



**AGENDA**  
**JUDICIAL & PUBLIC SAFETY COMMITTEE**  
**Wednesday, October 14, 2020**  
**Live Stream Link: <https://youtu.be/YDFOCn4L0Vs>**

**CALL TO ORDER:** By Hon. Hans Pecher, Chair

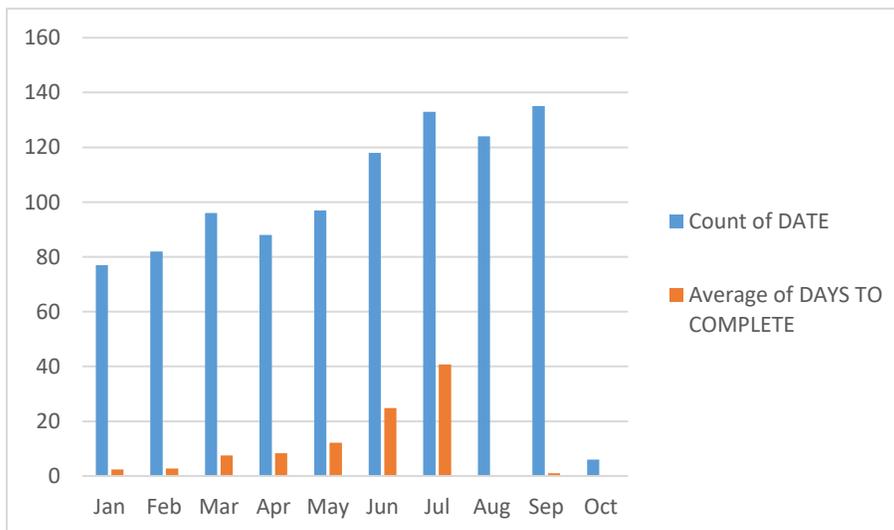
**MEMBERS:** Legislators Keith Batman, Elane Daly, Michael Didio, Heidi Nightengale, Charlie Ripley and Tucker Whitman

**MINUTES TO APPROVE:** September 9, 2020

**APPOINTMENTS:** None

**DEPARTMENT UPDATES FOR COMMITTEE:**

- **Denise Spingler (911) –**
    - COVID-19 Update
      - No longer flagging addresses
      - Continuing to screen callers
    - Discovery Requests:
      - 78 – January
      - 84 – February
      - 105 – March
      - 90 – April
      - 102 – May
      - 115 – June
      - 134 – July
      - 124 – Aug
      - 135 - September
- \*68 days behind (as of 10/6)  
\*320 cases behind as of 10/6; working on 7/21  
- last months' report was 7/16



- Training
  - 4 new trainees
    - Completed classroom training / EMD Training
    - APCO Basic Course completion 10/9
    - Refresher / Simulations / Scenarios week of 10/12

- Begin floor training on/around 10/19
- Resolution next month to contract with Nick Colas for 2021; require services until a county employee is hired / trained

- **Lloyd Hoskins (Assigned Counsel/Stop DWI) –**

- There were **64** “in-person” arraignments at the Centralized Arraignment Program for the month of September. The Assigned Counsel office calendared nineteen attorneys to cover the 7am and 7pm arraignments. The attorney cost associated with CAP for August was \$8,800.00. The concerning aspect of these CAP arraignments are the increased number of ‘bench warrants’ that defendants are being arraigned on. Of the 64 arraignments, 35 (55%) were for bench warrants issued by the City of Auburn (27) and the local town and village courts (8).
- There were **73** Counsel at First Appearance for Auburn City Court. The Assigned Counsel office calendared thirteen attorneys to cover the “on-call” arraignments. The attorney cost associated with Counsel at First Appearance for August was \$5,250.00.
- The Assigned Counsel Program made attorney assignments to **72** defendants in Auburn City Court and **25** defendants in justice courts for September. A total of **74** assignments were made in Family Court.
- Expanded scope of preliminary application for \$410,899.65 to Indigent Legal Services (ILS) for Statewide Expansion of Hurrell-Harring year two. These funds would be utilized to cover expenses associated with investigative services, expert services, funding of a data officer, funding for attorneys in Auburn Intervention Court, mentoring, second chair programing, off-setting administration costs of full-time Assigned Counsel Administrator and Deputy Administrator, resource defense manager, and continuing legal education for 18B panel members. Legislative Chair Aileen McNabb Coleman and I had a conference call with NYS Indigent Legal Services Commissioner William Leahy to review the details of this grant. Final approval was awarded 10/05/20.

