

PUBLIC SAFETY COMMITTEE AGENDA
EMERGENCY SERVICES

AUGUST 2, 2022

2:30 PM

- APPROVAL OF MINUTES JULY 5, 2022
- FINANCIAL
 - July YTD Report
- OLD BUSINESS
 - Radio Project Report
 - CAD Project
 - Public Assistance Class
- NEW BUSINESS
 - EMT Fall Class
 - TIMS Seminar
- PERSONNEL
- RESOLUTIONS
 - Amend Resolution #152-22
- PROCLAMATIONS - NONE
- ADJOURNMENT

Financial:

Budget: Within Budget - See attached spreadsheets

Old Business:**Radio Project:**

The radio project continues to move forward with few complications. The Motorola project manager and surveyors from Microwave Solutions Incorporated[®] have been working in the area to design the microwave system that will link all of our radio tower sites together. The engineer from Motorola is currently reviewing the parts list for the components that will be used to build the system. The tentative date that the radio portion of the system will be built and tested at the Motorola staging facility in Schaumburg Illinois is November 30th. Representative from Tioga County will have the opportunity to visit the facility and observe the system at that time. Once that is complete the system will be labeled, disassembled, and shipped to us.

Our negotiations with the owner of the Skyview Dragstrip have ended. The property owner has unexpectedly passed away before we were able to secure a contract. Now that Skyview is not available there are several options. We can collocate our equipment on an existing tower owned by Crown Castle. We can find another location that will provide similar coverage and purchase land, or we can find another location and lease property for the construction of a tower. All of those options are being explored.

We have completed and posted RFPs for the purchase of towers and shelters. Generators can be purchased from State Contract Vendors.

We have received additional questions from the state regarding our project. This is a good sign and means that our application has moved on for review and has not been denied.

CAD Project:

The CAD Project is basically completed. The laptops that will be used in the Sheriff's cars have been ordered. Now we will have to develop a way to keep the data for responses current. This information is necessary primarily for fire and EMS response planning. This is proving to be difficult because we lack the personnel in the Emergency Services Office to enter and maintain the data that is supplied from response agencies.

EMS:

The Center for Governmental Research (CGR) has released the final copy of the EMS Study. There have been several public presentations scheduled for Mr. Bishop and Emergency Services to answer questions regarding the survey.

Emergency Management:

We have requested a Public Assistance Workshop class to be held at the Public Safety Building sometime this year. This class is especially important for local governmental officials who will be working with damage claims from disasters.

Director Simmons will be attending a two day DHSES Threat Assessment Management Team Summit at the State Training Facility in Oriskany. This will be to learn the details of Governor Hochul's Executive Order 18 directing each county and the City of New York to develop and maintain a plan to identify and confront threats of domestic terrorism, including those that are racially or ethnically motivated. Executive Order 18 also directed the New York State Division of Homeland Security and Emergency Services (DHSES) to disburse funding to support the creation and operation of threat assessment management teams comprised of law enforcement, mental health professionals, school officials, and other key stakeholders tasked with identifying, assessing, and mitigating the threat of targeted violence.

New Business:

The fall EMT Class schedule has been released and registration is open for fall EMT Classes.

Deputy Director Williams attended a Statewide Traffic Incident Management seminar in Oriskany where Campville Fire Department was a presenter teaching the proper way to provide traffic control during incidents.

Personnel:

The position of EMS Coordinator is still not filled. Once the report from CGR is complete we will review it for suggestions regarding the needs of this position and move towards posting the job.

Resolutions:

Amend Resolution #152-22 to remove verbiage indicating that we would first attempt to utilize grant funding to cover additional CAD costs. CAD costs are not covered by grant funding. Only the radio portion of the project can be paid for with SICG Grant finding.

