



Judiciary & Public Safety Committee

Committee Meeting

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

~ Minutes ~

Thursday, March 11, 2021

9:00 AM

Board Room

CALL TO ORDER

The meeting was called to order at 9:00 AM by Committee Chair Sandra Price

Attendee Name	Organization	Title	Status	Arrived
Sandra Price	Cortland County, NY	Committee Chair	Present	
Christopher Newell	Cortland County, NY	Committee Member	Present	
Ronald J. Van Dee	Cortland County, NY	Committee Member	Present	
Richard Stock	Cortland County, NY	Committee Vice-Chair	Present	
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Susan Wilson	Cortland County, NY	Committee Member	Remote	
Mitchel Eccleston	Cortland County, NY	Committee Member	Present	
Eric Mulvihill	Cortland County, NY	Clerk, County Legislature	Present	
Karen Howe	Cortland County, NY	County Attorney	Remote	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Scott Roman	Cortland County, NY	Director of Emergency Response and Communications	Remote	
George Wagner	Cortland County, NY	Board Member	Remote	
Caterina Cook	Cortland County, NY	Resident Cortland	Remote	
Scott Ochs	Cortland County, NY	Professor Tompkins Cortland Community College	Remote	
Paul Heider	Cortland County, NY	Chair, Legislature	Present	
Mark Helms	Cortland County, NY	Sheriff	Present	
Budd Rigg	Cortland County, NY	Undersheriff	Present	
Michael Cardinale	Cortland County, NY	Assigned Counsel Plan Administrator	Present	
Keith Dayton	Cortland County, NY	Public Defender	Present	
Patrick Perfetti	Cortland County, NY	District Attorney	Remote	

Savannah Hempstead	Cortland County, NY	Deputy Clerk	Present	
Nicole Albrow	Cortland County, NY	Probation Director	Present	
Taylor True	Cortland County, NY	Resident Tompkins County	Remote	

MINUTES

Judiciary & Public Safety Committee - Committee Meeting - Feb 11, 2021 9:00 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Vice-Chair
AYES:	Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

RESOLUTIONS

Assigned Counsel

Coroners

AGENDA ITEM NO. 1 – Authorize Creation of Two Deputy Coroner (Per Diem) Position

RESULT:	APPROVED [UNANIMOUS]
	Next: 4/8/2021 10:00 AM
MOVER:	Ronald J. Van Dee, Committee Member
SECONDER:	Richard Stock, Committee Vice-Chair
AYES:	Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Authorize Creation of Two Deputy Coroner (Per Diem) Position

WHEREAS, there is the need to create two (2) per diem position of Deputy Coroner position to assist the elected Coroner in fulfilling their statutory obligations, AND

WHEREAS, the Government Operations and the Judiciary & Public Safety Committees have reviewed the request to create these positions, NOW, THEREFORE, BE IT

RESOLVED, two (2) per diem position of Deputy Coroner, (non-competitive class, PJC, Management Confidential, off scale, \$200.00/Case, not eligible for health, dental and vision insurances) be created effective March 26, with approval to fill.

District Attorney

Emergency Services/Communications

Probation Department/ATI

Public Defender

AGENDA ITEM NO. 2 – Authorize Agreement with New York State Office of Indigent Legal Services and Accept Funds to Support the Cortland County Public Defender's Office - Public Defender

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/16/2021 10:00 AM
MOVER:	Richard Stock, Committee Vice-Chair
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Authorize Agreement with New York State Office of Indigent Legal Services and Accept Funds to Support the Cortland County Public Defender's Office - Public Defender

WHEREAS, the New York State Office of Indigent Legal Services (NYSILS) has awarded the Cortland County Public Defender's Office \$301,044.00 as part of a multi-year grant to offset the cost of salary and fringe benefits for the position of Chief Assistant Public Defender, AND

WHEREAS, the grant period runs from January 1, 2021 through December 31, 2023 with \$100,348.00 payable to Cortland County in year one, \$100,348.00 in year two and \$100,348.00 in year three of the 3, AND

WHEREAS, NYSILS requires the Public Defender to collect and report data annually, in statistical and narrative form, to measure and evaluate indigent defense case outcomes and to ensure effective use of the funds, AND

WHEREAS, Cortland County is required to enter into an agreement with New York State and NYSILS in order to receive this funding, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Administrator, upon review and approval of the County Attorney or designee, is hereby authorized and directed to sign an agreement with New York State Office of Indigent Legal Services in support of this program and related reimbursements.

Sheriff's Department

AGENDA ITEM NO. 3 – Adopt Cortland County Police Reform & Reinvention Collaborative Plan
 Ms. Bischoff made a motion to amend the plan to include specific deadlines for the Sheriff's Department to implement accreditation. Ms. Wilson seconded the amendment. Ms. Bischoff and Mr. Eccleston voted in favor of the amendment, Price, Newell, Van Dee, Stock, and Wilson voted nay. The amendment failed.

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/25/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Vice-Chair
AYES:	Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Adopt Cortland County Police Reform & Reinvention Collaborative Plan

WHEREAS, the Police Reform & Reinvention Collaborative was directed by Governor Cuomo's Executive Order of June 12, 2020, AND

WHEREAS, all municipalities in New York State that have police forces are required to

participate and submit a written plan by April 1, 2021, AND

WHEREAS, if communities fail to submit a written plan, their funding will be withheld by the New York State Department of Budget, AND

WHEREAS, this process was structured, according to the guidelines provided in the New York State Police Reform and Reinvention Collaborative, requiring community input and participation, along with an assessment of policing policies, AND

WHEREAS, Cortland County understands that maintaining public safety is extremely important and is one of the essential roles of government, AND

WHEREAS, in order to achieve that goal, there must be mutual trust and respect between police and the communities they serve, AND

WHEREAS, Cortland County has followed the guidelines of the Police Reform & Reinvention collaborative in the following ways:

- Reviewed the needs of the community served by the Cortland County Sheriff's Office and evaluated the Department's current policies and practices.
- Established and evaluated policies that allow police to safely perform their duties.
- Involved the entire community in the discussion by way of distribution of a public survey on November 23, 2020, a presentation by the Sheriff's Department on December 1, 2020 and hosted a public hearing on February 11, 2021.
- Comments and recommendations were received from the public.

, AND

WHEREAS, the Cortland County Legislature has had the opportunity to read, review, and offer comments on the information presented in the Plan, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature accepts and adopts the Cortland County Sheriff Police Reform & Reinvention Collaborative Plan, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature, upon adoption of this resolution, will send the Cortland County Sheriff Police Reform & Reinvention Collaborative Plan to the New York State Department of Budget by the established deadline for full compliance.

AGENDA ITEM NO. 4 – A Local Law Implementing a Demonstration Program Imposing Owner Liability for Failure of an Operator to Stop for a School Bus Displaying a Red Visual Signal and Stop-Arm

RESULT:	TABLED [UNANIMOUS]
	Next: 4/8/2021 9:00 AM
MOVER:	Cathy Bischoff, Committee Member
SECONDER:	Richard Stock, Committee Vice-Chair
AYES:	Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

A Local Law Implementing a Demonstration Program Imposing Owner Liability for Failure of an Operator to Stop for a School Bus Displaying a Red Visual Signal and Stop-Arm

BE IT ENACTED BY THE BOARD OF COUNTY LEGISLATORS OF THE COUNTY OF CORTLAND, STATE OF NEW YORK, AS FOLLOWS:

SECTION 1. PURPOSE AND INTENT.

The Cortland County Legislature hereby finds and determines that New York State has authorized counties to implement a demonstration program or monitoring program which will allow Cortland County to install cameras on the exterior of school buses in participating school districts, and impose monetary liability on vehicles that fail to stop behind or in front of a school bus while the school bus stop signs are extended, including traffic traveling in both directions on divided highways.

The Cortland County Legislature also finds and determines that cars that fail to stop when a school bus operator engages the bus stop signs pose a threat to the safety of the children entering and exiting the bus.

The Cortland County Legislature further finds and determines that it is difficult to ticket drivers who disregard school bus stop signs without video evidence of the violation, as there are usually no members of law enforcement witnessing the violation.

The Cortland County Legislature determines that this school bus photo violation monitoring program will not only help to keep children safe when entering and exiting the school bus, but will also act as a deterrent to those who debate passing a school bus while the stop signs are engaged.

Therefore, the purpose of this law is to implement a demonstration program to impose monetary liability on the owner of a vehicle for failure of the operator to stop when a school bus has its stop signs extended in Cortland County through the installation and monitoring of external school bus cameras.

SECTION 2. DEFINITIONS.

For the purposes of this Local Law, the following terms shall have the following meanings:

- A. "County" shall mean the County of Cortland.
- B. "Manual on Uniform Traffic Control Devices" or "MUTCD" shall mean the manual and specifications for a uniform system of traffic control devices maintained by the Commissioner of the Department of Transportation pursuant to Section 1680 of the New York Vehicle Traffic Law.
- C. "Owner" shall have the meaning provided in Section 239 of the New York Vehicle and Traffic Law.
- D. "School Bus Photo Violation Monitoring System" shall mean a device that is capable of operating independently of an enforcement officer which is installed to work in conjunction with a school bus stop-arm and which automatically produces two or more photographs, two or more microphotographs, a videotape or other recorded images of a vehicle at the time it is used or operated in violation of subdivision (a) of Section 1174 of the New York Vehicle and Traffic Law.

SECTION 3. PROGRAM ESTABLISHED.

- A. There is hereby established, pursuant to Section 1174-a of the New York State Vehicle and Traffic Law, a demonstration program imposing monetary liability on Owners of vehicles for failure of the operators thereof to comply with Section 1174 of the New York State Vehicle and

Traffic Law when meeting a school bus marked and equipped as provided in subdivisions 20 and 21-c of Section 375 of the New York State Vehicle and Traffic Law in Cortland County.

- B. Under such demonstration program the County is hereby authorized to install and operate School Bus Photo Violation Monitoring Systems which may be stationary or mobile, and which may be installed, pursuant to an agreement with a school district within the County on school buses owned and/or operated by such school district. Provided, however, that:
 - I. No stationary School Bus Photo Violation Monitoring System shall be installed or operated by the County, except on roadways under the jurisdiction of the County; and
 - II. No mobile School Bus Photo Violation Monitoring System shall be installed or operated on any such school buses unless the County and such school district enter into an agreement for such installation and operation.
- C. To carry out the demonstration program, the County, acting by and through the County Administrator, is authorized to enter into agreements with school districts for the installation, maintenance and use of School Bus Photo Violation Monitoring Systems, for the proper handling and custody of photographs, microphotographs, videotapes, other recorded images and data produced by such systems, and for the forwarding of such photographs, microphotographs, videotapes, other recorded images and data to the County, subject to the provisions of this section and Section 1174-a of the New York Vehicle and Traffic Law and approval of the Board of County Legislators.
- D. Nothing in this Local Law shall be construed to prevent the County or school district at any time from withdrawing from or terminating an agreement for the installation, maintenance and use of School Bus Photo Violation Monitoring Systems, provided however, that the County or the school district shall provide no less than thirty days' required notice to the other for such withdrawal, if any, prior to such withdrawal.
- E. Cost of Program and Reports Relating Thereto.
 - I. The total cost to the school district of the installation, maintenance and use of School Bus Photo Violation Monitoring Systems pursuant to an agreement authorized by this Local Law shall be borne entirely by the County.
 - II. Any participating school district, acting by and through the Superintendent of Schools of such district, or his or her designee shall provide any report required of the district, pursuant to Section 1174-a of the Vehicle and Traffic Law, to the State or any official thereof.
 - III. To the extent that the County shall be required to issue any report to the State or any official thereof as a result of the adoption of this Local Law and/or Section 1174-a of the Vehicle and Traffic Law, the Cortland County Sheriff's Office shall cause the same to be prepared pursuant to this Local or applicable State law.
- (a) Pursuant to Section 1174-a (a)(3)(i) of the Vehicle and Traffic Law, any school district participating in the demonstration program shall be prohibited from accessing any photographs, microphotographs, videotapes, other recorded images and data from School Bus Photo Violation Monitoring Systems but shall provide, pursuant to the agreement with the County, as provided in this Local Law, for the proper handling and custody of such photographs, microphotographs, videotapes, other recorded images and data produced by such systems, and for the forwarding of such photographs, microphotographs, videotapes, other recorded images and data to the County for the purpose of determining whether a motor vehicle was operated in violation of subdivision of Section 1174 of the New York Vehicle and Traffic Law and imposing monetary

liability on the Owner of such motor vehicle therefor.

- (b) The agreements between the County and the school district shall provide that photographs, microphotographs, videotapes other recorded images and data produced by School Bus Photo Violation Monitoring Systems shall be destroyed (i) ninety days after the date of the alleged imposition of liability if a notice of liability is not issued for such alleged imposition of liability pursuant to this Local Law; or (ii) upon final disposition of a notice of liability issued pursuant to this Local Law.
- F. The County shall adopt and enforce measures to protect the privacy of drivers, passengers, pedestrians and cyclists whose identity and identifying information may be captured by a school bus photo monitoring device. Such measures shall include:
 - I. Utilization of necessary technologies to ensure, to the extent practicable, that photographs produced by such School Bus Photo Violation Monitoring Systems shall not include images that identify the driver, the passengers, the contents of the vehicle, pedestrians and cyclists, provided, however, that no notice of liability issued pursuant to this section shall be dismissed solely because a photograph or photographs allow for the identification of the contents of a vehicle, provided that the County has made a reasonable effort to comply with the provisions of this paragraph; and
 - II. A prohibition of the use or dissemination of vehicles' license plate information and other information and images captured by School Bus Photo Violation Monitoring Systems except: (a) as required to establish liability under this section or collect payment of penalties; (b) as required by court order; or (c) as otherwise required by law; and
 - III. Oversight procedures to ensure compliance with the privacy protection measures required herein.
- G. The County, acting by and through the Commissioner of the Department of Public Works (DPW) shall also undertake the installation of signage in conformance with standards established in the MUTCD. Such signage shall be installed at each roadway entrance of the jurisdictional boundaries of the County giving notice that School Bus Photo Violation Monitoring Systems are used to enforce restrictions on vehicles violating Section 1174 of the New York Vehicle and Traffic Law. For the purposes of this paragraph, the term "roadway" shall not include state expressway routes or state interstate routes but shall include controlled-access highway exit ramps that enter the boundaries of the County.

SECTION 4. PENALTIES.

An Owner liable for a violation of subdivision (a) of Section 1174 of the New York Vehicle and Traffic Law pursuant to this Local Law shall be liable for monetary penalties in accordance with the following schedule of fines and penalties:

- A. Two hundred fifty dollars (\$250.00) for a first violation;
- B. Two hundred seventy-five dollars (\$275.00) for a second violation committed within eighteen (18) months of the first violation;
- C. Three hundred dollars (\$300.00) for a third violation or subsequent violation all of which were committed within eighteen (18) months from the first violation; and
- D. An additional penalty of twenty-five dollars (\$25.00) for each violation for the failure to respond to a notice of liability within the prescribed time period.

SECTION 5. NOTICE OF LIABILITY.

- A. A notice of liability shall be sent as provided by New York State Law by first class mail to each person alleged to be liable as an Owner for a violation of subdivision (a) of Section 1174 of the New York Vehicle and Traffic Law. Personal delivery on the Owner shall not be required. A manual or automatic record of mailing prepared in the ordinary course of business shall be prima facie evidence of the facts contained therein. To the extent that New York State Law does not preclude the County from causing such mailing to be made, the County shall undertake or cause to be undertaken such mailing.
- B. A notice of liability shall contain the name and address of the person alleged to be liable as an Owner for a violation of subdivision (a) of Section 1174 of the New York Vehicle and Traffic Law, the registration number of the vehicle involved in such violation, the location where such violation took place, the date and time of such violation and the identification number of the camera which recorded the violation or other document locator number.
- C. A notice of liability shall contain information advising the person charged of the manner and the time in which he or she may contest the liability alleged in the notice. Such notice of liability shall also contain a warning to advise the persons charged that failure to contest in the manner and time provided shall be deemed an admission of liability and that a default judgment may be entered thereon.
- D. The notice of liability may contain such other information as the entity causing such notice of liability to be mailed deems appropriate to communicate the law, the adjudicatory process if the addressee of the notice wishes to contest the notice of liability.

SECTION 6. OWNER LIABILITY.

- A. The Owner of a vehicle shall be liable for a penalty imposed pursuant to this Local Law if such vehicle was used or operated with the permission of the Owner, express or implied, in violation of subdivision (a) of Section 1174 of the New York Vehicle and Traffic Law and such violation is evidenced by information obtained from a School Bus Photo Violation Monitoring System; provided however that no Owner of a vehicle shall be liable for a penalty imposed pursuant to this Local Law where the operator of such vehicle has been convicted of the underlying violation of subdivision (a) of Section 1174 of the New York State Vehicle and Traffic Law. For purpose of this Section and this Local Law, there shall be a presumption that such vehicle was used and operated with the consent of the Owner at the time it was used and operated in violation of subdivision (a) of Section 1174 of the New York Vehicle and Traffic Law.
- B. If the Owner receives a notice of liability pursuant to this Local Law for any time period during which the vehicle was reported to the police as having been stolen, it shall be a valid defense to an allegation of liability for a violation of subdivision (a) of Section 1174 of the New York Vehicle and Traffic Law pursuant to this Local Law that the vehicle had been reported to the police as stolen prior to the time the violation occurred and had not been recovered by such time. For purposes of asserting the defense provided by this subdivision, it shall be sufficient that a certified copy of the police report on the stolen vehicle be sent or delivered to a court of competent jurisdiction or parking violations bureau having jurisdiction where any contested notice of liability would otherwise be determined.
- C. An Owner who is a lessor of a vehicle to which a notice of liability was issued pursuant to this Local Law shall not be liable for the violation of subdivision (a) of Section 1174 of the New York Vehicle and Traffic Law, provided that he or she complies with the provisions of

Section 1174-a of the New York Vehicle and Traffic Law and otherwise sends to the Court of competent jurisdiction or other adjudicatory bureau or agency of competent jurisdiction, a copy of the rental, lease or other such contract document covering such vehicle on the date of the violation, with the name and address of the lessee clearly legible, within thirty-seven (37) days after receiving notice from the agency or entity which caused such notice of liability to be issued, together with the information contained in the original notice of liability. Failure to send such information within thirty seven (37) day time period shall render the Owner liable for the penalty prescribed by this Local Law. Where the lessor complies with the provisions of this paragraph, the lessee of such vehicle for purposes of this Section, shall be deemed to be the Owner of such vehicle on the date of such violation for the purposes of this Section, shall be subject to liability for the violation of subdivision (a) of Section 1174 of the New York Vehicle and Traffic Law pursuant to this Local Law and shall be sent a notice of liability pursuant to Section 4 of this Local Law.

- D. A certificate, sworn to or affirmed by a technician employed by the County, or a facsimile thereof, upon inspection of photographs, microphotographs, videotapes, other recorded images produced by a School Bus Photo Violation Monitoring System, shall be prima facie evidence of the facts contained therein. Any photographs, microphotographs, videotapes, or other recorded images evidencing such a violation shall be available for inspection in any proceeding to adjudicate the liability for such violation.
- E. It shall be a defense to any prosecution for or allegation of a violation of subdivision (a) of Section 1174 of the New York Vehicle and Traffic Law pursuant to this Local Law that such school bus stop-arms were malfunctioning at the time of the alleged violation.
- F. An imposition of liability under this Local Law shall not be deemed a conviction and shall not be made part of the operating record of the person upon whom such liability is imposed nor shall it be used for insurance purposes in the provision of motor vehicle insurance coverage.
- G. All fines and penalties collected pursuant to this law shall be deposited with the County Treasurer.
- H. For the purpose of informing and educating Owners for motor vehicles in this County during the first thirty-day (30) period in which a School Bus Photo Violation Monitoring System is in operation pursuant to the provisions of this Local Law, all Owners of motor vehicles who would otherwise be held liable for failure of operators thereof to comply with Section 1174 of the New York Vehicle and Traffic Law when meeting a school bus marked and equipped as provided in subdivisions 20-21-c of Section 375 of such Law, shall be issued a written warning in lieu of a notice of liability.

SECTION 7. ADJUDICATION OF LIABILITY.

Liability pursuant to the demonstration program established hereunder shall be imposed upon Owners by the Court of competent jurisdiction in Oneida County or in another other manner pursuant to the New York State General Municipal or Vehicle and Traffic Law(s).

SECTION 8. ACTION FOR INDEMNIFICATION.

If the Owner held liable for a violation of subdivision (a) of Section 1174 of the New York Vehicle and Traffic Law pursuant to this Local Law was not the operator of the vehicle at the time of the violation, the Owner may maintain an action for indemnification against the operator.

SECTION 9. REPORTING REQUIREMENTS.

- A. The County, acting by and through the Cortland County Sheriff's Office, shall develop and cause to be submitted an annual report on the results of the use of a School Bus Photo Violation Monitoring System to the Governor, the president of the Senate and the speaker of the Assembly on or before June 1 of each year in which the demonstration program is operable. Such report shall include any information required by Section 1174- a (m) of the New York Vehicle and Traffic Law to be included as a result of the enactment of this Local Law.
- B. Pursuant to the requirements of Section 1174-a of the New York State Vehicle and Traffic Law, courts, bureaus, and agencies conducting adjudications as a result of this Local Law shall report at least annually to the County on the quality of the adjudication process and its results including the total number of hearings scheduled, re-scheduled, and held; the total number of persons scheduled for such hearings; the total number of cases where fines were paid on or before the hearing date; and the total number of default judgments entered.
- C. The County, acting by and through the Cortland County Sheriff's Office, shall annually provide a copy of the annual report submitted pursuant to subsections A and B of this Section, to each Local Law enforcement agency having jurisdiction to enforce violations of the vehicle and traffic law or any ordinance, rule or regulation relating to traffic adopted pursuant to such law on roadways within the County.

SECTION 10. APPLICABILITY.

This Local Law shall apply to all actions in school districts that have agreements with the County for any school year commencing on or after September 1st, 2021.

SECTION 11. SEVERABILITY.

If any clause, sentence, paragraph, subdivision, section, or part of this Local Law or the application thereof to any person, individual, corporation, firm, partnership, entity, or circumstance shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section, or part of this Local Law, or in its application to the person, individual, corporation, firm, partnership, entity, or circumstance directly involved in the controversy in which such order or judgment shall be rendered.

SECTION 12. EFFECTIVE DATE

This Local Law shall take effect on June 1, 2021.

Discussion Items

1. Assigned Counsel Monthly Report

RESULT: COMPLETED

2. Coroner Monthly Budget Report

RESULT: COMPLETED

3. District Attorney Monthly Statistics

RESULT: COMPLETED

4. Department of Emergency Response & Communication Monthly Reports

RESULT: COMPLETED

5. Probation Monthly Budget Report

RESULT: COMPLETED

6. Public Defender Monthly Reports

RESULT: COMPLETED



Judiciary & Public Safety Committee

Committee Meeting

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

~ Minutes ~

Thursday, February 11, 2021

9:00 AM

Board Room

CALL TO ORDER

The meeting was called to order at 9:00 AM by Committee Chair Sandra Price

Attendee Name	Organization	Title	Status	Arrived
Sandra Price	Cortland County, NY	Committee Chair	Remote	
Christopher Newell	Cortland County, NY	Committee Member	Present	
Ronald J. Van Dee	Cortland County, NY	Committee Member	Present	
Richard Stock	Cortland County, NY	Committee Vice-Chair	Present	
Cathy Bischoff	Cortland County, NY	Committee Member	Remote	
Susan Wilson	Cortland County, NY	Committee Member	Present	
Mitchel Eccleston	Cortland County, NY	Committee Member	Present	
Eric Mulvihill	Cortland County, NY	Clerk, County Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Paul Heider	Cortland County, NY	Chair, Legislature	Present	
Scott Roman	Cortland County, NY	Director of Emergency Response and Communications	Present	
Michael Cardinale	Cortland County, NY	Assigned Counsel Plan Administrator	Present	
Keith Dayton	Cortland County, NY	Public Defender	Present	
Patrick Perfetti	Cortland County, NY	District Attorney	Remote	
Karen Howe	Cortland County, NY	County Attorney	Remote	

Minutes Acceptance: Minutes of Feb 11, 2021 9:00 AM (MINUTES)

MINUTES

1. Judiciary & Public Safety Committee - Committee Meeting - Nov 10, 2020 10:30 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Christopher Newell, Committee Member
SECONDER:	Cathy Bischoff, Committee Member
AYES:	Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

RESOLUTIONS

Assigned Counsel

Coroners

District Attorney

Emergency Services/Communications

AGENDA ITEM NO. 1 – Amend 2021 Budget & Appropriate Reserve Funds for Emergency Generator Repair at Lapeer Emergency Communications Tower - Department of Emergency Response & Communications

RESULT:	APPROVED [UNANIMOUS]
	Next: 2/16/2021 10:00 AM
MOVER:	Richard Stock, Committee Vice-Chair
SECONDER:	Susan Wilson, Committee Member
AYES:	Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Amend 2021 Budget & Appropriate Reserve Funds for Emergency Generator Repair at Lapeer Emergency Communications Tower - Department of Emergency Response & Communications

WHEREAS, the Cortland County Legislature adopted Resolution No. 194-16, which established the Emergency Response & Communications Radio Tower Reserve for use in renovations and repair projects at the County owned radio towers, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 157-19 requiring all future uses of the reserve to be done through resolution, AND

WHEREAS, there is a need to replace the standby power generator at the Lapeer tower site, NOW THEREFORE BE IT

RESOLVED, the Legislature hereby approves the use of reserves up to \$30,000 from the Emergency Response & Communications Radio Tower Reserve, A386300.ETWR, for the emergency replacement of a standby generator at the Lapeer tower site, AND BE IT FURTHER

RESOLVED, the 2021 budget is hereby amended as follows:

Increase: A30205.54050	\$30,000.00
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Increase: A359900 Appropriated Reserves	\$30,000.00
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AGENDA ITEM NO. 2 – Amend 2021 Budget to Accept 2020 State Homeland Security Grant and Authorize Required Grant Agreement - Department of Emergency Response & Communication

RESULT: **APPROVED [UNANIMOUS]**

Next: 2/16/2021 10:00 AM

MOVER: Ronald J. Van Dee, Committee Member

SECONDER: Richard Stock, Committee Vice-Chair

AYES: Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Amend 2021 Budget to Accept 2020 State Homeland Security Grant and Authorize Required Grant Agreement - Department of Emergency Response & Communication

WHEREAS, the New York State Department of Homeland Security and Emergency Services (NYS DHSES) has awarded the Cortland County Department of Emergency Response and Communications a grant in the amount of \$57,278, resulting in no new county costs, in support of State Homeland Security Projects (SHSP), AND

WHEREAS, the fiscal period for this grant is September 1, 2020 to August 31, 2023, with no extensions allowed by NYS DHSES, NOW THEREFORE BE IT

RESOLVED, that Cortland County Department of Emergency Response and Communications is hereby directed to expend the grant funds according to the stated grant guidance, AND BE IT FURTHER

RESOLVED, that the 2021 budget is amended as follows:

			Current	Change	Revised
A34105.44389.23SHS	DHSES Grant	0	57,278	57,278	
A34105.52015.23SHS	Technical Equipment	0		47,278	47,278
A34105.54015.23SHS	Maintenance Agreements	0		10,000	10,000

, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or her designee and subject to appropriation of funding, be and hereby is authorized to sign the grant contract with the New York State Department of Homeland Security and Emergency Services at an amount not to exceed \$57,278.

AGENDA ITEM NO. 3 – Amend the 2021 Budget and Reallocate Unspent Funds from 2019 Multi Jurisdictional Local Hazard Mitigation Planning Grant - Department of Emergency Response and Communication

RESULT: **APPROVED [UNANIMOUS]**

Next: 2/16/2021 10:00 AM

MOVER: Richard Stock, Committee Vice-Chair

SECONDER: Susan Wilson, Committee Member

AYES: Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Amend the 2021 Budget and Reallocate Unspent Funds from 2019 Multi Jurisdictional Local Hazard Mitigation Planning Grant - Department of Emergency Response and Communication

Minutes Acceptance: Minutes of Feb 11, 2021 9:00 AM (MINUTES)

WHEREAS, the New York State Department of Homeland Security and Emergency Services (NYS DHSES) has awarded the Cortland County Department of Emergency Response and Communications a grant in the amount of \$112,500, resulting in no new county costs, in support of Multi Jurisdictional Local Hazard Mitigation Planning, AND

WHEREAS, the Cortland County Legislature adopted Resolution 252-19 which authorized acceptance of the 2019 Multi Jurisdictional Local Hazard Mitigation Planning Grant, AND

WHEREAS, the fiscal period for this grant is February 20, 2019 to March 21, 2021, AND

WHEREAS, the New York State Department of Homeland Security has authorized a one year extension of the grant period due to the ongoing pandemic in NYS, NOW THEREFORE BE IT

RESOLVED, that Cortland County Department of Emergency Response and Communications is hereby directed to expend the grant funds according to the stated grant guidance, AND BE IT FURTHER

RESOLVED, that the 2021 budget is amended as follows:

	Current	Change	Revised
INCREASE REVENUE BUDGET:			
A34105.44389.19HMG DHSES HMP Grant	0	\$10,030.07	\$10,030.07
INCREASE EXPENDITURE BUDGET:			
A34105.54055.19HMG Professional Services	0	\$10,030.07	\$10,030.07

AGENDA ITEM NO. 4 – Amend 2021 Budget to Reallocate 2019 Statewide Interoperable Communications Grant Funds - Department of Emergency Response & Communications

RESULT: APPROVED [UNANIMOUS]

Next: 2/16/2021 10:00 AM

MOVER: Richard Stock, Committee Vice-Chair

SECONDER: Ronald J. Van Dee, Committee Member

AYES: Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

**Amend 2021 Budget to Reallocate 2019 Statewide Interoperable Communications Grant Funds -
Department of Emergency Response & Communications**

WHEREAS, the Cortland County Legislature adopted Resolution No.54-20 which accepted the New York State Department of Homeland Security and Emergency Services (NYS DHSES) Statewide Interoperable Communications Grant (SIGC) in the amount of \$919,969, in support of Statewide Interoperable Communications Grant sustainment, AND

WHEREAS, there are un-spent grant funds remaining, AND

WHEREAS, the fiscal period for this grant is January 1, 2020 to December 31, 2021, with no extensions allowed by NYS DHSES, NOW THEREFORE BE IT

RESOLVED, that Cortland County Department of Emergency Response and Communications is hereby directed to expend the grant funds according to the stated grant guidance, AND BE IT FURTHER

RESOLVED, that the 2021 budget is amended as follows:

Minutes Acceptance: Minutes of Feb 11, 2021 9:00 AM (MINUTES)

	Current	Change	Revised
INCREASE REVENUE BUDGET:			
A302043.43306.20HSG DHSES Grant	0	\$107,552.96	\$107,552.96
A30205.52015.20HSG Technical Equipment	0	\$107,552.96	\$107,552.96

AGENDA ITEM NO. 5 – Amend 2021 Budget to Reallocate 2019 New York State Homeland Security Projects Grant - Department of Emergency Response and Communications

RESULT:	APPROVED [UNANIMOUS]
	Next: 2/16/2021 10:00 AM
MOVER:	Richard Stock, Committee Vice-Chair
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

**Amend 2021 Budget to Reallocate 2019 New York State Homeland Security Projects Grant -
Department of Emergency Response and Communications**

WHEREAS, the Cortland County Legislature adopted Resolution 238-19 which authorized the acceptance the 2019 State Homeland Security Grant in July of 2019, AND

WHEREAS, the New York State Department of Homeland Security and Emergency Services (NYS DHSES) has awarded the Cortland County Department of Emergency Response and Communications a grant in the amount of \$44,987, resulting in no new county costs, in support of State Homeland Security Projects (SHSP), AND

WHEREAS, the fiscal period for this grant is September 1, 2019 to August 31, 2022, with no extensions allowed by NYS DHSES, NOW THEREFORE BE IT

RESOLVED, that Cortland County Department of Emergency Response and Communications is hereby directed to expend the grant funds according to the stated grant guidance, AND BE IT FURTHER

RESOLVED, that the 2021 budget is amended as follows:

	Current	Change	Revised
A341043.43306.19SHS DHSES Grant	0	3,508.47	3,508.47
A34105.54000.19SHS Cell/Telephone	0	3,508.47	3,508.47

Probation Department/ATI

Public Defender

Sheriff's Department

AGENDA ITEM NO. 6 – Authorize Agreement with Black Creek Integrated System Corporation for Jail Software-Sheriff's Office Division of Corrections

Minutes Acceptance: Minutes of Feb 11, 2021 9:00 AM (MINUTES)

RESULT: APPROVED [UNANIMOUS]

Next: 2/16/2021 10:00 AM

MOVER: Ronald J. Van Dee, Committee Member

SECONDER: Mitchel Eccleston, Committee Member

AYES: Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Authorize Agreement with Black Creek Integrated System Corporation for Jail Software-Sheriff's Office Division of Corrections

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, 2020, AND

WHEREAS, the cost of the maintenance agreement is \$20,962.30, for the period beginning on January 1, 2021 and ending on December 31, 2021.

WHEREAS, the Sheriff is authorized to pay this billing in January, 2021, 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, 2021 to December 31, 2021.

Minutes Acceptance: Minutes of Feb 11, 2021 9:00 AM (MINUTES)

Monthly Reports

1. Assigned Counsel Monthly Report

RESULT:	COMPLETED
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2. Assigned Counsel Monthly Report

RESULT:	COMPLETED
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3. Coroner Monthly Budget Report

RESULT:	COMPLETED
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4. District Attorney Monthly Activities Report

RESULT:	COMPLETED
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5. Department of Emergency Response & Communications Monthly Reports

RESULT:	COMPLETED
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6. Probation Monthly Budget Reports

RESULT:	COMPLETED
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7. Probation Monthly Report

RESULT:	COMPLETED
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8. Public Defender Monthly Activities Report

RESULT:	COMPLETED
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9. District Attorney Monthly Report

RESULT:	COMPLETED
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Executive Session

Ms. Wilson made a motion to enter into executive session to discuss the medical and employment history of a particular individuals. Ms. Bischoff seconded the motion. All voting in favor none opposed. The committee entered executive session at 9:45 AM.

Mr. VanDee made a motion to return to regular session, Mr. Eccleston seconded the motion. All in favor none opposed the committee returned to open session at 9:58 AM

Minutes Acceptance: Minutes of Feb 11, 2021 9:00 AM (MINUTES)

***New York State Police Reform and Reinvention Collaborative
for Cortland County***

**Final Version for Submission to the Cortland County Legislature and
New York State**

March 8, 2021

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Introduction

Pursuant to the Governor's Executive Order 203 New York State Police Reform and Reinvention Collaborative issued on June 20, 2020, the County of Cortland created a Work Plan Panel to develop a work plan and process to focus on the Cortland County Sheriff's Department deployments, strategies, policies, procedures, practices and any needed improvements to the aforementioned. While collaboration with other agencies and municipalities occurred throughout this process, based upon the Governor's Executive Order and recommended work plan, it was determined the focus of the panel's work plan would be limited to the Sheriff's Department since it is the sole law enforcement department under the auspices and authority of the Cortland County Legislature. Other municipalities with law enforcement departments are handling their own reviews. After input is received, the final plan will be modified as necessary and be submitted to the legislature for ratification. Once ratified, it will be submitted to New York State by April 1, 2021.

There shall be multiple versions of this plan. Version 1 is the draft plan completed by the Work Plan Panel, which is intended for input by community stakeholders and constituents through a series of meetings held and a community-wide survey that was distributed. Version 2 is the modified draft plan that will incorporate the comments, concerns and input gathered from the key stakeholders through the meetings. Pursuant to the Governor's Executive Order, this will be made available for public comment prior to ratification by the Cortland County Legislature. Modifications will occur as deemed necessary and be placed in the plan. The finalized plan will be submitted to the Cortland County Legislature for ratification and subsequent submission to the state.

I. Phase 1: Planning

A. Work Plan Panel Formation

The Work Plan Panel clearly recognized the importance and necessity of engaging and facilitating communities and stakeholders in the process of creating a work plan and

developing a report for approval and submission by the County Legislature. Open invitations were extended to stakeholders, community members and representative groups from the community. Persons made their own decision whether to seek participation on the panel. The panel was comprised of Paul Heider, Chairperson of the Cortland County Legislature, Susan Wilson, Cortland County Legislator, Mark Helms, Cortland County Sheriff, Budd Rigg, Cortland County Undersheriff, Pastor John North, Clergy Representative and Pastor of The Chapel in Cortland and Scott Ochs, Professor and Chair of the Criminal Justice Programs at Tompkins Cortland Community College and Cortland County resident. Throughout the process, other key stakeholders were involved in the planning, information gathering and analytical steps applied in the development of the plan and recommendations for change or improvement. Examples of the key stakeholders who were asked for input include the District Attorney, Public Defender, persons involved with the Black Lives Matter movement, pertinent officials of local municipalities, local colleges, social service agencies, the courts, other law enforcement agencies, those utilizing services or having interaction with the department, faith-based community members and other community members. The Work Plan Panel held organizational and planning team meetings on July 9, 2020, October 6, 2020, October 29, 2020, November 12, 2020, December 29, 2020 and January 5, 2021, and also met after all community outreach sessions. Additional meetings with the Panel members were held to answer out questions from the community and to finalize the Plan for submission.

B. Community Stakeholders Initial Outreach and Meetings

Early in the process, a concentrated effort was initiated by the department and panel members to reach out to other law enforcement agencies, clergy, human service and mental health agencies, individuals, groups and local representatives of the Black Lives Matter movement to attempt to ensure a diverse group from the county including those that represent or are part of marginalized persons and populations would be invited and asked for input at sessions. Separate outreach meetings were held later and are described below. The Sheriff's Department and legislative chair ensured meetings were opened to a wide range of groups and individuals, and additional efforts were implemented to enhance contact and outreach to persons and groups who interact more frequently with or are served by the Sheriff's Department. Electronic and written correspondence and invitations

were sent, open meetings with remote access were held, and a survey about Sheriff's Department operations, services and public needs was distributed to community members. The survey was professionally designed and implemented by Mary Cannito-Coville, Ph.D., Assistant Professor in the Sociology/Anthropology Department at SUNY Cortland. Due to the comprehensive nature of the survey and its distribution, coupled with staffing and COVID challenges faced by all involved, the summary will not be available at the time the report is due to New York State. However, results will be publicly published and posted through a web link that will be created in the Sheriff's Department web page.

On December 1, 2020 an initial outreach and virtual meeting was held by the County Legislature at which the Cortland County Sheriff's Department shared a presentation to familiarize the public with operations, procedures and internal and external operations of the department. A PowerPoint presentation was used and is referenced in Appendix 1 of this report.

Additional community stakeholders meetings were scheduled as highlighted below and results are discussed in Section II of this plan. Sessions with the District Attorney and Public Defender and a session with representatives of clergy were held, and the results thereof are outlined in Section II of this plan as well.

C. Synopsis of Cortland County Sheriff's Department Design, Operations, Policies and Procedures

A link to the Department's PowerPoint presentation is provided here and in Appendix 1. It offers a comprehensive overview of the Sheriff's Department's current operations including; divisions and units, programs and services, data, various policies and procedures, complaint processes, county demographic data and data related to requests for services and 911 calls. The link provided here is to the publicly accessible Cortland County Legislature's web page. Once in the link, click on "**CCSO Presentation 12 1 2020**" to download the presentation.

Link: http://cortlandcountyny.igm2.com/Citizens/Detail_Meeting.aspx?ID=2800

1. Administration

As noted in the PowerPoint, in an effort to provide comprehensive public service and safety, the Department is comprised of various divisions and has multiple units and services under each division. The Administration includes the Sheriff, the Undersheriff, two captains and three lieutenants. In the recent past, the Sheriff implemented changes to ensure a supervisor is assigned and available every day for each shift. The around the clock supervisory component enhances public safety and service, and reinforces accountability. The Administration as well as supervisors in divisions and sub-units investigate complaints lodged against officers by members of the community. The department adheres to federal and state laws and numerous state rules enacted and promulgated concerning complaints, use of force, deadly force, rules for traffic stops and pursuits, disciplinary matters and personnel records.

The Sheriff's Department is committed to continued collaboration with the Cortland County Legislature, mental health agencies, probation, social services, substance abuse services and related agencies to explore and develop effective and enhanced methods to assist community members and offenders in need.

Future Endeavors: Sheriff Helms is actively pursuing accreditation of the Cortland County Sheriff's Department. This is a cumbersome undertaking and goes beyond the minimum state regulations. For example, with accreditation, all officers will be required to complete twenty one hours of additional, annual in-service training (NYS Law Enforcement Accreditation Program 2020, 2015). This initiative demonstrates the department's commitment to provide the highest quality programs and highly trained officers to serve the community. Accreditation is being pursued to enhance and improve existing services for the public as well as offenders, to augment internal operations and ensure the highest quality standards remain an integral part of the mission of the department.

The accreditation process is ongoing and the Sheriff will report updates to the Cortland County Judiciary and Public Safety Committee on an annual basis to keep the County Legislature informed.

2. Complaint Investigation and Training

In comparison to the total number of calls received and handled by the department, the number of complaints lodged against officers is extremely low. Use of force situations are and must be investigated in accordance with already established state laws and mandates. The department's use of force is regulated by and complies with established law, and is included in the presentation. As noted above, the department adheres to state laws and numerous state rules enacted and promulgated concerning complaints, use of force, deadly force, search and seizure practices, disciplinary matters and personnel records. The Cortland County Sheriff's Department's Use of Force policy can be found online at <https://www.cortland-co.org/DocumentCenter/View/8430/420-Use-of-Force-Policy>.

The current department administration has nearly tripled training endeavors over the last several years in response to changes in law enforcement and community needs, mandated programs and services, the department's own new initiatives and the desire to provide the best quality services possible. The focuses of extensive training topics are noted in the presentation. They include but are not limited to:

- de-escalation techniques
- use of force
- use of less than lethal weapons such as tasers and pepper spray
- effective communication strategies
- the use of Narcan in drug overdoses
- topics in diversity and challenges that face special populations and marginalized persons and groups.

In addition to the ongoing training that is implemented after becoming a member of the Cortland County Sheriff's Department, there is also a rigorous training process to become a Cortland County Sheriff's Officer, which is outlined below and subject to change:

Training for a Cortland County Sheriff's Officer starts with the Police Academy upon being hired and additional training continues throughout the course of an officer's career. Once the officer completes the Police Academy, they then begin an extensive field-training

program. At the completion of the field training program, the officer is then assigned to a shift on the Road Patrol. Please see below:

Police Academy

Once a candidate is hired as a police officer for the Cortland County Sheriff's Office, they are sent to the Police Academy for basic training. Although our agency utilizes different regional police academies depending on scheduling, each academy is required by the New York State Division of Criminal Justice Services to complete an approved curriculum and minimum hours.

The Municipal Police Training Council currently requires a minimum of 699 hours for the Basic Course of Police; the topics include, but are not limited to:

Constitutional Law, Discretionary Powers, Ethics and Professionalism, Physical Fitness and Wellness, Procedural Justice, Laws of New York State, Defensive Tactics, Emergency Medical Services, Firearms, Cultural Diversity/Bias Related Incidents, Persons with Disabilities, Domestic Violence, Sex Crimes, Missing and Abducted Children, Animal Abuse, Human Trafficking, Mental Health, Physical Force and Deadly Physical Force and De-escalation.

Many of the regional police academies that we utilize far exceed the minimum required training hours.

Field Training

Upon graduation from the Police Academy the recruit officer will then complete a 16 week Field Training program. During the 16 weeks, the recruit officer will ride with a certified field training officer. A field training officer is an experienced officer, who has been certified by DCJS to train recruit officers. The recruit officers will apply what they learned in the Police Academy to "real life" situations. At the end of each shift a daily observation report is completed by the training officer, on the report the recruit's performance is evaluated on a wide variety of topics and it is reviewed by both the training officer and the recruit. At the end of the 16 weeks the recruit officer is given a written and scenario based test in order to determine if they are ready to be on their own or if additional training is necessary.

Probationary Period

From the date of hire a candidate is required to complete a probationary period of 18 months, at any point during that probationary period if the candidate, fails to meet the performance standards and expectations, the candidate will be dismissed immediately without recourse.

Additionally, all police officers of the Cortland County Sheriff's Office are expected to complete a minimum of 21 hours of trainings each year (a standard set by NYS Accreditation). Most officers complete more training than the desired minimum. On top of that, daily shift briefings are held where training is provided on many of the day to day topics and activities.

A police officer is trained from the day they start employment until the day they retire. This is the only way to ensure that every officer is well educated as well as prepared for the ever-changing challenges they will face during their career as a police officer.

Future Endeavors: The Sheriff's Department has added a compliment/complaint link to their webpage (<https://www.cortland-co.org/351/County-Sheriffs-Office>) that will allow citizens to offer comments including positive feedback or concerns about their experiences with the department's officers and staff. The information will be used as part of a larger effort to continuously analyze what is working well and what areas need to be enhanced or improved.

Upcoming training events will focus on cultural bias and de-escalation techniques. Training will continue as needed in relation to new state laws, initiatives and regulations, officer and public safety issues, and other community needs.

3. Department Units and Divisions

Divisions in the department include Road Patrol and Investigation, Corrections and the Civil Division and Records. As is summarized in the PowerPoint, extensive services and subunits fall under each division. Based upon the Governor's Executive Order, the focus of this plan is on public law enforcement, thus the Road Patrol Division. However, comprehensive information about all departmental operations are contained in the PowerPoint presentation.

In addition to law enforcement and criminal investigations, the Road Patrol unit also offers K-9 Services, a School Resource Officer, specialized patrols, field training oversight, accident investigations and a Tactical Response Unit (TRU). The TRU operates in conjunction with other agencies' officers and does not adapt or implement paramilitary procedures. Rather, equipment, operations and tactical vehicles are used to maintain officer and public safety as well as to safely negotiate situations. The goal is for safe outcomes for all involved including hostile individuals. For example, specially designed vehicles may be used to assist with the safe extraction of persons and victims from a hostage situation or barricaded person crisis. TRU officers are highly trained in areas of negotiation and de-escalation techniques. See the presentation for additional information and details.

Nationwide trends have indicated increases in hate crimes in the last few years (Allam, Hannah 2020). The Sheriff's Department follows Federal and State guidelines, and collaborates with the local District Attorney and other agencies as needed if an alleged hate crime occurs. In the most recent year for crime data collection, New York State Division of Criminal Justice Services published that two hate crimes were reported in Cortland County and were under the jurisdiction of the Cortland City Police (Hate Crime Incident 12/2020). Recognition and awareness training is provided to officers and investigators.

Future Endeavors: The department will explore the possibilities of implementing and purchasing body worn cameras (BWC) for officers and dashboard cameras (Dash Cams) for patrol vehicles. BWC and Dash Cams offer valuable tools for officers, members of the public and the individuals that officers interact with, but there are obvious costs for the equipment. Training on cultural biases, hate crime awareness and a multitude of other areas will continue to be provided, but it is important to note that training opportunities may require funding. It is recommended that the topic of body worn cameras be discussed at future Judiciary and Public Safety meetings moving forward.

4. Special Units and Community Outreach

The Sheriff and Undersheriff are the administrators of the Cortland County Sheriff's Department. Both the Sheriff and Undersheriff strive to be involved with the community to

the greatest extent possible. They attend meetings, work with many groups and attend many events throughout Cortland County, which include, but are not limited to:

- Active Shooter
- Annual Toy Drive Event “Toys for Tots”
- Are U Okay
- Bicycle Rodeos
- Boater’s Safety Course
- Career Day
- Career Talks at the Middle School/High School
- Car Seat Education Program
- Chemical Dependency Subcommittee
- Community Communication Group
- Cortland Area Communities That Care
- Cortland County Core Advisory Group for Emergency Preparedness
- Cortland County Criminal Justice Advisory Board
- Cortland Morning Rotary
- County Fair
- Demonstration K-9
- Drug Awareness
- Drug Take-Back Event
- Drug Treatment Court
- Executive Order 203 Work Panel
- F.A.I.R.
- Fire Police Course
- Health Fair
- Identity Theft Protection Training
- Inmate Release Program
- Inmate Substance Abuse Counseling Program
- Inmate Work Program
- Internet Safety
- Internship Program

- Justice League
- Local Emergency Planning Committee
- Marine Patrols and Vessel Safety Checks
- NYS Healing Communities Group
- NYS Sheriff's Summer Camp
- Operation Safe Child
- Personal Safety
- Pink Badges
- Project Lifesaver
- Reentry and Transition Council
- School Programs
- Snowmobile Safety Course
- Speak Up
- Traffic Safety Board
- Yellow Dot

The School Resource Officer component exemplifies community policing standards and ideals. Focuses include collaborating with schools, parents and agencies and problem solving rather than arrest. The department and the unit are very aware of the "school to prison pipeline" dilemma and take steps to avoid actions that may lead to negative outcomes. For example, in addition to officer training, a contract is established with the BOCES District that defines roles and responsibilities. The unit strives to facilitate trust and communication with students, educational staff and community members.

In an effort to foster positive community relations and deliver community policing approaches, members of the Road Patrol Division regularly attend community outings and events. Examples include the Cortland County Junior Fair, Cincinnatus Fireman's Field Days, Marathon Maple Festival, Cortland County 4th of July Fireworks, Health Department events – bike rodeos, car seat check points, health fairs and rabies clinics, Boater Safety Course, Snowmobile Safety Course, Citizens Response to Active Shooter Event Course, Fire Police Certification Course, Local School Events – open houses & fairs, Cops on Top – Special Olympics and the Torch Run, Coffee with a Cop, Salvation Army Red Kettle –

Badges & Bells. Additional community outreach programs include the Child Safety Seat and Operation Safe Child ID programs, the Drug Takeback initiative, Project Life Saver and various STOP DWI awareness projects. Examples of outreach and numerous community partners are provided in the PowerPoint presentation.

Additional specialized patrol units are provided in an effort to augment public safety and service to the community. Examples include Snowmobile Patrol, Navigation Patrol and the K-9 Program.

Future Endeavors: The department will continue to offer community outreach and expand approaches as warranted and as feasible. In an effort to provide community outreach and to promote services, the department has a comprehensive web page and has other public social media accounts including Facebook, Twitter and the Sheriff App. These will be maintained and enhanced as needed.

5. Diversity and Employment in the Road Patrol Division

The Sheriff's Department must adhere to New York State and local Civil Service laws and regulations as they pertain to the recruitment, employment and promotion of law enforcement officers. Despite stringent rules and regulations outside the control of the department, the administration has been able to recruit, employ and maintain a diversified work force. In collaboration with area colleges, the department offers internship experiences to college students that provide an experiential learning experience and may assist in recruitment.

A link to county demographic information compiled by the United Census Bureau is provided here and in Appendix 1. Link:

<https://www.census.gov/quickfacts/cortlandcountynynewyork>

The administration of the department coupled with labor contract agreements ensure actions are taken to maintain physical and mental health and wellness and to provide proper support services to officers. Examples are provided in the presentation. Services include consultation with supervisors and referrals to counseling and outside agencies as needed.

Future Endeavors: The department will continue to attempt to ensure a diversified workforce through recruitment and training efforts. In addition, collaborative ventures with area agencies and outside resources will be explored.

II. Phase 2: Listening and Learning

A. Listening Sessions

Multiple listening sessions that also offered remote participation were held with the public and stakeholders. The first was generally focused while subsequent sessions sought to focus with specific groups, service areas and stakeholders. The first Listening Session with the legislature and community stakeholders occurred on December 1, 2020. Additional Listening Sessions with community stakeholders were held on January 12, 2021 9:30 - 10:30am, January 14, 2021 11:00 - 12:00pm and January 19, 2021 1:00 - 2:00pm. A listening session for municipal leaders occurred on January 21, 2021 6:00 - 8:00pm. Additional listening sessions will be scheduled in later January with the District Attorney, Public Defenders and faith-based community leaders.

At these sessions, the plan will be shared and input requested. Input is summarized in this section of the plan. Changes will be implemented as deemed appropriate and workable. Future considerations will also be noted.

1. Listening Session 1: Stakeholder Meeting No. 1, December 1, 2020

Listening Session 1 was an open and announced public session of the Cortland County Legislature in which the Sheriff's Department provided a presentation of its structure, operations, services, mission and efforts to engage and collaborate with the public it serves. Attention was also paid to services that are provided for offenders.

2. Listening Session 2: Stakeholder Meeting No. 2, January 14, 2021 9:30-10:30am

Listening Session 2 was the first focused session and concentrated on mental health populations, experiences and challenges. The Work Plan Panel felt it paramount to invite community members to this session while agencies would be invited to a later

session. This would ensure input about mental health services and needs, and an opportunity to be heard by persons who may have family members, friends or personal experiences with the department. Only one panel member was unable to attend and three community persons attended the meeting. They shared concerns about systemic mental health treatment and needed services for severely mentally ill persons including their own family members. Much was shared about their concerns for approaches in the overall mental health system including effects of medication, stigma, labeling and public attitudes about mental illness. All noted they have experienced favorable outcomes with Sheriff Department's officers and appreciated their caring attitudes and involvement in their personal situations. They added the department's high visibility at public events fosters positive relations. They suggested that ongoing collaboration, education, and training are needed for all involved in service delivery. They noted their observations of collaboration among Sheriff's Department staff and intervention agencies.

Future Endeavors: The department is committed to seeing these positive processes continue and is open to ways to enhance collaboration.

3. **Listening Session 3:** Stakeholder Meeting No. 3, January 14, 2021 11:00am-12:00pm

Listening Session 3 concentrated on substance abuse and mental health services. All but one panel member attended and three substance abuse and mental health services professionals from Family and Children's Counseling Services participated in the meeting. They shared the importance of the need for continued collaboration with the Sheriff's Department, especially the Corrections Division. They noted favorable experiences and outcomes in dealing with their consumers and the Road Patrol Division. Much of their work is also with the Corrections Division – jail officers and administrators – as the service agency programs render inpatient referrals for inmates. They spoke highly of the professional relationships, but added conversation needs to continue, as there are constant regulatory and procedural changes in the processes. The department noted their willingness to continue conversations and collaboration.

These endeavors support the department's commitment to community policing and public services.

Future Endeavors: The practitioners indicated the need for enhanced communication and follow-up in relation to officers handling of drug overdose and administering emergency assistance such as Narcan injections. They suggested such data allows them to analyze the scope of overdose problems and needs for treatment outreach. Future conversation will occur about possible methods and processes that may assist in this process.

4. **Listening Session 4:** Stakeholder Meeting No. 4, January 19, 2021 1:00pm-2:00pm

Listening Session 4 focused on re-entry services for offenders. Topics of discussion including housing needs, lowering recidivism, substance abuse and mental health services. All but one panel member attended and four professional services providers from Catholic Charities participated in the meeting. They shared the need for continued collaboration with the Sheriff's Department, especially the Corrections Division. They noted favorable experiences and outcomes in dealing with their consumers and the Road Patrol Division. Most of their work is with incarcerated persons and members of the Corrections Division – jail officers and administrators – as this service agency's programs facilitate referrals and processes for re-entry services for inmates. The agency members spoke highly of the department's professional relationships and quality treatment of persons the agency serves. Impacts on recidivism among their consumer population receiving collaborated services have been positive. The department noted their willingness to continue conversations and collaboration. These endeavors support and enhance the department's commitment to provide community policing and exemplary public services. COVID limitations currently inhibit the visitation of service providers to the jail, but throughout COVID the Corrections Divisions ensures proper services are provided and referrals are initiated as warranted to facilitate effective releases and follow-up.

Future Endeavors: As COVID eases and state, local health department and executive stipulations allow, collaboration with service providers will continue and on-site contact with offenders will be reinstituted.

5. **Listening Session 5:** Stakeholder Meeting No. 5, January 21, 2021 6:00pm-7:00pm

Invitations were sent on December 22, 2020 to sixteen leaders from county municipalities for a meeting held on January 21, 2021 6:00-8:00pm. As in all Listening Sessions, remote video participation was also provided. Two municipal leaders, the Mayors of Cortland and Marathon, attended and offered comments highlighting consistent favorable interactions with the department. The Mayor of Cortland attested to positive collaboration between the County and City law enforcement agencies. The Mayor of Marathon indicated that his constituents and he appreciated the presence of County law enforcement officers in their community. Both mayors inquired about the possibilities of providing body worn cameras (BWC) to officers and dashboard cameras (Dash Cams) in patrol vehicles. The department discussed their desire to obtain BWC and Dash Cams, but costs and maintenance of equipment, maintaining and storing data and constant changes in technology present realistic challenges in this process.

Future Endeavors: The department will continue to explore the possibility of obtaining BWCs and dash cams and explore possible collaborative ventures with other agencies. The fiscal challenges faced by the county cannot be ignored but there is commitment to explore the feasibility of these options. The department is committed to continued collaboration with the Cortland City Police Department.

6. Listening Session 6: Stakeholder Meeting No. 6 – Clergy Representatives, January 26, 2021 1 PM – 2 PM

On January 26, 2021 at 1:00 PM a meeting was held with local clergy to discuss Executive Order 203 with members of the local clergy to learn of their experiences with the Cortland County Sheriff's Department. Attendees included Chairman Paul Heider, Sheriff Mark Helms, Undersheriff Budd Rigg, Legislator Susan Wilson, Pastor John North, Pastor Tim Mowers, Reverend Vicki Burtson, Michael Mowers and Deputy Clerk Savannah Hempstead.

Reverend Vicki Burtson spoke of experiences with the Cortland County Sheriff's Department. She noted the Black Lives Matter protest on the Village Green last summer was a positive experience. There was outreach with community members and a peaceful protest occurred. In August of 2015 the Sheriff's Department was called to help deal with a situation with someone who was not mentally stable. The officer had apparent training and

de-escalated the situation quickly. Overall, she was extremely happy with the Sheriff's Department, and believes that their collaboration with the community members and clergy is outstanding.

Pastor Tim Mowers said that he has had some interactions with the Sheriff's Department and appreciates all of the local law enforcement. He mentioned that the Calvary Baptist Church hosts the Fellowship of Church meetings, and has asked the Sheriff's Department to assist with traffic control. The Sheriff's Department is always available to help and is a pleasure to work with.

Pastor John North spoke of a couple examples of experiences that he has had with the Sheriff's Department. He reported the Sheriff's deputies are well trained and de-escalated the situations. They know individuals in the community and are able to relate to the people that they are getting calls about. This illustrated positive community policing. It is apparent to him that the Sheriff is there to help, not to "put down the hammer".

Michael Mower made a suggestion of having a video or something similar to inform the public as to what they should do in certain situations with law enforcement. Sheriff Helms said that that was a good idea. It was suggested that overall, people need to listen to lawful requests and directions from the officers to keep everyone safe and to be able to handle the situations at hand. Tim Mower suggested using the video when presentations are given at the high schools.

Pastor North asked if any of the Sheriff's deputies engage in patrol actions similar to City Police Officer, Jesse Abbott. It was noted he walks on Main Street interacting with community members. Sheriff Helms said that all of the Sheriff's Department officers function like Jesse Abbott. They cannot walk up and down Main Street, but they make connections and take the time to talk to the community members everywhere they go, which helps them to build relationships.

7. **Listening Session 7:** Stakeholder Meeting with Cortland County District Attorney and Public Defender, February 2, 2021

A specific meeting with the District Attorney and Public Defender was held on February 2, 2021. Discussion focused on the need for state funding support for criminal justice mandates and initiatives. While all agreed body worn cameras may provide an effective tool for law enforcement and enhance officer accountability, there are practical challenges beyond costs of the equipment. Data storage presents additional costs and staffing requirements. The county legislature will need to determine in future meetings whether they will allocate the funds and resources for the equipment, maintenance, data storage and staffing for this endeavor. Overall, support was voiced for the focus of this plan and the department's openness and practice of regularly reviewing policies.

7. Survey Results

As described earlier in this plan, a survey focusing on the Sheriff's Department operations, services and public needs was distributed to community members. As indicated above, the survey was professionally designed and implemented by Mary Cannito-Coville, Ph.D., Assistant Professor in the Sociology/Anthropology Department at SUNY Cortland. Due to the comprehensive nature of the survey and its wide distribution, combined with staffing and COVID challenges faced by all involved, the summary will not be available at the time the report is due to New York State. However, results will be publicly published and posted through a web link that will be created in the Sheriff's Department web page.

III. Phase 3: Public Comment and Ratification

Executive Order 203 requires that the plan be posted for public comment. On February 11, 2021, a special open session and public hearing of the legislature was held to allow the public the opportunity to voice any concerns. In addition, it was announced at the session that comments and input would be accepted until March 15, 2021. The plan will then be revised to incorporate public comment and be finalized for local legislative ratification. At the special session, Mr. Heider, Chair of the Legislature, individually invited members of the public and Cortland County Legislature to speak. Three members of the public offered comments and questions. The first individual asked questions about civilian review processes and about policies governing officers wearing expressive clothing while off duty. A specific example of wearing clothing exhibiting the confederate flag. Sheriff Helms noted at this time there is improvement for increased state and federal oversight of police

actions. At this time, there is not a civilian review board in place based upon recent and anticipated oversight by other authorities. In addition, as noted earlier in the report, efforts will be initiated to create a department web link for citizens to offer a comments, suggestions and concerns about interactions with the department. That link is now live on the Sheriff's page of the Cortland County website. Any policies regarding off duty clothing worn by officers fall under the purview of the administration of the Sheriff's Department rather than this panel. When creating policy, the administration takes into consideration applicable laws, regulations, court divisions, labor contract, labor negotiations as required by the Taylor Law, employee safety and public safety.

A second speaker identified herself as a mental health professional and director of services. She expressed praise for the department's exceptional commitment to collaboration with mental health services and those in need.

The third individual, identified as a longtime resident and retired New York State Trooper offered support of the plan and the department.

Members of the legislature were then asked for input. Several spoke while others indicated they were present to listen. Of those who spoke, several expressed support for the plan and the department approaches and public service. Two members raised concerns related to creating more detailed timeline for action. For example, rather than exploring implementing a web link for comments it was recommended the department simply implement the link. The sheriff has already expressed a willingness to pursue this endeavor but it will take some time to determine who will monitor the link, how input will be collected, sorted and processed and then how it will be used. Expediting the purchase of body worn cameras was also raised but this requires adherence to legislative and budgetary processes and regulations. Praise for accreditation efforts were offered and acknowledgement of the challenges of becoming accredited were noted.

A second member of the legislature also noted he would like to see a more detailed timeline for implementation of changes. He also raised concern that the plan did not address racial disparity noted in Cortland County's arrest, conviction and sentencing rates as published by the New York State Division of Criminal Justice Services. Panel members noted that a link to the data is provided in Appendix 1 of the plan. The data is not broken

down by department, rather figures represent the aggregate sum for the entire county. All agree a diversified work force is paramount to dealing with racial disparity and the sheriff is involved in statewide civil service reform efforts. The state legislative and executive authorities must change the civil service laws and regulations that curtail diversified hiring. Localities cannot. In addition, the department is increasing training efforts as noted in this plan to address cultural bias, de-escalation techniques and effective communication strategies.

The final member of the public, also a member of the media, who spoke inquired as to why a person of color was not on the panel and asked about officer accountability measures. It was explained that early in the process, open invitations to participate in the panel were extended to members of the community and representative groups. Persons then made their own choices about participation. Chairman Heider noted outreach to persons of color and representative groups also occurred through one to one meetings and stakeholder sessions. The sheriff has explained officer accountability and complaint procedures in his PowerPoint presentation at a public meeting and contained in this report. In addition, the department will take action to implement a web link for citizens' concerns about officers' actions or departmental matters and recent and future state and federal oversight of officers' actions will increase accountability.

Upon completion of public comment and finalization of a plan, the Executive Order requires that the local legislature adopt and ratify the proposal. This must occur before the April 1, 2021 deadline.

IV. Additional Public Comment

The period for additional public comment is February 12 through March 15, 2021. All questions and comments that have been answered out in either written or verbal form have been posted to the Sheriff's page on the County website at: <http://www.cortland-co.org/DocumentCenter/View/9697/Questions-and-Answers>.

Executive Order 203 stipulates: "Certify with New York State: Submit your certification that your locality has met the requirements of Executive Order No.

203 to the Division of the Budget by April 1, 2021."

V. Going Forward

The Sheriff's Department with the support of the Cortland County Legislature will implement the plan and address the goals, concerns and future endeavors specified in this plan. The department will continue to monitor community concerns and engage the public and stakeholders through outreach efforts, meetings, social media platforms and others measures as needed. The legislature must do the same.

The timeline going forward is not determined by this panel. Rather it is the County Legislature that must determine its commitment to going forward. The department will continuously review and develop policies and proposals, facilitate training and accountability, garner community input and address public safety needs. It is the legislature that must determine what they are willing to support and fund – positions, equipment, training, educational opportunities for officers that will expand their professional development and abilities to serve the community and competitive salaries and benefits.

All Draft Versions and the Final Plan Version Compiled and Submitted By:

The Work Plan Panel for the New York State Police Reform and Reinvention Collaborative for Cortland County **Members:**

Paul Heider, Chairperson of the Cortland County Legislature

Susan Wilson, Member of the Cortland County Legislature

Mark Helms, Cortland County Sheriff

Budd Rigg, Cortland County Undersheriff

Pastor John North, Clergy Representative and Pastor of The Chapel

Savannah Hempstead, Deputy Clerk of the Cortland County Legislature

Scott Ochs, Professor and Chair of the Criminal Justice Programs at Tompkins Cortland Community College and Cortland County Resident

Appendix 1

Cortland County Sheriff's Department PowerPoint Presentation 12/1/20:
http://cortlandcountyny.igam2.com/Citizens/Detail_Meeting.aspx?ID=2800

Cortland County Sheriff's Department Web Site:
<https://www.cortland-co.org/351/County-Sheriffs-Office>

U.S. Census Cortland County Demographic Information:
<https://www.census.gov/quickfacts/cortlandcountynynewyork>

N.Y.S. Criminal Justice Index Crime Data as Reported by Cortland County Law Enforcement Agencies 2019:
<https://www.criminaljustice.ny.gov/crimnet/ojsa/indexcrimes/Cortland.pdf>

N.Y.S. Criminal Justice Violent Crime Data as Reported by Cortland County Law Enforcement Agencies 2019:
<https://www.criminaljustice.ny.gov/crimnet/ojsa/indexcrimes/2019-county-violent-rates.pdf>

N.Y.S. Criminal Justice Arrest and Disposition Rates Based on Race and Ethnicity for Cortland County 2019:
<https://www.criminaljustice.ny.gov/crimnet/ojsa/dispositions-adult-arrestdemographics/2019/Cortland.pdf>

N.Y.S. Criminal Justice Hate Crime Data as Reported by Cortland County Law Enforcement Agencies 2019:
<https://www.criminaljustice.ny.gov/crimnet/ojsa/hatecrimeincidents2019.pdf>

References

Allam, Hannah 2020 FBI Report: Bias Motivated Killings At Record High Amid Nationwide Rise In Hate Crime NPR retrieved January 9, 2021 from <https://www.npr.org/2020/11/16/935439777/fbi-report-bias-motivated-killings-at-recordhigh-amid-nationwide-rise-in-hate-c>

Criminal Justice Statistics Hate Crime Incidents 12/2020 New York State Division of Criminal Justice Services retrieved on January 9, 2021 from <https://www.criminaljustice.ny.gov/crimnet/ojsa/hatecrimeincidents2019.pdf>

NYS Law Enforcement Accreditation Program 2020, 2015. Standards and Compliance Verification Manual, NYSDCJS https://www.criminaljustice.ny.gov/ops/docs/accred/standards_compliance_verification_manual.pdf



February 2021

Stop Arm Safety Camera Program



verramobility.com



AGENDA

CrossingGuard School Bus Stop Arm Safety Camera Program



1. **Verra Mobility**
2. NY State - Illegal School Bus Passing Legislation
3. CrossingGuard Safety Program Overview
4. Let's Put a Stop to Illegal Passing
5. Q&A

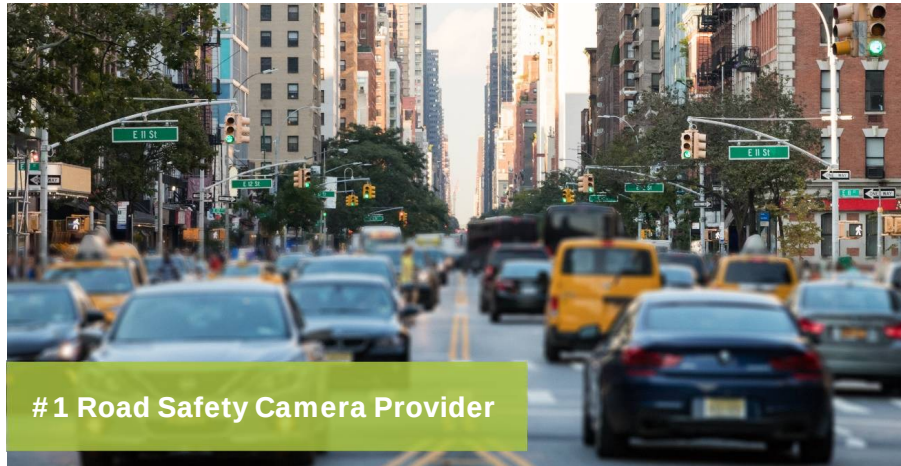


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2

VERRA MOBILITY

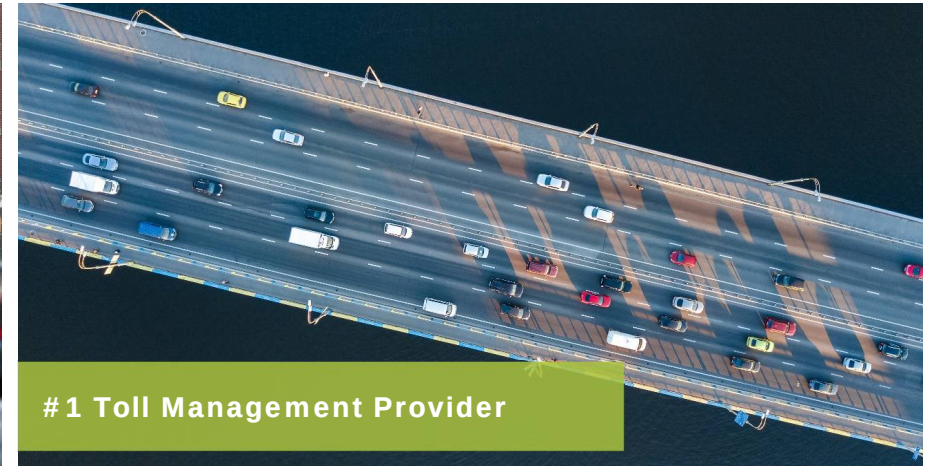
The Most Experienced Smart & Safe Camera Provider



#1 Road Safety Camera Provider

Government Solutions

- > Speed safety enforcement
- > Red-light safety enforcement
- > School bus stop arm safety
- > Bus lane & intersection mobility
- > Video & analytics
- > License plate recognition



#1 Toll Management Provider

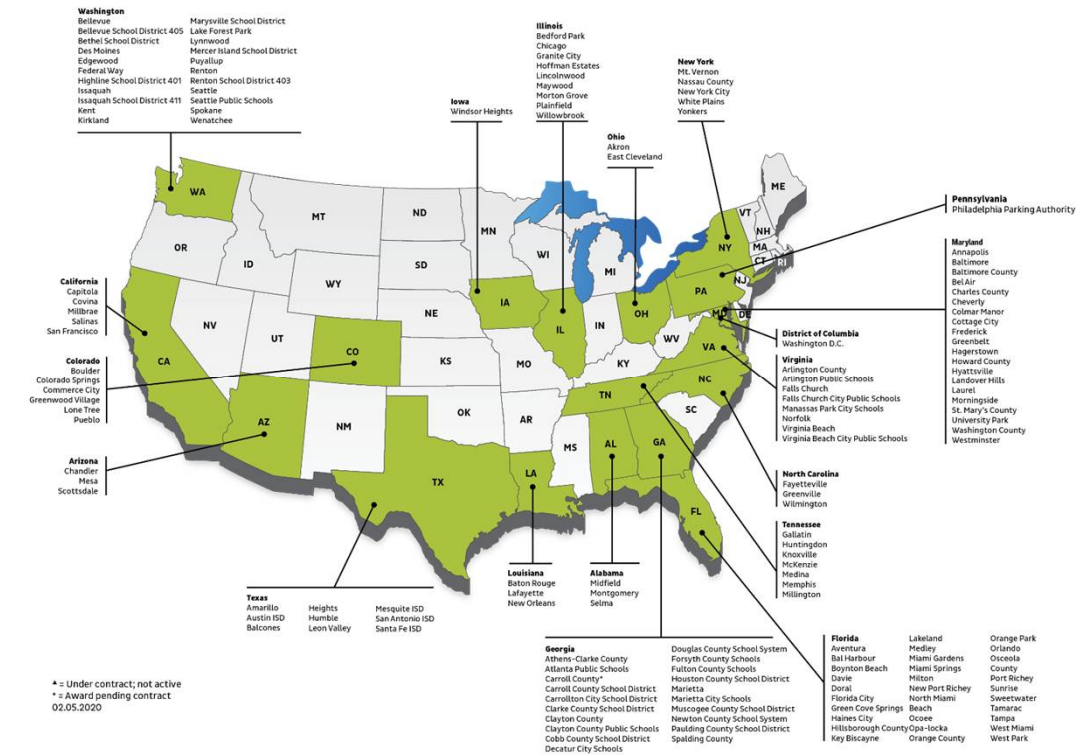
Commercial Fleet

- > Toll management
- > Fleet management
- > Violation processing
- > Shared mobility
- > Title & registration
- > Foreign collections

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3

The Most Experienced Smart & Safe Camera Provider



Verra Mobility is the largest and leading provider of red-light, speed and school bus stop arm safety cameras in the country.

Most importantly, we support more road safety cameras in the state of New York than any other vendor.

School bus stop arm safety camera programs in both large and small communities throughout the country.

VERRA MOBILITY

The Most Experienced Smart & Safe Camera Provider



Local & National Vendor of Choice

Mt. Vernon



White Plains



Yonkers



New York City



Nassau County



Verra Mobility is the largest and leading provider of red-light, speed and school bus stop arm safety cameras in the country.

Most importantly, regionally we support 2,100 road safety cameras in the state of New York, more than any other vendor.

School bus stop arm safety camera programs in both large and small communities throughout the country.

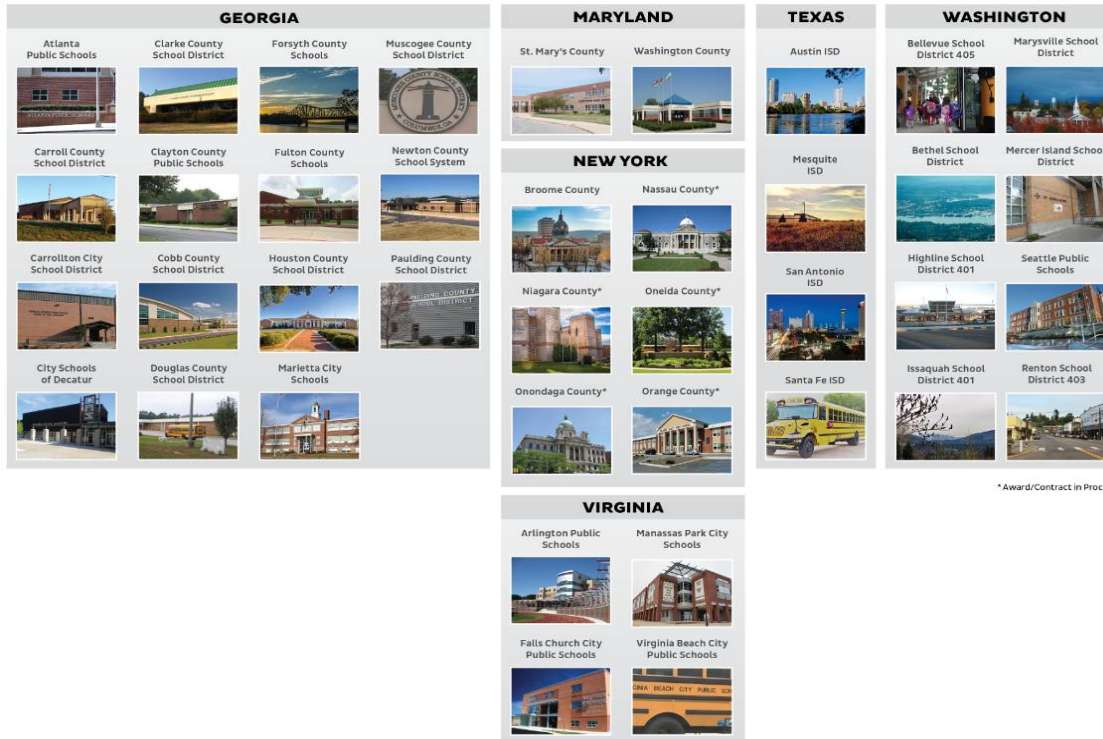


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5

VERRA MOBILITY

The Most Experienced Smart & Safe Camera Provider



Local & National Vendor of Choice

Verra Mobility is the largest and leading provider of red-light, speed and school bus stop arm safety cameras in the country.

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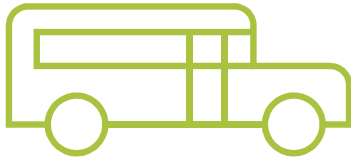
6

SMART & SAFE CITY SOLUTIONS

CrossingGuard School Bus Stop Arm Safety Camera Program

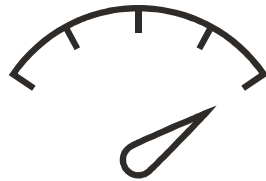
Stop-Arm Safety Cameras

Capture and process images and video of vehicles illegally passing school buses



Speed Safety Cameras

Capture and process images and video of vehicles exceeding speed limits



ALPR Cameras

Fixed, vehicle-mounted, and trailer vehicle recognition solutions with real-time alerting



Red-Light Safety Cameras

Capture and process images and video of vehicles running red lights



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SAFER SCHOOLS, SMARTER SOLUTIONS

CrossingGuard School Bus Stop Arm Safety Camera Program

Verra Mobility Solutions

- **ENHANCE** school and community safety while increasing families' peace of mind
- **PROTECT** officers from dangerous traffic stops with automated, contact-free enforcement
- **BUILD** safer communities and accelerate investigations with the latest video and analytics tools
- **FUND** a network of smart and safe city technologies and initiatives



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AGENDA

CrossingGuard School Bus Stop Arm Safety Camera Program



1. Verra Mobility
2. **NY State - Illegal School Bus Passing Legislation**
3. CrossingGuard Safety Program Overview
4. Let's Put a Stop to Illegal Passing
5. Q&A



NEW YORK LEGISLATION | NY VTL § 1174(A)

Safety Program Specifics Required by State Law



Safety Program Authorization

- § Authorizes a county, city, town or village to enter into an agreement with a school district to install school bus stop arm cameras.
- § If a county enters into an agreement with a school district, no cities, towns or villages within said county may then enter into an agreement with the school district.
- § No county may enter into an agreement with any city school district wholly contained within a city.



Safety Program Specifics

- § School bus stop arm safety cameras must only be placed outside facing away from the interior of the bus and may only capture vehicles illegally passing stopped school buses.
- § Notices must include the date and time of the incident, the registration number of the vehicle, the identification number of the camera and instructions for how to contest the fine.
- § Signage shall be posted at each roadway entrance of the jurisdictional boundaries of such county, city, town or village.
- § A county, city, town or village shall send an annual report to the governor and Legislature detailing the performance of a school bus stop arm safety camera program.

Civil Penalty

- § \$250 for a first violation
- § \$275 for a second violation within an 18-month period
- § \$300 for each violation subsequent violation within the same 18-month period
- § An additional \$25 may be assessed for each violation for failure to respond to a notice of violation within the prescribed time period
- § Adjudication shall be through the local traffic violations bureau or the court having jurisdiction over traffic violations, or through an administrative tribunal if authorized by local law.

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AGENDA

CrossingGuard School Bus Stop Arm Safety Camera Program



1. Verra Mobility
2. NY State - Illegal School Bus Passing Legislation
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PUT A STOP TO ILLEGAL PASSING

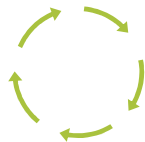
KEEPING KIDS SAFE



**Violator-Funded
No Upfront Costs**



**Stop Arm
Enforcement**



**End-to-End
Program Services**



**Experienced
Support Teams**



**Positive Customer
References**



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SMARTER SOLUTIONS, SAFER KIDS

CrossingGuard School Bus Stop Arm Safety Camera Program



CROSSINGGUARD is a turnkey stop arm safety camera solution that incorporates all of the services required to successfully reduce illegal school bus passing.

Verra Mobility provides communities with an **end-to-end solution** that makes implementing a very complicated safety camera program, relatively **easy for our clients**.

ZERO

➤ **UPFRONT SAFETY
PROGRAM COSTS**

99 %

➤ **OF DRIVERS WHO WERE
ISSUED & PAID A VIOLATION
DID NOT RECEIVE A SECOND***



- Enhance student safety
- Change driver behavior
- Reduce illegal passing
- Enforce traffic laws

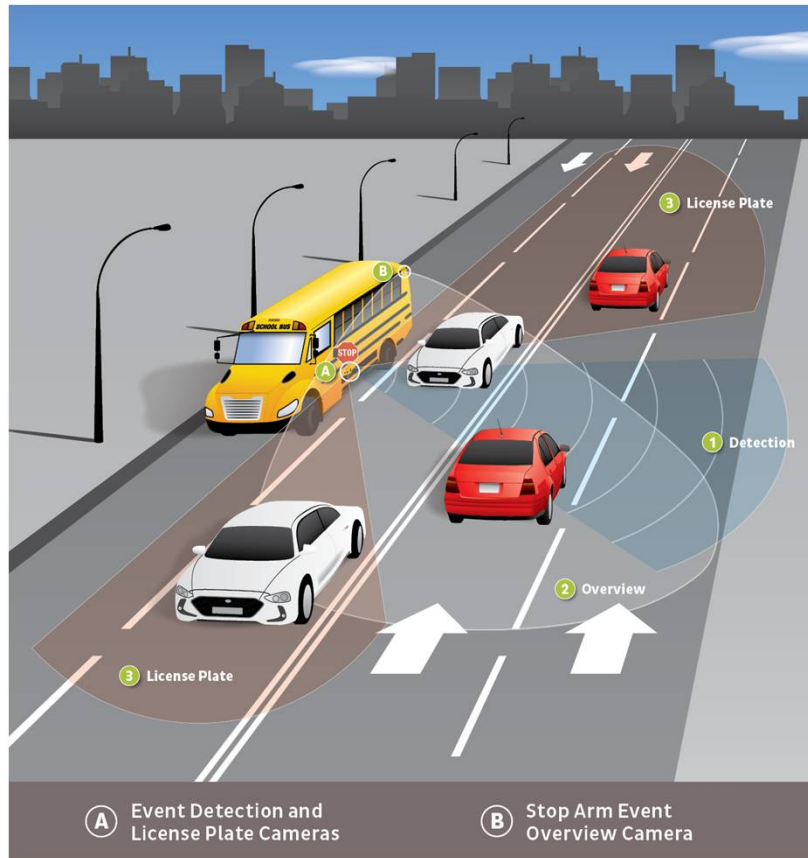


*Verra Mobility Data: 24 Operational CrossingGuard programs in GA, MD, TX, VA during the 2018/19 school year (Confidential, Proprietary)

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HOW IT WORKS

CrossingGuard School Bus Stop Arm Safety Camera Program



- Step 1:** Video cameras are installed at key locations on the exterior of the school bus.
- Step 2:** When a school bus extends its stop arm, the system automatically uses radar detection to capture a vehicle passing the stopped bus within the enforced zone.
- Step 3:** When a vehicle passes the school bus, the cameras record video showing the violating vehicle.
- Step 4:** The event images extracted from the video include not only the vehicle as it passes the school bus, but also the vehicle's license plate and the extended stop arm of the bus. The video of the vehicle is provided as further evidence of the event.
- Step 5:** Event data and images are then wirelessly uploaded to Verra Mobility's back-office via a secure VPN for event processing per business rules.
- Step 6:** Law enforcement personnel review the evidence and determine whether a violation has occurred.
- Step 7:** If law enforcement determine the event is a violation, a notice is issued and mailed to the vehicle owner.



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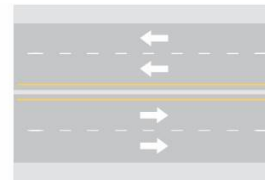
LEADING STOP ARM SAFETY CAMERA TECHNOLOGY

CrossingGuard School Bus Stop Arm Safety Camera Program



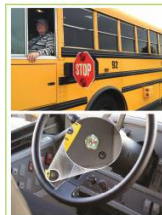
AUTOMATED EVENT CAPTURE

No live reviewing required. Accurately enforces and captures only stop arm violations.



MULTIPLE LANE ENFORCEMENT

Enforces up to six lanes of traffic. Two plate cameras and one over-view camera included.



NO DRIVER INTERACTION REQUIRED
Enables bus driver to focus on driving and child safety.

SILENT ALARM BUTTON
Alerts authorities with the simple push of a button.

License Plate Cameras



Radar Detector

ADVANCED DETECTION
Stop arm event capture from radar technologies.

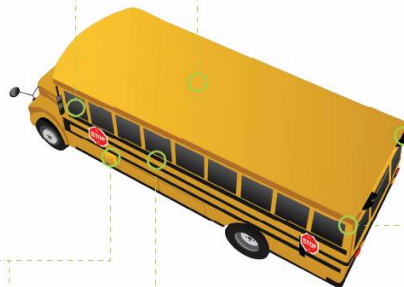
INFRARED TECHNOLOGY
Optimal performance in early mornings and dark evenings.

IMAGE BOOST TECHNOLOGY
Fast shuttering, automatic gain control, white balance adjustments for crisp clear images.

HEATED CAMERA LENSES
Optimal performance in cold snowy conditions.



WEATHER-RESISTANT & TAMPERPROOF
IP67 rated enclosures with Gorilla® Glass technology.



DIGITAL VIDEO RECORDER
Proprietary suspension system built for vibration-resistance.



AUTOMATED WIRELESS UPLOAD
Fast data and evidence transfer at speeds up to 4G.



GPS LOCATION IDENTIFICATION
Pinpoints event location on a color map. Map printed on citation as further evidence.



OPTIONAL DOOR-SIDE/ RIGHT-SIDE CAMERA
Captures video of vehicles overtaking the bus on the left and/or right side of the bus.



EVIDENCE PACKAGES
Violation data, video, images and a GPS map all included.



MULTI-CITATION TECHNOLOGY
Proprietary software used to capture multiple violations at one stop



MULTI-JURISDICTIONAL TECHNOLOGY
Automated advanced mapping enables event prosecution in the correct jurisdiction.

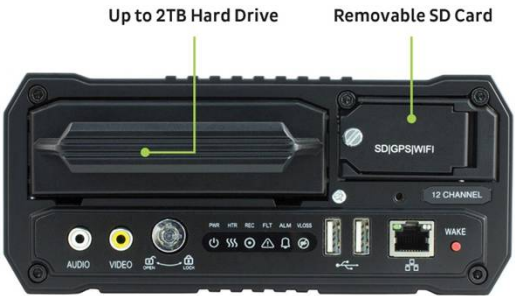
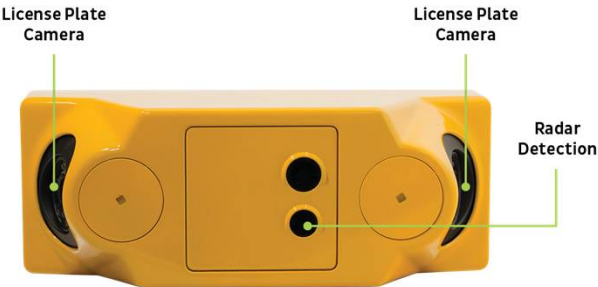


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HARDWARE OVERVIEW

CrossingGuard School Bus Stop Arm Safety Camera Program

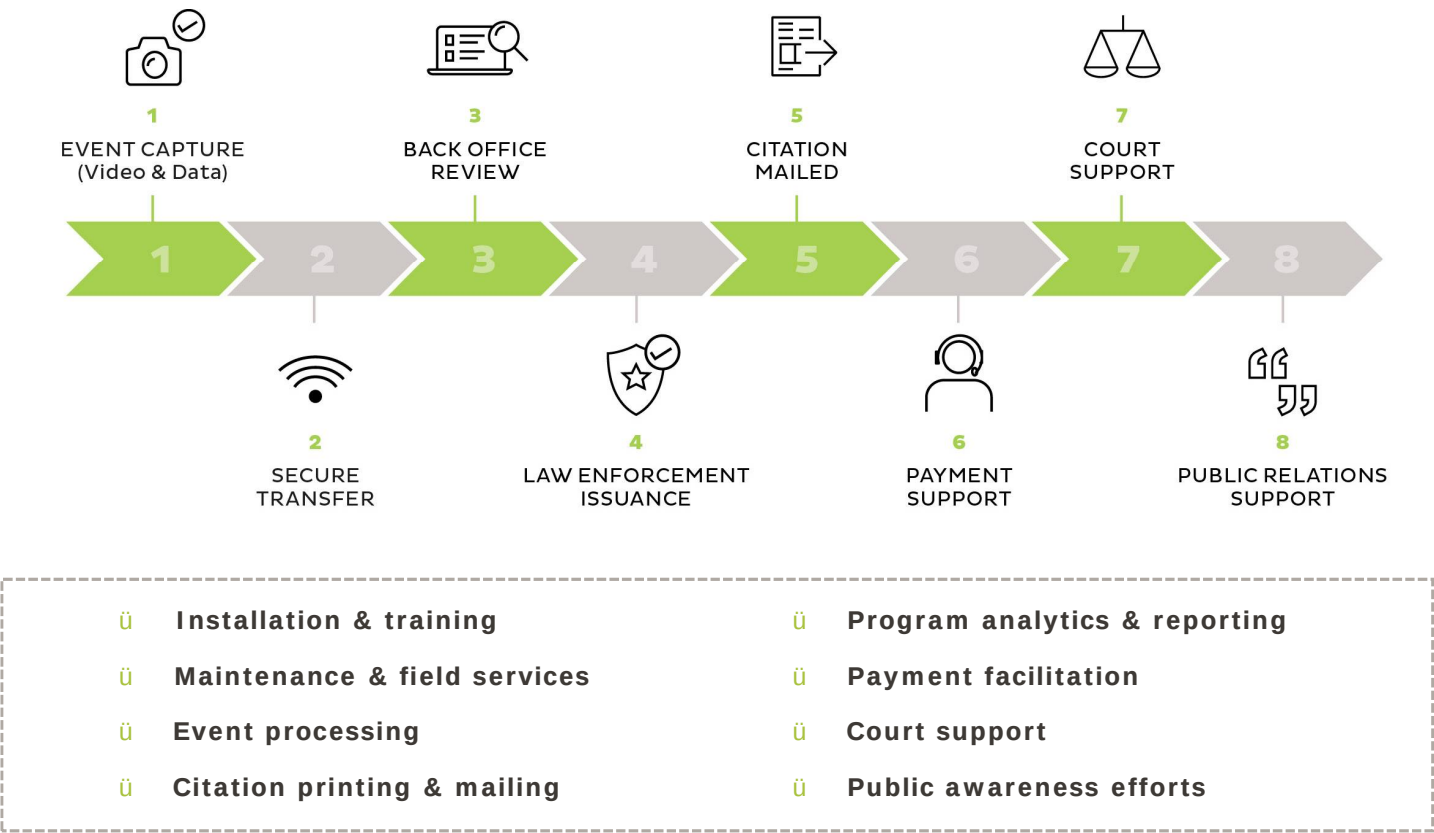


SILENT ALARM



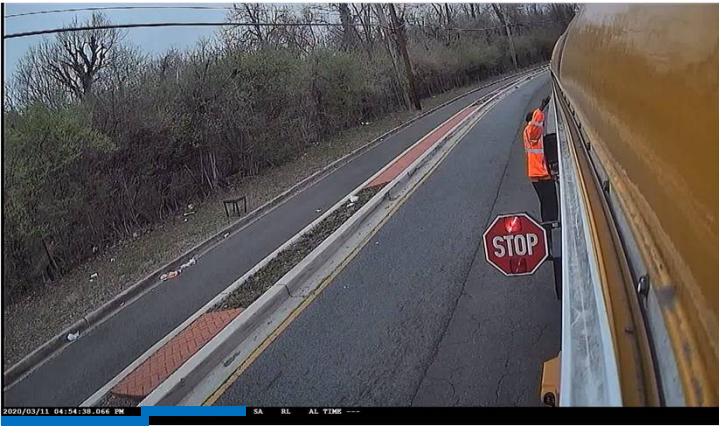
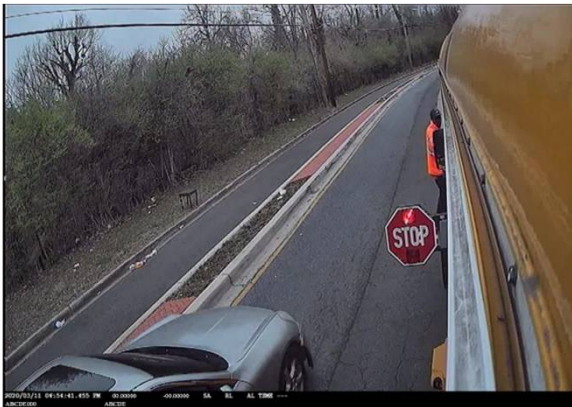
END-TO-END STOP ARM SAFETY PROGRAM SOLUTION

CrossingGuard School Bus Stop Arm Safety Camera Program



VIOLATION IMAGE SET, GPS MAP & VIDEO

CrossingGuard School Bus Stop Arm Safety Camera Program



- A shot
- B Shot
- Plate shot
- GPS map
- Violation video



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AXSIS™ SMART MOBILITY PLATFORM

CrossingGuard School Bus Stop Arm Safety Camera Program

AXSIS™ MYTOWN, ST Violation Processing

Violation Workflow Documents Reports Adjudication

Police Review > All Violation Count: 161

Event ID: 12345678

Overview 1 Overview 2 Overview 3 Overview 4 Plate ROI

2020/03/11 04:54:42 PM 00:000000 00:000000 00:000000 SA BL AL TIME

Gamma: 1 All Analyze Image

License Plate: SAMPLE ST U

Make: MAKE Model: MODEL Color: COLOR Style: STYLE Year: YEAR Reg. Exp.: 000000 VIN #: AB1234567890CDE

Super Review Re-Crop Skip Reject Accept

Violation Info

Type: CROSSING GUARD -- SCHOOL BUS Date/Time: 3/10/2020 04:54:42 PM

Location: 00.000000, -00.000000

Queue History

Violator Information

Last: WEASEL First: JANE Middle: A

Addr. 1: 1234 DOG STREET Addr. 2:

City: EMPIRE State: ST Zip: 12345

AXSIS™

- Secure, web-based system; single sign-on
- Training provided to all system users

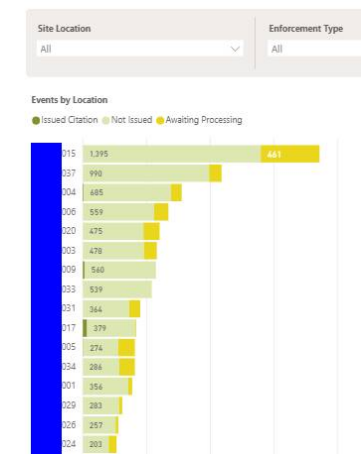
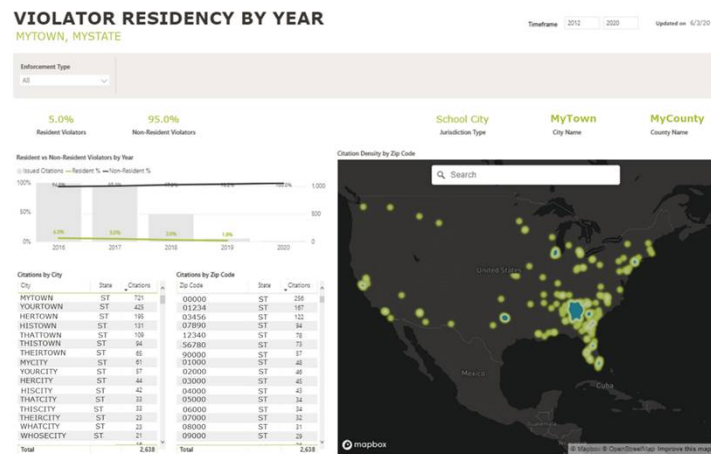
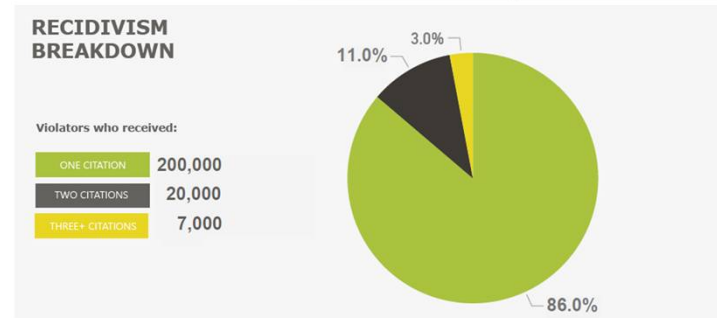
Event Review Program Administration Reporting Payments Adjudication



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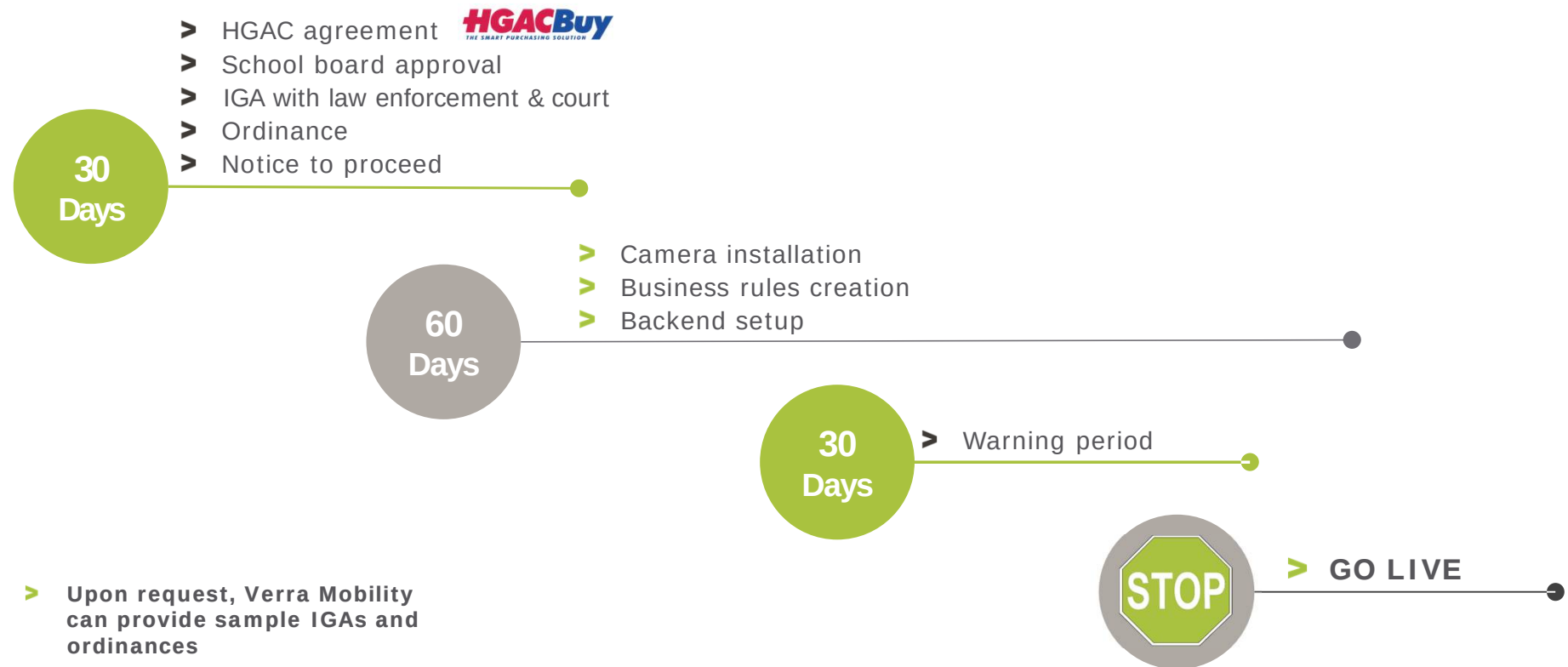
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CrossingGuard School Bus Stop Arm Safety Camera Program



IMPLEMENTATION PROCESS

CrossingGuard School Bus Stop Arm Safety Camera Program



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COMMUNITY ROLES & RESPONSIBILITIES

CrossingGuard School Bus Stop Arm Safety Camera Program



County & School District

- Manage vendor relationship
- Grant access to bus yard for installation and maintenance



Law Enforcement

- Review event evidence and either accept or reject



Hearing Officers

- Conduct hearings, appeals



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AGENDA

CrossingGuard School Bus Stop Arm Safety Camera Program



1. Verra Mobility
2. NY State - Illegal School Bus Passing Legislation
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3. **Let's Put a Stop to Illegal Passing**
4. Q&A



LET'S PUT A STOP TO ILLEGAL SCHOOL BUS PASSING

CrossingGuard School Bus Stop Arm Safety Camera Program



THE ISSUE

Data collected from school bus drivers in 39 states throughout the United States.

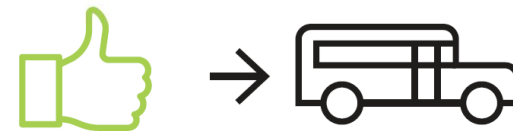


ILLEGAL PASSING

In 2019, an estimated **17 million drivers** illegally passed school buses across the country.¹

THE SOLUTION

Data collected from 34 operational school bus stop arm safety programs.



CHANGING DRIVER BEHAVIOR

99% of drivers who received and paid a ticket for illegally passing a school bus **DID NOT receive a second.**²



SOURCES:

1) NASDPTS 2019, [HTTP://WWW.NASDPTS.ORG](http://www.nasdpts.org)

2) VERRA MOBILITY DATA: 34 OPERATIONAL CROSSINGGUARD PROGRAMS IN GA, WA, MD, TX, VA DURING THE 2019/20 SCHOOL YEAR (08/19-03/20)

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LET'S PUT A STOP TO ILLEGAL SCHOOL BUS PASSING

CrossingGuard School Bus Stop Arm Safety Camera Program



HGACBuy
THE SMART PURCHASING SOLUTION



VERRA MOBILITY

- A global leader in smart transportation
- A leading provider of road safety cameras in the U.S.

END-TO-END SERVICES

- Installation & training
- Maintenance & field services
- Event processing
- Citation printing & mailing
- Safety program analytics
- Payment support
- Court support
- Public awareness efforts

FEATURED TECHNOLOGY

- Radar detection
- IR illumination
- Heated camera lenses
- Silent alarm button
- 2TB purpose-built DVR

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HGAC COOPERATIVE PURCHASING

CrossingGuard School Bus Stop Arm Safety Camera Program



HGAC selected Verra Mobility in the cooperative purchasing RFP for school bus stop arm enforcement and additional road safety camera solutions.



Agency or Municipality:

- Must be a member of HGAC
- Satisfies cooperative purchasing requirements in many jurisdictions
- Executes an agreement with Verra Mobility
- Executes a purchase order with HGAC



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AGENDA

CrossingGuard School Bus Stop Arm Safety Camera Program



1. Verra Mobility
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- > 5. Q&A**



QUESTION & ANSWER

CrossingGuard School Bus Stop Arm Safety Camera Program



Confidential & Proprietary

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NYS School Bus Photo Violation Monitoring Systems

Effective Date:

Chapter 145 Laws of 2019 is effective September 6, 2019. Law expires December 1, 2024

Vehicle and Traffic Law Amended

§ 1174-a Vehicle and Traffic Law amended, and a new section added to enable local governments and school districts to work together to enact a demonstration program for the installation of school bus monitoring cameras to identify motorists passing stopped school buses when bus red lights flashing and stop arm lowered.

How Many States Have a School Bus Stop Arm Safety Program?

Five states have a program, NY is the sixth state.

Are there Studies Proving the Efficacy of the Program?

There are a few studies from independent 3rd parties that discuss some of the results and benefits of a school bus stop arm program. On average, some companies report a 40 percent reduction in the number of violations issued from the first month of school to the last month of school. Studies have also shown after a motorist receives a violation, it is rare for that motorist to become a repeat offender. Here are the safety studies:

<https://www.schoolbusfleet.com/news/726333/new-guide-promotes-school-bus-stop-arm-camera-advocacy>

<https://static.tti.tamu.edu/tti.tamu.edu/documents/TTI-2008-7.pdf>

<https://www.nhtsa.gov/school-bus-safety/reducing-illegal-passing-school-buses>

<http://www.sesptc.com/2017Presentations/P3.pdf>

How are Local Governments Involved?

Any county, city, town or village, located within a school district, may adopt a local law or ordinance establishing a school bus photo demonstration program. Local governments thereafter may enter into an agreement with the applicable school district for the installation, maintenance and use of school bus photo violation monitoring systems on school buses for the proper handling and custody of photographs, microphotographs, videotapes, other recorded images and data produced by such systems and for the forwarding of such photographs, microphotographs, videotapes,

other recorded images to the applicable county, city, town or village which establishes demonstration program. Any Agreement shall be approved by majority vote of the applicable local government, and by resolution of the participating school district. The costs of the program are not eligible as an aid able expense of the district for state school aid.

Where a district has entered into an agreement with a county, no cities, towns or villages within the same county may enter into, or be a party to, any agreement with the district. No county shall enter into an agreement with a district wholly contained within a city, unless that city school district overlaps a bordering town, then the district may contract with the county program. Districts are authorized to withdraw or terminate participation with this demonstration program at any time. Districts are prohibited from accessing any images from the photo monitoring program. Photographs shall be destroyed within 90 days after the date of liability if no notice of liability is issued to owner of vehicle or upon final disposition of notice of liability.

What are the Requirements for Signage notifying the public of the School Bus Camera Program?

Counties, towns, cities or villages shall install signage in conformance with standards established pursuant to the Manual on Uniform Traffic Control Devices (MUTCD) at each roadway entrance of the jurisdictional boundary of the county giving notice that school bus photo violation monitoring systems are used. Roadways do not include state express routes or state interstate routes but shall include controlled access highway exit ramps that the enter the jurisdiction of the county.

Is there a cost to the school district or local governments?

Districts cannot be charged for participating with a local government in a school bus photo violation program. The total cost to the district of the installation, maintenance and use of the school bus photo violation monitoring systems shall be borne entirely by the applicable local government sponsoring the demonstration program. There are implementation costs for signage notifying drivers entering the county borders that the county has in place a school bus photo violation program. Violation fees generated from the program should be used to operate the program so that there are no up-front tax payer costs to the county.

Where are the Cameras located?

The School Bus Photo Monitoring Demonstration Program implemented by the county, city, town or village with the district may include stationary devices at fixed locations or mobile units affixed to school buses owned or operated under contract with districts. Any school bus photo monitoring device mounted on a bus shall be directed outwardly from bus to capture images of vehicles. There is no interaction required or necessary for the driver of the bus, as the cameras operate autonomous from the driver's responsibilities. Multiple cameras within the installed system detect the license plate and up to four lanes of traffic in the vicinity of the stopped school bus capturing images

of vehicles passing from behind or from ahead of the stopped school bus. Law enforcement rev

A county, city, town or village located within a school district is authorized and empowered to adopt and amend a local law or ordinance establishing a demonstration program imposing monetary liability on the owner of the vehicle for failure of an operator to stop said vehicle when meeting a school bus marked and equipped.

A Memorandum of Understanding must be executed between the local government and the school district before installation and operation of any program.

What are the fees for passing stopped marked school buses?

Owner liability for failure of operator to stop for school bus displaying a red visual signal and stop-arm. The owner of the vehicle shall be liable for a penalty if such vehicle was used or operated with the permission of the owner, express or implied. Owner shall not be liable for the following penalty if he/she was convicted of the underlying violation of §1174-a. It shall also be a defense to any prosecution that such school bus arm was malfunctioning at the time of the alleged violation. There are no motorist moving violations (points on driver's license), or notification to insurance companies of a violation.

Civil fine per state law is as follows:

First violation:	\$250
Second Violation:	\$275 (both of which committed within 18 months)
Third Violation:	\$300 (all of which committed within 18 months)

Additional Local Surcharge \$25 (up to for failure to respond to notice of liability in timely manner).

*Violations are also exempt from state mandated traffic ticket surcharges

What about Privacy Issues for Motorists or Pedestrians?

Any county, city, town or village establishing the demonstration program shall adopt and enforce measures to protect the privacy of drivers, passengers, pedestrians and cyclists whose identity and identifying information may be captured by bus photo monitoring system. Counties shall implement oversight procedures to ensure compliance with privacy protection measures. Per state law, all evidence not relevant to the violation is destroyed within 90 days from date of the incident. Additionally, upon final adjudication of the violation or failure to prosecute, all images used to prosecute the violation are destroyed. Evidence is maintained by the company during an appeal process.

How Do Local Governments and School Districts Report on Effectiveness of Demonstration Program?

On or before September 1 of each year, the district shall determine and certify to each county, city, town or village with which it has entered into an agreement ***the total cost*** to the district for the school year ending the preceding June 13 of installing, maintaining and using such systems.

On or before December 1 of each year, each county, city, town or village shall pay to the district such costs so certified to it on or before the preceding September 1.

Within 20 days of when such payment is due or is due, the district shall submit to the state director of the budget, and the chairs of the state legislature fiscal committees a report for each such county, city, town, village showing the amount of costs certified and the amount of payments so received or due.

Failure to make timely payments to the district shall suspend demonstration program until payments are made.

Any county, city, town or village which enacts this demonstration program shall submit an annual report to the Governor, Temporary President of the Senate and the Speaker of the Assembly of the results of the use of bus photo monitoring program by June 1, 2020 and each additional year thereafter. Such report shall include information pertaining to:

- The number of buses and description of routes where stationary and mobile bus photo systems used
- Total number, type and severity of accidents if maintained by DMV
- Total number of violations recorded at each location and total of violations recorded on daily, weekly and monthly basis.
- Total number of convictions for violations of §1174-a if maintained by DMV
- Total number of notices of liability issued for violations recorded by such systems
- Number of fines and total amount of fines paid after first notice of liability issued
- Number of violations adjudicated
- Total amount of revenue collected for adjudication received by city, town or village (not county)
- Expenses incurred by such city, town or village for program (not county)
- Description of the adjudication process
- Description of public education activities to warn motorists of this new program

Any county, city, town or village shall submit required state reports to local law enforcement agencies having jurisdiction to enforce violations of the vehicle and traffic law.

Does Law Enforcement Officer Need to Validate That a Violation Did Occur?

Yes, a law enforcement agency must validate the findings before a violation is issued. Camera Technology on the bus provides law enforcement with necessary video footage and a complete evidence package simplifying the process needed to validate violation, minimizing the time that officers need to take to validate the violation. All evidence is stored by the company and shared with law enforcement or courts for reviewing and adjudicating the violation. Providers should guarantee that the system used can produce all the evidence that is required to prosecute a violation.

How are Violations Processed?

Adjudications of violations imposed on owners shall be by a traffic violations bureau where the violation occurred, or if there be none, by the court having jurisdiction over traffic infractions where the violation occurred. Counties are urged to work with companies with direct interface to parking violations bureau and where no parking violations bureau exists, with local justice courts.

Does a Motorist Have Access to the Violation Evidence?

Yes. A motorist will receive notification of the violation and can review on a web portal the evidence used to prosecute that a violation occurred and can pay, challenge or dispute the violation.

What Happens to the Revenue Received from Violations?

Where a county has established a demonstration program any fine or penalty collected by a court, judge, magistrate or other officer for an imposition of liability which occurred within such county shall be paid to the state comptroller within the first ten days of the month following collection. The comptroller shall pay 90% of any such fine or penalty to the county, and 10% of any such fine or penalty to the city, town or village in which the violation giving rise to the liability occurred.

How Are the Cameras Purchased/Leased?

The purchase or lease of equipment for demonstration program is subject to §103 of the general municipal law.

Who Contracts with the Vendor for Implementing the Program?

The county will enter into a master licensing agreement with the digital imaging company and then a Memorandum of Understanding is executed between the county and the participating districts. The MOU will detail the rights and responsibilities of each party in conformance with state law. The districts will designate which bus routes will have the cameras in place. Company will customize the program to the rules of the county, districts, towns and villages. Company will train all end users of the technology and be responsible for all maintenance and upkeep of systems.

What About Vehicles Being Operated on Road from Car Rental Companies?

Drivers using these vehicles will receive the violation directly from the digital imaging company as they have access to the car rental agreements.



CORTLAND COUNTY ASSIGNED COUNSEL OFFICE

CORTLAND COUNTY OFFICE BUILDING, SUITE B2
60 CENTRAL AVENUE, CORTLAND NY 13045

MICHAEL R. CARDINALE
ADMINISTRATOR

DONNA JOHNSON
SECRETARY

JPS Meeting-February 2021 Report

Denials: 2 financially ineligible
2 type of case

CONFLICT

Family Court:	44
Criminal:	
Felonies	5
Misdemeanors	20
Violations	3
Other	30
Infractions	2
Total	104

PUBLIC DEFENDER ASSIGNMENTS

Family Court	45
Criminal:	
Felonies	7
Misdemeanors	23
Violations	2
Other	33
Infractions	0
Total	110

COUNSEL AT FIRST ARRAIGNMENT		
After hours	18B	PD
February 2021	9	6
January 2021	7	10
December 2020	8	8
November 2020	10	14
October 2020	4	18
September 2020	14	26
August 2020	6	13
Not After hours		
February 2021		20
January 2021		27
December 2020		4
November 2020		29
October 2020		53
September 2020		41
August 2020		49

Total PD cases assigned: Assigned by AC-110

Assigned by Courts-	<u>81</u>
	191

Total Cases Assigned

104 + 191 = 295

(53 more assignments compared to January)

ILS Hurrell-Harring Grant Money

\$57,021.06 received 3/19/20

\$52,941.00 received 10/28/20

Attachment: JPS February 2021 (8331 : Assigned Counsel Monthly Report)

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shempsteadCortland County
YEAR-TO-DATE BUDGET REPORTP
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FOR 2021 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	50,484	0	50,484	6,341.66	.00	44,142.34	12.6%
A11855 54000 TELEPHONE	400	0	400	9.32	.00	390.68	2.3%
A11855 54001 COPYING/PRINTING	400	0	400	.00	.00	400.00	.0%
A11855 54005 Office Materials &	500	250	750	.00	.00	750.00	.0%
A11855 54012 SPECIAL SUPPLIES &	400	-400	0	.00	.00	.00	.0%
A11855 54020 POSTAGE	100	0	100	5.31	.00	94.69	5.3%
A11855 54040 ASSOC/MEMBERSHIP D	220	0	220	.00	.00	220.00	.0%
A11855 54045 Travel & Sustenanc	1,200	0	1,200	.00	.00	1,200.00	.0%
A11855 54046 REMOVAL/TRANSFER/M	22,000	-22,000	0	.00	.00	.00	.0%
A11855 54048 Prog Spec Material	0	400	400	.00	.00	400.00	.0%
A11855 54055 PROFESSIONAL SERVI	4,000	0	4,000	200.00	.00	3,800.00	5.0%
A11855 54070 INSURANCE	155	0	155	178.30	.00	-23.26	115.0%
A11855 54071 MALPRACTICE/SPECIA	131	0	131	197.76	.00	-66.47	150.6%
A11855 54074 VEHICLE INSURANCE	284	0	284	308.74	.00	-24.46	108.6%
A11855 54075 OFFICE EQUIPMENT	250	-250	0	.00	.00	.00	.0%
A11855 54078 Fuel	1,500	0	1,500	36.44	.00	1,463.56	2.4%
A11855 54500 MEDICAL FEES & SER	60,000	-60,000	0	.00	.00	.00	.0%
A11855 54615 CONTRACTED MEDICAL	0	82,000	82,000	9,161.90	26,788.10	46,050.00	43.8%
A11855 58020 RETIREMENT	7,068	0	7,068	.00	.00	7,068.00	.0%
A11855 58030 FICA	3,862	0	3,862	405.14	.00	3,456.90	10.5%
A11855 58040 WORKERS COMP	1,990	0	1,990	2,016.45	.00	-26.45	101.3%
A11855 58060 HEALTH INS	25,789	0	25,789	3,967.52	.00	21,821.15	15.4%
A11855 58062 DENTAL INS	180	0	180	13.92	.00	166.56	7.7%
A11855 58065 VISION CARE BENEFI	39	0	39	6.00	.00	33.20	15.3%
TOTAL CORONERS	180,953	0	180,953	22,848.46	26,788.10	131,316.44	27.4%
TOTAL GENERAL FUND	180,953	0	180,953	22,848.46	26,788.10	131,316.44	27.4%
TOTAL EXPENSES	180,953	0	180,953	22,848.46	26,788.10	131,316.44	

Attachment: Coroner Monthly Budget Report - March (8341 : Coroner Monthly Budget Report)

2021 DA Statistics

	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021	Apr 2020	Apr 2021	May 2020	May 2021	June 2020	June 2021
Fel-County & City	33	14	26	17	17		16		26		23	
Misd City	12	23	22	18	19		18		17		20	
Misd County	19	37	10	30	18		21		20		26	
Violations City	0	6		2			0		0		0	
Violations County	8	16	22	6	17		3		33		10	
Sealed Indictments	0		0	0	0		0		0		0	
TOTALS:	72	96	80	73	71	0	58	0	96	0	79	0
Vehicle and Traffic	155	277	120	222	135		93		45		169	
DWI's	18	13	20	4	13		2		7		9	
	July 2020	July 2021	Aug 2020	Aug 2021	Sep 2020	Sep 2021	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Fel-County & City	17		15		31		26		23		18	
Misd City	20		34		43		31		24		28	
Misd County	21		34		33		10		32		20	
Violations City	0		0		5		11		7		6	
Violations County	17		28		12		2		4		6	
Sealed Indictments	0		0		0						0	
TOTALS:	75	0	111	0	124	0	80	0	90	0	78	0
Vehicle and Traffic	259		226		284		113		245		325	
DWI's	11		15		16		6		12		11	

March 2021

911

- Lapeer Generator is in need of significant repairs.
- One dispatchers on FMLA
- One dispatcher in training.
- Adjusting staffing and 911 dispatch locations to facilitate quarantine orders.
- Fiber optic installation at PSB scheduled for March 9th.
- Auto discovery recordings continue and case load is picking back up

22 West Court Street

- Phase 3 - window replacement – completed
- Fiber Optic connection contract is progressing with IT, work was slowed due to pandemic
- Further progress - Bidding/awarding of construction is on hold until 2021.

Emergency Management

- COVID response
 - o Assisting with logistics of vaccination PODs
 - o County quarantine locations reported to 911 system
 - o Still adequate supplies of EMERGENCY supplies (PPE, sanitizer, etc)
- Work is progressing on the all hazard plan with Tetra Tech, work was slowed due to pandemic

Fire Service

- County Chiefs- Fire Advisory Board is exploring the option of discontinuing the County Fire Investigation team pending a potential re-organization or dissolution.
- Limiting Deputy Fire Coordinator travel to Fire Department meetings
- Still supporting repairs to radios under grant funding
- Trainings are slowly restarting under new guidance
- Most of the County Fire Departments have returned to pre-covid EMS responses
- Paging equipment upgrades being completed this month.

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12								
ACCOUNTS FOR: A GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
A302041 EMS - DERC								
A302041 41140 EMERGENCY PHONE S	-182,000	0	-182,000	-3,691.98	.00	-178,308.02	2.0%	
TOTAL EMS - DERC	-182,000	0	-182,000	-3,691.98	.00	-178,308.02	2.0%	
A302043 EMS - ERC								
A302043 43306 PSP HOMELAND SECUR	-60,000	0	-60,000	.00	.00	-60,000.00	.0%	
TOTAL EMS - ERC	-60,000	0	-60,000	.00	.00	-60,000.00	.0%	
A302046 EMS - DERC								
A302046 42410 RENTAL OF RADIO T	-37,200	0	-37,200	-4,730.00	.00	-32,470.00	12.7%	
TOTAL EMS - DERC	-37,200	0	-37,200	-4,730.00	.00	-32,470.00	12.7%	
A30205 EMERGENCY RESPONSE & COMMUNCTN								
A30205 51005 PERSONAL SERVICES	914,494	0	914,494	134,000.84	.00	780,493.16	14.7%	
A30205 51005 PSP PERSONAL SERVIC	60,000	0	60,000	.00	.00	60,000.00	.0%	
A30205 51020 OVERTIME PAY	110,000	0	110,000	16,145.06	.00	93,854.94	14.7%	
A30205 51035 OTHER COMPENSATION	22,788	0	22,788	476.31	.00	22,311.69	2.1%	
A30205 52005 Capital Office Equ	700	0	700	.00	.00	700.00	.0%	
A30205 52015 19PSP Department Sp	0	0	0	900.00	-900.00	.00	.0%	
A30205 52015 20HSG Department Sp	0	0	0	31,217.22	-31,217.22	.00	.0%	
A30205 52060 Capital Computer E	0	9,850	9,850	.00	9,850.00	.00	100.0%	
A30205 54000 TELEPHONE	38,500	0	38,500	5,223.09	24,418.23	8,858.68	77.0%	
A30205 54001 COPYING/PRINTING	500	0	500	.00	.00	500.00	.0%	
A30205 54005 Office Materials &	1,500	0	1,500	67.48	57.92	1,374.60	8.4%	
A30205 54014 RENEWALS MTN AGREE	286,000	-286,000	0	.00	.00	.00	.0%	
A30205 54015 Maintenance Agreem	0	276,150	276,150	31,067.84	68,858.50	176,223.66	36.2%	
A30205 54020 POSTAGE	500	0	500	20.31	.00	479.69	4.1%	
A30205 54025 UTILITIES	42,000	0	42,000	841.03	33,760.52	7,398.45	82.4%	
A30205 54035 EDUCATION & TRAINI	7,500	0	7,500	.00	110.00	7,390.00	1.5%	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12								
ACCOUNTS FOR: A GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
A30205 54040 ASSOC/MEMBERSHIP D	250	0	250	40.00	.00	210.00	16.0%	
A30205 54045 Travel & Sustenanc	1,000	0	1,000	.00	.00	1,000.00	.0%	
A30205 54048 COVID19 Prog Spec Mat	0	9,000	9,000	7,386.58	937.06	676.36	92.5%	
A30205 54050 Equip. Repairs & M	7,500	0	7,500	2,769.20	2,874.83	1,855.97	75.3%	
A30205 54060 LEGAL NOTICES / AD	200	0	200	.00	.00	200.00	.0%	
A30205 54067 REAL PROPERTY RENT	30	0	30	10.00	.00	20.00	33.3%	
A30205 54070 INSURANCE	49,086	0	49,086	52,185.84	.00	-3,099.84	106.3%	
A30205 54085 CLOTHING & UNIFORM	7,680	0	7,680	401.41	3,438.59	3,840.00	50.0%	
A30205 54213 I/D COPIER	525	0	525	41.12	.00	483.88	7.8%	
A30205 58020 RETIREMENT	154,953	0	154,953	.00	.00	154,953.00	.0%	
A30205 58030 FICA	84,671	0	84,671	10,972.55	.00	73,698.45	13.0%	
A30205 58040 WORKERS COMP	33,915	0	33,915	34,365.79	.00	-450.79	101.3%	
A30205 58060 HEALTH INS	224,585	0	224,585	24,546.44	.00	200,038.16	10.9%	
A30205 58062 DENTAL INS	1,534	0	1,534	192.83	.00	1,341.17	12.6%	
A30205 58065 VISION CARE BENEFI	333	0	333	33.00	.00	300.00	9.9%	
A30205 97100 2E911 SERIAL BOND P	108,800	0	108,800	.00	108,800.00	.00	100.0%	
A30205 97110 2E911 SERIAL BOND I	73,066	0	73,066	36,533.00	36,533.00	.00	100.0%	
TOTAL EMERGENCY RESPONSE & COMMUNCTN	2,232,610	9,000	2,241,610	389,436.94	257,521.43	1,594,651.23	28.9%	
TOTAL GENERAL FUND	1,953,410	9,000	1,962,410	381,014.96	257,521.43	1,323,873.21	32.5%	
TOTAL REVENUES	-279,200	0	-279,200	-8,421.98	.00	-270,778.02		
TOTAL EXPENSES	2,232,610	9,000	2,241,610	389,436.94	257,521.43	1,594,651.23		

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	1,953,410	9,000	1,962,410	381,014.96	257,521.43	1,323,873.21	32.5%

** END OF REPORT - Generated by Scott Roman **

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12								
ACCOUNTS FOR: A GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
A341043 FIRE / EMERGENCY MANAGEMENT								
A341043 43306 20HSG HOMELAND SEC	-24,900	0	-24,900	.00	.00	-24,900.00	.0%	
TOTAL FIRE / EMERGENCY MANAGEMENT	-24,900	0	-24,900	.00	.00	-24,900.00	.0%	
A341044 FIRE / EMERGENCY MANAGEMENT								
A341044 44305 20EMP FIRE/EMERGEN	-23,162	0	-23,162	.00	.00	-23,162.00	.0%	
TOTAL FIRE / EMERGENCY MANAGEMENT	-23,162	0	-23,162	.00	.00	-23,162.00	.0%	
A34105 FIRE / EMERGENCY MANAGEMENT								
A34105 51005 PERSONAL SERVICES	93,679	0	93,679	19,243.01	.00	74,435.99	20.5%	
A34105 51005 20EMP PERSONAL SERV	23,162	0	23,162	.00	.00	23,162.00	.0%	
A34105 51005 20HSG PERSONAL SERV	24,900	0	24,900	.00	.00	24,900.00	.0%	
A34105 52015 Department Specifi	2,500	0	2,500	.00	2,479.44	20.56	99.2%	
A34105 54000 TELEPHONE	0	0	0	95.43	.00	-95.43	100.0%	
A34105 54001 PRINTING/COPYING	750	0	750	.00	.00	750.00	.0%	
A34105 54005 Office Materials &	750	0	750	135.10	70.80	544.10	27.5%	
A34105 54006 Medical Materials	400	0	400	.00	400.00	.00	100.0%	
A34105 54012 SPECIAL SUPPLIES &	3,000	-3,000	0	.00	.00	.00	.0%	
A34105 54015 Maintenance Agreem	10,000	0	10,000	650.00	7,438.60	1,911.40	80.9%	
A34105 54020 POSTAGE	500	0	500	.00	.00	500.00	.0%	
A34105 54025 UTILITIES	4,500	0	4,500	.00	.00	4,500.00	.0%	
A34105 54035 EDUCATION & TRAINI	8,000	0	8,000	.00	60.00	7,940.00	.8%	
A34105 54040 ASSOC/MEMBERSHIP D	200	0	200	200.00	.00	.00	100.0%	
A34105 54045 Travel & Sustenanc	500	5,000	5,500	.00	.00	5,500.00	.0%	
A34105 54047 MILEAGE REIMBURSEM	5,000	-5,000	0	.00	.00	.00	.0%	
A34105 54048 Prog Spec Material	0	3,000	3,000	.00	3,000.00	.00	100.0%	
A34105 54050 Equip. Repairs & M	1,400	0	1,400	566.00	500.00	334.00	76.1%	
A34105 54074 VEHICLE INSURANCE	900	0	900	926.21	.00	-26.21	102.9%	
A34105 54078 Fuel	2,000	0	2,000	99.78	246.00	1,654.22	17.3%	
A34105 54085 CLOTHING & UNIFORM	500	0	500	.00	.00	500.00	.0%	
A34105 54300 Vehicle Repairs &	2,000	0	2,000	.00	.00	2,000.00	.0%	
A34105 58020 RETIREMENT	19,844	0	19,844	.00	.00	19,844.00	.0%	
A34105 58030 FICA	10,843	0	10,843	1,387.84	.00	9,455.16	12.8%	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12								
ACCOUNTS FOR: A GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
A34105 58040 WORKERS COMP	3,990	0	3,990	4,043.03	.00	-53.03	101.3%	
A34105 58060 HEALTH INS	25,789	0	25,789	2,311.76	.00	23,476.91	9.0%	
A34105 58062 DENTAL INS	180	0	180	27.84	.00	152.16	15.5%	
A34105 58065 VISION CARE BENEFI	40	0	40	6.00	.00	34.00	15.0%	
TOTAL FIRE / EMERGENCY MANAGEMENT	245,327	0	245,327	29,692.00	14,194.84	201,439.83	17.9%	
TOTAL GENERAL FUND	197,265	0	197,265	29,692.00	14,194.84	153,377.83	22.2%	
TOTAL REVENUES	-48,062	0	-48,062	.00	.00	-48,062.00		
TOTAL EXPENSES	245,327	0	245,327	29,692.00	14,194.84	201,439.83		

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	197,265	0	197,265	29,692.00	14,194.84	153,377.83	22.2%

** END OF REPORT - Generated by Scott Roman **

YEAR-TO-DATE BUDGET REPORT

FOR 2021 02

ACCOUNTS FOR: A GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A314042 PROBATION							
A314042 41580 REPARATION SURCHA	-2,000	0	-2,000	-220.19	.00	-1,779.81	11.0%
A314042 41588 STOP DWI REFUND T	-10,000	0	-10,000	-5,000.00	.00	-5,000.00	50.0%
A314042 41589 DSS PINS REIMBURS	-201,870	0	-201,870	.00	.00	-201,870.00	.0%
A314042 41590 DWI SUPERVISION F	-5,000	0	-5,000	-690.00	.00	-4,310.00	13.8%
TOTAL PROBATION	-218,870	0	-218,870	-5,910.19	.00	-212,959.81	2.7%
A314043 PROBATION							
A314043 43310 STATE AID - PROBA	-157,397	0	-157,397	-49,186.50	.00	-108,210.50	31.2%
A314043 43389 OTHER PUBLIC SAFE	-3,200	0	-3,200	.00	.00	-3,200.00	.0%
TOTAL PROBATION	-160,597	0	-160,597	-49,186.50	.00	-111,410.50	30.6%
A31405 PROBATION							
A31405 51005 PERSONAL SERVICES	1,120,261	0	1,120,261	110,236.42	.00	1,010,024.58	9.8%
A31405 51020 OVERTIME PAY	1,000	0	1,000	.00	.00	1,000.00	.0%
A31405 51025 SHIFT DIFFERENTIAL	150	0	150	.00	.00	150.00	.0%
A31405 54000 TELEPHONE	4,360	0	4,360	395.67	.00	3,964.33	9.1%
A31405 54001 COPYING/PRINTING	1,100	0	1,100	.00	.00	1,100.00	.0%
A31405 54005 Office Materials &	1,500	0	1,500	.00	.00	1,500.00	.0%
A31405 54006 Medical Materials	650	0	650	.00	.00	650.00	.0%
A31405 54015 Maintenance Agreem	9,957	0	9,957	.00	.00	9,957.00	.0%
A31405 54020 POSTAGE	1,300	0	1,300	40.58	.00	1,259.42	3.1%
A31405 54035 EDUCATION & TRAINI	9,810	0	9,810	.00	.00	9,810.00	.0%
A31405 54040 ASSOC/MEMBERSHIP D	700	0	700	700.00	.00	.00	100.0%
A31405 54041 PUBLICATIONS	214	0	214	.00	.00	214.00	.0%
A31405 54045 Travel & Sustenanc	1,000	0	1,000	.00	.00	1,000.00	.0%
A31405 54048 Prog Spec Material	300	0	300	.00	88.75	211.25	29.6%
A31405 54055 PROFESSIONAL SERVI	170	0	170	.00	.00	170.00	.0%
A31405 54070 INSURANCE	6,121	0	6,121	6,385.39	.00	-264.39	104.3%
A31405 54072 LAW ENFORCEMENT IN	9,342	0	9,342	7,368.57	.00	1,973.43	78.9%
A31405 54074 VEHICLE INSURANCE	569	0	569	617.47	.00	-48.47	108.5%
A31405 54078 Fuel	1,500	0	1,500	47.12	.00	1,452.88	3.1%
A31405 54213 I/D COPIER	2,013	0	2,013	156.01	.00	1,856.99	7.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 02

ACCOUNTS FOR: A GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A31405 54300 Vehicle Repairs &	1,200	0	1,200	.00	.00	1,200.00	.0%
A31405 54301 Vehicle Rent/Lease	17,600	0	17,600	2,931.68	5,942.52	8,725.80	50.4%
A31405 54615 CONTRACTED MEDICAL	650	0	650	.00	.00	650.00	.0%
A31405 54800 PROGRAM EXPENSE	1,000	0	1,000	.00	.00	1,000.00	.0%
A31405 58020 RETIREMENT	157,054	0	157,054	.00	.00	157,053.54	.0%
A31405 58030 FICA	85,819	0	85,819	7,942.02	.00	77,876.52	9.3%
A31405 58040 WORKERS COMP	39,900	0	39,900	40,430.34	.00	-530.34	101.3%
A31405 58060 HEALTH INS	220,320	0	220,320	24,878.41	.00	195,441.14	11.3%
A31405 58062 DENTAL INS	1,263	0	1,263	143.74	.00	1,119.62	11.4%
A31405 58065 VISION CARE BENEFIT	216	0	216	26.48	.00	189.12	12.3%
TOTAL PROBATION	1,697,038	0	1,697,038	202,299.90	6,031.27	1,488,706.42	12.3%
TOTAL GENERAL FUND	1,317,571	0	1,317,571	147,203.21	6,031.27	1,164,336.11	11.6%
TOTAL REVENUES	-379,467	0	-379,467	-55,096.69	.00	-324,370.31	
TOTAL EXPENSES	1,697,038	0	1,697,038	202,299.90	6,031.27	1,488,706.42	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 02

ACCOUNTS FOR: A GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A314143 PROBATION ATI (3140 AUD)							
A314143 43310 PROBATION SERVICE	-11,582	0	-11,582	.00	.00	-11,582.00	.0%
TOTAL PROBATION ATI (3140 AUD)	-11,582	0	-11,582	.00	.00	-11,582.00	.0%
A31415 PROBATION ATI (3140 AUD)							
A31415 51005 PERSONAL SERVICES	72,331	0	72,331	9,512.34	.00	62,818.66	13.2%
A31415 51020 OVERTIME PAY	25	0	25	.00	.00	25.00	.0%
A31415 51025 SHIFT DIFFERENTIAL	25	0	25	.00	.00	25.00	.0%
A31415 54000 CELL & LONG/DISTAN	300	0	300	27.04	.00	272.96	9.0%
A31415 54001 COPYING/PRINTING	100	0	100	.00	.00	100.00	.0%
A31415 54005 Office Materials &	100	0	100	.00	.00	100.00	.0%
A31415 54020 POSTAGE	30	0	30	.00	.00	30.00	.0%
A31415 54035 EDUCATION & TRAINI	50	0	50	.00	.00	50.00	.0%
A31415 54045 Travel & Sustenanc	100	0	100	.00	.00	100.00	.0%
A31415 54070 LIABILITY INSURANC	351	0	351	351.00	.00	.00	100.0%
A31415 54072 LAW ENFORCEMENT IN	787	0	787	574.35	.00	212.65	73.0%
A31415 58020 RETIREMENT	10,137	0	10,137	.00	.00	10,136.84	.0%
A31415 58030 FICA	5,539	0	5,539	693.39	.00	4,845.67	12.5%
A31415 58040 WORKERS COMP	3,990	0	3,990	4,043.03	.00	-53.03	101.3%
A31415 58060 HEALTH INS	15,027	0	15,027	1,644.79	.00	13,382.07	10.9%
A31415 58062 DENTAL INS	180	0	180	19.81	.00	160.67	11.0%
TOTAL PROBATION ATI (3140 AUD)	109,072	0	109,072	16,865.75	.00	92,206.49	15.5%
TOTAL GENERAL FUND	97,490	0	97,490	16,865.75	.00	80,624.49	17.3%
TOTAL REVENUES	-11,582	0	-11,582	.00	.00	-11,582.00	
TOTAL EXPENSES	109,072	0	109,072	16,865.75	.00	92,206.49	

Attachment: Probation Monthly Budget - March (8305 : Probation Monthly Budget Report)

CORTLAND COUNTY PUBLIC DEFENDER

Public Defender

Keith D. Dayton

Investigator

Katie Rehm

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

Thomas H. Miller

Kevin A. Jones

Kayla Hardesty

Anita Ribeiro-Ebosele

Keith R. Young

Maria Manning

Brandon White

March 1, 2021

Sandra Price, Chair

Judiciary & Public Safety Committee

Cortland County Office Building

Third Floor, 60 Central Avenue

Cortland, NY 13045

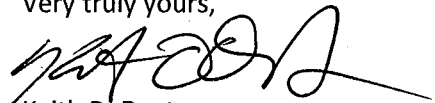
Re: Public Defender Office Update

Dear JPS Chair Price:

1. Comparing the first two months of 2021 to the first two months of 2020:
 - a. Total Cases are down slightly.
 - b. Family Court Cases are up slightly.
 - c. Criminal Cases are down slightly.
2. In 2021, we are within our budget.
3. We continue to pursue and collect grant revenues. We presently are awaiting payment on submitted vouchers for \$90,357.
4. We are fully staffed. However, we are requesting to increase one of our part-time assistant public defenders to a full-time assistant public defender position. This will be fully funded by grant monies.

Thank you for your consideration and interest in our Department.

Very truly yours,



Keith D. Dayton

Public Defender

Enclosures

Attachment: PD Mar 2021 JPS Report (8336 : Public Defender Monthly Reports)

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

2021

		Jan.	Feb.	March	April	May	June	July	Aug.	Sep.	Oct.	Nov.	Dec.	Year-to-date
Family Court	2016	41	35											76
	2017	22	26											48
	2018	17	25											42
	2019	38	28											66
	2020	39	31											70
	2021	36	40											76
Felonies	2016	10	16											26
	2017	12	14											26
	2018	12	18											30
	2019	13	21											34
	2020	13	19											32
	2021	8	10											18
Misdemeanors	2016	45	52											97
	2017	64	51											115
	2018	31	69											100
	2019	58	54											112
	2020	34	32											66
	2021	29	36											65
Violations	2016	14	5											19
	2017	6	10											16
	2018	4	3											7
	2019	7	2											9
	2020	7	6											13
	2021	5	9											14
Arraignments/Advice Only	2017	0	0											0
	2018	14	15											29
	2019	10	10											20
	2020	8	10											18
	2021	17	15											32
Drug Treatment Court (DTC)	2016	1	0											1
	2017	0	2											2
	2018	3	1											4
	2019	1	1											2
	2020	0	0											0
	2021	0	0											0
Supreme Court Integrated Domestic Violence (IDV) or Matrimonial	2016	7	1											8
	2017	1	7											8
	2018	1	0											1
	2019	2	4											6
	2020	2	0											2
	2021	1	1											2
Parole	2016	5	8											13
	2017	1	4											5
	2018	6	5											11
	2019	9	1											10
	2020	6	4											10
	2021	1	2											3
Sex Offender Registration Act (SORA)	2016	0	0											0
	2017	0	1											1
	2018	0	0											0
	2019	0	0											0
	2020	1	2											3
	2021	0	0											0
Fugitive	2016	0	0											0
	2017	0	1											1
	2018	0	0											0
	2019	0	0											0
	2020	0	1											1
	2021	0	0											0
Appeal & Post-conviction Motion	2016	0	0											0
	2017	0	0											0
	2018	0	0											0
	2019	0	0											0
	2020	1	0											1
	2021	0	0											0
Total per month	2016	123	117											240
	2017	106	116											222
	2018	74	136											210
	2019	138	121											259
	2020	111	105											216
	2021	97	113											210
Total month-to-date	2016	123	240											
	2017	106	222											
	2018	74	210											
	2019	138	259											
	2020	111	216											
	2021	97	210											
Average Cases per Month	2016	123	120											
	2017	106	111											
	2018	74	105											
	2019	138	130											
	2020	111	108											
	2021	97	105											

FOR 2021 02

ACCOUNTS FOR:		ORIGINAL APPROP	TRANFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A	GENERAL FUND							
A11705 PUBLIC DEFENDER								
A11705 43025	HH11 SA -INDIGENT L	-305,357	0	-305,357	.00	.00	-305,357.24	.0%
A11705 51005	PERSONAL SERVICES	533,446	0	533,446	84,191.46	.00	449,254.62	15.8%
A11705 51005	HH11 PERSONAL SERVI	70,918	0	70,918	.00	.00	70,918.00	.0%
A11705 51010	PART-TIME PAY	32,620	0	32,620	9,065.56	.00	23,554.38	27.8%
A11705 51010	HH11 PART-TIME PAY	84,934	0	84,934	.00	.00	84,933.76	.0%
A11705 54000	TELEPHONE	2,020	0	2,020	336.86	239.91	1,443.23	28.6%
A11705 54000	HH11 TELEPHONE, CEL	932	0	932	.00	.00	932.00	.0%
A11705 54001	COPYING/PRINTING	500	0	500	.00	.00	500.00	.0%
A11705 54004	COMPUTER SOFTWARE	0	0	0	829.34	.00	-829.34	100.0%
A11705 54005	Office Materials &	4,000	0	4,000	698.57	2,510.27	791.16	80.2%
A11705 54015	Maintenance Agreem	3,700	0	3,700	.00	.00	3,700.00	.0%
A11705 54015	HH11 Maintenance Ag	1,000	0	1,000	.00	.00	1,000.00	.0%
A11705 54020	POSTAGE	1,200	0	1,200	48.32	.00	1,151.68	4.0%
A11705 54035	EDUCATION & TRAINI	1,500	0	1,500	50.00	.00	1,450.00	3.3%
A11705 54035	HH11 EDUCATION & TR	5,044	0	5,044	.00	.00	5,044.00	.0%
A11705 54040	ASSOC/MEMBERSHIP D	750	0	750	.00	.00	750.00	.0%
A11705 54041	PUBLICATIONS	8,000	0	8,000	777.02	3,539.68	3,683.30	54.0%
A11705 54045	Travel & Sustenanc	5,000	0	5,000	.00	.00	5,000.00	.0%
A11705 54055	PROFESSIONAL SERVI	6,000	1,500	7,500	70.00	1,705.00	5,725.00	23.7%
A11705 54055	HH11 PROFESSIONAL S	52,000	0	52,000	.00	.00	52,000.00	.0%
A11705 54059	COURT RELATED EXP	1,500	-1,500	0	.00	.00	.00	.0%
A11705 54060	LEGAL NOTICES / AD	250	0	250	.00	.00	250.00	.0%
A11705 54070	INSURANCE	2,671	0	2,671	2,772.82	.00	-101.82	103.8%
A11705 54078	Fuel	200	0	200	.00	.00	200.00	.0%
A11705 54213	I/D COPIER	2,990	0	2,990	241.02	.00	2,748.98	8.1%
A11705 54215	I/D LEXIS NEXIS	6,386	0	6,386	400.96	.00	5,985.04	6.3%
A11705 54215	HH11 I/D LEXIS/NEXI	3,600	0	3,600	.00	.00	3,600.00	.0%
A11705 54220	NYS LICENSING FEES	120	-120	0	.00	.00	.00	.0%
A11705 54444	FEES & PERMITS	0	120	120	.00	.00	120.00	.0%
A11705 58020	RETIREMENT	79,249	0	79,249	.00	.00	79,249.24	.0%
A11705 58020	HH11 RETIREMENT	21,819	0	21,819	.00	.00	21,819.25	.0%
A11705 58030	FICA	43,304	0	43,304	6,807.82	.00	36,496.23	15.7%
A11705 58030	HH11 FICA	11,923	0	11,923	.00	.00	11,922.66	.0%
A11705 58040	WORKERS COMP	18,948	0	18,948	19,199.85	.00	-252.35	101.3%
A11705 58040	HH11 WORKERS COMP	4,983	0	4,983	5,049.23	.00	-66.73	101.3%
A11705 58060	HEALTH INS	85,388	0	85,388	18,181.84	.00	67,205.94	21.3%
A11705 58060	HH11 HEALTH INS	47,821	0	47,821	.00	.00	47,820.62	.0%
A11705 58062	DENTAL INS	316	0	316	125.28	.00	551.52	18.5%
A11705 58062	HH11 DENTAL INS	147	0	147	24.00	.00	315.84	.0%
A11705 58065	VISION CARE BENEFIT	147	0	147	.00	.00	123.00	16.3%

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Cortland County
YEAR-TO-DATE BUDGET REPORT

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FOR 2021 02

ACCOUNTS FOR:
A GENERAL FUND

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A11705 58065 HH11 VISION CARE BE	69	0	69	.00	.00	68.60	.0%
TOTAL PUBLIC DEFENDER	840,565	0	840,565	148,869.95	7,994.86	683,700.57	18.7%
TOTAL GENERAL FUND	840,565	0	840,565	148,869.95	7,994.86	683,700.57	18.7%
TOTAL REVENUES	-305,357	0	-305,357	.00	.00	-305,357.24	
TOTAL EXPENSES	1,145,923	0	1,145,923	148,869.95	7,994.86	989,057.81	

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Cortland County
YEAR-TO-DATE BUDGET REPORT

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FOR 2021 02

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	840,565	0	840,565	148,869.95	7,994.86	683,700.57	18.7%
** END OF REPORT - Generated by Casey Neville **							