

PUBLIC SAFETY COMMITTEE AGENDA

SHERIFF'S OFFICE

December 5, 2023

2:30 PM

- **APPROVAL OF MINUTES — November 7, 2023**
- **FINANCIAL**
 - **November YTD Report**
- **OLD BUSINESS**
 - **PSAP Grant**
- **NEW BUSINESS**
 - **Jail camera project**
 - **Vesta Next Gen 911 planning**
 - **E911 dispatch center upgrade**
- **PERSONNEL**
 - **Update on Vacancies**
- **RESOLUTIONS**
 - **Award contract CBH Medical and Mental Health Services Sheriff's Office**
 - **Approve Salary Above Hiring Base Deputy Sheriff Position**
 - **Authorize Salary Reallocation within CSEA Salary Schedule for Civil Law Clerk**
 - **Authorize Civil Manager Title Salary Increase**
- **ADJOURNMENT**

PUBLIC SAFETY MEETING

November 7, 2023

The regular meeting of Public Safety, Probation, Office of Emergency Services, Coroner, and Stop DWI was held in the Legislative Conference Room at the Ronald E. Dougherty Office Building, 56 Main St., on Tuesday, November 7, 2023 at 2:30 PM.

Present:

Keith Flesher	Chair, Public Safety
Barb Roberts	Legislator
Marte Sauerbrey	Chair, Legislator (<i>in at 2:38</i>)
William Standinger	Legislator
Dale Weston	Legislator
Brian Cain	Director, Probation
Sheriff Gary Howard	Sheriff's Office
Corinne Cornelius	Deputy Director, Emergency Services
Mike Simmons	Director, Emergency Services

Guest:

Pete DeWind	County Attorney
Cathy Haskell	Legislative Clerk
Curtis Hammond	EMS Coordinator, Emergency Services

Absent:

APPROVAL OF MINUTES:

Approval of October 3, 2023 minutes:

Legislator Roberts made the motion, seconded by Legislator Standinger, to approve the October 3, 2023 Public Safety minutes, as written. Motion carried.

PROBATION – Brian Cain:

FINANCIAL:

- 2023 Budget is on track. Expenditures are at 75% of the budget.

OLD BUSINESS:

- Entry doors – IT is going to be updating with new card entry devices.
- Buddi contract – approved by the County Attorney's Office. Services include monitoring services for Probation.
- Community Engagement – the Probation staff participated in Trunk or Treat at the Nichols Fire Department.
- Staff – Retired Probation Supervisor, Teri Rosenberger returned as a PT Supervisor and Patrick Van Durme has accepted the Probation1 position.
- Training – Sydney Blinn and Briana Ward graduated from Fundamentals of Probation on November 3rd.
- Juvenile Delinquency Services - one juvenile appearance ticket was received in October. Toal 12 JDATS were received this year.
- Electronic Monitoring – one person is being monitored by phone app; 2 individuals are monitored with the ankle monitor.
- Community Service – the Weekend Work Program continues to operate every weekend.
- Pre-Trial Release - 17 people are in this program.

- Court Ordered Investigations – there are 41 cases.
- Violation of Probation - 15 defendants are in violation.

PERSONNEL:

- One vacant Probation Officer position
- One vacant Sr. Probation Officer position
- One vacant part-time Supervisor position – (filled now with the hiring of Terri Rosenberger)
- One unfunded Probation Officer position

RESOLUTIONS:

- Resolution to Amend the Contract Between the Tioga County Probation Dept. and Buddi US, LLC
A resolution was presented requesting approval to enter into a contract with Buddi US, LLC.
- Resolution to Approve and Enter into a Memorandum of Understanding (MOW) with IPPC Technologies for Sex Offender Monitoring
A resolution was presented requesting authorization to enter into a MOU with IPPC Technologies for sex offender monitoring.
- Resolution to Approve a Contract between the Tioga Co. Probation Dept. & the Family & Children’s Counseling Services to Provide Adult & Juvenile Sexual Offender Assessment and Treatment Services in the Journey Project
A resolution was presented requesting approval to contract with the Family and Children’s Society in 2024 at an amount of \$123,840 annually.
- Resolution to Contract with National Test Systems for Instant Urine Tests and Lab testing
A resolution was presented requesting approval to contract with National Test Systems to purchase instant testing supplies and lab services.

