

# PUBLIC SAFETY COMMITTEE AGENDA

## EMERGENCY SERVICES

February 8, 2022

2:30 PM

- APPROVAL OF MINUTES January 4, 2022
- FINANCIAL
  - January YTD Report
  - Grants Report
- OLD BUSINESS
  - Communications Project Report
  - CAD Project
  - EMS Study
  - COVID
  - Dean Creek Dam Project
- NEW BUSINESS
  - EMT Classes
  - SICG21 Formula Grant
  - Emergency Planning with Spencer
- PERSONNEL
  - Reclassification of Clerk-Typist
- RESOLUTIONS
  - B09 Re-establish Prior Year 2021 Capital For 2022 Budget For Fire/EMO
  - B12 Appropriation of Funds 2021 Homeland Security Grant, Modify 2021 Budget
  - B14 Authorization To Reclassify Account Clerk Typist To Office Specialist III Emergency Services
  - B34 Authorization to Apply for SICG21 Grant
- PROCLAMATIONS - NONE
- ADJOURNMENT

# PUBLIC SAFETY MEETING

January 4, 2022

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, January 4, 2022 at 2:30 PM.

## Present:

Dennis Mullen	Chair, Public Safety
Ed Hollenbeck	Legislator
Marte Sauerbrey	Chair, Legislature- in at 2:33
William Standinger	Legislator
Barbara Roberts	Legislator
Sheriff Gary Howard	Sheriff's Office
Brian Cain	Director, Probation
Mike Simmons	Director, Emergency Services

## Guest:

Robert P. Williams	Deputy Director, Emergency Services
Cathy Haskell	Legislative Clerk
Peter DeWind	County Attorney - in at 2:30

## APPROVAL OF MINUTES:

Legislator Standinger made a motion to approve the minutes of December 7, 2021; seconded by Legislator Hollenbeck, and so carried.

## PROBATION:

Brian Cain, Probation Director, presented the following information to the committee. Reports are attached.

## Budget:

2021 Revenue Budget (year-end):

Collections: \$10,341 of DWI Supervision fee collected in 2021  
\$233,237 in restitution collected through November of 2021

Probation projected revenue in the amount of \$18,600 during 2021. Revenue is comprised of Restitution surcharges, DWI supervision fees, and Adoption investigation fees. Actual revenue for 2021 totaled \$22,058 exceeding revenue projection by \$3,458 (+19%)

2022 Budget: On target

**Current Business:**

- Juvenile Specialized Supervision Program (JSSP) – Interview was held with a very promising and skillful candidate for the full time JSSP position on December 28, 2021. We are waiting to hear if the candidate will accept the position.
- The Floyd Hooker Foundation money was received and is in the Probation budget. Meetings were held with the Family Court staff in December to discuss how the money will be utilized and documented. Many recurring needs were identified in our juvenile population (transportation, pro-social activities accessible to youth, etc.)
- Staffing – Probation Officer Jean-Rene Regis reported for his first day of employment at Probation on December 20, 2021. Jean has completed the initial employment requirements with the County and is beginning to build a caseload.
- In December, New York State mandated that an additional screening be completed on all youth that receive diversion services through Probation. Probation is now mandated to complete and document results of a sexual exploitation screening tool to identify youth who may be at risk of sexual exploitation/trafficking. This assessment will be in addition to the completion of a suicide assessment, drug/alcohol screening and review of the allegations, which resulted in the youth being issued a Juvenile Delinquency Appearance Ticket. We are reevaluating our intake procedures to accommodate the additional requirements from New York State.
- Discussion regarding 25 from Waverly who absconded from housing and needed to be transported/arrested before registration prior to being placed in detention. Probation advises that there is a necessity to fund a non-secure detention for adolescent offenders.
- Probation has volunteered to help distribute both masks and/or Covid 19 testing kits to businesses in downtown Owego and anywhere else in the county where assistance may be needed.
- Probation continues discussions with Veteran's Services regarding the resolution of transportation issues veterans experience in Tioga County.

**Personnel Items:**

Positions Vacant: One Sr. Probation Officer, One unfunded Probation Officer

**Resolutions:**

Renewal of contract with Automon for Caseload Explorer services

**Other:**

Working with Personnel for desk audit of Finance position within department.

