

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, January 5, 2015

9:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, NY 14810*

****MINUTES****

COMMITTEE: Brian C. Schu, Chair Dan C. Farrand, Vice Chair Eric T. Booth
Aaron I. Mullen George J. Welch

STAFF: Mark R. Alger Jack K. Wheeler Jim Allard
Tina Goodwin Tim Marshall Cheryl Crocker
Nancy Smith Jim Gleason Ken Forenz
Alan Reed

LEGISLATORS: Joseph J. Hauryski K. Michael Hanna William A. Peoples
Gary B. Roush

OTHERS: Chief Chad Mullen, Bath Village Police Department
Sgt. Lester Brown, Bath Village Police Department
Mary Perham
Jeff Smith, *The Leader*

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:00 a.m. and asked Mr. Welch to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 1, 2014, MEETING MADE BY MR. WELCH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Emergency Management Office

1. **2015 Contracts** – Mr. Marshall presented his 2015 contracts for approval. He commented that there is an increase in the Motorola contract which reflects \$60,000 for the microwave system and \$53,000 for the simulcast system.

MOTION: APPROVING THE FOLLOWING 2015 CONTRACTS FOR THE EMERGENCY MANAGEMENT OFFICE: EMPIRE TELEPHONE - \$1,998.00; T & K COMMUNICATIONS - \$6,267.00; MOTOROLA - \$113,073.00; ENVIRONMENTAL EMERGENCY SERVICES - \$8,000.00; MONROE COUNTY MEDICAL EXAMINER'S OFFICE - \$95,000.00; AND EMSTAR - \$5,625.00 MADE BY MR. MULLEN. SECONDED BY MR. WELCH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Alger commented that with regard to the contract with the Monroe County Medical Examiner's Office, last year they changed how they were doing the contract. We will be over budget for 2014, however, we are not yet sure how much. By the time we close out the last quarter we will need to put in additional money. Mr. Marshall stated we had paid for 45 full autopsies and he estimates that we had about 38. We had budgeted \$90,000 and he is estimating that the total will come in at \$112,000 - \$115,000. Mr. Alger informed the committee that they have

already put into place the Coroner's Physician program and we began utilizing that a little. We will need to look at increasing the budget for this next year.

2. **Budget Transfer** – Mr. Marshall informed the committee that they are short in their Emergency Communications Budget. They need an additional \$1,800 for Salaries, \$181.00 for Overtime and \$1,500 for Fuel Chargebacks. He requested an appropriation from the Contingent Fund of \$3,481 to cover the shortages.

MOTION: AUTHORIZING A TRANSFER OF \$3,481.00 FROM THE CONTINGENT FUND TO COVER SHORTAGES IN THE EMERGENCY COMMUNICATIONS BUDGET MADE BY MR. WELCH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Sheriff's Office

1. **Commendation** – Undersheriff Allard presented Sgt. Lester Brown of the Bath Village Police Department with a commendation in recognition of his work to establish a law enforcement firing range at the Bath Rod & Gun Club and act as law enforcement liaison to the Club. The Sheriff's Office, New York State Police, Parks Police, VA Police, Parole and local police departments use this firing range. Additionally, he has worked to include a firearms instruction course and a storage building. This has been very beneficial for the County and to law enforcement in general. *CONGRATULATIONS!*

2. **inVest Program** – Undersheriff Allard requested authorization to accept grant funding in the amount of \$14,130 for the inVest Program. This funding will enable us to purchase bullet-resistant vests for our transport officers in the Jail.

MOTION: AUTHORIZING THE SHERIFF'S OFFICE TO ACCEPT \$14,130 FROM THE INVEST PROGRAM TO PURCHASE BULLET-RESISTANT VESTS FOR TRANSPORT OFFICERS AT THE JAIL MADE BY MR. FARRAND. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Trane Contract** – Undersheriff Allard requested authorization to include the new Jail Chiller on the County's maintenance contract with Trane. With the committee's approval, he will forward the information to Buildings & Grounds so that the Jail Chiller can be included on the maintenance contract. Mr. Gleason explained there are two more years left on the Trane maintenance contract and then we will need to rebid.

MOTION: AUTHORIZING THE INCLUSION OF THE SHERIFF'S JAIL CHILLER ON THE ANNUAL TRANE MAINTENANCE CONTRACT MADE BY MR. FARRAND. SECONDED BY MR. WELCH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Offender Watch** – Undersheriff Allard requested authorization to waive the procurement policy to purchase the Offender Watch. This is unique computer software for tracking sex offenders on the sex offender registry. There are 18 other counties in New York currently using this software. Our District Attorney has offered to pay for this. This program will not only benefit our department, but Probation, the District Attorney and the Bath, City of Hornell, City of Corning, and Village of Wayland police departments. The cost is \$9,000 per year. Counties near us that utilize this software include Allegany, Chemung, Ontario and Yates.

MOTION: WAIVING THE COUNTY'S PROCUREMENT POLICY AND AUTHORIZING THE SHERIFF'S OFFICE TO PROCURE THE OFFENDER WATCH COMPUTER SOFTWARE FOR TRACKING SEX OFFENDERS MADE BY MR. MULLEN. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. County Manager

1. **Position Reclassification – District Attorney's Office** – Ms. Smith informed the committee that the Personnel Office conducted a desk audit of a Typist. The duties of that position do warrant those of a Senior Typist. She recommended reclassifying a Typist position within the District Attorney's Office to a Senior Typist position. This will result in a difference in salary of approximately \$2,000.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A GRADE IV TYPIST POSITION TO A GRADE VI SENIOR TYPIST POSITION IN THE DISTRICT ATTORNEY'S OFFICE MADE BY MR. WELCH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Radio Consoles and Network Equipment** – Mr. Wheeler stated that he emailed the Motorola proposal for the committee's consideration. This has been a joint effort between our office, the Emergency Management Office and the 911 Department, as well as our consultant, Televate. We have gone through an extensive review process for the options for radio consoles and the fiber network. We have received additional funding from the New York State Round 2 Interoperability Grant. Mr. Wheeler explained we currently have Motorola consoles at the 911 Center. The other vendor for equipment is Harris. The Motorola proposal came in lower and we have the legacy equipment in place through Motorola. If we utilized Harris, then we would have the additional costs of removing and purchasing new simulcast equipment. He recommended awarding the bid to Motorola for \$1.39 million. The cost will be covered by the grant and will also include the radio connectivity piece.

Mr. Alger commented this project represents the next step in utilizing the fiber network. The intent was to implement this system so we can transfer the radio traffic to the fiber, back to the 911 Center. We have the microwave and now the fiber will be up and operational. Long-term, if something happens with the microwave, we would have the fiber. In the future, the plan is to have the fiber be primary and the microwave will become the backup. The process of reviewing this proposal has taken nine months.

Mr. Booth asked what are the advantages of going with Harris? Mr. Wheeler replied the advantage would be the fiber connectivity piece. They have a longer history of working with fiber and the IP than Motorola. However, we feel that Motorola can handle that. There is not a significant advantage. Mr. Marshall commented Motorola has been the vendor for the consoles and the vendor we used for the original consoles. Since they are the same vendor, they are familiar with our equipment and staff.

Mr. Mullen asked was there a difference in ongoing maintenance costs? Mr. Wheeler replied not a significant difference. Harris may have been a little cheaper, but that did not include the sunken costs or what we may have had to replace. Mr. Marshall commented that he believes we can negotiate those long-term costs for maintenance.

Mr. Wheeler recommended awarding the RFP to Motorola and commented the equipment will be purchased off State bid.

MOTION: AWARDING THE RFP FOR RADIO CONSOLES AND NETWORK EQUIPMENT TO MOTOROLA FOR \$1,390,158.00 MADE BY MR. MULLEN. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. OTHER BUSINESS

A. *Goals* – Mr. Hauryski stated this month he is working with Mr. Alger and Mr. Wheeler on putting together his 2015 goals. As part of that he has asked Mr. Alger to ask the Department Heads to review their goals for the coming year. He would also ask the members of this committee if there are any specific areas that you feel you would like to see put forth.

Mr. Mullen commented that he would like to talk more about the District Attorney's Traffic Diversion Program. Mr. Alger stated we are working on that. We are drafting a local law to approve the program, and as part of that, we will be setting up accounts specific to that program. We anticipate having that ready for the committee's consideration next month.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

NEXT MEETING SCHEDULED FOR
****PLEASE NOTE CHANGE** Monday, February 9, 2015 **PLEASE NOTE CHANGE****
9:00 a.m.

Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, January 26, 2015.

**STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE
STEBEN COUNTY FINANCE COMMITTEE
Special Joint Meeting
Monday, January 26, 2015
9:40 a.m.
Legislative Committee Conference Room
Bath, New York**

MINUTES

Committees: Brian C. Schu, PSC Chair Dan Farrand, PSC Vice Chair Aaron I. Mullen
Eric Booth George Welch

Scott J. Van Etten Michael Hanna Gary Roush

Legislators: Joseph J. Hauryski Patrick McAllister Randy Weaver Hilda Lando
Carol Ferratella Robin Lattimer Dan Farrand William Peoples
Eric Booth George Welch

Staff: Mark R. Alger Jack K. Wheeler Nathan Alderman Shawn Corey
Tim Marshall

Absent: Lawrence P. Crossett, Finance Chair Gary D. Swackhamer, Finance Vice Chair

I. CALL TO ORDER

The meeting was called to order by Mr. Schu at 9:40 a.m.

II. COUNTY MANAGER

A. Contingent Fund Transfer – Assigned Counsel – Mr. Alger stated the Assigned Counsel Administrator sent out a letter to the attorneys telling them if they didn't get their billings done by the end of the month, they weren't going to get paid. As a result, we've learned we will need an additional \$50,000 to close out 2014.

Mr. Booth asked how do they determine they are true charges? Mr. Alger stated they are signed off on by the Judge. Discussion followed.

Mr. Weaver asked is there a way we can put a time limit on filing their invoices after a case is closed? Mr. Alger stated we can try, but ultimately you are paying a court order. We can encourage them to be more timely.

MOTION: AUTHORIZING THE TRANSFER OF \$50,000 FROM THE CONTINGENT FUND TO THE ASSIGNED COUNSEL PROGRAM FOR THE BALANCE OF 2014 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0/3-0. Resolution Required.

B. Coroners' Budget – Mr. Alger stated earlier this month we mentioned that the Coroner's line was going to be over budget. We have since learned that we need an additional \$25,000 to pay the contract with Monroe County.

MOTION: AUTHORIZING THE TRANSFER OF \$25,000 FROM THE CONTINGENT FUND TO THE CORONER'S 2014 BUDGET MADE BY MR. FARRAND. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0/3-0. Resolution Required.

C. Voice Recorder – 911 – Mr. Wheeler stated in regards to the voice recorder that 911 purchased from State contract, the plan was to purchase the servers separately. It turns out that the servers they spec'd aren't on State contract. Therefore, they would like to amend the contract with Wilmac to include the servers. The cost is to be paid through grant funds. Discussion followed.

MOTION: AUTHORIZING E-911 TO AMEND THE CONTRACT WITH WILMAC TO INCLUDE SERVERS FOR THE VOICE RECORDING SYSTEM, TO BE PAID FOR WITH GRANT FUNDING MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0/3-0.

MOTION TO ADJOURN MADE BY MR. MULLEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 8-0.

Respectfully submitted by,

Brenda K. Mori
Clerk

of

the

Legislature

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, February 9, 2015

9:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, NY*

****MINUTES****

COMMITTEE:	Dan C. Farrand, Vice Chair George J. Welch	Aaron I. Mullen	Eric T. Booth
STAFF:	Mark R. Alger Jim Gleason Dave Cole Noel Terwilliger Tammy Hurd-Harvey	Jack K. Wheeler Tim Marshall Brooks Baker Alan Reed Vince Spagnoletti	Cheryl Crocker Tina Goodwin Phil Roche Ken Forenz Shawn Corey
LEGISLATORS:	Joseph J. Hauryski William A. Peoples	K. Michael Hanna Gary B. Roush	Patrick F. McAllister
ABSENT:	Brian C. Schu, Chair		

I. CALL TO ORDER

Mr. Farrand called the meeting to order at 9:00 a.m. and asked Mr. Welch to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 5, 2015, MEETING MADE BY MR. WELCH. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. District Attorney's Office

1. **Traffic Diversion Program Local Law** – Mr. Baker informed the committee they created this program last year and it has already generated \$350,000. They are proposing a local law for adoption, which will finalize the parameters of the program and set a budget. The proposed local law allows the County Manager to oversee the budgetary process for this program.

Mr. Mullen asked with regard to Section 3, B, there will be a periodical review to ensure that the fees reflect the costs associated with the program. How is that being done? Mr. Alger replied we would review the costs of the program and if there is an increase in the costs to the program, then we would come back to the committee and recommend an adjustment in the fees. Mr. Brooks explained there are costs to the program beyond what we pay for in education services. The average cost is \$250.00 per ticket. Mr. Alger stated this will give the program stability and puts into place a process to review and approve the budget for the program.

Mr. Welch asked does this local law address the allocation of money? How will that be done in the future? Mr. Baker replied we have a formula. Forty percent of the revenue goes to the towns and villages, twenty percent for the educator provider and the remaining forty percent to the District Attorney's Office and Law Enforcement. Mr. Reed explained the distribution of funds is a budgetary process and should follow the budget resolution. This local law has identified those cost areas and correlates to the fees being proposed. If a change needs to be made to the costs and/or fees, those changes will be presented to the committee for their review and approval. He stated that the local law will also recognize the District Attorney's discretion to prosecute as he sees fit.

