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SHERIFF OF ERIE COUNTY

September 3, 2025

The Honorable
Erie County Legislature
92 Franklin St.
Buffalo, NY 14202

Re: Translation Services for Erie County Holding Center and Erie County Correctional Facility

Honorable Members:

Attached, please find a proposed resolution and accompanying memorandum requesting authorization to utilize CyraCom International, Inc. for translation services at the Erie County Holding Center and Erie County Correctional Facility.

Representatives of my office will be made available to answer any questions you may have.

Very Truly Yours,

John C. Garcia
Sheriff of Erie County

Attachments

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Erie County Sheriff's Office
Re: Translation Services for Erie County Holding Center and Erie County Correctional Facility
Date: September 3, 2025

Summary of Recommended Action

This resolution will authorize the Purchasing Director to create the documents necessary for the Erie County Sheriff's Office to utilize CyraCom International, Inc. for translation services at the Erie County Holding Center and Erie County Correctional Facility for the remainder of FY2025.

Fiscal Implications of Proposal

Funds for translation services will be expended from the Erie County Sheriff's Office, Jail Management Division operating budget (Fund 110, Funds Center 116), GL #516020 – Professional Services Contracts and Fees.

Reasons for Recommendation

Per Section 7030.2 of the New York State Commission of Correction Minimum Standards and Regulations for County Jails and Penitentiaries:

Each local correctional facility shall employ procedures designed to reasonably ensure that non-English speaking prisoners understand all written and oral communications from facility staff members, including but not limited to orientation procedures, health services procedures, facility rules and disciplinary procedures, and the provisions of this Subtitle.

Pursuant to this regulation, the Erie County Sheriff's Office has utilized CyraCom International, Inc. (previously known as Voiance) for translation services for the last several years. While we have not done so yet, we are likely to surpass the \$5,000 threshold for the year. Legislative approval will be necessary to pay our remaining invoices for FY2025.

Consequences of Negative Action

The Erie County Sheriff's Office will be unable to pay CyraCom International, Inc. for translation services.

Steps Following Approval of Measure

Certified copies shall be forwarded to the County Executive, Division of Budget and Management, Division of Purchase, the Comptroller and the Erie County Sheriff's Office.

A RESOLUTION SUBMITTED BY:
ERIE COUNTY SHERIFF'S OFFICE

Re: Translation Services for Erie County Holding Center and Erie County Correctional Facility

WHEREAS, it is the mission of the Erie County Sheriff's Office to provide quality public safety services to our community by promoting a safe environment through police and citizen interaction with an emphasis on integrity, fairness and professionalism; and

WHEREAS, Section 7030.2 of the New York State Commission of Correction Minimum Standards for County Jails and Penitentiaries requires the Erie County Sheriff's Office to ensure non-English speaking incarcerated individuals understand all communications from staff at the Erie County Holding Center and Erie County Correctional Facility; and

WHEREAS, pursuant to these requirements, the Erie County Sheriff's Office has utilized CyraCom International, Inc. for translation services at the Erie County Holding Center and Erie County Correctional Facility for the past several years.

NOW, THEREFORE, BE IT

RESOLVED, the Erie County Sheriff's Office is authorized to engage CyraCom International, Inc. for translation services at the Erie County Holding Center and Erie County Correctional Facility for FY2025, retroactive to January 1, 2025, in order to assure the continuation of translation services for incarcerated individuals; and be it further

RESOLVED, the Erie County Legislature waives the procedures, as impractical, provided for in Section 26.08 of the Erie County Administrative Code for the purposes of translation services at the Erie County Sheriff's Office, Jail Management Division facilities; and be it further

RESOLVED, the Purchasing Director is authorized to create the documents necessary to effectuate this resolution; and be it further

RESOLVED, Certified copies shall be forwarded to the County Executive, Division of Budget and Management, Division of Purchase, the Comptroller and the Erie County Sheriff's Office.

FISCAL IMPACT: As Indicated