



Onondaga County Legislature

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PUBLIC SAFETY COMMITTEE MINUTES – SEPTEMBER 12, 2022 MARK A. OLSON, CHAIRMAN

MEMBERS PRESENT: Mr. Ryan, Mr. Knapp, Mr. Garland

MEMBERS ABSENT: Mr. McBride

ALSO ATTENDING: Ms. Kuhn, Mrs. Ervin; also see attached

Chair Olson called the meeting to order at 9:04 a.m. Chair Olson called for a moment of silence to remember all those who lost their life on 9/11. *The minutes of the previous meeting had been distributed, and there were no objections to waiving the reading. There were no corrections to the minutes, and the minutes were approved.*

1. JUSTICE CENTER OVERSIGHT COMMITTEE: Montanette Murphy, Executive Director of Human Rights; Monica Williams, Chief Diversity Officer

a. INFORMATIONAL: Recommendations from the Board

Recommendations:

1. The medical record should provide comprehensive and accurate documentation of all medical care provided to individuals while they are residing at the Justice Center. All medical evaluations, diagnostic assessments and treatments should be documented and the rationale for all interventions should be clearly documented in the record.
2. All clinical assessments should be documented at the time that they are performed and entries into the medical record should follow chronological order so that the course of an individual's medical care is comprehensible.
3. All medications ordered for an individual should be documented and should include a start date and end date. All medication discontinuations should be documented as well. The rationale for prescribing and for changing or discontinuing medications should be clearly documented in progress notes that are accessible in the medical record. Medication orders should appear chronologically on the medication order documentation.
4. Medication administration should be documented in the medical record contemporaneously with the administration of the medication. A medication administration log should, therefore, be a comprehensive and chronological record of medications given (or offered) to an individual.
5. Vitals signs should be recorded in the medical record on the day and time that they are taken and should appear in the medical record in chronological order.
6. When specialist consultations are obtained, a note should be entered into the medical record by the consultant and should include the consultant's name, specialty, and date of consultation along with pertinent findings and the consultant's recommendations for further evaluation and/or treatment. It should be specified whether the consultation was done by chart review, telehealth consultation with the patient or direct face-to-face examination. There should also be evidence in the record that the consultant's note was received and read by treating clinician at the Justice Center.
7. Standardized forms in the medical record should be completed in their entirety. Questions should be answered and not left blank.

- JCOC member Greg Skammel passed away earlier this year and was remembered for his service on the board
- Committee members thanked the Office of Diversity and Inclusion for their commitment and work they do
- All JCOC recommendations revolve around mostly procedural medical concerns; were there any other concerns?
 - Medical care concerns listed are the major concerns; Dr. Jennifer Yolles poured over the data, along with other committee members, to come up with recommendations
- Are the recommendations in response to a woman who lost her infant?
 - Cannot comment or identify any individuals who made complaints
 - Recommendations stem from complaints from detainees at the Justice Center
- Has the office or Human Rights Commission seen a complaint filed by 29 inmates?
 - There was talk about detainees coming together to sign complaint form about various complaints; have not seen it

Request for Mr. Garland to share a complaint filed by 29 inmates with the Human Rights Commission, Office of Diversity, and the full Legislature.

- Has the office been made aware of canteen money being taken away if detainee has done something at Jamesville?
 - Not aware of this complaint
 - Do not get many complaints from Jamesville; Lieutenant Batista is contact person for Jamesville
 - If the office receives complaint, they are solved immediately; will call Jamesville
- Human Rights Specialist, Johanna Sellers, works closely with Custody Command staff at Justice Center
 - She is in facility often and fields calls from detainees, as well as following up on complaints
 - Whole office works as a team
- Are there standard forms or procedures for medical care that are not being used or followed?
 - JCOC has complaint form for detainees; they are asked to sign HIPAA form to release medical records
 - When receive medical records, nurse or doctor will go through them to determine if something was missed
 - Receive medical records electronically including (i.e.) general information, mental health, HIV treatment
- *Suggestion:*
 - Ask Sheriff during budget next week if they are using electronic medical records, and what their procedures are
- When detainee requests sit call to see a provider (i.e. to get Tylenol), the information should be documented like a book including what time it was given, in what avenue, milligrams, etc.
 - Found there is a lot of information missing, which prompted the recommendations
 - Provider did not accurately record what was happening; lot of holes in time, milligrams, etc.
 - These records should not have any holes
 - Cannot say it is due to lack of training; opinion that it is sloppiness
 - When someone is not recording as they should, it presents issues
- Heard AA and NA are not being offered anymore, any issues?
 - Not aware of those classes being given to detainees
- Contract with correctional health provider – been a few since 2012, good and bad
- *Suggestion:*
 - Next time RFP goes out to bid – maybe add stipulations like mandatory medical reporting; i.e. statement that “it shall be noted” or “mandatory that all medical records are prompt, to date, up to date, factual”
- Heard the correctional health provider contract expires at end of this year
- Unfortunate the stipulations may need to be included
- Any registered nurse or doctor is taught to record everything at all times; found that is not the case at Justice Center
- Staffing issues?
 - Yes, which played into it; at times, there has been no staff
 - Do not pay as much as private sector; come up against hospitals, nursing homes and home care
 - Nurses not plentiful and can set what they would like to make; county does not fall in that realm
 - Nurses able to take talents elsewhere to make what they deserve; detriment to county
- Electronic medical records great start, but still only as good as person filling out information; garbage in/garbage out
- Have to make sure whatever contract is signed follows guidelines of normal practice in medical field
- When an inmate is leaving, is there an out take survey on experience?
 - The office lets detainees know that once they are out, they can come to the office
 - Will work to get them in right direction for reentering community
 - There is no survey in the Office of Diversity and Inclusion
 - The office would know most detainees that had issues, because they would have called the office or sent a letter

