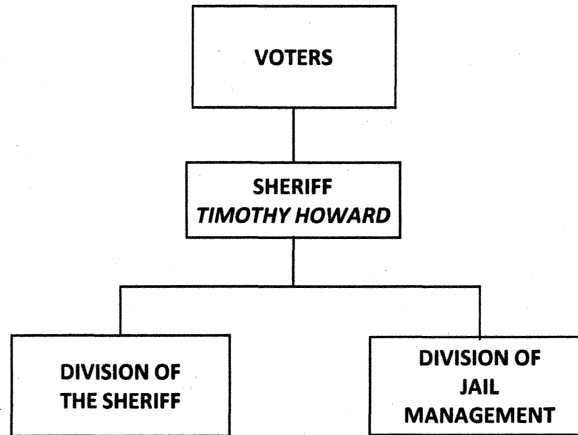


# SHERIFF



<b>SHERIFF</b>	<b>2013 Actual</b>	<b>2014 Adopted</b>	<b>2014 Adjusted</b>	<b>2015 Proposed</b>
Personal Services	94,537,359	101,205,645	101,235,472	99,509,826
Other	<u>17,980,054</u>	<u>17,262,841</u>	<u>18,043,401</u>	<u>18,342,344</u>
Total Appropriation	112,517,413	118,468,486	119,278,873	117,852,170
Revenue	<u>7,667,130</u>	<u>4,493,633</u>	<u>5,280,893</u>	<u>4,725,106</u>
County Share	104,850,283	113,974,853	113,997,980	113,127,064

## **DESCRIPTION**

The Office of the Sheriff operates pursuant to the New York State Constitution, other laws of the State of New York and the Erie County Charter and Administrative Code. It is organized into two major divisions which are budgeted separately.

### **DIVISION OF THE SHERIFF**

The Sheriff is the County's elected chief law enforcement official and is responsible for the enforcement of federal and state civil and criminal laws and county, town and village ordinances. The Office of the Sheriff provides police and patrol services, investigative crimes, conducts crime prevention programs and performs public safety and emergency services designed to protect persons and property in Erie County. A number of special-function units are also provided including domestic violence prevention and investigation, aviation, snowmobile, mounted and marine patrols, arson investigation and bomb disposal. The office also serves and enforces all civil processes required by the courts.

### **DIVISION OF JAIL MANAGEMENT**

The Division of Jail Management operates two primary facilities: the maximum security Erie County Holding Center and the medium security Erie County Correctional Facility. Additionally, the Division of Jail Management operates secure facilities within the Erie County Medical Center, Buffalo City Court, Erie County Court and Family Court. The Division of Jail Management enforces all federal, state and local laws, all federal and state standards, as well as all departmental regulations with regard to those persons committed to the custody of the Sheriff of Erie County. Further, the Jail Management Division provides a large array of coordinated services which insure the health, safety and welfare of each inmate.

### **REVENUES**

The Sheriff's Office receives revenues from Sheriff fees charged for civil process services. It also receives revenues from police patrol services provided under contract to the Village of Springville and jail services provided to other governments. State aid is received to support the marine and snowmobile patrol units, and to provide school lunches to young inmates in the Holding Center and Correctional Facility. The Sheriff's Office is reimbursed by the Department of Social Services for security services, for the serving of welfare and child support warrants, and for domestic violence law enforcement.

## **MISSION STATEMENT**

The primary mission of the Erie County Sheriff's Office is to:

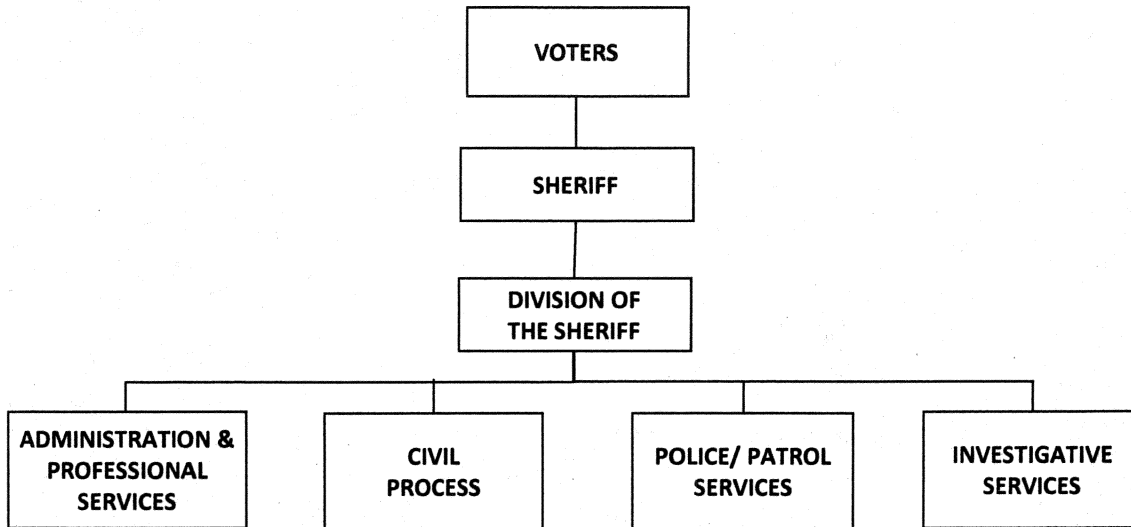
- Preserve the rights of citizens.
- Reduce fear in the community through crime prevention.
- Protection of persons and property.
- Enforce orders of various courts in New York State.
- Maintenance of order in public places.
- Anticipate and respond to events that threaten public order.
- Maintain a holding center and correctional facility within constitutional guidelines that provides safety and security.

### **Program and Service Objectives**

- Ensure the safety and security of the citizens in Erie County and their property through effective and equitable enforcement of federal and state, civil and criminal laws and county, town and village ordinances.
- Ensure the prompt identification and apprehension of law violators.
- Deter crime through effective programs of enforcement, crime prevention and awareness.
- Enforce and assure compliance with the directions and orders of the civil courts through efficient execution of all civil process requirements.

