

PUBLIC SAFETY COMMITTEE MEETING MINUTES

Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.

Thank you!

Date: Thursday, August 31, 2023 @ 1:00 PM

Location: *Wyoming County Grand Jury Room, Wyoming County Courthouse, 147 North Main Street, Warsaw, NY*

Present: *May, Berwanger (1:10 PM)*, Kehl, Granger, Brick, Becker

Absent: Jacoby

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
1:00 PM - Sheriff w/D. Linder			
1. <u><i>Operational Updates:</i></u> <ul style="list-style-type: none"> • Summary of overtime for the Sheriff for the period of July 9, 2023 through August 19, 2023 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <u><i>Overnight Travel Authorization:</i></u> E. Tamol and E. Till to attend the Law Enforcement Supervisor Training Conference in Saratoga Springs, NY, October 1-4, 2023. The county car will be used. Costs will include registration, hotel, meals and gas.	<i>Preapproval was granted by Committee Chair Susan May on August 11, 2023</i>	Motion: Kehl Ayes: 5 Noes: Absent: 2 Berwanger, Jacoby	Carried: XXX Defeated: Referred to: APPROVED
3. <u><i>Overnight Travel Authorization:</i></u> E. Tamol, D. Kemp and S. Miller to attend the Homeland Security and Emergency Services Fire/Arson Investigation Seminar in Montour Falls, NY, November 13-16, 2023. The county car will be used. Costs will include conference/hotel; Employee expenses and gas.		Motion: Kehl Ayes: 5 Noes: Absent: 2 Berwanger, Jacoby	Carried: XXX Defeated: Referred to: APPROVED
County Jail			
4. <u><i>Operational Updates:</i></u> <ul style="list-style-type: none"> • Inmate numbers for July, 2023: <ul style="list-style-type: none"> ○ Total: avg 37.5; high 41; low 34 <ul style="list-style-type: none"> ▪ Male: avg 29; high 31; low 27 ▪ Female: avg 8; high 10; low 6 ○ Boarded in: avg 6; high 8; low 4 ○ Boarded out: avg 0; high 0; low 0 • Net income: \$15,555.00 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent: Jacoby

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair

Department Agenda Item	Discussion	Decision	Action
<p>5. Position Fill:</p> <p style="text-align: center;">Jail</p> <p>One position of <u>Correction Officer PT</u> (position code 009.065) hourly range of \$23.80-\$26.02 per hour following WCSEA Agreement to replace R. Krobe, who was promoted to full-time August 20, 2023. Position available date is September 6, 2023.</p>		<p>Motion: Granger Ayes: 5 Noes: Absent: 2 Berwanger, Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">FINANCE</p>
<i>At 1:10 PM Supervisor Berwanger, T/Arcade entered the meeting during the below agenda item.</i>			
<p>6. Professional Service Contract (\$3,000-\$4,999.99): Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with <i>B12 Technologies LLC</i>, 488 State Road, Suite 1, Plymouth, MA 02360 for the provision of providing annual maintenance and technical support for the Inmate Recognition & Identification System in an amount not to exceed \$4,826.10; effective September 13, 2023 through one year from Installation. (MUNIS CONTRACT #1699)</p>		<p>Motion: Becker Ayes: 6 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">APPROVED</p>
Stop DWI w/D. Linder			
	<i>~Nothing to Report~</i>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Jail Kitchen			
	<i>~Nothing to Report~</i>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
9-1-1			
	<i>~Nothing to Report~</i>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Absent: Jacoby

