I. CALL TO ORDER

Mr. Malter 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 MAY 6, 2019, MEETING MADE BY MS. FITZPATRICK. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Emergency Management Office

1. Budget Adjustment – Mr. Marshall requested authorization, within the State Homeland Security 2016 Grant, to transfer $2,892.00 from the Cell Phone Charges line item to Major Equipment to cover the purchase of a new frame for the command tent.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO TRANSFER, WITHIN THE STATE HOMELAND SECURITY 2016 GRANT, $2,892.00 FROM THE CELL PHONE CHARGES LINE ITEM TO THE MAJOR EQUIPMENT LINE ITEM TO PURCHASE A NEW FRAME FOR THE COMMAND TENT MADE BY MS. FITZPATRICK. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. Radio System Update – Mr. Marshall informed the committee that most of the equipment has been installed at the majority of the tower sites. There will be a delay at the Meeks Hill site as we are co-located with NYSEG. NYSEG will be upgrading that tower site and they are putting in a new building. They are looking at a timeframe for completion of their upgrade around August. For our upgrade, we are looking at August/September because we will be ready to move forward with our equipment installation.
Mr. Potter asked what is the status of the equipment for the fire departments? Mr. Marshall replied most of the equipment has been purchased. We need to finish Meeks Hill as that site covers the City of Hornell. Most all of the other sites are ready and we just need to turn the system on and test it.

3. **Cohocton Water Tower Site** – Mr. Marshall informed the committee we have an old capital project for department radios and there is $16,202 remaining in that. He would like to rename that project and use those funds to do some of the work that needs to be done at the Cohocton tower site. When we use Homeland Security funds for a tower site upgrade, they will require us to do a full environmental review. We are considering the Cohocton tower site more of a temporary site. Since this is a large shipping container, we can move it wherever we need if the opportunity becomes available in the future. He would like to use the funds in that capital project to complete this work.

Mr. Malter asked where will the money from the grant be allocated? Mr. Marshall replied we can use it for the microwave upgrade as we are looking at adding tactical channels and those can be used in all locations.

Mr. Maio asked why is the Cohocton site temporary? Mr. Marshall explained it is a fill-in site. We could pick up the container and move it to a permanent site. Right now, this is the best option we have. The Cohocton site could become a long-term site. If we were to acquire another tower, then we could move it. He stated he is looking at this same option at the Travis Hill site in Canisteo.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO RENAME THE “DEPARTMENTAL RADIOS” CAPITAL PROJECT TO “CohoCTON WATER TOWER SITE” WITH A BALANCE OF $16,202 AND AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO USE THOSE FUNDS FOR WORK THAT NEEDS TO BE DONE AT THE COHOCTON WATER TOWER SITE MADE BY MS. FITZPATRICK. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required**

4. **Acclaim Systems Contract Renewal** – Mr. Marshall explained we have a support, maintenance and hosting contract with Acclaim Systems for our Functional Needs Registry. He requested authorization to renew this contract for a five-year period for a total cost over the five years of $12,956.00. The cost of this program is funded through Homeland Security grant funds. Mr. Marshall explained this is an online database that we use for functional and special needs clients (handicap, frail elderly) where we are able to map their locations and it tells us what their needs are so when we have an evacuation or a distribution in the event of an emergency, we can check on those individuals.

Ms. Fitzpatrick asked how many people are in this registry? Mr. Marshall replied it is close to 1,000. We work closely with Office for the Aging, Public Health and Social Services to identify individuals. We will also be working with Office for the Aging and RSVP to enlist volunteers to meet with individuals at the senior centers to get this information out to the public.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO RENEW THE CONTRACT WITH ACCLAIM SYSTEMS FOR THE SUPPORT, MAINTENANCE AND HOSTING OF THE FUNCTIONAL NEEDS REGISTRY FOR A FIVE-YEAR TOTAL COST OF $12,956.00 MADE BY MR. POTTER. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required**

