPARTMENT TO TRANSFER A TOTAL OF \$19,500.00 FROM PERSONAL SERVICES LINE ITEMS TO VEHICLE FUEL CHARGEBACKS TO COVER 2007 DEFICITS MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Sheriff Tweddell informed the committee that they have received additional traffic safety grant money. He requested authorization to accept an additional \$15,000 for Traffic Safety Grant and an additional \$4,000 for the BUNY (Buckle Up New York) Grant.

MOTION: AUTHORIZING THE SHERIFF'S DEPARTMENT TO ACCEPT AND APPROPRIATE AN ADDITIONAL \$15,000.00 IN THE TRAFFIC SAFETY GRANT AND AN ADDITIONAL \$4,000.00 FOR THE BUNY GRANT MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Public Defender

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

E. Emergency Management Office

1. **2008 Contracts** – Mr. Sprague reviewed his 2008 contracts with the committee. He commented that their contract with Motorola increases approximately 4 percent per year. The 2008 rate is \$95,479.92 for the year. He explained this contract includes everything, the consoles, towers, radios and microwaves.

Mr. Ryan asked what does Motorola do? Do they fix things? Mr. Sprague replied yes. They have a response time that they guarantee. They do preventative maintenance on all the equipment we have. We need to have a maintenance contract; however, we are not happy with the price at this point.

Mr. Alger commented we did an RFP originally for these services. Mr. Sprague commented we are doing maintenance on \$7 million of equipment. Mr. Alger stated nobody wants to pay this, but you either maintain the equipment or your don't. Mr. Ryan asked do we pay for parts? Mr. Sprague replied this contract is for labor and maintenance.

MOTION: APPROVING THE FOLLOWING 2008 CONTRACTS FOR THE EMERGENCY MANAGEMENT OFFICE: EMPIRE TELEPHONE - \$1,817.00; CROWN CASTLE TOWER SITE LEASE - \$0.00; MOTOROLA MAINTENANCE CONTRACT - \$95,479.92; T & K COMMUNICATIONS CONTRACT - \$4,455.00; AND ENVIRONMENTAL EMERGENCY SERVICES - \$8,000.00 MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Grant** – Mr. Sprague requested authorization to apply for the Homeland Security Interoperable Communications Grant. He commented that last year there was a lot of discussion on the federal government making \$1 billion available for interoperable communications. Statewide there is \$10 million available for local municipalities to apply for.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO APPLY FOR THE HOMELAND SECURITY INTEROPERABLE COMMUNICATIONS GRANT MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Volunteer Incentives** – Mr. Sprague distributed copies of the forms that volunteers can fill out to receive the state tax credit. Volunteers have the choice between the state tax credit or the real property tax incentive. Mr. Sprague commented that he believes the volunteers will be going with the tax credit.

F. Coroner's

1. **Contracts** – Mr. Sprague requested approval of the 2008 contract with the Monroe County Medical Examiner. The cost is \$80,218.00.

MOTION: APPROVING THE 2008 CONTRACT WITH THE MONROE COUNTY MEDICAL EXAMINER FOR \$80,218.00 MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Budget Transfer** – Mr. Sprague informed the committee that in the Coroner's 2007 budget they are short \$440.00 due to vehicle fuel chargebacks and repairs of the coroner's van. We also have run short on payroll.

Mr. Alger recommended referring this request to the Finance Committee to determine if they want to handle this as an end-of-year transfer.

Mr. Sprague commented that they have money in their 2008 budget to purchase a new van this year and he requested authorization to start the procurement process. Mr. Farrand asked how much is budgeted? Mr. Sprague replied \$35,000.

MOTION: REFERRING THE BUDGET TRANSFER OF \$440.00 TO COVER 2007 DEFICITS IN THE CORONER'S BUDGET TO THE FINANCE COMMITTEE FOR THEIR DETERMINATION MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO BEGIN PROCUREMENT PROCEDURES FOR THE PURCHASE OF A NEW CORONER'S VAN MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Farrand asked Mr. Alger if he heard any discussion regarding the coroners' hourly rate? Rather than getting four hours, they want to get five hours at a reduced hourly rate. Mr. Alger replied he has not heard anything about this, however, Mr. Sprague is setting up a meeting to discuss that.

G. Administrator

1. **Contract** – Mr. Alger requested approval of a contract with EMSTAR for \$5,625.00. The money is in the budget.

MOTION: APPROVING THE 2008 CONTRACT WITH EMSTAR IN THE AMOUNT OF \$5,625.00 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 OFFICER'S 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. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 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, February 4, 2008 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, January 28, 2008.**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, February 4, 2008

9:30 a.m.

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

****MINUTES****

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

STAFF: Mark R. Alger Gregory P. Heffner Frank Justice
Richard C. Tweddell David V. Cole Tim Wixom
Michael Sprague Tim Marshall Byrum Cooper
Tina Goodwin James Gleason Michael Gilman
Carol Whitehead Kenneth Peaslee

LEGISLATORS: Philip J. Roche Lawrence P. Crossett Joseph J. Hauryski
Thomas J. Ryan

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:30 a.m. He asked Mr. Peaslee to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 7, 2008 MEETING MADE BY MR. FARRAND. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (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.
2. **Cell Phone Request** – Mr. Justice requested authorization to purchase no more than 20 new cellular phones. He has \$7,992 budgeted for this purpose. Mr. Alger commented that he does agree that from a practical standpoint, officer safety is the most important thing that we can look at.

MOTION: AUTHORIZING THE DIRECTOR OF PROBATION TO PURCHASE NO MORE THAN 20 NEW CELLULAR PHONES MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **ATI Funding** – Mr. Justice informed the committee that every year they do a resolution accepting funding for the Alternatives to Incarceration (ATI) program. He requested authorization to accept \$57,082.00 for the ATI program.

MOTION: ACCEPTING FUNDING IN THE AMOUNT OF \$57,082.00 FOR THE ATI PROGRAM MADE BY MR. WALSH. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0. (Resolution Required)

4. **ATI Board Member Appointment** – Mr. Justice informed the committee that Dr. Baker was the Legislative Member on the ATI Board. He requested a resolution appointing the Chairman of the Public Safety Committee, Fran Gehl, to fill the unexpired term of Dr. Baker.

MOTION: APPOINTING FRANCIS L. GEHL, CHAIRMAN OF THE PUBLIC SAFETY & CORRECTIONS COMMITTEE, AS MEMBER OF THE ALTERNATIVES TO INCARCERATION BOARD, FILLING THE UNEXPIRED TERM OF DeWITT T. BAKER, D.V.M. MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. (Resolution Required)

B. Sheriff's Department

1. **Monthly Report** – Sheriff Tweddell distributed and reviewed his monthly report with the committee. He commented that the CIRT vehicle is available for inspection in the parking lot immediately following today's meeting.

C. Emergency Management Office

1. **Sign Project** – Mr. Sprague informed the committee that Michael Hitchcock has chosen as his Eagle Scout Project, to work on road signs for the Town of Campbell to warn of flooded roadways. Mr. Hitchcock has raised \$3,000 and also received donations of time and materials and as a result was able to fabricate four aluminum signs and had another 35 roll-up fabric signs produced by a local sign manufacturer. In addition, he also purchased six temporary sign stands for the fabric signs. The four aluminum signs, plus four of the fabric signs will be presented to the Campbell Town Board at their meeting February 11, 2008 at 7:00 p.m. At that time, the remainder of the fabric signs will be given to the Emergency Management Office to be distributed to area municipalities.

Mr. Sprague requested that Michael Hitchcock come to the February Legislative Meeting to present the fabric signs to Chairman Roche. Mr. Farrand commented that he would also like the Legislature to recognize the efforts of Michael Hitchcock. Mr. Gehl commented that he would appreciate it if members of this committee could attend the presentation on February 11, 2008.

MOTION: REQUESTING THE LEGISLATURE TO RECOGNIZE THE EFFORTS OF MICHAEL HITCHCOCK TO RAISE MONEY IN ORDER TO MAKE FLOOD WARNING SIGNS FOR THE TOWN OF CAMPBELL MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Annual Report** – Mr. Sprague distributed and reviewed his annual report with the committee. He commented on his wish list of training, he is requesting 1,253 hours of training. Currently they get 650 hours. We are dependent upon the State to deliver this training program. Mr. Farrand commented we need to see if we can work with the State Office of Fire Prevention and tie training into the BOCES curriculum. They provide training for criminal justice, why not a fire program?

Mr. Gehl asked have you approached BOCES about this? Mr. Sprague replied this would only reach the kids in school. Individuals who are out of school would not fit that program. Mr. Farrand commented once the program was established, they could then offer additional programs at night. Mr. Gehl asked Mr. Sprague to investigate this further with BOCES.

Mr. Sprague commented we currently have three full-time certified instructors and one part-time instructor. In another month we will have an additional full-time instructor. Mr. Alger commented if we want more hours, we might want to put more money into the training line item to expand the hours that the State instructors are here. Discussion followed.

Mr. Sprague commented that they have been working on upgrades to the Emergency Operations Center (EOC) and are finishing their comprehensive plan. He commented that he would like to hold one of the meetings out at the EOC once all of the upgrades are completed.

Mr. Gilman reviewed the 2007 Fire Investigation Report. During 2007 the Fire Investigation Team investigated 70 fires of which 55 were determined to be accident, 8 were listed as undetermined and 7 were listed as intentionally set. The dollar loss to these fires was approximately \$3.2 million.

Mr. Ryan asked what are Juvenile Intervention Specialists? Mr. Gilman replied the Department of Social Services refers families to us where the children have a history of playing with fire or matches. We send an investigator out to interview the child and the family and we do fire prevention with the child. A report is then generated and given to the DSS caseworker for their file.

Mr. McAllister commented fire investigators play a vital role. A couple of years ago, there was an issue regarding training for the fire investigators. Where does your funding come from for the training and travel to and from? Who funds the training? Mr. Gilman replied we have volunteer fire investigators. They go to seminars that are paid for by the County and they can submit mileage and meals expenses. Mr. Sprague commented the State delivered trainings are paid for by the State. We have a line item for fire investigation and every year we try to replace some of their turnout gear. Mr. Gilman stated the fire investigators are required to have 16 hours of training per year to maintain their Level II status.

Mr. Crossett asked do the volunteer fire investigators coordinate with the insurance companies? Mr. Sprague replied the fire investigators do their report and work directly with the insurance companies and law enforcement. Mr. Crossett commented we should charge the insurance companies a fee. Mr. Sprague stated the insurance companies send their own investigators and verify our findings. Mr. Crossett commented it seems that they should be charged some sort of fee. Mr. Sprague stated we do charge for copies of the reports. The responsibility for the determination of the cause of a fire comes back to me. Mr. Crossett stated that he was suggested that there may be money that could be collected.

3. **Volunteer Incentive** – Mr. Sprague informed the committee that he has received some information that the President’s bill for the federal tax break also has some verbage for the forgiveness of tax breaks from states for volunteers. There is discussion in the Senate, but he doesn’t know where it will go. This bill has already gone through the House of Representatives.

