

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, January 4, 2016

10:00 a.m.

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

****MINUTES****

COMMITTEE:	Dan C. Farrand, Chair Kelly H. Fitzpatrick	Aaron I. Mullen, Vice Chair Steven P. Maio	Eric T. Booth
STAFF:	Jack K. Wheeler Noel Terwilliger Cheryl Crocker Brooks Baker Alan Reed	Mitch Alger Tim Marshall Ken Forenz Jim Allard	Nancy Smith David Cole Tina Goodwin Phil Roche
LEGISLATORS:	Joseph J. Hauryski Robin K. Lattimer Scott J. Van Etten	K. Michael Hanna Robert V. Nichols Randolph J. Weaver	Hilda T. Lando Gary D. Swackhamer
OTHERS:	Mary Perham Jeff Smith, <i>The Leader</i>		

I. CALL TO ORDER

Mr. Farrand called the meeting to order at 10:00 a.m. and asked Mr. Mullen to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 7, 2015, MEETING MADE BY MR. MAIO. SECONDED BY MR. BOOTH. MOTION CARRIES 4-0-1. (MS. FITZPATRICK ABSTAINED AS SHE WAS NOT IN ATTENDANCE AT THE MEETING)

MOTION: APPROVING THE MINUTES OF THE DECEMBER 21, 2015, MEETING MADE BY MR. MAIO. SECONDED BY MR. BOOTH. MOTION CARRIES 3-0-2. (MS. FITZPATRICK AND MR. MULLEN ABSTAINED AS THEY WERE NOT IN ATTENDANCE AT THE MEETING)

III. DEPARTMENTAL REQUESTS

A. Sheriff's Office

1. **Monthly Report** – Sheriff Cole distributed his monthly and year-end reports for the Civil Division and the Jail.

2. **Contract Renewals** – Sheriff Cole requested authorization to renew contracts for prisoner housing with Livingston, Chautauqua, Genesee, Ontario and Wyoming counties. The rate is \$85.00 per day, per prisoner.

MOTION: AUTHORIZING THE SHERIFF TO RENEW CONTRACTS FOR PRISONER HOUSING WITH LIVINGSTON, CHAUTAUQUA, GENESEE, ONTARIO AND WYOMING COUNTIES AT A RATE OF \$85.00 PER PRISONER, PER DAY MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Personnel

1. **Reclassification – District Attorney’s Office** – Ms. Smith requested authorization to transfer and reclassify one vacant Staff Social Worker position, Grade 15, in the Office of Community Services to two part-time Assistant District Attorneys in the District Attorney’s Office. Each part-time Assistant District Attorney will be paid \$37,000 annually. Mr. Wheeler commented this was discussed during the preparation of the 2016 budget and they are funded.

MOTION: AUTHORIZING THE TRANSFER AND RECLASSIFICATION OF ONE VACANT STAFF SOCIAL WORKER POSITION, GRADE 15, TO TWO (2) PART-TIME ASSISTANT DISTRICT ATTORNEY POSITIONS IN THE DISTRICT ATTORNEY’S OFFICE MADE BY MR. MULLEN. SECONDED BY MR. MAIO FOR DISCUSSION.

Mr. Maio asked will both attorneys be handling welfare fraud work? Mr. Baker replied one attorney will be handling welfare fraud and the second will be handling county and local court cases.

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

C. Emergency Management Office

1. **Crisis Track** – Mr. Marshall informed the committee that in 2015 the County, with the State, prepared a County Emergency Preparedness Assessment. We looked at 28 different areas. One area that was identified as needing more work was with regard to damage assessment. When we have disasters, a damage assessment is collected across the entire County. We have talked about an automated system to allow jurisdictions to collect data and input it into a system. There is a program available called Crisis Track. This GIS based system will take the GIS data we have and put it into their system. This system has all of the FEMA formulas and once damage information is gathered, the software will complete the FEMA forms. The pricing for a two-year subscription is \$4,800 plus a one-time set-up fee of \$1,200, bringing the total cost to \$6,000. We do have Homeland Security grant funding available for this.

Mr. Marshall stated Cayuga County has put out a bid that included piggyback language. Many of the counties surrounding us are looking at this program. If all of the surrounding counties were to use this system, it would give us the benefit of having seamless tracking along our borders. He requested authorization to enter into a contract with Crisis Track.

Mr. Farrand asked will this tracking system determine the amount of damage for the cost estimates? Mr. Marshall replied yes. Mr. Farrand commented this should be shared with the Soil & Water Conservation District since they do a lot of damage assessment. Mr. Marshall stated once the County signs a contract, the system will be open for use by all municipalities and agencies within the County. He stated that he does anticipate this becoming an ongoing maintenance contract that we would continue to fund with grant money. If there is no grant money, then we would need to look at other ways to fund it from our budget.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ENTER INTO A CONTRACT WITH CRISIS TRACK FOR USE OF THEIR SYSTEM TO TRACK DAMAGE ASSESSMENTS AT A COST OF \$4,800 FOR A TWO-YEAR SUBSCRIPTION, PLUS A ONE-TIME SET-UP FEE OF \$1,200 MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Annual Contract Renewals** – Mr. Marshall presented his annual contract renewals for approval. He commented with regard to the Monroe County Medical Examiners contract, that cost is for 45 cases. Anything over that amount, we will be required to pay additional fees. We paid \$94,500 for 2015 and have not yet seen an additional invoice. We are in the process of looking at our caseloads to see where we ended up. If the contract continues in this format, we may need to look at increasing the number of cases. He will report to the committee in February.

Mr. Marshall stated that he is holding off on renewing the Motorola contract as we are in the process of transitioning to the new system. The new system will be under warranty for one year. He will bring that contract for consideration in February.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO RENEW THE FOLLOWING CONTRACTS FOR 2016: EMPIRE TELEPHONE - \$1,899; T & K COMMUNICATION - \$6,500; ENVIRONMENTAL EMERGENCY SERVICES (EES) - \$8,400; AND MONROE COUNTY MEDICAL EXAMINERS - \$94,500 MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. OTHER BUSINESS

A. **Setting the 2016 Meeting Schedule** – The committee agreed to continue holding monthly meetings on the first Monday of each month, at 9:00 a.m.

B. **Changing the Date of the February Meeting** – Due to the NYSAC Conference in February, the committee agreed to change the date of the February meeting to Monday, February 8, 2016, at 9:00 a.m.

C. **Goals** – Mr. Farrand stated that one of the goals he would like this committee to look at is having Steuben County be a pilot program for County District Courts.

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****

****PLEASE NOTE CHANGE**Monday, February 8, 2016**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 25, 2015.**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Special Meeting

Monday, January 25, 2016

9:50 a.m.

Legislative Committee Room
Steuben County Office Building
Bath, New York

****MINUTES****

COMMITTEE:	Aaron I. Mullen, Vice Chair	Eric T. Booth	Kelly H. Fitzpatrick
STAFF:	Jack K. Wheeler Alan Reed	Mitchell M. Alger Tim Marshall	Shawn Corey Cheryl Crocker
LEGISLATORS:	Carol A. Ferratella Robin K. Lattimer Brian C. Schu	K. Michael Hanna John V. Malter Randolph J. Weaver	Hilda T. Lando Gary B. Roush
ABSENT:	Dan C. Farrand, Chair	Steven P. Maio	

I. CALL TO ORDER

Mr. Mullen called the meeting to order at 9:50 a.m. and asked Mr. Marshall to lead the Pledge of Allegiance.

II. GENERAL BUSINESS

- A. County Manager
1. **Personnel**

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7 §105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON MADE BY MR. BOOTH. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: CONFIRMING THE APPOINTMENT OF BRENDA ASTON OF BATH, NEW YORK AS THE PART-TIME CONFLICT DEFENDER AT A SALARY OF \$37,500 ANNUALLY MADE BY MS. FITZPATRICK. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, February 8, 2016

9:00 a.m.

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

****MINUTES****

COMMITTEE: Dan C. Farrand, Chair Aaron I. Mullen, Vice Chair Eric T. Booth
 Kelly H. Fitzpatrick

STAFF: Jack K. Wheeler Mitch Alger Tim Marshall
 Cheryl Crocker Tina Goodwin Noel Terwilliger
 Shawn Corey Alan Reed James Allard

LEGISLATORS: Joseph J. Hauryski K. Michael Hanna Randolph J. Weaver

ABSENT: Steven P. Maio

OTHERS: Mary Perham
 Chief Peter Bierwiler, Forest View Gang Mills Fire Department
 Assistant Chief Joe O'Brien, Caton Fire Department
 Kristopher Kester

I. CALL TO ORDER

Mr. Farrand 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 JANUARY 4, 2016, AND JANUARY 25, 2016, MEETINGS MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. 911

1. **Acceptance of 2015-2016 PSAP Operations Grant** – Ms. Goodwin requested authorization to accept \$185,710 from the 2015-2016 PSAP Operations Grant. This funding is from the Public Safety Communications surcharge that the State collects on contracted wireless devices. The State appropriated \$10 million to the 911 centers and our share is \$185,710. They would like to use this funding to reimburse personnel costs. We will allocate the reimbursement funding into the existing 911 capital project entitled Dispatch Console Replacement.

MOTION: AUTHORIZING THE DIRECTOR OF 911 TO ACCEPT \$185,710 FROM THE 2015-2016 PSAP OPERATIONS GRANT MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Contract Renewal** – Ms. Goodwin requested authorization to renew the contract with Canara for UPS Battery monitoring. We have 36 UPS batteries and the price will remain \$990 for the year.

MOTION: AUTHORIZING THE 911 DIRECTOR TO RENEW THE CONTRACT WITH CANARA FOR THE MAINTENANCE OF THE UPS BATTERIES AT A COST OF \$990 ANNUALLY MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Next Gen 911** – Mr. Hauryski commented he is a member of NYSAC’s Public Safety Standing Committee and there was some discussion about Next Gen 911. What is our involvement with that? Ms. Goodwin replied when we replaced our phone system last year, we purchased a system that is capable of Next Gen 911. This system currently accepts text messages to 911, and has the potential to process pictures and videos from cell phones in the future. The industry is gearing up for this and we are ready. Mr. Wheeler commented Mr. Hopkins and Ms. Goodwin have done a great job with that. When we scope out projects, we are always laying the groundwork so when Next Gen 911 hits, we will be prepared.

