

POLICE COMMISSION

July 30, 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 July 30, 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 June meeting as written.

B. BILLS –The Commission reviewed the June 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 June totaled 481.50 hours, compared to 552.75 hours for the same period in 2013, reflecting a 71.25-hour decrease for the month, but a 328.25-hour increase 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 24 calls.

4. SPCA Animal Control Report –

Animal complaints answered totaled 41 (176 calls year-to-date) with 8 after-hour calls for the month.

5. Officers Activities Breakdown –

Statistics highlighted by Chief Catalano included 9 DWI arrests for the month, 2 of which were issued by Ptl. Ryan Riley. A total of 147 V&T tickets written in the month of June with 22 being issued by Ptl. Adam Troyer and 18 by Ptl. Brendan Byrnes.

6. Parking Ticket Report –

Parking tickets issued decreased by 147 from the same time last year.

7. Arrest Breakdown –

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

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

OLD BUSINESS

JETS – The Chief updated the Commission regarding the Jets arrival and activities planned for the next week and mentioned a security detail being formed, reimbursable by SUNY Cortland, for the duration of their time on campus.

NEW BUSINESS

- A. NALOXONE** - The Commission discussed the Naloxone kits provided to the officers and the need for a prescription to be written for the drug before they can be trained in how to use the kit.

- B. SUNY RETURN** - The Chief apprised the Commission of the impending return of SUNY Cortland students to the campus with the expected return date of 8/22 and 8/23. He further noted a team will again be dedicated to notifying off-campus households of the Social Host Law during the weekend while parents are onsite. Brochures will be distributed.

OTHER BUSINESS

A. COMMENDATION AND APPRECIATION REPORT –

1. Ms. Lisa Cutia, Probation Director, sent a letter of thanks to Chief Catalano for providing their department with handcuff training, with special thanks to Ptl. Benjamin Locke for the training, and D/C Paul Sandy and Lt. David Guerrero for their assistance in arranging it.
2. Lt. David Guerrero, Ptl. Robert Reyngoudt, and Ptl. Chadd Hines each received a Certificate of Attendance from the NYS Preparedness Training Center for attending *Social Media for Disaster Response and Recovery*.
3. Ptl. Joseph Slater, Ptl. Jared Aiken and Ptl. Benjamin Locke each received a Certificate of Attendance from the State of New York DCJS for attending the *Opioid Overdose and Intranasal Naloxone Training for Law Enforcement*.
4. Ptl. Kyle Green received a Certificate of Attendance from the State of New York DCJS for attending a *Sniper Observer Course*.
5. Ptl. Joseph Slater received a Certificate of Attendance from NYS Preparedness Training Center for attending and completing *National Improvised Explosives Familiarization (NIEF)*.
6. Ptl. Joseph Slater received a Certificate of Completion from the Safariland Training Group for successful completion of the Basic Instructor Course Requirements for *Distraction Devices*.
7. Sgt. Sean Byrnes and Ptl. Brendan Byrnes each received a Certificate of Completion from the Safariland Training Group for successful completion of the Course Requirements for *Officer Induced Jeopardy*.
8. Sgt. Michael Nichols, Sgt. Sean Byrnes, and Ptl. Chadd Hines each received a Certificate of Completion from the National Tactical Officers Association for successful completion of the 16-hour *Supervising Patrol Critical Incidents Training*.

B. CORRESPONDENCE –

1. Stacy Rice sent a thank you note to D/C Paul Sandy for his help in finding her a bike.
2. Chief Catalano received a letter from the Walsh Law Firm expressing appreciation to the department, and particularly Ptl. Jeffrey Fitts and Ptl. Anthony Natoli for assistance rendered on 2 separate occasions. Chief Catalano responded to his letter.
3. Mr. David Kent sent an email to the Mayor praising the Police Department for their immediate response to a hit-and-run incident recently. The Chief responded by letter.
4. Chief Catalano received a thank you letter from Lt. Chauncey Bennett for the assistance rendered by Ptl. Chadd Hines, Ptl. Roger Stafford, and Ptl. Jared Aiken at the Broome County Law Enforcement Academy in the recent months. He especially praised Ptl. Hines for his assistance with administration of the course, as well.

C. COMMISSIONER COMMENTS –

There was one comment regarding the Drug Drop-off program.

The next meeting is scheduled for Wednesday, **August 27, 2014** at 3:15 p.m. in the CPD Lounge. With no further business to discuss, on the motion of Comm. Sponaugle, and seconded by Comm. Kline, the meeting adjourned at 4:05 p.m.

Respectfully submitted,

Diane L. Ferri
Confidential Secretary