

MINUTES

PUBLIC SAFETY COMMITTEE

Approved

SEPTEMBER 21, 2007 3:00 P.M. SCOTT HEYMAN CONFERENCE ROOM

Present: L. McBean-Clairborne, Chair; M. Hattery; D. Booth; M. Robertson; M. Koplinka-Loehr (arrived at 3:05 p.m.)

Staff: K. Leinthal, Probation and Community Justice Director; P. Meskill, Sheriff; G. Potter, Information Technology Services Director; N. Jayne, County Administration; P. Younger, Deputy County Administrator; M. Lynch, Public Information Officer; C. Covert, Clerk of the Legislature

Guests: Legislator Kiefer; Press

Call to Order

The meeting was called to order at 3:00 p.m.

Changes to Agenda

There were no changes to the agenda.

Public Comment

No one from the public wished to speak.

Approval of Minutes

It was MOVED by Mr. Booth, seconded by Mr. Hattery, and unanimously adopted by voice vote by members present, to approve the minutes of the August 24, 2007, meeting as corrected. MINUTES APPROVED.

Sheriff's Department

Jail Statistics

Mr. Meskill reported that currently there are 14 inmates boarded out and approximately 70 inmates in-house. He updated the Committee on staffing issues: two officers are in academy training, one sergeant has been reassigned from road sergeant to running the civil records operation, and interviews are beginning for one sergeant and one deputy position.

Mr. Koplinka-Loehr arrived at this time.

Mrs. McBean-Clairborne referenced a comment made at the last Legislature meeting of September 18, 2007, regarding the Law Enforcement Office (LEO) program at the Airport and the agreement established. Mr. Meskill explained that he and Airport Manager attended the Facilities and Infrastructure Committee meeting in late June to report on this issue. Over the next two months he and the Airport Manager agreed on a number that happened to be the same amount in the proposal (Cooperative Agreement) from TSA (Transportation Security Administration) recently received. The amount of the proposal is approximately \$218,000 for the first year plus \$17,000 for each of the five years for equipment and maintenance and a 3.75 percent annual increase. There will be a shortfall in the Airport's budget but not in the Sheriff's budget although he noted it will be "tight".

Mrs. McBean-Clairborne and Ms. Robertson expressed concern with the impact this could have on the Sheriff Department's budget. *Ms. Robertson said she would like to have the amount TSA will be*

paying and the Sheriff's cost. It was noted that the County Administrator would be asked to forward that information for the Committee.

A brief discussion followed concerning the shortfall this Cooperative Agreement will have on the Airport's budget and whether the costs will be paid by taxpayers or through the Airport's budget. It was also noted that this is an issue across the nation not just in Tompkins County.

Mr. Booth spoke of the recent incident in Newark, New Jersey, and asked what the practice is in Tompkins County for handling illegal aliens. Mr. Meskill said illegal aliens are not treated any different than anyone else. However, if an individual is arrested and is an illegal alien the Federal Immigration office is contacted and eventually they come get the person(s).

In response to a question raised by Mr. Hattery concerning the impact on boarding out inmates administratively, Mr. Meskill stated the average time spent on boarding out an inmate is approximately one hour of time at the administrative level which involves gathering history and medical files, locating a jail to transfer to, etc.

Probation and Community Justice

Ms. Leinthall updated the Committee on the building security issues and concerns at the Human Services Building. She asked a group of her employees to discuss and review policies, incident reports, etc. and provide a written report on the issues of safety and security including what other counties are doing. A preliminary report was prepared and Ms. Leinthall provided the Committee with highlights of it. Some of the concerns raised include the policies within the County as well as department safety and security issues that need to be addressed. Following a complete review of the draft report, Ms. Leinthall will ask staff to follow-up and provide more detail on necessary areas.

Ms. Leinthall reported on recent incidents both at the Department and the Community Justice Center. She also provide a detailed report of the Community Justice Center and said between June 15-September 18, 2007, 28 items were confiscated with a majority of them being jackknives.