- Ensure safe and secure detention in the County Holding Center and Correctional Facility of all persons remanded to the custody of the Sheriff.
- Provide effective public safety and emergency services.
- Provide overall policy, administrative and executive direction and coordination for the Sheriff's Office and the operations of its divisions and units.

# SHERIFF - SHERIFF DIVISION



SHERIFF - SHERIFF DIVISION	2013 Actual	2014 Adopted	2014 Adjusted	2015 Proposed
Personal Services	20,036,393	19,897,287	19,918,414	20,970,029
Other	<u>352,712</u>	<u>235,243</u>	<u>586,543</u>	<u>1,592,810</u>
Total Appropriation	20,389,105	20,132,530	20,504,957	22,562,839
Revenue	<u>2,662,236</u>	<u>2,065,120</u>	<u>2,426,420</u>	<u>2,282,330</u>
County Share	17,726,869	18,067,410	18,078,537	20,280,509

## **SHERIFF'S DIVISION**

### **DESCRIPTION**

This division provides 24 hour police patrol and investigative services, which ensures effective and efficient enforcement of federal, state, civil and criminal laws, as well as county, town and village ordinances. The division also conducts community awareness and crime prevention programs and provides public safety and emergency services as required. Further, it is responsible for providing civil process services & execution to and for the civil courts.

Revenues attributed to the operation of the division are derived primarily from charges for police patrol services provided under contract and from fees charged for civil process. Inter-fund revenue from the Department of Social Services reimburses the division for the costs of serving welfare warrants and domestic violence law enforcement. State aid is received by the division for its marine and snowmobile patrol operations.

### **Program and Service Objectives**

- Provide 24 hour, 7 days/week road patrol services in primarily, but not limited to, each patrol district serving the towns and villages in Erie County that do not have their own police forces.
- Provide appropriate, timely response to all routine and emergency calls received and render services as required.
- Help break the cycle of domestic and family violence by vigorously investigating reports of same, strictly enforcing NYS laws, and responding swiftly and appropriately to calls of domestic and family violence.
- Provide aviation patrol to enforce New York State penal laws throughout Erie County and surrounding areas, conduct search and rescue operations, and provide additional intelligence to Sheriff's deputies and other police officers on the ground.
- Provide effective investigation of all crimes reported to the Sheriff's Office and assure that persons responsible for criminal acts are identified and arrested.
- Provide specialized investigators, techniques and equipment to assure the effective investigation of narcotics trafficking and the arrest of persons responsible for narcotics offenses.
- Provide effective, specialized investigation of all fires occurring within the Sheriff's patrol districts and other localities, as requested, and assure that persons responsible for arson fires are identified and arrested.
- Provide marine patrol enforcement of boating and navigation laws in the Niagara River, Lake Erie and adjoining waterways, and provide search and rescue services and assistance to boaters as required.
- Provide bomb removal and explosive ordnance services, and Special Weapons and Tactical (SWAT) services to all police agencies in the county as requested.
- Maintain effective & efficient traffic enforcement programs, including accident investigation and DWI enforcement.
- Execute all warrants issued from any court in connection with child support cases that are initiated by the Department of Social Services.
- Receive record and properly serve and/or execute all civil process orders including subpoenas, orders of seizure or attachment, warrants of commitment or eviction and executions involving income or property.
- Process and maintain accurate, up-to-date criminal history information in the state computer system.
- Implement effective programs of public awareness and crime prevention throughout the county, and provide education and information to the public, as requested.
- Conduct effective in service training programs.

## Key Performance Indicators

	Actual 2013	Estimated 2014	Estimated 2015
<b>Police Services:</b>			
Calls for service received	88,659	89,955	91,500
<b>Traffic Safety Bureau:</b>			
Vehicle and traffic arrest	13,655	14,000	14,450
DWI arrests	311	365	369
Accident investigations	3,256	2,790	2,805
<b>Investigative Services:</b>			
Cases investigated	1,035	700	710
Arrests Detective Bureau	832	1,000	1,050
Fires investigated	132	100	110
<b>Aviation Unit:</b>			
Total flight hours	1,985	350	400
Number of searches conducted	193	300	303
Lifesaving medical transports	18	15	11
Lifesaving rescues	8	30	32
<b>Marine Patrol Unit:</b>			
Patrol hours	5,099	3,100	3,150
Search and Rescues	33	50	53
Vessel/Boater Assists	45	75	77
Accidents investigated	10	5	8
Arrests	118	110	125
<b>Identification Bureau:</b>			
Arrest report processed	738	4,500	4,500
Fingerprint cards processed	1,023	1,700	1,750
<b>Family Court Warrant Enforcement Unit:</b>			
Summons and petitions served	3,823	4,350	4,600
Arrests warrants served	619	575	625
Orders of protection served	236	130	225
<b>Snowmobile Summons</b>	24	40	50
<b>Weapons &amp; Ordnance:</b>			
Bomb Squad Calls	32	50	50
Weapons & Ammunition Training /Calls	964	1,000	1,100
Public Awareness & Crime Prevention Presentations	1,328	1,650	1,700
Number of civil process orders docketed	7,409	6,800	8,100

2015 Budget Estimate - Summary of Personal Services

Fund Center: 11510

Sheriff Division

Job Group Current Year 2014 ----- Ensuing Year 2015 -----  
 No: Salary No: Dept-Req No: Exec-Rec No: Leg-Adopted Remarks

