

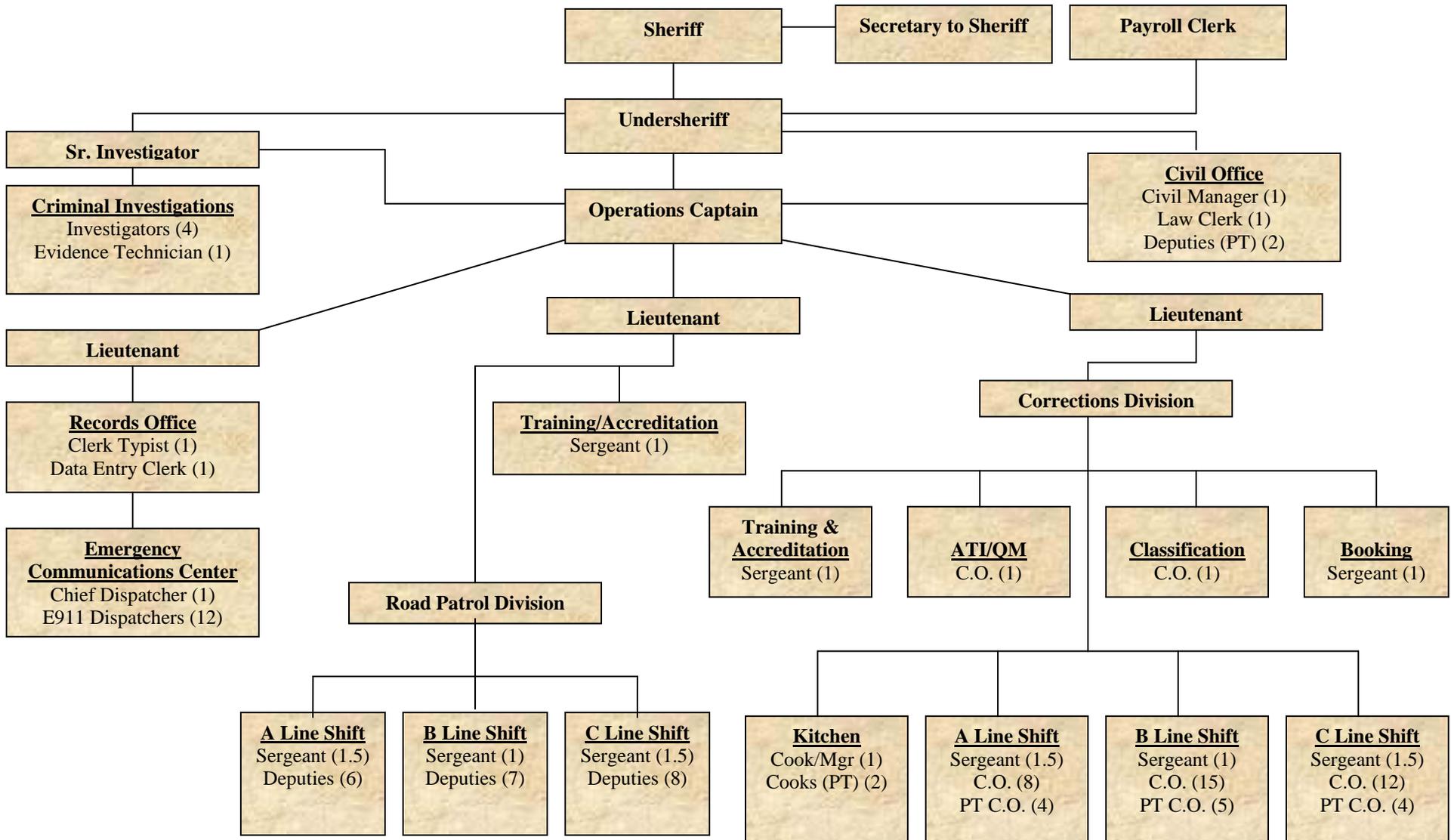


2011
Annual Report

Table of Contents

<u>Content</u>	<u>Page</u>
Organization Chart	1
Remarks - Sheriff Howard	2
Administration	3-6
Law Enforcement Operations	7-14
Emergency 911 Communications Center	15-17
Corrections Division	18-25
Civil and Records Office	26-33
Training	34
Employee Recognition	35-37
Community Outreach	38-39

Tioga County Sheriffs' Office Organization Chart



The Flood of 2011





Remarks

Sheriff Gary W. Howard



“Adversity is a fact of life. It can’t be controlled. What we can control is how we react to it.”... Unknown author

“The ultimate measure of a man is not where he stands in moments of comfort and convenience, but where he stands at times of challenge and controversy.”... Dr. Martin Luther King, Jr.

In reflecting upon our operations during the year 2011, the two quotes above ring very true.

The historic flooding which occurred in September of 2011 puts these quotes into great perspective. The challenges which we faced as an organization during this difficult time were a true test of our professionalism; our endurance, and; our resolve.

Enduring long hours and very difficult conditions over a two week span, the Sheriffs’ Office staff not only performed their duties, but engaged in relief work which was outside their area of responsibility. Many did so while their own homes were being ravaged by flood waters and their families sought refuge. Their loyalty and commitment to the public safety of our communities is a testament to the professionalism of our organization.

Without the combined efforts of our staff, working in unison with the Fire/EMS Services; the EMO, and; many other contributing agencies and volunteers, our communities would have endured greater distress and a prolonged recovery.

I am personally proud of the manner in which we faced this great adversity, and I believe that we endured and over came this great challenge.

I am proud to serve as your Sheriff and look forward to continuing my service to Tioga County.

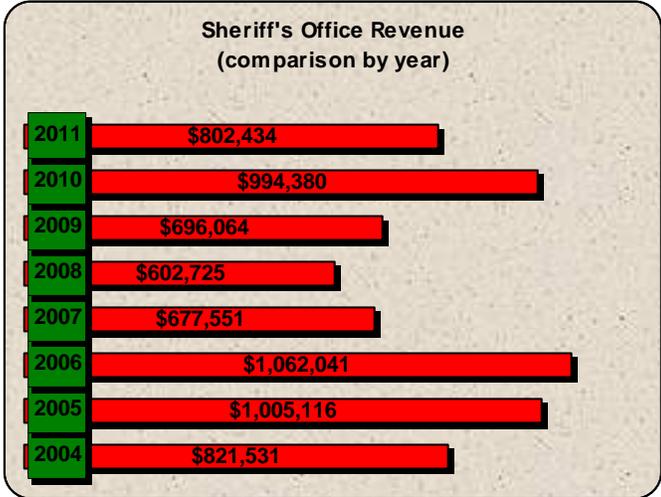
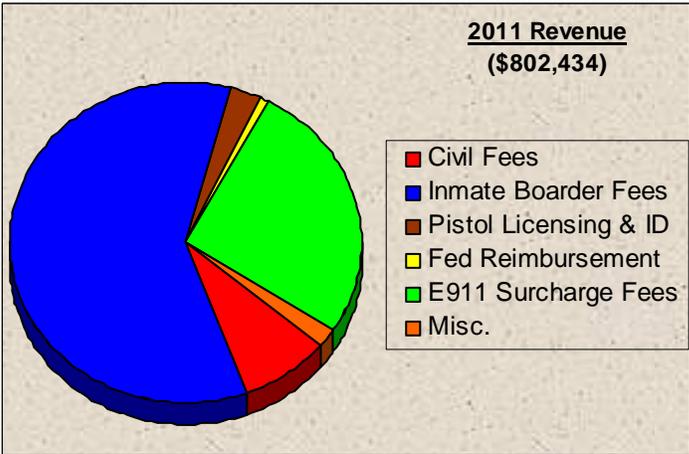
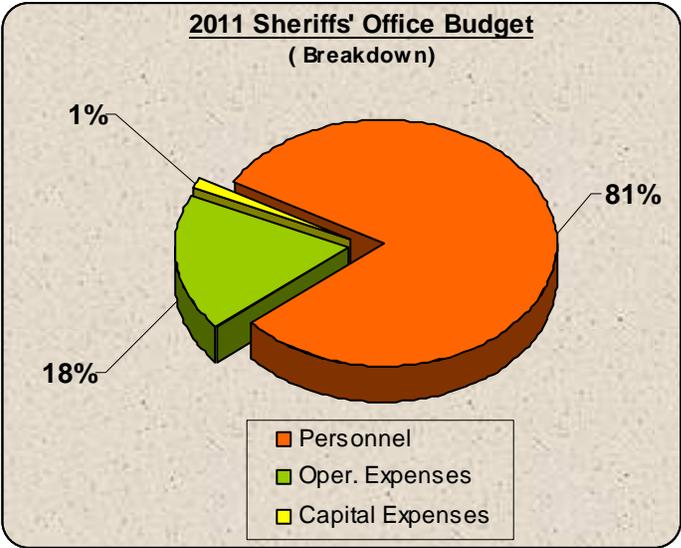
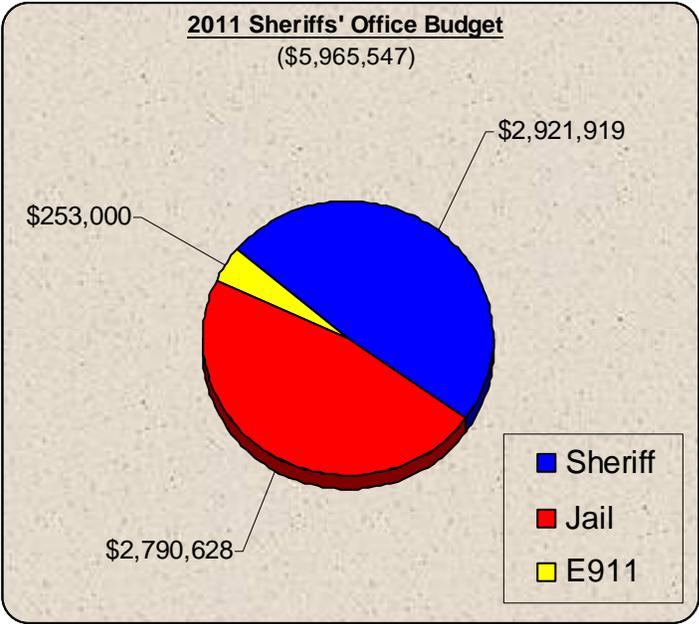
Administration

Budget

The Sheriffs' Office overall budget is made up of three component budgets which relate to specific operations within the agency: Sheriff Operations; Jail Operations; E911 Operations

The 2011 budget increased 1.7% from the previous year. Revenue earned in 2011 reduced the Sheriffs' office budget burden on the county tax payer by nearly 17%. Sheriff Revenue streams have totaled 6.7 million dollars since 2004.

