

Police Budget Advisory Board, Proposed Minutes 7/21/22

In attendance: Jonathan Millis (JM), Michele Neary (MN), John Lynch (JL), Andrew Spink (AS), Amara Dunn (AD).

Everyone introduced themselves (name, why they wanted to serve on the board, one thing they love about Geneva).

Overview of PBAB (AS)

- 5 voting members + 1 alternate
- City representation (non-voting) could include City manager, City comptroller, Councilor Gaglianese, Chief Passalacqua
- This is a strictly advisory board. It makes recommendations to City Council regarding GPD budget
- Misconceptions corrected: the board is not set up to defund the GPD (and has no power to do so)
- Details: the board reviews monthly budget and makes notes/comments (e.g., labeling of expenses, opportunities for saving \$)
- Also interested in learning about GPD (e.g., costs of settlements related to police complaints, numbers and types of calls in different Wards to see if certain areas are over- or under-policed relative to calls for service)
- This is a space for thinking about and exploring new ideas
- The board will write recommendations to submit to Council during budget season (for next year's budget)
- The board has also been learning about the New York Division of Criminal Justice Services (DCJS) study of staffing the GPD. New members requested copy of the Ontario County Sheriff's report. The GPD DCJS report is expected soon
- The board has asked the Chief about GPD staffing patterns (which of the four staffing models does GPD use?)
- Erica Collins is the board's current City staff liaison. The City does not currently have a comptroller which has made the board's work more difficult.
- AD made a list of documents that still need to be shared with new members
- The board's meetings are open to the public, but public comment is disallowed under the resolution which created the board. The board does need to follow open meetings law, but it's ok to have conversations over email; votes must be in-person.

Election of new officers

AD and AS explained to the new members that AD had previously been elected chair of the board, but the secretary position became vacant by City Council's removal of the prior secretary from the board.

AS was elected secretary by a vote of 4-0, with AS abstaining.

Prior Minutes

AD is the only current PBAB member who attended the April 2022 meeting, and AS and AD were the only current members who attended the May and June 2022 meetings.

AS made a motion to leave April, May, June 2022 minutes as they are on the City website, but indicate that they have not been confirmed by a majority because there is not a majority of the current board that attended those meetings. Approved unanimously.

The board moved on to the topic of setting rules for how we run the meetings. AD explained the modified Rules of Order as described in the June 2022 minutes. The following rules of order were adopted unanimously:

1. Agree that alternate member can fully participate in discussions, but cannot vote
2. Motions should be made and votes taken to: approve minutes, adjourn, adopt PBAB rules, create sub-committees, invite a one-time guest speaker (other than specified board members/City representatives)
3. Motions and votes not needed to: adopt the agenda, start discussion of each topic on the agenda, send questions to City staff (unless consensus can't be reached), amending documents we are drafting (e.g. lists of questions, report drafts), modifying the agenda at the meeting (unless consensus can't be reached)
4. Speakers do not need to be recognized by the Chair, but it is the Chair's responsibility to remind everyone to share speaking space.

JL asked whether an alternate can vote if a regular member is absent. AD explained that they cannot; they must be appointed by city council.

Discussion of report and recommendation:

AD explained that the board previously asked the Chief last year why the budget numbers are what they are, but then the board learned that there is a budget justification worksheet which can be obtained. The board has not yet obtained a budget justification yet, but hopes to.

AD explained that the board is preparing a document for potential budget recommendations, drawn mostly from monthly expense reports. There are many instances where a budget line item appears misclassified. For example, many things are incorrectly listed as "office supplies." This is a problem because it gives an inaccurate picture of how much office supplies or other items actually cost.

AD described the board's prior discussions of the Computer Voice Stress Analyzer (CVSA). Since 2016, the CVSA was only used 5 times per year, which may or may not be useful given the training costs. There is some question as to the cost-effectiveness of this.

MN asks if they are allowed to say how the CVSA was useful, and how it was used, and whether it was helpful.

AS also asks how accurate is the CVSA?

AD noted that the CVSA was discussed in the September 2021 meeting, and AD read out loud the Chief's email on this topic, which states:

The use of this technology is useful when it comes to general investigations. The use of CVSA isn't always utilized during every investigation but in the past has helped the investigating officer/detective either be able to clear the case out, rule out potential suspects (if there are multiple, example would be an employee theft from a business with numerous suspects) and make arrests on behalf of a crime victim. Officers certified in this area receive a recertification every 2 years to maintain their certification. There are no additional costs other than sending the officers to do a recertification every two years. The computer and software are updated by the company when its brought to a re-cert training.

The use of the CVSA varies year to year. Crime can't be predicted, so there may be years when we don't utilize it hardly at all. I do not agree that this is used an intimidation tactic. This is very helpful in cases that officers are trying to solve on behalf of victims. The CVSA is an optional step in some investigations that anyone can refuse to take. They are not forced or intimidated into taking a CVSA.

Assign next steps for August meeting:

AD says last year the board shared its recommendation by the middle of September.

The third Thursday of the month is typically good for future meetings, though AS is getting married on August 13, and may be unavailable or have to appear remotely on August 18.

AD explained that the biggest agenda item for August is the list of questions for the Chief, which is included in June 2022 minutes. The board expects this to take up the bulk of the meeting.

Tasks to do between now and the August meeting: Reviewing documents on the Google drive, and if there's anything to add, board members should please do that.

AD has a reminder on her phone the first day of every month to request the expense reports from the City.

There was discussion that the board may need to schedule extra meetings in August depending on when our budget recommendation is due.

MN asks if we have a copy of the 2022 budget request. AD stated she will look for it.

AD noted that there are certain expenses that are listed in multiple places in the City budget (not just under the police budget), especially when it comes to police vehicles, which is confusing. The board should try to get clarification on that.

MN says it would be a good idea to look at City's budget proposal this year compared to last year.

Motion to adjourn approved unanimously.