Cost Center 1151010 Administration and Prof. Services

Full-time Positions

Job Group	Current Year 2014 No:	Salary	Ensuing Year 2015 No:	Dept-Req	Exec-Rec	Leg-Adopted	Remarks
1 SHERIFF	40	\$79,092	1	\$79,092	1	\$79,092	
2 UNDER SHERIFF	17	\$116,104	1	\$119,705	1	\$119,705	
3 CHIEF OF ADMINISTRATION	15	\$93,071	1	\$94,931	1	\$94,931	
4 SPECIAL ASSISTANT TO SHERIFF	10	\$51,404	1	\$55,004	1	\$55,004	
5 ADMINISTRATIVE ASSISTANT (SHERIFF)	09	\$0	1	\$55,299	1	\$55,299	Gain
6 DETECTIVE DEPUTY	09	\$0	1	\$66,175	1	\$66,175	New
7 SERGEANT	09	\$67,104	1	\$70,080	1	\$70,080	
8 DEPUTY SHERIFF-CRIMINAL	08	\$66,273	1	\$67,931	1	\$67,931	
9 EXECUTIVE ASSISTANT-PUBLIC RELATION SHER	08	\$46,916	1	\$49,968	1	\$49,968	
10 SUPERVISING AUTO MECHANIC SHERIFF	08	\$44,307	1	\$45,637	1	\$45,637	
11 SENIOR PERSONNEL CLERK (SHERIFF)	07	\$45,414	1	\$46,777	1	\$46,777	
12 LEGAL STENOGRAPHER (SHERIFF)	06	\$42,410	1	\$43,257	1	\$43,257	
13 SECRETARY, SHERIFF	06	\$39,854	1	\$41,512	1	\$41,512	
14 PAYROLL CLERK (SHERIFF)	05	\$69,355	2	\$71,784	2	\$71,784	
15 ACCOUNT CLERK (SHERIFF)	04	\$63,431	2	\$66,475	2	\$66,475	
16 ACCOUNT CLERK (SHERIFF)	04	\$0	1	\$28,434	1	\$28,434	Gain
17 DATA ENTRY OPERATOR (SHERIFF)	04	\$0	1	\$35,778	1	\$35,778	Gain
18 RECEPTIONIST	03	\$0	1	\$31,518	1	\$31,518	Gain
19 RECEPTIONIST	03	\$90,252	3	\$94,554	3	\$94,554	
<b>Total:</b>	<b>18</b>	<b>\$914,987</b>	<b>23</b>	<b>\$1,163,911</b>	<b>23</b>	<b>\$1,163,911</b>	

Part-time Positions

1 DEPUTY SHERIFF (RESERVE) PT	08	\$0	1	\$17,997	1	\$17,997	New
2 SENIOR STORES CLERK PT	05	\$13,820	0	\$0	0	\$0	Delete
<b>Total:</b>	<b>1</b>	<b>\$13,820</b>	<b>1</b>	<b>\$17,997</b>	<b>1</b>	<b>\$17,997</b>	

Cost Center 1151020 Civil Process

Full-time Positions

1 CHIEF DEPUTY-CIVIL	14	\$89,757	1	\$91,553	1	\$91,553	
2 DEPUTY SHERIFF-CRIMINAL	08	\$179,230	3	\$186,021	3	\$186,021	
3 SENIOR ACCOUNT CLERK- SHERIFF	06	\$36,377	1	\$38,196	1	\$38,196	
4 ACCOUNT CLERK (SHERIFF)	04	\$27,605	1	\$29,566	1	\$29,566	
5 ACCOUNT CLERK TYPIST - CIVIL	04	\$33,644	1	\$34,941	1	\$34,941	
6 RECEPTIONIST	03	\$85,134	3	\$90,301	3	\$90,301	
<b>Total:</b>	<b>10</b>	<b>\$451,747</b>	<b>10</b>	<b>\$470,578</b>	<b>10</b>	<b>\$470,578</b>	

Cost Center 1151030 Police/Patrol Services

Full-time Positions

1 CHIEF DEPUTY SHERIFF	15	\$93,071	1	\$97,067	1	\$97,067	
2 CAPTAIN	11	\$226,160	3	\$231,814	3	\$231,814	
3 LIEUTENANT	10	\$295,254	4	\$302,632	4	\$302,632	
4 SERGEANT	09	\$266,502	4	\$275,097	4	\$275,097	
5 DEPUTY SHERIFF-CRIMINAL	08	\$0	4	\$217,911	4	\$217,911	Gain
6 DEPUTY SHERIFF-CRIMINAL	08	\$60,496	0	\$0	0	\$0	Delete
7 DEPUTY SHERIFF-CRIMINAL	08	\$3,186,248	52	\$3,289,684	52	\$3,289,684	
8 LEGAL STENOGRAPHER (SHERIFF)	06	\$41,228	1	\$42,464	1	\$42,464	
9 RECEPTIONIST	03	\$61,200	2	\$63,036	2	\$63,036	
10 RECEPTIONIST	03	\$0	1	\$31,518	1	\$31,518	Gain
<b>Total:</b>	<b>68</b>	<b>\$4,230,159</b>	<b>72</b>	<b>\$4,551,223</b>	<b>72</b>	<b>\$4,551,223</b>	

2015 Budget Estimate - Summary of Personal Services

Fund Center: 11510

Sheriff Division

Job Group      Current Year 2014      ----- Ensuing Year 2015 -----  
 No:      Salary      No:      Dept-Req      No:      Exec-Rec      No:      Leg-Adopted      Remarks

Cost Center      1151040      Police Support Services

Full-time      Positions

1 SENIOR TACTICAL FLIGHT OFFICER	11	0	\$0	1	\$83,896	1	\$83,896		Reallocate
2 SENIOR TACTICAL FLIGHT OFFICER	10	1	\$75,540	0	\$0	0	\$0		
3 SERGEANT	09	2	\$139,909	2	\$144,041	2	\$144,041		
4 TACTICAL FLIGHT OFFICER	09	0	\$0	1	\$66,175	1	\$66,175		New
5 DEPUTY SHERIFF-CRIMINAL	08	4	\$244,989	4	\$254,003	4	\$254,003		
6 DEPUTY SHERIFF-CRIMINAL	08	1	\$60,496	0	\$0	0	\$0		Delete
Total:		8	\$520,934	8	\$548,115	8	\$548,115		

Part-time      Positions

1 AVIATION MECHANIC (PT)	13	1	\$31,775	1	\$31,775	1	\$31,775		
2 CAPTAIN-AVIATION - PT	11	1	\$10,000	1	\$10,000	1	\$10,000		
3 DEPUTY SHERIFF (RESERVE) PT	08	12	\$176,438	12	\$174,605	12	\$174,605		
Total:		14	\$218,213	14	\$216,380	14	\$216,380		

