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Kelly Decker:

It is January 21st, 2021. It is 6:02 PM. This is the police committee meeting for the city of Port Jervis. I'm mayor Kelly Decker, present. Regis?

Regis Foster:

Regis Foster, present.

Kelly Decker:

Kristin?

Kristin Trovei:

Kristin Trovei, present.

Kelly Decker:

Chief?

William Worden:

Chief William Worden, present.

Kelly Decker:

Okay, and Maria is coming on right now. So as soon as she comes on with audio, we'll introduce her as well.

Maria Mann:

Hi, Mayor.

Kelly Decker:

Hi, Maria. If you could just do is say your name and present.

Maria Mann:

Maria Mann, present.

Kelly Decker:

Okay. Very good. It's all yours, Reg.

Regis Foster:

Okay. Let's stand for the Pledge of Allegiance. I Pledge Allegiance to the flag, of the United States of America. And to the republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

All right Chief, what do you got?

William Worden:

So, I know it's been a couple of months since we've convened. It's been a busy couple of months with the police reform and it's proceeding very well. The reform committee is getting a lot of information and giving us a lot of great feedback. And I am very confident that a plan will be submitted on time to the council and to the public by the reform committee to be reviewed and to receive input, so that a final plan can be adopted by the city in a timely manner and filed with the state. But the process is proceeding quite well.

Just some quick updates for 2020, I've got some preliminary crime numbers as we begin to formulate our annual reports. Overall 2020 was an anomaly because of, I think the pandemic largely, but most categories of major crime have dropped in 2020.

Overall, our part one UCR, most serious property and our most serious violent crimes hit the lowest level since 1980, which represents basically a 65 and a half percent decrease since our peak in 1996, and a 16% decrease from last year. Also, our part two crimes, which represent the other categories also saw about a 35% decrease from 2019. Some cities during the pandemic saw an increase in violent crime. Fortunately, we did not. So we're very, very happy with that. We did have a spike last year in car thefts, I'm sorry, yes, a spike in car thefts last year, which we're still trying to analyze to determine why; but other than that, most crime categories were actually, both violent and property crimes were reduced for a variety of reasons.

Kelly Decker:

If I can just stop you for one second, I'm just going to do a roll call. Chandler came on. Chandler, just state your name and present please?

Chandler Campbell:

Chandler Campbell, present.

Kelly Decker:

Thank you.

Chandler Campbell:

Thank you.

William Worden:

So with the annual report, we'll prepare a statistical analysis and provide it for the council, usually during the month of February as we analyze the numbers throughout this month. A couple of other things that are going on is we're working on a diversion program for low level, like misdemeanor possession of a controlled substance cases. It's a pilot program. We were selected one of five agencies in the County to participate. Basically the program is a partnership between a district attorney's office, the Port Jervis PD, the Middletown City PD, the Village of [inaudible 00:05:15] of PD, the town of Crawford PD, and the town of Mount Hope PD to work on diverting low level narcotics cases into the Hope Not Handcuffs program; and also cases that involve mental health connections, or some type of maybe dual diagnosis, maybe addiction and mental health using Hope Not Handcuffs, and the resources provided by the County through three, one, one.

So we're still ironing out the flow process for how a diversion will work. Basically it's an officer initiated diversion process. The officers will use discretion for the people that are interested in taking advantage of diversion in order to provide them with immediate connection to resources to address

addiction. The district attorney on Monday is going to hold a press conference regarding this program. And then we will be launching the program in mid February. We're still in the planning stages to ensure that we are successful with that. So we're pretty proud of this, that we were one of the agencies selected. This is a novel program in the County. It's the first pre-arrest diversion program. So we will report to you with statistics throughout the year to gauge the effectiveness of it.

We are currently looking at two small grants that we are submitting to the New York State Public Entity Safety Group. The first grant is a public entity safety initiative grant for safety equipment that we are identifying as part of the renovations of the former DMV project to make a safe environment. So we're putting together a funding request. Typically that grant is up to \$5,000. And then the second funding request is through the same New York State Public Entity Safety Group. And what we found is they do provide some seed money to assist with either year one or year two of your Lexipol subscription. And as you're aware, we subscribed to the Lexipol policy and training format in August. And now this month we're starting the 2021 phase of our Lexipol process. We're looking to see if we can get some funding through this grant to help offset that.

