

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: *Alan C. Merrick*

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 16, 2016*

the term to end

filling unexpired term of (if applicable)

Signed

Mayor

Title of Official

PERFORMANCE EVALUATION REPORT

NAME (FIRST, LAST, MI) Merrick, Alan C	ID # 5627	RANK Ptlm	DIVISION/UNIT A-1
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) Street Patrol	PERIOD COVERED Annual	FROM 1/1/2019	TO 12/31/2019

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)

5	PERSONAL APPEARANCE	3	COMMAND PRESENCE	4	REPORT WRITING ABILITY	4	INTERPERSONAL SKILLS (VERBAL)
4	RESPONSIVENESS TO SUPERVISION	5	ATTENDANCE	4	RELIABILITY	4	PERFORMANCE UNDER STRESS
3	PERFORMANCE	5	PUNCTUALITY	3	INVESTIGATIVE/PROBLEM SOLVING SKILLS		
4	JUDGMENT	4	CARE AND USE OF EQUIPMENT	3	KNOWLEDGE OF LAWS, POLICIES, ETC		

2. DAYS LOST DURING PERIOD COVERED BY THIS REPORT

SICK: 0 INJURED ON-DUTY: 0 INJURED OFF-DUTY: 0 OTHER: 0 TOTAL OCCURENCES: 0

3. SUPERVISORY PERSONNEL ONLY

LEADERSHIP
QUALITIESEFFECTIVENESS OF
DELEGATIONTRAINING/COACHING
OF SUBORDINATESEVALUATION OF
SUBORDINATES

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.)

5 Appearance, Attendance and Punctuality: P.O. Merrick arrives to work on time and always maintains a professional appearance. He has used no sick time over this evaluation period.

He has passed all weapons and uniform inspections.

4 Performance under stress: P.O. Merrick was involved in several calls over the past year where loaded handguns were recovered.

P.O. Merrick is excellent in his community interactions. He is gaining more and more experience as time goes on and is developing a good foundation to learn from his experience.

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

Continue learning from his increasing experience. Begin thinking about training opportunities to enhance his knowledge/skills.

(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 Brodt / [Signature] Rank LT Date 1/25/20
Print / Signature

7. SUPERVISOR REVIEWING WITH EMPLOYEE Name:

Signature John Abel / [Signature] Rank SGT Date 01/25/20
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 Alan Merrick / [Signature] Rank PTLM Date 1-25-20
Print / Signature

PERFORMANCE EVALUATION REPORT

NAME (FIRST, LAST, MI) Merrick, Alan	ID # 5627	RANK PO	DIVISION/UNIT Patrol/C-2
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) Street Patrol	PERIOD COVERED Transfer	FROM 01-01-18	TO 04-12-18

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	4	ATTENDANCE	3	RELIABILITY	3	REPORT WRITING ABILITY
3	INITIATIVE	4	PUNCTUALITY	3	INVESTIGATIVE/PROBLEM SOLVING SKILLS	4	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.)

(General Appearance)- During this rating period Officer Merrick reported to work with a clean, pressed uniform and polished boots.

(Punctuality)- Officer Merrick is always on time for roll call and ready to deploy.

(Attendance)- During this rating period Officer Merrick utilized zero sick days.

(Initiative)- Officer Merrick was second in the platoon in parking tickets, this shows good initiative.

(Responsiveness to Supervision)- When asked to complete a task Officer Merrick always does the same without question or hesitation.

(Command Presence)- Officer Merrick needs to work on his command presence while on calls for duty.

(Knowledge of Laws, Policies, Etc.)- Officer Merrick needs to improve his knowledge of laws and Utica Police Department policies.

(Interaction with the Public)- Officer Merrick has no problem interacting with the public, this often helps when trying to resolve difficult situations.

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

Officer Merrick can improve his work performance by continuing to study and enhance his knowledge of laws and policies. There are many areas of the job that Merrick needs to improve, but there are no alarming issues at this time. Like most young officers, Merrick will improve his skills with more time on the job.

(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 R. Holt Jr. / J. Holt Jr. Rank Lieutenant Date 9/13/19
Print / Signature

6. SUPERVISOR REVIEWING WITH EMPLOYEE Name: Benny Perra

Signature B. Perra / B. Perra Rank Sergeant Date 9-13-19
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 Alan Merriam / Alan Merriam Rank Police Officer Date 9-17-19
Print / Signature

PERFORMANCE EVALUATION REPORT

NAME (FIRST, LAST, MI) Alan, Merrick, C	ID # 5627	RANK Ptlm	DIVISION/UNIT A-1
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) Street Patrol	PERIOD COVERED Annual	FROM 4/13/18	TO 12/31/18

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)

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

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.)

Officer Merrick has been with the department for almost three complete years.

Attendance- 5. Officer Merrick did not use any sick days in the 2018 calender year and is always on time for work.

General appearance- 4. Officer Merrick always looks professional, his uniform is always in order, boots and leather polished.

Under Stress- 4 Officer Merrick deminstrated his effectiveness under stress during a vehicle/foot pursuit. Officer Merrick remained focused on the suspect and was able to break from having tunnel vision, showing restraint after chasing and capturing the suspect. Officer Merrick's conduct remained professional after being berated by the suspect.

Closed Cases 49
Arrests 39
Premise Checks 443
Traffic Tickets 43
Parking tickets 200
HOT Spots 96
1156A 0
ET Work 9
Days Outside 124
Days Inside 44

How can this employee best improve his/her performance? **Officer Merrick has been a great asset to the midnight shift and can always be counted on. Officer Merrick has a good work ethic, keeps quiet, handles his zone and backs everyone up. Officer Merrick should continue honing his patrol skills and stay on course to continue having a well rounded career.**

Additional Narrative Section

Officer Merrick has been assigned to the doormans position on multiple shifts. He has a good grasp on the importance and attention to detail that position plays in the squad and for the department. Officer Merrick has been held over on numerous times for reverse seniority squad support and has never complained.

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

☐

NEEDS IMPROVEMENT

☐

UNSATISFACTORY

4. EVALUATING SUPERVISOR (Immediate supervisor)

Print Name Howard Brody

Signature [Signature]

Rank Lt

Date 1/19/2019

5. SUPERVISOR REVIEWING WITH EMPLOYEE:

Print Name Frank Scarhilli

Signature [Signature]

Rank Sergeant

Date 1/19/2019

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 PTM

DATE 1-19-19

PERFORMANCE EVALUATION REPORT

NAME (FIRST, LAST, MI) Alan Merrick	ID # 5627	RANK Ptlm	DIVISION/UNIT A-1
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) Street Patrol	PERIOD COVERED Annual	FROM 01/26/2017	TO 12/31/2017

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	3	KNOWLEDGE OF LAWS, POLICIES, ETC.
3	RESPONSIVENESS TO SUPERVISION	5	ATTENDANCE	4	RELIABILITY	3	REPORT WRITING ABILITY
4	INITIATIVE	5	PUNCTUALITY	3	INVESTIGATIVE/PROBLEM SOLVING SKILLS	3	INTERACTION WITH PUBLIC
3	JUDGMENT	3	CARE AND USE OF EQUIPMENT	4	INTERACTION WITH OTHER MEMBERS OF THE DEPARTMENT		
4	COMMAND PRESENCE	3	PERFORMANCE UNDER STRESS	4	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 Merrick has been with the department since 2016.

Attendance- 5 Officer Merrick has not used any sick days in the 2017 calendar year.

General Appearance- 4 Officer Merrick always looks professional, his uniform is always in order, boots and leather polished.

Assignment Tasks- 3 Officer Merrick Is usually assigned inside as the desk officer or doorman. He is very thorough and knows the inside operations. While assiged to street duties, he is aggressive and backs up other officers.

Closed Cases 26

Arrests 20

Premis Checks 403

Traffic Tickets 66

Parking Tickets 268

Hot Spots 62

1156 A 0

ET Work 13

Outside 88

Inside 87

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

Officer Merrick should continue his hard work. Officer Merrick has set goals and I'm sure he will achieve them. Officer Merrick is does well in any position he is assigned and it will only better his learning abilities and make him a fine, well rounded officer.

