

# City of Utica



Utica, New York

To The City Clerk of Utica

*As provided by Section 12 of the Second Class Cities Laws, I hereby certify that*

*Name:*      *Adis Gracanin*

*Address:* [REDACTED]

*Telephone:*

*has this day been appointed to the position of*    *Police Officer*

*in the department of*      *Public Safety- Bureau Of Police*

*the term to commence*      *May 19, 2016*

*the term to end*

*filling unexpired term of (if applicable)*

*Signed*

*Mayor*

*Title of Official*

## PERFORMANCE EVALUATION REPORT

NAME (FIRST, LAST, MI) <b>Adis Gracanin</b>	ID # <b>3553</b>	RANK <b>Ptlm</b>	DIVISION/UNIT <b>[REDACTED]</b>
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) <b>Street Patrol</b>	PERIOD COVERED <b>Annual</b>	FROM <b>1/1/2019</b>	TO <b>12/31/2019</b>

**PERFORMANCE LEVEL DEFINITIONS**  
 OUTSTANDING = 5    VERY GOOD = 4    ACCEPTABLE = 3    NEEDS IMPROVEMENT = 2    UNSATISFACTORY = 1  
 In making the evaluation of each category below, supervisors are to evaluate the employee's performance only for the past Twelve month period and compare that performance to guidelines established in section 6.15 C (1 through 18) of General Order # 02-47 Personnel Performance Evaluations.

**1. DUTY PERFORMANCE (ALL EMPLOYEES)**

<b>4</b>	<b>PERSONAL APPEARANCE</b>	<b>3</b>	<b>COMMAND PRESENCE</b>	<b>3</b>	<b>REPORT WRITING ABILITY</b>	<b>3</b>	<b>INTERPERSONAL SKILLS (VERBAL)</b>
<b>3</b>	<b>RESPONSIVENESS TO SUPERVISION</b>	<b>3</b>	<b>ATTENDANCE</b>	<b>3</b>	<b>RELIABILITY</b>	<b>3</b>	<b>PERFORMANCE UNDER STRESS</b>
<b>3</b>	<b>PERFORMANCE</b>	<b>3</b>	<b>PUNCTUALITY</b>	<b>3</b>	<b>INVESTIGATIVE/PROBLEM SOLVING SKILLS</b>		
<b>3</b>	<b>JUDGMENT</b>	<b>3</b>	<b>CARE AND USE OF EQUIPMENT</b>	<b>3</b>	<b>KNOWLEDGE OF LAWS, POLICIES, ETC</b>		

**2. DAYS LOST DURING PERIOD COVERED BY THIS REPORT**

SICK: 6    INJURED ON-DUTY:    INJURED OFF-DUTY:    OTHER:    **TOTAL OCCURENCES: 6**

**3. SUPERVISORY PERSONNEL ONLY**

<b>3</b>	<b>LEADERSHIP QUALITIES</b>	<b>3</b>	<b>EFFECTIVENESS OF DELEGATION</b>	<b>3</b>	<b>TRAINING/COACHING OF SUBORDINATES</b>	<b>3</b>	<b>EVALUATION OF SUBORDINATES</b>
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**4. NARRATIVE SECTION** (This section is to be used to record specific and personal characteristics of this employee which are not adequately covered in the rating sections above. Any factors rated as a 1 or a 5 in the above sections must be articulated in this section.)

Officer Adis Gracanin has been employed with the Utica Police Department for more than three and a half years.

Personal Appearance- 4. Officer Adis Gracanin always has his uniform pressed and boots polished.

Performance under stress- 3. Officer Adis Gracanin faced two incidents this period where he was faced directly with a subject with a gun. In one incident he responded to shots fired where a man sustained injuries. Officer Adis Gracanin located the suspect and engaged him in a foot pursuit. The suspect was captured and a loaded handgun was located after this suspect attempted to discard it. The other incident involved an argument with a possible weapon involved. Upon arrival, Officer Adis Gracanin came upon a suspect who was attempting to flee the area. He, along with other officers were able to detain him from leaving and he was subsequently found to be in possession of a loaded handgun

Punctuality- 3. Officer Adis Gracanin overslept and was late for roll call on two occasions

How can this employee best improve his/her performance? (Include setting Career /Performance Goals).

Officer Adis Gracanin should continue developing his good work ethic his street knowledge skills. He has adapted well to the midnight shift and has improved in all realms of police work this year. His confidence has grown and he appears to be more sure of how to handle the many different calls for service he is dispatched to. I would recommend Officer Adis Gracanin for any further training he may put in for.

(Continue on Back)

(Goal settings Continue From Front)

5. OVERALL PERFORMANCE RATING: This overall rating is to be based on the following factors:

- A. The employee's performance in his/her present assignment during the evaluation period; AND  
B. Consideration of the general needs of the Department, comparing the capabilities and characteristics of this employee to all other employees of equal rank and pay grade known to the evaluator.

☐ OUTSTANDING ☐ VERY GOOD ☒ ACCEPTABLE ☐ NEEDS IMPROVEMENT ☐ UNSATISFACTORY

6. REVIEWING COMMANDING OFFICER: (Immediate Supervisor) Name:

Signature Howard Brody Rank LT Date 1/25/20  
Print/Signature

7. SUPERVISOR REVIEWING WITH EMPLOYEE: Name:

Signature Frank H. Scarabelli Rank Sergeant Date 1/25/2020  
Print/Signature

8. EMPLOYEE'S COMMENTS: (Optional)

9. EMPLOYEE'S SIGNATURE: This signature does not necessarily indicate agreement with this report. It verifies that this report has been personally reviewed with me and that I have received a copy of this report. If I do not agree with this report, I have indicated this by writing "under protest" next to my signature. I have also indicated whether I "request appeal" or "waive appeal" on this report.

Signature Adriano G. Scarabelli Rank Patrolman Date 01/25/20  
Print/Signature

## PERFORMANCE EVALUATION REPORT

NAME (FIRST, LAST, MI) <b>Adis Gracanin</b>	ID # <b>3553</b>	RANK <b>Ptltm</b>	DIVISION/UNIT <b>Patrol/</b>
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) <b>Street Patrol</b>	PERIOD COVERED <b>Annual</b>	FROM <b>1/1/18</b>	TO <b>12/31/18</b>

## PERFORMANCE LEVEL DEFINITIONS

EXCELLENT = 5      GOOD = 4      ACCEPTABLE = 3      NEEDS IMPROVEMENT = 2      UNSATISFACTORY = 1  
 In making the evaluation of each category below, supervisors are to evaluate the employee's performance only for the past Twelve month period and compare that performance to guidelines established in section 6.15 C (1 through 18) of General Order # 02-47 Personnel Performance Evaluations.

## 1. DUTY PERFORMANCE (ALL EMPLOYEES)

<b>4</b>	<b>GENERAL APPEARANCE</b>	<b>3</b>	<b>ASSIGNMENT TASKS</b>	<b>2</b>	<b>WORK QUALITY</b>	<b>3</b>	<b>KNOWLEDGE OF LAWS, POLICIES, ETC.</b>
<b>4</b>	<b>RESPONSIVENESS TO SUPERVISION</b>	<b>4</b>	<b>ATTENDANCE</b>	<b>3</b>	<b>RELIABILITY</b>	<b>3</b>	<b>REPORT WRITING ABILITY</b>
<b>3</b>	<b>INITIATIVE</b>	<b>4</b>	<b>PUNCTUALITY</b>	<b>3</b>	<b>INVESTIGATIVE/PROBLEM SOLVING SKILLS</b>	<b>4</b>	<b>INTERACTION WITH PUBLIC</b>
<b>3</b>	<b>JUDGMENT</b>	<b>3</b>	<b>CARE AND USE OF EQUIPMENT</b>	<b>3</b>	<b>INTERACTION WITH OTHER MEMBERS OF THE DEPARTMENT</b>		
<b>3</b>	<b>COMMAND PRESENCE</b>	<b>3</b>	<b>PERFORMANCE UNDER STRESS</b>	<b>3</b>	<b>COMMUNICATION SKILLS (VERBAL)</b>		

## 2. SUPERVISORY PERSONNEL ONLY

LEADERSHIP  
QUALITIESEFFECTIVENESS OF  
DELEGATIONTRAINING/COACHING  
OF SUBORDINATESEVALUATION OF  
SUBORDINATES

## 3. NARRATIVE SECTION (This section is to be used to record specific and personal characteristics of this employee which are not adequately covered in the rating sections above. Any factors rated as a 1 or a 5 in the above sections must be articulated in this section.)

General Appearance - Officer Gracanin consistently displays a professional appearance.

Responsiveness To Supervision - Officer Gracanin responds to supervision in a professional manner in that he positively accepts direction and strives to complete the prescribed duties as directed.

Attendance and Punctuality - Officer Gracanin utilized 1 sick days during this rating period. He routinely arrives for work early to prepare for the ensuing shift and is ready to be deployed at a moment's notice.

Officer Gracanin was one of the top performers in parking tickets for the month of January.

Interaction With Public-Officer Carville received a telephone call from a civilian who wanted to commend Officer Gracanin for his assist in the Central Electronics parking lot the night before. He was concerned about a group of individuals circling the area. Officer Gracanin responded and made sure he got to their vehicles safely. The caller was thankful for Officer Gracanin's actions and professionalism.

Work Quality-On 1/5/18 Officer Gracanin booked an individual and when he requested the defendant's Criminal History for arraignment, he listed the Appellate Division - Oneida County ORI as the requestor instead of the correct court, which is the Utica City Court ORI. Officer Gracanin received a verbal warning regarding the same.

Work Quality-Officer Gracanin conducted an ID procedure relative to a menacing investigation without fully understanding the process or asking a supervisor or fellow officer for guidance. He received a verbal counseling regarding it.

Work Quality-Officer Gracanin failed to notify a supervisor regarding a file 6 under the age of 12. Officer Gracanin had bare minimum information and made no attempt to locate the missing children. When Sgt. Cimpi asked Officer Gracanin why he didn't have parent guardian names he stated staff did not have them. Sgt. Cimpi knew this to not be true as he sent another officer to follow up on this incident and received the information from staff. Officer Gracanin was deemed to be less than truthful with Sgt. Cimpi during this incident.

Care and Use of Equipment-On October 4, 2018 Officer Gracanin passed gun inspection.

How can this employee best improve his/her performance? (Include setting Career /Performance Goals).

Officer Gracanin was appointed as a member of the Utica Police Department on 5/19/16 therefore he is relatively inexperienced officer. He responds to supervision in a professional manner and is always receptive to constructive criticism. Officer Gracanin should ask for guidance from a supervisor when in doubt to avoid making repeated mistakes. He also needs to familiarize himself with NYS laws and UPD Policy and Procedure.

(Continue on Back)

(Goal settings Continue From Front)

4. OVERALL PERFORMANCE RATING: This overall rating is to be based on the following factors:

- A. The employee's performance in his/her present assignment during the evaluation period; AND  
B. Consideration of the general needs of the Department, comparing the capabilities and characteristics of this employee to all other employees of equal rank and pay grade known to the evaluator.

☐ EXCELLENT    ☐ GOOD    ☒ ACCEPTABLE    ☐ NEEDS IMPROVEMENT    ☐ UNSATISFACTORY

5. REVIEWING COMMANDING OFFICER: (Immediate Supervisor) Name:

Signature James Holt Jr. / James R. Holt Jr. Rank Lieutenant Date 1/15/19  
Print / Signature

6. SUPERVISOR REVIEWING WITH EMPLOYEE: Name:

Signature Dzenan Sabanovic Rank Sergeant Date 1/15/19  
Print / Signature

7. EMPLOYEE'S COMMENTS: (Optional)

8. EMPLOYEE'S SIGNATURE: This signature does not necessarily indicate agreement with this report. It verifies that this report has been personally reviewed with me and that I have received a copy of this report. If I do not agree with this report, I have indicated this by writing "under protest" next to my signature. I have also indicated whether I "request appeal" or "waive appeal" on this report.

