

TIOGA COUNTY **SHERIFF'S OFFICE**

2020 ANNUAL REPORT

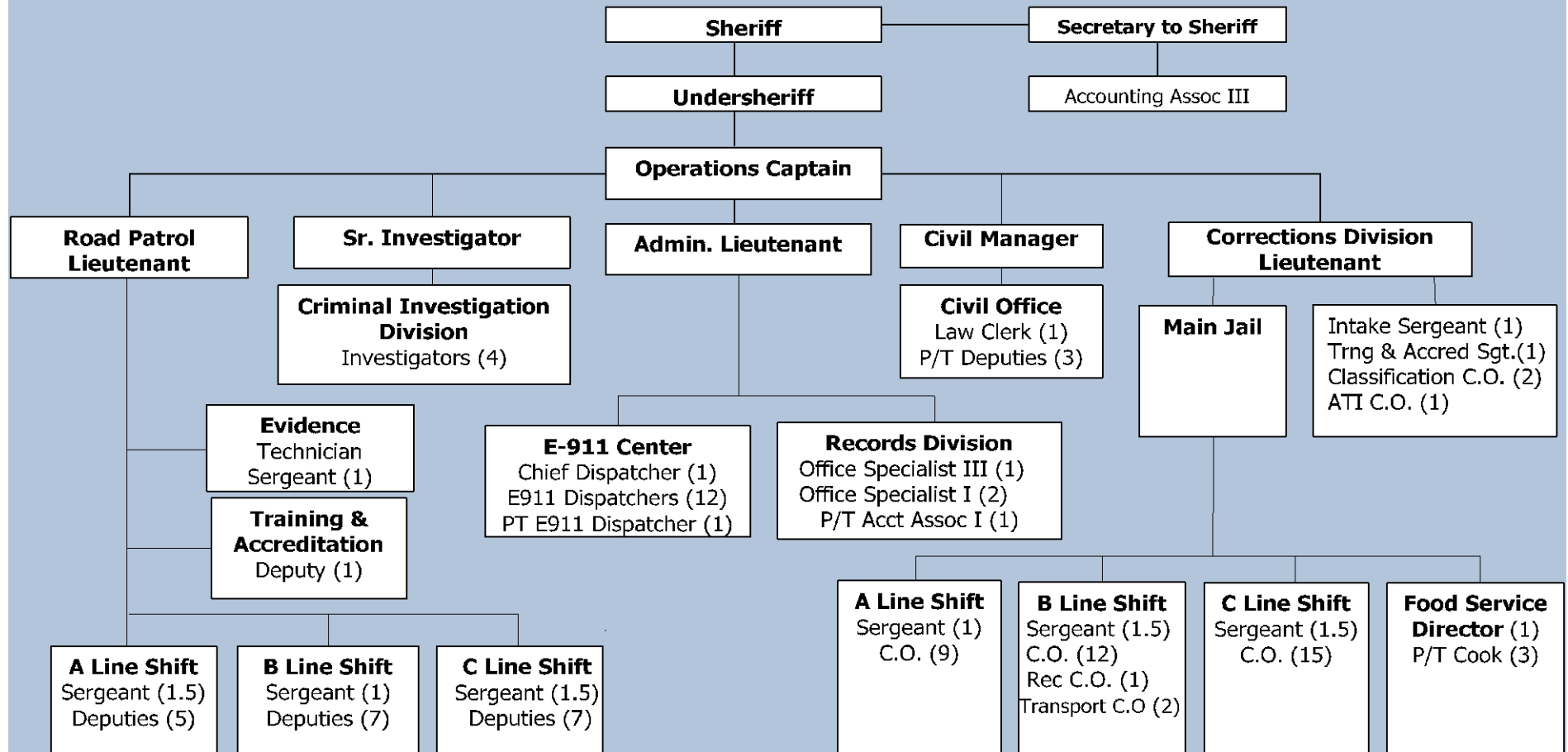


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TIOGA COUNTY SHERIFF'S OFFICE

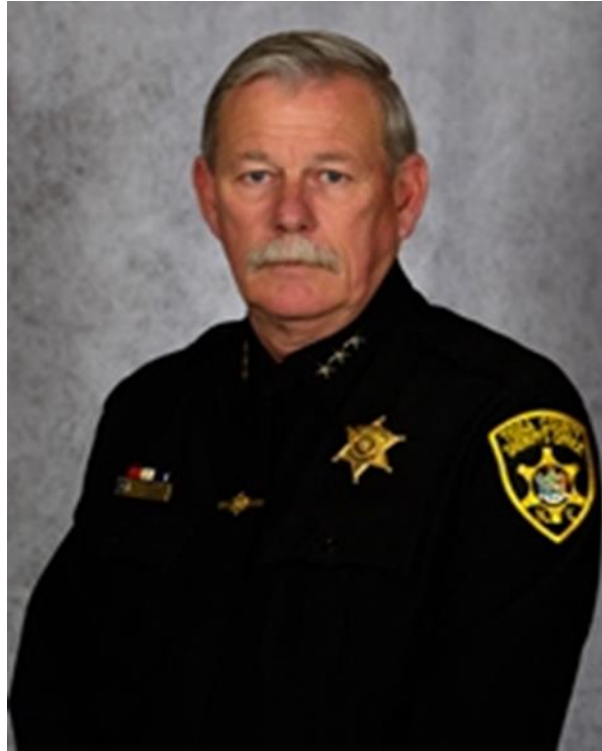
Organizational Flow Chart



Rev 2/1/21

REMARKS

Sheriff Gary W. Howard



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 and provided for 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.

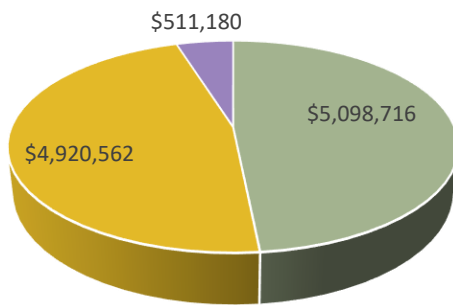
I am proud to serve as your Sheriff, and will continue to work hard in leading a professional and effective Sheriffs' Office.