4. **SAM (Street Address Mapping) Project** – Mr. Hauryski asked Ms. Goodwin to explain the SAM project. Ms. Goodwin stated New York State funded a couple of different projects. One of them was to get layers of mapping consistent throughout New York State. This is helpful to the counties as everyone has everyone else’s data now.

B. Emergency Management Office

1. **Coroner’s Report** – Mr. Marshall stated last month Mr. Farrand had asked for an update on the 2015 Coroner’s Report. We had a total of 227 cases in 2015 and we sent 45 cases to Monroe County. Coincidentally, this was the exact number that was included in the contract with the Monroe County Medical Examiner’s Office. Having Dr. Cole as the Coroner’s Physician has been very beneficial to us. We payed him a stipend of \$2,800 for 2015. He signed off on a total of 28 cases in 2015; we have estimated it saving the County \$53,200.

2. **Red Cross MOU** – Mr. Marshall explained this MOU provides a broad framework for the cooperation and support between the Regional Red Cross and our office to provide services to the community. Essentially, they will provide a representative in our Emergency Operations Center (EOC) when it is activated during a disaster. This agreement is for five years.

Mr. Corey commented this MOU is non-binding and there is no financial commitment on the part of either party.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE REGIONAL OFFICE OF THE AMERICAN RED CROSS FOR A TERM NOT TO EXCEED FIVE YEARS MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **CAD API Interface** – Mr. Marshall informed the committee that with funding they received from Round II of the Interoperable Communications Grant, they were able to purchase new radio consoles. The API is an interface between the CAD services provided and the radio. When a call comes in, the API interface brings up recommendations for the various agencies that will be dispatched and automatically makes the selection for the dispatchers. This is crucial because of the number of towers that we have. This essentially drives the CAD job to the radio system. The cost for the interface is \$16,331 and we do have money available in the Round II grant to pay for this.

Mr. Booth asked what would we do without it? Ms. Goodwin replied our dispatchers would have to look up the departments involved, the towers available to dispatch versus the towers available to talk on. With this interface, it automatically sends the correct tones for the correct towers. We still do this manually occasionally.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO PURCHASE THE CAD API INTERFACE FOR THE RADIO CONSOLES FOR A TOTAL COST OF \$16,331, SAID COST TO BE PAID FOR WITH ROUND II INTEROPERABLE COMMUNICATIONS GRANT FUNDS MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Motorola Service Agreements** – Mr. Marshall requested authorization to enter into a service agreement for both the radio and microwave systems for a total cost of \$111,728.70 annually. The cost for the radio system is \$49,928.10 and the cost for the microwave system is \$61,800.60. We do have money available in our budget.

Mr. Mullen asked with regard to the radio system the agreement states that you need to give notice of whatever equipment is on the list. Do you have a process for doing that? Mr. Marshall replied our sales vendor maintains a list of all of our equipment. When they do periodic maintenance, they verify the serial numbers and other relevant information.

Mr. Mullen asked with regard to liability limitations, are we indemnified for third party claims? Mr. Marshall replied that he is not aware of what third party claims we would have beyond Motorola and ourselves. Mr. Reed stated that he does not know that his office has seen the full agreement. We will review it and if we have any issues we will reach out to their legal department.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ENTER INTO A SERVICE CONTRACT WITH MOTOROLA FOR THE RADIO AND MICROWAVE SYSTEMS FOR A TOTAL ANNUAL COST OF \$111,728.70, CONTINGENT UPON LAW DEPARTMENT REVIEW MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Sheriff's Office

1. **Commendations** – Undersheriff Allard presented a commendation letter and certificate to the Caton Fire Department and the Forest View Gang Mills Fire Department for their actions during a September 29, 2015, homicide investigation. *Congratulations!*

Undersheriff Allard presented a letter of commendation to Corrections Officer Kristopher Kester in recognition of his willingness to actively point out areas of concern that need to be addressed and coming up with a plan of action. He recently submitted a suggestion that mugshots should be printed for all transports, and devised a plan of action which has been implemented. Additionally he came up with a prescription pill identification chart, which is currently being utilized by the booking office. *Congratulations!*

2. **Contract**– Undersheriff Allard requested authorization to renew a contract with Legal Assistance of Western New York to participate in monthly DART (Domestic Abuse Response Team) meetings and also develop and present four community outreach programs annually. Grant money is used to fund this in the amount of \$2,500.

MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO A CONTRACT WITH LEGAL ASSISTANCE OF WESTERN NEW YORK TO PARTICIPATE IN MONTHLY DART MEETINGS, AT AN ANNUAL COST OF \$2,500 TO BE PAID FOR WITH STOP VIOLENCE AGAINST WOMEN ACT GRANT THROUGH THE NYS DIVISION OF CRIMINAL JUSTICE SERVICES MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Homeland Security Grant** – Undersheriff Allard requested authorization to accept \$32,500 in Homeland Security Grant funds. This funding will be used to purchase equipment for the CIRT Team. This is a non-matching grant.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT \$32,500 IN HOMELAND SECURITY GRANT FUNDING FOR THE PURCHASE OF EQUIPMENT FOR THE CIRT TEAM MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Body Cameras** – Mr. Hauryski asked for an update on the status of procuring body cameras for Sheriff's Deputies. Undersheriff Allard replied we have body cameras for all of our road patrol deputies. We have developed a policy for the storage of the files.

D. County Manager

1. **Memorializing Resolution Re: State Funded Indigent Legal Defense System** – Mr. Wheeler informed the committee that a bill has been introduced in the Assembly and the Senate proposing that the State gradually assume full funding responsibility for the indigent legal defense system. The bill proposes that the system will be fully funded by the State in four years. In our view, this is a good thing. This will standardize public defense throughout the State. With the Hurrell-Harring decision, five counties are operating the public defense system differently than the other 52 counties. This bill has 30 cosponsors in the Assembly and 9 cosponsors in the Senate. He requested the committee pass a memorializing resolution in support.

Mr. Malter asked how much would this save the County? Mr. Wheeler replied we could expect to save a minimum of \$500,000 in local costs. Mr. Malter asked for an explanation of the requirements under the Hurrell-Harring lawsuit? Mr. Wheeler explained under Hurrell-Harring we would be required to provide counsel at arraignment and to cap caseloads. The Public Defender has a grant to help with the caseload requirements. It will be more difficult to comply with counsel at arraignment requirements due to our large geographical area.

MOTION: MEMORIALIZING THE STATE OF NEW YORK TO DEVELOP A 100 PERCENT STATE-FUNDED INDIGENT LEGAL DEFENSE SYSTEM AS A WAY TO PROVIDE MANDATE RELIEF AND LOWER PROPERTY TAXES

IV. OTHER BUSINESS

A. *Local Law Regarding Chinese Lanterns* – Mr. Hauryski asked the committee to consider proposing a resolution or local law banning the use of Chinese Lanterns. Mr. Weaver commented that it would be better to pass a local law banning the sale of the lanterns. Mr. Hauryski stated that Ms. Mori is researching whether the State already has a law in place banning the sale. Mr. Wheeler commented this is an issue that InterCounty may also take up. Mr. Marshall stated that the NYS Office of Fire Prevention and Control has recognized the Chinese lanterns as being an unattended fire and he could provide the committee with a copy of that bill.

MOTION: TO ADJOURN MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. 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 7, 2016

9:00 a.m.

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

NO LATER THAN NOON

Monday, February 29, 2015.

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, March 7, 2016

9:00 a.m.

Legislative Committee Room
Steuben County Office Building
Bath, New York

****MINUTES****

COMMITTEE:	Dan C. Farrand, Chair Kelly H. Fitzpatrick	Aaron I. Mullen, Vice Chair Steven P. Maio	Eric T. Booth
STAFF:	Jack K. Wheeler Tim Marshall Nancy Smith Alan Reed	Mitch Alger Jim Allard Phil Roche	David Cole Cheryl Crocker Brooks Baker
LEGISLATORS:	Joseph J. Hauryski Robert V. Nichols	Carol A. Ferratella Gary B. Roush	Hilda T. Lando Gary D. Swackhamer
OTHERS:	Mary Perham Jeff Smith, <i>The Leader</i> Kristin Klemenz, B & W Towing		

I. CALL TO ORDER

Mr. Farrand called the meeting to order at asked Ms. Fitzpatrick to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 8, 2016, MEETING MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Personnel

1. **Reclassification – District Attorney’s Office** – Ms. Smith requested authorization to reclassify a Typist position within the District Attorney’s Office, to a Senior Typist position. Her office conducted a desk audit and believes that the duties are consistent with that of a Senior Typist. Additionally, the District Attorney is in the process of converting the Driver Diversion Program **database program to an in-house program** and this position would be utilized for that. Mr. Baker stated he does have money in his budget and reminded the committee that his office has been short-staffed since last May. Mr. Mullen commented that the funds for this position should come out of the Driver Diversion Program.

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

B. Emergency Management Office

1. **Round II Grant Procurement** – Mr. Marshall informed the committee that funds in the Round II Interoperable Communication Grant will be used to work on completion of the fiber network. Purchasing was able to find a State contract, however, the language within the contract requires us to do a mini bid. Mr. Wheeler explained we have been using the Southern Tier Network. This contract would be a combination of Southern Tier

Network, ECC Technologies and the purchase of equipment. The issue is the procurement of services to hook up and light up the fiber. One option would be to sole source, however, due to the State contract requirements, that would be hard to justify. We will use the State contract, which requires a mini bid. Vendors will have the opportunity to respond to the bid. He anticipates that we will be able to bring this back for approval next month. Essentially, we are operationalizing the network that we have created. Mr. Marshall stated this is an information item for this month.

Mr. Farrand asked have you reached out to the ambulance corps in the County to discuss their needs, equipment, etc.? Mr. Marshall replied he has. He anticipates getting the details to the committee for next month. Mr. Mullen stated that he has talked with Mr. Marshall about looking at the inventory of equipment that the fire departments and ambulance corps have, along with their budget. We need to look at what the best case services might be and see if the County could make anything better, without making any commitments.