(Committee agreed to move resolutions forward)

OFFICE of EMERGENCY SERVICES – Mike Simmons:

FINANCIAL:

- Budget is on track.

OLD BUSINESS:

- Communications Project:
 - Change Order #4 to cover the construction of tower sites and shelters (4 tower sites, as well as Prospect & Round Top) is in the works. This will increase the contract by \$5,650,000. Director Simmons has the change order with pictures if they want to look at it.
 - There are grant money requirements that need to be met for Dispatch. We are required to meet state standards and have policies and procedures in place, which we currently do not have. Director Simmons stated we are doing closest car concept, however, policies for calls, such as open line calls, hang up calls need written policies. The Sheriff said that Dispatch has met accreditation standards set by the State so he doesn’t know what other requirements they would need and that hang up calls are covered. Director Simmons was told that we do not have written standards. The Sheriff suggested that they sit down and take a look at what procedures are needed on Thursday. Director Simmons said the State is not pressing us for anything now, he was bringing it up since we have \$10 million in grant money, and we need to make sure we are following their rules. The Sheriff will get the

standards for accreditation so they can be matched to the State's requirements. Legislator Flesher said if they are in place that's great; if not let's correct it. Deputy Director Cornelius noted that we are getting a new grants representative and they may require it.

- Cad Project:
 - Troop cars are still not online. Jeremy has reached out to the State IT Department and the connectivity is still not there. Chair Sauerbrey said Jeremy reaches out to them daily. Legislator Roberts asked what you do if they do not work. It was explained that they poll the cars and they need to give their info over the radio which creates extra work for the dispatchers and increases response time. Legislator Weston asked about utilizing grants so we do not lose the money. Director Simmons explained we requested extensions on some of the grants. If a project was to run over, we would not be given extra money. The targeted grant has been changed at the State level so \$3 million is the maximum amount given. Legislator Flesher will reach out to Legislator Mullen for State contact info and try to contact someone at the State to resolve this issue.

EMS:

Curtis Hammond, EMS Coordinator, gave an overview of methods to provide EMS coverage throughout the county at a reasonable rate.

- He has met with local ambulances to come up with a plan for the future and meets quarterly with EMS agencies.
- The biggest problem is NYS is going to be sunsetting advanced critical cares. There are a large number of providers who operate on that level of care. We will run into a problem that we will not have enough paramedics. Cost and time involved are the biggest obstacles. This is a statewide problem. Paramedics require 2,000 hours of training.
- Looking at how we supplement this system, it was suggested the best idea would be to have a fly car. There are 27 counties doing fly cars now.
- An idea would be to certify a couple of the Tahoes we have and purchase another Tahoe and equip it. We could also purchase a multi-purpose trailer. Mike and Corinne are EMTs. We would not add more payroll, just legalizing Tahoes.
- To purchase an ALS Tahoe you are looking at approximately \$200,000. In 2030 we could look at another paramedic fly car.
- Richford and Berkshire contract with Maine. Legislator Flesher said we need to start coming up with a viable solution now instead of waiting until 2030 and then being behind on things.
- Curtis suggested that the fly car would be the cheapest alternative now. Then in 2030 looking at a full-time ambulance with paid paramedic.
- Candor's operating budget is \$900,000.
- Legislator Flesher asked to Curtis to do a presentation at worksession to all of the legislators. Chairwoman Sauerbrey asked to have a succinct plan to present at the workshop on 11/21. Any plan would have to take place in 2025 for budgeting purposes.

EMERGENCY MANAGEMENT:

- Citizens Preparedness Class was conducted in Owego.
- I-300 Incident Command Course was held at the Public Safety Building.
- Threat Assessment Management Program:
 - RFP was put together.
 - Need to come up with an exercise utilizing TAM money.

FIRE:

- Chief's meeting was held at Owego Fire Department.
- Lockheed-Martin and Campville will be dispatched together. Testing of the radio will be done tomorrow.

NEW BUSINESS:

- None

PERSONNEL:

- None

RESOLUTIONS:

- Amend Resolution 291-19 Authorize Amended Agreement with Motorola Solutions Change Order #4
A resolution was presented requesting authorization to amend the Motorola Agreement with change order #4.
- Requesting Tioga County Office of Emergency Services be Allowed to Exceed Food & Beverage Purchase Guidelines
A resolution was presented requesting authorization to exceed the per event limit for food.