(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: Michael D'Ambro

Signature Michael D'Ambro Lt. Michael D'Ambro Rank Lieutenant Date 01-17-18
Print / Signature

6. SUPERVISOR REVIEWING WITH EMPLOYEE: Name: Kevin Strife

Signature Frank Sarchilli SGT Frank Sarchilli Rank Sergeant Date 01-17-18
Print / Signature

7. EMPLOYEE'S COMMENTS: (Optional)

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Signature Alan Merrick Alan Merrick Rank Patrolman Date 1-17-18
Print / Signature

COUNSELING MEMORANDUM



TO: Officer Alan Merrick
FROM: Lt. M.B. Murphy
DATE: 5/22/20
RE: Booking Photograph

I. Identify and define the behavior to be modified:

On May 9th 2020 Officer Merrick was assigned to be the booking officer. During this assignment he photographed prisoner [REDACTED] as part of the booking process. The photograph of [REDACTED] that was taken depicts him wearing a surgical mask, glasses and a doo-rag on his head.

II. Review of applicable rules & regulations, orders and operating procedures or laws:

When officers are trained in booking officer operating procedures, they are told that all headwear, jewelry, glasses, etc... must be removed prior to taking the photograph.

III. Employee's response to the performance deficiency:

Officer Merrick took full responsibility for not having the prisoner remove the property prior to the booking photograph being taken.

IV. Clearly explain the behavior expected of the member:

It is expected that Officer Merrick make every necessary attempt to remove any property from a prisoner prior to taking a booking photograph. In the event he is met with resistance from a prisoner regarding removing property, he is to notify the squad commander.

V. Potential consequences for continuing the unacceptable behavior:

The Progressive Disciplinary System will be initiated and negative or punitive discipline may be recommended for any further incidents, similar in nature, in which you are involved.

VI. Provisions for follow-up consultations:

This counseling memorandum will be placed in your squad training file. If, after a period of six months there are no further incidents of a similar nature, this memo will be purged from your training file and the matter will be considered closed.

This counseling memorandum will be placed in your personnel file.

Signature of Employee: [REDACTED] #3627

Date:

Signature of Supervisor: [REDACTED]

Date: 5/30/20

Signature of Witnessing Supervisor: [REDACTED]

Date: 5/30/20



CITY OF UTICA

DEPARTMENT OF PUBLIC SAFETY

BUREAU OF POLICE

413 ORISKANY STREET WEST

UTICA, NEW YORK 13502

ROBERT PALMIERI

Mayor

MARK WILLIAMS

Chief of Police

10/22/2019

PO Alan Merrick

Platoon A / Squad 1

Uniformed Patrol Division

PO Merrick:

On August 8th 2019 an investigation was initiated by the Professional Standards Unit in regards to an individual believed to be a Utica Police Officer showing footage of the Poe St homicide to a female inside of the [REDACTED], City of Utica, NY. The footage was shown to a female identified as [REDACTED]. In the footage that was shown via cell phone, a male could be seen stabbing himself in the neck. Through the investigation conducted by Professional Standards you have since been identified as the party responsible for showing the footage to [REDACTED]. In an interview you admitted to showing footage of the Poe St incident via your personal cell phone after recording on your cell phone BWC footage from the incident.

As a result of the investigation it was determined that you have violated Department Procedural Manual (Chapter 4 Article 2)

H. Officers shall not edit, alter, duplicate, copy, share or otherwise distribute in any manner BWC recordings without prior authorization and approval from the Chief of Police or his designee.

A. BWC recordings are property of the agency, and dissemination and/or duplication for use outside the agency is strictly prohibited without specific authorization of the Chief of Police or his designee.

(Chapter 8 Article 1)

L. Divulging/Copying Police Information;

1. Employees shall not divulge or copy police information to which they have access or which may come to their attention, nor shall they make available any information contained in police records, radio communications, photographs, computers, teletypes, or other files or information in any form whatsoever to anyone except as provided by law or approved by established authority and directives;

a. For purposes of this section, all departmental information is to be considered confidential unless otherwise provided by current directives.

M. Discussing Evidence;

1. Employees shall not discuss any evidence arising out of a criminal or confidential investigation or civil proceeding with the media, or any other person outside the Utica Police Department without permission of established authority or unless otherwise mandated by law.

1.17 GENERAL RULES OF CONDUCT:

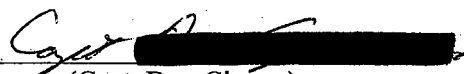
A. Unbecoming Conduct;


1. Employees shall conduct themselves at all times, both on and off-duty, in such a manner as to reflect the highest standards of the law enforcement profession.
2. Employees shall so conduct themselves in both their private and public lives as to avoid bringing discredit upon the Department.
3. Employees shall not engage in conduct on or off duty, which adversely affects the efficiency of the Department, or engage in conduct that has the tendency to impair public respect for the employee and/or the Department and/or impair confidence in the operation of the Department.


On 10/22/2019, a Command Discipline hearing was commenced. You were offered PBA representation and you ~~accepted~~ denied. Also present during this hearing was (). We came to the following resolution.

- A) You accept the findings of the investigation.
- B) You accept responsibility for violating the Departmental Procedural Manual.
- C) You accept this Letter of Reprimand. You also accept that 5 days vacation be expunged/deleted/removed from your on-duty time banks.
- D) You also understand that in the future, this behavior or any other violation of Departmental Rules or Regulations of a similar nature will be subject to further disciplinary action.

You are being furnished a copy of this letter. The original with acknowledgment, signed by you, will be placed in your personnel file.


(Capt. Don Cinque)
(Patrol Division Commander)

Plm. Alan Merrick  #5627
(PO Alan Merrick)


(Lt. Howard Brodt)

Denise A.M.
(PBA Representative)

I acknowledge the content of this letter
and a copy of it has been provided to me.

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 16 YEAR 2020

TO:
Utica Civil Service Commission

NAME OF EMPLOYEE:
Merrick, Alan C

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# 5627

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:

From: To:

From: To:

From: To:

From: To:

From: To:

From: To:

05/16/20

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)

Longevity inc. eff. 5/16/20.

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

Longevity inc. eff. 5/16/19.

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:
Merrick, Alan C

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# 5627

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

A
P
P
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M
E
N
T
S

- ☐ 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

Give facts under Remarks

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

Submt form MSD-222

Indicate new saalry

Give facts under Remarks

Give facts under Remarks

CERTIFICATE
valid until

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

Appointing Officer

Title

Address

Mark H. Miller

Chief of Police

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

Longevity inc. eff. 5/16/19.

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

(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 16 YEAR 2019

TO:
Utica Civil Service Commission

NAME OF EMPLOYEE:
Merrick, Alan C

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# 5627

	Click Nature of Personnel Change	Date Effective	Action Necessary by Appointing Officer:
A P P O I N T M E N T S	<input type="checkbox"/> Permanent		Return report of Certification
	<input type="checkbox"/> Provisional		Attach application (MSD-330)
	<input type="checkbox"/> Temporary	From: To:	State length of employment
	<input type="checkbox"/> Substitute	From: To:	Give facts under Remarks
	<input type="checkbox"/> For Term of Office	From: To:	Give facts under Remarks
	<input type="checkbox"/> Permanent Promotion		Return report of Certification
	<input type="checkbox"/> Provisional Promotion		Attach nomination
	<input type="checkbox"/> Non-Competitive Class		Attach application (MSD-330)
	<input type="checkbox"/> Exempt Class		Submit this form only
	<input type="checkbox"/> Labor Class		Attach application (MSD-330)
T E R M I N A T I O N S	<input type="checkbox"/> Resignation		Submit signed resignation
	<input type="checkbox"/> Retirement		Give effective date
	<input type="checkbox"/> Deceased		Indicate date
	<input type="checkbox"/> Removal		Attach copy of proceedings
	<input type="checkbox"/> Layoff (Lack of Work or Funds)		Give facts under Remarks
O T H E R C H A N G E S	<input type="checkbox"/> Military Leave of Absence		Give facts under Remarks
	<input type="checkbox"/> Other Leave of Absence	From: To:	Give facts under Remarks
	<input type="checkbox"/> Transfer		Give facts under Remarks
	<input type="checkbox"/> Demotion		Give facts under Remarks
	<input type="checkbox"/> Suspension		Give facts under Remarks
	<input type="checkbox"/> Reinstatement		Give facts under Remarks
	<input type="checkbox"/> Change in Classification		Give facts under Remarks
	<input type="checkbox"/> New Position		Submit form MSD-222
	<input checked="" type="checkbox"/> Change in Salary	5/16/19	Indicate new salary
	<input type="checkbox"/> Change in Name		Give facts under Remarks
<input type="checkbox"/> Other		Give facts under Remarks	


Remarks: (Continue on back if necessary)

Longevity inc. eff. 5/16/19.