Mr. Booth asked how will you notify the public about this local law? Mr. Baker replied our Assistant District Attorney's speak with individuals when they call in regarding reductions. We cannot advertise this through the courts. He does plan to do a press release once the local law is adopted.

MOTION: FORWARDING TO THE LEGISLATURE FOR CONSIDERATION, A LOCAL LAW RELATIVE TO THE TRAFFIC DIVERSION PROGRAM MADE BY MR. WELCH. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **2015 Traffic Diversion Program Budget** – Mr. Alger requested the committee approve the 2015 budget and roll over unspent 2014 funds. Mr. Mullen stated he thought we were talking about the allocation of funds. What is the percentage of distribution? Mr. Alger explained that is based on the 40/40/20 allocation that Mr. Baker mentioned earlier. The equipment is separate from the operating expenses.

Mr. Welch commented that he does not think the County should be bound by that. The County should be able to put that money where they would like. Mr. Baker commented our promise was to enhance law enforcement with any revenue received. We are bound to put some of those funds into law enforcement. We also cut our DWI Enforcement budget with the intent to use this money to replace that as a function of our budget. We had to significantly reduce our budget for DWI Enforcement. If we do not put money back into law enforcement, we will not have those specialized patrols during the holidays.

Mr. Mullen commented this money is still going into the General Fund. Mr. Baker stated it is offsetting costs for our office. Mr. Alger explained if, for example, the program earned additional money and you wanted to allocate it differently, it would come back to the committee for allocation.

Mr. Reed commented the Legislature is not bound by this, however, what the District Attorney is putting forward is a working model for how the program will function. If we choose to divert from the model, then it may not function properly anymore. Mr. Baker commented our numbers are consistent with what other counties are bringing in.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO SET UP THE 2015 TRAFFIC DIVERSION PROGRAM INTO A SEPARATE COST CENTER AND ANTICIPATING REVENUE OF \$300,000, ROLLING OVER \$30,189.00 IN UNSPENT 2014 TRAFFIC DIVERSION FUNDS, AND CORRECTING THE 2015 BUDGET FOR APPROVED CAPITAL PROJECTS AND COMPUTER PURCHASES MADE BY MR. WELCH. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

3. **Contract** – Mr. Baker requested authorization to contract with Pam Aini to process Forfeiture disbursements. We had previously contracted with her. He requested that the RFP process be waived as this is a specialized service with which she is very familiar. With this contract, we would also ask her to provide staff training. He stated that when she previously contracted, her rate was \$75.00 per hour. He is not sure if that rate will remain the same or not.

MOTION: WAIVING THE RFP PROCESS AND AUTHORIZING THE DISTRICT ATTORNEY TO ENTER INTO A CONTRACT WITH PAM AINI TO PROCESS FORFEITURE DISBURSEMENTS AND TO PROVIDE STAFF TRAINING MADE BY MR. MULLEN. SECONDED BY MR. WELCH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. 911 Enhanced

1. **Acceptance of Public Answering Point Operations Grant** – Mrs. Goodwin requested authorization to accept a Public Answering Point Operations Grant in the amount of \$188,793.00 and to allocate \$89,036 into the Services/Software and \$99,757 into the Hardware line items within the Communications Project. This funding will cover the costs of the new telephone system.

MOTION: AUTHORIZING THE DIRECTOR OF 911 TO ACCEPT A PUBLIC ANSWERING POINT OPERATIONS GRANT IN THE AMOUNT OF \$188,793 AND ALLOCATING \$89,036 INTO SERVICES/SOFTWARE LINE ITEM AND \$99,757 INTO HARDWARE LINE ITEM WITHIN THE COMMUNICATIONS PROJECT MADE BY MR. WELCH. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

C. Public Defender

1. **2014 Review and Update** – Mr. Roche provided the committee with an overview and update of office activities. Since 2012, they have replaced four out of five full-time attorneys and one support staff. They have two new attorney positions, one part-time and one full-time, which are grant funded. These new positions have reduced both felony and family court caseloads per attorney. Additionally, we have installed a Case Management System and attorneys now have remote access by laptop. He commented that they also are administering a number of ILSF grants, including a Caseload Reduction grant.

Mr. Roche stated that looking forward, we still are looking at a Conflicts Office. Our original proposal for a Conflicts Office was rejected by the Steuben County Bar Association. He would like to propose another Conflicts Office for felonies only. If that proposal fails, then we would look at contracted services. Additionally, we are also looking at the effects of the Hurrell-Harring lawsuit. This lawsuit involved five counties versus the State of New York. The result of the lawsuit is that the State acknowledged they have responsibility and as a result settled with those five counties in October 2014. As part of the settlement, there may now be a larger group of individuals who will meet the eligibility requirements. That is something that could happen this year. The five counties will receive \$3 million per year for the next three years to develop caseload caps. With Steuben County, we are probably not in compliance. If we were to do this, we would be required to hire a private investigator, a Social Services worker and a paralegal. We would also have to hire additional attorneys to comply with this requirement. The counties that are receiving money to do this, are those listed in the settlement. Another area is providing counsel at arraignment. The five counties listed in the settlement will receive funding to comply. In Steuben County, we have 42 local courts, 2 city courts and 3 county courts. We would be required to provide coverage 24/7 at every arraignment. Early projections indicate that we would have to spend a substantial amount of money to have an attorney available at every arraignment 24/7. The alternative would be to look at court consolidation and to have something more centralized. We are not bound by this requirement, however, neighboring counties Schuyler and Ontario, are. The State will probably not allow for different tiers of coverage. We do not have the money right now to do this, however, this is something that is coming down the road. Mr. Alger commented this is something to keep an eye on. There will be more local cost.

D. Sheriff's Office

1. **Inmate Uniform Bid** – Sheriff Cole recommended awarding the Inmate Uniform Bid to the low bidder, Charmtex for a total price of \$8,561.76.

MOTION: AWARDING THE BID FOR INMATE UNIFORMS TO THE LOW BIDDER, CHARMTEX FOR A TOTAL PRICE OF \$8,561.76 MADE BY MR. MULLEN. SECONDED BY MR. WELCH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **STOP-DWI Law Enforcement Agreements** – Sheriff Cole presented his STOP-DWI budget for approval. He committed these budgets help to fund personal services and equipment for STOP-DWI patrols.

MOTION: APPROVING THE SHERIFF'S 2015 STOP-DWI LAW ENFORCEMENT ACTIVITY BUDGET AS PRESENTED MADE BY MR. MULLEN. SECONDED BY MR. WELCH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Budget Adjustment** – Sheriff Cole requested authorization to transfer \$22,044.98 from the Jail's Major Equipment line item to the Jail's Medical Services line item to cover a deficit in the 2014 budget.

MOTION: AUTHORIZING THE TRANSFER OF \$22,044.98 FROM THE JAIL'S MAJOR EQUIPMENT LINE ITEM TO THE JAIL'S MEDICAL SERVICES LINE ITEM TO COVER A DEFICIT IN THE 2014 BUDGET MADE BY MR. MULLEN. SECONDED BY MR. WELCH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **MOU – Project Lifesaver** – Sheriff Cole requested authorization to enter into a Memorandum of Understanding with the NYS Division of Criminal Justice Services for the Missing Persons Clearinghouse Project Lifesaver Program. He explained that we currently have the Project Lifesaver program for adults with Alzheimer's. This MOU will allow us to provide tracking equipment and bracelets for children under the age of 18 who have Autism, Down's Syndrome, or other cognitive impairment/disability that are at risk of becoming missing. The State will provide 11 units and a 1-year supply of batteries. These units will be loaned out to families who request them. Units for children will be provided at no cost.

MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES FOR THE PROJECT LIFESAVER PROGRAM RELATIVE TO CHILDREN UNDER THE AGE OF 18 WHO HAVE AUTISM, DOWN'S SYNDROME OR OTHER COGNITIVE IMPAIRMENT/DISABILITY THAT ARE AT RISK OF BECOMING MISSING MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Maintenance of Sheriff's Fleet** – Mr. Alger informed the committee that they have been talking about having Public Works do the maintenance of the Sheriff's fleet. This will require an additional person and we are working on identifying a position to do that work. This would be an intra-agency agreement with Public Works. Sheriff Cole commented that he feels the County can do the work for less, and he anticipates a savings of approximately \$30,000.

E. County Manager

1. **Contract Renewal for Assigned Counsel Administrator Services** – Mr. Alger requested authorization to renew their contract with Joseph Pelych, Esq. for Assigned Counsel Administrator Services. The rate will be \$45,500 per year.

MOTION: AUTHORIZING THE COUNTY MANAGER TO RENEW THE CONTRACT WITH JOSEPH PELYCH, ESQ. FOR THE ADMINISTRATION OF THE ASSIGNED COUNSEL PROGRAM AT A RATE OF \$45,500 PER YEAR MADE BY MR. MULLEN. SECONDED BY MR. WELCH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, March 2, 2015
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, February 23, 2015.**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, March 2, 2015

9:00 a.m.

Legislative Committee Room
Steuben County Office Building
Bath, New York

****MINUTES****

COMMITTEE: Brian C. Schu, Chair Eric T. Booth Aaron I. Mullen
George J. Welch

STAFF: Mark R. Alger Jack K. Wheeler Jim Gleason
Tina Goodwin Tim Marshall David Cole
Cheryl Crocker Ken Forenz Matt Whitmore
Shawn Corey Alan Reed Jonathan Mullikin

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella Hilda T. Lando
William A. Peoples Gary D. Swackhamer

ABSENT: Dan C. Farrand, Vice Chair

OTHERS: Mary Perham

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:00 a.m. and asked Mr. Mullen to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 26, 2015, AND THE FEBRUARY 9, 2015 MEETINGS MADE BY MR. MULLEN. SECONDED BY MR. WELCH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Emergency Management Office

1. **Acceptance of Bid for Media Enhancements for the EOC** – Mr. Marshall requested authorization to accept the bid for Media Enhancements for the EOC to Presentation Concepts, Corp. for a total cost of \$25,360.20. The upgrades will include a smart board and a larger television monitor.

MOTION: AWARDING THE BID FOR MEDIA ENHANCEMENTS FOR THE EOC TO PRESENTATION CONCEPTS, CORP. FOR A TOTAL COST OF \$25,360.20 MADE BY MR. WELCH. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Sheriff's Office

1. **Commendation** – Major Whitmore read a letter of commendation for Corrections Officer Jonathan Mullikin. Officer Mullikin is being recognized for his initiative in developing a policies and procedure manual relative to the Jail and outlining the locations of the roof access areas, water shut-off controls, etc. *Congratulations!*

2. **Ontario County Inmate Housing Agreement** – Sheriff Cole requested authorization to enter into an agreement with Ontario County for inmate housing. The rate is \$75.00 per day both for both housing at Steuben County Jail and Ontario County Jail.

MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO AN AGREEMENT WITH ONTARIO COUNTY FOR INMATE HOUSING AT A RATE OF \$75.00 PER DAY MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. 911 Enhanced

1. **Maintenance Renewal for Intrado Phone System** – Ms. Goodwin requested authorization to extend their maintenance agreement for the Intrado phone system. This will be a six-month extension as we expect the new system to be installed by the end of June. The total amount is \$18,576.47 and there is money available in the budget.

MOTION: AUTHORIZING THE DIRECTOR OF 911 TO EXTEND THE MAINTENANCE CONTRACT FOR THE INTRADO PHONE SYSTEM FOR SIX MONTHS FOR A TOTAL COST OF \$18,576.47 MADE BY MR. WELCH. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Mullen requested a spreadsheet showing all of the 911 department's contracts for equipment and maintenance.

D. County Manager

1. **NYS Sparkler Law** – Mr. Alger informed the committee the State passed a new law that allows for the sale of fireworks and sparklers during limited times during the year. Those times are June 1st – July 5th and December 26th – January 2nd. The State is letting the counties decide if they want to opt into this. Counties and Cities have the ability to pass a local law to permit sales during those specified timeframes. Individuals may use fireworks and sparklers for other events, outside of those timeframes. Currently, the sale and possession of fireworks is illegal. Mr. Alger commented you can expect that the fire service agencies will be opposed to this and they have been very vocal. It is up to you whether you want to pursue this or not.

Mr. Mullen stated that he would like to. Can the committee get a draft of the local law to review? Mr. Alger replied yes.

IV. OTHER BUSINESS

Mr. Welch stated this would most likely be his last meeting, as he is being recommended for appointment as a reserve City of Corning judge. The resolution will be presented tonight at the Corning City Council meeting. It has been a pleasure to serve on this committee. Mr. Schu stated that he would like to thank Mr. Welch for serving on this committee.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, April 6, 2015
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, March 30, 2015.**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, April 6, 2015

9:00 a.m.