(Committee agreed to move resolutions forward)

SHERIFF – Gary Howard:

FINANCIAL:

- Revenues are at \$495,342 which is 90% of the budget. Inmate boarders are at \$254,139 which is 169% of the budget.

NEW BUSINESS:

- RFP is in for inmate Jail Medical
- Jail daily population for October was 47.

PERSONNEL:

- Update on Vacancies:
 - Civil:
 - One vacant part-time Civil Deputy position
 - Civil Law Clerk will be going on maternity leave next month
 - Corrections:
 - 5 Corrections Officer positions
 - 2 part-time Cook positions
 - No Corrections Officers are on light duty
 - 2 Corrections Officers are on military deployment
 - There were 2 Corrections Officers resignations
 - Road Patrol:
 - 2 vacant Deputy positions
 - One Deputy is currently on light duty
 - One Deputy graduated from the police academy
 - There are 2 unfunded Deputy positions – request being made to fund/fill
 - Communications:
 - 2 vacant E911 Dispatcher positions
 - Records:
 - All positions are filled
 - Administration:
 - All positions are filled

RESOLUTIONS:

- Authorize Acceptance of 2024 NYS PTS Grant Appropriation of Funds & Modify 2023 Budget
A resolution was presented requesting approval to accept the 2024 NYS PTS Grant in the amount of \$12,540.
- Authorize Acceptance of the NYS 2023 PSAP Operations Grant and Modify 2023 Budget
A resolution was presented requesting approval to accept the 2023 NYS PSAP Grant in the amount of \$129,044.
- Amend Resolution 390-23 Authorize 2023-2024 Contracts with SADD School Associates
A resolution was presented requesting authorization to amend resolution 390-23 to reflect Michelle Varner as the SADD School Associate for Spencer Van Etten School District.

(Committee agreed to move the above resolutions forward)

- Reclassify and Fill Unfunded Vacant Positions and Abolish Positions
A resolution was presented requesting approval to reclassify a Road Patrol Sergeant to a Deputy Sheriff position and abolish one part-time Deputy Sheriff and abolish one part-time Cook effective January 1, 2024.
 - Sheriff said transports are a big issue. Probation Director Brian Cain went on a transport to help cover a warrant from North Carolina.
 - PT budget is \$119,000 over budget.
 - Berkshire Board is complaining there is not enough coverage in Berkshire.

Committee agreed to move this resolution forward, with the exception of Legislator Standinger who was not in favor of it).

CORONER

- Legislator Flesher presented a resolution for the Coroner's Office

RESOLUTIONS:

- Authorize Contract Between Riverside Forensic Pathology, PLLC and Tioga County
A resolution was presented requesting authorization to enter into contract with Riverside Forensic Pathology, PLLC.

(Committee agreed to move resolution forward)

ADJOURNMENT: Meeting was adjourned at 3:35 PM

Respectfully Submitted,

Diane Rockwell
Diane Rockwell
Secretary to the Sheriff
11/7/23

Tioga County Sheriff's Office



DATE: November 29, 2023
TO: Sheriff Howard
RE: December 5, 2023 Public Safety - Reference Notes

Personnel Issues:

1. **Civil Office**
 - a) There is currently (1) open part-time Civil Deputy position.
2. **Corrections Division**
 - a) There are currently (2) open Corrections Officer positions with (2) starting this week.
 - b) There are currently (1) open part-time Cook positions.
 - c) There is (1) Corrections Officer on light duty.
 - d) There are (2) Corrections Officers on military deployment.
3. **Road Patrol**
 - a) There are (2) open Deputy positions – (1) being filled by a lateral transfer (1) being filled by a new hire.
 - b) There are no Deputies on light duty.
 - c) Previously unfunded Deputy positions (2) being filled 1/01/24.
4. **E911 Emergency Communications Center**
 - a) There are (2) open E911 Dispatcher positions.
5. **Records**
 - a) All positions are filled.
6. **Administration**
 - a) All positions are filled.

