

# POLICE COMMISSION

March 27, 2013 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 March 27, 2013 in the CPD Lounge at City Hall, 25 Court Street, Cortland New York. Chairman Thomas O'Mara called the meeting to order at 3:15 p.m.

**A. MINUTES** – On the motion of Comm. Kline, second by Comm. Sponaugle the Commission approved the minutes of the February 27<sup>th</sup> meeting as written.

**B. BILLS** – The Commission reviewed the bills in the amount of \$20,694.56 for the month of February. On the motion of Comm. Sponaugle, second by Comm. Kline were approved as written and placed on file.

**The following bills were highlighted:**

√ Trijicon night sites for AR-15	\$ 1,626.04
√ Towing/impound charges	\$ 1,080.00

## **C. REPORTS** –

**The following reports were highlighted:**

**1. Vehicle Maintenance Reports** –

The Deputy Chief reported no notable repairs were completed. He did comment on some interactions with a local dealership and vehicle maintenance issues.

**2. Sick Report** –

Sick time used was reviewed by the Commission with no notable aberrations.

**3. Overtime** –

Accumulated hours worked for the month of February totaled 629.25 hours, compared to 631.50 hours for the same period in 2012, reflecting a 2.25-hour decrease for the month, and a 199.00-hour increase year-to-date from 2012. The “Short Shift” line increased by 96.00 hours for the month, due mainly to trainings & seminars conducted.

**4. Other Activities Report** –

The Chief noted 1552 calls for service, indicating a decrease of 36 calls for the month from the 2012, and an increase of 229 year-to-date total from the 2012 balance of 3064. Persons incarcerated decreased by 17, while cars towed increased by 3. ABC underage arrests totaled 25. MVAs totaled 60. Figures for 2012 are forthcoming.

**5. SPCA Animal Control Report** –

Animal complaints answered totaled 38; 7 after-hour calls for the month, and 11 tickets issued year-to-date.

**6. Officers Activities Breakdown** –

Statistics highlighted by Chief Catalano included 15 DWI arrests for the month, 4 of which were garnered by Ptl. Ryan Riley as well as 61 V&T tickets. Ptl. Kenneth Pym issued 48 V&T tickets; Ptl. Benjamin Locke wrote 34. Ptl. Joseph Peters issued 35 parking tickets.

**7. Arrest Breakdown –**

The Commission reviewed the arrest breakdown with total arrests at 961, representing an increase of 104 arrests compared to 2012. DWI arrests increased by 4 year-to-date and SUNY student arrests continue to decrease. TC-3 student arrests have also decreased, with 4 arrests for February.

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

***OLD BUSINESS***

**A. EDPRT TRAINING –** The Chief updated the Commission on the status of the Emotionally Disturbed Person's Response Team Training provided to members of CPD. The training team consisted of 7 officers and was sponsored by the Mental Health community; the County 911 dispatchers have been alerted to the team members with instructions to dispatch accordingly.

**B. PERSONNEL –** The Chief notified the Commission of the recent resignation by Mr. Thomas Whitney from the PEO position and the provisional appointment of Mrs. Tanya Brayton in his stead. He further noted the provisional employee does not wish to participate in the testing process to become a permanent employee.

***NEW BUSINESS***

**CNYACOP AWARD NOMINATION –** The Chief apprised the Commission of the awards banquet to be held on 4/29/13 at Justin's Grill in East Syracuse, NY. The CNYACOP Award honors exemplary police officers as nominated by their local chiefs of police. This year, Chief Catalano has recommended Sgt Michael Nichols, Ptl. Ryan Riley, and Ptl. Kenneth Bush for their efforts to resuscitate a crime victim.

***OTHER BUSINESS***

**A. COMMENDATION AND APPRECIATION REPORT –**

Sgt. Daniel Johnson and Sgt. Cheyenne Cute each received a Certificate of Completion for successful completion of the *Hostage Negotiation Course* provided by the State of New York DCSJ Municipal Police Training Council.

**B. CORRESPONDENCE –**

1. Chief Catalano wrote a letter to NYSP Superintendent Joseph D'Amico as a formal request of consideration for entry into the NYSP basic training for K9 handlers and dogs.

2. Chief Catalano wrote of letter on behalf of the Cortland Rotary Breakfast Club endorsing and requesting participation in the next Annual Charity Golf Tournament to be held on June 20, 2013. This tournament is the sole source of funding for the McGruff Program.
3. Mr. Tom Whitney dropped off a note to Chief Catalano resigning from his position as a PEO, effective immediately.

**C. COMMISSIONER COMMENTS –**

1. Comm. Kline formally endorsed Ptl. Patrick O'Donnell and vouched for his character; he further formally recommended the Chief to retain Ptl. O'Donnell in spite of the officer's recent conduct.
2. Comm. Sponaugle commented on the condition of the Armory & thanked the Deputy Chief for his assistance in the cleanup.
3. Comm. Sponaugle distributed a copy of the "Good Samaritan 911 Law".

The next meeting is scheduled for **Wednesday, April 24, 2013** 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 4:20 p.m.

Respectfully submitted,

Diane L. Ferri  
Confidential Secretary