

PUBLIC SAFETY COMMITTEE MEETING AGENDA - Probation

June 3, 2025

2:30 PM

- **Approval of minutes** from May 6, 2025 Public Safety Committee meeting
- **Financial**
 - 1. Expended 43% of 2025 budget.
- **Old business**
 - 1. Staffing
 - 2. Training
 - 3. Atlas digital platform (update)
 - 4. Probation certified translator
 - 5. Community and Inter-Agency Involvement
 - 6. Fire setting Risk Assessment for Youth (FRAT-Y)
 - 7. Probation partially arming Department meeting
 - 8. WWP hours plan
- **New business**
 - 1. Staffing
 - 2. Training
 - 3. Probation In-Service
 - 4. Council of Probation Administrators (COPA) Conference
 - 5. Community and Inter-agency involvement
 - 6. Clothing line
 - 7. Probation partially arming Department meeting
 - 8. WWP hours plan
 - 9. Fire setting assessment
- **Personnel**
 - 1. One vacant Probation Officer I position
 - 2. One unfunded Probation Officer 1 position
- **Resolutions (none)**
- **Proclamations**
 - 1. None
- **Adjournment**

PUBLIC SAFETY MEETING

May 6, 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, May 6, 2025, at 2:30 PM.

Present:

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

Guest:

Peter DeWind	County Attorney
Cathy Haskell	Legislative Clerk
Jackson Bailey	County Administrator
Matt Freeze	Morning Times

Absent:

Sheriff Gary Howard	Sheriff's Office
Barb Roberts	Legislator
Marte Sauerbrey	Chair, Legislator

APPROVAL OF MINUTES:

Approval of April 8, 2025, minutes:

Legislator Brown made the motion, seconded by Legislator Standinger to approve the April 8, 2025, Public Safety minutes, as written. Motion carried.

PROBATION – Brian Cain:

FINANCIAL:

- Budget on track

OLD BUSINESS:

- Training: Staff attended Atlas Onboarding training in April. 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 firearms recognition and safety training for Probation Officers. This training has been requested from other County Probation Departments as many probation Directors have expressed an interest in having their officers attend.
- Atlas Digital Platform – Evidence based digital programs for use with both the adult and Juvenile populations in Tioga County. This is making journaling easier for youth vs.

adults and is a conversation starter for the Probation Officers to use with their probationers.

- Probation is exploring having one of our Officers certified as a court certified translator for Spanish and French.
- Probation staff volunteered at the Drug Take Back event in April. Planning to participate with a table at the OES Open House on May 17, 2025.
- Probation has 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.
- Probation held a meeting with representatives from other County Departments to discuss the issues that would need to be addressed for Probation to become a partially armed Department. Currently 74% of Probation Departments in NYS are armed departments.
- Due to continued low numbers of Court Orders for community service on the Weekend Work Program, moving forward, in all cases where the defendant is physically able, completion of community service on the WWP will be part of the plea agreement.
- Five Juvenile Delinquency Appearance Tickets received for 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.
- Electronic Monitoring: nine people being electronic monitored.
- Pre-Trial Release: 32 people are being supervised.
- Court Ordered Investigations: 52 active cases opened.
- Supervising: 175 people currently.
- Violations: 9 have violated.

PERSONNEL:

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

RESOLUTIONS:

None

OFFICE of EMERGENCY MANAGEMENT – Corinne Cornelius:

FINANCIAL:

- Within Budget

OLD BUSINESS:

- Radio Project: Patriot has finished up the anchoring system for the tower in Richford. Tower should be complete by end of May. Nichols permitting has been resolved – will need to light that tower for the town, cost of approximately \$64,000. All equipment

waws moved out of the warehouse to alternate secure locations. We have ended our lease with Weitsman's. DPW provided, forklift, low-boy and manpower to assist with move. We have received information for the Carmichael and Popple failed structural assessments. Carmichael seems standard, however, Popple was an exorbitant cost.

