STEUBE COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE
Monday, March 6, 2017
9:00 a.m.
Legislative Committee Room
Steuben County Office Building
Bath, New York

****MINUTES****

COMMITTEE:	Aaron I. Mullen, Vice Chair Steven P. Maio	Eric T. Booth	Kelly H. Fitzpatrick
STAFF:	Jack K. Wheeler Tim Marshall Eric Tyner Alan Reed Brooks Baker Daniel Brown	Mitchell Alger Jim Allard Phil Roche Andy Morse Scott Rodbourn	Cheryl Crocker Noel Terwilliger Tina Goodwin Judge Peter Bradstreet Patricia Clarkson
LEGISLATORS:	Joseph J. Hauryski Robin K. Lattimer Gary D. Swackhamer	Carol A. Ferratella John V. Malter Scott J. Van Etten	Hilda T. Lando Robert V. Nichols
ABSENT:	Dan C. Farrand, Chair		
OTHERS:	Mary Perham Kristin Klemenz, B&W Towing		

I. CALL TO ORDER

Mr. Mullen called the meeting to order at 9:00 a.m. and asked Mr. Maio to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 6, 2017, MEETING MADE BY MS. FITZPATRICK. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Probation

1. **Accepting S.T.O.P. Violence Against Women Grant** – Mrs. Crocker requested authorization to accept a S.T.O.P. Violence Against Women Grant in the amount of $3,400. This funding will be used toward training and a portion will also be used toward the salary of a staff member who attends trainings. Mr. Mullen asked what do we have to do to be certified? Mrs. Crocker replied we have to submit quarterly reports.

MOTION: AUTHORIZING THE DIRECTOR OF PROBATION TO ACCEPT A S.T.O.P. VIOLENCE AGAINST WOMEN GRANT IN THE AMOUNT OF $3,400 MADE BY MS. FITZPATRICK. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. 911

1. **Accepting NYS 2016-2017 Public Safety Answering Points Operations Grant** – Mrs. Goodwin requested authorization to accept $190,105 in grant funding from the NYS Public Safety Answering Points Operations Grant. This is a portion of the $10 million allotment the State takes from the surcharge on

cellular devices, and divides among the counties. We will be reimbursed based on payroll and are hoping to use these funds in the capital project for the CAD renewal and hardware replacement in the dispatch center. This is a zero match grant.

MOTION: AUTHORIZING THE DIRECTOR OF 911 TO ACCEPT A $190,105 NYS 2016-2017 PUBLIC SAFETY ANSWERING POINTS OPERATIONS GRANT AND APPROPRIATE INTO THE CAPITAL PROJECT ENTITLED "DISPATCH CONSOLES" MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Sheriff's Office

1. **Commendations** – Sheriff Allard presented a letter of commendation to Sergeant Brown, Corporal Clarkson and Officer Rodbourn for the efforts of the entire Court Security Division during the trials of Michael Beard and Thomas Clayton. They successfully met all security concerns and received high praise by members of the public for their professionalism. Additionally, a plaque will be on display in the Court Security Office, which will be co-signed by Judge Bradstreet.

Sheriff Allard presented a letter of commendation to Captain Eric Tyner for his outstanding performance, professionalism and commitment to justice relative to the murder investigation of Kelly Clayton. Investigator Tyner also created a digital lead desk, the first of its kind in our office.

2. **S.T.O.P. Violence Against Women Grant (DART)** – Sheriff Allard requested authorization to accept a S.T.O.P. Violence Against Women Grant in the amount of $3,400. These funds will be used to reimburse a portion of the salary of the Sergeant who reviews all domestic incident reports.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A S.T.O.P. VIOLENCE AGAINST WOMEN GRANT IN THE AMOUNT OF $3,400 MADE BY MS. FITZPATRICK. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **K-9 Program Donation** – Sheriff Allard requested authorization to accept a $250.00 donation to the K-9 Program from Mary Lou Butler in memory of her late husband, Paul Butler.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A $250.00 DONATION TO THE K-9 PROGRAM FROM MARY LOU BUTLER MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Authorization to Bid** – Sheriff Allard requested authorization to bid the installation of the new water lines at the Jail.

MOTION: AUTHORIZING THE SHERIFF, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO SOLICIT BIDS FOR THE INSTALLATION OF THE NEW WATER LINES AT THE JAIL MADE BY MS. FITZPATRICK. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Recognition** – Sheriff Allard stated that he was not sure of the proper avenue to do this, but would like to publicly recognize the Chemung County District Attorney and his office for their efforts in the Thomas Clayton trial and thanking them for everything they did.

MOTION: PUBLICLY REGOGNIZING AND THANKING THE CHEMUNG COUNTY DISTRICT ATTORNEY AND HIS OFFICE, FOR THEIR EFFORTS IN THE THOMAS CLAYTON TRIAL MADE BY MS. FITZPATRICK. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0. ***Resolution Required.***

D. Emergency Management Office

1. **Mobile App RFP Award** – Mr. Marshall informed the committee they received two proposals from OCV, LLC and QuickSeries. The low proposal was OCV, LLC which came in at $19,995. QuickSeries was $21,915 plus an additional cost for GIS mapping. He recommended awarding to OCV, LLC. Mr. Maio asked how do these compare to what you budgeted? Mr. Marshall replied OCV came in within the scope of what we were looking for. He stated we will be using NYS Homeland Security grant funds to pay for this.