Labor Issues:

1. T.C.L.E.A. negotiations are being finalized.
2. N.C.E.U. negotiations are being finalized.

Litigation Issues:

1. Litigation with a former employee ongoing.

Budget:

1. Revenues are \$525,155 which is 76% of the budget. Expenditures are at \$11,084,856 which is 95% of the budget. Inmate Boarders are at \$275,932 which is 184% of the budget.

Current Projects:

1. Jail camera replacement project ongoing.
2. In the planning phase for the VESTA Next Gen 911 system.
3. E911 dispatch center upgrades.
4. RFP for jail medical contract bids.
5. New eviction process implementation.

Miscellaneous:

1. Average daily inmate population for the month of November 2023 was 45. There was an average of 5 Federal inmates (150 days) and 3 board-ins (86 days) for the month.

Resolutions:

1. Award contract CBH Medical and Mental Health Services Sheriff's Office.
2. Approve Salary Above Hiring Base Deputy Sheriff Position
3. Authorize Salary Reallocation within CSEA Salary Schedule for Civil Law Clerk
4. Authorize Civil Manager Title Salary Increase



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR: A	General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3020 Public Safety Communication E								
A3020	411400	Emergency Telephon	-185,000	0	-185,000	-99,309.00	.00	-85,691.00 53.7%*
A3020	433310	State Aid-Enhanced	0	-129,044	-129,044	.00	.00	-129,044.00 .0%*
A3020	510010	Full Time	658,947	0	658,947	471,836.31	.00	187,110.69 71.6%
A3020	510020	Part Time/Temporar	6,800	-700	6,100	503.77	.00	5,596.23 8.3%
A3020	510030	Overtime Pay Only	44,084	0	44,084	52,761.30	.00	-8,677.78 119.7%*
A3020	510050	All Other(On call,	21,812	700	22,512	13,736.83	.00	8,775.37 61.0%
A3020	520090	Computer	500	-500	0	.00	.00	.00 .0%
A3020	520130	Equipment (Not Car	450	500	950	898.00	.00	52.00 94.5%
A3020	540000	Contract Expense	0	0	0	.00	.00	.00 .0%
A3020	540350	Office Equip Maint	300	0	300	.00	.00	300.00 .0%
A3020	540510	Radio Repairs	0	0	0	.00	.00	.00 .0%
A3020	540620	Software Expense	5,300	0	5,300	.00	.00	5,300.00 .0%
A3020	540660	Telephone	33,821	0	33,821	26,070.93	.00	7,750.07 77.1%
A3020	581088	State Retirement F	54,738	0	54,738	61,939.79	.00	-7,201.73 113.2%*
A3020	583088	Social Security Fr	32,335	0	32,335	41,056.28	.00	-8,721.38 127.0%*
A3020	584088	Workers Compensati	12,243	0	12,243	13,858.51	.00	-1,615.11 113.2%*
A3020	584588	Life Insurance Fri	0	0	0	.00	.00	.00 .0%
A3020	585088	Unemployment Insur	0	0	0	.00	.00	.00 .0%
A3020	585588	Disability Insuran	679	0	679	722.97	.00	-44.37 106.5%*
A3020	586088	Health Insurance F	152,703	0	152,703	144,393.66	.00	8,309.02 94.6%
A3020	588988	Eap Fringe	146	0	146	172.63	.00	-27.03 118.6%*
A3110 Sheriff								
A3110	412703	Shared Services Sh	-30,000	0	-30,000	-20,250.00	.00	-9,750.00 67.5%*
A3110	415100	Sheriff Fees	-80,000	0	-80,000	-58,930.72	.00	-21,069.28 73.7%*
A3110	425450	Licenses	-35,000	0	-35,000	-15,794.00	.00	-19,206.00 45.1%*
A3110	425950	Patrol Income	-2,500	0	-2,500	.00	.00	-2,500.00 .0%*
A3110	426250	Forfeiture Of Crim	0	-32	-32	-31.65	.00	.00 100.0%
A3110	426260	Forfeiture Of Crim	0	-228	-228	-227.88	.00	.00 100.0%
A3110	427010	Refunds Of Prior Y	0	0	0	-538.00	.00	538.00 100.0%
A3110	427050	PLS01 Gifts And Don	0	0	0	.00	.00	.00 .0%
A3110	427700	Other Unclassified	0	0	0	-9.25	.00	9.25 100.0%
A3110	433190	State Aid- Bullet	0	0	0	-869.48	.00	869.48 100.0%
A3110	433470	State Aid-SLETPP G	0	0	0	.00	.00	.00 .0%
