

**Police Committee**

**City of Port Jervis**

**October 8, 2015**

**Monthly Meeting Minutes**

The meeting was called to order at 7:05pm by Chairman Mr. Hendrick with the following members in attendance: Robert Ritchie, ACO Robert Murray, and Chief Worden.

**General Report:**

Humane Society Contract: The Committee reviewed the 2016 proposed Humane Society Contract which proposes a potential change in fee structure to include an annual flat fee containing a cap and an additional per dog and cat fee when the cap is exceeded. The committee directed the Chief of Police to contact the Humane Society to amend the proposed terms to reflect the 2015 cost provisions of \$250.00 per dog and \$50.00 per cat. Chief to forward proposed contract to City Corporation Counsel and the City Counsel for review.

The City was awarded \$9,656.00 in grant funding provided by the Governor's Traffic Safety Bureau under the Police Traffic Services Grant to enforce seat belt, distracted and aggressive driving behaviors in 2016.

The Chief addressed recent quality of life complaints regarding disturbances and continual police related activity occurring at premises located at 14 Ferguson Avenue and 17 Mary Street. The department has compiled statistics for police service/calls for service for each residence for the City Attorney who will send a certified letter to the landlord of these premises.

The annual City Halloween Curfew was discussed proposed to operate from October 19<sup>th</sup> through November 9, 2015. Committee to refer curfew to general city council for discussion and adoption.

October is domestic violence awareness month. The Chief updated the committee regarding various events being sponsored by Safe Homes of Orange County to raise awareness of domestic violence and provided flyers for the upcoming Clothesline Project being held at Veteran's Park on October 15<sup>th</sup>.

The Chief reviewed key Part I and Part II statistical data contained in the September 2015 report of the Police Department

The Chief reviewed an invoice submitted by the Village of Liberty for reimbursement for training costs related to the hiring of a recent patrol officer.

Live Scan Rici Booking System Update: A grant submission by the Department through the Department of Criminal Justice Services to off-set the costs of a replacement booking system were recently denied. The Department has changed selection of a potential vendor due to further research and have chosen the vendor Morpho Trust to purchase the replacement booking system. The live scan system purchase was approved during the spring of 2015 and will be funded by the 2015 Capital Note and a portion of City

Asset Forfeiture Funds. The committee advised the Chief to forward a memo to Finance Chairman Mr. Frank Bell alerting him of the purchase.

The department will participate in a career fair being sponsored by the Port Jervis High School on November 4, 2015. The Town of Deerpark PD will be partnering with the PJPd during this outreach and recruiting event.

The Chief briefed the committee pertaining to a product called Lexipol that provides web based policy and policy training and development services to police departments across the nation. The Chief attended a workshop meeting sponsored by representatives of Lexipol this date with Orange County Police Chiefs and members of the New York State Police Chiefs Association and examined the utility of the product. Lexipol provides accredited policies for New York State police agencies and policy relevant on-line shift training that reinforces sound procedures, work practices and major policy to officers prior to deploying for their shifts. Lexipol utilizes their expert staff of criminal justice professionals to update policies as case law changes. The initial cost for the program in 2016 is projected to be \$8,800.00 and \$7,300.00 each year thereafter. These costs will be reduced by a minimum of 5% through the New York State Chiefs of Police and potentially further depending on the number of agencies in Orange County that participate in the program. The Chief will submit this proposal in the 2016 budget and discuss the program during budget workshops with the Finance Committee.

Information Technology (IT) Technician: The Chief recommended to the committee that the City explore potentially hiring a dedicated IT Technician to address the multitude of information technology that is utilized throughout the City. Lt John Fitzpatrick and technicians contracted from the Town of New Windsor, Goose Town Communications, Kustom Signal, and P&N Alarm provide services related to the in-car cameras, fleet mobile data terminals, station computers, street and in-house camera systems, telephone voice recording system, license plate reader, body camera pilot, printers, copier, live-scan system, E-Justice Portal, e-911 System and CAD, Automated Vehicle Locator System, several department servers, social media, Impact Records Management System, and booking and interview room recording systems. A dedicated IT Technician will efficiently maintain these systems and systems operated by the DPW and other City Departments freeing time for employees to concentrate on other areas of service for the city.

No Public Comment received.

No Committee Comments received.

Meeting adjourned at 7:45pm.

Respectfully Submitted,

*William J. Worden*

Chief of Police

