



Judiciary & Public Safety Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045

<https://www.cortlandcountyny.gov>

~ Minutes ~

Thursday, June 12, 2025

9:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 9:00 AM by Committee Vice-Chair Eugene Waldbauer

Attendee Name	Organization	Title	Status	Arrived	Departed
Douglas Bentley	Cortland County	Committee Member	Present		
Cathy Bischoff	Cortland County	Committee Member	Present		
Mitchel Eccleston	Cortland County	Committee Member	Present		
Christopher Newell	Cortland County	Committee Member	Present		
Jason Prentice	Cortland County	Committee Member	Present		
Eugene Waldbauer	Cortland County	Committee Vice-Chair	Present		
Sandra Price	Cortland County	Committee Chair	Excused		
Savannah Hempstead	Cortland County	Clerkof the Legislature	Present		
Kevin Fitch	Cortland County	Chair of the Legislature	Present		
Anita Riberio	Cortland County	Chief Assistant Public Defender	Present		
Michael Cardinale	Cortland County	Assigned Counsel Plan Administrator	Present		
Chad Burhans	Cortland County	Undersheriff	Present		
Mark Helms	Cortland County	Sheriff	Present		
Scott Roman	Cortland County	Director of Emergency Response and Communications	Present		
Courtney Metcalf	Cortland County	Dep. Director of Emergency Response & Comm.	Present		
Morgan Spaulding	Cortland County	Grants Administrator	Present		
Patrick Perfetti	Cortland County	District Attorney	Present		
Nicole Albro	Cortland County	Probation Director	Present		
Julie Parker	Cortland County	Probation	Present		
William McGovern	Cortland County	Legislator	Present		

Beau Harbin	Cortland County	Legislator	Present		
Trish Hansen	Cortland County	TLC	Present		
Ronald J. Van Dee	Cortland County	Legislator	Present		
Kim Cameron	Cortland	Resident	Present		9:08 AM
Don Chu	Cortland	Resident	Present		
Ashley Millard	Cortland County	Deputy Clerk of the Legislature	Remote		
Nicole Compton	Cortland County	Executive Assistant	Remote		
Andrea Herzog	Cortland County	Director of Finance	Remote		
Carol Costell Corbin	Cortland	Resident	Remote		
Wendy Canfield	Cortland County	County Administrator Executive Assistant	Present		

MINUTES

- Judiciary & Public Safety Committee - Committee Meeting - May 8, 2025 9:00 AM

RESULT: ACCEPTED

RESOLUTIONS

DISCUSSION ITEMS

MONTHLY REPORTS

- Public Defender Monthly Report

RESULT: COMPLETED

- District Attorney Monthly Report

RESULT: COMPLETED

- Assigned Counsel Monthly Report

RESULT: COMPLETED

- Probation Monthly Report

RESULT: COMPLETED

- Coroners Monthly Report

RESULT: COMPLETED

ADJOURNMENT

The meeting was closed at 9:26 AM



Judiciary & Public Safety Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<https://www.cortlandcountyny.gov>

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~ Minutes ~

Thursday, May 8, 2025

9:00 AM

Room 302

CALL TO ORDER

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

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County	Committee Member	Excused	
Cathy Bischoff	Cortland County	Committee Member	Present	
Mitchel Eccleston	Cortland County	Committee Member	Present	
Christopher Newell	Cortland County	Committee Member	Present	
Jason Prentice	Cortland County	Committee Member	Present	
Eugene Waldbauer	Cortland County	Committee Vice-Chair	Present	
Sandra Price	Cortland County	Committee Chair	Present	
Kevin Fitch	Cortland County	Chair of the Legislature	Present	
Savannah Hempstead	Cortland County	Clerkof the Legislature	Present	
Patrick Perfetti	Cortland County	District Attorney	Present	
Michael Cardinale	Cortland County	Assigned Counsel Plan Administrator	Present	
Morgan Spaulding	Cortland County	Grants Administrator	Present	
Courtney Metcalf	Cortland County	Dep. Director of Emergency Response & Comm.	Present	
Nicole Albro	Cortland County	Probation Director	Present	
Scott Roman	Cortland County	Director of Emergency Response and Communications	Present	
Denise Bushnell	Cortland County	Coroner	Present	
Mark Helms	Cortland County	Sheriff	Present	
Chad Burhans	Cortland County	Undersheriff	Present	
William McGovern	Cortland County	Legislator	Present	
David Butler	Cortland County	TLC	Present	
Laurie Leonard	Cortland	Personnel Officer	Present	

Minutes Acceptance: Minutes of May 8, 2025 9:00 AM (MINUTES)

	County			
Pamela Abbott	Cortland County	Deputy Personnel Officer	Present	
Trish Hansen	Cortland County	TLC	Present	
Kevin Jones	Cortland County	Public Defender	Present	
Reed Cleland	Cortland County	Legislator	Present	
Ashley Millard	Cortland County	Deputy Clerk of the Legislature	Remote	
Nicole Compton	Cortland County	Executive Assistant	Remote	
Don Chu	Cortland	Resident	Present	
Kevin Whitney	Cortlandville	Fire Commissioner	Present	

MINUTES

- Judiciary & Public Safety Committee - Committee Meeting - Apr 10, 2025 9:00 AM

RESULT:	APPROVED
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RESOLUTIONS

AGENDA ITEM NO. 1 – Authorize Purchase Contract - RapidSOS Expansion - Emergency Response & Communications

RESULT:	APPROVED [UNANIMOUS]
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Next: 5/22/2025 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Eugene Waldbauer, Committee Vice-Chair

AYES: Bischoff, Eccleston, Newell, Prentice, Waldbauer, Price

EXCUSED: Douglas Bentley

ON MOTION OF PRICE

RESOLUTION NO.

Authorize Purchase Contract - RapidSOS Expansion - Emergency Response & Communications

WHEREAS, Cortland County's Department of Emergency Response & Communications previously purchased next generation 911 software for its 911 facility at 22 West Court Street from Frontier Communications for the ability to receive RapidSOS information from cellular devices; AND

WHEREAS, Cortland County's Department of Emergency Response & Communications is seeking to increase our services and resources from RapidSOS and grant funding is available to fully fund this project for the term of the proposed contract; AND

WHEREAS, RapidSOS has returned a proposal for \$33,199.99 per year starting in 2025, five (5) year contract total of \$165,999.95, and the Department has funding available in account A30205.54048.NG911 for the 2025 budget year; NOW THEREFORE BE IT

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon approval of the County Attorney or designee, is authorized to execute a purchase order and contract agreement with Rapid SOS, 3 Park Avenue, Floor 22, New York, New York 10016 for \$33,199.99 per year for a five (5) year term.

AGENDA ITEM NO. 2 – Accept Next Generation 911 Grant Award - Department of Emergency Response & Communications

RESULT:	APPROVED [UNANIMOUS]
	Next: 5/22/2025 6:00 PM
MOVER:	Jason Prentice, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Bischoff, Eccleston, Newell, Prentice, Waldbauer, Price
EXCUSED:	Douglas Bentley

ON MOTION OF PRICE

RESOLUTION NO.

Accept Next Generation 911 Grant Award - Department of Emergency Response & Communications

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 Next Generation 911 Grant (NG911) grant for FY2025 in the amount of \$1,266,796, resulting in no new county costs, in support of Next Generation 911 operations; AND

WHEREAS the grant performance period for the Next Generation 911 grant is August 1, 2025 to July 31, 2030; 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 2025 budget is amended as follows:

	Current	Change	Revised
INCREASE REVENUE BUDGET:			
A302043.43306.NG911 DHSES Grant	\$0	\$0	\$1,266,796
INCREASE EXPENDITURE BUDGET:			
A30205.54048.NG911 Dept Specific Equipment	\$0	\$0	\$1,266,796

; AND BE IT FURTHER

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon review and approval by the County Attorney or 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 \$1,266,796; AND BE IT FURTHER

RESOLVED, the Director of Finance shall carryover all unused grant funds to the subsequent year(s) budget covered by the grant, per the approved grant agreement.

AGENDA ITEM NO. 3 – Authorize 2026 - 2029 Cortland County Sheriff and the County Police Association of Cortland (CPAC) Contract

Minutes Acceptance: Minutes of May 8, 2025 9:00 AM (MINUTES)

RESULT:	APPROVED [UNANIMOUS]
	Next: 5/22/2025 6:00 PM
MOVER:	Cathy Bischoff, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Bischoff, Eccleston, Newell, Prentice, Waldbauer, Price
EXCUSED:	Douglas Bentley

ON MOTION OF NAUSEEF**RESOLUTION NO.**

Authorize 2026 - 2029 Cortland County Sheriff and the County Police Association of Cortland (CPAC) Contract

WHEREAS, the County of Cortland/Cortland County Sheriff and the County Police Association of Cortland (CPAC) negotiating committees have met to negotiate a new contract; AND

WHEREAS, the negotiating committees have agreed on a new contract; AND

WHEREAS, CPAC ratified the contract on April 28, 2025; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the Agreement by and between the County of Cortland/Cortland County Sheriff and the County Police Association of Cortland, for the time period of January 1, 2026 to December 31, 2029.

DISCUSSION ITEMS

1. EMS/Ambulance Services

RESULT:	COMPLETED
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MONTHLY REPORTS

1. Department of Emergency Response & Communications Monthly Report

RESULT:	COMPLETED
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2. Probation Monthly Report

RESULT:	COMPLETED
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3. Assigned Counsel Monthly Report

RESULT:	COMPLETED
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4. Public Defender Monthly Report

RESULT:	COMPLETED
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5. Coroner Monthly Report

RESULT:	COMPLETED
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Excutive Session

It was MOVED by Mr. Newell, Seconded by Mr. Prentice, and unanimously approved by voice vote of members present, to enter into an executive session to discuss the collective negotiations pursuant to article fourteen of the civil service law, with Laurie Leonard, Pamela Abbott, Savannah Hempstead, Mark Helms and Chad Burhans permitted to stay in the room. MOTION CARRIED.

An executive session was held from 9:28 a.m. to 9:42 a.m., at which time on motion of Mr. Newell, Seconded by Mr. Prentice, it was unanimously approved by voice vote to exit executive session.

ADJOURNMENT

The meeting was closed at 9:44 AM

Minutes Acceptance: Minutes of May 8, 2025 9:00 AM (MINUTES)

CORTLAND COUNTY PUBLIC DEFENDER

Public Defender

Kevin A. Jones

Chief Asst. Public Defender

Anita Ribeiro

Cortland County Office Building

60 Central Avenue

Cortland, New York 13045

(607) 753-5046

Facsimile (607) 753-0781

Service by Fax not accepted

Assistant Public Defenders

Kayla D. Hardesty

BreAnna L. Avery

Jarrod W. Smith

Jennifer L. Rosenberg

LaVonda S. Collins

Thomas J. Keegan, II

James A. Davis

June 4, 2025

Sandy 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. Compared to last month, new cases assigned to the Public Defender's Office has shown an decrease in criminal cases and family court cases remain the same. See enclosed chart.
2. The office is within our budget.
3. Our office continues to pursue and collect grant revenues.
4. Our office is continuing our recruitment efforts to fill our one remaining vacant attorney position.

Please contact me if you have any questions.

Very truly yours,

Kevin A. Jones
Public Defender

enc.

Attachment: Public Defender report June 2025 (13087 : Public Defender Monthly Report)

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

2025

		Jan.	Feb.	March	April	May	June	July	Aug.	Sep.	Oct.	Nov.	Dec.	Year-to-date	
Family Court	2020	39	31	32	18	13	22	25	20	43	24	25	22	314	
	2021	36	40	33	27	27	19	38	22	43	35	23	15	358	
	2022	17	24	32	29	30	17	28	26	29	21	20	31	304	
	2023	37	39	13	33	30	30	17	39	28	3	20	22	311	
	2024	11	13	23	31	26	28	21	13	44	29	25	29	293	
	2025	15	22	33	32	32								134	
Felonies	2020	13	19	8	4	6	17	22	15	25	21	9	14	173	
	2021	9	10	23	13	24	16	12	16	24	14	25	16	202	
	2022	14	7	11	22	11	11	20	7	10	12	15	8	148	
	2023	10	15	5	14	8	11	14	13	6	8	17	14	135	
	2024	11	9	8	13	18	6	9	4	12	5	7	14	116	
	2025	15	11	13	21	8								68	
Misdemeanors	2020	34	32	28	8	6	36	44	53	55	60	34	31	421	
	2021	32	36	52	65	76	59	44	60	64	42	43	42	615	
	2022	60	56	37	63	79	33	61	26	36	36	29	38	554	
	2023	33	44	53	35	43	45	41	36	33	43	30	33	469	
	2024	36	32	26	47	32	36	36	24	31	23	24	30	377	
	2025	52	48	29	40	27								196	
Violations	2020	7	6	6	0	1	5	5	4	7	20	6	5	72	
	2021	3	9	12	7	11	7	10	5	14	6	11	7	102	
	2022	9	10	3	10	13	8	6	7	1	1	62	5	135	
	2023	2	3	7	4	1	3	5	8	8	7	4	8	60	
	2024	3	3	6	2	3	3	6	5	6	5	2	4	48	
	2025	5	5	1	3	4								18	
Arraignments/Advice Only	2020	8	10	7	4	8	15	22	21	19	22	17	15	168	
	2021	17	15	17	16	22	25	20	16	21	19	19	20	227	
	2022	24	19	27	25	26	28	31	30	27	33	31	38	339	
	2023	25	26	29	26	19	16	9	0	0	0	0	0	150	
	2024	14	10	39	36	27	21	14	49	37	55	24	30	356	
	2025	27	24	45	33	31								160	
Supreme Court Integrated Domestic Violence (IDV) or Matrimonial	2020	2	0	0	0	2	3	1	2	4	1	0	0	15	
	2021	1	1	4	0	0	0	0	0	1	0	0	1	8	
	2022	0	3	0	0	3	0	0	0	2	1	0	0	9	
	2023	0	0	0	0	0	0	1	0	0	0	0	0	1	
	2024	0	0	1	0	3	0	6	4	6	1	0	0	21	
	2025	3	0	1	4	1								9	
Parole	2020	6	4	8	1	0	1	2	4	1	5	2	2	36	
	2021	2	2	4	3	0	0	1	0	2	0	2	0	16	
	2022	2	1	0	0	0	0	1	0	0	0	0	0	4	
	2023	0	1	1	0	0	0	2	0	0	0	0	0	4	
	2024	0	1	1	0	0	1	1	0	2	0	0	2	8	
	2025	0	3	1	0	0								4	
Fugitive	2020	0	1	1	0	0	0	0	0	0	2	0	0	4	
	2021	1	0	0	0	1	0	0	0	0	0	2	0	4	
	2022	0	0	0	0	0	0	1	0	0	0	0	0	1	
	2023	0	0	0	0	0	0	0	0	0	0	0	0	0	
	2024	0	0	0	0	0	0	1	0	0	0	0	0	1	
	2025	0	0	0	0	0								0	
Appeal & Post-conviction Motion	2020	1	0	0	0	0	0	0	0	0	0	0	0	1	
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0	
	2023	0	0	0	0	0	0	0	0	1	0	0	0	0	
	2024	0	0	0	0	0	0	0	0	0	0	0	0	0	
	2025	0	0	0	0	0								0	
Total per month	2020	110	103	90	35	36	99	121	119	154	155	93	89	1204	
	2021	101	113	145	131	161	126	125	119	169	116	125	101	1532	
	2022	126	120	110	149	162	97	147	97	103	105	158	120	1494	
	2023	107	128	108	112	101	105	89	96	75	62	71	77	1130	
	2024	75	68	104	129	109	95	93	100	138	118	82	109	1220	
	2025	117	113	123	133	103								589	
Total month-to-date	2020	110	213	303	338	374	473	594	713	867	1022	1115	1204		
	2021	101	214	359	490	651	777	902	1021	1190	1306	1431	1532		
	2022	126	246	356	505	667	764	911	1008	1111	1216	1374	1494		
	2023	107	235	343	455	556	661	750	846	921	983	1054	1131		
	2024	75	143	247	376	485	580	673	773	911	1029	1111	1220		
	2025	117	230	353	486	589									
Average Cases per Month	2020	110	106.5	101	85	75	79	85	89	96	102	101	100		
	2021	101	107	120	123	130	130	129	128	132	131	130	128		
	2022	126	123	119	126	133	127	130	126	123	122	125	125		
	2023	107	118	114	91	111	110	107	106	102	98	96	94		
	2024	75	72	82	75	97	97	97	97	101	103	101	102		
	2025	117	115	118	97	118									

2025 DA Statistics

	Jan 2024	Jan 2025	Feb 2024	Feb 2025	Mar 2024	Mar 2025	Apr 2024	Apr 2025	May 2024	May 2025	June 2024	June 2025
Fel-County & City	24	25	16	22	19	28	31	40	35	36	13	
Misd City	28	27	17	30	23	22	30	28	27	29	26	
Misd County	35	40	35	40	36	38	52	42	40	35	29	
Violations City	10	1	9	8	12	9	7	19	16	31	11	
Violations County	2	8	5	6	12	6	1	5	2	9	3	
Sealed Indictments	0	0	0	0	0	0	2	0	2	1	1	
TOTALS:	99	101	82	106	102	103	123	134	122	141	83	0
Vehicle and Traffic	271	262	208	140	223	262	404	182	344	193	313	
DWI's	11	22	10	20	10	24	24	25	15	19	9	
	July 2024	July 2025	Aug 2024	Aug 2025	Sep 2024	Sep 2025	Oct 2024	Oct 2025	Nov 2024	Nov 2025	Dec 2024	Dec 2025
Fel-County & City	25		23		26		17		11		48	
Misd City	35		42		39		31		19		35	
Misd County	14		35		43		32		25		55	
Violations City	10		12		26		21		17		8	
Violations County	9		3		5		3		4		4	
Sealed Indictments	0	0	1		3		2		0		1	
TOTALS:	93	0	116	0	142	0	106	0	76	0	151	0
Vehicle and Traffic	335		301		208		186		287		354	
DWI's	16		11		23		10		13		27	

CORTLAND COUNTY ASSIGNED COUNSEL OFFICE

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



MICHAEL R. CARDINALE ADMINISTRATOR
STEPHANIE A. OLIVER ADMINISTRATIVE ASSISTANT TO THE ADMINISTRATOR
ALEXANDER MERKEL INFORMATION PROCESSING CLERK
ELLEN WEBB ILS DATA OFFICER

TELEPHONE: 607-428-5459
FACSIMILE: 607-428-5458
E-MAIL: ACP@CORTLANDCOUNTYNY.GOV

JPS MEETING - MAY, 2025 REPORT

DENIALS

Financially Ineligible	1
Case Type	5
Incomplete Application	2

CONFLICTS

Family Court	69
Criminal Court	
Felonies	22
Misdemeanors	30
Violations	6
Infractions	0
Appeals	0
Subtotal	58
Total	127

PD ASSIGNMENTS

Family Court	34
Criminal Court	
Felonies	12
Misdemeanors	31
Violations	3
Infractions	
Appeals	
Subtotal	46
Total	80

TOTAL PD CASES ASSIGNED

Assigned by AC	80
Assigned by Courts	26
Total	106

ILS HURRELL-HARRING GRANT MONEY RECEIVED

Since Inception: \$ 1,121,461.74

ILS RATE INCREASE REIMBURSEMENT MONEY RECEIVED

01/01/2025-05/31/2025: \$ 259,660.43

COUNSEL AT FIRST ARRIAGNMENT

After Hours	18B	PD
May-25	16	14
Apr-25	34	8
Mar-25	17	14
Feb-25	18	16
Jan-25	16	4
Dec-24	40	12
Nov-24	18	10
Oct-24	15	15
Sep-24	25	15
Aug-24	22	24
Jul-24	25	18
Jun-24	21	7
NOT After Hours	18B	PD
May-25	24	16
Apr-25	22	21
Mar-25	14	25
Feb-25	13	17
Jan-25	17	23
Dec-24	32	16
Nov-24	14	15
Oct-24	13	18
Sep-24	22	22
Aug-24	19	23
Jul-24	10	20
Jun-24	9	15
May-24	14	20

Attachment: May (13051 : Assigned Counsel Monthly Report)

PROBATION STATISTICS 2025

CRIMINAL COURT

	Jan		Feb		March		April		May		June		July		August		Sept		Oct		Nov		Dec	
Year 20'	24	25	24	25	24	25	24	25	24	25	24	25	24	25	24	25	24	25	24	25	24	25	24	25
On Probation	338	350	334	344	326	344	330	337	329	339	338		347		345		351		343		34		344	
Reports Completed	19	21	13	24	28	19	22	16	20	16	34		26		22		15		22		22		18	

FAMILY COURT

	Jan		Feb		March		April		May		June		July		August		Sept		Oct		Nov		Dec	
Year 20'	24	25	24	25	24	25	24	25	24	25	24	25	24	25	24	25	24	25	24	25	24	25	24	25
Adult Probation	23	18	21	17	21	15	21	14	19	14	20		20		21		20		20		20		18	
Youth Probation	10	17	10	11	11	16	11	15	13	15	11		10		10		11		14		16		17	
PINS in Diversion	34	28	35	32	33	32	37	31	37	32	36		30		26		26		27		24		28	
JD in Diversion	12	4	10	2	10	5	4	5	3	5	7		4		3		3		2		4		4	
Reports Completed	1	0	2	1	3	0	0	0	2	1	1		0		2		2		1		1		0	

TOTAL ON PROBATION ALL COURTS and receiving Diversion Services:

2024 – Jan. 417, Feb. 410, March 401, April 403, May 398, June 412, July 411, August 405, Sept. 411, Oct. 413, Nov. 409, Dec. 411

2025 – Jan. 417, Feb. 406, March 412, April 392, May 395

RELEASED TO ATI (Pre-trial):

2024 – Jan. 85, Feb. 84, March 86, April 80, May 95, June 102, July 94, August 101, Sept. 100, Oct. 84, Nov. 83

2025 – Jan. 60, Feb. 60, March 60, April 47, May 50

Attachment: 2025 Probation Statistics May (13048 : Probation Monthly Report)

Cortland County Coroner

2025 Death Report

<u>January</u> Deaths---9 Autopsies----4	<u>February</u> Deaths---6 Autopsies---3	<u>March</u> Deaths--7 Autopsies--1
<u>April</u> Deaths--6 Autopsies--3	<u>May</u> Deaths--7 Autopsies-4	<u>June</u> Deaths- Autopsies-
<u>July</u> Deaths- Autopsies-	<u>August</u> Deaths- Autopsies-	<u>September</u> Deaths- Autopsies-
<u>October</u> Deaths- Autopsies-	<u>November</u> Deaths- Autopsies-	<u>December</u> Deaths- Autopsies-