



AGENDA
JUDICIAL & PUBLIC SAFETY COMMITTEE
Wednesday, January 13, 2021 to follow Planning
Live Stream Link: <https://youtu.be/tqU5HJ1s7AE>

CALL TO ORDER: By Hon. Ben Vitale, Chair

MEMBERS: Legislators Keith Batman, Elane Daly, Michael Didio, Timothy Lattimore, Heidi Nightengale, and Hans Pecher

MINUTES TO APPROVE: December 2, 2020

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

- **Denise Spingler (911) –**
 - COVID-19 Update
 - One employee out w/ COVID-19
 - 2020 Call Volumes
 - 167,399 calls answered (1.5% increase from 2020)
 - 35,850 – 911 calls
 - 62,226 Calls for Service
 - 911 Data Analyst
 - Working with HR related to filling position
 - Position as designed was approved by Civil Service Commission to manage Discovery and GIS (attached)
 - Job duties would overwhelm a part-time employee
 - Encompassing GIS would alleviate current contract for GIS management
 - Discovery Requests:
 - 78 – January
 - 84 – February
 - 105 – March
 - 90 – April
 - 102 – May
 - 115 – June
 - 134 – July
 - 124 – Aug
 - 135 – September
 - 90 – October
 - 85 – September
 - 90 – October
 - 81 – November
 - 105 – December
 - Intrado Refresh – 350k
 - Working with IT
 - Project removed from budget; will be requested to use fund balance
 - Training
 - Trainees
 - 3 - Call-Taking training complete

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

- There were **66** “in-person” arraignments at the Centralized Arraignment Program for the month of December. The Assigned Counsel office calendared eighteen attorneys to cover the 7am and 7pm arraignments. The attorney cost associated with CAP for December was \$9,050.00. *These expenses were paid from an ILS (Indigent Legal Services) grant.* Of the 66 arraignments, 26 (39%) were for town/village courts and 40 (61%) were for Auburn City Court. 37 (56%) defendants were released (ROR) and 29 (44%) defendants were held on bail or held for other reasons.
- There were **33** 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 \$5,500.00. *These expenses were paid from an ILS (Indigent Legal Services) grant.*
- The Assigned Counsel Program made attorney assignments to **51** defendants in Auburn City Court and **25** defendants in justice courts for December. A total of **32** assignments were made in Family Court.
- Indigent Legal Services has approved Cayuga County’s request for a no-cost one year extension of our Upstate Quality Improvement and Caseload Reduction Grant (\$179,720.00) for case management software (delayed due to COVID).
- Indigent Legal Services has approved Cayuga County’s request for a no-cost one year extension of our Second Counsel at First Appearance Grant (\$651,516.30) for the Centralized Arraignment Program and Auburn City Court/County Court Counsel at First Appearance.

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

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

- **Dale Currier (Fire/EMO) –**

1. **HIGHEST PRIORITY** - EMO continues to provide direct support for the County Health Department’s COVID-19 response:
 - EMO has been carrying out a direct operations and logistics role in conducting the asymptomatic testing clinics. The primary clinic location is the Pavilion at Emerson Park. Clinics have been conducted on Tuesdays, Thursdays and Saturdays to test approximately 300 people per day. These clinics are staffed collectively by EMO staff including Deputy Fire Coordinators, the new EMO EMT hires, Health Department screeners, and nurses hired by NYS.
 - EMO staff, working with our temporary hires [EMTs], has conducted 2 small testing clinics in remote locations. Moravia and Fair Haven Fire Departments have allowed us to use their facilities to test about 100 people at each.
 - EMO has successfully obtained PPE specifically for the COVID clinic operations through requests into NY Responds. We will continue to do this as long as testing and potentially as long as vaccinations continue – which according to current predictions could be another 8-9 months.
2. **HIGH PRIORITY** – County Hazard Mitigation [HAZMIT] Plan:
 - The DRAFT Hazard Mitigation Plan update has been posted for the mandatory 30 day public review and comment period. It can be accessed on the County website.
 - We continue to be on-track to submit the Initial DRAFT Plan to NYS DHSES for their review, possibly by mid-February.
3. **EMS TRAINING** - After much forethought and discussion with the individuals who conduct our EMT training, EMO has reversed a previous decision regarding previously scheduled EMT training. EMO will NOT be hosting the Basic Emergency Medical Technician [EMT] course originally scheduled to start January 2, 2020. To host the class, even virtually whenever possible, would defy all we are asking the public to do to reduce COVID exposures. Although there is a downside to not having new EMTs certified this summer we feel it is much safer for all concerned to cancel this class. We are targeting a re-scheduled class start date for late summer 2021, based on when we believe, based on current information and forecasting, that most people may have been vaccinated. Persons who were registered for the January course will be given the first right of refusal on registration for the next class.
4. **PLANNING** – EMO is working closely with the Human Resources department and the Chair of the Legislature to gather the information required for developing the NYS mandated County Pandemic Response Plan. This plan requires, in part, input from numerous county departments in order to identify certain “essential” work functions and processes, along with the individual positions that perform these functions, which will be needed to keep county business operating during a pandemic. The first draft must be prepared and ready for review in early February and the final plan must be submitted in April, 2021.