Signature Adis Gracanin Rank Police Officer Date 1/15/19  
Print / Signature Adis Gracanin #3553

## PERFORMANCE EVALUATION REPORT

NAME (FIRST, LAST, MI) <b>Gracanin, Adis</b>	ID # <b>3553</b>	RANK <b>PO</b>	DIVISION/UNIT <b>Patrol</b>
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) <b>Street Patrol</b>	PERIOD COVERED <b>Transfer</b>	FROM <b>1-1-17</b>	TO <b>06-27-17</b>

## PERFORMANCE LEVEL DEFINITIONS

EXCELLENT = 5

GOOD = 4

ACCEPTABLE = 3

NEEDS IMPROVEMENT = 2

UNSATISFACTORY = 1

In making the evaluation of each category below, supervisors are to evaluate the employee's performance only for the past Twelve month period and compare that performance to guidelines established in section 6.15 C (1 through 18) of General Order # 02-47 Personnel Performance Evaluations.

## 1. DUTY PERFORMANCE (ALL EMPLOYEES)

4	GENERAL APPEARANCE	3	ASSIGNMENT TASKS	3	WORK QUALITY	2	KNOWLEDGE OF LAWS, POLICIES, ETC.
4	RESPONSIVENESS TO SUPERVISION	5	ATTENDANCE	3	RELIABILITY	2	REPORT WRITING ABILITY
3	INITIATIVE	4	PUNCTUALITY	3	INVESTIGATIVE/PROBLEM SOLVING SKILLS	3	INTERACTION WITH PUBLIC
3	JUDGMENT	3	CARE AND USE OF EQUIPMENT	3	INTERACTION WITH OTHER MEMBERS OF THE DEPARTMENT		
2	COMMAND PRESENCE	3	PERFORMANCE UNDER STRESS	3	COMMUNICATION SKILLS (VERBAL)		

## 2. SUPERVISORY PERSONNEL ONLY

LEADERSHIP QUALITIES

EFFECTIVENESS OF DELEGATION

TRAINING/COACHING OF SUBORDINATES

EVALUATION OF SUBORDINATES

**3. NARRATIVE SECTION** (This section is to be used to record specific and personal characteristics of this employee which are not adequately covered in the rating sections above. Any factors rated as a 1 or a 5 in the above sections must be articulated in this section.)

- Officer Gracanin is always punctual and on time for his shift.
- Officer Gracanin utilized zero sick day during this rating period.
- Officer Gracanin is always responsive to his supervisors; he is respectful and always is willing to take on any task assigned to him.
- Officer Gracanin needs to improve on his report writing and grammar when completing narratives.
- Officer Gracanin should strive to enhance his command presence and situational awareness.
- Officer Gracanin needs to continue to study laws (Penal, CPL, V&T, etc...)
- During the month of May, Officer Gracanin led the platoon in parking tickets..

How can this employee best improve his/her performance? (Include setting Career /Performance Goals).

Officer Gracanin can improve his work performance by continuing to study and enhance his knowledge of laws and policies. Gracanin needs to concentrate on his narratives to try to improve his writing. Officer Gracanin is a good officer who is always willing to take on any task. Gracanin's skills as an officer will improve with experience.

(Continue on Back)

(Goal settings Continue From Front)

4. OVERALL PERFORMANCE RATING: This overall rating is to be based on the following factors:

- A. The employee's performance in his/her present assignment during the evaluation period; AND  
B. Consideration of the general needs of the Department, comparing the capabilities and characteristics of this employee to all other employees of equal rank and pay grade known to the evaluator.

☐ EXCELLENT    ☐ GOOD    ☒ ACCEPTABLE    ☐ NEEDS IMPROVEMENT    ☐ UNSATISFACTORY

5. REVIEWING COMMANDING OFFICER: (Immediate Supervisor) Name: James Holt

Signature James Holt / James R. Holt Rank Lieutenant Date 3/27/18  
Print / Signature

6. SUPERVISOR REVIEWING WITH EMPLOYEE: Name: Benny Perra

Signature B. Perra / Benny Perra Rank Sergeant Date 3-27-18  
Print / Signature

7. EMPLOYEE'S COMMENTS: (Optional)

8. EMPLOYEE'S SIGNATURE: This signature does not necessarily indicate agreement with this report. It verifies that this report has been personally reviewed with me and that I have received a copy of this report. If I do not agree with this report, I have indicated this by writing "under protest" next to my signature. I have also indicated whether I "request appeal" or "waive appeal" on this report.

Signature Adis Graciano / Adis Graciano Rank Police Officer Date 3-27-18  
Print / Signature

## PERFORMANCE EVALUATION REPORT

NAME (FIRST, LAST, MI) <b>Adis Gracanin</b>	ID # <b>3553</b>	RANK <b>P.O.</b>	DIVISION/UNIT <b>Patrol</b>
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) <b>Street Patrol</b>	PERIOD COVERED <b>Annual</b>	FROM <b>06/27/17</b>	TO <b>12/31/17</b>

## PERFORMANCE LEVEL DEFINITIONS

EXCELLENT = 5

GOOD = 4

ACCEPTABLE = 3

NEEDS IMPROVEMENT = 2

UNSATISFACTORY = 1

In making the evaluation of each category below, supervisors are to evaluate the employee's performance only for the past six month period and compare that performance to guidelines established in section 6.15 C (1 through 18) of General Order # 02-47 Personnel Performance Evaluations.

## 1. DUTY PERFORMANCE (ALL EMPLOYEES)

<b>4</b>	<b>GENERAL APPEARANCE</b>	<b>4</b>	<b>ASSIGNMENT TASKS</b>	<b>3</b>	<b>WORK QUALITY</b>	<b>3</b>	<b>KNOWLEDGE OF LAWS, POLICIES, ETC.</b>
<b>4</b>	<b>RESPONSIVENESS TO SUPERVISION</b>	<b>4</b>	<b>ATTENDANCE</b>	<b>3</b>	<b>RELIABILITY</b>	<b>3</b>	<b>REPORT WRITING ABILITY</b>
<b>4</b>	<b>INITIATIVE</b>	<b>4</b>	<b>PUNCTUALITY</b>	<b>3</b>	<b>INVESTIGATIVE/PROBLEM SOLVING SKILLS</b>	<b>3</b>	<b>INTERACTION WITH PUBLIC</b>
<b>3</b>	<b>JUDGMENT</b>	<b>4</b>	<b>CARE AND USE OF EQUIPMENT</b>	<b>4</b>	<b>INTERACTION WITH OTHER MEMBERS OF THE DEPARTMENT</b>		
	<b>COMMAND</b>		<b>PERFORMANCE UNDER STRESS</b>	<b>3</b>	<b>COMMUNICATION SKILLS (VERBAL)</b>		

## 2. SUPERVISORY PERSONNEL ONLY

LEADERSHIP  
QUALITIESEFFECTIVENESS OF  
DELEGATIONTRAINING/COACHING  
OF SUBORDINATESEVALUATION OF  
SUBORDINATES

**3. NARRATIVE SECTION** (This section is to be used to record specific and personal characteristics of this employee which are not adequately covered in the rating sections above. Any factors rated as a 1 or a 5 in the above sections must be articulated in this section.)

**5 General Appearance / Initiative:** P.O. Gracanin reports for duty with a neat and professional uniform. He passed all uniform and weapons inspections during this period. For having less time on the street than other squad members, P.O. Gracanin had led the squad in Parking Tickets and UTT's two times each during this period.

**4 Attendance/Punctuality:** P.O. Gracanin utilized 1 sick day during the period covered and always reports for duty in a timely manner.

**3 knowledge of laws, policies etc:** P.O. Gracanin shows good initiative and will continue to improve his knowledge of laws/policies which will enhance his career.

Closed Cases 20  
Arrests 20  
Premise Checks 129  
Traffic Tickets 121  
Parking Tickets 305  
Hot Spots 79  
ET Scenes 0  
1156A 0  
Days Out 63  
Days In 43



How can this employee best improve his/her performance? Continue familiarizing himself with laws/policies while maintaining his good work ethic to become a well rounded officer.

Additional Narrative Section

OVERALL PERFORMANCE RATING: This overall rating is to be based on the following factors:

- A. The employee's performance in his/her present assignment during the evaluation period; AND  
B. Consideration of the general needs of the Department, comparing the capabilities and characteristics of this employee to all other employees of equal rank and paygrade known to the evaluator.

☐

EXCELLENT

☐

GOOD

☒

ACCEPTABLE

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NEEDS IMPROVEMENT

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UNSATISFACTORY

4. EVALUATING SUPERVISOR: (Immediate supervisor)

Print Name Michael D'Ambro

Signature [Signature]

Rank Lieutenant

Date 01-18-18

5. SUPERVISOR REVIEWING WITH EMPLOYEE:

Print Name John Abel

Signature [Signature]

Rank Sgt

Date 01/18/18

6. EMPLOYEE'S COMMENTS: (Optional)

7. EMPLOYEE'S SIGNATURE: This signature does not necessarily indicate agreement with this report. It verifies that this report has been personally reviewed with me and that I have received a copy of this report. If I do not agree with this report, I have indicated this by writing "under protest" next to my signature. I have also indicated whether I "request appeal" or "waive appeal" on this report.

SIGNATURE [Signature]

RANK PTLM

DATE 01/18/2018

Report all personnel changes to this form  
Send ONE COPY prior to payroll affected by this change  
SUPPLEMENTARY PAYROLL CERTIFICATION AND  
REPORT OF PERSONNEL CHANGE

DATE

MONTH 05 DAY 19 YEAR 2020

TO:  
Utica Civil Service Commission

NAME OF EMPLOYEE:  
Gracanin, Adis

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:  
Police Department

TITLE OF POSITION:  
Police Officer

SALARY:  
\$ 69,941.

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

☐ Veteran ☐ Non-Veteran  
☐ Disabled Veteran ☐ Exempt Volunteer Fireman

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:  
ID# 3553

*Check Nature of Personnel Change*

*Date Effective*

*Action Necessary by Appointing Officer:*

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☐ Provisional  
☐ Temporary  
☐ Substitute  
☐ For Term of Office  
☐ Permanent Promotion  
☐ Provisional Promotion  
☐ Non-Competitive Class  
☐ Exempt Class  
☐ Labor Class

From: To:  
From: To:  
From: To:

Return report of Certification  
Attach application (MSD-330)  
State length of employment  
Give facts under Remarks  
Give facts under Remarks  
Return report of Certification  
Attach nomination  
Attach application (MSD-330)  
Submit this form only  
Attach application (MSD-330)

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- ☐ Resignation  
☐ Retirement  
☐ Deceased  
☐ Removal  
☐ Layoff (Lack of Work or Funds)

Submit signed resignation  
Give effective date  
Indicate date  
Attach copy of proceedings

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- ☐ Military Leave of Absence  
☐ Other Leave of Absence  
☐ Transfer  
☐ Demotion  
☐ Suspension  
☐ Reinstatement  
☐ Change in Classification  
☐ New Position  
☒ Change in Salary  
☐ Change in Name  
☐ Other

From: To:

Give facts under Remarks  
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Give facts under Remarks  
Give facts under Remarks

Remarks: (Continue on back if necessary)

Longevity inc. eff. 5/19/20.

3.75% contract inc. eff. 4/1/20.

Longevity inc. eff. 5/19/19.

Appointing Officer

Title

Address

Chief of Police

CERTIFICATE  
valid until

(Date)

This certifies that the above  
employment is in accordance with  
Law and Rules made in pursuance  
to law. Subject to any limitation or  
condition specified above.

By

Date

Report all personnel changes to this form  
Send ONE COPY prior to payroll affected by this change  
SUPPLEMENTARY PAYROLL CERTIFICATION AND  
REPORT OF PERSONNEL CHANGE

DATE

MONTH 04 DAY 01 YEAR 2020

TO:  
Utica Civil Service Commission

NAME OF EMPLOYEE:  
Gracanin, Adis

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:

Police Department

TITLE OF POSITION:

Police Officer

SALARY:

\$ 67,038.