ADMINISTRATION

BUDGET

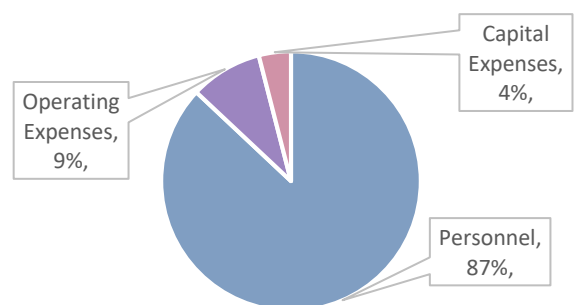
Three budget components create the overall Sheriff's Office Operational Budget:
Sheriff's Operations, Jail Operations and E911 Operations

2020 Sheriff's Office Budget
(\$10,530,458)



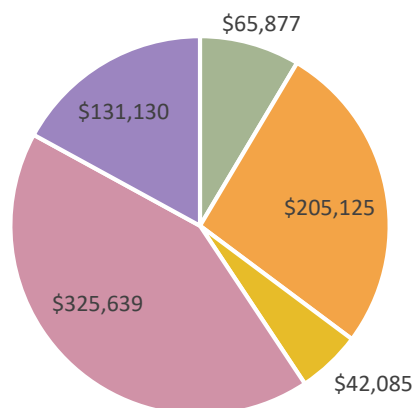
■ Sheriff ■ Jail ■ E911

2020 Sheriff's Office Budget
(breakdown)



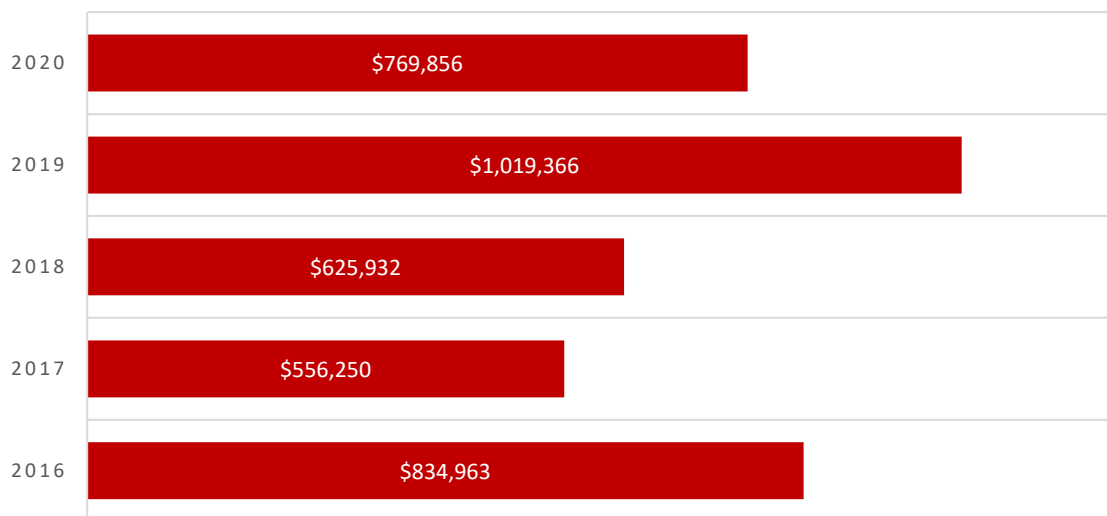
■ Personnel ■ Operating Expenses ■ Capital Expenses

2020 Sheriff's Office Revenue



■ Civil Fees ■ Inmate Board-In Fees ■ Pistol Licensing and ID
■ E911 Fees & Reimbursement ■ Federal Reimbursement

SHERIFF'S OFFICE REVENUE (COMPARISON BY YEAR)



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 and NYS Homeland Security Grant monies continue to provide for essential equipment and information technology upgrades for emergency services and public safety.

In 2020, the NYS Governor's Traffic Safety Board provided a grant for \$14,580 for traffic enforcement and NYS Homeland Security and Emergency Services provided \$16,706. The NYS E911 Expedited Funding for the Public Safety Answering Point was \$129,555.

STOPDWI Funding provides for Special DWI Patrols, as well as equipment in support of DWI enforcement.



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 be instructed on the proper method for installing a child safety seat.

In collaboration with the Tioga County Department of Health, Deputy Kaden Siang continues to actively participate in several Car Seat installation events during the calendar year.

Offender Watch®

*Sex Offender Registration and
Notification System
CriminalJustice.ny.gov
1-800-262-3257*

A free on-line service which provides citizens with the information needed to protect their loved ones. The service allows you to view known registered offenders and predators in your area. Knowing who these people are 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 to your home.

Operation Safe Child

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.

Unfortunately due to the COVID-19 pandemic of 2020, no Operation Safe Child ID's were processed.



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, text message, in app, letter or E-mail. In 2020 1,170 notifications were sent out.



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 during business hours, Monday-Friday, for a fee of \$15 for children and adults. \$10 for Senior Citizens. Cash is the only form of payment for this service.



www.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.

Law Enforcement Operations



Road Patrol Division

The Road Patrol Division is the primary law enforcement component of the Sheriff's Office. It is comprised of 26 deputy positions.

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
- Deter criminal activity

Criminal Investigation Division

The Criminal Investigation Division (CID) is staffed by 5 Investigators. Each investigator has extensive law enforcement experience and has received specialized training for conducting criminal investigations of serious crimes.

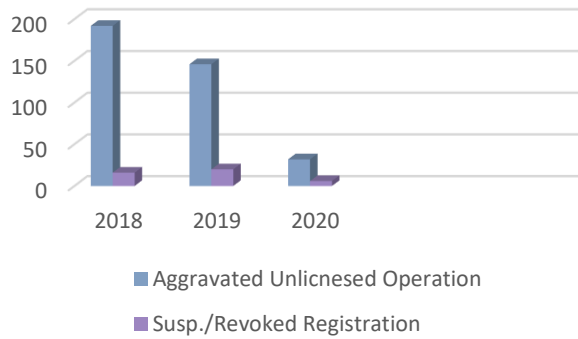
Primary Mission

- 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.