D. Public Defender

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

Mr. McAllister asked have we looked at the potential for having a Conflict’s Office? Mr. Alger replied we currently are in the process of requesting a proposal from attorneys for the administration of the Assigned Counsel. The next step is to look at a Conflict’s Office.

Mr. Cooper commented the Office of Court Administration has been discussing how these offices should be structured. Whoever administers the program should not be taking cases within the program and it should be a neutral party administering the program He would envision that we would identify a conflict, hand off the case and then it would be done.

Mr. Alger commented as part of the Governor’s proposed budget, they were going to establish an office to review and evaluate the Office of Public Defender across the State. The State has no role, other than to review what we do. The counties fully fund the Office of the Public Defender in the State. The State is trying to decide if they need to enforce standards. Mr. Cooper commented this is a push from another direction to change the system. Mr. Alger stated the Office of Court Administration’s proposal is to fully take over the defense system. It is difficult to project what will happen with it. They may put in a new office to administer and regulate the Office of Public Defender in the State.

E. 911 Enhanced

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

Mr. McAllister asked when are the results of the study expected back? Mr. Wixom replied Russ Russell is doing the study. The first part of the traffic study is to see the volume of calls coming in and the equipment that we use to answer those calls. The second part of the study is to look at staffing and see what is appropriate given the volume of calls. We hope that will be done within a month.

Mr. Alger stated during the past month, Mr. Russell has reviewed the traffic study from Verizon which shows the call volume and time spent. Using that information, he will look at staffing in relation to call volume.

Mr. McAllister asked are we looking at the protocol that is followed when calls come in and the efficiency? He commented that his understanding is that Mr. Russell was coming in and looking at the entire picture. Mr. Alger replied that all relates to the staffing issue and how you handle a call.

Mr. Gehl commented that Mr. Wixom had asked that the committee go out and see his operation in action.

Mr. Alger stated that's part of what the staffing analysis will do for you. The traffic study will show you how many calls you are getting at any given moment.

2. **Reverse 911** – Mr. Wixom introduced Russ Bell from the Asher Group who is here to give the committee a brief presentation on Reverse 911.

Mr. Bell stated we are not requiring you to purchase, install or service any equipment. You can gain access to this service through the Internet, landline phone or cellular phone. The system can send approximately 8,000 calls per hour. The cost is \$.20 per call for up to one minute of recording time. The approximate yearly cost would be \$12,000; more or less depending upon the features you wanted to have.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 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. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, March 3, 2008 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, February 25, 2008.**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, March 3, 2008

9:30 a.m.

Legislative Conference Room
Steuben County Office Building
Bath, New York

****MINUTES****

COMMITTEE:	Francis L. Gehl, Chair Brian C. Schu, Esq.	Dan C. Farrand, Vice Chair John S. Walsh	Patrick F. McAllister, Esq.
STAFF:	Mark R. Alger Tina Goodwin Frank Justice Frederick H. Ahrens, Jr.	Gregory P. Heffner Richard C. Tweddell Byrum Cooper David English	Tim Wixom James Gleason Carol Whitehead
LEGISLATORS:	Philip J. Roche, Esq.	Joseph J. Hauryski	Randolph J. Weaver
OTHERS:	Mary Perham, <i>The Leader</i> WETM Janet Marie Skinner		

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:30 a.m. He asked Mr. Weaver to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 4, 2008 MEETING MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. 911 Enhanced

1. **Sole Source Designation** – Mr. Wixom informed the committee that previously they had received a grant to purchase two new call taking positions in the 911 Center. Through the process of procuring the equipment, Purchasing decided that it should be a sole source rather than bid process. He met with Mr. Gleason, Mr. Alger and Mr. Ahrens and they approved a sole source designation.

Mr. Alger commented with the 911 system, when we put it together we did an RFP and selected Positron for the CAD and computer system. Since we are adding stations, it does not make sense to bid and get another system. We need to purchase this equipment through Positron. The cost of the stations is in excess of the bid limit and threshold. This is the only vendor who we can purchase this equipment from.

MOTION: APPROVING A SOLE SOURCE DESIGNATION FOR POSITRON FOR THE PROCUREMENT OF TWO NEW CALL TAKING STATIONS AT THE 911 CENTER MADE BY MR. McALLISTER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Emergency Telephone Notification System RFP** – Mr. Wixom commented at this point he is requesting authorization to put out an RFP to see what options and vendors are available.

MOTION: AUTHORIZING THE 911 DIRECTOR TO SOLICIT RFP'S FOR AN EMERGENCY TELEPHONE NOTIFICATION SYSTEM MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER FOR DISCUSSION.

Mr. McAllister commented he thinks this is a good idea, but by doing an RFP, does that commit us? Mr. Alger replied the authorization to do an RFP does not commit us to accepting one. Mr. McAllister commented that he would also like the Information Technology Department to look at this as well.

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

B. Sheriff's Department

1. **Monthly Report** – Sheriff Tweddell distributed his monthly report to the committee.
2. **Telephone Contract** - Sheriff Tweddell informed the committee that they currently have a contract with GIT for inmate telephone services. He requested authorization to extend this contract for one year.

Secretary's Note: As the committee did not vote on this extension, a special meeting will be held prior to the March 24, 2008 Legislative Meeting for this purpose.

3. **Credit Card Contract** – Sheriff Tweddell informed the committee currently we have a system in place whereby the inmates are able to pay their bail with credit cards. We have used \$100,000 this year. This keeps the inmates from staying in the Jail longer than necessary. We currently have a contract with Government Payment. They did put out a request for professional services and received two responses; one from Government Payment and the other from Pay Trust Solutions. He requested authorization to enter into a contract with Government Payment for credit card services.

MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO A CONTRACT WITH GOVERNMENT PAYMENT FOR INMATE CREDIT CARD SERVICES MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Patrol Vehicles** – Sheriff Tweddell stated they currently have 4-wheel drive Ford Explorers which are not available on State bid this year. The cost generally is in the \$20,000 range. We do have some patrol vehicles that are Jeeps and they are a very good vehicle, but the Ford Explorer is larger in size and we have had good luck with them. There is a municipality in Westchester County which has a bid out for the 4-wheel drive Explorers. Mr. Gleason is looking at whether there is a possibility that we could get on their bid.

Mr. Gleason explained he is in the process of getting a copy of their bid to see what municipality initiated the bid process. There has been recent legislation about cooperative bidding and he needs to look at how the legislation is written and whether it is legal for us to participate.

Mr. Schu asked how many vehicles are we talking about? Sheriff Tweddell replied four.

Mr. Ahrens commented the way the current legislation reads is that a municipality within a county can piggyback on a county bid. One county may piggyback on another county's bid, however, the legislation does not say whether you can do that with a lesser municipality in another county.

Sheriff Tweddell stated that he would rather get the Ford Explorer. Another alternative is the Dodge Durango, which is about the same price, however, people have had problems with that vehicle. Also, it has 17" wheels and tires which are more expensive.

Mr. Gleason commented the last day to order a vehicle from State bid is late March, early April.

Mr. Alger suggested the committee authorize the purchase of four patrol vehicles either from State bid or another bid that we are eligible to participate in.

MOTION: AUTHORIZING THE SHERIFF TO PURCHASE FOUR NEW 4-WHEEL DRIVE PATROL VEHICLES EITHER OFF STATE BID OR ANOTHER BID THAT THE COUNTY IS ELIGIBLE TO PARTICIPATE IN MADE BY MR. SCHU. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **CIRT Vehicle** – Sheriff Tweddell informed the committee that Senator Winner and Assemblyman Bacalles will be at the Public Safety Building on March 14, 2008 at 10:00 a.m. to do a press conference regarding the new CIRT vehicle. All are welcome to attend.

MOTION: TO ADJOURN MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. 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 7, 2008 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, March 31, 2008.**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Special Meeting

Monday, March 24, 2008

9:40 a.m.

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

****MINUTES****

COMMITTEE: Francis L. Gehl, Chair Dan C. Farrand, Vice Chair John S. Walsh

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

LEGISLATORS: Donald B. Creath Lawrence P. Crossett Joseph J. Hauryski
Robert V. Nichols Thomas J. Ryan Scott J. VanEtten
Randolph J. Weaver

ABSENT: Patrick F. McAllister Brian C. Schu

OTHERS: Joe Dunning, *The Leader*

I. CALL TO ORDER

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

II. DEPARTMENTAL REPORTS/REQUESTS

A. Sheriff's Department

1. **Telephone Contract** – Mr. Gehl stated at last month's meeting, the Sheriff presented a request to extend his contract with Global Services for inmate telephone services in the Jail. The committee was in agreement, however, there was no formal motion made.

Mr. Alger explained this is a contract extension. This service has been provided through the Sheriff's Association and the association does get a percentage of the proceeds.

MOTION: AUTHORIZING THE SHERIFF TO EXTEND HIS CONTRACT WITH GLOBAL SERVICES FOR INMATE TELEPHONE SERVICES 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, April 7, 2008

9:30 a.m.

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

****MINUTES****

COMMITTEE: Dan C. Farrand, Vice Chair Patrick F. McAllister Brian C. Schu
John S. Walsh

STAFF: Mark R. Alger Gregory P. Heffner Tim Wixom
Tina Goodwin David Cole Chris Lian
Mike Sprague Tim Marshall Frank Justice
Braddock Pierce Frederick H. Ahrens, Jr.

LEGISLATORS: Philip J. Roche Randolph J. Weaver

ABSENT: Francis L. Gehl, Chair

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

I. CALL TO ORDER

Mr. Farrand called the meeting to order at 9:30 a.m. He asked Mr. Sprague to lead the Pledge of Allegiance.

Mr. Farrand opened the floor for comments by members of the public. Mrs. Styker stated that she wanted the committee to know that Mr. Sprague has had a busy week attending a convention, hosting the firefighter graduation banquet and also attending the section meeting of volunteer firefighters. He has done a great job.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 3, 2008 MEETING MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Emergency Management Office

1. **Firefighter Training** – Mr. Sprague explained the State provides fire instructors to us. Typically we recommend instructors and they hire them. There has been an ongoing discussion at the Fire Advisory Board meetings about the needs of fire training and how much training is being made available to new recruits. We have just barely gotten up to having four instructors. In order to provide 26 weeks of Firefighter I training, that requires four instructors. The Steuben County Fire Advisory Board recently sent a letter to the Chief Fire Services Bureau regarding training needs. Even if we get additional hours of training, we don't have the instructors.

Mr. Sprague stated he has received a response to that letter which indicated that this is not just a problem for Steuben County. This is a statewide issue as they have not received any increase in the personnel services budget for the outreach training program in four years. Mr. Sprague commented the state's fire training budget last year was \$1.5 million and they were over budget by approximately \$250,000 before they were shut off by the Office of Budget. They are going to see a 7 – 10 percent annual increase in requests for training. At the same time there will be a 3 percent retroactive raise for instructors. The amount of training hours will more than likely go down for 2008.

Mr. Sprague stated that at the last Fire Advisory Board meeting they discussed having a county instructor and he will follow up with the committee on that discussion in May. This issue has been presented to both Assemblyman Bacalles and Senator Winner.