- **Dr. Adam Duckett (Coroner) – No updates**

- **Jon Budelmann (District Attorney) – No updates**

- **Harry Sherman (Fire/EMO) –**

Dale Currier Started in Office as of 9/23

Continuous work on the Hazard Mitigation Plan Update with all Municipalities in the County

Continuous PPE supply distribution

BEFO (Basic Exterior Firefighting Operations) Class in progress

IFO (Interior Firefighting Operations) class to start soon. Date TBA

Month of September Operational Activity:

REHAB Unit – Dispatched once to assist first responders

Tech/Rope Rescue – No incidents for the Month of September

Coordinators – Dispatched 11 times to assist incident commander(s)

Fire Investigation – Dispatched 2 times for Fire Investigations

CISM Team- (Critical Incident Stress Management) - Dispatched once to assist Personnel on scene of a serious injury Motor Vehicle Accident

- **Jay DeWispelaere (Probation) – No updates**

- **Brian Schenck (Sheriff) –**

- The Centralized Arraignment Part (CAP) Court was utilized for 64 Pre-arraignment detainees in September. Through the end of September, 416 detainees have been held and arraigned since the CAP was initiated in February.
- At the time of this report we are housing 150 total inmates in our jail with 42 of those inmates being Federal board-ins. We also are currently housing 16 NY State Parole Violators that are facing new charges and an additional 11 Parolees that have been detained for violating their Parole.
- On Monday September 14<sup>th</sup> we did provide a community wide presentation at Cayuga Community College titled “Who we are, What we do, How we do it.” This presentation was given to provide an overview of the work we do and our responsibilities within the Cayuga County Sheriff’s Office. This presentation was provide in partnership with the Harriet Tubman Center for Justice and Peace, The Auburn Human Rights Commission, and our local chapter of the NAACP. There were a limited number of invited attendees due to social distancing concerns; however, the presentation was live streamed to social media and Youtube for any interested party to view live or in the future.

- The Sheriff did meet with representatives from Cayuga County Social Services to begin assessing the feasibility of repurposing a Jail Pod to house the homeless. The pod was toured by all and additional discussion was shared about the possibility. Additional work is being completed to further explore this idea.
- Work has begun with Lexipol to redevelop and maintain our Law Enforcement policy and procedure manual.

### **RESOLUTIONS:**

**CORONER:**

10-20-JP-1 Authorizing the Chair of the Cayuga County Legislature to accept up to three tablets on behalf of Cayuga County to aid in the battle against the opioid epidemic

**DA:**

10-20-JP-2 Authorizing salary increase for the Confidential Investigator to District Attorney

10-20-JP-3 Authorizing the District Attorney to accept a grant from NY State Office of Victim Services to continue the “Victim/Witness Program” which is necessary to comply with legal requirements

10-20-JP-4 Authorizing the District Attorney to fill a vacancy Victim/Witness Services Program Coordinator position

**EMO:**

10-20-JP-5 Authorizing Chairperson of Cayuga County Legislature & Emergency Management Office to accept funds from US Homeland Security, Federal Emergency Management Agency (FEMA) & NY State Division of Homeland Services (DHSES) FY20 State Homeland Security Program (SHSP) to enhance Emergency Management Preparedness in Cayuga County

**SHERIFF:**

10-20-JP-6 Authorize the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to enter into a contract with Ragnasoft Incorporated for Law Enforcement personnel web based scheduling and communications services.

10-20-JP-7 Authorize the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to enter into a contract with Westwood Pharmacy to provide inmate pharmaceutical services to the Cayuga County Jail.

