

POLICE COMMISSION

March 28, 2018 Minutes

PRESENT: Commissioner James Sponaugle, Commissioner Eric Prior, Chief F. Michael Catalano, Deputy Chief Paul Sandy, and Secretary Diane Ferri.

EXCUSED: Commissioner Trish Hansen.

CALL TO ORDER

The regular meeting of the Police Commission was held on March 28, 2018 in the Mayor's Conference Room, City Hall, 25 Court Street, Cortland New York. Chairman James Sponaugle called the meeting to order at 3:22 p.m.

- A. MINUTES** – The minutes of the February meeting were reviewed and on the motion of Comm. Prior, second by Comm. Sponaugle were approved for filing.
- B. BILLS** –The Commission reviewed the February bills totaling \$15,521.51 for filing.
- C. REPORTS – The following reports were highlighted:**
- 1. Monthly Invoice List -**
Invoice List was reviewed and discussed.
 - 2. YTD Budget Balances -**
The Commission reviewed the account lines and percentages expended, noting that with the new year and new budget, everything is in good shape.
 - 3. Vehicle Report -** The Deputy Chief reported on the vehicle leasing rotation.
 - 4. Overtime –**
Accumulated hours worked for the month of February totaled 641.75 hours, compared to 750.00 hours for the same period in 2017, reflecting a monthly decrease of 108.25 hours from 2017.
 - 5. SPCA Report -**
The new SPCA report was reviewed with note of 21 complaints handled, 4 after-hours calls year-to-date, and 7 tickets written for the month.
 - 6. Officers Activities Breakdown –**
Statistics highlighted by Chief Catalano included only 4 DWI arrests for the month. He further noted the specific statistics for Ptl. Derrick Edick, Ptl. Trevor Wenz, Ptl. Benjamin Locke and Ptl. Brendan Byrnes.
 - 7. Parking Tickets -**
Parking tickets issued for the month of February totaled 368.
 - 8. Arrest Breakdown -**
The Chief reviewed this report with the Commission, noting grand total of all arrests to be 96 less than this time in 2017.

OLD BUSINESS

There was no Old Business to report.

NEW BUSINESS

- A. CITIZEN'S POLICE ACADEMY -** The Chief apprised the Commission of a proposal offered by Ptl. Jesse Abbott and Ptl. Chadd Hines as an outreach to local residents, which is to have a Citizen's

Police Academy. The Chief plans to present a survey to inquire about the degree of interest in an Academy.

- B. PARKING TICKETS** - The Chief and Deputy Chief notified the Commission of changes to be implemented with Parking Tickets and also the Parking Ticket Appeal process, some of which might involve a change to the City Charter.

OTHER BUSINESS

A. COMMENDATION, APPRECIATION, CORRESPONDENCE REPORT -

1. Ptl. Bradley Becker received a Certificate of Completion for successful completion of *Blue Courage, the Heart and Mind of the Guardian*, sponsored by the International Association of Directors of Law Enforcement.
2. Sgt. Daniel Mones received a Certificate of Completion from the State of New York Division of Criminal Justice Services for successfully completing the *Course in Police Supervision*.
3. Sgt. Daniel Mones received a Certificate of Completion from the Onondaga Community College Public Safety Training Center for successfully completing the *Public Safety Critical Incident Management Course*.
4. Sgt. Daniel Mones received a Certificate of Completion from the Solvay Police Training Academy for successful completion of *Course in Police Supervision*.
5. Ithaca news featured an article on recent week-long seminars sponsored by the Cortland Police Department for training with emotionally disturbed persons.
6. Chief Catalano wrote a letter for the Cortland Breakfast Rotary regarding the upcoming Annual Charity Golf Tournament, to be held on 6/21/18, which serves as the sole revenue source for the McGruff Program. The Club also allows some funding to assist with the Canine units.
7. Ptl. Ryan Gross received a Certificate of Training from the USA Department of Homeland Security Federal Law Enforcement Training Center as a *Basic Tactical Medical Instructor*.

B. COMMISSIONER COMMENTS –

There were no comments to report.

The next meeting is scheduled for Wednesday, April 25, 2018 at 3:15 p.m. in the Mayor's Conference Room. With no further business to discuss, the meeting adjourned at 4:00 p.m.

Respectfully submitted,

Diane L. Ferri
Confidential Secretary