- *Civil Poundage and Fees
- *Inmate Boarding
- *Pistol Permit fees
- *Photo Identification Fees
- *Child Nutrition Reimbursement
- *Inmate Commissary Fees
- *Social Security Alert Fees
- *US Marshal Inmate Transport Fees
- *Miscellaneous Fees



Grants

State and Federal grant funding continues to be a priority and is an important objective in meeting our goal of providing cost effective services.

Federal Homeland Security Grant monies continue to provide for essential equipment and information technology upgrades for emergency services and public safety. Grants awarded by NYS paid for personnel costs for conducting special traffic enforcement activities such as DWI patrols and aggressive driving details.

Since 2004, the Sheriffs' Office has successfully applied and been awarded more than 1.9 million dollars in grant funding.

Governor's Traffic Safety Committee

Selective Traffic Enforcement Program Grant \$11,972

This grant provides funding to support the deployment of extra patrols to enforce laws which target aggressive driving and, to develop enforcement countermeasures to reduce crashes, injuries and fatalities.



Child Passenger Safety Seat \$2,300

BUNY Grant \$1,435

The "Buckle Up NY" grant provides funding to support the deployment of extra patrols to enforce the wearing of seat belts. The Child Passenger Safety Seat grant provides funding in support of teaching proper installation of child safety seats and purchasing replacement seats for outdated or faulty seats turned in during the program.



Homeland Security Grant \$34,608

Awarded by the NYS Dept of Homeland Security, this grant will fund continued efforts to upgrade and enhance Tioga County's public safety communications infrastructure.



STOP DWI Funding \$32,300

Tioga County STOP DWI program awards funding in support of special enforcement efforts to combat drunk driving. The funding pays for personnel overtime utilized for DWI patrols and partially funds the purchase of 2 patrol vehicles

Public Service Programs



The Sheriff's Office continues to be an active partner with the NYS Child Passenger Safety Program. Tioga County residents can make a reservation to have their child safety seat inspected as well as instructed on the proper method for installing a child safety seat. During these inspections, seats which are deemed unsafe or appear on a factory recall list will be replaced free of charge.

Deputy Adam Bessey serves as the Sheriff's Office coordinator for the program. In 2011 Deputy Bessey inspected 43 safety seats, and replaced and installed 39 new seats.



Using equipment that contains the latest digital fingerprinting technology and high resolution photography, the Tioga County Sheriff's Office provides SAFE CHILD cards for parents and guardians. In the event a child is lost or reported missing, these cards would serve as critical identification for law enforcement. The program is staffed by Corrections Officers who travel to schools and special events throughout the county during the year to process these specialized identification cards for children ages 3 through 15 years of age.

In 2011 260 children were processed at 12 different events for their ID cards.



Tiogacountysheriff.com

The official website for the Sheriff's Office provides visitors with an array of information about operations and special programs. Press releases and special advisories are made available to the public, as well as useful links to other public safety related websites and organizations.

A confidential Tip Line has provided hundreds of valuable leads which have resulted in the successful investigation of Drug dealers and other criminal activity.



A free on-line service which provides citizens with the information needed to protect your loved ones. The service allows you to view known registered offenders and predators in your area. Knowing who these people are and what they've done provides you with your best defense to protect your family - awareness. The service also allows for instant e-mail notifications which alert you if a registered sex offender moves within proximity of your home.

Online Accident Reports

In partnership with PoliceReports.us, citizens involved in a motor vehicle accident which was investigated by the Sheriffs' Office can now access the official report on-line. Regardless of where you reside or happen to be, if you have access to the internet you're able to retrieve a copy of your accident report for filing with your insurance company or for your personal records.

A service fee of \$5.00 is charged for accessing the report which is available to customers 24 hours a day 7 days a week.



In partnership with the NYS Sheriffs' Association, citizens can access the NYS VINELink which is an online resource that allows you to search for information regarding an offender incarcerated in State Prison or the 60 County Correctional facilities throughout NYS. This service is provided to assist Victims of Crime who have a right to know about their offender's custody status and when they are being released from incarceration. If you want to be notified of any offender's release, you can register to be notified by phone call or E-mail.

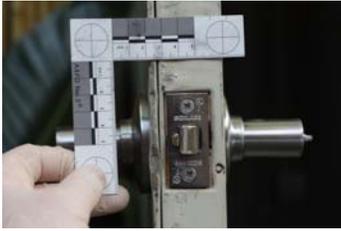


Tioga County residents can obtain a Sheriffs' Personal I.D. Card. Utilizing state of the art digital equipment, Sheriffs' personnel can produce a high grade personal identification card, embedded with an embossed hologram. This type of identification card is permitted for use in boarding commercial aircraft as well as other security identification purposes. This service is available Monday through Friday, during business hours. A fee of \$15 for children and adults. \$10 for Senior Citizens.

Law Enforcement Operations



Untitled-38



Road Patrol Division

The Road Patrol Division is the primary law enforcement component of the Sheriff's Office. It is staffed by 27 officers.

Their jurisdiction includes all of Tioga County, which covers 524 sq miles with 1,089 miles of highway.

Primary Mission

- Traffic Enforcement
- Criminal Investigation and Apprehension
- Keeper of the Peace
- Accident Investigation
- Prisoner transports
- Service of Civil Processes

Criminal Investigation Division

The Criminal Investigation Division (CID) is staffed by 6 Investigators. Each investigator has extensive law enforcement experience and has received specialized training for conducting criminal investigations of serious crimes.

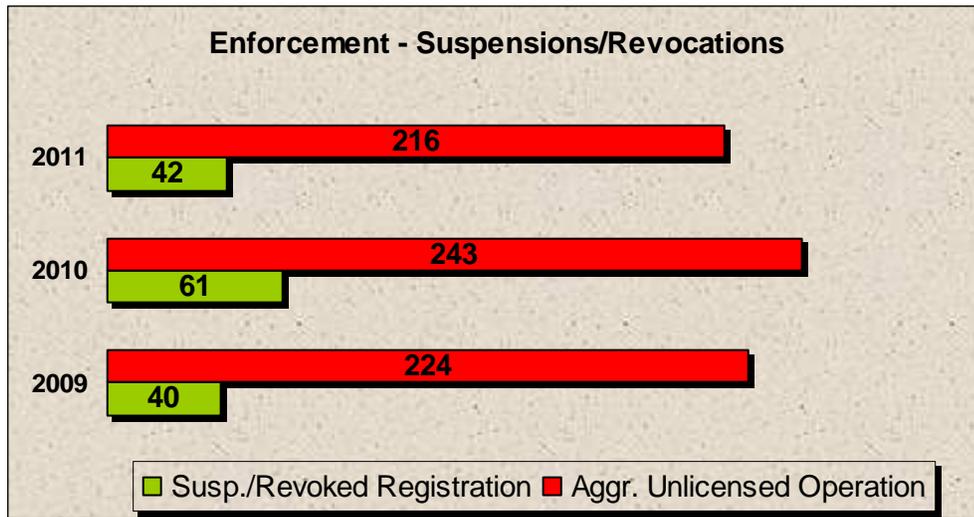
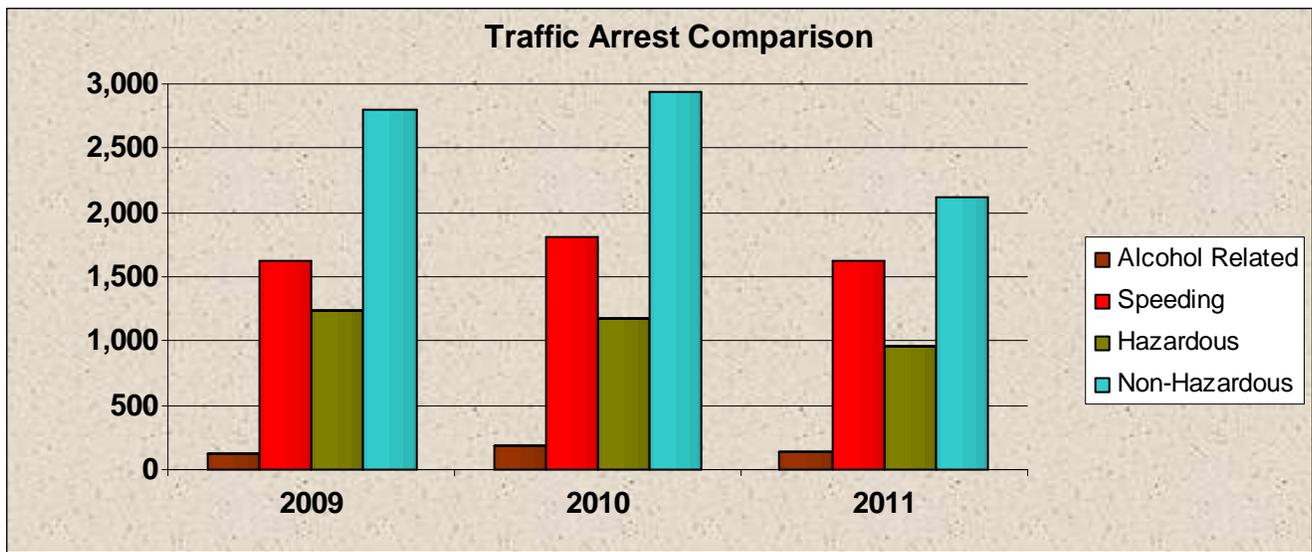
Primary Mission

- Investigation of all serious crimes and death scenes
- Identification, apprehension, and prosecution of criminals
- Crime scene ID and management
- Evidence and recovered Property management
- Conduct background investigations
- Manage Sex Offender Registration program.