Mr. Farrand asked Mr. Marshall to also poll the ambulance corps to find out how many EMT's are in each department. Mr. Marshall stated a lot of the agencies that have "Charlie", "Delta", and "Echo" calls, we also dispatch two or three other agencies to that call to try to get an EMT response more rapidly. This seems to be working well in some areas. Finding volunteers that are able to respond during the day is difficult. We continue to look at our volunteer departments and our paid departments have helped quite a bit in those areas that continue to struggle. Discussion followed.

C. Sheriff's Office

1. **Commendations** – Sheriff Cole asked Deputy Payne and Deputy Terwilliger to come forward. He presented them with a letter of commendation for their life-saving efforts on a February 14, 2016 call. *Congratulations!*

2. **Budget Transfers**

a. *Livescan Machines* – Sheriff Cole informed the committee that the livescan machines they currently have are in need of replacement. The State will pay \$20,000 toward the purchase. He stated that he has \$21,391 left over in the Jail Major Equipment line item from when they refurbished the key box. He requested authorization to transfer \$21,391 from the Major Equipment/Machinery line item in the Jail to the Major Equipment/Machinery line item in the Sheriff's Office for the purchase of two Livescan machines.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$21,391 FROM THE JAIL'S MAJOR EQUIPMENT/MACHINERY LINE ITEM TO THE SHERIFF'S MAJOR EQUIPMENT/MACHINERY LINE ITEM FOR THE PURCHASE OF TWO LIVESCAN MACHINES MADE BY MR. MAIO. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

b. *2015 Homeland Security Grant* – Sheriff Cole requested authorization to accept \$20,700 from the 2015 Homeland Security Grant. These funds will be used to purchase night vision monoculars for the CIRT Team.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT \$20,700 IN 2015 HOMELAND SECURITY GRANT FUNDING FOR THE PURCHASE OF NIGHT VISION MONOCULARS FOR THE CIRT TEAM MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

c. *SRO Vehicles* – Sheriff Cole requested authorization to accept reimbursement in the amount of \$72,000 from the Department of Social Services for the purchase of two SRO vehicles. Mr. Allard explained we have a Sheriff's Deputy at the two BOCES campuses and we receive reimbursement from the Department of Social Services. Part of that reimbursement is for equipment. Mr. Wheeler commented the Department of Social Services has State Administration Funds that are available for this purpose. They pay 62 percent and BOCES pays 38 percent.

MOTION: AUTHORIZING THE TRANSFER OF \$72,000 FROM THE DEPARTMENT OF SOCIAL SERVICES STATE ADMINISTRATIVE FUNDS TO THE SHERIFF'S OFFICE MAJOR EQUIPMENT LINE FOR THE PURCHASE OF TWO VEHICLES FOR SCHOOL RESOURCE OFFICERS MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **STOP-DWI Law Enforcement Agreements** – Sheriff Cole requested authorization to enter into agreements with various law enforcement agencies for the disbursement of STOP-DWI funds. He commented the disbursement is based upon the number of arrests in the prior year and the agencies use the funding for personnel and equipment costs related to STOP-DWI enforcement activities.

MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO AGREEMENTS WITH THE FOLLOWING LAW ENFORCEMENT AGENCIES FOR STOP-DWI ENFORCEMENT ACTIVITIES: ADDISON - \$1,500; BATH - \$4,500; CANISTEO - \$1,000; CATON - \$500; COHOCTON - \$500; CORNING - \$12,500; HAMMONDSPORT - \$500; HORNELL - \$6,000; NORTH HORNELL - \$500; PAINTED POST - \$500; AND WAYLAND - \$500 MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Heroin Use** - Mr. Hauryski asked with all of the news about Heroin usage in our area, how do you rate our County as of today? Mr. Baker replied Heroin use is increasing rapidly from what we are seeing in our department. It is much deadlier, however, we are doing a good job on cracking down on meth labs.

Mr. Hauryski asked what are you changing? Mr. Baker replied we are focusing more on the purchase and traditionally we start out with the highest sentence. He stated that they will be holding a meeting with all Law Enforcement agencies to discuss this issue.

5. **Youth Board Award** – Mrs. Lando stated that she would like to congratulate Sheriff Cole on being awarded the “Champion of Youth Award”. *Congratulations!*

IV. OTHER BUSINESS

A. *Information Requests* – Mr. Farrand presented the District Attorney, the Sheriff, and the Public Defender with the following requests for information:

- ❖ **District Attorney** – Provide the committee with a list of disbursements from the town justice systems. Specifically, he would like to know what the town courts are receiving in revenue.
- ❖ **Public Defender** – Provide information on where we might be able to locate arraignment courts. Provide information on how the County could explore local court options.
- ❖ **Sheriff's Office** – Provide information on the cost of transporting inmates to local courts for various hearings, outside of arraignments.

Mr. Reed commented a district court is considered part of the State court system and operation would be governed by the State and would require an agreement between the County and the State. One thing we know is that the County provides the court facility to the courts and we would also be responsible for providing a facility for a district court. District Courts do have a broader jurisdiction.

Mr. Nichols asked with a district court, what will be the pay for those judges? The towns could end up paying for those justices and currently they are paying a few thousand dollars. Every time you move up, the costs increase.

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, April 4, 2016.
Legislative Committee Room
9:00 a.m.

Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, March 28, 2016.

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, April 4, 2016

9:00 a.m.

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

****MINUTES****

COMMITTEE: Aaron I. Mullen, Vice Chair Eric T. Booth Kelly H. Fitzpatrick
Steven P. Maio

STAFF: Jack Wheeler Mitchell Alger David Cole
Jim Allard Ken Forenz Tim Marshall
Noel Terwilliger Phil Roche Andy Morse
Alan Reed

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella K. Michael Hanna
Hilda T. Lando John V. Malter Robert V. Nichols
Gary D. Swackhamer Scott J. Van Etten

ABSENT: Dan C. Farrand, Chair

OTHERS: Deputy Brandon Scott
Deputy Coley Lewis-Ellison

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

Mr. Wheeler asked that the March 7, 2016, minutes be amended to reflect that the District Attorney is converting the Driver Diversion database program to an in-house program.

MOTION: ADOPTING THE MINUTES AS AMENDED MADE BY MS. FITZPATRICK. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. MAIO ABSENT FOR VOTE)

III. DEPARTMENTAL REQUESTS

A. Sheriff's Office

1. **Commendations** – Sheriff Cole presented Deputy Brandon Scott and Deputy Coley Lewis-Ellison with letters of commendation for their actions in saving the life of a suspect. *Congratulations!*

2. **Contract Renewal** – Sheriff Cole requested authorization to renew their contract for food service for the Jail. Mr. Mullen asked how does the pricing work? Undersheriff Allard explained the contract is with the **New York State Department of Corrections – Nutritional Services** and the price is set and negotiated by the State for all of the Jails across the State. The diets are established by the Commission of Corrections.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE FOOD SERVICE CONTRACT WITH THE NEW YORK STATE DEPARTMENT OF CORRECTIONS – NUTRITIONAL SERVICES MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **In-Car Cameras Bid** – Sheriff Cole requested authorization to go out to bid for in-car cameras. We are looking to purchase 10 units.

MOTION: AUTHORIZING THE SHERIFF, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO SOLICIT BIDS FOR 10 IN-CAR CAMERA UNITS MADE BY MS. FITZPATRICK. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Body Cameras** – Mr. Hauryski asked do all road patrol deputies have body cameras? Sheriff Cole replied yes. Undersheriff Allard commented we developed a logging system and the body cameras are working great. Mr. Hauryski asked did you develop a FOIL policy? Undersheriff Allard replied yes.

Mr. Mullen asked do you have a policy for recording? Undersheriff Allard replied yes. The body cameras are on all the time during interactions with the public and when responding to a call when they are dispatched.

Mr. Van Etten asked how long do you save the data? Undersheriff Allard replied the data is saved for six months and one day if it is not evidentiary.

5. **Informational** – Mrs. Lando commented that she attended an Addiction Awareness Group meeting in Addison and the deputies who saved the life of a boy in February were in attendance, along with the boy's family. It was nice to witness the interaction between the family and the deputies. The family was so extremely thankful for the deputies actions. Additionally, she attended the Active Shooter Training at Campbell-Savona and it was a great program. She encouraged other municipalities and individuals to attend.

Mr. Hanna stated that he also recently attended the Pistol Safety Course. The course was very well done and the staff was very professional.

B. Emergency Management Office

1. **Informational** – Mr. Marshall informed the committee that he sent out the survey information relative to EMS as was requested at last month's meeting. He will be compiling similar information for Fire Service.

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

MOTION: AUTHORIZING THE COUNTY MANAGER IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE AN RFP FOR THE PROVISION OF DRIVER DIVERSION PROGRAM SERVICES TO BE EFFECTIVE JUNE 15, 2016, MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

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

Monday, May 2, 2016.
Legislative Committee Room
9:00 a.m.

Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, April 25, 2016.

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, May 2, 2016

9:00 a.m.

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

****MINUTES****

COMMITTEE: Dan C. Farrand, Chair Aaron I. Mullen, Vice Chair Eric T. Booth
Kelly H. Fitzpatrick

STAFF: Jack Wheeler Mitchell Alger Tina Goodwin
Tim Marshall David Cole Brooks Baker
Dave Hopkins Joe Baroody Nancy Smith
Alan Reed Andy Morse Phil Roche
Noel Terwilliger

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella Hilda T. Lando
John V. Malter Gary B. Roush

ABSENT: Steven P. Maio

OTHERS: Mary Perham
Kristin Klemenz, B & W Towing

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 4, 2016, MEETING MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Sheriff's Office

1. **Finger Lakes SPCA Donation** – Sheriff Cole requested authorization to accept a donation of \$5,000 in equipment from the Finger Lakes SPCA. They are transferring the equipment that their previous Animal Cruelty Officer used and this equipment will now be used by Sheriff's Deputy Todd Terwilliger.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A DONATION OF EQUIPMENT TOTALING \$5,000 FROM THE FINGER LAKES SPCA TO BE USED BY DEPUTY SHERIFF TODD TERWILLIGER MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. Resolution Required.

Mr. Booth asked how much money are we saving, now that we no longer fund the SPCA? Mr. Wheeler replied we used to give them \$39,000 and now are giving them \$10,000 for a retainer. We kept the \$39,000 in the budget so that in the event additional funding is needed, we would have that funding available. Mr. Booth asked has Deputy Terwilliger started his new role answering animal cruelty calls? Sheriff Cole replied yes. He is also currently going through training through the NYS Department of Agriculture and Markets.