REFERRED TO:

PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -22

AMEND RESOLUTION #152-22
AUTHORIZE AMENDED AGREEMENT WITH
MOTOROLA SOLUTIONS CHANGE ORDER #3
EMERGENCY MANAGEMENT

WHEREAS: Resolution #152-22 authorized the additional cost of \$133,020.84 for the following additions to the Computer Aided Dispatch (CAD) Project: add Owego Police to the CAD; Digital Evidence Module for Owego; Pictometry for Mapping; Rapid Notification Module and Data Transfer Costs; and

WHEREAS: Resolution #152-22 erroneously stated available grant funding would be utilized for the additional expenses; and

WHEREAS: E911 Surcharge money should be utilized for this expense as it pertains to the E911 Computer Aided Dispatch (CAD) Project; therefore be it

RESOLVED: That resolution # 152-22 be amended to appropriate \$133,020.84 from the Reserve for E911 as follows:

FROM:

A388903	Reserve for E911	\$133,020.84
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TO:

A3021.520130	Equipment (not car)	\$133,020.84
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TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022_08

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COI
A General Fund							

A3020 Public Safety Communication E

A3020 411400	Emergency Telephon	0	-185,000	-57,936.49	.00	-127,063.51	31.3%*
A3020 433310	State Aid-Enhanced	0	0	.00	.00	.00	.0%
A3020 510010	Full Time	-15,000	563,259	276,050.74	.00	287,208.26	49.0%
A3020 510020	Part Time/Temporar	0	1,000	.00	.00	1,000.00	.0%
A3020 510030	Overtime Pay Only	0	28,000	21,101.51	.00	6,898.49	75.4%
A3020 510050	All Other(On Call,	15,000	27,000	15,113.55	.00	11,886.45	56.0%
A3020 520090	Computer	0	500	.00	.00	500.00	.0%
A3020 520130	Equipment (Not Car	444	444	.00	.00	444.00	.0%
A3020 540000	Contract Expense	0	0	.00	.00	.00	.0%
A3020 540350	Office Equip Maint	300	300	.00	.00	300.00	.0%
A3020 540510	Radio Repairs	0	0	.00	.00	.00	.0%
A3020 540620	Software Expense	0	0	.00	.00	.00	.0%
A3020 540660	Telephone	33,489	33,489	28,183.22	.00	5,305.78	84.2%
A3020 581088	State Retirement F	31,000	31,000	14,043.96	15,585.24	1,370.80	95.6%
A3020 583088	Social Security Fr	54,738	54,738	41,805.48	.00	12,932.58	76.4%
A3020 584088	Workers Compensati	32,335	32,335	24,183.88	.00	8,151.02	74.8%
A3020 584588	Life Insurance Fri	12,243	12,243	8,222.07	.00	4,021.33	67.2%
A3020 585088	Unemployment Insur	0	0	.00	.00	.00	.0%
A3020 585588	Disability Insuran	679	679	438.22	.00	240.38	64.6%
A3020 586088	Health Insurance F	152,703	152,703	101,552.77	.00	51,149.91	66.5%
A3020 588988	Eap Fringe	146	146	94.03	.00	51.57	64.6%
A3021 Enhanced E911							
A3021 411400	Emergency Telephon	0	0	.00	.00	.00	.0%
A3021 520130	Enhanced E911	0	135,000	.00	.00	135,000.00	.0%

