



Cortland Police Department
Memorandum



TO: Mayor Susan Feiszli;
Common Council Members

FROM: F. Michael Catalano, Chief of Police

DATE: June 28, 2010

RE: Consideration to lift Hiring Freeze to fill vacant Police Officer position.

Tomorrow, June 29, 2010, Officer Philip Langlois will retire from the Cortland Police Department after 20 years of distinguished service. Upon Officer Langlois' retirement the Department will have three (3) vacant Police Officer positions. At the May 4, 2010 common council meeting the council voted to lift the hiring freeze for one vacant position created by a retirement in February of this year. I am requesting the council lift the hiring freeze for the vacant position created by Officer Langlois' retirement as well. Granting this request will allow me to fill two of the three budgeted vacant positions.

The timing of this request is crucial as the new list of Civil Service eligible candidates for the position of Police Officer is immanent, and we have learned that the Elmira Police Department will be hosting a Basic Police Academy beginning September 13, 2010. The interview and background investigation process will fit the time schedule perfectly for allowing the two candidates to attend the police academy. Additionally, the Elmira Police Academy will allow the new officers to be on the street by the beginning of next year before the next regular academy in Broome County even begins.

As of this date, the Police Department is down seven (7) officers: three vacant positions, three in the Broome County Police Academy and one on maternity leave. The officers attending the Broome County Academy will complete their training in mid September.

I implore you to grant this request as timing is essential and the needs of the department and the community require appropriate staffing levels in order to maintain the level of service and safety that each demand.