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair

Department Agenda Item	Discussion	Decision	Action
2:30 PM - District Attorney w/D. O'Geen			
<p>1. Grant Application and Acceptance Award: Authorize Chairman to accept a grant award with <i>New York State Dept. of Criminal Justice Services</i>, 80 S. Swan Street, Albany, New York 12210 for the funding of Aid to Prosecution in a minimum amount of \$104,625.00; effective April 1, 2023 through March 31,2024. MUNIS CONTRACT #N/A</p>	<p><i>This is really not a grant. The have turned the ATP into funding that is directly sent to us from the NYS Budget. There isn't any contract to sign or fiscal reports to fill out.</i> <i>This was not applied for as it came directly from the state budget. Next month I will appropriate this money in the appropriate county fiscal years.</i></p>	<p>Motion: Becker Ayes: 6 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p>*RESOLUTION</p>
<p>2. Amend Salary Schedule "G": To provide stipends plus corresponding fringes to the following:</p> <ul style="list-style-type: none"> • Assistant District Attorney (1st) \$5,200.00 • Assistant District Attorney (2nd) \$5,000.00 • Secretary to the District Attorney \$3,000.00 • Crime Victims Program Coordinator \$3,000.00 • Domestic Violence Coordinator \$3,000.00 • Discovery Coordinator \$3,000.00 • Administrative Assistant (District Attorney) \$3,000.00 <p>Said amounts are to be paid in November 2023. Funds provided through the Aid to Prosecution Grant.</p>		<p>Motion: Becker Ayes: 6 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p>FINANCE</p>
<p>3. Amend Salary Schedule "G": To provide stipends plus corresponding fringes to the following:</p> <ul style="list-style-type: none"> • Assistant District Attorney (1st) \$2,000.00 • Discovery Coordinator \$1,000.00 • Administrative Assistant (District Attorney) \$4,000.00 • Secretary to the District Attorney \$4,200.00 • Crime Victim Program Coordinator \$4,000.00 • Domestic Violence Coordinator \$10,000.00 <p>Said amounts are to be paid in January 2024. Funds provided through the Aid to Prosecution Grant.</p>		<p>Motion: Becker Ayes: 6 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p>FINANCE</p>

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Absent: Jacoby

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair

Department Agenda Item	Discussion	Decision	Action
<p>4. Amend Salary Schedule "G": To provide stipends plus corresponding fringes to the following:</p> <ul style="list-style-type: none"> • Assistant District Attorney (1st) \$2,000.00 • Assistant District Attorney (2nd) \$3,000.00 • Secretary to the District Attorney \$8,000.00 • Crime Victim Program Coordinator \$3,000.00 • Domestic Violence Coordinator \$5,000.00 • Administrative Assistant (District Attorney) \$15,000.00 • Deputy County Treasurer \$4,000.00 <p>Said amounts are to be paid in December 2023. Funds provided by the Traffic Diversion Program.</p>		<p>Motion: Berwanger Ayes: 6 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">FINANCE</p>
<p>5. Amend Salary Schedule "G": To provide stipends plus corresponding fringes to the following:</p> <ul style="list-style-type: none"> • Assistant District Attorney (1st) \$3,000.00 • Secretary to the District Attorney \$10,000.00 • Administrative Assistant (District Attorney) \$15,000.00 • Deputy County Treasurer \$4,000.00 <p>Said amounts are to be paid in December 2024. Funds provided by the Traffic Diversion Program.</p>		<p>Motion: Berwanger Ayes: 6 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">FINANCE</p>
<p>6. Discuss Travel Reimbursement Policy</p> <ul style="list-style-type: none"> • Replicate what the federal government does with a per diem rate v. meal reimbursement policy for travel. 	<p><u>See attached example for New Jersey.</u></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>7. Discuss Town Prosecutor Positions</p> <ul style="list-style-type: none"> • D. DiMatteo no longer providing Town Prosecutor services. Towns will be required to either hire another attorney (with DA approval) or contract with the DA's office. 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Absent: Jacoby