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

☐ Veteran

☐ Non-Veteran

☐ Disabled Veteran

☐ Exempt Volunteer Fireman

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:

ID# 3553

*Check Nature of Personnel Change*

*Date Effective*

*Action Necessary by Appointing Officer:*

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☐ Permanent

☐ Provisional

☐ Temporary

☐ Substitute

☐ For Term of Office

☐ Permanent Promotion

☐ Provisional Promotion

☐ Non-Competitive Class

☐ Exempt Class

☐ Labor Class

From: To:

From: To:

From: To:

Return report of Certification

Attach application (MSD-330)

State length of employment

Give facts under Remarks

Give facts under Remarks

Return report of Certification

Attach nomination

Attach application (MSD-330)

Submit this form only

Attach application (MSD-330)

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☐ Resignation

☐ Retirement

☐ Deceased

☐ Removal

☐ Layoff (Lack of Work or Funds)

Submit signed resignation

Give effective date

Indicate date

Attach copy of proceedings

Give facts under Remarks

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☐ Military Leave of Absence

☐ Other Leave of Absence

☐ Transfer

☐ Demotion

☐ Suspension

☐ Reinstatement

☐ Change in Classification

☐ New Position

☒ Change in Salary

☐ Change in Name

☐ Other

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Give facts under Remarks

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Submt form MSD-222

Indicate new saalry

Give facts under Remarks

Give facts under Remarks

Remarks: (Continue on back if necessary)

3.75% contract inc. eff. 4/1/20.

Longevity inc. eff. 5/19/19.

3.75% contract inc. eff. 4/1/19

Appointing Officer

Title

Address

Chief of Police

CERTIFICATE  
valid until

(Date)

This certifies that the above  
employment is in accordance with  
Law and Rules made in pursuance  
to law. Subject to any limitation or  
condition specified above.

By

Date

Report all personnel changes to this form  
Send ONE COPY prior to payroll affected by this change  
SUPPLEMENTARY PAYROLL CERTIFICATION AND  
REPORT OF PERSONNEL CHANGE

DATE

MONTH 05 DAY 19 YEAR 2019

TO:  
Utica Civil Service Commission

NAME OF EMPLOYEE:  
Gracanin, Adis

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:

Police Department

TITLE OF POSITION:

Police Officer

SALARY:

\$ 64,615.

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

☐ Veteran

☐ Non-Veteran

☐ Disabled Veteran

☐ Exempt Volunteer Fireman

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:

ID# 3553

*Check Nature of Personnel Change*

*Date Effective*

*Action Necessary by Appointing Officer:*

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☐ Permanent

☐ Provisional

☐ Temporary

☐ Substitute

☐ For Term of Office

☐ Permanent Promotion

☐ Provisional Promotion

☐ Non-Competitive Class

☐ Exempt Class

☐ Labor Class

From: To:

From: To:

From: To:

Return report of Certification

Attach application (MSD-330)

State length of employment

Give facts under Remarks

Give facts under Remarks

Return report of Certification

Attach nomination

Attach application (MSD-330)

Submit this form only

Attach application (MSD-330)

Submit signed resignation

Give effective date

Indicate date

Attach copy of proceedings

Give facts under Remarks

Give facts under Remarks

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☐ Military Leave of Absence

☐ Other Leave of Absence

☐ Transfer

☐ Demotion

☐ Suspension

☐ Reinstatement

☐ Change in Classification

☐ New Position

☒ Change in Salary

☐ Change in Name

☐ Other

5/19/19

Indicate new salary

Give facts under Remarks

Give facts under Remarks

Remarks: (Continue on back if necessary)

Longevity inc. eff. 5/19/19.

3.75% contract inc. eff. 4/1/19

New Contract salary changes eff. 4/1/18

pp. 6/8/18

Appointing Officer

Title

Address

Chief of Police

CERTIFICATE  
valid until

(Date)

This certifies that the above  
employment is in accordance with  
Law and Rules made in pursuance  
to law. Subject to any limitation or  
condition specified above.

By

Date

Report all personnel changes to this form  
Send ONE COPY prior to payroll affected by this change  
SUPPLEMENTARY PAYROLL CERTIFICATION AND  
REPORT OF PERSONNEL CHANGE

DATE

MONTH 04 DAY 01 YEAR 2019

TO:  
Utica Civil Service Commission

NAME OF EMPLOYEE:  
Gracanin, Adis

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:  
Police Department

TITLE OF POSITION:  
Police Officer

SALARY:  
\$ 61,655.

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

☐ Veteran ☐ Non-Veteran  
☐ Disabled Veteran ☐ Exempt Volunteer Fireman

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:  
ID# 3553

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

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☐ Permanent

☐ Provisional

☐ Temporary

☐ Substitute

☐ For Term of Office

☐ Permanent Promotion

☐ Provisional Promotion

☐ Non-Competitive Class

☐ Exempt Class

☐ Labor Class

From: To:

From: To:

From: To:

Return report of Certification

Attach application (MSD-330)

State length of employment

Give facts under Remarks

Give facts under Remarks

Return report of Certification

Attach nomination

Attach application (MSD-330)

Submit this form only

Attach application (MSD-330)

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☐ Resignation

☐ Retirement

☐ Deceased

☐ Removal

☐ Layoff (Lack of Work or Funds)

Submit signed resignation

Give effective date

Indicate date

Attach copy of proceedings

Give facts under Remarks

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☐ Military Leave of Absence

☐ Other Leave of Absence

☐ Transfer

☐ Demotion

☐ Suspension

☐ Reinstatement

☐ Change in Classification

☐ New Position

☒ Change in Salary

☐ Change in Name

☐ Other

From: To:

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From: To:

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Submit form MSD-222

Indicate new salary

Give facts under Remarks

Give facts under Remarks

Remarks: (Continue on back if necessary)

3.75% contract inc. eff. 4/1/19

New Contract salary changes eff. 4/1/18  
pp. 6/8/18

Longevity inc. eff. 5/19/18

Appointing Officer

Title

Address

*Mark H. Williams*

Chief of Police

CERTIFICATE  
valid until

(Date)

This certifies that the above  
employment is in accordance with  
Law and Rules made in pursuance  
to law. Subject to any limitation or  
condition specified above.

By

Date

Report all personnel changes to this form  
Send ONE COPY prior to payroll affected by this change  
SUPPLEMENTARY PAYROLL CERTIFICATION AND  
REPORT OF PERSONNEL CHANGE

DATE

MONTH 06 DAY 09 YEAR 2018

TO:  
**Utica Civil Service Commission**

NAME OF EMPLOYEE:  
**Gracanin, Adis**

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:

**Police Department**

TITLE OF POSITION:

**Police Officer**

SALARY:

**\$ 59,426.**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

☐ Veteran ☐ Non-Veteran  
☐ Disabled Veteran ☐ Exempt Volunteer Fireman

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:

**ID# 3553**

*Check Nature of Personnel Change*

*Date Effective*

*Action Necessary by Appointing Officer:*

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☐ Permanent  
☐ Provisional  
☐ Temporary  
☐ Substitute  
☐ For Term of Office  
☐ Permanent Promotion  
☐ Provisional Promotion  
☐ Non-Competitive Class  
☐ Exempt Class  
☐ Labor Class

From: To:  
From: To:  
From: To:

Return report of Certification  
Attach application (MSD-330)  
State length of employment  
Give facts under Remarks  
Give facts under Remarks  
Return report of Certification  
Attach nomination  
Attach application (MSD-330)  
Submit this form only  
Attach application (MSD-330)

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☐ Resignation  
☐ Retirement  
☐ Deceased  
☐ Removal  
☐ Layoff (Lack of Work or Funds)

Submit signed resignation  
Give effective date  
Indicate date  
Attach copy of proceedings  
Give facts under Remarks

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☐ Military Leave of Absence  
☐ Other Leave of Absence  
☐ Transfer  
☐ Demotion  
☐ Suspension  
☐ Reinstatement  
☐ Change in Classification  
☐ New Position  
☒ Change in Salary  
☐ Change in Name  
☐ Other

From: To:

Give facts under Remarks  
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Submt form MSD-222  
Indicate new saalry  
Give facts under Remarks  
Give facts under Remarks

4/1/18

Remarks: (Continue on back if necessary)

**New Contract salary changes eff. 4/1/18  
pp. 6/8/18**

Appointing Officer

Title

Address

*Mark H. Williams*

**Chief of Police**

**Longevity inc. eff. 5/19/18**

CERTIFICATE  
valid until

(Date)

This certifies that the above  
employment is in accordance with  
Law and Rules made in pursuance  
to law. Subject to any limitation or  
condition specified above.

By

Date

Report all personnel changes to this form  
Send ONE COPY prior to payroll affected by this change  
SUPPLEMENTARY PAYROLL CERTIFICATION AND  
REPORT OF PERSONNEL CHANGE

DATE

MONTH 05 DAY 19 YEAR 2018

TO:  
**Utica Civil Service Commission**

NAME OF EMPLOYEE:  
**Gracanin, Adis**

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:

**Police Department**

TITLE OF POSITION:

**Police Officer**

SALARY:

**\$ 54,920**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

☐ Veteran ☐ Non-Veteran  
☐ Disabled Veteran ☐ Exempt Volunteer Fireman

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:

**ID# 3553**

*Check Nature of Personnel Change*

*Date Effective*

*Action Necessary by Appointing Officer:*

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☐ Permanent  
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☐ Temporary  
☐ Substitute  
☐ For Term of Office  
☐ Permanent Promotion  
☐ Provisional Promotion  
☐ Non-Competitive Class  
☐ Exempt Class  
☐ Labor Class

From: To:  
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Return report of Certification  
Attach application (MSD-330)  
State length of employment  
Give facts under Remarks  
Give facts under Remarks  
Return report of Certification  
Attach nomination  
Attach application (MSD-330)  
Submit this form only  
Attach application (MSD-330)

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☐ Resignation  
☐ Retirement  
☐ Deceased  
☐ Removal  
☐ Layoff (Lack of Work or Funds)

Submit signed resignation  
Give effective date  
Indicate date  
Attach copy of proceedings  
Give facts under Remarks

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☐ Military Leave of Absence  
☐ Other Leave of Absence  
☐ Transfer  
☐ Demotion  
☐ Suspension  
☐ Reinstatement  
☐ Change in Classification  
☐ New Position  
☒ Change in Salary  
☐ Change in Name  
☐ Other

From: To:

Give facts under Remarks  
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Give facts under Remarks  
Submit form MSD-222  
Indicate new salary  
Give facts under Remarks  
Give facts under Remarks

5/19/18

Remarks: (Continue on back if necessary)

Longevity inc. eff. 5/19/18

Longevity inc. eff. 5/19/17

New Employee eff. 5/19/16

Appointing Officer

Title

Address

*Mark Williams*  
Chief of Police

CERTIFICATE  
valid until

(Date)

This certifies that the above  
employment is in accordance with  
Law and Rules made in pursuance  
to law. Subject to any limitation or  
condition specified above.

By

Date

Report all personnel changes to this form  
Send ONE COPY prior to payroll affected by this change  
SUPPLEMENTARY PAYROLL CERTIFICATION AND  
REPORT OF PERSONNEL CHANGE

DATE

MONTH 05 DAY 19 YEAR 2017

TO:  
Utica Civil Service Commission

NAME OF EMPLOYEE:  
Gracanin, Adis

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:  
Police Department

TITLE OF POSITION:  
Police Officer

SALARY:  
\$ 51,258.

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

☐ Veteran ☐ Non-Veteran  
☐ Disabled Veteran ☐ Exempt Volunteer Fireman

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:  
ID# 3553

*Check Nature of Personnel Change*

*Date Effective*

*Action Necessary by Appointing Officer:*

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☐ Provisional  
☐ Temporary  
☐ Substitute  
☐ For Term of Office  
☐ Permanent Promotion  
☐ Provisional Promotion  
☐ Non-Competitive Class  
☐ Exempt Class  
☐ Labor Class

From: To:  
From: To:  
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Return report of Certification  
Attach application (MSD-330)  
State length of employment  
Give facts under Remarks  
Give facts under Remarks  
Return report of Certification  
Attach nomination  
Attach application (MSD-330)  
Submit this form only  
Attach application (MSD-330)

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- ☐ Resignation  
☐ Retirement  
☐ Deceased  
☐ Removal  
☐ Layoff (Lack of Work or Funds)

Submit signed resignation  
Give effective date  
Indicate date  
Attach copy of proceedings  
Give facts under Remarks

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- ☐ Military Leave of Absence  
☐ Other Leave of Absence  
☐ Transfer  
☐ Demotion  
☐ Suspension  
☐ Reinstatement  
☐ Change in Classification  
☐ New Position  
☒ Change in Salary  
☐ Change in Name  
☐ Other

From: To:  
From: To:

5/19/17

Give facts under Remarks  
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Submt form MSD-222  
Indicate new saaly  
Give facts under Remarks  
Give facts under Remarks

Remarks: (Continue on back if necessary)

Longevity inc. eff. 5/19/17

New Employee eff. 5/19/16

Appointing Officer  
Title  
Address

Chief of Police

CERTIFICATE  
valid until

(Date)

This certifies that the above  
employment is in accordance with  
Law and Rules made in pursuance  
to law. Subject to any limitation or  
condition specified above.