**OFFICE of EMERGENCY SERVICES**

Mike Simmons, OES Director, presented the following information to the committee. Report is attached.

**Budget:** Within Modified Budget, leftover funds from 2021

**Resolutions:**

- Apply for SICG21 Radio Grant
- Amend Resolution 291-19 Signature on Change Order #2

**Monthly Activity:**

**EMS:**

- The spring EMT Class registration is underway. So far there are 8 people signed up.
- The Berkshire Fire District Ambulance has found it necessary to discontinue providing ambulance services. The decision was made because of a lack of manpower. Maine EMS will become the agency providing EMS services to Berkshire.
- The Nichols Joint Fire District Ambulance is not out of service from 6:00 am to 6:00 pm due to a lack of manpower. Mutual Aid departments are filling for Nichols during those hours.

**Fire:**

- The Fall Basic Exterior Firefighter Class held in Newark Valley finished with 12 students graduates. The same class will be scheduled in the spring and be held at a department located in the southern part of the county.
- The Fire Investigation Team has been very busy this month. They currently are working on several fire investigations. Some of the fires may have a criminal element so they are working with the Sheriff's CID Unit and the State Police BCI.

**EMO:**

- Damage assessments from the remnants of Hurricane Fred met the state and federal thresholds and was declared a disaster by the president. Several towns are working with FEMA to file their damage assessments and plans to repair damage to bridges and roads. Spencer is considering opting out of the FEMA reimbursements because the reporting process is too cumbersome.
- The COVID Pandemic continues. Due to the increase in cases, along with the new governor, we are back like we were in 2020, having regular conference calls and receiving deliveries of masks and possibly test kits. The State has reinstated their State of Emergency. Some counties have done the same.

**Communications & Radio System:**

- Motorola, NYSTEC, and Emergency Services are continuing to work on planning the radio system. Motorola has created change orders at our request, removing the Computer Aided Dispatch "CAD" system from the Radio Project. The Change Order also includes changing our system so it connects to the Central NY Consortium, Adds additional Mobile and Portable Radios, increases the number of towers from 9 to 11 and adds additional microwave connections between towers. These changes increase the price of the project by \$3.1 million.
- Legislature Mullen is recommending that Chairman Sauerbrey sign the "Change Order #2" before additional cost increases occur. Approved by Committee.

**SHERIFF:**

Sheriff Howard presented the following information to the committee. Reports are attached.

**Personnel Items:**

- There are currently (5) open Corrections Officer positions
- There is currently (1) open part-time Cook position (1) Full time cook position has been filled and starts January 3<sup>rd</sup> 2022.

**Road Patrol**

- There are no Deputies currently on probation.
- We have (2) Deputies currently attending the police academy (with FTO).
- We have (2) Deputies starting the police academy January 10<sup>th</sup> 2022.

**E911 Emergency Communications Center**

- There is currently (1) open full-time and (1) open part-time Dispatcher position.

**Records**

- Full-time position filled; new person starting January 2<sup>nd</sup> 2022.

**Administration**

- All positions are filled.

**Budget:**

- Revenues are at \$774,506 which is 111% of the budget.
- Expenditures are at \$10,452,990 which is 94% of the budget.
- Inmate Boarders are at \$489,419 which is 326% of the budget.

**Current Projects:**

- Black Creek upgrade complete; awaiting replacement of a monitor on 1/15/22.
- Live Scan part of upgrade moving forward, installed but software not complete.
- Jail refrigerator and freezer replacement project should be finished today 12/30/21.
- Jail EMR, IT has installed all equipment necessary and licensing is complete.

**Miscellaneous:**

Average daily inmate population for the month of December 2021 was 60.

**Resolutions:**

Modify Budget: create account for Project Lifesaver.

**ADJOURNED:**

Meeting adjourned at 3:45PM.

