

POLICE COMMISSION

April 25, 2018 Minutes

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

EXCUSED: Commissioner Eric Prior.

CALL TO ORDER

The regular meeting of the Police Commission was held on April 25, 2018 in the Mayor's Conference Room, City Hall, 25 Court Street, Cortland New York. Chairman James Sponaugle called the meeting to order at 3:19 p.m.

A. MINUTES – The minutes of the March meeting were reviewed and on the motion of Comm. Hansen, second by Comm. Sponaugle were approved for filing.

B. BILLS –The Commission reviewed the March bills totaling \$15,460.56 for filing.

C. REPORTS – **The following reports were highlighted:**

1. 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.

2. Vehicle Report - The Deputy Chief reported on the vehicle purchasing processes for 2018.

3. Overtime –

Accumulated hours worked for the month of March totaled 916.75 hours, compared to 899.50 hours for the same period in 2017, reflecting a monthly increase of 17.25 hours from 2017, but a year-to-date decrease of 140.00 hours.

4. SPCA Report -

The new SPCA report was reviewed with note of 14 complaints handled, 7 after-hours calls year-to-date, and 9 tickets issued year-to-date.

5. Officers Activities Breakdown –

Statistics highlighted by Chief Catalano included only 2 DWI arrests for the month. He further noted the specific statistics for Ptl. Derrick Edick, and Ptl. Trevor Wenz.

6. Parking Tickets -

Parking tickets issued for the month of March totaled 384.

7. Arrest Breakdown -

The Chief reviewed this report with the Commission, noting grand total of all arrests to be 119 less than this time in 2017.

OLD BUSINESS

CITIZENS' POLICE ACADEMY - the Chief updated the Commission regarding the consideration being given to a "Citizens' Police Academy". The concept has been presented to the Common Council, a short survey, as created by COPS Officer Jesse Abbott and Training Officer Chadd Hines is available online. A curriculum has yet to be created, as well as a background investigation process.

NEW BUSINESS

- A. ANNUAL REPORT** - The Chief apprised the Commission of the completion of the 2017 Annual Report and distributed it to them. He noted it is also available online on the City's webpage.
- B. PERSONNEL UPDATE** - The Chief and Deputy Chief notified the Commission of Ptl. Tyler Murray's intention to transfer to another agency in another county. The Chief will request approval from the Common Council to replace him.

OTHER BUSINESS

A. COMMENDATION, APPRECIATION, CORRESPONDENCE REPORT -

1. Cortland Regional Medical Center (CRMC) Administration staff sent a thank you note to the members of the Department for their responsiveness to calls made by CRMC requesting assistance.
2. Lt. Chauncey Bennett, on behalf of DCJS, sent a letter to the Chief thanking him for the assistance provided to him during a recent Firearms Instructor Course held recently at the Endicott Police Department, and gave special mention to Ptl. Chadd Hines and Ptl. Patrick O'Donnell.
3. Barry School newsletter made mention of Ptl. Trevor Wenz in the *Police Partnership* portion of their missive, noting he had spoken to the students about safety and confidence in the police.
4. Ptl. Kyle Green received a Certificate of Completion from the State of New York DCJS Municipal Police Training Council for successfully completing the *Firearms Instructor Course*.
5. Ptl. Tyler Murray presented his letter of transfer to Chief Catalano. The Chief regretfully accepted his resignation.

B. COMMISSIONER COMMENTS –

1. Comm. Hansen announced her intention to run for School Board.
2. Comm. Sponaugle remarked on an article in the newspaper with regards to recording interrogations. Chief Catalano acknowledged he is already in possession of the article.
3. The Chief noted this upcoming weekend is "Spring Fling" weekend, but no concert is scheduled.
4. The bricks for the 911 Memorial are now available for purchase. The D/C thanked Comm. Hansen for her support.

The next meeting is scheduled for Wednesday, May 23, 2018 at 3:15 p.m. in the Mayor's Conference Room. With no further business to discuss, the meeting adjourned at 3:57 p.m.

Respectfully submitted,

Diane L. Ferri
Confidential Secretary