

**Public Safety Committee
November 7, 2002
Scott Heyman Conference Room
12:30 p.m.**

Present: N. Schuler, B. Blanchard, G. Totman, K. Herrera
Excused: L. McBean
Board Members: T. Joseph
Staff: J. Beach, B. Richmond, K. Leinthall, S. Whicher, P. Meskill, J. Hughes, L. Shurtleff, J. Vitale,
A. Fitzpatrick, L. Barnhill, M. Barber, G. Dentes
Guests: Officer Kenneth Lansing, Mary Agnew, Executive Director of the Alcoholism Council of
Tompkins County

Called to Order

Mrs. Schuler called the meeting to order at 12:30 p.m.

Approval of Minutes of October 1, 2, and 3, 2002

It was MOVED by Ms. Herrera, seconded by Mr. Totman, and unanimously adopted by voice vote by members present, to approve the minutes of the October 1, 2, and 3, 2002 meetings as submitted. MINUTES APPROVED.

Chair's Report

Mrs. Schuler reported the City of Ithaca is redefining the position of City Attorney, and will no longer be funding the City Prosecutor's Office. Mrs. Schuler congratulated the Sheriff and County Clerk for being re-elected the their positions.

Probation Department

It was MOVED by Mr. Totman, seconded by Ms. Herrera, and unanimously adopted by voice vote by members present, to approve the following resolution and submit to the full Board:

RESOLUTION NO. - REDUCTION OF HOURS FOR SENIOR PROBATION OFFICER - PROBATION DEPARTMENT

WHEREAS, a Senior Probation Officer requested a reduction in work hours, and
WHEREAS, the Director of Probation is in support of this request as it will reduce expenses due to budgetary constraints, now therefore be it

RESOLVED, on recommendation of the Public Safety Committee, That one (1) position of Senior Probation Officer (16-597) competitive class, labor grade P, is hereby reduced from 40.0 hours per week to 35.0 hours per week effective July 1, 2002.

SEQR ACTION: TYPE II-20

It was MOVED by Mr. Totman, seconded by Ms. Herrera, and unanimously adopted by voice vote by members present, to approve the following resolution and submit to the full Board:

RESOLUTION NO. - AUTHORIZATION FOR EARLY RETIREMENT - PROBATION DEPARTMENT

WHEREAS, the Tompkins County Board of Representatives authorized participation in the 2002 Early Retirement Incentive Program, and

WHEREAS, the following employee is eligible and has voluntarily chosen to retire during the open period:

Harold Herman, Probation Department – 1.0 FTE

, and

WHEREAS, this incentive may be used on behalf of any eligible employee who so chooses, provided that there is a plan in place that results in a financial savings equal to fifty percent of the base salary of the retiring employee over a two-year period following the retirement, and

WHEREAS, a savings plan as required by the New York State Retirement System has been submitted showing the required savings will be achieved through aggregate savings in the County's 2003 budget, and

WHEREAS, such plan has been reviewed and recommended by the County Administrator, now therefore be it

RESOLVED, on recommendation of the Public Safety Committee, That this employee be authorized to retire under the terms of the 2002 Early Retirement Incentive Program,

RESOLVED, further, That the fiscal target adjustment will be made in one blanket resolution later this year for all those approved for the Early Retirement option.

SEQR ACTION: TYPE II-20

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Report from Domestic Violence Prevention Coordinator

Ms. Leinthall stated Ms. Robinson was unable to attend today's meeting; however, submitted a report that was included in the agenda packets. Ms. Blanchard commented on the portion of the report relating to future goals of the program and said she hopes the Coordinator understands the future of the program is uncertain given the budget climate. Mr. Whicher said the Domestic Violence Coordinator is very well aware that this program and position may not survive the budget process.

Ms. Herrera commented on the Drug Court statistics and said she is glad to see a very stringent screening process in place.