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:
Merrick, Alan C

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# 5627

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
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

4/1/19

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. 5/16/18

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 08 YEAR 2018

TO: Utica Civil Service Commission		NAME OF EMPLOYEE: Merrick, Alan C	
FROM: (Check only one) <input checked="" type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> Town <input type="checkbox"/> Village or District		ADDRESS: [REDACTED]	
DEPARTMENT: Police Department		TITLE OF POSITION: Police Officer	SALARY: \$ 59,426.
NAME AND TITLE OF LAST EMPLOYEE IN POSITION:		<input type="checkbox"/> Veteran <input type="checkbox"/> Non-Veteran <input type="checkbox"/> Disabled Veteran <input type="checkbox"/> Exempt Volunteer Fireman	
		DATE OF BIRTH:	SOCIAL SECURITY NUMBER: ID# 5627
	<u>Check Nature of Personnel Change</u>	<u>Date Effective</u>	<u>Action Necessary by Appointing Officer:</u>
A P P O I N T M E N T S	<input type="checkbox"/> Permanent		Return report of Certification
	<input type="checkbox"/> Provisional		Attach application (MSD-330)
	<input type="checkbox"/> Temporary	From: To:	State length of employment
	<input type="checkbox"/> Substitute	From: To:	Give facts under Remarks
	<input type="checkbox"/> For Term of Office	From: To:	Give facts under Remarks
	<input type="checkbox"/> Permanent Promotion		Return report of Certification
	<input type="checkbox"/> Provisional Promotion		Attach nomination
	<input type="checkbox"/> Non-Competitive Class		Attach application (MSD-330)
	<input type="checkbox"/> Exempt Class		Submit this form only
	<input type="checkbox"/> Labor Class		Attach application (MSD-330)
T E R M I O N N A S	<input type="checkbox"/> Resignation		Submit signed resignation
	<input type="checkbox"/> Retirement		Give effective date
	<input type="checkbox"/> Deceased		Indicate date
	<input type="checkbox"/> Removal		Attach copy of proceedings
	<input type="checkbox"/> Layoff (Lack of Work or Funds)		Give facts under Remarks
O T H E R C H A N G E S	<input type="checkbox"/> Military Leave of Absence		Give facts under Remarks
	<input type="checkbox"/> Other Leave of Absence	From: To:	Give facts under Remarks
	<input type="checkbox"/> Transfer		Give facts under Remarks
	<input type="checkbox"/> Demotion		Give facts under Remarks
	<input type="checkbox"/> Suspension		Give facts under Remarks
	<input type="checkbox"/> Reinstatement		Give facts under Remarks
	<input type="checkbox"/> Change in Classification		Give facts under Remarks
	<input type="checkbox"/> New Position		Submit form MSD-222
	<input checked="" type="checkbox"/> Change in Salary	4/1/18	Indicate new salary
	<input type="checkbox"/> Change in Name		Give facts under Remarks
	<input type="checkbox"/> Other		Give facts under Remarks

Remarks: (Continue on back if necessary)

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

Longevity inc. eff. 5/16/18
Longevity inc. eff. 5/16/17

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 16 YEAR 2018

TO:
Utica Civil Service Commission

NAME OF EMPLOYEE:
Merrick, Alan C

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# 5627

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

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☐ Permanent

☐ Provisional

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☐ 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

Give facts under Remarks

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

Submit form MSD-222

Indicate new salary

Give facts under Remarks

Give facts under Remarks

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☐ Military Leave of Absence

☐ Other Leave of Absence

☐ Transfer

☐ Demotion

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☐ Reinstatement

☐ Change in Classification

☐ New Position

☒ Change in Salary

☐ Change in Name

☐ Other

5/16/18

Remarks: (Continue on back if necessary)

Longevity inc. eff. 5/16/18

Longevity inc. eff. 5/16/17

Address change eff. 3/13/17: [REDACTED]
[REDACTED] Utica, NY 13501.

Appointing Officer

Title

Address

Mark W. [Signature]
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 16 YEAR 2017

TO:
Utica Civil Service Commission

NAME OF EMPLOYEE:
Merrick, Alan C

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# 5627

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

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☐ Permanent

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☐ 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

From: To:

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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)

Longevity inc. eff. 5/16/17

Address change eff. 3/13/17:

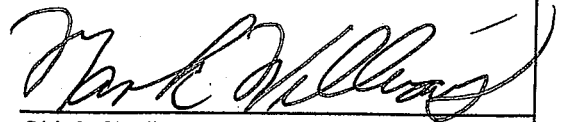
Ave. [REDACTED] Utica, NY 13501.

New Employee eff. 5/16/16.

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

COPY

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 03 DAY 13 YEAR 2017	
TO: Utica Civil Service Commission		NAME OF EMPLOYEE: Merrick, Alan C	
FROM: (Check only one) <input checked="" type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> Town <input type="checkbox"/> Village or District		ADDRESS: [REDACTED]	
DEPARTMENT: Police Department		TITLE OF POSITION: Police Officer	SALARY: \$ 42,317
NAME AND TITLE OF LAST EMPLOYEE IN POSITION:		<input type="checkbox"/> Veteran <input type="checkbox"/> Non-Veteran <input type="checkbox"/> Disabled Veteran <input type="checkbox"/> Exempt Volunteer Fireman	
		DATE OF BIRTH:	SOCIAL SECURITY NUMBER: ID# 5627
	<i>Check Nature of Personnel Change</i>	<i>Date Effective</i>	<i>Action Necessary by Appointing Officer:</i>
A P P O I N T M E N T S	<input type="checkbox"/> Permanent		Return report of Certification
	<input type="checkbox"/> Provisional		Attach application (MSD-330)
	<input type="checkbox"/> Temporary	From: To:	State length of employment
	<input type="checkbox"/> Substitute	From: To:	Give facts under Remarks
	<input type="checkbox"/> For Term of Office	From: To:	Give facts under Remarks
	<input type="checkbox"/> Permanent Promotion		Return report of Certification
	<input type="checkbox"/> Provisional Promotion		Attach nomination
	<input type="checkbox"/> Non-Competitive Class		Attach application (MSD-330)
	<input type="checkbox"/> Exempt Class		Submit this form only
T E R M I N A S	<input type="checkbox"/> Labor Class		Attach application (MSD-330)
	<input type="checkbox"/> Resignation		Submit signed resignation
	<input type="checkbox"/> Retirement		Give effective date
	<input type="checkbox"/> Deceased		Indicate date
	<input type="checkbox"/> Removal		Attach copy of proceedings
O T H E R C H A N G E S	<input type="checkbox"/> Layoff (Lack of Work or Funds)		Give facts under Remarks
	<input type="checkbox"/> Military Leave of Absence		Give facts under Remarks
	<input type="checkbox"/> Other Leave of Absence	From: To:	Give facts under Remarks
	<input type="checkbox"/> Transfer		Give facts under Remarks
	<input type="checkbox"/> Demotion		Give facts under Remarks
	<input type="checkbox"/> Suspension		Give facts under Remarks
	<input type="checkbox"/> Reinstatement		Give facts under Remarks
	<input type="checkbox"/> Change in Classification		Give facts under Remarks
	<input type="checkbox"/> New Position		Submit form MSD-222
	<input type="checkbox"/> Change in Salary		Indicate new salary
	<input type="checkbox"/> Change in Name		Give facts under Remarks
	<input checked="" type="checkbox"/> Other	3/13/17	Give facts under Remarks
Remarks: (Continue on back if necessary)			
Address change eff. 3/13/17: [REDACTED] Ave. [REDACTED] Utica, NY 13501.		<div style="text-align: right;"> Appointing Officer Title Chief of Police Address _____ </div>	
New Employee eff. 5/16/16.			
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 16 YEAR 2016

TO:
Utica Civil Service Commission

NAME OF EMPLOYEE:
Merrick, Alan C

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# 5627

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

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☒ Permanent

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☐ Permanent Promotion

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☐ Non-Competitive Class

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☐ Labor Class

5/16/2016

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

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☐ Change in Classification

☐ New Position

☐ Change in Salary

☐ Change in Name

☐ Other

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

Submit form MSD-222

Indicate new salary

Give facts under Remarks

Give facts under Remarks

Remarks: (Continue on back if necessary)

New Employee eff. 5/16/16.

