

POLICE COMMISSION

September 23, 2021

PRESENT: Chairman Jim Sponaugle, Commissioner Trish Hansen, Commissioner Elizabeth Starr, Chief Paul Sandy, Deputy Chief David Guerrero, and Tracey Hatfield. Also present, Kevin Smith from the Cortland Voice.

CALL TO ORDER

The regular meeting of the Police Commission was held on September 23, 2021 in the Mayor's Conference Room at City Hall. Chairman Sponaugle called the meeting to order at 10:03 a.m.

- A. MINUTES** – On the motion of Comm. Hansen, second by Comm. Starr the Commission approved the minutes of the August meeting.
- B. BILLS** –The Commission reviewed the August bills totaling \$22,198.25 and were approved on the motion of Comm. Starr, second by Comm. Hansen. Nothing notable to discuss.
- C. REPORTS** –The reports as approved on the motion of Comm. Hansen second by Comm. Starr were highlighted as follows:
- 1. Training Report** – It was noted that some officers have not kept up with training and will be spoken to. However, records are not completely up-to-date. Hines has been working shifts.
 - 2. Invoice list for month** – Brief discussion on vehicle expenses.
 - 3. Year-To-Date Budget** – The Chief reviewed the new budget figures with the Commission. Brief discussion of office supplies.
 - 4. Vehicle Maintenance** –
The Commission reviewed the report; a short discussion was had regarding:
 - Minor repairs; brakes, AC, radio, spark plug wires
 - Vehicle warranties
 - 3 old cars, old K-9 car listed for auction
 - 5. Overtime/Sick Time Comparison** – sick time usage very low
 - 6. Overtime Breakdown**– Various categories of overtime hours were reviewed.
 - HS traffic going away. A 3-way stop sign was installed near the HS. Minimal OT the first week of school while they transitioned to the new sign.
 - 7. Other Activities Report** –
 - Calls are up
 - MVA's are up
 - Domestic and mental health calls are still climbing

- Narcan calls- more doses being used per call
- 8. SPCA Report** –The SPCA report was reviewed. Busy year. Council approved new contract. 25 after hours calls alone for August. CPD is not staffed to handle these additional animal-related calls.
 - 9. Detective Bureau Cases** – No pistol permits on the report; these are currently being handled by 2 interns (SUNY Cortland and OCC).
 - 10. Officers Injury Report** – Nothing to report.
 - 11. Officers Activities Report** – 1,265 calls this month. Comm. Starr would like to see the report broken down by seniority. DC Guerrero will update his report.
 - 12. Parking Ticket Report** -- Complaints related to the parking lot behind TTC. People have started to realize which days the PEO is working and don't follow the parking rules. JB is going to start rotating his work days.
 - 13. Bike Patrol Report** –Officers logged 12 hours on the bikes in August. This time was spent doing Community Engagement.
 - 14. Arrest Breakdown** – Felonies are higher in 2021 than 2020. Misdemeanors are way up compared to last year. Possible due to most everything being shut down in 2020 due to Covid.

OLD BUSINESS

- A. POLICE COMMISSION** – Names have been submitted to the Mayor. The new Law was passed September 21, 2021. Chief will forward list of candidates to the Police Commission for review. Mike Whitlock will be added to the list.
- B. AMERICAN RECOVERY \$\$** -- Mayor has a list of CPD wishes. Hoping for equipment money and employees
- C. CAP** –Centralized Arraignment. Still working out the bugs. Another CAP meeting is scheduled for October. One of the Judges has concerns. Our participation would eliminate the desk officer to allow more officers to be on the streets.
- D. ACCREDITATION**-Moving along well, on target to complete by the end of the extension we requested.
- E. KNAPP RETIREMENT** – In progress. Waiting on medical reports.

NEW BUSINESS

A. COVID

- **Protocol**-masks being worn in building. Temps taken when entering building; Supplies purchased for cars to sanitize daily. We stocked up on supplies while they are available.
- **Vaccinations %** - 2 more officers vaccinated. We are currently at about 85% vaccination rate.

B. CIVIL SERVICE EXAM

- Of the 33 applicants signed up to take the exam, 18 actually sat for the exam. Some applicants cross-filed with neighboring Counties. We have asked Civil Service if there is a possibility of offering the exam 2 times per year instead of once.
- We are losing another young officer. He is transferring back to his hometown.

C. AUCTIONS INTERNATIONAL

- See notes under vehicle report

D. RECRUITS BACK

- Recruits are back from the Academy.
- 1 FTO days, 1 FTO Evenings, 2 FTO Nights
- The recruits will not be counted toward staffing levels. It was presented to the Union and they are in agreement for the safety of the officers.

OTHER BUSINESS

A. COMMENDATION, APPRECIATION, and CORRESPONDENCE REPORT –

Nothing notable to discuss, no questions.

B. COMMISSIONER COMMENTS –

A request to go into Executive Session was made by Comm. Hansen, second by Comm. Sponaugle.

ADJOURNMENT

With no further business to discuss, on the motion of Comm. Hansen, second by Comm. Starr a motion was made to come out of Executive Session and the meeting was adjourned at 11:31 a.m.

Respectfully submitted,

Tracey Hatfield
Sr. Account Clerk