

**PROTECTIVE SERVICES COMMITTEE MEETING
PUTNAM COUNTY OFFICE BUILDING
ROOM #318
CARMEL, NEW YORK 10512
Members: Chairman Jonke & Legislators Gouldman, Sullivan**

Monday **6:30 PM** **November 19, 2018**
(The Personnel Meeting Immediately Followed)

The meeting was called to order at 6:30PM by Chairman Jonke who requested that Legislator Sullivan lead in the Pledge of Allegiance. Upon roll call Legislators Sullivan, Gouldman, and Chairman Jonke were present.

Chairman Jonke made a motion to waive the rules and accept the additional and other business; Seconded by Legislator Sullivan. All in favor.

Item #3 - Approval/ Protective Meeting Minutes: August 16, 2018

The minutes were approved as submitted.

Item #4 - Discussion/Two (2) New SPOs and Purchase of Uniforms and Equipment for Each as Requested by the Town of Carmel/ Sheriff Langley

Putnam County Sheriff's Department Captain Tompkins stated a request has been made to the Sheriff's Department by Town of Carmel Supervisor Kenneth Schmitt for two (2) Special Patrol Officers (SPO) to work in the Town Hall for security purposes. He stated the shift for the SPOs would be, roughly, 8:30a.m. – 4:30p.m. He stated the SPO would be limited to a \$30,000 annual cap. He stated the hourly rate would be \$25.00/hour like all of the other SPOs in the county.

Chairman Jonke stated that he discussed this matter with Sheriff Langley, Supervisor Schmitt and Personnel Director Eldridge. He stated that this request must go through the Sheriff's Department. He stated all of the costs, including uniforms would be the responsibility of the Town of Carmel.

Putnam County Sheriff's Department Captain Tompkins stated a contract would be created by the County Law Department, as is done with the Schools that have SPOs.

Legislator Sullivan questioned if the SPOs go through a training process.

Putnam County Sheriff's Department Captain Tompkins stated there is training provided.

Chairman Jonke stated that he is in favor of the request. He stated during his discussion with Supervisor Schmitt he learned that in the last year there have been three (3) incidents when the employees have had to use the panic button. He stated it was further communicated that even though the Carmel Police Department is in the same building, there is not always an officer in

the building. He stated for the security of the employees in Town Hall, he is in agreement with the supervisor that this request should move forward.

Legislator Sullivan stated in today's world security is a concern. He stated before any decision is made, the Legislature would have to review the contract, which has not been created yet. He stated if this is approved it would be setting a precedent for the other municipalities to make the same request. He stated he did discuss this with Personnel Director Eldridge, the use of SPOs is not specific to the county, and the Town of Carmel could do the program on their own. He stated the county does have the administrative infrastructure in place. He stated this is a new request. He stated that there is a lot to be looked at in terms of cost, responsibilities and liabilities.

Chairman Jonke stated that he agrees. He stated this is on the agenda as a discussion item.

Legislator Nacerino questioned how many SPOs are actively working currently and would the uptick in requests result in a need for increased personnel to manage the additional SPOs.

Putnam County Sheriff's Department Captain Tompkins stated currently there are 16 SPOs in the Schools and in the County.

Legislator Nacerino stated like Legislator Sullivan stated, this is unfortunately a sign of the times we are living in. She questioned if there is an increase in the amount of SPOs used through the coordination of the county, it may result in a need to increase personnel in the County to manage and monitor the SPO program.

Legislator Sullivan stated that there will definitely be incremental costs that the County would not be reimbursed for. He stated he sees this as being a shared services concept. He stated that he does agree with the need to protect the employees and the residents.

Legislator Nacerino stated she absolutely agrees with the need to protect the employees and the residents. She stated that looking forward she sees the need increasing. She stated that she also works at the Brewster High School and knows firsthand how instrumental the School Resource Officers (SRO) and SPOs are to our Schools. She stated that she fully supports the request. She stated however she believes the Legislature needs to look forward.

Legislator Albano stated that he also agrees with the concept. He stated he too would like to review the contract and the fiscal projection. He stated that the need is there. He stated once the Legislature receives all of the preliminary paperwork then a decision can be made.

Legislator Castellano questioned if the SPOs that currently work in the schools also work in the Town of Carmel and vice a versa.

Putnam County Sheriff's Department Captain Tompkins stated technically they all receive the same training, however it is not the way they operate currently. He stated the current SPOs are designated to their assignment and that is where they work.

Chairman Jonke questioned in the case that an SPO calls in sick, how is coverage handled.

Putnam County Sheriff's Department Captain Tompkins stated if there is not an SPO available, then that location goes without an SPO. He stated this is a request from the Town of Carmel and the Sheriff's Department is trying to fulfill that obligation.

Legislator Sullivan stated that he did discuss this with Town of Carmel Chief of Police Michael Cazzari. He stated that Chief Cazzari is in favor of this proposal as well. He stated everyone he has spoken to is behind the idea, he stated that there needs to be a decision on the best way to make it happen.

Chairman Jonke stated that he will send a request to the Law Department to draft a contract that the Legislature could review for consideration.

Item #5 Approval/ Fund Transfer (18T294)/ Cover Overtime Expenses and FICA Expenses Due to Overtime for October: Incurred by 2 Correction Officer Vacancies and 1 Officer on 207C/ Sheriff Langley (also reviewed by Personnel Committee 11/19/18 Mtg.)

Chairman Jonke made a motion to Approve Fund Transfer (18T294)/ Cover Overtime Expenses and FICA Expenses Due to Overtime for October; Seconded by Legislator Gouldman. All in favor.

Item #6 - Approval/ Fund Transfer (18T295)/ Cover Overtime Expenses and FICA Expenses Due to Overtime for November Incurred by 2 Correction Officer Vacancies and 1 Officer on 207C/ Sheriff Langley (also reviewed by Personnel Committee 11/19/18 Mtg.)

Chairman Jonke made a motion to Approve Fund Transfer (18T295)/ Cover Overtime Expenses and FICA Expenses Due to Overtime for November; Seconded by Legislator Sullivan. All in favor.

Item #7 - Approval/ Fund Transfer (18T296)/ Replacement of Carpeting in Hallway Corridor/Sheriff Langley

Putnam County Sheriff's First Sergeant William Meyer explained the new carpeting will be put in the main lobby and go down the hallway. He stated the current carpet is in terrible shape. He explained that they have had the current carpet cleaned, but it is still in need of replacement.

Legislator Sayegh questioned if the projected cost includes the installation.

Putnam County Sheriff's First Putnam County Sheriff's First Sergeant William Meyer stated that it does include installation.

Chairman Jonke made a motion to Approve Fund Transfer (18T296)/ Replacement of Carpeting in Hallway Corridor; Seconded by Legislator Sullivan. All in favor.

Item #8 - Approval/ Fund Transfer (18T338)/ Cover Overtime – incurred due to: Constant Watch Shifts & Part Time Cooks Reduction in his Availability/ Sheriff Langley

Putnam County Sheriff's Lieutenant James Greenough stated there is a part-time cook who is unable to take on additional hours. He stated it was decided that there was a need for full-time cooks to make up the difference. He explained also that there have been a lot of constant watch shifts this year. He stated inmates with mental health matters and drug addictions require constant watches.

Legislator Sullivan questioned how many cooks work in the Jail.

Putnam County Sheriff's Lieutenant James Greenough stated three (3) full-time and one (1) part-time cooks.

Chairman Jonke made a motion to Approve Fund Transfer (18T338)/ Cover Overtime – incurred due to: Constant Watch Shifts & Part Time Cooks Reduction in his Availability; Seconded by Legislator Sullivan. All in favor.

Item #9 - Approval/ Fund Transfer (18T339)/ Cover Overtime - incurred due to: running with three (3) Correction Officer Vacancies, Two (2) Officers on 207C and Constant Watch Shifts/ Sheriff Langley

Legislator Nacerino questioned if they are close to filling these vacancies

Putnam County Sheriff's Lieutenant James Greenough stated that they are hoping to hire one by the end of this year and another sometime in January 2019. He stated that there are some background checks that they are waiting to receive the results on from some applicants.

Chairman Jonke made a motion to Approve Fund Transfer (18T339)/ Cover Overtime - incurred due to: running with three (3) Correction Officer Vacancies, Two (2) Officers on 207C and Constant Watch Shifts; Seconded by Legislator Sullivan. All in favor.

Item #10 - Approval/ Budgetary Amendment (18A089)/ FY2017 Hazardous Materials Emergency Preparedness (HMEP) Grant Program – Awarded \$5,172/ Bureau of Emergency Svcs, Commissioner Clair

Legislator Sayegh requested an explanation of what In-Kind Services means in terms of the 20% County match.

Deputy Commissioner Lipton stated this funding will be used for training. He stated the cost of the volunteers' time for the training will equal the County's 20% match. He stated there will be no cost to the County.

Chairman Jonke made a motion to Approval/ Budgetary Amendment (18A089)/ FY2017 Hazardous Materials Emergency Preparedness (HMEP) Grant Program – Awarded \$5,172; Seconded by Legislator Sullivan. All in favor.

Item #11 - Approval/ Fund Transfer (18T355)/ Cover Patrol Overtime for 2018/Sheriff Langley

Chairman Jonke questioned if this is to cover all of the overtime for 2018.

Sheriff's Department Captain Tompkins stated that it is. He stated the purpose of this fund transfer is to liquidate the funds they have and get it into the patrol overtime budget, where it is desperately needed.

Legislator Nacerino questioned if this will satisfy the overtime funding through to the year end.

Sheriff's Department Captain Tompkins stated he hopes that it will; however he cannot say that definitely.

Chairman Jonke made a motion to approve Fund Transfer (18T355)/ Cover Patrol Overtime; Seconded by Legislator Sullivan. All in favor.

Item #12 - FYI/ Fund Transfer (18T316)/ Purchase Full-Matrix Message Board/ Bureau of Emergency Services Commissioner Clair

Deputy Commissioner Lipton stated this request will replace the existing matrix message board the County has and uses 24/7. He stated that the Matrix Message Boards the County has are shared and used throughout the county.

Chairman Jonke facilitated further discussion on this matter.

Item #13 - FYI/ Fund Transfer (18T330)/ Cover ERT Training, Call Outs & Corresponding FICA/ Sheriff Langley

Sheriff's Department Captain Tompkins stated this is grant funding that the Sheriff's Department and the Bureau of Emergency Services share. He explained the financial break down of the funding.

Legislator Sullivan requested the average number of calls the ERT goes out on per year.

Sheriff's Department Captain Tompkins stated approximately 4-5 per year.

Item #14 - FYI/ Fund Transfer (18T340)/ To Replace Sgt. Desk and Purchase Beds for Staff in the event of inclement weather/ Sheriff Langley – Duly Noted

Item #15 - FYI/ Fund Transfer (18T350)/ Cover Purchases of Supplies & Equipment/ Sheriff Langley

First Sergeant Meyer stated this is the bus that has been discussed. The Sheriff's Department will be building it out with needed supplies for the command vehicle.

Item #16 - FYI/ Fund Transfer (18T354)/ Cover Overtime line for Communications/Operations/ Sheriff Langley – Duly Noted

Item # 17 - Discussion/ Sheriff's Vehicle List/ Sheriff Langley

Legislator Sullivan stated during the 2019 budget review the Legislators were reviewing the number of County vehicles used throughout the County departments. He stated the Legislature wanted to get a better understanding of the use of vehicles in the Sheriff's Department. He stated that there are 88 cars, trucks, and motorcycles on the vehicle list provided by the Sheriff's Department.

First Sergeant Meyer stated that is correct anything with a motor is considered a vehicle.

Legislator Sullivan questioned if there is a specific radius in place related to how far a vehicle can be taken home.

First Sergeant Meyer stated the Sheriff determines who in his department takes a vehicle home. He stated that the employee needs to live in a contiguous county to Putnam County. He clarified there is no specified radius limit.

Legislator Sullivan stated that the Legislature would like a list of who has take home cars.

First Sergeant Meyer provided a verbal list: all investigators, all sergeants, all administrators have take home cars. He stated that is less than half of the total number of vehicles in the Sheriff's Department. He stated that there are many studies that support the fact that a take home fleet is less costly than to have a pool of cars. He stated he would be happy to share the studies. He stated that he has a report from the International Association of Police Chiefs entitled "Take-Home Vehicle Summary" dated June 1, 2007.

Chairman Jonke made a motion to waive the rules and accept the additional; Seconded by Legislator Jonke. All in favor.

Chairman Jonke stated that he would agree if all of the take home cars were staying within Putnam County. He stated the wear and tear of taking a car to Rhinebeck or Pleasant Valley, just as examples, is a concern. He stated these vehicles have a finite life span in terms of the mileage. He stated that is his thought on some of the take home cars.

First Sergeant Meyer provided different scenarios of where the fact that the take home cars serve extremely advantageous to the running of the Sheriff's Department.

Legislator Nacerino stated that she shares the same concerns regarding the distance that a vehicle is driven to a home. She stated although the counties are contiguous they can be far away. She questioned if there is documentation that supports the number of times a person goes directly from their home to a call, which otherwise that person would have to drive to the Sheriff's Department and pick up a car first and then respond to the call.

First Sergeant Meyer stated that there is documentation that would demonstrate that.

Legislator Gouldman requested a copy of the EZ-pass report for the Sheriff's Vehicles for the past six (6) months. He stated that he would like the full support that lists actually where it was used.

First Sergeant Meyer stated he is in charge of the fleets, and just installed EZ- Pass in the vehicles. He stated that he will provide a copy of what he has thus far. He stated it will take a bit of time. He stated that he will have to review the reports to make sure there is not information that may compromise the safety or mission of the department.

Chairman Jonke facilitated further discussion. He stated a vehicle in the Sheriff's Department has a finite life. He stated the percentage of the mileage on a take home vehicle that is commute mileage versus mileage used on County Business is a fiscal concern for him.

Item #18 - Discussion/ Sheriff's Department Working Relationship with Homeland Security/ Sheriff Langley

Sheriff Langley's Chief of Staff Beth McKinney stated the Sheriff has requested that this matter be tabled.

Chairman Jonke made a motion to table this discussion item to the December meeting; Seconded by Legislator Sullivan. All in favor.

Item #19 - Discussion/Budgetary Amendment (18A075)/Sheriff's Department/ Donation/ K-9 Electronics Detection Dog/Sheriff's Department (Tabled from 11/7/2018 Full Mtg)

Chairman Jonke stated that this matter was tabled from the November Full Meeting. He stated Legislator Nacerino had questions she requested be answered before the Legislature considered a final vote on this Budgetary Amendment.

Legislator Nacerino stated that she believes since Sheriff Langley is not present, it would be best to table this item to the December meeting.

Sergeant Meyer stated that he has brought with him the Investigators who handle all of these cases and the Investigator that will potentially be the dog handler.

7:35p.m.

Chairman Jonke made a motion to go into Executive Session to discuss Law Enforcement Confidential Information; Seconded by Legislator Sullivan. All in favor.

In the Executive Session with the Legislators were representatives from the Sheriff's Department Sergeant Meyer and Investigators Matthew Tunney and John Hyla.

7:50p.m.

Chairman Jonke made a motion to come out of Executive Session; Seconded by Legislator Sullivan. All in favor

Chairman Jonke stated no action was taken in Executive Session.

Chairman Jonke made a motion to approve Budgetary Amendment (18A075) Sheriff's Department/ Donation/ K-9 Electronics Detection Dog; Seconded by Legislator Sullivan. All in favor.

Item #20 - Discussion/ Approval/Fund Transfer (18T269)/Sheriff's Department/Maintenance & Repairs/Sheriff's Department (Tabled from 11/7/2018 Full Mtg)

Chairman Jonke stated that there was a response from the Sheriff's Department after this matter was tabled, due to the need for additional information. He stated the information that was provided did address the questions of the Legislators.

Chairman Jonke made a motion to approve Fund Transfer (18T269)/ Sheriff's Department/Maintenance & Repairs; Seconded by Legislator Sullivan. All in favor.

Item #21 - FYI/ 2018 Third Quarter Report – Coroners' Office – Duly Noted

Item #22 - Other Business

a. Approval/ Budgetary Amendment (18A085)/ Grant Funding Reward for Putnam County Drug Treatment Court

Chairman Jonke stated that this is a grant award to Putnam County's Drug Treatment Court thanks to the efforts of Senator Murphy. He stated it is in the amount of \$7,500.

Chairman Jonke made a motion to approve Budgetary Amendment (18A085)/ Grant Funding Reward for Putnam County Drug Treatment Court; Seconded by Legislator Sullivan. All in favor.

b. FYI/ Fund Transfer (18T353)/ To Purchase a Budgeted Vehicle for BCI/ Sheriff's Department

First Sergeant Meyer explained that this request was for a vehicle that had been budgeted in the amount of \$40,000. He stated that it was decided that building the central evidence room had to be a priority. He stated it was not a project on the Capital Projects list. He stated they used some of the \$40,000 to fund the central evidence room project. He stated now additional funding was found in other motor vehicle lines, so he now has enough funding to buy the vehicle. He stated that they are purchasing a less expensive vehicle, \$30,000.

Item #23 - Adjournment

There being no further business, at 8:00 p.m., Chairman Jonke made a motion to adjourn; seconded by Legislator Sullivan. All in favor.

Respectfully submitted by Deputy Clerk of the Legislature Diane Trabulsy.