



**Commission of
Correction**

THOMAS A. BEILEIN
Chairman

PHYLLIS HARRISON-ROSS, M.D.
Commissioner

THOMAS J. LOUGHREN
Commissioner

M E M O R A N D U M

TO: COMMISSION MEMBERS
FROM: Brian Callahan, General Counsel *BAC*
RE: AGENDA FOR COMMISSION MEETING
DATE: July 19, 2016 at 11:00AM

I. MINUTES

SCOC

June 28, 2016

CPCRC

July 14, 2016

MRB

Administrative Closures

II. VARIANCES

A. Dutchess County Jail

15-V-01

(Section 7040.3 Facility Population Limitation)

B. Greene County Jail

14-V-02

(Section 7028.4(a)(b) Exercise Areas and Equipment)

C. Herkimer County Jail

06-V-05

(Section 7028.4(a)(b) Exercise Areas and Equipment)

D. Onondaga County Justice Center

13-V-03

(Section 7040.3 Facility Population Limitation)

E. Onondaga County Penitentiary
02-V-10
(Section 7040.3 Facility Population Limitation)

F. Otsego County Jail
New Variance
(Section 7040.3 Facility Population Limitation)

G. Tompkins County Jail
09-V-04
(Section 7040.3 Facility Population Limitation)

III. MFC

H. Otsego County Jail
MFC Reformulation

IV. CONSTRUCTION

I. Goshen Secure Center
Rehabilitate Kitchen and Dining Areas Project

**J. New York City Department of Correction
Manhattan Detention Center**
Construction of Exercise Pens on the 11th Floor Roof South Tower

K. Rockland County Jail
Conversion of a Housing Area into a Suicide Watch Dorm



Commission of Correction

THOMAS A. BEILEIN
Chairman

PHYLLIS HARRISON-ROSS, M.D.
Commissioner

THOMAS J. LOUGHREN
Commissioner

MINUTES

LOCATIONS:

STATE COMMISSION OF CORRECTION
Alfred E. Smith State Office Building
80 So. Swan Street, 12th Floor
Albany, New York 12210-8001

EMPIRE STATE DEVELOPMENT
633 Third Avenue, 33rd Floor
New York, New York 10017

DATE OF MEETING: June 28, 2016

Chairman Beilein called the meeting to order at 11:00am.

PRESENT:

Thomas Beilein, Chairman
Thomas Loughren, Commissioner
Phyllis Harrison-Ross, M.D., Commissioner (**Participated from NYC Office Above**)
Tricia Amati, Assistant to Chairman/Commissioners
Richard Kinney, Director of Operations
Brian Callahan, General Counsel
Debbie Slack-Bean, Senior Attorney
Terry Moran, Supervisor, Capital West
Christopher Ost, Forensic Unit, Supervisor
Keith Zobel, Supervisor, Metro/LI
Justin Mason, Deputy Director of Public Information

DATE: June 28, 2016 at 11:00AM

I. MINUTES

SCOC May 17, 2016	Approved Unanimous Ross/Loughren
CPCRC June 9, 2016	Approved Unanimous Loughren/Ross
MRB June 2, 2016 Meeting	Approved Unanimous Ross/Loughren
Administrative Closures	Approved Unanimous Ross/Loughren

The meeting resumed at 12:06pm. Motion was made by Commissioner Harrison-Ross, M.D. to ratify actions taken in Executive Session regarding MRB and Construction items, seconded by Commissioner Loughren.

Commissioner Loughren made a motion to adjourn at 12:06pm which was seconded by Commissioner Harrison-Ross, M.D.

Respectfully submitted,

Tricia Amati
Assistant to Chairman/Commissioners



Commission of Correction

THOMAS A. BEILEIN
Chairman

PHYLLIS HARRISON-ROSS, M.D.
Commissioner

THOMAS J. LOUGHREN
Commissioner

EXECUTIVE SESSION

MINUTES

LOCATIONS:

STATE COMMISSION OF CORRECTION
Alfred E. Smith State Office Building
80 So. Swan Street, 12th Floor
Albany, New York 12210-8001

EMPIRE STATE DEVELOPMENT
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PRESENT:

Thomas Beilein, Chairman
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Tricia Amati, Assistant to Chairman/Commissioners
Richard Kinney, Director of Operations
Brian Callahan, General Counsel
Debbie Slack-Bean, Senior Attorney
Terry Moran, Supervisor, Capital West
Christopher Ost, Forensic Unit, Supervisor
Keith Zobel, Supervisor, Metro/LI
Justin Mason, Deputy Director of Public Information

Commissioner Loughren made a motion to go into executive session at 11:16am to discuss Construction and MRB items, which was seconded by Commissioner Harrison-Ross, M.D.

Commissioner Harrison-Ross, M.D. made a motion to exit Executive Session and return to general session at 12:05pm, which was seconded by Commissioner Loughren.

The meeting resumed at 12:06pm. Motion was made by Commissioner Harrison-Ross, M.D. to ratify actions taken in Executive Session regarding MRB and Construction items, seconded by Commissioner Loughren.

Commissioner Loughren made a motion to adjourn at 12:06pm which was seconded by Commissioner Harrison-Ross, M.D.

Respectfully submitted,

Tricia Amati
Assistant to Chairman/Commissioners

Name of Facility: Dutchess County Jail Variance # 15-V-01

New: Renewal: X

Relief from Standard: 7040

Application by: Sheriff Anderson

Date Request Rec: 5-31-16

Last Approved: 4-19-16

Length of Approval: 60 Days Expiration: 8/1/16

Write-up Prepared by: Cynthia Diaz

Recommendation by Field Staff: Approve

Approve for: 6 Months

Recommendation at Briefing:

Final Recommendation:

SUMMARY OF VARIANCE REQUEST

Sheriff Anderson is requesting an extension of Variance 15-V-01, which permits the establishment of beds in the following modular housing areas (currently under construction):

A Pod: 48 beds
 B Pod: 52 beds
 C Pod: 48 beds
 D Pod: 52 beds

RECOMMENDED CONDITIONS

It is recommended that this variance request be granted for a period of six (6) months with the stipulation that the following conditions are observed:

1. The facility shall not exceed the temporary capacities in any of the modular housing areas as listed below:
 - A Pod: 48 beds
 - B Pod: 52 beds
 - C Pod: 48 beds
 - D Pod: 52 beds
2. Dutchess County shall observe all conditions and milestones as set forth in the March 2014 Memorandum of Agreement, July 2014 amendment, and February 2016.
3. Dutchess County shall observe all requirements as set forth in the 2015 Position and Staffing Analysis for the Dutchess County Jail as they pertain to the new modular housing areas and ancillary functions.

OTHER VARIANCES IN EFFECT – None

STAFF INFORMATION AFTER SITE VISIT (DATE OF LAST VISIT TO FACILITY):

Commission staff have toured the modular housing areas and found them to be in compliance with all applicable standards.

DATE OF LAST CYCLE VISIT THAT STANDARD VIOLATIONS WERE IDENTIFIED: 10/15

ANY OPEN MINIMUM STANDARD VIOLATIONS: NONE

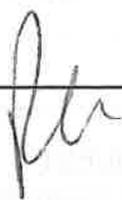
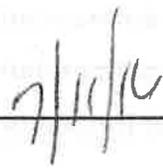
ANY VIOLATIONS WHICH PERTAIN TO THE VARIANCE'S CONDITIONS: NONE

JUSTIFICATION FOR WHY VARIANCE SHOULD OR SHOULD NOT BE EXTENDED:

To date, Dutchess County has met all conditions of the March 2014 Memorandum of Agreement, July 2014 amendment, and February 2016 amendment.

REVIEWED BY REGIONAL SUPERVISOR:

DATE:

OFFICIAL USE ONLY:

NOTES OF MEETING: _____



New York State
Commission of Correction
80 Wolf Road
Albany, New York 12205
518-485-2465
518-485-2467 (Fax)

New	_____
Renewal	_____
Variance #	_____
(SCOC USE ONLY)	

Thomas A. Beilein
Chairman

Variance Application Form

INSTRUCTIONS TO SHERIFF OR CHIEF ADMINISTRATIVE OFFICER:

Pursuant to New York State Minimum Standards Part 7050, Variances, please complete all portions of this form and mail or fax this form Attn: Chairman/Commissioner to the address or fax number listed above.

Facility: Dutchess County Jail

Person requesting: Adrian H. Anderson

(Sheriff/Chief Administrative Officer)

- A. State the specific part, section and subdivision of New York State Minimum Standards for which the variance is requested: Example: 7040.3 states that, the total number of inmates confined within each correctional facility shall not exceed the maximum facility capacity of such facility. To request a variance to house additional inmates within the facility the citation should be listed as:

Ex. Part: 7040 Section: 3 Subdivision: n/a

Standard for which the variance is requested:

Part: 4040 Section: 3 Subdivision: _____

- B. In the space provided below include specific plans fully explaining and supporting the alternative manner of compliance. If you are requesting a modification to an existing variance please include that information in the area below as well. (Include or attach any relevant supporting documentation)

The Dutchess County Sheriff's Office is requesting to continue variance 15-V-01 to our current MFC at the Dutchess County Jail. On February 18th 2015 the Commission approved this variance in compliance with the provisions of 9NYCRR, Part 7040.3.

- C. In the space provided below include a detailed description regarding why this variance is necessary. (Include or attach any relevant supporting documentation)

The Dutchess County Sheriff's Office is requesting to renew variance 15-V-01 to our current MFC at the Dutchess County Jail. Without this variance the Dutchess County Jail would have to house out more than 150 inmates a day in other jail institutions.

- D. Provide the amount of time for which the variance is requested, if applicable:

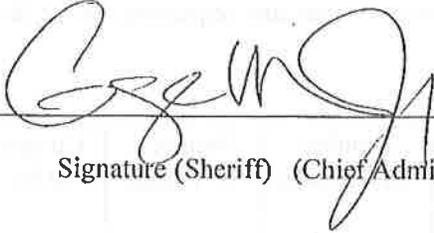
_____ Days _____ Weeks 48 Months

- E. If this variance request is approved, what plans, provisions and timetables are in place for achieving full compliance with the Minimum Standard at issue such as adding to the MFC, etc. (Use additional sheets to provide additional supporting documentation, if necessary).

On March 18th, 2014 the SCOC, Dutchess County Executive, Dutchess County Sheriff and the County of Dutchess entered into a Memorandum of Agreement ("MOA") by which the SCOC agrees in principle with the use of a temporary facility for the purpose of housing up to 200 inmates subject to the terms and conditions set forth within. The MOA states a schedule which includes timetables and milestones leading to the completion of new permanent correctional space and beds to satisfy the requested variance.

G. Has this variance been previously approved?

Yes If yes, include the variance number 15-V-01 No



5/31/2016

Signature (Sheriff) (Chief Administrative Officer)

Date

Additional copies of this form can be obtained by contacting the Commission, or online at www.scoc.state.ny.us. Click on table of contents, Commission Forms, Request for a Variance (Formal application statement).

(SCOC Form #V-1)
(07/06)



Dutchess County Sheriff's Office

150 North Hamilton Street, Poughkeepsie, NY 12601

Adrian H. Anderson
Sheriff

Kirk A. Imperati
Undersheriff

George V. Krom Jr.
Corrections
Administrator

Main (845) 486-3900
Fax (845) 486-3913



May 31, 2016

Thomas A. Beilein
Chairman/Commissioner
New York State Commission of Correction
Alfred E. Smith State Office Building
80 South Swan Street, 12th Floor
Albany, New York 12210

Subject: Dutchess County Jail – Request to extend variance 15-V-01

Dear Chairman Beilein:

The Dutchess County Sheriff's Office is requesting to continue its variance to our current Maximum Facility Capacity. Dutchess County continues to work towards the construction of a new facility that will significantly increase the capacity of the Dutchess County.

If I may be of further assistance, or if clarification of any of the attached information is required, please do not hesitate to contact me.

Respectfully,

George V. Krom Jr.
Correction Administrator
Dutchess County Jail

Cc: Sheriff Anderson
Undersheriff Kirk Imperati

"TAKING PRIDE IN DUTCHESS COUNTY"

Name of Facility: Greene County Jail**Variance #** 14-V-02

New: **Renewal:** X**Relief from Standard:** 7028.4**Application by:** Superintendent Spitz**Date Request Rec:** 6/1/2016**Last Approved:** 1-20-16**Length of Approval:** 6 Months**Expiration:** 8-1-2016**Write-up Prepared by:** Terrence Moran**Recommendation by Field Staff:** Approve for 6 Months**Recommendation at Briefing:****Final Recommendation:**

SUMMARY OF VARIANCE REQUEST

The facility is requesting a six month extension for variance 14-V-02 which authorizes the county to use an exercise yard for the purpose of providing prisoners outdoor exercise that does not meet the requirements of 7028.4.

RECOMMENDED CONDITIONS

1. No more than 8 inmates will utilize the outdoor exercise yard at one time.
2. The facility will schedule sufficient exercise periods to ensure that all inmates receive the required exercise pursuant to Part 7028, Exercise.
3. The facility administration shall provide the Commission with status reports on the jail construction project as part of any future extension requests.

OTHER VARIANCES IN EFFECT – None**STAFF INFORMATION AFTER SITE VISIT (DATE OF LAST VISIT TO FACILITY):**

Moran and Clark visited on April 27, 2016 and found the facility was observing the conditions of the variance.

DATE OF LAST CYCLE VISIT THAT STANDARD VIOLATIONS WERE IDENTIFIED:

March 2016

ANY OPEN MINIMUM STANDARD VIOLATIONS:

- Policies/Procedures outdated and do not reflect actual operations
- Blanket use of suicide smocks
- Broken cell and basement windows
- CL §137.6 and 500-k (locking inmates in for a preponderance of the day)
- Grievance Program – not a functional program (grievances not processed)
- Staffing – short one sergeant and 4 full-time correction officers

ANY VIOLATIONS WHICH PERTAIN TO THE VARIANCE'S CONDITIONS:

NONE

JUSTIFICATION FOR WHY VARIANCE SHOULD OR SHOULD NOT BE EXTENDED:

The county continues to move forward with plans for the construction of a new county jail. This includes:

1. SCOC previously approved a site on the grounds of the NYSDOCCS Coxsackie and Greene Correctional Facilities.
2. A Needs Assessment program has been completed and is currently under review by the county.
3. An architectural firm has been hired to design the new facility.
4. SCOC staff are providing technical assistance on the proposed housing unit needs.
5. SCOC staff will be providing technical assistance on inmate classification for the new facility in the coming months.

REVIEWED BY REGIONAL SUPERVISOR:

TM DATE: 7/7/16

OFFICIAL USE ONLY:

NOTES OF MEETING: _____



**New York State Commission of
Correction**

80 S. Swan Street, 12th Floor

Albany, New York 12205

518-485-2465

518-485-2467 (Fax)

**Thomas A. Beilein
Chairman**

New _____

Renewal _____

Variance # _____

(SCOC USE ONLY)

Variance Application Form

INSTRUCTIONS TO SHERIFF OR CHIEF ADMINISTRATIVE OFFICER:

Pursuant to New York State Minimum Standards Part 7050, Variances, please complete all portions of this form and mail or fax this form Attn: Chairman/Commissioner to the address or fax number listed above.

Facility: Greene

Person requesting: Michael Spitz

(Sheriff/Chief Administrative Officer)

- A. State the specific part, section and subdivision of New York State Minimum Standards for which the variance is requested: Example: 7040.3 states that, the total number of inmates confined within each correctional facility shall not exceed the maximum facility capacity of such facility. To request a variance to house additional inmates within the facility the citation should be listed as:

Ex. Part: 7040 Section: 3 Subdivision: n/a

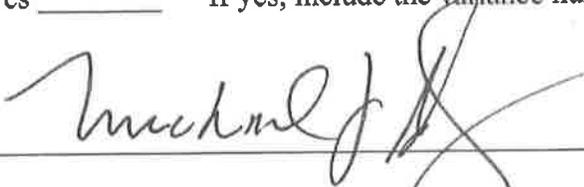
Standard for which the variance is requested:

Part: 7028 Section: 4-b Subdivision: _____

- B. In the space provided below include specific plans fully explaining and supporting the alternative manner of compliance. If you are requesting a modification to an existing variance please include that information in the area below as well. (Include or attach any relevant supporting documentation)

G. Has this variance been previously approved?

Yes If yes, include the variance number 14-V-02 No



Signature (Sheriff) (Chief Administrative Officer) 6/1/2016
Date

Additional copies of this form can be obtained by contacting the Commission, or online at www.scoc.ny.gov. Click on table of contents, Commission Forms, Request for a Variance (Formal application statement).

Name of Facility: Herkimer County Jail

Variance # 06-V-05

New: Renewal:

Relief from Standard: 7028.4

Application by: Sheriff Christopher Farber

Date Request Rec: 5/24/16

Last Approved: 1/20/2016

Length of Approval: 6 Months

Expiration: 08/01/16

Write-up Prepared by: Chester Martinez

Recommendation by Field Staff: Approve for 6 months

Recommendation at Briefing:

Final Recommendation:

SUMMARY OF VARIANCE REQUEST

The facility is requesting a continued extension of variance 06-V-05 which authorizes the county to use a temporary exercise yard for the purpose of providing prisoners outdoor exercise. The State Supreme Court recently ruled in favor of Herkimer County in its case against the Village of Herkimer. The Village of Herkimer has until July 8, 2016 to perfect its appeal.

RECOMMENDED CONDITIONS

Commission staff recommends that the following conditions be included in the approval letter:

1. No more than 10 inmates will utilize the temporary yard at one time.
2. The facility will schedule sufficient exercise periods to ensure that all inmates receive the required exercise pursuant to Part 7028, Exercise.
3. The facility administration shall fully comply with all of the requirements of Correction Law 500-b and 9NYCRR, Part 7013, Classification, by requiring that inmates of different security classifications not be commingled in any housing areas.