Respectfully submitted,

*Deborah J. Stubecki*  
Tioga County Office of Emergency Services

**DRAFT**



TIOGA COUNTY, NEW YORK

Tioga County  
YEAR-TO-DATE BUDGET REPORT

ACCOUNTS FOR	ORIGI	TRANSF	REVISED	YTD ACTUAL	PERCENTAGE	YTD-BUDGET	PER
GENERAL FUND	APPROP	ADJUST	SUBJECT			BUDGET	DIFFER

**ADD EXP**

A3410 415880	Fire/EMS Reimburse	-5,000	0	-5,000	-1,747.50	.00	-3,252.50	35.0%
A3410 433060	State Aid-Fire-Sh0	0	0	0	.00	.00	.00	.0%
A3410 433060	SEN10 State Aid-Fir	0	0	0	.00	.00	.00	.0%
A3410 433200	State Aid-Emergenc	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
A3410 443050	EMP16 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3410 510010	Full Time	0	0	0	.00	.00	.00	.0%
A3410 510020	Part Time/Temporar	31,652	0	31,652	951.60	.00	30,700.40	3.0%
A3410 510050	All Other(On Call,	10,000	0	10,000	.00	.00	10,000.00	.0%
A3410 520020	Audio Visual Equip	3,000	0	3,000	.00	.00	3,000.00	.0%
A3410 520030	Batteries (Portabl	1,200	0	1,200	.00	.00	1,200.00	.0%
A3410 520080	Clothing	500	0	500	.00	.00	500.00	.0%
A3410 520130	Equipment (Not Car	9,000	0	9,000	.00	.00	9,000.00	.0%
A3410 520130	EMP16 Equipment (No	0	0	0	.00	.00	.00	.0%
A3410 520160	Fire & Alarms Equi	400	0	400	.00	344.00	56.00	86.0%
A3410 520190	Nursing Equipment	4,500	0	4,500	1,095.46	-1,132.50	4,537.04	- 8%
A3410 520190	Emergency Equipmen	0	626,176	626,176	.00	327,778.60	298,397.86	52.3%
A3410 520215	Personal Protectiv	6,000	0	6,000	.00	.00	6,000.00	.0%
A3410 521130	SEN10 Equipment (No	5,000	0	5,000	.00	.00	5,000.00	.0%
A3410 530100	Data Processing	0	0	0	.00	.00	.00	.0%
A3410 530141	Gis	0	0	0	.00	.00	.00	.0%
A3410 530300	Legal	0	0	0	.00	.00	.00	.0%
A3410 540000	Contract Expense	0	0	0	.00	.00	.00	.0%
A3410 540070	Car Maintenance	2,000	0	2,000	.00	.00	2,000.00	.0%
A3410 540140	Contracting Servic	23,000	0	23,000	.00	.00	23,000.00	.0%
A3410 540140	EMP16 Contracting S	0	0	0	.00	.00	.00	.0%
A3410 540140	M7674 Contracting S	0	25,400	25,400	.00	12,700.00	12,700.00	50.0%
A3410 540144	Ems Instructors	10,000	0	10,000	.00	.00	10,000.00	.0%
A3410 540180	Dues	1,200	0	1,200	25.30	140.00	1,034.70	13.8%
A3410 540220	Automobile Fuel	2,000	0	2,000	.00	43.53	1,956.47	2.2%
A3410 540320	Leased/Service Equ	1,000	0	1,000	.00	49.51	950.49	5.0%
A3410 540330	Legal Fees	0	0	0	.00	.00	.00	.0%
A3410 540340	Literature	5,000	0	5,000	.00	65.00	4,935.00	1.3%
A3410 540350	Office Equip Maint	500	0	500	.00	.00	500.00	.0%
A3410 540360	Meals/Food	100	0	100	.00	.00	100.00	.0%
A3410 540370	Medical Expense	1,000	0	1,000	.00	.00	1,000.00	.0%
A3410 540390	Mileage Expense	4,000	0	4,000	.00	56.39	3,943.61	1.4%
A3410 540410	Nursing Supplies	1,500	0	1,500	.00	.00	1,500.00	.0%
A3410 540480	Postage	250	0	250	67.41	.00	182.59	27.0%
A3410 540485	Printing/Paper	300	0	300	.00	.00	300.00	.0%
A3410 540560	Repairs	1,500	0	1,500	.00	.00	1,500.00	.0%