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 16 YEAR 2016

TO:
Utica Civil Service Commission

NAME OF EMPLOYEE:
Merrick, Alan C

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# 5627

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

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☒ Permanent

5/16/2016

Return report of Certification

☐ Provisional

Attach application (MSD-330)

☐ Temporary

From:

To:

State length of employment

☐ Substitute

From:

To:

Give facts under Remarks

☐ For Term of Office

From:

To:

Give facts under Remarks

☐ Permanent Promotion

Return report of Certification

☐ Provisional Promotion

Attach nomination

☐ Non-Competitive Class

Attach application (MSD-330)

☐ Exempt Class

Submit this form only

☐ Labor Class

Attach application (MSD-330)

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☐ Resignation

Submit signed resignation

☐ Retirement

Give effective date

☐ Deceased

Indicate date

☐ Removal

Attach copy of proceedings

☐ Layoff (Lack of Work or Funds)

Give facts under Remarks

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☐ Military Leave of Absence

Give facts under Remarks

☐ Other Leave of Absence

From:

To:

Give facts under Remarks

☐ Transfer

Give facts under Remarks

☐ Demotion

Give facts under Remarks

☐ Suspension

Give facts under Remarks

☐ Reinstatement

Give facts under Remarks

☐ Change in Classification

Give facts under Remarks

☐ New Position

Submit form MSD-222

☐ Change in Salary

Indicate new salary

☐ Change in Name

Give facts under Remarks

☐ Other

Give facts under Remarks

Remarks: (Continue on back if necessary)

New Employee eff. 5/16/16.

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



Issue date: 01/18/17	Subject: Assignment / Transfer Orders	P.O. 17-03
Issuing Authority Captain DE Cinaue	Approved by: 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 5th 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 26th to continue Field Training in [REDACTED] Platoon Squad 2.

Officer Alan Merrick

Will leave C Platoon Squad 2 on Tuesday January 24th, 2016 at the completion of his 5th 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 26th 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 24th 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 23rd at 2345 for his shift which will commence at [REDACTED] hours on the 24th 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.

Captain Donald E. Cinque

UTICA POLICE DEPARTMENT

Personnel Order



Issue date: 11/16/16	Subject: Assignment / Transfer Orders	P.O. 16-38
Issuing Authority Captain DE Cinque	Approved by: 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 Gracanic

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.



UTICA POLICE DEPARTMENT

Personnel Order

Issue date: 12/19/17	Subject: Assignment / Transfer Orders	P.O. 17-51
Issuing Authority Captain DE Cinque	Approved by: 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 5th 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 5th 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 [REDACTED] 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 [REDACTED] hrs on January 7th 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 [REDACTED] 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 1545 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

CITY OF UTICA, CIVIL SERVICE COMMISSION

PROBATIONARY REPORT

To Appointing Officer:

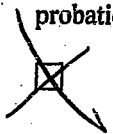
Please complete this form in triplicate:

- 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>Alan Merrick</u>	DATE OF APPOINTMENT: <u>5/16/16</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>5/16/17</u>			
IF SATISFACTORY, DATE PERMANENT STATUS BEGINS: <u>5/17/17</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

I have received a copy of this form.

[Signature]
Signature of Employee

6-17-17
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** ALAN Merrick

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.^[1] 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.¹

- () 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.


Signature of Officer

Date 15th 11-5-16 Day of November, 20 16.

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. It is also acknowledged that each recruit will abide by their respected agencies rules regulations.

(Recruit signature) _____

Date: 5-16-16

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

6/18/16
DATE

Sgt. James Laurey
Sergeant James Laurey, Director, MVPA

6/19/16
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 MERRICK	First Name ALAN	MI C	Date of Birth [REDACTED]	Gender M F	Social Security Number* [REDACTED]
	Home Residence Mailing Address [REDACTED]		City, State, Zip [REDACTED]		County of Home Residence Oneida	
Police Officer as defined by NYS Criminal Procedure Law §1.20.	Home Residence Street Address (if Different) [REDACTED]		City, State, Zip [REDACTED]		City, State, Country of birth (if other than U.S.) [REDACTED]	
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 [REDACTED]						Date 5-16-16

*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 Williams	First Name Mark	MI W	Title of Person Signing Section II Chief of Police
Name of Law Enforcement Agency Utica Police Department			Telephone 315-223-3400
Address 413 Oriskany Street W.		City, State, ZIP Utica, NY, 13502	
Type of Appointment Full-time <input checked="" type="checkbox"/> Part-time <input type="checkbox"/>	Background Check Conducted Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Residency Verified Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Fingerprints submitted to DCJS Yes <input type="checkbox"/> No <input checked="" 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-g of the General Municipal Law.			
Signature [REDACTED]			Date 5/24/16

SECTION III - CIVIL SERVICE INFORMATION (To be completed by the civil service officer for all registrants Full or Part-time)

Last Name Wrobel	First Name Lori	MI A	Title of Person Signing Section III Executive Secretary
Name of Civil Service or Personnel Agency City of Utica Civil Service			Telephone 315-792-0227
Address 1 Kennedy Plaza		City, State, ZIP Utica, New York 13502	
Title and Civil Service Classification of the Registrant Police Officer - Competitive			
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 [REDACTED]			Date 05-20-16

SECTION IV - OATH OF OFFICE (To be completed by the registrar responsible for recording oaths of office)

Last Name Lindsey	First Name Patricia	MI	Title of Person Signing Section IV City Clerk
Name of Recording Office City of Utica City Clerks Office			Telephone 315-792-0117
Address 1 Kennedy Plaza		City, State, ZIP Utica, New York 13502	
Oath of Office Date 5/16/16	Oath of Office Title of the Registrant Police Officer		
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 [REDACTED]			Date 5/23/16



CITY OF UTICA

Civil Service

1 Kennedy Plaza, Utica, New York 13502

(315) 792-0227 fax: (315) 792-0226

ROBERT M. PALMIERI
MAYOR

LORI A. WROBEL
SECRETARY TO THE CSC

CITY OF UTICA, NEW YORK POLICE OFFICER NEW HIRE MEMORANDUM OF AGREEMENT

In connection with my appointment as a Police Officer for the City of Utica, New York for the Spring 2016 Academy, I, Alan Merrick
(print name), do hereby agree to the following:

- I understand and agree that, should I voluntarily terminate my employment with the City of Utica Police Department **for any reason other than health related, within three (3) years of my date of hire** (as listed above), I will be responsible for reimbursing the City of Utica for the cost of any uniforms or equipment issued to me by the City of Utica, as well as for the cost of all pre-employment processing expenses including the medical exam, drug testing, psychological testing, and polygraph testing. The amount of such reimbursement will be determined by the price in effect on the date of my hire. Current prices are listed on the attached sheet.
- In addition to the above, should I voluntarily terminate employment **within five (5) years of my date of hire for the purpose of accepting other employment in law enforcement**, I will be required to reimburse a percentage of my wages earned while at the Mohawk Valley Police Academy, in accordance with the attached schedule.

I also understand and agree that in the event of my voluntary termination, recovery of such monies owed may result in the City of Utica commencing a legal action to collect any money owed to the City of Utica under this Contract. I further agree that, in the event that I voluntarily terminate my employment as a City of Utica Police Officer within either of the two time periods set forth above, the City of Utica shall be permitted to initiate automatic payroll garnishment of any or all accumulated remaining time balances as well as from regular earnings. If that amount is not sufficient to cover the total cost, I agree to fulfill my obligation to pay any remaining unpaid balances.