10-20-JP-8 Authorizing the Cayuga County Legislature and Cayuga County Sheriff to establish one Special Patrol Officer position for the purpose of providing School Resource Officer services to the Port Byron School District.

**ADJOURNMENT: Wednesday, November 10, 2020 to follow Public Works (Tentative)**

If you have a disability and need accommodations, please call the Clerk of the Legislature’s office at 253-1308 at least 48 hours before the scheduled meeting to advise what accommodations will be necessary.

RESOLUTION NO. \_\_\_\_\_ 10/27/2020 COR Authorize Tablet Award

**Authorizing the Chair of the Cayuga County Legislature to accept up to three tablets on behalf of Cayuga County to aid in the battle against the opioid epidemic**

BY: Hon. Hans Pecher, Chair, Judicial and Public Safety  
Hon. Christopher Petrus, Chair, Ways & Means

WHEREAS, the County of Cayuga will continue to vigilantly fight the opioid epidemic to protect our resident’s health and wellbeing; and

WHEREAS, one key in this fight is our County Coroner’s ability to identify and track opioid related and other violent deaths; and

WHEREAS, Cayuga County has been awarded up to three (3) tablets equipped software through a New York State Department of Health lead program in conjunction with the Centers for Disease Control and Prevention (CDC) at no cost to our County; and

WHEREAS, the software include in the tablets will ease the burden of required Coroner reports for programs such as the NYS Department of Motor Vehicles Fatal Accident Reporting System (FARS), the NYSDOH National Violent Death Reporting System along with assisting in easily creating counts of specific types of deaths when requested; now, therefore, be it

RESOLVED, that the Chair of the Cayuga County Legislature is hereby authorized to accept up to three tablets for Cayuga County and provide them to the County Coroner in order to assist their vital work.

**Judicial & Public Safety**

**Ways & Means Committee**

\_\_\_\_\_  
Hans Pecher, Chair

\_\_\_\_\_  
Christopher Petrus, Chair

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Elane Daly

\_\_\_\_\_  
Elane Daly

\_\_\_\_\_  
Michael Didio

\_\_\_\_\_  
Ryan Foley

\_\_\_\_\_  
Heidi Nightengale

\_\_\_\_\_  
Hans Pecher

\_\_\_\_\_  
Tucker Whitman

\_\_\_\_\_  
Benjamin Vitale

\_\_\_\_\_  
(Vacant)

\_\_\_\_\_  
Tucker Whitman

Co. Atty: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

10/27/20

DA Conf Inv Salary

**Authorizing salary increase for the Confidential Investigator to District Attorney**

**BY:** Hon. Hans Pecher, Chairman, Judicial & Public Safety; and  
Hon. Christopher Petrus, Chairman, Ways and Means

WHEREAS, District Attorney Jon Budelmann hired a full-time Confidential Investigator at a starting salary of \$55,344 (consisting of position/grade minimum salary of \$50,313 with an additional 1% per year (up to) for ten years' experience); and

WHEREAS, this full-time Confidential Investigator has 30 years' extensive law enforcement experience with the City of Auburn Police Department, including 15 years as a Police Sergeant, with eight years directly supervising road patrols shift, and seven years as Detective Sergeant supervising the Detective Bureau, personally overseeing the Identification Bureau, assigning felony case investigations; supervising, monitoring, assisting with, and tracking cases and investigations, including more than a dozen homicide cases; oversight of the department's remodel and video/audio surveillance equipment; and prior to that eleven years as a uniformed patrolman investigating, taking statements, filing reports, following-up on cases, and testifying; and

WHEREAS, the salaries of the District Attorney's two former full-time Confidential Investigators, each having between 28-30 years' experience, were \$61,900 (4/2018) and \$60,690 (3/2020); and

WHEREAS, in accordance with Resolution No. 469-18 Hiring Policy for Non-bargaining Employees and Policy Title: Establishing Starting Salaries for Non-bargaining Unit Employees, the County recognizes that salary negotiations are an essential element to the recruiting process; further noting the goal of the policy is to balance the Legislature's ability to oversee the County budget with the need for recruiting and retaining highly qualified candidates to fill the County's employment needs, and where circumstances require a salary more than 10 percent above the set starting salary, the request must be approved by the County Legislature; and