Mr. Wheeler explained the goal, when the Sheriff is back up to full staffing, is to have Deputy Terwilliger handle animal cruelty calls on a full-time basis.

Mrs. Ferratella commented that the Town of Caton recently had some issues and they were very pleased with the Sheriff's Office response.

2. **Wineglass Marathon Donation** – Sheriff Cole requested authorization to accept a donation of two bicycles, two helmets and two uniforms from the Wineglass Marathon. With this donation, we will now be able to have four Road Patrol deputies assigned to the event. Additionally, they will also allow us to use these bicycles for other events in the County.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A DONATION OF TWO BICYCLES, TWO HELMETS AND TWO UNIFORMS FROM THE WINEGLASS MARATHON MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

3. **Awarding Bid for In-Car Cameras** – Sheriff Cole recommended awarding the bid for the in-car cameras to Ten Eight View for a total cost of \$13,455.

MOTION: AWARDING THE BID FOR THE IN-CAR CAMERAS TO TEN EIGHT VIEW FOR A TOTAL COST OF \$13,455 MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Maintenance of Vehicles** – Sheriff Cole stated Mr. Mullen had asked him to report on the arrangement with Public Works to do maintenance on their vehicles. He stated the program seems to have saved them approximately \$26,000. He has a summary report of everything and will send that to the committee.

B. Personnel

Mr. Wheeler commented with regard to the reclassifications that Ms. Smith will be presenting, over the past few years we have reduced 250 staff. We have less people doing more work and they are also doing higher level work. For those individuals that remain, we need to review the work they do and in some cases that requires a possible reclassification. This is still a savings to the County. Mr. Booth asked how is this process started? Ms. Smith replied either the employee or the Department Head may ask for a review. A review does not always result in an automatic upgrade.

1. **Reclassification – Probation** – Ms. Smith requested authorization to reclassify a Typist, Grade IV to a Senior Typist, Grade VI.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A TYPIST, GRADE IV POSITION, TO A SENIOR TYPIST, GRADE VI POSITION, IN THE PROBATION DEPARTMENT MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Reclassification – Public Defender** – Ms. Smith requested authorization to reclassify a Typist, Grade IV to a Senior Typist, Grade VI.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A TYPIST, GRADE IV POSITION, TO A SENIOR TYPIST, GRADE VI POSITION IN THE PUBLIC DEFENDER'S OFFICE MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

3. **Reclassification – Sheriff's Office** – Ms. Smith requested authorization to reclassify a Deputy Sheriff, Corporal position, Grade XII, to a Deputy Sheriff, Sergeant position, Grade XIII.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A DEPUTY SHERIFF, CORPORAL POSITION, GRADE XII TO A DEPUTY SHERIFF, SERGEANT POSITION, GRADE XIII, IN THE SHERIFF'S OFFICE MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

C. 911 Enhanced

1. **Contract – Recorder Maintenance** – Mr. Hopkins requested authorization to enter into a contract with Wilmac for maintenance of the new 911 Recorder what was just installed. This recorder is coming off warranty and will need to have regular maintenance. Ms. Goodwin explained this system is capable of doing much more than the previous three systems we had in place. The new recorder incorporates the Sheriff’s IP phone system, 911, and the radio channels. The cost for maintenance is very comparable to what we were paying for the old system.

MOTION: AUTHORIZING THE DIRECTOR OF 911 TO ENTER INTO A THREE-YEAR MAINTENANCE CONTRACT WITH WILMAC FOR THE MAINTENANCE OF THE NEW 911 RECORDER AT A YEARLY RATE OF \$27,120; TOTAL COST FOR THREE YEARS NOT TO EXCEED \$81,360 MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

IV. **OTHER BUSINESS**

A. *District Attorney* – Mr. Baker stated that he is here today to offer an apology to the committee and Mr. Wheeler for his behavior after last month’s committee meeting. He had an outburst after the Executive Session and there is no place for that in a professional setting. He has the utmost respect for Mr. Wheeler and there is no justification for what he did. He is offering his apology to both Mr. Wheeler and the committee. Mr. Wheeler thanked him for his apology.

B. *Reports* – Mr. Mullen asked for an update on both the EMS and arraignment court reports that were sent to the committee. Mr. Farrand stated he had sent information showing the expense and income of all of the Town courts in Steuben County. Since we are discussing the possibility of having arraignment courts, he felt this was good information for the Legislators to have.

Mr. Roche commented there is currently legislation pending at the State about the possibility of allowing for a rotating arraignment court County wide. The County could partner with local magistrates to designate rotating courts, rotating judges, or a combination. If this proposal passes, we could have a central location and then both the District Attorney and the Public Defender could probably be more available for that type of court. Mr. Mullen asked what are the chances of that legislation passing? Mr. Roche replied one of the stumbling blocks for this proposal would be the magistrates. Instead of being available 24/7, 52 weeks a year, they would now only have to be available for a specific period of item.

Mr. Farrand suggested the committee considering a resolution memorializing the Governor and State Legislature in favor of this. Mr. Mullen stated that he would like to look at the mechanics in terms of what and how we would set this up in the County. He would like to explore that more before we do a resolution. Mr. Booth asked would this proposal lock you into something specific, or would it be flexible? Mr. Roche replied we could do whatever would work well in the County. We could have multiple locations and he sees a lot of potential benefits for this. Mr. Booth asked how would you enforce this with the judges? Mr. Roche replied the judges do not have to do this. There would need to be some some discussion with the magistrates, as this would be a voluntary program and not a State law. Mr. Wheeler commented it would be considered more of a partnership. Mr. Farrand stated there are several town justices that will not come out to do an arraignment, and they have that right.

Mr. Mullen commented Mr. Roche has previously stated that we could be looking at potentially \$1 million cost to provide counsel at arraignment. If this legislation passes, would that cost be reduced substantially? Mr. Roche replied yes. We would have better ability to get attorneys and clients to various courts. The proposed legislation has been left particularly vague as to the actual constructs of a plan. We cannot direct a judge to do anything, however, the State could. Mr. Wheeler stated that is why it is more of a partnership to get the justices on board.

Secretary’s Note: The committee asked Mr. Roche to send them the proposed bills for review. A special PS&C Committee meeting has been scheduled for prior to the Legislative meeting on Monday, May 23, 2016, at 9:45 a.m. to consider a resolution memorializing the Governor and the State Legislature to support the proposed bills allowing for flexibility in off-hours arraignment scheduling at local courts.

MOTION: TO ADJOURN MADE BY MS. FITZPATRICK. 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, June 6, 2016.
Legislative Committee Room
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON**

****PLEASE NOTE CHANGE** Tuesday, May 31, 2016. **PLEASE NOTE CHANGE****

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Special Meeting

Monday, May 23, 2016

9:30 a.m.

Legislative Committee Room
Steuben County Office Building
Bath, New York

****MINUTES****

COMMITTEE:	Dan C. Farrand, Chair Kelly H. Fitzpatrick	Aaron I. Mullen, Vice Chair Steven P. Maio	Eric T. Booth
STAFF;	Jack Wheeler Brooks Baker Cheryl Crocker	Mitchell Alger Alan Reed	Phil Roche Shawn Corey
LEGISLATORS:	Joseph J. Hauryski Hilda T. Lando Robert V. Nichols Gary D. Swackhamer	Carol A. Ferratella Robin K. Lattimer Gary B. Roush Scott J. Van Etten	K. Michael Hanna John V. Malter Brian C. Schu Randolph J. Weaver

I. CALL TO ORDER

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

II. GENERAL BUSINESS

A. Public Defender

1. **Memorializing Resolution Re: Off-Hours Arraignments at Local Courts** – Mr. Roche informed the committee that Steuben County has 49 local judges overseeing 36 local courts and trying to get individuals to arraignments 24/7 is not possible absent spending a significant amount of money for staffing for both the District Attorney's Office and the Public Defender's Office. Arraignments must be done in the town where the arrest is made, or in an adjoining town. They may also be done by a Supreme Court or City Court Judge. There is legislation being proposed that would allow you to set up an arraignment part. You could have the option to go to one, two or three different courts, which could be staffed by a Public Defender and District Attorney on a rotating basis. Mr. Roche commented there is an advantage to having localized arraignments as the judges are now available 24/7, 365 days a year. With a program like this, a judge would be on-call two or three weeks a year. Any arraignment part would need to be approved by the State Legislature. Then the County, Magistrate's Association, Sheriff, District Attorney and Public Defender would need to come up with a plan that would be submitted for approval by the State. This legislation was proposed by the Office of Court Administration and has a lot of support.

MOTION: MEMORIALIZING THE GOVERNOR AND STATE LEGISLATURE IN SUPPORT OF BILL NO. S07209, ALLOWING FOR FLEXIBILITY IN OFF-HOUR ARRAIGNMENTS AT LOCAL COURTS MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. District Attorney

1. **Residency Requirements for Part-Time Assistant District Attorneys** – Mr. Baker requested the adoption of a local law waiving the residency requirements for part-time Assistant District Attorneys. There is a provision in Judiciary Law that prosecutors live within the County. The pool of qualified attorneys is shrinking. With the Local Law, it would allow us to look at the option of entering into an inter-municipal

agreement with Schuyler County to share an Assistant District Attorney. This would be one full-time position with each County paying half of the salary and half of the benefits.

Mr. Wheeler stated this agreement would be considered a shared service and is a good idea. The first step in the process is the presentation of this local law. Mr. Mullen asked what is the purpose of the residency requirement? Mr. Wheeler replied it is a provision of both Public Officer's Law and Judiciary Law. You do have the ability to waive that requirement by Local Law. We have done this in the past for the Deputy Finance Commissioner and the Deputy Clerk of the Legislature. Mr. Booth asked is the purpose of the residency requirement to invest in the County and keep tax dollars in the County? Mr. Wheeler replied in part, yes. The biggest problem is finding qualified and interested candidates. Mr. Reed commented this Local Law expands the residency requirement to any contiguous county within the State and also limits this to part-time Assistant District Attorney positions.