Signature: [Redacted Signature]

Date: 3-6-16

STATE OF NEW YORK)
 SS:
COUNTY OF ONEIDA)

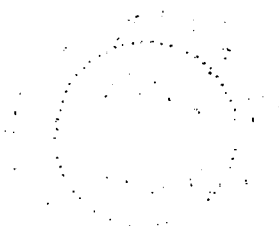
Alan Merrick, being duly sworn, deposes says as follows: I
have been offered a Conditional Offer of Employment as a Police Officer for the City of Utica, New York.
I have read the foregoing **New Hire Memorandum of Agreement** and I understand all of the provisions
and conditions set forth therein. I further understand that it is a Contract between the City of Utica and me
and that I agree that I am bound by all of the provisions contained in that Memorandum of Agreement.

Signature

[Redacted Signature]

Sworn to before me this 7th
day of March, 2016
[Redacted Signature]
Notary Public
Commission Expires: 3/22/2018

JOAN M. STALLOCH
Notary Public, State of New York
Reg. # [Redacted]
Qualified in Herkimer County
My Commission Expires March 22, 2018



jmoran

From: mwilliams
Sent: Friday, June 19, 2020 8:09 AM
To: bbansner; aberger
Cc: enoonan; A Platoon Supervisors; jmoran; amerrick
Subject: RE: Merrick Compliment

Captain,

Thank you for bring this to my attention.

Megan,

Please place a copy of this email in Officer Merrick's personnel file.

Officer Merrick,

Great job! Thank you for representing the Utica Police Department proudly.

Chief of Police Mark W. Williams



City of Utica Police Department

413 Oriskany Street West

Utica, New York 13502

Office Telephone: [REDACTED]

E-mail address: [REDACTED]

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From: bbansner [REDACTED]
Sent: Friday, June 19, 2020 8:04 AM
To: aberger [REDACTED]
Cc: enoonan [REDACTED]; mwilliams [REDACTED]; A Platoon Supervisors [REDACTED]
Subject: Re: Merrick Compliment

Sounds like a mental health issue to me.

Respectfully,

Captain Brian D. Bansner
Patrol Division Commander

On Jun 19, 2020, at 07:57, aberger [REDACTED] wrote:

Capt. Bansner,

Officer Merrick did not state that nor did I get the impression that it was an MHL issue. When I spoke to the male on the phone he did not sound the least bit upset and was just grateful for Officer Merrick's advice and assistance.

Respectfully,
Lt. A. Berger

From: bbansner [REDACTED]
Sent: Friday, June 19, 2020 7:53 AM
To: aberger [REDACTED]; enoonan [REDACTED]; mwilliams [REDACTED]
Cc: A Platoon Supervisors [REDACTED]
Subject: RE: Merrick Compliment

Did Merrick evaluate the individual for possible MHL 9.41?

From: aberger [REDACTED]
Sent: Friday, June 19, 2020 7:49 AM
To: bbansner [REDACTED]; enoonan [REDACTED]; mwilliams [REDACTED]
Cc: A Platoon Supervisors [REDACTED]
Subject: Merrick Compliment

Good morning Sirs,

This morning I received a call in the Squad Commander's Office from an anonymous male who inquired into the name of the officer currently working in Car 55. I advised him it was Officer Merrick and inquired as to why he was asking. The male stated that he felt Officer Merrick went above and beyond his duties by

helping him out when he was distraught over his dying cat and he felt that Officer Merrick should be recognized for it.

I then spoke with Officer Merrick and asked him about the male. Officer Merrick advised me that while patrolling his zone this morning he observed a male walking up and down the street screaming (crying) and cradling a cat. Officer Merrick stopped to speak with the male who was concerned that his cat was dying because he just saw it eating a dead mouse. PO Merrick insisted that it was normal behavior for cats to capture and eat mice and the cat would likely be fine. He was apparently able to put the pet owner at ease.

I thought it was great that Officer Merrick took the time to assist someone who was in distress but that didn't actually require police intervention. A note has been placed in Officer Merrick's e-file.

Lieutenant Ashley Berger

<image001.jpg>

Utica Police Department
413 Oriskany Street West
Utica, New York 13502
Office Telephone: (315) [REDACTED]
E-Mail Address: [REDACTED]

jwolf

From: mwilliams
Sent: Monday, December 05, 2016 11:09 AM
To: MAYOR
Cc: enoonan; dcinque; jwolf; amerrick; sseferagic; sdougherty
Subject: FW: (Voice Mail) from Unknown caller
Attachments: Voice.WAV

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning Mayor,

Attached is a voice recording that I received from a [REDACTED] of New Hartford. Mr. [REDACTED]'s wife was involved in a motor vehicle accident with another driver, who left the scene on November 28th. Utica Police Officers Alan Merrick and Serif Sefergic handled the investigation and would find the suspect driver and vehicle the following day.

Mr. [REDACTED] was extremely pleased how professional both officers were and how quickly they resolved this investigation.

A copy of this email will be placed in each officers personnel file.

Serif and Alan, great job I'm proud of you.

Megan, please place a copy of this email in each personnel file.

Chief of Police Mark W. Williams

City of Utica Police Department
413 Oriskany Street West
Utica, New York 13502
Office Telephone: [REDACTED]
E-mail address: [REDACTED]

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-----Original Message-----

From: enoonan
Sent: Tuesday, November 29, 2016 2:52 PM
To: mwilliams [REDACTED] dcinque [REDACTED]
Subject: FW: (Voice Mail) from Unknown caller

Nice compliment

Deputy Chief of Police Edward Noonan

City of Utica Police Department

413 Oriskany Street West

Utica, New York 13502

Office Telephone: (315) [REDACTED]

E-mail address: [REDACTED]

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-----Original Message-----

From: [REDACTED] [mailto:[REDACTED]]

Sent: Tuesday, November 29, 2016 1:26 PM

To: enoonan [REDACTED]

Subject: (Voice Mail) from Unknown caller

Voice mail forwarded from NeaxMail AD-64.

----- Voice Originated From -----

Author: Unknown caller

Subject: (Voice Mail) from Unknown caller

Date: November 29, 2016 2:23 PM

Duration: 2 minutes 9 seconds

WAV size: 2068k

(16bit linear PCM, monophonic, 8000 samples per second)

UTICA POLICE DEPARTMENT

Mayor Robert Palmieri

Chief Mark W. Williams

LETTER FOR FILE

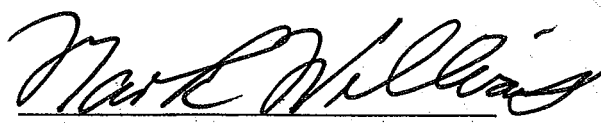
OFFICER JOSHUA HARRINGTON, OFFICER JOSEPH AIELLO and OFFICER ALAN MERRICK

In the early morning hours of August 17th 2018, cars were dispatched to a residence in south Utica regarding a female who was attempting to harm herself. Officers Joshua Harrington and Alan Merrick arrived on the scene and entered the residence. Upon entering, they located a female laying on the floor with a large, gaping, self-inflicted wound that ran from her elbow to her wrist, who stated she wanted to die. It was obvious to the officers that this female had lost a massive amount of blood from this wound.

Realizing that they needed to act fast, Officers Harrington and Merrick located towels in the residence and attempted to stop the bleeding by applying pressure but the wound was too severe and continued to bleed. Officer Joseph Aiello arrived on scene and deployed his department-issued tourniquet above the wound site and was able to slow the bleeding until paramedics arrived.

Because of the quick actions of these officers who relied on nothing but their police training, they clearly saved this female's life. The teamwork between these officers gives testimony to the dedication of protecting the citizens of this city and brings honor to themselves and to the Utica Police Department.