Cost Center      1151050      Investigative Services

Full-time      Positions

1 CHIEF OF TECHNOLOGY & TECHNICAL CRIM SRV	15	1	\$95,164	1	\$97,067	1	\$97,067		
2 CAPTAIN	11	1	\$81,850	1	\$83,896	1	\$83,896		
3 SENIOR DETECTIVE (NARCOTICS)	11	0	\$0	1	\$83,896	1	\$83,896		Reallocate
4 SENIOR DETECTIVE-NARCOTICS	10	1	\$75,540	0	\$0	0	\$0		
5 DETECTIVE DEPUTY	09	11	\$729,204	13	\$860,328	11	\$748,732		
6 DETECTIVE DEPUTY	09	0	\$0	1	\$66,175	1	\$66,175		New
7 DETECTIVE DEPUTY (ARSON)	09	2	\$136,100	2	\$140,139	2	\$140,139		
8 DEPUTY SHERIFF-CRIMINAL	08	7	\$429,251	7	\$439,975	7	\$439,975		
9 UNDERCOVER NARCOTICS DEPUTY	08	2	\$104,776	2	\$112,433	2	\$112,433		
Total:		25	\$1,651,885	28	\$1,883,909	26	\$1,772,313		

Part-time      Positions

1 DEPUTY SHERIFF (RESERVE) PT	08	0	\$0	1	\$17,997	0	\$0		
Total:		0	\$0	1	\$17,997	0	\$0		

Cost Center      1151060      Community Programs

Full-time      Positions

1 COORDINATOR OF SUBSTANCE ABUSE TRAINING	10	1	\$57,879	1	\$59,617	1	\$59,617		
2 SENIOR DETECTIVE-NARCOTICS	10	1	\$75,540	1	\$77,427	1	\$77,427		
3 SERGEANT	09	1	\$65,824	1	\$67,470	1	\$67,470		
4 DEPUTY SHERIFF-CRIMINAL	08	8	\$492,106	8	\$507,908	8	\$507,908		
5 DOMESTIC VIOLENCE SPECIALIST (SENECA SPK	07	1	\$42,560	1	\$43,835	1	\$43,835		
6 DOMESTIC VIOLENCE ADVOCATE	06	3	\$99,835	3	\$102,832	3	\$102,832		
7 RESOURCE TEAM WORKER	05	1	\$34,020	1	\$35,041	1	\$35,041		
8 ACCOUNT CLERK (SHERIFF) 55A	04	1	\$32,007	1	\$32,967	1	\$32,967		
9 ACCOUNT CLERK TYPIST - CIVIL	04	1	\$34,736	1	\$35,778	1	\$35,778		
10 RECEPTIONIST	03	1	\$33,172	1	\$34,168	1	\$34,168		
Total:		19	\$967,679	19	\$997,043	19	\$997,043		

Cost Center      1151070      Rath Patrol

Full-time      Positions

1 DEPUTY SHERIFF-CRIMINAL	08	5	\$297,064	5	\$309,137	5	\$309,137		
Total:		5	\$297,064	5	\$309,137	5	\$309,137		



**2015 Budget Estimate - Summary of Personal Services**

**Fund Center: 11510**

**Sheriff Division**

Job Group	Current Year 2014	-----	Ensuing Year 2015	-----
No:	Salary	No:	Dept-Req	No:    Exec-Rec    No:    Leg-Adopted

Cost Center      1151080      Stadium Detail

Seasonal                      Positions

1	DEPUTY SHERIFF SECURITY RES SUPER (SEAS)	51	18	\$39,330	18	\$63,198	18	\$63,198
2	DEPUTY SHERIFF SECURITY RESERVE (SEAS)	50	153	\$235,564	153	\$308,448	153	\$308,448
	Total:		171	\$274,894	171	\$371,646	171	\$371,646

**Fund Center Summary Totals**

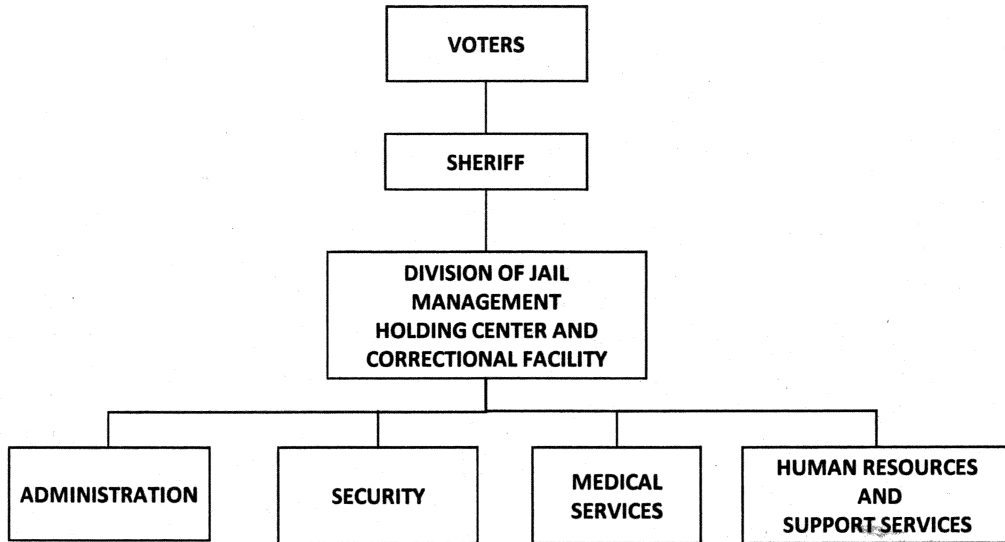
Full-time:	153	\$9,034,455	165	\$9,923,916	163	\$9,812,320
Part-time:	15	\$232,033	16	\$252,374	15	\$234,377
Seasonal:	171	\$274,894	171	\$371,646	171	\$371,646
Fund Center Totals:	339	\$9,541,382	352	\$10,547,936	349	\$10,418,343

