

PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation

May 6, 2025

2:30 PM

- **Approval of minutes** from April 8, 2025 Public Safety Committee meeting
- **Financial**
  - 1. Expended 35% of 2025 budget.
- **Old business**
  - 1. Staffing
  - 2. Training
  - 3. Atlas digital platform (update)
  - 4. Probation/IT meeting
  - 5. Community and Inter-Agency Involvement
  - 6. Enhancement of Quality Assurance Program
  - 7. Probation coordination with TAM Team
- **New business**
  - 1. Staffing
  - 2. Training
  - 3. Atlas digital platform (update)
  - 4. Probation certified translator
  - 5. Community and Inter-agency involvement
  - 6. Firesetting Risk Assessment for Youth (FRAT-Y)
  - 7. Probation partially arming Department meeting
  - 8. WWP hours plan
- **Personnel**
  - 1. One vacant Probation Officer I position
  - 2. One unfunded Probation Officer 1 position
- **Resolutions (none)**
- **Proclamations**
  - 1. None
- **Adjournment**

## **PUBLIC SAFETY MEETING**

**April 8, 2025**

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, April 8, 2025 at 2:30 PM.

### **Present:**

Keith Flesher	Chair, Public Safety
William Standinger	Legislator
Jake Brown	Legislator
Marte Sauerbrey	Chair, Legislator
Barb Roberts	Legislator
Brian Cain	Director, Probation
Corinne Cornelius	Director, Emergency Services
Bob Williams	Assistant Fire Coordinator

### **Guest:**

Peter DeWind	County Attorney
Cathy Haskell	Legislative Clerk
Jackson Bailey	County Administrator

### **Absent:**

Sheriff Gary Howard	Sheriff's Office
William Ellis	Deputy Director, Emergency Services

### **APPROVAL OF MINUTES:**

#### **Approval of March 4, 2025 minutes:**

Legislator Brown made the motion, seconded by Legislator Roberts to approve the March 4, 2025 Public Safety minutes, as written. Motion carried.

### **PROBATION – Brian Cain:**

### **FINANCIAL:**

- At 28% of Budget. On Track.

### **OLD BUSINESS:**

- Training: Staff are attending Threat Assessment Management, Drug Treatment Court, Domestic Violence and Trauma & Self Care during March 2025.
- Staff are providing trainings; Two different counties came down to meet with Lisa Baker – Authority on the Financial side of Caseload Explorer. Jean Regis was trained to be a trainer in the Domestic Violence Assessment Tool we use; going to Saratoga next week to train their department.
- Atlas Onboarding Training for the whole department being held April 9, 2025.
- Juvenile Delinquency Services: One received for the month of March 2025.
- Three Youth currently in juvenile sex offender treatment.

- WWP: three orders.
- Postponed last high profile trial; no solid date.
- Electronic Monitoring: seven people being electronic monitored.
- Pre-Trial Release: 32 people are being supervised.
- Court Ordered Investigations: 48 active cases opened.
- Supervising: 175 people currently.
- Violations: 9 have violated.

#### **NEW BUSINESS:**

- Had a meeting with IT Director Jeremy Loveland – discussed getting cell phones for all Officers.
- Working on arming the department; non lethals. Continue to move that forward.
- Staff will be participating in the Drug Take Back event at the end of April.
- Quality Assurance Program in place within the department – reviewing files.
- Working with Threat Assessment Management & a Tioga County School District to manage a case.

#### **PERSONNEL:**

- One Vacant Probation Officer 1 position exists.
- One unfunded Probation Officer 1 position remains unfunded.

