



*Office of the Sheriff  
Steuben County*

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*James L. Allard*  
Sheriff

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**March 23, 2022**

**Executive Order 203  
Benchmarks for 2021**

**The following report reflects the action items for 2021 as established in the Steuben County Sheriff's Police Reform Plan of 2021. The plan is a four year plan with additional action items for 2022, 2023 and 2024. All 2021 action items were met, some requiring additional activity in the future.**

**Professionalism      Integrity      Leadership      Service**  
*We strive to meet the public safety needs of the citizens of Steuben County in the most effective, efficient manner possible*

## **I. Equality and Social Justice:**

### **A. Diversify and Increase Employee Candidate Pools**

- 1. Partnered with Sheriff's Foundation and awarded two \$500 scholarships to members of a marginalized community enrolled in a pre-employment police academy. Both awardees are currently employed as police officers in our region.**
- 2. Increased social media advertisement for the correction officer civil service test, increasing the number of applicants over previous test by fifty percent.**
- 3. Still to do: Meet with faith based youth groups of marginalized communities to encourage law enforcement as a career.**

### **B. Provide Civil Service Test Training:**

- 1. Partner with SUNY Alfred and CCC to develop training for entry level police and corrections positions. Process has begun but is still in developmental progress.**

### **C. Expand diversity and bias awareness training to all officers**

- 1. No DCJS instructor course for implicit bias was offered in 2021, Corporal Hawk is attending DCJS instructor course in Q1 of 2022 in Monroe County. Then we will establish agency wide training.**

## **II. Transparency and Accountability:**

### **A. Increase transparency of arrest activities and calls for service**

- 1. Published monthly statistics including use of force and arrests by gender and race. Displayed on both social media and county website.**
- 2. Published monthly statistics on calls for service, cases, incident types and public interaction. Displayed on both social media and county website.**
- 3. All published reports sent to news outlets as a press release.**
- 4. Establish quarterly meetings with NCOs to review use of force and determine training needs.**

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**B. Publish Job Descriptions and Annual Performance Appraisal Process**

1. Published all job descriptions and annual performance appraisal forms on county website.

**III. Community Relations:**

**A. Strengthen Community Safety by presenting programs with community instructors.**

1. Met with NRA instructors to coordinate joint pistol permit safety course instruction
2. Coordinated and conducted multi agency boater safety course presentation, advertised on social media.
3. Partnered with local businesses to present kayak safety presentations to youth, advertised on social media.

**B. Establish and Promote Community Programs to Increase Law Enforcement Visibility in the Community:**

1. Provided CRASE and Stop the Bleed Programs to NYS DOT and school districts.
2. Partnered with local police chiefs in "Coffee with the Sheriff" in Hammondsport, Canisteo, Hornell and North Hornell.
3. Created a call for service for "Stop and Talk" wherein a deputy engages a community member in a meaningful non- enforcement encounter.
4. Sheriff is in process of presenting to all town, village and city boards and councils on status of the Sheriff's Office

**IV. Operational Policy and Procedures:**

**A. Improve selection and promotion methods by requiring candidates to meet additional standards**

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**1. We require a standardized background investigation of all new hires including a psychological, polygraph, criminal history and certification check for all new hires and lateral transfers.**

**2. We require a personality assessment for all promotional candidates, as well as a multi-stage interview including community stakeholders for selection.**

**B. Initiate anonymous quality assurance feedback channels:**

**1. We created an anonymous feedback link on the Sheriff's App, on the county website and on our social media.**

**C. Improve Collaboration with Mental Health providers**

**1. Initiated protocols for better interaction and collaboration with Steuben County Mental Health Mobile Crisis.**

**2. Initiated Medically Assisted Treatment for Substance Use Disorder Opioid patients in the jail**

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