Mr. McAllister asked has the State always paid for the instructors? Mr. Sprague replied yes. The instructors are employees of the State and are trained by the State. The Fire Coordinators Association has provided suggestions to supplement the four instructor rule. We are required by State law to do training services. He stated that the last couple of years he has required \$1,100.00 in training and there is no way that we can provide that amount of training with the instructors we have.

Mr. Walsh asked how many instructors do you need? Mr. Sprague replied that he would like to see each instructor with 250 hours and that would require 5 or 6 instructors.

Mr. McAllister asked how much money would we be talking about? Mr. Sprague stated that he doesn't have the actual figures but he could bring that back to committee in May. With County instructors, when you talk about classes where you are moving around apparatus, etc., you then are into liability issues. We don't have to worry about those liability issues with the State instructors. We should be recommending to the State that they get the training funding where it needs to be.

MOTION: MEMORIALIZING THE STATE TO INCREASE FUNDING FOR FIRE TRAINING MADE BY MR. McALLISTER. SECONDED BY MR. WALSH FOR DISCUSSION.

Mr. McAllister commented that he would like Mr. Sprague to follow through with the figures for what the cost would be to have county instructors and we will do what we can to request special funding. It is important for the County to have this training.

Mr. Alger commented the Firefighter I course has changed over the last five years and one thing that is impacting this is the number of hours they are requiring in that course. Mr. Sprague stated it used to be a 12-week course, then it went to 18-weeks and now it is a 26-week course.

Mr. Farrand asked what year did the Legislature give us additional funding? Mr. Sprague replied 2006.

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

2. **Banquet** – Mr. Walsh thanked Mr. Sprague for the Emergency Services Banquet which was held this past Saturday. It was very nice. Mr. Sprague distributed a handout regarding the banquet. He commented that they had 105 individuals in attendance.

3. **PDA/Cell Phone Upgrade** – Mr. Sprague distributed a memo he sent to Mr. Alger regarding this request. He stated currently he carries a cell phone as well as a PDA which carries all of his contact information. We receive email notifications and information on website that we get 24 hours a day, 7 days a week. Right now we can only access that information at our desks. Unfortunately, events typically happen on nights, weekends and holidays when we are not at our desks. Mr. Sprague stated that the original PDA's were purchased through Homeland Security funding and he can replace those using the same funding mechanism with no cost to the County. He is requesting authorization to replace the current PDA with a cell phone enabled PDA. Also, he is requesting authorization to upgrade their cell phones to include data services which include text messaging and unlimited internet capability, similar to what is being used in the mobile data applications.

Mr. Sprague stated if we were not able to do this, he does not want the committee to be under the impression that he is still receiving information. He does not know if there are any warnings, notifications being issued currently unless he is in the office at his desk.

Mr. Alger commented no one else has this and you would be opening the gate to doubling cell phone costs. We don't currently buy \$300 phones, we get them for free. We also do not have internet capabilities. Mr. Sprague is

saying that he can put the phones into his Homeland Security Grant and not very many people have that luxury. This s one of those things that we have resisted. Mr. Wixom had requested a similar service in the past and we have said no. Eventually you have to decide if it is worth the money.

Mr. McAllister asked do you think the money available through Homeland Security could be better spent? Mr. Sprague replied that is anyone's guess. Mr. Walsh asked will we get money for something else if we use this money to purchase new phones? Mr. Alger replied Mr. Sprague can allocate the funding to whatever he needs it for.

Mr. Sprague informed the committee that an additional capability of this upgrade has to do with the new upgrade to the county's Communications Alarm System. As part of the system upgrade, we will have the ability to receive system notifications on our PDA's and through a VPN access the system to determine what alarms are active. The alarm system will have added capability to include a higher level of maintenance alarms in order to diagnose a problem before it results in a dispatch center alarm. Coupled with the enhanced PDA capability, this will result in a significant expansion of our communication system security.

Mr. Farrand asked is there a timeframe you have to meet to expend Homeland Security funding? Mr. Sprague replied that is anyone's guess. They are just receiving the 2006 grant contracts and those have been extended for another year. We have not yet received the 2007 contracts. When that comes in we will have 1 ½ to 2 years to spend the money.

Mr. McAllister asked what is the proportion of time you spend in the office as well as out of the office and is someone covering if you are not in? Mr. Sprague replied typically there is someone covering the office. We try to spend as much time in the office as we can, but we are field people.

Mr. Walsh asked Mr. Alger what is your recommendation? Mr. Alger replied this is tough because I think you will get a lot of these requests. It is easy to justify as Mr. Sprague can come up with the money to pay for it and he currently does not have up-to-date connectivity for notifications. The cost will be \$300 - \$400 for the phones and approximately \$2,000 - \$3,000 per year for service. When you go beyond that, the cell phones are a real problem. We monitor the use of the cell phones and he doesn't know if we would need to monitor the internet. Our policy for cell phone usage complies with the Federal requirements. The rule is that the cell phone is not to be used for personal use and is to be used only for business. Mr. Alger commented he doesn't want to be the person to say that we didn't get notified about something significant.

Mr. McAllister commented that he can see other departments coming forward with requests, but we need to be able to distinguish between the need here and other departments.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO UPGRADE THEIR CURRENT CELL PHONES AND PERSONAL DATA ASSISTANTS (PDA'S) WITH CELL PHONE ENABLED PDA'S USING HOMELAND SECURITY GRANT FUNDING TO PURCHASE THE UNITS AS WELL AS TO FUND THE YEARLY SERVICE COSTS MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. 911 Enhanced Department

1. **June Meeting** – Mr. Farrand stated after the June meeting, the committee would like to come out to the 911 Center to do an exercise with a 911 call so the committee can see how the process works. We will hold the meeting in the Legislative Committee Conference Room and then at the conclusion of the meeting go to the 911 Center.

C. Sheriff's Department

1. **Monthly Report** – Undersheriff Cole distributed their monthly report for the committees review.

Mr. Farrand asked are you planning to consistently keep 50 federal inmates? Major Lian replied there is no constant with the federal inmates. It goes day to day. We try to keep as many as we can comfortably hold.

Mr. Walsh asked what is the maximum capacity at the Jail? Major Lian replied 260.

Mr. Roche asked are both new pods open? Major Lian replied yes and everything is fully staffed.

Mr. Walsh asked how long do the federal inmates stay? Major Lian replied it depends. The average inmate might stay one to two years.

Mr. Roche commented that he would like to thank the department heads for sending their reports via email ahead of time.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICER'S 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. SCHU. SECONDED BY MR. McALLISTER. 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. SCHU. 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, May 5, 2008 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, April 28, 2008.**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, May 5, 2008

9:30 a.m.

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

****MINUTES****

COMMITTEE:	Francis L. Gehl, Chair Brian C. Schu	Dan C. Farrand, Vice Chair John S. Walsh	Patrick F. McAllister
STAFF:	Mark R. Alger David V. Cole Tim Marshall	Gregory P. Heffner Michael Sprague Melissa Olin	Richard C. Tweddell Tim Wixom
LEGISLATORS:	Philip J. Roche Randolph J. Weaver	Patrick F. Donnelly	Thomas J. Ryan
OTHERS:	Mary Perham, <i>The Leader</i> Katie Graham, <i>WENY</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 APRIL 7, 2008 MEETING MADE BY MR. McALLISTER, SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SCHU ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Sheriff's Department

1. **Monthly Report** – Sheriff Tweddell distributed his monthly report for review.

Mr. Farrand asked do you expect your Federal population to grow? Sheriff Tweddell commented we currently have 50 Federal inmates which has exceeded our goal of 30 which we had budgeted for. We are comfortable with the current numbers. Mr. Alger commented because we have the Alternatives to Incarceration Program, we have six classifications of inmates. This has allowed us to have fewer classifications as previously we had twelve classifications. Also physically in the Jail we were able to put up fences within the pods that separate the area into smaller areas and meet the classification requirements.

Sheriff Tweddell commented that also makes it safer for the Corrections Officers. With the new pods we could put up to 60 inmates in each pod.

B. Emergency Management Office

1. **Grants** – Mr. Sprague informed the committee that he received notice that they will be receiving \$60,000 in legislative initiative funding. He stated \$35,000 will be used to purchase replacement thermal imaging cameras. The remaining \$25,000 will be used to expand the parking lot at the Civil Defense Fire Training Center.

Mr. Sprague commented that with regard to the thermal imaging cameras, each unit costs approximately \$7,000. We will be replacing the cameras located in Cohocton, Bath, North Hornell, Woodhull and Painted Post.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT \$60,000.00 IN LEGISLATIVE INITIATIVE GRANT FUNDING WITH \$35,000.00 BEING USED TO PURCHASE FIVE (5) REPLACEMENT THERMAL IMAGING CAMERAS AND \$25,000.00 BEING USED TO EXPAND THE PARKING LOT AT THE CIVIL DEFENSE FIRE TRAINING CENTER MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **EOC** – Mr. Sprague informed the committee that Planning Preparedness Grants allowed us to purchase the large screen televisions that are installed in the EOC and Secondary Ops room. We also have the sound panels which have made quite a difference in the EOC.

C. 911 Enhanced

1. Mr. Wixom distributed copies of the Report of the New York State Commission on Local Government Efficiency and Competitiveness for the committee's review. Page 17 of this report contains information pertaining to 911 Centers.

2. **Track Phones** – Mr. Wixom commented the track phones do not have the GPS chip and when a caller calls 911, we cannot locate them. These phones do not meet the requirements for Phase II compliance.

D. Administrator

1. **Public Defender** – Mr. Alger stated we have received proposals for a conflicts administrator and we will be conducting interviews and next month he should be able to bring information to the committee for review.

2. **911 Consultant Study** – Mr. Alger informed the committee that we have been working with Russ Russell to do an evaluation of staffing and call volumes in the 911 Center. We did a traffic study and provided information to Mr. Russell. We have been waiting for some time for a response. Mr. Alger asked do we want to continue to wait, or do you want to do an RFP and get proposals to do a separate study?

Mr. Farrand commented that he doesn't think we should continue to wait.

Mr. McAllister asked has Mr. Russell given you any indication of a timeframe? Mr. Wixom replied the last email we received from him was an acknowledgement that he received the information we sent him, but he did not give a timeline.

Mr. Gehl suggested that we see how much it would cost to do an RFP. Mr. McAllister asked would Mr. Russell be able to bid on the RFP? Mr. Alger replied he would be eligible to submit a proposal. We could get some estimates of cost. Mr. Gehl asked Mr. Alger to get estimates of cost for the next meeting.

Mr. Wixom commented a big concern in 911 centers is staffing the midnight to 8:00 a.m. shift because that is the lowest shift year round. If you have minimum staffing and you have a major event, the question is can that minimum staffing level handle that. This is an issue across the nation. The real question is how many times do you want the phone to ring before you answer. We have adequate staffing, but how many are working midnight to 8:00 a.m.? We can't forecast how busy we will be. Considerable discussion followed.

Mr. Wixom took the committee on a tour of the facility.

The meeting was adjourned at 11:00 a.m.