Fund: 110  
 Department: Sheriff Division  
 Fund Center: 11510

Account	Appropriations	2013 Actuals	2014 Legislative Adopted	2014 Adjusted Budget	2015 Department Request	2015 Executive Recommendation	2015 Legislative Adopted
500000	Full Time - Salaries	9,314,103	9,076,044	9,087,171	9,923,916	9,812,320	-
500010	Part Time - Wages	180,241	213,291	223,291	252,374	234,377	-
500030	Seasonal - Wages	343,775	274,894	274,894	371,646	371,646	-
500300	Shift Differential	86,348	90,000	90,000	90,000	90,000	-
500320	Uniform Allowance	317,750	201,750	201,750	216,000	213,000	-
500330	Holiday Worked	207,923	184,500	184,500	220,000	220,000	-
500340	Line-up Pay	281,213	293,500	293,500	347,350	296,850	-
500350	Other Employee Payments	114,205	79,200	79,200	162,200	162,200	-
501000	Overtime	2,425,742	2,100,000	2,100,000	2,471,404	2,471,404	-
502000	Fringe Benefits	6,765,092	7,384,108	7,384,108	8,714,032	7,098,232	-
505000	Office Supplies	13,035	15,000	15,000	16,900	15,700	-
505200	Clothing Supplies	27,525	21,450	21,450	22,100	22,100	-
505600	Auto, Truck & Heavy Equip Supplies	150,871	140,500	140,500	215,875	135,875	-
506200	Maintenance & Repair	317,534	339,100	454,100	324,997	309,997	-
510000	Local Mileage Reimbursement	6,383	4,000	4,000	4,000	4,000	-
510100	Out Of Area Travel	19,330	10,000	20,000	37,680	13,680	-
510200	Training And Education	3,698	3,750	3,750	5,580	4,080	-
515000	Utility Charges	844	3,500	3,500	3,150	3,150	-
516020	Professional Svcs Contracts & Fees	112,515	101,540	130,190	94,450	87,950	-
516030	Maintenance Contracts	421	500	500	17,500	17,500	-
517817	Suicide Prevention and Crisis Svcs	35,264	63,100	63,100	63,100	63,100	-
530000	Other Expenses	61,112	60,000	59,150	67,000	67,000	-
545000	Rental Charges	33,026	34,400	34,400	419,537	35,400	-
555050	Insurance Premiums	-	-	11,350	-	-	-
559000	County Share - Grants	41,193	66,634	112,134	45,856	45,856	-
561410	Lab & Technical Equipment	288,283	77,040	80,040	107,082	82,082	-
561420	Office Eqmt, Furniture & Fixtures	67,784	-	850	-	-	-
561440	Motor Vehicles	164,862	336,600	474,400	-	385,000	-
910600	ID Purchasing Services	17,678	18,851	18,851	18,851	20,499	-
910700	ID Fleet Services	724,907	865,363	865,363	865,363	862,205	-
911200	ID Comptroller's Office Services	350	-	-	-	-	-
911500	ID Sheriff Division Services	(2,292,632)	(2,449,314)	(2,449,314)	(2,113,499)	(2,113,499)	-
912000	ID Dept of Social Services Svcs	-	-	-	-	883,772	-
980000	ID DISS Services	558,728	523,229	523,229	523,229	647,363	-
Total Appropriations		20,389,103	20,132,530	20,504,957	23,507,673	22,562,839	-

Account	Revenues	2013 Actuals	2014 Legislative Adopted	2014 Adjusted Budget	2015 Department Request	2015 Executive Recommendation	2015 Legislative Adopted
406010	State Aid - Navigation Law Enforc	85,305	60,500	60,500	60,500	60,500	-
406020	State Aid - Snowmobile Law Enforc	10,038	12,500	12,500	12,500	12,500	-
408530	State Aid - Criminal Justice Prog	-	-	-	120,900	120,900	-
409020	Miscellaneous State Aid	10,438	-	-	-	-	-
410510	Federal Drug Enforcement	37,311	34,404	34,404	34,404	34,404	-
414020	Miscellaneous Federal Aid	71,484	34,404	34,404	34,404	34,404	-
415510	Civil Process Fees - Sheriff	1,038,483	995,000	995,000	1,006,760	1,006,760	-
415520	Sheriff Fees	13,226	-	-	-	-	-
418400	Subpoena Fees	179	-	-	-	-	-
420030	Police Services-Other Governments	306,743	338,450	338,450	338,450	338,450	-
420499	Other Local Source Revenue	94,944	109,944	109,944	94,494	94,494	-
421550	Forfeiture Crime Proceeds	509,502	-	361,300	-	-	-
422000	Copies	645	-	-	-	-	-
445030	Interest & Earnings General Invest	83	-	-	-	-	-
466000	Miscellaneous Receipts	-	-	-	100,000	100,000	-
466130	Other Unclassified Revenues	2,856	-	-	-	-	-
466360	Stadium Reimbursement	480,998	479,918	479,918	479,918	479,918	-
Total Revenues		2,662,235	2,065,120	2,426,420	2,282,330	2,282,330	-

# SHERIFF DIVISION OF JAIL MANAGEMENT



<b>SHERIFF - JAIL MANAGEMENT</b>	<b>2013 Actual</b>	<b>2014 Adopted</b>	<b>2014 Adjusted</b>	<b>2015 Proposed</b>
Personal Services	74,500,966	81,308,358	81,317,058	78,539,797
Other	<u>17,627,342</u>	<u>17,027,598</u>	<u>17,456,858</u>	<u>16,749,534</u>
Total Appropriation	92,128,308	98,335,956	98,773,916	95,289,331
Revenue	<u>5,004,894</u>	<u>2,428,513</u>	<u>2,854,473</u>	<u>2,442,776</u>
County Share	87,123,414	95,907,443	95,919,443	92,846,555

## **DIVISION OF JAIL MANAGEMENT**

### **DESCRIPTION**

The Jail Management Division operates two facilities; the maximum security Erie County Holding Center and the medium security Erie County Correctional Facility. The combined maximum facility capacity for both facilities is 1,522. The average daily population during 2013 was 1,286.