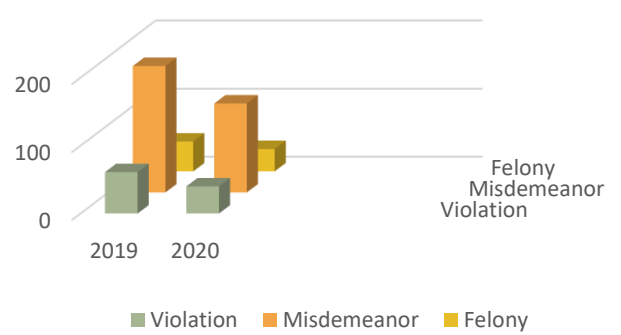
2020 Road Patrol Vehicle & Traffic Enforcement Statistics

Vehicle and Traffic Law Arrests					
Court of Jurisdiction	2018	2019	2020	3 yr. avg.	% of total
Town of Barton	142	103	39	95	3%
Town of Berkshire	67	60	26	51	1%
Town of Candor	536	330	95	320	12%
Town of Newark Valley	459	537	206	401	15%
Town of Nichols	340	176	49	188	7%
Town of Owego	1208	949	359	839	31%
Town of Richford	146	117	38	100	4%
Town of Spencer	90	96	27	71	3%
Town of Tioga	326	217	106	216	8%
Village of Candor	176	154	35	122	4%
Village of Owego	393	359	229	327	12%
Village of Waverly	17	16	7	13	<1%
Yearly Totals	3,900	3,114	1,216	2,743	100%

Suspensions/Revocations
(Licenses & Registrations)



Penal Law Arrests
(two year comparison)



Impaired Driving Statistics

Related Charge	2018	2019	2020
Driving While Intoxicated	51	41	24
Driving with more than .08 B.A.C.	24	13	9
Aggravated DWI - more than .18 B.A.C.	9	11	5
Driving While Ability Impaired - Alcohol	0	2	2
Driving While Ability Impaired - Drugs	3	5	0
Under 21 Driving after Consumption	0	0	1
Failure to Submit to a Breath Test	16	10	8
Totals	103	82	49

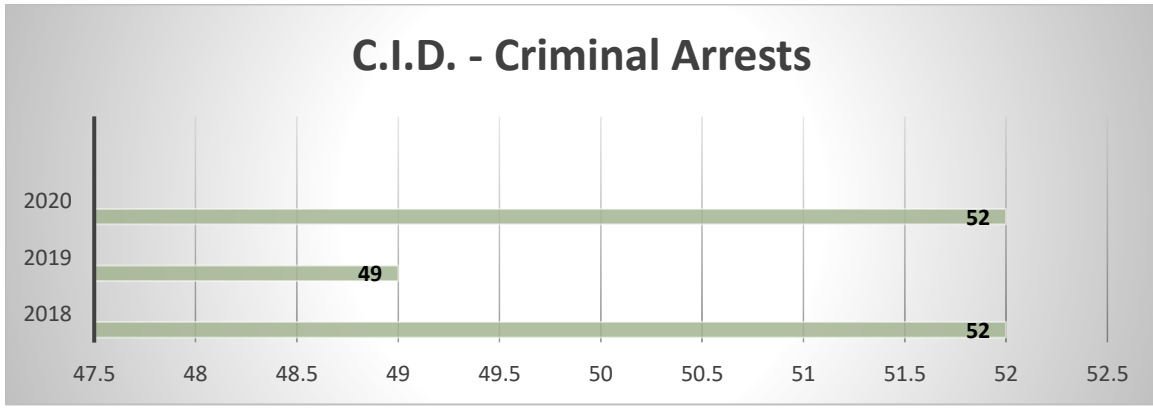
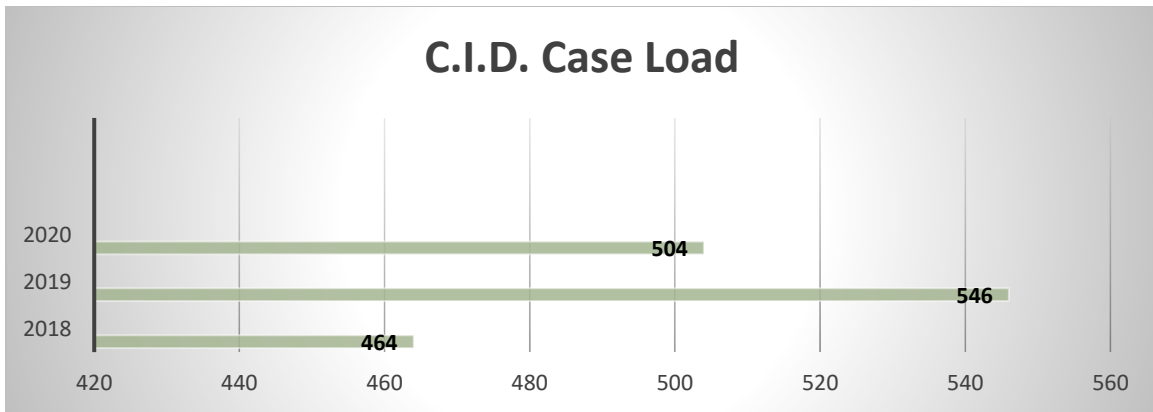
2020 - Calls for Service

Abandoned Vehicle	17	Identity Theft	7
Alcohol Beverage Control Law	9	Ignition Interlock Monitoring	25
Accidental Shooting	1	Ignition Interlock Violations	3
AED Call	28	Illegal Parking	15
Aggravated Harassment	108	Issuing a Bad Check	2
Animal Complaints	357	Juvenile Transports	12
Assault	7	Landlord/Tenant Disputes	13
Assist Other Agencies	29	Larceny	223
Assist Other Police Agencies	215	Lecture	4
Assistance (General)	2026	Loud Party/Noise Complaints	84
Attempted Burglary	3	Menacing	1
Attempted Suicide	1	Mental Health Arrests	14
Background Investigations	278	Mental Health Checks	128
Bomb Threats	0	Miscellaneous Complaints	583
Burglary	294	Missing Persons Investigations	21
911 Hang Up/Open Line	1708	Motor Vehicle Crash - Fatal	6
Bank Alarms	25	Motor Vehicle Crash - Personal Inj.	100
Burglar Alarms	250	Motor Vehicle Crash - Prop. Damage	643
Check Dangerous Conditions	429	Neighborhood Dispute	19
Check Disabled Vehicle	186	Nuisance Weapon Checks	15
Check on Intoxicated Person	11	Open Door/Window - Investigate	18
Check Other Alarm	25	Overdose Investigations	33
Check Welfare	740	Parking Violations	15
Child Abuse Investigation	5	Persons Annoying	19
Civil Evictions	8	Prisoner Transports	204
Civil Matters	84	Property Checks	26
Criminal Mischief	125	Property Complaints	45
Criminal Trespass	3	Rape Investigations	4
Disturbances	412	Reckless Endangerment Inv.	2
Drug Investigations	9	Recovered Stolen Property	3
Domestic Violence Incidents	186	Runaway Child Investigations	44
Endangering/Welfare/Child	4	School Threat Investigations	2
Environmental Cons. Inv.	20	Sex Abuse Investigations	51
Escorts	210	Sexual Misconduct Inv.	8
Falsely Reporting an Incident	1	Stalking	2
Family Court Matters	69	Suicide	2
Forcible Touching	1	Investigate Suspicious Condition	459
Found Property Complaints	97	Theft of Services	1
Fraud Investigations	72	Trespass	61
Fugitive From Justice	12	Unattended Death	35
Grand Larceny	20	Unauthorized Use of a Motor Vehicle	14
Gun Shot Investigations	47	Unlawful Imprisonment	1
Harassment	199	Unlawfully Fleeing Police	2