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS TO BE	GENERAL FUND	ORIGINAL	TRANSFERS	REVISED	FTE FUND	ENCUMBRANCES	AVAILABLE	PCT
		BUDGET	IN	BUDGET			BUDGET	CHG / COI
A3410	540620	Software Expense	500	0	500	.00	.00	.0%
A3410	540630	Stationery Supplie	1,500	0	1,500	.00	.00	.0%
A3410	540640	Supplies (Not offi	1,500	0	1,500	.00	.00	.0%
A3410	540660	Telephone	2,000	0	2,000	.00	.00	.0%
A3410	540731	Training/State Req	0	0	0	.00	.00	.0%
A3410	540733	Training/All Other	0	0	0	.00	.00	.0%
A3410	581088	State Retirement F	2,500	0	2,500	.00	245.00	9.8%
A3410	583088	Social Security Fr	7,587	0	7,587	696.42	.00	9.2%
A3410	584088	Workers Compensati	2,246	0	2,246	126.44	.00	5.6%
A3410	584588	Life Insurance Fri	4,898	0	4,898	293.82	.00	6.0%
A3410	585088	Unemployment Insur	0	0	0	.00	.00	.0%
A3410	585588	Disability Insuran	0	0	0	.00	.00	.0%
A3410	586088	Health Insurance F	0	0	0	.00	.00	.0%
A3410	588988	Eap Fringe	59	0	59	3.36	.00	5.7%

### A3640 Emergency Maint Office

A3640	427010	COVID19 Refunds of Pr	0	0	0	.00	.00	.0%
A3640	433080	State Aid-C837990	0	0	0	.00	.00	.0%
A3640	435100	COVID19 State Aid-Fem	0	0	0	.00	.00	.0%
A3640	436574	Hazard Mitigation	0	0	0	.00	.00	.0%
A3640	443050	Federal Aid-Civil	0	0	0	.00	.00	.0%
A3640	443050	EMP16 Federal Aid-C	0	0	0	.00	.00	.0%
A3640	443050	EMP17 Federal Aid-C	0	0	0	.00	.00	.0%
A3640	443050	EMP18 Fed-Aid- EMPG	0	0	0	.00	.00	.0%
A3640	443050	EMP19 Fed-Aid- EMPG	0	0	0	.00	.00	.0%
A3640	443050	EMP20 Fed-Aid- EMPG	0	0	0	.00	.00	.0%
A3640	443050	EMP21 Fed-Aid- EMPG	0	0	0	.00	.00	.0%
A3640	445100	COVID19 Federal Aid-F	0	0	0	.00	.00	.0%
A3640	510010	Full Time	75,909	0	75,909	3,015.70	.00	4.0%
A3640	510020	Part Time/Temporar	29,324	0	29,324	1,108.61	.00	3.8%
A3640	510030	Overtime Pay Only	10,000	0	10,000	937.43	.00	9.4%
A3640	510050	All-other(On Call,	0	0	0	.00	.00	.0%
A3640	520090	Computer	0	0	0	.00	.00	.0%
A3640	530100	Data Processing	0	0	0	.00	.00	.0%
A3640	530300	Legal	0	0	0	.00	.00	.0%
A3640	530330	Shared Services -P	0	0	0	.00	.00	.0%
A3640	540000	Contract Expense	0	0	0	.00	.00	.0%
A3640	540010	Advertising	700	-402	298	.00	297.62	.0%
A3640	540070	Car Maintenance	2,000	402	2,402	.00	2,402.38	.0%
A3640	540090	Clothing	500	0	500	.00	500.00	.0%
A3640	540140	HME17 Contracting S	0	0	0	.00	.00	.0%
A3640	540141	Gis Create & Maint	0	0	0	.00	.00	.0%