The Erie County Holding Center, located in downtown Buffalo, was originally constructed in 1936 and has undergone several renovations since it was opened. Today, the Erie County Holding Center incorporates traditional "linear" jail cell style housing areas, podular or "direct supervision" housing areas", dormitory style housing areas and areas specifically designed to provide "constant supervision".

The Erie County Holding Center holds those inmates representing the most serious risk to themselves, others, the facility and/or the community, those inmates having the most significant medical and/or mental health needs, those prisoners recently arrested who are in the process of being "classified" and a number of high risk federal prisoners with pending proceedings in U.S. District Court.

The Erie County Holding Center offers a wide variety of programs and services including medical and mental health treatment, counseling, recreation, visitation, library/law library services, religious services, and educational services.

The Erie County Correctional Facility, located in Alden New York, was built in 1985 on approximately 90 acres of rural farmland. The Erie County Correctional Facility was designed exclusively as a "direct supervision" institution, incorporating "podular" and "dormitory" style housing areas.

The Erie County Correctional Facility houses low and medium risk inmates, those inmates participating in job training programs and those inmates who are assigned to the Service Action Corps. The Service Action Corps are crews of specially trained inmates, who have undergone an extensive screening process, that provide no cost labor services to the community. The Service Action Corp works primarily with the Erie County Parks Dept. and the Erie County Highway Dept. to provide additional labor assistance with cleaning, maintenance, clearing brush, debris removal, gardening and painting,

The Erie County Correctional Facility also offers a wide variety of medical, mental health, religious, recreational, educational and library services to the inmates those inmates housed there.

In addition to the two primary facilities, the Jail Management Division operates secure detention facilities within the Erie County Medical Center, Buffalo City Court, the Erie County Courthouse and the Erie County Family Court.

### **MISSION STATEMENT**

Provide for the public safety by maintaining safe, secure and humane detention and correctional facilities. Enforce all laws, ordinances, rules and regulations in a firm, fair and consistent manner. Protecting the safety and welfare of all persons entrusted to the Sheriff of Erie County and by diligently performing all duties with, integrity and respect.

### **Program and Service Objectives**

#### ***SAFETY & SECURITY***

- To effectively secure all jail management facilities, to maintain, custody and control of all persons committed to the custody of the Sheriff of Erie County, to firmly and fairly enforce all laws, ordinances, rules and regulations pertaining to incarcerated persons, and to do so in a humane, dignified and respectful manner.

**INMATE SERVICES**

- To comply with all federal guidelines, all New York State Commission of Corrections standards, and to safeguard the health and welfare of all inmates by providing quality and nutritionally balanced meals and by taking a "best practices" approach to medical care, mental health services, counseling, and interpretation services.

**INMATE PROGRAMS**

- To provide rehabilitative, educational, recreational, religious and job training programs designed to assist inmates in making productive use of the time they are incarcerated.
- To support family relationships through visitation
- To provide assistance with re-entry into society by providing educational opportunities, literacy programs, G.E.D. programming, Life Skills and parenting workshops, etc.
- To provide job readiness programming, resume' writing workshops, and work assignments during incarceration all with the goal of helping the inmate become gainfully employed upon release.

**Top Priorities for 2015**

- Maintain a safe and secure environment.
- Maintain high quality health and mental health care services.
- Provide programming which helps inmates to become a productive member of society upon release.
- Provide relevant contemporary job skill training to inmates to assist in securing gainful employment and reducing recidivism.

**Key Performance Indicators**

	Actual 2013	Estimated 2014	Estimated 2015
<b><u>HOLDING CENTER</u></b>			
<b>INMATE SECURITY</b>			
Inmates admitted to facility	17,479	19,226	21,148
Average Daily Population	509	560	616
<b>INMATE SERVICES</b>			
Inmates provided medial treatment	40,941	42,988	45,137
Inmates transported to ECMC for treatment	655	688	722
Number of religious services held	151	159	175
<b><u>CORRECTIONAL FACILITY</u></b>			
<b>INMATE SECURITY</b>			
Average Daily Population	776	854	939
Parole violators	44	48	52
Inmates Processed Per Year	6,293	6,922	7,611

## **Outcome Measures**

Services Action Corps	
• Number of inmate hours logged	3,874
Institutional Employment	
• Number of inmates employed on a per day basis	156
Rehabilitation Initiatives	
• Percentage of inmates successfully completing the GED Exam	80%
Community Involvement	
• Number of community groups providing inmates with religions programs	10
• Number of community groups providing inmates with human services	6

2015 Budget Estimate - Summary of Personal Services

Fund Center: 116

Jail Management Job Group Current Year 2014 ----- Ensuing Year 2015 -----  
 No: Salary No: Dept-Req No: Exec-Rec No: Leg-Adopted Remarks

Cost Center 1161010 Administration - Jail Management

Full-time	Positions									
1	SUPERINTENDENT-HOLDING CENTER	16	1	\$102,625	1	\$104,678	1	\$104,678		
2	FIRST DEPUTY SUPERINTENDENT-COMPLIANCE	15	1	\$99,343	1	\$101,329	1	\$101,329		
3	FIRST DEPUTY SUPERINTENDENT-SHERIFF	15	1	\$99,343	1	\$101,329	1	\$101,329		
4	CHIEF OF OPERATIONS (SHERIFF)	13	2	\$154,495	2	\$157,586	2	\$157,586		
5	CORRECTION OFFICER	10	2	\$104,612	2	\$107,367	2	\$107,367		
6	ADMINISTRATIVE ASSISTANT (SHERIFF)	09	1	\$53,689	0	\$0	0	\$0		Transfer
7	SERGEANT-OFFICER	09	2	\$123,622	2	\$127,330	2	\$127,330		
8	COMMITMENTS CLERK	08	2	\$92,878	2	\$94,737	2	\$94,737		
9	DEPUTY SHERIFF-OFFICER	08	1	\$55,084	1	\$56,735	1	\$56,735		
10	SECURITY SERVICES ASSISTANT	07	1	\$40,232	1	\$41,035	1	\$41,035		
11	ACCOUNT CLERK (SHERIFF)	04	1	\$27,606	0	\$0	0	\$0		Transfer
12	ACCOUNT CLERK TYPIST - CIVIL	04	1	\$31,462	1	\$32,967	1	\$32,967		
13	DATA ENTRY OPERATOR (SHERIFF)	04	1	\$34,736	0	\$0	0	\$0		Transfer
14	RECEPTIONIST (CF)	04	1	\$25,682	1	\$27,940	1	\$27,940		
15	RECEPTIONIST CF	04	2	\$64,964	2	\$66,546	2	\$66,546		
16	RECEPTIONIST	03	2	\$60,690	0	\$0	0	\$0		Transfer
Total:		22		\$1,171,063	17	\$1,019,579	17	\$1,019,579		

Part-time	Positions									
1	ACCOUNT CLERK (SHERIFF) PT	04	1	\$11,613	0	\$0	0	\$0		Delete
Total:		1		\$11,613	0	\$0	0	\$0		

Cost Center 1161020 Security HC

Full-time	Positions									
1	CAPTAIN-OFFICER	11	3	\$195,615	3	\$201,484	3	\$201,484		
2	LIEUTENANT-OFFICER	10	6	\$379,847	6	\$392,628	6	\$392,628		
3	SERGEANT-OFFICER	09	32	\$1,789,399	32	\$1,854,553	32	\$1,854,553		
4	DEPUTY SHERIFF OFFICER (55A)	08	2	\$95,785	2	\$99,249	2	\$99,249		
5	DEPUTY SHERIFF OFFICER (SPANISH SPK)	08	4	\$192,505	4	\$205,263	4	\$205,263		
6	DEPUTY SHERIFF-OFFICER	08	364	\$17,982,679	364	\$18,825,763	364	\$18,825,763		
7	RECORDS CLERK (HOLDING CENTER)	06	21	\$707,039	21	\$746,965	21	\$746,965		
8	SENIOR ACCOUNT CLERK TYPIST-CIVIL	06	1	\$37,916	1	\$39,054	1	\$39,054		
9	RECEPTIONIST	03	2	\$55,526	2	\$59,337	2	\$59,337		
Total:		435		\$21,436,311	435	\$22,424,296	435	\$22,424,296		

Part-time	Positions									
1	HOLDING CENTER GUARD (PT)	08	17	\$389,793	17	\$389,793	17	\$287,265		
Total:		17		\$389,793	17	\$389,793	17	\$287,265		

Cost Center 1161040 Food Service HC

Full-time	Positions									
1	COOK-MANAGER (HOLDING CENTER)	09	1	\$53,689	1	\$55,299	1	\$55,299		
2	COOK HOLDING CENTER	05	1	\$37,306	1	\$38,425	1	\$38,425		
3	ASSISTANT COOK-HOLDING CENTER	04	3	\$95,725	3	\$99,986	3	\$99,986		
4	KITCHEN HELPER (HOLDING CENTER)	03	9	\$263,601	9	\$278,344	9	\$278,344		
Total:		14		\$450,321	14	\$472,054	14	\$472,054		

2015 Budget Estimate - Summary of Personal Services

Fund Center: 116

Jail Management

Job Group	Current Year 2014		----- Ensuing Year 2015 -----						
	No:	Salary	No:	Dept-Req	No:	Exec-Rec	No:	Leg-Adopted	Remarks

Cost Center 1161060 Programs HC

Full-time Positions

1	DEPUTY SHERIFF-OFFICER	08	2	\$112,408	2	\$115,779	2	\$115,779	
2	MAINTENANCE WORKER (SHERIFF)	05	1	\$33,431	1	\$35,041	1	\$35,041	
3	LABORER (SHERIFF)	04	9	\$276,601	9	\$288,769	9	\$288,769	
Total:			12	\$422,440	12	\$439,589	12	\$439,589	

Cost Center 1161070 Court Security

Full-time Positions

1	COURT OFFICER (SHERIFF)	06	3	\$128,901	3	\$132,765	3	\$132,765	
Total:			3	\$128,901	3	\$132,765	3	\$132,765	

Cost Center 1161080 Transportation

Full-time Positions

1	SERGEANT	09	1	\$70,896	1	\$72,669	1	\$72,669	
2	SERGEANT-OFFICER	09	2	\$119,964	2	\$124,804	2	\$124,804	
3	DEPUTY SHERIFF-CRIMINAL	08	4	\$207,458	0	\$0	0	\$0	Transfer
4	DEPUTY SHERIFF-CRIMINAL	08	14	\$753,436	14	\$802,967	14	\$802,967	
5	DEPUTY SHERIFF-CRIMINAL	08	1	\$60,496	0	\$0	0	\$0	Delete
6	DEPUTY SHERIFF-OFFICER	08	14	\$792,465	14	\$818,514	14	\$818,514	
Total:			36	\$2,004,715	31	\$1,818,954	31	\$1,818,954	

Cost Center 1163020 Security CF

Full-time Positions

1	CORRECTION CAPTAIN	13	1	\$76,283	1	\$77,809	1	\$77,809	
2	CORRECTION LIEUTENANT	12	7	\$479,964	7	\$491,153	7	\$491,153	
3	CORRECTION SERGEANT	11	22	\$1,318,153	22	\$1,353,560	22	\$1,353,560	
4	CORRECTION OFFICER	10	158	\$8,557,188	158	\$8,801,933	158	\$8,801,933	
5	CORRECTION OFFICER (SPANISH SPEAKING)	10	2	\$114,082	2	\$116,995	2	\$116,995	
6	CORRECTION OFFICER CF	10	40	\$1,650,705	40	\$1,779,379	40	\$1,779,379	
7	IDENTIFICATION OFFICER	10	2	\$115,969	2	\$118,288	2	\$118,288	
Total:			232	\$12,312,344	232	\$12,739,117	232	\$12,739,117	

Cost Center 1163040 Food Service CF

Full-time Positions

1	ASSISTANT FOOD SERVICE MANAGER	09	1	\$53,129	1	\$54,192	1	\$54,192	
2	BUTCHER	06	1	\$44,575	1	\$45,911	1	\$45,911	
3	COOK	05	4	\$147,613	4	\$152,042	4	\$152,042	
Total:			6	\$245,317	6	\$252,145	6	\$252,145	

Cost Center 1163060 Programs CF

Regular Part-time Positions

1	INDUSTRIAL TRAINING SUPERVISOR RPT	08	1	\$42,586	1	\$43,438	1	\$43,438	
Total:			1	\$42,586	1	\$43,438	1	\$43,438	



**2015 Budget Estimate - Summary of Personal Services**

**Fund Center: 116**

**Jail Management**

Job Group	Current Year 2014	-----	Ensuing Year 2015	-----
	No:      Salary	No:	Dept-Req	No:      Exec-Rec      No:      Leg-Adopted
				Remarks

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**Fund Center Summary Totals**

Full-time:	760	\$38,171,412	750	\$39,298,499	750	\$39,298,499
Part-time:	18	\$401,406	17	\$389,793	17	\$287,265
Regular Part-time:	1	\$42,586	1	\$43,438	1	\$43,438
<b>Fund Center Totals:</b>	<b>779</b>	<b>\$38,615,404</b>	<b>768</b>	<b>\$39,731,730</b>	<b>768</b>	<b>\$39,629,202</b>

Fund: 110  
 Department: Jail Management  
 Fund Center: 116

Account	Appropriations	2013 Actuals	2014 Legislative Adopted	2014 Adjusted Budget	2015 Department Request	2015 Executive Recommendation	2015 Legislative Adopted
500000	Full Time - Salaries	34,807,114	38,203,655	38,212,355	39,298,499	39,298,499	-
500010	Part Time - Wages	348,455	402,868	402,868	389,793	287,265	-
500020	Regular PT - Wages	39,454	42,586	42,586	43,438	43,438	-
500300	Shift Differential	731,155	784,926	784,926	806,210	757,210	-
500320	Uniform Allowance	629,450	658,600	658,600	663,000	663,000	-
500330	Holiday Worked	1,027,518	1,029,500	1,029,500	1,061,840	1,051,840	-
500340	Line-up Pay	1,411,582	1,505,950	1,505,950	1,573,088	1,543,088	-
500350	Other Employee Payments	145,379	105,600	105,600	147,500	147,500	-
501000	Overtime	9,779,952	8,290,047	8,290,047	7,000,000	6,945,000	-
502000	Fringe Benefits	25,580,907	30,284,626	30,284,626	31,607,485	27,802,957	-
505000	Office Supplies	17,610	36,200	36,200	38,200	37,200	-
505200	Clothing Supplies	207,772	220,750	263,710	250,750	249,750	-
505400	Food & Kitchen Supplies	2,184,612	2,230,000	2,230,000	2,202,500	2,202,500	-
505600	Auto, Truck & Heavy Equip Supplies	-	-	-	45,750	40,350	-
506200	Maintenance & Repair	260,882	264,750	264,750	378,100	358,100	-
510100	Out Of Area Travel	16,688	17,000	17,000	25,500	19,500	-
516020	Professional Svcs Contracts & Fees	235,006	259,700	259,700	289,175	274,175	-
516030	Maintenance Contracts	43,342	113,700	113,700	134,500	134,500	-
530000	Other Expenses	42,613	45,100	45,100	45,500	45,500	-
545000	Rental Charges	2,483	2,500	2,500	78,570	2,500	-
561410	Lab & Technical Equipment	58,339	125,050	228,050	264,010	254,010	-
561420	Office Eqmt, Furniture & Fixtures	-	5,000	5,000	3,000	3,000	-
561440	Motor Vehicles	-	67,000	67,000	-	76,500	-
570050	Interfund Transfers Capital	92,000	-	280,000	-	-	-
910600	ID Purchasing Services	35,768	38,140	38,140	38,140	27,572	-
910700	ID Fleet Services	45,192	54,485	54,485	54,485	48,847	-
912760	ID Correctional Health Services	12,914,146	11,785,987	11,789,287	12,339,729	11,286,840	-
942000	ID Library Services	274,231	194,731	194,731	194,689	194,689	-
980000	ID DISS Services	1,196,657	1,567,505	1,567,505	1,567,505	1,494,001	-
Total Appropriations		92,128,307	98,335,956	98,773,916	100,540,956	95,289,331	-

Account	Revenues	2013 Actuals	2014 Legislative Adopted	2014 Adjusted Budget	2015 Department Request	2015 Executive Recommendation	2015 Legislative Adopted
407580	State Aid -School Breakfast Program	3,362	-	-	-	-	-
407590	State Aid - School Lunch Program	1,931	-	-	-	-	-
408530	State Aid - Criminal Justice Prog	240,326	228,270	228,270	230,693	230,693	-
409010	State Aid - Other	1,199,626	-	-	-	-	-
410150	SSA-SSI Prison Incentive Program	74,200	42,000	42,000	84,000	84,000	-
410180	Fed Aid - School Breakfast Program	62,094	-	-	-	-	-
411500	Fed Aid - MA In House	576,975	-	-	-	-	-
412000	Fed Aid - School Lunch Program	93,684	-	-	-	-	-
414020	Miscellaneous Federal Aid	41,386	-	-	-	-	-
415500	Prisoner Transportation	20,182	15,000	15,000	15,000	15,000	-
415600	ECCF- Inmate Disciplinary Surcharge	8,033	6,000	6,000	9,200	9,200	-
415620	Commissary Reimbursement	149,513	104,943	104,943	115,763	115,763	-
415622	Jail Phone Revenue	92,000	155,800	581,760	464,220	464,220	-
420040	Jail Facilities For Other Govts	2,438,451	1,875,000	1,875,000	1,522,400	1,522,400	-
422000	Copies	2,172	1,500	1,500	1,500	1,500	-
423000	Refunds Of Prior Years Expenses	110	-	-	-	-	-
466070	Refunds Of Prior Years Expenses	361	-	-	-	-	-
466130	Other Unclassified Revenues	489	-	-	-	-	-
Total Revenues		5,004,895	2,428,513	2,854,473	2,442,776	2,442,776	-