TIMOTHY B. HOWARD
SHERIFF OF ERIE COUNTY

ECLEG JUL17'12 AM 9:43

July 16, 2012

The Honorable
Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

Re: Erie County Sheriff's Office – COC Staffing Plan
Immediate Consideration Requested

Honorable Members:

Attached please find a proposed resolution and accompanying memorandum from the Erie County Sheriff's Office requesting authorization to create (9) Deputy Sheriff Officers, (5) Correction Sergeants and (1) Lieutenant Officer to comply with the New York State Commission of Corrections Staffing Plan.

Please refer this matter for immediate consideration and approval at the July 19, 2012 meeting of your Honorable Body. Representatives of the Sheriff's Office will be available to answer any questions.

Very truly yours,

TIMOTHY B. HOWARD
SHERIFF OF ERIE COUNTY

Attachments

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PROPOSED RESOLUTION

RE: Erie County Sheriff's Office - COC Staffing Plan
Immediate Consideration Requested

WHEREAS, the New York State Commission of Correction issued a staffing plan for the Erie County Holding Center and Erie County Correctional Facility on April 17, 2012 directing the County to create 72 new sworn positions in the Sheriff's Division of Jail Management; and

WHEREAS, after consulting with the County administration the Sheriff responded on May 17, 2012 with a proposed phased-in schedule to create 72 new sworn positions starting in September 2012 and ending in March 2015; and

WHEREAS, the Commission of Correction replied on June 20, 2012 accepting the Sheriff's proposed plan but directing the County to complete the creation and staffing by the end of 2014, with the first 15 positions created and filled in September 2012; and

WHEREAS, the Commission's plan directed the County to create new sworn positions as follows: 9 deputies, 5 sergeants and 1 lieutenant; and

WHEREAS, the Sheriff has consulted with the County administration and is recommending the creation of the first 15 positions to comply with the Commission's directive; and

WHEREAS, in order to comply with the Commission's directive and to canvass potential officers for the Sheriff's fall 2012 correction academy, it is necessary for immediate Legislature approval.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Sheriff hereby takes steps to comply with the New York State Commission of Correction's April 17, 2012 staffing plan for sworn personnel, as codified in the Commission's June 20, 2012 letter; and be it further

RESOLVED, that authorization is hereby provided to create nine (9) new positions of Deputy Sheriff-Officer, JG 8, five (5) new positions of Correction Sergeant, JG 10, and one (1) new position of Lieutenant-Officer, JG 10 in the Jail Management Division of the Sheriff's Office, (B-100's 6934, 6935, 6936); and be it further

RESOLVED, that authorization is hereby provided to adjust the 2012 Budget of the Jail Management Division in order to fund the new positions, as follows:

Fund 110 - 2012 Budget
Division of Real Property Tax Services - Fund Center 110

Revenue		**Increase**
466090	Misc. Trust Fund Rev (from In Rem Foreclosures)	274,342

Sheriff - Division of Jail Management - Fund Center 116

Expense		**Increase**
500000	Full Time – Salaries	171,012
500320	Uniform Allowance	7,500
500340	Line-up Pay	6,840
502000	Fringe Benefits	88,990
	Total Expense	274,342
	Net - Revenue less Expense	- 0 -

and be it further

RESOLVED, that certified copies of this resolution be transmitted to the Sheriff, County Executive, Division of Budget and Management, Department of Personnel, and Office of Comptroller.

ACCOMPANYING MEMORANDUM

RE: Erie County Sheriff's Office - COC Staffing Plan
Immediate Consideration Requested

I. Summary of Recommended Action

The attached resolution requests authorization for the Sheriff to create 15 additional staff positions in the Jail Management Division to satisfy the first phase of the New York State Commission of Correction staffing plan. (9) Deputy Sheriff Officer, (5) Corrections Sergeants and (1) Lieutenant Officer positions will be created.

II. Fiscal Implications of Proposal

Unanticipated revenue in the Misc. Trust Fund Revenues will be used to fund the creation of these positions.

III. Reasons for Recommendation

The Commission of Corrections has conducted an extensive staffing analysis of the Erie County Holding Center and the Erie County Correctional Facility and has directed the County to create an additional 72 sworn positions in those facilities. After consulting with the County administration the Sheriff proposed a phased in schedule and the COC has agreed to accept the plan. The first phase requires the addition of 15 new positions and must be completed by September 2012.

IV. Consequence of Negative Action

The Sheriff's Office may be subject to further action from the Commission of Corrections if the agreed upon staffing plan is not implemented.

V. Steps Following Approval of Measure

Certified copies of this resolution will be transmitted to the Sheriff, County Executive, Division of Budget and Management, Department of Personnel and the Office of the Comptroller.