By

Date



Report all personnel changes to this form  
Send ONE COPY prior to payroll affected by this change  
SUPPLEMENTARY PAYROLL CERTIFICATION AND  
REPORT OF PERSONNEL CHANGE

DATE

MONTH 05 DAY 19 YEAR 2016

TO:  
**Utica Civil Service Commission**

NAME OF EMPLOYEE:  
**Gracanin, Adis**

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:  
**Police Department**

TITLE OF POSITION:  
**Police Officer**

SALARY:  
**\$ 42,317**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

☐ Veteran ☐ Non-Veteran  
☐ Disabled Veteran ☐ Exempt Volunteer Fireman

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:

**ID# 3553**

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

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☒ Permanent

☐ Provisional

☐ Temporary

☐ Substitute

☐ For Term of Office

☐ Permanent Promotion

☐ Provisional Promotion

☐ Non-Competitive Class

☐ Exempt Class

☐ Labor Class

5/19/2016

Return report of Certification

Attach application (MSD-330)

State length of employment

Give facts under Remarks

Give facts under Remarks

Return report of Certification

Attach nomination

Attach application (MSD-330)

Submit this form only

Attach application (MSD-330)

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☐ Resignation

☐ Retirement

☐ Deceased

☐ Removal

☐ Layoff (Lack of Work or Funds)

Submit signed resignation

Give effective date

Indicate date

Attach copy of proceedings

Give facts under Remarks

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☐ Military Leave of Absence

☐ Other Leave of Absence

☐ Transfer

☐ Demotion

☐ Suspension

☐ Reinstatement

☐ Change in Classification

☐ New Position

☐ Change in Salary

☐ Change in Name

☐ Other

From: To:

Give facts under Remarks

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Give facts under Remarks

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Submt form MSD-222

Indicate new saalry

Give facts under Remarks

Give facts under Remarks

Remarks: (Continue on back if necessary)

**New Employee eff. 5/19/16**

Appointing Officer

Title

Address

**Chief of Police**

CERTIFICATE  
valid until

(Date)

This certifies that the above  
employment is in accordance with  
Law and Rules made in pursuance  
to law. Subject to any limitation or  
condition specified above.

By

Date

UTICA POLICE DEPARTMENT

**Personnel Order**



<b>Issue date:</b> 03/18/19	<b>Subject: Assignment / Transfer Orders</b>	P.O. 19-16
<b>Issuing Authority</b> Don Cinque	<b>Approved by:</b> Chief M. Williams	

PO Rocco Zasa

Will leave B Platoon Squad 2 at the completion of his tour on Monday March 18, 2019. He will report to Lt. Sean Dougherty on Tuesday March 19, 2019 at [REDACTED] hours for training in the DV Unit.

PO Adis Gracanin

Will leave B Platoon Squad 3 at the completion of his tour Saturday March 30, 2019. He will report to Lt. Howard Brodt for assignment in A Platoon, Squad 1 on Monday April 1<sup>st</sup>, 2019 at [REDACTED] hours for his shift which will commence at [REDACTED] hours on Tuesday April 2, 2019.

PO Jessica Dodge

Will leave the Domestic Violence Unit at the completion of her tour on Friday 22, 2019. She will report to Lt. Sean Dougherty on Monday, March 25th, 2019 at [REDACTED] hours for assignment in [REDACTED] Platoon Squad 3.

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Captain Donald Cinque

UTICA POLICE DEPARTMENT

**Personnel Order**



<b>Issue date:</b> 12/19/17	<b>Subject: Assignment / Transfer Orders</b>	P.O. 17-51
<b>Issuing Authority</b> Captain DE Cinque	<b>Approved by:</b> Chief M. Williams	

PO Charles Parkosewich

Will leave C Platoon on Tuesday, January 2nd, 2018. He will report to Lieutenant Sean Dougherty on Wednesday January 3, 2018 at [REDACTED] hrs. for assignment in [REDACTED] Platoon Squad 2.

PO Patrick West

Will leave C Platoon Squad 2 on Wednesday January 3rd, 2018 at the completion of his training day. He will report to Lieutenant Sean Dougherty on Thursday Jan. 4th, 2018 at [REDACTED] hrs. for assignment in [REDACTED] Platoon Squad 3.

PO Kayla Goldstein

Will leave C Platoon Squad 1 on Wednesday January 3rd, 2018 at the completion of 5<sup>th</sup> day training. She will report to Lieutenant Sean Dougherty on Friday, January 5th, 2018 at [REDACTED] hrs. for assignment in [REDACTED] Platoon Squad 1.

PO Clifford Wiley

Will leave C Platoon Squad 1 on Wednesday January 3rd, 2018 at the completion of 5<sup>th</sup> day training. He will report to Lieutenant Sean Dougherty on Friday, January 5th, 2018 at [REDACTED] hrs. for assignment in [REDACTED] Platoon Squad 1.

PO James Giruzzi

Will leave B Platoon Squad 1 on Thursday January 4th, 2018 at the completion of his RDO. He will report to Lieutenant Michael D'Ambro on Thursday January 4th at 2345 hrs. for his shift which will commence at [REDACTED] hrs. on Friday January 5th, 2018 for assignment in [REDACTED] Platoon Squad 1.

PO Zach Ciotti

Will leave B Platoon Squad 3 on Thursday January 4th, 2018 after the completion of his tour at 1600 hrs. He will report to Lieutenant Michael D'Ambro on Saturday January 6th, 2018 at [REDACTED] hrs. for his shift which will commence at 0000 hrs on January 7<sup>th</sup> for assignment in [REDACTED] Platoon Squad 3.

PO Tyler Mowers

Will leave the B Platoon Squad 1 on Tuesday January 2nd, 2018 at the completion of his tour at 1600 hrs. He will report to Lieutenant Michael D'Ambro on Thursday January 4th, 2018 at [REDACTED] hrs. for his shift which will commence at 0000 hours on January 5th, 2018 in [REDACTED] Platoon Squad 1.

Officer Enid Tatarevic

Will leave A Platoon Squad 1 on Tuesday January 2, 2018 at the completion of his tour at 0800 hrs. He will report to Lieutenant Michael D'Ambro on Thursday January 4, 2018 at 2345 hrs. for his tour which will commence at [REDACTED] hours on January 5, 2018 for assignment in [REDACTED] Platoon Squad 2.

Officer Alan Merrick

Will leave A Platoon Squad 3 on Friday January 5th, 2018 at the completion of his 5th day training. He will report to Lieutenant James Holt on Sunday Jan. 7th, 2018 at [REDACTED] hrs. for assignment in [REDACTED] Platoon Squad 2. Note: Jan. 7ty is an RDO for [REDACTED], still report.

Officer Jordan Dodge

Will leave C Platoon Squad 3 on Thursday January 4th, 2018 at the completion of his tour at 0000 hrs. He will report to Lieutenant James Holt on Saturday January 6th, 2018 at [REDACTED] hrs. for assignment in [REDACTED] Platoon Squad 2.

Officer Jared Platt

Will leave A Platoon Squad 1 on Tuesday January 9th, 2018 at the completion of his 5th day and will report to Lt. James Holt on Thursday January 11th, 2018 at [REDACTED] hours for assignment in [REDACTED] Platoon Squad 1.

Officer Christopher Vomer

Will leave C Platoon Squad 2 on Wednesday January 3, 2018 at the completion of his training day and will report to Lt. James Holt on Thursday January 4th, 2018 at [REDACTED] hours for assignment in [REDACTED] Platoon Squad 1.

Officer Adis Gracanin

Will leave A Platoon Squad 2 on Sunday December 31, 2017 at the completion of his tour at 0800 hours and will report to Lt. James Holt at [REDACTED] hours on Wednesday January 3, 2018 for assignment in [REDACTED] Platoon Squad 1. Note: Jan 3 is an RDO for [REDACTED] still report.

---

Captain Donald E. Cinque

UTICA POLICE DEPARTMENT

**Personnel Order**



<b>Issue date:</b> 06/23/17	<b>Subject: Assignment / Transfer Orders</b>	P.O. 17-29
<b>Issuing Authority</b> Captain D.Cinque	<b>Approved by:</b> Chief M. Williams	

Sergeant Keith Phillips

Will leave B Platoon on Saturday June 24, 2017 at the completion of his tour. He will be granted RDO's on June 25 and 26<sup>th</sup>. He will report to Lt. D'Ambro on Tuesday, June 26, 2017 at [REDACTED] hrs for assignment in [REDACTED] Platoon, Squad 2.

Officer Adis Gracanin

Will leave C Platoon on Saturday June 24, 2017 at the completion of his tour. He will be granted RDO's on June 25 and 26<sup>th</sup>. He will report to Lt. D'Ambro on Tuesday, June 26, 2017 at [REDACTED] hrs for assignment in [REDACTED] Platoon, Squad 2.

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Captain Don Cinque

UTICA POLICE DEPARTMENT

**Personnel Order**



<b>Issue date:</b> 01/18/17	<b>Subject: Assignment / Transfer Orders</b>	P.O. 17-03
<b>Issuing Authority</b> Captain DE Cinque	<b>Approved by:</b> Chief M. Williams	

Officer Christopher Vomer

Will leave B Platoon Squad 2 on Monday January 23, 2017 at the completion of his tour at 1600 hrs. He will report to Lieutenant Brian Bansner on Wednesday January 25, 2017 at [REDACTED] hrs. to continue Field Training in the Tactical Unit.

Officer Jared Platt

Will leave B Platoon Squad 3 on Saturday January 21, 2017 at the completion of his tour at 1600 hrs. He will report to Lieutenant Brian Bansner on Tuesday Jan. 24, 2017 at [REDACTED] hrs. to continue Field Training in the Tactical Unit.

Officer Andrew Miller

Will leave C Platoon Squad 2 on Tuesday January 24, 2017 at the completion of his 5<sup>th</sup> day at 1600 hrs. He will report to Lieutenant Michael D'Ambro on Wednesday January 25, 2017 at 2345 hrs. for his tour which will commence at [REDACTED] hrs on the 26<sup>th</sup> to continue Field Training in [REDACTED] Platoon Squad 2.

Officer Alan Merrick

Will leave C Platoon Squad 2 on Tuesday January 24<sup>th</sup>, 2016 at the completion of his 5<sup>th</sup> day at 1600 hrs. He will report to Lieutenant Michael D'Ambro on Wednesday January 25, 2017 at 2345 hrs. for his shift which will commence at 0000 hours on the 26<sup>th</sup> of January at [REDACTED] hrs to continue Field Training in [REDACTED] Platoon Squad 3.

Officer Benjamin Lester

Will leave A Platoon Squad 3 on Saturday January 21, 2017 at the completion of his tour at 0800 hrs. He will report to Lieutenant James Holt on Tuesday January 24<sup>th</sup> at [REDACTED] hrs. for his shift on Tuesday December 19, 2016 to continue Field Training in [REDACTED] Platoon Squad 2.

Officer Richard Lange

Will leave B Platoon Squad 2 on Monday January 23, 2017. He will report to Lieutenant James Holt on Thursday January 27, 2017 at [REDACTED] hrs. for assignment in [REDACTED] Platoon Squad 2.

Officer Adis Gracanin

Will leave the Tactical Unit on Saturday January 21, 2017 at the completion of his tour at 0300 hrs on Sunday. He will report to Lieutenant Sean Dougherty on Tuesday January 24, 2017 at [REDACTED] hrs. to continue Field Training in the [REDACTED] Platoon Squad 2. (This is a B2 RDO, however needs to work it).

Officer Jordan Dodge

Will leave the Tactical Unit on Saturday January 21, 2017 at the completion of his tour at 0300 hrs on Sunday. He will report to Lieutenant Michael D'Ambro on Monday January 23<sup>rd</sup> at 2345 for his shift which will commence at [REDACTED] hours on the 24<sup>th</sup> of January, to continue Field Training in [REDACTED] Platoon Squad 3.