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

****MINUTES****

COMMITTEE: Brian C. Schu, Chair Dan C. Farrand, Vice Chair Eric T. Booth

STAFF: Mark R. Alger Jack K. Wheeler Tim Marshall
Ken Forenz Tina Goodwin Jim Gleason
Shawn Corey Alan Reed Cheryl Crocker
Jim Allard

LEGISLATORS: Carol A. Ferratella Hilda T. Lando William A. Peoples
Gary D. Swackhamer

ABSENT: Aaron I. Mullen

OTHERS: Mary Perham

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:00 a.m. and asked Mr. Farrand to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 2, 2015, MEETING MADE BY MR. FARRAND. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REQUESTS

A. Emergency Management Office

1. **NICE Radio IP Logger Purchase** – Mr. Marshall informed the committee that they have one vendor who provided pricing on the digital recorder and Motorola provided pricing on the IP Console. Apparently, the digital recorder includes a special Motorola component, which was not quoted by either vendor. The cost for that item is \$83,603 and we will need to purchase that piece to work with the digital recorder.

Mr. Wheeler commented we do have money in the grant to cover this purchase. We did speak with both vendors to voice our displeasure with not being informed about the need for this additional component. Mr. Marshall stated that this equipment is available on State contract.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO PURCHASE THE MC 7500 IP RADIO LOGGER FOR A TOTAL COST OF \$83,603, SAID COST TO BE COVERED BY GRANT FUNDS MADE BY MR. FARRAND. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Southern Tier Interoperable Radio Communications Consortium** – Mr. Marshall informed the committee that under the requirements of the Statewide Interoperable Grant, we need to identify and show that we are working with a consortium of counties. Several years ago we had a verbal agreement with Chemung and Schuyler counties. We have drafted up a formal agreement, which has been approved by the Law Department.

He requested authorization to enter into an agreement with the Southern Tier Consortium to promote multi-jurisdictional and multi-discipline interoperable public safety communications.

MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO AN AGREEMENT WITH THE SOUTHERN TIER CONSORTIUM (CHEMUNG, SCHUYLER, STEUBEN) TO PROMOTE MULTI-JURISDICTIONAL AND MULTI-DISCIPLINE INTEROPERABLE PUBLIC SAFETY COMMUNICATIONS MADE BY MR. BOOTH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. County Manager

1. **Mutual Link – MOU** – Mr. Wheeler informed the committee that last year the State tested the Mutual Link system at the Super Bowl. This is an interoperable device and software that helps with on-scene communications. The State is interested in extending this to all counties at no cost to the counties. Mr. Wheeler requested authorization to enter into an MOU with the State for the Mutual Link system.

Mr. Booth asked would this allow us to eliminate some of our equipment? Mr. Marshall replied no, this would augment and advance our system. Mr. Wheeler explained we have been moving in that direction. The console project, the IP Recorder and the Narrowband have all been paid for with State grant funds.

MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO A MEMORANDUM OF AGREEMENT WITH THE STATE OF NEW YORK FOR THE PROVISION OF MUTUAL LINK DEVICES AND SOFTWARE TO HELP WITH ON-SCENE COMMUNICATIONS, AT NO COST TO THE COUNTY, MADE BY MR. FARRAND. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

IV. **OTHER BUSINESS**

A. *Dispatching* – Mrs. Ferratella stated that she had read where some counties are contracting with cities for dispatching. Is there any reason why we can or cannot do that? Mr. Alger replied we currently do. Each city has their own in-house dispatcher. All emergency calls are dispatched through the 911 Center.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, May 4, 2015
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, April 27, 2015.**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, May 4, 2015

9:00 a.m.

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

****MINUTES****

COMMITTEE: Brian C. Schu, Chair Eric T. Booth Aaron I. Mullen

STAFF: Mark R. Alger Phil Roche Tina Goodwin
Tim Marshall David Cole Jim Allard
Matt Whitmore Jim Gleason Alan Reed
Shawn Corey

LEGISLATORS: Joseph J. Hauryski Lawrence P. Crossett K. Michael Hanna

ABSENT: Dan C. Farrand, Vice Chair

OTHERS: Mary Perham

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:00 a.m. and asked Mr. Mullen to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 6, 2015, MEETING MADE BY MR. BOOTH. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REQUESTS

A. Emergency Management Office

1. **Accepting FY15 State Homeland Security Program Grant** – Mr. Marshall requested authorization to accept the 2015 State Homeland Security Program Grant in the amount of \$130,000. Of this, 25 percent, or \$32,500 will go to the Sheriff’s Office for their local counter terrorism program. The remaining \$97,500 will go toward Emergency Management Office programs. We will be using funds to purchase Uninterruptable Power Source (UPS) batteries for some of the tower sites, paying for maintenance software, cell phones, training and conferences, etc.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT A 2015 STATE HOMELAND SECURITY PROGRAM GRANT IN THE AMOUNT OF \$130,000, WITH \$32,500 TO BE ALLOCATED TO THE SHERIFF’S OFFICE FOR THE LOCAL COUNTER TERRORISM PROGRAM AND THE REMAINING \$97,500 TO BE APPROPRIATED TO VARIOUS LINE ITEMS WITHIN THE EMERGENCY MANAGEMENT OFFICE BUDGET MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Sheriff’s Office

1. **School Resource Officer (SRO) Agreements** – Sheriff Cole requested authorization to renew the SRO agreements with the school districts.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE SCHOOL RESOURCE OFFICER (SRO) AGREEMENTS FOR THE 2015-2016 SCHOOL YEAR MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Donations**

a. *Accepting Bikes and Uniforms from Wineglass Marathon* – Sheriff Cole requested authorization to accept a donation from the Wineglass Marathon of two bicycles, uniforms, helmets and related equipment. These will be used for patrol/enforcement purposes during the Wineglass Marathon, as well as for other events.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A DONATION OF TWO BICYCLES, HELMETS, UNIFORMS AND RELATED EQUIPMENT FROM THE WINEGLASS MARATHON MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

b. *Accepting \$3,500 from Outside Organizations for Drug Interdiction Items* – Sheriff Cole requested authorization to accept \$3,500 from outside organizations. This funding will be used to continue to print brochures regarding our drug interdiction plan, as well as other promotional items. He distributed a packet of information regarding the Drug Interdiction Program, including the brochure, window and bumper stickers.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT \$3,500 IN DONATIONS FROM OUTSIDE ORGANIZATIONS AND APPROPRIATING TO THE PRINTING LINE ITEM FOR THE DRUG INTERDICTION PROGRAM MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Black Creek Quote for Replacing PLC (Programmable Logic Controller) System** – Sheriff Cole informed the committee that last year they had requested capital funding to replace some cameras in the Jail. Since that time, they have been having a problem with the door locks in the Jail. He requested authorization to use that capital funding to replace the control system for the locks, in lieu of the cameras.

Sheriff Cole stated they received a quote from Black Creek for \$219,025 to replace the control system. Mr. Alger requested that they waive the procurement policy to stay with the current vendor, who is Black Creek, so they will not have to do a complete replacement of the system. He stated that there was money set aside specifically for this upgrade. Discussion followed.

MOTION: WAIVING THE PROCUREMENT POLICY AND AUTHORIZING THE SHERIFF TO CONTRACT WITH BLACK CREEK INTEGRATED SYSTEMS CORP. TO REPLACE THE PROGRAMMABLE LOGIC CONTROLLER AT THE JAIL FOR THE QUOTED PRICE OF \$219,025, AND AUTHORIZING THAT THE FUNDS FROM THE PURCHASE OF NEW JAIL CAMERAS BE USED FOR THIS PURPOSE MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. **Public Defender**

1. **Grants** - Mr. Roche requested authorization to accept two NYS Indigent Legal Services Grants. The first is Grant Distribution #4 for \$210,897. This money will be used to pay the salary for the part-time felony public defender. The second is Grant Distribution #5 for \$421,794. This money will be used to pay for a conflicts office if our second proposal to the Bar Association is accepted. Both of these grants run for three years.

MOTION: AUTHORIZING THE PUBLIC DEFENDER TO ACCEPT A NYS INDIGENT LEGAL SERVICE GRANT DISTRIBUTION #4 FOR \$210,897 AND GRANT DISTRIBUTION #5 FOR \$421,794 MADE BY MR. BOOTH. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

2. **Activity Update** – Mr. Roche informed the committee that in 2013 they had 360 felony cases. In 2014, they had 450 felony cases and their projection for 2015, is that they will have 550 cases.

D. Law Department

1. **Contract Renewal** – Mr. Reed informed the committee that the District Attorney’s Office and the Law Department share a contract for stenographic services. The original contract in 2013 stated there would be annual renewals. The current stenographer has indicated that she will be moving in September. He requested authorization to extend the current contract from May 1, 2015 through August 31, 2015. Additionally, he also requested authorization to put out an RFP for stenographic services.

MOTION: APPROVING THE CONTRACT EXTENSION WITH NHS COURT REPORTING EFFECTIVE MAY 1, 2015 THROUGH AUGUST 31, 2015 AND AUTHORIZING THE DISTRICT ATTORNEY AND THE LAW DEPARTMENT, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, ISSUE AN RFP FOR STENOGRAPHIC SERVICES MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

E. County Manager

1. **New York Sparkler Law** – Mr. Alger stated that the committee had asked for a proposed local law to review.

MOTION: AUTHORIZING THE PRESENTATION OF A LOCAL LAW ALLOWING FOR COMMON, SAFE ITEMS TO BE EXCLUDED FROM THE DANGEROUS FIREWORKS DEFINITION AS PERMITTED BY NEW YORK STATE PENAL LAW SECTION 405(b) MADE BY MR. BOOTH. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. *Resolution Required.*

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Monday, June 1, 2015

9:00 a.m.

Please send your agenda items to the Clerk of the Legislature’s Office

NO LATER THAN NOON

(Due to Holiday) Tuesday, May 26, 2015. (Due to Holiday)

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, June 1, 2015

9:00 a.m.

Legislative Committee Room
Steuben County Office Building
Bath, New York

****MINUTES****

COMMITTEE: Brian C. Schu, Chair Dan C. Farrand, Vice Chair Steven Maio
Aaron I. Mullen

STAFF: Mark R. Alger Jack K. Wheeler Noel Terwilliger
Cheryl Crocker Tina Goodwin David Cole
Jim Allard Jim Gleason Tim Marshall
Ken Forenz Eric Tyner Alan Reed
Thomas Nybeck

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella K. Michael Hanna
William A. Peoples Gary B. Roush

ABSENT: Eric T. Booth

OTHERS: Mary Perham

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:00 a.m. and asked Mr. Farrand to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 4, 2015, MEETING MADE BY MR. MULLEN. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Sheriff's Office

1. **Commendations** – Undersheriff Allard presented a letter of commendation to Deputy Thomas Nybeck, Jr. Deputy Nybeck is in the process of completing police academy training. During a recent physical training activity, Deputy Nybeck witnessed, and assisted with an injury to a fellow cadet. He presented him with a letter of commendation for his exemplary performance under stress. *Congratulations!*

Undersheriff Allard presented a letter of commendation to Investigator Eric Tyner. Investigator Tyner is the coordinator of all law enforcement agencies involved with our Drug Interdiction Program. On May 29, 2015, Investigator Tyner coordinated a large seizure of Marijuana and Cocaine. He presented him with a letter of commendation for his outstanding motivational ability. *Congratulations!*

2. **Towing** – Sheriff Cole informed the committee that he has received positive responses from his Road Patrol on the current towing policy. The only issue at times has been the response time. Our office has a policy of 30 minutes for an operator to respond. Mr. Alger commented the County's policy has been that the operator of the vehicle gets to request their preference first. If Law Enforcement and/or Fire personnel are on scene and deem that the situation poses a traffic hazard, they may then override that request. 911 is the last resort policy, not the first resort. Sheriff Cole commented his Road Patrol has no issues.

Mr. Wheeler stated that he spoke with the Emergency Management Office and the response from the fire departments was similar. There have been no problems. The response time was the only issue with a couple of the operators on the rotating list. Mr. Alger explained when we did the bid, we partitioned the County into five quadrants and awarded to each quadrant for the expressway, State roads and County roads. The expressway tows were awarded to a couple of different companies within each quadrant. He is recommending extending the bid until the end of may 2016.. This would be the third year of five. The award is an annual award. Mr. Wheeler commented it appears that the system is working.

MOTION: EXTENDING THE BID AWARD FOR TOWING FOR AN ADDITIONAL YEAR MADE BY MR. FARRAND. SECONDED BY MR. MAIO. MOTION CARRIES 3-0-1. (MR. MULLEN ABSTAINED AS HE HAS DONE WORK FOR ONE OF THE TOWING COMPANIES)

3. **Towed or Impounded Vehicles Policy** – Sheriff Cole distributed a copy of the proposed amendment to their Towed or Impounded Vehicles Policy. He stated that the County has to pay for the upkeep of the impound yard and he cannot see why we are not charging a per day or per month rate. Currently we keep impounded vehicles at no cost and return the vehicles at no cost. He believes this proposal would mostly affect drug dealers and banks that are seizing forfeited property. Sheriff Cole stated that he believes the County should charge a fee and that those fees be put into a new line item for the maintenance of the impound yard. Mr. Schu commented most police departments do have an impound charge.

Mr. Mullen asked if an individual is found innocent, are they still charged the impound fee? Undersheriff Allard explained there is generally a grace period for the individual to recover their vehicles before charges are incurred. Mr. Mullen stated that he would like to have a month to review this.

Secretary's Note: The committee agreed to table until the July 6, 2015, meeting.

B. County Manager

1. **Televate Radio Study** – Mr. Wheeler informed the committee that the results of the study are ready to be released. He will be preparing a summary that he will review at the June 22, 2015, Chairmen's Meeting and he will also email the summary to the Legislators prior to that meeting.