5. **Radio Bid** – Mr. Marshall explained we had issued a new bid for the radio system and several vendors responded. He recommended awarding the bid to all vendors listed; BK Technologies, Mid-State, Motorola and Northern Tier Communications. This will allow the fire departments to choose the radios they want to use for their departments. All of these radios are P-25 compliant. Mr. Maio asked who will be responsible for maintenance? Mr. Marshall replied the local departments.
MOTION: AWARDING THE BID FOR THE NEW VHF RADIO SYSTEM TO BK TECHNOLOGIES, MID-STATE, MOTOROLA AND NORTHERN TIER COMMUNICATIONS MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

6. HVAC Bid – Mr. Marshall informed the committee they solicited bids for the upgrades of units at the tower sites. They received four bids from Danforth, Kuhn, Postler & Jaeckle and Frey & Campbell. Postler & Jaeckle were the low bidder; however, he recommended declaring them a non-responsive bidder as they did not meet the 10kw heater specifications. Mr. Marshall recommended awarding the bid to Danforth for $62,594.00. The cost for this will be covered by the Homeland Security Interoperable Communications Grant.

MOTION: DECLARING POSTLER & JAECKLE A NON-RESPONSIVE BIDDER AND AWARDING THE BID FOR THE HVAC TOWER SITES TO DANFORTH FOR A TOTAL COST OF $62,594.00 MADE BY MR. POTTER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

7. Approval of Fiber Connection to Hornell Police & Fire – Mr. Marshall informed the committee they received a quote from STN to run the fiber connection to the Hornell police and fire departments. The cost is $13,780.00 and is covered by grant funds.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ENTER INTO AN AGREEMENT WITH STN (SOUTHERN TIER NETWORK) TO RUN THE FIBER CONNECTION TO THE HORNELL POLICE AND FIRE DEPARTMENTS FOR A TOTAL COST OF $13,780.00 MADE BY MR. RYAN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

8. Fiber Agreement – County Line Road – Mr. Marshall stated a couple of months ago we had discussed doing a build out of the fiber to County Line Road which would provide us with interoperable communications with Livingston County. The Legislature approved the inter-municipal agreement which would allow us to put equipment up. Now, we need approval to contract with STN to run the fiber to County Line Road.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ENTER INTO AN AGREEMENT WITH STN (SOUTHERN TIER NETWORK) TO RUN THE FIBER CONNECTION TO COUNTY LINE ROAD MADE BY MS. FITZPATRICK. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

9. EMSTAR – Mr. Hauryski stated this meeting he, Mr. Wheeler and Mr. Marshall are meeting with EMSTAR regarding the provision of EMS training. He stated his concern is that our candidates have to travel to Chemung County for training and he is hoping we can get them some training here in Steuben County. That has been a concern of the fire departments that he has met with.

Mr. Marshall stated the problem was that he was told at a meeting with them that they would offer a fall class at Bath Ambulance. Then, the course announcement came out and they moved it to the EMSTAR office in Elmira. We are meeting with them this morning to let them know how we feel about this.

Mr. Potter commented it is difficult enough to get volunteers and the training is difficult and requires a lot of time. Anything we can do to accommodate them would be a benefit. Mr. Marshall stated most of the departments in Chemung County and the City of Corning are paid agencies. EMSTAR is doing what they can to accommodate the paid services over the volunteer services.

10. Emergency App – Mr. Van Etten commented he is hearing a lot of advertisements on the radio for the Chemung County Emergency App to download. We have our app, are we doing anything similar? Their radio ad plays frequently. Mr. Marshall stated he would imagine they paid for it, but he will check and find out what they do. We have the same app (Ready Steuben). His recommendation would be to see if we could do a joint advertisement for Chemung and Steuben.
Mr. Swackhamer asked have we contacted the radio stations to let them know about our app? Mr. Marshall replied we have sent out press releases, but he will see if we can also get some public service announcements.

B. **Sheriff’s Office**

1. **Commendation** – Sheriff Allard presented certificates of commendation to Sgt. Donald Strittmatter, Officer Joshua Turner and Officer Branden Erskine, for their efforts and teamwork in saving the life of an inmate on May 19, 2019.

2. **Discussion Re: Moving Commissary and STOP DWI Accounts into Trust Accounts** – Sheriff Allard informed the committee that two weeks ago they had their cycle review with the Commissioner of Corrections. One of the issues related to the yearly audit of the Commissary Account, which should be kept separate from the County accounts. The Commission’s finding was that the Commissary Fund is, and needs to be, a separate fund from County funds. In speaking with Mrs. Hurd-Harvey, he is not asking for any action today, but this is something that we will need to look at. As we move forward with the assessment of this account, we may need to set things up differently so that we are in full compliance with the Commission of Corrections.

Sheriff Allard stated with regard to the STOP DWI fund that comes from fines collected by individuals convicted of DWI, DWAI, etc. STOP DWI is managed statewide by the Governor’s Traffic Safety Committee (GTSC). Every year, this Legislature receives and approves the STOP DWI Plan. The State has recently been conducting several mock audits across the State, although we have not been one of the counties audited. The State is looking at the way in which you distributed STOP DWI funds. This is strictly a reimbursement fund and should not be counted as a line item for any agency receiving funds. According to our local GTSC representative, we should be doing it as a reimbursement for Probation, District Attorney and Mental Health, which we currently do as a line item. There is no change to the amount they receive; it just needs to be a reimbursement rather than a line item.

Mr. Malter asked do we set it up as a liability? Mrs. Hurd-Harvey replied she is not sure what requirements are specified for STOP DWI and will have to look into that. With regard to the Commissary Fund, it looks like we will need to have a new bank account specific for that.

Mr. Swackhamer asked with STOP DWI do the agencies have to request the funds? Sheriff Allard replied yes and then we have to verify that those funds will be used as prescribed by the plan. Once that is verified, then the funds are distributed.

3. **Organizational Chart** – Mr. Malter distributed a new flowchart from the Sheriff for road patrol and the Jail.

4. **Navigation** – Mrs. Lando stated she had sent the Sheriff pictures of the Yates County Navigation handing out whistles that have the Sheriff’s logo. Do we have money in the budget to do good public relations? Sheriff Allard replied what we have done the last two summers is on one weekend we have a chest with ice cream sandwiches. For every boat inspection we do, if the boat is in compliance, every child on the boat receives an ice cream sandwich.

Mrs. Ferratella commented that one of the instructors at the yacht club wants to thank you and Yates County for all of the work you do for them. You are to be commended for that. Sheriff Allard stated we go up there and help teach boater safety.

5. **EMT Classes** – Sheriff Allard stated he wanted to comment about the early discussion regarding EMT training; there has been an issue with retention of the individuals in classes for fire police. It is very difficult to recruit and retain people.

C. **District Attorney’s Office**

1. **COPE Update** – Mr. Baker commented the opioid epidemic has not changed; we are holding four grand juries per month. Our pill cases are going down dramatically, but fentanyl continues to be a larger problem
and has been more consistent. Methamphetamines are making a comeback and there was a fatal fire in Riverside about a week and a half ago due to the production of methamphetamines. There were two fatal overdoses in May and we had two overdose vehicle driving cases.

- **Community Impact Panel** - Mr. Baker stated we have one up and running and we had 10 – 12 individuals attend. This is an educational program and is open to anyone who was involved in a drug related crime. The panel includes representatives from treatment, the District Attorney’s Office, Sheriff’s Office, a parent who lost a child to drugs and an individual currently in recovery. The first session got good reviews. We anticipate doing this panel quarterly, but if there is overflow, we will hold it more frequently. This is a positive program and is volunteer-based; however, the individuals attending do pay a small fee.

- **Youth Court** – Mr. Baker explained this is a program where youth adjudicate youth with minor violations. This program has started in Hornell High School. The school has created a curriculum for youth court training and the students receive credit. Once we work through this program a little further, we will package it up and present it to the other school districts.

  Mr. Haurski asked would it be possible to videotape a session so that the Legislature could see a session? Mr. Baker replied we can do that. By the end of this school year, we should have all the bugs worked out and it looks like it will be a really solid program. He explained Youth Court is held once a week at Hornell City Court. Referrals come from Law Enforcement and the school. There is no cost to the County.

