



Judiciary & Public Safety Committee

Committee Meeting

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

~ Minutes ~

Thursday, December 7, 2023

9:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 9:06 AM by Committee Vice Chair Joseph Nauseef

Attendee Name	Organization	Title	Status	Arrived
Christopher Newell	Cortland County, NY	Committee Member	Absent	
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	Excused	
Joseph Nauseef	Cortland County, NY	Committee Vice Chair	Present	
Eugene Waldbauer	Cortland County, NY	Committee Member	Present	
Sandra Price	Cortland County, NY	Board Member	Present	
Courtney Metcalf	Cortland County, NY	Dep. Director of Emergency Response & Comm.	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Kimberly Biglardi	Cortland County, NY	Deputy Clerk of the Legislature	Present	
Scott Roman	Cortland County, NY	Director of Emergency Response and Communications	Present	
Kevin Jones	Cortland County, NY	Public Defender	Present	
Ronald J. Van Dee	Cortland County, NY	Board Member	Present	
Michael Cardinale	Cortland County, NY	Assigned Counsel Plan Administrator	Present	
Patrick Perfetti	Cortland County, NY	District Attorney	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Remote	
Don Chu	Cortland County, NY	Resident	Remote	
Margaret Mellott	Cortland Standard	Reporter	Remote	

MINUTES

1. Judiciary & Public Safety Committee - Committee Meeting - Nov 2, 2023 9:00 AM

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

RESOLUTIONS

AGENDA ITEM NO. 1 – Appoint/Reappoint Members of the Cortland County Fire Advisory Board

RESULT:	APPROVED [UNANIMOUS]
	Next: 12/21/2023 6:00 PM
MOVER:	Eugene Waldbauer, Committee Member
SECONDER:	Cathy Bischoff, Committee Member
AYES:	Douglas Bentley, Cathy Bischoff, Joseph Nauseef, Eugene Waldbauer
ABSENT:	Christopher Newell
EXCUSED:	Kelly L. Fairchild-Preston, Susan Wilson

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO.

Appoint/Reappoint Members of the Cortland County Fire Advisory Board

WHEREAS, pursuant to a resolution dated December 18, 1950, which established the Cortland County Fire Advisory Board under the provisions of Article 10, Section 209-K of the General Municipal Law for the purpose, among other things, to develop and maintain programs for fire training and mutual aid in case of fire and other public emergencies in which the fire service would be used, AND

WHEREAS, Article 3, Section 4 of the Cortland County Fire Advisory Board By-Laws state that the term of each member be one year, NOW THEREFORE BE IT

RESOLVED, that the following persons be and hereby are appointed to the Cortland County Fire Advisory Board, to serve without compensation for a term beginning January 1, 2024 and expiring December 31, 2024:

Shawn Scoville, Cincinnatus FD, 5756 Telephone Rd. Cincinnatus, NY 13040
Richard Allen Sr., Cortland FD, 35 Garfield Street, Cortland, NY 13045
Derek Reynolds, Cortland FD, 87 Greenbush Street, Cortland, NY 13045
Wayne Friedman, Cortland FD, 2151 Ames Road, Cortland, NY 13045
Michael Biviano, Cortlandville FD, 4361 Meadow Lane, Cortland, NY 13045
Kevin Whitney, Cortlandville FD, 3689 Delaware Avenue, Cortland, NY 13045
Adam Daley, Cuyler FD, 6553 W. Keeney Road, Truxton, NY 13158
Justin Scott, Harford FD, 769 Rte. 221, Harford, NY 13784
Mahlon Irish, Jr., Homer FD, 32 Center Street, Homer, NY 13077
Michael Niehus, Homer FD, 2 Brentwood Drive, Homer, NY 13077
John Ryan Jr., Homer FD, 5449 Mead Road, Homer, NY 13077
Larri Leet, Marathon FD, 1171 Salt Road, Marathon, NY 13803

Garret Gates, Marathon FD, 1137 Valentine Hill Road, Marathon, NY 13803
 Thomas Heller, McGraw FD, 28 W Center Street, McGraw, NY 13101
 Andrew Harvey, McGraw FD, 3783 Clinton Street Extension. McGraw, NY 13101
 Jeff Griswold, Preble FD, 6903 Route 281, Preble, NY 13141
 Darwin Smith, Truxton FD, 3760 State Route 13, Truxton, NY 13158
 Timothy McCall, Truxton FD, 3699 State Route 13 P.O. Box 13 Truxton, NY 13158
 Adam Brown, Virgil FD, 1291 Route 392, Cortland, NY 13045
 Jereme Stiles, Virgil FD, 1336 Route 392, Cortland, NY 13045
 Ryan McGowan., Willet FD, 649 Route 14, Willet, NY 13863

, AND BE IT FURTHER

RESOLVED, that Chair of the 2024 Legislature will appoint a Legislative Representative who shall be a non-voting representative and legislative liaison that shall periodically report activities of the Fire Advisory Board to the Judiciary and Public Safety Committee.

AGENDA ITEM NO. 2 – Appoint Members - Traffic Safety Board

RESULT:	APPROVED [UNANIMOUS]
	Next: 12/21/2023 6:00 PM
MOVER:	Cathy Bischoff, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Douglas Bentley, Cathy Bischoff, Joseph Nauseef, Eugene Waldbauer
ABSENT:	Christopher Newell
EXCUSED:	Kelly L. Fairchild-Preston, Susan Wilson

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO.

Appoint Members - Traffic Safety Board

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

WHEREAS, Local Law No. 3 for the Year 1978 amended Local Law No. 4 for the Year 1971 and established the membership of the Board is appointed by the Cortland County Legislature, NOW THEREFORE BE IT

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

Name	Organization	Term Expiration
Ann Wells	Seven Valleys Health Coalition	12/31/2025
John Gallagher	Cortland County Sheriff's Department	12/31/2027
David Guerrero	Cortland City Police Department	12/31/2027
Eric Mulvihill	Community Member	12/31/2027

AGENDA ITEM NO. 3 – Amend 2024 Budget - Accept and Authorize Statewide Interoperable Communications Grant (SICG) Award - Create Position of Deputy Director - Emergency Response and Communications

RESULT:	APPROVED [UNANIMOUS]
	Next: 1/3/2024 10:00 AM
MOVER:	Douglas Bentley, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Douglas Bentley, Cathy Bischoff, Joseph Nauseef, Eugene Waldbauer
ABSENT:	Christopher Newell
EXCUSED:	Kelly L. Fairchild-Preston, Susan Wilson

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO.

Amend 2024 Budget - Accept and Authorize Statewide Interoperable Communications Grant (SICG) Award - Create Position of Deputy Director - Emergency Response and Communications

WHEREAS, the New York State Department of Homeland Security and Emergency Services (NYS DHSES) has awarded Cortland County \$786,336 under the New York State 2023 Statewide Interoperable Communications Grant (SICG) Program, resulting in no new county costs, in support of interoperable communications, AND

WHEREAS, the fiscal period for this grant is January 1, 2023 to December 31, 2025, 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 2024 budget is amended as follows:

	Current	Change	Revised
INCREASE REVENUE BUDGET:			
A30205.44389.SICG DHSES Grant	\$ -0-	\$473,783	\$473,783
A34105.44389.SICG DHSES Grant	\$ -0-	\$312,553	\$312,553
INCREASE EXPENDITURE BUDGET:			
A30205.54015.SICG Maintenance Agreements	\$ -0-	\$473,783	\$473,783
A34105.51005.SICG Personnel	\$ -0-	\$312,553	\$312,553

, AND BE IT FURTHER

RESOLVED, that one position of Deputy Director of Emergency Response and Communications (Management Compensation Plan, Grade 7, \$71,467-95,122, competitive class, full time, with benefits) be created with approval to fill on January 1, 2024, AND BE IT FURTHER

RESOLVED, that this position is dependent on the related grant and will be abolished if grant funding is exhausted, 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 \$786,336, 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. 4 – Authorize Annual Stipend for Additional Duties STOP DWI Coordinator and Administrative Assistant - Sheriff's Department

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

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO.

Authorize Annual Stipend for Additional Duties STOP DWI Coordinator and Administrative Assistant - Sheriff's Department

WHEREAS, the position of STOP DWI Coordinator is held by the Cortland County Sheriff, AND

WHEREAS, the position of Administrative Assistant to the STOP DWI Coordinator is held by the Sheriff's Secretary, AND

WHEREAS, the Sheriff has been performing the duties of the county's STOP DWI Coordinator without additional compensation, AND

WHEREAS, the Sheriff's Secretary has been performing the duties of the Administrative Assistant to the STOP DWI Coordinator without additional compensation, AND

WHEREAS, the STOP DWI 2024 Plan submitted to the state and the Cortland County 2024 Budget both include compensating the STOP DWI Coordinator and the STOP DWI Administrative Assistant for performing these duties with a \$2,500 yearly stipend to the STOP DWI Coordinator (Sheriff) and \$2,500 yearly stipend to the STOP DWI Administrative Assistant (Sheriff's Secretary), which would not be added to their base salary, for as long as the Sheriff and the Sheriff's Secretary continue to perform STOP DWI Coordinator and Administrative Assistant duties, said stipends budgeted in A33155.51035, Other Compensation, NOW THEREFORE BE IT

RESOLVED, that the Sheriff will receive a \$2,500 stipend for performing the duties of STOP DWI Coordinator effective January 1, 2024, AND BE IT FURTHER

RESOLVED, that the Sheriff's Secretary will receive a \$2,500 stipend for performing the duties of Administrative Assistant to the STOP DWI Coordinator effective January 1, 2024.

COMMITTEE APPROVAL

AGENDA ITEM NO. 1 – Award Bid/Authorize Contract - Inspection and Maintenance of Cortland County Generators - Buildings and Grounds

RESULT:	APPROVED [UNANIMOUS]
	Next: 12/21/2023 6:00 PM
MOVER:	Douglas Bentley, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Douglas Bentley, Cathy Bischoff, Joseph Nauseef, Eugene Waldbauer
ABSENT:	Christopher Newell
EXCUSED:	Kelly L. Fairchild-Preston, Susan Wilson

ON MOTION OF HEIDER

RESOLUTION NO.

Award Bid/Authorize Contract - Inspection and Maintenance of Cortland County Generators - Buildings and Grounds

WHEREAS, a Request for Proposals (RFP) was issued October 16, 2023 for Inspection and Maintenance of Cortland County generators and where such bids were due and received by Thursday, November 16, 2023, AND

WHEREAS, based upon the results of the bid, the Building and Grounds and Judiciary and Public Safety Committees recommend that the bid be awarded to the lowest responsible bidder, AND

WHEREAS, bids were received from the following:

The Kinsley Group, 14 Connecticut South Drive, East Granby, CT 06026 Emergency Power Systems, 300 Mile Crossing Boulevard, Rochester, NY 14624

Year 1	Year 2	Year 3
\$5,138	\$5,278	\$5,418

Penn Power Group LLC, dba Penn Power Systems, 8330 State Road, Philadelphia, PA 19136

Year 1	Year 2	Year 3
\$6,545	\$6,675	\$6,875

, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby awards the Inspection and Maintenance of Cortland County Generators to Penn Power Group, LLC, dba Penn Power Systems, of 8330 State Road, Philadelphia, PA 19136 at the bid prices as listed per the RFP submission, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to enter into an agreement with Penn Power Group, LLC, dba Penn Power Systems, of 8330 State Road, Philadelphia, PA 19136 for the Inspection and Maintenance of Cortland County Generators.

DISCUSSION ITEMS

1. New York State Volunteer Firefighter Stipends

RESULT: COMPLETED

2. Management Attorney Salary Schedule 2024

RESULT: COMPLETED

MONTHLY REPORTS

1. District Attorney Monthly Statistics

RESULT: COMPLETED

2. Department of Emergency Response and Communication - November 911 Statistics

RESULT: COMPLETED

3. Department of Emergency Response and Communication Report - November 2023

RESULT: COMPLETED

4. Probation Statistics November 2023

RESULT: COMPLETED

5. Assigned Counsel November JPS Report

RESULT: NO ACTION

ADJOURNMENT

The meeting was closed at 9:52 AM



Judiciary & Public Safety Committee

Committee Meeting

~ Minutes ~

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

1.1

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 Acceptance: Minutes of Nov 2, 2023 9:00 AM (MINUTES)

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 FAIRCHILD-PRESTON**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.

Minutes Acceptance: Minutes of Nov 2, 2023 9:00 AM (MINUTES)

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 FAIRCHILD-PRESTON

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

Minutes Acceptance: Minutes of Nov 2, 2023 9:00 AM (MINUTES)

ON MOTION OF KELLY L. FAIRCHILD-PRESTON, COMMITTEE CHAIR AGENDA ITEM NO. 1

Appoint/Reappoint Members of the Cortland County Fire Advisory Board

WHEREAS, pursuant to a resolution dated December 18, 1950, which established the Cortland County Fire Advisory Board under the provisions of Article 10, Section 209-K of the General Municipal Law for the purpose, among other things, to develop and maintain programs for fire training and mutual aid in case of fire and other public emergencies in which the fire service would be used, AND

WHEREAS, Article 3, Section 4 of the Cortland County Fire Advisory Board By-Laws state that the term of each member be one year, NOW THEREFORE BE IT

RESOLVED, that the following persons be and hereby are appointed to the Cortland County Fire Advisory Board, to serve without compensation for a term beginning January 1, 2024 and expiring December 31, 2024:

Shawn Scoville, Cincinnatus FD, 5756 Telephone Rd. Cincinnatus, NY 13040
 Richard Allen Sr., Cortland FD, 35 Garfield Street, Cortland, NY 13045
 Derek Reynolds, Cortland FD, 87 Greenbush Street, Cortland, NY 13045
 Wayne Friedman, Cortland FD, 2151 Ames Road, Cortland, NY 13045
 Michael Biviano, Cortlandville FD, 4361 Meadow Lane, Cortland, NY 13045
 Kevin Whitney, Cortlandville FD, 3689 Delaware Avenue, Cortland, NY 13045
 Adam Daley, Cuyler FD, 6553 W. Keeney Road, Truxton, NY 13158
 Justin Scott, Harford FD, 769 Rte. 221, Harford, NY 13784
 Mahlon Irish, Jr., Homer FD, 32 Center Street, Homer, NY 13077
 Michael Niehus, Homer FD, 2 Brentwood Drive, Homer, NY 13077
 John Ryan Jr., Homer FD, 5449 Mead Road, Homer, NY 13077
 Larri Leet, Marathon FD, 1171 Salt Road, Marathon, NY 13803
 Garret Gates, Marathon FD, 1137 Valentine Hill Road, Marathon, NY 13803
 Thomas Heller, McGraw FD, 28 W Center Street, McGraw, NY 13101
 Andrew Harvey, McGraw FD, 3783 Clinton Street Extension. McGraw, NY 13101
 Jeff Griswold, Preble FD, 6903 Route 281, Preble, NY 13141
 Darwin Smith, Truxton FD, 3760 State Route 13, Truxton, NY 13158
 Timothy McCall, Truxton FD, 3699 State Route 13 P.O. Box 13 Truxton, NY 13158
 Adam Brown, Virgil FD, 1291 Route 392, Cortland, NY 13045
 Jereme Stiles, Virgil FD, 1336 Route 392, Cortland, NY 13045
 Ryan McGowan., Willet FD, 649 Route 14, Willet, NY 13863

, AND BE IT FURTHER

RESOLVED, that Chair of the 2024 Legislature will appoint a Legislative Representative who shall be a non-voting representative and legislative liaison that shall periodically report activities of the Fire Advisory Board to the Judiciary and Public Safety Committee.

ON MOTION OF KELLY L. FAIRCHILD-PRESTON, COMMITTEE CHAIRAGENDA ITEM NO. 2

Appoint Members - Traffic Safety Board

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

WHEREAS, Local Law No. 3 for the Year 1978 amended Local Law No. 4 for the Year 1971 and established the membership of the Board is appointed by the Cortland County Legislature, NOW THEREFORE BE IT

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

Name	Organization	Term Expiration
Ann Wells	Seven Valleys Health Coalition	12/31/2025
John Gallagher	Cortland County Sheriff's Department	12/31/2027
David Guerrera	Cortland City Police Department	12/31/2027
Eric Mulvihill	Community Member	12/31/2027

ON MOTION OF KELLY L. FAIRCHILD-PRESTON, COMMITTEE CHAIR AGENDA ITEM NO. 3

Amend 2024 Budget - Accept and Authorize Statewide Interoperable Communications Grant (SICG) Award - Create Position of Deputy Director - Emergency Response and Communications

WHEREAS, the New York State Department of Homeland Security and Emergency Services (NYS DHSES) has awarded Cortland County \$786,336 under the New York State 2023 Statewide Interoperable Communications Grant (SICG) Program, resulting in no new county costs, in support of interoperable communications, AND

WHEREAS, the fiscal period for this grant is January 1, 2023 to December 31, 2025, 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 2024 budget is amended as follows:

	Current	Change	Revised
INCREASE REVENUE BUDGET:			
A30205.44389.SICG DHSES Grant	\$ -0-	\$473,783	\$473,783
A34105.44389.SICG DHSES Grant	\$ -0-	\$312,553	\$312,553
INCREASE EXPENDITURE BUDGET:			
A30205.54015.SICG Maintenance Agreements	\$ -0-	\$473,783	\$473,783
A34105.51005.SICG Personnel	\$ -0-	\$312,553	\$312,553

, AND BE IT FURTHER

RESOLVED, that one position of Deputy Director of Emergency Response and Communications (Management Compensation Plan, Grade 7, \$71,467-95,122, competitive class, full time, with benefits) be created with approval to fill on January 1, 2024, AND BE IT FURTHER

RESOLVED, that this position is dependent on the related grant and will be abolished if grant funding is exhausted, 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 \$786,336, 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.

Jurisdiction: Cortland County
 Jurisdictional Class: Competitive

Adopted: 3/1/13

Amended: 10/28/13; 11/30/15; 6/29/20; 10/19/22; 5/30/23; 11/8/23

DEPUTY DIRECTOR OF EMERGENCY RESPONSE & COMMUNICATIONS

DISTINGUISHING FEATURES OF THE CLASS:

The work involves responsibility for assisting the Director of Emergency Response and Communications in planning, directing, and evaluating the County's response to emergency management emergencies. In the absence of the Director, the incumbent assumes the duties of the Director of Emergency Response & Communications. Coordinates enforcement of the County's emergency operation plan relative to disaster prevention, response and recovery. The incumbent directs various operations during natural or manmade disasters. The work is performed under the general direction of the Director of Emergency Response and Communications with wide leeway for the use of independent judgment. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Serves as liaison with the Federal, State, County, local and Sheriff's officials and agencies concerned with disaster prevention, response, and recovery;

Reviews, records and investigates complaints concerning the County Emergency Operations Services Center;

Plans programs to carry out emergency preparedness responsibilities required by law and regulations of the responsible federal and state agencies;

Prepares information about emergency management and planning activities for public dissemination and promotes and coordinates cooperation among municipalities and service providers;

Works with the Assistant Director of Emergency Response & Communications overseeing 911, its equipment, personnel and systems;

Oversees and directs deputy fire coordinators;

Works with municipalities, schools, businesses and organizations assisting them to create drills and meetings;

Participates in monthly meetings of the Fire Advisory Board and County's Crisis Management team;

Participates in emergency management training, including exercises and functional drills of the county's emergency management plans;

Coordinates activities of the County's Local Emergency Policy Committee (LEPC);

Promotes Emergency Preparedness through public education;

Coordinates in planning, writing and upgrading county wide emergency plans, such as HAZMAT, CEMP and CEPA;

Prepares grant requests for emergency management activities;

Is on call for various emergencies to coordinated needed emergency response;

Coordinates emergency management activities during man made or natural disasters;

Recruits volunteers for emergency preparedness purposes from among public officials, employees and the general public;

Serves as liaison for County Fire Training, Mutual Aid, and the County Emergency Operations Plan relative to disaster prevention response and recovery;

Coordinates filing of reimbursement claims by various municipalities in the county to federal and state agencies;
 Maintains the data base system;
 Coordinates, prepares or provides for informational requests, including NYS “auto discovery” information requests, to the district attorneys, law enforcement agencies, and other public service entities;
 Prepares a variety of office records, reports, fiscal accounts, and equipment inventory;
 Prepares preliminary budget requests and justifications, financial reports, and personnel transactions;
 Manages the fire accountability system and maintains the Mutual Aid Plan;
 Manages the radio system inventory and fire mobile data terminals;
 Assists with maintaining 911 phone system and computer aided dispatch;
 In the absence of the Director mediates personnel problems if necessary;
 May make presentations to groups and organizations regarding the county emergency management program.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles and practices involved in coordinating an emergency management assistance program, including the operation of modern communications equipment;
 Good knowledge of the principles and practices involved with 911 calls, response, and 911 equipment/systems;
 Good knowledge of the methods and techniques required to control and mobilize resources in natural disaster emergency situations;
 Good knowledge of local geography, physical resources and community and governmental organizations;
 Ability to establish and maintain effective working relationships with others;
 Ability to operate communications equipment in a disaster or emergency;
 Ability to communicate effectively both orally and in writing;
 Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (a) Possession of; an Associate’s degree or higher and two (2) years of experience directly managing and participating in the planning, coordination and implementation of emergency response systems and public safety programs; OR
- (b) Graduation from high school or possession of a high school equivalency diploma and four (4) years of experience directly managing and participating in the planning, coordination and implementation of emergency response systems and public safety programs; OR
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b).

NOTE:

Degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational

institution outside of the United States and its territories, applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <http://www.cs.ny.gov/jobseeker/cfm>. Applicants must pay the required evaluation fee.

Jurisdiction: Cortland County

Jurisdictional Class:

Adopted: 3/1/13

Amended: 10/28/13; 11/30/15; 6/29/20; 10/19/22; 5/30/23; 11/8/23

ASSISTANT DIRECTOR OF EMERGENCY RESPONSE AND COMMUNICATION

DISTINGUISHING FEATURES OF THE CLASS:

The Assistant Director of Emergency Response/911 works under the general direction of the Director of the Department of Emergency Response. The Assistant Director of Emergency Response/911 is responsible for managing, planning, organizing, and directing a county-wide emergency services communications program that serves police, fire and ambulance departments and other non-public safety agencies. The Assistant Director of Emergency Response/911 will be responsible for personnel administration at the 9-1-1 Communications Center and should have a working knowledge of the principals, practices and techniques of effective human resource management and supervision. The Assistant Director of Emergency Response/911 will carry out the administrative tasks associated with the communications program, such as scheduling shifts, equipment inventory, report writing, and oversee the development and implementation of public safety telecommunications training programs, and quality assurance and improvement activities for the Communications Center. This position requires an in-depth understanding of the technology, systems and software utilized within the Communications Center and significant interaction with the Information Technology Services Department, consultants, and vendors and other DOER employees providing technology support. Considerable autonomy is exercised and wide leeway is allowed for the exercise of independent judgment when carrying out the duties of the position. The Assistant Director of Emergency Response/911 will supervise the work of all subordinate staff in the Communications Center and will perform all other related duties as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

- Coordinates and integrates the operation of the communications center's programs and activities with emergency management programs and agencies;
- Provides administrative oversight of the dispatch operations;
- Supervises all communications center staff;
- Analyzes, composes, and maintains performance appraisals of staff, schedules shifts, authorizes the use of leave and enforces discipline as necessary;
- Plans, organizes and directs the operation of the Communications Center, including the management of its facilities, resources, equipment and staff;
- Establishes, approves, interprets and enforces emergency communication policies, procedures and operating standards and continually evaluates system efficiency in handling requests for emergency services;
- Consults and works with emergency services providers, in conjunction with the Fire Coordinator and Emergency Services Coordinator, to obtain required coordination, support and problem resolution;
- Oversees the development of training programs to ensure proficiency of Communications Center staff;
- Monitors compliance with regulatory standards and statutes to maintain required certification for system operation, and represents the Communication Center in relations with regulatory agencies;

Prepares public informational materials regarding the Communications Center;
 Maintains knowledge of local and national trends, procedures and laws, and technology that affect the operation of the Communications Center;
 Is on call for various emergencies to coordinate needed emergency response;
 Must identify and intervene in high risk behavior of subordinates;
 Coordinates the routine testing, inspection and upgrades of communications equipment and systems as it relates to the Communications Center;
 Consults with the Fire Coordinator and Emergency Services Coordinator and coordinates with other public safety agencies, including Police, Fire and Emergency Medical Services organizations and serves as the representative of the Communications Center boards as necessary;
 Documents and distributes through appropriate communication channels and work order processes all reported malfunctions and proposed enhancements of any technology equipment and systems used within the Communications Center;
 Provides on-going guidance and assistance to the departmental staff, the Information Technology Services Department and consultants and vendors related to the administration, maintenance, repair and upgrade of any technology equipment and systems used within the Communications Center;
 Carries out other reasonable duties assigned by the Director of the Department of Emergency Response.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of law enforcement, fire services, and emergency medical dispatching principles, practices, methods, techniques and equipment;
 Good knowledge and skill related to the operation of, and regulations governing, the proper use and configuration of emergency service communications systems, technology and equipment;
 Good knowledge of applicable State and local laws, rules and regulations governing mutual aid, disaster preparedness, disaster assistance, police procedures, alarm systems, operations standards, and emergency response and rescue operations;
 Good knowledge of the principles, practices and techniques of effective supervision;
 Good knowledge of principles, practices and methods of staff development and training;
 Good knowledge of contractual regulations and compliance as related to an employee of the Communications Center;
 Ability to plan, schedule and supervise the work of others;
 Ability to operate a wide variety of emergency communications tools and equipment requiring a high level of precision and dexterity (speed not a critical factor);
 Ability to express ideas clearly and effectively, both orally and in writing;
 Ability to prepare reports and records;
 Ability to maintain inventory and equipment;
 Ability to train new employees in the correct procedures to be utilized and the professional conduct required in the Communications Center;
 Ability to exercise good judgment, tact and courtesy in difficult, stressful situations;
 The employee's physical and mental condition shall be commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (a) Possession of an Associate's degree or higher and two (2) years of experience working in a multi-agency public safety communications center; OR
- (b) Graduation from high school or possession of a high school equivalency diploma and four (4) years of experience working in a multi-agency public safety communications center; OR
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b).

NOTE:

Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

SPECIAL REQUIREMENTS:

1. An applicant must be eligible for all eJustice and NCIC (National Crime Information Center) certifications (pass a criminal background check) at the time of application and, if hired, must maintain such eligibility for the duration of employment.
2. Applicants must possess Emergency Medical Dispatch (EMD) Certification within six (6) months of appointment, and Emergency Medical Dispatch – Quality Assurance (EMD-Q) within one year of appointment, as provided by the Department of Emergency Response (DOER) and maintain such certification for the duration of employment.
3. Applicants must possess Association of Public-Safety Communications Officials Certifications in the following disciplines: PST-1 (Public Safety Telecommunications Basic Instruction), Communications Training Officer (CTO), and Communications Center Supervisor (CCS) within one year of appointment, and maintain such certifications for the duration of employment.
4. Must obtain certification as a CAD System Applications Administrator through the department's CAD Systems vendor within one year of the date of appointment and maintain certification for the duration of employment.



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 \$786,336 under the New York State 2023 Statewide Interoperable Communications Grant Program (2023 SICG-Formula). This program, administered by my agency, allows for the State support to aid county, local and municipal public safety organizations in enhancing emergency response, improving capability, improvements in governance structures, operating procedures, infrastructure development, and addressing SAFECOM guidance from the U.S. Department of Homeland Security Office of Emergency Communications (OEC). The 2023 SICG-Formula Program will concentrate on improving interoperability and operability of communications systems in New York State. 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 SICG-Formula grant will be 36 months, beginning January 1, 2023 – December 31, 2025, with the possibility of an extension based upon a good cause shown and ample justification for needing additional time. 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 45 calendar days from the date of this letter that reflects the award amount. Our Grants Program Administration staff will work with your designated SICG point of contact to provide additional administrative guidance and to develop a grant contract.

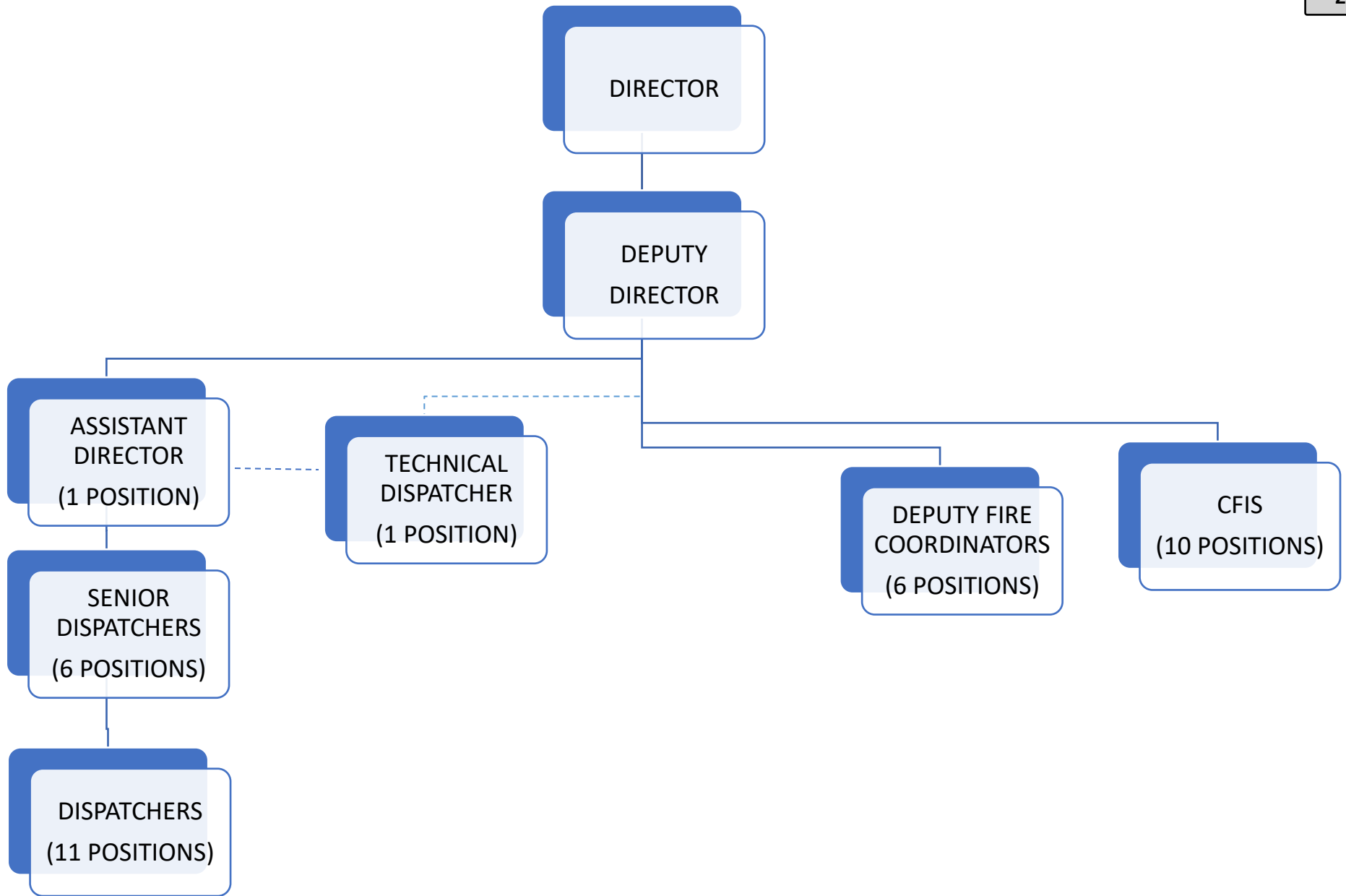
On behalf of Governor Kathy Hochul, the Division of Homeland Security and Emergency Services remains committed to providing outstanding support in the administration of *"your public safety first"* responder initiatives. Please feel free to contact me if you have any questions, at 518-242-5000, or my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

Attachment: Cortland County SICG aware letter (11866 : Amend 2024 Budget - Accept & Authorize SICG Grant Award - Create Position of





Personnel Change Justification Form

Requested Change: ☐ Abolish/Create ☐ Reallocation ☐ Abolish ☒ Create

Position Name (s): Create Deputy Director /Emergency Response Abolish _____

Bargaining Unit: Management _____

Purpose and Background:

Create a deputy director position for the Emergency Response & Communications. Assist with daily operational oversight of 911 center/911 & radio equipment/personnel and Emergency Management operations.

Fiscal Impact: ☐ County Funded _____ % ☒ Grant Funded 100 % Grant Exp. Date 2027

Current Grade/Salary of Position: Grade _____ Salary Range \$ _____

Requested Grade/Salary of Position: Grade 7 Salary Range \$ 71,467-\$95,122

Annual Increase: \$ _____ County Share: \$ 0 # of Positions Affected: 1

Goals:

Accreditation of Emergency Response- Emergency Management & 911 center; develop further policy and governance; cross training to Director's position; learn grants application process.

Operational Impact:

New hire or promotion of a person to Assistant Director of Emergency Response & Communications and most likely a backfill of a position to Senior Dispatcher, then a new hire to Dispatcher.

Requested By:

Scott Roman

Signature of Requesting Department Head

11/21/2023

Date

Personnel Officer Approval

Zammi Roman

Signature of Personnel Officer

11/30/23

Date

County Administrator Budget Impact Statement:

County Administrator Approval

Robt Ray

Signature of County Administrator

12/4/2023

Date

Statutory Committee Approval

Signature of Committee Chair after Committee Vote

Date

ON MOTION OF KELLY L. FAIRCHILD-PRESTON, COMMITTEE CHAIR

Authorize Annual Stipend for Additional Duties STOP DWI Coordinator and Administrative Assistant - Sheriff's Department

WHEREAS, the position of STOP DWI Coordinator is held by the Cortland County Sheriff,
AND

WHEREAS, the position of Administrative Assistant to the STOP DWI Coordinator is held by
the Sheriff's Secretary, AND

WHEREAS, the Sheriff has been performing the duties of the county's STOP DWI Coordinator
without additional compensation, AND

WHEREAS, the Sheriff's Secretary has been performing the duties of the Administrative
Assistant to the STOP DWI Coordinator without additional compensation, AND

WHEREAS, the STOP DWI 2024 Plan submitted to the state and the Cortland County 2024
Budget both include compensating the STOP DWI Coordinator and the STOP DWI Administrative
Assistant for performing these duties with a \$2,500 yearly stipend to the STOP DWI Coordinator
(Sheriff) and \$2,500 yearly stipend to the STOP DWI Administrative Assistant (Sheriff's Secretary),
which would not be added to their base salary, for as long as the Sheriff and the Sheriff's Secretary
continue to perform STOP DWI Coordinator and Administrative Assistant duties, said stipends budgeted
in A33155.51035, Other Compensation, NOW THEREFORE BE IT

RESOLVED, that the Sheriff will receive a \$2,500 stipend for performing the duties of STOP
DWI Coordinator effective January 1, 2024, AND BE IT FURTHER

RESOLVED, that the Sheriff's Secretary will receive a \$2,500 stipend for performing the duties
of Administrative Assistant to the STOP DWI Coordinator effective January 1, 2024.

ON MOTION OF PAUL HEIDER, BOARD MEMBER**AGENDA ITEM NO. 1****Award Bid/Authorize Contract - Inspection and Maintenance of Cortland County Generators - Buildings and Grounds**

WHEREAS, a Request for Proposals (RFP) was issued October 16, 2023 for Inspection and Maintenance of Cortland County generators and where such bids were due and received by Thursday, November 16, 2023, AND

WHEREAS, based upon the results of the bid, the Building and Grounds and Judiciary and Public Safety Committees recommend that the bid be awarded to the lowest responsible bidder, AND

WHEREAS, bids were received from the following:

The Kinsley Group, 14 Connecticut South Drive, East Granby, CT 06026 Emergency Power Systems, 300 Mile Crossing Boulevard, Rochester, NY 14624

Year 1	Year 2	Year 3
\$5,138	\$5,278	\$5,418

Penn Power Group LLC, dba Penn Power Systems, 8330 State Road, Philadelphia, PA 19136

Year 1Year 2Year 3		
\$6,545	\$6,675	\$6,875

, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby awards the Inspection and Maintenance of Cortland County Generators to Penn Power Group, LLC, dba Penn Power Systems, of 8330 State Road, Philadelphia, PA 19136 at the bid prices as listed per the RFP submission, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to enter into an agreement with Penn Power Group, LLC, dba Penn Power Systems, of 8330 State Road, Philadelphia, PA 19136 for the Inspection and Maintenance of Cortland County Generators.

Scott Roman

From: Hamilton, Amy (DHSES) <Amy.Hamilton@dhses.ny.gov>
Sent: Wednesday, November 29, 2023 4:27 PM
Subject: Volunteer Firefighter Training Stipend Program Update

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Coordinators,

We are pleased to announce the Volunteer Firefighter Training Stipend regulation is now open for public comment on the New York State Register, which can be found here: <https://dos.ny.gov/system/files/documents/2023/11/112923.pdf>. The public comment period is open for 60 days. The purpose of the regulation is for the implementation of payment of a training stipend to volunteer firefighters for the completion of certain training. It authorizes OFPC to administer stipends with state funding for certain courses and authorizes volunteer fire departments to pay a local stipend, subject to available local funding, for certain courses identified by OFPC.

The stipends may only be awarded to students for a first-time completion of a qualifying course, and the qualifying course (or equivalency) must have been completed on or after August 31, 2023, for both the local and state stipends. Students that receive the state stipend cannot also receive a local stipend for the same course, and those that receive a local stipend cannot also submit for a state stipend of the same course.

The current courses (or equivalencies) and amounts that OFPC are proposed to pay stipends are:

- **\$750.00:** 2021 BASIC EXTERIOR FIREFIGHTING OPERATIONS W/HMFRO (01-05-0101) **OR** 2021 BEFO W/HMFRO (BLENDED LEARNING) (01-05-0103)
- **\$1250.00:** 2021 SCBA/INTERIOR FIREFIGHTING OPERATIONS-FF1 (01-05-0102)
- **\$1000.00:** FIRE OFFICER I (NFPA 1021-2020 ED.) w/FSTFAC (01-11-0176) **OR** FIRE OFFICER I – SUPERVISING FIRE OFFICER MODULE SERIES (01-11-0154)
- **\$2000.00:** 2021 BEFO-SCBA/IFO-FF1 (BLENDED LEARNING) (01-05-0104)

The local stipend maximum amount is capped at \$500.00 per course. Any course (or equivalency) in the OFPC catalog may qualify for the local stipend, but those courses and stipend amounts will be determined by the authority having jurisdiction. It is recommended that fire departments set stipend amounts per course based on length and intensity of the course.

OFPC will begin paying the stipend once final regulations are complete. At that time, our website will be updated with all the pertinent information and answers to some frequently asked questions. Below is the Press Release that went out from the Division this afternoon.

If any of you have any questions related to the Stipend Program, please direct them to me.

Attachment: Volunteer FF stipend (11865 : New York State Volunteer Firefighter Stipends)

Thank you!

Luci Labriola-Cuffe, MPS-HS: PHP & CT
Deputy State Fire Administrator
NYS Division of Homeland Security & Emergency Services
Office of Fire Prevention and Control
1220 Washington Avenue
Building 7A Floor 2
Albany, NY 12226
Luci.Labriola-Cuffe@dhSES.ny.gov
Phone: 518-474-6746

From: dhSESPIO@dhSES.ny.gov <dhSESPIO@dhSES.ny.gov>

Sent: Wednesday, November 29, 2023 3:30 PM

Subject: DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES SEEKS PUBLIC COMMENT ON DRAFT REGULATIONS ESTABLISHING NEW TRAINING STIPEND FOR VOLUNTEER FIREFIGHTERS

DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES SEEKS PUBLIC COMMENT ON DRAFT REGULATIONS ESTABLISHING NEW TRAINING STIPEND FOR VOLUNTEER FIREFIGHTERS

New Stipend to Help Aid Recruitment and Retention of Volunteer Firefighters Across the State

Proposed Regulations Published in [State Register](#) to Undergo 60-Day Public Comment Period

Stipends Range from \$500 to \$1,250 Depending on Completion of Various Training Courses

The New York State Division of Homeland Security and Emergency Services today announced the start of a 60-day public comment period for draft regulations establishing New York's first training stipend program for volunteer firefighters. As part of Governor Hochul's effort to strengthen and stabilize New York's volunteer fire service, \$10 million was secured in the FY2023-24 State Budget to offset the costs of training courses which volunteer firefighters are required to complete. The program's draft regulations were published in the State Register on November 29, 2023 and will now undergo a 60-day public comment period.

"The role volunteer firefighters play in our communities cannot be overstated, and with so many departments facing recruitment and retention challenges, it's critical we support these brave men and women who keep our communities safe," **said New York State Homeland Security and Emergency Services Commissioner Jackie Bray.** "Training is an essential component of firefighting and by offsetting its cost, New York is making it easier for volunteer firefighters statewide to continue serving their communities, without impacting their own bottom line."

Volunteer fire departments serve approximately 9 million New Yorkers, nearly half of the State's population. In recent years, however, more than three-quarters of these departments have reported a decrease in the number of individuals willing to volunteer and serve. This is further compounded by the increased operational responsibilities beyond fire protection to include vehicle accidents, medical emergencies, hazardous material spills, and weather-related rescue operations. At the same time, calls for service have increased 29 percent from 1997 to 2020.

Attachment: Volunteer FF stipend (11865 : New York State Volunteer Firefighter Stipends)

As part of the effort to strengthen and stabilize the state's volunteer fire service, the Division's Office of Fire Prevention and Control (OFPC) will administer the stipend to volunteer firefighters for completion of the following training courses completed on or after August 31, 2023:

Course	Stipend
Basic Exterior Firefighting Operations	\$750.00
Self-Contained Breathing Apparatus/Interior Firefighting Operations	\$1,250.00
Fire Officer 1	\$1,000

Additionally, a local fire training stipend may be authorized for the completion of any OFPC training course or equivalents, as determined by OFPC, up to \$500.

Stipends are for first time course completions of the listed OFPC course or equivalency as determined by OFPC. Students must be a member of good standing as determined by their department and stipend applications are submitted by the fire chief.

To be eligible, fire departments must have submitted fire reporting for the previous calendar year and complete the annual fire department demographics form. This regulation also authorizes volunteer fire departments to pay volunteer firefighters a training stipend, subject to local funding, for the completions of certain courses, identified by the Office of Fire Prevention and Control.

About the State Office of Fire Prevention and Control

The Office of Fire Prevention and Control delivers a wide breadth of essential services to firefighters, emergency responders, state and local government agencies, public and private colleges, and the citizens of New York to help ensure the safety of all stakeholders. The office advances public safety through firefighter training, education, fire prevention, investigative, special operations, and technical rescue programs.

About the Division of Homeland Security and Emergency Services

The [New York State Division of Homeland Security and Emergency Services](#) provides leadership, coordination and support for efforts to prevent, protect against, prepare for, respond to, and recover from terrorism and other man-made and natural disasters, threats, fires and other emergencies. For more information, visit the [DHSES Facebook page](#), follow [@NYSDHSES on Twitter](#), or [Instagram](#), or visit dhSES.ny.gov.

###

Amy

Amy L. Hamilton
Administrative Specialist

NYS DHSES – Office of Fire Prevention and Control

1220 Washington Avenue, Bldg 7a, 2nd Floor, Albany, NY 12226
(518) 242-5239 | (518) 474-3240 fax | amy.hamilton@dhSES.ny.gov
www.dhSES.ny.gov/ofpc

This email, including attachments, may include confidential and/or proprietary information and is intended for persons sent to only. If the reader of this email is not the intended recipient or his or her authorized agent, the reader is hereby notified that any dissemination, distribution, or copying of this email is prohibited. If you have received this email in error, please notify the sender by replying to this message and deleting this email immediately.

Attachment: Volunteer FF stipend (11865 : New York State Volunteer Firefighter Stipends)

Grade 1

Chief Assistant County Attorney

Chief Assistant District Attorney

Chief Assistant Public Defender

Chief DSS Attorney

Grade 2

Assistant County Attorney

Assistant District Attorney

Assistant Public Defender

Social Services Attorney

Grade 3

Associate Assistant County Attorney

Associate Assistant District Attorney

Associate Assistant Public Defender

Associate Social Services Attorney

2024 Management Attorney Table

Proposed: 9/26/2023

	Step 1 (0-2)	Step 2 (3-4)	Step 3 (5-7)	Step 4 (8+)
Grade	1	2	3	4
1	\$95,000	\$106,400	\$114,912	\$124,105
2	\$85,000	\$95,200	\$102,816	\$111,041
3	\$72,000	\$80,640	\$87,091	\$94,058

2023 DA Statistics

	Jan 2022	Jan 2023	Feb 2022	Feb 2023	Mar 2022	Mar 2023	Apr 2022	Apr 2023	May 2022	May 2023	June 2022	June 2023
Fel-County & City	15	33	24	29	25	21	25	44	26	23	29	23
Misd City	23	26	20	35	26	32	21	35	30	28	42	40
Misd County	43	32	36	36	29	31	37	34	46	43	43	48
Violations City	9	4	4	5	6	16	12	13	8	6	5	2
Violations County	3	2	5	0	1	1	1	1	2	1	1	3
Sealed Indictments	0	0	0	0	4	0	0	0	0	0	1	0
TOTALS:	93	97	89	105	91	101	96	127	112	101	121	116
Vehicle and Traffic	277	255	240	327	293	293	225	251	260	329	297	245
DWI's	13	13	13	15	20	12	14	12	15	7	14	9
	July 2022	July 2023	Aug 2022	Aug 2023	Sep 2022	Sep 2023	Oct 2022	Oct 2023	Nov 2022	Nov 2023	Dec 2022	Dec 2023
Fel-County & City	24	24	26	43	13	25	28	29	37	29	22	
Misd City	17	31	26	22	20	26	41	32	28	23	32	
Misd County	50	34	33	45	31	35	42	35	60	26	35	
Violations City	8	9	14	12	16	26	15	30	12	13	8	
Violations County	5	3	6	1	10	6	4	2	3	3	2	
Sealed Indictments		0	0		0	1	0	1	0	0	0	
TOTALS:	104	101	105	123	90	119	130	129	140	94	99	0
Vehicle and Traffic	260	264	272	230	338	314	246		339	286	234	
DWI's	15	12	12	8	6	6	4	9	20	15	3	

12/01/23
09:15DEPARTMENT OF EMERGENCY RESPONSE AND COMMUNICATION
CAD Calls by Day and Time4402
Page: 1

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
00:00-00:59	54	43	49	47	58	46	71	368
01:00-01:59	63	45	41	62	47	47	65	370
02:00-02:59	20	48	37	53	44	43	51	296
03:00-03:59	16	28	32	32	34	21	24	187
04:00-04:59	21	11	19	29	25	28	22	155
05:00-05:59	16	11	27	35	22	24	16	151
06:00-06:59	20	19	21	33	33	20	22	168
07:00-07:59	31	26	29	23	22	18	20	169
08:00-08:59	40	26	38	36	35	44	22	241
09:00-09:59	47	54	63	63	60	33	26	346
10:00-10:59	56	58	77	71	45	54	36	397
11:00-11:59	28	52	68	63	35	57	32	335
12:00-12:59	44	47	60	56	41	49	47	344
13:00-13:59	62	36	64	72	42	59	46	381
14:00-14:59	59	59	69	71	46	53	32	389
15:00-15:59	44	55	52	68	48	57	40	364
16:00-16:59	43	44	73	52	48	47	39	346
17:00-17:59	42	64	65	66	68	68	56	429
18:00-18:59	31	39	66	44	63	56	47	346
19:00-19:59	42	35	48	52	55	51	37	320
20:00-20:59	43	31	47	49	50	50	43	313
21:00-21:59	29	37	66	33	44	50	43	302
22:00-22:59	41	32	41	45	44	56	37	296
23:00-23:59	39	31	43	54	45	61	38	311
Total by Day	931	931	1195	1209	1054	1092	912	7324

Report Includes:

All reported dates between `00:00:00 11/01/23` and `23:59:59 11/30/23`
 All nature of incidents
 All respond to addresses
 All respond to cities
 All agencies

*** End of Report /tmp/rptdp9hnF-rpcdcdt.r1_1 ***

12/01/23
09:15

DEPARTMENT OF EMERGENCY RESPONSE AND COMMUNICATION
Total CAD Calls Received, by Nature of Call

4402
Page: 1

Nature of Call -----	Total Calls Received -----	% of Total -----
	3	0.04
911 HANG UP	127	1.73
911 NOT DISPATCHED	121	1.65
911 OPEN LINE	40	0.55
ABDOMINAL PAIN	2	0.03
ABDOMINAL PAIN II	6	0.08
ADMINISTRATIVE	158	2.16
POLICE ALARM	85	1.16
ALCOHOL OFFENSE	8	0.11
ALLERGIC REACTION	4	0.05
ANIMAL PROBLEM	84	1.15
ANIMAL BITE II	1	0.01
ARREST VI	6	0.08
ARREXT X	8	0.11
ASSAULT	6	0.08
ASSIST	280	3.82
ATTEMPT TO LOCATE	29	0.40
FIRE ALARM	51	0.70
BACK PAIN	1	0.01
BACK PAIN II	9	0.12
BAR CHECK	13	0.18
TROUBLE BREATHING	58	0.79
TROUBLE BREATHING III	1	0.01
BURGLARY	15	0.20
CARBON MONOXIDE	6	0.08
CHEST PAIN	40	0.55
CHOKING II	1	0.01
CITY CODE VIOLATION	16	0.22
CIVIL ONLY	232	3.17
CRIMINAL MISCHIEF	23	0.31
SPECIAL DETAIL	119	1.62
DIABETIC PROBLEM	4	0.05
DIABETIC PROBLEM II	5	0.07
DISORDERLY CONDUCT	53	0.72
DISPATCHER DUTY	2	0.03
DISTURBANCE	102	1.39
DOMESTIC	77	1.05
DRUG INVESTIGATION	15	0.20
DSS ASSIST/HOME VISIT	17	0.23
DSS NOTIFICATION	88	1.20
ILLEGAL DUMPING	2	0.03
EMERGENCY BUTTON ACTIVATION	1	0.01
EMOTIONALLY DISTURBED PERSON	42	0.57
EMS	13	0.18
EQUIPMENT PROBLEM	2	0.03
EYE	1	0.01
FALL	3	0.04
FALL II	74	1.01
FIELD INVESTIGATION	60	0.82
OUTSIDE FIRE	3	0.04
FOLLOW UP INVESTIGATION/ACTIO	409	5.58
FOUND PROPERTY	35	0.48
FRAUD	34	0.46
HARASSMENT	110	1.50
HAZARDOUS CONDITION	21	0.29

Attachment: November 2023 calls by nature (11871 : Department of Emergency Response and Communication - November 911 Statistics)

12/01/23
09:15DEPARTMENT OF EMERGENCY RESPONSE AND COMMUNICATION
Total CAD Calls Received, by Nature of Call4402
Page: 2

Nature of Call	Total Calls Received	% of Total
-----	-----	-----
HEADACHE	5	0.07
HEADACHE II	1	0.01
HEART	7	0.10
HEMORRHAGE	5	0.07
HEMORRHAGE II	5	0.07
INFORMATION	3	0.04
INVESTIGATION	53	0.72
JAIL INVESTIGATION	1	0.01
JUVENILE PROBLEM	25	0.34
LARCENY	76	1.04
LIFTING ASSISTANCE	13	0.18
LOST PROPERTY	22	0.30
MISSING PERSON	11	0.15
NOISE COMPLAINT	25	0.34
NOTIFICATION	32	0.44
OVERDOSE/POISONING II	3	0.04
OVERDOSE/POISONING III	1	0.01
OVERDOSE/POISONING VII	1	0.01
OVERDOSE/POISONING X	1	0.01
OPEN DOOR	5	0.07
COMMUNITY OUTREACH	60	0.82
PARKING COMPLAINT	61	0.83
PROPERTY DAMAGE MVA	196	2.68
PERSONAL INJURY MVA	24	0.33
PREGNANCY	2	0.03
PROCESSING	9	0.12
PROPERTY CHECK	1868	25.51
REPOSSESSION	13	0.18
SEIZURES	13	0.18
SEIZURES II	5	0.07
SEND	27	0.37
SERVICE CALL	33	0.45
SEX CRIME	10	0.14
SEX OFFENDER	21	0.29
SHOTS FIRED	3	0.04
SICK PERSON	20	0.27
SICK PERSON II	52	0.71
STOLEN VEHICLE	3	0.04
STROKE	6	0.08
STRUCTURE FIRE	14	0.19
SUSPICIOUS	69	0.94
TEST CALL	11	0.15
TRAFFIC PROBLEM	71	0.97
TRANSFER	8	0.11
TRANSPORT	120	1.64
TRAUMATIC	1	0.01
TRAUMATIC II	5	0.07
TREE DOWN	8	0.11
TRESPASSING	53	0.72
TRAFFIC STOP	1158	15.81
UNCONSCIOUS/FAINTING	20	0.27
UNCONSCIOUS/FAINTING II	7	0.10
UNKNOWN PROBLEM	23	0.31
VEHICLE COMPLAINT	103	1.41
VEHICLE FIRE	4	0.05

Attachment: November 2023 calls by nature (11871 : Department of Emergency Response and Communication - November 911 Statistics)

12/01/23 DEPARTMENT OF EMERGENCY RESPONSE AND COMMUNICATION 4402
 09:15 Total CAD Calls Received, by Nature of Call Page: 3

Nature of Call	Total Calls Received	% of Total
WARRANT ARREST	24	0.33
WATER PROBLEM/PUMPING DETAIL	2	0.03
PERSON WITH A WEAPON	17	0.23
WELFARE CHECK	150	2.05
WIRES DOWN	9	0.12

Total Calls:	7324	

Report Includes:

All dates between `00:00:00 11/01/23` and `23:59:59 11/30/23`

All nature of incidents

All cities

All types

All priorities

All agencies

 *** End of Report /tmp/rptUQgWxo-rpcdtccr.r1_1 ***

22 West Court Street

Architect: King & King, Syracuse NY

November 2023

Updates

- Phase 4 interior construction is 80% complete
 - Fin tube installation for heating is still an issue
- IT - Fiber Optic connection, Celerity engaged – should be up and running by 12/31
- ePlus will be used for network design elements
- Motorola engaged for network work for radio system
- 911 consoles to be installed week of 12/27
- Generator is up and running
- Computer room AC will not arrive until March
- Site work is mostly completed – parking lot, retaining wall

Work completed

- Phase 1 - Interior demolition
- Phase 2 - Roof replacement
- Phase 3 - Window replacement

Future Work

- Phase 6 exterior building improvements on hold pending completion of Phase 4 & 5

December 2023

911

- Staffing issues
 - 2 current openings
- Vesta telephone maintenance switched to Frontier effective 12/1/2023
- Radio system MPLS upgrade project up and running – working on punch list items
- Auto discovery recordings work continues
- Physical move to 22 West Court penciled in for late January 2024

Emergency Management

- Working with County Administration on County employee emergency notification program
- Working with County Administration on Crisis response team and on bringing County Department heads training current.
- Assisting with fire training programs at Regional Training Center

Fire Service

- Using NYS State fire for Fire investigations
- Still supporting repairs to radios under grant funding

Grants Awarded

- | | |
|---------------------------|---|
| • 2023 SHSP - \$51,215 | Detective canine, data access fees, tactical LE equipment |
| • 2023 EMPG - \$23,603 | Partial salary – Deputy Director |
| • 2022 PSAP - \$197,805 | Operational costs related to 911 |
| • 2022 SICG – \$1,572,808 | 22 West Court Street; PM on the radio system |
| • 2022 DVT - \$172,413 | Combating Domestic Terrorism |
| • 2023 SICG - \$5,000,000 | Radio system enhancements |

11/29/23
15:14

DEPARTMENT OF EMERGENCY RESPONSE AND COMMUNICATION
CAD Calls by Day and Time

4402
Page: 1

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
00:00-00:59	51	58	38	47	55	62	50	361
01:00-01:59	50	68	38	62	33	47	66	364
02:00-02:59	44	46	32	57	43	43	55	320
03:00-03:59	30	29	22	26	30	33	47	217
04:00-04:59	32	26	20	19	30	26	40	193
05:00-05:59	20	32	23	26	31	24	38	194
06:00-06:59	17	18	26	21	29	12	27	150
07:00-07:59	33	17	28	20	19	22	9	148
08:00-08:59	46	50	49	57	39	22	30	293
09:00-09:59	51	73	48	44	51	40	45	352
10:00-10:59	71	80	63	78	57	40	41	430
11:00-11:59	53	54	46	65	31	39	50	338
12:00-12:59	46	68	60	60	39	34	56	363
13:00-13:59	52	55	62	61	51	41	65	387
14:00-14:59	47	68	40	66	38	36	51	346
15:00-15:59	61	54	47	52	43	28	40	325
16:00-16:59	54	70	47	53	71	34	47	376
17:00-17:59	57	70	37	56	63	47	47	377
18:00-18:59	68	70	43	47	52	44	66	390
19:00-19:59	46	55	41	55	41	51	46	335
20:00-20:59	47	44	42	48	44	39	65	329
21:00-21:59	45	35	25	41	39	48	57	290
22:00-22:59	43	37	30	38	28	52	46	274
23:00-23:59	34	38	30	45	37	54	52	290
Total by Day	1098	1215	937	1144	994	918	1136	7442

Report Includes:

All reported dates between `00:00:00 10/01/23` and `23:59:59 10/31/23`
 All nature of incidents
 All respond to addresses
 All respond to cities
 All agencies

*** End of Report /tmp/rptF3lnp6-rpcdcdt.r1_1 ***

Attachment: October 2023 calls by time of day (11862 : DOERC Report - November 2023)

11/29/23
15:13

DEPARTMENT OF EMERGENCY RESPONSE AND COMMUNICATION
Total CAD Calls Received, by Nature of Call

4402
Page: 1

Nature of Call -----	Total Calls Received -----	% of Total -----
	2	0.03
911 HANG UP	162	2.18
911 NOT DISPATCHED	142	1.91
911 OPEN LINE	46	0.62
ABDOMINAL PAIN	7	0.09
ABDOMINAL PAIN II	9	0.12
ADMINISTRATIVE	186	2.50
POLICE ALARM	60	0.81
ALCOHOL OFFENSE	10	0.13
ALLERGIC REACTION	3	0.04
ALLERGIC REACTION II	2	0.03
ANIMAL PROBLEM	105	1.41
ARREST VI	2	0.03
ARREST X	1	0.01
ASSAULT	5	0.07
ASSIST	323	4.34
ATTEMPT TO LOCATE	34	0.46
FIRE ALARM	79	1.06
BACK PAIN II	6	0.08
BAR CHECK	9	0.12
TROUBLE BREATHING	47	0.63
TROUBLE BREATHING III	1	0.01
GRASS/BRUSH FIRE	1	0.01
BURGLARY	26	0.35
BURNS IV	1	0.01
CARBON MONOXIDE	11	0.15
CHEST PAIN	33	0.44
CHEST PAIN II	5	0.07
CHIMNEY FIRE	1	0.01
CHOKING	1	0.01
CHOKING II	2	0.03
CHOKING X	1	0.01
CITY CODE VIOLATION	12	0.16
CIVIL ONLY	161	2.16
CRIMINAL MISCHIEF	23	0.31
SPECIAL DETAIL	129	1.73
DIABETIC PROBLEM	4	0.05
DIABETIC PROBLEM II	1	0.01
DISORDERLY CONDUCT	64	0.86
DISTURBANCE	97	1.30
DOMESTIC	84	1.13
DRUG INVESTIGATION	19	0.26
DSS ASSIST/HOME VISIT	21	0.28
DSS NOTIFICATION	52	0.70
ILLEGAL DUMPING	2	0.03
EMERGENCY BUTTON ACTIVATION	2	0.03
EMOTIONALLY DISTURBED PERSON	69	0.93
EMS	7	0.09
EQUIPMENT PROBLEM	2	0.03
EYE II	1	0.01
FALL	8	0.11
FALL II	85	1.14
FALL IX	3	0.04
FIELD INVESTIGATION	80	1.07
OUTSIDE FIRE	9	0.12

Attachment: October 2023 calls by nature (11862 : DOERC Report - November 2023)

11/29/23
15:13

DEPARTMENT OF EMERGENCY RESPONSE AND COMMUNICATION
Total CAD Calls Received, by Nature of Call

4402
Page: 2

Nature of Call	Total Calls Received	% of Total
-----	-----	-----
FOLLOW UP INVESTIGATION/ACTIO	448	6.02
FOUND PROPERTY	43	0.58
FRAUD	47	0.63
HARASSMENT	138	1.85
HAZARDOUS CONDITION	15	0.20
HEADACHE	3	0.04
HEART	5	0.07
HEMORRHAGE	4	0.05
HEMORRHAGE II	7	0.09
INFORMATION	3	0.04
INVESTIGATION	51	0.69
JAIL INVESTIGATION	2	0.03
JUVENILE PROBLEM	28	0.38
LARCENY	101	1.36
LIFTING ASSISTANCE	12	0.16
LOST PROPERTY	29	0.39
MISSING PERSON	15	0.20
NOISE COMPLAINT	34	0.46
NOTIFICATION	31	0.42
OVERDOSE/POISONING II	1	0.01
OVERDOSE/POISONING V	2	0.03
OVERDOSE/POISONING X	1	0.01
OPEN DOOR	7	0.09
COMMUNITY OUTREACH	71	0.95
PARKING COMPLAINT	42	0.56
PROPERTY DAMAGE MVA	155	2.08
PERSONAL INJURY MVA	25	0.34
PREGNANCY	2	0.03
PROCESSING	2	0.03
PROPERTY CHECK	1914	25.72
REPOSSESSION	12	0.16
ROBBERY	1	0.01
SEIZURES	11	0.15
SEIZURES II	2	0.03
SEND	29	0.39
SERVICE CALL	33	0.44
SEX CRIME	14	0.19
SEX OFFENDER	12	0.16
SHOTS FIRED	7	0.09
SICK PERSON	27	0.36
SICK PERSON II	58	0.78
STOLEN VEHICLE	9	0.12
STROKE	14	0.19
STRUCTURE FIRE	5	0.07
SUSPICIOUS	98	1.32
TEST CALL	14	0.19
TRAFFIC PROBLEM	64	0.86
TRANSFER	6	0.08
TRANSPORT	119	1.60
TRAUMATIC	1	0.01
TRAUMATIC II	11	0.15
TRAUMATIC III	1	0.01
TREE DOWN	10	0.13
TRESPASSING	80	1.07
TRAFFIC STOP	927	12.46

Attachment: October 2023 calls by nature (11862 : DOERC Report - November 2023)

11/29/23
15:13

DEPARTMENT OF EMERGENCY RESPONSE AND COMMUNICATION
Total CAD Calls Received, by Nature of Call

4402
Page: 3

Nature of Call	Total Calls Received	% of Total
UNCONSCIOUS/FAINTING	21	0.28
UNCONSCIOUS/FAINTING II	7	0.09
UNKNOWN PROBLEM	20	0.27
VEHICLE COMPLAINT	125	1.68
VEHICLE FIRE	5	0.07
WARRANT ARREST	27	0.36
WATER PROBLEM/PUMPING DETAIL	2	0.03
PERSON WITH A WEAPON	13	0.17
WELFARE CHECK	153	2.06
WIRES DOWN	8	0.11
Total Calls:		7442

Report Includes:

All dates between `00:00:00 10/01/23` and `23:59:59 10/31/23`
All nature of incidents
All cities
All types
All priorities
All agencies

*** End of Report /tmp/rptmqKK9a-rpcdtccr.r1_1 ***

Attachment: October 2023 calls by nature (11862 : DOERC Report - November 2023)

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	335	353	
Reports Completed	28	38	27	29	32	37	31	30	36	38	43	22	30	32	34	32	34	19	30	21	32	13	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	20	27	
Youth Probation	8	7	9	6	9	6	7	6	7	6	6	8	6	10	4	10	4	10	3	14	6	11	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	32	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	5	
Reports Completed	1	1	0	0	2	0	1	0	1	0	1	1	1	2	1	0	1	3	1	3	2	0	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, Nov. 403

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, Nov. 92

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

ON MOTION OF KELLY L. FAIRCHILD-PRESTON, COMMITTEE CHAIR AGENDA ITEM NO. 5

Assigned Counsel November JPS Report



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 - NOVEMBER, 2023, REPORT

DENIALS

Financially Ineligible	0
Case Type	2
Incomplete Application	0

CONFLICTS

Family Court	56
Criminal Court	
Felonies	12
Misdemeanors	49
Violations	12
Infractions	0
Appeals	0
Subtotal	73
Total	164

PD ASSIGNMENTS

Family Court	11
Criminal Court	
Felonies	10
Misdemeanors	17
Violations	4
Infractions	0
Appeals	0
Subtotal	31
Total	42

TOTAL PD CASES ASSIGNED

Assigned by AC	42
Assigned by Courts	6
Total	48

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
10/1/2023	\$59,879.02

Outstanding Vouchers

As of	
11/28/2023	\$254,763.29

COUNSEL AT FIRST ARRIAGNMENT

After Hours	18B	PD
Nov-23	9	9
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
NOT After Hours	18B	PD
Nov-23	35	16
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

Attachment: November (11853 : Assigned Counsel November JPS Report)