Dated: May 23, 2019



Mark W. Williams, Chief of Police

Training Course Summary

Print Date: September 28, 2020

Course Information

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

Course Schedule

Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
-----------------	------------------------	----------------------	----------------	------------------------

12/05/2016 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>
---------------------	------------------------	------------------	--------------

Training Course Summary

Print Date: September 28, 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>	
2018000000002	2017 December Inservice/Active Shooter	In Service	0.00	8.00		Training conducted at 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>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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Training Course Summary

Print Date: September 28, 2020

Course Information

Course NO	Title	Type	Prerequisites			Comments
			Credits	Hours	Course 1	
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

Training Course Summary

Print Date: September 28, 2020

Course Information

Course NO	Title	Type	Prerequisites			Comments
			Credits	Hours	Course 1	
2017000000007	2017 January In-Service	In Service	0.00	8.00		Arrest Diversion/ DV/ NARCO/ Workplace Violence/Sexual Harassment/City Court Procedures

Course Schedule

Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	01/20/2017 08:00	01/20/2017 16:00		
	01/24/2017 08:00	01/24/2017 16:00		
	01/26/2017 08:00	01/26/2017 16:00		

Instructor

Reserve Date	Course Category	Serial ID	Notes
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Training Course Summary

Print Date: September 28, 2020

Course Information

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

Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		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

Instructor	Reserve Date	Course Category	Serial ID	Notes
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Training Course Summary

Print Date: September 28, 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>	
2018000000036	2018 April In Service/EVOC	In Service	0.00	8.00	<u>Course 2</u>	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>

Training Course Summary

Print Date: September 28, 2020

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
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: September 28, 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>	
2018000000001	2018 January Inservice UOF/Person With Diss.	In Service	0.00	8.00	<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: September 28, 2020

Course Information

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

Course Schedule

Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	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

Instructor	Reserve Date	Course Category	Serial ID	Notes
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Training Course Summary

Print Date: September 28, 2020

Course Information

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

Course Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	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	Reserve Date	Course Category	Serial ID	Notes
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Training Course Summary

Print Date: September 28, 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
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	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: September 28, 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>	
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>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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Training Course Summary

Print Date: September 28, 2020

Course Information

Course NO	Title	Type	Prerequisites			Comments
			Credits	Hours	Course 1	
2019000000050	2019 November inservice defensive Tac	In Service	0.00	8.00	Course 2	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	Reserve Date	Course Category	Serial ID	Notes
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Training Course Summary

Print Date: September 28, 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>
2020000000002	2020 February in-service	In Service	0.00	8.00			CPR recert/ DV/ Workplace Violence/Sexual Harassment

Course Schedule

Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
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	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

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

Print Date: September 28, 2020

Course Information

Course NO	Title	Type	Prerequisites			Comments
			Credits	Hours	Course 1	
2020000000001	2020 January inservice	In Service	0.00	8.00		Discovery/Bail reform/UOF

Course Schedule

Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	01/07/2020 08:00	01/07/2020 16:00		
	01/13/2020 08:00	01/13/2020 16:00		
	01/15/2020 08:00	01/15/2020 16:00		
	01/21/2020 08:00	01/21/2020 16:00		
	01/23/2020 08:00	01/23/2020 16:00		
	01/29/2020 08:00	01/29/2020 16:00		

Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes
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Training Course Summary

Print Date: September 28, 2020

Course Information

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

Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		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

Instructor	Reserve Date	Course Category	Serial ID	Notes
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Training Course Summary

Print Date: September 28, 2020

Course Information

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

Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		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

Reserve Date	Course Category	Serial ID	Notes
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Training Course Summary

Print Date: September 28, 2020

Course Information

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

Course Schedule

Class ID	Schedule		Company	Course Location	
	Start Date/Time	End Date/Time		Course 1	Course 2
	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: September 28, 2020

Course Information

Course NO	Title	Type	Prerequisites			Comments
			Credits	Hours	Course 1	
2017000000060	June 2017 Firearms w/ Use of Force Review	In Service	0.00	8.00	Course 2	Inv Amerosa Lead Instructor- Oneida County Range

Course Schedule

Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	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

Reserve Date	Course Category	Serial ID	Notes
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Training Course Summary

Print Date: September 28, 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>	
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>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: September 28, 2020

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
202000000026	June 2020 EVOC	In Service	0.00	8.00			

Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		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

Reserve Date	Course Category	Serial ID	Notes
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Training Course Summary

Print Date: September 28, 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>	
20190000000029	June Inservice 2019	In Service	0.00	8.00		Narcan Refresher training/ Leads On-Line training/ Taserrecert

Course Schedule

Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	06/07/2019 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

<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>

Training Course Summary

Print Date: September 28, 2020

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
202000000023	TASER inservice	In Service	0.00	4.00			

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 Alan C Merrick [5627/2016000000008]

: 2016000000008 Hire date: May 16, 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
Sep 18, 2018 Officer Alan C Merrick	UOF2018-0138	Use of force [REDACTED]	5	Police

On today's date I located a file 1. After a brief pursuit the operator crashed and fled the scene on foot through the yards. The suspect, [REDACTED], was captured by Officer Merrick and I assisted placing [REDACTED] into custody. As I was doing so, [REDACTED] bit me in my left calf, causing me extremely sharp pain. My injuries consist of a human bite mark, pain, blood, laceration and black and blue to my skin. I was checked out by UFD on scene and followed up treatment at St. Elizabeth Hospital where I was treated and released. All documentation was given to Logistics

May 25, 2019 Officer Alan C Merrick	UOF2019-0069	Use of force [REDACTED]	5	Police
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This morning, at approximately 0154 hours, Officer Merrick called out with a disturbance in front of [REDACTED] Hayes Street. Officer Merrick came upon [REDACTED] on arguing with multiple family members. Officer Merrick separated the family members and advised [REDACTED] to walk across the street to control the scene. [REDACTED] refused to comply so Officer Merrick attempted to place [REDACTED] into custody. Officer Merrick and [REDACTED] locked hands and Officer Merrick gave several commands to [REDACTED] to place his hands behind his back, but [REDACTED] refused. Officer Merrick struggled briefly with [REDACTED] and when [REDACTED] saw other units arriving he went down to his knees and was then handcuffed without incident. No injuries were reported by Officer Merrick or [REDACTED]. I arrived on scene and apprised regarding the events that transpired. The following Response to Resistance Investigation was initiated.

Jul 11, 2019 Officer Sean F Bubnis Officer Alan C Merrick	UOF2019-0103	Use of force [REDACTED]	5	Police Police
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On 07/11/19 at 0133 hours P.O. Merrick and P.O. Bubnis were dispatched to Kennedy Plaza Apts, apt [REDACTED] regarding a domestic. On arrival they spoke to a [REDACTED] who was reporting an incident and filing a Harassment 2nd charge against her boyfriend [REDACTED]. Their complaint was secured outside and [REDACTED]. P.O. Merrick and P.O. Bubnis went to the apartment to effect the arrest of [REDACTED]. Upon entering the apartment they found [REDACTED] laying on a mattress. After being advised he was under arrest [REDACTED] refused to stand up or allow himself to be handcuffed. Using empty hand control techniques P.O. Merrick and P.O. Bubnis were able to get [REDACTED] into handcuffs and on his feet. After [REDACTED] was transported to headquarters I was able to secure photographs and speak to him (I also secured photographs at the scene). Neither [REDACTED] or the Officer's sustained any injuries. [REDACTED] complained of soreness to his abdomen from a recent hernia surgery. He declined medical attention but did ask for water. He was given water and asked

again about 5 minutes later if he still did not want medical attention. He again stated that he did not. BWC footage has been tagged and a UOF investigation has been initiated.

Jul 24, 2019 NC2019-0005
Officer Ryan J Kelly

Notice of Claim

5 Police

Police

Officer Tyler W Sheppard

Police

Officer Michael L Flo Jr.

Police

Officer Alan C Merrick

[REDACTED]

[REDACTED]

11- [REDACTED] for [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

This investigation is closed and has been registered into the Professional Standards database as, "Unfounded" exonerated.

Assignment / Professional Standards Investigation Unit

Respectfully Submitted,
Inv. A. N. Howe

Aug 06, 2019 2019-0036
Officer Alan C Merrick

Internal/Department

5 Police

PSU Investigation

Nov 17, 2019 UOF2019-0160
Kevin R Strife

Use of force

5 Sergeant

Police

Officer Alan C Merrick

On 11/17/19 Sgt. Kevin Strife was working the 0000-0800hrs shift, he was assigned to Car 40 as the street supervisor. Officer Merrick and Sgt. Strife responded to [REDACTED] Pleasant St in regards to a domestic incident. During the interview process the possible suspect, [REDACTED] attempted to leave and bumped Sgt.

