

## MINUTES

### PUBLIC SAFETY COMMITTEE

**JUNE 3, 2004 2:00 P.M. SCOTT HEYMAN CONFERENCE ROOM**

Present: B. Blanchard, Chair; M. Robertson; L. McBean-Clairborne; M. Koplinka-Loehr; G. Totman

Staff: J. Vitale, Undersheriff; S. Cook, County Attorney's Office; K. Leinthall, Probation and Community Justice Director; D. Niemi, Sheriff's Office; R. Bunce, Sheriff's Office; J. Thomas, Administration; S. Whicher, County Administrator; W. Skinner, Public Information; P. Meskill, Sheriff; O. Mack, Offender Aid and Restoration; A. LeMaro, Facilities; L. Shurtleff, Emergency Response Center; G. Potter, Information Technology Services

Guests: Media, D. Kiefer, County Legislator, T. Joseph, Legislative Chair; L. deProse, League of Women Voters; S. Hatch, Law Guardian; N. Schuler, County Legislator; J. Buck, Jacobs Consultant

#### **Called to Order**

The meeting was called to order at 2:03 p.m.

#### **Changes to the Agenda**

It was MOVED by Mr. Koplinka-Loehr, seconded by Ms. Robertson, and unanimously adopted by voice vote, to add the following items to the agenda:

- Review Committee calendar
- Resolution - Accept Grant - Emergency Response Center
- Report on Transition Program in the Jail - Lansing School District

It was the consensus of the Committee to withdraw the following items from the agenda:

- Status report - Community Justice Center evaluation process (Ms. Blanchard anticipates receiving report tomorrow and will circulate it to members; the Committee will discuss this at the next meeting.)
- Firearms Training for Probation Officers

#### **Transition Program in the Jail - Lansing School District**

Mr. Meskill explained how the Transition Program started and said it is now a workforce development program. It is a voluntary program and inmates can sign up to learn various skills such as using the Internet, writing a resume, etc., to help them transition into the workforce. The program works on a case management basis. The program began in January and is Federally funded.

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#### **Emergency Response Center**

It was MOVED by Mr. Totman, seconded by Ms. Robertson, to approve and submit the following resolution to the full Legislature for approval. Mr. Shurtleff briefly explained the resolution and said there are a number of homeland security initiatives in process. He would like to give the Committee an overview of those initiatives at the next meeting. The Department has been allocated \$100,000 for first responder equipment and training needs and it's a program that is occurring across the State. Everything that has been done to date with the State through the Weapons of Mass Destruction Task Force has been done on a reimbursement basis. Under pressure from the Federal government, the State is making the money available for the program and giving counties a significant amount of flexibility in how to implement a homeland security strategy in accordance with the State program.

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Mr. Shurtleff asked for acceptance of the grant to allow the program to move forward, saying he will report back to the Committee for a review of the overall strategy. There are two needs identified: enhance and supplement the first responder training needs and purchase the required equipment needed by a first responder.

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A voice vote resulted as follows: Ayes - 5; Noes - 0. RESOLUTION CARRIED.

**RESOLUTION NO. - ACCEPTANCE OF STATE HOMELAND SECURITY PROGRAM GRANT - EMERGENCY RESPONSE CENTER**

WHEREAS, the State Homeland Security Program (SHSP) has allocated funding in the amount of \$100,000 for Tompkins County's public safety responders through a grant program to be administered through the Department of Emergency Response, and

WHEREAS, the funds will be advanced to the County for use by the end of Federal Fiscal Year 2005 in the implementation of state and local terrorism response strategies, and

WHEREAS, the funds must strictly support planning, equipment, training, and exercise needs associated with preparedness and prevention activities for terrorist events using weapons of mass destruction involving chemical, biological, radiological, nuclear, and explosive materials, and

WHEREAS, comprehensive first responder training and agency equipment needs meet eligibility requirements of the program and are consistent with local public safety needs and initiatives, now therefore be it

RESOLVED, on recommendation of the Public Safety Committee, That Tompkins County accepts the SHSP funding for responder training and equipment activities, and hereby assigns the Department of Emergency Response to administer the local program pursuant to the review of the Public Safety Committee,

RESOLVED, further, That the Finance Director is hereby authorized to make the following adjustment:

|       |            |                     |           |
|-------|------------|---------------------|-----------|
| FROM: | 3410.43389 | Other Public Safety | \$100,000 |
| TO:   | 3410.54400 | Program Expense     | \$100,000 |

**SEQR ACTION:** TYPE II-20

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**Report from the Committee Chair**

Ms. Blanchard reported on a meeting she had with the State Commission of Correction on May 10<sup>th</sup> concerning the Public Safety Building project and the County's viewpoint. She said they are willing to continue to work with the County on any issues and are interested in how the County will address the 136-bed facility compromise.