WHEREAS, the full-time Confidential Investigator's 30 years' extensive police officer experience falls within the circumstances of the Hiring Policy for Non-bargaining Employees that requires an increase higher than 10 percent; and

WHEREAS, the District Attorney's Departmental Budget for 2020 already included the \$60,690 salary amount, it is hereby requesting that the salary of \$60,690 be set for this experienced full-time Confidential Investigator (in Part IV of the Cayuga County Compensation Plan); now therefore be it

RESOLVED, that the Cayuga County Legislature hereby increases the salary to \$60,690 for the experienced full-time Confidential Investigator; and be it further

RESOLVED, that the Cayuga County Treasurer is hereby authorized and directed to make such necessary journal entries to accomplish the foregoing.

**Judicial & Public Safety**

**Ways & Means Committee**

\_\_\_\_\_  
Hans Pecher, Chair

\_\_\_\_\_  
Christopher Petrus, Chair

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Elane Daly

\_\_\_\_\_  
Elane Daly

\_\_\_\_\_  
Michael Didio

\_\_\_\_\_  
Ryan Foley

\_\_\_\_\_  
Heidi Nightengale

\_\_\_\_\_  
Hans Pecher

\_\_\_\_\_  
Benjamin Vitale

\_\_\_\_\_  
Tucker Whitman

\_\_\_\_\_  
Tucker Whitman

Co. Atty: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

10/27/2020

DA Victim Witness Grant 2020 rev

**Authorizing the District Attorney to accept a grant from NY State Office of Victim Services to continue the “Victim/Witness Program” which is necessary to comply with legal requirements**

By: Hon. Hans Pecher, Chairman, Judicial & Public Safety and  
Hon. Christopher Petrus, Chairman Ways & Means

WHEREAS, New York State Law require the District Attorney to provide certain services to fulfill the rights of crime victims and witnesses; and in order to prosecute crime in Cayuga County the District Attorney’s Office needs the cooperation of victims and witnesses to crimes, and

WHEREAS, the Cayuga County Legislature is desirous of protecting our citizens, especially those who have become victims of crime or witnesses thereto, and

WHEREAS, the Cayuga County District Attorney’s Office has been once again been awarded a Grant from the New York State Office of Victim Services with an award amount of \$36,386.29 (for the contract period 10/1/2020-9/30/2021) (increased from \$31,802.41 for the contract period 10/1/2019-9/30/2020), to continue operation of the Victim/Witness Services Program out of the District Attorney’s Office, and

WHEREAS, the grant program requires the District Attorney’s Office to continue the position of “Victim/Witness Program Coordinator,” and

WHEREAS, the grant program requires the District Attorney to comply with legal requirements and carry out the terms of the grant program, so as to provide the appropriations and revenues necessary to support the services associated with the grant, and

RESOLVED, that the District Attorney is authorized to accept the said Grant, and it is further

RESOLVED, that the full-time position of “Victim/Witness Program Coordinator” is continued in the District Attorney’s Office with an annual salary as set forth in the Cayuga County Compensation Plan, Part I, CSEA (Civil Service Employees Association) for the appropriated year, and it is further

RESOLVED, that the Cayuga County Treasurer be authorized and directed to make the necessary journal and accounting entries to accomplish the foregoing.

Judicial & Public Safety

Ways & Means Committee

\_\_\_\_\_  
Hans Pecher, Chair

\_\_\_\_\_  
Christopher Petrus, Chair

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Elane Daly

\_\_\_\_\_  
Elane M. Daly

\_\_\_\_\_  
Michael V. Didio

\_\_\_\_\_  
Ryan Foley

\_\_\_\_\_  
Heidi Nightengale

\_\_\_\_\_  
Hans Pecher

\_\_\_\_\_  
Tucker Whitman

\_\_\_\_\_  
Benjamin Vitale

Co. Atty: \_\_\_\_\_

\_\_\_\_\_  
Tucker Whitman

RESOLUTION NO. \_\_\_\_\_

10/27/20

DA Victim Witness Vacancy 2020 rev

**Authorizing the District Attorney to fill a vacancy Victim/Witness Services Program Coordinator position**

BY: Hon. Hans Pecher, Chairman, Judicial & Public Safety; and  
Hon. Christopher Petrus, Chairman, Ways and Means