A3110	433480	State Aid-16 SLETP	0	0	0	.00	.00	.00 .0%
A3110	433890	State Aid-Sheriff	0	0	0	.00	.00	.00 .0%
A3110	433890	BWC22 State Aid-She	0	-50,000	-50,000	-50,000.00	.00	.00 100.0%
A3110	433900	State Aid-Police T	0	0	0	-1,059.68	.00	1,059.68 100.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR: A	General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3110 433950	State Aid-Buckle U	0	0	0	.00	.00	.00	.0%
A3110 433952	NYS Legislative Gr	0	0	0	.00	.00	.00	.0%
A3110 433960	St Aid- Child Pass	0	0	0	.00	.00	.00	.0%
A3110 443190	Fed Aid Bullet Pro	0	0	0	.00	.00	.00	.0%
A3110 445890	Federal Aid-Other	0	-23,070	-23,070	.00	.00	-23,070.00	.0%*
A3110 510010	Full Time	2,873,666	0	2,873,666	2,769,664.37	.00	104,001.63	96.4%
A3110 510020	Part Time/Temporar	60,000	0	60,000	18,992.80	.00	41,007.20	31.7%
A3110 510030	Overtime Pay Only	150,095	23,070	173,165	300,126.96	.00	-126,961.96	173.3%*
A3110 510040	Workers Compensati	0	0	0	.00	.00	.00	.0%
A3110 510050	All Other(On call,	74,950	0	74,950	60,868.69	.00	14,081.31	81.2%
A3110 520130	Equipment (Not Car	10,000	971	10,971	4,824.58	239.98	5,906.68	46.2%
A3110 520130	BWC22 Equipment (No	0	50,000	50,000	34,956.71	.00	15,043.29	69.9%
A3110 520191	Emergency Equipmen	5,000	215	5,215	3,159.98	181.45	1,873.57	64.1%
A3110 530100	Data Processing	0	0	0	.00	.00	.00	.0%
A3110 530300	Legal	0	0	0	.00	.00	.00	.0%
A3110 530330	Shared Services	0	0	0	.00	.00	.00	.0%
A3110 540000	Contract Expense	0	0	0	.00	.00	.00	.0%
A3110 540020	Ammunition	14,000	2,000	16,000	14,858.46	.00	1,141.54	92.9%
A3110 540070	Car Maintenance	49,540	0	49,540	24,418.54	1,458.30	23,663.16	52.2%
A3110 540090	Clothing	28,000	1,750	29,750	24,765.96	2,477.36	2,506.35	91.6%
A3110 540093	Building Maint & R	14,500	0	14,500	4,522.59	8,068.92	1,908.49	86.8%
A3110 540220	Automobile Fuel	120,000	-2,000	118,000	83,734.96	6,572.48	27,692.56	76.5%
A3110 540280	Investigations	10,500	0	10,500	8,135.14	639.61	1,725.25	83.6%
A3110 540330	Legal Fees	7,500	0	7,500	180.00	.00	7,320.00	2.4%
A3110 540335	Asset Forfeiture E	0	1,429	1,429	1,397.50	.00	31.65	97.8%
A3110 540336	Asset Forf. Exp-Re	0	8,850	8,850	8,622.00	.00	227.88	97.4%
A3110 540350	Office Equip Maint	1,000	500	1,500	1,198.36	103.94	197.70	86.8%
A3110 540420	Office Supplies	16,000	-486	15,514	9,628.76	2,364.31	3,521.23	77.3%
A3110 540444	Permits, Fees, Ins	26,000	0	26,000	24,997.22	.00	1,002.78	96.1%
A3110 540470	Physicals	12,000	0	12,000	7,730.00	1,365.00	2,905.00	75.8%
A3110 540480	Postage	10,000	0	10,000	8,744.80	296.18	959.02	90.4%
A3110 540485	Printing/Paper	9,000	0	9,000	4,789.39	2,585.80	1,624.81	81.9%
A3110 540510	Radio Repairs	0	0	0	.00	.00	.00	.0%
A3110 540560	Repairs	2,000	0	2,000	720.79	883.00	396.21	80.2%
A3110 540620	Software Expense	17,700	0	17,700	16,400.49	630.00	669.51	96.2%
A3110 540640	Supplies (Not Offi	3,000	0	3,000	284.00	.00	2,716.00	9.5%
A3110 540640	PLS01 Supplies -PLS	1,250	0	1,250	.00	.00	1,250.00	.0%
A3110 540660	Telephone	12,500	0	12,500	7,645.98	2,817.91	2,036.11	83.7%
A3110 540680	Tires	11,924	0	11,924	11,278.00	581.00	65.00	99.5%
A3110 540731	Training/State Req	5,000	0	5,000	950.00	1,800.00	2,250.00	55.0%
A3110 540733	Training/All Other	15,000	0	15,000	11,229.34	130.00	3,640.66	75.7%
A3110 581088	State Retirement F	545,603	0	545,603	570,961.76	.00	-25,358.78	104.6%*
A3110 583088	Social Security Fr	212,822	0	212,822	240,049.68	.00	-27,227.78	112.8%*
A3110 584088	Workers Compensati	47,749	0	47,749	49,018.97	.00	-1,269.71	102.7%*