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair

Department Agenda Item	Discussion	Decision	Action
1:15 PM - Emergency Services w/B. Meyers & M. Gibson			
<p>1. Overnight Travel Authorization: HazMat Team Members B. Meyers, D. Parfitt, J. Neamon to attend Flammable Gas Emergencies Workshop at the New York State Fire Academy, 600 College Ave., Montour Falls, NY, September 23-24, 2024. The county car will be used. Costs to the county include fuel, tolls, Registration Fee at Academy, and meals.</p>		<p>Motion: Brick Ayes: 6 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">APPROVED</p>
<p>2. Appropriation: To: 013640.540410 Software \$1,347.98 w/01364000.412890 Other Income increased by same Reason: To cover unanticipated increase in the cost of ESO e-PCR software.</p>	<p><i>The revenue line will see an increase above budget as fire departments and rescue squads pay their pro-rated portions of the contract.</i></p>	<p>Motion: Becker Ayes: 6 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">FINANCE</p>
<p>3. Appropriation (Ambulance Service): To: 013626.540301 Professional Svc \$593,648.00 013626.540503 Gasoline 35,000.00 013626.541410 Software Purchase \$ 72.00 w/01362606.415890 AMB Private Pay \$ 10,000.00 01362607.415890 AMB Private Insurance \$ 460,000.00 01362609.415890 AMB Service Medicare \$ 90,000.00 01362601.422100 Intergov Services (Corr) \$ 68,720.00 Reason: To appropriate additional funding to cover Ambulance Service expenses for the remainder of the year w/ offsetting revenue from billing reimbursements in the amount of \$628,720.00.</p>		<p>Motion: Berwanger Ayes: 6 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">FINANCE</p>

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Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair

Department Agenda Item	Discussion	Decision	Action
<p>4. Amend Resolution 22-601: Request permission to terminate the current contract under Resolution 22-601; termination effective August 15, 2023 with Squad 9, LLC, 65 Falling Brook Road, Fairport, NY 14450 for the following:</p> <ul style="list-style-type: none"> • Consultation in implementing a domestic and targeted violence prevention strategy and team. (MUNIS CONTRACT Change Order #871) • Provide threat assessment management team training on domestic and targeted violence. (MUNIS CONTRACT Change Order #872) <p><i>Termination letter drafted by County Attorney.</i></p>	<p>Vendor had been declared as Sole Source with Wyoming County, but not DHSES, leading to rejection of grant reimbursement for expenses to-date.</p> <p><i>Waiting on termination letter from County Attorney.</i></p>	<p>Motion: Granger Ayes: 6 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p>*RESOLUTION</p>
<p>5. Permission to go out to Bid: For Consulting & Training Services to implement and maintain a domestic and targeted violence prevention strategy and team; effective 10/11/23 through 08/29/24 in alignment with NYSDHSES DTP Grant.</p>		<p>Motion: Granger Ayes: 6 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p>APPROVED</p>
<p>6. Discussion:</p> <ul style="list-style-type: none"> • Ambulance Service Operations-Collections: <ul style="list-style-type: none"> ○ Emergency Services will be signing a contract with CAC (Commercial Acceptance Company) 2300 Gettysburg Rd Suite 102, Camp Hill, PA 17011 for collection services related to ambulance billing. • Other Operational Updates 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>7. Discussion:</p> <ul style="list-style-type: none"> • RFP for County Ambulance Service <ul style="list-style-type: none"> ○ Updates on bids received <ul style="list-style-type: none"> ▪ Monroe Ambulance ▪ Mercy 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair

Department Agenda Item	Discussion	Decision	Action
8. FYI~ Contract (\$3,000 and under):			
8. <i>FYI~ Contract (\$3,000 and under):</i> Authorize Chairwoman to sign the application for renewal of <i>BEMS Course Sponsorship</i> through the NYS Dept. of Health Bureau of EMS for the period of 6/31/2023 – 6/31/2025. Short form application renewal. No charge to county.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Fire Coordinator w/B. Streicher			
1. Discussion & <u>Operational Updates</u>			
1. <i>Discussion & <u>Operational Updates</u></i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
1:30 PM - Fire and Building Code Enforcement w/D. Roberts			
1. <u>Monthly Report: July 2023</u>			
1. <i><u>Monthly Report: July 2023</u></i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <u>Munis Income Statement 2023</u>			
2. <i><u>Munis Income Statement 2023</u></i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2:00 PM - Probation w/J. Kibler			
1. <u>Position Create/Fill:</u>			
<i>Probation</i>			
1. <i>Position Create/Fill:</i> <i>Probation</i> Create and fill one (1) position of <i>Finance Clerk I</i> (1.0 FTE) (Temp.) with an hourly rate of \$24.20, with only those benefits required by law. This position will be used to fill in for an employee on a leave of absence. Position available dates are September 13, 2023 – March 12, 2024.		Motion: Kehl Ayes: 6 Noes: Absent: 1 Jacoby	Carried: XXX Defeated: Referred to: FINANCE
2. <u>Overnight Travel Authorization:</u>			
2. <i>Overnight Travel Authorization:</i> M. Carney to attend Firearms Training, Lyons, NY, Wayne County, August 24 th , through August 25 th and August 27 th through September 1, 2023. This is required training for new hires. There will be costs for hotel and meals. As of now there is not a charge for the training itself. The county car will be used.		Motion: Becker Ayes: 6 Noes: Absent: 1 Jacoby	Carried: XXX Defeated: Referred to: APPROVED