Mr. Van Etten asked what does the cost cover? Mr. Marshall replied the $19,995 covers the building of the app. There is an annual maintenance fee of $4,495 which can also be paid for using Homeland Security grant funds. Ms. Fitzpatrick asked are other counties using this? Mr. Marshall replied yes and Chemung County has the same vendor.

Mr. Mullen stated last month you indicated that Chemung County paid $5,000 - $6,000 for their app. Why is our cost so high? Mr. Marshall replied since there has been so much interest in these apps, the cost has been increasing. Mr. Mullen asked since you are using grant funding, is there another item that you will not be using because of this? Mr. Marshall replied no, this was a budgeted item.

Mr. Marshall explained this app will give us the capability to interface with the public by providing immediate information regarding disasters and other emergencies. This will contain a lot of citizen preparedness information. People will also have the ability to push information to us, so then we will be able to get real time situational awareness. The app will include weather information, 511 traffic information, as well as a link to the NYSEG power outage map.

Mr. Mullen asked will this require additional staffing to manage? Mr. Marshall replied no. All of the mobile apps push RSS feeds from Facebook, Twitter and the National Weather Service. There will be very little interface by staff. Mr. Mullen asked what is the term of the contract? Mr. Marshall replied this is a one-time build with an annual maintenance fee of $4,495. The first year there will not be a maintenance fee, but for subsequent years, the cost will be $4,495. Mr. Wheeler commented we will monitor and look to allocate grant funds for that.

Mrs. Lando asked how will you roll this new program out? Mr. Marshall replied we will work with Mary Perham and Mr. Wheeler to do press releases. We will also post information on Facebook as well as our website, Public Health's website and 911's website. Mr. Wheeler commented we can also include it in the County Newsletter.

MOTION: AWARDING THE RFP FOR A MOBILE APP TO OCV, LLC FOR A ONE-TIME BUILDOUT COST OF $19,995 AND ANNUAL MAINTENANCE COST OF $4,495 MADE BY MS. FITZPATRICK. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Functional Needs Application** – Mr. Marshall informed the committee that they have been doing functional needs requests since the late 1990's. This is a program where we work with the Department of Social Services, Public Health, Mental Health and other agencies to register citizens with special needs. We currently have 300 individuals in our database. The original database was built in-house by Information Technology and we have an RSVP volunteer who maintains the database. With technology updates, there are applications that we can do online so that individuals can register themselves and we would not need to have a volunteer doing all of the data entry and mailings. Mr. Marshall stated the one-time cost for the purchase of the software is $17,100 with an annual maintenance cost of $3,500. These costs would be covered by the Homeland Security Grant. He requested authorization to transfer $8,845 from major equipment to software within the 2016 Homeland Security Grant program.

MOTION: AUTHORIZING THE DIRECTOR OF EMERGENCY MANAGEMENT TO PURCHASE SOFTWARE FOR A CLOUD-BASED FUNCTIONAL NEEDS APPLICATION AND TRANSFERRING $8,845 FROM MAJOR EQUIPMENT TO SOFTWARE WITHIN THE 2016 HOMELAND SECURITY GRANT PROGRAM MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Malter asked how is the data utilized? Mr. Marshall replied this allows us to identify individuals and what their special needs are. In the event of an emergency or natural disaster, we reference the database and contact those individuals to determine whether they have power or need power. We also interface with the local fire departments to send someone out to check on those individuals to make sure they are safe. This database has been used quite extensively in the past.

Ms. Fitzpatrick asked how do individuals know they can be placed on this list? Mr. Marshall replied we have a link on our website and we also work with other agencies to spread the word about the application.

Mr. Mullen asked will you still have to do follow-up with this new software? Mr. Marshall replied yes, but it will not be as extensive as what we currently do.

E. County Manager

Mr. Wheeler requested an executive session for the purpose of discussing potential litigation. Mr. Maio commented that the issue at hand he does not believe requires an executive session as the purpose for entering for discussing litigation would be to keep strategy unknown. Mr. Reed commented it is at the committee's discretion, however, this topic would be within the purview.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.D. DISCUSSION REGARDING PROPOSED, PENDING OR CURRENT LITIGATION MADE BY MS. FITZPATRICK. SECONDED BY MR. BOOTH FOR DISCUSSION.

Mr. Maio stated the purpose of this executive session under Open Meetings Law is for the purpose of discussing proposed or pending litigation where we do not want to disclose our strategy. Mr. Mullen stated with this particular topic, there is the potential of liability to the County concerning a potential admission. Mr. Wheeler commented there are multiple details that we would not necessarily like to publicly disclose at this time. Mr. Maio stated any action we take opens us up to potential litigation. Mr. Reed stated the other point is if the committee wants to more fully discuss outside of the hearing of the presentation, that individual could be excused from executive session at that time.

VOTE ON PREVIOUS MOTION: MOTION CARRIES 3-2. (IN FAVOR: LEGISLATORS BOOTH, HAURYSKI AND MULLEN; OPPOSED: LEGISLATORS FITZPATRICK AND MAIO; ABSENT: LEGISLATOR FARRAND)

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****
Monday, April 3, 2017
9:00 a.m.

PLEASE PROVIDE AGENDA ITEMS
NO LATER THAN NOON
Monday, March 27, 2017.