Ms. Blanchard also reported that one of the Commissioners transferred to the State Office of Mental Health and was replaced with a former Assemblywoman, Francis Sullivan, from the Oswego County area.

Ms. Blanchard said she asked Mr. Buck to update the Committee on where we have been, where we are right now, followed with feedback from the Committee. She said the full Legislature needs to have a report and make a decision on the direction of the Public Safety Building Project. She reminded the Committee that in August, the Sheriff will need to file for an extension of the variances for the jail.

Ms. Robertson had hoped, before a decision is made, to include in the timeline a review of the justice system and how people get to jail, how long they stay and how they get out. This information was provided in the resolution presented at the last meeting, which was referred to the Criminal Justice

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Advisory/Alternatives to Incarceration Board. She feels that having a presentation to the Legislature in July is too soon, as the Legislature needs more information, so it can weigh the potential costs of boarding-out vs. construction. Ms. Blanchard feels that it is time for the Legislature to make a decision and that the resolution is a very lengthy proposal and information that has already been gathered in the past. She also reminded the Committee that a decision was made not to look at the jail population when the original scope of services was approved. She supports the information being collected, but feels the presentation to the Legislature needs to occur.

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Ms. Robertson said she would like to have the information on the costs for boarding out to see if there is anything locally that can be done through the alternative programs before she makes a decision.

Mr. Joseph agreed the information Ms. Robertson is requesting is important and valuable and will take time to collect, but feels a decision on jail construction needs to be made. He feels the presentation is appropriate and that the Committee needs to present a set of choices for the Legislature to consider and make a decision including the project being put on hold for further studying. Mrs. McBean-Clairborne agreed with the comments made by Mr. Joseph.

### Report on Public Safety Building Project

Mr. Buck distributed the report and cost estimates below. He said the presentation to the Legislature which will show a clear set of choices (maintain existing building, construction of a 104-bed facility, and construction of a 136-bed facility) and cost estimates.

#### Status in Mid-January, 2004

- Base scheme drawings - 104 beds completed January 22, 2004
- Construction estimate at \$14,753,425
- Authorized construction budget \$14,284,544
- Amount "over budget" - 2/1/04 \$ 468,881

Still needed Commission of Correction review, but within striking distance

\*Note--the total project cost is \$18,000,000 which includes the cost of fees, project management, etc.

#### Commission on Correction Adjustments

- Revised number of housing units (from 4 to 5) for 104 beds
- Other minor issues
- Housing unit revisions - \$630,767
- Amount "under budget" 2/15/04 \$161,886

#### Current Estimate for Base Scheme - 104 Beds

- Essentially six months without progress
- Material cost changes (e.g. increase in metal pieces in the first quarter)
- Schedule revisions (from aggressive to passive)
- Impact of delay, cost escalation + \$672,216
- "Over budget 6/1/04 \$510,330

#### Capacity Revision: 104 to 136 Beds

- 104 bed scheme = 112 actual beds 32 existing + 16 + 16 + 24 + 24
- 136 bed scheme = 144 actual beds 32 existing + 24 + 24 + 32 + 32
- Additional cost of 32 beds + \$ 680,000

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- "Over budget" at 136 beds \$1,190,330

\* Note: With the permitted double-bunking, this plan would provide 160 beds. To reach 200 beds in the future, only one pod would have to be added.

#### Staffing Efficiency

- Is there a more efficient staffing strategy?  
Not unless there are fewer housing units

\*Note--State Commission requires a minimum of five housing units to cover all classifications. This will increase staffing by 5-6 FTE's, to 28 needed for the housing units. Staff have said they are uncomfortable with any housing unit larger than 45 inmates.

#### Budget Adjustments/Design Issues

- General value engineering items - \$712,589
- Current "over budget cost"/136 beds \$477,741
- The total project costs will include an additional 30%.
- Design issues include:
  - Proximity of entry points (Sheriff central control and civil office)
  - Compaction of housing locations
  - Potential for central booking operation

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#### Alternative Schemes

- Whichever option (demolish south wing/all new housing)
- Maximum reuse scheme (keep existing dormitories and cells)

\*Note--cost estimates will be prepared for these two options and included in the chart.

Discussion followed and Mr. Buck said the following information will be provided:

Number of beds, number of reuse beds, new beds, pole beds, construction costs, project costs, housing staffing numbers and costs, and potential boarding out costs. They will calculate the "annual breakpoint," i.e., the board-out number that would equal the project cost.

Further discussion followed concerning boarding out costs and it was noted that the Correction of Commission is required to approve the locations prior to boarding out prisoners. Mr. Meskill said every 90 days there is an approval process and the Commission will provide an order of approved locations. The Commission is also required to approve the location at the time of boarding out. In addition, the Sheriff is also required to approve the location as the prisoner is in custody of the County and a liability.