VARIANCE HISTORY

2016	Recommendation	Approval
	Action Taken	Approved at Meeting 1/20/16
	Length of Variance	6 Months
	Conditions, if changed	
2015	Recommendation	Approval
	Action Taken	Approved at Meeting 10/20/15
	Length of Variance	90 Days
	Conditions, if changed	
2015	Recommendation	Approval
	Action Taken	Approved at Meeting 5/19/15
	Length of Variance	6 Months
	Conditions, if changed	

SCOC VARIANCE WRITE-UP FORM: EFFECTIVE JANUARY 2010

2014	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved at Meeting 11/18/14 6 Months
2014	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved at Meeting 5/20/14 6 Months
2013	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved at Meeting 11/19/2013 6 Months
2013	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved at Meeting 5/21/2013 6 Months
2013	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved at Meeting 2/19/2013 90 Days
2012	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved at Meeting 11/20/12 90 Days
2012	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved at Meeting 8/14/12 90 Days
2012	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved at 05/15/12 Meeting 90 Days
2012	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved at 01/17/12 Meeting 120 Days
2011	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved at 10/18/11 Meeting 90 Days

SCOC VARIANCE WRITE-UP FORM: EFFECTIVE JANUARY 2010

2011	Recommendation	Approval
	Action Taken	Approved at 04/19/11 Meeting
	Length of Variance	90 Days
	Conditions, if changed	
2011	Recommendation	Approval
	Action Taken	Approved at 2/15/11 Meeting
	Length of Variance	90 Days
	Conditions, if changed	
2010	Recommendation	Approval
	Action Taken	Approved at 10/10 Meeting
	Length of Variance	30 Days
	Conditions, if changed	
2010	Recommendation	Approval
	Action Taken	Approved at 7/10 Meeting
	Length of Variance	90 Days
	Conditions, if changed	
2010	Recommendation	Approval
	Action Taken	Approved at 4/10 Meeting
	Length of Variance	60 Days
	Conditions, if changed	
2010	Recommendation	Approval
	Action Taken	Approved at 2/10 Meeting
	Length of Variance	90 Days
	Conditions, if changed	
	Conditions, if changed	

CONSTRUCTION/RENOVATION PLANS

04/29/2016

Chester Martinez completed an on-site assessment of facility compliance with the variance conditions set forth in 06-V-05. See comments under *Summary of Variance Request*.

08/25/2015

Elisha Hamilton completed an on-site assessment of facility compliance with the variance conditions set forth in 06-V-05. See comments under *Summary of Variance Request*.

08/28/14

Terrence Moran and Elisha Hamilton completed an on-site assessment of facility compliance with the variance conditions set forth in 06-V-05. See comments under *Summary of Variance Request*.

03/17/14

Elisha Hamilton completed an on-site assessment of facility compliance with the variance conditions set forth in 06-V-05. See comments under *Summary of Variance Request*.

10/24/13:

Terrence Moran and William Benjamin completed an on-site assessment of facility compliance with variance conditions set forth in 06-V-05. See comments under *Summary of Variance Request*.

4/11/13:

Cynthia Diaz completed an on-site assessment of facility compliance with the variance conditions set forth in 06-V-05. According to County Administrator James Wallace, the Village of Herkimer has perfected their appeal and Herkimer County is scheduled to be heard in September 2013. They would anticipate a decision in mid-November 2013.

1/29/13:

Terrence Moran and Cynthia Diaz met with Sheriff Farber and his executive team to discuss the status of the new jail project. It was reported that Herkimer County was victorious in their court case against the Village of Herkimer. The Village of Herkimer had until February 19, 2013 to file a 'notice of appeal'.

08/03/12:

Larry Roe met with Captain McGrail and Lieutenant Adams to discuss the status of the New Jail project and the Courts determination regarding the County's lawsuit against the Village of Herkimer. Captain McGrail and Lieutenant Adams had no new information to offer other than the County thought they would have received a decision from the judge by May or June of 2012. Captain McGrail and Lieutenant Adams also advised that they are unaware of when the judge will make a decision, and that they believe that the Judge was under no time restriction to render a determination. Captain McGrail and Lieutenant Adams further advised that the two issues (zoning change that would preclude Herkimer County from building a jail & the authorization for sewer connection) are still in the courts awaiting a decision from the judge. As for the construction project, the cell bids were received and extended due to no decision from the Judge regarding the aforementioned court matters.

04/25/12:

Terry Moran and Bill Benjamin met with Sheriff Farber and several Herkimer County Officials to discuss the status of the project. The following information was provided to Commission staff:

- To date, the Village of Herkimer has rejected several offers to settle the issues of sewer and water, as well as the recently enacted zoning law.
- The county awaits a decision concerning their lawsuit against the Village of Herkimer.
- Bids for the pre-cast cell construction have been returned. No action can be taken until the court decision is rendered.

03/27/12:

Sheriff Farber submitted to Chairman Beilein a letter of request to extend Variance 06-V-05 for 180 days and advised that the County continues to move forward with the construction of a new correctional facility. Sheriff Farber also submitted within the letter of request for the aforementioned variance extension, a copy of a letter that was written to him (Sheriff Farber) from Herkimer County Administrator James Wallace. Administrator Wallace's letter, dated March 27, 2012, advised that the County continues to move forward with the construction of a new Herkimer County Correctional Facility at the Route 28 site in Herkimer. It also advised that the County is currently in court with the Village of Herkimer over two issues; a zoning change that would prohibit Herkimer County from building a jail; and the authorization for a sewer connection that the County was denied by the Village of Herkimer. Administrator Wallace concluded by writing that the County has their Correctional Facility cell package out for bid.

12/07/11:

Sheriff Farber submitted to Chairman Beilein a letter of request to extend Variance 06-V-05 for 180 days and advised that the County continues to move forward with the construction of a new correctional facility. Sheriff Farber also submitted within the letter of request for the aforementioned variance extension, a copy of a letter that was written to him (Sheriff Farber) from Herkimer County Administrator James Wallace. Administrator Wallace's letter, dated December 7, 2011, advised that the County continues to move forward with the construction of a new Herkimer County Correctional Facility at the Route 28 site in Herkimer. It also advised that the County Legislature at its last meeting was given a presentation by Mark Kakuvka of LaBella Associates which allowed the members and the residents to review the design of the facility and the schedule. It further advised that the County is in the design development phase and is continuing with their cell package.

08/30/11:

Sheriff Farber submitted to Chairman Beilein a letter of request to extend Variance 06-V-05 for 180 days. On September 28, 2011, Sheriff Farber and Captain McGrail met with Chairman Beilein and SCOC supervisory staff to discuss the County's progress toward the construction of a new jail.

05/25/11:

Sheriff Farber submitted to Chairman Beilein a copy of a letter County Administrator James Wallace sent to him (Sheriff Farber). County Administrator Wallace informed Sheriff Farber that the county continues to move forward on the P&C site and that Labella's team was at the site on the date of the letter (May 25, 2011) finishing up the onsite work for the percolation test. County Administrator Wallace also advised Sheriff Farber in the aforementioned letter that at the last meeting of the County Legislature, the County hired an environmental attorney to assist with the site. Also, there has been recent correspondence between the Chairman of the Legislature and the Mayor of the Village of Herkimer regarding allowing the County to use their (Village's) sewer system; however, the County continues to move forward with Labella Associates on the P&C site.

4/7/11:

Commission staff members Terrence Moran and Larry Roe met with Sheriff Farber, County Administrator James Wallace, and Public Safety Chair Leonard Hendrix. Commission staff were informed of the following concerning the jail project:

1. The county has not yet applied to the DEC for permits to construct a septic system on the jail site. Forty-seven (47) test pits will be dug in the coming weeks. The results will then be forwarded to the DEC.
2. The county will be meeting with LaBella Associates, the architectural/engineering firm hired by Herkimer County for this project.
3. The size of the facility will be 132 beds, with double celling capability to 154 beds.

3/29/11:

Sheriff Farber submitted to Chairman Beilein a copy of a letter County Administrator James Wallace to him (Farber). Wallace informed Farber that the county has approved resolutions on the hiring of LaBella Associates as their architect/engineer, and that there is movement on the purchasing of the proposed construction site property (P & C site).

1/18/11:

Sheriff Farber forwarded Chairman Beilein the results of the SEQRA tests, which indicated that the jail project would not have a significant environmental impact.

12/14/10:

In a letter to Chairman Beilein, Herkimer County Administrator James Wallace reported that percolation tests as part of an assessment of a septic system for the new facility have been completed and are awaiting the test results. Also, the county awaits a report from consultant Rod Miller concerning the recommended size of the new facility. Further, once the SEQRA process is completed, and a decision on facility size is made, he anticipates holding a vote for bonding on the new facility and continued movement towards purchasing the site property.

10/28/10: In a letter to Chairman Beilein, Herkimer County Legislative Chair Raymond Smith reported that the legislature recently approved a measure for percolation tests as part of an assessment of a septic system for the new facility.

9/08/10: Village of Herkimer's counter offer to the County includes:

- Requiring the county to pay for all costs incurred for hooking the correctional facility into the village's wastewater treatment plant, including permits, the necessary piping, road repairs, etc.;
- The county paying an annual \$58,000 host community benefit to the village for the life of the correctional facility, with an uncapped escalator clause tied to the village's tax rate; and
- The county contributing \$800,000 to the village's wastewater treatment plant upgrade project.

8/4/10: The Village of Herkimer Board voted 5-0 to reject the legislature's offer of a one-time \$400,000 payment for the wastewater treatment plant upgrades and a \$20,000 per year for 20 years annual payment to offset the loss of the parcel (P & C Site) from the tax rolls.

7/7/10: The county Legislature voted 10-7 to offer the Village of Herkimer \$800,000 in order to connect a proposed county jail facility into the municipal sewer system. The proposal included a \$400,000 payment toward the village wastewater treatment plant upgrade and \$20,000 per year for 20 years.

OTHER VARIANCES IN EFFECT – None

STAFF INFORMATION AFTER SITE VISIT (DATE OF LAST VISIT TO FACILITY):

Facility compliance with conditions of variance 06-V-05 was last reviewed on April 29, 2016. Compliance with these conditions was noted.

DATE OF LAST CYCLE VISIT THAT STANDARD VIOLATIONS WERE IDENTIFIED:

April 25-29, 2016

ANY OPEN MINIMUM STANDARD VIOLATIONS:

- Some policies do not address all elements of certain Minimum Standards
- Lack of documentation for visitation

ANY VIOLATIONS WHICH PERTAIN TO THE VARIANCE'S CONDITIONS:

None

JUSTIFICATION FOR WHY VARIANCE SHOULD OR SHOULD NOT BE EXTENDED:

The facility continues to work with the Commission to maintain the current facility to the best of their ability.

The Commission previously approved the cell package submitted by Herkimer County. On-going litigation continues to delay the project.

REVIEWED BY REGIONAL SUPERVISOR: TM DATE: 7-14-16

OFFICIAL USE ONLY:

NOTES OF MEETING: _____



OFFICE OF

The Herkimer County Sheriff

320 NORTH MAIN STREET - SUITE 2900
HERKIMER, NEW YORK 13350-1949
OFFICE/CIVIL: (315) 867-1167
FAX: (315) 867-1354

THOMAS MCGRAIL, CAPTAIN
Correction Facility: (315) 867-1252
Correctional Fax: (315) 867-1263

CHRISTOPHER P. FARBER, SHERIFF
GEORGE TREEN, JR., UNDERSHERIFF

May 24, 2016

Thomas A. Beilein
Chairman
State Commission of Correction
Alfred E. Smith State Office Bldg.
80 S. Swan St., 12th Floor
Albany, NY 12210

Dear Chairman Beilein:

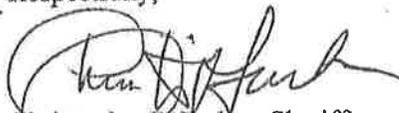
The Herkimer County Sheriff's Office is respectfully requesting an extension of Variance No. 06-V-05 which addresses compliance with provisions of 9NYCRR Section 7028 regarding outdoor recreation space for inmates.

We feel this extension is warranted based on the following facts: (1) The temporary recreation area was constructed and approved under the guidance and frequent inspections of staff from your office, (2) Ten or less inmates utilize the area at one time so as to comply with the less than 1,500 square foot requirement on a 1 ½ hour, 5 days a week schedule, (3) The area does provide for good health and reduces tension of the jail population.

Herkimer County continues to move forward with the construction of a new correctional facility. I therefore am respectfully requesting a 180 day extension on the above mentioned variance. Enclosed please find a copy of a letter addressed to me from our County Administrator regarding the county's position.

We look forward to the continued working relationship that my staff and I have enjoyed the past years with the Commission and its staff.

Respectfully,


Christopher P. Farber, Sheriff
Herkimer County

cc: Hon. Vincent Bono
Hon. Bernard Peplinski
James Wallace, Co. Admin.



New York State Commission of
Correction
80 S. Swan Street, 12th Floor
Albany, New York 12205
518-485-2465
518-485-2467 (Fax)

New	_____
Renewal	_____
Variance #	_____
(SCOC USE ONLY)	

Thomas A. Beilein
Chairman

Variance Application Form

INSTRUCTIONS TO SHERIFF OR CHIEF ADMINISTRATIVE OFFICER:

Pursuant to New York State Minimum Standards Part 7050, Variances, please complete all portions of this form and mail or fax this form Attn: Chairman/Commissioner to the address or fax number listed above.

Facility: Herkimer County Correctional Facility

Person requesting: Sheriff Christopher P. Farber

(Sheriff/Chief Administrative Officer)

- A. State the specific part, section and subdivision of New York State Minimum Standards for which the variance is requested; Example: 7040.3 states that, the total number of inmates confined within each correctional facility shall not exceed the maximum facility capacity of such facility. To request a variance to house additional inmates within the facility the citation should be listed as:

Ex. Part: 7040 Section: 3 Subdivision: n/a

Standard for which the variance is requested:

Part: 7028 Section: 4 Subdivision: _____

- B. In the space provided below include specific plans fully explaining and supporting the alternative manner of compliance. If you are requesting a modification to an existing variance please include that information in the area below as well. (Include or attach any relevant supporting documentation)

See Attached Letter

C. In the space provided below include a detailed description regarding why this variance is necessary. (Include or attach any relevant supporting documentation .

D. Provide the amount of time for which the variance is requested, if applicable:

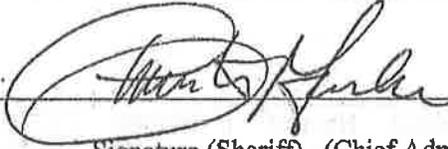
180 Days _____ Weeks _____ Months

E. If this variance request is approved, what plans, provisions and timetables are in place for achieving full compliance with the Minimum Standard at issue such as adding to the MFC, etc. (Use additional sheets to provide additional supporting documentation, if necessary).

Herkimer County is in the process of formulating plans for a new correctional facility with the construction to start as soon as possible.

G. Has this variance been previously approved?

Yes If yes, include the variance number 06-V-05 No



Signature (Sheriff) (Chief Administrative Officer)

Date

Additional copies of this form can be obtained by contacting the Commission, or online at www.scoc.ny.gov. Click on table of contents, Commission Forms, Request for a Variance (Formal application statement).

(SCOC Form #V-1)
(01/15)



HERKIMER COUNTY LEGISLATURE
OFFICE OF THE HERKIMER COUNTY ADMINISTRATOR
JAMES W. WALLACE, JR., ADMINISTRATOR
109 MARY STREET - SUITE 1310
HERKIMER, NEW YORK 13350-2913
TELEPHONE: (315) 867-1112 - FAX: (315) 867-1109

May 24, 2016

Dear Sheriff Farber:

The Herkimer County Legislature has plans to build a jail at the "P&C" site on Route 28 in the Village of Herkimer.

We have won the case in front of Judge Gall in Supreme Court. The Village of Herkimer has decided to appeal this case. They have until July 8, 2016 to perfect the appeal. We expect a decision from the Appellate Division by the end of the year.

Should you need any further information, please do not hesitate to contact me.

Sincerely,



James W. Wallace, Jr.
County Administrator

JWW/bc

cc: Hon. Bernard Peplinski, Sr., Herkimer County Legislature Chairman
Hon. Vincent J. Bono, Public Safety & Emergency Management Committee Chairman
Hon. Patrick E. Russell
Hon. Raymond Smith
Robert Malone, County Attorney

- 7) The facility will monitor its double-celling plan by tracking rates of incidents, grievances, and complaints directly related to double-celling. This summary documentation will be made available to Commission staff upon request.
- 8) The county shall continue its double-celling according to the double-celling plan submitted and approved by the Commission. The county shall advise the Commission of any substantive changes to the double-celling plan.
- 9) The county **must** comply with the operational capacity for the Onondaga County Justice Center. When the county experiences an overflow, inmates **must** be boarded-out to other counties.
- 10) One (1) additional officer shall be assigned in each of the above-noted pods on the 8:00 a.m.- 4:00p.m. and 4:00 p.m. – 12:00 a.m. tours, for a total of two (2) staff on these tours when the population exceeds sixty (60) inmates. Further, the facility shall observe the current staffing requirement of one (1) officer assigned to each pod on the 12:00 a.m. – 8:00 a.m. tour.
- 11) That the facility maintains within the respective housing area logbooks/automated systems an ongoing total count of inmates and staff present within the area.
- 12) When the total population of any housing unit exceeds 60 inmates, the department shall submit to the Commission on a weekly basis, a report which states the population of the housing area and the names of the officers assigned to supervise those areas.
- 13) When an inmate requires the use of a handicapped cell based on a physical handicap, the inmate shall be provided a 100 sq. ft. cell and this cell will **not** be double-celled.
- 14) All inmate assigned to a double-cell should be the same security classification.
- 15) Commission staff will make periodic **unannounced** site visits to the Onondaga County Justice Center in order to ascertain compliance with the above noted conditions.
- 16) Pursuant to 7050.2(a) a variance application shall include specific plans provisions and timetables for achieving full compliance with the rule or regulation from which the variance provides relief. If an extension of 02-V-10 is sought in the future, Onondaga County Penitentiary officials shall include in their renewal application, specific plans and timetables for how the county intends to attain full compliance. Any future decision by the Commission regarding the extension of 01-V-10 shall be based upon the submission of an acceptable compliance plan.