Respectfully Submitted by: Amanda L. Chapman, Senior Stenographer, Steuben County Legislature
**NEXT MEETING SCHEDULED FOR
Monday, June 2, 2008 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Tuesday, May 27, 2008.**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, June 2, 2008

9:30 a.m.

Legislative Conference Room
Steuben County Office Building
Bath, New York

****MINUTES****

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

STAFF: Mark R. Alger Tim Wixom Richard C. Tweddell
Michael Sprague John Tunney Frank Justice
Byrum Cooper Tina Goodwin David Cole
James Gleason Jack Wheeler Frederick H. Ahrens, Jr.
David English Melissa Olin

LEGISLATORS: Philip J. Roche Patrick F. Donnelly Thomas J. Ryan
Randolph J. Weaver

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

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:35 a.m. He asked Mr. Farrand to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 5, 2008 MEETING MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. District Attorney's Office

1. **Quarterly Staff Meeting** – Mr. Tunney informed the committee that one of the terms of the Violence Against Women Act's grant is that we are required to run a staff training for various ADA's on Domestic Violence. We recently held a training and Pat Jimenez purchased pizza and soda at a cost of \$15.79. We reimbursed him out of the petty cash fund and began the process to reimburse the petty cash fund, however, he needs the committee's approval to do that. Mr. Tunney requested authorization to, on a quarterly basis, use petty cash funds to purchase lunch for these staff trainings.

Mr. Alger explained he could have approved this if there wasn't a predominance of staff at the training. If it was mostly outside agencies, then he could approve it. We may want to look at that and establish a threshold for the future.

MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO PAY FOR QUARTERLY LUNCHEONS HELD DURING DOMESTIC VIOLENCE STAFF TRAININGS OUT OF THE DEPARTMENT'S PETTY CASH FUND MADE BY MR. McALLISTER. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. 911 Enhanced Department

1. **Draft "Scope of Services" Document** – Mr. Wixom stated at last month's meeting he was asked to get a ballpark figure for a consultant to come in and look at how we do things and to suggest any possible

changes. He stated they were contacted by GeoComm. They created a scope of services contract and if we wanted them to do everything they proposed, the cost would be \$25,000 to \$30,000. If we wanted them to do less, the cost would decrease. Historically 911 Center are understaffed. He cautioned the committee that once they did this study, a consultant may come back and say that we might be understaffed.

Mr. Alger commented you are not obligated by this draft scope of services document. If you like the scope and we determine what we want to do, we could put together an RFP. We asked for a cost range for what they proposed. You could authorize us to go forward with an RFP and you are not obligated to accept them if they are too expensive.

Mr. McAllister commented he read this proposal which has broad language and it is not clear from the reading if they are looking at the system we are using right now to see if it could be more efficient. He stated he wants to make sure it goes beyond that. He wants a consultant to look at what we are using and compare it to possible other ways of doing the same thing that might be more efficient.

Mr. Alger stated there are a couple of questions regarding that. There are a number of different kinds of systems. For example there is the system you are using now to do scheduling in terms of staff scheduling. The broader question is if you are talking the big system. If you are talking about that, the consultant may be looking at the CAD system you are using to dispatch and how that compares from the standpoint of efficiency that is an entirely different question and requires a broader scope and more money.

Mr. McAllister commented that he is talking more to the system we are using now, versus what other counties do with regard to their dispatcher taking the call and dispatching it.

MOTION: AUTHORIZING MR. WIXOM TO MOVE FORWARD WITH PUTTING TOGETHER AN RFP FOR CONSULTANT SERVICES REGARDING THE EFFICIENCY OF THE 911 CENTER MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Overtime** – Mr. Alger stated that he has been looking at Mr. Wixom’s overtime as it has been a source of concern for a while. He has asked Mr. Wheeler to take a look at the numbers for the past two years.

Mr. Wheeler stated Mr. Wixom has a pretty comprehensive system as far as how they code how overtime is used. Their overtime is coded against a number of different categories including annual leave, sick leave and holidays. To meet the minimum staff requirement they have regularly scheduled overtime. The 911 Department has been very successful between last year and this year in reducing the amount of shifts required to meet the minimum staffing.

Mr. Alger commented what we found is that they were understaffed on a routine basis with all positions filled. They have fourteen shifts scheduled for overtime every two weeks. Last year they had 28 shifts of overtime. We have significantly reduced the amount of shifts, but we still have overtime because we don’t have the staff to cover all the hours. One thing we will see come from a consultant is that we already have a certain number scheduled for overtime. This gives you an idea of the progress we have made.

Mr. Farrand commented the reduction in overtime also could be attributed to having a more stable staff. Mr. Alger replied the purpose is to show you we have made progress. We still will have to cover annual leave, sick leave, etc. For example, the Sheriff has to anticipate needing more than one individual to cover a post when someone is off and that is very similar to what you have going on in 911. It does cost money to have staff cover for leave time.

Mr. Donnelly asked are these 8-hour shifts? Mr. Alger replied yes. Mr. Donnelly commented it might be more economical to have someone do overtime rather than hire another person to cover one or two hour blocks of time. Mr. Alger replied if we hired additional people, the shifts will not be all days or all nights. Part of what we can get out of this may be that it makes sense to hire a couple of dispatchers that work 12-hour days. We have

temporary dispatchers that they have attempted to bring in as needed. The training slots have really helped and have helped to stabilize the staffing.

C. Sheriff's Department

1. **Monthly Report** – Sheriff Tweddell distributed his monthly report for review.
2. **Byrne Grant** – Sheriff Tweddell requested authorization to accept the Byrne Grant in the amount of \$12,500.00 for drug enforcement. These are non-matching funds.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT THE BYRNE GRANT IN THE AMOUNT OF \$12,500.00 FOR DRUG ENFORCEMENT MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. (Resolution Required)

3. **Traffic Safety Grant** – Sheriff Tweddell requested authorization to accept a Traffic Safety Grant in the amount of \$9,600.00 for Traffic Enforcement. These are non-matching funds.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A TRAFFIC SAFETY GRANT IN THE AMOUNT OF \$9,600.00 FOR TRAFFIC ENFORCEMENT MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. (Resolution Required)

Mr. Farrand asked how do you compare to this time last year in terms of money received? Sheriff Tweddell replied he can do a comparison of last year. The numbers will be off because last year we were building and did not have the federal inmates. So far this year we have billed approximately \$558,000.00. Mr. Alger stated we billed for \$620,000.00 through the end of last year. We are well on track to double what we received last year.

D. Emergency Management Office

1. **Thermal Imaging Cameras** – Mr. Sprague stated at last month's meeting you approved a grant to purchase thermal imaging cameras. He requested authorization to go to bid.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO SOLICIT BIDS FOR THERMAL IMAGING CAMERAS MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Contract** – Mr. Sprague informed the committee that they currently contract with Occumed for Haz Mat physicals for the Corning Fire Department. That is paid for by the Homeland Security Grant as the Corning Fire Department houses and works on the trailer we secured through Homeland Security. Mr. Sprague requested authorization to renew the contract with Occumed for the next three years, 2009 – 2011 and this would lock us in for those prices. We pay for the physicals and Homeland Security sends us back the money when we have the physicals done. The money for the contract is coming out of the 2005 Homeland Security Grant.

Mr. Alger commented you will be paying for services not yet rendered. Mr. Sprague is proposing extending this contract beyond this year and that will lock in the price and give you a firm agreement for that three-year period and advanced funding.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO RENEW THEIR CONTRACT WITH OCCUMED FOR HAZ MAT PHYSICALS FOR 2009 AT THE RATE OF \$2,900.00; 2010 AT THE RATE OF \$3,000.00 AND 2011 AT A RATE OF \$3,100.00 SUBJECT TO APPROVAL BY THE LAW DEPARTMENT MADE BY MR. WALSH. SECONDED BY MR. FARRAND.

Mr. Donnelly asked the pricing is for three years, but the contract is for six years? He referenced item G on the proposed contract Mr. Sprague handed out. Mr. Sprague replied that should state that the contract will be for a term of three years.

Mr. Ryan asked how are the rates determined? Mr. Sprague replied they are a per person rate and the rate is also based on the number of individuals receiving physicals.

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

3. **Review of County Fire Instructors** – Mr. Sprague distributed a handout describing the issues and requirements needed to be met in order to establish a County Fire Instructor Program. He stated that he would request an annual budget of \$10,000.00 to provide equipment, training and personnel costs for being able to provide four training classes per year. To provide for additional fire training courses, the New York State Office of Fire Prevention & Control has implemented a supplemental training program. In order to provide this program, the County must have an appropriate training facility and an instructor that meets the same qualifications standards as State Fire Instructors and must become certified through the State Fire Academy in the courses that a County Fire Instructor may teach. The County Fire Instructor must also be provided with personal protective equipment, medical clearance for SCBA use and covered for Workers Compensation Insurance by the County.

Mr. Sprague's handout also lists the courses that a County Fire Instructor may become certified to teach. The most intensive course is Firefighter I. If we were to do this and start with a new person, then the budget of \$10,000.00 per year would make that happen. He stated that the Fire Advisory Board has endorsed this proposal.

Mr. Gehl commented that he asked Mr. Sprague to put this proposal together. When an individual joins the fire department, they are unable to drive a truck or go into a burning building until they receive training. Right now we don't have the instructors to provide the necessary training. The Fire Advisory Board has discussed this and recommended bringing the proposal to the Public Safety & Corrections Committee for action at our July meeting. Mr. Gehl stated that he would like the committee to discuss this more at the next meeting and in the meantime he requested that Mr. Sprague meet with Mr. Alger and Mr. Ahrens to discuss some of the issues regarding this. Mr. Gehl stated that Mr. Sprague is asking for part time instructors.

Mr. McAllister asked is the \$10,000.00 to implement this program coming from the County? Mr. Sprague replied yes. The State Fire Instructors are paid by the State and meet the requirements set forth by the State and are certified in each of the courses they teach. The State pays them as an employee and they run the classes. What we are running into is the fact that the training program was underfunded this year and we were asking for additional instructors and we may lose some hours this year. Since he spoke to the committee about this issue at the previous meeting, we have one instructor who has been hired full-time by the State and is no longer teaching for us. Another instructors had a dual work issue. We had 4 ½ instructors and are now down to 2 ½. Another instructor will not be able to begin teaching until the fall. The State is actually canvassing for fire instructors. If they hire someone they will need to be certified.

Mr. Sprague stated what he is proposing is a County Fire Instructor Program. We are allowed to do that, but it will be on our dime. The advantage to this with the current situation is that if we already have a County Fire Instructor they could move to the State Fire Instructor Program. This can be viewed as an instructor bridge.

Mr. Farrand asked don't you think other counties are having the same problem and that the counties together could hire someone full-time? For example we could share a fire instructor with Schuyler and Yates counties.

Mr. Alger replied the training is typically taking place in the evening. In many ways the part-time people work better as they are available when the training needs to be provided. Typically you will find that volunteer firefighters will go to trainings in the evening. The paid departments generally attend trainings during the day. The State is no longer providing you with adequate resources to meet the demand of the fire services. If you jump in and provide this, don't be surprised if the amount of funding you receive from the State goes down.