Ms. Robertson said she would like to have reasonable costs for boarding out, including the information as suggested from other counties on what they would charge per bed if Tompkins County were to negotiate a "guaranteed" number of beds for a lower per-bed price. Mr. Whicher has heard of a possible price as low as \$50 per night.

Deleted: board-out prisoners

#### Next Meeting

The Committee agreed to change the July meeting from July 8<sup>th</sup> to July 9<sup>th</sup> at 1 p.m. At that time the Committee will review the information to be prepared by Jacob Facilities for the presentation to be given to the full Legislature.

**Probation and Community Justice Department**

**Resolution - Rollover Request**

It was MOVED by Ms. McBean-Clairborne, seconded by Ms. Robertson, to approve and submit the following resolution to the full Legislature for approval. Ms. Leinthall briefly explained the rollover request and said 14 laptops and 3 desktop computers will be purchased with the computer equipment money. A brief discussion followed concerning the cost of the laptops at \$2,209 each; Mr. Potter said laptops include the operating system and hardware and are purchased off the New York State contract. Mrs. McBean-Clairborne raised a concern with the price of laptops and Mr. Potter agreed to look at this again as it has been several months since this quote was provided. It was noted that these computers are very powerful and need to hold the Department's automation system in addition to the traditional software.

Ms. Leinthall spoke briefly about the request to fill the position of Probation Officer. She said the Department is in need of filling this position as the cases in the family court continue to rise. She understands the funding will only cover the position until December and will only fill the position if the funding through the Department of Social Services is available to continue the position. Ms. Leinthall noted that Probation has the same number of positions as 18 years ago, even though the cases have become more numerous and more difficult.

It was MOVED by Mr. Koplinka-Loehr, to reduce the amount in the computer equipment amount from \$34,695 to \$30,000. MOTION FAILED DUE TO LACK OF A SECOND.

It was MOVED by Mrs. McBean-Clairborne, seconded by Mr. Koplinka-Loehr, to reduce the computer equipment amount from \$34,695 to \$24,695. A voice vote resulted as follows: Ayes - 2 (McBean-Clairborne and Koplinka-Loehr); Noes - 3 (Blanchard, Totman, and Robertson). MOTION FAILED.

**RESOLUTION NO. - AMENDMENT OF RESOLUTION NO. 106 OF 2004 - BUDGET  
ADJUSTMENT AND APPROPRIATION OF UNSPENT  
GENERAL FUNDS FROM 2003 TO VARIOUS ACCOUNTS**

WHEREAS, various departments have been certified by the Director of Finance to have unspent appropriations and excess revenues from 2003 resulting in a surplus of \$1,483,530 on the County's books as of December 31, 2003, and

WHEREAS, pursuant to County Fiscal Policy, surplus funds have been requested for use in the Probation and Community Justice Department in the amount of \$57,427 in the current year budget, now therefore be it

RESOLVED, on recommendation of the Public Safety and Budget and Capital Committees, That the following transactions are approved:

**BUDGET APPROPRIATION:**

**FROM:** General Fund Balance

\$ 57,427

**TO:**

|  |               |          |           |
|--|---------------|----------|-----------|
| Probation - Salary - Probation Officer               | 3142.51000585 | 21,519   |           |
| Probation - Fringes - Probation Officer              | 3142.58800    | 8,392    |           |
| Probation - State Aid Leveraged                      | 3142.43310    | (14,179) |           |
| Probation - Department Equipment                     | 3141.52220    | 2,000    |           |
| Probation - Professional Services – Elec. Monitoring | 3141.54442    | 3,000    |           |
| Probation - Computer Equipment                       | 3142.52206    | 34,695   |           |
| Probation - Computer Software                        | 3142.52230    | 2,000    | \$ 57,427 |

**SEQR ACTION:** TYPE II-20

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Position Request

It was MOVED by Ms. Robertson, seconded by Mr. Koplinka-Loehr, and unanimously adopted by voice vote, to approve the request to fill the Probation Officer position as requested.

Resolution - Grant Acceptance

It was MOVED by Mr. Koplinka-Loehr, seconded by Ms. Robertson, and unanimously adopted by voice vote, to approve and submit the following resolution to the full Legislature for approval.

