

Public Safety and Emergency Services Committee Meeting

Date: October 22, 2007

Time: Called to Order at 1:59 p.m. by Chairman Bullard

Location: Oswego County Building

Attendance:

Present: Legislator Tom Bullard, Chairman; Legislator Milferd Potter, Vice Chairman; Legislators Barbara Brown, James Bryant, Kevin Gardner, Leonard Ponzi, and Paul Santore.

Staff/Others:

Probation:	Barbara Schuler
Sheriff's:	Reuel Todd
E-911:	Michael Allen
Emergency Management:	Patricia Egan, Terry Bennett
Fire Coordinator:	John Hinds
County Administrator:	Phil Church
Guests:	Legislator Arthur Gearsbeck

1. Approval of Minutes:

Motion: To accept minutes of the September 24, 2007 Public Safety & Emergency Services meeting

Made by: Legislator Brown

Seconded by: Legislator Santore

Vote: 7 Ayes (Brown, Bryant, Bullard, Gardner, Ponzi, Potter, Santore),
0 Nays. All in favor. Motion Carried.

Discussion: Minutes stand approved as written.

2. Sheriff's Office: (Presented by Reuel Todd)

a. Budget Modification (SCAAP Award) :

Motion: To accept \$1,150 federal funding from the SCAAP (State Criminal Alien Assistance Program) into revenue line 3110.4430.1 (SCAAP) and to transfer \$253 into expenditure line 3110.5438 (Other Fees & Services) to pay Justice Benefits 22% of the allocation for their assistance in obtaining the funding and \$897 into expenditure line 3110.5260 (Other Equipment).

Made by: Legislator Santore

Seconded by: Legislator Ponzi

Discussion: This \$1,150 represents additional funding awarded to Oswego County for the year 2006, and is in addition to the award of \$9,964 received and processed earlier this year. Funding will assist with additional equipment purchases. Paperwork will be forwarded on to Finance & Personnel Committee for review.

Vote: 7 Ayes (Brown, Bryant, Bullard, Gardner, Ponzi, Potter, Santore),
0 Nays. All in favor. Motion Carried.

b. Contract Renewal (Court Security):

Motion: To support a resolution to renew a contract with the NYS Unified Court System for Court Security covering the period 4/01/07 through 3/31/08 in the amount of \$300,000.

Made by: Legislator Brown

Seconded by: Legislator Potter

Discussion: The Sheriff's Office is currently engaged in a five-year contract (4/01/04 – 3/31/09) with the NYS Unified Court System, which offers 100% reimbursement for services rendered by Court Security/Court Attendants who work for the courts in Oswego County. The NYS Unified Court System requests Legislative support by resolution addressing the annual renewal of the monetary portion of the five-year contract. Paperwork will be forwarded on to the Finance & Personnel Committee for support.

Vote: **7 Ayes** (Brown, Bryant, Bullard, Gardner, Ponzi, Potter, Santore).
0 Nays. All in favor. Motion Carried

3. Fire Coordinator: *(Presented by Coordinator Hinds)*

a. Fire School:

Mr. Hinds offered that the next and hopefully final move in acquiring ownership of the Fire School is in the hands of the Public Service Commission, who apparently has a few more questions to be answered. It is Mr. Hinds' hope that the matter will be resolved and can be brought before the Public Safety & Emergency Services Committee for review in November. Initial thoughts of offering fire training to local industry at the school, once acquired, as income to reduce operating costs, will largely depend upon the condition of the equipment left idle for the last three years. Mr. Hinds cited a conservative estimate of a possible \$78,000.00 annual income stream from local industry in providing industrial training programs.

4. Budget Reviews for Fiscal Year 2008:

a. Sheriff's Office: *(Presented by Sheriff Todd)*

Chairman Bullard opened the discussion by asking if the additional Court Attendant positions requested and granted in 2007 are included in the proposed 2008 budget, to which the Sheriff said yes and that they are fully reimbursed. Sheriff Todd continued stating the Overtime line increase is based on past years and basically an educated guess; however, what must be taken into consideration is that lack of manpower means more overtime expense, which has been seen more this year with the exodus of officers seeking more lucrative Patrol Officer positions with other agencies. He reiterated that some of the overtime does fuel the revenue. In answer to why the personal services request was more than that recommended by the Budget Officer the Sheriff explained he had requested four additional Patrol Officer positions and four additional Correction Officer positions, which were denied. The Sheriff indicated the Commission of Corrections could do a study of the Oswego County Correctional Facility and if their findings indicate that it is understaffed, they may recommend more manpower, which would be mandated. \$330,000 was