Vehicle and Traffic Stops	1565	Warrants Received	54
Vehicle Fire	4	Warrant Arrests	46
Order of Protection Violations	50	Welfare Fraud	1

2020 Criminal Investigation Division Statistics

Accidental Shooting	1	Fraud	4
Administrative Investigation	1	Grand Larceny	28
Animal Abuse	11	Identity Theft	0
Arson	2	Larceny	11
Assault	4	Lecture	12
Assistance	15	Lost Property	1
Attempted Suicide	1	Making a Terroristic Threat	1
Background Investigation	27	Meth Lab Investigation	0
Bad Checks	1	Missing Person	0
Bomb Threat	0	Murder	0
Burglary	24	Nuisance Weapon Check	15
Child Abuse	1	Obstructing Governmental Admin.	2
Counterfeiting	1	Pistol Permit Suspensions	7
Criminal Contempt	1	Public Lewdness	1
Criminal Mischief	7	Rape	7
Criminally Negligent Homicide	1	Reckless Endangerment	0
Crim. Poss. Forged Instrument	1	Recovered Stolen Property	3
Crim. Poss. Controlled Substance	1	Robbery	1
Crim. Poss. Stolen Property	2	Scheme to Defraud	1
Criminal Possession of a Weapon	2	Search Warrants	13
Crim. Sale Controlled Substance	3	Sexual Abuse	56
Endangering the Welfare of a Child	5	Sexual Misconduct	4
Fire Investigation	1	Suicide	5
Forcible Touching	1	Unattended Death	13
Forgery	0	Voice Stress Analysis	1



The Sheriff's Law Enforcement Division (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 Division has been accredited since 1998.

E911 Emergency Communications Center



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 every day of the year.

Primary Mission

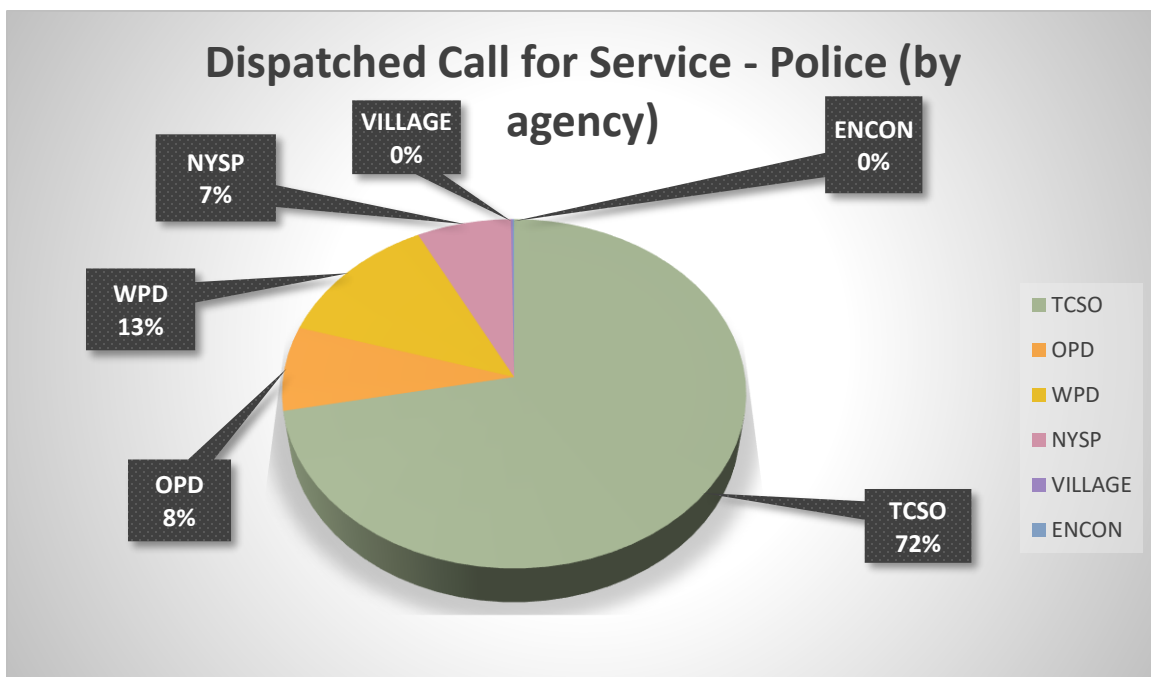
- E911 PSAP (Public Safety Answering Point) -
- Public Safety emergency response dispatching -
- Law Enforcement call taking and dispatching -
- Information retrieval from public safety data banks and DMV -
 - Law Enforcement database inputs -
- Public Health and Mental Hygiene On-Call notifications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

Center Statistics

Phone calls received	115,919
Calls for Service	27,701
E-911 calls	26,517
Radio transmissions	191,538

Dispatched Calls for Service - Police (by agency)

Agency	2018	2019	2020	3 yr. avg.	% of total
Tioga County Sheriff	26,180	23,787	19,921	23,296	72%
Owego Police Dept.	2,876	2,369	2,164	2,470	8%
Waverly Police Dept.	4,869	4,641	3,550	4,353	13%
New York State Police	2,190	2,130	1,995	2,105	7%
P/T Village Police (Candor/Spencer)	359	304	42	235	<1%
Environmental Cons. Police	24	28	29	27	<1%
Total calls	36,498	32,772	27,701	32,486	



Dispatched Calls for Service – Fire/EMS (by agency)

Agency	2018	2019	2020	3 yr. avg.
Apalachin Fire	778	834	902	838
Berkshire Fire/EMS	139	161	117	139
Campville Fire/EMS	900	1,115	1,183	1066
Candor Fire	116	149	135	133
Candor Squad	528	607	572	569
Halsey Valley Fire/EMS	54	45	22	40
Maine EMS	440	506	432	459
Newark Valley Fire	114	140	96	117
Nichols Fire/EMS	424	351	341	372
Owego EMS	1,696 (services were combined)	1,157	1,505	1,733
Owego Fire		609	232	
Richford Fire	43	65	53	54
Southside Fire/EMS	82	105	81	89
Spencer Fire/EMS	297	279	254	277
Spencer Squad	292	303	280	292
Tioga Center Fire/EMS	360	348	362	357
Waverly/Barton Fire	187	193	200	193
Weltonville Fire/EMS	64	81	38	61
Lockwood Fire/EMS	108	69	119	99
Greater Valley EMS	1,350	1,230	1,242	1,274
Tioga County C.I.S.M.	1	2	1	--
Air Med Helicopter	9	20	20	16
Search and Rescue	4	3	2	3
Fire Investigation Team	23	34	32	30
Hazmat Team	5	1	6	4

THE IMPACT OF THE OPIOID EPIDEMIC ON TIOGA COUNTY

In addition to tracking calls for service for the various police, fire and EMS agencies within Tioga County, the Communications Division also tracks the number of overdoses that occur within Tioga County. These overdose numbers include cases where non-opiates were involved as well.