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

ACCOUNT CODE	GENERAL FUND	ORIGINAL APPROP	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED YTD	
A3640	540180	Dues	0	0	.00	.00	.00	.0%	
A3640	540220	Automobile Fuel	2,500	0	2,500	.00	1,742.89	757.11	69.7%
A3640	540360	COV19 Meals/Food	0	0	0	.00	.00	.00	.0%
A3640	540390	Mileage Expense	0	0	0	.00	.00	.00	.0%
A3640	540420	Office Supplies	500	0	500	.00	.00	.00	.0%
A3640	540420	COV19 Office Suppli	0	0	0	.00	.00	500.00	.0%
A3640	540510	Radio Repairs	500	0	500	.00	.00	.00	.0%
A3640	540540	Reimbursements	0	0	0	.00	.00	500.00	.0%
A3640	540560	Repairs	500	0	500	.00	.00	.00	.0%
A3640	540581	Security Systems &	0	0	0	.00	.00	.00	.0%
A3640	540640	COV19 Supplies (Not	0	0	0	.00	.00	.00	.0%
A3640	540660	Telephone	3,000	0	3,000	.00	959.88	2,040.12	32.0%
A3640	540733	Training/All Other	1,000	0	1,000	.00	.00	1,000.00	.0%
A3640	581088	State Retirement F	0	0	0	.00	.00	.00	.0%
A3640	583088	Social Security Fr	7,413	0	7,413	628.05	.00	6,784.87	8.5%
A3640	584088	Workers Compensati	2,398	0	2,398	184.63	.00	2,213.01	7.7%
A3640	584588	Life Insurance Fri	0	0	0	.00	.00	.00	.0%
A3640	585088	Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3640	585588	Disability Insuran	68	0	68	5.22	.00	62.64	7.7%
A3640	586088	Health Insurance F	25,721	0	25,721	1,942.64	.00	23,777.86	7.6%
A3640	588988	Eap Fringe	29	0	29	2.11	.00	26.40	7.4%



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

	ORIGINAL BUDGET	TRANSFERS ADJUSTS	ADJUSTED BUDGET	YTD. ACTUAL	EXCESS/SHORTFALL	AVAILABLE BUDGET	PCT. USE/COL.
GRAND TOTAL	284,453	651,576	936,029	9,336.70	342,992.30	583,700.37	37.6%
** END OF REPORT - Generated by Rockwell, Diane **							

REFERRED TO: PUBLIC SAFETY COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -22 RE-ESTABLISH PRIOR YEAR 2021 CAPITAL  
FOR 2022 BUDGET FOR FIRE/EMO

WHEREAS: Personal Protective Equipment order was placed in 2021 for the Fire/EMO department but will not be received prior to the closing of 2021; and

WHEREAS: Prior year Capital Equipment requests need to be re-established for the remaining unspent balance as of year-end 2021 for purchase or completion in 2022; therefore it be

RESOLVED: That the following accounts and amounts be re-established:

Capital Equipment

A3410 520215	Personal Protective Equipment	\$5,756.51
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REFERRED TO:

PUBLIC SAFETY COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -22

APPROPRIATION OF FUNDS  
2021 HOMELAND SECURITY GRANT  
MODIFY 2021 BUDGET  
OFFICE OF EMERGENCY MANAGEMENT  
SHERIFF'S OFFICE

WHEREAS: The New York State Office of Homeland Security Program (SHSP) has been awarded a grant of \$59,750 (contract #C192610) to the Tioga County Office of Emergency Management; and

WHEREAS: 75% (\$44,812) of said grant will be appropriated to Emergency Management and 25% (\$14,938) will be appropriated to the Sheriff's Office; and

WHEREAS: Appropriation of funds requires legislative approval; therefore be it

RESOLVED: That the 2021 NYS Homeland Security Grant (contract # C192610) be appropriated as follows:

FROM:

A3360.433567 SHS21 Homeland Security 2021 Revenue \$44,812

TO:

A3360.540140 SHS21 Homeland Security Grant –Contracted Services \$13,988  
A3360.520130 SHS21 Homeland Security Grant – Equipment(not car) \$30,824

FROM:

A3361.433567 SHS21 Homeland Security 2021 Revenue \$14,938

TO:

A3361.520130 SHS21 Homeland Security Grant – Equipment(not car)\$14,938

and be it further

RESOLVED: That the remaining balance at year end be carried forward into the next budget year.

REFERRED TO:

PUBLIC SAFETY COMMITTEE  
PERSONNEL COMMITTEE

RESOLUTION NO. -22

AUTHORIZATION TO RECLASSIFY ACCOUNT  
CLERK-TYPIST TO OFFICE SPECIALIST III  
EMERGENCY SERVICES

WHEREAS: Legislative approval is required for any position reclassification;  
and

WHEREAS: In late November 2021, a desk audit was requested and  
conducted by the Personnel Department on a part-time Account Clerk-  
Typist position held by Debra Stubecki; and

WHEREAS: Upon analysis of the work performed by Ms. Stubecki, the  
Personnel Officer has recommended reclassification of said position to the  
title of Office Specialist III; therefore be it

RESOLVED: That the part-time Account Clerk-Typist position (\$13.79/hour)  
filled by Ms. Stubecki shall be reclassified as a part-time Office Specialist III  
effective retroactive to November 22, 2021, at the 2021 hourly rate of  
17.04 and increase to the 2022 hourly rate of \$17.81 effective January 1,  
2022.