The funding can typically provide up to maybe \$1,500. I believe actually up to \$3,000 to offset the cost of our subscription. So we're going to apply. Any assistance we can get with these technologies and these programs, as we implement them will help the city in the long run, make them sustainable. So those are two areas that we're working on for grant funding.

The next item I have is I've been working with our city attorney, Will Frank, on two major areas of policy and training. The first is a ride along policy. So we developed the policy through Lexipol. We worked with our insurance carrier who recommended we use a policy format like Lexipoles to develop a ride along criteria. We're updating our Hold Harmless liability forms, and then once Will approves and the insurance company approves, we will have an updated, well-vetted ride along program, not only for increasing transparency with the public and our partner organizations, but also for providing ease of access to educational facilities to intern with us. So I'll keep you updated with that. And I hope by next meeting, I will have an update for you as to the progress of that.

The policy draft has been completed. Will has that. Will has the information from our insurance carrier that they require, and he's working on updating the waiver.

In anticipation of our range building, coming to fruition this year, back in 2017 we received a hundred thousand dollars to put a facility to build a structure up at our training range, our firing range, to facilitate training. So back in the fall, we submitted the final requirements that DASNY required for the grant, including an environmental review, and also a historical preservation review. At this point, the grant is in the final legal review. Once that legal review is completed, it gets forwarded to the legislature for funding and approval. So what we are doing, as we share our range with many other departments as a shared service, we've developed a inter municipal agreement for using the firearms range facility. So I worked with Will on drafting up an agreement, and basically what it does is just formalizes those relationships. And a municipality would enter into the agreement, sign the range used facility form, and they would provide certificate of insurance naming the city on their insurance policy, any event their officers use our range to train.

So, we're working on that. That was a recommendation at an insurance audit that occurred prior to COVID maybe about a year ago. And we're finally finalizing that project.

Okay, tomorrow is the Annual Point in Time Count. We will be participating with HONOR, Emergency Housing Group of Orange County, and also with the Interfaith Council and The Warming Station to go out into the community and look in areas where our homeless populations are living to be able to provide resources and connect them with potential housing opportunities, bring them some

food while also complying with the federal government's mandate of conducting a census of a community's homeless population. So that is tomorrow. We're going out at nine o'clock and then at 3:30 PM with two different teams to fulfill that mandate and provide that outreach.

Now we're regrouping after the spread of COVID that hit us back in December. We are now going resuming training in the Council Room to use our firearms simulator training to use that simulator to task officers, to engage in the high, stressful, realistic scenarios that teach them improve deescalation skills. So we're going to be utilizing that towards the end of January, throughout February, to train officers at the squad level with certified trainers as to improving using appropriate deescalation tactics and use of force under highly stressful situations. We've developed plans and formats so that we encourage safety in light of COVID, but we feel that this training is necessary to fulfill our mission. So we'll be starting that in about a week.

We successfully had two officers graduate from the instructor development course. It's a two week course conducted by the state of New York at the police Academy. And it provides the officers with certification to teach as a general topics instructor. And then from there, we branch out and we provide them additional advanced training into specialty areas so that they in turn can teach us at the in-service level and also teach the police Academy level to continually improve their teaching skills. Dan Mioglionico and Tom Kimiecik recently graduated from that course. This year we are investing heavily into this program because we are scheduled to potentially lose a significant amount of experience this year. I have several officers that are going to retire. And so we're working now to ensure that we replace those officers because they're all trainers with new up and coming staff that are trained in IDC in order for them to fulfill those training requirements for the department.

Officer Tom Kimiecik has also been named our DARE officer to replace Sergeant McGowan, and Officer Kimiecik will be beginning the DARE program at the end of January, teaching virtually on Wednesdays to ASK school fifth graders. We are additionally looking to teach the Too Good for Drugs and Violence course to the eighth grade students. We're just working on a format with the middle school to be able to provide that training, and Officer Kimiecik will provide that training as well.

Our youth officer is launching a new youth outreach program in the schools and in the local preschools. It's called Coloring With a Cop and our youth officer and uniform patrol officers will be scheduled to go into the schools during the month of February, March, April, as you know, I plan that COVID will cease, and we'll be able to get into the schools in a safe manner to be able to read an age appropriate story that has a safety lesson or a civic lesson, and then hand out the coloring books that were created by the high school students of the Port Jervis Police Department. Then just color a picture, spend a little time with the kids very informally, but to be able to build relations with them. So we'll be launching that in February.

