

# POLICE COMMISSION

June 28, 2012 Minutes

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

**EXCUSED:** Commissioner James Sponaule.

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## **CALL TO ORDER**

The regular meeting of the Police Commission was held on June 28, 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. O'Mara, the Commission approved the minutes of the May 23<sup>rd</sup> meeting as amended.

**B. BILLS** – The Commission reviewed the bills in the amount of \$40,793.83 for the month of May. On the motion of Comm. Kline, seconded by Comm. O'Mara were approved as written and placed on file.

**The following bills were highlighted:**

• Dictaphone	\$ 15,518.00
• 2070 gallons gasoline @ \$3.3692657/ gallon	\$ 6,974.38
• 10 cases of copy paper; 4-part continuous feed paper	\$ 931.45
• McDonalds – final billing	\$ 19.95

**C. REPORTS** –

**The following reports were highlighted:**

**1. Sick Report** –

The Chief noted the sick time used has trended upward this year compared to 2011, with a total increase of 50 hours during this same timeframe.

**Overtime** –

Accumulated hours worked for the month of May totaled 1006.25 hours, compared to 909.00 hours for the same period in 2011, reflecting a 97.25-hour increase for the month, but an 810.75 hour decrease year-to-date. Short shift coverage increased due to some special details and training.

**2. Other Activities Report** –

The Chief noted 1580 calls for service, indicating a decrease of 236 calls from the 2011 monthly total of 1816 and a year-to-date decrease of 329 from 2011. Persons incarcerated decreased by 21, and cars towed decreased by 13. ABC underage arrests for May were 6; compared to 38 in 2011. MVAs for the month totaled 37 compared to 45 for 2011.

**3. SPCA Animal Control Report** –

The Chief noted 69 complaints for the month answered, 217 calls year-to-date, with 28 after-hour calls for the month of May.

**4. Officers Activities Breakdown –**

Some remarkable statistics were garnered by some of the officers, notably Ptl. Kenneth Pym with 59 V&T's, Ptl. Jeffrey Fitts made 26 V&T's, 3 DWI arrests, and Ptl. Ryan Riley made 25 V&T arrests and 3 DWIs.

**5. Arrest Breakdown –**

The Commission reviewed the arrest breakdown with total arrests at 394, representing a decrease of 175 arrests compared to 2011. DWI arrests increased by 18 and SUNY student arrests have decreased.

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

***OLD BUSINESS***

**A. FAITH BAPTIST CHURCH “OFFICER OF THE YEAR” AWARD –** the Chief reported the outcome of the recent Faith Baptist Church “Dinner and a Movie” Officer Award Dinner, held on June 6<sup>th</sup>. The church typically awards a plaque to all officers nominated by their agency. The Department nominated Ptl. Chadd Hines.

**B. MCGRUFF GOLF TOURNAMENT –** the Chief commented on the McGruff Tournament held Thursday, June 21<sup>st</sup> at the Elm Tree Golf Course with approximately 23 teams enrolled. A number of CPD members played in the tournament, which is in its 22<sup>nd</sup> year. The McGruff golf Tournament is the sole funding source for the program, which is the reason the Chief stressed the importance of supporting it.

***NEW BUSINESS***

**PARKING ENFORCEMENT OFFICER TEST RESULTS –** The Chief apprised the Commission of the results from the Civil Service test for the Parking Enforcement Officer (PEO) position. Ms. Snell ranked within the top 3 scores, but Mr. Kanellis did not. Interviews will be required for the other participants and a second PEO chosen. As of this date, no one has been contacted.

***OTHER BUSINESS***

**A. COMMENDATION AND APPRECIATION REPORT –**

1. NYS Police Superintendent Joseph D'Amico sent a letter to Chief Catalano thanking him for the Department's representation at the recent funeral of a NYS Trooper.
2. Sgt. Michael Nichols and Ptl. Roger Stafford each received a Certificate of Completion from the Federal Law Enforcement Training Center for successfully completing *Drug Law Enforcement Training Program*.
3. Sgt. Michael Nichols received a Certificate of Completion from Rural Domestic Preparedness Consortium for successfully completing *AWR 147 Rail Car Incident Response*.
4. Mr. Breck Aspinwall sent a thank you letter to Lt. David Guerrero and the Department for the help and cooperation provided in their Walk for Christ event on May 19<sup>th</sup>.

5. D/C Paul Sandy and Lt. David Guerrero each received a Certificate of Completion from the Law Enforcement Executive Development Association for successfully completing *Managing and Conducting Internal Affairs Investigations*.
6. Ptl. Joseph Slater received a Certificate of Completion from the State of New York DCJS Municipal Police Training Council certifying him as a *General Topics Instructor*.
7. Ptl. Kyle Green received a Certificate of Attendance from the New York Prosecutors Training Institute for satisfactory attendance of the *2012 DWI Training for Police & Prosecutors Advanced DWI Prosecution: Is the Subject Drugged* course in instruction.

**B. CORRESPONDENCE –**

NYS Police Inspector Kevin Molinari sent a letter to Chief Catalano inviting him to the annual Troop C Memorial Day Services on Thursday May 24, 2012. The Chief and Lt. David Guerrero attended.

**C. COMMISSIONER COMMENTS –**

Commissioner Kline noted he would not be available for the July meeting.

The next meeting is scheduled for **Wednesday, July 25, 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. O'Mara, the meeting adjourned at 4:15 p.m.

Respectfully submitted,

Diane L. Ferri  
Confidential Secretary