MOTION: AUTHORIZING THE PRESENTATION OF A LOCAL LAW ESTABLISHING THE RESIDENCY REQUIREMENTS FOR PART-TIME ASSISTANT DISTRICT ATTORNEYS MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. 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

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, June 6, 2016

9:00 a.m.

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

****MINUTES****

COMMITTEE: Dan C. Farrand, Chair Aaron I. Mullen, Vice Chair Eric T. Booth
Kelly H. Fitzpatrick Steven P. Maio

STAFF: Jack Wheeler Mitchell Alger Brooks Baker
Noel Terwilliger Dave Hopkins David Cole
James Allard Cheryl Crocker Tim Marshall
Ken Forenz Phil Roche Alan Reed
Andy Morse

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella Hilda T. Lando
John V. Malter Robert V. Nichols Gary D. Swackhamer

OTHERS: Kristin Klemenz, B & W Towing
Peter Kehoe, Executive Director, NYS Sheriff's Association
Mary Perham

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 2, 2016, AND MAY 23, 2016, MEETINGS MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. District Attorney

1. **Inter-Municipal Agreement with Schuyler County** – Mr. Baker stated last month the Legislature presented a local law to waive the residency requirements for part-time Assistant District Attorneys. He is requesting authorization to enter into an inter-municipal agreement with Schuyler County for a part-time Assistant District Attorney. Both counties will pay half of the salary. Mr. Wheeler stated the annual cost is not to exceed \$50,000. By doing this, we will be saving approximately \$10,000 - \$15,000.

MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO ENTER INTO AN INTER-MUNICIPAL AGREEMENT WITH SCHUYLER COUNTY FOR A PART-TIME ASSISTANT DISTRICT ATTORNEY FOR AN ANNUAL COST NOT TO EXCEED \$50,000; SAID AGREEMENT CONTINGENT UPON THE PASSAGE OF THE LOCAL LAW WAIVING THE RESIDENCY REQUIREMENT FOR PART-TIME ASSISTANT DISTRICT ATTORNEYS MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Emergency Management Office

1. **Accepting 2016 NYS Homeland Security Grant Program** – Mr. Marshall requested authorization to accept the 2016 NYS Homeland Security Grant in the amount of \$130,000. He stated 25 percent, or \$32,500, is allocated to the Sheriff for local counter terrorism program. The remaining 75 percent, or \$97,500,

is for emergency services. We will be using these funds to pay for our ongoing programs such as I Am Responding, and Code Red. Additionally we will use funds to pay for cell connectivity, GIS hardware and funding a mobile smartphone application to provide citizens with preparedness messages and to inform them of what is going on in their community.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT A 2016 NYS HOMELAND SECURITY GRANT IN THE AMOUNT OF \$130,000 WITH \$32,500 TO BE ALLOCATED TO THE SHERIFF'S OFFICE FOR 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 MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Emergency Operations Plan for Department of Social Services** – Mr. Marshall informed the committee that the Department of Social Services (DSS) has money set aside in their budget to work on developing a comprehensive emergency operations plan. They have various divisions within the department and some of those divisions are required by the State to have a plan. The Commissioner has asked if we could provide assistance with this. He requested authorization to enter into a contract with the Institute of Human Services to help develop a comprehensive plan, which will be incorporated into the county's comprehensive plan. The total cost is not to exceed \$30,000.

Mr. Maio asked are there other county agencies that will also need this? Mr. Wheeler replied different departments have different mandates, however, most can fall under the County plan. DSS is different because of the requirements of the State.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ENTER INTO A CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES TO PROVIDE SERVICES RELATIVE TO THE DEVELOPMENT OF A COMPREHENSIVE EMERGENCY OPERATIONS PLAN SPECIFIC TO THE DEPARTMENT OF SOCIAL SERVICES; SAID CONTRACT NOT TO EXCEED \$30,000 MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. MOTION CARRIES 4-1. (MR. BOOTH OPPOSED) Resolution Required.

C. Sheriff's Office

1. **Reaccreditation Presentation** – Sheriff Cole introduced Peter Kehoe, the Executive Director of the NYS Sheriff's Association.

Mr. Kehoe stated he is here today on behalf of the NYS Sheriff's Association to recognize the Sheriff and his staff on the occasion of their reaccreditation of the Corrections, Court Security, Jail and Civil divisions. These are not easy tasks and are a great achievement, as well as a testament to the Sheriff's professionalism. He explained the benefit of accreditation is that it improves facility operations and efficiency, improves employees and improves the public's perception. Mr. Kehoe presented the Sheriff with plaques. Additionally, he presented certificates of recognition to Sergeant Matthew Sorge and Corporal Patricia Clarkson who did extra work for the reaccreditation of the Civil and Court Security units.

2. **Commendations** – Sheriff Cole and Undersheriff Allard presented a letter of commendation to Sergeant Matthew Sorge for his work on the reaccreditation of the Civil Office. There are 121 standards that need to be met. Sergeant Sorge was tasked with the job of researching and recreating all of the documentation as that documentation was taken by the previous administration. Sergeant Sorge's work included updating all policies and procedures and correcting all deficiencies. He is being recognized for his self-initiative and perseverance. *Congratulations!*

Sheriff Cole and Undersheriff Allard presented a letter of commendation to Corporal Patricia Clarkson for her work on the reaccreditation of the Court Security Unit. There are 39 standards that need to be met. Corporal Clarkson was tasked with the job of researching and recreating all of the documentation as that document was

taken by the previous administration. Corporal Clarkson's work included updating all policies and procedures and correcting all deficiencies. She is being recognized for her self-initiative and perseverance. Additionally, Corporal Clarkson is also being recognized for her diligence and actions regarding the screening of an individual entering the County Office Building, who was found to be carrying contraband knives within his waistband. *Congratulations!*

3. **Donation – Sgt. Devin Snyder Foundation** – Sheriff Cole requested authorization to accept a donation from the Sgt. Devin Snyder Foundation for inserts for the two K-9 vehicles.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A DONATION FROM THE SGT. DEVIN SNYDER FOUNDATION FOR INSERTS FOR THE TWO K-9 VEHICLES MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

4. **Law Enforcement Memorial Park** – Sheriff Cole informed the committee that last year they held a memorial plaque dedication to the site of the Law Enforcement Memorial Park. This park will be dedicated to all fallen law enforcement police and peace officers for Steuben, Allegany, Livingston, Ontario, Yates, Schuyler and Chemung Counties. On May 21, 2016, they held the official ground breaking ceremony for the park. The targeted date for completion is May of 2018. The centerpiece will be a bronze, life size Steuben County Deputy Sheriff attending to a call for service. The statue will be placed in the center of a raised pedestal in the form of the shape of Steuben County and the six adjoining counties.

Sheriff Cole requested authorization to create a capital project account to accept donations for the memorial park. There is no cost to the County for the park, as it will be entirely funded by donations. Ms. Fitzpatrick asked how will the transaction be handled? Mr. Wheeler replied the donations will come to the Sheriff's confidential secretary and upon receipt, will become county funds. If the Sheriff wanted to make a purchase out of this account, he will need to come to committee for authorization.

MOTION: AUTHORIZING THE CREATION OF A CAPITAL PROJECT ACCOUNT FOR LAW ENFORCEMENT PARK DONATIONS MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

D. County Manager

1. **Towing RFP** – Mr. Wheeler informed the committee that in 2013 we were placed in the position of looking at dispatching and procedures for calling out tow trucks. We created a last resort RFP. The motorist, law enforcement and/or fire service have the ability to request whatever tow company they would like, and 911 will facilitate the dispatch. If that does not happen, we have a rotating list for secondary roads. The RFP designated five separate areas in the County pertaining to limited access road (Interstate).

Mr. Maio asked why is there a difference? Mr. Wheeler replied that was determined by Vehicle Traffic Law and Law Enforcement. There are a number of larger vehicles that require larger tow equipment, and specialized equipment. This committee last year authorized the extension of the award and we have one more extension remaining. He would recommend at this time extending the award through 2016 with the intent to reissue the RFP next year. This RFP covers I-86, I-99 and I-390.

Mr. Maio asked why are we waiting to reissue the RFP until next year? Mr. Wheeler replied this is a standard protocol that we use for any RFP that has extensions. If we are happy with the work, we usually approve the extensions. At this point 911, Emergency Services, and Law Enforcement feel this is working well.

Mrs. Lando commented so much has changed in the last three years. Mr. Booth stated that is his concern as well. Our circumstances are different now than they were originally. Mr. Maio asked when the RFP was originally done, how long was the term? Mr. Wheeler replied it was for one year, with three renewals. We are still under the terms of the original RFP. This is a last resort only RFP. He stated we have added companies to our rotating list as we receive requests.

Mr. Maio commented if another agency were interested in bidding on the limited access highways and they did not have the proper equipment, they would not meet the qualifications. He does not see the harm in reissuing the RFP this year. Mrs. Lando stated she believes things have changed in three years and now there are companies that could compete and compete well.

MOTION: AUTHORIZING THE COUNTY MANAGER TO REISSUE THE RFP FOR TOWING SERVICES ON LIMITED ACCESS HIGHWAYS WITHIN STEUBEN COUNTY MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. MOTION CARRIES 3-1-1. (MR. FARRAND OPPOSED; MR. MULLEN ABSTAINED DUE TO A CONFLICT OF INTEREST)

2. **Driver Diversion RFP** – Mr. Alger informed the committee that in May we issued a request for proposals for the education component of the Driver Diversion Program. We received responses from Interactive Education Concepts out of Encino, California; and Valley Consultants (Joel Ordway). In the RFP we had asked vendors to be capable of hosting a minimum of two courses per month, with the potential to host up to three. We informed potential vendors that annually the District Attorney refers 3,000 – 4,000 individuals into the program and that we anticipated a cost to do this not to exceed \$50,000. He stated that for either option, the County will cover the cost of DMV fees and workbooks for attendees, totaling \$42,000 annually.

Mr. Alger stated Interactive Education Concepts indicated they would hold online courses for a total of 2,500 students at a cost of \$19.50 per student, for an annual cost of \$49,998. They did propose a classroom option for 724 students at a per student cost of \$69.00 for an annual cost of \$49,956. If we use our average of 3,000 students annually, the cost to provide classroom instruction would be \$58,500. He indicated they provide these services all over the country and their closest local office is in New York City. The District Attorney has indicated his preference that this course be offered in a classroom setting with online only being offered as an option for individuals who reside outside of the County.