#### **RESOLUTIONS:**

- Authorize Salary Above CSEA Base for Probation Officers

*\*\*Committee agreed to move this resolution forward*

#### **OFFICE of EMERGENCY MANAGEMENT – Corinne Cornelius:**

#### **FINANCIAL:**

- Within Budget

#### **OLD BUSINESS:**

- Radio Project: Construction has begun at Hanson Farm in Richford; Nichols permitting has been resolved – will need to light that tower for the town; Microwave installer was on site at the end of March; Waiting for an update on Carmichael and Popple to bring them up to compliance; Began discussions on fleet mapping and talk-group committee has had a few meetings discussing channel layout; Frank Yoder has been brought on as a consultant April 7, 2025 to assist in the construction of the project.
- CAD Project: No changes.
- EMS: Spring EMT classes have been moving along – Finish up in May 2025.
- Emergency Management: Corinne got to go to the Newark Valley Elementary School and read to students during “Read Across America” week; Preparing for Open House on May 17, 2025 from 10-2; Focusing on closing existing Grants to wrap up some projects.

- Threat Assessment Team: Continuing to meet and hear cases; working to update their plan that is due June 1, 2025; Corinne assisted with a course in Ithaca, Tioga is hosting the TERC course with NYS DHSES DTPU in May 2025.
- Fire: New requirements for Fire Investigation Teams NFPA 1321 – looking in to the best way to move forward; As of April 1, 2025 Fire Investigation has had 17 Investigation (244 hours) – has been extremely busy; Corinne, Bob, Will & Dave attended the Fire Coordinator Conference - highlight on Tioga County.

**NEW BUSINESS:**

- None.

**PERSONNEL:**

- None.

**RESOLUTIONS:**

- None.

**PROCLAMATIONS:**

- In Memory of Kenneth Franklin Easton

*\*\*Committee agreed to move these resolutions forward*

**CORONER'S OFFICE – Bob Williams**

**FINANCIAL:**

- None.

**OLD BUSINESS:**

- First Quarter 2025: Bob had 17 Cases; Ryan had 21, & John had 2.
- John Olsen has attended the Coroner 101 and the Conference, Bob went as well.

**NEW BUSINESS:**

- None.

**PERSONNEL:**

- None.

**RESOLUTIONS:**

- None.

**SHERIFF – Keith Flesher on behalf of Sheriff Gary Howard:**

**FINANCIAL:**

- Revenues are \$43,193.48 which is 9% of the budget. Expenditures are at \$2,969,211.09 which is 31% of the budget. Inmate Boarders are \$22,354.00 which is 15% of the budget.

**OLD BUSINESS:**

- All Contracts have been finalized.
- Daily inmate population was 46.
- New LPR installed and deployed.

**NEW BUSINESS:**

- Jail Camera replacement project is still ongoing.
- VESTA NextGen 911 System: Planning phase.
- New Cameras and door monitors for the E911 dispatch center have been installed.
- Patrol garage door installation completed.

**PERSONNEL:**

- Update of Vacancies:
  - Civil – One Vacant part-time Civil Deputy position.
  - Corrections – Three Vacant Corrections Officer positions; One Vacant Part-Time Cook position.
    - One Corrections Officers on Light Duty.
    - One on Military Deployment.
  - Road Patrol – Four Vacant Deputy positions.
    - One Deputy on Worker's Comp Light Duty.
  - E911 – Two Vacant E911 Dispatcher Positions.
  - Records – all positions are filled.
  - Administration – all positions are filled.

**RESOLUTIONS:**

- Authorize Acceptance of NYS 2024 PSAP Operations Grant
- Approve Purchase of Radar Equipment and Modify 2025 Budget
- Resolution Recognizing Brian Henry's 28 Years of Dedicated Service to Tioga County

*\*\*Committee agreed to move these resolutions forward*

**EXECUTIVE SESSION**

Legislator Standinger made a motion, seconded by Legislator Roberts, to go into executive session at 3:09 PM to discuss Personnel Issues. In attendance was Legislators Flesher, Roberts, Standinger & Brown; Legislative Clerk Cathy Haskell; Legislative Chair Sauerbrey; County Administrator Jackson Bailey; and Director of Emergency Services Corinne Cornelius.

Legislator Standinger motioned to adjourn Executive Session at 3:59 PM, seconded by Legislator Roberts.