Officer Tyler DeMarco

Will leave A Platoon Squad 2 on Monday January 23, 2017 at the completion of his tour at 0800 hrs. He will report to Lieutenant Sean Dougherty on Thursday January 26, 2017 at [REDACTED] hrs. to continue Field Training in [REDACTED] Platoon Squad 2.

Officer Brandon Burnham

Will leave A Platoon Squad 3 on Saturday January 21, 2017 at the completion of his tour at 0800 hrs. He will report to Lieutenant Sean Dougherty on Tuesday January 24, 2017 at [REDACTED] hrs. to continue Field Training in [REDACTED] Platoon Squad 3.

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Captain Donald E. Cinque

UTICA POLICE DEPARTMENT

**Personnel Order**



<b>Issue date:</b> 11/16/16	<b>Subject: Assignment / Transfer Orders</b>	P.O. 16-38
<b>Issuing Authority</b> Captain DE Cinaue	<b>Approved by:</b> Chief M. Williams	

Officer Kyle Piersall

Will leave the Warrants Unit on the completion of his tour on Friday Nov. 18, 2016 and will report to Lt. James Holt at [REDACTED] hours Monday Nov. 21, 2016 for assignment in [REDACTED] Platoon Squad 3.

Officer Donald Talerico

Will leave C platoon at the completion of his tour on Friday November 18, 2016 and will report to Sgt. Michael Murphy at [REDACTED] hours on Monday Nov. 21, 2016 for a temporary loan to Warrants.

Officer Christopher Vomer

Will leave the Logistics and Resources Unit on Friday November 18, 2016 at the completion of his tour at 1600 hrs. He will report to Lieutenant Michael D'Ambro on Monday Nov. 21, 2016 at [REDACTED] hrs. to continue Field Training in [REDACTED] Platoon Squad 2.

Officer Jared Platt

Will leave the Logistics and Resources Unit on Friday November 18, 2016 at the completion of his tour at 1600 hrs. He will report to Lieutenant Michael D'Ambro on Monday Nov. 21, 2016 at [REDACTED] hrs. to continue Field Training in [REDACTED] Platoon Squad 3.

Officer Andrew Miller

Will leave the Logistics and Resources Unit on Friday November 18, 2016 at the completion of his tour at 1600 hrs. He will report to Lieutenant Sean Dougherty on Monday Nov. 21, 2016 at [REDACTED] hrs. to continue Field Training in [REDACTED] Platoon Squad 2.

Officer Alan Merrick

Will leave the Logistics and Resources Unit on Friday November 18, 2016 at the completion of his tour at 1600 hrs. He will report to Lieutenant Sean Dougherty on Monday Nov. 21, 2016 at [REDACTED] hrs. to continue Field Training in [REDACTED] Platoon Squad 2.



Officer Benjamin Lester

Will leave the Logistics and Resources Unit on Friday November 18, 2016 at the completion of his tour at 1600 hrs. He will report to Lieutenant Sean Dougherty on Monday Nov. 21, 2016 at [REDACTED] hrs. to continue Field Training in [REDACTED] Platoon Squad 3.

Officer Richard Lange

Will leave the Logistics and Resources Unit on Friday November 18, 2016 at the completion of his tour at 1600 hrs. He will report to Lieutenant James Holt on Monday Nov. 21, 2016 at [REDACTED] hrs. to continue Field Training in [REDACTED] Platoon Squad 2.

Officer Adis Gracanin

Will leave the Logistics and Resources Unit on Friday November 18, 2016 at the completion of his tour at 1600 hrs. He will report to Lieutenant James Holt on Monday Nov. 21, 2016 at [REDACTED] hrs. to continue Field Training in [REDACTED] Platoon Squad 3.

Officer Jordan Dodge

Will leave the Logistics and Resources Unit on Friday November 18, 2016 at the completion of his tour at 1600 hrs. He will report to Lieutenant James Holt on Monday Nov. 21, 2016 at [REDACTED] hrs. to continue Field Training in [REDACTED] Platoon Squad 2.

Officer Tyler DeMarco

Will leave the Logistics and Resources Unit on Friday November 18, 2016 at the completion of his tour at 1600 hrs. He will report to Lieutenant Brian Bansner on Tuesday Nov. 22, 2016 at [REDACTED] hrs. to continue Field Training in the Tactical Unit.

Officer Brandon Burnham

Will leave the Logistics and Resources Unit on Friday November 18, 2016 at the completion of his tour at 1600 hrs. He will report to Lieutenant Brian Bansner on Tuesday Nov. 22, 2016 at [REDACTED] hrs. to continue Field Training in the Tactical Unit.

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## CITY OF UTICA, CIVIL SERVICE COMMISSION

**PROBATIONARY REPORT**

To Appointing Officer:

Please complete this form in triplicate:

- Forward original to the Civil Service Commission.
- Give one copy to the employee.
- Retain one copy for your files.

DATE THIS REPORT DUE:		The Civil Service Commission requires that this report be filed <u>two weeks</u> prior to the end of the probationary term. See date probationary term ends below.	
EMPLOYEE'S NAME: <u>Adis Gracanin</u>		DATE OF APPOINTMENT: <u>5/19/16</u>	
SOCIAL SECURITY NUMBER: <u>[REDACTED]</u>		DEPARTMENT OR AGENCY: <u>Utica Police Dept.</u>	
STATUS/TITLE OF POSITION: <u>Police Officer</u>		JURISDICTIONAL CLASSIFICATION:	
ORIGINAL LENGTH OF THE PROBATIONARY TERM AS SHOWN ON THE GCCS-12(AorB): <u>1 year</u>			
NUMBER OF DAYS ABSENT DURING THE PROBATIONARY TERM: <u>0</u>			
NUMBER OF DAYS PROBATIONARY TERM IS TO BE EXTENDED: <u>0</u>			
DATE PROBATIONARY TERM ENDS: <u>5/19/17</u>			
IF SATISFACTORY, DATE PERMANENT STATUS BEGINS: <u>5/20/17</u>			

## CERTIFICATE OF APPOINTING OFFICER:

I hereby certify that the probationer has been observed and it has been found that the conduct, capacity, and fitness of the probationer is:



**SATISFACTORY.** Employee will be retained as a permanent employee.  
Employee has served (Maximum) (Shortened) probationary period.  
Minimum probationary period is usually eight weeks,  
except in the case of trainee positions (12 weeks) and Police Officer (26 weeks).



**UNSATISFACTORY.** Employee will be discharged or returned to prior permanent position.

☐ Copy of letter to employee attached.

☐ Copy of letter to employee to be submitted.

Mark Williams  
Authorized Signature

Mark Williams  
Print Name

Chief  
Title

Title

I have received a copy of this form.

[Signature]  
Signature of Employee

06/17/2017  
Date



# CITY OF UTICA

Utica Police Department  
413 Oriskany St. W, Utica, NY. 13502  
(315) 735-3301

CHIEF OF POLICE: MARK WILLIAMS

TO: **Police Officer** Adis Gracanin

RE: **Utica Police Chapter 5 & 8 Receipt**

As a Utica Police Officer you are bound by strict rules and regulations as outlined in the Utica Police Policy and Procedure Manual; which were written as guidelines for conduct and responsibility.

This written notification is to inform you that as a Utica Police Officer you are expected to read understand and adhere to the rules and regulations of the "**Utica Police Policy and Procedure Manual.**"

On 10/15//2016, you were spoken to by the Office of Professional Standards, at which time you were advised regarding your responsibility in reviewing and knowing what is in the Utica Police Policy and Procedure Manual, specifically the outlined policy and procedure for the following chapters;

Please read;

## **UTICA POLICY AND PROCEDURE CHARTER, 5 & 8 (RULES AND REGULATION)**

- **CHAPTER FIVE, ARTICLE TEN; PROFESSIONAL STANDARDS INVESTIGATIONS**
- **CHAPTER EIGHT, ARTICLE ONE: PROFESSIONAL STANDARDS OF CONDUCT AND ETHICS**

Also discussed were the implications of being a Brady and Giglio Officer, Use of personal social media both on and off duty, officer involved domestic incidents and personnel complaints.

### **Brady Rule**

The Brady Rule, named for Brady v. Maryland, 373 U.S. 83 (1963), requires prosecutors to disclose materially exculpatory evidence in the government's possession to the defense. "Brady material" or evidence the prosecutor is required to disclose under this rule includes any evidence favorable to the accused-- evidence that goes towards negating a defendant's guilt, that would reduce a defendant's potential sentence, or evidence going to the credibility of a witness.

If the prosecution does not disclose material exculpatory evidence under this rule, and prejudice has ensued, the evidence will be suppressed. The evidence will be suppressed regardless of whether the prosecutor knew the evidence was in his or her possession, or whether or not the prosecutor intentionally or inadvertently withheld the evidence from the defense. The defendant bears the burden of proving that the undisclosed evidence was material, and the defendant must show that there is a reasonable probability that there would be a difference in the outcome of the trial had the evidence been disclosed by the prosecutor.

*Police officers who have been dishonest are sometimes referred to as "Brady cops." Because of the Brady ruling, prosecutors are required to notify defendants and their attorneys whenever a law enforcement official involved in their case has a sustained record for knowingly lying in an official capacity*

#### Testifying

1. Telling lies under oath; standard operating procedure for police officers acting as witnesses in trials
2. Police perjury is the act of a police officer giving false testimony

**Giglio v. United States**, 405 U.S. 150 (1972), is a United States Supreme Court case in which the Court held that the prosecution's failure to inform the jury that a witness had been promised not to be prosecuted in exchange for his testimony was a failure to fulfill the duty to present all material evidence to the jury, and constituted a violation of due process, requiring a new trial. This is the case even if the failure to disclose was a matter of negligence and not intent. The case extended the Court's holding in *Brady v. Maryland*, requiring such agreements to be disclosed to defense counsel.<sup>[1]</sup> As a result of this case, the term *Giglio material* is sometimes used to refer to any information pertaining to deals that witnesses in a criminal case may have entered into with the government.<sup>1</sup>

- ( ) After speaking to personnel from the Office of Professional Standards, I hereby acknowledge that I have been spoken to regarding my responsibilities in reviewing and knowing and adhering to the rules and regulations of the Utica Police Policy and Procedure. I am fully aware that any acts committed by me, violating any portion of the Utica Police Policy and Procedure, can result in disciplinary action taken against me to include termination. I understand that it is my sole responsibility to review and adhere to the Utica Police Policy and Procedure.

*Alvin C. Cusumano*  
Signature of Officer

Date: 15 Day of Tuesday, 2016.

Witness: Name, Rank

By affixing my signature to this document, I am indicating that I have read the "Mohawk Valley Police Academy Rules and Regulations," that I understand them, and that I agree to conduct myself in a manner that does not violate these rules and regulations

(Recruit signature) *Min. Curran*

Date: 06/08/2016

*Sgt C. W. Reilly*  
Sergeant Christine W. Reilly, Director, MVPA

6/8/16  
DATE

*Sgt James Laurey*  
Sergeant James Laurey, Director, MVPA

DATE

New York State Division of Criminal Justice Services  
**POLICE OFFICER REGISTRY ENTRY FORM - CERTIFICATION OF INITIAL EMPLOYMENT**  
(Executive Law § 845)

**SECTION I - REGISTRANT INFORMATION** (To be completed by the registrant)

Were you previously a police officer in NYS?  Yes <input type="radio"/> No <input checked="" type="radio"/>	Last Name <b>Gracanin</b>	First Name <b>Adis</b>	MI <b>[REDACTED]</b>	Date of Birth <b>[REDACTED]</b>	Gender <b>M</b> F	Social Security Number* <b>[REDACTED]</b>
Home Residence Mailing Address <b>[REDACTED]</b>		City, State, Zip <b>[REDACTED]</b>				
Home Residence Street Address (if Different) <b>[REDACTED]</b>		City, State, Zip <b>[REDACTED]</b>		City, State, Country of birth (if other than U.S.) <b>[REDACTED]</b>		

I am the person named above. I understand that the information in Section I is part of a written statement that will be presented to the Division of Criminal Justice Services for filing, and I certify that it is true to the best of my knowledge and belief.

Signature <i>Adis Gracanin</i>	Date <b>5/19/16</b>
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\*Pursuant to the New York State Personal Privacy Protection Law, DCJS is authorized to collect personal identifying information as part of a public safety agency record. Personal identifying information on this form shall not be revealed, released, transferred, disseminated or otherwise communicated orally, in writing, or by electronic means other than to the registrant. Disclosure of personal identifying information is voluntary. Refusal to provide personal identifying information shall not result in the denial of any right, benefit, or privilege.