Mr. Alger stated Joel Ordway of Valley Consultants is our current provider. The vendor proposed \$20.90 per student for education and \$20.00 per hour for administrative duties including data entry, emails and mailings. This is similar to Mr. Ordway's original proposal. He did not acknowledge the cap of \$50,000 or indicate if he would be willing to provide services for that amount. Mr. Alger stated when you break it down based on an average of 3,000 students per year, the cost would be \$62,700 for the educational portion plus \$24,000 in administrative fees.

Mr. Booth commented that he would prefer not to pay the vendor to do data entry. Ms. Fitzpatrick stated she would not want to pay per hour for administrative work. Mr. Maio asked since the second proposal was opened, does it fit under our cap? Mr. Alger replied no, the education component would cost \$62,700.

Mr. Alger stated we do have a third option. The Sheriff came forward with a proposal to train, certify and assign two existing deputies to provide the instruction component. In addition, they would utilize a new part-time account clerk-typist position for the administrative work. He stated his understanding is the Sheriff is preparing to be able to do this upon the current contract expiration. There would be start-up costs. The certification from the National Safety Council would cost \$2,300 including membership, training kit and three-day course for both deputies. There would be an ongoing cost of \$55.00/deputy annually for membership, and salary for part-time clerical of approximately \$12,000 - \$19,000.

Mr. Farrand commented that he has concerns about overtime and taking two more deputies off the road. Undersheriff Allard stated our department already provides boater safety and pistol permit courses. We would schedule these courses to be part of their normal work week. Mr. Farrand stated we would be eliminating road patrol shifts to provide these classroom services. Undersheriff Allard replied we would be losing two shifts per month. Mr. Mullen stated you also have a deputy who is doing animal control. Undersheriff Allard stated that position was backfilled and we are fully staffed.

Mr. Farrand asked can we reject these proposals and reissue the RFP? Mr. Baker commented his concern is the classes have to continue and the current contract expires June 15th.

Mr. Mullen asked the Undersheriff to explain his proposal in more detail. Undersheriff Allard stated we believe having the deputies teach this course is a benefit to public safety for the county residents. The deputies are more in touch with what is going on. When the Risk Manager does the yearly defensive driver course, we would have the ability to teach those in-house and save the county money and at the same time provide continuing training for drivers. We would lose two road patrol shifts per month, but he sees this as being a public safety benefit.

Mr. Maio asked Mr. Baker will this help you with the local court judges if the Sheriff is running the program? Mr. Baker stated the judges were originally reluctant because of timing issues. They don't care who provides the program as long as it is done in a timely fashion.

Mr. Reed commented that 1804 of the VTL (Vehicle and Traffic Law) references an impact from imposing fees on an individual with traffic tickets pending in local court unless there is a conviction. He stated that in his view the safe interpretation is that it has an impact on a program that proposes a designation resulting in a dismissal or reduction of charges. Our numbers may go down based on the fact we that only receive referrals where there is a plea to a violation of VTL. Mr. Wheeler commented this is a broader issue that what we are discussing today.

Mr. Baker stated his position is 1804 of the VTL was designed to deal with downstate issues as they were imposing fees even though charges were dismissed. Mr. Reed stated the local law states that there are fees imposed by the County. You are operating the program under the auspices of the County Manager who can appoint an administrator, and can consider a private vendor for that position. Mr. Wheeler stated we believe that we could utilize the Sheriff as an option for providing the course. Mr. Allard commented that after we receive our certification from the National Safety Council, we could also offer the online courses.

Mr. Farrand stated the District Attorney would still be involved as he would authorize the course and then the Sheriff would provide. Mr. Reed stated that the distinction is important. If you take a more aggressive interpretation that 1804 of VTL does not apply and you are wrong, then you may have to refund any fees to the individuals. His advice would be to not take an aggressive interpretation.

Mr. Wheeler recommended that the committee take these issues separately. The first focus needs to be on the selection of a vendor which will keep the program running.

MOTION: REJECTING THE REQUESTS FOR PROPOSAL FOR THE PROVISION OF THE EDUCATIONAL COMPONENT OF THE DRIVER DIVERSION PROGRAM AND RECOMMENDING THE SHERIFF'S OFFICE TAKE THE NECESSARY STEPS TO PROVIDE THOSE SERVICES EFFECTIVE JUNE 15, 2016 MADE BY MR. MULLEN. MOTION CARRIES 4-0-1. (MR. BOOTH ABSTAINED AS HE HAS A PERSONAL RELATIONSHIP WITH ONE OF THE VENDORS)

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

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

**MOTION: TO ADJOURN MADE BY MR. BOOTH. 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**
****PLEASE NOTE CHANGE**** Monday, July 11, 2016. ****PLEASE NOTE CHANGE****
Legislative Committee Room
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Tuesday, July 5, 2016.**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, July 11, 2016

9:00 a.m.

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

****MINUTES****

COMMITTEE: Dan C. Farrand, Chair Aaron I. Mullen, Vice Chair Eric T. Booth

STAFF: Jack K. Wheeler Mitchell Alger Tim Marshall
Tina Goodwin Matthew Whitmore Alan Reed
Phil Roche Kristopher Kester Vincent Fanzo
James Allard Justin Mills

LEGISLATORS: Carol A. Ferratella Hilda T. Lando John V. Malter
Robert V. Nichols

ABSENT: Kelly H. Fitzpatrick Steven P. Maio

OTHERS: Mary Perham
John Serdula, US Marshall's Service

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JUNE 6, 2016, MEETING MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REQUESTS

A. 911

1. **Digital Network MOU for Finger Lakes Interoperability Consortium** – Ms. Goodwin requested approval and support of a digital network MOU between the counties of the Finger Lakes Radio Consortium. This MOU has been approved in several counties. This was drawn up by Ontario County and by signing, we are pledging our support for working together toward interoperability and communicating more effectively. Mr. Wheeler commented the purpose is to have something formal in place in order to leverage funding from the State for programs like Next Generation 911.

Mr. Reed stated the Law Department is in the process of reviewing this, however, we do have some issues with insurance coverage and indemnification. Mr. Wheeler stated that in meeting with Mr. Corey, they have determined that the risk is negligible and the counties are mutually indemnifying and holding each other harmless.

Mr. Booth asked what would be the risk? Mr. Wheeler replied the only risk is the cost we have for providing power at the radio sites, which we already have. There is no financial commitment on us other than to provide power to the radio sites.

Mr. Mullen stated the MOU reads like a binding contract. Could we attach a letter of understanding? Mr. Reed replied we can include anything that Ontario County is agreeable to. Mr. Mullen clarified the letter would outline

that this is not a binding contract, and in fact, is an MOU. Mr. Wheeler stated we can send a letter to attach to the MOU.

MOTION: AUTHORIZING THE DIRECTOR OF 911 TO ENTER INTO A DIGITAL NETWORK MEMORANDUM OF UNDERSTANDING (MOU) FOR THE FINGER LAKES INTEROPERABILITY CONSORTIUM MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Sheriff's Office

1. **Moment of Silence** – Undersheriff Allard asked for a moment of silence to remember the victims of the attack in Dallas, Texas.

2. **Commendations** – Major Whitmore presented a commendation to Officer Kristopher Kester for his attention to duty, quick response, and outstanding performance related to an incident on June 19, 2016 where he and Sergeant Fanzo saved the life of a federal inmate attempting suicide. *Congratulations!*

Major Whitmore presented a commendation to Sergeant Vincent Fanzo for his attention to duty, quick response, and outstanding performance related to an incident on June 19, 2016 where he and Officer Kester saved the life of a federal inmate attempting suicide. *Congratulations!*

3. **Acceptance of 2016 Homeland Security Grant** – Undersheriff Allard requested authorization to accept a 2016 Homeland Security Grant in the amount of \$32,500. He stated they will be using this funding to replace and upgrade several MDT's.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A 2016 HOMELAND SECURITY GRANT IN THE AMOUNT OF \$32,500 MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Contract Renewal – Yates County** – Undersheriff Allard requested authorization to renew the contract with Yates County to provide inmate housing. All terms and conditions remain the same.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE CONTRACT WITH YATES COUNTY TO PROVIDE INMATE HOUSING AT THE SAME TERMS AND CONDITIONS MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

5. **Contract Renewal – SRO's** – Undersheriff Allard requested authorization to renew the contract with the School Resource Officers for the 2016 – 2017 school year. All terms and conditions remain the same.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE CONTRACTS WITH THE SCHOOL RESOURCE OFFICERS AT THE SAME TERMS AND CONDITIONS MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

6. **Clerical Services for Driver Diversion Program** – Undersheriff Allard stated that originally they had thought that they would contract with Manpower for part-time clerical services for the Driver Diversion Program, however, in assessing the price and the lack of oversight have opted to not go that route. Instead, they would like to hire a part-time temporary clerical position to do the data entry and then will re-evaluate at six months. Mr. Wheeler commented this is information as they have money available in their budget to do this.

C. County Manager

1. **Assigned Counsel**

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

MOTION: AUTHORIZING PAYMENT OF OUTSTANDING 2013 ASSIGNED COUNSEL VOUCHERS SUBMITTED BY KAREN MADSEN IN THE AMOUNT OF \$6,123.05 MADE BY MR. BOOTH. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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, August 1, 2016
Legislative Committee Room
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, July 25, 2016**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS

Monday, August 1, 2016

9:00 a.m.

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

****MINUTES****

COMMITTEE: Dan C. Farrand , Chair Kelly H. Fitzpatrick Steven P. Maio

STAFF: Jack K. Wheeler Mitchell Alger David Cole
Tim Marshall Jim Allard Cheryl Crocker
Nancy Smith Alan Reed David Hopkins
Phil Roche Andy Morse Brooke Payne
Shawn Shutt David Updike

LEGISLATORS: Carol A. Ferratella K. Michael Hanna Hilda T. Lando
John V. Malter Gary B. Roush

ABSENT: Aaron I. Mullen, Vice Chair Eric T. Booth

OTHERS: Mary Perham
Kristin Klemenz, B & W Towing

I. CALL TO ORDER

Mr. Farrand 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: ADOPTING THE MINUTES OF THE JULY 11, 2016, MEETING MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REQUESTS

A. Sheriff's Office

1. **Commendation** – Sheriff Cole presented letters of commendation to Officer Payne, Officer Updike, and Sergeant Shutt for their efforts in saving the life of an unresponsive female due to an opioid overdose.