- **Jay DeWispelaere (Probation) –**

- **Staffing:**

- A long time clerical staff member of the Probation Dept. has retired, creating a vacancy in the department; this individual was essentially the department’s receptionist.
 - Due to current operational restrictions in response to COVID, there is no immediate need for this position to be filled.
 - The current vacancy will give the department an opportunity to re-examine clerical functions and staff levels.
 - Human Resources and Budget Director will be consulted as part of the department’s review.

- **COVID;**

- The Probation Dept. has returned to a reduced staffing model used during this past summer; one administrative staff member, one Sr. Probation Officer and one clerical staff member are in the department daily. There are three such units rotating on a “one week in, two weeks out” basis.
 - All staff are using current COVID guidelines in the office; field work remains limited.
 - Contacts in the office are limited to scheduled visits and only as necessary; a dedicated interview room has been set up and staff are not holding interviews in personal work areas.
 - The department remains closed to walk in business
 - Five staff members have been quarantined or isolated due to COVID contacts; no contacts were traced to events within the department. No department staff have developed symptoms to date. All staff are released from restrictions and working full time at this time.

- **Brian Schenck (Sheriff) –**

- All outside services and volunteer programming with the exception of CHAD drug and alcohol treatment and peer support have been suspended in the jail until further notice due to COVID. In person inmate visitation remains suspended as well.
- The Centralized Arraignment Part (CAP) Court was utilized for 66 pre-arraignment detainees in December.
- At the time of this report we are housing 149 total inmates in our jail with 38 of those inmates being Federal board-ins. We also are currently housing 22 NY State Parole Violators that are facing new charges and an additional 9 Parolees that have been detained for violating their Parole. At this same time last year, we were housing 6 NY State Parole Violators that were facing new charges and 8 that had violated Parole.
- The Sheriff’s Office continues to partner with Chairwoman McNabb-Coleman, Legislator Daley, the Auburn Police Department, community stakeholders and members on the NY State Police Reform and Reinvention Collaborative – Executive Order 203.
- Ongoing training for staff is becoming challenging due to COVID. We are working on strategies to provide more virtual training that limits the need for in person instruction while reducing training related overtime.
- We are seeing an increase in the number of repeat offenders that are arrested, released at arraignment, and continuing to commit offenses.

RESOLUTIONS:

911:

1-21-JP-1 Authorizing the Chairperson of the Legislature to sign a contract with Intrado for maintenance, hardware and software upgrades.

SHERIFF:

1-21-JP-2 Authorizing the Chair of Cayuga County Legislature and the Cayuga County Sheriff to enter into a contract with Black Creek Integrated Systems to upgrade the Cayuga County jail’s electronic security systems.

1-21-JP-3 Authorizing the Sheriff of Cayuga County to accept grant monies from the New York State K-State Child Passenger Safety (CPS) Program and the Treasurer’s Department to amend the 2021 law enforcement budget.

1-21-JP-4 Authorizing the Sheriff to fill the Fiscal Officer position with the Sheriff’s Office

1-21-JP-5 Authorizing the Sheriff to fill three (3) vacant Deputy Sheriff Positions in the Law Enforcement Division of the Cayuga County Sheriff’s Office

1-21-JP-6 Authorizing the Chair of Cayuga County Legislature and the Cayuga County Sheriff to enter into a contract with Johnson Controls for preventative maintenance, testing, and service to the fire control system at the Public Safety Building.