- Fleet mapping and talk-group committee meetings have been taking place to begin designing the channel layout of the new system.
- Frank Yoder has been catching up to speed as the consultant. He has continued to make great headway on the project, including contact information for the existing Spencer Tower site, permission for road access, locks, etc.
- The jail is staying on their stand-alone system. Their radios have been failing, and new ones were purchased. They will be operational in the next few weeks.
- CAD Project: Another EMS agency has joined the CAD system and mapping.
- EMS: Spring EMT classes have been moving along – Finish up in May 2025. We will be reposting the Assistant Coordinator position that oversees EMS courses.
- Emergency Management: Corinne attended the Communications Symposium in Corning, NY with information presented including radio security and NYS security updates.
- The office is preparing for the Open House in May 17, from 10-2, weather permitting. The Lifenet Helicopter will be on site, and we have already gotten many table requests for different resources.
- The two new Tahoe's have been outfitted with lettering and all radios and lights. These vehicles are now response ready.
- Threat Assessment Team: Continuing to meet and hear cases; working to update their plan that is due June 1, 2025; Tioga is hosting the TERC course with NYS DHSES DTPU May 13-15 2025. 38 are registered.

NEW BUSINESS:

- None.

PERSONNEL:

- None.

RESOLUTIONS:

- E15 Authorize Submission for Statewide Interop Comm Grant.
- E17 Modify 2025 Budget and Transfer Funds

Committee agreed to move resolutions forward

CORONER'S OFFICE – Bob Williams

FINANCIAL:

- None.

OLD BUSINESS:

NEW BUSINESS:

- None.

PERSONNEL:

- None.

RESOLUTIONS:

- None.

SHERIFF –

- Agenda packet was distributed to Legislators. There was no representation from the Sheriff's Office, therefore no discussion followed.

RESOLUTIONS:

- Authorize the submission of 2026 PTS (Police Traffic Services) grant application – Sheriff's Office.
Committee agreed to move resolution forward

EXECUTIVE SESSION

Legislator Standinger made a motion, seconded by Legislator Brown, to go into executive session at 3:04 PM to discuss Personnel Issues. In attendance were Legislators Flesher, Standinger & Brown; Legislative Clerk Cathy Haskell; County Administrator Jackson Bailey; County Attorney Peter DeWind.

On motion of Legislator Brown, seconded by Legislator Standinger, executive session adjourned at 3:22 p.m.

