



Judiciary & Public Safety Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Minutes ~

Tuesday, February 15, 2022

9:00 AM

Board Room

CALL TO ORDER

The meeting was called to order at 9:00 AM by Committee Chair Kelly L. Fairchild-Preston

Attendee Name	Organization	Title	Status	Arrived
Christopher Newell	Cortland County, NY	Committee Member	Present	
Douglas Bentley	Cortland County, NY	Committee Member	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Committee Chair	Present	
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Susan Wilson	Cortland County, NY	Committee Member	Present	
Joseph Nauseef	Cortland County, NY	Committee Vice Chair	Present	
Eugene Waldbauer	Cortland County, NY	Committee Member	Present	
Savannah Hempstead	Cortland County, NY	Clerkof the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Nicole Albro	Cortland County, NY	Probation Director	Present	
Michael Cardinale	Cortland County, NY	Assigned Counsel Plan Administrator	Present	
Scott Roman	Cortland County, NY	Director of Emergency Response and Communications	Present	
Denise Bushnell	Cortland County, NY	Coroner	Present	
George Wagner	Cortland County, NY	Board Member	Present	
Sandra Price	Cortland County, NY	Board Member	Present	
Patrick Perfetti	Cortland County, NY	District Attorney	Present	
Wendy Canfield	Cortland County, NY	Executive Assistant to County Administrator	Present	
Beau Harbin	Cortland County, NY	Board Member	Present	9:49 AM

MINUTES

1. Judiciary & Public Safety Committee - Committee Meeting - Jan 18, 2022 8:30 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Joseph Nauseef, Committee Vice Chair
SECONDER:	Susan Wilson, Committee Member
AYES:	Newell, Bentley, Fairchild-Preston, Bischoff, Wilson, Nauseef, Waldbauer

RESOLUTIONS

AGENDA ITEM NO. 1 – Appoint Members Assigned Counsel Plan Committee - Office of Assigned Counsel

RESULT:	APPROVED [UNANIMOUS]
	Next: 2/24/2022 6:00 PM
MOVER:	Kelly L. Fairchild-Preston, Committee Chair
SECONDER:	Christopher Newell, Committee Member
AYES:	Newell, Bentley, Fairchild-Preston, Bischoff, Wilson, Nauseef, Waldbauer

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO.

Appoint Members Assigned Counsel Plan Committee - Office of Assigned Counsel

WHEREAS, the Cortland County Legislature adopted Resolution No. 61-15 which created the Assigned Counsel Plan and the Assigned Counsel Plan Administrator, AND

WHEREAS, the Assigned Counsel Plan calls for the appointment of a Assigned Counsel Plan Committee to oversee the operation of the Assigned Counsel Plan and its Administrator, AND

WHEREAS, the Assigned Counsel Plan specifies that the Assigned Counsel Plan Committee shall consist of four members of the Bar Association elected by membership as a whole, and four members of the County Legislature to be selected as the County may determine, NOW THEREFORE BE IT

RESOLVED, that the following individuals are hereby appointed to serve on said Assigned Counsel Plan Committee for a two year term commencing immediately upon adoption of this resolution and expiring on December 31, 2023.

LEGISLATORS

Douglas Bentley, LD 1
Joseph Nauseef, LD 12
Kelly Preston, LD 10
Ron VanDee, LD 4

ATTORNEYS

Lenore Lefevre
Maria Manning
Zela Brotherton
Karen Leahy

MONTHLY REPORTS

1. District Attorney Monthly Report

RESULT: COMPLETED

2. Public Defender Monthly Reports

RESULT: COMPLETED

3. Assigned Counsel Monthly Report

RESULT: COMPLETED

4. Inmate Housing Monthly Reports

RESULT: COMPLETED

5. Coroner Monthly Budget Report

RESULT: COMPLETED

ADJOURNMENT

The meeting was closed at 9:54 AM.



Judiciary & Public Safety Committee

Committee Meeting

~ Minutes ~

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

1.1

Tuesday, January 18, 2022

8:30 AM

Board Room

CALL TO ORDER

The meeting was called to order at 8:30 AM by Committee Vice Chair Joseph Nauseef

Attendee Name	Organization	Title	Status	Arrived
Christopher Newell	Cortland County, NY	Committee Member	Present	
Douglas Bentley	Cortland County, NY	Committee Member	Late	8:32 AM
Kelly L. Fairchild-Preston	Cortland County, NY	Committee Chair	Excused	
Cathy Bischoff	Cortland County, NY	Committee Member	Late	8:35 AM
Susan Wilson	Cortland County, NY	Committee Member	Present	
Joseph Nauseef	Cortland County, NY	Committee Vice Chair	Present	
Eugene Waldbauer	Cortland County, NY	Committee Member	Present	
Savannah Hempstead	Cortland County, NY	Clerkof the Legislature	Present	
Scott Roman	Cortland County, NY	Director of Emergency Response and Communications	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Patrick Perfetti	Cortland County, NY	District Attorney	Present	
Michael Cardinale	Cortland County, NY	Assigned Counsel Plan Administrator	Present	
Nicole Albro	Cortland County, NY	Probation Director	Present	
Sandra Price	Cortland County, NY	Board Member	Present	
Laurie Leonard	Cortland County, NY	Personnel Director	Present	
Keith Dayton	Cortland County, NY	Public Defender	Present	
George Wagner	Cortland County, NY	Board Member	Present	

Minutes Acceptance: Minutes of Jan 18, 2022 8:30 AM (MINUTES)

MINUTES

1. Judiciary & Public Safety Committee - Committee Meeting - Dec 2, 2021 9:00 AM

RESULT:	ACCEPTED [4 TO 0]
MOVER:	Christopher Newell, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Christopher Newell, Susan Wilson, Joseph Nauseef, Eugene Waldbauer
EXCUSED:	Kelly L. Fairchild-Preston
AWAY:	Douglas Bentley, Cathy Bischoff

RESOLUTIONS

AGENDA ITEM NO. 1 – Authorize Agreement for Forensic Lab Testing - NMS Labs - County Coroner's Office

RESULT:	APPROVED [5 TO 0]
	Next: 1/18/2022 10:00 AM
MOVER:	Susan Wilson, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Newell, Bentley, Wilson, Nauseef, Waldbauer
EXCUSED:	Kelly L. Fairchild-Preston
AWAY:	Cathy Bischoff

ON MOTION OF FAIRCHILD-PRESTON**RESOLUTION NO.****Authorize Agreement for Forensic Lab Testing - NMS Labs - County Coroner's Office**

WHEREAS, at times the Cortland County Coroners require forensic laboratory testing be performed on deceased individuals, AND

WHEREAS, the County of Cortland is desirous of obtaining forensic laboratory testing from NMS Labs, 3701 Welsh Road, Willow Grove, PA 19090, AND

WHEREAS, NMS Labs has agreed to a fee as itemized on their fee schedule, AND

WHEREAS, NMS Labs has the necessary expertise and facilities to perform these services and is willing to provide said services, NOW THEREFORE BE IT

RESOLVED, that the County Administrator be and hereby is authorized to enter into an agreement, upon approval of the County Attorney or designee, with NMS Labs for forensic laboratory testing as needed and requested and for the term of January 1, 2022 to December 31, 2023, with said expenses to be paid from account #A11855.54615.

AGENDA ITEM NO. 2 – Authorize 2022 Agreement with BI Incorporated for Electronic Monitoring Services - Probation Department

Minutes Acceptance: Minutes of Jan 18, 2022 8:30 AM (MINUTES)

RESULT: APPROVED [5 TO 0]

Next: 1/18/2022 10:00 AM

MOVER: Christopher Newell, Committee Member

SECONDER: Eugene Waldbauer, Committee Member

AYES: Newell, Bentley, Wilson, Nauseef, Waldbauer

EXCUSED: Kelly L. Fairchild-Preston

AWAY: Cathy Bischoff

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO.

Authorize 2022 Agreement with BI Incorporated for Electronic Monitoring Services - Probation Department

WHEREAS, electronic monitoring is an authorized and accepted method of providing Court-ordered supervision of offenders in the community, AND

WHEREAS, there may be a need to provide this service as required by the local Court System, AND

WHEREAS, Cortland County Probation Department has contracted with BI Incorporated, 6265 Gunbarrel Avenue Suite B, Boulder, Colorado 80301, since 2005 and the latest contract, as authorized by Resolution No. 18-21, with said company expired December 31, 2021, AND

WHEREAS, BI Incorporated has agreed to contract for an additional one year period, starting January 1, 2022 and ending December 31, 2022, at reasonable competitive pricing, AND

WHEREAS, the Cortland County Probation Department desires to continue to contract with said company for services at the proposed pricing, AND

WHEREAS, the Cortland County Probation Department estimates \$650 to be paid for services from January 1, 2022 through December 31, 2022, AND

WHEREAS, funds are available in account A31405.54615 Contract Medical Services, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval by the County Attorney or designee, be and hereby is authorized to execute a one year contract with BI Incorporated, 6265 Gunbarrel Avenue, Suite b, Boulder, Colorado 80301, for the term January 1, 2022 through December 31, 2022, for the purpose of electronic monitoring through the Cortland County Probation Department, AND BE IT FURTHER

RESOLVED, that the County Treasurer is authorized to pay vendor from said funds.

AGENDA ITEM NO. 3 – Creation of One Full Time (1) Position of Temporary Dispatcher with Benefits - Department of Emergency Response and Communications

Minutes Acceptance: Minutes of Jan 18, 2022 8:30 AM (MINUTES)

RESULT: **APPROVED [5 TO 0]**

Next: 1/18/2022 10:00 AM

MOVER: Christopher Newell, Committee Member

SECONDER: Susan Wilson, Committee Member

AYES: Newell, Bentley, Wilson, Nauseef, Waldbauer

EXCUSED: Kelly L. Fairchild-Preston

AWAY: Cathy Bischoff

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO.

Creation of One Full Time (1) Position of Temporary Dispatcher with Benefits - Department of Emergency Response and Communications

WHEREAS, there are two anticipated vacancies (retirements) of Dispatcher (Grade 6/\$21.0492-23.9712/Hr competitive class, full time) in the 911 center / Department of Emergency Response and Communications during 2022, AND

WHEREAS, the required and on the job training period for the full-time position of Dispatcher takes approximately 5 months' time for the candidate to be working independently, AND

WHEREAS, the two anticipated openings in the position of Dispatcher will significantly increase overtime if a replacement employee has not completed training before the anticipated retirements, AND

WHEREAS, the Department of Emergency Response and Communications will be able to more adequately respond to the emergency needs of the Cortland County community by creating the position of one (1) full time position of Temporary Dispatcher, AND

WHEREAS, the County Administrator and the Director of Emergency Response and Communications recommend the creation of one full time (1) position of Temporary Dispatcher with benefits from March 1, 2022 through September 30, 2022, AND

WHEREAS, it is anticipated that there will be a cost savings to the County from backfilling the anticipated retirements both of which are paid at Grade 6, Step 9 with a Grade 6, Hire rate, NOW THEREFORE BE IT

RESOLVED, that one (1) temporary full time position of Dispatcher with benefits in the Department of Emergency Response and Communications (Grade 6/\$20.5973-23.0512/Hr competitive class, full time) be created effective March 1, 2022 at 12:01 A.M., with approval to fill, and to expire on October 1, 2022 at 12:01 A.M., and which is paid out of Account A30205.51005.

AGENDA ITEM NO. 4 – Authorization Agreement with Black Creek Intergrated System Corp for Jail Software-Sheriff's Office Division of Corrections - Sheriff's Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 1/18/2022 10:00 AM

MOVER: Christopher Newell, Committee Member

SECONDER: Eugene Waldbauer, Committee Member

AYES: Newell, Bentley, Bischoff, Wilson, Nauseef, Waldbauer

EXCUSED: Kelly L. Fairchild-Preston

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO.

Minutes Acceptance: Minutes of Jan 18, 2022 8:30 AM (MINUTES)

**Authorization Agreement with Black Creek Integrated System Corp for Jail Software-Sheriff's
Office Division of Corrections - Sheriff's Department**

WHEREAS, Black Creek Integrated System Corporation, 2900 Crestwood Blvd, Irondale, AL 35210, has agreed to enter into an agreement to perform services and/or supply goods for the Cortland County Jail Black Creek Sally Port Software Unlimited Support Plan, AND

WHEREAS, the Jail Management System Maintenance Agreement for the existing Black Creek Integrated System Corporation Software expired December 31, 2021, AND

WHEREAS, the cost of the maintenance agreement is \$21,680.80, for the period beginning on January 1, 2022 and ending on December 31, 2022.

WHEREAS, the Sheriff is authorized to pay this billing in January 2022, AND

WHEREAS, the funds to cover this contract are available in account number A31505.54015, Maintenance Agreements, NOW THEREFORE BE IT

RESOLVED, that the County Administrator and the Sheriff of Cortland County, upon review and approval by the County attorney or designee, and subject to available funds, be and herby are authorized to contract with Black Creek Integrated System Corporation for the period of January 1, 2022 to December 31, 2022.

AGENDA ITEM NO. 5 – Appoint Member - Traffic Safety Board

RESULT:	APPROVED [UNANIMOUS]
	Next: 1/27/2022 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Susan Wilson, Committee Member
AYES:	Newell, Bentley, Bischoff, Wilson, Nauseef, Waldbauer
EXCUSED:	Kelly L. Fairchild-Preston

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO.

Appoint Member - Traffic Safety Board

WHEREAS, pursuant to Article 43 §1672 of Vehicle and Traffic Safety Laws, Local Law No. 4 for the Year 1971 of the Cortland County Legislature established a Cortland County Traffic Safety Board, AND

WHEREAS, Local Law No. 3 for the Year 1978 amended Local Law No. 4 for the Year 1971 and established the membership of the Board to be comprised of not less than 12 members appointed by the Cortland County Legislature, AND

WHEREAS, Kevin Fitch has been appointed as the Chair of the Cortland County Legislature, AND

WHEREAS, the Cortland County Traffic Safety Board Bylaws state that the Chair of the Legislature serves as a member of the board, NOW THEREFORE BE IT

RESOLVED, that the following member be and hereby is appointed to serve the terms as listed below:

Name	Organization	Address	Term Expiration
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Minutes Acceptance: Minutes of Jan 18, 2022 8:30 AM (MINUTES)

Kevin Fitch	Chair of the Legislature	6961 Route 41 Homer, NY 13077	12/31/2023
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DISCUSSION ITEMS

1. Traffic Diversion Program Update

RESULT:	COMPLETED
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MONTHLY REPORTS

1. Coroner Monthly Budget Report

RESULT:	COMPLETED
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2. District Attorney Monthly Statistics

RESULT:	COMPLETED
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3. Assigned Counsel Monthly Report

RESULT:	COMPLETED
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4. December 2021 Report - Emergency Response & Communications

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 9:00 AM

2022 DA Statistics

	Jan 2021	Jan 2022	Feb 2021	Feb 2022	Mar 2021	Mar 2022	Apr 2021	Apr 2022	May 2021	May 2022	June 2021	June 2022
Fel-County & City	14	15	17		28		22		35		22	
Misd City	23	23	18		26		36		40		24	
Misd County	37	43	30		22		27		30		35	
Violations City	6	9	2		9		11		9		7	
Violations County	16	3	6		10		4		0		5	
Sealed Indictments	0		0		0		0		0			
TOTALS:	96	93	73		95		100		114		93	
Vehicle and Traffic	277	277	222		283		319		153		120	
DWI's	13	13	4		16		8		15		19	
	July 2021	July 2022	Aug 2021	Aug 2022	Sep 2021	Sep 2022	Oct 2021	Oct 2022	Nov 2021	Nov 2022	Dec 2021	Dec 2022
Fel-County & City	18		16		16		13		22		33	
Misd City	30		43		36		17		25		25	
Misd County	32		40		46		25		30		48	
Violations City	11		2		16		25		7		19	
Violations County	3		4		3		4		6		5	
Sealed Indictments			0		0		0		0		0	
TOTALS:	94		105		117		84		90		130	
Vehicle and Traffic	684		377		293		203		385		353	
DWI's	16		13		19		6		11		23	

Attachment: 2019-CURRENT_Stats (10389 : District Attorney Monthly Report)



CORTLAND COUNTY PUBLIC DEFENDER
KEITH D. DAYTON

Chief Asst. Public Defender

Anita Ribeiro

Paralegals

Sabrina M. Clark

Bethann M. Pelsang

Cortland County Office Building

60 Central Avenue

Cortland, New York 13045

(607) 753-5046

Fax (607) 753-0781

Service by Fax not accepted

Assistant Public Defenders

Kevin A. Jones

Kayla D. Hardesty

Melissa L. Ballowe Smith

Keith R. Young

Carolyn Hoffmann

February 8, 2022

Kelly Preston, Chair
 Judiciary & Public Safety Committee
 Cortland County Office Building
 Third Floor, 60 Central Avenue
 Cortland, NY 13045

Re: Public Defender Office Update

Dear JPS Chair Preston:

1. Comparing the first month of 2022 to the first month of 2021:
 - a. Total Cases are up compared to last year.
 - b. Family Court Cases are down.
 - c. Criminal Cases are up compared to last year (with misdemeanors and arraignments at first appearance) up significantly.
2. In 2022 so far, we are within our budget.
3. We continue to pursue and collect grant revenues.
4. We are not fully staffed. We have to fill a vacant part-time Assistant Public Defender position and a part-time Investigator position.

Thank you for your consideration and interest in our Department.

Very truly yours,

Keith D. Dayton
 Public Defender

Chart PD1 - Cases represented by Public Defender's Office (opened)

2022

		Jan.	Feb.	March	April	May	June	July	Aug.	Sep.	Oct.	Nov.	Dec.	Year-to-date
Family Court	2018	17												17
	2019	38												38
	2020	39												39
	2021	36												36
	2022	17												17
Felonies	2018	12												12
	2019	13												13
	2020	13												13
	2021	9												9
	2022	14												14
Misdemeanors	2018	31												31
	2019	58												58
	2020	34												34
	2021	32												32
	2022	60												60
Violations	2018	4												4
	2019	7												7
	2020	7												7
	2021	3												3
	2022	9												9
Arraignments/Advice Only	2018	14												14
	2019	10												10
	2020	8												8
	2021	17												17
	2022	24												24
Supreme Court Integrated Domestic Violence (IDV) or Matrimonial	2018	1												1
	2019	2												2
	2020	2												2
	2021	1												1
	2022	0												0
Parole	2018	6												6
	2019	9												9
	2020	6												6
	2021	2												2
	2022	2												2
Fugitive	2018	0												0
	2019	0												0
	2020	0												0
	2021	1												1
	2022	0												0
Appeal & Post-conviction Motion	2018	0												0
	2019	0												0
	2020	1												1
	2021	0												0
	2022	0												0
Total per month	2018	85												85
	2019	137												137
	2020	110												110
	2021	101												101
	2022	126												126
Total month-to-date	2018	85												
	2019	137												
	2020	110												
	2021	101												
	2022	126												
Average Cases per Month	2018	85												
	2019	137												
	2020	110												
	2021	101												
	2022	126												


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 01/28/2022 10:45
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Cortland County
YEAR-TO-DATE BUDGET REPORT

FOR 2022 01

 ACCOUNTS FOR:
A GENERAL FUND

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A11705 PUBLIC DEFENDER							
A11705 43025 HH11 SA -INDIGENT L	-305,357	0	-305,357	.00	.00	-305,357.24	0%
A11705 51005 PERSONAL SERVICES	544,115	0	544,115	30,301.11	.00	513,813.89	5.6%
A11705 51005 HH11 PERSONAL SERVI	70,918	0	70,918	.00	.00	70,918.00	0%
A11705 51010 PART-TIME PAY	33,925	0	33,925	857.49	.00	33,067.25	2.5%
A11705 51010 HH11 PART-TIME PAY	84,934	0	84,934	1,476.06	.00	83,457.70	1.7%
A11705 54000 TELEPHONE	1,584	0	1,584	.00	.00	1,584.00	0%
A11705 54000 HH11 TELEPHONE, CEL	1,271	0	1,271	.00	.00	1,271.00	0%
A11705 54001 COPYING/PRINTING	500	0	500	.00	.00	500.00	0%
A11705 54005 Office Materials &	4,000	0	4,000	193.51	3,806.49	2,350.00	100.0%
A11705 54015 Maintenance Agreeem	2,700	0	2,700	350.00	.00	2,350.00	13.0%
A11705 54015 HH11 Maintenance Ag	1,000	0	1,000	.00	.00	1,000.00	0%
A11705 54015 POSTAGE	1,200	0	1,200	.00	.00	1,200.00	0%
A11705 54020 EDUCATION & TRAINI	1,500	0	1,500	.00	.00	1,500.00	0%
A11705 54035 HH11 EDUCATION & TR	5,455	0	5,455	.00	.00	5,455.00	0%
A11705 54040 ASSOC/MEMBERSHIP D	750	0	750	150.00	.00	600.00	20.0%
A11705 54041 PUBLICATIONS	6,000	0	6,000	348.32	.00	5,651.68	5.8%
A11705 54045 Travel & Sustainanc	2,000	0	2,000	.00	.00	2,000.00	0%
A11705 54055 PROFESSIONAL SERVI	6,000	0	6,000	292.80	.00	5,707.20	4.9%
A11705 54055 HH11 PROFESSIONAL S	52,000	0	52,000	.00	4,280.00	47,720.00	8.2%
A11705 54059 COURT RELATED EXP	1,500	0	1,500	.00	.00	1,500.00	0%
A11705 54060 LEGAL NOTICES / AD	250	0	250	.00	.00	250.00	0%
A11705 54070 INSURANCE	2,905	0	2,905	.00	.00	2,905.15	0%
A11705 54078 Fuel	2,200	0	2,200	.00	.00	2,200.00	0%
A11705 54213 I/D COPIER	2,990	0	2,990	.00	.00	2,990.00	0%
A11705 54215 I/D LEXIS NEXIS	3,591	0	3,591	.00	.00	3,591.00	0%
A11705 54215 HH11 I/D LEXIS/NEXI	1,796	0	1,796	.00	.00	1,796.00	0%
A11705 54444 FEES & PERMITS	1,240	0	1,240	.00	.00	240.00	0%
A11705 58020 RETIREMENT	65,868	0	65,868	.00	.00	65,868.20	0%
A11705 58020 HH11 RETIREMENT	17,674	0	17,674	.00	.00	17,673.59	0%
A11705 58030 FICA	44,120	0	44,120	2,275.08	.00	41,845.14	5.2%
A11705 58030 HH11 FICA	12,022	0	12,022	19,388.97	.00	11,889.36	1.1%
A11705 58040 WORKERS COMP	18,948	0	18,948	19,388.97	.00	-441.47	102.3%
A11705 58040 HH11 WORKERS COMP	4,983	0	4,983	5,098.59	.00	-116.09	102.3%
A11705 58060 HEALTH INS	85,388	0	85,388	6,529.22	.00	78,858.56	7.6%
A11705 58060 HH11 HEALTH INS	47,821	0	47,821	1,405.82	.00	46,414.80	2.9%
A11705 58062 DENTAL INS	677	0	677	41.76	.00	635.04	6.2%
A11705 58062 HH11 DENTAL INS	316	0	316	6.96	.00	308.88	2.2%
A11705 58062 VISION CARE BENEFIT	147	0	147	7.50	.00	139.50	5.1%
A11705 58065 HH11 VISION CARE BE	69	0	69	1.50	.00	67.10	2.2%
TOTAL PUBLIC DEFENDER	825,998	0	825,998	68,857.81	8,086.49	749,053.24	9.3%



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01/28/2022 10:45
lmknapp

Cortland County
YEAR-TO-DATE BUDGET REPORT

FOR 2022 01

ACCOUNTS FOR:
A GENERAL FUND

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL GENERAL FUND	825,998	0	825,998	68,857.81	8,086.49	749,053.24	9.3%
TOTAL REVENUES	-305,357	0	-305,357	.00	.00	-305,357.24	
TOTAL EXPENSES	1,131,355	0	1,131,355	68,857.81	8,086.49	1,054,410.48	



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01/28/2022 10:45
lmknapp

Cortland County
YEAR-TO-DATE BUDGET REPORT

FOR 2022 01

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	825,998	0	825,998	68,857.81	8,086.49	749,053.24	9.3%

** END OF REPORT - Generated by Lisa M. Knapp **



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Cortland County
YEAR-TO-DATE BUDGET REPORT

02/02/2022 08:46
lmanning

FOR 2022 01

ACCOUNTS FOR: A GENERAL FUND
ORIGINAL APPROP

TRANS/ADJSMTS

REVISED BUDGET

YTD ACTUAL

ENCUMBRANCES

AVAILABLE BUDGET

% USED

1175 ASSIGNED COUNSEL

A11755 43025 HH11	SA - INDIGENT LEGAL SVCS	-560,267.00	0.00	0.00	-560,267.00	.0%
A11755 51005	PERSONAL SERVICES	65,529.70	3,780.57	0.00	61,749.13	5.8%
A11755 51005 HH11	PERSONAL SERVICES	101,984.15	4,885.76	0.00	97,098.39	4.8%
A11755 51010	PART-TIME PAY	38,842.34	2,234.66	0.00	36,607.68	5.8%
A11755 52060 HH11	Capital Computer Equipment	2,500.00	0.00	0.00	2,500.00	.0%
A11755 52320 HH11	BUILDING IMPROVEMENTS	1,000.00	0.00	0.00	1,000.00	.0%
A11755 54000	TELEPHONE	528.00	0.00	0.00	528.00	.0%
A11755 54000 HH11	LONG DISTANCE CALLS	628.00	0.00	0.00	628.00	.0%
A11755 54002 HH11	COMPUTER MTN/AGREEMENTS	2,500.00	0.00	0.00	2,500.00	.0%
A11755 54003 HH11	OFFICE FURNITURE	1,000.00	0.00	0.00	1,000.00	.0%
A11755 54005	Office Materials & Supplies	2,000.00	0.00	0.00	2,000.00	.0%
A11755 54005 HH11	Office Materials & Supplies	0.00	14.22	-14.22	0.00	.0%
A11755 54015	Maintenance Agreements	1,000.00	0.00	0.00	1,000.00	.0%
A11755 54015 HH11	Maintenance Agreements	20,000.00	0.00	0.00	20,000.00	.0%
A11755 54020	POSTAGE	1,200.00	0.00	0.00	1,200.00	.0%
A11755 54035 HH11	EDUCATION & TRAINING	80,000.00	0.00	0.00	80,000.00	.0%
A11755 54040	ASSOC/MEMBERSHIP DUES	40.00	40.00	0.00	0.00	100.0%
A11755 54041 HH11	PUBLICATIONS	1,297.00	0.00	0.00	1,297.00	.0%
A11755 54045 HH11	Travel & Sustainance	10,000.00	0.00	0.00	10,000.00	.0%
A11755 54047 HH11	MILEAGE REIMBURSEMENT	25,000.00	0.00	0.00	25,000.00	.0%



FOR 2022 01

ACCOUNTS FOR: A GENERAL FUND		TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
A11755 54055	600,000.00	PROFESSIONAL SERVICES	600,000.00	0.00	0.00	600,000.00	.0%
A11755 54055 HH11	0.00	PROFESSIONAL SERVICES					
A11755 54059 HH11	150,000.00	COURT RELATED EXP	150,000.00	7,232.15	0.00	142,767.85	4.8%
A11755 54063 HH11	25,000.00	LEGAL FEES	25,000.00	0.00	0.00	25,000.00	.0%
A11755 54067 HH11	75,000.00	REAL PROPERTY RENT/LEASE	75,000.00	0.00	0.00	75,000.00	.0%
A11755 54070	12,526.00	INSURANCE	12,526.00	0.00	0.00	12,526.00	.0%
A11755 54070 HH11	858.15	LIABILITY INSURANCE	858.15	0.00	0.00	858.15	.0%
A11755 54213	947.00	I/D COPIER	947.00	0.00	0.00	947.00	.0%
A11755 54213 HH11	1,520.00	I/D COPIER	1,520.00	0.00	0.00	1,520.00	.0%
A11755 54215 HH11	1,046.01	I/D LEXIS/NEXIS	1,046.01	0.00	0.00	1,046.01	.0%
A11755 58020	1,203.00	RETIREMENT	1,203.00	0.00	0.00	1,203.00	.0%
A11755 58020 HH11	11,905.51	RETIREMENT	11,905.51	0.00	0.00	11,905.51	.0%
A11755 58030	11,509.59	FICA	11,509.59	0.00	0.00	11,509.59	.0%
A11755 58030 HH11	7,994.46	FICA	7,994.46	370.81	0.00	7,623.65	4.6%
A11755 58040	6,779.13	WORKERS COMP	6,779.13	336.85	0.00	6,442.28	5.0%
A11755 58040 HH11	4,985.00	WORKERS COMP	4,985.00	5,101.15	0.00	-116.15	102.3%
A11755 58060	3,990.00	HEALTH INS	3,990.00	4,082.97	0.00	-92.97	102.3%
A11755 58060 HH11	56,196.36	HEALTH INS	56,196.36	4,067.20	0.00	52,129.16	7.2%
A11755 58062	25,788.67	DENTAL INS	25,788.67	1,983.76	0.00	23,804.91	7.7%
A11755 58062 HH11	270.72	DENTAL INS	270.72	20.88	0.00	249.84	7.7%
A11755 58065	180.48	VISION CARE BENEFITS	180.48	13.92	0.00	166.56	7.7%
A11755 58065 HH11	39.20	VISION CARE BENEFITS	39.20	1.50	0.00	37.70	3.8%
A11755 58065 HH11	39.20	VISION CARE BENEFITS	39.20	1.50	0.00	37.70	3.8%
TOTAL ASSIGNED COUNSEL			792,560.67	34,167.90	-14.22	758,406.99	4.3%



FOR 2022 01

ACCOUNTS FOR: A GENERAL FUND
ORIGINAL APPROP

	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL GENERAL FUND						
792,560.67	0.00	792,560.67	34,167.90	-14.22	758,406.99	4.3%
TOTAL REVENUES						
-560,267.00	0.00	-560,267.00	0.00	0.00	-560,267.00	
TOTAL EXPENSES						
1,352,827.67	0.00	1,352,827.67	34,167.90	-14.22	1,318,673.99	



P 4
glytdbud

02/02/2022 08:46
Cortland County
YEAR-TO-DATE BUDGET REPORT

FOR 2022 01

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
792,560.67	0.00	792,560.67	34,167.90	-14.22	758,406.99	4.3%
GRAND TOTAL						
** END OF REPORT - Generated by Lyn Manning **						



CORTLAND COUNTY ASSIGNED COUNSEL OFFICE

CORTLAND COUNTY OFFICE BUILDING, SUITE B27
60 CENTRAL AVENUE, CORTLAND NY 13045

STEPHANIE A. OLIVER
SECRETARY

MICHAEL R. CARDINALE
ADMINISTRATOR

CASEY K. NEVILLE
CASE MANAGER

JPS Meeting – JANUARY 2022 Report

DENIALS: 1 financially ineligible
3 type of case

CONFLICT

Family Court:	58
Criminal:	
Felonies	8
Misdemeanors	15
Violations	0
Infractions	1
Appeals	0
Total	82

PUBLIC DEFENDER ASSIGNMENTS

Family Court	9
Criminal:	
Felonies	7
Misdemeanors	25
Violations	4
Infractions	0
Appeals	0
Total	45

Total PD cases assigned: Assigned by AC- 45
Assigned by Courts: 63
108

Total Cases Assigned

82+108 = **190**

(10 more assignments compared to December)

COUNSEL AT FIRST ARRAIGNMENT

AFTER hours	18B	PD
January 2022	25	12
December 2021	26	13
November 2021	9	17
October 2021	12	10
September 2021	30	22
August 2021	22	17
July 2021	34	24
NOT After hours		
January 2022	4	47
December 2021	4	47
November 2021	2	44
October 2021	2	28
September 2021	5	40
August 2021	0	25
July 2021	0	18

ILS Hurrell-Harring Grant Money

\$57,021.06 received 3/19/20

\$52,941.00 received 10/28/20

Money Saved-Grant Paid

04/2021 \$161.28	12/2021 \$797.10	
05/2021 \$263.20		
06/2021 \$2432.00		
08/2021 \$54.90		
09/2021 \$653.02		
10/2021 \$2078.57		
11/2021 \$248.08		

Cortland, New York 13045
Housed Out Report
From 01/31/2022 To 02/06/2022
Sorted By Name

Facility: Cortland

Name	Booking Number	CHN	Housed Out Facility	Date Out	Date In	Total Days	Scheduled Release Date	Rate	Amount Billed	Threat Group	SJO	WRITS
BURLINGAME, JOSEPH L	202100356	5197	Cayuga Jail	11/22/2021		7	03/18/2022					✓
Total Inmates:					1	Total Days:	7	Total Amount:				

Cortland County Jail

3.4.b

Total Inmate Day Report

From Period 01/31/2022 Through 02/06/2022

All County/Non-County Inmates

Date	Male		Female		Total Days	
01/31/2022	48		7		55	
02/01/2022	48		7		55	
02/02/2022	47		7		54	
02/03/2022	49		7		56	
02/04/2022	48		7		55	
02/05/2022	48		6		54	
02/06/2022	49		6		55	
Totals	337	Males	47	Females	384	Da

Attachment: Sheriff - TotalInmateDayReport 02062022 231428 (10410 : Inmate Housing Monthly Reports)

02/09/2022 14:03
shempsteadCortland County
YEAR-TO-DATE BUDGET REPORTP
glytdbud 1

FOR 2022 13

ACCOUNTS FOR: A GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A11855 CORONERS							
A11855 51010 PART-TIME PAY	52,524	0	52,524	2,495.96	.00	50,027.59	4.8%
A11855 51015 TEMP PAY	2,000	0	2,000	.00	.00	2,000.00	.0%
A11855 54000 TELEPHONE	400	0	400	11.00	.00	389.00	2.8%
A11855 54005 Office Materials &	500	0	500	5.00	.00	495.00	1.0%
A11855 54020 POSTAGE	100	0	100	.00	.00	100.00	.0%
A11855 54040 ASSOC/MEMBERSHIP D	220	0	220	220.00	.00	.00	100.0%
A11855 54045 Travel & Sustenanc	1,200	0	1,200	.00	.00	1,200.00	.0%
A11855 54048 Prog Spec Material	400	0	400	.00	.00	400.00	.0%
A11855 54055 PROFESSIONAL SERVI	4,000	0	4,000	.00	.00	4,000.00	.0%
A11855 54070 INSURANCE	185	0	185	.00	.00	184.54	.0%
A11855 54071 MALPRACTICE/SPECIA	198	0	198	.00	.00	197.76	.0%
A11855 54074 VEHICLE INSURANCE	320	0	320	.00	.00	319.54	.0%
A11855 54078 Fuel	1,500	0	1,500	40.74	.00	1,459.26	2.7%
A11855 54300 Vehicle Repairs &	2,000	0	2,000	.00	.00	2,000.00	.0%
A11855 54615 CONTRACTED MEDICAL	140,000	0	140,000	.00	65,000.00	75,000.00	46.4%
A11855 58020 RETIREMENT	6,210	0	6,210	.00	.00	6,210.37	.0%
A11855 58030 FICA	4,171	0	4,171	135.87	.00	4,035.19	3.3%
A11855 58040 WORKERS COMP	1,990	0	1,990	2,036.37	.00	-46.37	102.3%
A11855 58060 HEALTH INS	25,789	0	25,789	2,811.64	.00	22,977.03	10.9%
A11855 58062 DENTAL INS	90	0	90	6.96	.00	83.28	7.7%
A11855 58065 VISION CARE BENEFI	20	0	20	1.50	.00	18.10	7.7%
TOTAL CORONERS	243,815	0	243,815	7,765.04	65,000.00	171,050.29	29.8%
TOTAL GENERAL FUND	243,815	0	243,815	7,765.04	65,000.00	171,050.29	29.8%
TOTAL EXPENSES	243,815	0	243,815	7,765.04	65,000.00	171,050.29	

Attachment: Coroner February Budget Report (10415 : Coroner Monthly Budget Report)