In 2020, Tioga County experienced a total of 82 drug overdoses that police, fire and EMS agencies responded to. Of those calls, 47 were opioid related, 35 were non-opioid related and three were fatal overdoses. NARCAN was administered a total of 22 times.

2020 Overdoses – by location

Town/Village	Opioid	Non-opioid
Town of Barton	5	2
Town of Berkshire	0	2
Town of Candor	1	2
Town of Newark Valley	0	3
Town of Nichols	2	1
Town of Owego	13	6
Town of Richford	1	0
Town of Spencer	2	2
Town of Tioga	7	0
Village of Candor	0	2
Village of Newark Valley	0	0
Village of Nichols	0	0
Village of Owego	7	3
Village of Spencer	0	0
Village of Waverly	9	12

The Tioga County Sheriff's Office Emergency Communications Center services 19 Fire/EMS departments, seven police agencies and numerous other specialty agencies/divisions within Tioga County. The center also works closely with the Tioga County Department of Emergency Services as well as numerous other local, state, regional and federal agencies to ensure the safety of the lives and property of the citizens of Tioga County.



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.

Corrections Division (Jail)



The Corrections Division is the largest component of the Sheriff's Office, consisting of 49 full time staff members. Operations are continuous throughout the year.

The jail is a maximum security facility authorized to hold 104 inmates. Sentenced and non-sentenced male and female prisoners age 18 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, NYS Parole Violators, Military Prisoners, and Civil Confinement Prisoners.

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

Primary Mission

- **Provide Safety and Security for inmates & staff**
- **Provide for everyday needs of inmates**
- **Arrest/Inmate Processing**
- **Coordinate & supervise Weekend Work Program**
- **Court appearances - virtual or transport to court**

A total of 212 inmates were processed into the facility in 2020. This represents a 58% decrease from 2019, mainly due to New York State Bail Reform Laws.

Of the 212 inmates processed, 190 were remanded by courts within Tioga County, accounting for 90% of the jail's population. This represents a 21% increase from 2019.

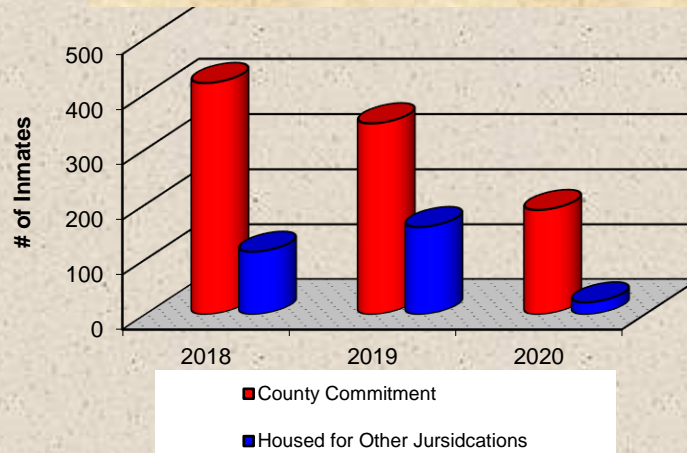
The average daily jail population was 33 inmates.

