

# POLICE COMMISSION

February 29, 2012 Minutes

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

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## **CALL TO ORDER**

The regular meeting of the Police Commission was held on February 29, 2012 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. Sponaugle, the Commission approved the minutes of the January 25<sup>th</sup> meeting as written.

**B. BILLS** – The Commission reviewed the bills in the amount of \$21,022.66 for the month of January. On the motion of Comm. Kline, seconded by Comm. Sponaugle were approved as written and placed on file.

**The following bills were highlighted:**

• Office chairs (purchased on sale)	\$	343.50
• 15 Portable radio batteries	\$	813.60
• Laptop for Polygraph	\$	1,674.00
• Kenwood Repeater	\$	5,693.60

**C. REPORTS** –

**The following reports were highlighted:**

**1. Vehicle Repairs** –

The Deputy Chief noted there was no unusual vehicle maintenance for January. Gasoline costs averaged \$2.764474/gal for 1874.4 gallons of gasoline.

**2. Overtime** –

The Commission reviewed the overtime breakdown by category. Accumulated hours worked for the month of January totaled 636.75 hours, compared to 887.75 hours for the same period in 2011 and reflects a 251.00-hour decrease for the month.

**3. Other Activities Report** –

The Chief noted 1476 calls for service, which is starting the year off with a decrease of 52 calls from 2011. Persons incarcerated decreased by only 1, and cars towed decreased by 10.

**4. SPCA Animal Control Report** –

The Chief noted 24 complaints answered, with 5 after hours calls.

**5. Arrest Breakdown** –

The Commission reviewed the arrest breakdown with total arrests at 429, representing a decrease of 12 arrests compared to 2011. DWI arrests, Aggravated Unlicensed Operation, and SUNY student arrests have all increased.

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

### ***OLD BUSINESS***

- A. COMMUNITY SURVEY:** - The Chief updated the Commission regarding the status of the Community Survey, which was mailed February 23<sup>rd</sup>, with a return date request for March 23<sup>rd</sup>. Of the 500 surveys mailed, over 100 have already been processed by SUNY Cortland and 48 have been returned to CPD as undeliverable.
- B. NEW COMMISSIONER:** - The Chief formally introduced Commissioner Sponaugle as the newest member of the Police Commission. Mr. Sponaugle is the former Director of Buildings and Grounds/Safety Officer for the City of Cortland.

### ***NEW BUSINESS***

**CODE OF CONDUCT, PROFESSIONAL STANDARDS** – The Chief apprised the Commission he has been updating the Code of Conduct. The current Code has been in effect since 1975, and the Chief stated his concerns with the legality and constitutionality of some of the tenets. He further stated he will seek outside counsel for the revisions and perhaps provide a signature page of the Board of Police Commissioners.

### ***OTHER BUSINESS***

#### **A. COMMENDATION AND APPRECIATION REPORT –**

1. Mr. Kevin Yard, Parker School Principal, sent an email to Ptl. Robert Reyngoudt, commending him for his work with the school's students and parents. Ptl. Reyngoudt forwarded the email for entry into his personnel record to the Chief, at Mr. Yard's request.
2. Lt. David Guerrero received a Certificate of Achievement from Emergency Management Institute for *FEMA – An Introduction to Exercises*, an independent study course in crisis management.
3. Sgt. Daniel Edwards received a Certificate of Completion from the NYS DCJS Municipal Police Training Council for successful completion of *the Police Crime Scene and Evidence Specialist Course*, and a Certificate of Completion for *Criminal Justice Access Testing* from EJustice.
4. Sgt. Michael Strangeway received a Certificate of Completion from the NYS DCJS for attending a *Hostage Negotiations Training Course*.
5. CACTC sent a thank you letter to Chief Catalano for his participation in the Cortland Youth of the Year Awards.

#### **B. CORRESPONDENCE –**

1. The Chief sent a letter to Ms. Samantha Noll expressing his sincere appreciation to her for her "exemplary and heroic manner" in which she conducted herself when she

witnessed a robbery in downtown Cortland. He hopes to have the Mayor recognize her efforts also.

2. Mr. Jeremy Boylan, clerk for the Cortland County Legislature, sent a letter to Lt. Guerrero, affirming his appointment to the Cortland County Traffic Safety Board.
3. Mrs. Linda Cox, School Crossing Guard, tendered her letter of resignation and Chief Catalano responded.
4. Mr. Larry Spring, Cortland Schools Superintendant sent Chief Catalano a thank you note for meeting with the Schenectady School Board with him.

**C. COMMISSIONER COMMENTS –**

Comments were tendered during the course of the meeting.

The next meeting is scheduled for **Wednesday, March 28, 2012** 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. Sponaugle, the meeting adjourned at 4:00 p.m.

Respectfully submitted,

Diane L. Ferri  
Confidential Secretary