A3410 Fire

A3410 415880	Fire/EMS Reimburse	-5,000	-5,000	-2,655.00	.00	-2,345.00	53.1%*
A3410 433060	State Aid-Fire-Sho	0	0	.00	.00	.00	.0%
A3410 433060	SEN10 State Aid-Fir	0	0	.00	.00	.00	.0%
A3410 433200	State Aid-Emergenc	-20,000	-20,000	2,585.00	.00	-22,585.00	-12.9%*
A3410 443050	EMP16 Fed-Aid- EMPG	0	0	.00	.00	.00	.0%
A3410 510010	Full Time	0	0	.00	.00	.00	.0%
A3410 510020	Part Time/Temporar	31,652	31,652	14,138.86	.00	17,513.14	44.7%
A3410 510050	All Other(On Call,	10,000	10,000	263.73	.00	9,736.27	2.6%
A3410 520020	Audio Visual Equip	3,000	3,000	409.27	.00	2,590.73	13.6%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANSFERS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3410 520030 Batteries (Portabl	1,200	0	1,200	.00	.00	1,200.00	.0%
A3410 520080 Clothing	500	0	500	.00	.00	500.00	.0%
A3410 520130 Equipment (Not Car	9,000	0	9,000	3,093.01	.00	4,461.67	50.4%
A3410 520130 EMP16 Equipment (No	0	0	0	.00	1,445.32	.00	.0%
A3410 520160 Fire & Alarms Equi	400	0	400	344.00	.00	.00	.0%
A3410 520190 Nursing Equipment	4,500	1,133	5,633	1,095.46	464.00	56.00	86.0%
A3410 520191 Emergency Equipment	0	626,176	626,176	327,778.60	.00	4,073.04	27.7%
A3410 520215 Personal Protectiv	6,000	5,757	11,757	.00	.00	298,397.86	52.3%
A3410 521130 SEN10 Equipment (No	5,000	0	5,000	.00	.00	11,756.51	.0%
A3410 530100 Data Processing	0	0	0	.00	.00	5,000.00	.0%
A3410 530141 Gis	0	0	0	.00	.00	.00	.0%
A3410 530300 Legal	0	0	0	.00	.00	.00	.0%
A3410 540000 Contract Expense	0	0	0	.00	.00	.00	.0%
A3410 540070 Car Maintenance	2,000	0	2,000	.00	.00	.00	.0%
A3410 540140 Contracting Servic	23,000	0	23,000	36.24	.00	1,963.76	1.8%
A3410 540140 M7674 Contracting S	0	0	0	750.00	.00	22,250.00	3.3%
A3410 540140 EMP16 Contracting S	0	25,400	25,400	12,700.00	.00	12,700.00	50.0%
A3410 540144 Ems Instructors	0	0	0	.00	.00	.00	.0%
A3410 540180 Dues	10,000	0	10,000	5,391.82	.00	4,608.18	53.9%
A3410 540220 Automobile Fuel	1,200	0	1,200	602.30	.00	597.70	50.2%
A3410 540320 Leased/Service Equ	2,000	0	2,000	228.28	57.85	1,713.87	14.3%
A3410 540330 Legal Fees	1,000	0	1,000	319.55	.00	680.45	32.0%
A3410 540340 Literature	0	0	0	.00	.00	.00	.0%
A3410 540350 Office Equip Maint	5,000	0	5,000	855.45	65.00	4,079.55	18.4%
A3410 540360 Meals/Food	500	0	500	.00	.00	500.00	.0%
A3410 540370 Medical Expense	100	0	100	.00	.00	100.00	.0%
A3410 540390 Mileage Expense	1,000	0	1,000	.00	.00	1,000.00	.0%
A3410 540410 Nursing Supplies	4,000	0	4,000	1,909.07	.00	2,090.93	47.7%
A3410 540480 Postage	1,500	0	1,500	.00	.00	1,500.00	.0%
A3410 540485 Printing/Paper	250	0	250	67.41	.00	182.59	27.0%
A3410 540560 Repairs	300	0	300	208.50	.00	91.50	69.5%
A3410 540620 Software Expense	1,500	0	1,500	.00	.00	1,500.00	.0%
A3410 540630 Stationery Supplie	500	0	500	.00	.00	500.00	.0%
A3410 540640 Supplies (Not Offi	1,500	0	1,500	291.11	.00	1,208.89	19.4%
A3410 540660 Telephone	1,500	0	1,500	102.43	.00	1,397.57	6.8%
A3410 540731 Training/State Req	2,000	0	2,000	509.80	.00	1,490.20	25.5%
A3410 540733 Training/All Other	0	0	0	.00	.00	.00	.0%
A3410 581088 State Retirement F	2,500	0	2,500	1,117.18	.00	1,382.82	44.7%
A3410 583088 Social Security Fr	7,587	0	7,587	4,909.72	.00	2,677.60	64.7%
A3410 584088 Workers Compensati	2,246	0	2,246	1,153.46	.00	1,093.00	51.3%
A3410 584588 Life Insurance Fri	4,898	0	4,898	2,061.63	.00	2,836.39	42.1%
A3410 585088 Unemployment Insur	0	0	0	.00	.00	.00	.0%
A3410 585588 Disability Insuran	0	0	0	.00	.00	.00	.0%
A3410 586088 Health Insurance F	0	0	0	98.51	.00	-98.51	100.0%*



