



**AGENDA**  
**JUDICIAL & PUBLIC SAFETY COMMITTEE**  
**Wednesday, March 10, 2021 at 5:30PM (VIRTUAL)**  
**Live Stream Link: <https://youtu.be/7uDTMVqYO2Y>**

**CALL TO ORDER:** By Hon. Ben Vitale, Chair

**MEMBERS:** Legislators Keith Batman, Elane Daly (Vice Chair), Michael Didio, Timothy Lattimore, Heidi Nightengale, and Hans Pecher

**MINUTES TO APPROVE: February 10, 2021**

**DEPARTMENT UPDATES FOR COMMITTEE:**

- **Denise Spingler (911) –**
  - COVID-19 Update – status quo
  - **911 Data Analyst – discussion**
    - Part-time position posted 2/11/21
    - Re-posted 2/25/21
      - No applications received
    - Contract expires Dec 31, 2021
      - No option for renewal
      - Training time expected of 4 months to allow for training and Q&A period
    - **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
      - 93 – January 2021
      - 76 – February 2021
        - *Backlogged to 9/11/20*
  - Training
    - Trainees
      - Positional Training continues
- **Lloyd Hoskins (Assigned Counsel/Stop DWI) –**
  - There were **44** “in-person” arraignments at the Centralized Arraignment Program for the month of February. The Assigned Counsel office calendared seventeen attorneys to cover the 7am and 7pm arraignments. The attorney cost associated with CAP for February was \$6,875.00. *These expenses were paid from an ILS (Indigent Legal Services) grant.* Of the 44 arraignments, 20 (45%) were for town/village courts and 24 (55%) were for Auburn City Court. 30 (68%) defendants were released (ROR) and 13 (30%) defendants were held on bail or held for other reasons and 1 arraignment was dismissed.
  - There were **26** 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 February was \$5,450.00. *These expenses were paid from an ILS (Indigent Legal Services) grant.*
  - The Assigned Counsel Program made attorney assignments to **30** defendants in Auburn City Court and **15** defendants in justice courts for February. A total of **19** assignments were made in Family Court.

- Indigent Legal Services has **approved** Cayuga County’s grant application for “Distribution #11”. This distribution will reimburse Cayuga County \$262,098.00 over a three year period for the funding of defense services involving complex Family Court, felony and appellate cases.
- The Assigned Counsel office is preparing the mandated (County Law § 722-f (2) Annual Expenditure Report as well as the ILS-195 state reports that reflect caseload standards. These reports are data driven and are required in order to continue receiving ILS funding. Each report is due April 1, 2021.

- **Dr. Adam Duckett (Coroner) – No updates**
- **Jon Budelmann (District Attorney) – No updates**
- **Dale Currier (Fire/EMO) –**

**HIGH PRIORITY**

**HEALTH DEPARTMENT SUPPORT**

**CLINICS** – Asymptomatic Testing Clinics at Emerson Park continue. EMO has operated 31 testing clinics with nearly 7,000 tests completed. For the past 3 weeks we have operated only on Thursdays from noon until 6 p.m. and have averaged around 160 people.

**MEDIUM PRIORITY**

**ADMINISTRATION**

EMO staff have been meeting with staff from the County Treasurer’s Office and Purchasing to clear up financial records, payments and invoices for grant reimbursements. We are also providing operational information to begin seeking reimbursement from NYS DHSES and FEMA for COVID-related expenses.

**PLANNING**

**Hazard Mitigation Plan** – The draft plan has gone to NYS DHSES for review which should be completed within 45 days. Pending NYS approval, the plan will be forwarded to FEMA for their review and approval which can also take up to 45 days.

**NextEra Energy Project** – At the request of the project owner, EMO has reviewed their DRAFT Emergency Response Plan. EMO will be meeting with the project owner’s representative and the local fire chief to review our questions and concerns.

**Emergency Operations Center [EOC]** – EMO is currently working on our next planning project, an Emergency Operations Center [EOC] Activation and Operations Plan. This will be the basis for seeking to be better prepared to deal with a large emergency using an EOC which can provide the room, services and staff capabilities we need for safely, effectively and efficiently responding to and recovering from a disaster or for use during a large planned event.

**FIRE SERVICE RESPONSE ACTIVITY: February, 2021**

Deputy Fire Coordinators: Dispatched 16 times to assist the Incident Command with various incidents within the County.  
Critical Incident Stress Management [CISM] Team: Dispatched twice to help first responders debrief after difficult incidents.

Fire Investigations: Dispatched 4 times to find the cause and origin of fires within the County.

Rehabilitation Team [REHAB]: Dispatched twice to assist First Responders on scene.

- **Jay DeWispelaere (Probation) –**

- Alternatives to Incarceration Board;

- New York Executive Law Article 13-A, enacted in 1984, requires that counties annually submit an Alternative to Incarceration (ATI) Service Plan for Classification Funding to New York State; the ATI plan for 2021 can be provided to the committee upon completion.
- The Plan is designed to identify and provide eligible ATI programs as determined by either an advisory board established pursuant to this article, or by an existing criminal justice coordinating council; Cayuga Co. chose to establish the Alternatives to Incarceration Board.
- The annual ATI Service Plan provides counties the opportunity to examine their criminal justice and jail populations and to conduct planning for effective ATI programs that reduce unnecessary reliance on incarceration.
- Upon approval of the Plan, state funding (requires 50% match) is provided for such ATI programs, as well as the authority for the continued use of reduced classification at their county’s jail facility.
- The ATI Board is in search of two members required under Executive Law; a former defendant and former crime victim. The Sheriff and DA are helping identify possible participants.
- The ATI Board is required to meet quarterly; the next meeting is tentatively scheduled for March 31, 2021

- Staffing;

- The department continues to explore options for the vacant Sr. Clerk Typist position

- Upgrading the position to Probation Officer Assistant may be beneficial to the operation of the department
  - HR has been provided a breakdown of tasks and duties and will be consulted regarding a possible title change.
- COVID;
  - The Probation Dept. continues to work in a reduced staffing model; 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 other staff are working remotely.
  - The department may return to working in two rotating teams with half of the department staff working remotely and half in the office. The two teams would rotate weekly. This model was used for a period of time in the fall before infection rates increased.
  - A return to 100% staff working in the department could happen by May 1<sup>st</sup>.
- **Brian Schenck (Sheriff) –**
  - On February 19<sup>th</sup> we identified 29 inmates contained in our K-Pod housing area within the jail that had contracted COVID. The majority of those inmates did not have any signs of illness and those that did presented with minor symptoms. The Cayuga County Health Department and NY State Commission of Correction worked closely with us to address this issue.
  - All outside services and volunteer programming with the exception of CHAD drug and alcohol treatment and peer support continue to be suspended in the jail until further notice due to COVID. In person inmate visitation remains suspended as well. Inmates are currently able to visit with family virtually as well as by telephone and mail.
  - The Centralized Arraignment Part (CAP) Court was utilized for 44 pre-arraignment detainees in February.
  - At the time of this report we are housing 157 total inmates in our jail. Of those total inmates, 37 are Federal board-ins, 19 NY State Parole Violators that are facing new charges, and 11 Parolees that have been detained for violating their Parole. The New York State Department of Corrections and Community Supervision (DOCCS) has indicated that they will begin taking transfers of state ready inmates at the end of March after suspending our ability to do so. Currently we are holding 28 inmates that are ready to be transported to DOCCS.
  - The Sheriff’s Office continues to partner with Chairwoman McNabb-Coleman, Legislator Daley, the City of Auburn, and the public on the NY State Police Reform and Reinvention Collaborative – Executive Order 203. A draft report was written by Steve Lynch and released to the public on February 24th. Additional public comment and feedback is being welcomed and collected for a two week period before a final plan is submitted to the Legislature for approval.
  - We will be starting a 12 week in-house Custody Basic Academy for 5 recruits on April 5<sup>th</sup> as no other local academies are currently available.

**RESOLUTIONS:**

- 911:**
- 3-21-JP-1      Authorizing the Chairperson of the Legislature to sign a three year contract with Eaton Corporation for maintenance of the Uninterruptible Power Supply (UPS) in the 911 Center.
  - 3-21-JP-2      Authorization to sign a contract with IK Systems to manage and maintain the security cameras at all Cayuga County tower sites as part of the new emergency communications system.
  - 3-21-JP-3      Authorization the Chairperson of the Legislature to sign a two year renewal with Penn Power Systems for the maintenance of the generators at all of the tower sites maintaining the Cayuga County Emergency Communications System.

**DISTRICT ATTORNEY:**

- 3-21-JP-4      Authorization to create and fill full-time Deputy Chief Assistant District Attorney Position in District Attorney’s Office and set salary

**EMO:**

- 3-21-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 Emergency Management Performance Grant (EMPG) and the Treasurer’s Department to amend the 2021 EMO Budget

3-21-JP-6 Authorizing Chairperson of Cayuga County Legislature & Emergency Management Office to accept Supplemental funds from US Homeland Security, Federal Emergency Management Agency (FEMA) & NY State Division of Homeland Services (DHSES) FY20 Emergency Management Performance Grant Supplement (EMPG) to assist in paying for Personal Protective Equipment (PPE) and mortuary storage for COVID 19 response and the Treasurer's Department to amend the 2021 EMO Budget

3-21-JP-7 Authorizing to fill Fire Investigator position due to vacancy

**PROBATION:**

3-21-JP-8 Authorizing the Chair of the Cayuga County Legislature to enter into an agreement with Cayuga Counseling for the alternative sentencing program for the term July 1, 2020 through June 30, 2022

3-21-JP-9 Authorizing the Chair of the Cayuga County Legislature to enter into an agreement with Cayuga Counseling for pretrial diversion services for the term July 1, 2020 through June 30, 2022

3-21-JP-10 Authorizing the Probation Department to enter into a contract with Cayuga Counseling to provide pretrial release services.

**SHERIFF:**

3-21-JP-11 Authorize the Sheriff to fill two (2) vacant Deputy Sheriff Positions in the Law Enforcement Division of the Cayuga County Sheriff's Office

3-21-JP-12 Authorize the Sheriff of Cayuga County to fill seasonal personnel positions for the Marine Patrol Unit

3-21-JP-13 Authorizing the Sheriff's Office to accept funding through the 2020 SLETPP (State Law Enforcement Terrorism Prevention Program) Grant from the Division of Homeland Security and Emergency Services to support prevention and preparedness efforts and amend the 2021 Sheriff's grants budget to accept the 2020 funding.

**ADJOURNMENT: Wednesday, April 14, 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. \_\_\_\_\_ 3/23/21 911 Eaton Corporation UPS Maintenance

Authorizing the Chairperson of the Legislature to sign a three year contract with Eaton Corporation for maintenance of the Uninterruptible Power Supply (UPS) in the 911 Center.

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

WHEREAS, the Cayuga County 911 Center utilizes an uninterruptible power supply (UPS) battery system to maintain and support equipment and operations in the center during an interruption of outside commercial power; and,

WHEREAS, it is critical that this UPS functions twenty-four hours per day, seven days per week without interruption or “down time”; and

WHEREAS, Eaton Corporation has submitted a three year maintenance contract for this equipment; and,

WHEREAS, there is money in the 911 Communication System Budget Account number A30204 54045, specifically for this purpose; now,

RESOLVED, that the Chairman of the Legislature is hereby authorized to sign the three year contract with Eaton Corporation for the amount of \$3,839.36 a year, for the period of February 1, 2021 through January 31, 2024 upon such from as may be approved by the County Attorney; 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**

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Ben Vitale, Chair

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Keith Batman, Chair

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Hans Pecher

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Tucker Whitman

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

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

3/23/21

911 IK Systems

Authorization to sign a contract with IK Systems to manage and maintain the security cameras at all Cayuga County tower sites as part of the new emergency communications system.

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

WHEREAS, Cayuga County has a network of camera systems at all Cayuga County Emergency Communications Tower sites; and

WHEREAS, IK Systems has submitted a proposal to maintain all cameras at each site; and

WHEREAS, IK Systems is on NYS OGS contract (PT68808) and has submitted a proposal in the amount of \$5,401.00 for this purpose; and

WHEREAS, budgeted funds are available in Account A30204 54063 specifically for this purpose; now therefore be it

RESOLVED, that the Chairman of the Cayuga County Legislature be authorized to sign a contract with IK Systems in the amount of \$5,401.00 to maintain the camera network upon such form as may be approved by the County Attorney 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**

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Keith Batman, Chair

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Co. Atty:   RJG

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

3/23/21

911 Penn Power Systems

**Authorizing the Chairperson of the Legislature to sign a two year renewal with Penn Power Systems for the maintenance of the generators at all of the tower sites maintaining the Cayuga County Emergency Communications System**

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

WHEREAS, the Cayuga County 911 Center currently utilizes Penn Power to maintain and support the generators at all of the tower sites maintaining the Cayuga County Emergency Communications System; and

WHEREAS, it is critical that the generators function properly twenty-four hours per day, seven days per week without interruption; and

WEHREAS, Penn Power Systems has submitted a two-year contract renewal for this equipment at a cost of \$4,695.00 per year; monies are budgeted in account A30204 54045; now, therefore be it

RESOLVED, that the Chairman of the Legislature is hereby authorized to sign a two-year contract renewal with Penn Power Systems for the amount of \$9,390.00 for the period of April 1, 2021 through March 31, 2023 upon such form as may be approved by the County Attorney.

**Judicial & Public Safety**

**Ways & Means Committee**

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Ben Vitale, Chair

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Keith Batman, Chair

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Tucker Whitman

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

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

3/23/21

DA Create Deputy Chief ADA Position

**Authorization to create and fill full-time Deputy Chief Assistant District Attorney Position in District Attorney's Office and set salary**

BY: Hon. Benjamin P. Vitale, Chairman, Judicial & Public Safety; and  
Hon. Keith M. Batman, Chairman, Ways and Means

WHEREAS, District Attorney Jon Budelmann has a vacancy in the position of one (1) full-time Senior Assistant District Attorney (Position #007796) at a salary of \$78,642 within the District Attorney's Office (Resolution No. 377-20 authorization to hire Senior Assistant District Attorney (passed 11/24/2020 and expires February 24, 2021); and

WHEREAS, there is a need to establish a promotion and advancement incentive for Assistant District Attorneys in order to consistently raise the level of responsibility and salary, which will in effect decrease turnover and resources for training Assistant District Attorneys within the District Attorney's Office; and

WHEREAS, the creation of the Class of Deputy Chief Assistant District Attorney serves under the direction of the District Attorney, and positions in this class prosecute serious criminal cases as well as serve as a member of the management team and as an Assistant Department Head (who will act for the District Attorney as needed or required) and help oversee the Discovery Unit; and

WHEREAS, the Deputy Chief Assistant District Attorney is responsible for the overall administration and management, direction, daily operation, and day-to-day employee-related issues under the supervision of the District Attorney and will also assist the District Attorney in conducting long range planning and setting goals, policies, and procedures of the office and will be responsible for planning, directing, implementing, and achieving those strategic departmental goals and objectives in the furtherance of the department's mission to ensure justice by providing quality prosecution services, victim services, and crime prevention in order to achieve the goal of ensuring that Cayuga County remains a safe community for everyone to live in; and

WHEREAS, the Cayuga County Legislature is desirous of providing the District Attorney with adequate resources to prosecute crime in Cayuga County and protect its Citizens; and

WHEREAS, funding of the Deputy Chief Assistant District Attorney position will come from the vacancy in the position of one (1) full-time Senior Assistant District Attorney within the District Attorney's Office, as well as availability for funding under the Discovery Compensation Fund; now therefore be it

RESOLVED, that a full-time Deputy Chief Assistant District Attorney position (Grade 11; minimum "starting" salary of \$79,190 plus 1% for each year of relevant experience up to a maximum of ten years including fringe benefits) is created in the District Attorney's Office and shall be placed in Part IV of the Compensation Plan; and be it further

RESOLVED, the position created herein is effective upon the District Attorney's appointment by either a qualified outside applicant or by promotion from within the department as provided in the New Position Duties Statement for said position classified by Civil Service Commission; and be it further

RESOLVED, that the District Attorney be hereby authorized to backfill any positions created by upward promotion from within the department; 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 Cayuga County Treasurer is hereby authorized and directed to make such necessary journal entries to accomplish the foregoing.



**Judicial & Public Safety Committee**

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**Benjamin Vitale, Chair**

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Keith Batman

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Elane Daly

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Michael Didio

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Timothy C. Lattimore

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Heidi A. Nightengale

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Hans Pecher

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

**Ways & Means Committee**

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**Keith Batman, Chair**

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Elane Daly

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Ryan Foley

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Christopher Petrus

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Paul Pinckney

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Benjamin Vitale

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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	12/8/2020
Authorization To:	Create and Fill **
<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
Job Title Being Requested (Exact Civil Service Title)	Deputy Chief Assistant District Attorney
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	A1165 District Attorney
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 IV
Part IV Grade	11
Minimum Salary (Part IV)	\$79,190
Base/Current Salary (Part IV)	\$79,190

Starting Salary for Position Requested	79,190 plus 10% for Experience if approved = 87,109
Justification for Salary Requested	To hire an experienced attorney who has ten years experience
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	The District Attorney has demonstrated a need for additional experienced legal professional. The creation of a Deputy Chief Assistant District Attorney position in this class manage and direct the operation of the District Attorney's Office. Incumbent serve as a member of the management team to assist the District Attorney to conduct long range planning and set policies and procedures. This class serves as an Assistant Department Head and acts for the District Attorney as required. Together with the District Attorney, the Deputy Chief District Attorney is responsible for the overall administration, direction, and management of department operations. The Deputy Chief District Attorney is responsible for planning, directing, implementing, and achieving department strategic goals and objectives related to the department's mission of providing quality prosecution, victim services, and crime prevention in order to ensure that Cayuga County remains a safe community to live in. Will handle the day to day employee related issues, as well.
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?	The funding for this position will need to added to the District Attorney's budget. Future funding will require budget consideration
Department Head	Jon Budelmann
Date	12/8/2020
Attestation	I have been directed to submit on behalf of the authorized department or agency head

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

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

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(Section Break)

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Email not displaying correctly? [View it in your browser.](#)

Submitted to Commission for Approval of new position – Accepted January 2021 Mtg  
LHLippoldt Approved with changes 2/4/2021

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

03/23/21

EMO 2020 EMP

**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 Emergency Management Performance Grant (EMPG) and the Treasurer’s Department to amend the 2021 EMO Budget**

BY: Mr. Ben Vitale, Chair, Judicial & Public Safety  
Mr. Keith Batman, Chair, Ways & Means

WHEREAS, Cayuga County & Cayuga County Emergency Services Office have been awarded \$34,460 by FEMA & DHSES to assist in paying for Emergency Planning Efforts & Operational Readiness, and;

WHEREAS, matching funds will be allocated to this effort and Cayuga County personnel will be utilized at an amount matching the funds allocated for the purpose of the grant; now therefore be it;

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; and be it further;

RESOLVED, Cayuga County Treasurer’s Office is hereby authorize and directed to adjust the 2021 Emergency Management Budget A3640 in the following manner:

**Increase: A36470 44340 FED AID - EMPG 20 - \$34,460**  
**Increase: A36474-54511 - EMPG20 Expense - \$34,460**

**Judicial & Public Safety**

**Ways & Means Committee**

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Ben Vitale, Chair

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Keith Batman, Chair

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Tucker Whitman

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

RESOLUTION NO. \_\_\_\_\_ 03/23/21

EMO 2020 EMPG-Supp

**Authorizing Chairperson of Cayuga County Legislature & Emergency Management Office to accept Supplemental funds from US Homeland Security, Federal Emergency Management Agency (FEMA) & NY State Division of Homeland Services (DHSES) FY20 Emergency Management Performance Grant Supplement (EMPG) to assist in paying for Personal Protective Equipment (PPE) and mortuary storage for COVID 19 response and the Treasurer’s Department to amend the 2021 EMO Budget**

BY: Mr. Ben Vitale, Chair, Judicial & Public Safety  
Mr. Keith Batman, Chair, Ways & Means

WHEREAS, Cayuga County & Cayuga County Emergency Services Office have been awarded \$17,495 by FEMA & DHSES to assist in paying for PPE and mortuary storage, and;

WHEREAS, matching funds will be allocated to this effort and Cayuga County personnel will be utilized at an amount matching the funds allocated for the purpose of this grant; now therefore be it;

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; and be it further;

RESOLVED, the Cayuga County EMO be allowed to purchase supplies needed for the purpose of this grant: and further;

RESOLVED, Cayuga County Treasurer’s Office is hereby authorized and directed to adjust the 2021 the Emergency Management Budget A3640 in the following manner:

**Increase: A36470-44319 FED AID – EMPG Supplemental - \$17,495**  
**Increase: A36474-54534 - EMPG-Supplemental Expense - \$17,495**

**Judicial & Public Safety**

**Ways & Means Committee**

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Ben Vitale, Chair

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Keith Batman, Chair

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Tucker Whitman

Co. Atty:   RJG

RESOLUTION NO. \_\_\_\_\_ 03/23/2021 EMO – FILL FIRE INVESTIGATOR POSITION

Authorizing to fill Fire Investigator position due to vacancy

BY: Mr. Ben Vitale, Chair, Judicial & Public Safety  
Mr. Keith Batman, Chair, Ways & Means

WHEREAS, Emergency Management Office (EMO) currently has a vacant Fire Investigator position, and;

WHEREAS, it is a critical position to EMO, the Sheriff’s Office, and the DA’s Office and is funded in the EMO 2021 budget; now therefore be it;

RESOLVED, that the Interim Director of EMO is hereby authorized to fill position #006732 Part II with the stipend of \$1,573 per year; and be it further;

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

**Judicial & Public Safety**

**Ways & Means Committee**

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Ben Vitale, Chair

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Keith Batman, Chair

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Tucker Whitman

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

## 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	2/26/2021
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	Fire
Job Title Being Requested (Exact Civil Service Title)	Fire Investigator
Position Control Number	Position Control # 006732
Position Status	Permanent
Position Designation	Part-Time
Budget Account Number	A3410
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	Part II
Probationary Salary Amount	1573
Step 1 Amount (Part II)	1573
Starting Salary for Position Requested	1573 per year



Justification for Salary Requested	Stipend amount set for this position
Does position include fringe benefits?	No
What is the justification for filling this position AND why is it important for your department?	Individual previously in position resigned. Require to have fire investigator for investigations and for public safety
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?	Same amount each year. no benefits attached to position
Department Head	Dale Currier
Date	2/26/2021
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	Harry Sherman
Title of Person Submitting on Behalf of Department or Agency Head	Deputy EMO
(Section Break)	

LHLippoldt approved 2/26/2021

RESOLUTION NO. \_\_\_\_\_ 3/23/21

PRO Auth Alt. Sentencing rev

**Authorizing the Chair of the Cayuga County Legislature to enter into an agreement with Cayuga Counseling for the alternative sentencing program for the term July 1, 2020 through June 30, 2022**

BY: Hon. Benjamin Vitale, Chair, Judicial & Public Safety Committee  
Hon. Keith Batman, Chair, Ways & Means Committee

WHEREAS, Cayuga Counseling Services' Alternative Sentencing Program is an Alternative to Incarceration Program (ATI) that helps eligible and suitable (18 and up) non-violent defendants who have been convicted or who have pled out criminal cases; they are referred to perform community service in lieu of jail as a condition of a conditional discharge, or in lieu of a fine; this sentencing option allows defendants to remain employed and to preserve community ties; this provides positive community action and is a deterrent as powerful as incarceration; and

WHEREAS, Cayuga Counseling has provided this service to Cayuga County previously and both the County and Cayuga Counseling Services wish to continue to provide this service into the future; and

WHEREAS, Alternative to Incarceration (ATI) Committee met to review these contracts, assign responsibility for contract oversight and make recommendations for continuation of the program; now, therefore be it

RESOLVED, that the Chair is authorized to enter into an agreement with Cayuga Counseling Services for the term July 1, 2020 through June 30, 2022 for the provision of Alternative Sentencing services at an amount of \$50,000 which will be paid annually in the amount of \$25,000 and upon such form as may be approved by the County Attorney; and be it further

RESOLVED, funding is to be utilized from budget account A31404 54504, Probation – Alternative Sentencing; and be it further

RESOLVED, that the Cayuga County Treasurer’s Office is hereby authorized and directed to make such journal entries as may be necessary to carry out the intent of the this resolution.

**Judicial & Public Safety**

**Ways & Means Committee**

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Benjamin Vitale, Chair

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Keith Batman, Chair

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Keith Batman

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Elane Daly

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Elane Daly

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Paul Pinckney

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Heidi Nightengale

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Benjamin Vitale

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Hans Pecher

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Tucker Whitman

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

RESOLUTION NO. \_\_\_\_\_ 3/23/21

PRO Auth Pretrial Diversion

**Authorizing the Chair of the Cayuga County Legislature to enter into an agreement with Cayuga Counseling for pretrial diversion services for the term July 1, 2020 through June 30, 2022**

BY: Hon. Benjamin Vitale, Chair, Judicial & Public Safety Committee  
Hon. Keith Batman, Chair, Ways & Means Committee

WHEREAS, the Pre-Trial Diversion program is a research based voluntary preventive rehabilitation program for first time offenders age 18-21. Participation in this program allows these first time offenders to have criminal charges dropped or reduced thus avoiding a conviction on their criminal record; participants receive counseling and support for achievement at school, home, and employment while returning volunteer service work to the community and making restitution to victims consistent with the national restorative justice model; and

WHEREAS, Cayuga Counseling has provided this service to Cayuga County previously and both the County and Cayuga Counseling Services wish to continue to provide this service into the future; and

WHEREAS, Alternative to Incarceration (ATI) Committee met to review these contracts, assign responsibility for contract oversight and make recommendations for continuation of the program; now, therefore be it

RESOLVED, that the Chair is authorized to enter into an agreement with Cayuga Counseling Services for the term July 1, 2020 through June 30, 2022 for the provision of Pre-Trial Diversion services at an amount of \$75/hour for assessment and \$55/hr for follow up visits; and be it further

RESOLVED, funding is to be utilized from budget account A31404 54503, Probation – Pre-Trial Diversion; and be it further

RESOLVED, that the Cayuga County Treasurer’s Office is hereby authorized and directed to make such journal entries as may be necessary to carry out the intent of the this resolution.

**Judicial & Public Safety**

**Ways & Means Committee**

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Benjamin Vitale, Chair

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Keith Batman, Chair

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Keith Batman

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Elane Daly

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Benjamin Vitale

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Hans Pecher

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Tucker Whitman

Co. Atty:   RJG

RESOLUTION NO. \_\_\_\_\_ 3/23/21 PRO Pretrial Release Services.rev

**Authorizing the Probation Department to enter into a contract with Cayuga Counseling to provide pretrial release services.**

BY: Benjamin Vitale, Chairman of the Judicial & Public Safety Committee  
Keith Batman, Chairman of the Ways & Means Committee

WHEREAS, the 2019 Governor’s budget package included the Bail Elimination Act, requiring enhanced pretrial services; and

WHEREAS, Cayuga County is required to provide pretrial services, as ordered by the Courts, to those defendants for which pretrial services are appropriate; and

WHEREAS, Cayuga Counseling Services is the County’s current contract provider of pretrial release services which includes serving the expanded defendant population; and

WHEREAS, expanded pretrial services include Electronic Monitoring for adult offenders (provided by Buddi Tag Monitoring System) at a rate of \$3.80 per day, per defendant, which will be billed to Cayuga County monthly by Cayuga Counseling Services when it is used; now therefore by it

RESOLVED, that the Chairman of the Cayuga County Legislature is authorized and directed to enter into a contract with Cayuga Counseling for \$85,000, plus electronic monitoring equipment costs, to provide all pretrial release services for the period of 1/1/2021 thru 12/31/2021, and upon such form as may be approved by the County Attorney; and be it further

RESOLVED, funding is to be utilized from budget account A31404 54595, Probation – Pre-trial Release; and be it further

RESOLVED, that the Cayuga County Treasurer’s Office is hereby authorized and directed to make such journal entries as may be necessary to carry out the intent of the this resolution.

**Judicial & Public Safety**

**Ways & Means Committee**

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Benjamin Vitale, Chair

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Keith Batman, Chair

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Keith Batman

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Heidi Nightengale

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Benjamin Vitale

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Hans Pecher

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Tucker Whitman

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

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

03/23/21

SHR Fill Patrol Vacancies

**Authorize the Sheriff to fill two (2) vacant Deputy Sheriff Positions in the Law Enforcement Division of the Cayuga County Sheriff’s Office**

By: Chair Mr. Benjamin Vitale, Judicial & Public Safety Committee  
Chair Mr. Keith Batman, Ways & Means Committee

WHEREAS, two vacancies in the Cayuga County Sheriff’s Department Law Enforcement Division exist due to promotions and resignations (Position Control No.’s 001900-SYS, 001876-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**

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Benjamin Vitale, Chair

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Keith Batman, Chair

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Keith Batman

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Benjamin Vitale

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Hans Pecher

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Tucker Whitman

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

## 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	3/1/2021
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	Sheriff
Job Title Being Requested (Exact Civil Service Title)	Deputy Sheriff
Position Control Number	001900-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	3/1/2021
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)

Llippoldt Approved 3/1/2021

## 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	3/1/2021
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	Sheriff
Job Title Being Requested (Exact Civil Service Title)	Deputy Sheriff
Position Control Number	001876-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	3/1/2021
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 3/1/2021

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

03/23/21

SHR Nav Emp 2021 rev

**Authorize the Sheriff of Cayuga County to fill seasonal personnel positions for the Marine Patrol Unit**

By: Chair Mr. Benjamin Vitale, Judicial & Public Safety Committee  
Chair Mr. Keith Batman, Ways & Means Committee

WHEREAS, the Cayuga County Legislative has previously authorized the Sheriff to employ seasonal personnel to assist in implementation of the Sheriff’s Marine Patrol Unit; and

WHEREAS, the State of New York through Parks and Recreation reimburses the County of Cayuga upon application and certification of the Sheriff which is anticipated at the rate of fifty percent; and

WHEREAS, these positions have been accounted for in the 2021 Sheriff’s Navigation Unit Budget Line (Salaries – Part Time) A31111 51002 in the amount of \$40,000; now there be it

RESOLVED, that the Sheriff is authorized to hire and pay up to twenty-five seasonal Marine Patrol Unit personnel at the following rates: Deputy Sheriff (Navigation) – Seasonal at the rate of \$22.00 per hour and Navigational Assistant – Seasonal at the rate of \$16.00 per hour; and be it further

RESOLVED, that the Sheriff is authorized to fill these positions in accordance with Civil Service Rules and Regulations and within the policies of the County of Cayuga.

**Judicial & Public Safety**

**Ways & Means Committee**

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Benjamin Vitale, Chair

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Keith Batman, Chair

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Keith Batman

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Elane Daly

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Heidi Nightengale

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Benjamin Vitale

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Hans Pecher

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Tucker Whitman

Co. Atty:   RJG

## Authorization to Create/Fill

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

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Date 3/1/2021

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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**

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

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Do you anticipate this request to result in fill-behinds? Yes

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Cayuga County Department Sheriff

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Job Title Being Requested (Exact Civil Service Title) Deputy Sheriff Navigation/Navigational Assistant

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Position Control Number 001929, 001931, 003046, 006630, 006635, 007216, 007217, 007430, 007438, 007550, 0070551, 007635, 003306, 006817, 007152, 007154, 007155, 007156, 007160, 007161, 007163, 007643, 007441, 007742, 007162, 007153, 007164-SYS

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Position Status Temporary

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How long do you anticipate the temporary appointment to last? 3-6 months

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Position Designation Part-Time

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Budget Account Number A31111 51002

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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 Part II

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Probationary Salary Amount -

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Step 1 Amount (Part II) Deputy Sheriff Navigation: \$22.00 per hour/ Navigational Assistant: \$17.00 per hour

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Starting Salary for Position Requested	Deputy Sheriff Navigation: \$22.00 per hour/ Navigational Assistant: \$16.00 per hour
Justification for Salary Requested	The salaries for these positions have not been adjusted since before 2006; the Navigation Assistant wage was below minimum wage.
Does position include fringe benefits?	No
What is the justification for filling this position AND why is it important for your department?	The services provided by these Deputy Sheriff Navigation and Navigational Assistants are critical for smooth and efficient operations of the Sheriff's Office Navigational division and maintaining public safety and well-being on the waters of Cayuga County.
How is this position funded?	Budget
Is this a reimbursed position?	Yes
How is this position reimbursed (percentage, dollar amount)?	50%
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	3/1/2021
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 Approval with minor change to position control #s 3/1/2021

LHLippoldt Approval with Change to Navigation Asst wage 3/3/2021

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

03/23/21

SHR SLETPP 2020 Grant.rev

**Authorizing the Sheriff’s Office to accept funding through the 2020 SLETPP (State Law Enforcement Terrorism Prevention Program) Grant from the Division of Homeland Security and Emergency Services to support prevention and preparedness efforts and amend the 2021 Sheriff’s grants budget to accept the 2020 funding.**

By: Chair Mr. Benjamin Vitale, Judicial & Public Safety Committee  
Chair Mr. Keith Batman, Ways & Means Committee

WHEREAS, the Sheriff’s Office applied for and received grant funding of \$44,392 for the law enforcement community to support their terrorism and preparedness efforts;

WHEREAS, all equipment and training through the Grant will not require matching funds from the County and will be 100% funded by the Department of Homeland Security; now therefore be it

RESOLVED, that the Chair of the Cayuga County Legislature be authorized to sign the necessary documentation to accept the 2020 SLETPP grant; and be it further

RESOLVED, that the 2021 Cayuga County Sheriff’s Grant Budget be amended to increase A31130 44502 DHSES SLETPP 2020 by \$44,392, increase A31132 52100 EQUIPMENT TRACKABLE by \$36,392, and increase A31134 54542 DHSES SLETPP 2020 by \$8,000.00; 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**

\_\_\_\_\_  
Benjamin Vitale, Chair

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Keith Batman, Chair

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Keith Batman

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Elane Daly

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Benjamin Vitale

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Hans Pecher

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Tucker Whitman

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