- 1-21-JP-7 Authorizing the Chairman of the Legislature to accept a grant from the New York State Governor's Traffic Safety Committee.
- 1-21-JP-8 Authorizing the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to enter into a contract with PoliceOne Academy for Law Enforcement personnel web-based training services.
- 1-21-JP-9 Authorizing changes to the 2021 Cayuga County Compensation Plan to reflect salary increases of certain non-bargaining positions in the Cayuga County Sheriff's Office.

ADJOURNMENT: Wednesday, February 10, 2021 to follow Planning

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. _____ 1/26/21 911 Intrado rev

Authorizing the Chairperson of the Legislature to sign a contract with Intrado for maintenance, hardware and software upgrades.

BY: Mr. Benjamin Vitale, Chairperson, Judicial and Public Safety Committee
Mr. Keith Batman, Chairperson, Ways & Means Committee

WHEREAS, the Intrado telephone system is the backbone of 911 call processing; and

WHEREAS, the current system maintenance expired on 12/30/20; and

WHEREAS, the system has been in place for over 8 years and several components are end of life. The telephone system requires hardware and software updates at both sites to reduce significant risk to the reliability of the services we provide; and

WHEREAS, Intrado has submitted a proposal for upgrading the hardware, software, and professional services to install and implement all elements of this project in the amount of \$347,514.97 (year 1); and

WHEREAS, annual maintenance costs will come from the IT Budget Software line for the duration of the expected 7 year term beginning in year 2 in an annual amount of approximately \$61,025 per year, and a total amount over the term not to exceed \$366,152.52 total; and

WHEREAS, there is insufficient money in the E-911 2021 Computer Software Budget line A30204-54018 to accommodate the cost of the telephone system update; now there be it

RESOLVED, that the sum of \$350,000 be transferred from the unrestricted, unreserved Fund Balance (A19090) and said sum be transferred to the E-911 2021 Computer Software Budget line A30204-54018 to pay for the cost of the initial telephone system upgrade; and be it further

RESOLVED, that the Chairman of the Cayuga County Legislature be authorized to sign a 7 year contract with Intrado, at a grand total cost not to exceed \$715,000.00; and be it further

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

Judicial & Public Safety

Ways & Means Committee

Ben Vitale, Chair

Keith Batman, Chair

Keith Batman

Elane Daly

Elane Daly

Ryan Foley

Michael Didio

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Hans Pecher

Tucker Whitman

RESOLUTION NO. _____

01/26/21

SHR Black Creek Jail Upgrade

Authorize the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to enter into a contract with Black Creek Integrated Systems to upgrade the Cayuga County Jail’s Electronic Security Systems

By: Hon. Ben Vitale, Chair, Judicial & Public Safety Committee
Hon. Keith Batman, Chair, Ways & Means Committee

WHEREAS, the current electronic security system, including locking controls, intercommunication and paging systems, cameras and closed-circuit television systems, and watch tour systems have reached their useful life and are no longer serviceable; and

WHEREAS, to ensure the safety, security, and efficient operation of the Cayuga County Jail it is imperative that the security system be updated and sufficiently equipped; and

WHEREAS, the update to the security system is critical to comply with the New York State Mandate that officer’s rounds be recorded and to maintain compliance with the Federal Prison Rape Elimination Act (PREA); and

WHEREAS, the current electronic security system is a Black Creek Integrated Systems security system and therefore the upgrade of said system must be completed by Black Creek Integrated Systems; and

WHEREAS, Black Creek Integrated Systems has proposed upgrading the entire existing security system to a Windows 10 based system for \$367,362.00; and

WHEREAS, there is insufficient money in the Sheriff’s 2021 Custody Building Maintenance Budget line A31504-54012 to accommodate the cost of the jail security upgrade; now there be it

RESOLVED, that the sum of \$367,362.00 be transferred from the unrestricted, unreserved Fund Balance and said sum be transferred to the Sheriff’s 2021 Custody Building Maintenance Budget line A31504-54012; and be it further

RESOLVED, that the Chair of the Cayuga County Legislature and the Cayuga County Sheriff are hereby authorized to sign all contracts to implement the intent of this resolution; and be it further