Sheriff's Department

Mr. Meskill distributed September and October Jail statistics. He reported an accident occurred with one of the Department's vehicles. He was informed today they will only receive approximately \$3,500 for from the insurance company for the vehicle. He spoke of the Jeep that was discussed at the last meeting which the Committee instructed him to dispose of and said he only received \$4,100 for that vehicle. Mr. Meskill said he will be presenting a plan to combine these two revenues as well as other revenue, to purchase a new vehicle. It was suggested that the Sheriff look into the possibility of acquiring the Planning Department's used vehicle.

Sheriff Meskill announced Officer Dawn Caulkins will be honored on November 19 in Albany where she is one of 14 officers Statewide who will be receiving the "Cop of the Year Award" from M.A.D.D./DCJS (Mothers Against Driving Drunk/Division of Criminal Justice Services). Mr. Meskill said Deputy Caulkins is receiving this award because of her work in traffic stops, STOP-DWI, and the biggest drug bust that ever occurred in Tompkins County from a traffic stop.

Mr. Meskill reported on a new law that came into effect in regard to identity theft. He said this new law prohibits the knowing possession of personal identification information with the intent to use the information to commit an identify theft crime. He reported on the status of positions in the Department and stated at the present time all positions have been filled. Two deputies are going on their own this week and the third deputy began employment two weeks ago and is currently in training.

Budget Adjustment

It was MOVED by Ms. Blanchard, seconded by Ms. Herrera, and unanimously adopted by voice vote by members present, to approve the following budget adjustment and submit to the full Board:

Sheriff (#67)

<u>Revenue Acct</u>	<u>Title</u>	<u>Amt</u>	<u>Approp Acct</u>	<u>Title(s)</u>
3113.42770	Other Misc. Revenues	\$ 10,000	3113.54340	Clothing

Explanation: Monies needed to purchase clothing for additional officers.

It was MOVED by Ms. Blanchard, seconded by Ms. Herrera, and unanimously adopted by voice vote by members present, to approve the following budget adjustment and submit to the full Board:

Sheriff (#69)

<u>Revenue Acct</u>	<u>Title</u>	<u>Amt</u>	<u>Approp Acct</u>	<u>Title(s)</u>
3150.42450	Commissions	\$ 9,500	3150.52222	Communications Equip.
3150.42770	Other Misc. Revenue	\$ 500	3150.52222	Communications Equip.

Explanation: Monies needed to purchase communications equipment.

SEQR ACTION: TYPE II-20

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It was MOVED by Ms. Herrera, seconded by Ms. Blanchard, and unanimously adopted by voice vote by members present, to approve the following resolution and submit to the full Board:

RESOLUTION NO. - AUTHORIZATION TO ACCEPT TWO GRANTS FROM THE STATE OF NEW YORK GOVERNOR'S TRAFFIC SAFETY COMMITTEE FOR THE "BUCKLE UP NEW YORK" AND "CHILD PASSENGER SAFETY PROGRAM"

WHEREAS, the Tompkins County Sheriff's Office applied for grant monies from the New York State Governor's Traffic Safety Committee for participation in the "BUCKLE UP NEW YORK" and "CHILD PASSENGER SAFETY PROGRAM" campaigns for October 1, 2002 – September 30, 2003, and

WHEREAS, the Tompkins County Sheriff's Office has been awarded the grants fro the New York State Governor's Traffic Safety Committee in the following amounts: "BUCKLE UP NEW YORK" - \$9,798, and "CHILD PASSENGER SAFETY PROGRAM" - \$11,300, now therefore be it

RESOLVED, on recommendation of the Public Safety Committee, That the County accept the grants for the "BUCKLE UP NEW YORK" and "CHILD PASSENGER SAFETY PROGRAM" to be used for the purpose of the aforementioned traffic safety programs,

RESOLVED, further, That the 2003 budget will be adjusted as the money is used by the Tompkins County Sheriff's Office and reimbursed by the New York State Governor's Traffic Safety Committee:

TO:	A3113.44389	\$ 9,798
	A3113.44389	\$11,300

SEQR ACTION: TYPE II-20

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Fleet Maintenance

Mr. Meskill said in response to a request for bids Wilcox Tire has submitted the lowest responsible bid. Mrs. Schuler said she had a concern that there was an issue in the past where the County was not satisfied with the service it had received from that company. Mr. Meskill said he spoke with Wilcox Tire directly and was informed there had been personnel changes since that time and felt comfortable awarding the contract to them.