2011 Law Enforcement Statistics (Road Patrol)

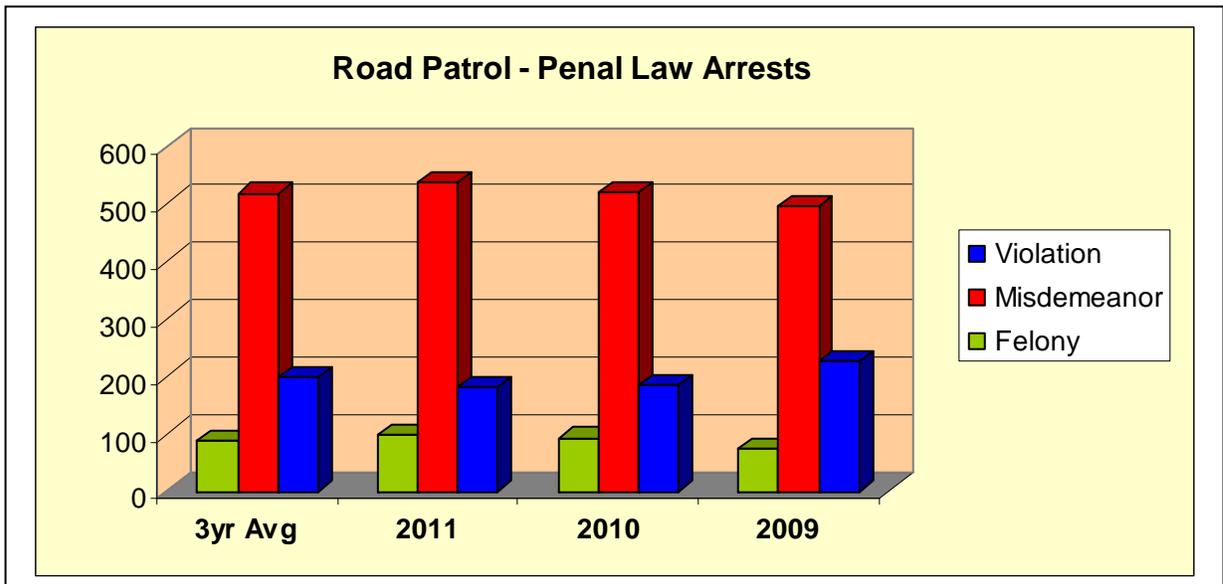
Vehicle and Traffic Law Arrests					
Court	2009	2010	2011	3 Yr Avg	% of Total
Town of Barton	375	343	396	371	7%
Town of Berkshire	46	70	59	58	1%
Town of Candor	680	821	538	680	12%
Town of Newark Valley	481	611	509	534	10%
Town of Nichols	305	304	215	275	5%
Town of Owego	2,351	2,406	1,934	2,230	40%
Town of Richford	112	113	137	121	2%
Town of Spencer	89	145	133	122	2%
Town of Tioga	597	559	344	500	9%
Village of Candor	128	170	167	155	3%
Village of Owego	435	388	254	359	6%
Village of Spencer	18	68	59	48	1%
Village of Waverly	165	96	70	110	2%
Yearly Totals	5,782	6,094	4,815	5,564	

Calls for Service					
Municipality	2009	2010	2011	3 Yr Avg	% of Total
Town of Barton	1,511	1,547	2,149	1,736	8%
Town of Berkshire	261	314	341	305	1%
Town of Candor	1,089	1,497	2,023	1,536	7%
Town of Newark Valley	918	951	1,559	1,143	5%
Town of Nichols	1,638	1,538	2,291	1,822	9%
Town of Owego	8,086	7,842	8,816	8,248	39%
Town of Richford	525	638	802	655	3%
Town of Spencer	216	526	707	483	2%
Town of Tioga	1,380	1,443	2,206	1,676	8%
Village of Candor	256	274	452	327	2%
Village of Newark Valley	262	341	371	325	2%
Village of Nichols	100	115	190	135	1%
Village of Owego	1,600	1,509	2,152	1,754	8%
Village of Spencer	209	327	391	309	1%
Village of Waverly	549	430	762	580	3%
Yearly Totals	18,600	19,292	25,212	21,035	



DWI Related Charges	2010	2011
Driving While Intoxicated	79	63
Driving w/More than .08 BAC	39	33
Aggravated DWI - More than .18 BAC	18	18
Driving While Ability Impaired - (Alcohol)	1	1
Driving While Ability Impaired - (Drugs)	3	8
Under 21 Driving after Consumption	0	0
Failure to Submit to Breath Test	15	9
Totals	155	132





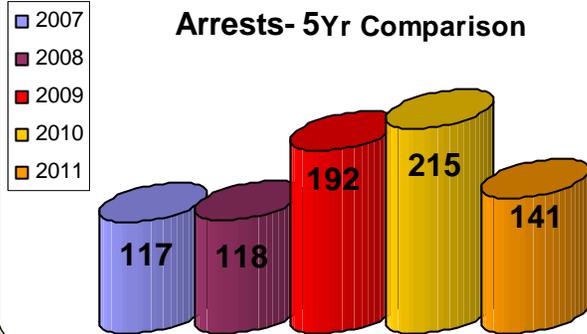
2011 Service Activity

Abandoned Vehicle	19	Gun Shot Investigation	50
ABC Law	18	Harassment	270
Accidental Drowning	1	Identity Theft	8
Accident Investigation - Industrial	5	Ignition Interlock Monitoring	79
Accident Investigation - Miscellaneous	5	Ignition Interlock Violation	18
Accidental Shooting	4	Illegal Parking	24
AED Call	15	Issuing a Bad Check	31
Aggravated Harassment	285	Juvenile Transport	20
Animal complaints	400	K9 Call	5
Arson Investigation	3	Landlord/Tennant Dispute	30
Assault	18	Larceny Investigations	255
Assist other Agencies	201	Lecture	12
Assist other Police Agency	329	Loud Party-Noise Complaint	95
Assist the Public	852	Manslaughter	1
Attempted Burglary	3	Making a False Written Instrument	2
Attempted Larceny	1	Menacing	13
Attempted Escape	1	Mental Health Arrest	21
Attempted Suicide	4	Mental Subject	131
Background Investigations	257	Mental Transport	24
Burglary	92	Methamphetamine Lab Investigation	1
Burn Report	2	Miscellaneous Complaint	3,280
Custodial Interference	1	Missing Child Investigations	4
Coercion	1	Missing Persons Investigations	25
Check 911 Hang-up/Open Call	2,474	Motor Vehicle Accident (Fatal) Investigation	4
Check Bank Alarm	27	Motor Vehicle Accident (Personal Injury)	109
Check Burglary Alarm	559	Motor Vehicle Accident (Property Damage)	931
Check Dangerous Condition	360	Neighborhood Dispute	29
Check Disabled Vehicle	199	Obstructing Governmental Administration	7

Check on Intoxicated Individuals	26	Open Door/Window	68
Check Other Alarm	93	Open Fire Investigation	24
Check Welfare	578	Overdose	3
Child Abuse	2	Parking Violations	21
Child Pornography	2	Persons Annoying	100
Child Safety Seat Installations	15	Pistol Permit Investigation	122
Civil Evictions	27	Pistol Permit Revocation	5
Civil Matters	199	Possession of Stolen Property	10
Civil Services	899	Prisoner Transport	1,179
Computer Tampering/Trespass	2	Property/House Check	67
Confidential Informant	3	Property Complaint	24
Confidential Investigation	1	Promoting Obscene Sex Performance	1
Counterfeit Investigation	2	Promoting Prison Contraband	7
County Threat Investigation	1	Public Health Law Investigation	1
Creating a Hazard	2	Motor Vehicle Accident (Property Damage	931
Criminal Contempt	13	Prostitution Investigations	12
Criminal Nuisance	1	PSE Test	15
Criminal Facilitation	1	Public Lewdness	4
Criminal Impersonation	8	Rabid/Sick Animal Complaint	18
Criminal Mischief	153	RADAR Trailer Deployment	3
Criminal Tampering	1	Railroad complaints	8
Criminal Trespass	15	Rape	13
Criminally Negligent Homicide	1	Reckless Endangerment	11
Criminally Obstructing Breathing	4	Recovered Stolen Property	11
Criminal Possession of a Controlled Substance	23	Resisting Arrest	2
Criminal Possession of Marihuana	27	Robbery	2
Criminal Possession of Synthetic Narcotic	1	Runaway Child	43
Criminal Possession of a Weapon	14	Scheme to Defraud	1
Criminal Sale Marihuana	1	Search Warrant	9
Counterfeit Investigation	2	Sex Offender Registration	230
Creating a Hazard	2	Sex Offender Registration Act Violation	10
Destruction of Evidence/Weapons	8	Sexual Abuse	19
Disorderly Conduct	7	Sexual Misconduct	13
Disturbance	244	Strangulation	5
Disseminating Indecent Material	1	Subpoena Service	32
DMV Revocations and Suspensions	241	Suicide	2
Drug Investigation	10	Suspicious Person/Condition Investigation	700
Domestic Violence	311	Theft of Services	9
DWI Investigations	71	Traffic Problem	33
Endangering the Welfare of a Child	53	Trespass	55
Environmental Conservation Investigation	43	Unattended Death Investigation	27
Escorts	324	Unauthorized Use of a Motor Vehicle	11
Falsely Reporting an Incident	4	Unlawful Imprisonment	5
Family Court Matter	118	Unlawful Use of a Credit Card	5
DMV Revocations and Suspensions	241	Unlawfully Dealing with a Child	5
Fire Investigation	2	Unlawfully Dealing with Fireworks	17
Forcible Touching	7	Unlawfully Fleeing Police	4
Forgery	4	Unlawfully Growing Marihuana	3
Found/Lost Property	97	Vehicle and Traffic Stops	6,473
Fraud	46	Vehicle Fire	1
Fugitive from Justice	13	Violation of an Order of Protection	38
Motorist Assistance	30	Warrant Arrest	148
Motor Vehicle Accident (Hit and Run)	47	Weapons Storage	1
Check Other Alarm	93	Welfare Fraud Investigation	1
Grand Larceny	26		

2011 Law Enforcement Statistics (Criminal Investigation Division)

**Criminal Investigation Division
Arrests- 5Yr Comparison**

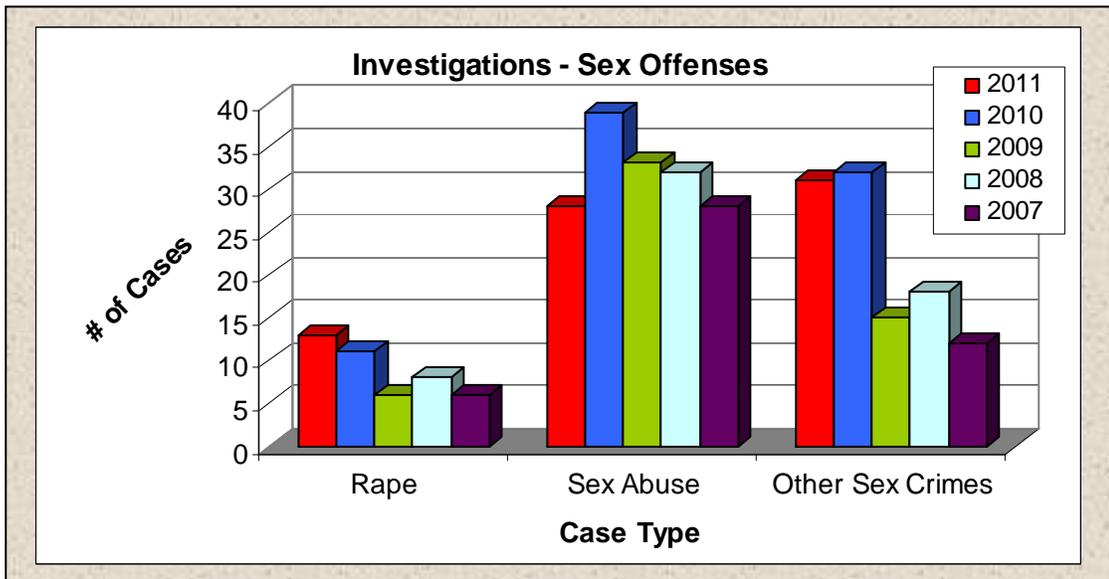
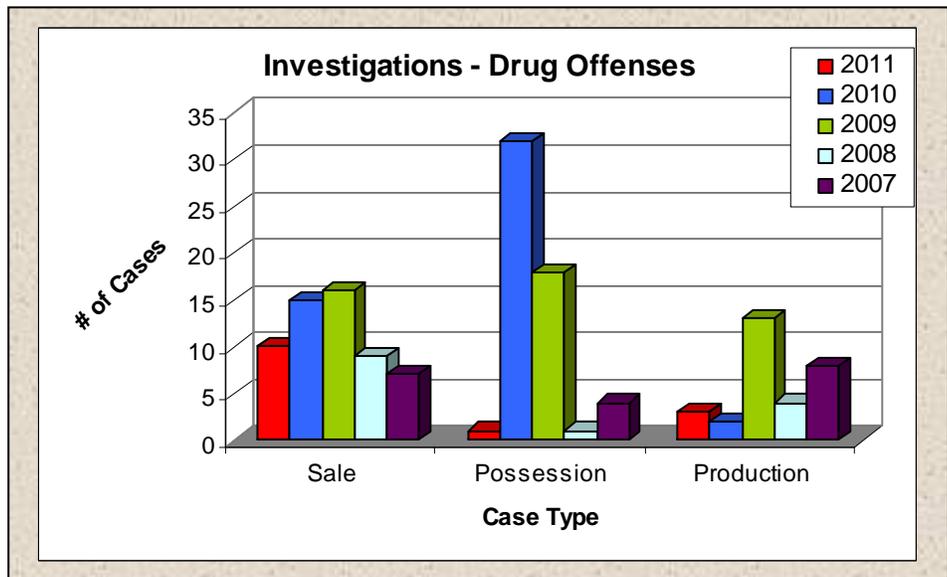
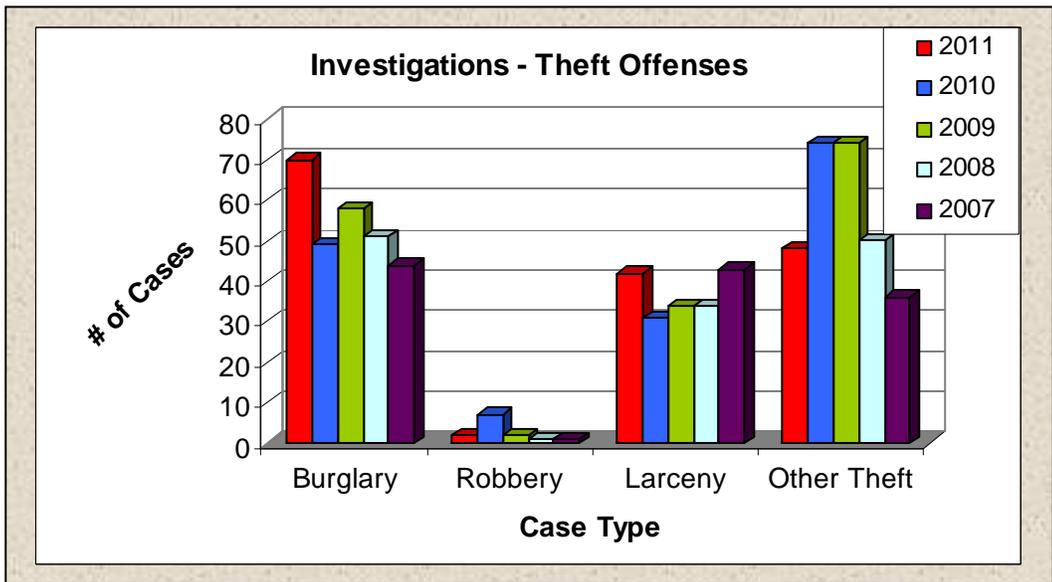


**Criminal Investigation Division
Case Load - 5Yr Comparison**

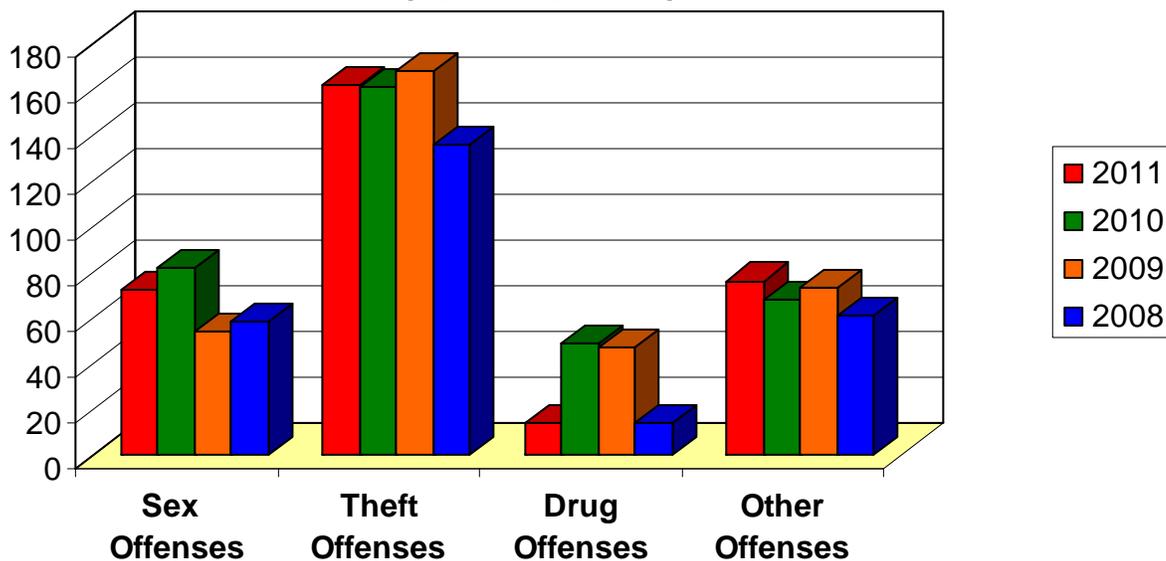


2011 Criminal Case Breakdown

Case Type		Case Type	
Accidental Shooting	1	Fraud	3
Administrative Investigation	6	Fugitive from Justice	1
Aggravated Harassment	3	Grand Larceny	30
Arson	2	Larceny	12
Assault	4	Lectures	1
Assistance	18	Menacing	3
Attempted Suicide	1	Meth Lab Investigation	1
Background Investigation	17	Missing Persons	7
Bad Checks	30	Nuisance Weapon Investigation	17
Bomb Threat	1	Obstructing Governmental Admin	5
Burglary	70	Pistol Permit Revocation	4
Child Pornography	4	Promoting Prison Contraband	11
Confidential Informant	3	Public Lewdness	1
Counterfeiting	2	Rape	13
Criminal Contempt	2	Reckless Endangerment	4
Criminal Facilitation	1	Recovered Stolen Property	9
Criminal Mischief	11	Robbery	2
Criminally Negligent Homicide	1	Scheme to Defraud	1
Criminal Possession Controlled Substance	1	Search Warrant	8
Criminal Possession Stolen Property	3	Sex Abuse	28
Criminal Possession of a Weapon	8	Sexual Misconduct	11
Criminal Sale Controlled Substance	9	SORA Investigations	236
Criminal Sale of Marihuana	1	Suicide	2
Endangering the Welfare of a Minor	1	Suspicious Condition	8
Falsely Reporting an Incident	2	Unattended Death	2
False Written Statement	1	Unlawfully Growing Marihuana	2
Fire Investigation	4	Voice Stress Analysis	13
Forcible Touching	4		
Forgery	3		



Criminal Investigations (4-yr Comparison)



The Sheriff's Law Enforcement Divisions (Road Patrol and Criminal Investigations) has been awarded re-certification from the NYS Sheriffs' Association – Law Enforcement Accreditation Program. The program is designed to establish and promote standards which are widely considered to be prudent and effective for operating a Law Enforcement Agency. It provides formal recognition that the law enforcement component meets or exceeds all 132 of the accreditation quality standards. The Law Enforcement Center has accredited since 1998.

E911 Emergency Communications Center



Police



The E911 Emergency Communications Center is the sole PSAP (Public Safety Answering Point) for all of Tioga County and serves as the communications hub for all emergency services.

The center is staffed with 13-E911 Dispatchers and operates around the clock each day of the year.

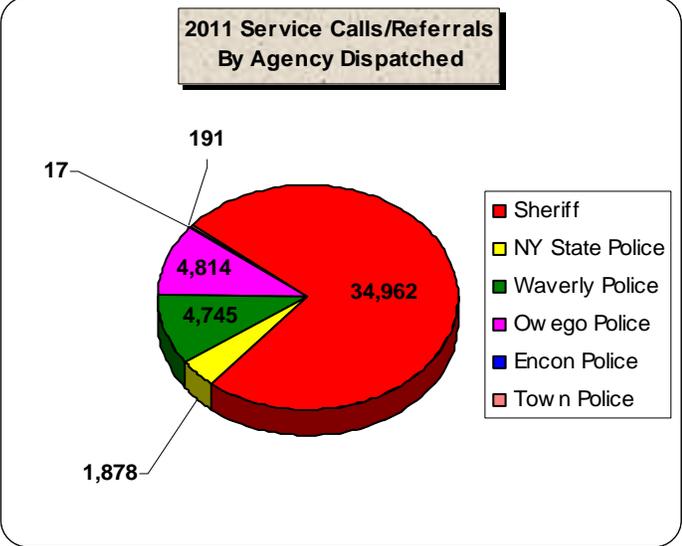
Primary Mission

- E911 PSAP (Primary Answering Point)
- Public Safety emergency response dispatching
- Law Enforcement call taking and dispatching
- Information retrieval from public safety data banks and DMV
- Law Enforcement database inputs
- Public Health and Mental Hygiene On-Call notifications
- Tioga County Fire and EMS Dispatching



2011 E911 Center Statistics

Dispatched Emergency Calls (Fire/EMS)					
Agency	2009	2010	2011	3 Yr Avg	% of Total
Apalachin Fire	677	652	804	665	8.3%
Berkshire Fire	151	180	209	166	2.1%
Berkshire EMS	604	625	655	615	7.7%
Campville Fire/EMS	451	465	719	458	5.7%
Candor Fire	127	110	159	119	1.5%
Candor EMS	503	593	654	548	6.8%
Halsey Valley Fire/EMS	48	47	55	48	0.6%
Newark Valley Fire	127	139	193	133	1.7%
Nichols Fire/EMS	295	290	355	293	3.6%
Owego Fire/EMS	2,054	2,056	2,264	2,055	25.6%
Richford Fire	48	46	70	47	0.6%
Southside Fire/EMS	77	62	84	70	0.9%
Spencer Fire/EMS	266	275	396	271	3.4%
Spencer EMS	248	243	345	246	3.1%
Tioga Center Fire/EMS	448	524	517	486	6.1%
Waverly Fire	174	162	221	168	2.1%
Weltonville Fire/EMS	86	76	94	81	1.0%
Lockwood Fire/EMS	50	70	88	60	0.7%
Greater Valley EMS	1,457	1,418	1,458	1,438	17.9%
S.M.E. Helicopter	18	24	26	21	0.3%
Search & Rescue	2	2	1	2	0.0%
Fire Investigation Team	37	34	44	36	0.4%
HazMat Team	7	7	7	7	0.1%
Total Calls	7,955	8,100	9,418	8,028	100%

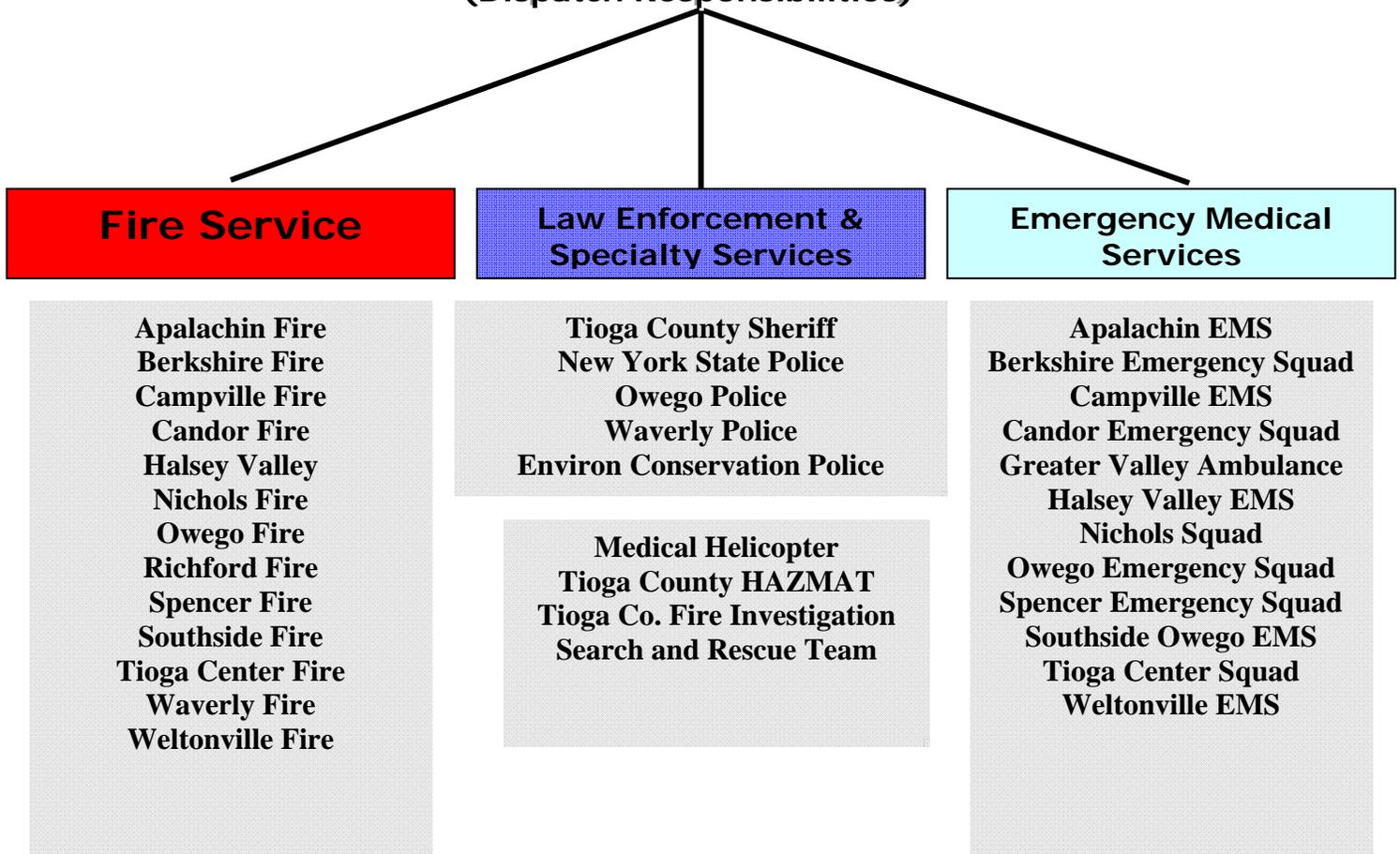


Phone Calls Received.....	162,556
Calls for Service.....	56,025
E911 Calls	17,601
Radio Transmissions.....	300,503
Teletypes	1,751
Warrants Processed.....	213



The E911 Emergency Communications Center was awarded re-certification from the NYS Sheriffs' Association – Public Safety Answering Point Accreditation Program. The program is designed to establish and promote standards which are widely considered to be prudent and effective for operating an Emergency Communications Center. It provides formal recognition that an organization meets or exceeds all 71 of these quality standards, which cover four major areas of the organization: Administration, Training, Technology and Operations. The center has been accredited since 2008.

Sheriff's E911 Emergency Communications Center (Dispatch Responsibilities)



Corrections Division (Jail)



The Corrections Division is the largest component of the Sheriff's Office. It is staffed by 45 full time and 13 part time officers and operates 24 hours a day.

The jail is a maximum security facility authorized to hold 104 inmates. Sentenced and non-sentenced male and female prisoners age 16 or older are permitted to be confined in the facility. In addition to housing local prisoners the Jail is authorized and frequently houses inmates from other counties as well as Federal Inmates, Illegal Aliens, NYS Parole Violators, Military Prisoners, and civil confinement prisoners.

The facility operates within the statutory guidelines of the NYS Commission of Corrections.

Primary Mission

- Provide Security for inmates & staff
- Arrest/Inmate Processing
- Provide for everyday needs of inmates
- Coordinate & supervise Weekend Work Program
- Court appearance transports

A total of 666 inmates were processed into the facility in 2011. This represents a negligible decrease from 2010.

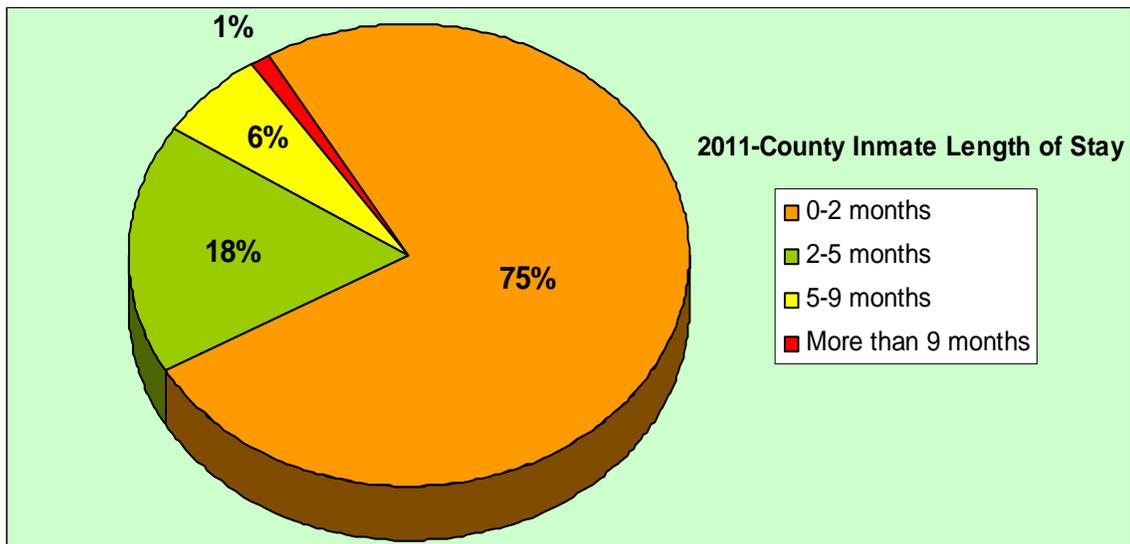
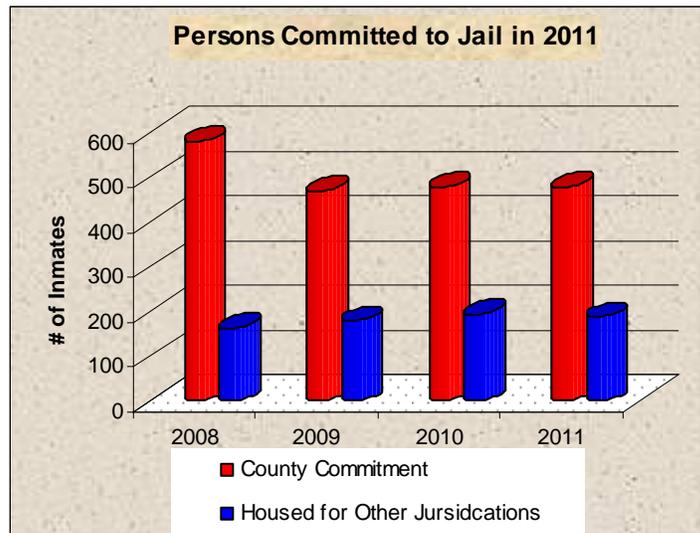
Of the 666 inmates processed, 528 were remanded by courts within Tioga County, accounting for 79% of the jail's population. This represents an 8% increase from 2010.

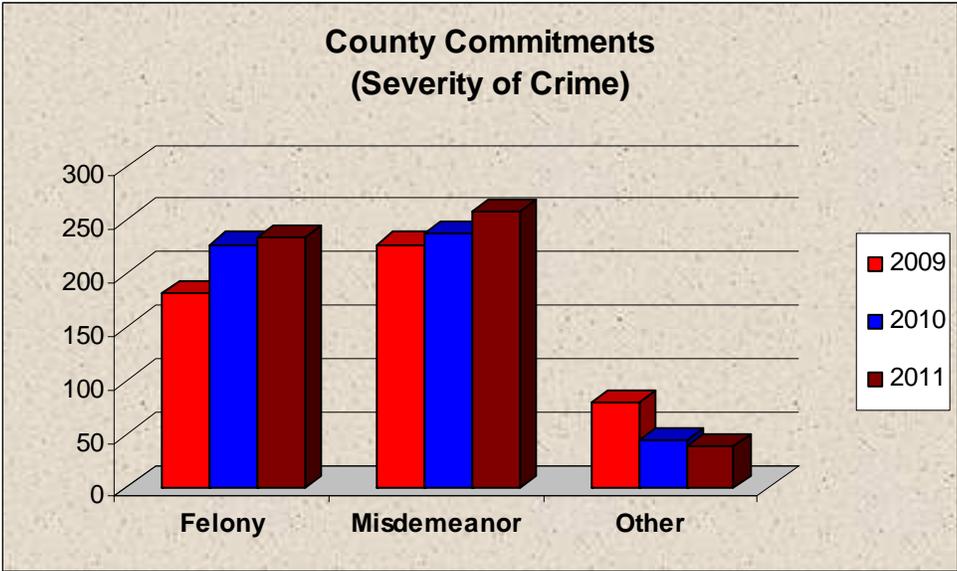
The average daily inmate population was 85, an increase of one from 2010.

2011 Inmate Population – Daily Average

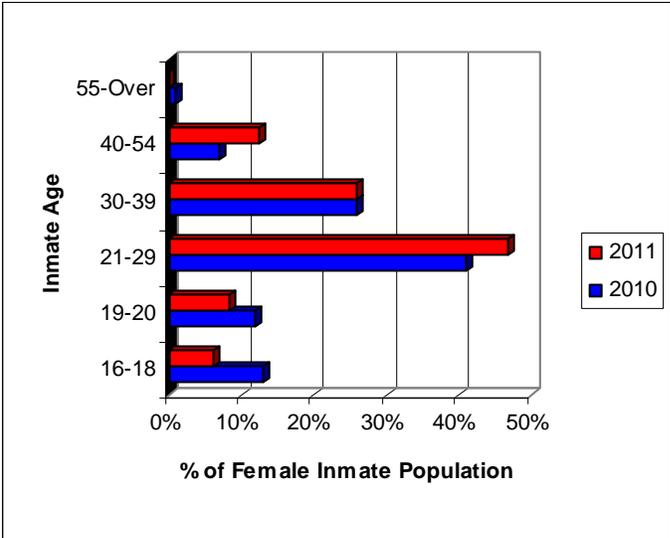
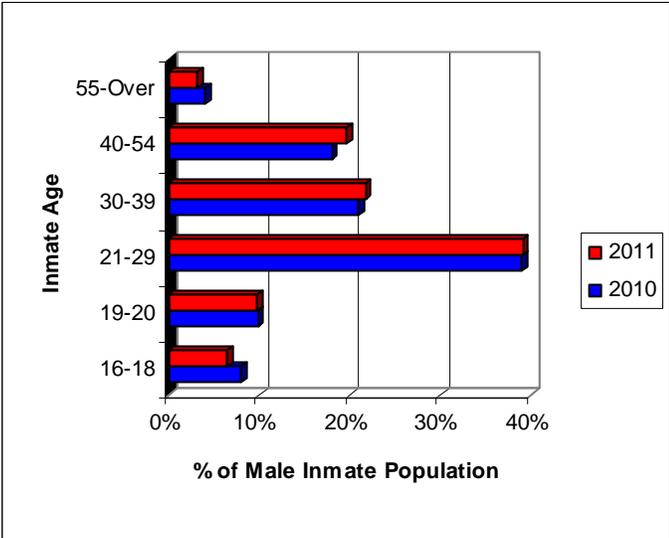
Total Inmates	Federal Inmates	Boarder Inmates	Weekend Inmates	County Inmates
85	14	3	11	68

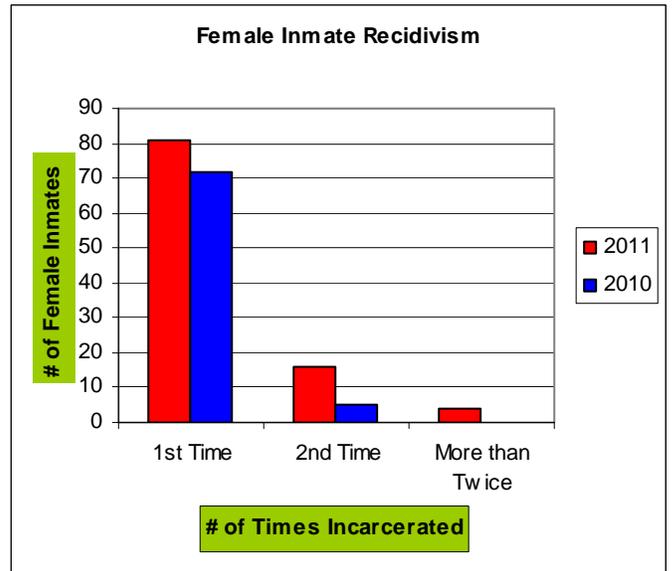
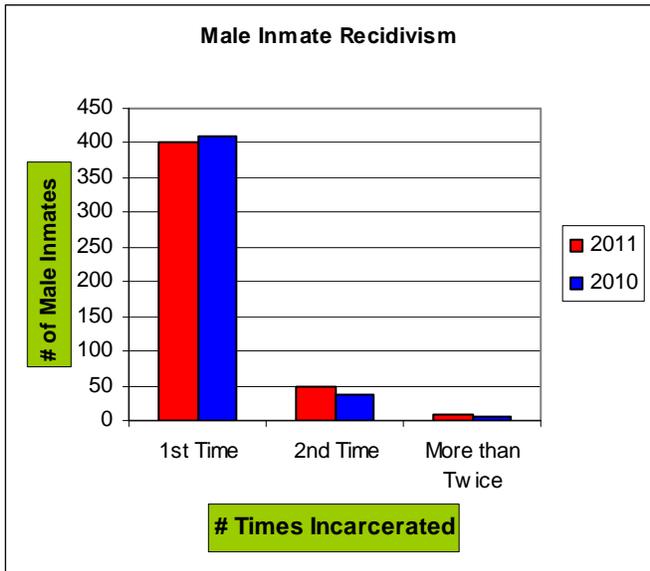
Male Inmates	Female Inmates
70	15





County Inmate Population Age Comparison

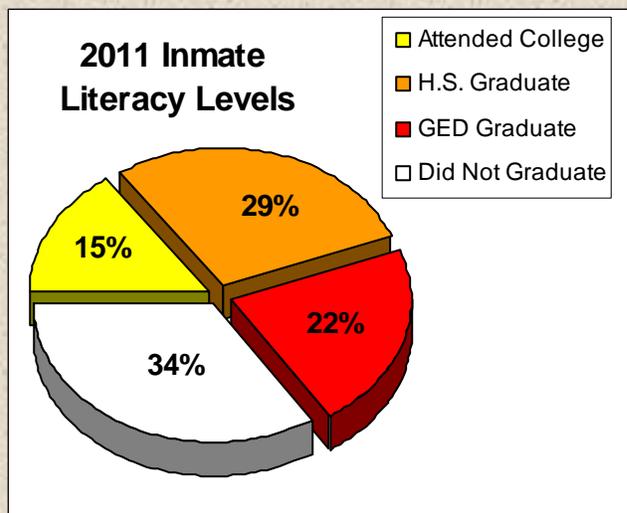
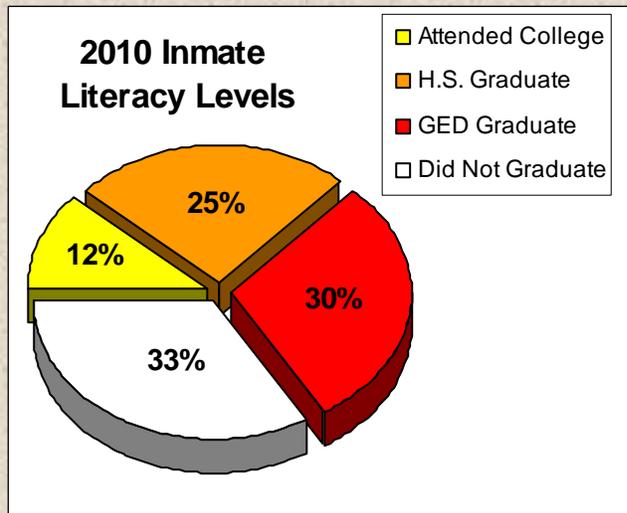




Inmate Educational Services

In partnership with the Owego-Apalachin Central School District (OACSD), the education program at the Jail continues to provide General Equivalency Diploma instruction for both juveniles and adults. The program is directed by Jim Hamlin, of the OACSD and is funded by New York State and Federal Department of Education program through the OASD Incarcerated Youth Program.

During 2011 a total of 46 inmates participated in the GED program. Of the 24 inmates that took the examination, 18 inmates were successful in obtaining their GED Diploma, representing 77% of those enrolled in the program. The NYS average of incarcerated individuals passing the GED test is 55%.



Inmate Educational Services (Con't)

In addition to offering GED instruction, the program routinely provides the following classes to our inmate population:

- **Life Skills**
- **Healthy Relationships**
- **Christian Counseling**
- **Drug and Alcohol Counseling**
- **Batters Intervention for Females**
- **STD/HIV Awareness**
- **Job Interviews**
- **Media Influences**
- **Teen Parenting**
- **Anger Management**
- **Narcotics Anonymous**
- **Alcoholics Anonymous**
- **Transition into Society**

Instruction is provided by a variety of service organizations and the facility medical staff. During the year, 68 male inmates and 58 female inmates participated.



Law Library

Each county jail in New York State is required to provide inmates with ready access to legal materials to aid in their legal defense. The Jail currently maintains an extensive Law Library with nearly 1,000 volumes of law books and legal briefs.

In an effort to reduce the annual cost and labor in maintaining updates, the library now pays an annual Subscription to provide computer access to these legal materials “off-line”. This policy change has reduced our Annual costs by thousands and eliminates the need to physically update the entire legal catalog of the library.

Religious Services

Religious services are provided by a variety of clergy and private citizens who are involved in their respective ministries. Religious preferences vary widely, and if the inmates' preference is a legitimately recognized faith, arrangements are normally made to provide those services.

Local churches and institutional ministries, such as the Golden Key Ministries visit the facility regularly to minister and counsel those inmates who show an interest in attending.

These services and counseling sessions are provided once a week. In 2011 the following ministries provided spiritual counseling and services to the inmate population:

- **Gideon's**
- **St. Patrick's Parish**
- **1st Baptist Church-Owego**
- **First Assembly of God**
- **Zion Fellowship**
- **Golden Key Ministry**

Inmate Commissary

Jails and Prisons in New York State are permitted to operate an Inmate Commissary, in which inmates may purchase hygiene products, snack foods, soup, coffee, and candy. Pricing for these items are fixed by the facility and allow for the facility to earn a modest profit. Currently, the Sheriff's Office contracts with Swanson, Inc., a Commissary Company to provide goods and services. Once a week inmates who have money in their jail account are allowed to order from a list of items. These items are ordered electronically and delivered weekly.

In 2011 the program generated \$9,361 in revenue and expended \$6,809. The money spent out of this fund helps to defray operating costs directly related to the inmates such as: recreational equipment; Law Library updates; Education supplies; hygiene products, and; various office expenses.

Inmate Medical

Inmate medical services are provided by a private Contractor. Correctional Medical Care, Inc, provides In-house” medical care, including dental and mental Health services.

The facility operates its own medical examination room and a full dental suite. A full time certified RN, HSA provides daily sick call and care to the inmate population and a full time Mental Health Counselor is on staff to provide counseling and make treatment referrals. The supervising physician is always on call, and visits the facility twice a week to provide treatment. The facility also provides in-house radiology services.

Transports for medical services not available at the facility are routinely made to area hospitals and specialists. 247 “off-site” medical visits were completed in 2011 1,861 inmates were seen through sick call and 96 inmates received dental health treatment.

Total operating costs for medical services in 2011 was \$334,547.



Melissa Gordon, RN, HSA



Morganne Shute, Mental Health Counselor

Weekend Work Detail (ATI)

(Alternatives to Incarceration)

The Alternatives to Incarceration (ATI) Program has been operating in Tioga County since 1986 and provides the criminal courts with a sentencing alternative through the use of community service.



An important part of the ATI is the Weekend Work Program which is administered jointly by the Probation Department and the Sheriff's Office. Eligible offenders are identified by the Probation Department and are recommended to the Courts. The Courts sentence the offender to the program for a predetermined amount of time. Once in the program, the offenders report to the Sheriff's Office each Saturday and Sunday to perform community service work.

Corrections Officer Roy Schriener oversees all work projects and supervises the details. All work performed is for non-profit organizations, local government, and community based volunteer organizations. The work sites and jobs are planned and approved by Sheriff's Office staff.

2011 Work Accomplishments

In 2011 the Weekend Work Detail provided 4,616 Man-hours of work to a variety of government and non-profit organizations.

The amount of money saved by utilizing these work crews amount to approximately \$33,466 in labor costs, plus additional cost savings by providing an alternate sentencing option aside from a jail commitment.



Sheriffs' Civil Office

Under the NYS Constitution, each Sheriff's Office must operate a Civil Office. The Sheriff is a designated enforcement officer of the Supreme Court of New York and is responsible for enforcing lower court mandates.

The Civil Office is responsible for receiving, docketing, and serving civil processes issued by courts within and outside of New York and executing appropriate proofs of service. Their responsibility includes executing court orders, including warrants of eviction, writs of assistance, civil arrest warrants, orders of seizure, orders of attachment, and orders directing the conveyance of real property.

The Civil Office enforces judgments through enforcement of Income and Property Executions; directing the garnishment of wages; Delivery of real property and the sale of real property at public Sheriff's sales. The proceeds of these enforcement procedures are collected and disbursed to the judgment creditors on a monthly basis. Sheriff's fees received for the service and enforcement of civil process and mandates are collected pursuant to law and remitted to the County Treasurer.

The office is staffed by a Civil Manager and a Law Clerk and is in operation during the daytime hours, Monday through Friday. Two part-time Deputy Sheriffs are assigned to provide personal service of processes.

Civil Office – Statistical Comparison			
Year	Processes	Receipts	Revenue
2007	1,017	\$706,327	\$59,024
2008	1,161	\$473,350	\$65,402
2009	1,145	\$595,663	\$65,328
2010	1,161	\$670,156	\$63,926
2011	1,110	\$779,521	\$67,616

Tioga County Sheriffs' Office

2011 Civil Division Annual Report

Civil Funds

Monies Received	\$541,861.50	
Monies Disbursed	\$541,861.50	
Total Poundage		\$26,015.54
Total Fees		\$41,600.81
2011 Revenue Total		\$67,616.35

Bail Funds

Bail Monies Received	\$237,660.00	
Bail Monies Disbursed	\$237,660.00	
Total Bails		\$236,980.00
Total Fines		\$680.00
2011 Total Bails/Fines		\$237,660.00

Monies - Method Received

Total Checks	\$389,427.62	
Total Cash	\$156,718.49	
Total Money Order	\$64,512.40	
Total Transfers	\$93,862.99	
Total Other	\$75,000.00	

Total	
Receipts/Disbursements	\$779,521.50

Miscellaneous

Bank Fees	\$0.00	
Unclaimed Funds to Treasurer	\$44.47	
Total Escrow	\$1,544.45	
Total Overpayments	\$3,223.29	
Miscellaneous	\$19.00	

2011 Unclaimed Funds

The following funds were turned over to the Tioga County Treasurer:
(Account A1510)

Date	Amount
1/1/2011	\$24.28
3/17/2011	\$4.18
8/24/2011	\$15.32
12/23/2011	\$0.69
Total	\$44.47

The following funds were re-issued to the Payee per their request

Date	Amount
1/11/2011	115.27
Total	\$115.27

Documentation for the above stated transactions can be located in the "Outdated Remittance checks" binder located in the Civil Office.

2011 Processes

Summons Papers Received		631
Served	551	
Warrants		
Processed	106	
Enforced	24	
Unservd	80	
Executions Received		479
Income Executions		
1st Stage	331	
2nd Stage	139	
Property Executions	9	
Bank	2	
Demand	5	
Vehicle levy	0	
Rent	0	
Real Property	2	
Property Sales -1		

Total Processes	1,110
------------------------	--------------

Statistical Analysis Report

01/01/2011 - 12/31/2011

Summons Papers Served

Description of Paper Served	Served	Not Served
3 Day Notice to Tenant	32	0
3 Day Notice/30 Day Notice to Tenant	5	0
30 Day Demand Notice	2	0
30 Day Notice	4	0
30 Day Notice of Termination of Tenancy	5	1
Adoption Petition/Letter/Acknowledgement of Service	1	0
Citation	10	3
Citation, Notice of Hearing, Original Petition	2	0
Decision and Transfer Order/Temp Order of Protection/Petition	1	0
Foreclosure Summons & Complaint	4	0
Information Subpoena	1	0
Judgment of Divorce/Notice of Entry	1	0
Judicial Subpoena Duces Tecum	1	0
Notice of Hearing	1	0
Notice of Hearing and Order/PFA/Petition	2	0
Notice of Noncompliance	2	1
Notice of Petition/Petition	20	1
Notice of Petition/Petition to Recover Possession of Real Property	9	1
Notice of Petition/Petition/Notice to Defendant	2	0
Notice of Proposed Adoption/Petition for Adoption/Verified Schedule	1	0
Notice of Registration of Out-of-State Support Order	2	6
Notice to Appear in Court	1	0
Notice to Appear in Court/Petition	2	0
Notice to Defendant/Claim Affidavit	1	0
Notice to Tenant	2	0
Order of Dismissal/Petition	1	0
Order of Protection	4	2
Order to Show Cause	2	0
Order to Show Cause / Petition	7	1
Order to Show Cause/Petition Extension of Order	1	0
Order to Show Cause/Petition/Financial Affidavit	1	0
Order to Show Cause/Summons and Petition	1	0

Statistical Analysis Report

01/01/2011 - 12/31/2011

Summons Papers Served

Description of Paper Served	Served	Not Served
Order to Show Cause/Summons and Verified Complaint	1	0
Petition For Violation of Support	1	0
Referees Notice of Sale in Foreclosure	1	0
Rescheduling Notice	1	0
Rule to Show Cause	1	0
Stipulation Offer	1	0
Subpoena Duces Tecum	8	0
Subpoena Duces Tecum and Ad Testificandum w/Restraining Notice	2	0
Summons and Amended Complaint	2	0
Summons and Complaint	23	9
Summons and Complaint-Action for a Divorce	1	0
Summons and Complaint/Consumer Credit	13	0
Summons and Complaint/Mortgage Foreclosure Action	6	0
Summons and Endorsed Complaint	62	4
Summons and Notice	1	0
Summons and Notice of Motion/Violation of Court Order	1	0
Summons and Petition	1	4
Summons and Petition-Termination of Parental Rights	1	0
Summons and Petition/ Violation of Support Order	6	4
Summons and Petition/Custody	3	1
Summons and Petition/Family Offense	2	1
Summons and Petition/JD	1	2
Summons and Petition/Modification of Order	5	0
Summons and Petition/Notice to Appear in Court	1	0
Summons and Petition/Order to Show Cause	1	0
Summons and Petition/Paternity	9	2

Statistical Analysis Report 01/01/2011 - 12/31/2011

Summons Papers Served

Description of Paper Served	Served	Not Served
Summons and Petition/Paternity/Financial Disclosure Affidavit	2	1
Summons and Petition/Support	10	7
Summons and Petition/Support & Paternity	4	0
Summons and Petition/Support/Financial Disclosure Affidavit	28	13
Summons and Petition/Support/Violation of Support Order	1	0
Summons and Petition/Violation of Court Order/Financial Disclosure Affidavit	1	0
Summons and Petition/Violation of Support Order	5	0
Summons and Petition/Violation of Support Order/Financial Disclosure Affidavit	23	7
Summons and Petition/Visitation	1	0
Summons and Verified Complaint	32	4
Summons and Verified Complaint/Consumer Credit	8	1
Summons with Complaint	3	0
Summons with Notice	7	0
Summons with Notice/Addendum to Stipulation of Settlement/DRL 236 Notice/Health Care Cov Notice	2	1
Summons with Notice/Complaint	3	0
Summons with Notice/Complaint/Consumer Credit	2	1
Summons with Notice/Consumer Credit	1	0
Summons with Notice/Sworn Stmt Removal of Barriers to Remarriage/DRL 177 Stmt/DRL 236 Notice	4	0
Summons with Notice/Verified Complaint	2	0
Summons with Notice/Verified Complaint/Affidavit of Defendant	1	0
Summons. Petition for Dissolution of Marriage, Related Papers	1	0
Summons/Order on Contempt; Notice of Hearing	1	0
Summons/Order to Show Cause	1	0
Summons/Petition/Support/Financial Disclosure Affidavit	3	0
Summons/Verified Complaint/Note of Issue/Related Papers	1	0

Statistical Analysis Report

01/01/2011 - 12/31/2011

Summons Papers Served

Description of Paper Served	Served	Not Served
Supplemental Summons/Amended Complaint	1	0
Temp Order of Protection/Notice to Appear in Court/Petition	2	0
Temporary Order of Protection	1	1
Temporary Order of Protection/Family Offense Petition	1	0
Temporary Order of Protection/Summons/Petition	5	1
Verified Complaint - Action for Divorce	1	0
Violation of Support Order	1	0
Warrant of Eviction - 30 Day Notice	11	0
Warrant of Eviction - 72 Hour Notice	91	0
Warrant to Dispossess/72 Hour Notice	4	0

Total Papers: 631

Total Served: 551

Total Not Served: 80



In October of 2011, the Sheriff's Civil Office was inspected and approved for Accreditation by the NYS Sheriffs' Association – Civil Office Accreditation Program. The program is designed to establish and promote standards which are widely considered to be prudent and effective for operating a Civil Office within New York State. It provides formal recognition that the Civil Office component meets or exceeds all 121 of the accreditation quality standards. The NYS Sheriffs' Association formally awarded Accreditation during at ceremony held in January of 2012.

Records Office

The Records office is responsible for managing all legal documents generated by the Sheriff's Law Enforcement and Corrections operations. In addition to the traditional archival duties, this office interacts with the public and a variety of private and government organizations.

Dissemination of records and information are routinely performed for such agencies as: Insurance Companies; Dept. of Social Services; Dept of Health; U.S. Military; Private Attorneys; local, state and federal courts.

The office is staffed by two civilian employees and operates during regular business hours.

Pistol Permits

The Sheriff's Office is responsible for processing and managing all Tioga County Pistol Permits, Gun Dealer, and Gun Smith Licenses. The issuing authority for all permits and gun licenses is Tioga County Judge Vincent Sgueglia.

The Sheriff's Office supports Judge Sgueglia by performing all administrative duties and background investigations. The Sheriff has authority to issue an official recommendation for granting or denying a license or a permit. To help defray some of the operating costs in performing these duties, the Sheriff's Office is permitted to charge a predetermined fee for each type of transaction.

New Pistol Permit System Begins

A new Pistol Permit software system and Permit ID were started in 2011. The new system replaces the old paper permits, with digital hard plastic permits. The system was purchased through partial funding secured from a Home Land Security Grant.



Pistol Permit Program – 2011 Activity Summary

Transaction	2008	2009	2010	2011	Fees Earned in 2011
Pistol Permit Application	113	145	116	137	\$ 14,879
Permit Amendment	285	364	471	323	\$ 969
Permit Transfer	29	32	37	31	\$ 203
Duplicate License	38	29	80	247	\$ 3,088
Dealer/Gunsmith License	5	1	1	3	\$ 30
Dealer/Gunsmith Renewal	-	-	10	6	\$ 60
Total Transactions	470	571	715	739	\$ 19,229

Training

Training is a vital component of the Sheriff's Office mission. With changing trends, expectations, and responsibilities, the need to teach new techniques and provide updated information is critical to the safety of the officers as well as the success of the Sheriff's Office.

During the year, Sheriff's personnel attended both "in-house" training such as Police Pistol Course Qualifications, Pepper Spray training, and Policy and Procedure reviews, as well as mandated and elective training.



2011 Training

- Active Shooter Response Course
- Jail Time Calculation Seminar
- Sallyport Software Updates
- Staff Supervisors Training
- Police Supervisors School
- Child Safety Seat Technician Course
- Sexual Homicide Course
- Corrections Basic Training
- Search Warrant Training
- Police Photography Course
- NYS Sheriffs' Conference
- NYS Undersheriffs' Conference
- County Policy & SOP Review
- Firearms Instructor Course

2011 Training

- Corrections Instructor Development
- Police Instructor Development Course
- Judicial Diversion Program
- Leadership Tioga
- NYS VINE Conference
- NYSPIN Advisory Committee
- Crime Scene/Evidence Tech School
- NYS Jail Administrators Conference
- NYS Basic Corrections Academy
- Accident Reconstruction Course
- Firearms Qualifications Course
- Incident Command (400) Course
- Roadside Impairment Enforcement
- NYS Civil Supervisor Conference

Employee Recognition

The annual awards ceremony was held during the 2nd week of May, to recognize the work and achievements of Sheriff's Office employees. Officers and civilian employees are selected by command staff to receive commendation for outstanding work or achievement during the preceding year. The ceremony is normally held during National Police Week which falls during the week of May 15th each year.



2011 Achievement Awards

- | | |
|-----------------------------------|---------------------------------------|
| Dep. Julie Kipling | Cert. of Appreciation (DWI Arrests) |
| Dep. Julie Kipling | Cert. of Appreciation (Penal Arrests) |
| Dep. Alan Bobier | Cert. of Appreciation (VTL Arrests) |
| Dep. Timothy Schmidt | Triumphant Bar |
| Inv. Shawn Nalepa | Sheriff Commendation |
| Inv. Rich Hallett | Sheriff Commendation |
| E911 Dispatcher Shellianna Decker | Life Saving Medal |
| Corrections Sgt. Jessica Williams | Life Saving Medal |
| C.O. Roy Schreiner | Life Saving Medal |
| C.O. Brenda Kemp | Life Saving Medal |
| Dep. Dan Gavin | Life Saving Medal |
| E911 Dispatcher Stephanie Cole | Life Saving Medal |

2011 Achievement Awards

- | | |
|-----------------------------------|-----------------------|
| E911 Sgt. Steve DuVarney | Cert. of Appreciation |
| E911 Dispatcher Kate Albertsman | Cert. of Appreciation |
| E911 Dispatcher Theresa Blaasch | Cert. of Appreciation |
| E911 Dispatcher Shellianna Decker | Cert. of Appreciation |
| E911 Dispatcher Robert Ervay | Cert. of Appreciation |
| E911 Dispatcher Judy Hitchcock | Cert. of Appreciation |
| E911 Dispatcher Elizabeth Struble | Cert. of Appreciation |
| Wayne Shattuck | Civilian Commendation |
| Tom Sable | Civilian Commendation |
| Connie Rogers | Civilian Commendation |

*All Sheriffs' Personnel on staff during the Great Flood of 2011 were awarded Certificates of Appreciation for their outstanding efforts.



Records Clerk Kara Drake	5 Yr Service Ribbon
C.O. Chad Edwards	5 Yr Service Ribbon
C.O. James Evans	5 Yr Service Ribbon
C.O. Thomas Getzke	5 Yr Service Ribbon
C.O. Kristi Sifen	5 Yr Service Ribbon
E911 Dispatcher Stephanie Cole	10 Yr Service Ribbon
Deputy Paul Garlitz	10 Yr Service Ribbon
Road Patrol Sgt. Sarah Gill	10 Yr Service Ribbon
C.O. Earl Hollenbeck	10 Yr Service Ribbon
C.O. Heather Krohmalney	10 Yr Service Ribbon
C.O. Gregory Rice	10 Yr Service Ribbon
E911 Dispatcher Elizabeth Harris	15 Yr Service Ribbon
Investigator Shawn Nalepa	15 Yr Service Ribbon
C.O. Roy Schreiner	15 Yr Service Ribbon
Sgt. Jessica Williams	15 Yr Service Ribbon
Road Patrol Sgt. Robert Blasch	20 Yr Service Ribbon
C.O. Douglas Swarts	20 Yr Service Ribbon
C.O. Robert Vought	20 Yr Service Ribbon
Undersheriff Mike Jackson	30 Yr Service Ribbon
Sheriff Gary Howard	35 Yr Service Ribbon
Deputy Lenny Jackson	35 Yr Service Ribbon

**TIOGA COUNTY
EMPLOYEE RECOGNITION COMMITTEE**

**EMPLOYEE OF THE FIRST QUARTER 2011
INVESTIGATOR BRADLEY TALCOTT**



Brad Talcott has been selected as the Tioga County Employee of the 1st Quarter, 2012. Brad started with the Tioga County Sheriff's Office as a Correction Officer in 1998. He was promoted to Road Patrol Deputy in 1989 and then to Criminal Investigator in 1994. In 2004, Brad was redeployed within the Criminal Investigations Division and was assigned as the Sheriffs' Office Evidence Technician, as well as accepting sole responsibility for managing all requirements of the Sex Offender Registration Act, and the Tioga County Pistol Permit Program.

Brad received certification through the F.B.I. as an Evidence Technician and as such, is directly responsible for managing evidence at major crimes scenes, as well as all other evidence and property which comes under the supervision of the Sheriffs' Office. He is responsible for maintaining the integrity of these items, until they can be legally disposed of. In 2005 Brad advanced the Sheriffs' Office Evidence Program by researching and procuring a digital bar-coding system. This computerized system allows for more efficient transferring, monitoring and processing of thousands of pieces of evidence currently held at the Sheriffs' Office.

Brad oversees the Tioga County Pistol Permit program, which supports the Tioga County Court Judge in the issuance of handgun permits to private citizens within Tioga County. His responsibility for keeping the Sheriffs' Office compliant with the Sex Offender Registration Act requires him to keep track of more than one hundred registered Sex Offenders living within Tioga County.

Brad is known for his calm, professional demeanor and is well respected by his co-workers. His professional experience and knowledge, matched with his exceptional attention to detail and interpersonal skills has earned him numerous commendations and respect throughout the law enforcement community.

Brad currently resides in Tioga Center, where he lives with his wife Linda (of 25 years.) and their five children. He has coached youth sports in the Tioga Center area for 15 years, primarily football and wrestling. Brad says he enjoys family time and drag racing. He and Linda have recently opened an antique business at their home, where he also enjoys spending his time.

Community Outreach

NYS Sheriff's Summer Camp Iroquois

The Summer Camp Program, founded in 1977, was established by NYS Sheriffs to aid and enhance the development of the state's youth. Each year, as many as 10 children from Tioga County are selected to participate in the program, with all expenses being paid by the NYS Sheriff's Association.

The children are selected with the help and input of area school officials and youth advocates who identify eligible children who they believe will benefit most from the experience.



The program is designed to foster a stronger relationship between the children and law enforcement and to give children, who ordinarily would not have the opportunity, a chance for a summer camp experience.



Located on the shores of Keuka Lake, outdoor learning activities, with professional instruction, are the cornerstone of the camp's recreational program. Team sports are also emphasized as a vehicle to reach comradeship and discipline.

Sheriffs' Offices from across the state volunteer Deputy Sheriffs to supplement the professional staff. The deputies spend a great deal of time with the kids, with many of them conducting demonstrations in the fields of archery, boating, water safety, and police dog exercise, to mention only a few.



Many thanks to Tioga County Road Patrol Sergeant Shelly Bogart for directing our participation in the program, and for volunteering as a mentor to the kids while at Camp. Equal credit goes out to Mrs. Gail Hall, the head nurse at the Spencer Van Etten School District. Gail has been instrumental in helping to recruit eligible children and to complete a wide variety of prerequisite tasks in order that the children can attend the camp. Both these individuals have made our participation in the camp a success.

Corrections Union Co-Sponsors Annual Christmas Dinner

For the Seventh consecutive year the Tioga County Corrections Union sponsored an Annual Christmas Dinner at the Countryside Community Center in Owego.

The event is the brain child of several Corrections Officers who wanted to donate their time and energy to spread Christmas cheer to those who were in need within the community.



Each year the event is co-sponsored by Tioga Opportunities Inc., and is held towards the middle of December.

Tioga County Corrections Officers donated, prepared, and served holiday meals with all the fixings to over 300 attendees. Santa Claus was also on hand to give out wrapped Christmas gifts to the kids.