HISTORY

- 2016- Recommendation Approval
Action Taken Approved at 01/20/16 Meeting
Length of Variance 6 months
Conditions, if changed Submit a plan to address overcrowding
- 2015- Recommendation Approval
Action Taken Approved at 08/18/15 Meeting
Length of Variance 6 months
Conditions, if changed
- 2015- Recommendation Approval
Action Taken Approved at 02/18/15 Meeting
Length of Variance 6 months
Conditions, if changed
- 2014- Recommendation Approval
Action Taken Approved at 8/26/14 Meeting
Length of Variance 6 months
Conditions, if changed
- 2014- Recommendation Approval
Action Taken Approved at 2/17/14 Meeting
Length of Variance 6 months
Conditions, if changed
- 2013- Recommendation Approval
Action Taken Approved at 12/17/13 Meeting
Length of Variance 2 months
Conditions, if changed
- 2013- Recommendation Approval
Action Taken Approved at 3/19/13 Meeting
Length of Variance 6 months
Conditions, if changed
- 2009- Recommendation Approval
Action Taken Approved at 12/15 Meeting
Length of Variance 1 year
Conditions, if changed
- 2008- Recommendation Approval
Action Taken Approved at 12/16 Meeting
Length of Variance 1 year
Conditions, if changed
- 2008- Recommendation Approval
Action Taken Approved at 11/18 Meeting
Length of Variance 30 days
Conditions, if changed
- 2008- Recommendation Approval
Action Taken Approved at 10/22 Meeting
Length of Variance 30 days
Conditions, if changed
- 2008- Recommendation Approval
Action Taken Approved at 9/16 Meeting
Length of Variance 30 days
Conditions, if changed
- 2007- Recommendation Approval
Action Taken Approved at 9/07 Meeting
Length of Variance 1 year
Conditions, if changed
- 2006- Recommendation Approval
Action Taken Approved at 9/06 Meeting
Length of Variance 1 year
Conditions, if changed

2005-	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved at 9/05 Meeting
2005-	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved a 6/21/05 Meeting 3 months from original variance
2004-	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved at 07/13/04 Meeting 6 months from first variance SAME
2003-	Recommendation Action Taken Length of Variance Conditions, if changed	Approval Approved at October 28, 2003 6 months from first variance SAME
2002-	Recommendation Action Taken Length of Variance Conditions, if changed	Deny Denied at the 12/17/02 Meeting N/A from first variance SAME
2002-	Recommendation Action Taken Length of Variance	Approval Approved at 09/16/02 Meeting 3 months

FACILITY SITE VISIT

Last reviewed for this variance on: July 12, 2016 ***By:*** Deborah Clark

Outstanding issues: Report pending: Constant Supervision, Grievances, Discipline

Open violations that relate to the variance request:

CONSTRUCTION/RENOVATION PLANS

Construction progress, if building additional capacity

OTHER VARIANCES IN EFFECT

Variance # 95-V-21 (Perm.): This variance allows the justice center to sell Rx in the commissary.

Variance # 96-V-31 (Perm.): This variance allows inmates at the justice center to possess Rx.

MISCELLANEOUS

Name of Facility: Onondaga County Penitentiary

Variance # 02-V-10

New:

Renewal: X

Relief from Standard #7040.3 Application by: Commissioner Hanna

Date rec.: 07/07/16

Beds at standard: 512

Beds Requested This Variance: 36

Total Variance Beds at his Facility: 52

Current Population: 507 %: 89.3 with
variance beds
%: 99.0 at standard

Last Approved: 2/16 Length of Approval: 6 months

Expiration: 8/01/16

Recommendation: Approval Length Recommended: 3 months

Deborah Clark

SUMMARY OF VARIANCE REQUEST

Commissioner Hanna is requesting to continue double celling as previously approved in this variance. Currently the variance authorizes the facility to double-cell inmates in Housing Units 2, 2A, 3 and 4. This variance allows the facility to house an additional 36 inmates at the penitentiary.

Double cell designations:

Unit 2A – 12 thru 15 + 4 beds = 20

Unit 2 - 33 thru 40 + 8 beds = 40

Unit 3 - 3 thru 8 & 33 thru 38 + 12 beds = 60

Unit 4 - 3 thru 8 & 33 thru 38 + 12 beds = 60

RECOMMENDED CONDITIONS

Commission staff recommend that the following conditions be included in the approval letter regarding this variance.

- 1) That the county is authorized to double-cell in each of the following areas listed below. The cells used for double-celling **must** be those cells which are closest to the officer's post.

<u>Housing Unit</u>	<u>Cells</u>	<u>MFC</u>	<u>Increase</u>	<u>Total</u>
2A	12-15	16	4	20
2	32-36	32	8	40
3	3-8 & 33-38	48	12	60
4	3-8 & 33-38	48	12	60

- 2) That inmates housed in the above-noted areas **must** be provided with a bunk to be used as a bed.
- 3) That active supervision must be provided on a 24-hour basis, pursuant to 9NYCRR Section 7003.2(c) when inmates are housed in any of the above-noted areas.
- 4) That inmates housed in these areas receive the same services and programs as the general population.
- 5) That Commission staff monitor the effects of the double-celling program on staff and inmates as well as the general operation of the facility.
- 6) That the facility maintain information on all double-celled inmates which shall include, but is not limited to: (a) name and location of the inmate; (b) date of entrance into and release from double-celling; and (c) reason for release. These records shall be made available to Commission staff upon request.
- 7) That the facility will monitor its double-celling plan by tracking rates of incidents, grievances, and complaints directly related to double-celling. These records shall be made available to Commission staff upon request.
- 8) That the county shall continue its double-celling according to the double-celling plan submitted and approved by the Commission. That the county shall advise the Commission of any substantive changes to the double-celling plan.
- 9) That the county **must** comply with an operational capacity for the Onondaga County Penitentiary. When the county experiences an overflow, inmates **must** be boarded-out to other counties.
- 10) That the county shall not exceed the rated MFC for the purpose of boarding inmates. The Commission does not approve variances for the purpose of generating revenue.
- 11) Pursuant to 7050.2(a) a variance application shall include specific plans provisions and timetables for achieving full compliance with the rule or regulation from which the variance provides relief. If an extension of 02-V-10 is sought in the future, Onondaga County Penitentiary officials shall include in their renewal application, specific plans and timetables for how the county intends to attain full compliance. Any future decision by the Commission regarding the extension of 01-V-10 shall be based upon the submission of an acceptable compliance plan.

HISTORY

- 2016- Recommendation Approval
Action Taken Approved at 1/16 Meeting
Length of Variance 6 months
Conditions, if changed: Submit plans that address overcrowding
- 2015- Recommendation Approval
Action Taken Approved at 4/15 Meeting
Length of Variance 1 year
Conditions, if changed:
- 2014- Recommendation Approval
Action Taken Approved at 4/14 Meeting
Length of Variance 1 year
- 2013- Recommendation Approval
Action Taken Approved at 4/13 Meeting
Length of Variance 1 year
Conditions, if changed:
- 2012- Recommendation Approval
Action Taken Approved at 4/12 Meeting
Length of Variance 1 year
Conditions, if changed:
- 2011- Recommendation Approval
Action Taken Approved at 8/11 Meeting
Length of Variance 9 months
Conditions, if changed:
- 2010- Recommendation Approval
Action Taken Approved at 8/10 Meeting
Length of Variance 1 year
Conditions, if changed
- 2009- Recommendation Approval
Action Taken Approved at 8/09 Meeting
Length of Variance 1 year
Conditions, if changed:
- 2008- Recommendation Approval
Action Taken Approved at 8/08 Meeting
Length of Variance 1 year
Conditions, if changed:
- 2007- Recommendation Approval
Action Taken Approved at 8/07 Meeting
Length of Variance 1 year
Conditions, if changed:
- 2006- Recommendation Approval
Action Taken Approved at 8/06 Meeting
Length of Variance 1 year
Conditions, if changed:
Length of Variance 1 year
Conditions, if changed from first variance: SAME

FACILITY SITE VISIT

Last reviewed for this variance on: 7/12/16 **By:** Deborah Clark

Outstanding issues:

None

Open violations that relate to the variance request:

None

CONSTRUCTION/RENOVATION PLANS

Construction progress, if building additional capacity:

N/A

OTHER VARIANCES IN EFFECT

Variance 95-V-18: This variance allows the penitentiary to sell Rx in the commissary.

Variance 96-V-32: This variance allows inmates at the penitentiary to possess Rx.

Variance 99-V-16: This variance allows the penitentiary to house an additional 16 inmates.

MISCELLANEOUS

None

Regional Supervisor:



Date:

7/14/16

Name of Facility: Otsego CJ

Variance # None

New: X **Renewal:****Relief from Standard:** Section 7043.3**Application by:** Sheriff Richard Devlin Jr.**Date Request Rec:** June 25, 2016**Last Approved:** n/a**Length of Approval:** n/a**Expiration:** n/a**MFC:** 100 **Total Variance Beds This Facility:** 0**Current Population:** 80**Write-up Prepared by:** Todd D'Alessandro**Recommendation by Field Staff:** Six (6) Months Approval**Recommendation at Briefing:****Final Recommendation:****SUMMARY OF VARIANCE REQUEST**

Sheriff Devlin is requesting to house additional inmates in the following units;
 Block 101 - 3 additional beds (Currently 6 cells, 569 sq ft total day space area)
 Block 102 - 2 additional beds (Currently 4 cells, 317 sq ft total day space area)
 Block 106 - 3 additional beds (Currently 5 cells, 449 sq ft total day space area)
 Block 118 - 2 additional beds for constant watches (Being addressed in MFC revision)

VARIANCE HISTORY

A similar variance, 99-V-24 was denied in December, 2015 for low inmate population numbers and in June 2016 because the variance areas no longer met their needs.

CONSTRUCTION/RENOVATION PLANS

In planning & development stage of either the renovation of the existing facility or construction of a new facility.

OTHER VARIANCES IN EFFECT

n/a

STAFF INFORMATION AFTER SITE VISIT (DATE OF LAST VISIT TO FACILITY):

6/16/16 - William Benjamin, Todd D'Alessandro

DATE OF LAST CYCLE VISIT THAT STANDARD VIOLATIONS WERE IDENTIFIED:

March, 2015

ANY OPEN MINIMUM STANDARD VIOLATIONS:**Part 7003 Security and Supervision***Section 7003.8 (c) Firearms Control*

Findings: Commission staff found that the Facility was unable to produce a complete record of firearms inspections for 2014. Facility was able to produce firearm inspection documentation for September and December of 2014 but none prior to September, 2014 for that year.

Action Required

The facility shall ensure that facility firearms and ammunition inspections are completed every 6 months and maintained on file as required.

Part 7009 Food Service

Section 7009.2 (b) Nutritional Adequacy

Findings: Commission staff found that the facility kitchen did not have a substitute menu approved by a nutritionist/certified dietician.

Action Required

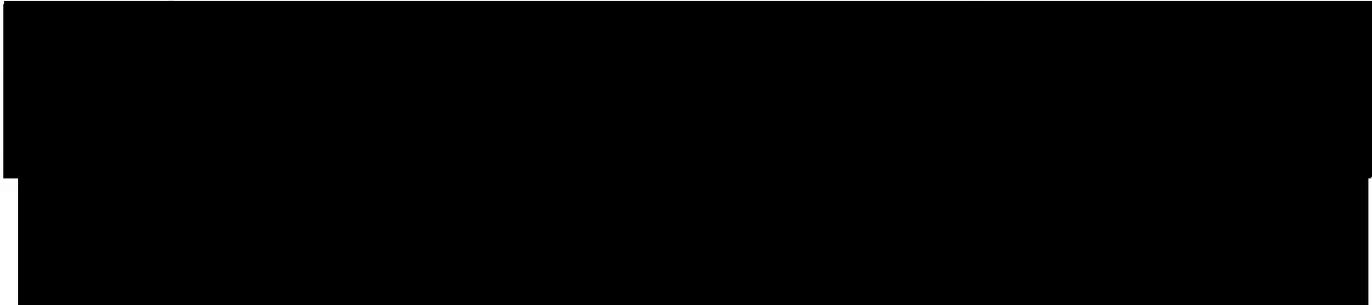
The facility shall ensure that the food service program provide a substitute menu that is approved by a nutritionist or certified dietician.

Section 7009.6 (b) Meals

Findings: Commission staff reviewed the facility policy which states that "thermometers used in all refrigeration units will be checked on a daily basis" and "the dishwasher temperature is to be checked at each wash cycle". Commission staff was informed that the kitchen staff does not currently document these readings.

Action Required

Documentation shall be maintained for recording the food, dishwasher and refrigerator temperatures and shall include the name, date, and time the reading was made.



ANY VIOLATIONS WHICH PERTAIN TO THE VARIANCE'S CONDITIONS:

None

JUSTIFICATION FOR WHY VARIANCE SHOULD OR SHOULD NOT BE EXTENDED:

Commission staff recommend that this variance request be approved for six (6) months to allow for the facility to better classify inmates in appropriate housing units based upon their security classification. These housing units were identified as being best suited for variances housing based upon their size and location to the officers' station. The facility has a MFC of 100 beds, 60 of the beds are in the low security dorm area, (4 dorms of 15 beds each) and 17 of the cells (B wing) are used for just for females and 7 cells are used for special housing and the remaining 26 cells (A Wing) are for close custody male inmates. The variance will give them 5 additional close custody beds in the blocks (A Wing) for males and 3 additional beds for females in (B Wing). This gives the facility, 60 beds dorm beds, 31 close custody beds and 20 female combine close and general custody beds to manager their security classification appropriate housing situation until the county address its overall needs.

RECOMMENDED CONDITIONS IF APPROVED:

Commission staff recommends that the following conditions be included in the approval letter regarding this variance:

- 1) The county is authorized to house three (3) inmates in the day space of Block-101, two (2) inmates in the day space of Block-102, and three (3) inmates in the day space area of Block 106, for a total of eight (8) variance beds.
- 2) Inmates who are housed in the day space areas **must** be provided with a mattress and either; a bed frame, or a cot, or at a minimum, a molded plastic bunk to be used as a bed frame.
- 3) Active supervision must be provided on a 24-hour basis, pursuant to 9NYCRR Section 7003.2(c) when inmates are housed in these areas.
- 4) Inmates housed in these areas must receive the same services and programs as the general population.
- 5) The county shall not exceed the rated MFC for the purpose of boarding inmates. The Commission does not approve variances for the purpose of generating revenue. **Because the facility has been granted a capacity variance, it cannot serve as a boarder facility pursuant to Correction Law §504.**

REVIEWED BY REGIONAL SUPERVISOR: William Benjamin

DATE: JULY 14, 2016

OFFICIAL USE ONLY:

NOTES OF MEETING: _____



OTSEGO COUNTY OFFICE OF THE SHERIFF

172 County Highway 33W
Cooperstown, New York 13326

RICHARD J. DEVLIN, JR
SHERIFF



CAMERON S. ALLISON
UNDERSHERIFF

FAX COVER SHEET

Date: June 25th 2016

This is page 1 **of** 7 **Page**

To: Chairman / Commissioner

Fax # 1-518-485-2467

Re: Variance Request

From: Lt. Adam K. Tilbe

This facsimile transmission may contain confidential or privileged information, which is intended only for use by the individual or entity which the transmission is addressed. If you are not the intended recipient, you are hereby notified that any disclosure, dissemination, copying or distribution of this transmission is strictly prohibited. If you have received this transmission in error, please notify us immediately so that we can arrange for the return of the document to us at no cost to you.

THANK YOU



New York State Commission of Correction
80 S. Swan Street, 12th Floor
Albany, New York 12205
518-485-2465
518-485-2467 (Fax)

New _____
Renewal _____
Variance # _____
(SCOC USE ONLY)

Thomas A. Beilein
Chairman

Variance Application Form

INSTRUCTIONS TO SHERIFF OR CHIEF ADMINISTRATIVE OFFICER:

Pursuant to New York State Minimum Standards Part 7050, Variances, please complete all portions of this form and mail or fax this form Attn: Chairman/Commissioner to the address or fax number listed above.

Facility: Otsego County Sheriff's Office

Person requesting: Lt. Adam Tilbe

(Sheriff/Chief Administrative Officer)

A. State the specific part, section and subdivision of New York State Minimum Standards for which the variance is requested: Example: 7040.3 states that, the total number of inmates confined within each correctional facility shall not exceed the maximum facility capacity of such facility. To request a variance to house additional inmates within the facility the citation should be listed as:

Ex. Part: 7040 Section: 3 Subdivision: n/a

Standard for which the variance is requested:

Part: 7040 Section: 3 Subdivision: _____

B. In the space provided below include specific plans fully explaining and supporting the alternative manner of compliance. If you are requesting a modification to an existing variance please include that information in the area below as well. (Include or attach any relevant supporting documentation)

Please see attached.

C. In the space provided below include a detailed description regarding why this variance is necessary. (Include or attach any relevant supporting documentation)

Increase in female population counts. Also there is limited housing available for adult male inmates who's classifications fall under close custody. A need for constant watch housing has also came up.

D. Provide the amount of time for which the variance is requested, if applicable:

365 Days _____ Weeks _____ Months

E. If this variance request is approved, what plans, provisions and timetables are in place for achieving full compliance with the Minimum Standard at issue such as adding to the MFC, etc. (Use additional sheets to provide additional supporting documentation, if necessary).

A building study has been completed and recommendations for achieving full compliance have been forwarded to the County Board of Representative for review.

G. Has this variance been previously approved?

Yes _____ If yes, include the variance number _____ No **No**



6/25/2016

Signature (Sheriff) (Chief Administrative Officer)

Date

Additional copies of this form can be obtained by contacting the Commission, or online at www.scoc.ny.gov. Click on table of contents, Commission Forms, Request for a Variance (Formal application statement).



OTSEGO COUNTY OFFICE OF THE SHERIFF

172 County Highway 33W
Cooperstown, New York 13326

RICHARD J. DEVLIN, JR.
SHERIFF



CAMERON S. ALLISON
UNDERSHERIFF

To: NYS Commission of Correction

From: Lt. Adam Tilbe

Date: June 25th 2016

Re: Variance Application

At this time I would like to request the attached variance beds in the housing units stated. Currently our female inmates are housed in block 106, 107, 110 and 111. This allows us to house a maximum of seventeen female inmates. With a rising female population, I would like to request the use of three variance bunks to be placed in block 106 when needed. Block 106 currently consists of five cells each of which contains 80 Sq. ft, with a total day space area of 449 Sq. ft.

With the rising male population, I am requesting the use of three variance bunks in block 101 and two variance bunks in block 102. Block 101 currently consists of six cells each of which contains 80 Sq. ft, with a total day space area of 569 Sq. ft. Block 102 currently consists of four cells each of which contains 80 Sq. ft, with a total day space of 317 Sq. ft. The need for increased male housing is due to our rising population of male inmates. We are currently able to house sixty male inmates in our dormitory housing units and twenty three in our A-wing housing units. I ask that you consider our classification when making your determination of this variance. For instance if I had forty male inmates in custody and twenty five of them fell under close custody classification, I would not have the ability to house those inmates in accordance with their respective classification, even though I would have plenty of housing available for general custody classification inmates in our dormitory.

I am also requesting the use of block 118 to house male inmates on a temporary basis when the need for constant watch arises. There is a total living space of 330 Sq. ft. I am requesting that we be allowed to place up to two variance bunks in block 118

strictly for the use of housing constant watch inmates when needed. This would be conducted in such a manner that an Officer would remain inside of block 118 and supervisor up to two inmates on constant watch at one time.

We have currently had a building assessment completed by LaBella Associates to address our facility concerns. The results have been forwarded to the County Board of Representatives. They have begun reviewing the findings of the assessment and are currently working on deciding the best avenue in which to move forward with.

