

**COUNTY OF OSWEGO
PUBLIC SAFETY AND EMERGENCY SERVICES COMMITTEE**

November 22, 2010 – 2:00 p.m.
County Office Building, Oswego, NY
4th Floor Conference Room “E”

PRESENT:

Leg. Linda Lockwood, Chair
Leg. Mary Flett
Leg. Margaret Kastler
Leg. Amy Tresidder
Leg. John Martino
Leg. Morris Sorbello

EXCUSED:

Leg. Kevin Gardner, Vice Chair

MEDIA:

Erin Place, Palladium Times

STAFF/GUESTS:

Legs. Milferd Potter and John Proud
Barry Leemann, Chairman of the Legislature
Philip Church, County Administrator
Mike Allen, E-911 Director
Patricia Egan, Emergency Management Director
Deborah Meyer, Probation Director
Reuel Todd, Sheriff
Don Forbes, Fire Coordinator
Jim Jones, EMS Coordinator
Theresa Bennett, Emergency Management
Judy & Bob LaMay, Skywarn
Judy Levan, National Weather Service
Tom Niziol, National Weather Service
Paul Santore
Myron & Sue Pringle
Wendy Falls, Deputy Clerk of the Legislature

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Committee Chair Lockwood called the meeting to order at 2:00 p.m.

1. Minutes of October 25, 2010:

Motion to approve minutes: Legislator Sorbello

Second: Legislator Martino

Vote: Unanimous, motion carried

2. Presentation of Oswego County Storm Ready Designation (National Weather Service/Buffalo)

Emergency Management Director Patricia Egan introduced the National Weather Service partners from Buffalo, Tom Niziol and Judy Levan. She also introduced Bob LaMay and Judy LaMay from Skywarn.

Judy Levan, Warning Coordination Meteorologist with the National Weather Service expressed her thanks. She stated that 90% of federal declared disasters are weather related. The Storm Ready program started in 1997; the program being totally voluntary. Ms. Levan stated that there are certain requirements that have to be met to be considered a storm ready community. She congratulated Emergency Management Director Egan and EMO for their proactive approach.

Tom Niziol, Meteorologist In Charge with the National Weather Service stated he has a strong connection to Oswego since he received a degree from SUNY Oswego and it was a great pleasure to recertify Oswego County as a Storm Ready community. Mr. Niziol commended Pat Egan for her diligence and efforts.

Presentation of certificate and picture taken in Legislative Chambers.

3. Probation:

A. Resolution – Alternatives to Incarceration

Probation Director Deborah Meyer requested permission to apply for \$26,000 in funding for next year. The funds are used for pretrial release and weekend work programs.

Motion to support resolution: Legislator Kastler

Second: Legislator Flett

Vote: Unanimous, motion carried

B. Resolution Authorizing Budget Modification – Vacation Buy-Back

Motion to support resolution: Legislator Kastler

Second: Legislator Sorbello

Vote: Unanimous, motion carried

4. Emergency Management Office:

A. Vehicle Request (EMS Field Coordinator)

Emergency Management Director Egan made a request for a commuting vehicle for the EMS Field Coordinator. She stated that the position was well worth implementing and that Jim Jones has been using his own vehicle. Director Egan commented that most of the travel is during the evening and she provided copies of mileage requests. The request is for a vehicle to accommodate the equipment; the vehicle can be purchased on state contract for approximately \$32,000.

Leg. Kastler inquired if EMS supplies will be in the car. EMS Coordinator Jim Jones responded that there are regulations of what is carried in a first response vehicle. Director Egan stated that for the most part the equipment is available in the department's inventory. Leg. Sorbello asked what kind of vehicle is being purchased. EMS Coordinator Jones responded that it was a Tahoe, which was recommended by other safety agencies.

Motion to support resolution: Legislator Flett

Second: Legislator Kastler

Vote: 5 Yes, 1 opposed (Leg. Tresidder opposed), motion carried

5. E-911:

A. Monthly Report

E-911 Director Mike Allen distributed the monthly report and stated that there were 6,963 emergency calls in October; of which 88.13% were answered within 10 seconds.

B. Relocation Feasibility Report

E-911 Director Mike Allen reported that the county hired King and King Architects to do a feasibility report on relocation of the E-911 Center. He explained that they looked at relocating the E-911 Center to the Windstream office building in Fulton. Director Allen mentioned that the report states there is ample room in the building to meet current and future needs, based on a 15 year life cycle, an extensive survey of current and future needs was done. The feasibility report came up with a couple different scenarios with the estimated expenses to exceed 3.8 million. Director Allen commented on expenses that are not determined in the report; does not include option to buy or lease agreement for the building, legal or administrative expenses, negotiations, physically moving the center from point a to point b, and asbestos testing or abatement. Leg. Martino inquired why King & King were not equipped to get that information. Director Allen responded that it was not what was requested in the RFP. Leg. Sorbello inquired about construction costs. E-911 Director Allen stated that the study calls for a complete overhaul of the HVAC System, power system, elevator, etc. Leg. Martino asked if Windstream was actively using the second floor of the building. Director Allen stated that Windstream agreed to move their operations currently located on the second floor. Leg. Kastler inquired if any other locations were looked at. Director Allen responded that they didn't at this level of review, the report is based on a basic structure, and dollar figures are what it would be to move the center. He stated

that even if the center isn't moved they would have to find additional room in the current space with the least amount of disruption. Leg. Sorbello inquired what the advantages would be to the move. Director Allen responded that partnering with Windstream utilizes space in the county that is not being used, would enable E-911 to process wireless 911 calls, and technological advantages and cost sharing on the technology.

Leg. Kastler mentioned that NYSAC talked about wireless calls in the future, including faxes, text messages and emails. She commented that the county needs to look at these considerations. Director Allen stated that this type of technology is referred to as Next Generation 911 and the reality is that the public thinks they can send a text to 911 now, but the infrastructure does not allow for the acceptance of that kind of call. Leg. Kastler asked if this was being considered at this point. Director Allen responded that it wasn't at this time; the protocol is just now being developed. He commented that if the county partners with the telephone company they can take advantage of the technology when it becomes available; language could be written into the agreement with Windstream. Leg. Sorbello commented that there will be costs even in the existing site. E-911 Director Allen stated that the study was a future vision; there are physical limitations where center is located today. He commented that solutions can be found if needed but some money will be spent needlessly in some areas.

Leg. Sorbello inquired if EMS would have to come into play if the 911 system came down. Emergency Management Director Egan responded that the secondary space for E-911 is very small at EMS if 911 were evacuated. She stated that the space is probably not workable in an emergency situation.

Leg. Kastler asked Director Allen what he wanted the committee to do today. Director Allen asked the committee for approval to make a larger, broader presentation to the full legislature in addition to bringing a report to the folks at Windstream. He explained that there would be no commitments to anyone. Committee Chair Lockwood commented that the E-911 Director needs to look at where equipment is going to go in the current center. Leg. Proud mentioned that a long term iron clad lease is necessary with Windstream if the 911 Center is moved to that location. Leg. Flett commented that the county would be out considerable money if Windstream decided not to renew the lease. Director Allen stated that the county has spent considerable money on the current space that has outlived its usefulness. Leg. Flett inquired if it would be cheaper to put an addition on to the current center. Director Allen responded that it's possible to add a fourth floor, but the center would still be within the 10 miles of the nuclear plant.

Motion made to allow E-911 Director Allen to present feasibility study to the Legislature:

Legislator Kastler

Second: Legislator Sorbello

Vote: Unanimous, motion carried

C. Review of Priority Functions

E-911 Director Mike Allen discussed administrative functions with user agencies. He explained his intent is to ease the workload of the Telecommunicators in the center due to the increase in call volume. Director Allen stated that there has been a 17% increase in dispatchable calls in the past 4 years and there are less people working today than when the doors opened 13 years ago. His concern is how to continue the level of service that the public and user agencies have grown accustomed to. Director Allen commented that he has asked for additional positions and has not been able to get them. He stated that the center can no longer maintain the level of service, there is no control over the number of calls, but he said he can control the number of services provided. Director Allen stated he would like to modify or discontinue services; 80% of the work is law enforcement related and they don't speak to the core mission of the center which is to answer emergency calls and dispatch agencies. He mentioned that E-911 is mandated by the State of New York and the will of the people to answer the call within 10 seconds; the state says they

have to answer 90% of the calls within 10 seconds and a steady decrease has been noticed due to additional work duties that employees are subject to.

E-911 Director Allen stated he will look at the following services: Data requests from NYS Police, Sheriff and police departments (license, registration, etc) which takes up a lot of time and can be duplicated within the agency; requests for tow truck services and processing disabled or motor vehicle accidents; requests for judges; silent monitoring and reporting; EAS monitoring and activation reports; EMD System which notifies hospitals in Syracuse about an impending arrival of a patient; provide statistical reports; courtesy notifications for non emergency situations. He explained that the EMD System is an emergency medical dispatch for pre-arrival instructions. Director Allen is proposing the exit card being used more often in the future and notifying the cities that they have one dispatcher, separated between the cities due to confusion of dispatch information and the problem will only compound when they are both on the same radio system. Leg. Kastler asked if it would take any load off to get volunteer dispatchers (NOCA). Director Allen responded that it would but he would not advise it, the reason is because the bar was set with training and requirements and the center tries to maintain the level of service they are providing.

EMS Coordinator Jim Jones commented that the EMD program puts Oswego County on a level with other counties; saying there is a need to retain the program. Leg. Sorbello inquired how many employees would be needed to maintain E-911 center levels. Director Allen responded that a study found that E-911 could use 6.7 more people in the center; he stated that everyone has a specific job and it's very difficult to multitask in the center. Director Allen commented that he asked for four (4) additional employees in his budget request. E-911 Director Allen stated that he would like to put user agencies on notice; there are ways they can do the functions on their own. Leg. Flett remarked that there are major concerns with two cities having one dispatcher. EMS Coordinator Jones commented that EMD allows EMS to handle their priorities appropriately and manage resources. Don Forbes stated that EMD also helps with fire dispatches. Leg. Kastler inquired if the center falls below 90% will they be in jeopardy of not getting money from the state. Director Allen responded that was exactly right; that measurement of success is used nationwide. He commented that the county is in jeopardy of not getting aid from state if the number continues to drop, in theory the center could lose \$60,000 a year.

D. Project Update

E-911 Director Mike Allen reported that to date the radio system centers around the civil part of the project; the towers, brining in of equipment, and bonding of a little over 19 million. He reported the following: \$3.7 million was budgeted for civil work, which is being done now; to date have spend \$14,000 in site modifications with \$200,000 budgeted, and still need to create a RFP for specific site modifications; \$560,000 budgeted for generator upgrades on existing sites and proposed sites with about \$380,000 being spent and an increase of one generator; an increase of one shelter with \$725,000 being spent and \$720,000 budgeted, which is over budget by \$5,000; budgeted \$500,000 for site work and geotechnical work with about \$150,000 being expended to date. Director Allen remarked that Highway is doing an excellent job with site work and he will be reimbursing highway for those costs. He also reported that \$175,000 was budgeted for land acquisition with \$52,000 being approved. Director Allen stated that the SEQR process has been troublesome and he did not anticipate the additional cost; have spent a total of \$350,000 for land acquisitions and SEQR which is well over budget. Director Allen stated that \$1.5 million has been budgeted for the tower side (structure and steal); a tower site was added at Bunker Hill, township of Oswego and anticipates spending \$1.3 million. He commented that to date \$2.96 million has been spent for all the work and costs are still in the ballpark. Director Allen remarked that one area of concern is the settlement of Sprint Nextel. The agreements with Nextel and Motorola were executed and add up to \$3.8 million; with revenue from re-banding there is still a significant shortfall. He mentioned that Verizon has approached the county about using a tower site in Scriba.

County Attorney Richard Mitchell stated that the closing date on bonds is this Friday and that the interest rate is higher than anticipated but below the estimate.

Leg. Sorbello inquired about obtaining Homeland Security grants to put towards costs. Director Allen responded that E-911 has received grants from Homeland Security indirectly for training, etc. and he is taking advantage of every opportunity. He reported that to date almost \$2 million has been brought to the region for inner operable communications. The state has allocated \$40 million for inner operable communications, and up to 30% of the debt can be paid out of the fund; have to wait and see what the requirements are.

6. Fire Coordinator:

A. Resolution Authorizing Budget Modification – Training Equipment

Fire Coordinator Don Forbes presented a budget modification to transfer money from income to purchase four (4) sets of turnout gear, portable fire extinguisher training equipment, and a thermo imaging camera used at the training center to allow for visibility through smoke. He requested a total transfer of \$20,000; leaving income line at \$89,000. He mentioned that \$65,000 was budgeted.

Motion to support resolution: Legislator Kastler

Second: Legislator Martino

Vote: Unanimous, motion carried

7. Sheriff:

A. Resolution Authorizing Budget Modification – STEP (Selective Traffic Enforcement Program)

Sheriff Todd explained that the resolution is to authorize acceptance of money from the STEP program for traffic enforcement in the amount of \$16,500.

Motion to support resolution: Legislator Kastler

Second: Legislator Flett

Vote: Unanimous, motion carried

8. Executive Session – Personnel Evaluations

Motion made to enter executive session at 3:40 p.m.: Legislator Tresidder

Second: Legislator Flett

Vote: Unanimous, motion carried

Motion made to re-enter open session: Legislator Sorbello

Second: Legislator Martino

Vote: Unanimous, motion carried

9. Adjournment:

Motion made to adjourn meeting: Legislator Flett

Second: Legislator Sorbello

Vote: Unanimous, motion carried

Meeting adjourned at 3:50 p.m.



COUNTY OF OSWEGO
MILEAGE & EXPENSE CLAIMS VOUCHER

6-10-10
2383

G.L. Date 6-10-10
Batch # 02547
Voucher 589141
Certif. Date _____
Vendor No. 2383

Employee Name James Jones
Department Emergency Management/Ems

SECTION 1: MILEAGE INCURRED (Personal Vehicle)

Date	(FROM) Point of Departure & Destination	(TO)	Round Trip Yes/No	Nature of Business	Total Miles Per Trip
4-26	Hastings - Sandy Creek		Y	P/u Student Course App. (N)	42
4-26	Hastings - Fulton		Y	Instructors Mtg-Lic (N)	32
4-22	Hastings - Mexico		Y	Radio Users Mtg (N)	16
5-3	Fulton - Oswego		Y	Oswego Hospital Mtg	25
5-4	Fulton - Oswego		Y	911 observation	25
5-5	Fulton - Oswego		Y	911 QA Mtg	25
5-10	Hastings - Watertown		N	Mt w/ JCC on course	47
5-10	Watertown - Fulton		N	Mt w/ JCC on course	63
5-10	Hastings - Pulaski		Y	NOC Board Mtg (N)	28
5-11	Hastings - Fulton		Y	County COT Mtg	32
5-12	Fulton - Watertown		N	P/u Jefferson co Paramedic Coord	63
5-18	Watertown - Syracuse		Y	Regional Mtg	140
5-18	Watertown - Hastings		N	Return home	47

ACCOUNT NUMBER		
FUND	DEPT	OBJECT
010	401	155444

Grand Total Miles 585
Current Contract Rate: X _____ \$ 50
SECTION 1: REIMBURSEMENT AMOUNT \$ 292 50

SECTION 2: EXPENSES INCURRED (Meals, Lodging, Conference, Public Transportation, etc.)

Date	(FROM) Point of Departure & Destination	(TO)	Round Trip Yes/No	Nature of Business	Detail Expenses Incurred	
					Description	\$ Amount
6-3-10	<i>Patricia Jones</i>					

ACCOUNT NUMBER		
FUND	DEPT	OBJECT
		5445

SECTION 2: REIMBURSEMENT AMOUNT \$ _____
GRAND TOTAL SECTIONS 1 & 2 (INCL. ATTACH. OF ALL RECEIPTS) \$ 292 50

DEPARTMENT APPROVAL
I hereby certify that the above amount(s) represents a proper charge against the account(s) indicated and that goods or services have been satisfactorily received where appropriate.
Date 6-3-10
Authorized Patricia Jones
Price and extension checked [Signature]

AUDITOR'S APPROVAL
(✓) O.K.
Voucher Coding _____
Account number _____
Total amount _____
Approved for payment _____
Date _____
Authorized _____

EMPLOYEE CERTIFICATION
I hereby certify that the total amount of \$ 292 50 represented by the attached receipt(s) is true and correct, and that no part thereof has been paid and is actually due and owing.
Date 6-3-10
Signed James Jones
Claimant

Are Supporting Documents Attached?
ORIGINATING DEPT

9-1-1 Center - October, 2010

Center Activity

2,397 9-1-1 calls answered
3,201 W9-1-1 calls answered
2,303 7-Digit Emerg. calls answered
6,468 Admin. / Non Emerg. Calls answered
3,922 Outgoing Admin. calls made

2,573 Fire / EMS calls dispatched
1,010 EMS only calls dispatched
7,676 Law calls dispatched

6963 (88.13 %) Emergency Calls answered within 10 seconds

Requests for information

18 Requests for recorded audio files and/ or statistical reports

Management activity

Met with Senior Staff members to discuss issues of importance to the Center.

Met with Communications System work Group Members to discuss project.

Attended Oncida Lake Search and Rescue Advisory Council meeting in Constantia.

Met with TLMR Project Team and Radio Service Provider to discuss communications system