2. **Request to Bid Uniforms** – Sheriff Cole requested authorization to work with Purchasing to issue a bid for uniforms.

MOTION: AUTHORIZING THE SHERIFF, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE A BID FOR UNIFORMS MADE BY MS. FITZPATRICK. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. County Manager

1. **Network Consultant RFP** – Mr. Wheeler informed the committee that they had issued an RFP for a network consultant to provide expertise in the development of a five-county public safety network. They received two responses from ECC Technologies and Mission Critical Partners. He recommended awarding the RFP to ECC Technologies for a total cost of \$50,000.

MOTION: AWARDING THE RFP FOR A NETWORK CONSULTANT TO PROVIDE EXPERTISE IN THE DEVELOPMENT A FIVE-COUNTY PUBLIC SAFETY NETWORK TO ECC TECHNOLOGIES FOR A TOTAL COST OF \$50,000 MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

IV. OTHER BUSINESS

A. **Indigent Defense** – Mr. Roche informed the committee that the State Legislature passed two bills relative to indigent defense. The first was the public defense mandate relief act and the second was allowing for flexibility in off-hour arraignments at local courts. A lot of work went into this from the NYS Defender’s Association and NYSAC. We still need the Governor to sign these bills into law. Some of the counties are doing memorializing resolutions to request the Governor’s signature.

MOTION: MEMORIALIZING THE GOVERNOR OF NEW YORK TO SIGN INTO LAW THE PUBLIC DEFENSE MANDATE RELIEF ACT ALONG WITH A LAW ALLOWING FOR FLEXIBILITY IN OFF-HOUR ARRAIGNMENTS AT LOCAL COURTS MADE BY MS. FITZPATRICK. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0. *Resolution Required.*

Mr. Maio commented at last week’s Steuben County Bar Association meeting, Mary Hope Benedict commented that she does not believe the Governor can pass a law relative to arraignments at local courts, except for adjoining towns as stated in the New York State Constitution. He asked if Mr. Roche knew anything about this. Mr. Roche replied this bill originated with the Office of Court Administration and the Legislature took it up on their request. A lot of people have looked at this and he does not know if anyone has thought about that.

B. **Changing the Date of the September Meeting** – Due to the regularly scheduled meeting falling on the Labor Day Holiday, it was recommended the date of the meeting be changed to Monday, September 12th, at 9:00 a.m.

MOTION: CHANGING THE DATE OF THE SEPTEMBER PUBLIC SAFETY & CORRECTIONS COMMITTEE TO MONDAY, SEPTEMBER 12, 2016, AT 9:00 A.M. MADE BY MS. FITZPATRICK. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT OF A PARTICULAR PERSON, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON MADE BY MS. FITZPATRICK. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

MOTION: TO ADJOURN MADE BY MS. FITZPATRICK. 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****

****PLEASE NOTE CHANGE**Monday, September 12, 2016**PLEASE NOTE CHANGE****

Legislative Committee Room

9:00 a.m.

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

NO LATER THAN NOON

Monday, August 29, 2016

amount spent on prosecution. We've seen a steady drop in the enforcement numbers, which has resulted in a drop in arrests. Discussion followed.

Mr. Wheeler concurred stating we've seen a drop in revenues. As a result, in this coming year's budget there will also be an increase in local cost. If you agree to put more into the enforcement end, it will help increase those revenues. He noted we used to have enough in revenues to fully fund a Stop DWI prosecutor but with these changes, it will become more of a local cost. Discussion followed.

MOTION: APPROVING THE 2017 STOP DWI BUDGET PLAN MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Grants**

a. *Legislative - ALERT Training Kits* – Undersheriff Allard requested permission to accept a \$40,000 Legislative grant from Senator O'Mara for training assistance, specifically Homeland Security based active shooter training in the schools. We held a train the trainer course so now we have enough people to do this for the next year. This funding will be used to purchase ALERT Training kits. Discussion followed.

MOTION: ACCEPTING \$40,000 IN LEGISLATIVE GRANT FUNDING AND APPROPRIATING IT TO THE SHERIFF'S MAJOR EQUIPMENT LINE TO PURCHASE ALERT TRAINING KITS MADE BY MR. MULLEN, SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

b. *Legislative - DART funding* – Undersheriff Allard requested permission to accept \$4,353.24 in Legislative grant funding from Senator O'Mara to be used towards a Cellibrite phone system for the Domestic Abuse Response Team.

c. *Legislative Grant – Cellibrite Phone System* – Undersheriff Allard requested permission to accept an additional \$10,000 in Legislative grant funding from Senator O'Mara to also be used towards a Cellibrite phone system. The Cellibrite system is one in which a computer system allows us to dump cell phones seized on a warrant or received at the scene of a homicide. This would keep us from having to send the phones to Canandaigua, which can be a lengthy process. Mr. Maio asked how long does it take to get it from Canandaigua? Undersheriff Allard stated it depends on the situation and timing. This will help us to do it locally.

MOTION: ACCEPTING \$4,353.24 IN LEGISLATIVE GRANT FUNDING AND APPROPRIATING IT TO THE SHERIFF'S MAJOR EQUIPMENT ACCOUNT AND ACCEPTING \$10,000 IN LEGISLATIVE GRANT FUNDING AND APPROPRIATING \$8,000 TO THE SHERIFF'S MAJOR EQUIPMENT ACCOUNT AND \$2,000 TO THE SHERIFF'S MINOR EQUIPMENT ACCOUNT, FOR THE PURPOSE OF PURCHASING A CELLIBRITE SYTEM AND A COMPUTER FOR USE WITH SAID SYSTEM MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

d. *Child Passenger Safety* – Undersheriff Allard requested authorization to accept and appropriate \$2,550 in Child Passenger Safety grant funding. He noted this is the grant we partner on with Public Health. Discussion followed.

MOTION: ACCEPTING AND APPROPRIATING \$2,550 IN CHILD PASSENGER SAFETY GRANT FUNDING MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

e. *Traffic Safety Grant* – Undersheriff Allard requested authorization to accept and appropriate \$9,000 in Traffic Safety Grant (STEP) funds to be used for overtime to do traffic enforcement.

MOTION: ACCEPTING AND APPROPRIATING \$9,000 IN TRAFFIC SAFETY GRANT FUNDING FOR TRAFFIC ENFORCEMENT MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Lando stated she'd like to thank Undersheriff Allard and Major Whitmore for the donation of fresh vegetables to the food pantry in Corning. Undersheriff Allard stated the inmates do a fantastic job with that garden and they learn a lot from it.

Mrs. Ferratella asked if there was a possibility of doing a public forum on drug abuse. Undersheriff Allard stated absolutely; Mr. Wheeler stated we can help coordinate that. Mrs. Ferratella stated a lot of it is the parents trying to learn how to deal with it. Undersheriff Allard stated there is a lot to be learned.

C. Personnel Office

1. **Sheriff's Department** – Mrs. Smith stated we have been working for several months on this plan. We have a pretty good number of part-time employees and they really help us meet the needs of the court systems and minimum staffing at the jail. The part-timers are counted towards the minimum staffing. People would initially come in as part-time temporary employees and then become permanent full-time employees. Civil service rules require this transition to happen within 6 months. The economy has changed and not as many employees are transitioning to the permanent full time. This change would allow us to put them into a permanent part time position. After 6 months they can move to permanent full time without further testing. Discussion followed.

Mrs. Smith stated they would like to transition three positions now and then more in the future. Undersheriff Allard noted that these positions are already filled; they are not new positions. Mr. Wheeler stated this allows us to comply with civil service rules. Discussion followed.

MOTION: RECLASSIFYING THREE TEMPORARY PART-TIME CORRECTION OFFICER POSITIONS TO PERMANENT PART-TIME CORRECTION OFFICER POSITIONS MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. County Manager

1. **Contract** – Mr. Alger requested authorization to contract with Steuben Council on Addictions for program supplies, printing, billboards and public service announcements related to making the public aware of traffic safety issues. The cost of this contract would be \$4,488. We believe this is one way to utilize the Traffic Diversion Program funds. In the past, these costs were covered by Stop DWI program funds, but the loss of fee revenues has left a shortfall in the public outreach and awareness line item.

Mr. Mullen asked if they could receive an update on the Traffic Diversion program. Mr. Wheeler stated everything is status quo at this point, but we should be able to provide more information next month.

MOTION: AUTHORIZING THE COUNTY MANAGER TO CONTRACT WITH STEUBEN COUNCIL ON ADDICTIONS FOR \$4,488 FOR PUBLIC OUTREACH AND AWARENESS ON TRAFFIC SAFETY ISSUES MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

Respectfully submitted by Brenda K. Mori, Clerk of the Legislature

**NEXT MEETING SCHEDULED FOR
Monday, October 3, 2016
9:00 a.m.
PLEASE PROVIDE AGENDA ITEMS
NO LATER THAN NOON
Monday, September 26, 2016**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE
STEBEN COUNTY FINANCE COMMITTEE
SPECIAL JOINT MEETING
Monday, September 26, 2016
9:55 a.m.
Legislative Committee Room
Steuben County Office Building
Bath, NY

****MINUTES****

COMMITTEE:	Dan C. Farrand, Chair Kelly H. Fitzpatrick	Aaron I. Mullen, Vice Chair Steven P. Maio	Eric T. Booth
	Scott J. Van Etten, Chair Brian C. Schu	Kelly H. Fitzpatrick	Gary B. Roush
STAFF:	Jack K. Wheeler	Mitchell Alger	Jim Allard
LEGISLATORS:	Joseph J. Hauryski Hilda T. Lando Robert V. Nichols	Carol A. Ferratella Robin K. Lattimer Randolph J. Weaver	K. Michael Hanna John V. Malter
ABSENT:	Gary D. Swackhamer		

I. CALL TO ORDER

The meeting was called to order at 9:55 a.m. by Mr. Van Etten.