Mr. Gehl asked are the number of training hours 600? Mr. Sprague replied last year they received 650 hours and the Firefighter I course alone is 80 hours. He commented that one of the issues is that in order to be a fire instructor, that individual needs to be very committed to the fire services and willing to give their time. We have

two vacancies, but there is no way that we can bring individuals into the system and move them through it. This program can start and take control of the training program and we won't have to wait until the State has an opening for an instructor. The more we do on our own, then the more fear we have that the State won't do anything for us. We want to put enough pressure on the State that we can enhance our program rather than hurt it.

Mr. Walsh commented we don't want to lose our volunteers and we have to give them some incentive. Individuals join the fire department to fight fires, not to stand there and watch.

Mr. Gehl asked the committee to review this proposal for further discussion and action at the July meeting.

4. **Training** – Mr. Sprague informed the committee that this week in Tampa, Florida the Federal Emergency Management Agency is sponsoring a conference regarding functions that they want done in the States and they want State representatives to attend and bring that information back to the counties. New York State has a freeze on all travel, so we were asked if Tim Marshall could attend this conference as Steuben County has a good human needs task force program. Mr. Marshall will be at the conference this week and then will come back and share with the State what he learned.

Mr. Gehl announced that they will be holding the July meeting at the EOC Room located in the 911 Center and at that time will have an overview of the Emergency Management Office as well as a discussion of their operations.

E. Public Defender's Office

1. **Monthly Report** – Mr. Cooper commented that he would be happy to answer any question regarding his monthly report. Mr. McAllister asked have you seen an increase in assigned counsel cases this year with your misdemeanors and felonies? Mr. Cooper replied there may be more assigned counsel cases based on the events of the past couple of months as we have had to divide his caseload with the other attorneys and due to conflicts of interest some have been assigned out.

Mr. Cooper stated that he would like to take this opportunity to commend his staff for their help during the past couple of months.

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. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, July 7, 2008 @ 9:30 a.m.
at the Emergency Operations Center (EOC)**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Tuesday, June 24, 2008.**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, July 7, 2008

9:30 a.m.

EOC

Steuben County 911 Center

Bath, New York

****MINUTES****

COMMITTEE: Francis L. Gehl, Chair Dan C. Farrand, Vice Chair Brian C. Schu
John S. Walsh

STAFF: Mark R. Alger Michael Sprague Richard Tweddell
David Cole Tim Marshall Frank Justice
Tim Wixom Tina Goodwin Byrum Cooper
Melissa Olin Frederick H. Ahrens, Jr. David English

LEGISLATORS: Patrick F. Donnelly Thomas J. Ryan Randolph J. Weaver

ABSENT: Patrick F. McAllister

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Gehl called the meeting to order. He asked Sheriff Tweddell to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JUNE 2, 2008 MEETING MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. SCHU ABSENT FOR VOTE).

III. DEPARTMENTAL REPORTS/REQUESTS

A. Probation

1. **Collections-** Mr. Justice informed the committee that they are \$30,000.00 ahead of where they were this time last year.

2. **Continuing Funding** – Mr. Justice informed the committee that they were notified that they will be receiving the same funding they were provided last year for Level II and Level III sexual offenders. The new funding cycle will be from April 2008 through April 2009. The maximum amount of funding we can receive is \$37,000.00.

MOTION: AUTHORIZING THE PROBATION DEPARTMENT TO ACCEPT A MAXIMUM OF \$37,000.00 IN CONTINUING FUNDING FOR LEVEL II AND LEVEL III SEXUAL OFFENDERS FOR THE PERIOD APRIL 2008 THROUGH APRIL 2009 MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. SCHU ABSENT FOR VOTE).

B. Sheriff's Department

1. **Personnel** – Sheriff Tweddell informed the committee that a 16B position had been approved for one full-time nurse. We have been having trouble finding a full-time nurse to work the hours for this position. He has talked with Personnel and he would like to reclassify one full-time nurse position to two part-time nurse positions which we think will be more enticing. Each person will work less than 20 hours per week and will not receive fringe benefits. They will be working evenings and weekends.

MOTION: AUTHORIZING THE RECLASSIFICATION OF ONE FULL-TIME NURSE POSITION TO TWO PART-TIME NURSE POSITIONS IN THE SHERIFF'S DEPARTMENT MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. McALLISTER ABSENT FOR VOTE).

2. **CIRT Vehicle** – Sheriff Tweddell informed the committee that they advertised the sale of the old CIRT vehicle, but had no offers. The vehicle would probably go to auction, however, it weighs 12 ton and scrap metal is going for \$300.00 per ton. He would like to take the air conditioner and generator out of the vehicle and sell them separately and sell the rest of the vehicle for scrap metal. Mr. Alger commented as this has already been declared surplus, it is up to the Purchasing Director and the Sheriff to determine how to dispose of it.

3. **Informational** – Sheriff Tweddell stated about a year ago we received items recovered from burglaries and they have been sitting in our impound area. We have 9,792 cans of Bud Light in the impound area that needs to be disposed of. He checked with the DEC to determine if the cans could be dumped out without causing any harm. The cans are worth \$470.00. He called the Wayland-Cohocton Central School and their football team is willing to work with us to dispose of these cans and redeem the receipts. The team will be meeting us at the Wayland Transfer Station next Tuesday, were they, with the supervision of Sheriff's Deputies, will dispose of the beer; everything will be monitored and videotaped. We also will be saving the tabs for the American Legion for a fundraiser for kidney dialysis.

4. **Federal Inmates** – Mr. Farrand asked are you looking into increasing your number of federal inmates? Sheriff Tweddell replied currently he has 50. He stated that his problem with the federal inmates is that the ones we are receiving now are new inmates. We have problems getting their medical records and there also is some difficulty with the language barrier. We could take on more, but it is raising all sorts of problems with our medical department. We do have two individuals that speak Spanish, however, they are not available twenty-four hours a day. Sheriff Tweddell stated he has room for more if the committee wants him to take more, but he is comfortable with the 50.

Mr. Gehl asked if you took another 25, would it cost you more for medical? Sheriff Tweddell replied the federal government pays for the medical coverage, it is just difficult trying to get the medical records sent over and then straightened out. Mr. Alger stated this is something that he and Sheriff will talk about.

Sheriff Tweddell commented money due the facility for the current year does not include transportation costs. In 2009, the transportation line will go back into the Jail budget. We are way ahead on the transportation, but he will need to talk to Mr. Alger about using some of that money for our fuel costs. Mr. Farrand asked how much additional are you paying for fuel? Sheriff Tweddell replied this time last year we were at 49 percent and we probably are running 62 percent currently.

C. Emergency Services

1. **Department Overview** – Mr. Sprague presented the committee with a brief PowerPoint presentation on his department. Mr. Gehl commented that he has had an opportunity to visit our EOC as well as Monroe County's EOC and it is amazing how everything is coordinated.

D. 9-1-1

1. **Residency** – Mr. Wixom announced that he is now a resident of Steuben County and lives in Avoca.

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.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. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, August 4, 2008 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, July 28, 2008.**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, August 4, 2008

9:30 a.m.

Legislative Conference Room
Steuben County Office Building
Bath, New York

****MINUTES****

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

STAFF: Mark R. Alger Jack Wheeler Richard C. Tweddell
David V. Cole Tim Wixom Tina Goodwin
Michael Sprague Braddock Pearce Carole Whitehead
Frederick H. Ahrens, Jr. David English

LEGISLATORS: Philip R. Roche Joseph J. Hauryski Thomas J. Ryan
Randolph J. Weaver

OTHERS: Mr. & Mrs. Skinner
Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:30 a.m. He asked Mr. Wixom to lead the Pledge of Allegiance.

Mr. Gehl informed the committee that due to the Labor Day holiday, the September meeting will be held on Monday, September 8, 2008 at 9:30 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 7, 2008 MEETING MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. District Attorney's Office

1. **Recruitment/Retention Grant** – Mr. Tunney informed the committee that they have received notification of their award for the third year of this grant. The award will be \$13,000 - \$14,000. As has been the practice in the past, this grant will be divided up among the three full-time and two part-time Assistant District Attorney's. There is no match required; however, there will be an increase in fringe benefit costs as this does increase their salary.

MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO ACCEPT THE RECRUITMENT/RETENTION GRANT IN AN AMOUNT NOT TO EXCEED \$14,000.00 AND TO AUTHORIZE THE DISTRIBUTION OF THOSE FUNDS TO THE THREE FULL-TIME AND TWO PART-TIME ASSISTANT DISTRICT ATTORNEYS MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Sheriff's Department

1. **Monthly Report** – Sheriff Tweddell distributed his monthly report for review. He commented that they currently have 43 federal inmates, but expect that number to increase by this week. We have also boarded out two inmates with no charges.

Mr. Roche asked is there a specific reason why the parole violators are down, or is it just the way it is? Sheriff Tweddell replied that is just the way it is. The New York State Sheriff's Association tried to get the rates for parole violators increased, but were unsuccessful. So far this year, we have taken in \$121,000 for the parole violators.

2. **Surplus Vehicle** – Sheriff Tweddell informed the committee that the Finger Lakes Law Enforcement Academy offers an Emergency Vehicle Operation Course once or twice a year and they have an older fleet of vehicles that they use for that purpose and are in need of a four-wheel drive vehicle to use for training. Sheriff Tweddell explained that when his vehicles are no longer road patrol ready, they use them for jail transports and then they become surplus.

Sheriff Tweddell asked if he could donate one of his vehicles that would normally go to auction, to the Finger Lakes Law Enforcement Academy? When we sell the vehicles at auction, we generally receive \$600.00 to \$1,200.00. Mr. Ahrens asked what is their corporate status? Sheriff Tweddell replied they are a 501-IIIIC not-for-profit. Mr. Ahrens replied it would not be a problem for the Sheriff to do that.

MOTION: DECLARING A FOUR-WHEEL DRIVE VEHICLE SURPLUS PROPERTY AND AUTHORIZING THE SHERIFF TO DONATE THAT VEHICLE TO THE FINGER LAKES LAW ENFORCEMENT ACADEMY MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Emergency Management Office

1. **Volunteerism** – Mr. Sprague distributed a press release regarding volunteer trends in the nation. New York State ranks second to last on the national volunteer rating. Mr. Sprague commented that he thinks this is important in the grand scheme of things.

2. **Fire Training Instructor** – Mr. Sprague informed the committee that in researching this with Personnel, this position would be a non-competitive part-time position, but we would need to apply to the State Civil Service Commission to declare the position as such. He also has been talking with Genesee County as they have a county fire instructor. Currently out of four instructors, we only have one active instructor and only one class running. We have used instructors from Allegany County to run some of the classes.

Mr. McAllister asked what is the status of the proposed State program for firefighters to be eligible for insurance? Mr. Sprague replied the firefighters are eligible. The question is if there is a local municipality or someone who will sponsor the insurance for the firefighters to do it? The volunteer still pays for it. All this does is allow them to come into a group. Mr. Ahrens commented that group cannot be the County. Mr. Alger explained one of the issues with that bill is that you have different collective bargaining agreements that define the group. The volunteers will have a problem finding a group to belong to as that is up to the unions, not the municipalities. Mr. Sprague stated this will also only work for those individuals that own their own business.