- Always follow up, even when detainee is no longer there to find out the complaint and the issue were resolved
- There is follow up on every person that files a complaint in the office
- *Suggestion:*
 - Hand the detainee a card with information for outreach
- That happens in Justice Center by the Human Rights Specialist; there are also signs on every floor with phone number to get in touch with the office
- When the Justice Center was not open to the public, the office staff were the only face the detainees saw
- There is an amount of respect and work that custody/command does that is like no other with Office of Diversity, which is why a lot does not go to JCOC - work well to ensure complaint is taken care of in real time
- Jail Ministry is allowed in – they are there at least 3 times per week

2. **PROBATION:** Phillip Gallupi, Commissioner

a. **INFORMATIONAL: 2022 Budget Update**

- Busy year molding best practices recommended by state
- When became commissioner, first order of business - reached out to 1,500 probationers; 500 by mail, 500 by survey while in Probation Department, and 500 by email
 - Questions included: does the person feel respected by their Probation Officer (PO), what occurred in the office, what occurred during a home visit, etc.
 - Took feedback and shared with staff for growth and training; comments mostly positive
 - Most important thing was Probation Officers seeing the department is reaching out to community; if not on par, then told that and do best work possible
- Continue to be busy in community – at events, food drives, Probation Department food distribution day, also involved in the Police Athletic League
- Class Officers, Community Liaisons and Spanish speaking officers doing great job meeting with community
- Getting community to understand what Probation does (not just those on probation) - to help rehabilitate folks, not just catch them; catching folks and sending to jail easy, but changing their lives and finding barriers is challenging part
- Doing all this within budget is challenging, but within the budget this year; no surprises
- Programs:
 - Decision points for DWI offenders
 - Cognitive evidence based program that helps those convicted of a DWI make better decisions
 - Does not treat alcoholism, but show offender how their actions effect themselves, their family and community
 - May not be about drinking, but taking keys and driving vehicle without license
 - 3 Probation Officers trained in program; started first class this month
 - Currently doing for youth coming through Family Court and Raise the Age
 - Boy Scout Mentoring Program
 - 7 or 8 Probation Officers trained for
 - Not being direct mentors; program modeled for POs to be better officers for youth
- Everyday work – seeing people in office, doing home visits and busy in community
- Recidivism rates:
 - Do not think the recidivism has changed much; yearly plan submitted to state has percentage rates at 1, 3 and 5 years of probationers getting rearrested; overall rates not changing significantly
- Probation team is responsive; regular folks do not know about Probation unless they are involved in system
- Outreach on weekends and nights at Armory Square and mall – how does that work?
 - DestiNY going well; do receive revenue from DestiNY to be there
 - Armory Square going well; there 2 nights/week; summer ends, not quite as busy; will consider slowing down
 - All within budget
- Police agencies reach out to Probation; (i.e.) Solvay field days, because they know the people and noisemakers

*Mr. Knapp left the meeting.

- 101 line for budget
 - Do have vacancies; test given in June and waiting on list of results; have 1 or 2 Probation Officers they can hire, but waiting on list; there are delays with state on this (usually get in August); will do couple hires before year end
 - 101/103 same; do not fluctuate much

- Change in administration level – going from Principle Probation Officer to Administrative Assistant; same headcount, but one grade difference; budget neutral due to existing person in title

A motion was made by Mr. Garland, seconded by Mr. Ryan, to adjourn the meeting. Passed unanimously; MOTION CARRIED.

The meeting was adjourned at 9:38 a.m.

Respectfully submitted,



JAMIE McNAMARA, Clerk
Onondaga County Legislature

ATTENDANCE

COMMITTEE: PUBLIC SAFETY COMMITTEE

DATE: SEPTEMBER 12, 2022

NAME (Please Print)	DEPARTMENT/AGENCY
Kristi Smiley	Finance
Monica Williams	Diversity + Inclusion
Montanette Murphy	Diversity + Inclusion
Dan Mulvihill	Fin Ops
Darcie Lesniak	Leg
Phil Galuppi	Probation