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3110 584588 Life Insurance Fri	920	0	920	746.26	173.74	.00	100.0%
A3110 585088 Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3110 585588 Disability Insuran	543	0	543	558.54	.00	-15.66	102.9%*
A3110 586088 Health Insurance F	808,575	0	808,575	788,518.14	.00	20,056.72	97.5%
A3110 588988 Eap Fringe	568	0	568	610.61	.00	-42.77	107.5%*
A3150 Jail							
A3150 422640 Jail - For Other G	-150,000	0	-150,000	-275,932.34	.00	125,932.34	184.0%
A3150 422650 Jail - Inmate Forf	-1,000	0	-1,000	-803.08	.00	-196.92	80.3%*
A3150 427010 Refunds Of Prior Y	0	0	0	.00	.00	.00	.0%
A3150 427720 Misc Jail Revenue	-5,000	0	-5,000	-1,400.00	.00	-3,600.00	28.0%*
A3150 433920 State Aid-Jail/Bre	0	0	0	.00	.00	.00	.0%
A3150 443920 Federal Aid-Jail/B	0	0	0	.00	.00	.00	.0%
A3150 510010 Full Time	2,734,951	-255,915	2,479,036	2,198,603.91	.00	280,432.33	88.7%
A3150 510020 Part Time/Temporar	18,000	0	18,000	.00	.00	18,000.00	.0%
A3150 510030 Overtime Pay Only	140,000	250,000	390,000	451,448.60	.00	-61,448.60	115.8%*
A3150 510040 Workers Compensati	0	5,915	5,915	5,242.68	.00	672.08	88.6%
A3150 510050 All Other(On Call,	20,000	0	20,000	19,015.62	.00	984.38	95.1%
A3150 520191 Emergency Equipmen	500	0	500	239.54	215.00	45.46	90.9%
A3150 540000 Contract Expense	0	0	0	.00	.00	.00	.0%
A3150 540040 Books	0	0	0	.00	.00	.00	.0%
A3150 540090 Clothing	8,000	-100	7,900	4,277.67	538.12	3,084.21	61.0%
A3150 540091 Bedding	1,000	100	1,100	917.61	99.04	83.35	92.4%
A3150 540093 Building Maint & R	21,000	5,560	26,560	22,384.73	4,175.21	.06	100.0%
A3150 540140 Contracting Servic	1,100	500	1,600	1,034.90	201.57	363.53	77.3%
A3150 540140 HPCC Contracting Se	0	5,400	5,400	5,400.00	.00	.00	100.0%
A3150 540210 Garbage Disposal	5,500	0	5,500	4,342.60	957.40	200.00	96.4%
A3150 540350 Office Equip Maint	0	0	0	.00	.00	.00	.0%
A3150 540360 Meals/Food	185,470	-11,460	174,010	129,471.20	40,708.80	3,830.00	97.8%
A3150 540370 Medical Expense	886,024	0	886,024	671,387.20	212,229.30	2,407.70	99.7%
A3150 540620 Software Expense	63,500	0	63,500	61,936.60	1,497.00	66.40	99.9%
A3150 540640 Supplies (Not Offi	26,000	0	26,000	17,797.63	646.56	7,555.81	70.9%
A3150 540640 COV19 Supplies (Not	0	0	0	.00	.00	.00	.0%
A3150 581088 State Retirement F	325,539	0	325,539	339,372.11	.00	-13,832.96	104.2%*
A3150 583088 Social Security Fr	170,741	0	170,741	200,737.32	.00	-29,996.65	117.6%*
A3150 584088 Workers Compensati	52,285	0	52,285	51,746.03	.00	539.31	99.0%
A3150 584588 Life Insurance Fri	2,100	0	2,100	1,347.44	377.56	375.00	82.1%
A3150 585088 Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3150 585588 Disability Insuran	0	0	0	5.22	.00	-5.22	100.0%*
A3150 586088 Health Insurance F	776,144	0	776,144	733,421.80	.00	42,722.37	94.5%
A3150 586089 Health Insurance C	0	0	0	.00	.00	.00	.0%
A3150 588988 Eap Fringe	603	0	603	644.53	.00	-41.31	106.8%*