also removed from the requested budget, which represented replacing fleet vehicles in 2008. Regarding a line representing 207c wages in the budget reflecting a zero amount, Sheriff Todd indicated 207c wages are currently paid out of the Salaries & Regular Wages line of his budget. The 207c line was once used to hire employees behind those who were out on extended 207c leave but, as explained by County Administrator Church, that practice was eliminated by the former Administrator as it was considered “double dipping.” Legislator Bryant asked to have the budget reflect the number of positions currently affected by 207c, but the Sheriff indicated it was not possible under the HIPAA law to designate them and the positions change frequently so what might be reported at the time of submission may actually not be an accurate count at the time of review. County Administrator Church said that in the future 207c positions could be addressed in the narrative that accompanies the budget. Sheriff Todd indicated he will do the best he can with the recommended budget. Legislator Bryant moved to accept the recommended budget, which was seconded by Legislator Santore. With all in favor, the motion carried and will be forwarded on for review before the Finance & Personnel Committee.

b. Fire Advisory: *(Presented by Coordinator Hinds)*

County Administrator Church began by stating there was an error in the Fire Coordinator’s budget under Salary & Wages-Regular. A position entitled, Deputy Fire Coordinator/Fire Investigator, requested and listed at a salary of \$26,535 should have been requested at a salary of \$2,305. He asked that this figure be corrected. Further, this position was deleted from the budget based on the slow acquisition of the fire school. This position was initially recommended when two budgets were requested of the Fire Coordinator, one for the office and one for the fire school. However, with the acquisition of the fire school still in limbo, Fire Coordinator Hinds indicated he submitted a budget for the office only at this time. Once the fire school is in county hands, a separate group in the Fire Coordinator’s budget will be created for that purpose. When the fire school is acquired the \$100,000 grant secured through the Senator Wrights’ Office would first go into a capital project budget to get started. New needs could be evaluated at that time as they are not projected in the proposed 2008 budget. A part-time Deputy Fire Coordinator position remains in the Fire Coordinator’s Office budget as it was created to assist the Cause and Origin Team with fire investigations. The employee would act as a point man out of the Fire Coordinator’s Office by assisting local fire chiefs with fire investigations, insurance issues and court appearances. When not working in the field, the duties would include completing a “paper trail” connected with fire investigations, and training the fire chiefs on when to call for a fire investigation. Regarding a question on Medical Fees in the budget, Coordinator Hinds indicated it varies drastically from year to year based on where the county-wide Hazmat team members come from. The remaining lines in the budget increased based on the amount of money spent in past years. Legislator Santore moved to accept the recommended budget, which motion was seconded by Legislator Gardner. All were in favor and the budget will be forwarded on for presentation before the Finance and Personnel Committee.

c. Probation: *(Presented by Director Schuler)*

Director Schuler stated the Salary & Wages line of the Probation Administration Department includes the upgrade of an existing Probation Officer position to Senior Probation Officer. This Officer will oversee the Sex Offender Management Team, which is the only specialized unit in the department to not have Senior P.O. oversight. The cost of the upgrade is more than offset by new

revenues received for supervising Level 2 and 3 sex offenders. When asked if there are more sex offenders, Director Schuler replied the issue is they are on probation twice as long as other offenders, serving either six or ten year terms. Revenue line 4331.2 (Juvenile Intensive Supervision Program) shows a "0" as in 2008. These programs will no longer be funded by the state. As the officer in the program was already an employee when they started receiving the money, she will continue to provide her intensive services to juvenile sex offenders. Probation has a comprehensive program, which closely collaborates with Huntington Family Services under contract with DSS, and which has seen a dramatic reduction in out of home placement for juvenile sex offenders over the course of the program, thereby making it highly effective both in risk reduction and cost savings. The JISP programs were not considered failures; rather, the state has determined a different use of the monies as statewide competitive grants. This county was awarded the J-RISC grant of up to \$200,000 per year for five years. As this grant starts in January, a request to accept the monies will come before this committee at the next meeting. Other issues of note concern the \$17,000 allocated to "Other Equipment" under Non-Secure Detention that was intended for a vehicle purchase and has been moved into the Automotive reserves line. Also, the Domestic Violence Program is a grant, which was set to expire in July of 2007, but has been extended to July of 2008. Grant monies will be added to the budget once they are established for next year. Legislator Gardner moved to accept the budget as recommended. Legislator Brown seconded the motion, and with all in favor, the motion passed and will be forwarded on to Finance & Personnel for review.

d. Emergency Management: (Presented by Director Egan)

Director Egan indicated the first item of interest was in the revenue stream. Two-thirds of the revenue is from nuclear power licensees. Entergy and Constellation voluntarily supplement the EMO budget by \$75,000 per licensee. The LEMPG grant is up \$4,000 to \$31,000. Revenue is adjusted \$36,400 from 2007. The net county cost for the Emergency Management Office & Emergency Management Services budgets is \$40,397.

