

POLICE COMMISSION

May 28, 2014 Minutes

PRESENT: Chairman Thomas O'Mara, Commissioner Donald Kline, Commissioner James Sponaugle, Chief F. Michael Catalano, Sarah Vaber, and Secretary Diane Ferri.

EXCUSED: D/C Paul Sandy.

CALL TO ORDER

The regular meeting of the Police Commission was held on May 28, 2014 in the CPD Lounge at City Hall, 25 Court Street, Cortland New York. Comm. Thomas O'Mara called the meeting to order at 3:15 p.m.

A. MINUTES – On the motion of Comm. Sponaugle, second by Comm. Kline, the Commission approved the minutes of the April meeting as amended.

B. BILLS –The Commission reviewed the April bills and on the motion of Comm. Sponaugle, second by Comm. Kline, were approved and placed on file.

C. REPORTS –

The following reports were highlighted:

1. Year-to-Date Budget Report –

The Commission reviewed the MUNIS system report, highlighting balances, encumbrances, and % age of funding expended.

2. Overtime –

Accumulated hours worked for the month of April totaled 658.50 hours, compared to 913.50 hours for the same period in 2013, reflecting a 255.0-hour decrease for the month, and 216.00-hour decrease year-to-date from 2013.

3. Other Activities Report –

The Commission reviewed the report while the Chief highlighted some of the statistical information. Overall, service requests decreased for the month by 140 calls.

4. SPCA Animal Control Report –

Animal complaints answered totaled 43 (100 calls year-to-date) with 4 after-hour calls for the month.

5. Officers Activities Breakdown –

Statistics highlighted by Chief Catalano included 14 DWI arrests for the month, 3 of which again were issued by Ptl. Ryan Riley. A total of 195 V&T tickets written in the month of April with 21 being issued by Ptl. Benjamin Locke and another 21 by Ptl. Adam Troyer. Felony arrests totaled 26.

6. Parking Ticket Report –

Parking tickets issued increased again from the same time last year.

7. Arrest Breakdown –

Arrest activity was reviewed by category and noted totals have decreased from last year.

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

OLD BUSINESS

- A. LAWMAN OF THE YEAR AWARD** – The Chief updated the Commission regarding the results, as noted in the Cortland Standard, of the Lawman of the Year Awards banquet, held 5/19/14 at the Elks Club in Cortland. Ptl. Anthony Natoli and Ptl. Jesse Abbott were dual awardees based on an incident at the Cortland County Sheriff's Office in 2013. Ptl. Melissa Eccleston received a Special Recognition award for her work performance in 2013 also.
- B. K-9 PROGRAM** - The K-9 unit is now officially on patrol. Ptl. Roger Stafford and Lummel have already participated in a demonstration and a policy has been established for this special unit.

NEW BUSINESS

- A. PRESCRIPTION DROP BOXES** - The Chief informed the Commission of the status of the new prescription drug drop box program. Boxes will be installed in four different locations in the area as follows: Cortland Police Department, the Cortland County Sheriff's Office, University Police Department, and Homer Police Department.
- B. BUDGET PROCESS** - The Chief noted that, pursuant to the dissemination of the Agenda, the Director of Finance and Administration, Mr. Mack Cook, postponed all budget deadlines for one month.
- C. SUNY SPRING FLING** - The Chief recounted to the Commission details of the recent "Spring Fling" weekend. Due to inclement weather, a significant police presence, and forewarning efforts made to the students, it was an uneventful weekend. Several local residents extended compliments for the quiet weekend.

OTHER BUSINESS

- A. COMMENDATION AND APPRECIATION REPORT** –
 - 1. Ptl. Chadd Hines received a Certificate of Completion for participating in the *Patrol Rifle Course* sponsored by the State of New York DCJS.
 - 2. Ptl. Roger Stafford & K9 Lummel received a Certificate of Completion from Shallow Creek Kennels, Inc for completion of the 280 hour course on *Narcotics Detection and Patrol*. He also received a Membership Certificate from the *North American Police Work Dog Association* for being a member in good standing, a Certificate of Completion for achieving the standards of the association for accreditation as a *Police Utility Dog Narcotic Detection Team: Marijuana, Cocaine, Heroin, and Methamphetamine* with the scores from their testing attached.
 - 3. Ptl. Roger Stafford with Lummel received Certification from the State of New York DCJS as a *Police Patrol, Tracking and Article Search/Scent Detection Canine Team*; a

Certification as a *Police Narcotics Detection Canine Team for Cocaine, Hashish, Heroin, Marijuana & Methamphetamine*.

4. Garra Lloyd-Lester sent a Certificate of Recognition to the Cortland EDPRT Team.
5. Ptl. Chadd Hines and Ptl. Melissa Eccleston each received a Certification Confirmation as a Certified Technician for *Nation Child Passenger Safety Certification*.
6. Ptl. Chadd Hines received a Certificate of Attendance from the *2014 NYTOA & NYAHN Tactical Training Conference*.
7. Ptl. Chadd Hines received a Certificate of Completion from Colt for Law Enforcement and Military Armorer Training Certification for the *Colt M16/AR-15 Rifle*.
8. Ptl. Kyle Green received a Certificate of Completion for successful completion of the *Remington M/700 Police Armorer's Course*.
9. Sgt. Cheyenne Cute, Sgt. Michael Nichols, Ptl. Andrew SanJule, and Ptl. Jesse Abbott each received a Certificate of Completion for attending and completing *National Improvised Explosives Familiarization (NIEF)* from NYS Preparedness Training Center.

B. CORRESPONDENCE –

1. Chief Catalano wrote a letter to Sheriff Lee Price, and Major Donald Faughnan Troop C Commander of the NYS Police thanking them and commending their offices for the assistance given during the recent Spring Fling event. Major Faughnan responded to his letter.
2. Chief Catalano received a thank you letter from SUNY Cortland President Erik Bitterbaum expressing his gratitude for the "highly capable oversight and attention" given to the activities at the recent Spring Fling weekend. Chief Catalano received a letter of thanks from Larry VanDeValk, Executive Director of LEAD NY for meeting with the members of his class for an interview.
3. Chief Catalano presented the CNYACOP Annual Awards Banquet Program for review.
4. Chief Catalano presented the NYSP Troop C Memorial Day Service 2014 program for review, along with the letter of invitation from Major Faughnan.
5. Chief Catalano received a letter of welcome from Spillman Technologies.

C. COMMISSIONER COMMENTS –

1. There were general comments and questions regarding Sgt. Cute's return to work from a recent injury.
2. June Dairy Parade is scheduled for 6/3/14; discussion ensued regarding the special detail involved in policing this activity; and the new baseball team's game on the same day.

The next meeting is scheduled for Wednesday, **June 25, 2014** 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