2. **551e Retirement System** – Mr. Alger informed the committee that last year we had requested action by the State to change the retirement status of some of our Deputy Sheriffs. Last week we received the bill numbers from both the Assembly and Senate so that we can now put forth a request for special legislation. We will be holding a Special Legislative Meeting to endorse the bills so that we can request home rule legislation. That meeting will be scheduled within the next week.

3. **Government Efficiency Plan** – Mr. Alger announced the Mr. Wheeler was successful in getting the government efficiency plan submitted to the State. There were still a number of towns that need to go online and certify their 2015 budgets. All but three towns participated in the efficiency plan. The successful submission of the plan is a credit to Mr. Wheeler.

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

Respectfully Submitted by Amanda L. Chapman, Deputy Clerk, Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Monday, July 6, 2015

9:00 a.m.

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

NO LATER THAN NOON

Monday, June 29, 2015.

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, July 6, 2015

9:00 a.m.

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

****MINUTES****

COMMITTEE: Brian C. Schu, Chair Dan C. Farrand, Vice Chair Steven Maio
Aaron I. Mullen

STAFF: Jack K. Wheeler Cheryl Crocker Phil Roche
David Cole Jim Allard Jim Gleason
Tim Marshall Ken Forenz Alan Reed
Tina Goodwin Shawn Corey Shawn Shutt
K-9 Daimon

LEGISLATORS: Carol A. Ferratella Robin K. Lattimer

ABSENT: Eric T. Booth

OTHERS: Mary Perham

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:00 a.m. and asked Mr. Maio to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

Mr. Wheeler stated last month he and Mr. Alger mistakenly referred to the Towing RFP as a bid and he wants to clarify for the minutes that it is actually an RFP.

MOTION: APPROVING THE MINUTES OF THE JUNE 1, 2015, MEETING AS AMENDED MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Public Defender

1. **Department Activities/State Initiatives Update** - Mr. Roche presented the committee with a PowerPoint presentation outlining the transition that has occurred in the department between 2012 – 2015. We have seen a fair amount of turnover in our office, however, there has been no staff turnover since December of 2013. One of the most notable changes in the department has been the use of technology. New Case Management System (CMS) software was installed and is also available to the Assigned Counsel Administrator's Office, and our attorneys now have laptops with remote access. With regard to grants, in 2010 our office had two grants totaling \$38,000 annually. In 2015, we have six grants totaling \$288,000 annually.

Mr. Roche stated looking into the future, he would like to continue to pursue the concept of a Conflicts Office. This would be a separate office and we do have grant funding available for this. This needs to be presented to the Steuben County Bar Association for their approval. If they do not approve it, then he may ask the Committee to allow him to consider contracting for that service. Our felony case volume has seen a 100 case jump per year for each of the last three years. That is due in part to better tracking, as well as to more arrests. We need to look at

how we handle caseloads going forward. Some issues that the State is focusing on include Uniform Eligibility Standards, Counsel at Arraignment, Caseload Limits and “Raise the Age” legislation.

Mr. Maio commented at some point you will be required to have someone at every single arraignment. Would it be beneficial for this County to start looking into a district court system? That would be beneficial to your office, the District Attorney, Sheriff, etc. Mr. Roche replied every one of those departments would love a district court. However, there are political issues. Mr. Mullen commented that he has talked with the towns in his district and they all thought it was a good idea, with the exception of one vocal magistrate who is opposed. Mr. Farrand stated we need to educate the Towns. Mr. Roche explained if we were to establish a district court, it would require the approval of the town board, approval of the electorate in the town and approval of the State. Once it makes it through that process, it would then become a state-administered court. We have looked at the idea of having three arraignment courts. Discussion followed.

B. Emergency Management Office

1. **Contracts** – Mr. Marshall requested authorization to contract with Linstar to procure identification hardware, equipment, software and service. We provide all first responders with identification. Each individual is issued three ID cards; one they carry on their person, one they present at the scene and one that stays with the apparatus they are using. The ID’s are issued every three years and we try to have that coincide with their other certifications. The annual cost is \$4,646.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ENTER INTO A CONTRACT WITH LINSTAR FOR THE PROCUREMENT OF IDENTIFICATION HARDWARE, EQUIPMENT, SOFTWARE AND SERVICE AT AN ANNUAL RATE OF \$4,464.00 MADE BY MR. FARRAND. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Marshall requested authorization to enter into a Memorandum of Understanding with Ontario County to allow us to license a frequency on their Hunt Hollow Site. This would provide us with better coverage in the Cohocton area.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH ONTARIO COUNTY TO ALLOW STEUBEN COUNTY TO LICENSE A FREQUENCY ON ONTARIO COUNTY’S HUNT HOLLOW TOWER SITE MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Hazard Mitigation RFP** – Mr. Marshall informed the committee that he was going to request authorization to accept the RFP, however, he is still waiting for some of his counterparts to get back to him with regard to references.

C. Sheriff’s Office

1. **Commendations** – Sheriff Cole presented Legislator Dan Farrand with a letter of commendation for all of his work with the area Legions to obtain funding for the printing of our Tip Line signs and stickers. Thank you for all your help.

Sheriff Cole presented Sgt. Shawn Shutt and K-9 Daimon with a letter of commendation for their initiative and dedication to service with drug arrests.

2. **Major Equipment Change** – Sheriff Cole informed the committee that they had \$26,000 in excess funding from the purchase of new vehicles and he would like to use that funding to purchase Glocks, AR 15’s and Body Cameras.

Mr. Hauryski commented that Ms. Mori has brought to his attention that under FOIL (Freedom of Information Law) camera and video content would be subject to FOIL. Will you require a policy as to the use of the body

cameras? Undersheriff Allard replied DCJS is working on a model policy now. Sheriff Cole stated we also are checking with the NYS Sheriff's Association.

Mr. Reed commented under FOIL, all government documents/information are available, with some exceptions. You will need to determine the retention period of those records. The Department of Education has a retention schedule, however, we cannot readily identify the retention period for these types of records. A standard policy will be helpful to have for the use of the body cameras, the recordings and the process of filing and keeping those records.

Mr. Farrand asked do you have car cameras? Sheriff Cole replied we do have some. Undersheriff Allard commented you will have more data from body cameras and the data storage for those will be tremendous.

MOTION: AMENDING THE SHERIFF DEPARTMENT'S EQUIPMENT LIST TO INCLUDE GLOCKS (\$2,000), AR 15'S (\$12,000) AND BODY CAMERAS (\$12,000) MADE BY MR. FARRAND. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Towed or Impounded Vehicle Policy** – Sheriff Cole asked if there were any questions regarding this proposed policy. Mr. Maio asked for impounded vehicles, is the inventory done differently than seized vehicles? If you are doing it to inventory, why are you including a search of the undercarriage and hubcaps? There is something disingenuous about that. Sheriff Cole replied we inventory and search the entire vehicle to make sure that there can be no claims or damages against us. Mr. Reed stated it is good to know entirely what it is that is within our possession. We need to know what is on our property.

Mr. Mullen asked with regard to section 7a on page 6, in a criminal matter does the owner pay for the impound if they are found not guilty? Undersheriff Allard replied if they are found not guilty, the only time they incur any cost is if they wait three months to pick it up. *A copy of the Towed or Impounded Vehicles Policy is on file in the Clerk of the Legislature's Office.*

MOTION: APPROVING THE SHERIFF'S POLICY ON TOWED OR IMPOUNDED VEHICLES AS PRESENTED MADE BY MR. MAIO. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.D. DISCUSSIONS REGARDING PROPOSED, PENDING OR CURRENT LITIGATION AND ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON 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. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Monday, August 3, 2015
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, July 27, 2015.**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Special Meeting

Monday, July 27, 2015

9:45 a.m.

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

****MINUTES****

COMMITTEE:	Brian C. Schu, Chair Steven Maio	Dan C. Farrand, Vice Chair Aaron I. Mullen	Eric T. Booth
STAFF:	Jack K. Wheeler David Hopkins	Brooks Baker	Alan Reed
LEGISLATORS:	Carol A. Ferratella William A. Peoples	K. Michael Hanna Gary B. Roush	Hilda T. Lando Randolph J. Weaver

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:45 a.m.

II. DEPARTMENT REQUESTS

A. District Attorney/Law Department

1. **RFP – Court Reporting Services** – Mr. Baker informed the committee that the RFP they currently have in place is a year old. Our contractor, Nancy Schwartz had informed us that she would be leaving the area and moving in September. However, she has already left. They put out a new RFP and received several responses. He recommended awarding the RFP for Court Report Services to Verbatim Court Reporting at a rate of \$3.75 per page with no appearance fee. We have used them in the past. Mr. Reed commented this is a one-year contract with up to three one-year renewals.

MOTION: AWARDING THE RFP FOR COURT REPORTING SERVICES TO VERBATIM COURT REPORTING AT A RATE OF \$3.75 PER PAGE WITH NO APPEARANCE FEE MADE BY MR. MULLEN. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, August 3, 2015

9:00 a.m.

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

****MINUTES****

COMMITTEE: Brian C. Schu, Chair Eric T. Booth Steven Maio
 Aaron I. Mullen

STAFF: Jack K. Wheeler Tina Goodwin David Cole
 Matthew Whitmore Cheryl Crocker Ken Forenz
 Tim Marshall Andrew Morse Alan Reed
 Shawn Corey David Hopkins

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella K. Michael Hanna
 William A. Peoples

ABSENT: Dan C. Farrand, Vice Chair

OTHERS: Jeff Smith, *The Leader*
 Mary Perham

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:00 a.m. and asked Mr. Mullen to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 6, 2015, AND JULY 27, 2015, MEETINGS MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Emergency Management Office

1. **RFP Award – Hazard Mitigation Plan** – Mr. Marshall informed the committee that a few months ago the committee had approved the acceptance of a FEMA grant for \$112,500 for our Hazard Mitigation Plan. We are required to update our plan every five years. He stated that they put out a Request for Proposals and received four responses. He recommended awarding to Barton & Loguidice for \$107,500.

MOTION: AWARDING THE REQUEST FOR PROPOSAL TO UPDATE THE STEUBEN COUNTY HAZARD MITIGATION PLAN TO BARTON & LOGUIDICE FOR A TOTAL OF \$107,500 MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Contract for Professional Services – CPR/First Aid** – Mr. Marshall informed the committee that the State has changed the way that they offer the Firefighter I course. Now participants need to hold a CPR card and have CPR training. Some of our firefighters come from agencies that do not provide EMS training or services. He requested authorization to contract with Bruce Erway out of Corning to provide CPR and First Aid training to those firefighters that have not received it. The cost is \$100 per class. Mr. Marshall anticipates the total annual cost to be \$400 - \$600. He stated he has money available in his budget to cover this expense.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ENTER INTO A CONTRACT WITH BRUCE ERWAY TO PROVIDE CPR AND FIRST AID TRAINING TO THOSE FIREFIGHTERS WHO HAVE NOT PREVIOUSLY RECEIVED THE TRAINING AND ARE WISHING TO ENROLL IN THE FIREFIGHTERS I TRAINING COURSE; AT A RATE OF \$100.00 PER CLASS MADE BY MR. McALLISTER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Sheriff's Office

1. **Intergovernmental Agreement – Jet Skis and Trailer** – Sheriff Cole requested authorization to enter into an intergovernmental agreement with the New York State Office of Parks, Recreation and Historic Preservation's Bureau of Marine Services for the use of two jet skis and trailer. There is no charge to the County.

MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION'S BUREAU OF MARINE SERVICES FOR THE USE OF TWO JET SKIS AND TRAILER FOR THE ENFORCEMENT OF NAVIGATION LAW MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Opposition to Assembly Bill A.6430 – Treatment of Pregnant Inmates** – Sheriff Cole stated the assembly has proposed a resolution regarding the treatment of pregnant inmates. Major Whitmore explained currently we are not allowed to restrain a pregnant inmate during labor, however, with this new proposal; we would be restricted from restraining pregnant inmates no matter what. These inmates are just as dangerous as other inmates. This proposal would also prohibit officers from being in the room at time of delivery. This restricts the duties of our Corrections Officers quite a bit.

Sheriff Cole commented we would also be required to offer yearly training on the treatment of pregnant inmates. Additionally, if we use restraints on pregnant inmates, we would need to notify the Governor, the President of the Senate, the Senate Minority Leader, the Assembly Speaker, the Assembly Minority Leader, the Chairperson of the Senate Crime Victims Committee, the Chairperson of the Crime and Correction Committee and the Chairperson of the Assembly Correction Committee. Mr. Wheeler commented the reporting requirements are a big deal with this.

Mr. Maio commented the resolution title is opposing this as an unfunded mandate, but most of your issues regarding this are not the cost, but your reaction to Albany. Sheriff Cole explained the cost would be the yearly training for the Corrections Officers. We would have to pay overtime to replace those officers that are at the training. Mr. Maio commented that it does not seem to him that this proposal is that restrictive. Sheriff Cole stated it does restrict us. Mr. Maio stated you can still do what you need to; you just need to document it. Sheriff Cole stated the process is very cumbersome. He believes that they should have had input from the Sheriff's Association and the Corrections Officers prior to presenting this.