Strife in an attempt to leave the residence. Sgt. Strife advised Mr. [REDACTED] that he was under arrest and [REDACTED] resisted. A takedown technique was used to gain a position of advantage and Alequin was placed into handcuffs

Nov 29, 2019 UOF2019-0165 Use of force 5 Sergeant
John P Abel [REDACTED]
Police
Officer Patrick T Murphy
Police
Officer Alan C Merrick

On 11/29/19 at 0430 hrs units were dispatched to [REDACTED] Genesee St regrading [REDACTED] [REDACTED] having a possible mental health issue and destroying his friend's apartment. While en-route is was reported that [REDACTED] jumped of a third floor balcony (it was later learned he jumped from balcony to balcony until he was street level). Car 52 P.O. Merrick arrived on scene first and saw [REDACTED] running across the street and into [REDACTED] Genesee St. [REDACTED] was extremely delusional and P.O. Merrick attempted to place him in handcuffs for a 9.41 MHL arrest. Car 55 P.O. Murphy arrived and went into the lobby of 1434 Genesee to assist. I (Abel) arrived a moment later as [REDACTED] had one cuff attached and attempted to push through P.O. Murphy and get away from both officers. The three us took [REDACTED] to the ground where he continued to resist having the other handcuff applied. I held his legs while P.O. Merrick attempted to cuff the other hand. [REDACTED] was still resisting to the point where the second cuff could not be applied. P.O. Murphy then delivered 2 hard hand strikes to the back of [REDACTED]'s head which distracted him enough to allow the second cuff to be applied. He was transported to St Lukes Hospital via UFD. He remained in a delusional stated, seeing things that were not there and not responding to questions. Photographs were taken of the scene and [REDACTED] was photographed at the hospital. BWC footage has been downloaded and tagged. No officer or suspect injuries reported [REDACTED] had sustained lacerations prior to police contact). The UOF Inv. Has been initiated and logged.

Dec 23, 2019 UOF2019-0178 Use of force 5 Police
Officer Sean F Bubnis [REDACTED]
Police
Officer Alan C Merrick

On 12/21/19 at hours P.O. Adis Gracanin, P.O. Merrick and P.O. Bubnis were dispatched to Kennedy Plaza Apts, East Bldg, 4th floor regarding a fight/possible gun possession. On arrival they proceeded down the common hallway of the 4th floor. Where they encountered [REDACTED] P.O. Merrick began a pat search for weapons and located a silver colored handgun in [REDACTED] jacket pocket. [REDACTED] was placed in handcuffs. A short time later [REDACTED] slipped out of one of his handcuffs and was pushed against a wall by P.O. Bubnis and P.O. Merrick to have the cuff reapplied. After [REDACTED] was transported to headquarters I was able to secure photographs and speak to him (I also secured photographs at the scene). Neither [REDACTED] or the Officer's sustained any injuries. [REDACTED] complained of soreness to his right wrist from where the handcuff was applied. He also complained of shortness of breath and stated he has asthma. UFD responded for an evaluation and then transported [REDACTED] to St. Elizabeth Hospital for treatment of his asthma symptoms. BWC footage has been tagged and a UOF investigation has been initiated. The investigation has been logged in the A Platoon file.

May 15, 2020 UOF2020-0066 Use of force 5 Sergeant
John P Abel [REDACTED]
Police
Officer Pernell Wadley
Police
Officer Alan C Merrick

Sirs,

Please find below the RTR notification relative to a Taser deployment by Sgt J Abel and escort holds by PO P Wadley and PO A Merrick during the arrest of [REDACTED]
[REDACTED]

On 05/15/20 I reported to work for the 2300-0800 hours shift. I was assigned to the Uniformed Patrol Division, Car 40.

At approximately 0553 hours I responded to [REDACTED] Neilson St. Car 55 P.O. Merrick and Car 57 P.O. Wadley were on scene regarding a trespass in progress. I had received a call from P.O. Merrick that an uncooperative male was on scene refusing to leave. On my arrival P.O. Merrick and P.O. Wadley were in the rear of the residence with a male I now know [REDACTED]. He was still refusing to leave the property and stated he would fight the police if they attempted to arrest him.

I spoke to [REDACTED] in an attempt to diffuse the situation. He remained confrontational. P.O. Merrick had a trespass complaint signed by resident [REDACTED], against [REDACTED]. [REDACTED] advised [REDACTED] that he was under arrest. P.O. Merrick then approached him, asking him to turn around. [REDACTED] then punched P.O. Merrick in the face. He was grabbed from behind by P.O. Wadley and pushed up against a fence. [REDACTED] arms were above his head and he was yelling and refusing to lower his hands to be handcuffed. He also began pushing off of the fence with his legs.

Due to [REDACTED] continuing to resist and the likelihood that attempting to handcuff him would result in injuries to either [REDACTED] or one of the officer's, I told [REDACTED] that I was going to Taser him. I unholstered my Taser, fired the probe into the back of [REDACTED] upper thigh on his right leg. Because of the close proximity during the deployment, I followed up with a drive stun to [REDACTED] lower back.

After being drive stunned, [REDACTED] said "alright, alright" at which point I pulled the Taser from his lower back. He was then handcuffed without further incident. He was walked to the street and placed against Car 55 and searched incidental to arrest. At this point I discovered both probes were still attached to the wires and were not attached to [REDACTED] body or clothing. Unit 13 responded to transport [REDACTED] to headquarters.

Upon his arrival the doorman was unaware that [REDACTED] was 17 yrs old. He was initially placed on the bench in the booking area (there were no other prisoners in). Upon my arrival at headquarters I advised the doorman that [REDACTED] was 17 yrs old. At which point he was moved to the workstation with an officer standing by.

Prior to clearing the scene, Sgt Grande responded to initiate the RTR investigation. Photographs of the scene were secured and the spent Taser cartridge, blast doors, wires and AFID tags were collected. After responding to headquarters I placed them into property. The RTR investigation was logged. Sgt Grande spoke to [REDACTED] and secured photographs. BWC footage was tagged and my Taser was taken out of service per policy.

May 20, 2020	EF2020-0032	E-File	5	Police
Officer Alan C Merrick				

It's an internal regarding improper booking photo.

May 31, 2020	UOF2020-0080	Use of force	5	Police
Officer Brian M Baye				
[REDACTED]				
Officer Alan C Merrick				
Police				

Created to document UOF investigation.

Aug 24, 2020	UOF2020-0137	Use of force	5	Police
Officer Alan C Merrick				
[REDACTED]				

UOF investigation notice.

on 9/17/20 I Sgt. H. Rios reviewed the UOF closure notification and found that PO Merrick completed (2) UOF forms and PO Bubnis none. When I contacted the Lt. Office I was told that Bubnis did the UOF form and that she (Lt. Berger), is not sure why it shows that he did not complete one. closed after having the conversation with

Lt. Berger.

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	1
External/Citizen	0
Firearm discharge	0
Foil Request	0
Forced entry	0
Generic incident	0
Integrity test	0
Internal/Department	1
K9 Utilization	0
Notice of Claim	1
Personnel Complaints	0
Show of force	0
Stop	0
UPD Damaged Prop Car/Equip	0
Use of force	9
Vehicle accident	0
Vehicle pursuit	0
Total	12

Printed: Sep 28, 2020 03:53 By: Sgt Hiram Rios

Utica Police Department

Professional Standards

Officer Disciplinary History

Police Officer Alan C Merrick [5627/2016000000008]

Part I - Personal Information

Name: Police Officer Alan C Merrick
: 2016000000008 Badge No: 5627 Hire Dt: 05/16/2016

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

Part II - Discipline History

2019-0036 Internal/Department

UPD Policy and Procedure Violation: Oct 22, 2019: Command DisciplineDays/hrs suspended: 5 -
[Action/discipline completed]

5 vacation days

EF2020-0032 Case #: RMS 20- E-File

General Rule Violation: Jun 3, 2020: Counseling Memorandum - [Action/discipline
completed]

All,

This is to inform you that Officer Alan Merrick was issued counseling memo on
5/30/20 for taking a improper booking photo.

