

POLICE COMMISSION

February 25, 2015 Minutes

PRESENT: Commissioner James Sponaugle, Commissioner Eric Prior, Chief F. Michael Catalano, D/C Paul Sandy & Secretary Diane Ferri.

EXCUSED: Chairman Thomas O'Mara.

CALL TO ORDER

The regular meeting of the Police Commission was held on February 25, 2015 in the Mayor's Conference Room, City Hall, 25 Court Street, Cortland New York. Comm. James Sponaugle called the meeting to order at 3:15 p.m.

A. MINUTES – On the motion of Comm. Prior, second by Comm. Sponaugle, the Commission approved the minutes of the January meeting as written.

B. BILLS –The Commission reviewed the January bills totaling \$8898.77 and on the motion of Comm. Sponaugle, second by Comm. Prior, 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 budgetary reports.

2. Vehicle Maintenance -

The Deputy Chief updated the Commission on the condition of the vehicles as well as the vehicle rotation efforts.

3. Overtime –

Accumulated hours worked for the month of January totaled 853.50 hours, compared to 800.50 hours for the same period in 2014, reflecting a 53.00-hour increase for the month from 2013.

4. 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 133 calls, while the Chief also noted 2 new areas to be tracked via this report, "Domestic Incidents" and "Mental Health Reports".

5. SPCA Animal Control Report –

Animal complaints answered totaled 25 with 7 after-hour calls for the month.

6. Officers Activities Breakdown –

Statistics highlighted by Chief Catalano included 9 DWI arrests for the month. A total of 174 V&T tickets were written in the month of January, of which 25 were issued by Ptl. Ryan Riley, 24 by Ptl. Anthony Natoli, and 16 by Ptl. Benjamin Locke. Ptl. Brendan Byrnes issued 43 parking tickets.

7. Arrest Breakdown –

Arrest activity was reviewed by category.

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

OLD BUSINESS

PERSONNEL - The Chief updated the Commission on the status of candidates for the 2 vacant positions within the Patrol Division. The Broome County Law Enforcement Academy is scheduled to begin March 16, and as of this date only 1 candidate has been offered a conditional position.

NEW BUSINESS

There was no new business to discuss.

OTHER BUSINESS

A. COMMENDATION AND APPRECIATION REPORT –

1. Ptl. Ryan Gross, Ptl. Brendan Byrnes, and Ryan Riley each received a Certificate of Completion for from the State of New York DCJS for successfully completing the *Police Field Training Officer Course*.
2. Ptl. Chadd Hines received a Certificate of Attendance from NYS Preparedness Training Center for attending *Law Enforcement Active Shooter Emergency Response Train-the-Trainer Course*.
3. Ptl. Chadd Hines received a Certificate of Attendance from NYS Preparedness Training Center for attending *Law Enforcement Active Shooter Emergency Response*.

B. CORRESPONDENCE -

1. Ms. Brooke Knickerbocker, Director of Operations for Catholic Charities of Cortland County, sent a thank you email to Lt. David Guerrera for the "amazing job" rendered by Sgt. Sean Byrnes and Ptl. Jesse Abbott to one of their Supportive Apartment Coordinators with one of her clients needing an evaluation at CRMC Emergency Room.
2. Chief Catalano shared a flyer from the Law Enforcement Torch Run for Special Olympics and the games in general.

C. COMMISSIONER COMMENTS –

1. Comm. Prior commended the officers for recent ER visits in the capacity of the EDPRT.
2. Comm. Sponaugle inquired about Naloxone training.
3. D/C Sandy mentioned the new restraint chair in the holding area.

The next meeting is scheduled for Wednesday, **March 25, 2015** at 3:15 p.m. in the Mayor's Conference Room. With no further business to discuss, on the motion of Comm. Prior, the meeting adjourned at 3:55 p.m.

Respectfully submitted,

Diane L. Ferri
Confidential Secretary