2020 Inmate Population - Daily Average - 33 inmates

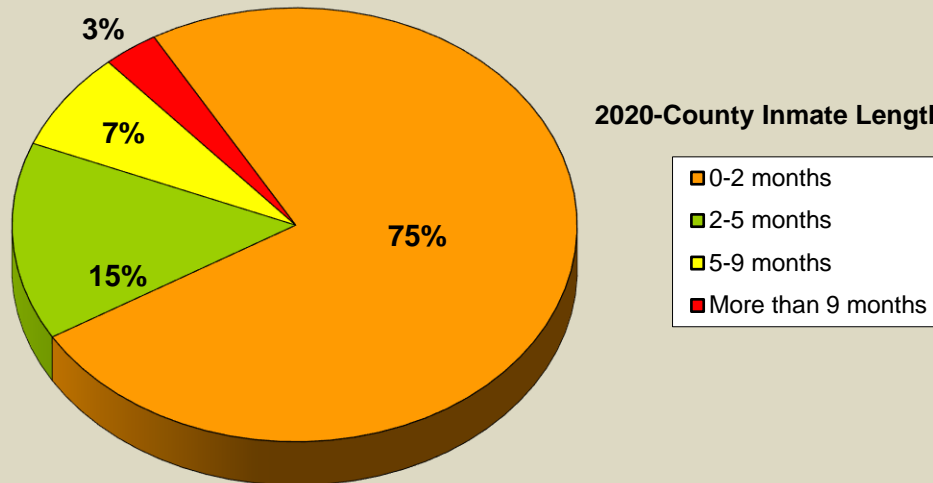
Daily Average Breakdown

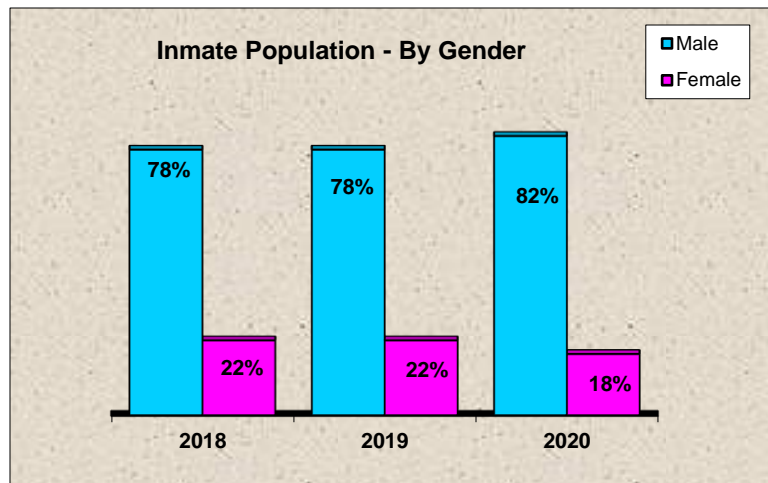
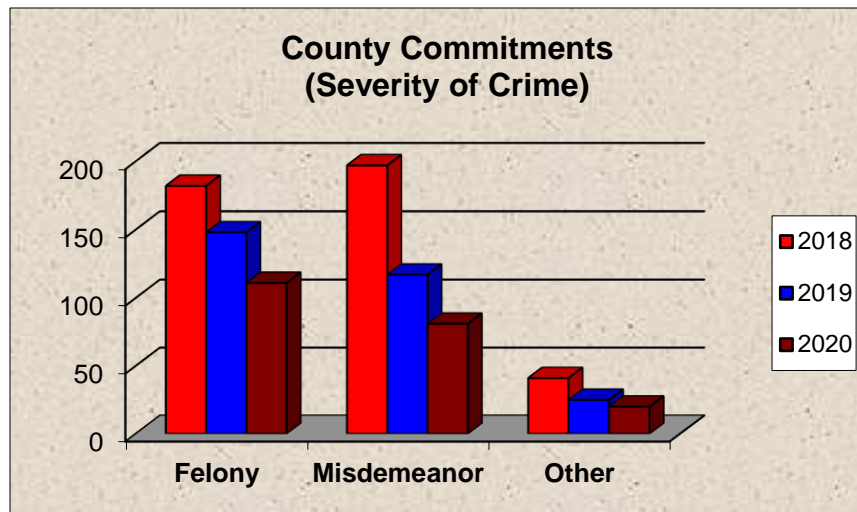
County Inmates	Federal Inmates	Boarder Inmates	Weekend Inmates
26	6	1	0

Comparison of Tioga County Commitments vs. Inmates Housed in Facility for other Jurisdictions