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

Judicial & Public Safety

Ways & Means Committee

Ben Vitale, Chair

Keith Batman, Chair

Keith Batman

Elane Daly

Elane Daly

Ryan Foley

Michael Didio

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Hans Pecher

Tucker Whitman

Co. Atty: _____

RESOLUTION NO. _____

01/26/21

SHR-CPS Incentive Grant rev

Authorizing the Sheriff of Cayuga County to accept grant monies from the New York State Child Passenger Safety (CPS) Grant Program and the Treasurer’s Department to amend the 2021 Law Enforcement Budget

By: Hon. Ben Vitale, Chair, Judicial & Public Safety Committee
Hon. Keith Batman, Chair, Ways & Means Committee

WHEREAS, the Cayuga County Sheriff’s Office applied for and was awarded \$1,675.00 Child Passenger Safety grant from the National Highway Traffic Safety Administration through the New York State Governor’s Traffic Safety Committee; and

WHEREAS, all expenses have been approved through the grant which is 100% funded; now therefore be it

RESOLVED, that the 2021 Cayuga County Sheriff’s Law Enforcement Operating Budget be amended to allow the following changes: An increase in the Revenue Line A31100 44390 Traffic Enforcement of \$1,675.00 and an increase in the Expenditure Account A31104 54244 Grant Expense of \$1,675.00; and be it

RESOLVED, that the Cayuga County Sheriff’s Office be allowed to purchase supplies needed for the installation of child passenger safety seats and necessary items to administer this grant; and be it further

RESOLVED, that the Cayuga County Treasurer is authorized to make the journal and accounting entries required to implement the intent of this resolution.

Judicial & Public Safety

Ways & Means Committee

Ben Vitale, Chair

Keith Batman, Chair

Keith Batman

Elane Daly

Elane Daly

Ryan Foley

Michael Didio

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Hans Pecher

Tucker Whitman

Co. Atty: _____

RESOLUTION NO. _____

01/26/21

SHR Fill Fiscal Officer Position

Authorize the Sheriff to fill the Fiscal Officer Position with the Sheriff's Office.

By: Hon. Ben Vitale, Chair, Judicial & Public Safety Committee
Hon. Keith Batman, Chair, Ways & Means Committee

WHEREAS, the current Fiscal Officer, position control number 005644-SYS, with the Sheriff's Office has submitted written intent to retire and vacate the position as of February 26th, 2021; and

WHEREAS, the services provided by the Fiscal Officer are critical for smooth and efficient operations of the Sheriff's Office; and

WHEREAS, the Fiscal Officer position is clearly designated and accepted in the 2021 Cayuga County Sheriff's Law Enforcement Budget Line - Salaries Full Time (A31101 51001); and

WHEREAS, the Fiscal Officer has direct responsibility to oversee all financial information, grant funding and reporting, inmate board in revenue billing and fiscal oversight, and employee resources and payroll for the Sheriff's Office; now therefore be it

RESOLVED, that the Sheriff be hereby authorized and directed to fill the Fiscal Officer position; and be it further

RESOLVED, that the Fiscal Officer hired will be placed at the appropriate step within the Managerial Titles (Non-bargaining) Compensation Plan for 2021; and be it further

RESOLVED, that the Sheriff be authorized to allow for a minimum of 105 hours of cross-training for the successor by the current Fiscal Officer consistent with Civil Service Rules; and be it further

RESOLVED, that this position be filled in accordance with the Civil Service Rules and Regulations and the Policies of the County of Cayuga.