**SECTION II - AGENCY INFORMATION** (To be completed by the chief law enforcement officer)

Last Name <b>Williams</b>	First Name <b>Mark</b>	MI <b>W</b>	Title of Person Signing Section II <b>Chief of Police</b>
Name of Law Enforcement Agency <b>Utica Police Department</b>			Telephone <b>315-223-3400</b>
Address <b>413 Oriskany Street W.</b>		City, State, ZIP <b>Utica, NY, 13502</b>	
Type of Appointment Full-time <input checked="" type="checkbox"/> Part-time <input type="checkbox"/>	Background Check Conducted Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Residency Verified Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Fingerprints submitted to DCJS Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

I am the chief law enforcement officer responsible for appointing the person named in Section I as a police officer of the above named law enforcement agency. I understand that the information in Section II is part of a written statement that will be presented to the Division of Criminal Justice Services for filing, and I certify that it is true to the best of my knowledge and belief. I understand I am responsible for providing the registrant with the requisite training pursuant to §209-q of the General Municipal Law.

Signature <i>Mark W. Williams</i>	Date <b>5/24/16</b>
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**SECTION III - CIVIL SERVICE INFORMATION** (To be completed by the civil service officer for all registrants Full or Part-time)

Last Name <b>Wrobel</b>	First Name <b>Lori</b>	MI <b>A</b>	Title of Person Signing Section III <b>Executive Secretary</b>
Name of Civil Service or Personnel Agency <b>City of Utica Civil Service</b>			Telephone <b>315-792-0227</b>
Address <b>1 Kennedy Plaza</b>		City, State, ZIP <b>Utica, New York 13502</b>	
Title and Civil Service Classification of the Registrant <b>Police Officer - Competitive</b>			

I am the civil service officer responsible for certifying the appointment of individuals appearing on the payroll of the law enforcement agency named in Section II. I understand that the information in Section III is part of a written statement that will be presented to the Division of Criminal Justice Services for filing, and I certify that it is true to the best of my knowledge and belief.

Signature <i>Lori A. Wrobel</i>	Date <b>05-20-16</b>
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**SECTION IV - OATH OF OFFICE** (To be completed by the registrar responsible for recording oaths of office)

Last Name <b>Lindsey</b>	First Name <b>Patricia</b>	MI <b>[REDACTED]</b>	Title of Person Signing Section IV <b>City Clerk</b>
Name of Recording Office <b>City of Utica City Clerks Office</b>			Telephone <b>315-792-0117</b>
Address <b>1 Kennedy Plaza</b>		City, State, ZIP <b>Utica, New York 13502</b>	
Oath of Office Date <b>5/19/16</b>	Oath of Office Title of the Registrant <b>Police Officer</b>		

I am the officer responsible for recording the oaths of office of individuals appointed as police officers of the law enforcement agency named in Section II. The person named in Section I has filed an oath of office as a police officer, pursuant to an appointment received from the person named in Section II. I understand that the information in Section IV is part of a written statement that will be presented to the Division of Criminal Justice Services for filing, and I certify that it is true to the best of my knowledge and belief.

Signature <i>Patricia A. Lindsey</i>	Date <b>5/23/16</b>
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March 2020

Dear Police Department,  
In the late hours of  
March 19<sup>th</sup> my distraught  
son called me to say  
"Goodbye" Thank you for  
responding so promptly  
and saving his life.  
Please continue to stay  
safe and healthy.

Sincerely,

[REDACTED]

**jwolf**

---

**From:** mwilliams  
**Sent:** Monday, August 21, 2017 11:26 AM  
**To:** [REDACTED]  
**Cc:** enoonan; dcinque; mdAmbro; bfrench; kphillips; cgoldstein; bbansner; ckelly; adonaldson; jharrington; bbaye; agracanin (Admir); sflanagan; sbubnis; tsheppard; cparkosewich; jfitzgerald; jwolf  
**Subject:** FW: Shots Fired 17-37175

Good morning Mayor,

Per our phone conversation on Saturday morning about the shooting that took place outside of "[REDACTED]". Under the direction of their supervisors, our police officers went into the building with ballistic shields and apprehended two suspects. Additionally police recovered a loaded handgun used in the shooting and large quantity of cocaine. The following police officers exhibited a high degree of courage in this incident and I'm extremely proud of them:

- Sgt. Brian French
- Sgt. Keith Phillips
- Sgt. Charles Goldstein
- Inv. Aaron Donaldson
- Officer Joshua Harrington
- Officer Brian Baye
- Officer Adis Gracanin
- Officer Sean Flanagan
- Officer Sean Bubnis
- Officer Tyler Shephard
- Officer Charles Parkosewich
- Officer James Fitzgerald

Megan, please place a copy of this email in each of the above listed officers personnel file.

*Chief of Police Mark W. Williams*





**City of Utica Police Department**

**413 Oriskany Street West**

**Utica, New York 13502**

Office Telephone: (315) 223-3400

E-mail address: [mwilliams@uticapd.com](mailto:mwilliams@uticapd.com)

\*\*\*\*\*

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\*\*\*\*\*

**From:** mdAmbro  
**Sent:** Saturday, August 19, 2017 6:42 AM  
**To:** Captains & Above Distribution List [REDACTED]  
**Cc:** mdAmbro [REDACTED]  
**Subject:** Shots Fired 17-37175

Sirs,

Below is the synopsis completed by Sgt. Phillips re: RMS incident #17-37175.

Respectfully submitted,  
Lt. Michael D'Ambro

**From:** kphillips  
**Sent:** Saturday, August 19, 2017 6:30 AM  
**To:** mdAmbro; jholt; sdougherty; bcoromato; sfernald; bbansner  
**Cc:** bfrench; cgoldstein; adonaldson; jharrington; bbaye; agracanin1 (Adis); sflanagan; sbubnis; tsheppard; cparkosewich; jfitzgerald  
**Subject:** FW: File 11

Sirs,

On August 19, 2017 at approximately 0227 hrs, multiple units were dispatched to the area of [REDACTED] (Lansing St & Mohawk St) for a shots fired. We immediately located the victim/caller [REDACTED] who stated that a male he knows to be [REDACTED] had shot him in the left shin outside the bar. He said that [REDACTED] ran into the [REDACTED] apartment above the [REDACTED]

Long story short we set up a perimeter, began canvassing and located a single 9mm casing in the roadway. Within the first hour we also spoke with [REDACTED] owner of [REDACTED] who said that the [REDACTED] apartments are all vacant but a [REDACTED] used to live there [REDACTED] confirmed to me multiple times that the apartments were all vacant and no one should be up there. Inv. Donaldson then requested he sign a search waiver for these apartments along with the key. [REDACTED] agreed and signed the waiver.

Once the Waiver was signed we developed a plan to conduct a slow and deliberate search of the second floor. Officer Flanagan and I grabbed the shields from unit 50 and 40 and were followed by Sgt. Goldstein, Officer Bubnis, Officer Parkosewich and Inv. Donaldson. Once on the second floor landing we made contact with the suspect [REDACTED] and a [REDACTED] in apartment 1. Both were taken into custody without incident. We then cleared the remaining apartments and ended up locating a loaded 9mm pistol, a large quantity of U.S. currency and a large quantity of what appeared to be crack cocaine.

[REDACTED] was later tested for GSR which tested positive.

A firearms permit tab was created for [REDACTED]

Charges to be handled by CID and SIU.

All in all everyone involved did a great job which led to this arrest and a closed case.

Officers directly involved in this incident are;

- Sgt. French – Unit 40
- Sgt. Phillips – Unit 50
- Sgt. Goldstein – Unit 20 (Tac)
- Inv. Donaldson - CID
- Officer Harrington – Unit 57, completed SIR and file 11
- Officer Baye – Unit 52, perimeter
- Officer Adis Gracanin – Unit 56, perimeter
- Officer Flanagan – Unit 55
- Officer Bubnis – Unit 9 (Tac)
- Officer Shephard – Unit 22 (Tac)
- Officer Parkosewich – Unit 51 (DWI)
- Officer Fitzgerald – Unit 51 (DWI)

Respectfully,  
Sgt. K. Phillips

From: jharrington

Sent: Saturday, August 19, 2017 4:11 AM

To: All UPD Sworn Personnel Distribution List [REDACTED]

Subject: File 11

## Message Header

Type: FL11\_Assault\_Msg

From: [REDACTED] - Utica City Police Department

User: [REDACTED]

Received: 08/19/2017 04:08 AM

Subject: Generic Assault Broadcast

## Agency

Originating Agency (ORI): [REDACTED] - UTICA CITY POLICE DEPARTMENT  
[REDACTED]

Case Number: 17-37175

## Officer

Name: HARRINGTON, JOSHUA

Rank: PATROLMAN

Phone:

## Incident

Date and Time: 08/19/2017 - 02:20

Type: ASSAULT

Location:  
[REDACTED]

Description of Crime:

VICTIM [REDACTED] WAS IN A FIGHT AT THE [REDACTED] WITH A HISPANIC MALE NAMED [REDACTED] THE FIGHT CONTINUED JUST OUTSIDE THE [REDACTED] WHERE [REDACTED] SHOT [REDACTED] IN THE LEFT SHIN WITH A 9 MM PISTOL

Suspect:

HISPANIC MALE NAMED [REDACTED]

Weapons Used:

9 MM PISTOL

Vehicle Used:

NA

Direction of Travel:

UNKNOWN

# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>			<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	
2017000000004	2016 December Inservice	In Service	0.00	8.00	<u>Course 2</u>	Active Shooter Training

## Course Schedule

### Schedule

#### Class ID

<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
12/05/2016 08:00	12/05/2016 16:00		
12/05/2016 08:00	12/05/2016 16:00		
12/07/2016 08:00	12/07/2016 16:00		
12/07/2016 08:00	12/07/2016 16:00		
12/09/2016 08:00	12/09/2016 16:00		
12/15/2016 08:00	12/15/2016 16:00		
12/19/2016 08:00	12/19/2016 16:00		

### Instructor

<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>				<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>	
2018000000002	2017 December Inservice/Active Shooter	In Service	0.00	8.00			Training conducted art DHS by Inv Joe Amerosa

## Course Schedule

### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	12/04/2017 08:00	12/04/2017 16:00		
	12/06/2017 08:00	12/06/2017 16:00		
	12/08/2017 08:00	12/08/2017 16:00		
	12/12/2017 08:00	12/12/2017 16:00		
	12/14/2017 08:00	12/14/2017 16:00		
	12/22/2017 08:00	12/22/2017 16:00		

### Instructor

<u>Instructor</u>	<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2017000000043	2017 in-service Taser/Defensive Tactics	In Service	0.00	8.00			In-Service instructors Sgt. S Berger, Inv Paladino, Inv Amerosa, Sgt. Wooden, Sgt. Laurey

## Course Schedule

### Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	05/02/2017 08:00	05/02/2017 16:00		
	05/08/2017 08:00	05/08/2017 16:00		
	05/10/2017 08:00	05/10/2017 16:00		
	05/16/2017 08:00	05/16/2017 16:00		
	05/18/2017 08:00	05/18/2017 16:00		
	05/22/2017 08:00	05/22/2017 16:00		

### Instructor

Reserve Date	Course Category	Serial ID	Notes
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>	<u>Comments</u>
2017000000006	2017 January Inservice	In Service	0.00	8.00			Arrest Diversion/ DV/ NARCO/ Workplace Violence/Sexual Harassment/City Court Procedures

## Course Schedule

### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	01/04/2017 08:00	01/04/2017 16:00		--
	01/06/2017 08:00	01/06/2017 16:00		--
	01/10/2017 08:00	01/10/2017 16:00		--

### Instructor

<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>	<u>Comments</u>
2017000000087	2017 September in-service In Service Fall Firearms	In Service	0.00	8.00			in-service Night fire and tactical course.