Respectfully Submitted,

***Donna Gilligan***

Donna Gilligan

Accounting Associate III – Payroll Tioga County Sheriff's Office

04/08/25

DRAFT



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2025 04

ACCOUNTS FOR:		ORIGINAL	TRANSFERS/ ADJUSTMENTS	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A	General Fund	APPROP		BUDGET				
<b>A3140 Probation</b>								
A3140 415600	Adoption Investiga	-600	0	-600	.00	.00	-600.00	.0%
A3140 415800	Restitution Surcha	-2,000	0	-2,000	-169.72	.00	-1,830.28	8.5%
A3140 415810	Probation - DWI Su	-10,000	0	-10,000	-2,260.00	.00	-7,740.00	22.6%
A3140 415811	DWI-Probation Sala	-5,000	0	-5,000	-5,000.00	.00	.00	100.0%
A3140 433100	State Aid-Probatio	-105,205	0	-105,205	-26,301.34	.00	-78,903.66	25.0%
A3140 433160	State Aid-Enhanced	-18,566	0	-18,566	-4,641.41	.00	-13,924.59	25.0%
A3140 433170	Ignition InterLock	-3,678	0	-3,678	-787.00	.00	-2,891.00	21.4%
A3140 433180	State Aid- STSJ	-7,000	0	-7,000	.00	.00	-7,000.00	.0%
A3140 433182	RTA State Aid -Rais	-16,920	0	-16,920	.00	.00	-16,920.00	.0%
A3140 510010	Full Time	870,354	0	870,354	245,057.74	.00	625,296.22	28.2%
A3140 510020	Part Time/Temporar	25,000	0	25,000	6,332.44	.00	18,667.56	25.3%
A3140 510030	Overtime Pay Only	5,000	0	5,000	538.44	.00	4,461.56	10.8%
A3140 510040	Workers Compensati	0	0	0	295.59	.00	-295.59	100.0%
A3140 510050	All Other(On Call,	0	0	0	1,467.63	.00	-1,467.63	100.0%
A3140 520060	CPS01 Car/Truck-	0	5,072	5,072	.00	.00	5,072.20	.0%
A3140 520070	Chairs	400	400	800	669.95	.00	130.05	83.7%
A3140 520090	CPS01 Computer-CPS	923	0	923	.00	.00	922.87	.0%
A3140 520200	Office Equipment	1,500	0	1,500	73.47	.00	1,426.53	4.9%
A3140 520215	Personal Protectiv	4,000	-400	3,600	.00	.00	3,600.00	.0%
A3140 540070	Car Maintenance	1,500	0	1,500	119.19	.00	1,380.81	7.9%
A3140 540080	Clinic Supplies	4,000	0	4,000	2,055.30	.00	1,944.70	51.4%
A3140 540140	CPS01 Contracting S	4,260	0	4,260	.00	.00	4,259.75	.0%
A3140 540180	Dues	1,300	0	1,300	990.00	.00	310.00	76.2%
A3140 540220	Automobile Fuel	2,200	0	2,200	941.01	.00	1,258.99	42.8%
A3140 540220	CPS01 Automobile Fu	2,073	0	2,073	.00	.00	2,073.24	.0%
A3140 540220	RTA Automobile Fuel	1,000	0	1,000	.00	.00	1,000.00	.0%
A3140 540320	Leased/Service Equ	2,800	0	2,800	465.54	996.17	1,338.29	52.2%
A3140 540340	Literature	1,000	0	1,000	100.00	.00	900.00	10.0%
A3140 540360	Meals/Food	500	0	500	400.00	.00	100.00	80.0%
A3140 540390	Mileage Expense	100	0	100	.00	.00	100.00	.0%
A3140 540480	Postage	1,000	0	1,000	573.23	.00	426.77	57.3%
A3140 540487	CPS01 Program Expen	19,506	15,000	34,506	2,062.50	.00	32,443.27	6.0%
A3140 540487	FH01 Program Expens	6,621	-2,762	3,859	2,497.39	.00	1,361.50	64.7%
A3140 540590	Services Rendered	265	0	265	.00	.00	265.00	.0%
A3140 540620	Software Expense	10,560	0	10,560	.00	.00	10,560.00	.0%
A3140 540630	Stationery Supplie	6,000	0	6,000	720.87	.00	5,279.13	12.0%
A3140 540660	Telephone	2,052	0	2,052	85.29	.00	1,966.71	4.2%
A3140 540660	CPS01 Telephone (Se	24,947	0	24,947	156.87	.00	24,790.15	.6%
A3140 540660	RTA Telephone-RTA	1,440	0	1,440	.00	.00	1,440.36	.0%
A3140 540731	Training/State Req	24,095	0	24,095	2,650.01	.00	21,444.99	11.0%