D. 911 Enhanced

Mr. Wixom stated that he would like to take this opportunity to thank Mr. Alger, Mr. Roche, Mr. Gehl, Dr. Baker, and everyone in this room for their help. He has enjoyed his time here. It is nice to think that the end of his career in 911 was in Steuben County. You have a great 911 Center and he hopes that the next 911 Director will go even higher. He commented that he has given his number to Mr. Alger in case you need to contact him during the transition. It's been fun.

Mr. Gehl thanked Mr. Wixom for everything that he has done. Back in the late 1970's and early 1980's he wanted 911 then and you have brought us to where we are. When it came to making the cellular phones compatible with 911 we were the best in the Country. There will be big shoes to fill when you leave. Thank you for all your efforts.

E. Personnel

1. **16B Request – Sheriff’s Department** – Mrs. Smith stated the Sheriff is requesting a Criminal Investigator, Grade XIII. This individual will be responsible for the duties associated with keeping track of the sex offenders in the County. We agree that the work is there. However, the budget officer has asked that 16B’s not require any local money.

Sheriff Tweddell explained the hours required now to do this have exceeded 42 and are only growing. Currently we have Eric Tyner, Richard Locke, Bill Norton, Amy Boughton and Charles Hughes doing these duties in addition to their regular duties.

Mr. Farrand commented with the State budget and the cuts that the county is expecting, he doesn’t know if we can afford to do this. Sheriff Tweddell replied he agrees, however, this is a presentation and this is taking his people away from what they are doing. The State keeps putting more demands on us by requiring us to verify sex offenders addresses and doing registrations and with some individuals that occurs every three months.

Mr. Farrand asked how many total 16B’s do we have? Mrs. Smith replied there are a total of 9 positions and 4 are zero-based. This is one of our better years with regard to requests.

Mr. Alger commented it’s early yet. The State goes back into session at the end of August with being challenged this year to deal with the upcoming 2009 budget. By September they will either put money in or not. At this point you may want to approve or disapprove and we will review it. You will get another opportunity before the budget is finished and this also will need to be approved by the Administration and Finance Committees.

Mr. McAlister asked have the hours spent doing this increased over last year? Sheriff Tweddell replied yes. It is more demanding as there is new legislation and requirements.

Mr. Farrand commented we really need this for the department, but he just doesn’t like spending the money.

MOTION: APPROVING THE 16B REQUEST FOR A CRIMINAL INVESTIGATOR, GRADE XIII FOR THE SHERIFF’S DEPARTMENT AND FORWARDING TO THE ADMINISTRATION AND FINANCE COMMITTEES FOR REVIEW MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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. SCHU. ALL BEING IN FAVOR. MOTION CARRIE 5-0.

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

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

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

NEXT MEETING SCHEDULED FOR

****PLEASE NOTE CHANGE**Monday, September 8, 2008 @ 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 25, 2008.**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, September 8, 2008

9:30 a.m.

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

****MINUTES****

- COMMITTEE:** Francis L. Gehl, Chair Dan C. Farrand, Vice Chair Patrick F. McAllister
Brian C. Schu John S. Walsh
- STAFF:** Mark R. Alger Gregory P. Heffner Jack Wheeler
Robert F. Biehl Frank Justice Tina Goodwin
Michael Sprague Byrum Cooper Richard C. Tweddell
Nancy Smith Frederick H. Ahrens, Jr. David English
- LEGISLATORS:** Philip J. Roche Joseph J. Hauryski Thomas J. Ryan
Randolph J. Weaver
- OTHERS:** Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:30 a.m. He asked Mr. Sprague to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE AUGUST 4, 2008 MEETING MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Probation

1. **Monthly Report** – Mr. McAllister asked is it normal for your total monthly collections to go down during the month of August? Mr. Justice replied yes. We are running \$30,000 to \$40,000 higher across the board this year compared to last year. Typically our collections decrease in August as many people take vacations.

Mr. Weaver asked does the County keep any of the money collected? Mr. Justice replied restitution goes to the victim, and 5 percent stays with the County. Monies collected for drug and alcohol, supervision, and electronic home monitoring stay with the County. The surcharges go to the State. Fine money goes to the STOP DWI program and monies collected for Family Court stay with the County.

2. **Reclassification** – Mr. Justice requested authorization to reclassify a Typist, Grade IV position to a Senior Typist, Grade VI position. He stated the Typist is an entry level position they answer phones and do typing. The Senior Typist position looks at all the paperwork coming into our office, controls the cataloging of all of our files and also creates forms and does statistical analysis. Mr. Biehl commented that he agrees that it is appropriate to reclassify this position.

MOTION: APPROVING THE RECLASSIFICATION OF A GRADE IV TYPIST POSITION, TO A GRADE VI SENIOR TYPIST POSITION IN THE PROBATION DEPARTMENT MADE BY MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Emergency Management Office

1. **2008 LEMPG Revenue Appropriation** – Mr. Sprague informed the committee that last year he had requested a new vehicle and was unable to purchase one. At the beginning of this year, he replaced the transmission in one of the vehicles and that cost \$3,000 and he only had \$2,000 available in his budget for that purpose. Now the rear end has gone out of the 2001 truck and will need a new exhaust as well as new tires and the 1998 vehicle will also require new tires. He stated that he received a letter from the State Emergency Management Office notifying him that he will be receiving additional revenue of \$12,000 through the Local Emergency Management Plan Grant.

Mr. Sprague requested authorization to accept the additional funding and to appropriate that to various line items in the 2008 budget to cover money that we had to transfer to repair vehicles.

Mr. Farrand asked what is the cost for a vehicle off State bid? Mr. Sprague replied when he put the request in for last year, it was \$25,000. Mr. Farrand asked Sheriff Tweddell what is the cost for your vehicles? Sheriff Tweddell replied the Jeeps are \$20,000 and the Dodge Durangos are \$29,000.

Mr. Farrand stated you are going to spend money to put a new rear end into a vehicle, as well as tires, etc. You are getting \$12,000 in additional revenue and should use that money to purchase a new vehicle and that will include a warranty. Why keep putting money into the old vehicles? Mr. Sprague replied that he doesn't disagree. The last new vehicle was purchased in 2001.

Mr. Farrand commented you are spending more on repairs than what it would cost for a new vehicle. He stated that he cannot go along with this.

Mr. Sprague stated the problem is we had to keep our fleet going, but we were not able to replace vehicles due to budget constraints. This is a way to cover those expenses.

Mr. Gehl asked are you able to use Homeland Security funding that way? Mr. Sprague replied no. This is Local Emergency Management Planning Grant money that we receive from the federal government to assist us. Mr. Gehl commented you are going to get that money. The vehicle repairs are all paid and you can put that money back into your budget.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT \$12,000 IN ADDITIONAL LOCAL EMERGENCY MANAGEMENT PLANNING GRANT FUNDING AND APPROPRIATING \$5,000 TO THE TELEPHONE LINE ITEM, \$4,000 TO THE VEHICLE MAINTENANCE LINE ITEM, \$2,000 TO THE VEHICLE FUEL CHARGEBACK LINE ITEM AND \$1,000 TO THE FIRE/EMS TRAINING LINE ITEM MADE BY MR. WALSH. SECONDED BY MR. McALLISTER FOR DISCUSSION.

Mr. McAllister asked how many miles are on your vehicles? Mr. Sprague replied close to 100,000.

Mr. Ryan asked is it necessary for you to drive a pickup truck? Mr. Sprague replied he drives a Durango and he uses the vehicle to carry equipment.

Mr. McAllister commented we need to look at what Mr. Farrand is talking about at some point. Mr. Sprague stated there is no money in the budget to purchase a vehicle.

Mr. Schu commented the vehicles are a separate issue. Now we are allocating this funding. Mr. Farrand asked has all the repair work been completed? Mr. Sprague replied yes.

VOTE ON PREVIOUS MOTION: MOTION CARRIES 4-1 (MR. FARRAND OPPOSED).

C. Sheriff's Department

1. **Monthly Report** – Sheriff Tweddell distributed his monthly report. Mr. Roche asked do you have an optimal number of females that you need to keep in the Jail? Sheriff Tweddell replied we can have up to

30. He doesn't have to increase staffing, but if the female population was below 4, it would actually be cheaper to board them out.

Mr. Walsh asked can you give us an explanation of what happened at the scrap yard in Wheeler? Sheriff Tweddell replied we had complaints that the scrap yard was operating without a license and that they did not meet the requirements for running that business. We got a search warrant and we took a car and they took it illegally. The Sheriff's Department, State Police, Environmental Conservation Department, Tax Department, Auto Theft and Motor Vehicles were all involved. Discussion followed.

D. 911 Enhanced Department

1. **Monthly Report** – Ms. Goodwin distributed her monthly report for review.

E. Public Defender

1. **Monthly Report** – Mr. Cooper distributed his monthly report. Mr. McAllister commented he was surprised to see how many cases go through the Conflicts Officer. There seems to be a high percentage. Mr. Cooper replied the numbers should be the same as they used to be, unless there was a specific case where there were multiple defendants.

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. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, October 6, 2008 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, September 29, 2008**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, October 6, 2008

9:30 a.m.

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

****MINUTES****

COMMITTEE: Francis L. Gehl, Chair Dan C. Farrand, Vice Chair Brian C. Schu
John S. Walsh

STAFF: Mark R. Alger Gregory P. Heffner Jack Wheeler
Byrum Cooper Frank Justice Richard Tweddell
Michael Sprague James Gleason David English
Frederick H. Ahrens, Jr.

LEGISLATORS: Philip J. Roche Joseph J. Hauryski Thomas J. Ryan
Randolph J. Weaver

ABSENT: Patrick F. McAllister

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Gehl called the meeting to order and asked Mr. Walsh to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 8, 2008 MEETING MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Sheriff's Department

1. **Monthly Report** – Sheriff Tweddell distributed his monthly report for review.
2. **Government Payment Services** – Sheriff Tweddell reported this is the service where we accept credit cards as payment for bail for inmates. We have used \$90,000 of this service this year and it does not cost the County anything.
3. **Parole Violators** – Sheriff Tweddell informed the committee that he received a letter from the Division of Parole dated August 19, 2008 that stated the 2008 – 2009 budget had been amended and reimbursement for parole violators has been reduced from \$40.00 per parole violator down to \$37.60 per parole violator. This new rate went into effect September 1, 2008.

B. Emergency Management Office

1. **Grant Application** – Mr. Sprague informed the committee that the Federal Government has released 2008 homeland security grant funding to the States and the states now have 45 days to release that funding to the counties. New York State is in the process of sending out the notification letters. Mr. Sprague requested authorization to apply for 2008 Homeland Security grant funding. He has no idea how much we can expect to receive, but we should know by this week or next. The application deadline is October 30, 2008. This grant can be applied for by either my office and/or the Sheriff's Department.