Respectively,

Lt. Adam Tilbe



New York State Commission of Correction
DAILY POPULATION COUNT REPORTING SYSTEM
AVERAGE DAILY COUNTS / HIGHS / LOWS

Facility: Otsego County Jail

DATE RANGE: 1/1/16 thru 6/15/16

	Unsentenced	Sentenced	Unarraigned	Civil	Federal	Totals
Adult Male	AVG: 51.40	AVG: 15.07	AVG: 0.00	AVG: 0.00	AVG: 0.00	AVG: 66.47
	HI: 62.00 05/17/16	HI: 24.00 05/22/16	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 84.00 05/17/16
	LOW: 42.00 04/21/16	LOW: 9.00 02/09/16	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 52.00 01/28/16
Adult Female	AVG: 4.72	AVG: 3.93	AVG: 0.00	AVG: 0.00	AVG: 0.00	AVG: 8.65
	HI: 13.00 06/09/16	HI: 8.00 05/01/16	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 19.00 06/09/16
	LOW: 1.00 05/07/16	LOW: 2.00 03/04/16	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 4.00 04/08/16
Minor Male	AVG: 0.91	AVG: 0.21	AVG: 0.00	AVG: 0.00	AVG: 0.00	AVG: 1.12
	HI: 2.00 04/27/16	HI: 1.00 02/04/16	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 2.00 04/27/16
	LOW: 0.00 01/24/16	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 1.00 00/00/00
Minor Female	AVG: 0.01	AVG: 0.00	AVG: 0.00	AVG: 0.00	AVG: 0.00	AVG: 0.01
	HI: 1.00 04/12/16	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 1.00 04/12/16
	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00
Total	AVG: 57.04	AVG: 19.21	AVG: 0.00	AVG: 0.00	AVG: 0.00	AVG: 76.25
	HI: 67.00 05/13/16	HI: 30.00 05/22/16	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 94.00 05/17/16
	LOW: 48.00 04/21/16	LOW: 11.00 02/09/16	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 62.00 01/28/16

New York State Commission of Correction
DAILY POPULATION COUNT REPORTING SYSTEM
AVERAGE DAILY COUNTS / HIGHS / LOWS

Facility: Otsego County Jail

DATE RANGE: 1/1/16 thru 6/15/16

	Coram Nobis	D and E Felons	State Readies	Convicted Felons	Parole Violators	New Arrests w/Parole Warrant
Adult Male	AVG: 0.00	AVG: 0.00	AVG: 0.32	AVG: 0.00	AVG: 3.47	AVG: 0.06
	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 3.00 03/15/16	HI: 0.00 00/00/00	HI: 5.00 06/15/16	HI: 4.00 05/17/16
	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 05/17/16	LOW: 0.00 00/00/00
Adult Female	AVG: 0.00	AVG: 0.01	AVG: 0.15	AVG: 0.00	AVG: 0.24	AVG: 0.01
	HI: 0.00 00/00/00	HI: 2.00 01/22/16	HI: 3.00 01/23/16	HI: 0.00 00/00/00	HI: 1.00 03/23/16	HI: 1.00 02/17/16
	LOW: 0.00 00/00/00					
Minor Male	AVG: 0.00					
	HI: 0.00 00/00/00					
	LOW: 0.00 00/00/00					
Minor Female	AVG: 0.00					
	HI: 0.00 00/00/00					
	LOW: 0.00 00/00/00					
Total	AVG: 0.00	AVG: 0.01	AVG: 0.47	AVG: 0.00	AVG: 3.71	AVG: 0.07
	HI: 0.00 00/00/00	HI: 2.00 01/22/16	HI: 5.00 01/23/16	HI: 0.00 00/00/00	HI: 5.00 06/15/16	HI: 4.00 05/17/16
	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 05/17/16	LOW: 0.00 00/00/00

New York State Commission of Correction
DAILY POPULATION COUNT REPORTING SYSTEM
AVERAGE DAILY COUNTS / HIGHS / LOWS

Facility: Otsego County Jail

DATE RANGE: 1/1/16 thru 6/15/16

	Intermittents	Boarded In	Boardrd Out	Out To Hospital	Out To Mental Hygiene	Out To Other
Adult Male	AVG: 0.83	AVG: 6.46	AVG: 0.00	AVG: 0.01	AVG: 0.00	AVG: 0.00
	HI: 4.00 05/29/16	HI: 12.00 05/03/16	HI: 0.00 00/00/00	HI: 1.00 05/31/16	HI: 0.00 00/00/00	HI: 0.00 00/00/00
	LOW: 0.00 00/00/00	LOW: 0.00 03/19/16	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00
Adult Female	AVG: 0.31	AVG: 0.00	AVG: 0.00	AVG: 0.00	AVG: 0.00	AVG: 0.00
	HI: 2.00 05/01/16	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 0.00 00/00/00	HI: 0.00 00/00/00
	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00				
Minor Male	AVG: 0.00	AVG: 0.00				
	HI: 0.00 00/00/00	HI: 0.00 00/00/00				
	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00				
Minor Female	AVG: 0.00	AVG: 0.00				
	HI: 0.00 00/00/00	HI: 0.00 00/00/00				
	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00				
Total	AVG: 1.14	AVG: 6.46	AVG: 0.00	AVG: 0.01	AVG: 0.00	AVG: 0.00
	HI: 5.00 05/29/16	HI: 12.00 05/03/16	HI: 0.00 00/00/00	HI: 1.00 05/31/16	HI: 0.00 00/00/00	HI: 0.00 00/00/00
	LOW: 0.00 00/00/00	LOW: 0.00 03/19/16	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00	LOW: 0.00 00/00/00

Name of Facility: Tompkins CJ

Variance # 09-V-04

New: Renewal:

Relief from Standard:
7040.3

Application by: Sheriff Kenneth W. Lansing

Date Request Rec: 6/8/16

Last Approved: 5/17/16 Length of Approval: 60 Days Expiration: 8/1/16

Write-up Prepared by: Terrence Moran

Recommendation by Field Staff: Approve for 30 days

Tompkins County's continuing reliance on capacity-related relief through multiple variances dates back to 1996. The county has not provided time tables nor milestones for achieving full compliance with 7040.3 (a condition of the most recent extension approval). Further, there are no current plans to expand the facility's capacity. Based on this information, the following recommendation are made:

1. Approve for a period of 30 days, with the revised conditions set forth.
2. By close of business September 1, 2016, all variance beds authorized by Variance #09-V-04 shall be vacated.
3. By close of business September 5, 2016, all bunks used as part of Variance #09-V-04 shall be removed from the respective cells.

Recommendation at Briefing:

Final Recommendation:

SUMMARY OF VARIANCE REQUEST

Sheriff Lansing is requesting a continuation of this variance for period of one year. This variance consists of 18 additional beds in their medium and maximum housing units to be utilized as double cells. The county has provided additional information on its efforts to reduce the inmate population (see attached).

RECOMMENDED CONDITIONS IF APPROVED

<u>LOCATION</u>	<u>MFC</u>	<u>INCREASE</u>
B-Block	3	2
C-Block	5	3
D-Block	5	3
E-Block	5	3
F-Block	6	4
H-Block	4	3
TOTAL:		18

1. Those inmates who are housed in the above-noted areas **must** be provided with a

bunk to be used as a bed.

2. That "active supervision" must be provided on a 24-hour basis, pursuant to 9NYCRR Section 7003.2(c) when inmates are housed in any of the above-noted areas.
3. That inmates housed in these areas receive the same services and programs as the general population.
4. That the facility will monitor the implementation of its double-celling plan by tracking rates of incidents, grievance, and complaints directly related to double-celling. These records shall be made available to Commission staff upon request.
5. That the county implements its double-celling proposal according to the double-celling plan submitted and approved by the Commission. That the county shall advise the Commission of any substantive changes to the double-celling plan.
6. That the county provides the Commission with a substantial progress report on addressing the short and long-term capacity needs of the jail. This report shall be submitted with any extension request.
7. That the county shall not exceed the rated MFC for the purpose of boarding inmates. The Commission does not approve variances for the purpose of generating revenue.
8. That Commission staff will regularly monitor the effects of the double-celling program on staff and inmates as well as the general operation of the facility. Commission staff will meet with the Chief Administrative Officer in order to establish an appropriate monitoring schedule.
9. That the facility will maintain information on all double-cell inmates which shall include, but is not limited to:
 - (a) name and location of the inmate;
 - (b) date of entrance into and release from double-celling; and
 - (c) reason for release.

These records shall be made available to Commission staff for inspection.

10. That the facility will monitor the implementation of its double-celling plan by tracking rates of incidents, grievance, and complaints directly related to double-celling.
11. That the county shall implement its double-celling proposal according to a double celling plan submitted and approved by the Commission. The county shall advise the Commission of any substantive changes to the double-celling plan.
12. By close of business September 1, 2016, all variance beds authorized by

Variance #09-V-04 shall be vacated.

- 13. By close of business September 5, 2016, all bunks used as part of Variance #09-V-04 shall be removed from the respective cells.

VARIANCE HISTORY

Approved 5/17/16 for 60 days
 Approved 11/17/15 for six months
 Approved 5/19/15 for six months
 Approved 11/18/14 for six months
 Approved 5/20/14 for six months
 Approved 11/19/13 for six months

2013	Recommendation: Action Taken: Length of Variance: Conditions, if changed:	Approval Approved at Meeting 6/19/2013 6 Months As part of any future extension request, the county must include plans for long-term capacity enhancement.
------	--	---

Approved 6/12 for one year
 Approved 6/11 for one year
 Approved 6/10 for one year
 Approved 1/10 for six months
 Approved 6/09 for six months

CONSTRUCTION/RENOVATION PLANS

None

OTHER VARIANCES IN EFFECT

None

STAFF INFORMATION AFTER SITE VISIT (DATE OF LAST VISIT TO FACILITY):

June 30, 2016:

1. The facility is observing the conditions of this variance.
2. Moran, Benjamin, Martinez met with county officials to discuss the variance and the Commission's expectations that the county take action to eliminate the need for variance beds. County officials indicated the following:
 - a. They committed \$1.5million in 2015 to their day reporting program. The county is confident that their expansion of a Re-entry program (to include all inmates).
 - b. They have appropriated \$100,000 for a new multi-faceted re-entry program focusing on county jail inmates. Additional funding supports a

case-management function and additional educational programming. \$10,000 has been appropriated for a grant writer who will be hired to secure additional resources to support additional re-entry programs.

- c. They are initiating a review of the Law Enforcement Assisted Diversion (LEAD) process that has been successful in Seattle and Santa Fe, and was recently introduced to the city of Albany.
 - d. The county continues to sustain a Bail Fund that assists individuals to meet bail of up to \$2,000 even if they personally lack the resources.
 - e. The county is considering opening a Detox center.
3. SCOC staff urged county officials to re-evaluate the 2002 Needs Assessment report completed by LaBella Associates. Obviously, population projections would require recalculation.

DATE OF LAST CYCLE VISIT THAT STANDARD VIOLATIONS WERE IDENTIFIED:

April 2016

Security and Supervision – Policy requires revision to reflect current practice
Discipline – informal discipline process

ANY OPEN MINIMUM STANDARD VIOLATIONS:

No other open issues

ANY VIOLATIONS WHICH PERTAIN TO THE VARIANCE'S CONDITIONS:

None

JUSTIFICATION FOR WHY VARIANCE SHOULD OR SHOULD NOT BE EXTENDED:

Approval of this variance will allow the facility sufficient time to plan for the September 1, 2016 revocation of the 18 variance beds through review of classification records, assessing the need for relocation of various inmate populations, and make arrangements to board out inmates to other local correctional facilities.

REVIEWED BY REGIONAL SUPERVISOR:

TM

DATE: 7-12-16

OFFICIAL USE ONLY:

NOTES OF MEETING: _____

**OFFICE OF
THE SHERIFF OF TOMPKINS COUNTY**

779 WARREN ROAD
ITHACA, NY 14850

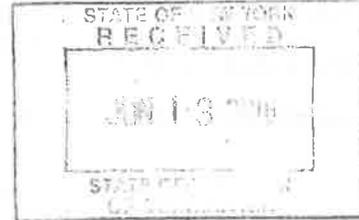
KENNETH W. LANSING
SHERIFF



TEL: (607) 257-1345
FAX: (607) 266-5436

BRIAN P. ROBISON
UNDERSHERIFF

New York State Commission of Corrections
Attn: Chairman Thomas A. Beilein
80 S. Swan Street, 12th Floor
Albany, NY 12205



June 8th, 2016

Re: Variance Renewal (09-V-04) for August of 2016

Commissioners –

Please accept this letter as a summary of the long-term and short-term goals for the Tompkins County Sheriff's Office. As we go forward, we are operating on an unknown timeline, as we can only move forward with the approval and acceptance from the Tompkins County Legislative body.

For our long-term goals, we would ultimately like to convert the current Public Safety Building into a full Correctional Facility. The goal would be to add cells, as well as program space, where the current Law Enforcement Division and Civil & Records Division reside. This would result in those divisions moving to a separate location. With the exception of the Jail Administrator, the managerial staff would be moved into the separate location.

In the short-term, we are focused on bringing our facility into compliance with 7040.3. Through providing offender services to the inmate population, we believe that this will reduce recidivism; which will reduce the jail population accordingly. The programs that we have implemented to aid us in this goal are listed below:

LEAD Program: This program is to be utilized as a “pre-entry” program. It is currently being utilized in the City of Albany. The program will divert offenders into a community-assisted treatment process; rather than the alternative of incarceration.

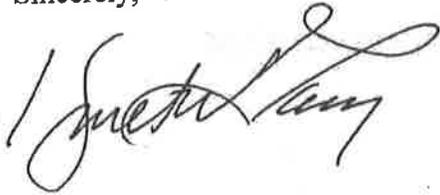
Community Re-Entry Program: Tompkins County will be hiring a Re-Entry Coordinator, whose job it will be to match up inmates who are leaving the jail with transitional services. The program aims at reducing the number of inmates who “re-offend” thereby reducing the number of inmates who will be incarcerated here in Tompkins County. Tompkins County is currently in the RFP process and expects this program to be operating by September 1st of this year. (See the attached program overview)

Alternatives to Incarceration Programs hosted by the Probation Department: These programs encompass a continuum of graduated sanctions designed to address offender non-compliance. Whenever a recommendation of incarceration is being considered by the Probation Officer, either at the pre-sentencing investigation or violation of probation stage, the case must be screened before the Tompkins County Alternatives to Incarceration Committee. This will result in possible sentencing options in various Alternatives to Incarceration Programs. The goal of the Committee is to ensure that all program options are examined in an attempt to reduce reliance on incarceration. The Committee screens the case for eligibility and appropriateness for all the programs and a decision is then made to which program, if any, could assist the defendant/probationer in rehabilitation; while not jeopardizing public safety. Many factors are taken into consideration by the Committee in the screening process including: the defendant’s legal history, the nature of the offense, their history of compliance with the terms and conditions of prior or current probation term, gravity of the non-compliant behaviors, danger to self and others, and other case circumstances. (See the attached overview of each program offered by Probation)

Tompkins County Assigned Council: This program provides defense counsel at first appearance (arraignment). This has resulted in fewer defendants being incarcerated at the beginning of the court proceeding. (See the attached program overview.)

The Tompkins County Sheriff's Office is confident that these measures will bring the jail population into compliance with the 7040.3 standard. Thank you for your time and consideration. If you have any questions, please do not hesitate to contact my office.

Sincerely,

A handwritten signature in black ink, appearing to read "Kenneth Lansing", written in a cursive style.

Sheriff Kenneth W. Lansing



TOMPKINS COUNTY
Criminal Justice/Alternatives to
Incarceration Advisory Board

TOMPKINS REENTRY PROGRAM

PLAN BACKGROUND

In February 2015, the Criminal Justice Alternatives to Incarceration Board (CJATI) formed the Reentry Subcommittee (RES) following recommendations that arose from the Jail Task Force meetings that took place in 2013-2014. The committee studied a myriad of factors that contribute to recidivism and unsuccessful reentry into the community following release from incarceration. The committee discovered that successful reentry programs for inmates rely on more than just helping the formerly incarcerated find jobs; it also requires helping offenders change their attitudes and beliefs about crime, addressing mental health and housing issues, providing mentoring, offering educational opportunities and job training, and connecting them with community resources. Most, if not all, of these things can and should begin as long before a person's release date as possible.

Tompkins County recognized an existing need for such services and initiated a reentry pilot project at the Tompkins County Jail nearly eight years ago, which initially involved a multitude of community stakeholders, but now only continues today with the participation of a member of DSS, Probation, OAR and a Corrections Officer at the Jail. Inmates in the current project receive:

- Public Assistance the day after they are released since their DSS applications are completed and submitted 45 days prior to release. (This is also done for additional inmates by OAR)
- Transportation to DSS from the Tompkins County Jail for an intake appointment, provided by an officer of the jail; and
- Assessment for additional needs such as housing, education, employment, substance abuse and mental health counseling, SSI/SSD, legal issues and are referred to appropriate agencies or assisted by members of the reentry program.

As there was no dedicated funding for this pilot program and eligibility was limited to a small pool of candidates that could be successfully managed given staffing constraints, only 143 individuals have been served since inception of the program. However, the data indicates that of the 143 people served, 92 or 64.3% have not returned to the Tompkins County Jail, indicating

that re-entry interventions, as limited as they were, may have been effective at reducing recidivism and are worthy of further expansion and support. The Tompkins County Legislature, in September 2015, made a commitment to provide that support by setting aside funding in the amount of \$100,000 for this endeavor.

In the Reentry Subcommittee report, it was identified that a designated coordinator or point person was lacking in the current reentry program. Currently, there is no one agency or nonprofit that has the resources, the authority, and the experience to undertake this job. The CJATI Board is comprised of 22 members, the majority of whom are members of the community or various nonprofit agencies providing services to those involved in the court system. Included are the judiciary, probation, DSS, victim representative, jail administrator, former offender, substance abuse treatment providers, mental health services, assigned counsel and defense attorney, among others, and represents every spoke in the criminal justice wheel. Thus, the CJATI Board has the ability, authority, desire and experience to reduce recidivism through assessment, coordination and referral to needed services, as well as analyze data.

Therefore, CJATI determined that the highest priority for funding is the hiring of one overarching coordinator, designated specifically to organize reentry services for inmates of the County jail. The rich resources and cumulative knowledge of the Board can assist the Reentry Coordinator with the mission and goals of the program. The Reentry Coordinator would be responsible for assessing risk of recidivism and needs of inmates, and would strategically apply resources to those identified most in need of services so as to improve a successful transition into the community. The Reentry Coordinator would involve community stakeholders to further strategize solutions to identified system barriers. The Coordinator would be responsible for establishing a collaborative effort with numerous agencies and initiatives, including OAR and URO (Ultimate Reentry Opportunity*) to determine possible areas of crossover and divergence that could benefit all reentry participants. The Reentry Coordinator would report to the CJATI Board on a monthly basis and report out as requested.

As an elemental part of the Reentry Program, and as a means to ensure the maximum impact from public and philanthropic investments in reentry services, CJATI will collaborate and coordinate with URO, OAR and others. It is expected that less formal, ad hoc connections will regularly occur as reentry problems and opportunities are identified.