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANSFERS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3410 588988 Eap Fringe	59	0	59	23.57	.00	35.11	40.2%
A3640 Emergency Mgmt Office							
A3640 427010 COVID19 Refunds Of Pr	0	0	0	.00	.00	.00	.0%
A3640 433080 State Aid-C837990	0	0	0	.00	.00	.00	.0%
A3640 435100 COVID19 State Aid-Fem	0	0	0	.00	.00	.00	.0%
A3640 436574 Hazard Mitigation	0	0	0	.00	.00	.00	.0%
A3640 443050 Federal Aid-Civil	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP16 Federal Aid-C	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP17 Federal Aid-C	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP18 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP19 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP20 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 443050 EMP21 Fed-Aid- EMPG	0	0	0	.00	.00	.00	.0%
A3640 445100 COVID19 Federal Aid-F	0	0	0	.00	.00	.00	.0%
A3640 510010 Full Time	75,909	0	75,909	43,204.10	.00	32,704.90	56.9%
A3640 510020 Part Time/Temporar	29,324	0	29,324	16,411.93	.00	12,912.07	56.0%
A3640 510030 Overtime Pay Only	10,000	0	10,000	3,105.74	.00	6,894.26	31.1%
A3640 510050 All-Other(On Call,	0	0	0	.00	.00	.00	.0%
A3640 520090 Computer	0	0	0	.00	.00	.00	.0%
A3640 530100 Data Processing	0	0	0	.00	.00	.00	.0%
A3640 530300 Legal	0	0	0	.00	.00	.00	.0%
A3640 530330 Shared Services -P	0	0	0	.00	.00	.00	.0%
A3640 540000 Contract Expense	0	0	0	.00	.00	.00	.0%
A3640 540010 Advertising	700	-402	298	.00	.00	.00	.0%
A3640 540070 Car Maintenance	2,000	402	2,402	669.67	.00	297.62	27.9%
A3640 540090 Clothing	500	0	500	.00	.00	.00	.0%
A3640 540140 HMEI7 Contracting S	0	0	0	.00	.00	.00	.0%
A3640 540141 Gis Create & Maint	0	0	0	.00	.00	.00	.0%
A3640 540180 Dues	0	0	0	.00	.00	.00	.0%
A3640 540220 Automobile Fuel	2,500	0	2,500	2,138.59	285.35	76.06	97.0%
A3640 540360 COVID19 Meals/Food	0	0	0	.00	.00	.00	.0%
A3640 540390 Mileage Expense	0	0	0	.00	.00	.00	.0%
A3640 540420 COVID19 Office Suppli	0	0	0	.00	.00	.00	.0%
A3640 540420 Office Supplies	500	0	500	.00	.00	500.00	.0%
A3640 540510 Radio Repairs	500	0	500	.00	.00	500.00	.0%
A3640 540540 Reimbursements	0	0	0	.00	.00	.00	.0%
A3640 540560 Repairs	500	0	500	.00	.00	500.00	.0%
A3640 540581 Security Systems &	0	0	0	.00	.00	.00	.0%
A3640 540640 COVID19 Supplies (Not	0	0	0	.00	.00	.00	.0%
A3640 540660 Telephone	3,000	0	3,000	651.74	479.94	1,868.32	37.7%
A3640 540733 Training/All Other	1,000	0	1,000	.00	.00	1,000.00	.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022_08