Mr. Farrand asked what will you use this funding for? Mr. Sprague replied Homeland Security preparedness. Mr. Farrand asked are you looking to fund communication, mapping, etc? Mr. Sprague replied yes, both of those as well as using the funding for maintenance issues, overtime and backfill for the cities for training.

Mr. Farrand asked how much was the grant last year? Mr. Sprague replied it was \$108,000.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE AND/OR THE SHERIFF'S DEPARTMENT TO APPLY FOR 2008 HOMELAND SECURITY GRANT FUNDS SUBJECT TO REVIEW BY THE COUNTY ADMINISTRATOR, THE SHERIFF AND THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Public Defender

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

D. 9-1-1 Enhanced Department

1. **Monthly Report** – Ms. Goodwin distributed her monthly report for review. She commented that they have started dispatching 24 hours daily for the Bath Police Department on Sundays.

2. **Contract** – Ms. Goodwin requested authorization to renew their contract with Integrated Solutions for the microwave connection between the 911 Center, City of Hornell and City of Corning for CAD and mapping. The cost is \$14,568.00 for the year.

MOTION: AUTHORIZING THE 911 DEPARTMENT TO RENEW THEIR CONTRACT WITH INTEGRATED SOLUTIONS FOR THE MICROWAVE CONNECTION BETWEEN THE 911 CENTER, CITY OF HORNEILL AND CITY OF CORNING FOR CAD AND MAPPING AT A COST OF \$14,568.00 FOR THE YEAR MADE BY MR. FARRAND. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Grant** – Ms. Goodwin requested authorization to accept \$53,624.00 in funding from the Department of State for Phase II Wireless 911 calls. She explained this is a yearly grant and last year they used the grant funding to get the two new call taking positions that are going into primary ops. This year we probably will re-fly parts of the County with Pictometry where I86 and Route 15 meet.

MOTION: AUTHORIZING THE 911 DEPARTMENT TO ACCEPT GRANT FUNDING IN THE AMOUNT OF \$53,624.00 FROM THE DEPARTMENT OF STATE FOR PHASE II WIRELESS 911 CALLS MADE BY MR. SCHU. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. County Administrator

1. **District Attorney** – Mr. Alger announced that District Attorney, John Tunney, has been inducted as a Fellow of the American College of Trial Lawyers. Mr. Gehl requested this be announced at the October Legislative Board Meeting.

2. **911 Consultant Proposals** – Mr. Alger informed the committee that they have received and reviewed eight different proposals from consultants regarding our 911 operations. We have narrowed them down to three and recommend this committee interview the three remaining consultants and move forward. Mr. Alger estimated the total time to conduct the interviews would be three hours.

The committee agreed to schedule the interviews for Monday, October 27, 2008 at 2:00 p.m.

3. **Reverse 911** – Mr. Wheeler informed the committee they received nine proposals for the emergency notification system. We have narrowed the field down to four and they came and made presentations. Mr. Wheeler recommended awarding the proposal to CityWatch at a cost of \$13,500 per year.

Mr. Walsh asked is this system based on land line phones? Mr. Wheeler replied all four proposals have the functionality to call cell phones. We will already have built-in capability to dial the landline phones. We would link a community sign up page on our web site for residents to register all of their phones that they would want to have called in the event of an emergency.

Mr. Roche asked do you have a policy and procedure in place for the County for using this? Mr. Wheeler replied we have been discussing the baseline policies for the use of this system.

Mr. Farrand asked will you include the municipalities and how they will pay in your policies and procedures? Mr. Wheeler replied we haven't gotten to that stage. Mr. Alger commented we will not offer this to the cities or other municipalities for uses such as alternate day parking. If they have a boil water emergency or an in-the-city emergency, we would look at that. The intention is for this system to be used for real emergencies that pose an imminent threat to the public and that is the approach we will be using.

Mr. Schu asked is there any benefit of the one year price versus the three year price? Mr. Alger replied this is a three-year proposal.

Mr. Weaver asked what is the timeframe for getting this system set up? Mr. Alger replied it would take approximately one month to load all of our mapping and ALI data and then do staff training. Mr. Weaver asked do you anticipate increasing staff? Mr. Alger replied no. This is just a tool for notification.

MOTION: AWARDING THE RFP FOR THE EMERGENCY TELEPHONE NOTIFICATION SYSTEM TO CITYWATCH AT A TOTAL COST OF \$40,500.00 FOR A THREE-YEAR CONTRACT MADE BY MR. FARRAND. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger stated we will draft a policy and procedure for use of the emergency notification system and bring it the committee for review and approval.

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. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE 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. SCHU. 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 3, 2008 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, October 27, 2008**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, November 3, 2008

9:30 a.m.

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

****MINUTES****

COMMITTEE:	Francis L. Gehl, Chair Brian C. Schu	Dan C. Farrand, Vice Chair John S. Walsh	Patrick F. McAllister
STAFF:	Mark R. Alger James Gleason Frank Justice	Gregory P. Heffner Michael Sprague Byrum Cooper	Jack Wheeler Tina Goodwin Frederick H. Ahrens, Jr.
LEGISLATORS:	Lawrence P. Crossett Randolph J. Weaver	Patrick F. Donnelly	Thomas J. Ryan
OTHERS:	Mary Perham, <i>The Leader</i> Jean Marie Styker		

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 9:30 a.m. He asked Mr. Ryan to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 6, 2008 MEETING MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Emergency Services

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

Mr. Gehl asked what is the status on getting a County Fire Instructor? Mr. Sprague replied he has met with Mr. Alger and the Personnel Office. He has finished setting up the training calendar and they will use that as a guide to determine the number of hours they will need. We are trying to determine if this position can be a part-time, non-civil service position. Mr. Alger explained, if this position really is part-time, then we don't need to worry about going through the process of testing and classification. We need to figure out the hours they will work during the course of a year.

2. **Budget Transfer** – Mr. Sprague explained they are closing out a 2005 Homeland Security grant and he requested authorization to transfer a total of \$9,439.00 to Minor Equipment in order to purchase additional portables for the hazmat trailer.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO CLOSE OUT THEIR 2005 HOMELAND SECURITY GRANT AND TRANSFER A TOTAL OF \$9,439.00 FROM VARIOUS LINE ITEMS TO MINOR EQUIPMENT FOR THE PURPOSE OF PURCHASING ADDITIONAL PORTABLES FOR THE HAZMAT TRAILER MADE BY MR. SCHU. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **CERT Grant** – Mr. Sprague requested approval to apply for \$19,055.00 in grant funding through Homeland Security for the FFY08 Citizen Corps Grant Program. He commented this funding will be used to

actively involve citizens in homeland security through personal preparedness, training and volunteerism and will also encourage citizens to become disaster volunteers.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO APPLY FOR \$19,055.00 IN GRANT FUNDING THROUGH HOMELAND SECURITY FOR THE FFY08 CITIZEN CORPS GRANT PROGRAM MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. 911 Enhanced

1. **Monthly Report** – Ms. Goodwin distributed her monthly report for review.

C. Probation

1. **Monthly Report** – Mr. Justice distributed his monthly report for review. He commented that they are managing their criminal court investigations well. Currently they have 933 individuals in criminal court supervision. They are managing the caseloads, but the numbers continue to climb.

Mr. Justice commented with regard to Family Court, the numbers you are seeing at the end of the year equal the lowest placement rate. Mr. Alger stated we were doing this program before it was popular or required and we did it because we thought it would help decrease the numbers, and it did. This is a credit to Mr. Justice and the Department of Social Services.

Mr. Justice informed the committee that their collections are \$49,000.00 ahead of last year across the board. He stated currently we do not have the ability to capture income tax returns for restitutions, however, there is a bill being proposed that would allow us to capture both State and Federal income tax returns.

D. Public Defender

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

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. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

MOTION: AWARDED THE RFP FOR A 911 CONSULTANT TO MATRIX CONSULTING FOR \$27,500.00 MADE BY MR. FARRAND. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. McALLISTER. SECONDED TO 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, December 1, 2008 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, November 24, 2008**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, December 1, 2008

9:30 a.m.

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

****MINUTES****

COMMITTEE: Francis L. Gehl, Chair Dan C. Farrand, Vice Chair Brian C. Schu
John S. Walsh

STAFF: Mark R. Alger Gregory P. Heffner Tina Goodwin
Mike Sprague Frank Justice Richard Tweddell
James Gleason Byrum Cooper Frederick H. Ahrens, Jr.

LEGISLATORS: Philip J. Roche Patrick F. Donnelly Joseph J. Hauryski
Thomas J. Ryan Randolph J. Weaver

ABSENT: Patrick F. McAllister

OTHERS: Justice Cathy Rouse-Nicholson, Secretary, Steuben County Magistrate’s Association
Dave Jamison

I. CALL TO ORDER

Mr. Farrand called the meeting to order at 9:30 a.m. He asked Mr. Walsh to lead the Pledge of Allegiance.

II. PUBLIC COMMENT

Mr. Farrand opened the floor for public comment.

Mr. Hauryski introduced his brother-in-law, Dave Jamison, who is co-owner of Jamison’s Sunoco in Campbell. Mr. Jamison’s business was broken into and they stole his ATM machine. Mr. Hauryski stated that he thought it might be good for the committee to hear first-hand what happened and the response from 911. This should be a learning experience.

Mr. Jamison stated that his business was broken into on November 6, 2008. From the time that 911 received a call reporting suspicious behavior, it took seven minutes before the call was dispatched. Why? He commented he was told this by the Trooper investigating the crime and the trooper commented that this seems to happen quite frequently.

Ms. Goodwin replied we listened to the tapes and the call taker did take five minutes before disconnecting the call and dispatch called the State Police who indicated they were on another call and would get there as soon as possible. The dispatcher issue has been dealt with internally. The alarm company was called several minutes after the initial call and more officers were dispatched at that point.

Mr. Hauryski stated in listening to the tape, the call taker asked for the address and then asked subsequent questions. Had they immediately dispatched after verifying the address, most likely the State Police would have caught them.

Mr. Farrand stated this has been a concern and we have stressed having the call takers dispatch and then continue their questioning.

Mr. Ryan asked what are you going to do in the meantime? We have talked about this before. Mr. Farrand replied the study by the consultant will not take a year; we should have a report back in three months. Other counties have one person that does the call taking and dispatch. Personally, he thinks it should be done by one person.

Mr. Alger stated the crux of the issue is should we have a call taker and dispatcher or a single person system? In this case, there is no question that while they may have followed protocol, they did not switch the call to dispatch soon enough. This has been addressed internally.

Mr. Farrand thanked Mr. Jamison for coming in and sharing his concerns with the committee.

III. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 3, 2008 MEETING MADE BY MR. SCHU. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Administrator

1. **Jail Mobile Shelving** – Mr. Alger distributed bid information regarding the mobile shelving units. They are recommending purchasing the 15' length unit at a cost of \$17,980.00. This is a high density unit and will provide a growth potential of 50 percent. Previously we had looked at doing a fire rated area upstairs in the building, but that was very expensive and we decided to do mobile shelving as an alternative. There is an additional cost of \$500.00 for the folders. There is still funding available in the Jail Project for this. These shelving units will be located in the storage room.