## Course Schedule

### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	09/07/2017 14:00	09/07/2017 22:00		--
	09/11/2017 14:00	09/11/2017 22:00		--
	09/13/2017 14:00	09/13/2017 22:00		--
	09/15/2017 14:00	09/15/2017 22:00		--
	09/21/2017 14:00	09/21/2017 16:00		--
	09/29/2017 14:00	09/29/2017 22:00		--

### Instructor

<u>Instructor</u>	<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>			<u>Comments</u>
2018000000036	2018 April In Service/EVOC	In Service	<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
			0.00	8.00		

EVOC Instructors: Geddes, Berger, Howe, Grande, Acquaviva

## Course Schedule

### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	04/09/2018 08:00	04/09/2018 16:00		--
	04/17/2018 08:00	04/17/2018 16:00		--
	04/19/2018 08:00	04/19/2018 16:00		--
	04/23/2018 08:00	04/23/2018 16:00		--
	04/25/2018 08:00	04/25/2018 16:00		--
	04/27/2018 08:00	04/27/2018 16:00		--

### Instructor

<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

Course NO	Title	Type	Prerequisites			Comments
			Credits	Hours	Course 1	
2018000000009	2018 February In-Service	In Service	0.00	0.00		CPR/Cultural Diversity/Workplace Violence-Sexual Harassment

## Course Schedule

### Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	02/02/2018 08:00	02/02/2018 16:00		
	02/06/2018 08:00	02/06/2018 16:00		
	02/08/2018 08:00	02/08/2018 16:00		
	02/12/2018 08:00	02/12/2018 16:00		
	02/16/2018 08:00	02/16/2018 16:00		
	02/22/2018 08:00	02/22/2018 16:00		

### Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Prerequisites</u>		<u>Comments</u>
2018000000001	2018 January Inservice UOF/Person With Diss.	In Service	0.00	8.00	<u>Course 1</u>	<u>Course 2</u>	Use of Force and Person with disabilities.

## Course Schedule

### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	01/03/2018 08:00	01/03/2018 16:00		--
	01/05/2018 08:00	01/05/2018 16:00		--
	01/09/2018 08:00	01/09/2018 16:00		--
	01/11/2018 08:00	01/11/2018 16:00		--
	01/19/2018 08:00	01/19/2018 16:00		--
	01/25/2018 08:00	01/25/2018 16:00		--

### Instructor

<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>			<u>Comments</u>
2019000000004	2018 September Inservice	In Service	<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
			0.00	0.00		Firearms/ Inv Amerosa

## Course Schedule

### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	09/10/2018 08:00	09/10/2018 16:00		--
	09/14/2018 08:00	09/14/2018 16:00		--
	09/18/2018 08:00	09/18/2018 16:00		--
	09/20/2018 08:00	09/20/2018 16:00		--
	09/24/2018 08:00	09/24/2018 16:00		--
	09/28/2018 08:00	09/28/2018 16:00		--

## Instructor

<u>Instructor</u>	<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Prerequisites</u>		<u>Comments</u>
2019000000007	2019 Feb Inservice	In Service	0.00	8.00	<u>Course 1</u>	<u>Course 2</u>	Legal Updates/ Alcohol awareness/ EAP services

## Course Schedule

### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	02/05/2019 08:00	02/05/2019 16:00		--
	02/07/2019 08:00	02/07/2019 16:00		--
	02/11/2019 08:00	02/11/2019 16:00		--
	02/15/2019 08:00	02/15/2019 16:00		--
	02/21/2019 08:00	02/21/2019 16:00		--
	02/25/2019 08:00	02/25/2019 16:00		--

### Instructor

<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2019000000003	2019 January Inservice	In Service	0.00	8.00			Infectious Disease (Phil Taurisano UFD)/Use of Force( LT Holt)/ DV/Work place violence/Sexual Harassment (PO Jess Dodge)

## Course Schedule

### Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	01/08/2019 08:00	01/08/2019 16:00		
	01/10/2019 08:00	01/10/2019 16:00		
	01/14/2019 08:00	01/14/2019 16:00		
	01/16/2019 08:00	01/16/2019 16:00		
	01/18/2019 08:00	01/18/2019 16:00		
	01/24/2019 08:00	01/24/2019 16:00		

### Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>	<u>Comments</u>
2019000000031	2019 May Inservice Firearms	In Service	0.00	8.00			Lead Instructor Inv. Amerosa

## Course Schedule

### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	05/06/2019 05:00	05/06/2019 13:00		--
	05/08/2019 05:00	05/08/2019 13:00		--
	05/10/2019 05:00	05/10/2019 13:00		--
	05/16/2019 05:00	05/16/2019 13:00		--
	05/20/2019 05:00	05/20/2019 13:00		--
	05/24/2019 05:00	05/24/2019 13:00		--

### Instructor

<u>Instructor</u>	<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2019000000050	2019 November inservice defensive Tac	In Service	0.00	8.00			Defensive tactics/ CIT/Sexual Harassment / Critical Incident and continuity / Supervisor performance Eval training

## Course Schedule

### Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	11/04/2019 08:00	11/04/2019 16:00		
	11/08/2019 08:00	11/08/2019 16:00		
	11/12/2019 08:00	11/12/2019 16:00		
	11/14/2019 08:00	11/14/2019 16:00		
	11/18/2019 08:00	11/18/2019 16:00		
	11/22/2019 08:00	11/22/2019 16:00		

### Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2020000000002	2020 February in-service	In Service	0.00	8.00			CPR recert/ DV/ Workplace Violence/Sexual Harassment

## Course Schedule

### Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	02/04/2020 08:00	02/04/2020 16:00		
	02/10/2020 08:00	02/10/2020 16:00		
	02/12/2020 08:00	02/12/2020 16:00		
	02/20/2020 08:00	02/20/2020 16:00		
	02/24/2020 08:00	02/24/2020 16:00		
	02/26/2020 08:00	02/26/2020 16:00		

## Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>			<u>Comments</u>
2019000000030	April 2019 Inservice	In Service	<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
			0.00	0.00		
						Cultural Awareness training Refugee center/ DWI SFST refresher

## Course Schedule

### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	04/02/2019 08:00	04/02/2019 16:00		--
	04/04/2019 08:00	04/04/2019 16:00		--
	04/08/2019 08:00	04/08/2019 16:00		--
	04/12/2019 08:00	04/12/2019 16:00		--
	04/18/2019 08:00	04/18/2019 16:00		--
	04/22/2019 08:00	04/22/2019 16:00		--

### Instructor

<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>	<u>Comments</u>
2017000000067	August 2017 Inservice	In Service	0.00	8.00			Legall Updates/Infectious disease/Supervisor training/CPTED/Pursuit Policy

## Course Schedule

### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	08/08/2017 08:00	08/08/2017 16:00		--
	08/14/2017 08:00	08/14/2017 16:00		--
	08/16/2017 08:00	08/16/2017 16:00		--
	08/18/2017 08:00	08/18/2017 16:00		--
	08/22/2017 08:00	08/22/2017 16:00		--
	08/24/2017 08:00	08/24/2017 16:00		--

### Instructor

<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2017000000021	Feb 2017 Inservice Blue Courage	In Service	0.00	8.00			Blue Courage/Officer Wellness Instructors: Capt Cinque and Sgt. Laurey

## Course Schedule

### Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	02/07/2017 08:00	03/07/2017 16:00		
	02/13/2017 08:00	02/13/2017 16:00		
	02/17/2017 08:00	02/17/2017 16:00		
	02/17/2017 08:00	02/17/2017 16:00		
	02/21/2017 08:00	02/21/2017 16:00		
	02/23/2017 08:00	02/23/2017 16:00		

### Instructor

Reserve Date	Course Category	Serial ID	Notes
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Prerequisites</u>		<u>Comments</u>
201700000060	June 2017 Firearms w/ Use of Force Review	In Service	0.00	8.00	<u>Course 1</u>	<u>Course 2</u>	Inv Amerosa Lead Instructor- Oneida County Range

## Course Schedule

### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	06/05/2017 08:00	06/05/2017 16:00		
	06/07/2017 08:00	06/07/2017 16:00		
	06/09/2017 08:00	06/09/2017 16:00		
	06/15/2017 08:00	06/15/2017 16:00		
	06/19/2017 08:00	06/19/2017 16:00		
	06/23/2017 08:00	06/23/2017 16:00		

### Instructor

<u>Instructor</u>	<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>	<u>Comments</u>
2018000000045	JUne 2018 Inservice	In Service	0.00	8.00			Infectious Disease, Barricaded Subject, Legal Updates, Raise the age

## Course Schedule

### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	06/04/2018 08:00	06/04/2018 16:00		--
	06/12/2018 08:00	06/12/2018 16:00		--
	06/14/2018 08:00	06/14/2018 16:00		--
	06/18/2018 08:00	06/18/2018 16:00		--
	06/22/2018 08:00	06/22/2018 16:00		--

### Instructor

<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>				<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>	
2020000000026	June 2020 EVOC	In Service	0.00	8.00			

## Course Schedule

### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	06/03/2020 08:00	06/03/2020 16:00		--
	06/09/2020 08:00	06/09/2020 16:00		--
	06/11/2020 08:00	06/11/2020 16:00		--
	06/17/2020 08:00	06/17/2020 16:00		--
	06/19/2020 08:00	06/19/2020 16:00		--
	06/23/2020 08:00	06/23/2020 16:00		--
	06/25/2020 08:00	06/25/2020 16:00		--

### Instructor

<u>Instructor</u>	<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2019000000029	June Inservice 2019	In Service	0.00	8.00			Narcotics Refresher training/ Leads On-Line training/ Taserrecert

## Course Schedule

Schedule Class ID	Start Date/Time	End Date/Time	Company	Course Location
	06/07/2019 08:00	06/07/2019 16:00		
	06/11/2019 08:00	06/11/2019 16:00		
	06/13/2019 08:00	06/13/2019 16:00		
	06/17/2019 08:00	06/17/2019 16:00		
	06/21/2019 08:00	06/21/2019 16:00		
	06/27/2019 08:00	06/27/2019 16:00		

## Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes
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## Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2018000000021	Patrick Johnson Work Shop	Other Outside agency sponsored	0.00	8.00			

## Course Schedule

Schedule Class ID	Start Date/Time	End Date/Time	Company	Course Location
	03/29/2018 08:00	03/29/2018 16:00		

## Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes
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# Training Course Summary

Print Date: August 25, 2020

## Course Information

Course NO	Title	Type	Prerequisites		
			Credits	Hours	Course 1
2020000000023	TASER inservice	In Service	0.00	4.00	Course 2

Comments

## Course Schedule

### Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	04/03/2020 08:00	04/03/2020 12:00		--
	04/06/2020 08:00	04/06/2020 12:00		--
	04/07/2020 08:00	04/07/2020 12:00		--
	04/14/2020 08:00	04/14/2020 12:00		--
	04/15/2020 08:00	04/15/2020 12:00		--
	04/16/2020 08:00	04/16/2020 12:00		--
	04/20/2020 08:00	04/20/2020 12:00		--
	04/23/2020 08:00	04/23/2020 12:00		--
	04/24/2020 08:00	04/24/2020 12:00		--
	04/28/2020 08:00	04/28/2020 12:00		--
	04/30/2020 08:00	04/30/2020 12:00		--

### Instructor

Reserve Date	Course Category	Serial ID	Notes
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Concise OfficerStacked Incidents Listing

Police Officer Adis Gracanin [3553/]

: Hire date: May 13, 2016

Current assignment(s):

Department: Patrol Division  
Bureau: Uniformed Patrol  
Division: Uniformed Patrol

Incidents Listing -----

Received Dt Officers	IA No	Incident type Involved Citizens	Acc Lev	Involved
Mar 14, 2018 Adis Gracanin	2018-0003	External/Citizen [REDACTED]	5	Police Officer

Greetings,

This evening [REDACTED] was arrested under an Assault 3rd warrant based upon an incident that took place on 2/10/18 (RMS #18-5546). After [REDACTED] bailed out on the warrant he was very adamant that he wanted to make a formal complaint regarding the officer who completed the investigation that lead to a warrant being issued and him being arrested. [REDACTED] main complaint was procedural in nature in that the investigating officer (Officer Adis Gracanin) did not do a thorough investigation (procedural wise), and that the charges were falsely filed. After speaking with [REDACTED] regarding the incident he continued to emphasize that he wanted to file a formal complaint. The Utica Police Department Complaint Form was completed and placed under the Professional Standard's door. A fact finding investigation will be initiated.