Judicial & Public Safety

Ways & Means Committee

Ben Vitale, Chair

Keith Batman, Chair

Keith Batman

Elane Daly

Elane Daly

Ryan Foley

Michael Didio

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Hans Pecher

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	12/31/2020
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Authorization To:	Fill Only
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**** 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
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Cayuga County Department	Sheriff
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Job Title Being Requested (Exact Civil Service Title)	Fiscal Officer
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Position Control Number	005644-SYS
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Position Status	Permanent
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Position Designation	Full-Time
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Budget Account Number	A31101 51001
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Is a position being abolished to create the new position?	No
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Is the salary of requested position in the current comp plan?	Yes
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Comp Plan Requested IS IN	NR Part IV
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NB Part IV Grade	8
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Probationary Salary Amount	\$62,864
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Base Salary	\$70,005
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Starting Salary for Position Requested	\$62,864 + up to an additional 10% commensurate with experience
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Justification for Salary Requested	The salary is budgeted in the 2021 plan.
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Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	The former Fiscal Officer will be resigning in February; The incumbent in this position analyzes and monitors program funds, grants, claims and expenditures, develops accounting systems, furnishes periodic financial reports, completes the payroll and other related personnel reports and may oversee account keeping activities completed by contract agencies. The work of this class differs from that of Accountant by the varied and more complex fiscal management functions required because of the size of the department and the additional supervisory responsibilities.
How is this position funded?	Budget
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	This position is already budgeted.
Department Head	Brian Schenck
Date	12/31/2020
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	Kristen Foster
Title of Person Submitting on Behalf of Department or Agency Head	Confidential Secretary to the Sheriff
(Section Break)	

Lhlippoldt Approved 12/31/20 with changes

RESOLUTION NO. _____

01/26/21

SHR Fill Patrol Vacancies

Authorize the Sheriff to fill three (3) vacant Deputy Sheriff Positions in the Law Enforcement Division of the Cayuga County Sheriff's Office

By: Hon. Ben Vitale, Chair, Judicial & Public Safety Committee
Hon. Keith Batman, Chair, Ways & Means Committee

WHEREAS, three vacancies in the Cayuga County Sheriff's Department Law Enforcement Division exist due to retirements and resignations (Position Control No.'s 003315-SYS, 001891-SYS, and 001879-SYS); and

WHEREAS, the services provided by these Deputy Sheriff positions are critical for smooth and efficient operations of the Sheriff's Office Law Enforcement Division and maintaining public safety and well-being in Cayuga County; and

WHEREAS, these positions are clearly designated and accepted in the 2021 Cayuga County Sheriff's Law Enforcement Budget Line - Salaries Full Time (A31101 51001); now therefore be it

RESOLVED, that the Sheriff be hereby authorized and directed to fill three Deputy Sheriff positions; and be it further

RESOLVED, the employees hired will be placed at the appropriate step within the Deputy Sheriff's Police Association Compensation Plan for 2020 -2022; and be it further

RESOLVED, that this position be filled in accordance with the Civil Service Rules and Regulations and the Policies of the County of Cayuga.

Judicial & Public Safety

Ways & Means Committee

Ben Vitale, Chair

Keith Batman, Chair

Keith Batman

Elane Daly

Elane Daly

Ryan Foley

Michael Didio

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Hans Pecher

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	12/29/2020
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Authorization To:	Fill Only
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**** 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
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Cayuga County Department	Sheriff
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Job Title Being Requested (Exact Civil Service Title)	Deputy Sheriff
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Position Control Number	001879-SYS
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Position Status	Permanent
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Position Designation	Full-Time
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Budget Account Number	A31101 51001
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Is a position being abolished to create the new position?	No
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Is the salary of requested position in the current comp plan?	No
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Comp Plan Requested Position WILL BE IN	DSPA
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DSPA Grade	14ZH
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Probationary Salary Amount	52,128+ 12% in lieu of holidays
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Step 3 Amount (DSPA or SEACC)	56,489 + 12% in lieu of holidays
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Starting Salary for Position Requested	52,128 + 12% in lieu of holidays
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Justification for Salary Requested	Accepted in the 2021 Cayuga County Sheriff's Law Enforcement Budget Line
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	Services provided by these Deputy Sheriff positions are critical for smooth and efficient operations of the Sheriff's Office Law Enforcement Division and maintaining public safety and well-being in Cayuga County.
How is this position funded?	Budget
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	As budgeted.
Department Head	Brian Schenck
Date	12/29/2020
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	Kristen Foster
Title of Person Submitting on Behalf of Department or Agency Head	Confidential Secretary to the Sheriff

(Section Break)

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LHLIppoldt Approved with changes 12/30/2020

Authorization to Create/Fill

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Date	12/29/2020
Authorization To:	Fill Only
** 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?	Yes
Cayuga County Department	Sheriff
Job Title Being Requested (Exact Civil Service Title)	Deputy Sheriff
Position Control Number	001891-SYS
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	A31101 51001
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	DSPA
DSPA Grade	14ZH
Probationary Salary Amount	52,128+12% in lieu of holidays
Step 3 Amount (DSPA or SEACC)	56,489 + 12% in lieu of holidays