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2025 04

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3140 581088 State Retirement F	94,331	0	94,331	29,856.75	.00	64,474.09	31.7%
A3140 583088 Social Security Fr	69,090	0	69,090	20,779.38	.00	48,310.62	30.1%
A3140 584088 Workers Compensati	17,543	0	17,543	6,325.66	.00	11,216.94	36.1%
A3140 585588 Disability Insuran	930	0	930	293.70	.00	636.54	31.6%
A3140 586088 Health Insurance F	215,415	0	215,415	82,873.05	.00	132,542.27	38.5%
A3140 588988 Eap Fringe	235	0	235	83.36	.00	151.52	35.5%
TOTAL Probation	1,252,970	17,311	1,270,281	369,304.89	996.17	899,979.88	29.2%
A3142 Alternatives To Incarceration							
A3142 415150 Alternatives To In	-100	0	-100	.00	.00	-100.00	.0%*
A3142 433120 State Aid-Alternat	-12,145	0	-12,145	.00	.00	-12,144.51	.0%*
A3142 510010 Full Time	15,807	0	15,807	4,458.38	.00	11,348.66	28.2%
A3142 540140 Contracting Servic	3,500	0	3,500	3,033.75	.00	466.25	86.7%
A3142 540140 HPCC Contracting Se	0	2,000	2,000	716.70	.00	1,283.30	35.8%
A3142 581088 State Retirement F	2,276	0	2,276	982.20	.00	1,293.96	43.2%
A3142 583088 Social Security Fr	1,092	0	1,092	368.86	.00	723.14	33.8%
A3142 584088 Workers Compensati	382	0	382	121.22	.00	261.18	31.7%
A3142 585588 Disability Insuran	22	0	22	6.00	.00	15.76	27.6%
A3142 586088 Health Insurance F	3,864	0	3,864	1,320.42	.00	2,543.26	34.2%
A3142 588988 Eap Fringe	5	0	5	1.60	.00	3.52	31.3%
TOTAL Alternatives To Incarceration	14,704	2,000	16,704	11,009.13	.00	5,694.52	65.9%
A3146 Sex Offender Program							
A3146 540140 Contracting Servic	123,840	0	123,840	41,280.00	82,560.00	.00	100.0%
TOTAL Sex Offender Program	123,840	0	123,840	41,280.00	82,560.00	.00	100.0%
TOTAL General Fund	1,391,514	19,311	1,410,825	421,594.02	83,556.17	905,674.40	35.8%
TOTAL REVENUES	-181,214	0	-181,214	-39,159.47	.00	-142,054.04	
TOTAL EXPENSES	1,572,728	19,311	1,592,038	460,753.49	83,556.17	1,047,728.44	





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

FOR 2025 04

	ORIGINAL APPROP	TRANSFRS/ ADJ STMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,391,514	19,311	1,410,825	421,594.02	83,556.17	905,674.40	35.8%
** END OF REPORT - Generated by Cain, Brian **							

Public Safety Committee Meeting  
Probation Department Report  
May 6, 2025

**Budget Status:**

2025 Revenue Budget:

- \$1,045 of DWI Supervision fee collected in April. \$3,305 collected in 2025
- \$1,822 in restitution and surcharge collected in April. \$5,384.39 collected in 2025