Respectfully,

Sgt. Starr Rae Wooden

Aug 21, 2018 Michael J Balio	UOF2018-0122	Use of force [REDACTED]	5	Police Officer
				Police

Officer Adis Gracanin

On August 21, 2018 at approximately 1724 Officers M. Balio and A. Gracanin responded to [REDACTED] Kennedy Plaza (apartment [REDACTED]) regarding a domestic dispute. Upon arrival Officer Balio interviewed the victim [REDACTED]. Throughout his investigation Officer Balio determined that [REDACTED] was the primary aggressor. He committed Harassment 2nd and Criminal Mischief 4th against his girlfriend [REDACTED]. At this point Officer Balio advised Officer Gracanin to handcuff [REDACTED]. [REDACTED] was handcuffed by Officer Gracanin and escorted to outside. He was placed in the back of Officer Balio's patrol vehicle (unit 57). While seated in the back [REDACTED] started hitting his head against the car window and making suicidal statements. He was advised to stop by Officer Balio, however he refused. Officer Balio observed that [REDACTED] took his left hand out of the handcuffs. He was instructed by Officer Balio to put his handcuff back on, however he refused. Officer Balio asked [REDACTED] to exit the vehicle and he did not comply. At one point [REDACTED] moved his body to the driver side of the vehicle as officers Balio and Gracanin were standing on the passenger side. He kept aggressive posture and placed one end of the handcuffs on his right knuckle, leading Officer Balio to believe he was going to use it as a weapon. Officer Balio told [REDACTED] that he was going to use his pepper spray if he did not comply. [REDACTED] released the handcuff from his right hand and moved even farther away from Officer Balio as he could. He put his arm down on his leg. Officer Balio reached inside the vehicle and grabbed his right arm. [REDACTED] pushed Officer Balio with his left hand. At that point Officer Balio pulled [REDACTED] out of his patrol vehicle. When he came out of the car he

was seated on the ground outside of Officer Balio's patrol vehicle. He was yelling that he was going to make the officer earn their money. He was attempting to pull his right arm away from Officer Balio and Gracanin. Officers Balio and Gracanin were able to maintain control of [REDACTED] right arm. He was rolled over to his stomach. He clinched both of his arms to his sides. Officer Balio maintained control of [REDACTED] upper body by putting his shoulder between [REDACTED] shoulder blades and pinning him against the ground. While on the ground Officer Gracanin placed his knee on [REDACTED] lower back. [REDACTED] kept clinching his arms to his body. Officers Balio and Gracanin gave [REDACTED] several verbal commands to release his arms and place them behind his back, however he refused. After a brief struggle [REDACTED] was placed in handcuffs. Officers Balio and Gracanin stood him up. Officer Balio advised dispatch to respond a supervisor. [REDACTED] was placed in the back of Officer Balio's patrol vehicle. He was transported to hq by Officer Balio and charged with Resisting Arrest and Harassment 2nd as well as Criminal Mischief 4th and Harassment 2nd relevant to the domestic dispute.

Sep 02, 2018      UOF2018-0133      Use of force      5      Police Officer  
Adis Gracanin      [REDACTED]

On 9/2/18 at approximately 1917 hours car 56, PO Gracanin was dispatched to [REDACTED] St. regarding a missing person investigation.

While in route he was made aware that the father of the missing child, [REDACTED] was following her as she was walking on Eagle St. Car 56 located [REDACTED] in front of [REDACTED] Eagle St.

While attempting to speak with [REDACTED] she was highly uncooperative and continued to try and walk away from Gracanin. Due to her uncooperative behavior and her trying to walk away Ptlm. Gracanin attempted to grab [REDACTED] to which she responded by pulling away. Ptlm. Gracanin then attempted to handcuff [REDACTED] and she responded by more pulling away and even swinging and kicking Ptlm. Gracanin. Ptlm. Gracanin then used a takedown to take [REDACTED] to the ground and handcuff. Even after being handcuffed she continued to be non-compliant and kick.

Ultimately [REDACTED] was taken to the St. Luke's Hospital regarding an MHL 9.41 arrest due to [REDACTED] stating she just wanted to die several times.

Photographs of [REDACTED] and the scene were secured. Narrative was completed. BWC footage was tagged. Response to Resistance form was completed by PO Gracanin. No one was injured other than a small scrap to [REDACTED] left knee and no complaints were made during this incident.

A response to resistance investigation was initiated under RMS 18-36624.

Respectfully submitted,

Sgt. Joseph W. Cimpi #1415

Feb 25, 2019      UOF2019-0034      Use of force      5      Police Officer  
Christopher R Manion      [REDACTED]  
Officer Clifford M Wiley      Police  
Officer Adis Gracanin      Police

NEED ADDITIONAL INFO NOT PROVIDED On February 25, 2019 PO Wiley was dispatched to [REDACTED] Dryden Ave regarding a missing person return. Upon arrival he made contact with the parent, [REDACTED] who advised her son, [REDACTED] had returned home from being missing. It was discovered that a female, [REDACTED], who was accompanying [REDACTED] was missing from the House of the Good Shephard on Champlin Ave. While arrangements were being made to transfer custody of [REDACTED] back to the House of the Good Shepherd both [REDACTED] and [REDACTED] were sitting on the stairs of the residence being passively resistant. PO Wiley requested another unit at which time Car 55 (PO Manion / PO Adis Gracinin) responded to assist. Upon their arrival PO Wiley closed his distance

on [REDACTED] at which time he produced a black folding knife and lunged at PO Wiley. PO Wiley began to struggle with [REDACTED] on the stairs and PO Manion drew his taser, announcing he was going to tase [REDACTED]. Due to [REDACTED] not complying and him not dropping the knife PO Manion drew his service weapon and announced he was going to shoot [REDACTED]. During this time [REDACTED] had grabbed [REDACTED] in an attempt to assist with disarming him, which caused PO Manion to not have a clear and safe backdrop to discharge his firearm at [REDACTED]. During the struggle with [REDACTED] he was disarmed and the officers brought him to the ground in order to gain a position of advantage over him. After a brief struggle on the floor [REDACTED] was placed in handcuffs. At this time I had arrived on scene and [REDACTED] was making statements that he wanted to die and he wished the police officers had shot him. This coupled with his actions of lunging at PO Wiley with the knife I determined he was going to be arrested for the 9.41 section of the MHL. I contacted PO Parkosewich, due to [REDACTED] age, and advised him regarding the potential felony charges against him.

On 6/4/19 PSU received the closure narrative written by Lt. Dougherty. While reviewing the IAPro it was discovered that vital information was missing and the UOF report in RMS was not visible. After speaking with MIS Sgt. Selimovic, it was learned that once the RMS record is sealed, it cannot be viewed or unsealed without a court order. At this time the information is unable to be verified due to the current status of the record.

Jun 29, 2019      UOF2019-0097      Use of force      5      Police Officer  
Adis Gracanin      [REDACTED]

On 06/29/19 at approximately 0130 hrs dispatch received a call of a person shot inside of [REDACTED] Lenox Ave. I, along with several other units responded to the scene. On my arrival P.O. Ambrose was inside the residence (1st floor) with the victim. P.O. Giruzzi and I entered and began clearing the rest of the apartment. While doing so a BOLO was given out regarding a short black male wearing a beard and a white shirt. After clearing the residence I went outside and assist UFD with getting inside the residence to attend to the victim. While doing so a unit called out with a suspect matching the description on York St. A foot pursuit ensued with the suspect moving in our general direction. I exited the residence and began directing which personnel to remain on scene and which to go assist. While standing at the edge of the driveway (near the road) I heard a commotion towards the back of the house. I saw a male matching the description of the bolo/person in the foot pursuit. P.O. Adis Gracanin had his duty weapon out and was ordering the male to the ground. I upholstered my duty weapon, pointed it at the male and also ordered him to the ground. I approached and was standing over the male, now face down on the ground. Both hands were above his head when he first got down. The male then moved his left arm down, moving it so his hand was near the front of his waistband. I quickly knelt on his left arm and held it in place until it could be secured by officers placing the male in handcuffs. Once secured, the male, who I now know to be [REDACTED] was transported to Police Headquarters. At the time of this writing no weapon has been recovered and no charges have been lodged against [REDACTED]. P.O. Adis Gracanin also had a weapon point against [REDACTED]. Photographs of the scene were secured. [REDACTED] was interviewed and photographed at the station. No injuries reported. A UOF Investigation has been initiated and logged. BWC camera footage has also been logged.

Apr 13, 2020      UOF2020-0047      Use of force      5      Police Officer  
Matthew D Schiavi      [REDACTED]  
Officer Adis Gracanin      Police

On 04/13/2020, at approximately 0138 hours, cars were dispatched to [REDACTED] Bleecker Street, Apt. [REDACTED] regarding a domestic, report only. Upon arrival, Officers Matthew Schiavi and Adis Gracanin attempted to speak with the suspect [REDACTED]. During this incident, [REDACTED] was making statements to his girlfriend, [REDACTED] that he wanted to kill someone. This alarmed [REDACTED] and she believed he may be having some sort of mental break down. After interviewing [REDACTED], who refused to answer any questions and spoke erratically, Officers Schiavi and Gracanin pulled [REDACTED] from the bed onto the floor and placed him into custody without further incident. [REDACTED] was then taken to St. Lukes Hospital regarding a 9.41 evaluation. No injuries

were reported on scene. A DIR was completed, photographs of the scene and of [REDACTED] were taken and downloaded into the case file. All BWC videos were reviewed along with the UOF paperwork. A Response to Resistance form was completed and signed.

Respectfully submitted

Sgt. F. Scarchilli  
A-1/#7573

May 19, 2020  
Adis Gracanin

UOF2020-0068

Use of force

5 Police Officer

[REDACTED]  
[REDACTED]  
[REDACTED]  
On 5/19/2020 at approximately 2:59 AM I was dispatched to [REDACTED] Wall Street for a domestic dispute. When I arrived I spoke with the complainant/victim, [REDACTED] who stated to me the following:

"My name is [REDACTED] and this morning (5/19/2020) at around the time I called for police (2:59 AM) I was inside my home at [REDACTED] Wall Street when I was upstairs putting my 4 children: [REDACTED], [REDACTED], [REDACTED] and [REDACTED] to bed. At this time I heard a knocking sound on my front door window and I came down stairs to see who it was. When I got down stairs I seen it was my child's mother, [REDACTED] at the front door so I said "oh shit" and [REDACTED] started to kick my front door. I held my front door shut with my feet and I pushed against the doors window to stop [REDACTED] from kicking the door in. While I did this I told [REDACTED] to go away. [REDACTED] then picked up a wrench from a tool bag that was on my front porch and she broke the front door window [REDACTED] then reached her arm through the broken window and unlocked the door. [REDACTED] entered my home and started walking through the downstairs while splattered blood from a cut she had on her hand. [REDACTED] splattered blood all over my walls and all over my floors. I have a stay away order of protection against [REDACTED] and I want to press charges against her for damaging my window and forcing her way through my home."

-OINQ positive for a stay away OOP from the protected party, [REDACTED] against the protected party, [REDACTED] from Oneida County Family court issued on 5/7/2020 and expiring 11/7/2020.

-The scene was documented with photographs. The photos were later uploaded to the crime scene everyone folder.

-4 children were on scene: [REDACTED]  
[REDACTED]

-Complaints signed for Criminal Contempt, Criminal Trespass, and Criminal Mischief

Report summary: totals by incident type:

Incident type	Received
Anonymous	0
Background Investigation	0
Department Discipline	0
Discretionary arrest	0
Drug test	0
E-File	0
External/Citizen	1
Firearm discharge	0

Foil Request	0
Forced entry	0
Generic incident	0
Integrity test	0
Internal/Department	0
K9 Utilization	0
Notice of Claim	0
Personnel Complaints	0
Show of force	0
Stop	0
UPD Damaged Prop Car/Equip	0
Use of force	6
Vehicle accident	0
Vehicle pursuit	0
Total	7

Printed: Aug 20, 2020 10:18 By: Sgt Hiram Rios

**Utica Police Department**

Professional Standards

Officer Disciplinary History

Police Officer Adis Gracanin [3553/]

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Part I - Personal Information

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Name: Police Officer Adis Gracanin  
: Badge No: 3553 Hire Dt: 05/13/2016

Department: Patrol Division  
Bureau: Uniformed Patrol  
Division: Uniformed Patrol

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Part II - Discipline History

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No officer Discipline found

Printed: Aug 20, 2020 10:19 By: Sgt Hiram Rios