Mr. Wheeler stated the biggest issue is the overreach on the part of the State and the potential liability. Mr. Maio stated then the title of the resolution should not reference that it is an unfunded mandate. Do we want to pass a resolution every time there is a policy that we do not like? This resolution is mixing apples and oranges and needs to be amended. Mr. Wheeler stated we can certainly amend it. We can highlight that additional training and reporting would be necessary. The larger issue is the policy issue.

Mrs. Ferratella asked how is NYSAC addressing this? Mr. Wheeler replied that he has not heard anything from NYSAC on this.

MOTION: OPPOSING ASSEMBLY BILL A.6530 REGARDING THE TREATMENT OF PREGNANT INMATES MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. MOTION CARRIES 3-1. (MR. MAIO OPPOSED)

3. **Inmate Housing Agreement – Wyoming County** – Sheriff Cole requested authorization to enter into a contract with Wyoming County for inmate housing. The cost is \$85.00 per day.

MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO A CONTRACT WITH WYOMING COUNTY FOR INMATE HOUSING AT A RATE OF \$85.00 PER DAY MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. County Manager

1. **Animal Cruelty RFP** – Mr. Wheeler informed the committee that they put out a Request for Proposals for an organization or humane society to handle animal cruelty investigations. No responses were received. He stated that he has been meeting with the Law Department and they are looking at the Agriculture & Markets Law, as well as Criminal Process Law to determine what the County needs to do. We hope to come back to the committee next month to discuss which direction to take.

Mr. Schu asked when does our contract with the SPCA end? Mr. Wheeler replied the end of the year. Mr. Booth asked why were there no responses? Mr. Wheeler replied distance is an issue. Additionally this is a specialized enough service, that there are not really a lot of agencies out there that do this. Mr. Booth asked how do other counties handle this? Mr. Wheeler commented there is a real mix. Some counties do nothing. Others have the State Police and the Sheriff respond to calls and other counties have a more formal role and provide direct services. Additionally, there are counties that have contracts with local humane societies or the SPCA. Mr. Mullen asked is the SPCA doing anything now? Mr. Wheeler replied that they have continued to investigate calls. Discussion followed.

2. **Insurance Waiver** – Mr. Wheeler stated in February this committee authorized the District Attorney to contract with Pam Aini to provide services related to Forfeiture Disbursements. The District Attorney has requested a waiver of the insurance requirements. She is a paralegal and all of her work would be reviewed by one of the attorneys on staff.

MOTION: WAIVING THE INSURANCE REQUIREMENTS FOR PAM AINI MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

****PLEASE NOTE CHANGE**Tuesday, September 1, 2015**PLEASE NOTE CHANGE**
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, August 24, 2015.**

STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE
STEUBEN COUNTY FINANCE COMMITTEE

Special Joint Meeting

Monday, August 24, 2015

9:45 a.m.

Legislative Committee Room
Steuben County Office Building
Bath, New York

****MINUTES****

COMMITTEE: Brian C. Schu, Chair Dan C. Farrand, Vice Chair Eric T. Booth
Steven Maio Aaron I. Mullen

Lawrence P. Crossett Gary D. Swackhamer K. Michael Hanna
Scott J. Van Etten

STAFF: Jack K. Wheeler Tim Marshall Brooks Baker
David Hopkins Alan Reed

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella Hilda T. Lando
Robin K. Lattimer Patrick F. McAllister William A. Peoples
Randolph J. Weaver

ABSENT: Gary B. Roush

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:45 a.m.

II. GENERAL BUSINESS

A. Emergency Management Office

1. **Budget Transfer** – Mr. Marshall informed the committee that the 2013 Homeland Security Grant is due at the end of the month. We were going to spend the \$24,836.31 in funding on the project to update the security cameras at 911. However, because the cameras will not be installed by the end of the grant period, we will need to move that to another project. He requested authorization to transfer \$10,319.18 in 2013 Homeland Security Funding from various accounts into Minor Equipment. He stated that this funding will be used to purchase portable radios for the Deputy Fire Coordinators, along with portable lighting and boots. Mr. Marshall stated that they will upgrade the 911 security cameras using 2014 Homeland Security grant funds.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO TRANSFER \$10,319.18 IN 2013 HOMELAND SECURITY GRANT FUNDING FROM VARIOUS LINE ITEMS INTO THE MINOR EQUIPMENT ACCOUNT TO PURCHASE PORTABLE RADIOS, PORTABLE LIGHTING AND BOOTS MADE BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0 (PS&C) AND 4-0 (FINANCE).

MOTION; TO ADJOURN MADE BY MR. MULLEN. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0 (PS&C) AND 4-0 (FINANCE).

Respectfully Submitted by Amanda L. Chapman, Deputy Clerk, Steuben County Legislature

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Tuesday, September 1, 2015

9:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, NY 14810*

****MINUTES****

COMMITTEE:	Dan C. Farrand, Vice Chair	Eric T. Booth	Steven Maio
STAFF:	Jack K. Wheeler Tim Marshall Pat Donnelly	Cheryl Crocker David Hopkins Alan Reed	Phil Roche David Cole Andy Morse
ABSENT:	Brian C. Schu, Chair	Aaron I. Mullen	
LEGISLATORS:	Joseph J. Hauryski	Carol A. Ferratella	
OTHERS:	Mary Perham		

I. CALL TO ORDER

Mr. Farrand called the meeting to order at 9:00 a.m. and asked Sheriff Cole to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE AUGUST 3, 2015, AND AUGUST 24, 2015, MEETINGS MADE BY MR. BOOTH. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS

A. Probation

1. **Budget Adjustments** – Mrs. Crocker requested authorization to transfer \$6,500 from the Salaries line item to the Minor Equipment line item to purchase four Tasers. She has sent an officer to a train the trainer and would like to move forward with the purchase of Tasers to have them available in the department. She commented they are working with the Law Department on a policy and procedure for the use of the Tasers. Sheriff Cole commented that their department is currently in the process of formulating their own policy and procedure. Mrs. Crocker stated she has obtained policies from other Probation Departments who already have and use Tasers. Investigator Tyner will also help to provide training.

Mr. Maio commented he would feel more comfortable if there was a policy in place prior to the purchase. He would like to know how the Tasers will be used before he approves the purchase. Mr. Hauryski asked what exactly are you looking for? Mr. Maio replied he thinks some sort of policy and procedure needs to be in place prior to purchasing the Tasers and he would like to understand what the use will be.

Sheriff Cole stated the policy and procedure will outline the training. New York State Penal Law, Section 35 provides the reasoning behind the use of the Tasers. Mr. Maio asked what more policy do you need? Sheriff Cole replied the policy and procedure establishes the training, the use of and how they should be carried. That is all following penal law.

Mr. Farrand stated his understanding is that the Taser units will not be issued until the officers have been trained and a policy and procedure is in place. Mrs. Crocker stated that is correct. She is purchasing them now as she has money available to do so.

Sheriff Cole commented when his staff are going to the firing range, there is an instructor there who explains penal law, the use and force of weapons, etc. and that same format would be incorporated into Taser training.

Mr. Booth asked how will you determine who will use the Tasers? Mrs. Crocker replied there will be two units available in the Bath office and one unit each available in the Corning and Hornell offices. As we go through the training and the development of a policy and procedure, we will determine specific officers. Mr. Wheeler commented we are relying a lot upon the knowledge and discretion of the director and the Probation Officers knowing their cases and when it might be appropriate.

Mrs. Crocker commented there are 31 counties that arm their probation officers with firearms. She did not want to get to that point, but wanted the officers to have something. Mr. Reed stated that generally speaking, the terms and language of the probation provision states that officers are allowed to do a search simply based on probable cause. Workplace violence does go to employees on the scene and we need to be cognizant of the risks involved for them. Probation Officers are qualified to carry firearms, but Tasers are a lesser lethal force and this is a good intermediate decision for their protection. Discussion followed.

MOTION: AUTHORIZING THE PROBATION DIRECTOR TO TRANSFER \$6,500.00 FROM THE SALARIES LINE ITEM TO THE MINOR EQUIPMENT LINE ITEM TO PURCHASE FOUR TASERS MADE BY MR. BOOTH. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Crocker requested authorization to transfer \$5,925 from their Data Processing line item to the Major Equipment line item to purchase a network server. She commented that they have been working on getting tablets for the Probation Officers so they have access to our database when they are out in the field. Each of our officers carries a caseload of 60-65 cases, in addition to presentence investigations that are done at the request of the courts. The tablets will help to make our staff more efficient.

MOTION: AUTHORIZING THE PURCHASING DIRECTOR TO TRANSFER \$5,925.00 FROM THE DATA PROCESSING LINE ITEM TO THE MAJOR EQUIPMENT LINE ITEM TO PURCHASE A NETWORK SERVER, AND AMENDING THE MAJOR EQUIPMENT LIST TO REFLECT THIS CHANGE MADE BY MR. BOOTH. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Crocker informed the committee originally in their minor equipment they were going to purchase two GPS units. Because of the grant they received through the Public Defender's Office, they did not purchase those, however, they would like to instead purchase three additional office chairs for a total of \$1,000.

MOTION: AUTHORIZING THE DIRECTOR OF PROBATION TO REMOVE THE PURCHASE OF TWO GPS UNITS FOR \$1,450 FROM THE MINOR EQUIPMENT LIST AND REPLACE WITH THREE ADDITIONAL OFFICE CHAIRS FOR A TOTAL COST OF \$1,000 MADE BY MR. MAIO. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Sheriff's Office

1. **Agreement – Leads on Line** – Sheriff Cole requested authorization to enter into an agreement with Leads on Line. Leads on Line maintain an electronic reporting and criminal investigation system for receiving data for the use by law enforcement agencies in their official duties. Sheriff Cole stated that the cost for the subscription is \$2,848.00 for one year. This cost will be split between his department, the District Attorney's Office and the Department of Social Services. This database will provide information on stolen property and will also be able to track whether EBT cards are being used to make purchases on E-Bay or at pawn shops. Other counties enter information into the system and it then is accessible by any that have signed up. This will be a tool in our investigations.

MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO A ONE-YEAR AGREEMENT WITH LEADS ON LINE FOR THE USE OF THE ONLINE INVESTIGATION SYSTEM FOR A TOTAL COST OF \$2,848.00, THE COST TO BE EQUALLY SHARED BY THE SHERIFF'S OFFICE, THE DISTRICT ATTORNEY'S OFFICE AND THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. MAIO. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **SRO Agreements** – Sheriff Cole informed the committee that the original agreements state that the amount of the contract is \$29,900 which includes the SRO salary of \$17.71 per hour, the 7.65 percent FICA, 5.5 percent Worker's Comp and any uniform purchases. After considerable discussion with the School Districts and the SRO's, the new proposal is that after the first year, the total cost will still be \$29,900 which includes the SRO salary of \$18.25 per hour, the 7.65 percent FICA and the 5.5 percent Worker's Comp. Additionally, uniform purchases will be made by the School District. The salary would only go up to \$18.25 per hour after the first year and is only a one-time increase. These agreements will not exceed \$29,900.

He stated that there are six pre-existing contracts that he would like to renew, and those would all be at the new hourly rate of \$18.25. He also has two additional school districts that he would like to contract with, and those will be at the \$17.71 per hour rate. After one year, those will increase to \$18.25 per hour.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE SIX PRE-EXISTING SRO CONTRACTS AT THE NEW RATE OF \$18.25 PER HOUR, NOT TO EXCEED \$29,900 ANNUALLY AND TO ENTER INTO TWO NEW CONTRACTS AT THE \$17.71 PER HOUR RATE, NOT TO EXCEED \$29,900 MADE BY MR. BOOTH. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Budget Transfer** – Sheriff Cole requested authorization to transfer \$25,000 from the Salaries & Wages line item to the Operation of Vehicles line item to cover the costs of the new maintenance technician who is maintaining their vehicles. This has been working well and we are getting better service.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$25,000 FROM THE SALARIES & WAGES LINE ITEM TO THE OPERATION OF VEHICLES LINE ITEM TO COVER THE COSTS OF THE NEW MAINTENANCE TECHNICIAN WHO IS MAINTINING THE SHERIFF'S OFFICE VEHICLES MADE BY MR. MAIO. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. **Public Defender**

1. **Conflict Defender's Offices** – Mr. Roche presented a PowerPoint regarding a Conflict Defender's Office. He stated if we were to have a Conflict Defender's Office, we would realize potential savings and would realize efficiencies in how we deliver indigent legal services. A Conflict Defender's Office does require the approval of the Steuben County Bar Association and when we originally presented the proposal in 2014, they rejected it. We revised the proposal so that a Conflict Defender's Office would only handle criminal cases and they voted in August 2015 in favor of this proposal.

Mr. Roche stated currently all indigent criminal defenders apply for services of the Public Defender's Office. If they are eligible and there is no conflict, they are assigned to an Assistant Public Defender. If there is a conflict, the case is sent to the Assigned Counsel Administrator's Office and Mr. Pelych assigns the case to an outside attorney at a rate of \$75.00 per hour. In 2013-2014 we averaged 149 felony cases for a total cost of \$234,188. We anticipate felony caseloads in 2015 will be 180. Misdemeanor cases for 2013-2014 averaged 193 cases for a total cost of \$74,299. For 2015 we anticipate caseloads will be 225.