Respectfully Submitted,

Debora Stubecki
Office Specialist III
Tioga County Office of Emergency Services



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2025 05

ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3140 Probation								
A3140 415600 Adoption Investiga	-600	0	0	-600	0.00	0.00	-600.00	0.0%
A3140 415800 Restitution Surcha	-2,000	0	0	-2,000	-230.47	0.00	-1,769.53	11.5%
A3140 415810 Probation - DWI Su	-10,000	0	0	-10,000	-3,305.00	0.00	-6,695.00	33.1%
A3140 415811 DWI-Probation Sala	-5,000	0	0	-5,000	-5,000.00	0.00	0.00	100.0%
A3140 433100 State Aid-Probatio	-105,205	0	0	-105,205	-26,301.34	0.00	-78,903.66	23.0%
A3140 433160 State Aid-Enhanced	-18,566	0	0	-18,566	-4,641.41	0.00	-13,924.59	25.0%
A3140 433170 Ignition Interlock	-3,678	0	0	-3,678	-787.00	0.00	-2,891.00	21.4%
A3140 433180 State Aid- STSJP	-7,000	0	0	-7,000	-1,971.91	0.00	-5,028.09	28.2%
A3140 433182 RTA State Aid -Rais	-16,920	0	0	-16,920	0.00	0.00	-16,920.00	0.0%
A3140 510010 Full Time	870,354	0	0	870,354	308,032.86	0.00	562,321.10	35.4%
A3140 510020 Part Time/Temporar	25,000	0	0	25,000	8,053.88	0.00	16,946.12	32.2%
A3140 510030 Overtime Pay Only	5,000	0	0	5,000	538.44	0.00	4,461.56	10.8%
A3140 510040 Workers Compensation	0	0	0	0	295.59	0.00	-295.59	100.0%
A3140 510050 All Other (On Call,	0	0	0	0	1,467.63	0.00	-1,467.63	100.0%
A3140 520060 CPS01 Car/Truck-	0	5,072	5,072	5,072	0.00	0.00	5,072.20	0.0%
A3140 520070 Chairs	400	400	0	800	669.95	0.00	130.05	83.7%
A3140 520090 CPS01 Computer-CPS	923	0	0	923	73.47	0.00	922.87	0.0%
A3140 520200 Office Equipment	1,500	0	0	1,500	2,036.00	0.00	1,426.53	4.9%
A3140 520215 Personal Protectiv	4,000	-400	0	3,600	2,119.19	0.00	1,564.00	56.6%
A3140 540070 Car Maintenance	1,500	0	0	1,500	2,249.25	0.00	1,380.81	7.9%
A3140 540080 Clinic Supplies	4,000	0	0	4,000	80.10	0.00	1,730.75	56.2%
A3140 540140 CPS01 Contracting s	4,260	0	0	4,260	990.00	0.00	4,179.65	1.9%
A3140 540180 Dues	1,300	0	0	1,300	1,209.24	0.00	990.76	76.2%
A3140 540220 Automobile Fuel	2,200	0	0	2,200	0.00	0.00	2,073.24	55.0%
A3140 540220 CPS01 Automobile Fu	2,073	0	0	2,073	0.00	0.00	1,000.00	0.0%
A3140 540220 RTA Automobile Fuel	1,000	0	0	1,000	637.23	841.84	1,320.93	52.8%
A3140 540320 Leased/Service Equ	2,800	0	0	2,800	100.00	0.00	1,900.00	10.0%
A3140 540340 Literature	1,000	0	0	1,000	400.00	0.00	500.00	44.4%
A3140 540360 Meals/Food	500	400	0	900	0.00	0.00	100.00	0.0%
A3140 540390 Mileage Expense	100	0	0	100	0.00	0.00	0.00	0.0%
A3140 540480 Postage	1,000	0	0	1,000	573.23	0.00	426.77	57.3%
A3140 540487 CPS01 Program Expen	19,506	15,000	0	34,506	2,082.50	0.00	32,443.27	6.0%
A3140 540487 FH01 Program Expen	6,621	-2,762	0	3,859	2,670.45	0.00	1,188.44	69.2%
A3140 540590 Services Rendered	265	0	0	265	0.00	0.00	265.00	0.0%
A3140 540620 Software Expense	10,560	0	0	10,560	10,194.80	0.00	365.20	96.5%
A3140 540630 Stationery Supplie	6,000	0	0	6,000	1,479.68	0.00	4,520.32	24.7%
A3140 540660 Telephone	2,052	0	0	2,052	509.61	0.00	1,796.13	12.5%
A3140 540660 CPS01 Telephone (Se	24,947	0	0	24,947	0.00	0.00	24,437.41	2.0%
A3140 540660 RTA Telephone-RTA	1,440	0	0	1,440	0.00	0.00	1,440.36	0.0%
A3140 540731 Training/State Req	24,095	-400	0	23,695	2,769.01	0.00	20,925.99	11.7%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2025 05

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3140 581088 State Retirement F	94,331	0	94,331	36,477.67	.00	57,853.17	38.7%
A3140 583088 Social Security Fr	69,090	0	69,090	25,400.27	.00	43,689.73	36.8%
A3140 584088 Workers Compensation	17,543	0	17,543	7,729.64	.00	9,812.96	44.1%
A3140 585088 Disability Insurance	215,930	0	215,930	358.88	.00	571.36	38.6%
A3140 586088 Health Insurance F	215,415	0	215,415	101,270.57	.00	114,144.75	47.0%
A3140 588988 Eap Fringe	235	0	235	101.86	.00	133.02	43.4%
TOTAL Probation	1,252,970	17,311	1,270,281	476,569.74	841.84	792,869.36	37.6%
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	5,669.64	.00	10,137.40	35.9%
A3142 540140 Contracting Servic	3,500	8,000	11,500	4,294.75	.00	7,205.25	37.3%
A3142 540140 HPCC Contracting Se	0	2,000	2,000	850.20	.00	1,149.80	42.5%
A3142 581088 State Retirement F	2,276	0	2,276	1,214.38	.00	1,061.78	53.4%
A3142 583088 Social Security Fr	1,092	0	1,092	456.47	.00	635.53	41.8%
A3142 584088 Workers Compensation	382	0	382	149.88	.00	232.52	39.2%
A3142 585588 Disability Insurance	22	0	22	7.42	.00	14.34	34.1%
A3142 586088 Health Insurance F	3,864	0	3,864	1,632.56	.00	2,231.12	42.3%
A3142 588988 Eap Fringe	5	0	5	1.98	.00	3.14	38.7%
TOTAL Alternatives To Incarceration	14,704	10,000	24,704	14,277.28	.00	10,426.37	57.8%
A3146 Sex Offender Program							
A3146 540140 Contracting Servic	123,840	0	123,840	51,600.00	72,240.00	.00	100.0%
TOTAL Sex Offender Program	123,840	0	123,840	51,600.00	72,240.00	.00	100.0%
TOTAL General Fund	1,391,514	27,311	1,418,825	542,447.02	73,081.84	803,295.73	43.4%
TOTAL REVENUES	-181,214	0	-181,214	-42,237.13	.00	-138,976.38	
TOTAL EXPENSES	1,572,728	27,311	1,600,038	584,684.15	73,081.84	942,272.11	



Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2025, 05

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,391,514	27,311	1,418,825	542,447.02	73,081.84	803,295.73	43.4%

** END OF REPORT - Generated by Cain, Brian **

Public Safety Committee Meeting
Probation Department Report
June 3, 2025

Budget Status:

2025 Revenue Budget:

- \$810 of DWI Supervision fee collected in May. \$4,115 collected in 2025
- \$3,128 in restitution and surcharge collected in May. \$8,512.39 collected in 2025

Current Business:

1. Staffing – One open Probation Officer position remains unfilled. Two applications have been received. The Civil Service Exam will be given this month.
2. Training – Staff continue to work toward satisfying the mandatory 21 hours of training they must complete each year. In addition to relevant on-line trainings, staff have attended a variety of in-person trainings regarding drug trends, domestic violence, and supervising DWI offenders. Probation Officers will be permitted to attend a firearms training with the Tioga County Sheriff's Office during June.
3. Probation will be hosting our annual in-service training at Hickories Park on Wednesday June 18, 2025. The agency attending the in-service this year will be the Tompkins County Probation Department. Tompkins County Probation will be giving a presentation on the steps they took to successfully gain approval to partially arm their Department. The Agencies will also discuss ways in which our Departments may be able to share services.
4. Probation Director Cain will be attending the annual Council of Probation Administrators (COPA) conference in Saranac Lake from Sunday, June 22, 2025, to Wednesday, June 25, 2025. While Director Cain is out of the office, Probation Supervisor Chad Post will be designated as the person in charge of the Department. Supervisor Fred Kiechle will also be assisting him.
5. Probation staff volunteered at the Emergency Management Open House held on Saturday, May 17, 2025.
6. Probation would like to add a "Clothing" line in the existing Probation budget. It is the intention to provide a yearly allowance of \$200 per person who work "in the field" and \$100 per person for other staff. Staff are required to wear identifying clothing when "in the field" and all staff are required to wear identifying clothing when working with the public.
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.

Update: Probation held an internal meeting to determine if there was sufficient interest by Probation staff to proceed with the arming process. The results of the meeting are still being evaluated.

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

Update: Since the meeting with the District Attorney, the number of orders for individuals to complete community service on the Weekend Work Program has increased substantially. On the weekend of May 31, 2025, five individuals were scheduled to work on Saturday, and six individuals were scheduled to work on Sunday.

9. Probation is still unable to secure staff willing to complete the fire setting assessment purchased by Probation to address recent fire setting behaviors of juveniles involved with the Family Court System.

10. Juvenile Delinquency Services:

May of 2025- There were six (6) Juvenile Delinquency Appearance Tickets (JDATs) received for the month of May. The JDATs alleged the respondents committed acts which if committed by an adult would constitute the crimes of Criminal Trespass, Criminal Mischief, and Harassment.

YTD: 18 JDATs received to date.

- E- Connect: To date, seventeen (17) youth have been screened in 2025. As a result of the E-Connect screenings, seven (7) 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. Six (6) 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 five (5) individuals being monitored via the VCheck24 phone app, GPS electronic monitoring system, and AlcoTag systems.
- Community Service – WWP has resumed with five and six individuals scheduled to report on Saturday and Sunday, May 31, 2025, and June 1, 2025, respectively.
- Pre-Trial Release – There are 31 people being supervised via the Pre-Trial Release program

Court Ordered Investigations: 58 active investigations for Tioga County courts (Criminal, Family and Surrogate)

Supervision: 176 cases ordered by Tioga County courts & Family Court (includes JD Diversion cases)

Violation of Probation petitions: 11 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