Director Egan reported that when she took on the responsibility of administering EMS she thought it would take two to three years on the job before she could create a proposal for the position of EMS Field Coordinator. She indicated with the State Department of Health's funding, five classes have been completed and two are pending. It would be fiscally sound to expect a cost of between \$20,000 and \$25,000 for a Field Coordinator position. Legislator Brown moved to accept the recommended budget as written. Legislator Santore seconded the motion, with all in favor. The budget will be forwarded on to the Finance & Personnel Committee for review.

e. E-911: (Presented by Director Allen)

Director Allen indicated he requested five additional positions in his 2008 budget, that of one (1) Communications Specialist and four (4) Telecommunicators. He said he worked toward showing this need throughout 2007, and although the positions were removed by the Budget Officer, he is still very interested in having them back in the budget. \$430,000 in revenue from a proposed increase in the wire line surcharge and a proposed net of \$300,000 from a wireless surcharge were also recommended and pulled by the Budget Officer reducing the revenue stream. Director Allen explained this proposed revenue would have allowed the positions his department desperately needs and help to fund improvements in the County communications system. The rationale was

that local legislation was needed as well as state legislation to approve the proposed surcharges and state legislation did not appear feasible for the wire-line surcharge right now. The Budget Officer reduced the Other Equipment line by \$10,000. Director Allen said he will have to decide what equipment that they'll go without. An \$8,000 reduction by the Budget Officer in Repair & Maintenance will affect maintenance contract items. He suggested perhaps he could reduce \$5,000 in anticipated tower structure and lighting repairs and perhaps reduce other items by \$3,000 in order to meet the Budget Officer's proposal. Director Allen requested an additional \$25,000 in the Overtime line, amounting to \$65,000. He stated adjustments may need to be made during 2008 as he is working with minimum staffing levels and was denied the needed positions. Legislator Bryant moved to adjust the Overtime line up to \$65,000. Legislator Gardner seconded the motion. A following discussion indicated there is no cushion in the current recommendation to increase overtime. Considering there are minimum staffing levels, Director Allen indicated the \$25,000 increase would help him to meet the training requirements he is bound to by state guidelines. With the minimum staffing levels he currently works with he cautioned committee members that using mandated overtime to train employees is not good management of resources, and does not feel it's reasonable to tell employees they have to train on their day off. With all in favor of the motion, the budget was modified with an upward adjustment of \$25,000 in the Overtime line. Legislator Potter moved to accept the overall budget as modified. Seconded by Legislator Brown, and with all in favor, the modified budget will be forwarded on to the Finance and Personnel Committee for review.

5. **Executive Session:**

Motion: To move into executive session to discuss personnel issues.
Made by: Legislator Bryant
Seconded by: Legislator Santore
Vote: 7 Ayes (Brown, Bryant, Bullard, Gardner, Ponzi, Potter, Santore),
0 Nays. All in favor. Motion Carried.
The committee moved into executive session at 3:08 p.m.

Motion: To return from executive session
Made by: Legislator Bryant
Seconded by: Legislator Gardner
Vote: 7 Ayes (Brown, Bryant, Bullard, Gardner, Ponzi, Potter, Santore),
0 Nays. All in favor. Motion Carried.
The committee returned from executive session at 3:28 p.m.

6. **Adjournment:**

Motion to Adjourn: 3:30 p.m.
Made by: Legislator Potter
Seconded by: Legislator Santore
Vote: 7 Ayes (Brown, Bryant, Bullard, Gardner, Ponzi, Potter, Santore),
0 Nays. All in favor. Motion Carried.

Prepared by:

Linda S. Baker, Secretary to the Sheriff

Reviewed by:

Reuel A. Todd, Sheriff

Barbara Schuler, Probation Director

John Hinds, Fire Coordinator

Michael Allen, E-911 Director

Pat Egan, Emergency Management Director

Accepted As Written:

Chairman

Date