Ms. Herrera complimented staff on preparing the spreadsheet showing all the bid responses. She said it is very helpful to review information that has been prepared in such an organized manner.

It was MOVED by Ms. Blanchard, seconded by Mr. Totman, and unanimously adopted by voice vote by members present, to approve the following resolution and submit to the full Board:

RESOLUTION NO. - AWARD OF BID – VEHICLE MAINTENANCE SHERIFF’S DEPARTMENT FLEET

WHEREAS, the Department of Finance - Division of Purchasing has duly advertised for bids for vehicle maintenance for the Sheriff’s Department fleet, and

WHEREAS, six (6) bids were received and publicly opened on October 23, 2002, now therefore be it,

RESOLVED, on recommendation of the Public Safety Committee, That the bid be awarded to Willcox Tire of Ithaca, New York, as the lowest responsible bidder with an estimated annual contract value of \$11,776.94,

RESOLVED, further, That the County Administrator is hereby authorized to execute a contract for a period of one-year with the option to renew for four (4) additional one-year terms with Willcox Tire,

RESOLVED, further, That funds are available in the Sheriff’s Office budget.

SEQR ACTION: TYPE II-20

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Jail Medical Services

Mr. Meskill said he is recommending that the County continue its contract with Dr. Trabout. He said although his proposal for services is higher in dollars, the proposal for services is much better than the other proposal(s).

Mrs. Schuler requested that Sheriff Meskill advise her when Jail Medical meetings are scheduled.

It was MOVED by Ms. Blanchard, seconded by Mr. Totman, and unanimously adopted by voice vote by members present, to approve the following resolution and submit to the full Board: At the time of the vote the resolution was not yet in a prepared format. Ms. Herrera stated she would support this with the understanding that she has not yet seen the written form of the resolution.

RESOLUTION NO. - AWARD OF CONTRACT – JAIL MEDICAL SERVICES FOR THE TOMPKINS COUNTY JAIL

WHEREAS, the Department of Finance - Division of Purchasing has duly requested proposals for Jail Medical Services for the Tompkins County Jail, and

WHEREAS, two (2) responses were received and opened on August 29, 2002, now therefore be it,

RESOLVED, on recommendation of the Public Safety Committee, That the contract for Jail Medical Service for the Tompkins County Jail hereby be awarded to Marshall M. Trabout, M.D., of Aurora, New York, for one two (2) year term (December 18, 2003 – December 17, 2005), with the option to renew for three (3), additional one-year terms,

RESOLVED, further, That the funds are available in the Sheriff’s Office budget Account No. 3151.54442, Professional Services.

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Mr. Meskill said the first Jail Transition Program has been completed and a private ceremony was held last week for the three participants. He said he is collecting information and comments from service

providers and clients to improve the program. He stated although transition programs generally work with people who are planning to be released from jail he has allowed an inmate who is not being released participate because there is no additional cost for serving that person. Mr. Meskill briefly read excerpts from a letter he received from one of the participants of the program. Mary Agnew, Executive Director of the Alcoholism Council of Tompkins County, spoke highly of this pilot program and commended the Sheriff for accommodating it.

Sheriff Meskill announced the Jail was granted a renewal on its variance from the Commission of Corrections until March, 2003.

Announcement of STOP Grant

Ms. Richmond announced the County's STOP grant application has been approved in the amount of \$44,500 which is \$15,000 less than what was requested; however, it is the same amount that was received last year.

Department of Emergency Response

Mr. Shurtleff distributed copies of a proposal to reorganize the E911 Operations Committee. He said the purpose of this proposal is to bring the Committee up-to-date. He said since the Committee was created in 1994 with the charge to oversee the planning and implementation of the E911 system. In light of the changes that have been made over the last year in the Department they began to take a look at the functions of the Committee and have found they have a focus that is broader than 911. Mr. Shurtleff said the group advises and provides input on the overall communications system. This is a very important function and this is the only group that brings together all of the fire and EMS personnel throughout the County.

The Committee reviewed the document presented by Mr. Shurtleff. Following suggestions by the Committee, it was MOVED by Ms. Herrera, seconded by Mr. Totman, and unanimously adopted by voice vote by members present, to approve the resolution as amended. *Mr. Shurtleff will prepare a revised resolution and submit to the Board Office for inclusion on an upcoming Board agenda.*

STOP-DWI/Domestic Violence Prevention

Mr. Joseph said there was discussion at a previous meeting in regard to whether the position of Domestic Violence Coordinator would survive the budget process. Following that discussion he asked the County Administration to draft a resolution that would combine STOP-DWI and Domestic Violence Coordinator into a single position. Mr. Joseph said he has spoke in the past of his desire to recreate the position of Criminal Justice Coordinator, and although this doesn't create that specific position it is a step towards that.

Mr. Joseph referred to the document prepared by Mr. Whicher entitled "Comparison of County Cost for Domestic Violence Prevention", and stated while he could understand placing the position in County Administrator, he does not understand why the District Attorney's Office would be an appropriate place for the position. Mr. Whicher said that would be a Board decision, but felt there could be synergy in Probation, Administration, and the District Attorney's Office. Mr. Joseph said he would like to have this position work across many different agencies and be the neutral party that could get everyone to cooperate. He does not feel this is something that could happen if the position were in the District Attorney's Office.

Ms. Blanchard said there needs to be agreement on whether there is support for the position of Criminal Justice Coordinator. She said there may not be agreement on the full Board and would like to have a discussion on that prior to discussing where the position is located.

Mrs. Schuler said there are some members who would like to take up this issue prior to the budget being adopted.

Mr. Joseph said the STOP-DWI program has its own funding and there is no urgent need to make a decision on that program. Domestic Violence Prevention, however, has to be decided during the budget process. The larger issue of if the County wants to move towards a Criminal Justice Coordinator does not have to be decided at this time although Board members should be discussing it at some level. Mr. Joseph said the combined position is something that should happen and where it is placed may depend on how Board members feel about having a Criminal Justice Coordinator. One option the Board may want to chose is to place it in a department at the present time and move it to another office following that discussion.

Mr. Whicher clarified process. He said the first step would be to create a position and assigned a rating by the Personnel Commissioner. Following that, the County would need to proceed with the recruitment process, as it is not automatic that any one particular person would be offered the position. A question was raised whether or not a new position would need to be created. Ms. Fitzpatrick said after analysis, it is her opinion that a new position needs to be created that would be subject to open recruitment.

Ms. Herrera said she is interested in continuing the Domestic Violence Prevention Program and is open to discussion of where that position should be located. She feels domestic violence is connected to drug and alcohol abuse, has an impact on jail population, and is something officers run into all the time.

There was a discussion about the possibility of accessing grant funding for the position. Ms. Leinthall said it appears VAWA (Violence Against Women's Act) seems to be granting funds to new programs, and not existing programs.

Mr. Dentes said he suggested the Board consider whether a position of Domestic Violence Coordinator is needed. He said he did not want to downplay the very serious social problem associated with domestic violence, but questioned what law enforcement agencies are profiting from this position especially in difficult budgetary times. Mr. Dentes said there are many agencies already in existence that work in areas surrounding this issue.

Sheriff Meskill said he has not heard any mention of the STOP-DWI program. He said those agencies involved in law enforcement want to see that program continue at least at the same level. Mr. Meskill said the law enforcement officers are the ones who provide funding for that program. Every time an arrest is made and the defendant is found guilty and fined by a judge, it provides funds to that program. Sheriff Meskill said he strongly prefers that it remain in an enforcement area.

Mr. Beach said STOP-DWI programs exist in a variety of county departments across the State and has been able to maintain its autonomy in many different program areas.

Ms. Blanchard spoke of the elimination of the City Prosecutor's Office and does not feel these items can be kept separate. She said a question is going to be raised as to how the District Attorney is going to be able to fulfill those responsibilities. She said she has left a message for the Deputy County Administrator to prepare an amendment to the budget that would transfer the STOP-DWI program in its entirety into the District Attorney's Office and use whatever funds are available for administration towards those new responsibilities. Ms. Blanchard said she does not support the idea of moving towards a Criminal Justice Coordinator.

Mrs. Schuler said she too, was intending to request the Deputy County Administrator to prepare a budget amendment to reinstate the .35 position in the District Attorney's Office. She said she would prefer that those two issues be kept separate.

Mr. Totman said he cannot support creating any additional positions in County government during these difficult financial times and when County employees are being laid off and hours are being reduced.

Following a lengthy discussion and debate, no action was taken on this subject at this time.

Appointment(s)

It was MOVED by Ms. Blanchard, seconded by Ms. Herrera, and unanimously adopted by voice vote by members present, to appoint Peter Meskill, Tompkins County Sheriff, to the E911 Operations Committee for a term expiring December 31, 2005.

Graduated Licensing Legislation

Mr. Beach distributed a summary of New York State's Graduated Licensing Law which takes effect September 1, 2003.

Assigned Counsel

Due to the amount of business yet to conduct in the meeting, this Department withdrew its report and will report at the next meeting.

City Prosecutor Position

Mr. Dentes reported the City of Ithaca has eliminated its City Prosecutor's office effective January 1, 2003. He said State Law states it is the County's responsibility to prosecute those offenses and the County will now have to assume that responsibility. Mr. Dentes said the City has the busiest criminal court and the largest volume of cases in the County. The only cases the City will continue to prosecute are local ordinances. He referred to the memorandum he prepared and was distributed to the Committee.

Mr. Dentes said the number of lower-level criminal cases handled by the District Attorney's Office will increase by 45 percent; however, there are some economies happen because the lawyer and judges are at the court all day. He noted he is not asking for a 45 percent increase in staff.

Mr. Dentes said at the present time his office is at 11.63 FTE's, 5.63 of which are Assistant District Attorney positions. He is proposing that the number of ADA's be increased to 6.0 (an increase of .37 attorneys over the 2002 budget) and one full-time paralegal. This would be an increase of 1.37 positions over the current level of staff, who would take on the work currently being done by 1.5 attorneys and one full-time administrative assistant. It was noted this proposal does not reflect any of the amendments to the District Attorney's budget made by the Expanded Budget Committee.

Mr. Whicher clarified that the current proposed 2003 budget has the District Attorney's budget reduced by 1 full-time equivalent; therefore, the D.A. is requesting 2.37 over where the Department currently is in the budget process. Mr. Dentes agreed with Mr. Whicher, and stated the proposal is for \$171,824 of which \$80,000 is to bring the Department back to the 2002 level and \$91,824 for the additional 1.37 positions.

It was MOVED by Ms. Blanchard, seconded by Mr. Totman, and unanimously adopted by voice vote by members present, to make the following recommendation to the Budget and Capital Committee:

Public Safety Committee
November 7, 2002

"The Committee supports \$171,824 being added to the District Attorney's budget for 2003. Of this amount, \$80,000 would be used towards restoring the office to the current level and \$91,824 would fund 1.37 positions (.37 ADA, and 1.0 Paralegal)."

Ms. Herrera noted while she will support this at this time, she would like further time to review the information that has been presented.

Adjournment

The meeting adjourned at 2:45 p.m.

Respectfully submitted by Michelle Pottorff, Board of Representatives Office