We are also researching and preparing to launch a program through the Cornell Cooperative and Orange County Mental Health, and we're hoping with the school district. It's called Handle With Care. And in the past informally, our youth officer has given notification to the school building level, either principals or counselors, about a particular incident that may have occurred outside of school, but that may have had some type of traumatic impact on a child, which could resonate into the school learning environment so that proper resources can be put into place to ensure that the child is healthy. So this is an evidence-based program. We are still working out the partnerships in order to provide these notifications.

What I like about the program is nothing specific about the encounter in the public outside of school is transmitted to the district. It's just that this child, as it has been identified as somebody to Handle With Care, and from there the school sets a mechanism at the place to their counselors and social workers to ensure that the child's needs are cared for in the school environment. So it's a program

that's stalled because of COVID over the past couple of months, but we continue to work on this program to hopefully launch it by the spring.

We are looking at some potential retirements. It does put us in a tough situation because we are already down a position, and I'm looking at losing two supervisors. One has given a verbal intention, not in writing, of his intent to retire in May. And the other has given us verbal intention that he will be leaving in July. And then I have a patrol officer who has given a verbal intention that he will be leaving us in June. The police Academy starts in two weeks. So losing just two supervisors and a patrol officer and being down an officer, it's going to be difficult for us to manage because the Academy does not open until after this class graduates, and then hopefully we will have a class in August. So I'm trying to pull the list now from Civil Service and to see what our options are and to plan this out. At least we have time to plan this so that we can manage it, whether staggering promotions, staggering filling positions, prioritizing patrol. These are things that we have to work out depending on the timing of these retirements.

I would like to discuss body cameras. We've been researching various vendors and brands and technologies to support body cameras and the implementation of a body worn camera program here for all uniformed officers. And I have to tell you, the prices run from bare bones to full service options.

We have basically a generic option, which would cost us about \$30,000 to implement a program, but does not provide any of the advanced technology that other services provide. Then we have optimal options. Like I'm going to talk about a brand called Axon. Most agencies are going to Axon body cameras. The state police are going to be issuing troopers across the state the Axon body cameras because of the reliability and the fact that they're the technological lead in the industry. But to give you an idea of price, to start the program in year one, it would cost us \$57,000, rounding it off. Year two, three, four, and five we would have a reoccurring payment of \$25,632 a year. The total cost of that program is \$159,503 and 70 cents. Now, with that payment agreement, you do get free upgraded technology in year three, which is beneficial.

However, it's expensive. This is a whole one-stop shop technology where the storage of the video is stored in the cloud. And that's where I find a lot of these programs get expensive is if we use Cloud storage. This technology also has a, which I'm a fan of that I've prioritized it as a need, is they have what's called "A smart technology," where if an officer under a stressful situation has to pull their firearm, they may forget to turn on their body camera because their mind is thinking, "I've got to protect myself. I've got to pull my firearm. I'm not going to activate my camera." This technology actually embeds a chip into the holster, not only your firearm, but your taser holster, and also embeds technology into your patrol car. So that if you activate the lights, the body camera automatically turns on. If you pull your firearm, your body camera automatically turns on, or if you pull your taser during those high stress situations, your body camera automatically turns on.

So that's why a lot of agencies are going to Axon because of that. But however, for the most cost effective and efficient, we looked at Access body cameras. The Town of Windsor PD went to this format, and it is a generic format that provides camera technologies. You buy it, you own it, it just has no frills like those technologies that would deploy the camera in high stress situations without the officer having to do it. They have assured us that they're going to be working on those technologies, but they just don't have those in place. And also we would have to develop ways to store the vast volumes of video in house. We just pay for the cameras, and then we would have to pay for the server and the infrastructure internally to be able to store. You can imagine the volumes of video for either five years, three years, one year, it all depends on how the video is coded and the importance of it and the relevance of it. That program, right now we estimate with internal storage would be about \$30,000.

Kristin Trovei:

A year?

William Worden:

No, that would be \$30,000 to implement the program.

