

**CRIMINAL JUSTICE, PUBLIC SAFETY AND EMERGENCY COMMUNICATIONS**  
*Committee Meeting*  
*July 16, 2020*  
*Chambers*

**9:00 a.m. Call to order**

*Approval of minutes of June 18, 2020*

**9:05 a.m. District Attorney**

A. Department Update

**9:20 a.m. Sheriff:**

A. Resolutions:

1. Authorizing Modification of the 2020 Adopted Budget – OVS Grant-Safe Harbor
2. Authorizing Modification of the 2020 Adopted Budget – OCFS Grant
3. Authorizing Chairman to Enter into Agreement for Commercial Kitchen Cleaning
4. Authorizing Chairman to Enter into Agreement for Barber Services

B. Other Matters:

1. Corrections Officer Vacancies
2. Staff Awards
3. Pistol Permit Office Vacancy
4. 2019 Annual Report – Posted on Website
5. Livescan Equipment Grant
6. 2<sup>nd</sup> Quarter Bridges STOP DWI Report

**9:40 a.m. Emergency Management:**

A. Resolutions:

1. Designating Disposal of Obsolete and/or Surplus County Personal Property
2. Authorizing the Chairman to Enter into an Agreement with Priority Dispatch
3. Authorizing the Board of Supervisors to Accept a Gift of Personal Property on Behalf of Madison County

B. Department Update

**10:00 a.m. Other Committee Business:**

A. Preferred Agenda

**Next Meeting: August 20, 2020 @ 9:00 a.m.**

*Adjournment*

# Criminal Justice, Public Safety and Emergency Communications Committee

*Meeting Minutes  
June 18, 2020*

PRESENT: Chairman Pete Walrod  
Vice Chairman Loren Corbin  
Supervisor Joe Ostrander  
Supervisor Fred Lawrence  
Supervisor T.J. Stokes (via phone)

ALSO: Board Chairman John Becker  
County Administrator Mark Scimone  
District Attorney William Gabor  
Chief Assistant District Attorney Robert Mascari (via Zoom)  
County Attorney Tina Wayland-Smith  
First Assistant County Attorney Jeff Aumell  
County Attorney Intern Kylie Mason  
Emergency Management Director Dan Degear  
Director of 911 Frank McFall  
Sheriff Todd Hood  
Probation Director Joanne Miller (via Zoom)  
Treasurer Cindy Edick (via Zoom)  
Public Information Officer Samantha Field

The meeting was called to order by Chairman Pete Walrod at 9:04 a.m. in the Chambers.

## **Minutes:**

The minutes of the May 21, 2020 Zoom meeting were unanimously approved on the motion of Vice Chairman Loren Corbin and second of Supervisor Joe Ostrander.

## **Sheriff's Office:**

Sheriff Todd Hood presented the following resolutions to the Committee:

### **Authorizing the Modification of the 2020 Adopted Budget – Budget Cuts**

The Committee unanimously approved the resolution on the motion of Corbin and second of Lawrence.

### **Authorizing Modification of the 2020 Adopted Budget – Central Garage Reduction**

The Committee unanimously approved the resolution on the motion of Corbin and second of Ostrander.

### **Authorizing Chairman to Renew an Agreement with UMR, Inc.**

The Committee unanimously approved the resolution on the motion of Corbin and second of Stokes.

The STOP DWI 1<sup>st</sup> Quarter Report was provided for review.

Sheriff Hood informed the Committee that there would be awards presented to the Sheriffs in an online post on Facebook.

## **Probation:**

Probation Director Joanne Miller presented the following resolutions to the Committee:

### **Authorizing the Modification of the 2020 Adopted County Budget – Budget Cuts**

The Committee unanimously approved the resolution on the motion of Lawrence and second of Ostrander.

**Authorizing the Chairman to Enter into an Agreement with Information Verification Services, Inc. for Polygraph Services**

The Committee unanimously approved the resolution on the motion of Corbin and second of Stokes.

**Authorizing the Chairman to Enter into an Agreement with Public Safety Psychology, PLLC**

The Committee unanimously approved the resolution on the motion of Corbin and second of Ostrander.

**Authorizing the Chairman to Renew an Agreement with Automon, LLC**

The Committee unanimously approved the resolution on the motion of Corbin and second of Stokes.

Miller stated that Officers are back in the office and are divided into two teams to limit exposure. Clerical staff is back in the office full-time and everyone has been respectful of masks.

**District Attorney:**

District Attorney William Gabor presented the following resolution to the Committee:

**Authorizing the Modification of the 2020 Adopted County Budget – Budget Cuts**

The Committee unanimously approved the resolution on the motion of Walrod and second of Corbin.

District Attorney William Gabor stated that his staff was coming back in stages. Has scheduled three teams to come in weekly including a couple of lawyers and staff. By July, will up that another 1/3. Some continue to work remotely.

New furniture and painting should be completed by Tuesday; looking like a law office.

Able to reduce budget in form of personnel around \$53,000. Have been granted a new full-time attorney. Scott Bielicki left to become Town of Sullivan judge; didn't fill his position until February. Attorney Jim Roman started Tuesday. Currently staffed very well.

**Executive Session:**

A motion was made by Chairman Walrod to enter into executive session at 9:26 a.m. to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. Vice Chairman Corbin seconded the motion and it was unanimously carried.

A motion was made by Vice Chairman Corbin to exit executive session at 9:58 a.m. Supervisor Lawrence seconded the motion and it was unanimously carried.

**Emergency Management:**

Emergency Management Director Dan Degear shared some 911 activity reports with the Committee. April call volume was lower with a rebound in May. Same is true with EMS calls and also vehicle and traffic enforcement. All due to COVID and NY Pause.

Degear also shared a PPE and supply distribution report with the Committee. Numbers to date are: 13,645 N95's; 30,802 surgical gowns; 6,220 isolation gowns; 758 coveralls; 40,300 gloves; 4,114 face shields; 109 goggles; 264 safety glasses; 23 body bags; over 100 scanning thermometers; thousands of face masks and approximately 120,000 bottles of hand sanitizer.

One Senior Communicator position has been filled. Two additional communicator positions have become vacant leaving the 911 center four people short in addition to the unfilled Deputy Director position.

911 staff performed exceptionally with only a couple call-in shifts during the COVID crisis and are to be commended for their professionalism and dedication. Chairman Walrod would also like to thank the 911 dispatchers on behalf of the Criminal Justice Public Safety Committee on a job well done during COVID.

911 is about 14.6% under payroll budget to date.

Intern Nate Degear is in his last week of working for the OEM, and Intern Grace Barattini will be shared with Sam in the PIO office for a while longer. Intern cost should be reimbursable through FEMA as long as a State of Emergency is in effect. Director Degear would like to have a 12 week paid internship available each summer as long as there is budget room.

State of Emergency for COVID remains in effect with emergency orders in place; will continue for the foreseeable future. The EOC has been de-activated; however, we will still be handling logistics and assisting with operational planning as needed.

Radio replacements are moving forward.

CAD upgrades for 911 are happening now which will buy us some time. Still need to upgrade the recording server.

County CON plan for providing admin support to municipal CON holders (Georgetown, Nelson, Lebanon) if requested. Nothing will be forced, but we can be a good resource for those who need it.

System status was initiated during COVID for EMS, and we would like to see it remain in effect. Will discuss at the DO's meeting in July.

Fire/EMS agencies expressed concerns regarding COVID information (address points).

Would like to move forward with our planned office space project. Can cover most all costs within the department budget and have already paid for the plans.

COVID costs to OEM to date are \$100,501. Most of this should be reimbursable through FEMA at 75%.

OEM/911 is likely to save around \$50,000 to the 2020 budget.

#### **Other Committee Business:**

First Assistant County Attorney Jeff Aumell presented the following resolution to the Committee:

##### **Authorizing the Modification of the 2020 Adopted County Budget – ILS Grant #10**

The Committee unanimously approved the resolution on the motion of Corbin and second of Lawrence.

#### **Executive Session:**

A motion was made by Supervisor Lawrence to enter into executive session at 10:43 a.m. to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. Vice Chairman Corbin seconded the motion and it was unanimously carried.

A motion was made by Supervisor Ostrander to exit executive session at 10:55 a.m. Vice Chairman Corbin seconded the motion and it was unanimously carried.

#### **Preferred Agenda:**

The Committee unanimously approved including all resolutions in the Committee's Preferred Agenda on a motion of Walrod and second of Lawrence.

#### **Adjournment:**

The Committee adjourned at 10:55 a.m. on consensus.

#### **Next Meeting Date:**

Thursday, July 16, 2020 at 9:00 a.m.

*Respectfully submitted by Tricia Wiley on behalf of Chairman Paul H. Walrod.*

RESOLUTION NO. 50-1

**AUTHORIZING THE MODIFICATION OF THE 2020 ADOPTED COUNTY BUDGET**

**BE IT RESOLVED** that the 2020 Adopted County Budget be modified as follows:

**General Fund**

**3118 OVS Grant-Safe Harbor**

Expense

	<u>From</u>	<u>To</u>
A311830 512000 Personal Services Grants	\$56,821	\$16,543
A311830 540214 Other Expense OVS	-0-	18,776
A311830 542350 Contractual Services OVS	-0-	45,046
A311830 581001 Allocation of Fringe Benefits	<u>26,995</u>	<u>3,451</u>
Control Totals	<u>\$83,816</u>	<u>\$83,816</u>

Dated: August 11, 2020

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Paul H. Walrod, Chairman  
Criminal Justice, Public Safety and  
Emergency Communications Committee

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Yvonne M. Nirelli, Chairwoman  
Finance, Ways & Means Committee

RESOLUTION NO. 50-2

**AUTHORIZING THE MODIFICATION OF THE 2020 ADOPTED COUNTY BUDGET**

**BE IT RESOLVED** that the 2020 Adopted County budget be modified as follows:

**General Fund**

**3114 Grant-Multidisciplinary Teams**

	<u>From</u>	<u>To</u>
<u>Expense</u>		
A311430 512000 Personal Services Grants	\$122,735	\$123,735
A311430 540200 Miscellaneous Expense	29,249	35,749
A311430 541000 Travel Expense	4,951	1,251
A311430 581001 Allocation of Fringe Benefits	<u>68,864</u>	<u>65,064</u>
Control Totals	<u>\$225,799</u>	<u>\$225,799</u>

Dated: August 11, 2020

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Paul H. Walrod, Chairman  
Criminal Justice, Public Safety and  
Emergency Communications Committee

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Yvonne M. Nirelli, Chairwoman  
Finance, Ways and Means Committee

RESOLUTION NO. 503

**AUTHORIZING CHAIRMAN TO ENTER INTO AN AGREEMENT  
FOR COMMERCIAL KITCHEN CLEANING**

**WHEREAS**, the Madison County Correctional Facility kitchen is in need of a commercial kitchen cleaning service; and

**WHEREAS**, Absolute Commercial Kitchen Cleaning, represents that they have the skills, expertise, education, training and licensing required to perform the required kitchen cleaning services; and

**WHEREAS**, the agreement is in the amount of Seven Hundred Dollars (\$700.00) per visit; and

**WHEREAS**, the term of this agreement shall begin August 1, 2020 until December 31, 2021; and

**WHEREAS**, this agreement has been reviewed and approved by the Criminal Justice, Public Safety and Emergency Communications Committee; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Chairman of the Board of Supervisors be and he is hereby authorized to enter into agreement on behalf of the County of Madison with Absolute Commercial Kitchen Cleaning in the form as is on file with the Clerk of the Board.

**DATED:** August 11, 2020

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Paul H. Walrod, Chairman  
Criminal Justice, Public Safety and  
Emergency Communications Committee

RESOLUTION NO. 504

**AUTHORIZING CHAIRMAN TO ENTER INTO AN AGREEMENT  
FOR BARBER SERVICES**

**WHEREAS**, Joseph Esper, a barber, has been providing services to the Madison County Jail and has unexpectedly passed away; and

**WHEREAS**, the Madison County Correctional Facility is in need of barber services for the inmates; and

**WHEREAS**, Angel Vargas, Jr., represents that he has the skills, expertise, education, training and licensing required to perform the required barber services; and

**WHEREAS**, the agreement is in the amount of \$15.00 per haircut, \$5.00 for beard trims; and

**WHEREAS**, the term of this agreement shall begin August 1, 2020 until December 31, 2021; and

**WHEREAS**, this agreement has been reviewed and approved by the Criminal Justice, Public Safety and Emergency Communications Committee; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Chairman of the Board of Supervisors be and he is hereby authorized to enter into agreement on behalf of the County of Madison with Angel Vargas, Jr., a barber, in the form as is on file with the Clerk of the Board.

**DATED:** August 11, 2020

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Paul H. Walrod, Chairman  
Criminal Justice, Public Safety and  
Emergency Communications Committee



STOP DWI Madison County

BRIDGES

2<sup>nd</sup> Quarter Report (April-June 2020)

**Community Collaboration & Outreach:**

1. Jennifer Cottet, STOP DWI Prevention Education Specialist, mailed letters to all on and off-premise establishments in mid-April to remind each of the business owners of their responsibility to keep the community safe. The letters provided them with direction to resources on BRiDGES website for safe-selling practices to reference.

**Businesses Reached: 103**

2. Cottet delivered the “#ichosethebetterbrew” stickered cup sleeves to Cazenovia Dunkin’ to be distributed during the month of April as an Alcohol Awareness event. Students from Cazenovia SADD group created posters that were also displayed during the month to continue to reach more people as they visited Dunkin’.

**People Reached: 250**

3. Due to COVID-19, plans for pre-prom alcohol prevention were cancelled due to schools not opening for the remainder of the 2019-2020 academic year. If proms are rescheduled for a later time, Cottet will work with the schools to educate students with all precautions necessary.
4. Cottet virtually attended the nonprofit consortium meeting at the beginning of each month during the quarter to update the group about the status of DWIs in our county and continue to collaborate with other partners.

**People Reached: 35**

5. Cottet, STOP DWI Prevention Education Specialist, mailed letters titled “Food for Thought: Liabilities and COVID-19” to all on and off-premise establishments in early June. This letter brought attention to some of the challenges with ensuring identification is checked during these times, addressed curbside pick-up, and liquor license responsibilities. The goal was to remind each of the liquor license holders of their responsibility to keep the community safe.

**People Reached: 151**

6. Cottet compiled statistical information and gathered materials from 2019 to create a comprehensive 2019 STOP DWI Madison County Report. This was approved through the Sheriff’s Office and printed. Distribution of reports included Police Chiefs, District Attorneys, Assistant District Attorneys, Village Mayors, BRiDGES Board, the Youth Bureau, Health Department, and Elected Officials.

**People Reached: 75**

7. Cottet attended the New York State STOP DWI meeting in partnership with SADD Nation to discuss what each county is doing as their efforts have shifted from traditional crackdowns and programming due to coronavirus.

**People Reached: 19**

8. Cottet attended the New York State STOP DWI Mid-Year Conference, virtually, to ensure connect with others in the Foundation and Association. Updates were given by each party and concerns for the program were discussed including funding, challenges with virtual demands, and Victim Impact Panels. Other providers discussed challenges with no funding and the speaker circuits.

**People Reached: 40**

9. STOP DWI Madison County partnered with BRiDGES/MCCASA in a campaign, “#PreventionHappensHere”. The campaign will be run through July and August to promote prevention activities. Local businesses, parks, and restaurants have committed to participating by handing out promotional materials at their locations along with being a photo stop in the county. Pictures will be posted of prevention activities across the county and shared on social media. STOP DWI Madison County is participating by providing STOP DWI baseball caps, STOP DWI blankets, and keychains as incentives to hand out. All materials have the STOP DWI message on them.

**People Reached: 159**

**Education Outreach:**

1. Victim Impact Panel – A Victim Impact Panel is hosted every other month at BRiDGES, Madison County Council on Alcoholism and Substance Abuse for people who have been referred by court, probation, etc. People in attendance on a normal basis hear a speaker, who has been chosen by the VIP Administrator, who shares their story about how they have been impacted by drunk driving. After the speaker has shared their story, the group processes the story they just heard and are challenged about their own behaviors and what got them where they are today.

June– VIP was cancelled due to COVID-19, alternative virtual options are being explored.

2. Alcohol Literacy Challenge is a youth alcohol prevention program created by Dr. Peter DeBenedittis included in SAMHSA’s National Registry of Evidence Base Programs. This program challenges and changes student’s perceptions and thoughts about alcohol and underage drinking.
  - a. Cazenovia - Section 1 - There was a total of 23 valid pre-post tests graded. Of the 23 valid tests, 100% (23/23) students' knowledge either remained the same or their knowledge of Alcohol Literacy increased from the pre to post tests.
  - b. Cazenovia - Section 2 - There was a total of 23 valid pre-post tests graded. Of the 23 valid tests, 100% (23/23) students' knowledge either remained the same or their knowledge of Alcohol Literacy increased from the pre to post tests.

**Youth Reached: 46**

- c. Chittenango – A total of 78 students submitted valid tests. Due to COVID-19, students completed this virtually through a powerpoint and activity sheet that was submitted to the health teacher. Cottet, Prevention Education Specialist, made the original software into a sharable presentation for teachers to be able to share with their students.

**Youth Reached: 78**

- 3. Sticker Shock - Partnered with Titledown Liquors and MacKinnon Liquors to sticker liquor bags with "Have A Plan, STOP DWI" messages during the coronavirus. Liquor and alcohol retailers were deemed essential while many other businesses were shut down and found this to be an outlet to continue our prevention messaging.

**Titledown Liquors**

**People Reached: 750**

**MacKinnon Liquors**

**People Reached: 400**

**Awards and Recognition**

Due to the coronavirus, the annual awards banquet to recognize a standard of excellence in DWI Enforcement had to be cancelled. Cottet and Sgt. White both wanted to recognize the efforts of the officers who dedicated their time to enforcement during the 2019 year and traveled to each police department to recognize the officers, individually. At each department, the Chief was included in the "award ceremony" and photos were taken to show their accomplishments on social media. The remainder of the awards will be presented to Officers as Sgt. White is able to coordinate times with Chiefs.

- Chittenango Police Department (Officer Marriott) received 1 award on June 2<sup>nd</sup>.
- Oneida City Police Department (Lt. Lowell, Officer Gregory, Officer Slator, and Officer Witchley) received 4 awards on June 3<sup>rd</sup>.

**Social Media:**

- **Facebook**
  - a. April– People Reached: 1,980
  - b. May – People Reached: 1,156
  - c. June – People Reached: 16,138
- **Instagram**
  - d. April– People Reached: 149
  - e. May– People Reached: 173
  - f. June– People Reached: 176

Continued Education -

- Essential Alcohol & The Coronavirus Effect: From Street Level Fake ID to Rapidly Evolving Alcohol Procedures – Jermaine Galloway
- Differing Shades of Shame and Substance Abuse Disorder
- Opioid and Alcohol Misuse: Risk of Suicide - PTTC
- The Power of Addiction and the Addiction of Power
- Marijuana: Prevention for Parents
- Alcoholism and COVID-19
- Mid-Year Conference
- Why Means Matter/Suicide Coalition

RESOLUTION NO. Em-1

**DESIGNATING DISPOSAL OF OBSOLETE AND/OR SURPLUS COUNTY  
PERSONAL PROPERTY**

**WHEREAS**, in accordance with Madison County Purchasing Policy and Procedures, certain County personal property is required to be declared obsolete and/or surplus by the Board of Supervisors before disposal; and

**WHEREAS**, the current County personal property waiting obsolete and/or surplus designation has exceeded its' expected lifespan and is on a current manufacturer recall for software and is listed below;

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors declares the said items as obsolete and/or surplus.

ITEM			DEPARTMENT	CONDITION	DESIGNATION
13	Philips	Heartstart	Emergency Management	Fair	Obsolete/Dispose
Defibrillators					

Dated: August 11, 2020

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Paul H. Walrod, Chairman  
Criminal Justice, Public Safety and  
Emergency Communications Committee

RESOLUTION NO. Em-2

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH  
PRIORITY DISPATCH**

**WHEREAS**, the Office of Emergency Management wishes to purchase service and support services to provide 911 CAD with Emergency Medical Dispatch Priority; and

**WHEREAS**, a request for proposal was issued and Priority Dispatch was selected as the vendor with the service best suited to meet the needs of the Office of Emergency Management; and

**WHEREAS**, Priority Dispatch has provided an annual support fee for annual support for their ProQA software in the amount of Two Thousand, Eight Hundred dollars (\$2,800.00); and

**WHEREAS**, Priority Dispatch has provided an annual support fee for annual support for AQUA Quality Improvement software in the amount of Four Hundred and Twenty dollars (\$420.00); and

**WHEREAS**, Priority Dispatch has provided an annual support fee for the annual support of the backup Cardsets for Emergency Medical Dispatching Protocols in the amount of One Hundred and Ninety Six dollars (\$196.00); and

**WHEREAS**, the CJPS Committee recommends that the Chairman execute said agreement with Priority Dispatch,

**NOW, THEREFORE, BE IT RESOLVED** that the Chairman of the Board of Supervisors be, and hereby is, authorized to enter into an agreement with Priority Dispatch as is on file with the Clerk of the Board of Supervisors.

Dated: August 11, 2020

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Paul H. Walrod, Chairman  
Criminal Justice, Public Safety and  
Emergency Communications Committee

RESOLUTION NO. Em-3

**AUTHORIZING THE BOARD OF SUPERVISORS TO ACCEPT A GIFT OF  
PERSONAL PROPERTY ON BEHALF OF MADISON COUNTY**

**WHEREAS**, pursuant to County Law §215, the Board of Supervisors may acquire by gift personal property for lawful County purposes so long as all conveyances made to the County, or on its behalf, shall be made in the name of the County; and

**WHEREAS**, the Hubbardsville Fire District has a surplus 1991 Emergency One Pumping Fire Apparatus that they wish to gift to Madison County; and

**WHEREAS**, the Hubbardsville Fire District's gift of the fire apparatus would be made in the name of Madison County; and

**WHEREAS**, this fire apparatus would serve a lawful County purpose in that it would be used to support firefighter training as well as training for the firefighters of Madison County. This apparatus is intended for training use only primarily at the Emergency Management Training Center.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors is hereby authorized to accept the gift of personal property consisting of one 1991 Emergency One Pumping Fire Apparatus on behalf of Madison County.

Dated: August 11, 2020

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Paul H. Walrod, Chairman  
Criminal Justice, Public Safety and  
Telecommunications Committee