The following plan and vision has been completed to formalize a sequence of action steps in the County's re-entry plan. It should be noted that in Tompkins County, approximately 60% of the jail population is awaiting trial or sentencing (presentenced) and 40% are sentenced, generally serving less than one year. Average length of stay in our local jail for unsentenced inmates is 37 days, leaving little time or capacity to assess and provide extensive services prior to release. It is anticipated that reentry services will initially be offered to sentenced inmates. Expansion to the unsentenced jail population is likely possible once the program is fully established.

* URO is a separate reentry initiative funded by private dollars and sponsored by the Multicultural Resource Center of Ithaca. URO seeks to identify barriers to successful reentry and engage individuals and organizations, including members of CJATI, who are key to addressing and attempting to eliminate those barriers. To guarantee ongoing communication and collaboration, the executive director of the MRC has been added to CJATI as a voting member.

Probation Run Alternatives to Incarceration Programs (ATI)

This department operates several Alternative to Incarceration programs which encompass a continuum of graduated sanctions designed to address offender non-compliance.

Whenever a recommendation of incarceration is being considered by the Probation Officer either at the presentence investigation or violation of probation stage, the case must be screened before this department's Alternatives to Incarceration Committee for possible sentencing options in the various Alternative to Incarceration programs. The goal of the Committee is to ensure that all program options are examined in an attempt to reduce reliance on incarceration. The Committee screens the case for eligibility and appropriateness for all the programs and a decision is then made as to which program, if any, could assist the defendant/probationer in rehabilitation while at the same time not jeopardize public safety. Many factors are taken into consideration by the Committee in the screening process including the defendant/probationer's legal history, the nature of the present offense, their history of compliance with the terms and conditions of prior or current probation term, gravity of the non-compliant behaviors, danger to self and others and other case specific circumstances.

Intensive Supervision

Intensive Supervision Probation (ISP) is one of the oldest Alternative to Incarceration (ATI) programs, primarily for high risk, felony offenders who are at risk of local or state incarceration. The caseload size is smaller than that of a regular supervision caseload, which allows the Probation Officer to provide more meaningful supervision and service delivery through increased contacts with the probationer. As a result, the Probation Officer is able to identify problems early and ensure that services are delivered to the probationer so that they are given every possible opportunity to modify their behavior to a law abiding lifestyle.

The goals of ISP are as follows:

- to ensure public safety through restrictive supervision and monitoring
- to promote law-abiding, productive behavior through effective case management services
- to hold offenders accountable
- to reduce the criminal justice system's reliance on incarceration
- to reduce state and local costs for incarceration

ISP is a time limited program of 9-12 months. If successful on ISP, the probationer is transferred to a regular caseload for ongoing supervision.

Service Work Alternative Program

The Service Work Alternative Program (SWAP) is an Alternative to Incarceration program for adults who have been convicted of a nonviolent crime and have been ordered by the criminal courts to perform community service. Participants perform their mandated hours in a structured, supervised program at various not-for-profit sites located throughout the county. Emphasis is placed on encouraging participants to learn new job skills and gain self esteem while giving back to the community (Restorative Justice) for the negative effects of their offending behavior.

Day Reporting

The Tompkins County Day Reporting Program, located in the Human Services Building, is one component of the Department's Alternatives to Incarceration (ATI) continuum. Day Reporting is an innovative option for those involved with the courts that increases community based supervision, provides classes and counseling, enhances family functioning, and reserves jail resources for those most appropriate for incarceration. Participants are encouraged to take personal responsibility for their actions, repair the harm caused to their victims, their families and their communities, and develop skills to enable them to become more productive members of the community.

Participants are mandated by the courts to attend the program which allows them to live in the community while serving their sentence or awaiting trial or sentencing. Participants can attend the Center's Day Reporting Program as a condition of probation or violation of probation, as a Drug Court sanction, as a pre-trial supervised release. In addition the program can be utilized by individuals who are attempting re-entry into the community following a period of incarceration. Participants are referred to Day Reporting as a result of Pretrial release order, Drug Court referral, Presentence order or Parole referral. The length of the program varies as determined by the referral source or court order.

Electronic Monitoring

The Electronic Monitoring Program provides 24-hour monitoring of an offender through an electronic "bracelet". This is a cost effective alternative to incarceration program for adults who pose a moderate to high risk to the community, and is used with juveniles as an alternative to detention. It allows individuals to maintain their employment or participation in school, avoid separation from family, and participate in community based treatment programs.

Drug Treatment Courts

The goal of the Ithaca Community Treatment Court (Misdemeanor) and Tompkins County Felony Drug Treatment Court is to assist the participants of those programs in breaking the cycle of addiction and criminal activity. The Treatment Court programs provide the defendant with a highly structured environment that combines judicial oversight, probation supervision, substance abuse treatment, mandatory drug testing, graduated sanctions/responses and education/employment training in an effort to encourage positive behaviors and reduce recidivism.

Pre-Trial Release

The Pre-Trial Release Program facilitates release for incarcerated individuals who meet appropriate criteria. All defendants in custody at the Tompkins County Public Safety Building who have bail set by a court are given the opportunity to be interviewed for this program. A Probation Assistant reports to the jail daily and conducts an initial screening and personal interview with the defendants. A cursory investigation is then conducted into the defendant's legal, social, and employment history with emphasis placed on past cooperation with court orders, prior warrants for failing to appear in court, and personal references to determine the defendant's potential for appearing for future court dates. Following an evaluation as to the defendant's ties to the community and potential flight risk from their legal charges, a recommendation is made to the court regarding release status. The options include: Release on Recognizance (ROR), reduced bail, bail, or release under supervision (RUS) to the Probation Department.



**New York State Commission of
Correction**
80 S. Swan Street, 12th Floor
Albany, New York 12205
518-485-2465
518-485-2467 (Fax)

Thomas A. Beilein
Chairman

New	_____
Renewal	_____
Variance #	_____
(SCOC USE ONLY)	
RECEIVED	
JAN 13 2016	

Variance Application Form

INSTRUCTIONS TO SHERIFF OR CHIEF ADMINISTRATIVE OFFICER:

Pursuant to New York State Minimum Standards Part 7050, Variances, please complete all portions of this form and mail or fax this form Attn: Chairman/Commissioner to the address or fax number listed above.

Facility: Tompkins County

Person requesting: Ken Lansing - Sheriff

(Sheriff/Chief Administrative Officer)

- A. State the specific part, section and subdivision of New York State Minimum Standards for which the variance is requested: Example: 7040.3 states that, the total number of inmates confined within each correctional facility shall not exceed the maximum facility capacity of such facility. To request a variance to house additional inmates within the facility the citation should be listed as:

Ex. Part: 7040 Section: 3 Subdivision: n/a

Standard for which the variance is requested:

Part: 7040 Section: 3 Subdivision: _____

- B. In the space provided below include specific plans fully explaining and supporting the alternative manner of compliance. If you are requesting a modification to an existing variance please include that information in the area below as well. (Include or attach any relevant supporting documentation)

We have been utilizing 18 existing double bunks that are currently installed. The only alternative to this is boarding prisoners to other jails at great expense to the health and welfare of the inmates who are moved to the substitute jails due to the fact that they are taken away from the friends and family and services that are here in Tompkins County. We would request that Variance e09-V-04 be continued for one year.

- C. In the space provided below include a detailed description regarding why this variance is necessary. (Include or attach any relevant supporting documentation)

The Tompkins County Jail has an existing MFC of 82 beds. Over the past 13 months we have averaged 90 inmates in custody per day. We are currently operating under an approved variance that allows us 18 additional beds. See attached sheet for current and future programs that we are using and instituting to help meet our MFC with out variances. ■

- D. Provide the amount of time for which the variance is requested, if applicable:

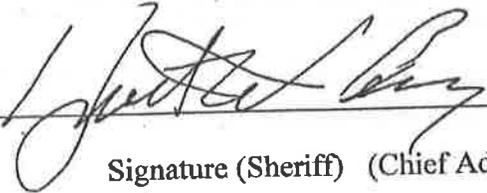
365 Days 52 Weeks 12 Months

- E. If this variance request is approved, what plans, provisions and timetables are in place for achieving full compliance with the Minimum Standard at issue such as adding to the MFC, etc. (Use additional sheets to provide additional supporting documentation, if necessary).

It is Tompkins County's plan to continue funding alternative programs to reduce the incarcerated population. We have recently allocated \$100,000 to the re-entry coordinator position and plan on having that program in operation by September 1st. The LEAD program is also in discussion by the legislature to help reduce the incarcerated population. Tompkins County meets monthly to coordinate efforts of the Criminal Justice community here to help move people through the criminal justice system as quickly as possible. See the attached detail sheets for program descriptions.

G. Has this variance been previously approved?

Yes X If yes, include the variance number 09-V-04 No


Signature (Sheriff) (Chief Administrative Officer)

6/7/2016

Date

Additional copies of this form can be obtained by contacting the Commission, or online at www.scoc.ny.gov. Click on table of contents, Commission Forms, Request for a Variance (Formal application statement).

To: NYS Commission of Correction
From: Tompkins County
Date: June 30, 2016
Re: Actions by Tompkins County to Increase Capacity and Decrease Utilization of Jail

Since the Commission granted the variance, Tompkins County has made significant investments in both physical facilities and programs to keep the jail population low and the jail operating safely, including:

- Invested \$910,000 in a project that added seven beds to the Jail, including building a sheltered outdoor recreation structure (2015).
 - As a part of the planning for this project, designs were commissioned for a subsequent phase of jail modifications that would dedicate the entire Public Safety Building for jail purposes—requiring the relocation of the Law Enforcement and Civil Sections. The design allows for an additional seven beds plus additional program space.
- Appropriated \$100,000 in on-going funding for a new, multifaceted re-entry program focused on County Jail inmates (2016). The appropriation includes \$10,000 for a grant writer who will be hired to secure additional resources to support additional re-entry programming. (The balance of the funding supports a case-management function and additional educational programming).
 - In addition, the Ithaca-based Park Foundation has awarded \$135,000 over the past two years to the Multi-Cultural Resources Center for a re-entry program aimed at former inmates (2014-15)
 - County government and local non-profit agencies are collaborating on these and other re-entry initiatives to maximize the impact of public and private dollars.
- Invested \$1.5 million in the development of a new “Day Reporting Center” operated by the County Probation Department that provides education and training to participants in our drug courts, parolees, and former inmates of the Jail (2015).
- Installed a new, \$105,000 digital video surveillance/monitoring system in the Jail and will soon upgrade the Jail Access Control System at a cost of \$450,000 (2016).
- Instituted a comprehensive “counsel at first appearance” policy—one of the first counties in New York State to do so (2014).
- Established an “open access” policy at the County Mental Health Department, allowing individuals seeking immediate psychiatric help to see a clinician without an appointment or delay.

- Sustained a Bail Fund administered by Opportunities, Alternatives, and Resources that assists individuals to meet bail of up to \$2,000, even if they personally lack the resources. Since 2011, the County has provided \$25,000 to replenish the fund.
- Commissioned a task force to review the town and village court system in Tompkins County. The group is expected to recommend that: 1) justices limit bail on misdemeanor charges to the \$2,000 bail fund ceiling of Opportunities, Alternatives, and Resources, 2) justices adhere to a presumptive ROR policy when setting bail for those charged with misdemeanors, and 3) local governments adopt the Law Enforcement Assisted Diversion (LEAD) approach outlined below. All would have an impact on jail bookings.
- Sustained the Criminal Justice/Alternatives to Incarceration committee, composed of departments, agencies, and individuals involved in the criminal justice system, to conduct a monthly review of Jail inmates to ensure that people are moving through the system as quickly as possible and to take on major policy discussions that relate to reducing the jail population.
- Commissioned a 12-person task force in 2014 that included criminal justice professionals, members of the judiciary, human service practitioners, and community members to identify ways to safely achieve further reductions in the jail population. Several of the recommendations are now being implemented.
- Initiated a review of the Law Enforcement Assisted Diversion process that has been successful in Seattle and Santa Fe, and was recently introduced in the City of Albany.
- Initiated an effort to create an acute detox centers in the area, including supporting the work of the Alcohol and Drug Council to establish such a center in or near the City of Ithaca.

Resource Guide

Available agencies and programs currently in Tompkins County

Emergency Contact Numbers

Advocacy Center (607) 277-5000

Alcohol & Drug Crisis (800) 784-6776

DSS (607) 274-2444

Ithaca City Police (607) 272-3245

NYS Child Abuse (800) 342-3720

Suicide Prevention (607) 272-1616

Tompkins County Sheriff (607) 272-2444

This is an updated list of current programs and agencies that are available in Tompkins County. Due to the length of the list you will find this length is alphabetical rather than by needs to help find the sections easier.

Clothing

A. Thrift Stores

- a. **Gia's Elite Style Salon & Boutique**
*121 South Cayuga St., Ithaca NY
(607) 319-0009*
- b. **Jillian's Drawers**
*171 East State St., Ithaca NY
(800) 516-2991*
- c. **Mary Durham Boutique**
*110 West Court St., Ithaca NY
(607) 256-9957*
- d. **Mama Goose**
*430 West State St., Ithaca NY
(607) 269-0600*
- e. **Old Goat Gear Exchange**
*320 E State/MLK St., Ithaca NY
(607) 319-4388*
- f. **Salvation Army**
*381 Elmira Rd., Ithaca NY
(607) 273-5323*
- g. **Thrifty Shopper**
*376 Elmira Rd., Ithaca NY
(607) 220-1992*
- h. **Trader K's**
*119 East State St., Ithaca NY
(607) 272-4011*

B. Agencies that offer clothing for free

- a. **Catholic Charities**
*324 West Buffalo St., Ithaca NY
(607) 272-5062*
The clothing closet is free of charge, and is available to all Tompkins County residents. Every person coming to Catholic Charities is allowed 10 articles of clothing every month.
- b. **OAR**
*518 West Seneca St., Ithaca NY
(607) 272-2885*
OAR has a small closet available of clothes received as donations. There are various sizes for men, women and children.
- c. **Women's Opportunity Center**
*315 North Tioga St., Ithaca NY
(607) 272-1520*
WOC has a closet designated to female clients that consists of professional clothing for interviews, jobs, etc.

Court

- A. **Caroline Town Court**
(607) 539-7796
- B. **Cayuga Heights Village Court**
(607) 257-3944
- C. **Danby Town Court**
(607) 277-0095
- D. **Dryden Town Court**
(607) 844-8888
- E. **Enfield Town Court**
(607) 272-0529
- F. **Freeville Village Court**
(607) 844-8470
- G. **Groton Town Court**
(607) 898-3711
- H. **Ithaca City Court**
(607) 216-6660
- I. **Ithaca Town Court**
(607) 273-0493
- J. **Lansing Town Court**
(607) 533-4776
- K. **Newfield Town Court**
(607) 564-9571
- L. **Tompkins County Court**
(607) 216-6610
- M. **Tompkins County Family Court**
(607) 216-6640
- N. **Ulysses Town Court**
(607) 387-5411

Education:

A. GED/HSE

a. Day Reporting

320 West State St., Ithaca NY
(607) 274-7504

Day Reporting is an innovative option for individuals who are a part of re-entry or who have had prior involvement with the Tompkins County Department of Probation that increases community based supervision, provides classes and counseling, enhances family functioning, and reserves jail resources for those most appropriate for incarceration. Participants are encouraged to take personal responsibility for their actions, repair the harm caused to their victims, their families and their communities, and develop skills to enable them to become more productive members of the community.

b. Tompkins County Jail BOCES Program

Offers educational classes to learners up to 21 years of age while they are incarcerated. Coursework can be submitted directly to our instructional staff, or if no coursework is provided, TST instructors work with students on enhancing the skills necessary to complete the Test Assessing Secondary Completion credential, formerly the GED

c. Tompkins County Learning Partners

124 West Buffalo St., Ithaca NY

(607) 277-6442

- i. **Adult Basic Education (ABE):** Adults students work with tutors one-to-one or in small groups to improve reading, writing, math, or computer skills. Students' levels range from basic to intermediate.*
- ii. **English As A Second Language (ESL):** Adult immigrants work with tutors one-to-one or in small groups to gain greater proficiency in the English language. Some students also work toward citizenship, math or computer literacy. Students levels range from beginning to advanced*
- iii. **Incarcerated Youth Services (IYS):** Young men (ages 14 - 20) at MacCormick Secure Center and Finger Lakes Residential Center (ages 14-18) work with tutors to improve academic skills in basic reading, writing and math.*

d. Learning Web

515 West Seneca St., Ithaca NY

(607) 275-0122

Offers, through the Youth Outreach Program, services for high School age and young adults age 16- 24 who find themselves without stable housing. Youth Outreach helps with finding housing and jobs, completing school, parenting, keeping a home, managing finances, and virtually all of the components of independent living.

e. Southside Community Center

305 South Plain St., Ithaca NY

(607) 273-4190

Our tutors are local college students, many of which hail from Cornell University that can tutor any subject needed. This is a great opportunity for students to get academic support as well as learn about the college experience from current students.

f. TST BOCES

555 Warren Rd., Ithaca NY

(607) 257-1551

Adult Education Programs

Offerings in the area of literacy include adult basic education and adult secondary education (ABE) for High School Equivalency (HSE) preparation. These HSE courses help prepare adult learners for the Test Assessing Secondary Completion (TASC), which is an exam similar in scope to the previously administered GED exam. Additional adult education courses are offered in areas of specialized training such as welding, computer technology, security officer training, CDL, OSHA 10, First Aid/CPR, hydraulics, defensive driving and coaching. All adult education courses are open to anyone 18 years old or older.

B. College/Technical Training:

a. BEAM

(607) 272-7570 ext 115

Adults ages 19 through 30 are invited to learn about Workforce Development's Bridge to Employment and Academic Marketplace (BEAM) program, which is designed to help build better futures through continuing education. BEAM helps individuals succeed by

offering career guidance, help with financial aid applications and other resources for young adults interested in returning to college.

b. Mary Bogan College Initiative (MBCI)

518 West Seneca St., Ithaca NY

Benay Rubenstein (607) 351-5028 / Laura Komor (607) 342-3873

MBCI creates pathways from jail and prison to college by eliminating barriers to higher education and promoting leadership, self-advocacy and long-term success. MBCI helps first-time and transfer students navigate the complex college admission process for applicants with criminal records; works with student loans in default, provides ongoing mentorship and much more. All services are free of charge.

Employment

A. Access VR (Formerly VESID)

(607) 734-5294

ACCES-VR assists individuals with disabilities to achieve and maintain employment and to support independent living through training, education, rehabilitation, and career development.