Mr. Roche commented the benefits of a Conflict Office include quality and efficiency. There will be better tracking of cases and better supervision and accountability. With regard to efficiencies, there will be one attorney for multiple defendants. Financially we should see a cheaper per case cost and will have a predictable budget. We also will have the \$70,000 ILS Grant that we can utilize.

Mr. Roche outlined the three options for a Conflict Office. The first option would be one full-time Conflict Defender. The net savings with this option are estimated at \$135,000. The second option would utilize one full-time and one part-time Conflict Defender. The next savings are estimated at \$100,000. The third option would utilize two part-time Conflict Defenders. The net savings is estimated at \$137,000. He commented the downside of a full-time Conflict Defender is they would need office space and would be based in Bath. He stated he will not have any supervisory capacity overall. When a case comes in, it will be assigned out and if there is a secondary conflict, then it would go to the Conflict Office.

Mr. Wheeler commented we could implement this in the last quarter of 2015, assuming you go forward with this proposal. He stated his recommendation would be the two part-time Conflict Defenders to start, and then depending how it goes, you always would have the option to convert to one full-time position. Mr. Farrand asked does this need to go to the Full Legislature? Mr. Wheeler replied yes, this will require Full Board approval.

Mr. Reed stated the Hurrel-Harring lawsuit will change what is expected with regard to attorney coverage. The requirement that an attorney be present at all first arraignments will be an issue and a cost factor for the county. There will be additional court appearances. With the Conflict Office you are anticipating that the County may face different requirements and this will set up a structure that will be the most effective for the County. Mr. Wheeler stated option three, with two part-time Conflict Defenders, allows us to be more flexible. Mr. Booth commented this will just represent a small piece. Mr. Wheeler stated this will potentially help with the caseload piece, but does not help with counsel at arraignment.

Mr. Reed stated in October, the County Attorney's Association and the County Administrator/County Manager/County Executives Association will be meeting to press the State Legislature that the cost for representation needs to be borne by the State.

Mr. Maio commented that he has no doubt that we will need two people to do this. The question is whether we just do one full-time and one part-time or two part-time. The quality of representation in Family Court and Criminal Court is enormously served by having a full-time position. He sees the value of vetting people out and starting with the two part-time positions. Maybe we could start with two part-time positions with the understanding that one or the other will go to full-time. Mr. Wheeler stated that he agrees. We also know how difficult it is to hire a felony capable attorney and also finding one who is willing to give up their private practice. It will be in the not too distant future that it would evolve. Mr. Maio stated in the future, the County needs to lay the groundwork to petition the Legislature because we have too many courts.

Mr. Booth asked by having the two part-time Conflict Defenders, would that increase the percentage of cases you could cover without a secondary conflict? Mr. Reed replied no. Mr. Wheeler explained they still would be one office. The reasonable interpretation is that the other attorney could, but they are too closely knit. Mr. Reed stated if the County Bar Association approved another conflict office, you could set it up that way. It would have to be crafted in such a way that they would have enough staff. Mr. Roche stated it will sort itself out. If we have a conflict, we try to conflict the low level offense. The more expensive cases stay within the office. Discussion followed.

MOTION: APPROVING THE CREATION OF A CONFLICT DEFENDER OFFICE TO BE STAFFED WITH TWO PART-TIME CONFLICT DEFENDERS AND FORWARDING TO THE FULL LEGISLATURE FOR CONSIDERATION MADE BY MR. MAIO. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

D. County Manager

1. **Interoperability Grant** – Mr. Wheeler announced that the County has been awarded a \$3 million Round 4 Grant. He thanked and congratulated Mr. Marshall and Mr. Hopkins for their hard work. This grant funding will really help the fire services and expand the Southern Tier Network.

2. **SPCA** – Mr. Wheeler stated that the SPCA needs to work with their board to come up with a proposal for the boarding and transportation of animals. He stated that he will discuss this at next month's meeting.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Monday, October 5, 2015

9:00 a.m.

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

NO LATER THAN NOON

Monday, September 28, 2015

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, October 5, 2015

9:00 a.m.

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

****MINUTES****

COMMITTEE:	Brian C. Schu, Chair Steven Maio	Dan C. Farrand, Vice Chair Aaron I. Mullen	Eric T. Booth
STAFF:	Jack K. Wheeler David Cole Nancy Smith Alan Reed	Shawn Corey Christopher Hand Tim Marshall David Wallace	Matthew Whitmore Cheryl Crocker Andy Morse David Hopkins
LEGISLATORS:	Joseph J. Hauryski William A. Peoples	Carol A. Ferratella	K. Michael Hanna
OTHERS:	Mary Perham Jeff Smith, <i>The Leader</i>		

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:00 a.m. and asked Mr. Booth to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 1, 2015, MEETING MADE BY MR. FARRAND. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0-1. (MR. MULLEN ABSTAINED AS HE WAS NOT IN ATTENDANCE AT LAST MONTH'S MEETING)

III. DEPARTMENTAL REQUESTS

A. Emergency Management Office

1. **Contract Renewal – I Am Responding** – Mr. Marshall requested authorization to renew their contract with I Am Responding. This is software that allows us to call out our first responders via texting and paging, and allows them to log in and let us know what they are responding with and how many. He requested authorization to renew this contract for an additional five years. The cost is \$21,100 per year and is paid for with grant money.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO EXTEND THE I AM RESPONDING CONTRACT FOR AN ADDITIONAL FIVES YEARS, AT AN ANNUAL COST OF \$21,100 MADE BY MR. FARRAND. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Budget Adjustment – FY 14 SHSP Grant** – Mr. Marshall informed the committee that they do not have this ready for the committee, however, will have it ready for next week's Finance meeting. He requested a special meeting prior to the Legislative Meeting to present to committee for approval.

Secretary's Note: A special PS&C Committee meeting has been scheduled for Monday, October 26, 2015, at 9:45 a.m., prior to the Legislative Meeting.

B. Sheriff's Office

1. **2016 STOP-DWI Plan** – Sheriff Cole presented his 2016 STOP-DWI Plan for approval. Total estimated revenues are \$240,600. Of that, \$45,846 will be spent on enforcement. He commented that the enforcement money is divided among the police departments and is based upon their percentage of arrests.

MOTION: ADOPTING THE SHERIFF'S 2016 STOP-DWI PLAN AS PRESENTED MADE BY MR. MAIO. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Contingent Fund Transfer** – Sheriff Cole informed the committee that last year when they did their budget for the Jail, they were considering updating their camera system which has been in place since 1993. They had budgeted \$250,000 for that purpose. Last year it was necessary to replace the locking system at the Jail, and they spent \$184,000 on that project. Subsequently, the camera replacement was put on the back burner. We believe that if we do not replace the camera system, then we will end up spending \$500,000 on an emergency replacement.

Captain Hand explained with the upgrade, the camera system will record two months of data. This upgrade will also replace the control system for the entire facility. The operating system is old and obsolete.

Mr. Wheeler stated there are three projects in the Jail that need to be done; the locking system, the cameras and the controls for the mechanical systems. We have budgeted in the 2016 budget for the replacement of the controls for the mechanical systems. The locking systems were done earlier this year. To add the camera replacement for 2016 would be difficult. The Contingent Fund can support this and we do not want to let this get to an emergency situation. We have \$70,000 left over from the locking system replacement and can put that toward the camera upgrade. With the increase in revenue from housing of federal inmates, the Sheriff will be returning money to the general fund at the end of the year.

Mr. Farrand stated the quote mentions a one-year warranty. Can we extend that? Mr. Wheeler replied minimally it is a one-year warranty and then there would most likely be a maintenance contract. The total cost for the upgrade is \$234,428 and the Sheriff is requesting \$174,428 from the Contingent Fund.

Mr. Farrand commented it might be a good idea for the committee to go out to the Jail and see the system.

MOTION: AUTHORIZING THE FINANCE COMMISSIONER TO TRANSFER \$174,428.00 FROM THE CONTINGENT FUND TO THE JAIL BUDGET FOR THE CAMERA SYSTEM UPGRADE MADE BY MR. FARRAND. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. **Donation** – Sheriff Cole requested authorization to accept a donation of \$5,733.74 from the Sgt. Devin A. Snyder Memorial Foundation. This donation will be used to purchase a bite suit (\$1,499.99), two tasers for the K-9 unit, including accessories and warranty (\$3,233.75) and to pay for the yearly upkeep of K-9 Devin (\$1,000.00).

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A DONATION IN THE AMOUNT OF \$5,733.74 FROM THE SGT. DEVIN A. SNYDER MEMORIAL FOUNDATION TO COVER THE COST OF A BITE SUIT, TWO TASERS INCLUDING ACCESSORIES AND WARRANTY, AND THE YEARLY UPKEEP OF K-9 DEVIN MADE BY MR. MAIO. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

4. **Commendation** – Sheriff Cole presented a commendation to Deputy Erin Boyle and Deputy Chuck Bardeen of the Navigation Unit, in recognition of their efforts this summer with the Boat/Jet Ski patrol.

5. **Personnel – Temporary Part-Time Court Security Officer** – Sheriff Cole informed the committee that they have a contract with New York State to provide court security. The contract is up to

\$1,065,000. We spend \$75,000 per month on court security. New York State has indicated that we could have an additional part-time officer for an additional \$16,000 per year. We have an officer at Corning City Court and our hours of coverage have increased to 18 – 20 per week. He requested authorization to hire a temporary part-time Court Security Officer. With this additional person, we will still fall within our contracted amount with the State.

Mr. Wheeler clarified we can charge up to the \$1,065,000 amount. There are currently a couple of court security officers out on WC leave. If, and when, they come back we will revisit this. In the meantime, with the addition of a temporary part-time officer, we will not have any additional local costs.

MOTION: AUTHORIZING THE SHERIFF TO HIRE A TEMPORARY, PART-TIME COURT SECURITY OFFICER MADE BY MR. FARRAND. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. District Attorney

1. **Budget Transfer** – Mr. Wheeler stated they have had a vacant Paralegal Assistant position. There is an individual on staff eligible to take this position promotionally, pending passing the civil service exam. The District Attorney would also like to backfill the Senior Typist position. They have additional money in their Traffic Diversion Program that they would like to transfer to their Salaries line item to cover the remainder of the year. The total amount of the transfer is \$31,000.

MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO TRANSFER \$31,000 FROM TRAFFIC DIVERSION PROGRAM REVENUES INTO THE SALARIES LINE ITEM TO COVER PERSONNEL COSTS THROUGH THE END OF THE YEAR MADE BY MR. FARRAND. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. County Manager

1. **Animal Cruelty** – Mr. Wheeler stated Mr. Reed did a good job of breaking down what you can and cannot do with regard to animal cruelty. The SPCA is transitioning out of the business and their Cruelty Officer, Scott Mazzo, has retired. The SPCA is not providing cruelty investigation services, but is assisting somewhat. Our 911 Department has been taking the cruelty calls.

Mr. Reed stated that dogs and the control of dogs is specifically under Town jurisdiction, however, the Sheriff has jurisdiction to assist. The broader issue is for all other animals, outside of dogs.

Mr. Wheeler stated that now he is working with the SPCA to see what a relationship with the SPCA could look like if the County were to take a more active role. Some counties do take a more active role, however, there are many other counties where whoever responds to the scene is responsible for the costs. The SPCA seems willing to help out with seizures. They are working on what is considered a normal seizure and what they can handle under normal circumstances. The County has two options. You can choose to be actively involved, or to be one of a number of agencies that respond. In our case, 911 will still be involved with the call taking. He anticipates having some numbers ready for the committee to review at their November meeting, or possibly a special meeting at the end of October.

Mr. Schu stated there are some counties that put this into the Town's control. If we did that, would 911 contact the towns? Mr. Wheeler replied it would depend. We are working with 911 and have worked with the NYS Department of Agriculture and Markets to get our dispatchers familiar with the different types of calls. He commented that his view would be that the calls would go to the next available or closest officer. The County has a long history of monetary involvement in animal cruelty. The expectation by local municipalities is that we will take a more active role. This is something to think about going forward.

Mr. Farrand asked have you reached out to the Dog Control Officers Association? His understanding is that the DCOs do not have jurisdiction over cruelty charges. This might be something that they could be trained on. Mr.

Wheeler replied the SPCA is starting on that and we are getting more involved with the training piece. The Sheriff has four deputies that have been trained and we will sponsor a training for DCOs and others.

Mr. Reed commented that the status of DCOs with regard to filing criminal complaints is a legitimate issue. The question becomes, is a DCO allowed to become an “agent” of the SPCA? That is an intriguing issue. Mr. Farrand commented that he sees this is a big albatross on the County. We have DCOs that are handling four or five towns and each town has a different view on how to handle cruelty. Mr. Wheeler stated this goes to the point of what sort of rule you want to have. We need to have people trained. If you choose to take the lead, you will need to hire another deputy and that individual, with the support of a couple of others, is your cruelty officer.

Mr. Mullen asked are there a lot of cruelty complaints? Mr. Wheeler replied we can get the numbers for you. There are frequent calls. The Sheriff believes that a deputy with two other individuals to act as backup, would be adequate. His view is if there are times with additional capacity, they could help out with serving civil papers. Mr. Mullen commented it would be helpful to get some historical information from the SPCA. Mr. Wheeler stated that he has asked for that. Mr. Schu stated that we should also find out how many cruelty cases the District Attorney has handled. Mr. Booth asked if an individual is convicted of animal cruelty, can we pass a local law prohibiting them from owning animals in the future? Mr. Reed replied that is something that he will need to look into. Discussion followed.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Monday, November 2, 2015
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Monday, October 26, 2015.**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Special Meeting

Monday, October 26, 2015

9:50 a.m.