WHEREAS, the District Attorney anticipates a vacancy in the position of the Victim/Witness Services Program Coordinator Position Control #001787-SYS in his office effective October 16, 2020; and

WHEREAS, the Victim/Witness Services Program Coordinator position is a critical position in the District Attorney’s office responsible for fulfilling our statutory legal and ethical obligations to advise crime victims of their rights and to keep them apprised of the status of their cases and;

WHEREAS, the Legislature is desirous about continuing this important, grant-funded position that has been budgeted for the entire year, in the District Attorney’s Office; and

WHEREAS, by Resolution No. 335-19, District Attorney Jon E. Budelmann received Legislative approval on September 24, 2019 to accept a Grant from the New York State Office of Victims Services to support and continue operating the Crime Victim/Witness Services Program for the contracted period of October 1, 2019 through September 30, 2022; now therefore be it

RESOLVED, that the District Attorney be hereby authorized to canvass the eligible civil service list and fill the vacancy of Victim/Witness Services Program Coordinator Position Control #001787-SYS on a full time basis; If promoting from within, the DA is authorized to backfill their position, and be it further

RESOLVED, that the foregoing be accomplished in accordance with Cayuga County Civil Service Rules and Regulations and the policies of the County of Cayuga; and be it further

RESOLVED, that the Authorization to Fill is valid through April 27, 2021

**Judicial & Public Safety**

**Ways & Means Committee**

\_\_\_\_\_  
Hans Pecher, Chair

\_\_\_\_\_  
Christopher Petrus, Chair

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Elane Daly

\_\_\_\_\_  
Elane Daly

\_\_\_\_\_  
Michael Didio

\_\_\_\_\_  
Ryan Foley

\_\_\_\_\_  
Heidi Nightengale

\_\_\_\_\_  
Hans Pecher

\_\_\_\_\_  
Benjamin Vitale

\_\_\_\_\_  
Tucker Whitman

\_\_\_\_\_  
Tucker Whitman

Co. Atty: \_\_\_\_\_

## Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

Date	9/29/2020
Authorization To:	Fill Only
<b>** New Position Duties Statement (NPDS) - Short Form REQUIRED IF the title exists within the department</b>	
<b>** New Position Duties Statement (NPDS) - Long Form REQUIRED IF the title does NOT exist within the department</b>	
Do you anticipate this request to result in fill-behinds?	No
Cayuga County Department	District Attorney's Office
Job Title Being Requested (Exact Civil Service Title)	Victim/Witness Program Coordinator
Position Control Number	01787
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	A1167 DA Victim/Witness Program
Is a position being abolished to create the new position?	No
Is the salary of requested position in the current comp plan?	Yes
Comp Plan Requested IS IN	CSEA
CSEA Grade	13
Probationary Salary Amount	\$39,885
Step 4 Amount (CSEA)	\$44,330
Starting Salary for Position Requested	\$39,995 probationary
Justification for Salary Requested	The salary request is the probationary salary in Part I CSEA of the 2020 Cayuga County Compensation Plan
Does position include fringe benefits?	Yes

What is the justification for filling this position AND why is it important for your department?

The Victim/Witness Services Program Coordinator position is a critical position in the District Attorney's Office responsible for fulfilling our legal obligations to advise victims of their rights and to keep them apprised of the status of their cases. By Resolution No. 335-19, the District Attorney received Legislative approval accepting a Grant from the New York State Crime Victims Board to continue the operation of the Victim/Witness Services Program for the contract period of October 2, 2019 through September 30, 2022.

---

How is this position funded? Grant

---

Identify the Grant Victim/Witness Services Program Grant

---

What will the fiscal impact of filling this position in your budget this year and in future fiscal years?