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -22

AUTHORIZE THE SUBMISSION OF  
STATEWIDE INTEROPERABLE  
COMMUNICATIONS FORMULA  
GRANT APPLICATION (SICG 21)  
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Office of Homeland Security and Emergency Services has issued a Statewide Interoperable Communications Formula Grant 2021. The grant will be used for upgrading the radio communications in the county and there is no local share associated with said grant; and

WHEREAS: County Policy # 47 requires that permission be obtained prior to submitting said application; therefore be it

RESOLVED: That the Tioga County Office of Emergency Services be authorized to submit the Statewide Interoperable Communications Formula Grant application 2021.

**Financial:**

**Budget:** Within Budget - See attached spreadsheets

**Grants:**

Grant	Grant Period	Granted	Balance
EMPG21	10/1/2020-9/30/23	\$23,664.00	0.00
HMEP20	4/1/21-7/31/22	\$6,465.00	\$6465.00
SHSP19	9/1/19-8/31/22	\$52,485.00	\$0.00
SHSP20	9/1/20-8/31/23	\$66,824.00	\$30,560.77
SHSP21	9/1/21-8/31/24	\$59,750.00	\$59,750
SICG18	1/1/19-12/31/22	\$450,221.00	\$307,901.96
SICG19	1/1/20-12/31/22	\$385,432.00	\$330,436.27
SICG20	1/1/21-12/31/22	\$429,140.00	\$429,140.00

**Old Business:****Radio Project:**

Project is moving ahead slowly. Change Order #2 from Motorola was signed after a great deal of conversation between the county, NYSTEC, and Motorola. NYSTEC reviewed the Change Order and on February 1<sup>st</sup> advised that it approved of the Changes. The Order was signed on February 1, 2022 narrowly avoiding Motorola cancelling our 2019 Contract and discounts. NYSTEC continues to review the details of our project. Nearly all tower sites have been chosen with the exception of one near Skyview Drags property and Roundtop Park in Athens PA. The project remains on schedule with a completion date of December 2024.

**CAD Project:**

Project is moving along very nicely. Computer system and software has been installed. Administrators have been attending training and setting up data tables that are specific to Tioga County. IT has been attending training to learn about the mapping functions and the interface between the CAD and the county ESRI maps. The project is on schedule and will go live next month.

**EMS Study**

The Center for Governmental Research (CGR) has completed their data collection and is preparing their report. We expect a draft copy to be completed within the next couple weeks.

**COVID Pandemic**

Our office continues to monitor the COVID Pandemic and participate in calls from the state and regional partners. We have been receiving periodic deliveries of test kits and occasionally masks. These have been distributed based on directives provided by the state.

**Dean Creek Dam Projects**

Bob Williams has been attending meeting regarding the Dean Creek Pelto and Pylkas Dam replacement projects. These two dams are in need of repair and plans are being developed. Specific Details are available at Soil and Water.

**New Business:****EMT Classes**

The Spring EMT Class has started with 8 students. Classes are being instructed by Stephanie and Paul Cole, along with various lab instructors and helpers. They have revamped the curriculum which has had positive results. Students from the winter class have been taking their final exams on line and so far there has been a 100% pass rate.

**Statewide Interoperable Communications Formula Grant (SICG21)**

The applications have been released to apply for the 2021 SICG Grant. We have completed and returned the application worksheet. This is the formula grant that we received each year for around \$400,000.

**Personnel:****Reclassification of Emergency Services Account Clerk Typist**

Director Simmons requested that Personnel review the work being conducted by the Emergency Service Clerk-Typist to determine if the job duties were still accurate for the title. Personnel completed a desk audit and concluded that it was appropriate to reclassify the position to an Office Specialist II position. A resolution requesting legislative approval is attached.

**Resolutions:**

B09 Re-Establish Prior Year 2021 Capital Equipment for 2022 Budget

B12 Appropriation of Funds 2021 Homeland Security Grant and Modify 2021 Budget of Emergency Management and Sheriff's Office

B14 Authorization to Reclassify Account Clerk Typist to Office Specialist III

**Proclamations:**

None