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

****MINUTES****

COMMITTEE:	Brian C. Schu, Chair Steven Maio	Dan C. Farrand, Vice Chair Aaron I. Mullen	Eric T. Booth
STAFF:	Jack K. Wheeler Shawn Corey	Tim Marshall Nancy Smith	Karen Monroe Kathy Muller
LEGISLATORS:	Joseph J. Hauryski K. Michael Hanna William A. Peoples Randolph J. Weaver	Lawrence P. Crossett Hilda T. Lando Gary D. Swackhamer	Carol A. Ferratella Robin K. Lattimer Scott J. Van Etten

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:50 a.m.

II. GENERAL BUSINESS

A. Emergency Management Office

1. **Budget Transfer** - Mr. Marshall informed the committee that back in August they had to change how they allocated the FY 13 SHSP grant because the Office of Homeland Security did not want us to do the IP camera update in 911 as the project would last longer than the grant. He requested authorization to transfer a total of \$14,846.09 out of Major Equipment and Equipment Maintenance line items within the FY 14 SHSP grant budget and appropriating a total of \$14,846.09 into the Minor Equipment and Software line items within that same budget. These funds will be used for the IP camera upgrade in 911 as well as upgrading radio equipment at various tower locations.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO TRANSFER \$9,846.09 FROM MAJOR EQUIPMENT AND \$5,000 FROM EQUIPMENT MAINTENANCE AND APPROPRIATING \$7,290 TO MINOR EQUIPMENT AND \$7,556.09 TO SOFTWARE ITEMS WITHIN THE FY 14 SHSP GRANT AND AMENDING THE MAJOR EQUIPMENT LIST TO INCLUDE RADIO EQUIPMENT FOR VARIOUS TOWERS AND AMENDING THE MINOR EQUIPMENT LIST TO DELETE EQUIPMENT FOR CERT MEDIC AND ADD SECURITY CAMERAS FOR 911 MADE BY MR. FARRAND. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. County Manager

1. **Conflict Defender's Office** – Mr. Wheeler requested authorization to transfer and reclassify a vacant Senior Social Worker position in the Office of Community Services to one part-time Conflict Defender, Management Grade E, and one part-time Assistant Conflict Defender, Management Grade E in the Conflict Defender's Office.

MOTION: AUTHORIZING THE TRANSFER AND RECLASSIFICATION OF A SENIOR SOCIAL WORKER, GRADE XVII POSITION IN THE OFFICE OF COMMUNITY SERVICES TO ONE PART-TIME CONFLICT DEFENDER, MANAGEMENT GRADE E, AND ONE PART-TIME ASSISTANT CONFLICT DEFENDER, MANAGEMENT GRADE E, WITHIN THE CONFLICT DEFENDER'S OFFICE MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0. *Resolution Required.*

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

Respectfully Submitted by:

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, November 2, 2015

9:00 a.m.

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

****MINUTES****

COMMITTEE:	Brian C. Schu, Chair Steven Maio	Dan C. Farrand, Vice Chair Aaron I. Mullen	Eric T. Booth
STAFF:	Jack K. Wheeler Noel Terwilliger Tim Marshall Shawn Corey	Andy Morse David Hopkins Phil Roche	Alan Reed Tina Goodwin David Cole
LEGISLATORS:	Joseph J. Hauryski William A. Peoples	Carol A. Ferratella Gary D. Swackhamer	Patrick F. McAllister Randolph J. Weaver
OTHERS:	Mary Perham		

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:00 a.m. and asked Mr. Maio to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 5, 2015, AND OCTOBER 26, 2015, MEETINGS MADE BY MR. MAIO. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Emergency Management Office

1. **Acceptance of FY 14 Statewide Interoperable Communications Grant** – Mr. Marshall requested authorization to accept a \$2,946,865.00 Communications Grant. This funding will be used for our radio communications project to move the fire services over to the simulcast VHF channel. We will be able to provide additional lateral fiber buildout to the Cities of Hornell and Corning, and to the New York State Police barracks. Additionally, we will be able to put additional equipment on tower sites in Chemung, Schuyler and Ontario counties. This grant runs from January 1, 2016 through December 31, 2017.

Mr. Reed commented once we go outside the County, we are taxable and the contracts for those outside tower sites needs to be clear that we do not have ownership of those sites. Mr. Wheeler commented the Sugar Hill tower in Schuyler County is significant. This project is very significant and addresses many of the fire service issues. Without this grant, this would easily be a ten-year project. This is a credit to our team as we are clearly demonstrating a good roadmap for communications as we have been awarded grants in three of the four rounds. Kudos to Mr. Marshall, Mr. Hopkins, Ms. Goodwin and Mr. Caudill.

Mr. Marshall commented this grant enables us to provide four mobiles and four portables to each department that moves to VHF. This does not include paging. The fire departments will have to look at moving their paging off low band. That will be expensive and will be a big strain on the departments and municipalities. Mr. Wheeler stated the fire departments will have some time to plan for that. We have the I Am Responding platform and they will have a way to respond to calls.

Mr. Farrand stated Mr. Marshall should send something out in written form to the departments. Mr. Marshall replied they will be sending a letter to the Chief's and the municipalities. Mr. Mullen asked how long do we anticipate that fire departments can stay on low band? Mr. Marshall replied we have been telling the departments for years that low band would be going away. We have told them to be prepared.

Mr. Maio asked what is the cost for the pagers? Mr. Marshall replied we would have to work with Purchasing, but he believes they will cost \$400 - \$500 without the potential discount. Mr. Maio commented the pagers seem somewhat old fashioned. Mr. Hopkins commented the pagers cannot be used for primary communications.

Mr. Mullen asked how many departments do we have? Mr. Marshall replied there are 46 paid and volunteer fire departments. Mr. Mullen asked what would be the cost for 10 pagers? Mr. Marshall replied probably \$4,000 - \$5,000 for 10. Not everyone in the fire department will get a portable or mobile. We are required by the Federal government and the grants to purchase digital equipment and the cost for that equipment will be higher. We have been encouraging the fire departments to apply for regional grants.

Mr. Mullen asked how many mobile or portable radios does a department need? Mr. Marshall replied the Televate study includes a current inventory. Typically, each truck and each chief has a mobile radio. Each riding position has a portable radio. As an example, if there is a five-person main crew, you could have up to five portable radios. It really depends on the department. Considerable discussion followed.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT A FY 2014 STATEWIDE INTEROPERABLE COMMUNICATIONS GRANT MADE BY MR. FARRAND. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Contract** – Mr. Marshall requested authorization to enter into an agreement with NYS MESONET to install climate stations on tower sites to monitor weather conditions. They looked at various locations within the County and are targeting the Call Hill tower site. This contract would allow MESONET to have access to our site to install equipment. There is no cost to the County. He stated that he has sent the contract to the Law Department for review.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ENTER INTO AN AGREEMENT WITH NEW YORK STATE MESONET ALLOWING ACCESS TO THE CALL HILL TOWER SITE FOR THE INSTALLATION OF CLIMATE STATIONS TO MONITOR WEATHER CONDITIONS, SUBJECT TO APPROVAL OF THE LAW DEPARTMENT MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Informational** – Mr. Marshall informed the committee that he is working with Purchasing to put together a bid for replacement batteries for the tower sites. We had set money aside in the last grant for this purpose.

B. Sheriff's Office

1. **Accept 2016 DCJS Drug Tip Line Grant** – Sheriff Cole requested authorization to accept a new 2016 Drug Tip Line Grant for \$5,000.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A 2016 DCJS DRUG TIP LINE GRANT FOR \$5,000 MADE BY MR. FARRAND. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Accept 2016 Livescan Equipment Grant** – Sheriff Cole requested authorization to accept a new 2016 Livescan Equipment Grant for \$20,000.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A 2016 LIVESCAN EQUIPMENT GRANT FOR \$20,000 MADE BY MR. MAIO. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **2016 Grant Renewals**

a. *STOP-DWI Crackdown* – Sheriff Cole requested authorization to accept a STOP-DWI Crackdown Grant for \$14,537.87.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A 2016 STOP-DWI CRACKDOWN GRANT FOR \$14,537.87 MADE BY MR. FARRAND. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

b. *Child Care Seat* – Sheriff Cole requested authorization to accept a Child Car Seat Grant for \$9,000.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A 2016 CHILD CAR SEAT GRANT FOR \$9,000 MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

c. *Bicycle Safety Grant* – Sheriff Cole requested authorization to accept a Bicycle Safety Grant for \$4,000.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A 2016 BICYCLE SAFETY GRANT FOR \$4,000 MADE BY MR. MAIO. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. County Manager

1. **Assigned Counsel Payment Guidelines** – Mr. Wheeler informed the committee that one of the issues we run into is that some of the assigned counsel attorneys are waiting until well into the following year before submitting vouchers for cases. His recommendation is that each attorney provide the Assigned Counsel Administrator, Joseph Pelych, a general update of where they are before the end of the year. This is an attempt to allow Mr. Pelych a look at what the outstanding bills are so that he can better track them. Additionally, he would recommend that by December 15th, the attorneys provide an interim bill. The final bills shall be submitted no later than January 15th of the following year.

Mr. Reed commented it would be nice if the voucher approval included the Assigned Counsel Administrator's signature. Mr. Schu commented the problem is with the attorneys not submitting their vouchers in a timely manner. If we impose guidelines, the attorneys will develop new habits. Mr. Maio suggested having them voucher every 90 days. Mr. Weaver asked how many cases do they average? Mr. Roche replied total cases for a year are 1,200. Some of the attorneys will have 30 – 50 cases for the year.

MOTION: SETTING ASSIGNED COUNSEL PAYMENT GUIDELINES REQUIRING ALL ATTORNEYS TO SUBMIT QUARTERLY VOUCHERS/ACTIVITY UPDATES, IMPOSING A DEADLINE OF DECEMBER 15TH FOR THE SUBMISSION OF INTERIM BILLS WITH A DEADLINE FOR SUBMISSION OF FINAL BILLS NO LATER THAN JANUARY 15TH OF THE FOLLOWING YEAR MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Animal Cruelty** – Mr. Wheeler stated he had sent out information regarding a proposed contract with the Fingers Lakes SPCA for assistance with transportation, boarding and veterinary services related to animal cruelty. Additionally, he distributed handouts showing the number of animals removed from 2000 – 2014, a handout showing complaint resolutions and officer interventions for 2014, and a chart outlining cost projections if the Sheriff's Office was to be the lead agency. As you can see from the handout, many of the complaint resolutions were educational. They did have two arrests in 2014 and that number is largely normally in the single digits for a year. The number of prosecutions generally follow the number of arrests.

Mr. Wheeler stated that he has had discussions with the SPCA with regard to what a relationship would look like going forward. No matter what we do, you will want a close relationship with the SCPA, as we do not have the experts. There are many referrals that need to happen especially with hoarding or situations where there are numerous animals. Mr. Wheeler stated we do not want to get into sheltering, housing, transportation or veterinary services. He suggested contracting with the SPCA along the terms they have outlined. The SPCA also included a proposed fee schedule. It has been a struggle defining what is normal. The proposed contract has a \$10,000 retainer fee. Charges would be deducted against that amount. In a typical year, that retainer would cover costs. With the work they have done finding placements for animals, they have done a good job of that and would continue to do that. It is significant to note that you do need that relationship with them. We are still discussing the details, but this is a good starting point. Mr. Wheeler stated in his view that is budgeted. We kept the \$39,000 in the budget and we are in as good a shape as we can be. We would have the \$10,000 for the retainer and the remainder would be for any unexpected costs. He stated the other piece is that since the SPCA is opting out of their contract early, they did not want to come and ask for the last three months payment back.

Mr. Wheeler informed the committee that 911 is taking most of the calls currently. They are working with NYS Agriculture and Markets about how to funnel those calls. He stated that he has included a handout showing cost projections if the Sheriff were to be the lead agency. These numbers are in the budget for 2016, if you choose to take an active role. In the 2016 budget, we left in a funded vacancy for a Deputy Sheriff. The Sheriff has requested that position for a number of years. We asked the Sheriff if we filled the position, could it be a cruelty position, and the Sheriff replied yes. We would train two or three other Deputy Sheriff's in animal cruelty so that they could provide backup.

Mr. Mullen commented that he does not think we should hire someone to do the SPCA's job. We do not even have that many complaints and most of them were handled with education. Mr. Wheeler stated the problem is the SPCA does not want to be the first responder. Someone from Law Enforcement, whether we hire them or not, will show up. The SPCA will come out and do the education outreach.

Mr. Maio asked did this request for a position come from the Sheriff previously? Mr. Wheeler replied yes. The Sheriff has asked for a number of years due to caseloads, overtime, etc. Mr. Maio asked if we fill this, will the Sheriff come back and ask for another part-time position? Mr. Wheeler replied the Sheriff feels that this position will fall within his mission. We have already trained four deputies in animal cruelty. This becomes a challenge to take on and becomes your liability. The issue you run into is that animal cruelty becomes the responsibility of the agency that receives the call.

