

**STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE**

*Monday, April 1, 2019*

*9:00 a.m.*

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

**\*\*MINUTES\*\***

<b>COMMITTEE:</b>	John V. Malter, Chair Frederick G. Potter	Kelly H. Fitzpatrick, Vice Chair Thomas J. Ryan	Steven P. Maio
<b>STAFF:</b>	Jack K. Wheeler Tina Goodwin Jennifer Prossick Nate Alderman Joe Winters	Amy Dlugos Jennifer DeMonstoy Andy Morse Shawn Sauro Brenda Mori	Ken Forenz Brooks Baker Cheryl Crocker James Allard
<b>LEGISLATORS:</b>	Carol A. Ferratella Robert V. Nichols	K. Michael Hanna Scott J. Van Etten	Hilda T. Lando
<b>OTHERS:</b>	Allison Hunt Mary Perham		

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE MARCH 4, 2019, MEETING MADE BY MR. POTTER. SECONDED BY MR. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. DEPARTMENTAL REQUESTS**

A. Sheriff's Office

1. **Commendation** – Sheriff Allard introduced Deputy Joseph Winters. Deputy Winters has gone through our EMT program. He presented Deputy Winters with a certificate of commendation for his actions in treating a traumatic injury which was the result of a motor vehicle accident. He treated the driver in a very calm and direct manner, and saved the victim at the scene so the driver could be transported to the hospital. Sheriff Allard stated 15 officers are two-thirds of the way through the EMT training.

2. **Contract Renewals – School Resource Officers** – Sheriff Allard requested authorization to renew the contracts for School Resource Officers with the Bath, Campbell-Savona, Corning-Painted Post, Hornell City, Hammondsport, Jasper-Troupsburg, Prattsburgh and Wayland-Cohocton school districts. He commented they currently have two vacancies in Corning-Painted Post and one in the Hornell City School.

**MOTION: AUTHORIZING THE SHERIFF TO RENEW THE CONTRACTS FOR SCHOOL RESOURCE OFFICERS WITH THE FOLLOWING SCHOOL DISTRICTS: BATH, CAMPBELL-SAVONA, CORNING-PAINTED POST, HORNELL CITY, HAMMONDSPORT, JAPER-TROUPSBURG, PRATTSBURGH AND WAYLAND-COHOCTON, MADE BY MR. POTTER. SECONDED BY MR. RYAN FOR DISCUSSION.**

Ms. Fitzpatrick asked what are the problems with these positions not being filled? Sheriff Allard replied the issue is with recruitment. We use retired police officers for these positions. The school districts understand and they

have no issue with approving the contract. We are very picky with recruitment. Mr. Van Etten asked are you being too restrictive by having it only for retired police officers? Sheriff Allard explained based on regulations, they have to either have been a police officer, retired from New York State, or have peace officer certification.

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

3. **Contract with Allegany County for Inmate Housing** – Sheriff Allard requested authorization enter into an inter-municipal agreement with Allegany County for the housing of inmates. The cost is \$87.00 per inmate, per day. This cost applies to housing in and housing out.

**MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO AN INTER-MUNICIPAL AGREEMENT WITH ALLEGANY COUNTY FOR THE HOUSING OF INMATES AT A COST OF \$87.00 PER INMATE, PER DAY MADE BY MR. RYAN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

4. **Budget Transfer** – Sheriff Allard requested authorization to transfer \$3,000 from the Jail Major Equipment to the Jail Minor Equipment. Originally this money had been set aside for a scheduling program, but now that scheduling function will be covered under the new timekeeping program. He requested authorization to use this funding to purchase holsters instead.

**MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$3,000 FROM THE JAIL MAJOR EQUIPMENT LINE TO THE JAIL MINOR EQUIPMENT LINE FOR THE PURCHASE OF HOLSTERS MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

5. **Donation of K-9** – Sheriff Allard informed the committee that one of their current K-9's, Devin, has been diagnosed with a terminal nerve degeneration of the spine and has been retired from service. He was donated by The Devin Snyder Foundation, and we let them know. The Foundation has purchased a replacement; Twiggy, a Belgian Malinois. Sheriff Allard requested authorization to accept the donation of Twiggy, which is valued at \$8,500.

**MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A DONATION OF K-9 "TWIGGY" FROM THE DEVIN SNYDER FOUNDATION MADE BY MR. POTTER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

B. Personnel

1. **Sheriff's Office – Reclassification** – Mr. Alderman requested authorization to reclassify one vacant Deputy Sheriff **Sergeant** position, Grade XIII, to one Senior Criminal Investigator, Grade XIV. Mr. Wheeler explained we need this position to effectuate the settlement you approved.

**MOTION: AUTHORIZING THE RECLASSIFICATION OF ONE (1) VACANT DEPUTY SHERIFF SERGEANT POSITION, GRADE XIII, TO ONE (1) SENIOR CRIMINAL INVESTIGATOR, GRADE XIV IN THE SHERIFF'S OFFICE MADE BY MR. RYAN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

C. Emergency Management Office

1. **Inter-Municipal Agreement with Livingston County** – Mr. Forenz requested authorization to enter into an inter-municipal agreement with Livingston County for interoperable communications. This allows us to place equipment at their tower site on County Line Road.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ENTER INTO AN INTER-MUNICIPAL AGREEMENT WITH LIVINGSTON COUNTY FOR INTEROPERABLE COMMUNICATIONS MADE BY MR. POTTER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

2. **Radio Bid** – Mr. Forenz requested authorization to rebid the radio bid for the subscriber units. We had put out a bid last year in anticipation of the conversion to high-band. We need to rebid as one of the companies has filed for Chapter 11 Bankruptcy. Additionally, we are also looking to refresh the pricing. Mr. Forenz explained we are going from low-band analog to high-band analog. The Sheriff’s Office uses high-band digital. Ms. Fitzpatrick asked are they supposed to be using both? Mr. Forenz replied the equipment that is being purchased needs to be compliant to do both.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO REISSUE THE BID FOR RADIOS MADE BY MS. FITZPATRICK. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Authorize Purchase of Generator and UPS Replacement for the 911 Center** – Mr. Forenz explained the UPS unit at the 911 Center is at the end of life at 17 years old and the generator is also at end of life. Both units have been having operating issues and there has been difficulty finding parts. The purchase of a replacement generator and UPS will be covered using interoperable communications grant funds.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO PURCHASE A GENERATOR AND UPS REPLACEMENT FOR THE 911 CENTER USING INTEROPERABLE COMMUNICATIONS GRANT FUNDS MADE BY MR. POTTER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

4. **Contract Renewal – OCV, LLC (Ready Steuben Mobile App)** – Mr. Forenz requested authorization to renew the contract with OCV, LLC for the Ready Steuben Mobile app. This is a three year contract at an annual rate of \$4,995. The cost of the contract is covered by grant funds.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO RENEW THE CONTRACT WITH OCV, LLC (READY STEUBEN MOBILE APP) FOR THREE YEARS AT A RATE OF \$4,995 PER YEAR MADE BY MR. RYAN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Mr. Potter commented with the radios being ordered for the fire departments, he learned of several departments in District 10 that replaced their own radios. Are there other things they could get from this grant? Mr. Forenz replied there are specific types of mobiles, portables and accessories. Many departments have bought additional radios to go with the equipment they have already purchased. The amount of funding available to each department is \$22,000; however, they may not use those funds to purchase pagers. Mrs. Lando asked how much equipment will departments be able to purchase with those funds? Mr. Forenz replied most departments could get four to six mobiles and portables with their allocation.

D. 911

1. **Approval to Purchase Hardware/Software Reconfiguration** – Mrs. Goodwin requested authorization to purchase hardware and software reconfiguration to replace two CAD servers. A couple of years ago we had renamed a capital project for 911 upgrades. We received a quote from Tiburon for the software reconfiguration which came in at \$20,153.72 which includes installation. This controls the CAD for the 911 Center and the mobile data terminal for Law Enforcement, along with our messaging which sends incidents to IamResponding. It also provides the CAD on Android, which the fire departments are starting to use. She noted they have not yet received the quote for the hardware. The cost for this is covered in the capital project.

**MOTION: AUTHORIZING THE DIRECTOR OF 911 TO PURCHASE HARDWARE AND SOFTWARE RECONGIFURATION TO REPLACE TWO CAD SERVERS, THE COST TO BE PAID FOR USING FUNDS IN THE 911 UPGRADES CAPITAL PROJECT MADE BY MR. FITZPATRICK. SECONDED BY MR. MAIO FOR DISCUSSION.**

Mrs. Ferratella asked what is the length of the contract? Mrs. Goodwin replied we have another three years for the hosted solution for CAD. Tiburon is the same company that we have had since we started 911.

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

2. **Emergency Repair for a Generator Transfer Switch** – Mrs. Goodwin informed the committee that on February 8, 2019, they lost the transfer capability of the generator to move power control from the generator to the 911 building. This failure happened during weekly testing. We worked with the vendor and worked with Mr. Rose, Mr. Morse and Mr. Wheeler to do an emergency authorization. The total cost was \$1,829.00.

Mr. Ryan asked we don't have a service contract? Mrs. Goodwin replied we do not have a service contract with the manufacturer of the transfer switch. We do have a service contract for the generator the the UPS. When you replace the generator and UPS, the switch will not go with that.

Mr. Potter asked should we look at replacing the switch when we replace the generator and UPS? Mr. Wheeler replied he will rely upon 911 and the vendor to let us know the best course of action. Mrs. Goodwin explained with the transfer switch, not all generators do an automatic switch to municipal power, so the switch is a separate component. Typically the switch is not with the same company.

**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. POTTER. 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. MAIO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**\*\*NEXT MEETING SCHEDULED FOR\*\***  
**Monday, May 6, 2019**  
**9:00 a.m.**

**PLEASE PROVIDE AGENDA ITEMS**  
**NO LATER THAN NOON**  
**Monday, April 29, 2019.**