ACCOUNTS FOR: A	General Fund	ORIGINAL APPROP	TRANSFRS/ ADJUSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A3640 581088	State Retirement F	0	0	0	1,612.70	.00	-1,612.70	100.0%*
A3640 583088	Social Security Fr	7,413	0	7,413	4,134.24	.00	3,278.68	55.8%
A3640 584088	Workers Compensati	2,398	0	2,398	1,713.21	.00	684.43	71.5%
A3640 584588	Life Insurance Fri	0	0	0	.00	.00	.00	.0%
A3640 585088	Unemployment Insuran	0	0	0	.00	.00	.00	.0%
A3640 585588	Disability Insurance	68	0	68	36.54	.00	31.32	53.8%
A3640 586088	Health Insurance F	25,721	0	25,721	13,598.48	.00	12,122.02	52.9%
A3640 588988	Eap Fringe	29	0	29	19.59	.00	8.92	68.7%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,037,288	793,465	1,830,754	940,538.69	18,382.70	871,832.23	52.4%

** END OF REPORT - Generated by Rockwell, Diane **



Tioga County YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

Field #	Total	Page Break
Sequence 1	N	Y
Sequence 2	N	N
Sequence 3	N	N
Sequence 4	N	N

Report title:

YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.

Print totals only: N

Print Full or Short description: F

Print full GL account: N

Format type: 1

Double space: N

Suppress zero bal accts: N

Include requisition amount: N

Print Revenues-Version headings: N

Print revenue as credit: Y

Print revenue budgets as zero: N

Include Fund Balance: N

Print journal detail: N

From Yr/Per: 2020/1

To Yr/Per: 2020/12

Incl encumb/liq entries: Y

Sort by JE # or PO #: J

Detail format option: 1

Include additional JE comments: N

Multiyear view: D

Amounts/totals exceed 999 million dollars: N

Year/Period: 2022/ 8

Print MTD Version: N

Roll projects to object: N

Carry forward code: 1

Find Criteria
Field Name Field Value

Org a3020|A3021|A3410|A3640

Object

Project

Rollup code

Account type

Account status

PUBLIC SAFETY MEETING

July 5, 2022

The regular meeting of Public Safety, Probation, Office of Emergency Services, Coroner, and Stop DWI was held in the Legislative Conference Room at the Ronald E. Dougherty Office Building, 56 Main St., on Tuesday July 5, 2022 at 2:30 PM.

Present:

Dennis Mullen	Chair, Public Safety
Marte Sauerbrey	Chair, Legislator
Edward Hollenbeck	Legislator
Barb Roberts	Legislator
William Standinger	Legislator
Brian Cain	Director, Probation
Mike Simmons	Director, Emergency Services
Robert Williams	Deputy Director, Emergency Services
Sheriff Gary Howard	Sheriff's Office

Guest:

Cathy Haskell	Legislative Clerk
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APPROVAL OF MINUTES:

Approval of June 7, 2022 minutes:

Legislator Standinger made the motion, seconded by Legislator Hollenbeck to approve the June 7, 2022 Public Safety minutes. Approved.

PROBATION – Brian Cain

FINANCIAL:

2022 Budget on target
\$2,292 in restitution and surcharge collected in June
Probation Director has created a budget team to start preparing the 2023 budget within the constraints established by the legislature.

CURRENT BUSINESS:

- Staffing –Angela Zito has assumed the Accounting Associate III position, and is doing well learning the procedures of the Probation Department.
- Probation Officer Cheri Roys resigned effective 6/16/22. Also, newly hired Probation Officer Dunham submitted her two week notice, relocating to Virginia.
- Significant supervision cases: One high risk and one high profile supervision case; Pennsylvania authorities issued a warrant for the probationer, and he has been returned to PA to sentencing court.
- Defendant from Waverly charged with Robbery in the Third Degree.

- Probation Director attended the Council of Probation Administrators conference in Niagara Falls. Very useful presentations and discussion as well as statewide updates.
- Veteran mentor program is being put in motion, expanding to Tompkins County
- JD Services: 4 youth currently in juvenile sex offender treatment
- ATI Programs – Electronic Monitoring phone app is working well, everyone keeps their phone charged. Cost efficient 75 cents day vs. \$3.65 for ankle bracelet
- Community Service -WWP still paused, program to resume in mid-July
- Court ordered investigations – 46 active investigations in Tioga County courts. 200 individuals on probation, caseloads are rising, staffing is down, very busy for department.

PERSONNEL:

- One vacant Probation Officer 1 position
- One unfunded Probation Officer position

RESOLUTIONS:

None

OFFICE of EMERGENCY MANAGEMENT – Mike Simmons:

FINANCIAL

- Budget is on track.

OLD BUSINESS:

- Radio Project: No new information regarding the 2022 Statewide Interoperable Communications Grant. Our application was accepted last month.
- County Attorney is continuing discussion with the owner of the Sky View Dragstrip in an effort to obtain a parcel of property
- CAD Project: New CAD system is functioning very well. Dispatch personnel are becoming increasingly efficient. Becoming apparent that the system will require a significant amount of time to keep the data accurate and up to date. Fire department now sending us the response plans they have developed for each address in their districts.
- Working with IT to replace the computers in the Sheriff's patrol cars. In addition, the mounting brackets, Verizon modems and antennas will also need to be replaced. Amending previous resolution to include laptops, and equipment to connect the Sheriff's vehicles \$85,000.
- EMS Study: CGR has released draft copy of study. Report is overdue and final is due on 7/22/222.
- Schuyler County has advised us that they are planning to purchase a used ambulance and hire 25 EMS personnel to fill the gaps in Ambulance Response.

- Emergency Management:
 - We have requested a Public Assistance Workshop for local governmental officials who will be working with damage claims from disasters.

NEW BUSINESS: None

PERSONNEL:

- EMS Coordinator position still not filled. Once the report from CGR is complete we will review it for suggestions regarding the needs of this position and move towards posting the job.

RESOLUTIONS:

Amend Resolution #194-22 to Modify 2022 Budget and Appropriation of Funds from E911 Reserve.

SHERIFF'S OFFICE – Sheriff Gary Howard

FINANCIAL: Revenues are at \$371,201 which is 73% of the budget. Expenditures are at \$5,297,363 which is 53% of the budget. Inmate Boarders are at \$248,198 which is 165% of the budget.

PERSONNEL:

- Civil Office – all positions filled.
- Corrections Division – Currently 4 open positions
- There are 2 open part time Cook positions.
- Road Patrol – 1 Deputy currently on light duty; 3 deputies attending police academy, 1 at the Broome County Academy, 2 are in their field training phase; There are 2 open Deputy positions and 2 unfunded Deputy positions. Conditional offers have been made for the 2 open positions.
- E911 Center – currently 1 open full time and 1 open part-time Dispatcher position
- Records – All positions are filled
 - Linstar ID Cards & Pistol Permit equipment outdated, to be replaced at cost of approximately \$3000
- Administration – All positions are filled.

Current Projects:

- I Tough system still waiting on software configurations
- Spillman updates are still being completed.
- Black Creek – new monitor installed
- Tru-Narc training ongoing
- Working on implementation of the MAT Program in the jail, projected to start in September.
- Jail camera project pricing complete working with Black Creek to order.

RESOLUTIONS: None

ADJOURNED:

Legislator Mullen moved that the meeting be adjourned, and this was agreed upon at 3:04pm.

Respectfully submitted,

Debora J. Stubecki
Office Specialist III - Office of Emergency Services
July 5, 2022

DRAFT