Mr. Maio commented that he has not heard any alternatives. Mr. Mullen stated the alternative is the SPCA officer or any law enforcement agency. The County does not need to be the entity. Mr. Swackhamer stated we have been trying to walk away from this for years. This is the time to get out of the program because of the liability. Mr. Wheeler replied he agrees, however, you still have the potential of the cost. It is expensive and a big liability. The issue you will have is if there is not a point of contact, how will the calls be managed. You will get complaints from law enforcement agencies and dog control officers.

Ms. Goodwin informed the committee if a person calls the SPCA, they are automatically referred to 911. If there is a potential for a cruelty complaint, we try to send out law enforcement. Mr. Schu asked what percent of the calls go to the Sheriff? Ms. Goodwin replied probably 80 percent. Mr. Reed commented your liability structure is the same. Under Agriculture and Markets Law, the Sheriff is authorized to do this. They are looking for a position to allow for the resources to do it right. Mr. Wheeler explained the other issue is the point of contact with the SPCA. If we do not take responsibility, we have to establish a mobile point of contact with each law enforcement agency for the SPCA. We would have to work out who would contact the SPCA and when they come out.

Mrs. Ferratella asked have we looked at contracting this out? Mr. Wheeler replied we put out an RFP and received no responses. We did contact those that had earlier expressed an interest, but they indicated they were no longer interested. Mrs. Ferratella asked did those individuals give a reason as to why they were no longer interested? Mr. Wheeler replied they indicated it was a liability and that they did not have the staff and/or

resources to do it. Mrs. Ferratella asked we have had 12 cases since Officer Mazzo retired? Mr. Wheeler replied those were the calls that directly contacted me.

MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO A CONTRACT WITH THE FINGER LAKES SPCA FOR ROUTINE ASSISTANCE AND BOARDING RELATIVE TO ANIMAL CRUELTY AND AUTHORIZING THE SHERIFF'S OFFICE TO TAKE THE LEAD ROLE IN HANDLING ANIMAL CRUELTY INVESTIGATIONS MADE BY MR. MAIO. SECONDED BY MR. FARRAND FOR DISCUSSION.

Mr. Schu commented we could do this for one year and then revisit it. Mr. Mullen asked could the Sheriff Deputy be a part-time position? Mr. Reed replied you are filling a vacant, full-time position. Mr. Hauryski commented this argument has been around for many years. He suggested giving it a shot for one year to see what happens.

Mr. Mullen stated it does not look like there will be enough incidents to justify a full-time position. Mr. Farrand stated we are not creating a new position, we are filling a vacant one. Considerable discussion followed.

VOTE: MOTION CARRIES 3-2. (MR. BOOTH AND MR. MULLEN OPPOSED)

IV. OTHER BUSINESS

A. *Changing Time of January 2016 Meeting* – Mr. Schu stated that due to the Organizational Meeting being scheduled for Monday, January 4, 2016, at 9:00 a.m., it is necessary to change the time of the Public Safety & Corrections Committee meeting to 10:00 a.m.

MOTION: CHANGING THE TIME OF THE JANUARY 4, 2016, MEETING TO 10:00 A.M. MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

**Monday, December 7, 2015
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, November 30, 2015.**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, December 7, 2015

9:00 a.m.

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

****MINUTES****

COMMITTEE:	Brian C. Schu, Chair Steven Maio	Dan C. Farrand, Vice Chair Aaron I. Mullen	Eric T. Booth
STAFF:	Jack K. Wheeler Tim Marshall Brooks Baker Ken Forenz	Tina Goodwin David Cole Andy Morse Jim Allard	David Hopkins Noel Terwilliger Cheryl Crocker
LEGISLATORS:	Joseph J. Hauryski Hilda T. Lando	Carol A. Ferratella William A. Peoples	K. Michael Hanna
OTHERS:	Mary Perham		

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:00 a.m. and asked Mr. Farrand to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 2, 2015, MEETING MADE BY MR. FARRAND. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. BOOTH ABSENT FOR VOTE)

III. DEPARTMENTAL REQUESTS

A. Emergency Management Office

1. **Approval of Battery Bid** – Mr. Marshall informed the committee they need to replace the Uninterruptable Power Supply (UPS) batteries at all tower locations as they have reached their end of life. They put out a bid to purchase 72 UPS batteries. He recommended awarding the bid to the low bidder, Power Master for \$205.55 per unit for a total price of \$14,799.60. He commented that he has funding available through the State Office of Homeland Security, which will cover the cost. Mr. Maio asked what is the life on the batteries? Mr. Marshall replied they have a 10-year life span.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO AWARD THE BID FOR UPS BATTERIES TO THE LOW BIDDER, POWER MASTER FOR \$205.55 PER UNIT, FOR A TOTAL COST OF \$14,799.60 MADE BY MR. MULLEN. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. District Attorney's Office

1. **Dispersal of Traffic Diversion Funds** – Mr. Baker informed the committee that with the revenue they receive through the Traffic Diversion Program, 40 percent goes to the Courts, 40 percent goes to Law Enforcement and the District Attorney and the remaining 20 percent is used to pay for the cost of the program. We do not currently have a formula in place to disperse the funds to law enforcement, however, we will be developing a formula next year. In the meantime, he would like to award grants to each law enforcement department and this money will be used for traffic safety purposes. We anticipate by the end of the year receiving

\$140,000 that would be available for disbursement to law enforcement. In this we have also included \$20,000 to fund Active Shooter regional training and equipment. The total amount to be disbursed is \$124,500. We also anticipate that there will be approximately \$15,500 to balance the budget and those funds will be used to upgrade technology areas within the District Attorney's Office and the County, or will be divided among the law enforcement agencies.

Mr. Terwilliger explained the active shooter program has two phases. The first phase is for law enforcement and EMS and covers basic evacuation and active shooter situations. The second phase encompasses more of the school districts along with EMS personnel. This program is federally approved and last year the Canisteo-Greenwood School District sent two teachers for training. Mr. Baker stated we have helped fund two of these trainings so far. The idea is to have all law enforcement within the County have some kind of training and they will all be trained the same way.

Mr. Mullen asked last year did we say that we would have a plan in place for the disbursement of these funds? Mr. Baker replied yes, there are two formulas. We have the main formula and this handout is specific to the law enforcement disbursements. Mr. Mullen commented that he thinks the Sheriff's Office should be getting more money than some of the other departments. Mr. Baker stated that may change next year once we develop a formula. Mr. Booth asked why are we giving the New York State Police \$25,000? Mr. Baker replied one of the reasons is that they are writing 70 percent of the tickets.

Mr. Farrand asked do you have an idea of the type of formula you will be using? Mr. Baker replied that he will be talking with Mr. Wheeler and the law enforcement agencies to come up with something that will be equitable. He really does not know at this point. Mr. Wheeler stated it will be a balanced formula of some sort. This is something that we will need to work on.

MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO DISPERSE THE LAW ENFORCEMENT PORTION OF THE TRAFFIC DIVERSION PROGRAM REVENUE OF \$124,500 AS FOLLOWS: NEW YORK STATE POLICE - \$25,000; STEUBEN COUNTY SHERIFF'S OFFICE - \$14,500; CORNING POLICE DEPARTMENT - \$14,500; HORNELL POLICE DEPARTMENT - \$14,500; BATH VILLAGE POLICE DEPARTMENT - \$14,500; ADDISON POLICE DEPARTMENT - \$3,500; CANISTEO POLICE DEPARTMENT - \$3,500; PAINTED POST POLICE DEPARTMENT - \$3,500; WAYLAND POLICE DEPARTMENT - \$3,500; COHOCTON POLICE DEPARTMENT - \$2,250; HAMMONDSPORT POLICE DEPARTMENT - \$2,250; NORTH HORNELL POLICE DEPARTMENT - \$2,000; CATON CONSTABLE - \$1,000; ACTIVE SHOOTER REGIONAL TRAINING/EQUIPMENT - \$20,000 MADE BY MR. FARRAND. SECONDED BY MR. MAIO FOR DISCUSSION.

Mrs. Ferratella asked do you only have the one trainer and how are you handling the backlog? Mr. Baker replied we have the one trainer and we also have the capacity for online training for individuals outside of the County. We did put this out to bid and only received one bid. Part of the backlog issue is managing the influx of tickets. We have been working with the Information Technology Department to get a program developed and in place for that purpose.

Mr. Booth asked how do you advertise the program? Mr. Baker replied the officers at every traffic stop notify the driver that if they have questions about the ticket they can contact our office. When they call our office, they are directed to a recording that explains the program. The courts are not allowed to advertise. He stated that he has been leery of advertising the program. Other counties direct individuals to their website for more information and we have followed that model.

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

2. **Impact of DA NARCO and Fraud Investigations to Law Enforcement** – Mr. Terwilliger reviewed a recent case where they conducted a two-stage sweep for drugs and fraud investigation. That investigation took four to six months to complete. Mr. Baker informed the committee that we have seen an

increase in welfare fraud investigations and now we have a full-time ADA to deal with that caseload. He stated that drug caseloads remain high and welfare fraud is becoming more prevalent in our cases.

C. Sheriff's Office

1. **Contract Renewals – Rochester Psychiatric Center** – Sheriff Cole requested authorization to renew their contract with the Rochester Psychiatric Center for the housing of inmates. The rate is the same at \$140.00 per day, per inmate.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE CONTRACT WITH THE ROCHESTER PSYCHIATRIC CENTER FOR INMATE HOUSING AT A RATE OF \$140.00 PER DAY, PER INMATE MADE BY MR. MULLEN. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Budget Adjustment** – Sheriff Cole requested authorization to transfer a total of \$60,000 from various line items within the Sheriff's Office budget to the Jail's food line item to cover the remainder of 2015. He commented that the inmate population is up 12 percent.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER A TOTAL OF \$60,000 FROM LINE ITEMS WITHIN THE SHERIFF'S OFFICE BUDGET TO THE JAIL'S FOOD LINE ITEM MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **2016 Legislative Grant** – Sheriff Cole requested authorization to accept a 2016 Legislative Grant for Law Enforcement and Crime Prevention Services in the amount of \$5,000.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A 2016 LEGISLATIVE GRANT FOR LAW ENFORCEMENT AND CRIME PREVENTION SERVICES IN THE AMOUNT OF \$5,000 MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. County Manager

1. **2016 Contract Renewal – Assigned Counsel Administrator** - Mr. Wheeler requested authorization to renew the contract with Joseph G. Pelych, for Assigned Counsel Administrator services. The contract total is \$46,000 which represents a \$500 increase from last year.

MOTION: AUTHORIZING THE COUNTY MANAGER TO RENEW THE CONTRACT WITH JOSEPH G. PELYCH FOR ASSIGNED COUNSEL ADMINISTRATOR SERVICES FOR AN ANNUAL COST OF \$46,000 MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Ferratella asked will this decrease with the creation of the Conflicts Office? Mr. Wheeler replied there is that potential. We may put it out to bid later in 2016. We know that the assignments for criminal court will be reduced, but we will have a better idea of the caseload after the first six months or so. If the Public Defender conflicts out, those cases will go to the Assigned Counsel Administrator. The intakes will be the same, however, the amount of work will be reduced.

2. **2016 Contract Renewal – Securitas** – Mr. Wheeler requested authorization to renew the contract with Securitas for building security services. The rate is \$23.05 per hour for regular hours and the rate is tied to prevailing wage. We spend approximately \$200,000 annually. This cost is reimbursed by the State Court System, as well as the Department of Social Services. Our local cost is \$35,000.

MOTION: AUTHORIZING THE COUNTY MANAGER TO RENEW THE CONTRACT WITH SECURITAS AT A RATE OF \$23.05 PER HOUR FOR REGULAR HOURS FOR BUILDING SECURITY SERVICES MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

**MOTION: TO ADJOURN MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR.
MOTION CARRIES 5-0.**

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Monday, January 4, 2016

****PLEASE NOTE CHANGE** 10:00 a.m. **PLEASE NOTE CHANGE****

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

NO LATER THAN NOON

Monday, December 28, 2015.

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

Joint Meeting

Monday, December 21, 2015

9:45 a.m.

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

****MINUTES****

COMMITTEE: Brian C. Schu, Chair Dan C. Farrand, Vice Chair Eric T. Booth
Steven Maio

Gary D. Swackhamer, Vice Chair K. Michael Hanna Gary B. Roush
Scott J. Van Etten

STAFF: Jack K. Wheeler Alan Reed

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella Hilda T. Lando
Robin K. Lattimer William A. Peoples

ABSENT: Aaron I. Mullen
Lawrence P. Crossett, Chair

I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:45 a.m.

II. GENERAL BUSINESS

A. County Manager

1. **Contingent Fund Transfer – Assigned Counsel** – Mr. Wheeler requested authorization to transfer \$170,000 from the Contingent Fund to Assigned Counsel to cover costs. He stated that approximately \$70,000 of this is the result of a couple of attorneys catching up their billing from 2012. Mr. Schu commented next year we should have a more accurate accounting of the true costs of the program with the new bill submission deadlines.

MOTION: AUTHORIZING A TRANSFER OF \$170,000 FROM THE CONTINGENT FUND TO THE ASSIGNED COUNSEL BUDGET TO COVER YEAR-END COSTS MADE BY MR. VAN ETTEN. SECONDED BY MR. FARRAND. MOTION CARRIES 4-0 PS&C AND 4-0 FINANCE.

MOTION: TO ADJOURN MADE BY MR. FARRAND. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0 PS&C AND 4-0 FINANCE.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature