

# PUBLIC SAFETY COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled,

CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19)

permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Date: Thursday, July 2, 2020 @ 1:00 PM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67v1R8g-Ow>)

Present: *May, Berwanger (1:04 PM)*, Kehl, Brick, Becker, Granger, Roberts, Jacoby (Zoom)

Absent:

Also Present: C. Ketchum/Board Clerk; S. Mantelli/IT; J. Davis/Board Chair; A. Brunner, T/Java; B. Ryan, T/Warsaw (1:08 PM)

Department Agenda Item	Discussion	Decision	Action
<b>Committee Chair's Agenda</b>			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>1:00 PM District Attorney w/D. O'Geen</b>			
<i>At 1:04 PM Supervisor Berwanger, T/Arcade entered the meeting during the below agenda item.</i>			
<i>Supervisor Kehl, T/Attica offered to DA O'Geen, "Whatever pennies you can pinch, we're gonna need them." Committee Chair May, T/Orangeville reiterated to the committee that she would sit with her department heads.</i>			
<i>At 1:08 PM Supervisor Ryan, T/Warsaw entered the meeting during the below agenda item.</i>			
1. <i>Discussion of Court Reopening, Grand Jury, New Bail Laws and Continued Budget Discussions</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<i>There was some discussion over Buildings and Grounds in need of a vehicle. District Attorney O'Geen explained that seized assets are to be used for law enforcement purposes only.</i>			
<b>1:15 PM Sheriff w/G. Rudolph</b>			
<i>FYI ~ Referred to 07-07-20 Finance Committee from 06-30-20 Human Resources</i> <i>Position Create/Fill: Sheriff</i> Create one (1) position of <u>Food Service Helper</u> (Temporary, Non-Union, PT – 32 hrs./wk.) following CSEA Schedule B, Job Grade 2 at \$14.74/hr. Person On Leave: Tamera Ribbeck. Position Available: July 15, 2020. Position End: September 25, 2020.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<p><b>FYI ~ Referred to 07-07-20 Finance Committee from 06-30-20 Human Resources</b></p> <p style="text-align: center;"><i>Position Fill: Sheriff</i></p> <p>Fill one (1) position of <u>Dispatcher</u> (position # 070.108) (<i>Non-Union, PT - Variable FTE</i>) following WCSEA, Job Grade 2 at an hourly rate of \$19.02/hr. - \$23.19/hr. Person Vacating: Thomas Beglinger; effective June 6, 2020. Position Available: July 8, 2020.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p><b>FYI ~ Referred to 07-07-20 Finance Committee from 06-30-20 Human Resources</b></p> <p style="text-align: center;"><i>Position Fill: Sheriff</i></p> <p>Fil one (1) position of <u>Correction Officer</u> (position # 027.065) (<i>FT – 1.0 FTE</i>) on WCSEA, Job Grade 3 at an hourly rate of \$22.01/hr. - \$27.00/hr. Person Vacating: Justin Stroud, effective June 14, 2020. Position Available: July 8, 2020.</p>	<p><i>*Will not be filling right away, while population is low he'll hold back.</i></p>	<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p><b>1. Operational Updates:</b></p> <ul style="list-style-type: none"> <li><u>Summary of Overtime</u> for the Sheriff for the period of May 17, 2020 through June 13, 2020.</li> </ul>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p><b>2. Bid Award:</b></p> <p>Authorize Chairman to award bid and sign a contract, pursuant to General Municipal Law §103 with <i>Conroy Motor Corp.</i>, 1457 Main St., PO Box 176, Java Center, NY 14082 for one (1) 2018 Ford Escape 4WD in an amount not to exceed \$19,500.00; effective June 25,2020 through delivery of vehicle.</p>	<p>Permission to go out to bid was on Agenda dated 11/27/2019. Did not have time to get the bid process complete before the end of year. Appropriation was put on the agenda dated 02/27/2020. Sent to attorney for approval and signature.</p>	<p>Motion: Roberts</p> <p>Ayes: 8</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried: <b>XXX</b></p> <p>Defeated:</p> <p>Referred to:</p> <p><b>*RESOLUTION</b></p>

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Absent:

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Department Agenda Item	Discussion	Decision	Action
<b>3. Discussion:</b>			
<ul style="list-style-type: none"> <li>• Governor's Executive Order on NYS Police Reform                             <ul style="list-style-type: none"> <li>○ Follow up, if there are questions.</li> <li>○ The Sheriff has been working with a third party vendor to update internal standard operating procedures, etc.</li> <li>○ Wyoming County is in pretty good shape.</li> <li>○ The vendor is working on getting the accreditations back...</li> </ul> </li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>County Jail</b>			
<b>1. Operational Updates:</b>			
<ul style="list-style-type: none"> <li>• Inmate numbers for May 2020:                             <ul style="list-style-type: none"> <li>▪ Total: avg 26.5; high 31; low 22                                     <ul style="list-style-type: none"> <li>○ Male: avg 22; high 26; low 18</li> <li>○ Female: avg 4.5; high 5; low 4</li> </ul> </li> <li>▪ Boarded in: avg 1; high 1 ; low 1</li> <li>▪ Boarded out: avg 1; high 1; low 1</li> </ul> </li> <li>• Net income: \$2,635.00</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p><b>2. Professional Service Contract \$5,001 or greater: Amend Res. No. 17-474 authorizing a two year extension of the original contract with Trinity Services Group (parent company for Swanson Services Corp., 477 Commerce Boulevard Oldsmar, FL 34677 for providing inmate banking software and commissary services, anticipated minimum revenue is \$35,000.00; effective January 1, 2020 through December 31, 2022.</b></p>	Contract sent to attorney for approval.  <p style="color: red; font-weight: bold;">07/07/20 – Per a post committee discussion w. C. Cunningham... This is actually a two-year extension of the original contract authorized by Res. #17-474</p>	Motion: Becker Ayes: 8 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <p style="text-align: center;"><b>*RESOLUTION</b></p>

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Absent:

Also Present: C. Ketchum/Board Clerk; S. Mantelli/IT; J. Davis/Board Chair; A. Brunner, T/Java; B. Ryan, T/Warsaw (1:08 PM)

Department Agenda Item	Discussion	Decision	Action
<b>3. Tuition Reimbursement approval:</b> Request permission to reimburse Thomas Robertson for two classes he is registered to take this fall semester at Genesee Community College to fulfill part of his requirements towards a degree in Criminal Justice provided he obtains a grade of B or higher.	<u>Section 11.11: Tuition Reimbursement</u> Employees who enroll in an accredited degree granting institution to pursue a work related degree or who enroll to take specific work related courses shall be reimbursed for 50% of the tuition and fees only. Such reimbursement is limited to an annual maximum of \$250. It is the employee's responsibility to obtain prior approval for the courses of study and the Employer will not unreasonably withhold such approval. To qualify for the reimbursement the employee must have obtained a grade of B or higher.	Motion: Granger Ayes: 8 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
<b>4. Tuition Reimbursement approval:</b> Request permission for Thomas Robertson to be reimbursed for two college classes through Genesee Community College that he completed in the spring semester. A Grade of "A" was achieved in both classes. Total cost for tuition and fees was \$1,230.00 reimbursement of 50% would be \$615.00.	Permission to take two classes was on the January 30, 2020 agenda	Motion: Granger Ayes: 8 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
<b>Jail Kitchen</b>			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>911</b>			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Stop DWI w/D. Linder</b>			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<b>1:30 PM Emergency Services w/B. Meyers &amp; B. Streicher</b>			
<i>Supervisor Brunner, T/Java questioned if the position can be filled part time instead of full time and they wondered about the negotiated salary for the new Administrative Assistant? How did the relocation of 9-1-1 to the Sheriff's department effect this position? The position is Competitive. Has a list been established or will the new person be appointed provisionally? HR Dir. Farberman will provide notes from Compensation Committee review of EMS Dept. from last year.</i>			
<i>Director of Fire and Emergency Management, B. Meyers explained that the impact from moving 911 to the Sheriff's department is zero. There is still work to be done on the All Hazard Mitigation plan, EMS Course Sponsorship, Fire Courses and 911 addressing verification. 2020/2021 budget – savings will be realized as a result of cutting back on conferences and conventions. \$610 over with L. Lakas staying on to help train her replacement.</i>			
<i>Referred from 06-30-20 Human Resource Committee for further action by Public Safety Committee</i> <i>Position Create/Fill: Emergency Services</i> Create one (1) position of <u>Administrative Assistant</u> (Temporary, FT - 1.0 FTE) on Salary Schedule S at an hourly rate of \$22.78/hr. Position Available: July 15, 2020. Position End: August 21, 2020.	<i>Position created for current permanent employee to move into while training replacement. To last until August 21, 2020.</i>	Motion: Berwanger Ayes: 8 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:
<b>FINANCE</b>			
<i>Referred from 06-30-20 Human Resource Committee for further action by Public Safety Committee</i> <i>Position Fill: Emergency Services</i> Fill one (1) position of <u>Administrative Assistant</u> (position # 010.435) (FT - 1.0 FTE) on Salary Schedule S currently set to an hourly rate of \$22.78/hr. (annual salary equivalent of \$41,779.00). New rate of pay to be determined. Person Vacating: Laury Lakas, effective July 15, 2020. Position Available: July 15, 2020.	<i>A candidate has been identified.</i>	Motion: Berwanger Ayes: 8 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:
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Absent:

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Department Agenda Item	Discussion	Decision	Action
<p>1. <i>Amend Res. #20-269 for 2020 Fire Advisory Board Appointment/Reappointments:</i>  <i>One(1) year term effective July 1, 2020 through June 30, 2021</i></p> <ul style="list-style-type: none"> <li>• Gainesville delegate should be:                             <ul style="list-style-type: none"> <li>○ Tyler Horton, 58 South Main, Lower, Castile NY 14427 to replace Brian Hill</li> </ul> </li> <li>• Wyoming delegate should be:                             <ul style="list-style-type: none"> <li>○ John Moore, 911 Tower Rd., Wyoming, NY 14591 to replace Richard Crandall</li> </ul> </li> </ul>	<p><i>We will only correct Gainesville and Wyoming, not pass the entire list again...</i></p>	<p>Motion: Brick                      Ayes: 8                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p>2. <i>Monthly Update/Discussion:</i></p> <ul style="list-style-type: none"> <li>• <i>COVID-19 supply storage</i> <ul style="list-style-type: none"> <li>○ Supervisor Berwanger, T/Arcade suggested utilizing space at the Champion building.</li> <li>○ Supervisor Brick, T/Perry will reach out to Sam Gullo over availability of space. There was some discussion over the space being climate controlled and having appropriate security.</li> <li>○ Director Meyers reached out to the Sheldon Elementary School Superintendent and was offered the use of the vacant school...</li> </ul> </li> <li>• <i>Fire Training Center Discussion</i> <ul style="list-style-type: none"> <li>○ <a href="#"><u>Training Center Renovation Letter for BOS June 2020</u></a></li> <li>○ <a href="#"><u>FTC Scope of Work June 2020</u></a></li> <li>○ <a href="#"><u>Training Center Renovation Letter for BOS June 2020 Attachment</u></a></li> </ul> </li> </ul>		<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:</p>
<p>3. <i>Referred from 07-01-20 Public Health Committee for further action by Public Safety Committee</i></p> <ul style="list-style-type: none"> <li>• <a href="#"><u>Approve the Response to COVID-19 Compliance Complaints Procedure</u></a></li> </ul>		<p>Motion: Becker                      Ayes: 8                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><i>Joint w/Public Health</i>  <b>*RESOLUTION</b></p>

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Department Agenda Item	Discussion	Decision	Action
<b>2:00 PM Fire and Building Code Enforcement w/D. Roberts</b>			
<p><i>Referred from 06-30-20 Human Resource Committee for further action by Public Safety Committee</i></p> <p><i>Position Abolish/Create/Fill: Fire and Building Codes</i></p> <ul style="list-style-type: none"> <li>• Create one (1) position of <u><i>Building Inspector II</i></u> (FT – 1.0 FTE) on Salary Schedule S at an annual salary of \$45,954.28. Position Available: July 15, 2020.</li> <li>• Abolish one (1) position of <i>Building Inspector</i> (position # 003.029) (FT – 1.0 FTE) currently set to an hourly rate of \$23.05/hr., annual salary equivalent of \$42,276.00; effective July 15, 2020.</li> </ul>	<p><i>The vote in Human Resource Committee was:</i></p> <p>Motion: Kehl Ayes: 7 Noes: 1 King Absent: 1 Jacoby</p> <p><u><i>Organizational Chart</i></u> <u><i>PM Task Force Project 2020</i></u> <u><i>Proposed Rev. 2020</i></u></p>	<p>Motion: Brick Ayes: 7 Noes: 1 Kehl Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>FINANCE</b></p>
<p>1. <i>Monthly Report : May</i></p> <ul style="list-style-type: none"> <li>• Roberts asked for cost comparisons with photos, a running spreadsheet.</li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>2. <u><i>Annual Report Review 2019</i></u></p>	<p><i>Attached</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<b>2:30 PM Public Defender w/N. Effman</b>			
<p>1. <i>Amend Resolution No. 19-196</i> with the NYS Indigent Legal Services, 80 South Swan Street, Albany, New York for <i>Second Upstate Quality Improvement and Caseload Reduction</i> (Contract No. C2ND656) to extend the term effective through June 30, 2021. (NOTE: Amount of the grant remains the same.)</p>	<p>The original contract term was 7/1/17 to 6/30/20. The extension is necessary due to the delay in obtaining an approved contract from ILS.</p>	<p>Motion: Roberts Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>

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Department Agenda Item	Discussion	Decision	Action
<p><b>2. Amend Salary Schedule “G”:</b> To extend salary with corresponding fringe to the following:</p> <ul style="list-style-type: none"> <li>• <i>Asst. Public Defender (4th)</i> \$6,000.00</li> <li>• <i>Asst. Public Defender (5th)</i> \$12,000.00</li> <li>• <i>Investigator</i> (position code 007.514) \$35,000.00</li> </ul> <p>Said amount to be paid bi-weekly June 30, 2021. Funds provided through ILS Second Quality and Caseload Reduction Contract C2ND656.</p>		<p>Motion: Granger Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>FINANCE</b></p>
<p><b>3. Professional Services Contract \$3,001-\$5,000:</b> Authorize Chairman to sign the annual extension to Public Defense Case Management System Maintenance and Software Support Agreement between Wyoming County Public Defender Office and New York State Defenders Association, Inc.; effective 01/24/20 – 01/28/21 in an amount not to exceed \$3,500.00.</p>	<p>This contact was not presented for signature until we received a signed contract with ILS for the HH grant Year 2 (4/1/19 – 3/31/20) which we received April 4, 2020.</p>	<p>Motion: Becker Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>APPROVED</b></p>
<p><b>4. Amend Salary Schedule G:</b> To extend the following stipends through July 25, 2020, based on available grant funding:</p> <ul style="list-style-type: none"> <li>• <i>Public Defender</i> (position # 003.503) \$5,000.00</li> <li>• <i>Assistant Public Defender (1<sup>st</sup>)</i> (position # 004.503) \$2,500.00</li> <li>• <i>Assistant Public Defender (3<sup>rd</sup>)</i> (position # 002.503) \$2,500.00</li> <li>• <i>Secretary to the Public Defender, PT</i> (position # 005.503) \$2,000.00</li> <li>• <i>Secretary I</i> (position #006.350) \$1,500.00</li> <li>• <i>Investigator</i> (position # 007.514) \$10,000.00</li> <li>• <i>Assistant Public Defender (2<sup>nd</sup>)</i> \$16,000.00</li> </ul>	<p>The CAFA grant has been extended by Resolution No. 19-554 to December 31, 2020. However, the stipends were only extended until June 30, 2020 by Res. No. 20-047. We are asking for permission to extend the stipends until July 25, 2020 to use the remaining funds in the grant.</p>	<p>Motion: Brick Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>FINANCE</b></p>

## PUBLIC SAFETY COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Date: Thursday, July 2, 2020 @ 1:00 PM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67v1R8g-Ow>)

Present: *May, Berwanger (1:04 PM)*, Kehl, Brick, Becker, Granger, Roberts, Jacoby (Zoom)

Absent:

Also Present: C. Ketchum/Board Clerk; S. Mantelli/IT; J. Davis/Board Chair; A. Brunner, T/Java; B. Ryan, T/Warsaw (1:08 PM)

Department Agenda Item	Discussion	Decision	Action
<b>5. Discussion:</b> <ul style="list-style-type: none"> <li>• Continue funding of CAFA2 for the anticipated CAFA3 grant.                             <ul style="list-style-type: none"> <li>○ Supervisor Berwanger, T/Arcade questioned Public Defender Effman on the potential to see a 20% reduction in the Public Defender state funding. Public Defender Effman stated he didn't know for sure but the State Public Defender Association is lobbying hard for no cuts.</li> <li>○ CAFA 2 is about to run out. There's enough for 1 or 2 more payrolls</li> <li>○ Will need \$25,400 between now and the end of the year which will be repaid when the CAFA 3 grant or HH3 grant funds are received.</li> </ul> </li> </ul>		Motion: Becker Ayes: 8 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
<b>7. FYI ~ Contract (\$3,000 and under):</b> <ul style="list-style-type: none"> <li>• <i>Matrix Communications</i>, 126 Dwight Park Circle, Syracuse, NY 13209 to add two (2) outside lines in an amount not to exceed \$537.12; effective through delivery and installation.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>8. Appropriation:</b> <b>To:</b> 01.32.1170.4.42498 Distribution 7                     \$4,490.07 w/01.03.1170.302507 D7 ILS                                 \$4,490.07 <b>Reason:</b> The unexpended funds from Year 1 will be used to expand the Public Defender IT capabilities.		Motion: Roberts Ayes: 8 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>
<b>Probation w/J. Kibler</b>			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/S. May (minutes prepared by C. Ketchum).

Next Public Safety Committee Meeting scheduled for **Thursday, July 30, 2020 @ 1:00 PM.**

Committee Chair Initials: \_\_\_\_\_