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
---------------	-----------------	------------------	----------------	------------	--------------	------------------	-------------

A3151 Jail - Alternatives Program

A3151 510010 Full Time	38,579	0	38,579	35,409.08	.00	3,169.92	91.8%
A3151 510030 Overtime Pay Only	0	0	0	.00	.00	.00	.0%
A3151 510050 All Other(On Call,	0	0	0	.00	.00	.00	.0%
A3151 581088 State Retirement F	6,817	0	6,817	4,728.31	.00	2,088.42	69.4%
A3151 583088 Social Security Fr	2,637	0	2,637	2,668.38	.00	-31.05	101.2%*
A3151 584088 Workers Compensati	735	0	735	553.93	.00	180.67	75.4%
A3151 584588 Life Insurance Fri	0	0	0	.00	.00	.00	.0%
A3151 585088 Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3151 585588 Disability Insuran	0	0	0	.00	.00	.00	.0%
A3151 586088 Health Insurance F	16,789	0	16,789	12,652.94	.00	4,136.09	75.4%
A3151 588988 Eap Fringe	9	0	9	6.95	.00	1.79	79.5%



Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

Table with columns: ACCOUNTS FOR: H, Capital Fund, ORIGINAL APPROP, TRANFRS/ADJSTMTS, REVISED BUDGET, YTD ACTUAL, ENCUMBRANCES, AVAILABLE BUDGET, PCT USE/COL. Rows include H3110 Sheriff and H3150 Jail categories.



**Tioga County
YEAR-TO-DATE BUDGET REPORT**

FOR 2023 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	11,428,285	-116,074	11,312,211	10,558,721.44	295,014.54	458,474.59	95.9%
** END OF REPORT - Generated by Rockwell, Diane **							

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -23

AWARD CONTRACT
CBH MEDICAL FOR JAIL MEDICAL
AND MENTAL HEALTH SERVICES
SHERIFF'S OFFICE

WHEREAS: A Request for Proposal (RFP) for providing comprehensive medical and mental health services to inmates at the Tioga County Jail was distributed to four companies; and

WHEREAS: Three companies (CBH Medical; CFG Health Systems, Prime Care Medical) responded and submitted proposals which were thoroughly evaluated; and

WHEREAS: It was determined that CBH Medical submitted the best proposal to meet the scope of work detailed in the RFP; and

WHEREAS: A recommendation was made to the County Legislature to award CBH Medical a two-year agreement with the option to renew for three (3) additional one-year terms; therefore be it

RESOLVED: That an agreement be created to have CBH Medical provide comprehensive medical and mental health services for the inmates at the Tioga County Jail for a two-year period beginning January 1, 2024 with the option to renew for three additional one-year terms; and be it further

RESOLVED: That the Tioga County Legislature authorizes the execution of this agreement with CBH Medical to provide such services.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -23 APPROVE SALARY ABOVE HIRING BASE
DEPUTY SHERIFF POSITION
SHERIFF'S OFFICE

WHEREAS: Resolution No. 211-99 requires Legislative approval for any appointments made above an established base salary amount; and

WHEREAS: As of July 15, 2023, there is one full-time Deputy Sheriff position vacant; and

WHEREAS: In order to maintain adequate staffing levels for the Road Patrol Division, the Sheriff has an immediate need to backfill said position; and

WHEREAS: The Sheriff has received approval from the Tioga County Law Enforcement Association to hire a new Deputy Sheriff, who has over four years of police experience, at an annual salary rate reflecting four years of experience per the current union contract, or \$72,331; and

WHEREAS: Dominic Demuth, a transfer candidate with over 4 years of Police Officer experience, has applied and has been found both eligible and willing to accept a transfer from the Owego Police Department to a Deputy Sheriff vacancy in Tioga County; therefore be it

RESOLVED: That the Sheriff is hereby authorized to backfill the vacant, full-time Deputy Sheriff position with Dominic Demuth at an annual salary of \$72,331 effective December 16, 2023.