**RESOLUTION NO.                    - AUTHORIZATION TO ACCEPT AN AWARD OF A GRANT  
FOR THE BENEFIT OF THE DRUG COURTS OF  
TOMPKINS COUNTY - PROBATION AND COMMUNITY  
JUSTICE DEPARTMENTS**

WHEREAS, the Probation and Community Justice Director has been notified of a grant award in the amount of \$40,000 for a local foundation that has requested no publicity for the grant, to provide support for the Drug Treatment Courts of Tompkins County, now therefore be it

RESOLVED, on recommendation of the Public Safety Committee, That the County hereby accepts the grant in the amount of \$40,000 and that the County Administrator or his designee execute all contracts related to this award,

RESOLVED, further, That the Finance Director is directed to make the following budget adjustments for 2004:

|       |              |                         |          |
|-------|--------------|-------------------------|----------|
| FROM: | A3990.42705  | Gifts and Donations     | \$40,000 |
| TO:   | A 3990.54491 | Sub-Contracts           | \$36,000 |
|       | A 3990.54333 | Education and Promotion | \$ 4,000 |

**SEQR ACTION:** TYPE II-20

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

Approval of Bylaws

It was MOVED by Mr. Koplinka-Loehr, seconded by Ms. Robertson, and unanimously adopted by voice vote, to approve and submit the bylaws of the Criminal Justice Advisory/Alternatives to Incarceration Board as presented to the full Legislature for approval.

Report

Ms. Blanchard said the report concerning the justice system study requested by Ms. Robertson will be discussed at the June 10<sup>th</sup> Criminal Justice Advisory/Alternatives to Incarceration Board meeting. She hopes more information will be available for discussion at the next Committee meeting. Ms. Cook,

Chair of the Criminal Justice Advisory/Alternatives to Incarceration Board, spoke briefly on the approach she felt would be taken in researching the information being requested.

**Emergency Response Center Update**

Status Report

Ms. Blanchard reported that Common Council unanimously approved the Memorandum of Understanding (MOU). Mr. Whicher updated the Committee on the status of the 911 consolidation. He feels the original dollar amount negotiated will not change; however, there are two outstanding issues with the City. One is the alarm system and the other is the restoration of the room where dispatch is currently located. Both issues will be worked out and said Common Council passed the MOU with the understanding these two issues are outstanding.

Following a brief discussion, it was MOVED by Mr. Totman, seconded by Mr. Koplinka-Loehr, and unanimously adopted by voice vote, to approve and submit the following resolution to the full Legislature for approval:

**RESOLUTION NO. - MEMORANDUM OF UNDERSTANDING BETWEEN THE  
CITY OF ITHACA AND TOMPKINS COUNTY REGARDING  
DISPATCH SERVICES**

WHEREAS, the City of Ithaca (City) and Tompkins County (County) have a long-standing relationship of providing shared emergency dispatch services, and

WHEREAS, the City currently operates an emergency dispatch unit in the City of Ithaca, and the County currently operates a dispatching operation (located within the City of Ithaca) serving the residents of the County, and

WHEREAS, the County is in the process of constructing a new facility that will house emergency dispatch personnel, and serve as the County's Emergency Operation Center, and

WHEREAS, the City and the County believe that the consolidation of the separate dispatch units into a single unit will promote efficiency and serve the public interest and safety of the residents of the City and County, and

WHEREAS, the City, and County have been engaged in the process of negotiating the terms of a Memorandum of Understanding to accomplish the goals outlined above, and the parties are in agreement on the basic concept, with some details still remaining to be agreed upon, now therefore be it

RESOLVED, on recommendation of the Public Safety Committee, That the Tompkins County Legislature hereby approves the concept of the Memorandum of Understanding as outlined in the attached (on file in Clerk's office) proposed Memorandum of Understanding between the City and the County, subject to final agreement between the parties on some of the terms,

RESOLVED, further, That the County Administrator be authorized to execute the said Memorandum of Understanding on behalf of the County upon review and recommendation of the County Attorney.

**SEQR ACTION: TYPE II-20**

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**Community Justice Center Evaluation Status Report**

This item was withdrawn from the agenda.

**Appointment(s)**

It was MOVED by Mr. Koplinka-Loehr, seconded by Ms. Robertson, and unanimously adopted by voice vote, to approve and submit the following appointment to the full Legislature for approval:

Family Court Advisory Council

Micaela Salort Corazon - At-Large representative; term expires December 31, 2006

**Emergency Response Center Update**

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Mr. Whicher provided an update and addressed the question of delay in opening of the Emergency Response Center. He explained that a decision has been made to switch from an analog to digital phone switch. However, Verizon does not have the capacity at the location to be able to handle the switch. Discussions are underway with Verizon and it is anticipated this will take a few weeks to make the switch. At this time, he explained what needs to happen prior to the opening of the Center. It is hoped that by July 1, training will begin with the dispatchers. He will report back and keep the Committee up to date if there appear to be longer delays than anticipated.

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**Liaison Reports**

Ms. Blanchard asked Committee members to be prepared to give updates and liaison reports at the August Committee meeting.

**Approval of Minutes**

It was MOVED by Mr. Koplinka-Loehr, seconded by Ms. Robertson, and unanimously adopted by voice vote, to approve the minutes of the March 4, March 30, May 4, and May 6 meetings as corrected.

**Adjournment**

The meeting adjourned at 3:55 p.m.