The preliminary report appears to be moving in the direction of asking for a magnometer and an armed deputy at the entrance of the building. However, since there are other departments within the building, she will share the final report with Social Services Commissioner Patricia Carey and Youth Services Director Nancy Zahler.

Mrs. McBean-Clairborne she would like to discuss this further and possibly request Arel LeMaro to attend a meeting to discuss the facilities. Ms. Robertson suggested the Committee have a discussion on gang activity at a future meeting.

Criminal Justice Data Communication (CJDC) System

Presentation

Ms. Younger, Ms. Jayne, and Mr. Potter gave the following presentation:

When first conceptualized in 1999, Criminal Justice Data Communications (CJDC) System was intended to be the centralized data repository for supporting the countywide sharing of pertinent criminal justice information, including such items as dispatch data, arrest/arraignment data, and judicial case management information.

Presently, the CJDC is comprised of two separate, yet integrated, components: Spectrum Justice System (SJS) and Court Information Network.

Spectrum Justice System (SJS):

- Is an integrated law enforcement records management system developed and distributed by the New York State Division of Criminal Justice Services (DCJS) in 1990.
- Designed to help law enforcement to collect and management the processing and reporting of incidents, arrests, and warrants.
- Facilitates various New York State reporting requirements.

Court Information Network

- Is a network developed specifically for judicial courts in Tompkins County to securely transfer court data into the CJDC repository.

Collectively, these components help to demonstrate the impact that a single individual has on our local public safety/criminal justice service delivery system.

Key Data Elements

Spectrum Justice System (SJS)

- Name, Date of Birth and Address
- Demographic Data (employment status, education level, etc.)
- Personal Characteristics (hair color, tattoo, etc.)
- Incident and/or Arrest Data
- NYSID (New York State Identification Number)
- New York State Record Number

Current CJDC System Users

- Villages PD
- City of Ithaca PD
- Town Courts
- City Court
 - Data contribution levels are consistent across user groups.
 - Access levels vary across user groups.

At this time, Mr. Potter explained there are two levels of access into the system. The first one is the CITRIX Network an individual login and based on credentials has access to whatever applications have been opened up to them through use and dissemination agreements. There are general users at each location, records clerks, and an administrator for the various levels. At the courts level, they use independent applications at each site. The data collected at those sites is downloaded to a central repository within the CITRIX application of the CINS application. The courts are users of each others information; they cannot modify any data within the system that we support only at their own location.

In response to a question raised, Mr. Potter noted the Sheriff's Department uses another records management program, CRIMES, that is supported internally by the County's Network.

In response to another question, Ms. Jayne said it has been difficult coordinating with the County Courts to obtain the data. She commented the Judges have signed off on this however.

Primary Stakeholders (and Potential Users)

- Cornell and Ithaca College Campus Police

- County Court
- District Attorney's office
- Sheriff's Department
- Probation/CJATI
- New York State Police
- New York State DCJS

CJDC System Benefits

- Categorizes and provides access to incident, arrest, and court data
- Helps to minimize data entry standardization (e.g., a common language to facilitate automated data sharing within the CJDC community)
- Streamlines communications
- Improves data analysis capability

Funding from 1999

- \$1.2 million Model Projects Demonstration Grant
Source: The technology Opportunities Program (TOP) grant program, sponsored by the National Telecommunications and Information Administration (NTIA) of the United States Department of Commerce.
Purpose:
 - Hardware/software purchases
 - Professional services contracts
 - Staffing
 - Staff training/travel
 - General project administration expensesTompkins County is among the nearly 300 TOP grantees in 49 states and territories.

Current Costs

- \$38,000
Source: ITS fiscal target
Purpose: Routine system maintenance only, which includes support for a half-time employee
 - No direct governance/administrative costs at present, but there are indirect "opportunity" costs.
 - Anticipated costs 2008 server replacements in 2009 (about \$40k)

Mr. Koplinka-Loehr was excused at this time (4:14 p.m.).