Kristin Trovei:

That's just for the cameras, but then what would the storage and server and that stuff cost be?

William Worden:

So that's what I'm estimating is to purchase the cameras we're looking at about \$20,500 to own them, and then to install a new server and software, I'm looking at another \$10,000.

Regis Foster:

So you're looking \$30,000?

William Worden:

So that would be about 30,000. The only downside of this technology is it doesn't contain that technology, that auto activates a camera during stressful situations. My biggest fear is, and this is the fear that other chiefs, and I know the state police shared is when you are in a high stress situation, you and you pull your firearm, taser or activate the lights on your patrol car during a pursuit, you have to train to ensure you will activate your camera during the high stress situation where your mind is multitasking and knowing I have to pull my firearm, give a verbal command activate a camera all at once, it's difficult. And there may be a chance that you do not activate your camera. So I think it's wise that we wait until Access, the cheaper model, offers that technology. That, I think that may be the affordable option for us. I'm not going to say it's the best option, because it's a newer product. We're going to test it within the next couple of weeks to see how functional it is. But if we're looking to adopt an affordable option, this may be the company.

Then I have several companies that are in the middle that would cost us yearly, on average anywhere from 10 to \$20,000 a year, plus buying the infrastructure. So I just wanted to start the year off talking about the project. What I'm going to do is I'm going to build a spreadsheet of each vendor that we have reviewed the pros and cons, the cost of internal storage versus external cloud storage. A three-year refurbished, or built in replacement program, or covering this damaged equipment, and if you have a three-year for refurbish, and get all new technology, it will last you another three or four years. Whereas Access body cameras, once we own them, we pay \$500 for a camera. If it breaks, it's on us to repair it, get another camera. That's where they actually are able to submit the lower cost to that product, because it's a pay per use product for us.

Where Axon, if you break a camera, you just send it back, they send you a new camera. It's part of their payment plan. So it's a complex process because they all are competing against each other and are all offering different funding plans, and quite honestly, they're all expensive.

Kristin Trovei:

Oh yeah, and it looks like some of them were are expensive up front and some will be more expensive on the back end.

William Worden:

In the long run, yeah. I'm just going to work on trying to develop ways to reduce. I always like to go back with the vendors and say, "Okay, listen, this is too much. How can we reduce this cost, but yet accomplish the minimum goals that we're trying to accomplish?" So this is going to take up a lot of our work this year, and I think it's a good goal for the committee is to develop first of all, the right product that provides a technology that our officers can use effectively and then develop the funding source. I looked at the potential serial bond for this, I don't know if it would qualify because I know typically it's like a five-year payment plan.

Kristin Trovei:

No, it wouldn't. They want something that's longer.

William Worden:

I mean, we would take care of the best we could, but I know a body camera probably does not have a 10 year shelf life. It looks to me like it's like a three-year shelf life.

So this is something we'll talk about throughout the spring. And then we'll develop a plan. Then mayor, if we can look at some legislative grants, maybe at the federal level with Congress comes from Maloney's office, or at the state level with our state Senator and assemblymen potentially to offset the cost. The DA has confirmed that he will contribute three to \$5,000 to help us. He's been doing that with other agencies as seed money. So that's where we're at with that.

Lastly, I just wanted to discuss the memo that I sent on the 18th, Miss Trovei, to the finance committee, if there was any questions about restoring certain budget needs for 2021.

Kristin Trovei:

So I did send that to the entire council. I didn't receive any questions about any of your requests or any other department requests. I know right now, the financial outlook for 2021 based upon the governor's budget proposal isn't the best right now. So we're still just kind of going to be playing everything by ear for at least the first quarter. Sales taxes down 7% in January, so I haven't received any questions. If I do get any, I will certainly send them your way. But the council has been made aware of all the things that department has, would like to be put back into the budget if we are able to, and we choose to.

William Worden:

Okay, I try to keep it, you know, dispatching is the priority, getting back dispatchers. We have been cutting shift hours in January and also the month of February. So as the year progresses, I know that if things start to open up by April or May, I have a feeling our call buy-in is going to expand. So I'm hoping that there may be some type of partial rest, even if, you know, partial. If it's \$10,000 or \$15,000 to restore some of those hours during the months of April and May, when it gets very busy, if possible.