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Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair

Department Agenda Item	Discussion	Decision	Action
2:15 PM - Public Defender w/L. Nowotarski			
<p>1. Amend Salary Schedule G: To set stipends plus corresponding fringe provided through NYS Indigent Legal Services (ILS) 4th Counsel at First Appearance Grant (Contract CAFA456) Contract period January 01, 2023-December 31, 2025.:</p> <ul style="list-style-type: none"> Assistant Public Defender (3rd) (position 002.503) \$3,358.00; effective January 1, 2023. All other Salary Schedules as it relates to this Grant shall remain the same and unchanged. 	<p>Discussion only:</p> <p>APD, 3 – these funds were already paid out for 2023 for this budget line. No funds to be paid out again until January 2024 when the budget line replenishes.</p>	<p>Motion: Berwanger Ayes: 6 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">FINANCE</p>
<p>2. Amend Salary Schedule G: Reflect health and medical benefit package to be consistent with Salary Schedule “S” for the following position:</p> <ul style="list-style-type: none"> Staff Social Worker, PT (Position Code 015.594) Salaries and benefits fully reimbursed by Wyoming County Data-Day, Alternatives to Incarceration Grant. 		<p>Motion: Kehl Ayes: 6 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">FINANCE</p>
<p>3. Amend Resolution #23-044; passed by the Board of Supervisors on January 10, 2023 as follows:</p> <ul style="list-style-type: none"> Under Public Defender correct the Secretary I position code of 006.350 to 014.350 All else remains the same 	<p style="color: red; font-weight: bold;"><i>Per a conversation Board Clerk Ketchum had with A. Marinaccio late 08/30/23</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>4. Amend Salary Schedule G:</p> <ul style="list-style-type: none"> Under PUBLIC DEFENDER / Indigent Legal Services Distribution #12 (contract #C120056) <ul style="list-style-type: none"> Secretary I – stipend with a position code of 006.350 correct to position code 014.350 	<p style="color: red; font-weight: bold;"><i>Per a conversation Board Clerk Ketchum had with A. Marinaccio late 08/30/23</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

Withdrawn

Committee Chair Initials: _____

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Absent: Jacoby

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair

Department Agenda Item	Discussion	Decision	Action
5. Overnight Travel Authorization: L. Nowotarski and N. Effman to attend an Executive Committee Meeting and CLE for the Criminal Justice Section, held in Albany NY at the Renaissance Hotel - Albany, September 29 - 30, 2023. Personal vehicles will be used with travel reimbursement, event/CLE registration and hotel stay to be paid from 01.32.1170.5.42494 HH Grant.		Motion: Granger Ayes: 6 Noes: Absent: 1 Jacoby	Carried: XXX Defeated: Referred to: APPROVED
<p><i>At 2:30 PM there was a motion by Supervisor Brick to enter an executive session to discuss the employment and performance history of a particular employee. This was seconded by Supervisor Granger and all voted aye. Budget Officer Cook and Board Clerk Ketchum were excused.</i></p> <p><i>At 3:20 PM there was a motion by Supervisor Granger to end the executive session and continue the regular meeting. This was seconded by Supervisor Becker and all voted aye.</i></p>			

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

Next **SPECIAL** Public Safety Committee Meeting scheduled for **Tuesday, September 05, 2023 @ immediately following Finance Committee @ the Ag. and Business Center 2nd floor conference room.**

Committee Chair Initials: _____