II. GENERAL BUSINESS

A. Sheriff's Office

1. **Authorizing the Sheriff to Accept a Donation from Legal Assistance of Western NY –** Undersheriff Allard stated earlier this month, he had mistakenly referenced the \$4,353.24 for Cellibrite Phone System as being a legislative grant. In fact, this was a donation from Legal Assistance of Western NY. He requested authorization to accept this donation.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT \$4,353.24 AS A DONATION FROM LEGAL ASSISTANCE OF WESTERN NY TO BE USED TOWARD THE PURCHASE OF THE CELLIBRITE PHONE SYSTEM MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. MOTION CARRIES 5-0 PS8C AND 4-0 FINANCE.

MOTION: TO ADJOURN MADE BY MR. MULLEN. SECONDED BY MR. ROUSH. 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

Monday, October 3, 2016

9:00 a.m.

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

****MINUTES****

COMMITTEE:	Dan C. Farrand, Chair Kelly H. Fitzpatrick	Aaron I. Mullen, Vice Chair Steven P. Maio	Eric T. Booth
STAFF:	Jack K. Wheeler Jim Allard Dave Hopkins Ken Forenz	Mitchell Alger Alan Reed Phil Roche Andy Morse	David Cole Cheryl Crocker Tim Marshall
LEGISLATORS:	Joseph J. Hauryski John V. Malter	Carol A. Ferratella Robert V. Nichols	K. Michael Hanna
OTHERS:	Kristin Klemenz, B & W Towing 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 SEPTEMBER 12, 2016, AND SEPTEMBER 26, 2016, MEETINGS MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. 9-1-1

1. **UPS and Battery System Annual Maintenance Contract** – Mr. Hopkins requested authorization to enter into a contract with United Power & Battery Corporation for the annual maintenance of the UPS and Battery system. The annual cost is \$5,000 and this vendor is manufacturer approved. He commented that this is a new vendor to us, however, we have had a maintenance contract in place since the 911 Center opened.

MOTION: AUTHORIZING THE DIRECTOR OF 911 TO ENTER INTO A MAINTENANCE CONTRACT WITH UNITED POWER & BATTERY CORPORATION FOR THE ANNUAL MAINTENANCE OF THE UPS AND BATTERY SYSTEM FOR AN ANNUAL COST OF \$5,000 MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Request Approval for Additional MDT Seats** – Mr. Hopkins requested approval to purchase 10 additional MDT seats for mobile use. These will be used by the Sheriff's Office. The cost is \$30.00 per seat.

MOTION: AUTHORIZING THE DIRECTOR OF 911 TO PURCHASE 10 ADDITIONAL MDT SEATS AT A COST OF \$30.00 PER SEAT MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Hauryski stated that he recently read an article regarding hackers and 911 centers. He is concerned about what it could do to us and do we have any protections in place? Mr. Hopkins replied that is a topic that the industry is monitoring. We have certain protocols in place to protect the 911 center from that. Additionally, we are looking into some training opportunities with Homeland Security.

B. Sheriff's Office

1. **Johnson Controls Contract** – Sheriff Cole requested authorization to contract with Johnson Controls for the replacement of the control systems for the heating and air conditioning at the Jail. Mr. Wheeler stated they have a capital project with \$201,000 for this purpose.

MOTION: AUTHORIZING THE SHERIFF TO CONTRACT WITH JOHNSON CONTROLS FOR THE REPLACEMENT OF THE CONTROL SYSTEMS FOR THE HEATING AND AIR CONDITIONING AT THE JAIL MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **NYS Unified Court System Contract Extension** – Sheriff Cole requested authorization to extend their contract with the NYS Unified Court System for the provision of security services at the current rate. He commented the rate has remained the same since 2014.

MOTION: AUTHORIZING THE SHERIFF TO EXTEND THE CONTRACT WITH THE NYS UNIFIED COURT SYSTEM FOR THE PROVISION OF SECURITY SERVICES AT THE SAME TERMS AND CONDITIONS MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Approval to Accept Donations to K-9 Program** – Sheriff Cole stated they received two donations to their K-9 program totaling \$800. He requested authorization to accept those donations.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT TWO MONETARY DONATIONS TOTALING \$800.00 TO THE K-9 PROGRAM MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

Mr. Hauryski stated that he would like to thank the Sheriff for the lunch he provided to everyone last Friday in recognition of law enforcement week. We are very appreciative and thank you for your dedication and service to the County.

C. Emergency Management Office

1. **Wineglass Marathon** – Mr. Marshall stated that Wineglass Marathon was held on Sunday, October 2nd and everything went very well. Mr. Marshall stated they had 6,200 runners. Ms. Fitzpatrick commented that she ran in the half marathon, which had 2,700 runners. There was plenty of room to run, it was very safe and secure. Everyone did a great job and the event was well organized.

2. **Linstar Contract Renewal** – Mr. Marshall stated there are actually two parts to his request. Linstar is a vendor on State contract. The first part, is they provide ID management for our office with regard to the ID's that members of the fire departments carry with them. The second part is we would like to enter into a new contract for five concurrent licenses for software. This would allow five different individuals the ability to manage the software at one time. This would be particularly helpful during a large scale event. The total contract amount, inclusive of both parts, is \$10,272.05. This will be paid for using Homeland Security grant funds.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO RENEW THEIR CONTRACT WITH LINSTAR TO PROVIDE ID MANAGEMENT SERVICES AND INCLUDING A COMPONENT TO ADD FIVE CONCURRENT SOFTWARE LICENSES FOR A TOTAL COST OF \$10,272.05 MADE BY MR. BOOTH. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Accepting a Donation from Goodrich Auto Works** – Mr. Marshall requested authorization to accept a donation of \$9,900 from Goodrich Auto Works for the painting of their fire investigation bus. We are providing the paint and Goodrich will be providing the sealer, reducer and hardners, as well as labor and materials for sanding, sandblasting and finishing.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT A DONATION OF \$9,900 FROM GOODRICH AUTO WORKS FOR THE SANDING, PREPARATION AND PAINTING OF THE FIRE INVESTIGATION BUS MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

D. County Manager

1. **Towing RFP** – Mr. Alger stated we plan to continue the current practice of having a rotating list for the coverage of secondary roads with non-commercial vehicles. The rotating list and this RFP will be used as a last resort. If the motorist or first responder makes a selection, than that is who will be dispatched. If that process does not happen, then the RFP award would apply. Mr. Wheeler commented we would prefer that the motorist or the first responders make that choice in each case. Mr. Booth asked how often does this happen where they do not request a specific company? Mr. Wheeler replied it happens more often than you would think. We have between 60 – 100 per month.

Mr. Alger stated that he, Scott Sprague, Jerry Miller and Andy Morse reviewed the RFP's and made visits. We also consulted with 911 and the Emergency Management Office. We are proposing awarding to T&R Towing as primary for both categories for sections 1 – 5. B & W Towing is proposed to be the secondary for sections 1 and 2. Secondary for Section 3, category 1 is Wilbri and category 2 to Bill Carpenter's. Section 5 Bill Carpenter's is awarded as secondary for both categories. The consensus was that T & R staff have the capabilities to award them as primary.

Mr. Wheeler stated this is very similar to the proposal we had before. We have added more secondary's. He noted that the secondary is not a rotation for the ease of dispatching. If the primary is unable to response, then the call goes to the secondary. This is not a rotation.

Mr. Maio asked we do a rotation for the other roads, why doesn't that present the same difficulty? Mr. Wheeler replied it is much more straightforward to have a primary and secondary. On the highway, you need to expedite and not using a rotation, we felt, was the best way to go. We also are following past practice. Mr. Booth asked the other vendors listed did not meet the criteria? Mr. Wheeler replied that is correct. The smaller companies cannot handle all of the commercial vehicles.

Mr. Farrand stated that he would like to thank Mr. Alger, Mr. Miller, Mr. Morse and Mr. Sprague and the County Attorney for reviewing everything. We appreciate all your work on this.

MOTION: AWARDING THE RFP FOR TOWING AS FOLLOWS: CATEGORY 1: SECTION 1 – T & R TOWING PRIMARY, B & W TOWING SECONDARY; SECTION 2 – T & R TOWING PRIMARY, B & W TOWING SECONDARY; SECTION 3 – T & R TOWING PRIMARY, WILBRI SECONDARY; SECTION 4 – T & R TOWING PRIMARY AND SECONDARY; SECTION 5 – T & R TOWING PRIMARY, BILL CARPENTER'S SECONDARY; CATEGORY 2: SECTION 1 – T & R TOWING PRIMARY, B & W TOWING SECONDARY; SECTION 2 – NO AWARD; SECTION 3 – T & R PRIMARY, BILL CARPENTER'S SECONDARY; SECTION 4 – T & R TOWING; SECTION 5 – T & R TOWING PRIMARY, BILL CARPENTER'S SECONDARY MADE BY MR. MAIO. SECONDED BY MR. HAURYSKI FOR DISCUSSION.

Mr. Booth stated that we need to create a rotating list for any towing agency that meets the requirements. Mr. Farrand stated we are responsible as a County to get accidents secured and removed. Mr. Booth stated that you can do that by rotating those that meet the criteria.

Mr. Wheeler stated if the majority of the committee wants to consider a rotating list, we would need to go back and review. These proposals were made based on a primary and secondary. Mr. Booth commented he believes that if they are legitimately capable of providing the service, they should be rotated. If not, then they are not included on the list.

Mr. Maio asked how long is the RFP award valid? Mr. Wheeler replied it would be valid for one year, with three optional one-year renewals. Mr. Maio stated if a motion was made to rotate only the primary and secondary, would that need to go back for review? Mr. Wheeler replied yes. We evaluated the proposals based on our current operational standards.

Mr. Mullen and Ms. Fitzpatrick both indicated that they would be abstaining due to professional conflicts.

VOTE ON PREVIOUS MOTION: MOTION CARRIES 3-1-2. (YES – LEGISLATORS FARRAND, HAURYSKI AND MAIO; NO – LEGISLATOR BOOTH; ABSTAINED – LEGISLATORS FITZPATRICK AND MULLEN).

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

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

MOTION: TO ADJOURN MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. 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 7, 2016
9:00 a.m.
PLEASE PROVIDE AGENDA ITEMS
NO LATER THAN NOON
Monday, October 31, 2016