



Judiciary & Public Safety Committee

Committee Meeting

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

~ Minutes ~

Thursday, November 2, 2023

9:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 9:02 AM by Committee Vice Chair Joseph Nauseef

Attendee Name	Organization	Title	Status	Arrived
Christopher Newell	Cortland County, NY	Committee Member	Present	
Douglas Bentley	Cortland County, NY	Committee Member	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Committee Chair	Excused	
Cathy Bischoff	Cortland County, NY	Committee Member	Remote	
Susan Wilson	Cortland County, NY	Committee Member	Excused	
Joseph Nauseef	Cortland County, NY	Committee Vice Chair	Present	
Eugene Waldbauer	Cortland County, NY	Committee Member	Present	
Savannah Hempstead	Cortland County, NY	Clerkof the Legislature	Present	
Scott Roman	Cortland County, NY	Director of Emergency Response and Communications	Present	
Courtney Metcalf	Cortland County, NY	Dep. Director of Emergency Response & Comm.	Present	
Michael Cardinale	Cortland County, NY	Assigned Counsel Plan Administrator	Present	
Nicole Albro	Cortland County, NY	Probation Director	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Carlita Withers	Cortland County, NY	Assistand Accountant	Remote	
Kimberly Bigladeri	Cortland County, NY	Deputy Clerk of the Legislature	Remote	
Eddie Velazquez	Cortland Voice	Reporter	Remote	
Margaret Mellott	Cortland Standard	Reporter	Remote	

MINUTES

1. Judiciary & Public Safety Committee - Committee Meeting - Oct 12, 2023 9:00 AM

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

RESOLUTIONS

AGENDA ITEM NO. 1 – Amend 2023 Budget - Accept Grant Award - Public Safety Answering Points Operations Grant - Department of Emergency Response and Communications

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/7/2023 10:00 AM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Douglas Bentley, Committee Member
AYES:	Christopher Newell, Douglas Bentley, Joseph Nauseef, Eugene Waldbauer
EXCUSED:	Kelly L. Fairchild-Preston, Cathy Bischoff, Susan Wilson

ON MOTION OF NAUSEEF

RESOLUTION NO.

Amend 2023 Budget - Accept Grant Award - Public Safety Answering Points Operations Grant - Department of Emergency Response and 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 Public Safety Answering Points Operations Grant (PSAP) grant in the amount of \$194,635, resulting in no new county costs, in support of Public Safety Answering Point operations, 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 2023 budget is amended as follows:

		Current	Change	Revised
INCREASE REVENUE BUDGET:				
A302043.43306.PSP	DHSES Grant	\$90,000	\$104,635	\$194,635
INCREASE EXPENDITURE BUDGET:				
A30205.51005.PSP	Personal Services	\$60,000	\$30,000	\$90,000
A30205.54048.PSP	Dept Specific Equipment	\$0	\$104,635	\$104,635

, AND BE IT FURTHER

RESOLVED, that the County Administrator, 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 \$194,635, 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. 2 – Authorize Agreement - Frontier Communications - Department of Emergency Response and Communications

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/7/2023 10:00 AM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Christopher Newell, Douglas Bentley, Joseph Nauseef, Eugene Waldbauer
EXCUSED:	Kelly L. Fairchild-Preston, Cathy Bischoff, Susan Wilson

ON MOTION OF NAUSEEF

RESOLUTION NO.

Authorize Agreement - Frontier Communications - Department of Emergency Response and Communications

WHEREAS, Cortland County’s existing 911 telephone system, which is the primary component for handling emergency service calls, is in need of preventative maintenance and upgrading to allow for improved communications and interoperability between field providers and county 911 centers, AND

WHEREAS, it is in the best interests of the County to maintain its telephone system and infrastructure in a constant state of readiness and high availability, AND

WHEREAS, Frontier Communications has submitted a cost proposal of this project is \$124,620.51 for the period of December 1, 2023 to November 30, 2027, AND

WHEREAS, funds previously allocated under the grant award to Cortland County’s Department of Emergency Response & Communications, resolution 72-23, from New York State Department of Homeland Security Office of Interoperable Emergency Communications, in the amount of \$5,000,000, allows for this expense and the net county cost is zero, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding, be and hereby is authorized to sign the upgrade and preventative maintenance contract with Frontier Communications at an amount not to exceed \$124,620.51 per year for the years of 2023-2027.

DISCUSSION ITEMS

MONTHLY REPORTS

1. Coroner Death Report October 2023

RESULT:	COMPLETED
----------------	------------------

2. October 2023 Statistics - Probation

RESULT:	COMPLETED
----------------	------------------

3. Assigned Counsel Monthly Report

RESULT:	COMPLETED
----------------	------------------

ADJOURNMENT

The meeting was closed at 9:13 AM



Judiciary & Public Safety Committee

Committee Meeting

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

1.1

~ Minutes ~

Thursday, October 12, 2023

9:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 9:00 AM by Committee Vice Chair Joseph Nauseef

Attendee Name	Organization	Title	Status	Arrived
Christopher Newell	Cortland County, NY	Committee Member	Present	
Douglas Bentley	Cortland County, NY	Committee Member	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Committee Chair	Excused	
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Susan Wilson	Cortland County, NY	Committee Member	Present	
Joseph Nauseef	Cortland County, NY	Committee Vice Chair	Present	
Eugene Waldbauer	Cortland County, NY	Committee Member	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Denise Bushnell	Cortland County, NY	Coroner	Present	
Ronald J. Van Dee	Cortland County, NY	Board Member	Present	
Michael Cardinale	Cortland County, NY	Assigned Counsel Plan Administrator	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Nicole Albro	Cortland County, NY	Probation Director	Present	
Andrea Herzog	Cortland County, NY	Finance Director	Remote	
Kimberly Biglarleri	Cortland County, NY	Deputy Clerk of the Legislature	Remote	
Margaret Mellott	Cortland Standard	Reporter	Remote	
Eddie Velazquez	Cortland Voice	Reporter	Remote	

Minutes Acceptance: Minutes of Oct 12, 2023 9:00 AM (MINUTES)

MINUTES

- Judiciary & Public Safety Committee - Committee Meeting - Sep 7, 2023 9:45 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Cathy Bischoff, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Newell, Bentley, Bischoff, Wilson, Nauseef, Waldbauer
EXCUSED:	Kelly L. Fairchild-Preston

RESOLUTIONS

DISCUSSION ITEMS

- Committee Discussion on Departmental Budgets for 2024

RESULT:	COMPLETED
----------------	------------------

MONTHLY REPORTS

- DA Monthly STATS

RESULT:	COMPLETED
----------------	------------------

- October 2023 Coroner Death Report

RESULT:	COMPLETED
----------------	------------------

- DOERC Report - October 2023

RESULT:	COMPLETED
----------------	------------------

- Probation Statistics September 2023

RESULT:	COMPLETED
----------------	------------------

ADJOURNMENT

The meeting was closed at 9:25 AM

ON MOTION OF KELLY L. FAIRCHILD-PRESTON, COMMITTEE CHAIR AGENDA ITEM NO. 1**Amend 2023 Budget - Accept Grant Award - Public Safety Answering Points Operations Grant -
Department of Emergency Response and 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 Public Safety Answering Points Operations Grant (PSAP) grant in the amount of \$194,635, resulting in no new county costs, in support of Public Safety Answering Point operations, 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 2023 budget is amended as follows:

	Current	Change	Revised
INCREASE REVENUE BUDGET:			
A302043.43306.PSP DHSES Grant	\$90,000	\$104,635	\$194,635
INCREASE EXPENDITURE BUDGET:			
A30205.51005.PSP Personal Services	\$60,000	\$30,000	\$90,000
A30205.54048.PSP Dept Specific Equipment	\$0	\$104,635	\$104,635

, AND BE IT FURTHER

RESOLVED, that the County Administrator, 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 \$194,635, 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.



Homeland Security and Emergency Services

KATHY HOCHUL
Governor

JACKIE BRAY
Commissioner

October 24, 2023

The Honorable Kevin Fitch
Chair, Cortland County Legislature
County Office Building
60 Central Avenue, Room 316
Cortland, NY 13045

Dear Mr. Fitch:

I am pleased to announce that Cortland County has been awarded \$194,635 under the New York State 2023 Public Safety Answering Point Operations Grant Program (2023 PSAP Grant). This program, administered by my agency, allows for State support to counties for eligible public safety call-taking and dispatching expenses. Your participation in this program is another example of the successful partnerships we have been developing for public safety and emergency preparedness across the state.

The performance period for the 2023 PSAP grant will be 12 months, beginning calendar year 2023 (January 1, 2023 – December 31, 2023). Expenses that you wish to claim must occur within that period. In order to provide these funds to you as quickly as possible, we will need to gather budget information within 30 calendar days of the date of this letter that reflects the award amount. Our Grants Program Administration staff will work with your designated PSAP point of contact, to provide additional administrative guidance and to develop a grant contract.

On behalf of Governor Kathy Hochul, the Division of Homeland Security and Emergency Services remains committed to providing outstanding support in the administration of "*your public safety first*" responder initiatives. Please feel free to contact me if you have any questions, at 518-242-5000, or my Office of Interoperable and Emergency Communications (OIEC) Director, Mark Balistreri, at 518-322-4939.

Thank you for your cooperation in this public safety endeavor.

Sincerely,

Jackie Bray
Commissioner

ON MOTION OF KELLY L. FAIRCHILD-PRESTON, COMMITTEE CHAIR AGENDA ITEM NO. 2**Authorize Agreement - Frontier Communications - Department of Emergency Response and Communications**

WHEREAS, Cortland County's existing 911 telephone system, which is the primary component for handling emergency service calls, is in need of preventative maintenance and upgrading to allow for improved communications and interoperability between field providers and county 911 centers, AND

WHEREAS, it is in the best interests of the County to maintain its telephone system and infrastructure in a constant state of readiness and high availability, AND

WHEREAS, Frontier Communications has submitted a cost proposal of this project is \$124,620.51 for the period of December 1, 2023 to November 30, 2027, AND

WHEREAS, funds previously allocated under the grant award to Cortland County's Department of Emergency Response & Communications, resolution 72-23, from New York State Department of Homeland Security Office of Interoperable Emergency Communications, in the amount of \$5,000,000, allows for this expense and the net county cost is zero, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding, be and hereby is authorized to sign the upgrade and preventative maintenance contract with Frontier Communications at an amount not to exceed \$124,620.51 per year for the years of 2023-2027.

Cortland County Coroner

2023 Death Report

<u>January</u> 8 - Deaths 2 - Autopsies	<u>February</u> 8-Deaths 3-Autopsies	<u>March</u> Deaths 9 Autopsies 2
<u>April</u> Deaths 11 Autopsies 6	<u>May</u> Deaths 5 Autopsies 2	<u>June</u> Deaths 7 Autopsies 1
<u>July</u> Deaths 5 Autopsies 2	<u>August</u> Deaths 6 Autopsies 5	<u>September</u> Deaths 8 Autopsies 5
<u>October</u> Deaths 4 Autopsies 3	<u>November</u> Deaths Autopsies	<u>December</u> Deaths Autopsies

PROBATION STATISTICS 2023

CRIMINAL COURT

	Jan		Feb		March		April		May		June		July		August		Sept		Oct		Nov		Dec	
Year 20'	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23
On Probation	379	346	377	350	370	352	365	342	362	349	364	345	363	346	353	349	354	343	357	342	354		353	
Reports Completed	28	38	27	29	32	37	31	30	36	38	43	22	30	32	34	32	34	19	30	21	32		30	

FAMILY COURT

	Jan		Feb		March		April		May		June		July		August		Sept		Oct		Nov		Dec	
Year 20'	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23
Adult Probation	18	26	19	26	19	25	18	24	23	26	27	23	26	21	28	21	28	20	28	21	30		27	
Youth Probation	8	7	9	6	9	6	7	6	7	6	6	8	6	10	4	10	4	10	3	14	6		6	
PINS in Diversion	31	36	29	37	30	39	32	39	34	41	31	42	30	33	28	33	28	32	25	29	27		29	
JD in Diversion	2	7	1	4	1	6	4	6	5	5	2	4	5	1	7	1	8	0	5	4	5		5	
Reports Completed	1	1	0	0	2	0	1	0	1	0	1	1	1	2	1	0	1	3	1	3	2		2	

TOTAL ON PROBATION ALL COURTS and receiving Diversion Services:

2023 – Jan. 422, Feb. 423, March 438, April 417, May 427, June 422, July 410, August 413, Sept. 405, Oct. 410

2022 – Jan. 438, Feb. 435, March 449, April 426, May 431, June 430, July 430, August 420, Sept. 422, Oct. 418, Nov. 422, Dec. 420

RELEASED TO ATI (Pre-trial):

2023 – January 96, February 98, March 81, April 77, May 77, June 77, July 72, August 77, Sept. 79, Oct. 105

2022 – January 109, February 110, March 120, April 126, May 136, June 123, July 127, August 101, Sept. 93, Oct. 88, Nov. 88, Dec. 95



CORTLAND COUNTY ASSIGNED COUNSEL OFFICE

CORTLAND COUNTY OFFICE BUILDING, SUITE B27
60 CENTRAL AVENUE, CORTLAND NY 13045
TELEPHONE: (607) 428-5459 / FACSIMILE: (607) 428-5458
ACP@CORTLAND-CO.ORG

Michael R. Cardinale
ADMINISTRATOR

Stephanie Oliver
SEC. TO ADMINISTRATOR

Ellen Webb
ILS DATA OFFICER

Samantha Pickert
INFO. PROCESSING CLERK

JPS MEETING - OCTOBER (thru 26th), 2023 REPORT

DENIALS

Financially Ineligible	4
Case Type	1
Incomplete Application	0

CONFLICTS

Family Court	82
Criminal Court	
Felonies	17
Misdemeanors	46
Violations	13
Infractions	0
Appeals	0
Subtotal	76
Total	164

PD ASSIGNMENTS

Family Court	4
Criminal Court	
Felonies	5
Misdemeanors	28
Violations	3
Infractions	0
Appeals	0
Subtotal	36
Total	40

TOTAL PD CASES ASSIGNED

Assigned by AC	40
Assigned by Courts	6
Total	46

ILS HURRELL-HARRING GRANT MONEY

Funds Received

3/19/2020	\$57,021.06
10/28/2020	\$52,941.00
7/14/2022	\$160,282.95
3/31/2023	\$124,571.92
6/30/2023	\$83,565.70

Outstanding Vouchers

As of	
08/31/2023	\$254,763.29

COUNSEL AT FIRST ARRIAGNMENT

After Hours	18B	PD
Oct-23	20	4
Sep-23	22	17
Aug-23	51	32
Jul-23	22	22
Jun-23	18	12
May-23	20	14
Apr-23	36	11
Mar-23	27	10
Feb-23	13	6
Jan-23	19	16
Dec-22	24	23
Nov-22	30	8
Oct-22	41	10
NOT After Hours	18B	PD
Oct-23	15	64
Sep-23	38	54
Aug-23	17	30
Jul-23	47	19
Jun-23	22	37
May-23	24	57
Apr-23	16	44
Mar-23	13	62
Feb-23	28	53
Jan-23	37	46
Dec-22	21	30
Nov-22	17	59
Sep-22	9	40

Attachment: October (11787 : Assigned Counsel Monthly Report)