B. Challenge

950 Danby Rd #179, Ithaca NY

(607) 272-8990

Challenge can provide the following services:

- 1. Vocational assessments – standardized and situational groups for Job Seekers*
- 2. On the job try-outs at local employers or at our own businesses*
- 3. Job development & job search skills & activities*
- 4. Job Coaching/Training (once placement has been secured or in an ongoing job)*

After initial placement & training, we can provide ongoing support to maintain your job, look for advancement opportunities, & continue career path for as long as needed.

C. Day Reporting

320 West State St, Ithaca NY

(607) 274-7504

- 1. Individuals who are a part of re-entry or who have had prior involvement with Tompkins County Probation have access to computers as well as staff who will help them set up their resume and have potential job leads for individuals to apply to.*
- 2. Ready Set Work!*

A 20 hour skill based training to equip individuals with the necessary tools to get and retain quality employment. There is also an emphasis on career planning and advancement, to encourage longevity in legitimate employment. This program is available for individuals who are part of re-entry or who have had prior involvement with Tompkins County Probation.

D. Express Employment Professionals

222 Elmira Rd., Ithaca NY

(607) 256-2121

Express Employment Professionals works with job seekers to help them find the right job for their skills and experience. They have a variety of jobs available, and there are full-time, part-time, and temporary positions available.

E. Hospitality Employment Training Program

(607) 272-3622

In HETP, participants receive training and work experience to start a fulfilling career in the hospitality industry. Participants complete the program over six months and leave with a

comprehensive resume of certifications and on the job training, putting them in a competitive position for supervisory roles.

F. Ithaca ReUse

214 Elmira Rd., Ithaca NY
(607) 257-9699

ReSET Tech is a 10-week, unpaid entry level job training program. Participants learn in a hands-on environment, through exposure and participation in day-to-day business activities in the Finger Lakes ReUse eCenter Computer ReUse program. Those who successfully complete the entry level training are invited to apply for a competitive 15-week full time paid Apprenticeship.

G. Learning Web

515 West Seneca St., Ithaca NY
(607) 275-0122

1. Community & Career Exploration & Apprenticeship Program (CCEAP)

This program is for middle school and high school age Tompkins County youth who are living with a parent or guardian. Tailored to each young person's interests, CCEAP's services include career exploration tours, apprenticeships, and community service.

2. Supported Employment

This program is a service for participants in our Youth Outreach Program, young adults 16-24 who do not have stable housing and wish to improve their education and employment skills. Participants receive help finding and keeping jobs that offer opportunities for advancement.

H. OAR

518 West Seneca St., Ithaca NY
(607) 272-7885

OAR has a book full of job openings that constantly is updated. They have a computer that can be used to create or edit your resume and they also have job postings hung on the wall in the Drop In Center.

I. Office for the Aging

214 West State St., Ithaca NY
(607)-274-5482

Employment and training program for individuals age 55 or older with incomes below 125% of poverty. The program assists individuals who cannot get a job on their own. It provides participants with a community placement where they make minimum wage for 20 hours a week while they gain the skills to obtain unsubsidized employment.

J. Staffings

224 South Fulton St., Ithaca NY
(607) 273-5335

Offers applicants, employees and clients unmatched personal attention and state-of-the-art web-based solution by using a combination of internet job boards, online services, and local recruiters.

K. Women's Opportunity Center

315 North Tioga St., Ithaca NY
(607) 272-1520

The Women's Opportunity Center is leading low income women to the pathway out of poverty by providing them individualized career counseling, training and removing barriers to become job ready and find employment. WOC assists in removing barriers to employment by providing scholarships, guidance, and referrals to other programs as needed.

L. Workforce NY

171 East State St., Ithaca NY

(607) 272-7570

Tompkins Workforce New York provides a convenient, one-stop shopping approach for accessing employment-related services for businesses, workers, and jobseekers in Tompkins County. Our full-service Workforce New York Career Center is located in downtown Ithaca in Center Ithaca on The Commons. Our Center provides an open, friendly, and professional atmosphere with trained staff ready to assist jobseekers and employers.

M. YAP (Youth Advocacy Programs)

423 1st St., Ithaca NY

(607) 277-5254

Domestic Violence

A. The Advocacy Center

(607) 277-3203

info@theadvocacycenter.org

The goal of the Advocacy Center is to help reduce the trauma that results from domestic violence, sexual assault and child sexual abuse.

a. They provide FREE services for:

1. *Children and teens who have been sexually abused, sexually harassed or raped*
2. *Adults who have been sexually assaulted, raped or harassed.*
3. *Adult survivors of child sexual abuse*
4. *Adults who have been physically, emotionally or sexually abused or stalked by an intimate partner*
5. *Teenagers who have experienced dating violence or have been stalked*
6. *Family and friends of a youth or adult who has experienced sexual abuse, sexual harassment or rape*
7. *Family and friends of adults and teenagers who have experienced domestic violence*
8. *Community members and professionals concerned about a youth or adult survivor of sexual abuse or assault*
9. *Community members and professionals concerned about a youth or adult who has experienced domestic violence*

b. Their services include:

1. *Crisis intervention*
2. *Emotional support*
3. *Shelter at our safe house*
4. *Support groups and empowerment classes*
5. *Going with you to services such as hospital, police, court proceedings or social services*
6. *Legal advocacy*
7. *Help with orders of protection*
8. *Safety planning*
9. *Therapy services and referral*
10. *Sexual Assault Nurse Examiner Program at Cayuga Medical Center*
11. *Assistance applying for NYS Crime Victims Board compensation*
12. *Information and referral*
13. *Prevention education and lending library*

Food

A. Food Bank of Southern Tier

(607) 796-6061

Our service area includes Broome, Chemung, Schuyler, Steuben, Tioga, and Tompkins counties, covering nearly 4,000 square miles. The partnership we share with more than 150 partner agencies across our service area is crucial to our mission. It is these food pantries, soup kitchens, shelters, after-school programs, and senior housing sites that ensure the food we deliver gets to the people who need it most.

B. Loaves and Fishes

210 N Cayuga St., Ithaca NY

(607) 272-5457

*Free daily meals. All are welcome. No income guidelines
Monday, Wednesday Friday, 12 pm; Tuesday Thursday 5:30pm*

C. Salvation Army

150 North Albany St., Ithaca NY

(607) 273-2400

Food pantries assist families and individuals with groceries to prepare in their home. Families can stretch their funds for the month by stopping at a food pantry. When individuals come into a food pantry, a caseworker meets with them and talks about how their resources are being distributed. Qualification for the food pantry is based on need. The amount of food varies by family size.

D. Southside Community Center

305 South Plain St., Ithaca NY

(607) 273-4190

*12:00-2:00pm last Saturday of every month
Emergency Food Package available 4:00-6:00pm Monday-Friday
The Southside Community Center also offers two different ways for families to be able to obtain healthy, nutritional foods on a regular basis. Hot Dinners are available during the school year as well as a monthly food pantry.
During the school year the Southside Community Center provides hot dinners from 5pm-6pm. Times are adjusted for the summer*

E. Tompkins Community Action Food Pantry

701 Spencer Rd., Ithaca NY

(607) 273-8816

Households receive three days' worth of food and personal care items once a month. They may choose foods that work best for their family, their diet needs and preferences.

Operating Schedule:

Mondays: 2:30 P.M. to 4:30 P.M.

Tuesdays: 10:30 A.M. to 1:30 P.M.

F. Tompkins County DSS

320 West State St., Ithaca NY

(607) 274-5201

Previously known as Food Stamps, the Federal SNAP program provides low-income households monthly benefits to purchase food. Income and resource standards vary according to age, health, household size and household expenditures.

*****A FULL LIST OF DAILY PANTRIES IS AVAILABLE WITH THE FOLLOWING*****

1. www.211tompkins.org
2. Ithaca Journal "Daily Events", page 2B

3. Weekly Advantage/Pennysaver

Family Reunification/Mentorship

A. Civic Ensemble's Theatre Re-Entry Program

(607) 241-0195

Civic Ensemble's ReEntry Theatre Program was started in 2015 to provide an opportunity for members of the Tompkins County community in upstate, NY to participate in arts programming.

B. Community Faith Partners

(607) 327-0989

Almost from the beginning of the Faith Partnership, men and women volunteers have visited the county jail to share their Christian faith and build relationships. Our goal is to promote Christian faith as the cornerstone of successful re-entry into the community, recovery from addictions, and ability to lead meaningful and productive lives. In cooperation with the Sheriff, Social Services, and other agencies, we work to stop the revolving door of incarceration.

C. Family & Children's Services

127 West State St., Ithaca NY

(607) 273-7494

Open Doors, a Runaway and Homeless Youth program for Tompkins County. We provide services to youth up to age 21, and their families, who have run away or are at-risk of running away and are interested in reunifying with family. We want to partner with the community, accepting referrals of young people and families dealing with these issues, and hope you will partner with us to provide support to families struggling to stay together.

D. Lifelong

119 West Court St., Ithaca NY

(607) 273-1511

Lifelong Learning is 1 of 9 programs Lifelong offers to older adults in the community. Lifelong Learning started in the spring of 1998 and offers volunteer-taught community classes which focus on sharing knowledge and linking communities with one another. In 1998 the program began with 15 classes and 139 people participating. The program now offers over 150 classes each year with over 500 people participating.

E. OAR

518 West Seneca St., Ithaca NY

(607) 272-7885

OAR provides a drop-in center for a vast array of services. These include making appointments, getting in touch with family members, conducting job and home searches, getting referrals for other human service agencies, and staying up-to-date on current events.

F. Tammy Baker

Downtown Ithaca

(607)-793-3776

Outreach worker in the area (from the commons all the way down 13) and works with individuals who are having a difficult time or just need an ear. Tammy allows individuals to use her phone to make phone calls, appointments, etc.

G. Tompkins County DSS

320 West State St., Ithaca NY

(607) 274-5680

DSS helps with supervised visits between family and children. Has subsidized day care for children of low-income families and children placed with working foster parents.

H. Ultimate Re-Entry Organization (URO)/ Multicultural Resource Center (MRC)

618 Willow Ave., Ithaca NY

(607) 272-2292

The Mentoring Program of the Ultimate Re-Entry Opportunity provides support and guidance navigating available community resources as individuals develop personal skills to successfully transition from prison or jail back into their communities.

I. YAP (Youth Advocacy Program)

102 Cherry St., Ithaca NY

(607) 277-5254

Youth Advocate Programs, Inc. (YAP) provides intensive services to safely reunify families who have children in residential or other placement outside of their home. An extensive assessment is provided in collaboration with the placement facility/location, the local social service department, the family, community partners and local law enforcement.

Financial Services/Assistance

A. Alternatives Federal Credit Union

125 North Fulton St., Ithaca NY

(607) 273-4611

Alternatives offers a Free Tax Preparation Program for individuals that make under a certain amount. This is a way to help all eligible workers claim the credits they deserve without paying fees. If you are single and earn less than \$35,000 or a family earning under \$54,000, AFCU can prepare your Federal and State Income Tax Returns.

B. Catholic Charities

324 West Buffalo St., Ithaca NY

(607) 272-5062

Can help with security deposits for first time renters with the landlord.

C. Department of Social Services (DSS)

320 West State St., Ithaca NY

(607) 274-5345

Cash Assistance programs provide financial help to families and individuals as well as some emergency assistance. Income eligibility standards and benefit levels vary depending on the household situation.

D. Greater Ithaca Activities Center (GIAC)

301 West Court St., Ithaca NY

(607) 272-3622

"Robin's fund"

money available to avoid eviction, utility shut-offs, for grandparent raising grandchildren in need of an adaptive device and to help deal with many other financial crises, etc. (Limited)

E. OAR

OAR can help cash certified checks for individuals who have no ID, however the check must be \$100 or less.

F. Tompkins Trust Company

701 West Seneca St., Ithaca NY

(607) 273-6171

Will cash certified checks for individuals who do not have a bank account or a DMV ID BUT they have a prison ID.

Furniture

A. Love Knows No Bounds

115 The Commons, Ithaca NY
(607) 239-7247

Working with people to meet their needs for a safe, sturdy, and functional home when they don't have the resources to repair or furnish them on their own. Possible delivery, if necessary.

B. ReUse Center

214 Elmira Rd., Ithaca NY AND 2255 N Triphammer Rd., Ithaca NY
(607) 257-9699

ReUse offers almost everything you can think of at prices 90% below retail. Find office supplies, construction material, housewares, electronics, furniture, cookware, hardware, tools and much more. Inventory and deals change daily.

C. Salvation Army Family Store

381 Elmira Rd., Ithaca NY
(607) 272-5323

Housing:

A. Emergency

a. Rescue Mission

618 West State St., Ithaca NY
(607) 273-6684

The Ithaca Rescue Mission provides a 20-bed emergency shelter, 15-beds in transitional housing, a drop-in day center, and a 10-bedroom supportive residence. The day center, called the Friendship Center, provides a safe place out of the elements that is open to all. Three meals are served weekly there, and our community food pantry is open every day of the week.

B. Temporary

a. Open Doors

127 West State St., Ithaca NY
(607) 273-7484

Case Management/ Temporary Housing:

Short term case management and crisis management focused on youth goal achievement

Mediation and family counseling

Referrals to ongoing services

Involvement in youth development activities and groups

Pending certification from OCFS, temporary shelter placement in volunteer host homes

C. Transitional

a. Advocacy Center

(607) 277-3203

Safe housing for domestic violence victims. Location confidential.

b. Catholic Charities

324 West Buffalo St., Ithaca NY
(607) 272-5062

1. *"A Place to Stay" will offer women in crisis a short term stay in a stable, clean and peaceful home environment while gaining skills and experiences designed to enhance their self-efficacy and independence.*

2. Also works with individuals and helps with security deposits for new renters.

c. Learning Web

330 West State St., Ithaca NY
(607) 272-8162

The Housing Scholarship Program (HSP) gives you a chance to make a big leap in reaching your long term goals of finishing your education or working your way to a better job so that you can pay for housing yourself. If you are selected to be in the Housing Scholarship Program (HSP), we find you an apartment and The Learning Web pays your rent and utilities for 12 months, allowing you to concentrate on finishing school or working towards a better job rather than struggling to pay your rent to keep your housing. If you make full use of your time in the HSP, you will build the skills to be able to pay for your own housing, as well as have significant savings to put towards safe and permanent housing.

d. Rescue Mission Court Street Place

717 West Court St., Ithaca NY
(607) 342-0372

Supportive transitional housing for homeless men. 6 months – 2 year allowable stay.

e. Single Room Occupancy (Rescue Mission)

618 West State St., Ithaca NY

Typically transition qualified individuals from the shelter to the SRO program when able. Outside referrals usually come from DSS.

D. Permanent

a. Tompkins Community Action

701 Spencer Rd., Ithaca NY
(607) 273-8816

Helps with housing and assists with rental assistance for individuals who have very low income

1. Chartwell House

322 North Meadow St., Ithaca NY
(607) 277-1154

Permanent supportive housing for disabled homeless men currently in recovery of alcohol and substances

2. Corn St. Apartments

309 South Corn St., Ithaca NY
(607) 216-0457

i. Permanent supportive housing apartments for homeless pregnant or parenting young families with the head of household between the ages of 18-25

ii. Transitional supportive housing (24 months maximum) for homeless pregnant or parenting young families with the head of household between the ages of 18-25.

3. HCVP (Formally Section 8)

701 Spencer Rd., Ithaca NY
(607) 273-8816

Provides rental subsidies to income-eligible individuals and households. Participants generally pay between 30-40% of their monthly adjusted income towards their housing cost and the remainder is directly paid to the landlord. Housing Services staffs perform health and safety inspections on each housing unit before rental assistance can begin and at least once per year thereafter.

4. Magnolia House

320 North Meadow St., Ithaca NY

(607) 379-6107

Permanent supporting housing program for women + 1 child (infant-6 y.o) in recovery from substances

5. STEHP (Solutions to End Homelessness Program)

800 South Plain St., Ithaca NY

(607) 273-1244

Security deposit and rental assistance for at-risk homelessness

b. Ithaca Housing Authority

800 South Plain St., Ithaca NY

(607) 273-8629

1. Strives to assist families and individuals to obtain safe, clean and affordable housing in accordance with Federal HUD guidelines. Families and individuals seeking a clean and safe environment and willing to help preserve the mission of Ithaca Housing Authority are encouraged to apply. Properties include: Titus Towers I, Titus Towers II, Northside Developments, Overlook Terrace, Southview Gardens.

2. The Section 8 Tenant Based Assistance (also known as the Housing Choice Voucher Program) is tied to the families so that eligible families are guaranteed federal assistance for any housing unit that meets the general program requirements.

c. Lakeview Health Services

3rd St., South Albany St., Cascadilla St.

(607) 277-4768

Single room occupancy program for individuals who are homeless also for individuals diagnosed with severe persistent mental illness and eligible for some level of Social Services assistance.

d. Neighborhood Housing Services

798 South Plain St., Ithaca NY

(607) 273-8629

INHS is dedicated to helping people of modest incomes find—and stay in—high-quality housing throughout central New York's Tomkins County, a goal that benefits the entire community. We're accomplishing this by providing low-interest loans to first-time homebuyers, managing well-maintained rental units, rehabbing old homes, providing home-repair assistance to seniors, etc.

e. Second Wind

1435 Elmira Rd., Newfield NY

(607) 227-6268

Permanent, single occupancy cottages for formerly homeless or at-risk homeless men 18 or older.

f. Tompkins County DSS

(607) 274-5264

Home Energy Assistance Program (HEAP) helps low-income households meet the high costs of home energy. Income and resource eligibility standards change annually. A single annual benefit based on the household's method of heating is provided. Emergency assistance is also available.

E. Other

a. Cornell Cooperative Extension (CCE)

615 Willow Ave., Ithaca NY

(607) 272-2292

Offers support and resources with maintaining and repairing your house, conserving energy, emergency preparedness, etc.

ID Assistance

A. Day Reporting

320 West State St., Ithaca NY
(607) 274-7504

Individuals who are part of re-entry or have had involvement with Tompkins County Probation can work with someone to figure out what documents are necessary in order to get an ID. They will help call agencies to see how to obtain one and sometimes have a copy of the document for the individual to use.

B. OAR

518 West Seneca St., Ithaca NY
(607) 272-7885

If you have ever been incarcerated at TCJ or know someone who has been, OAR can help you get birth certificates, DMV ID's, Sheriff ID's, etc.

C. Tompkins County DMV

301 3rd St., Ithaca NY
(607) 273-7187

Can issue IDs for individuals if they can come up with 6 points (birth certificate required). If your ID is lost and not expired, the 6 points is not required.

D. Tompkins County Jail

779 Warren Rd., Ithaca NY
(607) 257-5316

TCJ can provide a Sheriff's ID which has your photo, fingerprint and signature on it. This can be worth points at the local DMV office.

Law Enforcement

A. Cayuga Hights Police Department

836 Hanshaw Rd., Ithaca NY
(607) 257-1011

B. Dryden Village Police Department

16 South St., Dryden NY
(607) 844-8118

C. Ithaca Police Department

120 E Clinton St., Ithaca NY
(607) 272-3245

D. Groton Police Department

108 E Cortland St., Groton NY
(607) 898-3131

E. Tompkins County Sheriff's Office

779 Warren Rd., Ithaca NY
(607) 257-5316

F. Trumansburg Police Department

5 Elm St., Trumansburg NY
(607) 387-6505

Legal

A. Assigned Council

171 East State St., Ithaca NY
(607) 272-7487

Receives and reviews all applications for free attorney services and determines eligibility. Financial eligibility levels include: automatic eligibility for public assistance, poverty level, and inability to afford counsel. Attorneys are provided for charges including violations, misdemeanors, felonies, and appeals in criminal court, and most matters in family court.

B. Catholic Charities

324 West Buffalo St., Ithaca NY
(607) 272-5062

Through our program, individuals and families that are eligible for immigration benefits, but who cannot afford private attorneys, are provided with low-cost immigration counseling and representation. Catholic Charities is the only non-profit agency in Tompkins County recognized by the Board of Immigration Appeal (BIA) and US Citizenship and Immigration Services (USCIS) to provide legal immigration services to clients.

C. Community Dispute Resolution Center (CDRC)

171 East State St., Suite 105-1, Ithaca NY
(607) 273-9347

Offers free mediators who will focus on communication whether it be with issues with landlord, employer, roommates, small claims courts, neighbor disputes, employer vs employee, merchant vs consumer, relationships, etc.

D. Cornell Legal Aid

Students who are seeking to develop their lawyering and trial skills, while serving clients who would otherwise not be able to afford an attorney, will find a home in the Cornell Legal Aid Clinic.

E. LawNY

902 Taber St., Suite 1, Ithaca NY
(607) 273-3667

1. **SSI/SSD:** Denials, Terminations
2. **Consumer:** Frozen bank accounts
3. **Income Maintenance:** SSI, Public assistance, food stamps, Unemployment Insurance Benefits
4. **Public Benefits:** Welfare, Food Stamps, HEAP, Medicaid, Family Health Plus, Other Insurance
Unemployment
5. **Housing:** Housing Problems, Eviction Proceedings, Utility Shut-offs, Section 8 (HUD subsidized housing), Brief service/counsel & advice on other housing matters
6. **Miscellaneous:** Power of Attorney/Health Care Proxies for clients over 60, funding from County Office for the Aging.
7. **Re-Entry:** Re-Entry- Review Rap Sheets for Errors, Employment/ Licensing Discrimination, CPS, SORA, Sealing Drug Convictions

Medical/Health Care

A. Buttermilk Falls Pediatrics

1301 Trumansburg Rd., Ithaca NY
(607) 272-6880

B. Cayuga Medical Center

101 Dates Dr., Ithaca NY
(607) 274-4011

C. Ithaca Health Alliance

521 West Seneca St., Ithaca NY

(607) 330-1253

The Ithaca Free Clinic is open to all uninsured members of our community. Our staff of volunteer physicians, herbalists, acupuncturists, and others join with us in supporting the belief that access to health care is a right, and not a privilege.

Walk-ins welcome Mondays 2-6pm and Thursdays 4-8pm

D. Ithaca Pregnancy Center

210 West Green St., Ithaca NY

(607) 273-4673

Offers FREE confidential services that include: Pregnancy Tests, Onsite Ultrasound for verification, Options Review (Abortion, Parenting, Adoption), lay counseling and emotional support, material Support (maternity and baby clothes, baby supplies and furniture by appointment), childbirth classes, healing after miscarriage (group and one-on-one), post-abortion group (group and one-on-one), abstinence support, mentoring programs (one-on-one support for expectant moms, happy parenting, healthy relationships, sexual integrity, fertility awareness, post abortive), etc.

E. Northeast Pediatrics and Adolescent Medicine

1290 Trumansburg Rd., Ithaca NY

(607) 319-5211

F. Planned Parenthood

620 West Seneca St., Ithaca NY

(607) 273-1513

Provides the following services: Abortion Services, Birth Control, HIV Testing, LGBT Services, Men's Health Care, Morning After Pill (Emergency Contraception), Pregnancy Testing & Services, STD Testing, Treatment & Vaccines, Women's Health Care

G. Southern Tier AIDS Program (STAP)

314 West State St., Ithaca NY

(607) 272-4098

STAP's mission is to compassionately and competently meet the evolving needs of the communities by serving people affected by chronic illness and to improve public health through disease prevention, care coordination and advocacy.

H. Southern Tier Care Coordination (STCC)

314 West State St., Ithaca NY

(607) 272-1208

Southern Tier Care Coordination offers care management services to eligible individuals that have Medicaid. We work with a wide variety of people throughout the Southern Tier and help to improve the quality of life for those we serve. If you have certain chronic health conditions (asthma, COPD, diabetes, hepatitis, HIV, mental health concerns, active substance use, heart disease, etc.), you might benefit from these services.

I. Walk-In Clinics

a. Five Star Urgent Care

740 South Meadow St.

(607) 319-4563

b. Convenient Care at Ithaca

10 Arrowwood Drive, Ithaca

(607) 274-4150

J. Other

a. Fidelis Care

(607) 242-3356

Helps create and sign up for an essential plan for Medicaid, Child Health Plus, Qualified Health Plans, etc.

b. Southern Tier Independence Center (STIC)

(607) 644-7843

STIC provides Medicaid Service Coordination for children and adults with developmental disabilities under OPWDD's Home and Community-Based Services Waiver. We specialize exclusively in assisting people who wish to be fully integrated into all aspects of community life to do so with appropriate supports. We are strong advocates for inclusion in schools, integrated employment opportunities, and a truly individualized person-centered approach to service delivery.

Mental Health

A. Child and Family Services of Ithaca

127 West State St., Ithaca NY

(607) 273-7494

Family and Children's Service supports, promotes and strengthens the well-being of individuals and families by providing high-quality, accessible mental health care and related social services, with a particular sensitivity toward the needs of children.

B. Finger Lakes Independent Center

215 5th St., Ithaca NY

(607) 272-2433

To empower all people with disabilities while creating an inclusive society through the elimination of social and architectural barriers. Services provided include: Advocacy, Information & Referral, Peer Counseling, Benefits Advisement, Accessibility Consultations, Americans with Disabilities Act (ADA), Independent Living Skills, Library and Loan Closet, Student Services, Support Groups, In-home Personal Care Options, Sign Language Interpreter Referrals, American Sign Language Classes.

C. Lakeview Mental Health

320 3rd St., Ithaca NY

(607) 277-0035

The network includes not only the healthcare providers but other social and community supports that are essential to a person's overall health, such as housing and vocational services.

D. Mental Health Association

301 South Geneva St. #109, Ithaca NY

(607) 273-9250

This Association develops and maintains a coordinated citizens' movement, with participation from recipients of mental health services to work toward empowering individuals, families, and groups through advocacy and the provision of services which promote mental health, and educating and information to the general public about mental health issues.

The MHATC works to fulfill its mission through four major program areas: Adult Advocacy, Family Support Services, Peer Support and Community Education.

E. National Alliance on Mental Health (NAMI)

430 West State St., Ithaca NY

(607) 273-2462

NAMI Finger Lakes is the all-volunteer local affiliate of the National Alliance on Mental Illness providing support and education to family members of people with mental illness. We combat stigma through advocacy and outreach to the community. We offer support group meetings for family members, education programs led by peers, and individual meetings. NAMI volunteers

have experienced the effects of mental illness in the family and offer a safe place for others in similar situations.

F. Tompkins County Mental Health

201 E Green St., Ithaca NY

(607) 274-6200

1. Provides assessment, counseling, treatment, and crisis services to adults, children and families with mental health impairments, on a sliding scale basis. Provides court-ordered evaluations for family courts in Tompkins and adjacent counties, and evaluates and provides or monitors mental health services for jail inmates.

2. ACT Program

Assertive Community Treatment (ACT) is an Evidence-Based Practice Model designed to provide treatment, rehabilitation and support services to individuals who are diagnosed with a severe mental illness and whose needs have not been well met by more traditional mental health services. The ACT team provides services directly to an individual that are tailored to meet his or her specific needs. ACT teams are multi-disciplinary and include members from the fields of psychiatry, nursing, psychology, social work, substance abuse and vocational rehabilitation.

Recreation/Leisure

A. Children's Garden

Cass Park Access Rd., Ithaca NY

(607) 319-4203

Ithaca Children's Garden (ICG) is both a place and a program, located on the Cayuga Waterfront Trail, minutes from downtown Ithaca. ICG has spent over a decade now building a three-acre public children's garden as well as developing, implementing, and evaluating a wide range of educational programs for children, teens, families, schools, and the community.

B. GIAC (Greater Ithaca Activities Center)

301 West Court St., Ithaca NY

(607) 272-3622

The Greater Ithaca Activities Center has a long rich history of recreation. Our oldest program is boxing. We also offer Summer Basketball Leagues for both youth and adults. We also have family trips to see plays, sporting events or just to shop in NYC.

C. Ithaca Commons

171 The Ithaca Commons, Ithaca NY

(607) 273-7482

The Ithaca Commons is host to an impressive array of events, activities and exhibitions, including the city's many festivals which flood the spacious venue sometimes spilling out onto the adjacent streets.

D. Libraries in Tompkins County

a. Dryden

24 West Main St., Dryden NY

(607) 844-4782

b. Groton

112 East Cortland St., Groton NY

(607) 898-5055

c. Ithaca

1. **Finger Lakes Library System**

119 East Green St., Ithaca NY

(607) 273-4074

2. **South Central Regional Library Council**

108 North Cayuga St., #7
(607) 273-9106

3. **Tompkins County Public Library**
101 East Green St., Ithaca NY
(607) 272-4557

- d. **Lansing**
27 Auburn Rd., Lansing NY
(607) 533-4939
- e. **Trumansburg**
74 East Main St., Trumansburg NY
(607) 387-5623
- E. Local Theatres**
- a. **Cinemapolis**
120 East Green St., Ithaca NY
- b. **Hangar Theatre**
801 Taughannock Blvd., Ithaca NY
- c. **Kitchen Theatre Company**
417 West State St., Ithaca NY
- d. **State Theatre of Ithaca**
107 West State st., Ithaca NY
- F. Parks**
- a. *Cass Park, Ithaca NY*
- b. *Dewitt Park, Ithaca NY*
- c. *Ithaca Falls Natural Area, Ithaca NY*
- d. *Meyers Park (free for Lansing Residents), Lansing NY*
- e. *Stewart Park, Ithaca NY*
- G. Sciencenter**
601 1st St., Ithaca NY
(607) 272-0600
The Sciencenter is a nationally recognized museum, hosting 100,000 guests in Ithaca each year and reaching over 1.5 million guests worldwide through our traveling exhibitions and outreach programs. Inspiring excitement for science through interactive exhibits and programs that engage, educate and empower.
- H. Southside Community Center**
305 South Plain St., Ithaca NY
(607) 273-4190
The Southside Community Center offers a variety of recreational activities as a way to encourage and promote a healthy lifestyle for families. Basketball mini-camps & leagues, boxing, field trips, hiking trips & more
- I. YMCA**
50 Graham Rd., Ithaca NY
(607) 257-0101
An inclusive organization of men, women and children joined together by a shared commitment to nurturing the potential of kids, promoting healthy living and fostering a sense of social responsibility. The Y offers everything from water activities and fitness equipment to healthy living classes for youth and adults.

Religious Organizations

A. Alternatives to Violence Program (VAP)

(315) 607-7940

info@avpny.org

Alternatives to Violence Project is a grassroots, volunteer program dedicated to reducing violence in our lives, in our homes, in our schools, in our prisons, in our streets and in our society.

B. Catholic Charities

324 West Buffalo St., Ithaca NY

(607) 272-5062

We are able to work with all people and are not restricted to a specific segment of the population. We help people of all faiths. Essential services are provided as part of a comprehensive approach to solving present problems and underlying barriers to self-sufficiency.

C. Community Faith Partners

(607) 327-0989

Uniting Christians to improve the welfare of our neighbors through: Relationships across organizational, racial and economic barriers; Discovery of personal vocation through spiritual growth; and Service which demonstrates God's care for every individual.

D. Quakers

120 3rd St., Ithaca NY 14850

(607) 229-9500

The Ithaca, NY Friends Meeting welcomes all. Meeting for Worship after the manner of Friends is a period of meditative worship. In silence, we seek to place ourselves in the presence of the Spirit. Friends may speak out of the silence as we are led.

E. Second Wind

1435 Elmira Rd., Newfield NY

(607) 227-6268

The mission of Second Wind Cottages Inc. is to house and walk with people toward restored lives.

Substance Abuse

A. AA/NA/FA/MA/OA/ACA/Al-Anon

Ithaca Community Recovery

518 West Seneca St., Ithaca NY

(607) 216-8754

For More information about other meetings taking place in your area please visit www.aacny.org

B. Alcohol & Drug Council

201 East Green St., Ithaca NY

(607) 274-6288

Alcohol & Drug Council offers hope and recovery to people struggling with addiction and strengthens our community through prevention and education programs. They do this by using their core values hope, caring & compassion and commitment to excellence.

a. Outpatient Clinic

1. Patient-Centered Assessment

A drug and alcohol assessment is a patient-centered, face-to-face meeting with a clinician to determine what type of services, if any, are appropriate.

2. Individual Counseling

No single treatment plan is appropriate for all individuals. Using evidence-based practices, the Council is committed to setting a gold standard of care that is individualized.

3. Group Counseling

Group counseling is a therapeutic approach that includes members at different stages of treatment. Hearing from people who are coping or recovering gives hope to those at the beginning of the recovery process.

4. Integrated Treatment

We utilize an integrated treatment model to address both mental health and chemical dependence. Incorporating an evidence-based treatment approach, both the addiction and the mental illness are addressed concurrently and the entire medical, emotional and social life of the patient is taken into account.

C. CARS

a. Outpatient

324 West State St., Ithaca NY
(607) 273-5500

1. Outpatient Treatment Services

The clinic provides timely and holistic services that respect the biological, psychological, social and spiritual nature of addiction and its impact on our clients, their families, and the community. Through a full continuum of care that is designed to embrace the transformative process of recovery, they stand with their clients providing the right tools and supports to assist them on this difficult journey they have found the courage to begin. CARS primary addiction services include: chemical dependency evaluation, groups, individual sessions, medical assessment, Suboxone, Buprenorphine and Naltrexone medication management, and case management services including referrals to vocational, educational, psychological and medical supports. These services were developed to assist clients in bridging the gap from active addiction into ongoing recovery.

2. Outpatient Rehabilitation Services

CARS OPR provides social and health care services, skill development in accessing community services, activity therapies, information and education about nutritional requirements, and vocational and educational evaluation along with research based addiction treatment models including: The Matrix Model, Motivational Interviewing, Contingency Management, Treatment on Demand and Regular Drug Screen Testing for documented abstinence.

b. Residential

6621 NY Route 227, Trumansburg NY
(607) 387-5535

CARS RSU is a 60-bed, co-ed program of six to nine months in range for successful completion. Clients attend treatment for over 50 hours each week, including weekly individual counseling. Their treatment philosophy is based on research based best practices around the core philosophy of the Matrix Model®. RSU clients participate in seven Matrix groups each week, Early Recovery, Relapse Prevention, Social Supports and Family Education. Clients are encouraged to understand and use thought-stopping, mooring lines and concepts related to cognitive behavioral therapy

Transportation

A. Bus Passes (Free/When Available)

a. Catholic Charities

324 West Buffalo St., Ithaca NY
(607) 272-5062

b. Day Reporting/Probation

320 West State St., Ithaca NY
(607) 274-5380

c. OAR of Tompkins County

518 West Seneca St., Ithaca NY
(607) 272-7885

d. Rescue Mission

618 West State St., Ithaca NY
(607) 273-6684

B. Other Transportation

a. FISH (Friends In Service Helping)

1-877-211-8667

FISH volunteers provide rides to Tompkins County residents in need of medical and health related services that are within Tompkins County. The FISH Call Center will take ride requests the day prior to an appointment; same-day service may be possible. FISH will attempt to meet your transportation need.

b. Gadabout

(607) 273-1878

Rides by reservations for people 60 or over, or people with disabilities. \$1.50 per one way trip within the City of Ithaca; \$2.00 for trips that start or end outside city limits. To reserve rides, you must call 2 days in advance & longer trips may require more notice.

c. Medicaid Taxi

(607) 274-5330

1-866-753-4543

for medical appointments/cannot be on a bus route

d. OAR of Tompkins County Jail Transportation

(607) 272-7885

OAR has a number of volunteers who provide transportation to the jail on Tuesdays and Saturdays for visiting hours. Rides must be set up at least 24 hours before visiting day. Volunteers will pick you up and drop you off anywhere within the Tompkins County lines.

e. RIBS

530 West Buffalo St.,

RIBSonBuffalo@gmail.com

RIBS staff and volunteers refurbish the bicycles to good working condition and redistribute them to community members. We do this by "gifting" (donating) refurbished bicycles to local non-profit organizations and/or human service agencies in the city of Ithaca and Tompkins County. We do not distribute bicycles to individuals! Hence, RIBS is not the place to acquire a bicycle. Rather, we are the place to come to repair and/or maintain a bicycle that you already own!

f. VA Medical Taxi

(for those receiving medical care at Freeville Clinic)

1451 Dryden Rd., Freeville NY

(607) 591-7388

g. Women's Opportunity Center

315 North Tioga St., Ithaca NY

(607) 272-1520

Available for those working with WOC to interviews, appointments, etc.

Youth Issues/Programs

A. Big Brothers/Sisters (Ithaca Youth Bureau)

1 James L Gibbs Dr., Ithaca NY

(607) 273-8364

Volunteers provide Littles with one-to-one time and attention in our community. Bigs and Littles usually meet once per week for a couple of hours. During these outings, matches participate in a variety of fun, recreational, and educational activities. What matches do depends on what they like, but they each benefit from learning about each other, discovering new interests and skills, and forming a true friendship together. Each match is supported by a trained and compassionate "Match Support Specialist" who assists in breaking the ice between new volunteers and families, helping with communication and activity ideas throughout the match, and is always around to help volunteers and families with any concerns or needs they may have.

B. Bridges for Youth & Families

120 West State St. #3, Ithaca NY

(607) 275-0067

Bridges for Youth and Families is a runaway and homeless youth program that can provide a "bridge" of communication between youth under the age of 21 in Tompkins County and their families. They work with youth, and families of youth, who may be thinking of running away, have run away or are homeless and who want to reunify with their identified family. They offer culturally-sensitive services that are open and affirming for all youth and families.

C. Cornell University Mentors Kids

cornellmentors@gmail.com

They connect college students with the most to give to kids who need it most. Through weekly after-school activities on a college campus, mentors show kids the importance of trying harder in school and help them understand higher education opportunities.

D. Cornell Cooperative Extension (CCE)

615 Willow Avenue, Ithaca NY

(607) 272-2292

b. 4-H Youth

All youth activities offered by Tompkins County Cornell Cooperative Extension fall under the 4-H umbrella, whether they happen after school, in the summer, or as a workshop, club, camp, or special event. 4-H programs are offered in a wide variety of formats and places because they're designed to fit the interests and needs of the diverse young people who live in our rural and urban communities. Over 5000 young people aged 5 to 19 take part in 4-H activities in Tompkins County each year.

c. Energy Warriors

The Energy Warriors Green Career Pathways program introduces youth at four New York State, Office of Children and Family Services facilities to green career training, work readiness and life skills development. The program combines classroom instruction with hands on energy efficiency skills training

d. O.U.R.S

Opportunity, Understanding, Respect, Success (OURS) is a 4-H program for youth residing in or nearby mobile home parks in Freeville, New York. Every week, volunteers from Cornell University's Youth Outreach Undergraduates Reshaping Success (YOURS) program work with the youth through mentoring, games, crafts, outdoor activities, and field trips.

E. Ithaca Youth Bureau

1 James L Gibbs Dr., Ithaca NY

(607) 273-8364

The Ithaca Youth Bureau (IYB), a public multi-service agency established 1948, provides a broad variety of recreation and youth development programs to promote the health, happiness, and well-being of all youth and families in the greater Ithaca area. We serve more than 7,500 youth annually, aged 0-20 years, through a wide array of programs including:

A tot stay-and-play program, Academic support, After school programs, Job and skill training and subsidized employment for youth, Lessons, Mentoring programs, Recreation mainstreaming services, Sports leagues, Summer camps, Theater workshops, Tournaments

F. Learning Web

515 West Seneca St., Ithaca NY

(607) 275-0122

Learning web assists adolescents and young adults on their journey to adulthood. Their program foundation is the community-based, mentor-apprentice/ hands-on learning experience — a model that connects young people with adults, sparks a passion, helps youth learn life skills and envision a rich future; all helping youth evolve into engaged citizens who value themselves and their community.

G. Project RISE

campearthconnection@gmail.com

Project RISE offers support and programming to children and families who have family members who are or have been incarcerated. Camp Earth Connection will provide a limited number of scholarships to Project RISE youth so that they can attend Village Camp. Village Camp nurtures trusting relationships among youth with similar life experiences, provide guidance and mentorship across generations, providing a space for children and families to heal.

H. Village At Ithaca

609 West Clinton St. #109, Ithaca NY

(607) 256-0780

Their mission is to advocate for excellence and equity in Ithaca's public schools, by developing strategic community relationships, programs, and services to ensure that students, particularly Black, Latino, and low-income students, consistently meet or exceed local and New York State standards of achievement.

I. Young Life Tompkins County:

(607) 592-0931

Young Life is for everyone who wants to get the most out of life. Whether you are in middle school, high school or college; whatever your interests or abilities; no matter who you hang out with — Young Life welcomes you. If there is a Young Life club or camp near you, check it out! And if you're a parent, or simply an adult who cares about kids in your community, Young Life welcomes your involvement. There is a variety of ways you can serve and impact the lives of kids in your neighborhood and around the world.

Faith-based Organizations

Community Faith Partners 607.347.4393
First Baptist 607.273.5800
First Presbyterian Church 607.272.2800
Ithaca Friends 607.229.9500
Oasis Christian Fellowship 607.277.1896
United Methodist Church 607.273.5971

Health Care

Cayuga Medical Center 607.274.4011
Ithaca Free Clinic 607.330.1253
Medicaid 607.644.6322
Planned Parenthood 607.273.1513

Housing

Lakeview Residential 607.227.0035
Learning Web (For Youth) 607.275.0122
Ithaca Housing Authority 607.273.8269
Tompkins Comm. Action 607.273.8816
Second Wind Cottages 607.227.6268

Cell Phone Services

Safelink Wireless 800.723.3546

Child Support Issues

Family Court 607.216.6640
Tompkins County DSS 607.274.5356

Clothing (Free or Almost Free)

Catholic Charities 607.272.5062
Salvation Army 607.273.2400
Thrifty Shopper 607.220.1992

Detox, Outpatient, Inpatient

Alcohol & Drug Council 607.274.6288
CARS Residential 607.387.6118
Ithaca Outpatient Clinic 607.220.1992

24/7 Emergency Contacts

Advocacy Center 607.277.5000
Alcohol & Drug Crisis 800.784.6776
DDS 607.274.2444
Ithaca City Police 607.272.3245
NYS Child Abuse 800.342.3720
Suicide Prevention 607.272.1616
Tompkins County Sheriff 607.272.2444

Pocket Guide Resource Contacts in Tompkins County

- Advocacy/Advisement
- Alcohol/Drug Assistance
- Clothing, Food, Shelter
- Transportation
- Health Services
- Supportive Services
- Employment
- Education

Call 2-1-1 for a directory of social services in Tompkins County, or go online for the Community Resource Directory at www.hsctc.org/index.php?page=services-directory

Advocacy, Advisement and Self Help

Advocacy Center 607.277.3203
Al-Anon/Alateen 607.227.3794
Alcoholics Anonymous 607.227.3794
Suicide Prevention & Crisis Hot line 607.272.1616
Friendship Center 607.273.6684
Lakeview Mental Health 607.277.0035
Tompkins County Mental Health 607.274.6200
Mental Health Association of Tompkins County 607.273.6684
OAR of Tompkins County 607.272.7885

Attorney & Legal Services

Assigned Counsel 607.272.7487
LAW New York 607.273.3667
Immigration Assistance 607.272.5062

Education

TC3 607.844.8211
Mary Bogan College Initiative 607.351.5028
TST BOCES 607.257.1561

Emergency Shelter Options

DSS 607.274.5644
Rescue Mission 607.273.6684

Employment

Challenge 607.272.8990
Kathy Lind 607.274.7504
TST BOCES 607.257.1551
Women's Opportunity Center 607.272.1520
Workforce 607.272.7570

Detox, Outpatient, Inpatient

Alcohol & Drug Council 607.274.6288
CARS Residential 607.387.6118
CARS Outpatient Clinic 607.220.1992

Identification

DMV 607.273.7187
OAR of Tompkins County 607.272.7885
Social Security Office 866.706.8289

Meals/Food Distribution

Ithaca Kitchen Cupboard 607.273.2400
Loaves & Fishes 607.272.5457
Rescue Mission 607.273.6684
Southside Comm. Center 607.273.4190

Motels/Inns

Economy Inn 607.277.0370
Hillside Inn 607.272.9507
Rodeway Inn 607.272.5252
Super 8 Motel 607.273.8088

Training

TST BOCES 607.257.1561

Transportation

Collegetown Cab Inc. 607.588.8888
Gadabout 607.273.1878
Greenhornet Taxi 607.280.3779
Medicaid Transport 866.783.4543
Recycled Ithaca Bicycles 607.273.4190
TCAT 607.277.7433

Veteran's Services

VA Ithaca Clinic 607.274.4680
Veterans Justice 315.425.4400



**Commission of
Correction**

Maximum Facility Capacity

For The

Otsego County Jail

In

Cooperstown, New York

July 2016

Thomas A. Beilein
Chairman

Phyllis Harrison-Ross, M.D.
Commissioner

Thomas Loughren
Commissioner

NOTE: ONLY INDIVIDUAL HOUSING UNITS AND MULTIPLE OCCUPANCY HOUSING UNITS WHICH MEET THE FOLLOWING REQUIREMENTS PURSUANT TO 9 NYCRR PART 7040 ARE TO BE INCLUDED IN THIS CAPACITY FORMULATION.

INDIVIDUAL OCCUPANCY HOUSING UNITS:

1. Each such unit shall only house 1 inmate and contain at least 60 square feet of floor space.
2. Each such unit shall contain:
1 bed and mattress;
1 functioning toilet; and
1 functioning sink.
3. At least 1 functioning shower shall be available for each tier/section of such units.

EXCEPTIONS:

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy or rated for single occupancy by the Commission of Correction prior to the effective date Part 7040, September 13, 1989.
2. Each such unit used to house inmates apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.
3. Required equipment (bed, mattress, toilet, sink) may be modified or excluded for units used for short term medical/mental health observation of inmates when the presence of such equipment may pose a threat to such inmates or to the safety or security of the facility.

MULTIPLE OCCUPANCY HOUSING UNITS:

1. Each such unit shall provide a minimum of 50 square feet of floor space per inmate in the sleeping area.
2. Each such unit shall house no more than 60 inmates.
3. Each such unit shall have a bed and mattress for each inmate.
4. Each such unit shall have at least:
1 functioning toilet for every 12 inmates;
1 functioning shower for every 15 inmates; and
1 functioning sink for every 12 inmates.
5. Each such unit shall provide a minimum of 25 square feet of dayroom space immediately adjacent and accessible to the sleeping area.

I. A. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Individual Housing Units	Total Size of Each Unit (Sq. Ft. of Floor Space)	# of Shower Available per Section	Maximum Inmate Capacity
A WING				
Block 100	6	80 Sq. Ft.	1	6
Block 101	6	80 Sq. Ft.	1	6
Block 102	4	80 Sq. Ft.	1	4
Block 117	4	80 Sq. Ft.	1	4
Block 119	3	80 Sq. Ft.	1	3
B WING				
Block 106	5	80 Sq. Ft.	1	5
Block 107	4	80 Sq. Ft.	1	4
Block 110	5	80 Sq. Ft.	1	5
Block 111	3	80 Sq. Ft.	1	3

Individual Housing Unit Total: 40

I. B. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING

Name of Housing Area/Section	Purpose/ Type of Special Housing	Number of Individual Housing Units	Total Size of Each Unit (Sq. Ft. of Floor Space)	# of Showers Available per Section	Maximum Inmate Capacity
N/A					0

Individual Special Housing Unit Total: N/A

II. A. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Toilets	Number of Sinks	Number of Showers Available per Section	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Inmate Capacity
Dorm A	1	1	1	1162 Sq. Ft.	15
Dorm B	1	1	1	1173 Sq. Ft.	15
Dorm C	1	1	1	1173 Sq. Ft.	15
Dorm D	1	1	1	1161 Sq. Ft.	15

Multiple General Housing Unit Total: 60

II. B. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING

Name of Housing Area/Section	Number of Toilets	Number of Sinks	Number of Showers Available per Section	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Inmate Capacity
Block 118 *	1	1	1	330 Sq. Ft.	4

* This special housing unit to be used as an inmate constant watch dorm only.

Multiple Special Housing Unit Total: 4

III. A. NON-STANDARD HOUSING

Name of Housing Area/Section	Number of Toilets	Number of Sinks	Total Size of Unit (Sq. Ft. of Floor Space)	Description of use (Limit as to use, time frame, etc.)
HOLDING AREA				
Holding Cell #1	1	1	60 Sq. Ft.	The facility shall limit individual occupancy holding to 12 hours. Multiple occupancy shall be limited to four (4) hours. When utilized for holding, the facility may hold up to four (4) inmates per holding cell.
Holding Cell #2	1	1	60 Sq. Ft	The facility shall limit individual occupancy holding to 12 hours. Multiple occupancy shall be limited to four (4) hours. When utilized for holding, the facility may hold up to four (4) inmates per holding cell.
Holding Cell #3	1	1	60 Sq. Ft	The facility shall limit individual occupan holding to 12 hours. Multiple occupancy shall be limited to four (4) hours. When utilized for holding, the facility may hold up to four (4) inmates per holding cell.

This housing may be used only for the durations shown, as listed in the right hand column. Any other use is prohibited. This housing is non-standard and will not be added to the MFC.

MAXIMUM FACILITY CAPACITY
Otsego County Jail

Date: July 18, 2016

HOUSING TYPE	TOTALS
Subtotal Individual Housing Units Used for General Housing:	40
Subtotal Individual Housing Units Used for Special Housing:	N/A
Subtotal Multiple Housing Units Used for General Housing:	60
Subtotal Multiple Housing Units Used for Special Housing:	4
MAXIMUM FACILITY CAPACITY:	104

Other non-standard housings area identified on the Maximum Facility Capacity? Yes (X) No ()

The above-noted capacity is based upon the following:

1. The number of properly equipped individual occupancy housing units, including the number of properly equipped admissions, medical and mental health and any other special housing units;
2. The number of properly equipped multiple occupancy housing units, including the number of properly equipped admissions, medical and mental health and any other special housing units; and
3. The facility's ability to provide required programs and services and to comply with other rules and regulations of 9 NYCRR Chapter IV which are related to facility capacity.

X Adjustments have not been made based on the facility's ability to provide required programs and services and to comply with other rules and regulations of 9 NYCRR Chapter IV which are related to facility capacity.

 Adjustments have been made based on the facility's ability to provide required programs and services and to comply with other rules and regulations of 9 NYCRR Chapter IV which are related to facility capacity. (Explain below.)

COMMENTS:

Block 118 added as a special housing unit to be used as an inmate constant watch dorm only

To the best of my knowledge all information contained in this formulation is correct.

Submitted by:

Todd J. DeLo CFS II 7/18/16

(Preparer's Signature and Title, and Date)

Approved by:

[Signature] CFS III 7/18/16

(Signature Title and Date)

CITIZENS' POLICY AND COMPLAINT REVIEW COUNCIL

July 14, 2016

NYS Commission of Correction
at
Alfred E. Smith Office Building
80 South Swan Street, 12th Floor
Albany, NY 12210,
And
Adam Clayton Powell State Office Building
163 W. 125th Street,
5th Floor, Suite 506
New York, NY 10027

PRESENT:

Commissioner Thomas J. Loughren

Council Members:

Albany:

Tom Cross
Doug Landon
Nick LaBella, Jr.
Don Nadler
Martin Stanton
Charles Burkes

NYC

Hernan Carvente

Also Present:

Rich Kinney
Deborah Slack-Bean
Debbie Clark
Terry Moran
Dean McGearry
Ellen Tryon
Janet Shaughnessy
Vicky Walker

Commissioner Loughren opened the meeting at 11:00 a.m.

Commissioner Loughren asked for a motion to approve the minutes of the June 9, 2016. Doug Landon made a motion to approve the minutes and Don Nadler seconded. Carried.

Tom Cross reviewed (37) Expedited with Comment grievances for the month of July,

72472
72473
72837
72744
72474
72476
72536
72894
72896
72976
72977
73095
73096
72978
73097
72838
72840
72855
72979
73098
72009
72010
72745

Chenango CJ

Unanimous

72725
72875

Clinton CJ

Unanimous

72730
72001

Columbia CJ

Unanimous

72767
72739
72740

Cortland CJ

Unanimous

72600
73014
72751
72733
72981
73015
73016
72818
72734
72735
72752
72753
72736

72754
73018
73019
72755
73021
72982
73022
72756
72758
72759
72760
72761
72737
72984
72983
73024
73025
72089
72090

Delaware CJ

Unanimous

71657
71790
72436
72437
Franklin CJ

Unanimous

72537
Genesee CJ

Unanimous

71842
Herkimer CJ

Unanimous

72110
71791
72987
71492
72704
72723
72724
Monroe CJ

Unanimous

71609
71629
72051
72477
72618
71471
72636
71770
72842

73076	
71610	
73077	
71333	
71792	
Nassau CJ	Unanimous
72330	
Niagara CJ	Unanimous
72540	
Onondaga DOC	Unanimous
72409	
72597	
72700	
72701	
72570	
72571	
72598	
72111	
72112	
72113	
72034	
72053	
Ontario CJ	Unanimous
73026	
72928	
Orange CJ	Unanimous
72651	
Oswego CJ	Unanimous
73080	
72930	
72933	
72954	
72935	
72278	
72899	
72915	
72920	
72901	
72210	
71915	
72280	
Otsego CJ	Unanimous
71932	
Putnam CJ	Unanimous

71933
Rensselaer CJ

Unanimous

72092
72093
72349
72819
72795
72334
72569
72796
Rockland CJ

Unanimous

72746
Saratoga CJ

Unanimous

72294
Schuyler CJ

Unanimous

72705
73236
71845
72797
72542
Seneca CJ

Unanimous

71990
72596
72011
72338
71991
71992
72249
71909
71993
71910
71994
72339
71995
Steuben CJ

Unanimous

71794
72035
72055
72509
72719
72637
72271
71795
St. Lawrence CJ

Unanimous

72251
72094
72988
72989
72990
72991
72211
72212
72878
Suffolk CJ

Unanimous

71890
72190
72213
72191
72373
72401
72402
72403
72404
72215
72405
Tompkins CJ

Unanimous

71912
73030
Ulster CJ

Unanimous

71797
72820
72992
72993
72114
73033
72012
72129
71847
72762
72763
72764
72765
72799
72994
72995
72996
72997
72998
73103
72232
72821
71892

72013
72742
72743
72879
72999
71848
72770
72800
73000
72014
72015
71852
73001
73002
71655
71869
72016
72115
72398
73003
71798
71870
73004
73035
73104
72400

Warren CJ

Unanimous

72589
72590
72369
71893
72370
71913
71914
72591
72825
72272
71936
72371
72389
72592
72372
72391
72593
72392
72720
71494
72273
72274

72803 .
Westchester DOC Unanimous

DENY WITH COMMENT

72189
Cayuga CJ Unanimous

72429
71491
72329
Chautauqua CJ Unanimous

72396
Chenango CJ Unanimous

72691
Cortland CJ Unanimous

73017
72757
73023
Delaware CJ Unanimous

70809
72572
Franklin CJ Unanimous

71840
Herkimer CJ Unanimous

72617
72810
Nassau CJ Unanimous

72538
71212
71199
71232
Onondaga DOC Unanimous

72479
Ontario CJ Unanimous

72776
Oswego CJ Unanimous

72231 .
Steuben CJ Unanimous

72434
72270
72484
72485
72486
72487
72488
St. Lawrence CJ Unanimous

72702
72703
72071
Suffolk CJ Unanimous

72671
Tompkins CJ Unanimous

73034
72397
Warren CJ Unanimous

71891
72116
Wayne CJ Unanimous

72390
72594
Westchester DOC Unanimous

The next CPCRC meeting will be held on Thursday, August 11, 2016 at 11:00 a.m. at SCOC, AESOB 80 S. Swan St. 12th Floor Albany, NY, Adam Clayton Powell State Office Building, 163 W 125th St., Suite 506, NY, New York, and at Williamsville, NY 14221.

Commissioner Loughren requested a motion to adjourn the meeting which was made by Don Nadler, seconded Martin Stanton and carried. The meeting adjourned at 12:40 P.M.

Respectfully submitted,

Victoria Walker
Secretary