

POLICE COMMISSION

May 25, 2011

PRESENT: Chairman Thomas O'Mara, Commissioner Ralph Smith, Commissioner Donald Kline, Chief F. Michael Catalano, D/C Paul Sandy, and Secretary Diane Ferri.

CALL TO ORDER

The regular meeting of the Police Commission was held on May 25, 2011 in the CPD Lounge at City Hall, 25 Court Street, Cortland New York. Commissioner Thomas O'Mara called the meeting to order at 3:15 p.m.

A. MINUTES – On the motion of Comm. Kline, seconded by Comm. Smith, the Commission approved the minutes of the April 27th meeting as written.

B. BILLS – The Commission reviewed the bills in the amount of \$32,546.98 for the month of April. On the motion of Comm. Smith, seconded by Comm. Kline were approved as written and placed on file.

The following bills were highlighted:

- | | | |
|--|----|----------|
| • Light bars, sirens, equipment for new vehicles | \$ | 8,831.85 |
| • 2-Refurbished laptops for patrol vehicles | \$ | 2,910.00 |
| • 250 boxes Remington ammunition | \$ | 972.00 |

C. REPORTS –

The following reports were highlighted:

1. Vehicle Repairs –

C-08	Replace gas pedal and bad sensor	\$	137.32
C-17	Replace front and rear pads and rotors	\$	678.85
C-21	Replace rear pads and rotors	\$	363.23
C-22	New battery	\$	110.00
C-25	Replace rear u-joint	\$	66.05

Maintenance costs for the month totaled \$3,018.44 and gasoline costs averaged \$2.905725/gal for 1953.0 gallons of gasoline.

3. Overtime –

The Commission reviewed the overtime breakdown by category. Accumulated hours worked for the month of April totaled 1413.50 hours, compared to 970.75 hours for the same period in 2010 and reflects a 442.75-hour increase for the month and a 1041.50-hour increase year-to-date. The Chief noted much of this is due to the 2 Grant details operating at the present time, the Domestic Violence Home Visit Grant and the DNA/Burglary Grant. Also a factor is the additional training required for the new weapons being installed in the vehicles.

4. SPCA Report –

The SPCA responded to 39 calls and an additional 15 After Hours Calls.

On the motion of Comm. Smith, seconded by Comm. Kline and carried, the reports were accepted for filing.

OLD BUSINESS

- A. LAWMAN of the YEAR AWARD DINNER:** - the Chief noted the Lawman of the Year Award Dinner was held May 23, 2011 at the Cortland Elks Club. Sgt. Sean Byrnes did not win the award, he received 2nd place. New to the Dinner this year was the “Outstanding Achievement Awards” given to 2 other officers from the participating agencies. Although Chief Catalano submitted Ptl. Chadd Hines’ name and Ptl. Benjamin Locke’s name, no other agency submitted names for recognition.
- B. MOBILE VIDEO CAMERAS** – The vehicle video cameras have been purchased, and policy is in place for proper utilization of the equipment. As soon as the IT manager programs the server, the cameras will be operational.

NEW BUSINESS

- A. DAIRY PARADE:** - The Chief apprised the Commission of the upcoming “Dairy Parade” scheduled for Tuesday, June 7th.
- B. WALK FOR JESUS PARADE:** - He further notified the Commission of an event scheduled for Saturday, June 11th at 1:00 p.m. The Walk for Jesus Parade will encompass some of the downtown streets, with banners and music playing. It starts and returns to the Cornerstone Church off south Main Street.
- C. MCGRUFF TOURNAMENT:** - In an item added to the agenda, the Chief apprised the Commission of the annual McGruff Golf Tournament, scheduled for Thursday, June 16. The Tournament is the chief source for funding the McGruff programs offered throughout the year.

OTHER BUSINESS

A. COMMENDATION AND APPRECIATION REPORT -

1. Sgt. Sean Byrnes, Ptl. Chadd Hines, Ptl. Jared Aiken, and Ptl. Kenneth Bush each received a Certificate of Completion from the Bushmaster Firearms Corp. for successful completion of the Bushmaster *AR15/M16 Armorer’s Course*.
2. Ptl. Chadd Hines received a Certificate of Training from Combined Tactical Systems Training Institute for successful completion of the *Less Lethal Instructor in the use of Chemical Munitions, Less-Lethal, Flash-Bang, Aerosol Course*.
3. D/C Sandy and Lt. David Guerrero each received a certificate for attending the *Domestic Violence Home Visit Follow Up Training*.
4. Lt. David Guerrero received a certificate for attending the NYS DCJS *Juvenile Assessment Centers: Effective Models for Intervention Training Course*.
5. Ptl. Ryan Riley, Ptl. Kenneth Pym, and Ptl. Kyle Telfer each received a certificate of completion from NYS DCJS for successful completion of the *Breath Analysis Course*.

6. Ptl. Roger Stafford received a Certificate of Completion Remington Corp. for successful completion of the *Remington M/870 Police Armorer's Course*, and the *Remington M/700 Police Armorer's Course*.
7. Ptl. Joseph Peters and Ptl. Benjamin Locke each received a Certificate of Completion from the NYS DCJS for successful completion of the *Police Field Training Officer Course*.
8. Ptl. Debra Barber received a Certificate of Completion from the NYS DCJS for successful completion of the *Domestic Violence Instructor Course*.

B. CORRESPONDENCE –

1. Mr. Joseph Steinhoff sent a letter to Ptl. Roger Stafford, thanking him for the interview he completed on May 8, 2011.
2. Chief Catalano sent Ms Kayla Hartnett a note thanking her for her assistance during the recent Spring Fling weekend.
3. D/C Paul Sandy received an invitation to be a guest at the June Dairy Kickoff Breakfast, sponsored by the Cortland County Dairy Promotion Committee.

C. COMMISSIONER COMMENTS -

Comments were made during the meeting.

The next meeting is scheduled for **Wednesday, June 22, 2011** at 3:15 p.m. in the CPD Lounge. With no further business to discuss, on the motion of Comm. Kline and seconded by Comm. Smith, the meeting adjourned at 4:15 p.m.

Respectfully submitted,

Diane L. Ferri
Confidential Secretary