The position is currently budgeted, and has been part of the District Attorney's budget since 1996. The position is partially funded by the Victim/Witness Services Program Grant (Office of Victim Services). The position will continue to be budgeted in future fiscal years.

---

Department Head Jon E. Budelmann

---

Date 9/29/2020

---

Attestation I have been directed to submit on behalf of the authorized department or agency head

---

Name of Person Submitting on Behalf of Department or Agency Head Jeannette McCormick

---

Title of Person Submitting on Behalf of Department or Agency Head Executive Assistant to the District Attorney

---

(Section Break)

---

Lhlippoldt Approved 9/28/2020

RESOLUTION NO. \_\_\_\_\_

10/27/20

EMO 2020 SHSP GRANT

**Authorizing Chairperson of Cayuga County Legislature & Emergency Management Office to accept funds from US Homeland Security, Federal Emergency Management Agency (FEMA) & NY State Division of Homeland Services (DHSES) FY20 State Homeland Security Program (SHSP) to enhance Emergency Management Preparedness in Cayuga County.**

BY: Mr. Hans Pecher, Chair, Judicial & Public Safety  
Mr. Chris Petrus, Chair, Ways & Means

WHEREAS, Cayuga County & Cayuga County Emergency Services Office have been awarded \$147,967 by FEMA & DHSES to enhance EMERGENCY MANAGEMENT PREPAREDNESS, and;

WHEREAS, funding provided, as outlined in the grant guidance, will be utilized to comprehensively strengthen the CEMO’s planning, administration, training, response, and recovery approach, and;

WHEREAS, at least 25% of the award be directed towards law enforcement terrorism prevention consistent with local Counter Terrorism Zone (CTZ) & complete the National Priority Requirements.

RESOLVED, Chairperson of the Cayuga County Legislature and the CEMO are hereby authorized to accept this grant and to sign any and all documents necessary for acceptance and execution of the grant; now therefore be it

RESOLVED, Cayuga County Treasurer’s Office is hereby authorize and directed to adjust the following account numbers in the following manner:

**Revenue Account: A36470 44311 FED AID - SHSP20 - \$147,967**  
**Expense Account: A36474 54059 FED AID - SHSP20 - \$147,967**

**Judicial & Public Safety**

**Ways & Means Committee**

\_\_\_\_\_  
Hans Pecher, Chair

\_\_\_\_\_  
Christopher Petrus, Chair

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Elane Daly

\_\_\_\_\_  
Elane Daly

\_\_\_\_\_  
Michael Didio

\_\_\_\_\_  
Ryan Foley

\_\_\_\_\_  
Heidi Nightengale

\_\_\_\_\_  
Hans Pecher

\_\_\_\_\_  
Tucker Whitman

\_\_\_\_\_  
Tucker Whitman

Co. Atty: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

10/27/20

SHR Contract Scheduling Srvc rev

**Authorize the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to enter into a contract with Ragnasoft Incorporated for law enforcement personnel web based scheduling and communications services**

By: Mr. Hans Pecher, Chair, Judicial & Public Safety Committee  
Mr. Christopher Petrus, Chair, Ways & Means Committee

WHEREAS, The Cayuga County Sheriff’s Office’s Road Patrol Division currently has 33 assigned members plus support staff that provide law enforcement services in Cayuga County 24 hours a day, 7 days a week year round; and

WHEREAS, a schedule must be maintained for the shift assignments of each of these members that includes their regular daily assigned shifts, ongoing scheduled training, extra assignments, and necessary overtime details: and

WHEREAS, this schedule is used to track the regular scheduled shifts and overtime of the Road Patrol Division members; and

WHEREAS, RagnSoft Incorporated provides a web based scheduling platform that provides for online scheduling and tracking of in service time via their Planit Police Complete Scheduling and Communication Solution Program; and,

WHEREAS, RagnaSoft Incorporated can provide full scheduling and work time tracking for the Sheriff’s Road Patrol Division via their web based platform for \$1715.00 per year; and

RESOLVED, that the Chair of the Cayuga County Legislature and the Cayuga County Sheriff be authorized to execute the necessary documents to enter into an agreement with RagnaSoft Incorporated to provide a web based scheduling and time tracking platform for the Cayuga County Sheriff’s Road Patrol Division and that said services be paid for utilizing funds from the inmate telephone account, subject to review and approval of the County Attorney as to form.