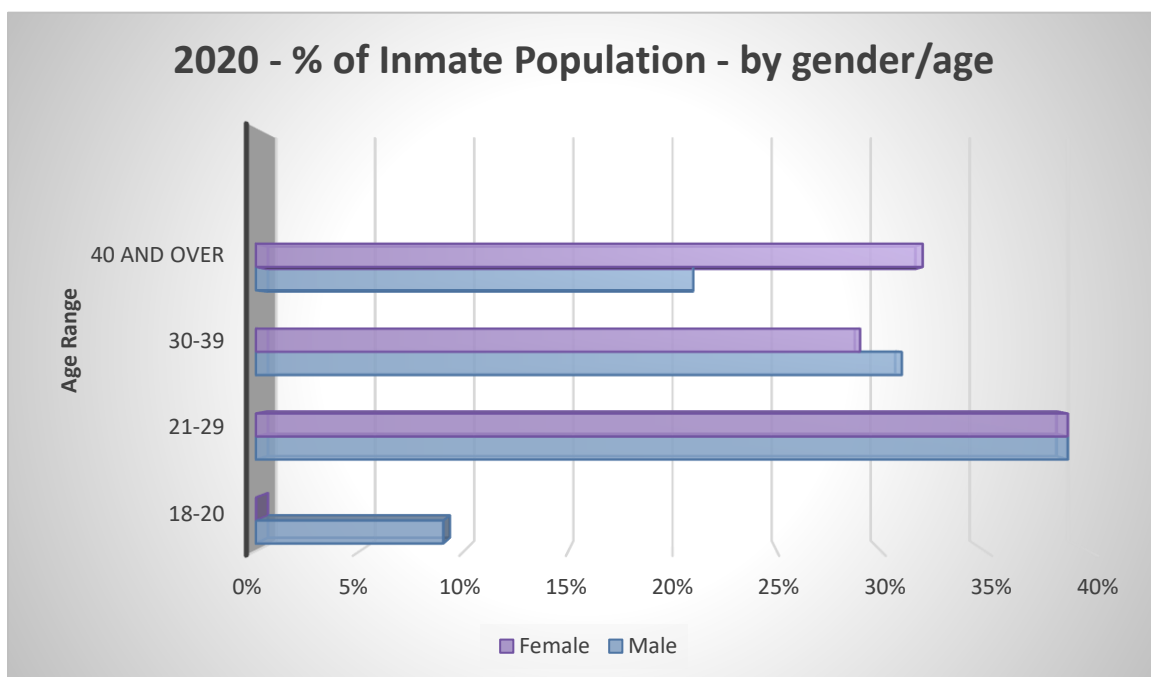


2020-County Inmate Length of Stay

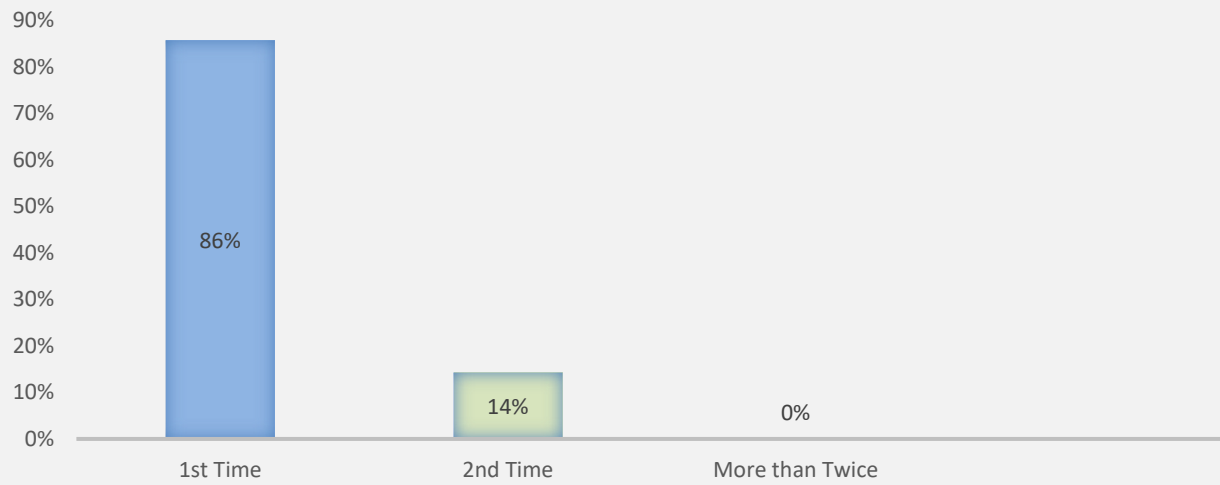




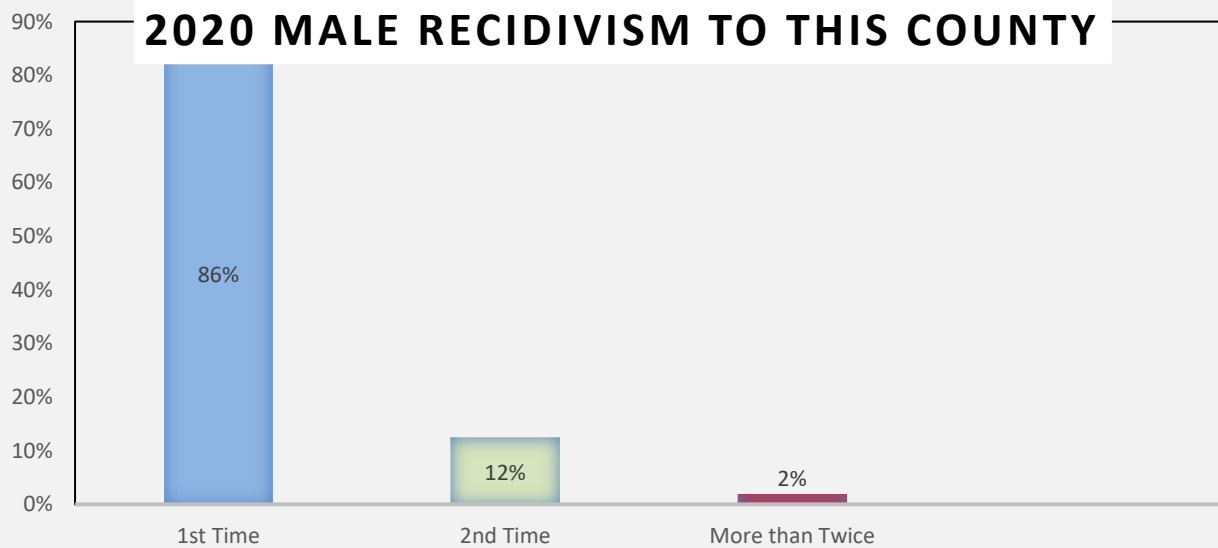
County Inmate Population - Age Comparison



2020 FEMALE RECIDIVISM TO THIS COUNTY



2020 MALE RECIDIVISM TO THIS COUNTY



Inmate Educational Services

The Owego - Apalachin School District has provided updates to the classroom with the purchases of a new desk, tablets for students and needed school supplies. With these tablets, the inmates will have the ability to take them to their cells to continue educational activities. No Inmates participated in the TASC (Test Assessing Secondary Completion) program in 2020.

In addition to offering TASC instruction, the Jail also provides the following classes to our inmate population:

- Life Skills
- Healthy Relationships
- Christian Counseling
- Drug and Alcohol Counseling
- STD/HIV Awareness
- Job Interviews
- Media Influences
- Teen Parenting
- Alcoholics Anonymous
- Transition into Society
- HEP C
- Safer Sex
- Birth Control/Family Planning
- Parenting
- Trinity Substance Abuse Counseling and Treatment

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, visit the facility regularly to minister and counsel those inmates who show an interest in attending.

These services and counseling sessions are provided (5) times per week. In 2020 the following ministries provided spiritual counseling and services to the inmate population:

- Gideon's
- St. Patrick's Parish
- 1st Baptist Church-Owego
- South Apalachin Baptist Church
- Women's Chapel
- Jehovah's Witness

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 commissary company to allow for the facility to earn a modest profit. Currently, the Sheriff's Office contracts with Trinity Services, a commissary company to provide goods and services. Twice 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 twice weekly.

In 2020 the program generated \$11,801 in revenue and expended \$6,562. The money spent out of this fund helps to defray operating costs directly related to the inmates such as: recreational equipment, Law Library, Education supplies, publications and various office expenses.

Inmate Medical

Inmate medical services are managed by a private contractor. CBH, P.C. provides "In-house" medical care, including dental and mental health services. These services are provided to inmates by onsite staff. At booking each Inmate is asked if they want HIV, STD and Hepatitis C screening. Medical and Mental Health staff also coordinate all discharge planning for inmates to have a successful re-entry back into the community. This involves collaborating with community agencies to provide educational opportunities such as life skills and self-help to become productive members of society.

CBH staff utilize the Jail's medical examination room, and a full dental suite. A full time certified RN 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.

Total operating costs for medical services in 2020 was \$737, 276.

MEDICAL STATS FOR 2020

1 Hospital Admissions	5
a. Number of Days	12
2. Outside Consultations	23
3. Emergency Room Visits	20
4. Off-Site Dialysis Treatments	0
5. Off-Site Radiology	1
6. In-house X-Rays	12
7. In-house EKG's	14
8. Inmates Seen By Physician	122
9. Inmates Seen By Physician Assistant	226
10. Inmates Seen By Dentist	71
a. # of extractions	22
b. # of fillings	3
c. # of refusals	7
d. # of Dental Exams	66
11. Inmates Seen by Psychiatrist:	84
a. Full Evaluations	39
b. Follow-up evaluations	45
12. Inmates Seen by LMSW	563
14. Inmates Attended Classes	68
15. Inmates on Psychotropic Medications	***
16. Inmates on Constant Watches	6
17. Inmate MH Intake Screenings	116
18. Discharge Plans Completed	43
19. Inmates, visits to Staff	1165
a. Intake Screenings	126
b. Nurse's Sick Call	1136
20. Number of Positive PPD's	0
a. Number in Treatment	0
b. Number of Active Cases	0
21. Inmates Seen by STD Clinic	39
a. Number of Treated STD's	*
22. Number HIV Tests Performed	17
a. Number of + HIV	0
b. Number Treated	0
23. Pregnancies	2
24. Chronic Care Clinics	29
a. Pulmonary	17
b. Diabetes	15
c. HIV	0
d. Cardiovascular	25
e. General Medicine	26
f. Neurology	11
g. Hep C	**
h. New Hep C	*
25. Grievances	6



Tioga County participates in the Centralized Arraignment Program also known as CAP Court. The court appearances take place twice a day, 7 days a week at 8 am and 8pm. The Public Safety Building has a designated court room where arraignments take place. In the past it was scattered around the county in 13 different court rooms. This allows Justices and attorneys to come to the jail or conduct a virtual court appearance in a centralized location. Detainees are able to meet with their attorneys before they participate in the arraignment process. Local judges are on a rotational on-call schedule to cover these arraignment times.

CAP is a result of new legislation aimed at ensuring the availability of legal counsel for defendants and reducing the burden on local courts. Any detainee that is arrested, not given appearance tickets and court is not in session will be brought to the Public Safety Building to participate in the arraignment and complete the book-in process.

In 2020, 119 detainees participated in this CAP Court. Of those, 82 were released, some with Orders of Protection to adhere to. The remaining participants were remanded to the County Jail with future court appearance dates, some with bail and some without.



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 Schreiner 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.

2020 Work Accomplishments

In 2020, the Weekend Work Detail provided 216 labor-hours of work to a variety of government and non-profit organizations. This number is down from previous years due to the COVID pandemic.

In March, the ATI program was shut down by the state due to the COVID pandemic. During the few months that it was active they were able to:

- remove snow
- paint/strip and wax the Public Safety Building floors
- clean the County Highway and Building and Grounds offices
- wash and wax the Emergency Vehicles at the Waverly Fire Department
- wash trucks and clean floor drains at the Tioga County Highway barns

The amount of money saved by utilizing these work crews amount to approximately \$2,187 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.

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 processes 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 business hours, Monday through Friday. Two part-time Deputy Sheriffs are assigned to provide personal service of processes.

2020 Civil Division Statistics

Service of Process

Warrants

- Eviction
 - Processed 12
 - Enforced 5
- Arrest 0

Executions

- Income executions 254
- Property executions 3 (Demands)

Civil Office - Statistical Comparison			
Year	Processes	Receipts	Revenue
2016	1095	\$783,419	\$76,529
2017	824	\$742,079	\$82,604
2018	887	\$794,757	\$85,603
2019	710	\$904,333	\$83,615
2020	501	\$803,754	\$64,131

Bail monies received \$31,350.00

Bail monies disbursed (to courts of jurisdiction) \$31,350.00

2020 Civil Division – Receipts/Revenues – (breakdown by month)

<u>Month</u>	<u>Amount Received</u>	<u>Remitted to Treasurer</u>
January	\$73,781.10	\$8,396.80
February	\$62,745.79	\$6,653.17
March	\$79,092.64	\$6,781.82
April	\$53,573.66	\$2,655.93
May	\$50,625.30	\$2,497.56
June	\$64,615.19	\$4,483.49
July	\$87,329.39	\$5,470.55
August	\$55,947.99	\$5,209.53
September	\$75,858.88	\$6,285.32
October	\$63,432.98	\$5,266.65
November	\$68,341.21	\$5,359.97
December	\$68,409.76	\$5,070.09
Totals	\$803,753.89	\$64,130.88 (poundage & fees)



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.

Records Division and Pistol Permit 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 three 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 Gerald Keene.

The Sheriff's Office supports Judge Keene 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.

Permit Number:
C2020-999


STATE OF NEW YORK
Tioga County
LICENSE TO CARRY PISTOL
IS HEREBY GRANTED

PERMIT HOLDER
123 ANYWHERE ST.
HOMETOWN, NY 12345





Date Of Birth: 1/8/1980
Ht. 6'00" Wt. 200
Sex: M
Issued: 1/1/2020


 Tioga County Judge

2020 Sheriff's ID & F.O.I.L. Report

Service	# of Transactions	Fees Collected
Sheriff's ID	55	\$825.00
Senior ID	6	\$60.00
F.O.I.L.	242	\$229.25

2020 Pistol Permit Activity Report

Transaction Type	# of Transactions	Fees Collected
New Permit	324	\$37,260
Duplicate Permits (lost/paper to plastic)	43	\$645
Transfer Out	35	\$175
Transfer In	23	\$345
Amendment - Other	1,013	\$3,039
Dealer/Gunsmith – New	3	\$345
Dealer/Gunsmith – Renewal	6	\$60
Totals	1,447	\$41,869

Professional Development & 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.

Minimum Basic Training *(Sworn Officers)*

Road Patrol Deputy
Police Officer Certification
Six month Academy
Eight weeks Field Training

Corrections Officer
Peace Officer Certification
Eight week Academy
Six weeks Field Training

Public Safety Dispatcher
12 weeks Field Training plus Certified First Responder School

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

Despite COVID restrictions, personnel were able to attend numerous trainings in 2020. Below is a list of just some of those trainings:

- Glock Armorer School – Rescue Task Force for Law Enforcement – Mental Health First Aid for Public Safety – Use of Force Updates – Tactical Team Leadership Forum – Police Field Training Officer Course – Drug Recognition Expert Required Annual Course – Computer Voice Stress Analysis Certification Course – Firearms Instructor Course – Basic Civil School – Crash Management Series – Instructor Development Course - Public Safety Dispatcher Course 1 –

Employee Recognition

The annual awards ceremony is traditionally held during the month 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 in conjunction with National Police Week.

Due to COVID restrictions, the 2020 Annual Awards Ceremony was not able to be held. Below is a list of honorees as well as a list of personnel reaching notable service times.

Drug Buster Medal

Dep. Lawrence Alger
Dep. Samuel Warner

Life Saving Medal

Lt. William White
Sr. Inv. Cliff Alexander
Inv. Timothy Schmidt

Life Saving Medal

Dep. Lawrence Alger
Dep. Samuel Warner

Sheriff's Commendation

Sgt. Frank Lavore
Dep. Ryan Longo
Dep. Ryan Bunce

Unit Citation

Sr. Inv. Cliff Alexander
Inv. Timothy Schmidt
Inv. John Cornwell
Inv. Josh Delmage

Medal of Exceptional Service

Sgt. Trevor Yaeger

Stork Award

E911 Dispatcher Ashley Cristelli

Sheriff's Commendation

Sgt. Jessica Williams

Triumphant Medal

Dep. Alan Bobier

Five Year Service Ribbon		Ten Year Service Ribbon	
Dep. Dylan Tiefenthaler C.O. Tyler Plew Dep. Samuel Warner C.O. Keri Kelly		C.O. Margaret Hogan C.O. Bryan Marsh Sgt. Thomas Gallagher C.O. Dennis Updyke	
Fifteen Year Service Ribbon		Twenty-Five Year Service Ribbon	
Lt. Adam Bessey C.O. Kristine Budinger Sgt. John Delmage C.O. Kenneth Forrest E911 Dispatcher Robert Ervay E911 Dispatcher Elizabeth Struble		Dep. Robert Spallone Captain Shawn Nalepa Dep. Brian Henry	

Community Out-Reach

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. In 2019, 13 children from Tioga County were selected to participate in the program, with all expenses being paid by the NYS Sheriff's Association. Unfortunately in 2020, the Camp was closed due to COVID.

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 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.

Corrections Officer Heather Krohmalney directed the program, and we thank her for volunteering to act as a mentor to the kids while at camp. Many volunteers from each school district are 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. These individuals have made our participation in the camp a success. We would also like to give a special thanks to Owego-Apalachin School District for the bus to get the children to and from camp, Rossi's Pizza for the food and numerous donations from the community to get each child a sleeping bag and sling bag.