Tioga County Law Enforcement Association

ROAD
PATROL



CRIMINAL
INVESTIGATION

(607) 754-2515 - Endicott
(607) 687-1010 - Owego
(607) 565-2213 - Waverly

103 Corporate Drive
Owego, New York 13827

To: Sheriff Gary W. Howard
From: Tioga County Law Enforcement Association
Ref: Starting Salary for Dominic DeMuth

Dear Sheriff Howard:

I have met with the Executive Board to discuss the issue of what pay rate to bring Dominic DeMuth in at for the position of Deputy Sheriff. The board has decided that it would be appropriate to bring him in at the top deputy sheriff rate due to his years of service at the Owego Police Department.

In viewing all aspects of this issue, the TCLEA agrees that Dominic DeMuth be paid the Deputy Sheriff starting 4th year rate of \$72,331 due to his training and experience in law enforcement. All future pay rate increases would be in accordance with the present Memorandum of Agreement and future Contract between the TCLEA and Tioga County.

Thank you for your consideration in this matter.

A handwritten signature in blue ink that reads "Shawn Kemmerly". The signature is fluid and cursive.

Shawn Kemmerly
President - TCLEA

11/28/2023

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -23 AUTHORIZE SALARY REALLOCATION WITHIN
CSEA SALARY SCHEDULE FOR
CIVIL LAW CLERK
TIOGA COUNTY SHERIFF'S OFFICE

WHEREAS: Legislative approval is required for a title's salary reallocation;
and

WHEREAS: On October 31, 2023, the Personnel Department received a
position description questionnaire from Michele Jenson, Civil Law Clerk
(CSEA SG V, \$31,894–32,894) who works within the Civil Division under the
Tioga County Sheriff's Office; and

WHEREAS: A desk audit occurred and involved the review of work tasks
performed by the employee as well as current salary allocation; and

WHEREAS: The Personnel Officer has made a determination that due to the
substantial knowledge base requirements, duties and NYS mandated Civil
training responsibilities of the Civil Law Clerk in comparison with other titles
within the current CSEA Salary Grade V structure, there is justification to
request a salary reallocation; therefore be it

RESOLVED: That the title of Civil Law Clerk shall be reallocated from CSEA
Salary Grade V to CSEA Salary Grade VII (\$39,041 – \$40,041); effective
retroactive to October 31, 2023; and be it further

RESOLVED: That the 2023 annual salary of the current incumbent in the Civil
Law Clerk title shall be increased by \$7,147, effective retroactive to October
31, 2023.

REFERRED TO:

PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -23

AUTHORIZE CIVIL MANAGER TITLE
SALARY INCREASE
TIOGA COUNTY SHERIFF'S OFFICE

WHEREAS: Legislative approval is required for a title's salary increase within Tioga County; and

WHEREAS: The Tioga County Sheriff requested a review of the Civil Manager title and on September 15, 2023, the Personnel Department received a position description questionnaire from Kimberly Lombardoni, Civil Manager, who oversees all aspects of the Civil Division under the Tioga County Sheriff's Office; and

WHEREAS: The Personnel Officer conducted the review amongst similar Management/Confidential titles and determined that due to the substantial legal knowledge requirements, supervisory duties, training responsibilities, and NYS mandated Civil course requirements of the Civil Manager and increase to the salary range for Civil Manager is warranted; therefore be it

RESOLVED: That the appropriate Management/Confidential salary range for Civil Manager shall be \$53,715 - \$63,715; and be it further

RESOLVED: That the 2023 annual salary of the current incumbent in the Civil Manager title, Kimberly Lombardoni shall be increased by \$4,883, effective retroactive to September 15, 2023.