

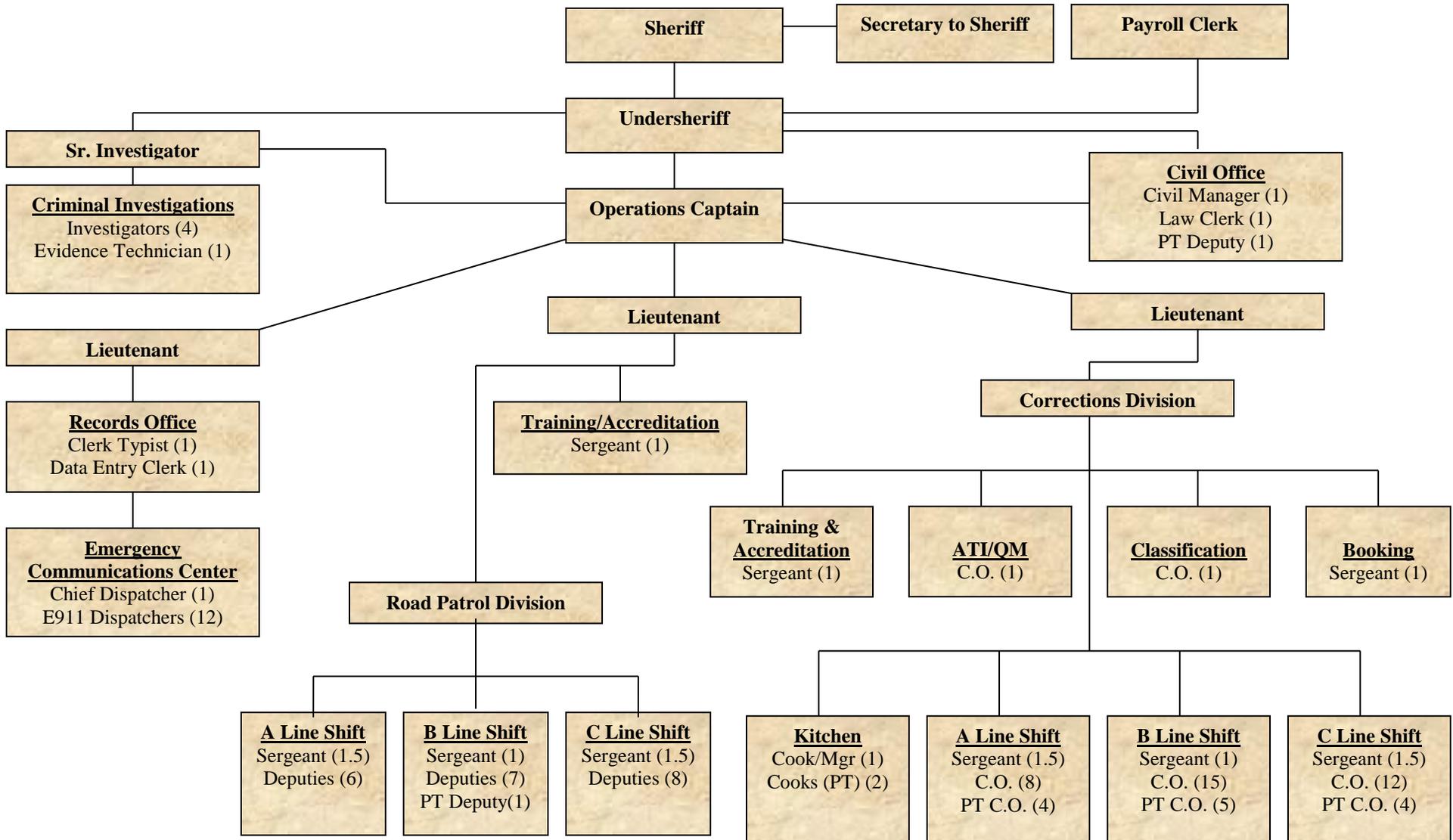


2012
Annual Report

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Tioga County Sheriffs' Office Organization Chart





Remarks

Sheriff Gary W. Howard



The Sheriff's Office Annual Report is compiled and published each year for the public to access. As your Sheriff, I believe it's important that the citizens we serve be provided with information pertaining to our yearly operations.

As you review this report, you'll find a summary of statistics, detailing the type and volume of work being performed by each Division of the Sheriff's Office, as well as a glimpse into the special programs created for, and provided to the public to use.

I hope that you will take notice of the volume of work being performed by my dedicated and professional staff. The trend of increasing workloads and unfunded mandates continue, in spite of shrinking budgets and personnel. But, as I've previously stated, I believe that we are capable and talented enough to meet these challenges.

As always, I want to encourage all citizens to be proactive in crime prevention and in helping to keep our communities safe.

I am proud to serve as your Sheriff, and will continue to work hard in leading a professional and effective Sheriffs' Office.

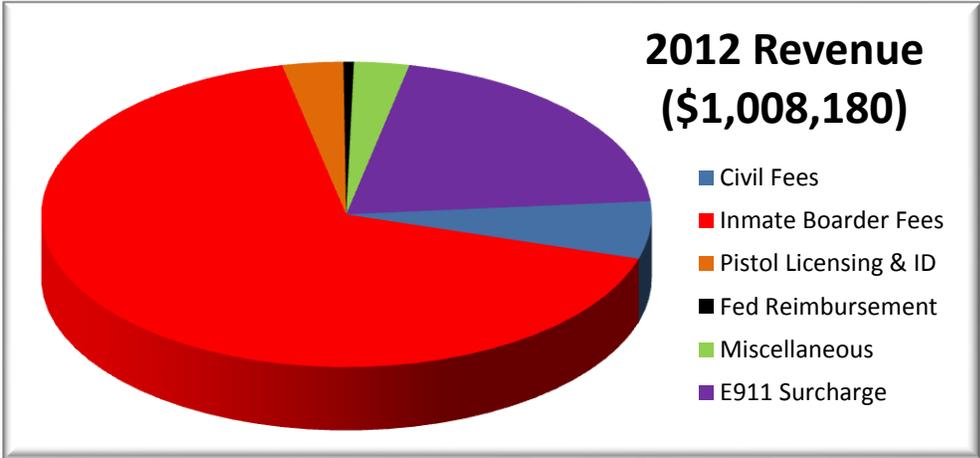
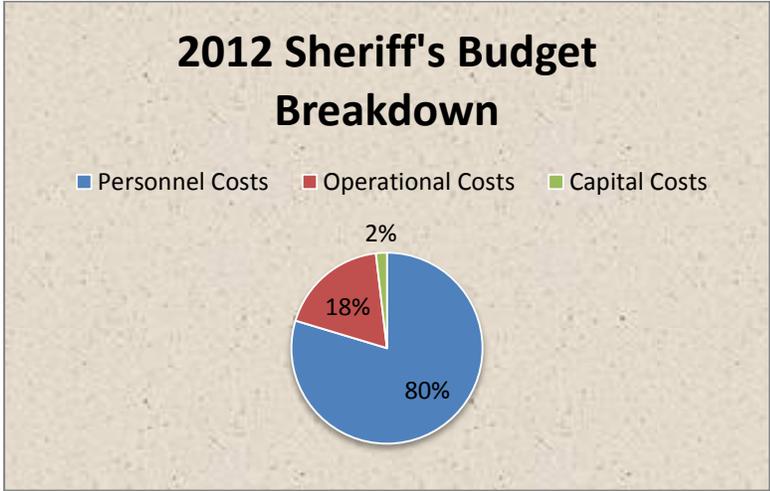
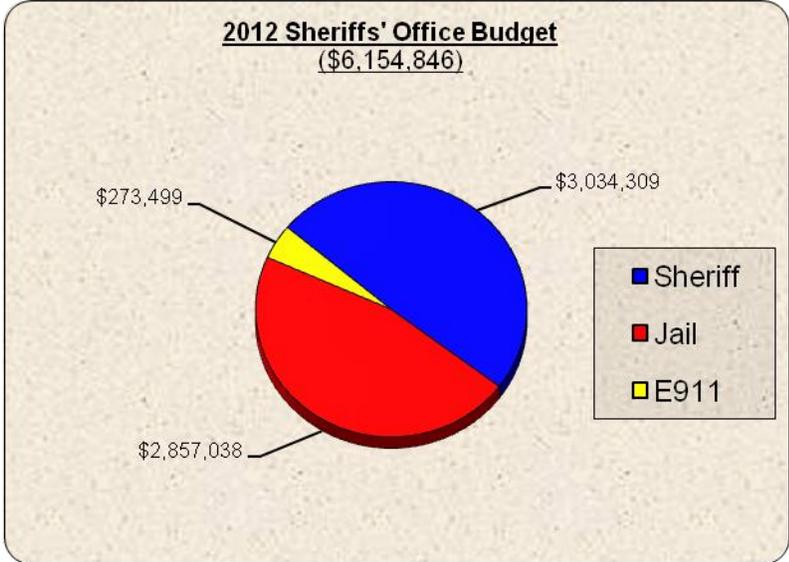
Administration

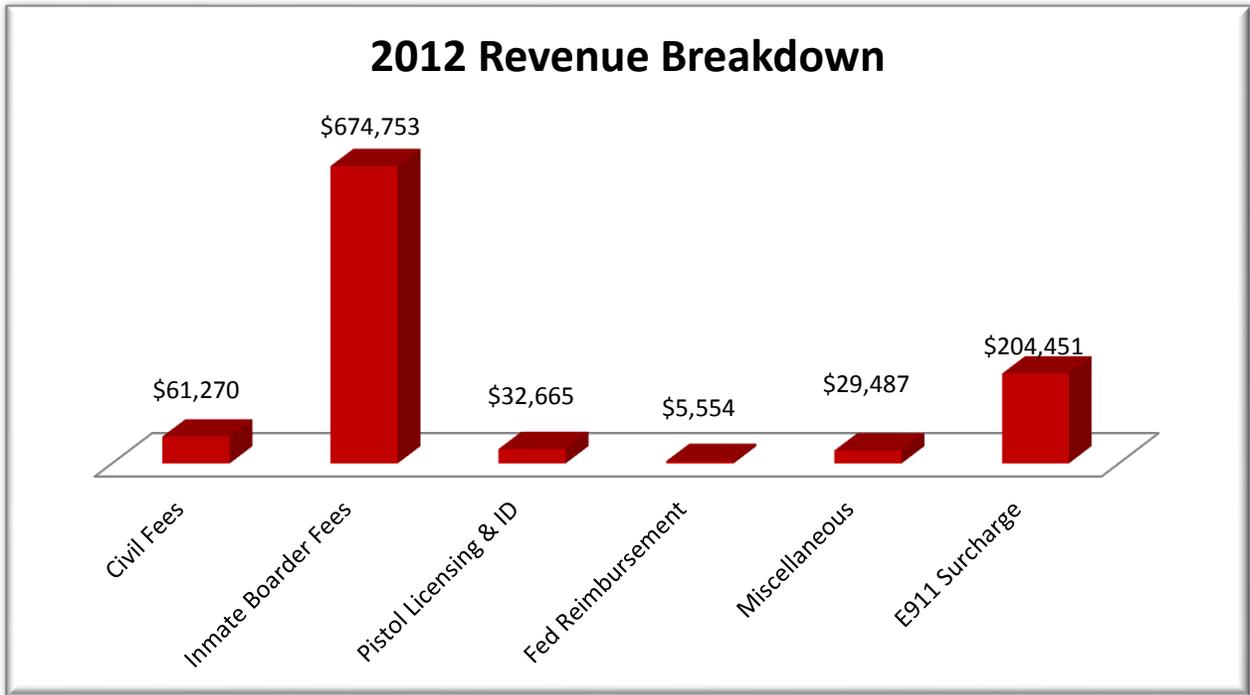
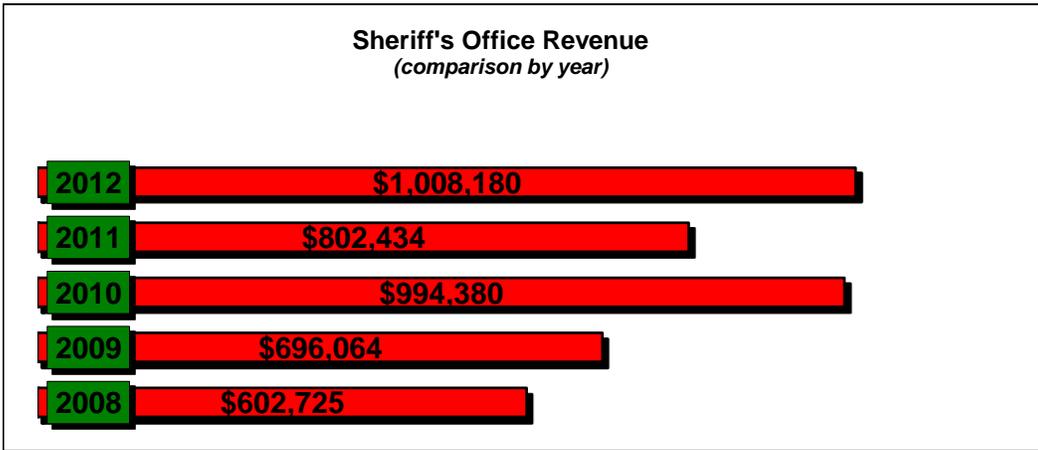
Budget

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 2012 budget increased 1.7% from the previous year. Revenue earned in 2012 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.



Homeland Security Grant \$34,138

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 Josh Delmage serves as the Sheriff's Office coordinator for the program. In 2012 Deputy Delmage inspected 50 safety seats, and replaced and installed 33 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 2012, 78 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.

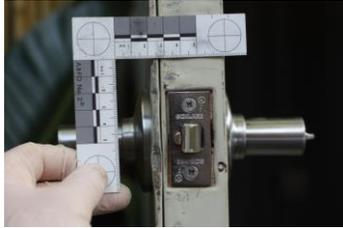


Tioga County residents can obtain a Sheriffs' Personal I.D. Card. Utilizing state of the art digital equipment, Sheriffs' personnel can produce a high grade personal identification card, embedded with an embossed hologram. This type of identification card is permitted for use in boarding commercial aircraft 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



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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.

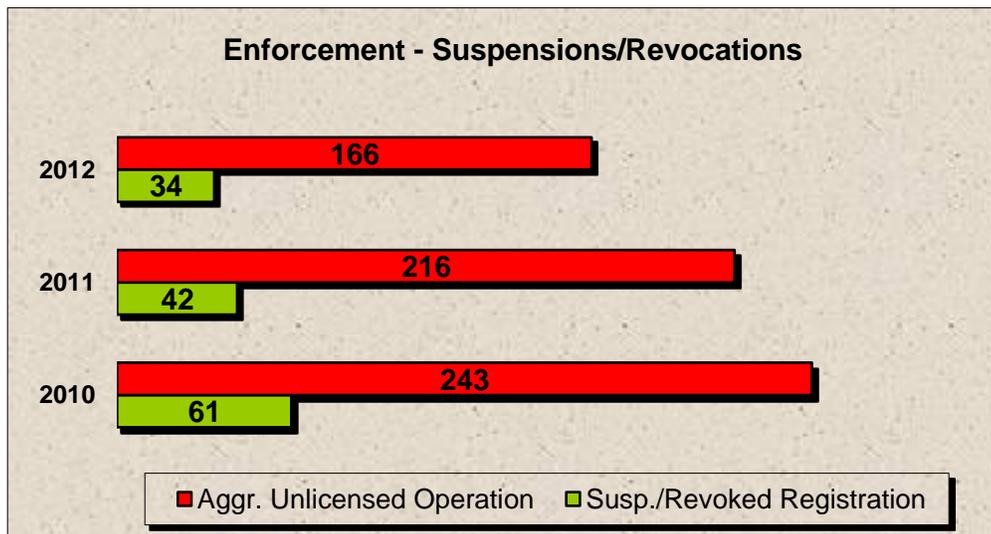
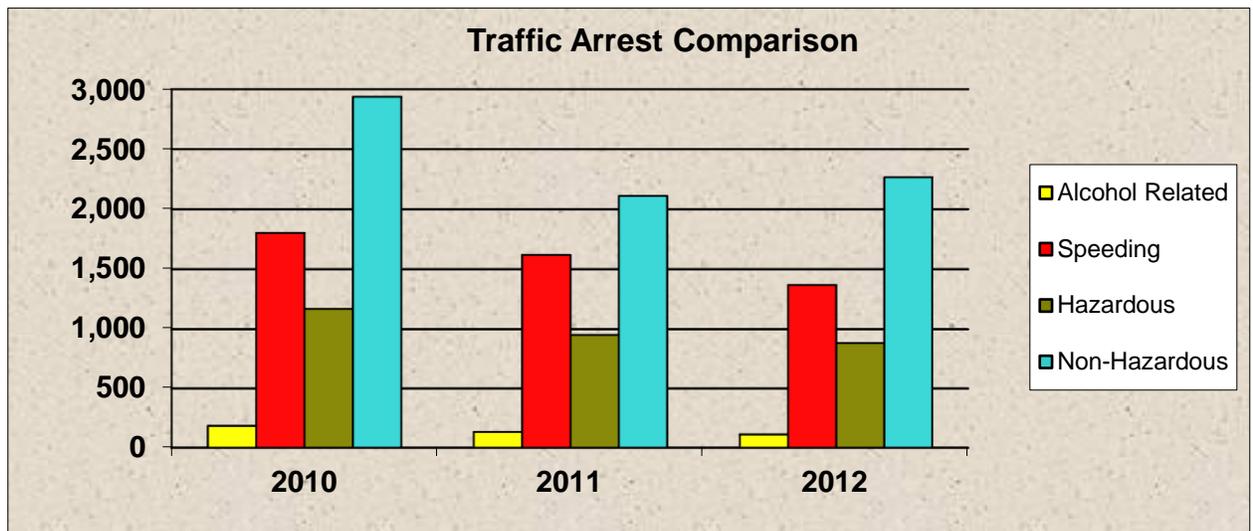
Primary Mission

- 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.

2012 Law Enforcement Statistics (Road Patrol)

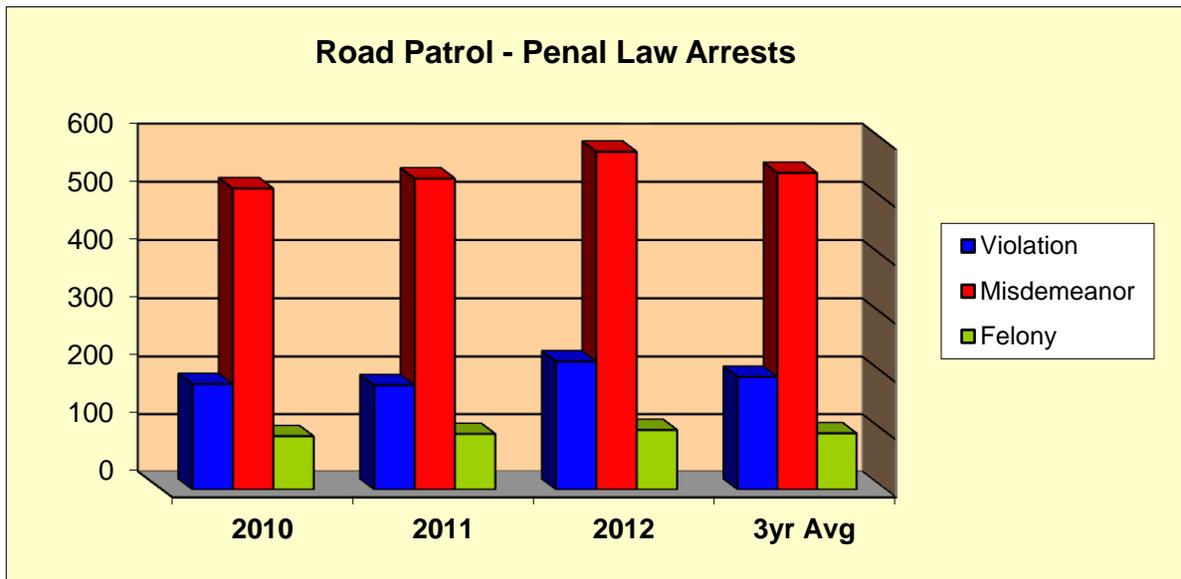
Vehicle and Traffic Law Arrests					
Court	2010	2011	2012	3 Yr Avg	% of Total
Town of Barton	343	396	313	351	7%
Town of Berkshire	70	59	37	55	1%
Town of Candor	821	538	513	624	12%
Town of Newark Valley	611	509	492	537	10%
Town of Nichols	304	215	176	232	4%
Town of Owego	2,406	1,934	1,699	2,013	38%
Town of Richford	113	137	119	123	2%
Town of Spencer	145	133	117	132	2%
Town of Tioga	559	344	445	449	8%
Village of Candor	143	146	142	144	3%
Village of Newark Valley	211	98	89	133	2%
Village of Nichols	130	162	144	145	3%
Village of Owego	361	233	277	290	5%
Village of Spencer	38	41	30	36	1%
Village of Waverly	49	69	38	52	1%
Yearly Totals	6,304	5,014	4,631	5,316	100%

Calls for Service					
Municipality	2010	2011	2012	3 Yr Avg	% of Total
Town of Barton	1,547	2,149	1,966	1,887	8%
Town of Berkshire	314	341	354	336	1%
Town of Candor	1,497	2,023	1,972	1,831	8%
Town of Newark Valley	951	1,559	1,426	1,312	6%
Town of Nichols	1,538	2,291	1,988	1,939	8%
Town of Owego	7,842	8,816	8,700	8,453	37%
Town of Richford	638	802	871	770	3%
Town of Spencer	526	707	727	653	3%
Town of Tioga	1,443	2,206	2,121	1,923	8%
Village of Candor	274	452	382	369	2%
Village of Newark Valley	341	371	344	352	2%
Village of Nichols	115	190	180	162	1%
Village of Owego	1,509	2,152	2,024	1,895	8%
Village of Spencer	327	391	326	348	2%
Village of Waverly	430	762	642	611	3%
Yearly Totals	19,292	25,212	24,023	22,842	100%



DWI Related Charge	2010	2011	2012
Driving While Intoxicated	79	63	54
Driving w/More than .08 BAC	39	33	23
Aggravated DWI - More than .18 BAC	18	18	16
Driving While Ability Impaired - (Alcohol)	1	0	0
Driving While Ability Impaired - (Drugs)	3	8	1
Under 21 Driving after Consumption	0	0	0
Failure to Submit to Breath Test	15	9	12
Totals	155	131	106





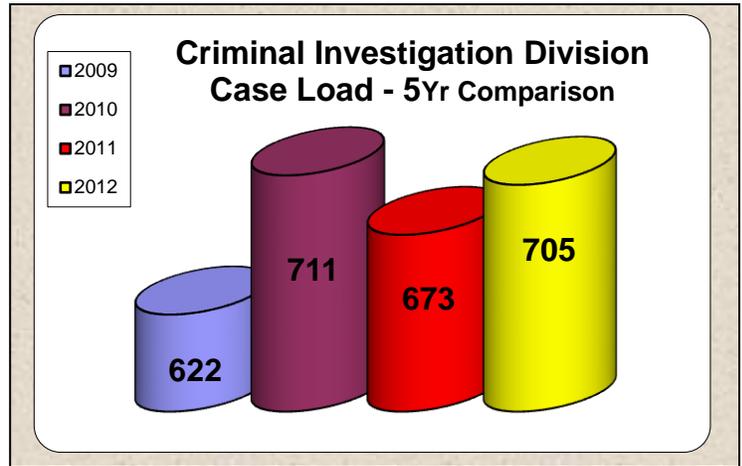
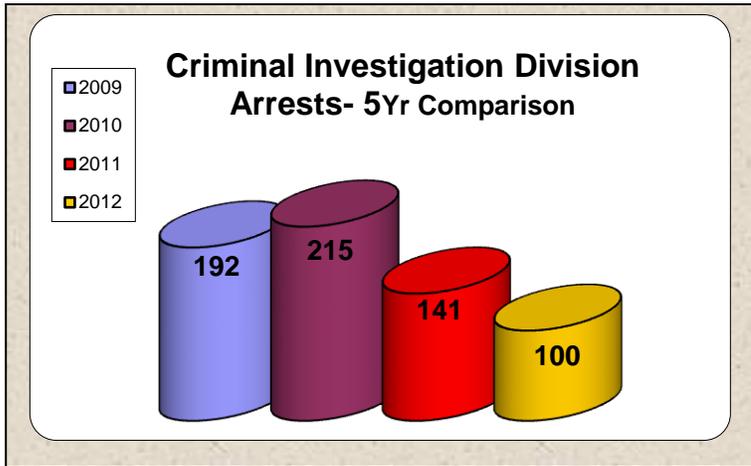
2012 Service Activity

Abandoned Vehicle	10	Juvenile Transport	33
ABC Law	20	Labor Law Investigation	1
Accident Investigation - Industrial	5	Landlord/Tenant Dispute	20
Accidental Shooting	2	Larceny Investigations	274
AED Call	30	Lecture	21
Aggravated Harassment	224	Loud Party-Noise Complaint	102
Animal complaints	343	Making a False Written Instrument	2
Assault	24	Menacing	14
Assist other Agencies	67	Mental Health Arrest	16
Assist other Police Agency	342	Mental Subject	124
Assist the Public	879	Mental Transport	15
Attempted Burglary	1	Miscellaneous Complaint	2,731
Attempted Suicide	1	Missing Child Investigations	21
Background Investigations	226	Motorist Assist	12
Bomb Threats	1	Motor Vehicle Accident (Fatal) Investigation	4
Burglary	77	Motor Vehicle Accident (Personal Injury)	124
County Threat Policy Investigation	1	Motor Vehicle Accident (Property Damage)	841
Check 911 Hang-up/Open Call	409	Neighborhood Dispute	32
Check Bank Alarm	33	Nuisance Weapon Investigation	24
Check Burglary Alarm	477	Obstructing Governmental Administration	8
Check Dangerous Condition	446	Open Door/Window	48
Check Disabled Vehicle	169	Open Fire Investigation	58
Custodial Interference	1	Overdose	1
Check on Intoxicated Individuals	25	Parking Violations	26
Check Other Alarm	91	Persons Annoying	111
Check Welfare	554	Pistol Permit Investigation	145
Child Abuse	4	Pistol Permit Revocation	3
Civil Evictions	11	Possession of Stolen Property	11

Civil Matters	168	Prisoner Transport	1,020
Civil Services	619	Property/House Check	60
Confidential Informant	3	Property Complaint	33
Confidential Investigation	1	Promoting Obscene Sex Performance	1
Counterfeit Investigation	6	Promoting Prison Contraband	1
Criminal Contempt	8	Public Lewdness	6
Criminal Nuisance	2	Rabid/Sick Animal Complaint	20
Criminal Impersonation	2	RADAR Trailer Deployment	3
Criminal Mischief	162	Railroad complaints	12
Criminal Trespass	18	Rape	5
Criminal Possession of a Controlled Substance	20	Reckless Endangerment	2
Criminal Possession of a Hypodermic Needle	7	Recovered Stolen Property	13
Criminal Possession of Marihuana	49	Resisting Arrest	3
Criminal Possession of Synthetic Narcotic	1	Runaway Child	42
Criminal Possession of a Weapon	10	Scheme to Defraud	1
Criminal Sale Controlled Substance	2	School Threat Investigation	5
Criminal Sale Marihuana	3	Search Warrant	9
Criminal Sexual Act	1	Sex Offender Registration	251
Disorderly Conduct	14	Sex Offender Registration Act Violation	15
Disturbance	250	Sexual Abuse	28
Disseminating Indecent Material	1	Sexual Misconduct	7
Drug Investigation	3	Stalking	2
Domestic Violence	252	Strangulation	1
DWI Investigations	54	Stress Test Evaluation	12
Endangering the Welfare of a Child	60	Subpoena Service	34
Environmental Conservation Investigation	48	Suicide	2
Escorts	510	Suspicious Person/Condition Investigation	328
Evidence Destruction	6	Theft of Services	5
Falsely Reporting an Incident	1	Traffic Problem	6
Family Court Matter	291	Trespass	60
Filing a False Instrument	12	Unattended Death Investigation	29
Fire Investigation	4	Unauthorized Use of a Motor Vehicle	13
Forcible Touching	2	Unlawful Imprisonment	5
Forgery	10	Unlawful Use of a Credit Card	5
Found/Lost Property	155	Unlawfully Dealing with a Child	2
Fraud	52	Unlawfully Dealing with Fireworks	31
Fugitive from Justice	13	Unlawfully Fleeing Police	2
Grand Larceny	25	Unlawfully Growing Marihuana	11
Gun Shot Investigation	68	Vehicle and Traffic Stops	5,064
Harassment	252	Vehicle Fire	10
Identity Theft	21	Violation of an Order of Protection	27
Ignition Interlock Monitoring	65	Warrants	230
Ignition Interlock Violation	16	Warrant Arrest	172
Illegal Parking	16	Weapons Storage	1
Issuing a Bad Check	65	Welfare Fraud Investigation	5

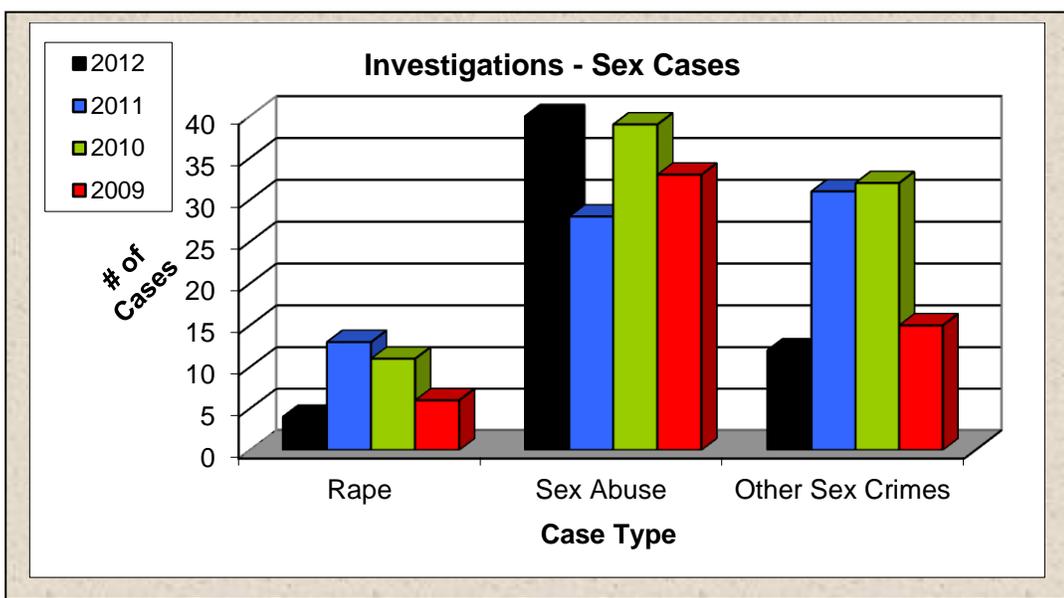
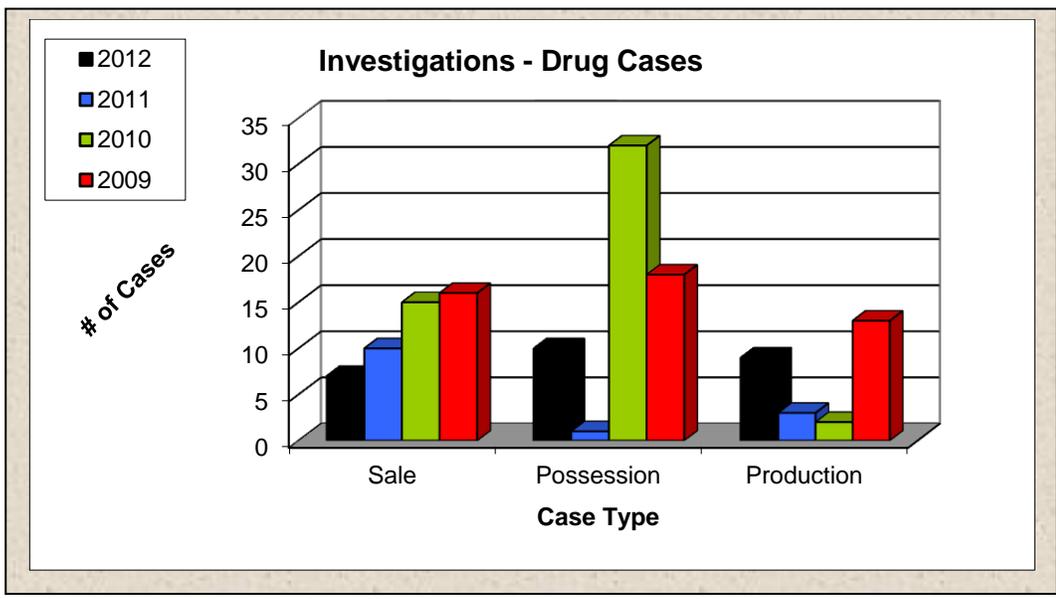
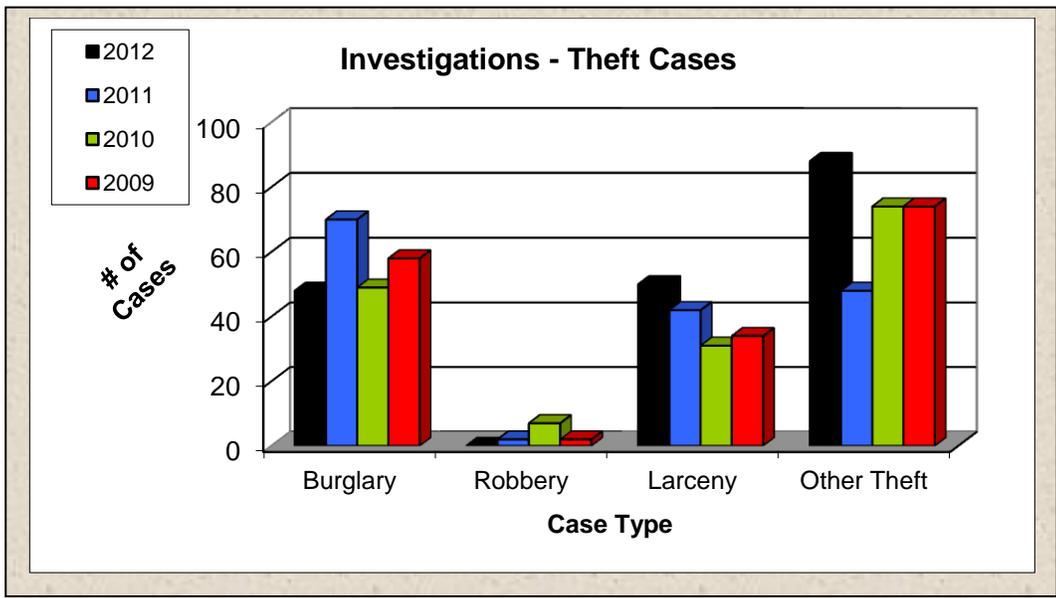
2012 Law Enforcement Statistics

(Criminal Investigation Division)

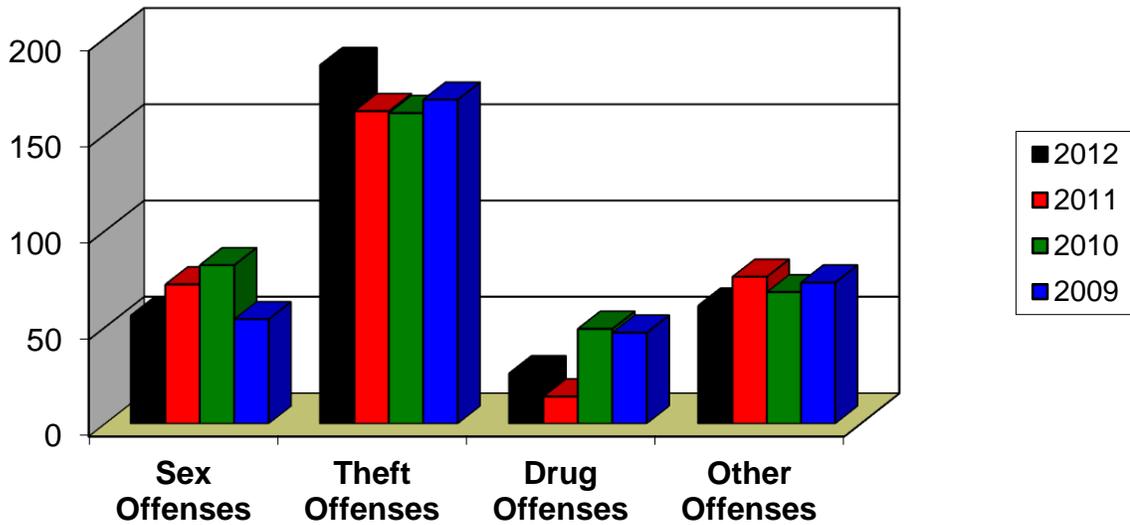


2012 Criminal Case Breakdown

Case Type		Case Type	
Administrative Investigation	6	Grand Larceny	33
Assault	11	Identify Theft	1
Assistance	15	Issuing False Financial Statement	5
Attempted Suicide	1	Larceny	17
Background Investigation	11	Lectures	1
Bad Checks	61	Menacing	3
Bomb Threat	1	Meth Lab Investigation	1
Burglary	48	Nuisance Weapon Investigation	19
Child Pornography	1	Obstructing Governmental Admin	2
Confidential Informant	3	Pistol Permit Revocation	3
Criminal Mischief	15	Promoting Prison Contraband	1
Criminal Possession Controlled Substance	4	Public Lewdness	1
Criminal Possession Forged Instrument	4	Rape	4
Criminal Possession of Marihuana	4	Reckless Endangerment	2
Criminal Possession Stolen Property	1	Recovered Stolen Property	9
Criminal Possession of a Weapon	8	Scheme to Defraud	1
Criminal Sale Controlled Substance	6	Search Warrant	9
Criminal Sale of Marihuana	1	Sex Abuse	40
Criminal Sexual Act	1	Sexual Misconduct	5
Endangering the Welfare of a Minor	11	SORA Investigations	263
Falsely Reporting an Incident	1	Stalking	1
False Written Statement	5	Suicide	4
Fire Investigation	2	Suspicious Condition	20
Forcible Touching	2	Unattended Death	7
Forgery	2	Unlawfully Growing Marihuana	8
Disseminating Indecent Mat. To Minor	2	Unlawful Possession Marihuana	2
Fraud	3	Voice Stress Analysis	11
Fugitive from Justice	1	Warrant Arrest Investigation	4



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



2012 E911 Center Statistics

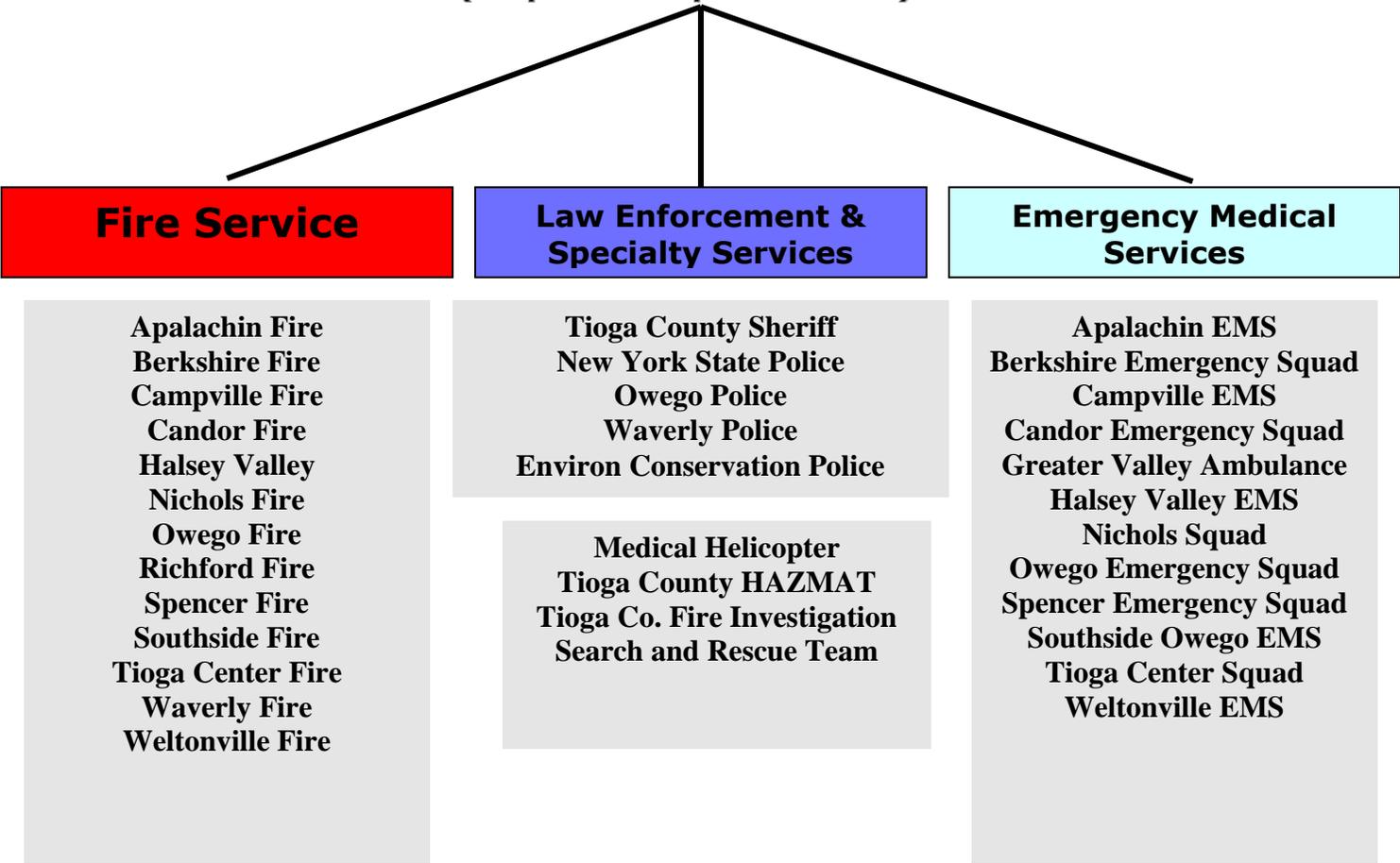
Dispatched Emergency Calls (Fire/EMS)					
Agency	2010	2011	2012	3 Yr Avg	% of Total
Apalachin Fire	652	804	734	730	8.6%
Berkshire Fire	180	209	197	195	2.3%
Berkshire EMS	625	655	661	647	7.6%
Campville Fire/EMS	465	719	560	581	6.8%
Candor Fire	110	159	110	126	1.5%
Candor EMS	593	654	593	613	7.2%
Halsey Valley Fire/EMS	47	55	65	56	0.7%
Newark Valley Fire	139	193	132	155	1.8%
Nichols Fire/EMS	290	355	264	303	3.6%
Owego Fire/EMS	2,056	2,264	1,916	2,079	24.4%
Richford Fire	46	70	63	60	0.7%
Southside Fire/EMS	62	84	72	73	0.9%
Spencer Fire/EMS	275	396	311	327	3.8%
Spencer EMS	243	345	305	298	3.5%
Tioga Center Fire/EMS	524	517	309	450	5.3%
Waverly Fire	162	221	172	185	2.2%
Weltonville Fire/EMS	76	94	85	85	1.0%
Lockwood Fire/EMS	70	88	84	81	0.9%
Greater Valley EMS	1,418	1,458	1,335	1,404	16.5%
S.M.E. Helicopter	24	26	19	23	0.3%
Search & Rescue	2	1	2	2	0.0%
Fire Investigation Team	34	44	25	34	0.4%
HazMat Team	7	7	4	6	0.1%
Total Calls	8,100	9,418	8,018	8,512	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

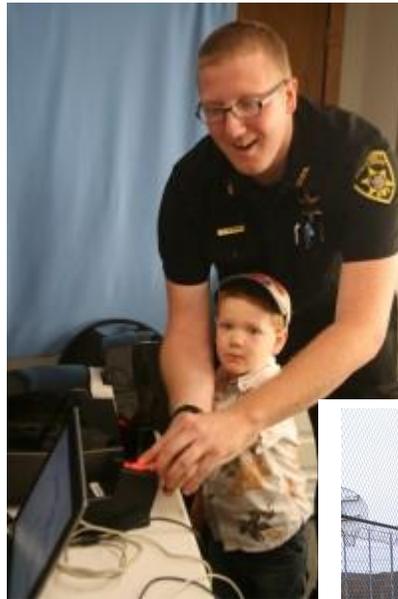


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**Sheriff's E911
Emergency Communications Center
(Dispatch Responsibilities)**



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 698 inmates were processed into the facility in 2012. This represents a 5% increase from 2011.

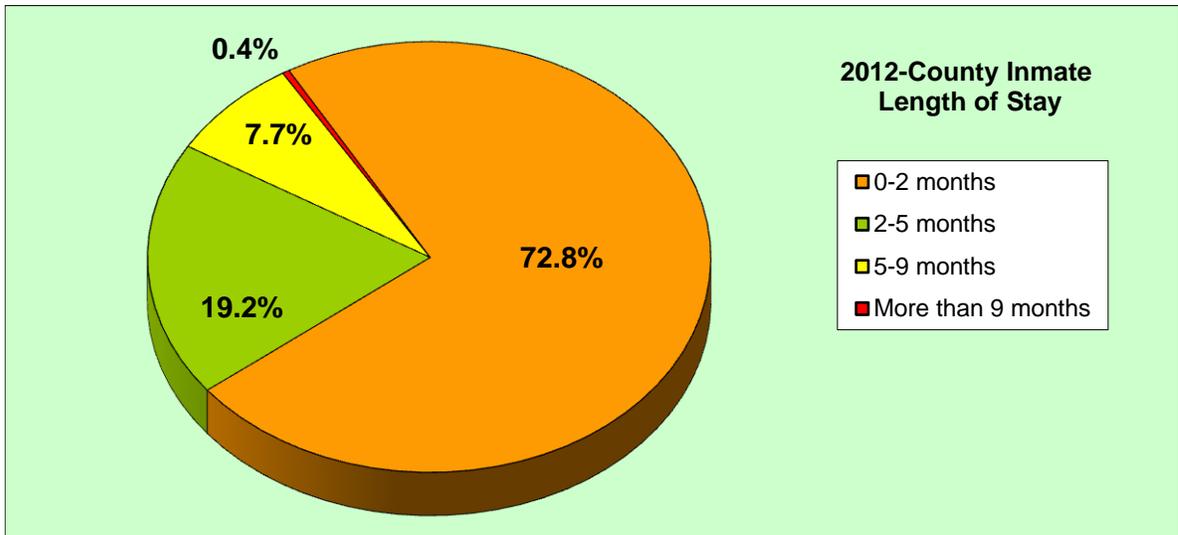
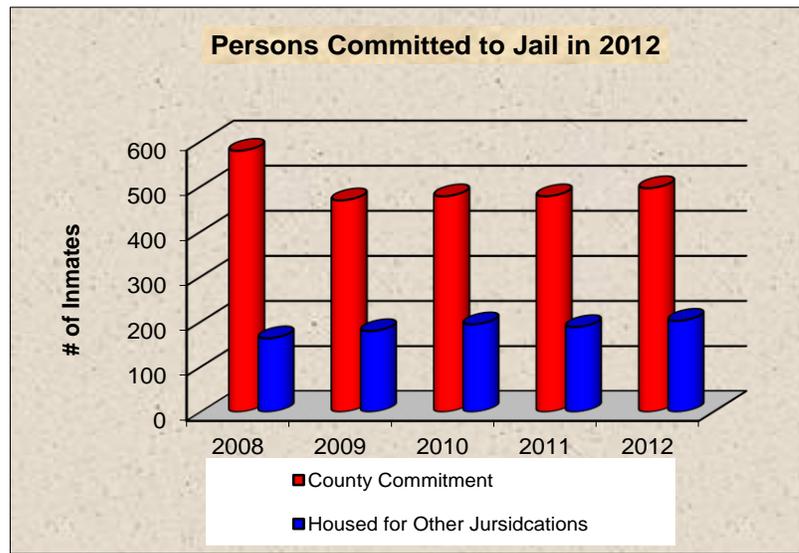
Of the 698 inmates processed, 496 were remanded by courts within Tioga County, accounting for 71% of the jail's population. This represents an 8% decrease from 2011.

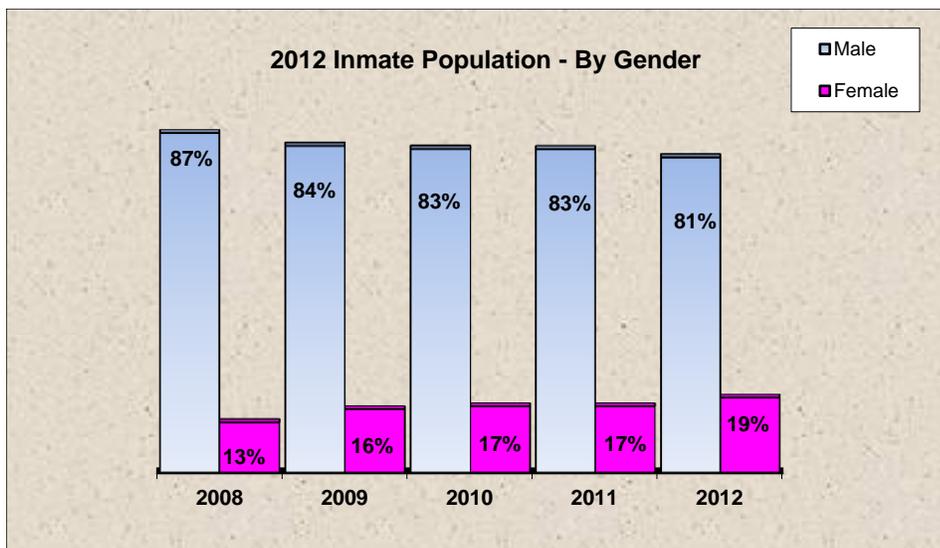
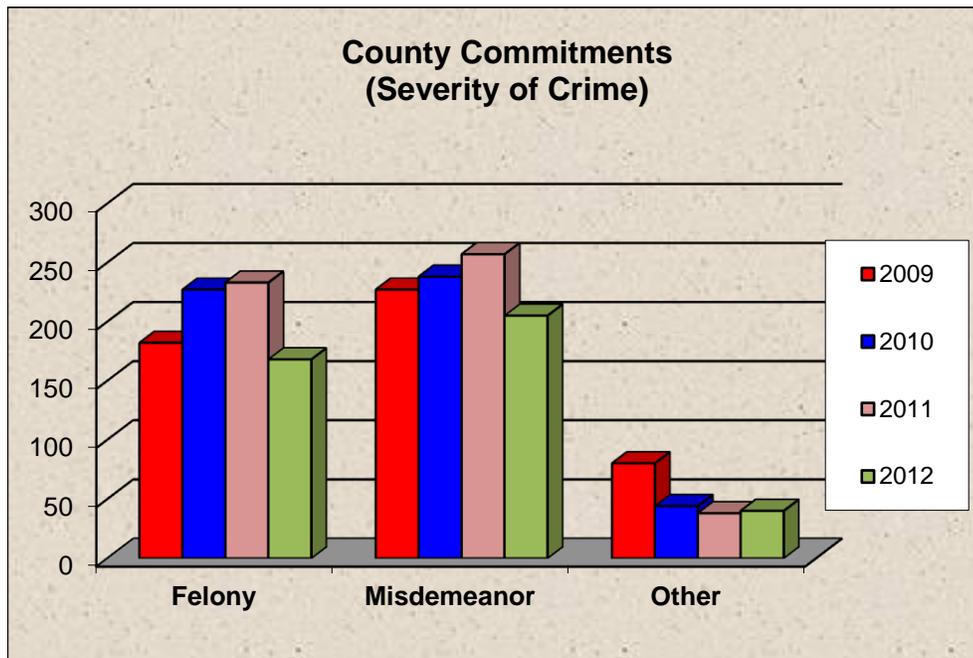
The average daily jail population was 85 inmates.

2012 Inmate Population – Daily Average

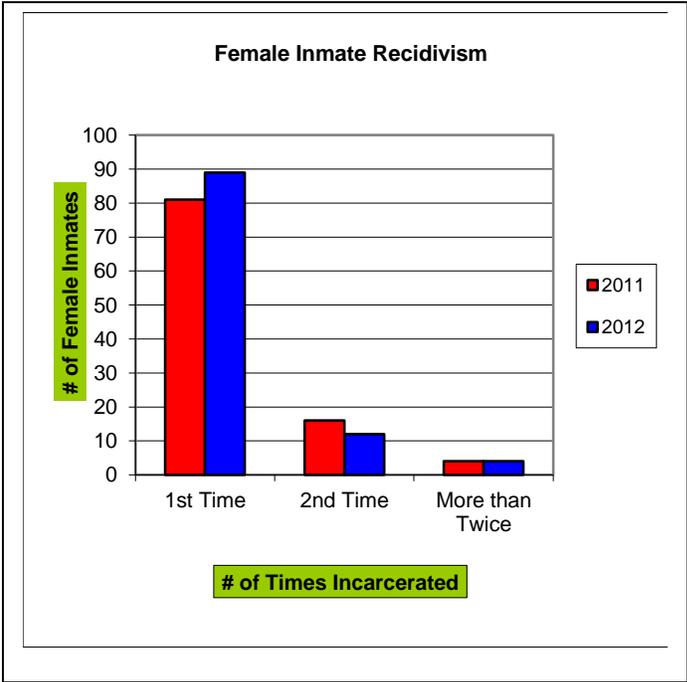
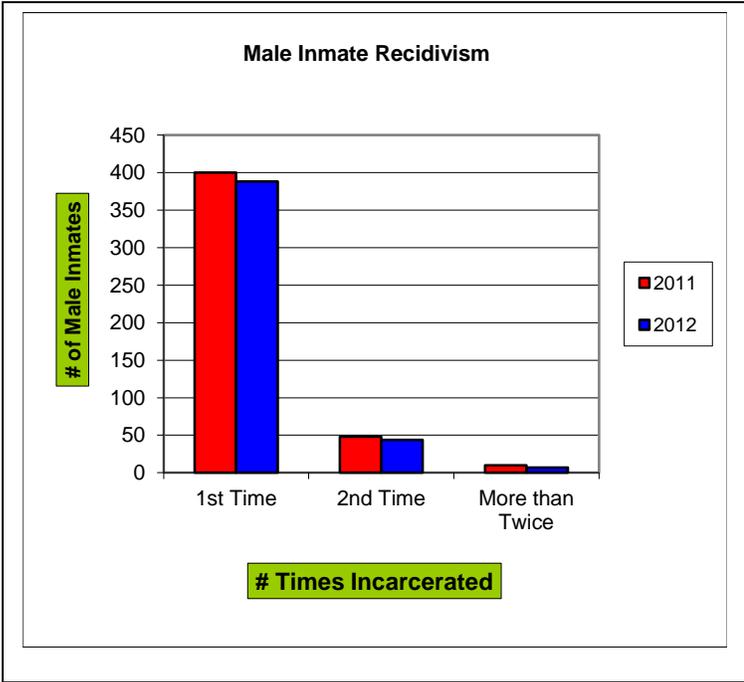
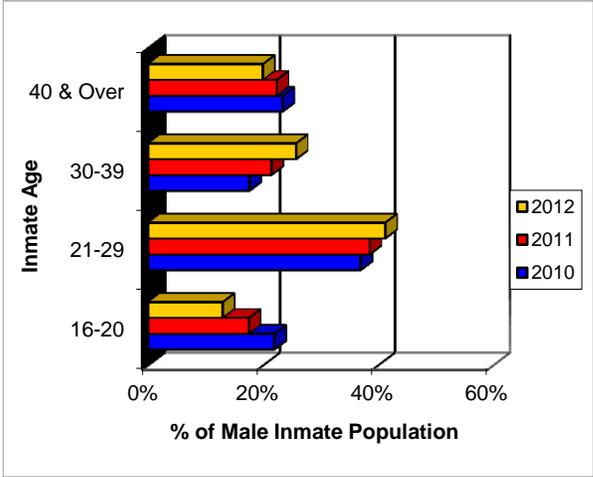
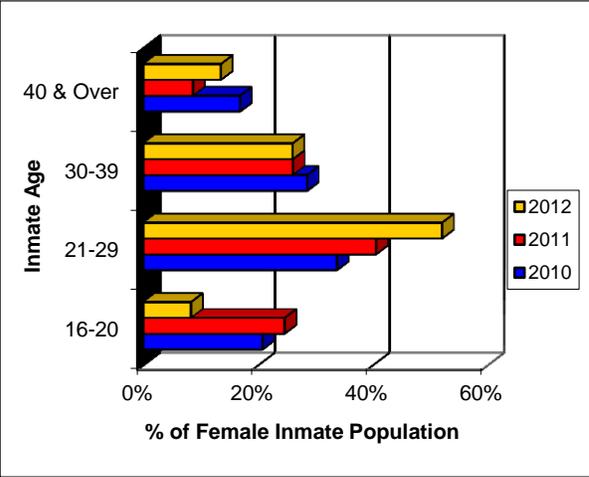
Total Inmates	Federal Inmates	Boarder Inmates	Weekend Inmates	County Inmates
85	19	6	(11)	60

Male Inmates	Female Inmates
71	14





County Inmate Population Age Comparison

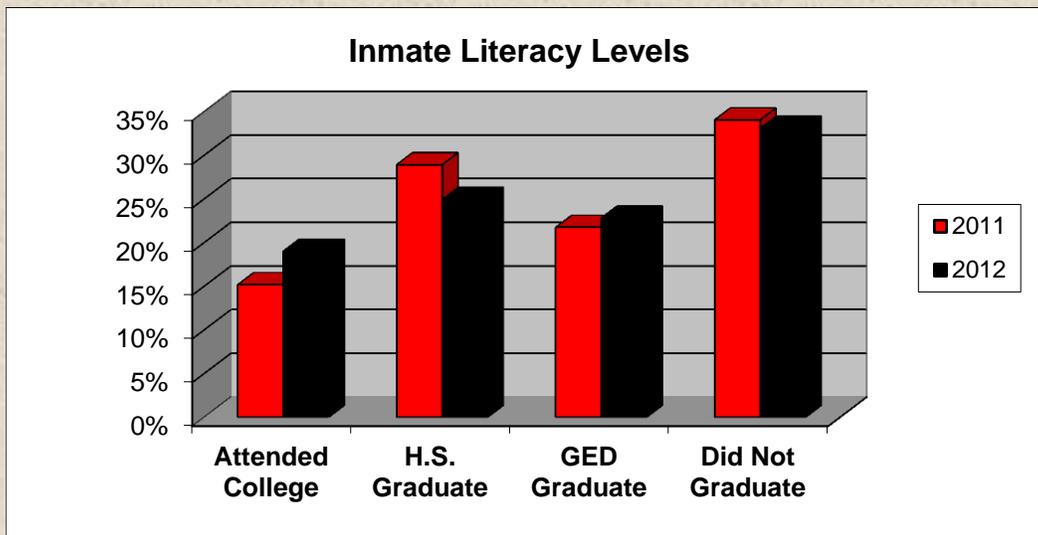


Inmate Educational Services

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 through the OASD Incarcerated Youth Program.

During 2012, a total of 37 inmates took advantage of the education program offered to them at the Tioga County Jail. Of these inmates, 23 remained in the facility long enough to actually take the GED exam (62%) with 15 of them passing and 8 of them failing the exam. This represents a 65% pass rate, which is 9% greater than the state average.

	Total Tested	Total Passing	Total Failing	% Passing
Overall	23	15	8	65
Juveniles	7	5	2	71
Adults	16	10	6	63



Inmate Educational Services (Con't)

Work has begun to establish a literacy volunteer program for certain members of the adult jail population who may benefit from this service. Volunteers work with pre-screened adults in basic reading, writing and math skills as well as practice their GED skills when appropriate.

This program only began in September of this year, so much more will be learned as to the effectiveness of the program at the end of 2013.

Mr. Hamlin was successful in obtaining a grant extension from the Finger Lakes Library Association. Over 100 new books have been added to the Jail's library, along with 3 national news magazine subscriptions.

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.



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 2012 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 2012 the program generated \$8,330 in revenue and expended \$7,155. 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 managed by a private contractor. Correctional Medical Care, Inc. provides “In-house” medical care, including dental and mental Health services.

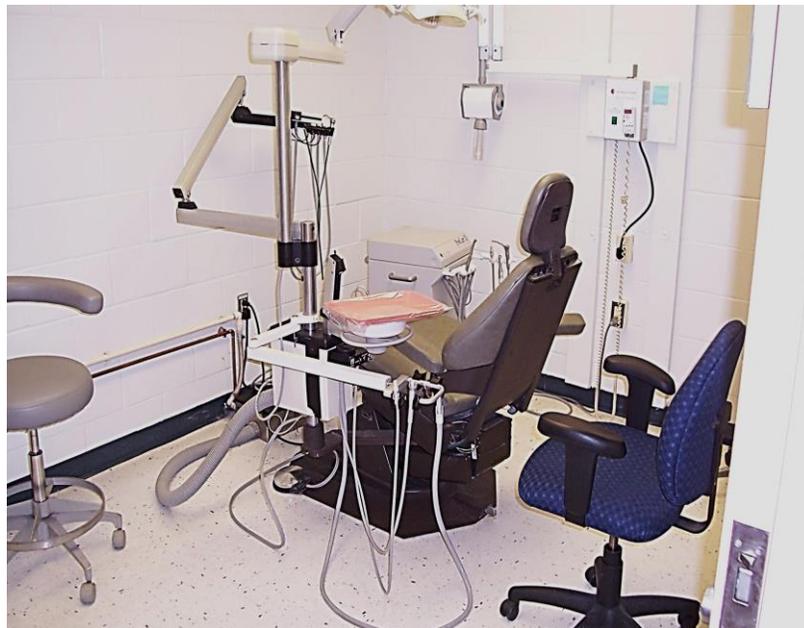
CMC staff utilize the Jail’s medical examination room, and a full dental suite. A full time certified RN, HSA provides daily sick call and care to the inmate population and a full time Mental Health Counselor is on staff to provide counseling and make treatment referrals. The supervising physician is 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. 49 “off-site” medical visits were completed in 2012, while 1,168 inmates were seen through sick call and 85 inmates received dental health treatment.

Total operating costs for medical services in 2012 was \$373,604, a 12% increase over 2011.



Melissa Gordon, RN, HSA



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.

2012 Work Accomplishments

In 2012 the Weekend Work Detail provided 3,928 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.





The Tioga County Jail is currently Accredited through the NYS Sheriffs' Association – Correctional Accreditation Program. The program is designed to establish and promote standards which are widely considered to be prudent and effective for operating a Correctional facility. It provides formal recognition that the Jail meets or exceeds all 166 of these quality standards, which cover four major areas of the organization: Administration, Training, Technology and Operations.

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, and 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
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
2012	1,037	\$772,715	\$61,270

Tioga County Sheriffs' Office

2012 CIVIL DIVISION ANNUAL REPORT

Civil Funds

Monies Received	\$542,545.73
Monies Disbursed	\$542,545.73
Total Poundage	\$24,889.68
Total Fees	\$36,381.09
2012 Revenue Total	\$61,270.77

Bail Funds

Bail Monies Received	\$230,170.00
Bail Monies Disbursed	\$230,170.00
Total Bails	\$228,550.00
Total Fines	\$1,620.00
2012 Total Bails/Fines	\$230,170.00

Monies - Method Received

Total Checks	\$409,901.28
Total Cash	\$212,695.00
Total Money Order	\$48,148.32
Total Transfers	\$101,971.13
Total Other	\$0.00

Total	
Receipts/Disbursements	\$772,715.73

Miscellaneous

Bank Fees	\$0.00
Unclaimed Funds to Treasurer	\$0.00
Total Escrow	\$0.00
Total Overpayments	\$2,683.90
Miscellaneous	\$24.00

2012 Unclaimed Funds

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

Date	Amount
None Reported	
Total	\$0.00

2012 Processes

Summons Papers Received		571
Served	515	
Un-served	56	
Warrants		
Eviction		
Processed	72	
Enforced	5	
Arrest	1	
Order of Seizure	1	
Executions Received		466
Income Executions		
1st Stage	327	
2nd Stage	134	
Property Executions	5	
Bank	0	
Demand	5	
Vehicle levy	0	
Rent	0	
Real Property	0	
Property Sales	0	

Total Processes	1,037
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2012 Civil Monies - Monthly Breakdown						
Month	Amount Received	Remitted To Attorneys	Remitted To Treasurer	Overpay	Refunds	Money on Hold
January	40,740.38	35,294.74	5,164.57	281.07	0.00	0.00
February	40,754.59	36,029.43	4,589.97	135.19	0.00	0.00
March	43,571.99	39,180.83	4,199.32	191.84	0.00	0.00
April	64,524.22	58,301.16	5,482.47	740.59	0.00	0.00
May	43,727.51	39,033.91	4,562.43	131.17	0.00	0.00
June	44,113.22	37,998.77	5,790.21	324.24	0.00	0.00
July	43,290.76	37,241.14	5,832.15	217.47	0.00	0.00
August	46,317.00	41,054.65	5,214.66	47.69	0.00	0.00
September	39,706.23	35,421.22	4,196.64	88.37	0.00	0.00
October	53,030.99	46,291.36	6,602.53	137.10	0.00	0.00
November	44,505.89	38,994.39	5,282.79	228.71	0.00	0.00
December	38,262.95	33,749.46	4,353.03	160.46	0.00	0.00
TOTAL	542,545.73	478,591.06	61,270.77	2,683.90		
Bail/Fines	230,170.00					
Total Money Received	772,715.73					

Statistical Analysis Report

01/01/2012 - 12/31/2012

Summons Papers Served

Description of Paper Served	Served	Not Served
10 Day Notice to Quit	1	0
3 Day Notice to Tenant	10	0
3 Day Notice/30 Day Notice to Tenant	1	0
30 Day Notice	2	1
30 Day Notice of Termination of Tenancy	2	0
Amended Temporary Order of Protection	1	0
Citation	11	3
Civil Summons/Notice of Hearing on Domestic Violence Protective Order	1	0
Decision and Order	1	0
Grand Jury Subpoena	1	1
Information Subpoena	2	0
Judicial Subpoena	7	0
Letter, Summons, Notice, Petition	1	0
Notice of Appeal/Notice of Undertaking	1	0
Notice of Entry	3	0
Notice of Hearing and Order/PFA/Petition	3	0
Notice of Motion/Supporting Affidavit/Proposed Order	1	0
Notice of Petition/Petition	26	2
Notice of Petition/Petition to Recover Possession of Real Property	3	0
Notice to Appear in Court/Summons & Petition	1	0
Notice to Defendant/Small Claims Court	1	0
Notice to Judgment Debtor - CPLR 5222e	1	0
Notice to Quit Premises/Judgment of Foreclosure and Sale/Referee's Deed	2	0
Notice to Tenant	2	0
Notice to Vacate Premises/Certified Copy of Deed	1	0
Notice/Complaint	1	0
Order of Court/Complaint for Support/Income Statement	1	0
Order of Notice	1	0
Order of Protection	5	1
Order Of Protection/Extension of Placement and Permanency Hearing Order	1	0
Order of Protection/Notice to Appear	2	0
Order of Protection/Summons/Petition	1	0

Statistical Analysis Report 01/01/2012 - 12/31/2012

Summons Papers Served

Description of Paper Served	Served	Not Served
Order of Seizure	1	0
Order to Show Cause	5	0
Order to Show Cause / Petition	1	0
Order to Show Cause/Order Appointing Atty for Child/Petition	3	0
Order/Petition for Modification of Order of Custody	1	0
Probate Citation	4	0
Stipulation Offer	1	0
Subpoena	3	0
Subpoena (Duces Tecum) to Take Deposition of Judgment Debtors w/Restraining Notice	1	0
Subpoena Duces Tecum	2	0
Subpoena Duces Tecum and Ad Testificandum w/Restraining Notice	2	3
Subpoena Duces Tecum to Take Deposition of Judgment Debtor	5	1
Subpoena to Testify	2	0
Summons - Personal Service on an Individual	1	0
Summons - Support	2	0
Summons - Violation of Support Order	1	1
Summons and Complaint	89	2
Summons and Complaint-Action for a Divorce	1	1
Summons and Complaint/Consumer Credit	11	2
Summons and Endorsed Complaint	3	0
Summons and Foreclosure Complaint	1	0
Summons and Notice	1	0
Summons and Petition	4	0
Summons and Petition/ Dissolution of Marriage	1	0
Summons and Petition/ Violation of Support Order	22	8
Summons and Petition/Acknowledgment of Paternity/Order Appointing Atty for Child	1	0

Statistical Analysis Report 01/01/2012 - 12/31/2012

Summons Papers Served

Description of Paper Served	Served	Not Served
Summons and Petition/Custody/Modify Family Court Order/Violation of Court Order	1	0
Summons and Petition/Dissolution of Marriage with Dependant or Minor Children	1	0
Summons and Petition/Modification of Order	3	0
Summons and Petition/Non-Party Spouse or Former Spouse/Paternity	2	0
Summons and Petition/Notice of Pendency	1	0
Summons and Petition/Paternity	13	4
Summons and Petition/Paternity/Financial Disclosure Affidavit	2	1
Summons and Petition/Permanent Neglect	1	0
Summons and Petition/Support	14	6
Summons and Petition/Support & Paternity	7	0
Summons and Petition/Support/Financial Disclosure Affidavit	21	9
Summons and Petition/Support/Medical Support	3	2
Summons and Petition/Support/Order to hold monies in escrow	1	0
Summons and Petition/Support/Paternity/Medical Support/Financial Disclosure Affidavit	6	1
Summons and Petition/Support/Violation of Support Order	1	0
Summons and Petition/Violation of Court Order	1	0
Summons and Petition/Violation of Court Order/Financial Disclosure Affidavit	1	0
Summons and Petition/Violation of Order of Protection	1	0
Summons and Petition/Violation of Support Order	1	0
Summons and Petition/Violation of Support Order/Financial Disclosure Affidavit	5	2
Summons and Petition/Visitation	1	0
Summons and Verified Complaint	43	2
Summons and Verified Complaint/Consumer Credit	8	1
Summons and Verified Complaint/Corporate Verification	1	0
Summons and Verified Complaint/Notice of Automatic Orders and Health Care Coverage	1	0

Statistical Analysis Report

01/01/2012 - 12/31/2012

Summons Papers Served

Description of Paper Served	Served	Not Served
Summons and Verified Complaint/Notice of Pendency	1	0
Summons with Notice	13	0
Summons with Notice/Consumer Credit	1	0
Summons with Notice/DRL 236 Notice/Health Care Cov Notice	2	0
Summons with Notice/Sworn Statement Removal of Barriers/Affidavit of Defendant/DRL 236/DRL 255	1	0
Summons with Notice/Sworn Statement to Remove Barriers to Remarriage/Related Papers	1	0
Summons with Notice/Verified Complaint	3	0
Summons, Temporary Order of Protection	2	0
Summons/Motion for Civil Contempt/Enforcement	1	0
Summons/Support/Financial Disclosure Affidavit	1	0
Temp Order for Relief From Abuse/Complaint/Affidavit	1	0
Temp Order of Protection/Notice to Appear in Court/Petition	2	0
Temporary Order of Protection	2	2
Temporary Order of Protection	1	0
Temporary Order of Protection/Summons/Petition	2	0
Temporary Order/Complaint for Modification	1	0
Trial Subpoena	1	0
Warrant of Eviction - 30 Day Notice	12	0
Warrant of Eviction - 72 Hour Notice	57	0
Warrant of Eviction - 90 Day Notice	3	0

Total Papers: 571

Total Served: 515

Total Not Served: 56

Executions Served

Statistical Analysis Report 01/01/2012 - 12/31/2012

Summons Papers Served

Description of Paper Served	Served	Not Served
Income	Stage 1: 327 Stage 2: 134	
Property	5	
Other	0	
Total Served	466	



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 – 2012 Activity Summary

Transaction	2009	2010	2011	2012	Fees Earned in 2012
Pistol Permit Application	145	116	137	208	\$23,438
Permit Amendment	364	471	323	384	\$1,152
Permit Transfer	32	37	31	38	\$350
Duplicate License	29	80	247	428	\$5,564
Dealer/Gunsmith License	1	1	3	3	\$336
Dealer/Gunsmith Renewal	-	10	6	-	-
Total Transactions	571	715	739	1,043	\$30,750

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.



2012 Training

- Active Shooter Response Course
- Telecommunications Investigations
- Sallyport Software Updates
- Legal Issues
- Police Supervisors School
- Child Safety Seat Technician Course
- Voice Stress Analysis School
- Corrections Trainers Conference
- Missing Persons Protocol Seminar
- Bath Salts-Synthetic Marihuana
- NYS Sheriffs' Conference
- NYS Undersheriffs' Conference
- County Policy & SOP Review
- Clandestine Lab Investigations
- Police Mental Health Interactions
- Forensic Interviewing Course
- Drug Interdiction School
- Rail Car Incident Response
- Glock Armor School
- Data Master School
- Intermediate Crash Management

2012 Training

- Conducting Complete Vehicle Stops
- Advanced Crash Management
- Judicial Diversion Program
- Leadership Tioga
- NYS VINE Conference
- Pipeline Security Seminar
- Crime Scene/Evidence Tech School
- NYS Jail Administrators Conference
- NYS Basic Corrections Academy
- Accident Reconstruction Course
- Firearms Qualifications Course
- Advanced Roadside Impairment
- Roadside Impairment Enforcement
- NYS Civil Supervisor Conference
- Officer Safety and Survival Course
- Marine Law Enforcement
- Field Training Officers Course
- Risk Management
- Basic Gang School
- Commercial Vehicle Awareness
- Indicators of Terrorist Attack

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.



2012 Achievement Awards

E-911 Disp. Shelliana Decker	Life Saving Medal
E-911Disp. Brian Hutchinson	Life Saving Medal
Investigator Cliff Alexander	Sheriff Commendation
Investigator Rich Hallett	Sheriff Commendation
Deputy Alan Bobier	Cert. of Appreciation (Vehicle & Traffic)
Deputy Julie Kipling	Cert. of Appreciation (DWI Arrests)
Deputy Tim Schmidt	Cert. of Appreciation (Penal Law Arrests)

2012 Achievement Awards

Deputy Tim Schmidt	Cert. of Appreciation (Best Overall Stats)
Sr. Investigator Patrick Hogan	Unit Citation
Investigator Cliff Alexander	Unit Citation
Investigator Rich Hallett	Unit Citation
Investigator Wayne Moulton	Unit Citation
Investigator Shawn Nalepa	Unit Citation
Investigator Brad Talcott	Unit Citation



2012

List of Honorees

E-911 Dispatcher Marietta Barton	5 Yr Service Ribbon
Deputy Josh Delmage	5 Yr Service Ribbon
C.O. Nate Harris	5 Yr Service Ribbon
C.O. Andrew Russell	5 Yr Service Ribbon
C.O. Robert Tatich	10 Yr Service Ribbon
Road Patrol Sergeant Bill White	10 Yr Service Ribbon
Investigator Rich Hallett	15 Yr Service Ribbon
Deputy Shawn Kemmery	15 Yr Service Ribbon
Deputy Frank Lavore	15 Yr Service Ribbon
Cook/Manager Jeff Tiffany	15 Yr Service Ribbon
Civil Manager Kim Ward	15 Yr Service Ribbon
Deputy Alan Bobier	20 Yr Service Ribbon
Captain Tim Jewell	20 Yr Service Ribbon
Investigator Wayne Moulton	20 Yr Service Ribbon
Corrections Sgt. Dennis Spangenburg	20 Yr Service Ribbon
Sergeant Steve DuVarney	25 Yr Service Ribbon
Data Entry Machine Operator Sue Fortier	25 Yr Service Ribbon
Corrections Sergeant Terry Sinsabaugh	25 Yr Service Ribbon
Investigator Brad Talcott	25 Yr Service Ribbon

**TIOGA COUNTY
EMPLOYEE RECOGNITION COMMITTEE**

**EMPLOYEE OF THE FIRST QUARTER 2012
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 eighth 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.