Mr. Gleason commented this is the same vendor the Records Center uses.

MOTION: AUTHORIZING THE JAIL TO PURCHASE A 15' MOBILE SHELVING UNIT OFF STATE BID IN THE AMOUNT OF \$17,980.00 AND ALSO TO PURCHASE 800 FOLDERS AT A COST OF \$500.00 FOR THE MOBILE SHELVING UNITS MADE BY MR. FARRAND. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Emergency Notification System** – Mr. Alger distributed draft policies and procedures for the Emergency Notification System. He asked the committee to please review this document for discussion at the January meeting. The committee may contact him or Mr. Wheeler if they have any questions.

B. Emergency Management Office

1. **Homeland Security Grant** – Mr. Sprague requested authorization to apply for a homeland security grant through the Environmental EMS Not-for-Profit group. This is a regional grant where they will fund us and provide a consultant to do exercises with all three counties (Steuben, Schuyler and Chemung) sometime before 2010, assuming the grant is approved. All three counties need to sign on. He also requested the committee's approval for Mr. Alger to sign the appropriate paperwork. There is no cost to the County.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO APPLY FOR A HOMELAND SECURITY GRANT THROUGH THE ENVIRONMENTAL EMS NOT-FOR-PROFIT GROUP AND AUTHORIZING MR. ALGER TO SIGN THE NECESSARY PAPERWORK MADE BY MR. WALSH. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Regional EMS Meeting** – Mr. Sprague informed the committee that he has participated in a meeting with the Town of Cohocton, the Town of Wayland, the Village of Wayland, the Village of Cohocton, as well as the Wayland, Atlanta and Cohocton Ambulance Corps to discuss the continued lack of personnel and its effect on EMS delivery in the northwestern corner of Steuben County. They all agreed to continue to meet to address this problem and are considering a consolidation of services. Mr. Sprague stated that he applauds them

for trying to help themselves and he will be looking for regional consolidation grants for them. If they are successful, this could serve as a model for the rest of the County.

3. **2009 Interoperable Emergency Communications Grant Program** - Mr. Sprague requested authorization to reapply for the Interoperable Emergency Communications Grant Program. We applied six months ago and have limited funding. We would like to reapply and there would be a 25 percent match. The intent of this grant is to have a regionalized communications system. The application deadline is December 18, 2008.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO APPLY FOR THE 2009 INTEROPERABLE EMERGENCY COMMUNICATIONS GRANT PROGRAM WHICH REQUIRES A 25 PERCENT MATCH MADE BY MR. WALSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Thermal Imaging Cameras** – Mr. Sprague informed the committee that they will be receiving bids back for the cameras and he requested a special meeting prior to the December 22nd Board Meeting to award those bids.

3. Coroners

1. **Transport Van** – Mr. Sprague informed the committee that the new replacement van has been sent out to have the cargo area modified. We expect it to be in service by the first of the year.

4. Sheriff's Department

1. **Monthly Report** – Sheriff Tweddell distributed his monthly report for the committee's review.
2. **Federal Marshall** – Sheriff Tweddell informed the committee that they have contacted the Federal Marshalls regarding raising the daily rates and transportation costs. This request has been forwarded to Washington.
3. **Grants** – Sheriff Tweddell requested authorization to accept two non-matching grants from the Governor's Traffic Safety Committee. They are the Buckle Up New York Grant in the amount of \$3,987.00 and Child Passenger Safety Grant in the amount of \$8,500.00.

MOTION: AUTHORIZING THE SHERIFF'S DEPARTMENT TO ACCEPT TWO NON-MATCHING GRANTS FROM THE GOVERNOR'S TRAFFIC SAFETY COMMITTEE; BUCKLE UP NEW YORK - \$3,987.00 AND CHILD PASSENGER SAFETY - \$8,500.00 MADE BY MR. FARRAND. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Contract** – Sheriff Tweddell requested authorization to enter into a contract with St. James Hospital for participation in the dental clinic for inmates at Medicaid rates.

MOTION: AUTHORIZING THE SHERIFF'S DEPARTMENT TO ENTER INTO A CONTRACT WITH ST. JAMES HOSPITAL FOR PARTICIPATION IN THE DENTAL CLINIC FOR INMATES AT MEDICAID RATES MADE BY MR. FARRAND. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Nurses** – Sheriff Tweddell informed the committee that they are in the process of contracting for one full-time nurse or two part-time nurses through Public Health & Nursing Services.

6. **Budget Transfers** – Sheriff Tweddell requested authorization to transfer \$32,000 from Salaries/Wages into Vehicle Fuel Chargebacks.

MOTION: AUTHORIZING THE SHERIFF'S DEPARTMENT TO TRANSFER \$32,000.00 FROM SALARIES/WAGES INTO VEHICLE FUEL CHARGEBACKS MADE BY MR. SCHU. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Farrand stated that it has been a pleasure having you as Sheriff overall and thank you. You have looked out for the interests of the County.

Mr. Gehl thanked Sheriff Tweddell for his service, we really appreciate it.

5. Probation

1. **Monthly Report** – Mr. Justice distributed his monthly report for the committee's review.

Mr. Farrand stated over the holiday weekend he had received a call from a constituent in Woodhull whose grandson is on probation or parole and was coming home for the holiday. He brought a letter with him that required him checking in with local law enforcement here and he needed it signed. The individual called 911 and they dispatched the State Police to the residence and they said they could not sign the form as it needed to be signed by the Sheriff's Department. They called 911 again to contact the Sheriff's Department and they also indicated they could not sign the form.

Mr. Farrand commented there has to be some type of policy set up when a person comes to visit from out of state and is on probation or parole. How is that handled? His problem with this is this is the second year this family had this same problem.

Mr. Gehl asked Mr. Justice, how many of these cases do we have and why didn't it go to the Sheriff's Department? Mr. Farrand stated the Sheriff's administrative offices were closed.

Mr. Justice replied we don't have very many of these cases and different states have a different way of doing it. Usually the state will call our department and inform us that they are allowing a particular individual to transport and we call the Sheriff's Department. This may have been a parole case and they operate much differently. Typically the other state contacts us and makes arrangements. The Intrastate Compact rules apply here.

Mr. Schu commented he would suspect this does not happen very often. The burden should be on the probationer/parolee. Mr. Gehl commented the bottom line is they knew they were coming up here for the holidays and it should have been taken care of.

2. **ATI Board** – Mr. Justice informed the committee that historically we have had the Sheriff as a member. He requested the appointment be amended to reflect Joel Ordway as Sheriff effective January 1, 2009.

MOTION: AMENDING THE ATI BOARD APPOINTMENTS TO REFLECT JOEL ORDWAY AS SHERIFF EFFECTIVE JANUARY 1, 2009 MADE BY MR. SCHU. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

6. 911

1. **Monthly Report** – Ms. Goodwin distributed her monthly report for the committee's review.

7. Public Defender

1. **Monthly Report** – Mr. Cooper distributed his monthly report for the committee's review.

Mr. Schu asked how is the system working with the Conflict's Office? Mr. Cooper replied he has not gotten any reports that it is not going well. It seems to be going pretty smoothly.

V. OTHER BUSINESS

1. **Magistrates Association Requests for Amendments to State Legislation** – Justice Rouse-Nicholson introduced herself as Secretary of the Steuben County Magistrate’s Association. Every year the association is asked by their parent organization, the New York State Magistrate’s Association, to pursue amendments to a couple of laws.

There are two laws that we would like to see amended. The first is to amend §221.05 of the Penal Law allowing the suspension of the defendant’s driving privilege upon failure to appear in Court or pay fines arising out of a charge of possession of a small amount of marijuana. The second is to amend §65-C of the ABC Law allowing the suspension of a defendant’s driving privileges upon failure to appear in Court or pay fines arising out of a charge of unlawful possession of alcohol.

Justice Rouse-Nicholson explained both of these are violations and are non-fingerprintable offenses. If they don’t show up for court, or don’t pay their fines, we can’t get a warrant out. We would like to add the caveat of having their driver’s licenses attached to these laws. We have a lot of money that could be available to us if we could collect these fines. Mr. Farrand commented both of these bills are basically dead until January when they may be reintroduced. Mr. Gehl stated this is something that we can also bring up at InterCounty.

MOTION: SUPPORTING BILL #S2123 AND A4154 TO AMEND §221.05 OF THE PENAL LAW ALLOWING THE SUSPENSION OF THE DEFENDANT’S DRIVING PRIVILEGES UPON FAILURE TO APPEAR IN COURT OR PAY FINES ARISING OUT OF A CHARGE OF POSSESSION OF A SMALL AMOUNT OF MARIJUANA MADE BY MR. SCHU. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

MOTION: SUPPORTING BILL #S1721 AND A125 TO AMEND §65-C OF THE ABC LAW ALLOWING THE SUSPENSION OF A DEFENDANT’S DRIVING PRIVILEGES UPON FAILURE TO APPEAR IN COURT OR PAY FINES ARISING OUT OF A CHARGE OF UNLAWFUL POSSESSION OF ALCOHOL MADE BY MR. SCHU. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

MOTION: TO ADJOURN MADE BY MR. FARRAND. SECONDED BY MR. SCHU. 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 5, 2009 @ 9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Monday, December 29, 2008.**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Special Meeting

Thursday, December 18, 2008

10:00 a.m.

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

****MINUTES****

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

STAFF: Mark R. Alger Robert F. Biehl

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 10:00 a.m.

III. 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 MR. McALLISTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. FARRAND. SECONDED BY MR. SCHU. 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 AND CORRECTIONS COMMITTEE

Special Meeting

Monday, December 22, 2008

9:15 a.m.

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

****MINUTES****

COMMITTEE: Dan C. Farrand, Vice Chair Patrick F. McAllister John S. Walsh

STAFF: Mark R. Alger Gregory P. Heffner Michael Sprague
James Gleason Jack Wheeler David English

LEGISLATORS: Philip J. Roche Patrick F. Donnelly Joseph J. Hauryski
Robert V. Nichols Thomas J. Ryan Scott J. Van Etten
Randolph J. Weaver

ABSENT: Francis L. Gehl, Chair

I. CALL TO ORDER

Mr. Farrand called the meeting to order at 9:15 a.m.

II. DEPARTMENTAL REPORTS/REQUESTS

A. Emergency Management Office

1. **Thermal Imaging Cameras Bid** – Mr. Sprague requested authorization to award the bid for the purchase of five thermal imaging cameras to the low bidder, Churchville Fire Equipment, at a total cost of \$34,860.00. Mr. Ryan asked are these dispersed to various fire departments in the County? Mr. Sprague replied yes. Currently we have five Deputy Fire Coordinators and they each have a camera. The old cameras will most likely go to auction.

MOTION: AWARDING THE BID FOR FIVE THERMAL IMAGING CAMERAS TO THE LOW BIDDER, CHURCHVILLE FIRE EQUIPMENT FOR A TOTAL COST OF \$34,860.00 MADE BY MR. WALSH. SECONDED BY MR. McALLISTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature