

**Public Safety Committee  
April 20, 2009  
2:30 p.m.  
Scott Heyman Conference Room**

Present: M. Robertson, J. Dennis, C. Chock, G. Stevenson  
Excused: M. Sigler  
Legislator: M. Koplinka-Loehr  
Staff: J. Hughes, Assigned Counsel; P. Carey, Department of Social Services; G. Potter, Information Technology Services; A. Fitzpatrick, Personnel; P. Meskill, Sheriff; J. Mareane, M. Lynch, County Administration; G. Wilkinson, District Attorney; P. Buechel, Department of Probation and Community Justice; S. Cook, Chair, Criminal Justice Advisory/Alternatives-to-Incarceration Board; M. Pottorff, Legislature Office  
Guests: D. Dietrich, OAR; K. Shaw, Attorney; B. Furniss, K. Damm, ABIR

**Call to Order**

Ms. Robertson called the meeting to order at 2:30 p.m.

**Changes to the Agenda**

There were no changes made to the agenda.

**Chair's Report**

Ms. Robertson said she will not be in attendance at the May 18 Committee meeting because her son is graduating from medical school.

**Committee Goals**

The Committee reviewed the proposed list of goals for 2009. Ms. Chock said she found it very helpful to have the ATI flow chart presented at a previous meeting and would like something similar for all public safety departments. *Ms. Robertson said she would work on scheduling an overview of each department throughout the year on the calendar, but did not agree that this should be incorporated into the Committee goals, because it's assumed that general oversight is an ongoing responsibility of committees.*

There was discussion of the proposed goal no. 1, "Criminal Justice System: Evaluate, make recommendations for improvement." Mr. Dennis said although he thinks goal no. 1 is a laudable goal, it is too large a task to complete in one year. Mr. Meskill said while there is always room for improvement, the goal as presented makes a large assumption that the criminal justice system needs dramatic improvement and he does not know that is true. He recommended that the goal be re-worded to "gain a better understanding" instead of "evaluate, make recommendations for improvement".

Ms. Wilkinson suggested "enhancing the Public Safety Committee's understanding of the overall workings of the criminal justice system in order to make a platform for future evaluation and recommendations". She said she would help in any way possible to broaden the understanding of the whole system.

Ms. Robertson said she will work on refining this list for the next meeting and welcomed suggestions by members throughout the year on the calendar of topics to be discussed by the Committee.

Based on the comments made the list of proposed goals was revised to the following:

- 1.Criminal Justice System: Gain a better understanding, in order to create a platform for evaluation and recommendation
- 2.Assigned Counsel: Recommend structure to Legislature
- 3.LETSS: Establish with formal structure
- 4.OAR: Establish oversight mechanism
- 5.Traffic Safety: Consider local law banning text messaging while driving

### **Understanding and Improving our Criminal Justice System and Questions to Answer**

Ms. Robertson said there is a lot of information that is available to Legislators to help understand the system and there is a policy interest to make sure we are doing the best job possible with the resources that are currently available. She asked for discussion of what areas should be looked at in order to make better decisions.

Mr. Dennis said he would be interested in what questions the staff who are doing the work have and what their points of view are as to the effectiveness of the current system.

Ms. Robertson said when the County was trying to decide whether to build a new jail the focus was on the jail population. The question that kept being raised was why the numbers were high or low; the jail population numbers have been a convenient, understandable outcome measure. She noted there are immediate financial consequences when the numbers are high. While everyone has their own theories, no one really knows what is working to keep the population down. Ms. Robertson said she doesn't want to focus on only one part of the system; this is an opportunity to learn about the system and asked what the Committee would like to know.

Ms. Chock said the process to determine what questions Committee members want to ask is an ongoing effort and suggested it be added as a Committee goal. The perception of "safety" can change significantly depending on an individual's perspective.

Ms. Dietrich referred to the questions and said the questions go from global down to the micro level. She thinks question no. 6 "How well do the County's diversion programs work" is doable but thinks another issue that might capture many of the questions is a look at whether a study was ever done on causality of crime or anything that has impacted those causes. When there is a large focus on the Jail that is the end of the public safety issue. There is some information available from other communities.

*Sheriff Meskill said approximately ten years ago there was a report entitled "What Works" and asked that it be redistributed to the Committee.* Ms. Cook said this study was done over a course of 12 months and research was conducted nationally on what was statistically proven to reduce crime. The study was done in the areas of policing, schools, communities, preschool projects, and different facets of the community. Ms. Cook said the data they were looking at were from the early 1990's. She said because now State and Federal grant funding is tied to communities having to show what is being done for those funds there is much more analysis and information available to use as a resource. Ms. Robertson said the question is whether there is anything similar that is more current that would be useful for Tompkins County. Ms. Buechel suggested one source of information is a recent report from the Pew Center on the States.

Ms. Chock said it might be an interesting year to track what types of offenses are being seen each month and where. Ms. Wilkinson said she could assist in assembling this information.

Ms. Robertson thanked the group for their thoughts and said she will incorporate the suggestions that have been made into the working document presented to the Committee.

**Law Enforcement/Criminal Justice Application Inventory (attachment A)**

Ms. Robertson said at the last meeting when the Committee began discussing the questions relating to the criminal justice system in Tompkins County, Mr. Potter stated there should first be an inventory of what information is presently available. She thanked Mr. Potter and all County staff who spent time working on this.

Mr. Potter referred to question no. 6 “How well do the County’s diversion programs work?” and said there is a step before that, and that is what are the criteria and how do you measure them. He said as a first step there needs to be a broad inventory of what the systems are within County government. There are many other sources of information at the State and Federal levels but before the Committee begins focusing in on questions there needs to be an understanding of what is available in the system's framework and whether there is coordination amongst those systems. This will allow the Committee to begin answering the questions that have been offered. Mr. Potter briefly reviewed the application inventory and provided an overview of each application. He noted that with the exception of CAD and CRIMES, all are separate and distinct systems.

Ms. Robertson said it will also be useful for staff to know what other systems exist in case there are opportunities to coordinate or to create efficiencies. She said it is important, as this committee goes forward, to recognize and respect the legitimate need for each department to control and “own” its information and to understand how it will be used or shared.

Mr. Dennis asked if staff is aware of what is available within other department’s systems. Ms. Carey said although there is not specific information about each system, departments have general knowledge about what information is available through the systems of other departments. Ms. Wilkinson said she will be looking at a new software system since the present system is antiquated. They will be looking for another way to manage the DA’s information and will work towards a system that will be compatible with LETSS.

Mr. Meskill said the Sheriff’s Office frequently consults with ITS on technology issues and ITS staff always take the time to understand what the Department’s needs are. He spoke of the enormous amount of work ITS does for County departments. Mr. Potter said ITS has become a central location and they have a good understanding of what is happening in other departments as requests come forward. He said their goal is to look at issues systemically and globally and he noted this is what the LETSS group is doing.

**Sheriff’s Office**

Sheriff Meskill distributed and reviewed the monthly report of activities in the Sheriff’s Office and submitted the following report:

**Law Enforcement Division**

We have completed our application for the COPS grant under the Federal Re-investment and Recovery Act and have been notified our completed application has been received. All applicants will be notified of the final determination no later than September 30, 2009. Thanks to all of you for your assistance, questions, and support.

We are in the final stages of completing our Governors Traffic Safety Committee (GTSC) grant applications for approval by the local traffic safety committee and the GTSC well in advance of the guideline requirements.

We have implemented the Live Scan technology for fingerprints through our entire operation and we will soon have the software necessary to use live scan for pistol permit and other related print requests. This process is more efficient for our staff and fulfills the mandatory requirement that NYS DCJS has said we need

to have completed and implemented no later than the end of this year. We received a \$30,000 grant through the assistance of the District Attorney to cover more than 50% of the cost. The remainder of the cost was paid by the use of rollover money.

We have re-designed a new and improved low profile traffic patrol unit with all the latest technology including license plate reading capabilities to help us with traffic enforcement. Staff designed the exterior of the car and the components necessary to make it more effective. Our staff continues to do more with less and work hard to enforce the traffic safety laws, especially those that can cause accidents, such as DWI, speeding aggressive driving, etc. Kudos to all the law enforcement staff who do great work with limited staffing resources and continue to give professional service despite the lack of settlement on their collective bargaining agreement (over 3 years expired).

We have established our own accident reconstruction team and currently have 6 members on the team. They train monthly to continue their education and abilities. Each member has received four weeks of approved DCJS training. We are sending two additional members to a higher level school this fall to insure we have the ability to meet all of our needs. We have had some preliminary discussions with the Ithaca Police Department and we hope to put agreements together in the future similar to our SWAT team agreement that will allow all to train together and work together when called upon. We believe this model will be successful and efficient and continue our goal of working together with other agencies to maximize service and resources and minimize costs.

We have completed our second 360 evaluation in the law enforcement division and we had many positive comments regarding the recent interior building changes and renovations that were designed by staff. The major changes were made in the law enforcement and civil/records division as a result of the first evaluation. The changes result in a more efficient and user friendly environment that has a professional appearance and uses to the best of our ability the existing building.

We also heard some great suggestions from staff about needs changes and planning and we are continuing the trend in a slow but deliberate manner to solicit staff advice comments and feedback on programs and operations that we currently employ and are in the beginning stages of seeking advice and comments in the areas of policy, communication, uniform concerns and other things as they arise. These interactions have been very helpful to senior staff and we will continue to use this model that allows information and ideas exchange, constructive criticism and leads to a better method of communicating and carrying out our operations, mission, vision and goals.

We recently completed a very successful Verbal Judo training program with law enforcement and we have had many positive comments and have noted positive change and outcome from the training.

#### Corrections Division

Our Corrections division has been reviewed and has been approved for the New York State Sheriff's Association Jail Accreditation Program. Many thanks go to Chief Niemi, Lt. Bunce, Officer Jeff potter and all the correction staff for working together to complete and implement our policies and all the necessary approvals and reviews. **The formal presentation has been scheduled for June 2, 2009 at the beginning of the County Legislative meeting.**

Mr. Meskill commented that the Accreditation Program is a recognized standard and it could help in the area of insurance riders and there is a chance of assisting in reducing insurance costs.

We are embarking on a new program in the Corrections Division. Thanks to William Sczesny, the County Highway Manager, for suggesting a work release initiative that will assist County Highway and inmates. Chief Niemi, Lt. Bunce and Officer Jeff Potter have worked with Mr. Scezney and staff to create a

new work release program that will allow a limited and qualified number of inmates to work with the Tompkins County Highway Department. We are gearing the program toward the model of our re-entry program. By that I mean we try to select applicants who meet the minimum requirements and otherwise do not have employment waiting for them when they get out. While incarcerated they can learn skills, build a resume and a reputation, and the Highway department will strongly consider employment opportunities for them after incarceration as a seasonal worker. This gives them purpose, a paycheck and the ability to seek other related employment in the future! Hats off to Bill Sczesny, his staff and our correction staff for pulling this together. The program starts today!

We are continuing our process of examining ways we can minimize cost to run our kitchen and laundry facilities. We have made small changes and they have been helpful in keeping costs contained. We are continuing to look at different methods for food delivery and the jail cook just recently attend a seminar put on by various food vendors. We will continue to exam this issue until we are comfortable that we are delivering nutritious and wholesome meals at the lowest possible cost.

#### Civil/Records Division

Our civil division has just installed brand new software to track all of our civil process and collection. As we learn the full extent of its ability the system should help us be as efficient as possible and respond to user needs and questions.

The civil division supervisor and one staff member are in Albany this week for a week long phase one Civil school put on by the New York State Sheriff's Association Institute.

In general it has been a busy time in the Sheriff's Office over the last few months and I must commend all of the staff. We have been through renovations, many operational changes, and new training's and despite all of the obstacles and nuances our professional staff has been just that; professional, helpful and responsive. Our staff is the best of the best and our most valuable resource allowing us to provide a high level of service and public safety for all the residents of Tompkins County.

Mr. Dennis spoke of the new program involving work for the Highway Division. He said in the past public employees have been opposed to these types of programs because they take away jobs and asked whether consideration had been given to this. Mr. Meskill said he does has not heard any concerns but noted this program will involve only two inmates. These inmates will not be paid for this work but will have an opportunity to get out of the facility and build skills at the same time.

#### District Attorney

Ms. Wilkinson spoke of what information might exist in the Department's database that might assist when a determination is made about what information the Committee would like to see. She spoke of the general crime picture in Tompkins County and said it is difficult to identify trends with crimes, particularly with crime such as burglaries. In terms of identifying crimes involving drugs, however, information is easily obtained because they tend to be crimes identifiable by their arrest. Crimes involving alcohol are going to be much harder to identify because DWI's are the only named crime that can be identified with the use of alcohol. Domestic violence cases often involve the use of alcohol but are not identified by that. Ms. Wilkinson inquired about City Court and they believe the majority of cases in that court tend to be alcohol driven (75%-80%).

Ms. Wilkinson reported in March of 2009 there were the highest number of DWI arrests since they began tracking them two years ago. The number of arrests was 57; the next highest amount previous to that was 35. She said there is a lot of information that can be shared with the exception of pre-conviction. She

said information relating to violent crimes (e.g. sex abuse, burglary) is sortable and can be provided. They can also determine how many are charged and what the ultimate outcomes are.

Ms. Wilkinson said the DA's Office is the recipient of everything that comes out of law enforcement and results in a charge. She has information on what the crimes are, what the pleas are, and the ultimate sentence imposed available in her office. She said the raw data are probably not going to help a lot but she could provide much of the information when the Committee decides what it is exactly trying to answer. She also stressed that some information that could be valuable is anecdotal and not statistical.

### **Criminal Justice Advisory/Alternatives-to-Incarceration Board**

Ms. Cook, Chair, reported that in March the Committee heard a report from City Court Judge Rossiter. Statistics showed the numbers in the City Drug Court have gone up, with 30-40 active participants as opposed to 18 in March, 2006. The number of referrals to the City Drug Court from the outlying courts has gone up to 29 from 18 in the two proceeding years. She reported the number of Jail sanction days were 240 in 2008 and it was reported they are trying to increase the usage of the Day Reporting Program. She said in comparison with other city drug courts throughout the State, the numbers are very similar.

Ms. Cook said the CJA/ATI Board received the pre-trial presentation that was given to this Committee last month. She noted the majority of the people involved in these cases were between 20-30 years of age and most of them were employed.

In April the Board will be hearing from Justices Pool and Dawson of the Magistrates Association.

Ms. Wilkinson said they have had a fair amount of luck using a contract as a "carrot". In certain cases, contracts are offered such that, following successful completion of a treatment court program, a plea can be withdrawn to a misdemeanor or in some cases they can withdraw their plea of guilty at the end and have a violation entered or an ACD. She noted this is not a frequent practice but in certain cases this can work out well.

### **Department of Social Services – DSS Programs Impacted by State Budget**

Ms. Carey reported the Sheriff and DSS continue working with the Re-entry Program and will be running a full program evaluation in September/October. She updated the Committee on the state budget with regard to juvenile justice issues and said detention costs will not be folded into a block grant. Instead, they are uncapped and they continue to have mandates that require DSS to manage their detention numbers and keep them low. She noted they also must get special permission to have a child in detention for more than 30 days.

Ms. Carey reported last week they had an Adult Protective Services client that they were extremely concerned about. She said the Sheriff's Office worked wonderfully with the individual and ensured everyone was safe. She said DSS staff believes they and the individual received the best possible assistance from the Sheriff's Office.

Ms. Buechel reported due to the six percent State reduction, the Department of Probation and Community Justice is facing a shortfall in the 2008 budget in the amount of \$29,000. For 2009, 17.5% was budgeted; however, what the Department expects to receive is much lower with an anticipated shortfall of \$51,000. She said she is looking into information about possible Stimulus funds that may be available; *Mr. Mareane said he will follow-up on this.*

Ms. Hughes reported the Assigned Counsel program only received \$417,000 from the state; she had anticipated \$450,000. Also the three-year average for maintenance of effort calculations was rejected by the

Legislature; this means the program must spend more money in 2009 than in 2008 in order to receive any funding. It was explained that one large case could dramatically increase costs for a single year and costs the following year may not exceed that prior year's level. This would result in a county not being eligible for funding if the following year's costs were lower. Ms. Robertson said NYSAC has been lobbying the State, on a case-by-case basis, to relax this for particular counties and has had some success but not in getting the policy to be a three-year average for all counties. She said this may all be put on hold because there is an effort going on at the State for statewide indigent defense. Tompkins County's Assigned Counsel/Public Defender Task Force will hear about this next month.

### **Rockefeller Drug Laws**

Ms. Buechel said she received a communication from another Probation Department Director in which it was stated that statewide in New York there are 3,000 people potentially eligible for resentencing under the new drug laws, of which 1,200 are Upstate individuals. She said Tompkins County has potentially ten people who are eligible. These cases will require utilization of a number of resources, including assigned counsel, prosecutorial resources, judges, probation, and public assistance. The latest reform went into effect on April 4<sup>th</sup>.

### **Discussion – Ban on Cell Phone Texting While Driving**

Ms. Robertson said Legislator Shinagawa is working with the County Attorney on drafting language for a local law to ban texting while driving.

Sheriff Meskill said he read the Onondaga local law and it looks like they are trying to ban the entering of numbers on a cell phone while driving even if one hand remains on the wheel. He questioned how a law enforcement official would be able to tell whether a person is doing this and not using a bluetooth device. He said under current NYS law, it is legal to have a bluetooth device and dial with one hand. While cell phones and texting are both problems, he stressed the number one cause in the nation of deaths in automobile accidents is from distracted driving. Mr. Meskill said enforcing a local law is extremely difficult. He said a new law would require the creation of a new type of ticket because it is not a NYS uniform ticket, in addition to a system to log, track, and store information and data. Ms. Wilkinson said her office would not prosecute a case unless a law were adopted at the State level; it would be up to the other prosecutors within the justice courts. She said it would be extremely hard to prove a case beyond a reasonable doubt. Ms. Chock asked if a cell phone could be impounded to prove a call or text had taken place. Ms. Wilkinson said that would involve not only stopping the vehicle but the acquisition of a search warrant. Ms. Chock asked what the current cell phone law covers. Ms. Robertson questioned whether passing a local law prohibiting texting while driving would be a deterrent to anyone. Ms. Wilkinson did not believe it would be, as it seems the ban on cell phone use doesn't appear to stop anyone.

Ms. Wilkinson said she will follow up with other prosecutors to see how these cases are being carried out in counties where the ban has been passed. She said there have been accident fatalities, particularly among youth; she believes data are beginning to be gathered and will look into what is available.

Mr. Stevenson said he cannot consider a local law without having data that show texting while driving is a more hazardous public safety distraction while operating a motor vehicle than other distractions. Ms. Robertson said she will ask Mr. Shinagawa to bring a proposal to the next meeting along with documentation that it will reduce the number of offenders.

Ms. Carey suggested an alternative to a local law might be a public education campaign. Ms. Robertson asked Ms. Lynch to follow-up with staff on an application for a traffic safety grant or other means of public outreach; she will also follow up with the Health Department and the Sheriff.

Public Safety Committee  
April 20, 2009

**Appointment**

It was MOVED by Ms. Chock, seconded by Mr. Stevenson, and unanimously adopted by voice vote by members present, to approve the following appointment:

**Criminal Justice Advisory/Alternatives-to-Incarceration Board**

Nancy Zook – Youth Services Department representative; term expires December 31, 2011

**Approval of Minutes of March 16, 2009**

It was MOVED by Ms. Chock, seconded by Mr. Stevenson, and unanimously adopted by voice vote by members present, to approve the minutes of March 16, 2009 as submitted. MINUTES APPROVED.

**Liaison Report – Emergency Communications Review and Oversight Committee**

Ms. Chock reported she received comments at a recent Ithaca Town Board meeting about the resolution adopted asking for permission to increase fees on land line phones. She said this action is being seen as a very regressive measure and impacts many people who can only afford a land line and not a cell phone.

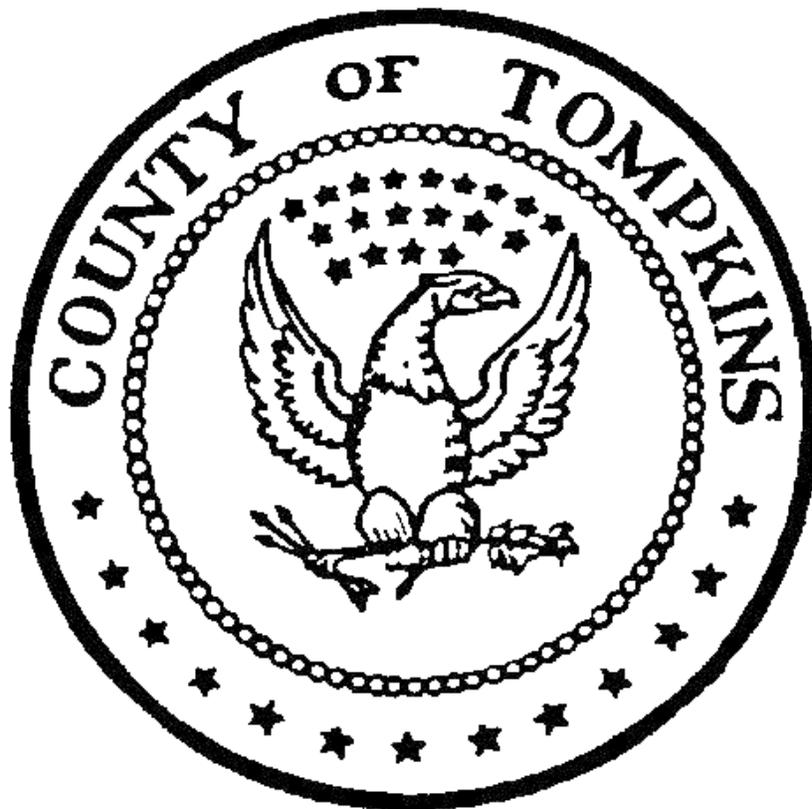
**Adjournment**

The meeting adjourned at 4:45 p.m.

Respectfully submitted by Michelle Pottorff, TC Legislature

*DRAFT 4/16/2009*

Attachment A  
Tompkins County  
Law Enforcement/Criminal  
Justice  
Application Overview



**Tompkins County Law Enforcement/Criminal Justice Application Overview**

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## **Purpose**

The purpose of this document is to provide a broad overview of what applications are in place in Tompkins County Law Enforcement / Criminal Justice Agencies.

While many strides have been made in recent years to improve data and technology sharing amongst these agencies, it is clear that further coordination of data and technology efforts can only serve to reduce redundant efforts and increase the efficiencies of all involved parties.

## **District Attorney**

### **CaseData / Customized Microsoft Office Macros**

History: Former District Attorney George Dentes created a database called CaseData, which provides data to forms used by the DA's office. Beginning in 2006, multiple attempts were made to migrate to the State's Prosecutors Case Management System (PCMS), without success. Data did not accurately migrate from CaseData to PCMS, and the DA's found that the CaseData/Macro process best met their specific needs.

Application: - Data entered into CaseData includes, but is not limited to: name, DOB, address, nysid#, arrest data, arresting officer/agency, agency case #, attorney and court information, DA case #, and the top 3 charges. Disposition of cases are also entered into CaseData. From CaseData, use of custom built macros for use with Microsoft Office streamlines the paperwork process. These macros are critical to daily work flow, generating responses to discovery demands, mailing labels, statements of readiness, DWI packets and grand jury subpoenas.

### **Stop DWI Spreadsheet**

History: This spreadsheet was initiated in October of 2006 to track information related to DWI arrests.

Application: Data entered into the spreadsheet includes, but is not limited to: Blood Alcohol Content (BAC) levels, townships where arrest occurred, and arresting agency/officer information.

## **Emergency Response**

### **Computer Aided Dispatch (CAD)**

History: H T E's CAD (Computer Aided Dispatch) was implemented in the mid-1990's and continues to provide as the basis for all Dispatch Center communication and incident records. Since its implementation, maintenance of software and hardware upgrades of the CAD system have occurred. Based on recent quotes provided by H T E for mandated software

and hardware upgrades, the Department of Emergency Response is reviewing alternative options for its CAD system.

Application: CAD creates a record for all calls that come into the 911 center. As a call comes in, address information is associated to known phone numbers stored within the Master Street Address Guide (MSAG). Data entered includes, but is not limited to: name, address, incident type, officer/agency assigned and status of call. There are subsets of CAD used for mapping (LookingGlass) and address management (Enterprise Address Management System - EAMS).

## Probation

### Caseload Explorer

History: State application, approximately 40 Counties use Caseload for creating a data portal to Department of Criminal Justice Services (DCJS), Division of Probation and Correctional Alternatives(DPCA), Correctional Offender Management Profiling for Alternative Sanctions (COMPAS) & Youth Assessment Screening Instrument (YASI). At this time, there is a duplication of effort for entering data into IPRS (Integrated Probation Registrant System) as Caseload Explorer does not migrate data to IPRS.

Application: Any person processed through the Probation Department has their information entered in to Caseload, and includes, but is not limited to: name, DOB, charge/reason for referral (could be arrest or conviction). Any contact with the person, digital image of person and important associated documents are logged in Caseload. NYSID #'s are included, but caseload assigns its own number. At this point, Caseload is deployed locally as well as through the County's CITRIX application, allowing for field access to the application; Probation employees use the school ISP's for accessing Caseload during their juvenile visits.

### County Automated Probation System (CAPIS)

History: State supplied application, in use from 1985 through 2001 for data entry. Still used for legacy data look-up.

Application: CAPIS is a local pc based application that houses family & criminal court information. It acts as a permanent index for court data.

### Prober

History: State supplied application implemented in 2001, now acts as a legacy system for criminal and family data.

Application: This application is still active for financial obligations (i.e. restitution, fees, etc...) As there were migration issues to Caseload Explorer,

Prober will remain as a legacy application as the legacy data entered into Prober is most accurate.

## **Probation / DayReporting @ Community Justice Center**

### **Access database**

History: A local Microsoft Access database was developed to help track participant information at the CJC. Participants are mostly referred to Day Reporting by a Judge (court order) and in the case of re-entry services for parolees by their Parole Officer. Probation Officers can also make referrals for GED and employment services without having the probationer attend the full day programming.

Application: – Data entered includes, but is not limited to: why they are there (who referred them), status, services utilized while there, completion/success. Participants are tracked by name, social security, DOB and their NYSID#.

## **Sheriff's Office**

### **CivilServe**

History: In 2009 the existing software, CivilProcess, was replaced by Soft Code's CivilServe. The previous software, CivilProcess, was lacking in its capabilities, as well as customer and technical support.

Application: Records Management System (RMS) for service papers, i.e. orders of protection, family court, including, but not limited to: civil summons & complaints, orders, citations issued from court (i.e. dog license), income executions, wage garnishment & evictions. This application is primarily used by Records/Civil office employees.

### **CRIMES**

History: A Business Process Analysis report was completed for the Sheriff's Office in 2003. Shortly after, the Sheriff's office converted their RMS from SJS to HTE's CRIMES package. The software has a broad level of functionality, however it is based on a legacy database format and non-intuitive user/administrative interface. As a result, the application has proven to be difficult to manage for ITS and typically requires assistance from HTE, including account management, the production of customized reports and data extracts.

Application: From a separate incident form that is completed by Road Patrol, Records/Civil employees enter incident information into CRIMES which includes, but is not limited to: incident type, persons involved - addresses, phone numbers. Narratives are not re-entered into CRIMES. Arrests, wants & warrants / BOLO's, and orders of protections are also entered into CRIMES.

Administration, Road Patrol and Records/Civil office employees use CRIMES, with Records/Civil being the "heaviest" users as they are responsible for the data entry. LETSS partner agencies have read-only access to incidents entered into CRIMES.

### **LiveScan**

History: In 2008, a grant was procured for the purchase of two(2) LiveScan Units and one (1) external card scan unit. The decision to purchase was based on a DCJS mandate that 'paper' fingerprint cards will no longer be accepted by DCJS beginning in 2010. The equipment was installed at TCSO, with one LiveScan unit residing in the Jail and the other unit and external card scanner residing in the Deputies room at TCSO. The intent is for LiveScan to be utilized by LETSS partners as well.

Application: Any person being arrested, or detained and in need of 'immediate' clarification of their identity, can be processed through LiveScan. Information entered into LiveScan includes, but is not limited to: Person's name, address, date of birth, incident/charge, mugshot photo(including body piercings, tattoos, etc) & full fingerprint set. Once successfully processed, the system returns the following information: criminal 'rap sheet', NYSID #, RIC # & FBI #. LiveScan is primarily used by Deputies & Sergeants for the Road Patrol, and by officers in Corrections.

### **MugShot Pro**

History: This application was implemented approximately five (5) years ago after successful use at the City of Ithaca Police Department.

Application: Arrest information and photos are entered into this application and can generate photo-line ups. This application was primarily used by CID and is becoming obsolete with increased use of LiveScan.

### **PhotoEvidence Pro**

History: This application was implemented approximately five (5) years ago after successful use at the City of Ithaca Police Department.

Application: This application is a repository for referencing images based on case number, with CID entering the images into PhotoEvidence that have been acquired at crime scenes by Road Patrol and/or CID.

### **Run Sheets / Shift Summary Customized Reports**

History: In the past, reports generated from CRIMES based on CAD data were incorrect. If all fields were not entered into a record, then CRIMES would attempt to 'backfill' the d5ta leading to incorrect data reporting. Instead, ITS created customized reports for the Sheriff, and subsequently for LETSS partner

agencies (accessed through the County's CITRIX interface) to meet their needs.

Application: Run Sheets are a summary of calls issued to an officer during any given shift. An officer is responsible for ensuring the proper incident form is completed and submitted for supervisor approval for their shift. Shift Summary reports are used by supervisors and data entry personnel to ensure that the officer completed the paperwork incident process.

## TraCS

History: In 2007 a grant was procured to cover the cost (hardware & software) to implement 40 TraCS units, allocated as such: 20 for Tompkins County, 10 for City of Ithaca Police, 3 for Trumansburg Village PD, 3 for Dryden Village PD, 3 for Cayuga Heights PD & 1 for Groton Village PD

Application: Uniform Traffic Tickets (UTT) and Accident (ACC) reporting. UTT's / ACC reports are issued directly to the citizens and then transferred electronically from the police vehicles to the server at the station and then transmitted directly to the State. A system of "validation" is built into every TraCS form, greatly reducing data entry errors. Data is captured by scanning a DMV license or registration, and includes, but is not limited to: name, address, dob, make, model, vehicle color, insurance, violation, narrative, court appearance information, diagram(ACC's only), witness/other persons involved(ACC's only), supporting depositions(ACC's only) - this data can also be entered manually if scan is not available. This application is primarily used by Road Patrol.

## Sheriff's Office / Corrections

### LiveScan

History: In 2008, a grant was procured for the purchase of two(2) LiveScan Units and one (1) external card scan unit. The decision to purchase was based on a DCJS mandate that 'paper' fingerprint cards will no longer be accepted by DCJS beginning in 2010. The equipment was installed at TCSO, with one LiveScan unit residing in the Jail and the other unit and external card scanner residing in the Deputies room at TCSO. The intent is for LiveScan to be utilized by LETSS partners as well.

Application: Any person being arrested, or detained and in need of clarification of their identity, can be processed through LiveScan. Information entered into LiveScan includes, but is not limited to: Person's name, address, date of birth, incident/charge, mugshot photo(including body piercings, tattoos, etc) & full fingerprint set. Once successfully processed, the system returns the following information: criminal 'rap sheet', NYSID #, RIC # & FBI #. LiveScan is primarily used by Deputies & Sergeants for the Road Patrol, and by officers in Corrections.

## Quicken

History: In lieu of handwriting bail checks, Quicken was implemented approximately seven (7) years ago.

Application: This application is used by the Lieutenant in Corrections for maintaining bail counts, and producing bail checks. Data entered into Quicken includes, but is not limited to: defendant name, court, bail amount and payment form (i.e. cash, check, credit card or OAR).

## SallyPort NY

History: Around January of 2004, the Jail abandoned its previous RMS, called Jail Management Systems (JMS) – an application provided free of charge from the State. JMS was abandoned due to its lack of capabilities and technological barriers.

Application: Any person being held in the Jail is processed in the Sallyport system. Data entered includes, but is not limited to: name, dob, charge, bail/bail changes, court dates and any court disposition changes. A log of information is kept during their “stay” including incoming mail and disciplinary actions. SallyPort interfaces with VINE to contact registered victims notifying them of a release. Additionally, ITS has created many custom reports based on the SallyPort data/

## Vine

History: VINE was enacted by the state Legislature in 1998 as part of *Jenna’s Law*, which ended discretionary parole for first-time violent felony offenders. This law authorizes crime victims as well as all other New Yorkers to receive information relating to the crime, sentence and release date of persons serving sentences.

Application: VINE (Victim Identification Network) interfaces with SallyPort NY and notifies victims registered with VINE when a person’s release is processed through SallyPort.

## Social Services

### Juvenile Detention Automation System (JDAS)

History: State supplied application - Juvenile Detention Automation System (JDAS).

Application: – This application tracks juveniles in detention, youth who have committed crimes and/or runaways while their court case is pending.

## Excel Spreadsheet

Application: – This spreadsheet handles the re-entry program of pending DSS clients (persons leaving Jail).

## Law Enforcement Technology Shared Services (LETSS)

### CRIMES

History: In the past, law enforcement agencies in Tompkins County have not been able to electronically share law enforcement data. Through a mutually agreed upon Use & Dissemination agreement signed in 2008, agencies have read-only access to LETSS partner data.

Application: LETSS partners access CRIMES via Tompkins County's CITRIX application for read-only access to incident data for the Sheriff's office. From a separate incident form that is completed by TCSO Road Patrol, TCSO Records/Civil employees enter incident information into CRIMES which includes, but is not limited to: incident type, persons involved - addresses, phone numbers. Narratives are not re-entered into CRIMES. Arrests, wants & warrants / BOLO's, and orders of protections are also entered into CRIMES.

### LiveScan

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Application: Any person being arrested, or detained and in need of clarification of their identity, can be processed through LiveScan. Information entered into LiveScan includes, but is not limited to: Person's name, address, date of birth, incident/charge, mug shot photo (including body piercings, tattoos, etc) & full fingerprint set. Once successfully processed, the system returns the following information: criminal 'rap sheet', NYSID #, RIC # & FBI #.

### Run Sheets / Shift Summary Customized Reports

History: As reports created by CRIMES were inaccurate, and based on needs for the Sheriff's office, ITS created customized reports which are also being used by LETSS partner agencies (accessed through the County's CITRIX interface).

Application: Run Sheets are a summary of calls issued to an officer during any given shift. An officer is responsible for ensuring the proper incident form is completed and submitted for supervisor approval for their shift. Shift

Summary reports are used by supervisors and data entry personnel to ensure that the officer completed the paperwork incident process.

## SJS

History: Spectrum Justice System (SJS) is a State provided RMS solution. It is used as the RMS for City of Ithaca Police and the Village Police Departments within Tompkins County. SJS and TraCS have a module that allows incidents created in TraCS to electronically transfer to the SJS database.

Application: Spectrum Justice System (SJS) is a State provided RMS solution. It is used as the RMS for City of Ithaca Police and the Village Police Departments within Tompkins County. Incidents entered into TraCS are electronically transferred to SJS. Data entered into SJS includes, but is not limited to: name, address, dob, violation/arrest, narrative, court appearance information and disposition.

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