**Judicial & Public Safety**

**Ways & Means Committee**

\_\_\_\_\_  
Hans Pecher, Chair

\_\_\_\_\_  
Christopher Petrus, Chair

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Elane Daley

\_\_\_\_\_  
Elane Daly

\_\_\_\_\_  
Michael Didio

\_\_\_\_\_  
Ryan Foley

\_\_\_\_\_  
Heidi Nightengale

\_\_\_\_\_  
Hans Pecher

\_\_\_\_\_  
Tucker Whitman

\_\_\_\_\_  
Ben Vitale

\_\_\_\_\_

\_\_\_\_\_  
Tucker Whitman

Co. Atty: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

10/27/20

SHR Inmate Pharmacy Services rev

**Authorize the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to enter into a contract with Westwood Pharmacy to provide inmate pharmaceutical services to the Cayuga County Jail**

By: Mr. Hans Pecher, Chair, Judicial & Public Safety Committee  
Mr. Christopher Petrus, Chair, Ways & Means Committee

WHEREAS, the Cayuga County Sheriff does oversee the Cayuga County Jail and is mandated to provide health services and prescription medication as ordered by a physician to those inmates housed in said facility per the standards of care set forth in 9 NYCRR 7010; and

WHEREAS, Westwood Pharmacy, 5823 Patterson Avenue, Richmond VA 23226, provides comprehensive pharmaceutical care services in correctional settings for various state and local government entities; and

WHEREAS, a review of costs associated with the current pharmaceutical provider for the Cayuga County Jail and a comparison of prescription costs associated with Westwood Pharmacy indicate that significant savings would be realized by contracting with Westwood; and

WHEREAS, the NY State County of Orleans did contract with Westwood Pharmacy on January 2<sup>nd</sup> of 2019 for inmate pharmaceutical services and in said contract did allow for the cooperative procurement of said services in said agreement, thereby allowing Cayuga County to contract with Westwood pharmacy utilizing the terms of their agreement; and

WHEREAS, the funding for the services is in the 2020 Cayuga County Jail’s operating budget Account No. A31504 54056 (prescriptions and drugs); now therefore be it

RESOLVED, that the Chair of the Cayuga County Legislature and the Cayuga County Sheriff be authorized to execute the necessary documents to enter into a contract with Westwood Pharmacy to provide inmate medications as prescribed to inmates incarcerated in the Cayuga County Jail, *period of five years*; subject to review and approval of the County Attorney as to form

**Judicial & Public Safety**

**Ways & Means Committee**

\_\_\_\_\_  
Hans Pecher, Chair

\_\_\_\_\_  
Christopher Petrus, Chair

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Keith Batman

\_\_\_\_\_  
Elane Daley

\_\_\_\_\_  
Elane Daly

\_\_\_\_\_  
Michael Didio

\_\_\_\_\_  
Ryan Foley

\_\_\_\_\_  
Heidi Nightengale

\_\_\_\_\_  
Hans Pecher

\_\_\_\_\_  
Tucker Whitman

\_\_\_\_\_  
Ben Vitale

\_\_\_\_\_  
Tucker Whitman

Co. Atty: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

10/27/20

SHR Special Patrol Officer Port Byron

**Authorizing the Cayuga County Legislature and Cayuga County Sheriff to establish one Special Patrol Officer Position for the purpose of providing School Resource Officer Services to the Port Byron School District**

By: Mr. Hans Pecher, Chair, Judicial & Public Safety Committee  
Mr. Christopher Petrus, Chair, Ways & Means Committee

WHEREAS, the Port Byron School District has requested from the Cayuga County Sheriff's Office assignment of a Special Patrol Officer (SPO) in their school district; and

WHEREAS, the Port Byron School District and Cayuga County Sheriff believe there is a critical need for this position for the safety and security of the student body of their district; and