**Current Business:**

1. Staffing – One open Probation Officer position remains unfilled.
2. Training – Staff attended Atlas Onboarding training in April. Tioga Probation staff also provided training for two other probation departments during the month. Assistance in completing the Domestic Violence Risk Assessment as well as Financial Training as it pertains to Caseload Explorer were provided to other counties. The Tioga County Sheriff's Office has agreed to provide a firearms recognition and safety training for Probation Officers. This training will be offered to other County Probation Departments as many Probation Directors have expressed an interest in having their officers attend.
3. Atlas Digital Platform – Probation brought forth a resolution which was adopted by the Legislature which allows Probation to enter into a three-year contract with The Change Company to access their Evidence Based digital programs for use with both the Adult and Juvenile populations in Tioga County. The aggregate cost of the contract is slightly more than \$12,000 and will be funded with Pretrial Release Award money as well as Floyd Hooker Foundation money. Probation intends to include a percentage of the cost of the contract in the 2025-2026 Raise the Age Plan which would reimburse Tioga County 100% for the RTA juveniles who utilize the modules.

**Update:** Probation Officers are beginning to use the Atlas platform with their probationers.

4. Probation is exploring having one of our Officers certified as a court certified translator for Spanish and French. Probation is currently conducting a Pre-Sentence Investigation regarding a Spanish speaking defendant. Completing the investigation requires the County using translation services as the Probation Officer is not "certified" although he is fluent in both languages.
5. Probation staff volunteered at the Drug Take Back event in April. The Probation Community Outreach Committee is preparing for fall events such as the return to school backpack giveaway in the Fall.
6. In the past month, Probation has received Juvenile Delinquency Appearance Tickets regarding youth who are alleged to have set fires in Tioga County. In exploring referral resources for the youth, it became apparent this was an area that required more attention. After speaking to numerous professionals, Probation purchased the Firesetting Risk Assessment Tool for Youth (FRAT-Y) to determine risk level for youth exhibiting these behaviors. Probation is currently seeking a mental health partner to complete the assessment.
7. On April 23, 2025, Probation held a meeting with representatives from other County Departments (Tioga County Sheriff's Office, Personnel, County Attorney, Safety Officers, County Administrator, CSEA Union President) to discuss the issues that would need be addressed for Probation to become a partially armed Department. Currently, 74% of

Probation Departments in New York State are armed Departments. Probation hopes to have a proposal to present to the Public Safety Committee some time in 2026 regarding this issue.

8. Due to the continued low number of Court Orders for community service on the Weekend Work Program, Probation met with the District Attorney's Office to discuss the issue. It was agreed that moving forward, in all cases where the defendant is physically able, completion of community service on the WWP will be a part of the plea agreement as follows;

Class E Felony	96 hours of community service on WWP
Class D Felony	144 hours of community service on WWP
Class C Felony and above	256 hours of community service on WWP

**9. Juvenile Delinquency Services:**

April of 2025- There were five (5) Juvenile Delinquency Appearance Tickets (JDATs) received for the month of April. The JDATs alleged the respondents committed acts which if committed by an adult would constitute the crimes of Arson, Burglary, Criminal Mischief, Assault, Harassment, and Criminal Trespass.

YTD: 12 JDATs received to date.

- E- Connect: To date, eleven (11) youth have been screened in 2025. As a result of the E-Connect screenings, six (6) youth were found to be below threshold and not in need of an immediate mental health referral. Four (4) youth were found to be a level II and were referred for a mental health evaluation. One (1) youth was found to be a level III and agreed to schedule an appointment at TCDMH. Zero (0) youth were also determined to be a level I which required immediate mental health intervention.
- There are currently two youth participating in juvenile sex offender treatment.

**ATI Programs:**

- Electronic Monitoring – There are currently seven (9) individuals being monitored via the VCheck24 phone app, GPS electronic monitoring system, and AlcoTag systems.
- Community Service – WWP is scheduled to resume this month. Participants will complete projects as scheduled by the TCSO.
- Pre-Trial Release – There are 32 people being supervised via the Pre-Trial Release program

**Court Ordered Investigations:** 52 active investigations for Tioga County courts (Criminal, Family and Surrogate)

**Supervision:** 175 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)

**Violation of Probation petitions:** 7 defendants/respondents have violation petitions pending against them in criminal & family court.

**Personnel:**

One Vacant Probation Officer I position  
One unfunded Probation Officer position

**Resolutions:** None