- **Youth Prevention Competition** – Mr. Baker stated we met with several school administrators who liked the idea, but stated that execution would be nearly impossible due to schedules and cost. This would essentially act like an extracurricular club and the schools would have to pay a teacher. The yearly cost would be $4,000 - $5,000 to the school and that would be difficult for the smaller districts.

  Sheriff Allard stated he reached out to Monroe County as they have a class they deliver to high school students about opiates, overdose, what it does and what it looks like. Corning-Painted Post is very interested and his department will be rolling that program out there. This program will be free to the school. He stated they have been fine-tuning their data and hopefully will be ready to present the program in the fall. This program will also tie into a program that he is working on with ProAction to configure for 5th graders.

Mrs. Lando asked what is OD Mapping? Sheriff Allard explained we just met last week and are trying to work that through Public Health. This is a free program that tracks overdoses and would require us to get first responders and the hospitals on board. The information would go into a mapping program and also provider user services such as how to get treatment and where to go. On an administrative level, this program would allow us to map out overdoses for targeted enforcement efforts. Sheriff Allard commented he is excited about it as it will be a fantastic source of information. We are working with Public Health, Mental Health and 911 to bring it together and get it up and running. Mr. Baker commented this program is a much better option than the proposal we had for a local Narcan/Overdose Reporting law. Sheriff Allard stated we currently have Corning Hospital and STREMS on board, as well as the State Police.

Mr. Malter asked is this a software package? Sheriff Allard replied yes and we have been told it is free for us to use. The goal is to try to put the data in through one point of entry. Ms. Prossick commented Monroe, Erie, Chautauqua counties all have this software up and running. Mr. Wheeler explained the information will come through 911 as well as the reporting of other agencies, or directly through Public Health. Sheriff Allard stated it will also significantly help us with grant writing as we will have more accurate information.

- **Treatment** – Sheriff Allard stated with regard to treatment, we have been working with Catholic Charities for services referral. For any inmate that is receiving treatment through the Jail, Catholic Charities will meet them at the door and refer them to ongoing treatment. In the first six months, we have already had close to 116 referrals.

  Mr. Baker stated with the Jail treatment and link to the outside, we had wanted to do more in the Jail, but were unable to do that due to the lack of State funding. Staff has been able to work with the resources that we do have.
• **Enforcement** – Mr. Baker stated the Sheriff was able to add two additional deputies to work on Drug Interdiction and that has been phenomenal. This has spurred other agencies to be much more interdiction oriented. Sheriff Allard commented our Narcotics Investigators have monthly meetings with adjoining counties to talk about trends and share information. We are trying to see if we can get federal money to get fixed LPR’s (license plate readers) and tie them all together along the I-390 corridor.

Mrs. Lando commented the Prevention Coalition recently held a contest for a 30-second video to be shown regarding drug use. Avoca School won and their video has been shown during prom season and will continue through the end of June.

Mr. Baker stated this is an ongoing process and he thanked the Legislature for supporting this. Mr. Malter stated it sounds like you have made major headway on this and we thank you.

IV. **OTHER BUSINESS**

A. **Prison Closing** – Mr. Malter stated Mr. Swackhamer had brought up the issue of the State Prison closing in Livingston County. He suggested that we send a memorializing resolution to the State in opposition. Mr. Maio commented he will not vote until he sees the actual resolution. Mr. Wheeler suggested the committee could support a memorializing resolution opposing the prison closure and directing him to draft it. Mr. Maio commented he could support that.

**MOTION:** SUPPORTING A MEMORIALIZING RESOLUTION OPPOSING THE STATE PRISON CLOSURE IN LIVINGSTON COUNTY AND DIRECTING THE COUNTY MANAGER TO DRAFT A RESOLUTION MADE BY MS. FITZPATRICK. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. **MOTION CARRIES 5-0.** Resolution Required.

**MOTION:** TO ADJOURN MADE BY MR. POTTER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. **MOTION CARRIES 5-0.**

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Monday, July 1, 2019
9:00 a.m.

PLEASE PROVIDE AGENDA ITEMS
NO LATER THAN NOON
Monday, June 24, 2019