Valuing the Best of CJDC

- New level of information sharing between local law enforcement agencies and the courts.
- Raised awareness of the need for standardized data entry and formatting.
- Consolidated costs for "hosting" data and providing access to other New York State applications.
- Relationship building between the County's IT Department and local law enforcement agencies.
- Increased Community Confidence.
- CJDC is the platform for creative, useful spin-off projects:
 - TraCS
 - EJusticeNY Access
 - Computer Aided Dispatch (CAD)
 - Identifying Future Data Interface
 - Customized Reporting Needs

Mr. Potter spoke briefly about the TraCS application and said a grant was received in the amount of \$168,000 to implement mobile data terminals for the roll out of a motor vehicle traffic and incidents reporting system for all cars in the Sheriff's Department, the remaining Ithaca City Police vehicles, and all Village police Department vehicles. This will allow officers to do their ticketing through an automated system.

Innovating the Best of What Could Be fore CJDC

- Designated leadership that is adequately funded and supported
- Leadership that is a respected "Champion" and that understands the value and potential of CJDC
- Leadership that can guide the development and implementation of a well-constructed education and outreach plan and business process plan
 - Formal governance structure and processes that:
 - Clearly define CJDC user and stakeholder participation
 - Address the historic challenges of proprietary information sharing
 - Monitor Use and Dissemination Agreements
 - Assist local municipalities to be more efficient in PS/CJ record keeping including data entry, retrieval and management.

Summing it All Up

- CJDC contains incidence and arrest data only, with no direct correlation to jail population changes or court outcomes (PSC Goal 1)
- At present, Tompkins County simply serves as the CJDC data host
- Given the current dedicated user base, options for CJDC's future need to be determined and explored

Promising Opportunities

- LGEC (Governor's Commission on Local Government Efficiency and Competitiveness)
 - Provides for technical assistance in support of local initiatives resulting in improved efficiencies at a multi-municipal or county level.
- SMSI (Shared Municipal Services Incentive)
 - Up to \$200k to support shared services arrangements that demonstrate collaboration and cost savings

Discussion followed concerning grant opportunities and Committee members recommended that appropriate staff explore various grant options. Mrs. McBean-Clairborne said she would like to know more about the policy and governance areas of the Criminal Justice Data Communications System.

In response to a question raised by Mr. Hattery, Mr. Meskill explained the Crimes System he uses instead of the Criminal Justice Data Communications System. In 2003, a consultant was hired between the Sheriff's Department and Emergency Response to examine how people react and interrelate with and without technology and software. The Sheriff's Department made a business process decision with assistance from the Information Technology Service Department to use the Crimes System because it does so much more as a policy agency. The tickets are received automatically from dispatcher in the County and loaded in the system and begins the record process for the Department. There currently is not an interface between SJS and Dispatch at the County level. Mr. Meskill said a concern he has is related to the freedom of information requests and who is responsible for releasing that information.

Mr. Potter stated for the record that all the agencies are definitely committed to the project, the question is how to bring them together to form a governance group to oversee the leadership.

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Further discussion followed and Ms. Younger reminded the Committee that systems such as Crimes, SJS, etc., are independent components of what is intended to be integrated in the Criminal Justice Data Communication system. She also reminded the Committee of the technical assistance opportunity that exists and would like to pursue that direction to help bring the governance group together.

Mr. Meskill spoke of his concerns with the leadership of this group and said it will require a lot of time and money and a dedicated effort in each agency to participate. He said he would like to have the County move forward with the CAD system in relation to the computers in the cars that would show the location of the vehicles. Mr. Potter said the mobile data system would need to be implemented to move forward with the CAD system.

Mr. Potter said he is in the process of scheduling a meeting with police agencies concerning the TraCs project and to discuss the CJDC project. He stated that at this meeting he could send the message that either the police agencies need to commit to the governance group or the County is likely to stop the project. Ms. Robertson agreed with that direction but also recommended that there are also grant opportunities the County could pursue.

The Committee agreed with Mr. Potter about sending the message concerning leadership and pursuing technical assistance and grant opportunities. The Committee wished to have a report. The group will move forward with pursuing grants

Adjournment

The meeting adjourned at 4:58 p.m.