Starting Salary for Position Requested	52,128 + 12% in lieu of holidays
Justification for Salary Requested	Designated and accepted in the 2021 Cayuga County Sheriff's Law Enforcement Budget Line
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	The services provided by these Deputy Sheriff positions are critical for smooth and efficient operations of the Sheriff's Office Law Enforcement Division and maintaining public safety an well-being in Cayuga County.
How is this position funded?	Budget
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	As budgeted.
Department Head	Brian Schenck
Date	12/29/2020
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	Kristen Foster
Title of Person Submitting on Behalf of Department or Agency Head	Confidential Secretary to the Sheriff

(Section Break)

Lhlippoldt approved with changes 12/30/2020

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	12/29/2020
Authorization To:	Fill Only
** 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)	Deputy Sheriff
Position Control Number	003315-SYS
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	A31101 51001
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	DSPA
DSPA Grade	14ZH
Probationary Salary Amount	52,128 + 12% in lieu of holidays
Step 3 Amount (DSPA or SEACC)	56,489 + 12% in lieu of holidays

Starting Salary for Position Requested	52,128 + 12% in lieu of holidays
Justification for Salary Requested	Per the Cayuga County Deputy Sheriff's Police Association contract.
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	The services provided by these Deputy Sheriff positions are critical for smooth and efficient operations of the Sheriff's Office Law Enforcement division and maintaining public safety and well-being in Cayuga County.
How is this position funded?	Budget
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	As budgeted.
Department Head	Brian Schenck
Date	12/29/2020
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	Kristen Foster
Title of Person Submitting on Behalf of Department or Agency Head	Confidential Secretary to the Sheriff

(Section Break)

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Lhlippoldt Approved with changes 12/30/2020

RESOLUTION NO. _____

01/26/21

SHR Johnson Controls Mnt Agreement

Authorize the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to enter into a contract with Johnson Controls for preventative maintenance, testing, and service to the fire control system at the Public Safety Building

By: Hon. Ben Vitale, Chair, Judicial & Public Safety Committee
Hon. Keith Batman, Chair, Ways & Means Committee

WHEREAS, the fire control system at the Public Safety Building is maintained by Johnson Controls; and

WHEREAS, the present Maintenance Agreement between the Cayuga County Sheriff’s Office and Johnson Controls will be expiring December 31, 2020; and

WHEREAS, it is critical that the fire control system at the Public Safety Building operate at the highest level of efficiency possible to preserve safety and order in the Jail and Johnson Controls is capable of providing the necessary services to maintain said control system; and

WHEREAS, Johnson Controls has submitted a Service Renewal Agreement to extend services for a one-year period; and

WHEREAS: sufficient money to cover the cost of said Maintenance Agreement is budgeted for in the Sheriff’s 2021 Custody Computer Support Budget Line (A31504-54019); now therefore be it

RESOLVED, that the Chair of the Cayuga County Legislature and the Cayuga County Sheriff is hereby authorized to sign the Maintenance Agreement with Johnson Controls for the amount of \$8,861.75 for the period covering 01/01/2021-12/31/2021; and be it further

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

Judicial & Public Safety

Ways & Means Committee

Ben Vitale, Chair

Keith Batman, Chair

Keith Batman

Elane Daly

Elane Daly

Ryan Foley

Michael Didio

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Hans Pecher

Tucker Whitman

Co. Atty: _____

RESOLUTION NO. _____

01/26/21

SHR-NYGTS Traffic Grant

Authorizing the Chairman of the Legislature to accept a grant from the New York State Governor’s Traffic Safety Committee

By: Hon. Ben Vitale, Chair, Judicial & Public Safety Committee
Hon. Keith Batman, Chair, Ways & Means Committee

WHEREAS, monies were awarded from the New York State Governor’s Traffic Safety Committee *Police Traffic Services Grant* for the Cayuga County PTS (Police Traffic Services Program); and

WHEREAS, the New York State Governor’s *Traffic Safety Police Services Grant* goals would be to increase seat belt usage and reduce serious injury and death from traffic crashes in the Cayuga County jurisdictions; and

WHEREAS, the New York State Governor’s *Traffic Safety Police Services Grant*, would provide funding for supplemental traffic enforcement, educational activities, related training, and in some instances, equipment for the Cayuga County PTS; and

WHEREAS, the Cayuga County Sheriff’s Office qualified for the 2020-2021 Grant in the amount of \$9,400.00 for Overtime wages only; now therefore be it

RESOLVED, that the Chair of the Cayuga County Legislature is authorized and directed to sign the necessary documentation to accept the New York State Governor’s Traffic Safety Committee *Police Traffic Services Grant*; and be it further

RESOLVED, the Sheriff’s 2021 Operating Budget, Revenue Account Line A31100 44390 (Fed Aid – Traffic Enforcement Gr) needs to be increased in the amount of \$9,400.00, and that the Salary Line A31101 51003 (Salary Overtime) be increased in the amount of the Grant (\$9,400.00); and be it further

RESOLVED, that the Cayuga County Treasurer is authorized to make the journal and accounting entries required to implement the intent of this resolution.

Judicial & Public Safety

Ways & Means Committee

Ben Vitale, Chair

Keith Batman, Chair

Keith Batman

Elane Daly

Elane Daly

Ryan Foley

Michael Didio

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Hans Pecher

Tucker Whitman

Co. Atty: _____

RESOLUTION NO. _____

01/26/21

SHR Police One Online Training Srvc

Authorize the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to enter into a contract with PoliceOne Academy for law enforcement personnel web based training services

By: Hon. Ben Vitale, Chair, Judicial & Public Safety Committee
Hon. Keith Batman, Chair, Ways & Means Committee

WHEREAS, ongoing and regular training for members of the Cayuga County Sheriff’s Office is critical to ensure effective law enforcement operations that are guided by the latest best practices, are legally sound, minimize liability, and continually improve the safety of the community served as well as the staff of the Sheriff’s Office; and

WHEREAS, a 24/7 online training platform provided by LEXIPOL via their PoliceOne and CorrectionsOne Academy Portals provides a number of required and supplemental training courses that could be completed online and tracked, from a members patrol vehicle or work station while on their shift, thereby reducing the need for in person training classes and reducing overtime costs for training; and

WHEREAS, LEXIPOL can provide 24/7 online training services to 35 members of the Sheriff’s Road Patrol Division and 10 members of the Custody Division via their web-based platform for \$3,207.80 per year in year one that includes a \$425.00 set up fee that would be waived in future years; 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 LEXIPOL to provide an online training platform for 35 members of the Road Patrol Division and 10 members of the Custody Division within the Cayuga County Sheriff’s Office and that said services be paid for utilizing funds from the inmate telephone account.

Judicial & Public Safety

Ways & Means Committee

Ben Vitale, Chair

Keith Batman, Chair

Keith Batman

Elane Daly

Elane Daly

Ryan Foley

Michael Didio

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Hans Pecher

Tucker Whitman

Co. Atty: _____

RESOLUTION NO. _____

01/26/21

SHR Wage Inc County Off Bldg Sec.

Authorizing changes to the 2021 Cayuga County Compensation Plan to reflect salary increases of certain non-bargaining positions in the Cayuga County Sheriff's Office

By: Hon. Ben Vitale, Chair, Judicial & Public Safety Committee
Hon. Keith Batman, Chair, Ways & Means Committee

WHEREAS, the Cayuga County Sheriff's Office Building Security Officers have not received an increase in wages since 2018; and

WHEREAS, funds have been budgeted in the 2021 Cayuga County Sheriff's Budget to accommodate an increase in pay; now therefore be it

RESOLVED, that the County Office Building Security Officers receive \$1.00 per hour wage increase beginning January 1, 2021 and the Non-Bargaining Part II Special Patrol Officers, PT for County Office Building, of the Cayuga County Compensation be amended to reflect a salary of \$22.00 per hour; and be it further

RESOLVED, that the Cayuga County Treasurer is hereby authorized and directed to make the journal and accounting entries to implement the intent of the resolution.

Judicial & Public Safety

Ways & Means Committee

Ben Vitale, Chair

Keith Batman, Chair

Keith Batman

Elane Daly

Elane Daly

Ryan Foley

Michael Didio

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Hans Pecher

Tucker Whitman

Co. Atty: _____