And then I put the cost of potentially restoring the 18th officer during the fall. And also looking to try to replace some radar units if possible. So as a follow-up to ... Is there going to be a capital note? I guess there potentially may be.

Kristin Trovei:

So we don't know yet. We did talk about that last night. We're going to be asking the departments to submit a capital note like requests prioritized, but there's absolutely no guarantee right now that we will

be doing one. This is also something that just based upon financial outlooks and how things are going to be this year and next year, we have no idea what's going to be possible. But we would like to know what the needs are.

So I don't know. I think Robin's going to be sending out an email, or I can do it. We'll be doing that with the serial bond as well, because we do have to bond for at least the Tri-state Bridge Project. I know there are lots of other requests for the bond that were submitted, I think last year or two years ago for the bond that never happened. But since we do have to bond for the bridge, we might be able to bond other items. She's going to be getting a list of items from department heads, as well as giving us an outlook about how it'll affect the budget, because that's the other thing that bond will affect the budget because we don't have any retiring debt until 2024. I thought it was 2022, but it's 2024. So the issue becomes we bond something it's going to affect the budget and how are we going to deal with that budget process again? So we will be asking and we be trying, but I have no guarantees for anything. No good news.

William Worden:

No, but at least we're having the conversations. I think that's important. And the only thing I could think of right now that we would prioritize would be the body cameras and the radar units. Those are the only two things I would prioritize for a capital note, even if it was partial funding towards the body cameras, if possible; but that's something we'd have to analyze. And yeah, those are the two things.

In terms of the serial bonds. So the big projects that we have going on would be the range building and already some of that money has been expanded in engineering costs. So we're trying to find a building that would fit in, like a modular, within budget, but there are still going to be some ancillary costs. We don't think that the grant will cover the entire project and in the previous request for a serial bond before COVID, we had asked for some money. So I guess at a committee level, we should discuss potentially what it would cost to finish that project. And then also we have to complete the police department renovations over in DMV, and then of course retrofit the existing PD to fit that. We only have about \$75,000, 77 maybe, to conduct that entire renovation. So I think if we could find something to put into that serial bond to complete that project, those would be the main items for me. And we could get probably a better cost estimate as the project starts.

Kristin Trovei:

Okay.

William Worden:

I mean, honestly, \$75,000 goes a long ways when you have experts in house, like we have here in the DPW, that do 99% the work. I mean, we do have a radio vendor that we have to pay, it's prevailing wage, and some computer work that has to be relocated; but overall, the electrical work, the plumbing and the construction work, and the carpentry work is all conducted in-house.

But then little things like changing the HVAC system. We have to bring in an outside vendor to do that, to add returns and air supply to different rooms. So we are going to be close on the budget. We're probably going to need a phase two funding source to the next serial bond to finish it, but we're not talking \$500,000 or anything like that. We're probably going to be in need of another \$100,000 or \$150,000. But that's just an estimate right now, just to get the conversation going. It's something we can refine over the next couple of weeks.

But that is all I have.

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Kelly Decker:

You'll be on time, Kristin.

William Worden:

I do have a question for the mayor.

Kelly Decker:

Sure. What's up?

William Worden:

In terms of the minutes for this meeting, mayor, how are we going to go about-

Kelly Decker:

Okay, so I will send these to Rev.com. You will get an email, Regis will get an email, and Robin gets an email of them and then you correct them and then you submit them to Robin as official.

William Worden:

You're spoiling us.

Kelly Decker:

But the shorter we keep it, the cheaper it is.

William Worden:

Okay. So I'm good. Does anybody have anything you need me to do or any questions?

Regis Foster:

Nope.

Kristin Trovei:

Not at this time.

Kelly Decker:

Maria, do you have anything?

Maria Mann:

I don't have anything. I just want to thank the Chief and people. I've had residents and customers take extra notice to the officer's walking. I know it's extremely cold out, especially at this time of year, but people were taking note as to it and they liked it. We just wanted to thank you for that.

William Worden:

Thank you.

Kelly Decker:

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Chandler, do you have anything?

Chandler Campbell:

I have no questions. Thank you.

Kelly Decker:

Okay. That's it. We'll end the meeting, 6:36.

William Worden:

All right. Everybody stay well.

Kelly Decker:

You too.

Chandler Campbell:

Have a good night everyone.

William Worden:

Take care.