WHEREAS, it would be to the mutual advantage of the Port Byron School District and Cayuga County Sheriff's Office to enter into an agreement whereby the Sheriff establishes the Special Patrol Officer (SPO) position in order to provide security at Port Byron School District; and

WHEREAS, the Cayuga County Sheriff seeks to create one new Special Patrol Officer non-bargaining position at an hourly rate of \$28.00 per Part II of the Cayuga County Compensation Plan; and

WHEREAS, the Port Byron School District agrees to reimburse the County of Cayuga for contractual salary, fringe benefits, and equipment costs related to the position for the duration of the contracted years;

WHEREAS, the funding of the Special Patrol Officer, has been designated in the Cayuga County Sheriff's A31101-51002 (Salaries – Part Time) and the revenue line for reimbursement of salary and equipment in A31100-42262 (Sheriff SRO); now therefore be it

RESOLVED, that the Chair of the Cayuga County Legislature and the Cayuga County Sheriff be authorized to create the Special Patrol Officer position; and

RESOLVED, that the Special Patrol Officer position will be set at an hourly rate of \$28.00 per Part II of the Cayuga County Compensation Plan; and

RESOLVED, the Sheriff of Cayuga County be hereby authorized and directed to fill the newly created position of Special Patrol Officer in accordance with the Civil Service Rules and Regulations and the Policies of Cayuga County; and

RESOLVED, that the Chair of the Cayuga County Legislature and the Cayuga County Sheriff be authorized to execute the necessary documents to enter into a five year agreement with the Port Byron School District to provide the position and services of a Special Patrol Officer, subject to the County Attorney's Office approval as to form; and

RESOLVED, that this authorization to fill will no longer be valid after April 28, 2021; and

RESOLVED, that the Treasurer make any and all journal and accounting entries necessary to accomplish the forgoing; and be it further

**Judicial & Public Safety**

---

Hans Pecher, Chair

---

Keith Batman

---

Elane Daley

---

Michael Didio

---

Heidi Nightengale

---

Tucker Whitman

---

Co. Atty: \_\_\_\_\_

**Ways & Means Committee**

---

Christopher Petrus, Chair

---

Keith Batman

---

Elane Daly

---

Ryan Foley

---

Hans Pecher

---

Ben Vitale

---

Tucker Whitman

## Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

---

Date 10/1/2020

---

Authorization To: Create and Fill \*\*

---

**\*\* New Position Duties Statement (NPDS) - Short Form  
REQUIRED IF the title exists within the department**

---

**\*\* New Position Duties Statement (NPDS) - Long Form  
REQUIRED IF the title does NOT exist within the department**

---

Do you anticipate this request to result in fill-behinds? No

---

Cayuga County Department Sheriff

---

Job Title Being Requested (Exact Civil Service Title) Special Patrol Officer(Schools)

---

Position Status Permanent

---

Position Designation Part-Time

---

Budget Account Number A31101 51002

---

Is a position being abolished to create the new position? No

---

Is the salary of requested position in the current comp plan? No

---

Comp Plan Requested Position WILL BE IN Part II

---

Probationary Salary Amount 28.00 per hour

---

Step 1 Amount (Part II) 28.00 per hour

---

Starting Salary for Position Requested \$28.00 per hour

---

Justification for Salary Requested Agreed upon by Port Byron school.

---

Does position include fringe benefits?	No
What is the justification for filling this position AND why is it important for your department?	This is a Special Patrol Officer(SRO) requested by the Port Byron School District to provide safety and assistance on their premises.
How is this position funded?	Budget
Is this a reimbursed position?	Yes
How is this position reimbursed (percentage, dollar amount)?	Position is reimbursed by hours, associated necessary fringes and equipment costs on a monthly basis.
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	There should be no impact since costs incurred will be billed to the school district.
Department Head	Sheriff Brian Schenck
Date	10/1/2020
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Evelyn Goodman
Title of Person Submitting on Behalf of Department or Agency Head	Fiscal Officer

(Section Break)

Lhlippoldt Approved 10/1/2020 Pos# needed – resolution