A signed copy of the counseling memo will be forwarded to you. A signed copy
was also placed in the Officer's personal file in the Chief's Office

Lt. Murphy

General Rule Violation 06/03/2020 [General Rule Violation] - Booking-Chapt 4 - 11.27 Jun 3,
2020

Printed: Sep 28, 2020 03:54 By: Sgt Hiram Rios

Internal/Department **IA No: 2019-0036** **Received: Aug 06, 2019**

Case No:

Classification/Sub-classification: Off-Duty Incident / Conduct

Officers involved:

Police Officer Alan C Merrick [5627/2016000000008]

Officer current info:

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

Snapshot - Officer information at time of incident:

: 2016000000008
Body worn camera: N/A Off Duty Incident
Department: Patrol Division
Bureau: Uniformed Patrol
Division: Uniformed Patrol
Squad: 1
Unit: Uniformed Patrol Squad 1
Shift: Platoon
Rank/title: Police Officer
Age: 34 Years of employment: 3 Years with unit: 1
Off duty: Yes Off duty employed: No

Policy outcome: Not yet entered

Actions taken:

UPD Policy and Procedure Violation: Oct 22, 2019 - Command Discipline Days/hrs suspended/assessed: 5 -
[Action/discipline completed]
5 vacation days

Summary:

PSU Investigation

When/where:

Date/time occurred: Jul 26 2019 20:50

County: Oneida

Linked files:

Narrative of Capt Kelly (pdf)
Command Discipline Meeting (htm)
PSU Investigation (pdf)
Command discipline (pdf)
Right to Union Representation (pdf)

Prof Standards Memorandum (pdf)
copy of Garrity Warning (pdf)

Status/assignment information:

Status: Completed

Opened: 08/09/2019 Assigned: Due: 09/05/2019 Completed:

Disposition: Sustained

Unit assigned: Un-assigned
Handled at field/unit level: No
Investigator assign: Un-assigned
Supervisor assign: Un-assigned
Source of information:

Organizational component(s):

Department: Patrol Division
Bureau: Uniformed Patrol
Division: Uniformed Patrol
Squad: 1
Unit: Uniformed Partol Squad 1
Shift: A Platoon

Critical incident related

Nature of crisis:

Behavior(s):

Technique(s) used:

Disposition(s)

Force/violence:

Entered by: Investigator Adam Howe on Aug 09, 2019 at 07:11

DEPARTMENT OF PUBLIC SAFETY**BUREAU OF POLICE**

413 Oriskany Street West

Utica, New York 13502

August 6, 2019

INTRA-AGENCY MEMORANDUM**SUBJECT:** VIDEO REPRODUCTION/DISTRIBUTION POE STREET HOMICIDE**TO:** Chief of Police: Mark W. Williams

On August 2, 2019 I obtained knowledge that a female volunteer at the Thomas Lindsey Golf Tournament had viewed a portion of Utica Police body worn camera footage. I was also told that this video contained graphic images of the Poe Street homicide investigation. The footage she may have viewed was relative to 19-26459, the homicide of [REDACTED]. The dissemination to this unauthorized individual took place sometime prior to August 2, 2019. Although there were several internet sources containing images of the victim the Utica Police Department has not authorized the release of any BWC footage to any outside entity except the prosecutor's office. It was reported that the aforementioned video was shown to this individual on the sworn officer's cell phone. The manner in which it was shown leads me to believe that an officer videoed his BWC footage during a playback. This officers name was unknown to the reporting party however he was believed to be a first responder to the incident. She also indicated that the officers first name was possibly "Al". First responders to that incident were as follows: Rocco Zasa, Jessica Dodge, Michael Mahay, and Alan Merrick. Based on the description given by the reporting party I believe that Officer Alan Merrick may have been guilty of this unauthorized dissemination. I have obtained information that the reporting source works at the front desk at [REDACTED] Champlin Ave. The reporting source may also be employed by [REDACTED] Varick Street.

NAME:

Christ J. Kelly

RANK:

CAPT. 444

From: hbrodt
Sent: Tuesday, October 22, 2019 1:29 AM
To: amerrick
Cc: dcinque; Professional Standards Distribution List
Subject: Command Discipline Meeting

PO Merrick,

Regarding an on-going internal investigation relative to your Divulging/Copying Police Information, Discussing Evidence and Engaging in Conduct Unbecoming a Police Officer, a command discipline meeting is being scheduled for this morning, Tuesday October 22nd at 0700 Hrs in Capt. Cinque's office. You can bring a union representative to this meeting if you so desire.

Respectfully,

Lt. Howard Brodt

Department of Public Safety

BUREAU OF POLICE

413 Oriskany Street West, Utica New York 13502

Date: August 20, 2019

Subject: Unauthorized duplication of Body Worn Camera footage.

To: Chief of Police
Mark W. Williams

Investigative timeline

On Thursday August 8, 2019 I, Investigator A.N. Howe reported to the Professional Standards Unit, assigned to work the shift hours of 745 until 1600 hours.

On this date, at approximately 0900 hours, I responded to Chief Williams's office to advise him of a narrative that was slid under the PSU door. The narrative was from Capt. Kelly and described him overhearing a conversation at the Thomas Lindsey Golf tournament that made him believe BWC footage was leaked. In the narrative Capt Kelly described a female (In the narrative it said she might be an employee of [REDACTED]) talking about how a male named "Al" showed her footage of him responding to the Poe Street homicide. Capt Kelly overheard this conversation and wanted to notify the PSU regarding the possibility of BWC footage being released.

Chief Williams advised me to make contact with the female described in the narrative. I only knew that this female might work at [REDACTED] and also worked at [REDACTED]

Incident summary

A female (Later discovered to be [REDACTED]) stated while at the Varick bar and grill a white male she met showed her a video of the Poe Street homicide scene. In the footage a male could be seen stabbing himself in the neck. The white male (Latter identified as PO Merrick) stated he was a police officer and was on scene the day of the homicide.

Investigative findings

8/8/19 at 1030 hours. Responded to [REDACTED] and spoke with staff who did not know any employee that worked the Lindsey Golf Tournament.

1045 hours. Responded to [REDACTED] and spoke with [REDACTED]. [REDACTED] stated he thought he might know who the female was. I provided my card and he said he would relay it to her.

1115 hours. When I arrived back at the office, I observed there was a phone message. The message was from a [REDACTED] and provided a call back number of [REDACTED]. I then called [REDACTED] at the number provided while utilizing a voice recorder. [REDACTED] stated the following.

On July 26th 2019, she was at The Varick Bar with her friend [REDACTED]. At around 8:47pm a male approached her with a beer for her and her friend. The male said they seemed cool and he wanted to introduce himself. She thought this was strange because she was a [REDACTED] and nobody ever did that. They talked for several minutes and somehow he brought up he was a police officer. During the conversation he said he was the second officer on scene for the Poe Street Homicide and then began to show her a video on his phone. The video depicted the officer's arms and gun and the suspect could be seen stabbing himself in the neck. She then told him she didn't want to see any more of it. The male then asked if they wanted to go to the new bar at the Irish cultural center and they walked over around 9:00pm.

[REDACTED] stated while working the Lindsey tournament she was speaking with a female and asked her if she knew of any police officers named "Al". The female pulled up a picture of someone but it was not the person she met. The female then pulled up another picture and it was the male she might. [REDACTED] stated the female said his name was "Allen" and he was a police officer.

1300 hours. Left message at [REDACTED] requesting video surveillance from the Varick.

1330 hours. Responded to [REDACTED] at the request of [REDACTED]. [REDACTED] expressed he was aware of the situation and was shocked. He knew the [REDACTED] family was fighting to restrict the spread of disturbing imagery online and this would be a huge blow if they found out. [REDACTED] stated he has a lot of respect for law enforcement and he isn't doing to share this with the rest of the family, he just wanted to be assured that we would address this matter.

9/13/19 – Picked up thumb drive with security footage from [REDACTED]

In reviewing the video, the circumstances described by [REDACTED] were consistent with that of the video. It also confirmed that the male in question was PO Allen Merrick.

8/16/19 – Email sent to PO Merrick directing him to report for an interview on 8/19/19 at 0830 hours.

8/19/19 at 0830 - Interview conducted at the UPD conference room and was attended by PO Merrick, Sgt. Rios and I. PO Merrick declined to have union representation present. The interview began with PO Merrick being provided with a notice of right to union representation along with a Garrity Warning. All documents were completed and signed. PO Merrick was asked to explain the allegations of him distributing a copy of his body camera video.

[REDACTED]

Summary of Findings

The account from PO Merrick was consistent with the version explained by [REDACTED]. During the interview of PO Merrick he was forthcoming with all questions asked and was cooperative with our investigation. His account was found to be truthful and reflected what [REDACTED] described and also what was on the video surveillance.

Policy violations.

Chapter 4 article 2.

H. Officers shall not edit, alter, duplicate, copy, share or otherwise distribute in any manner BWC recordings without prior authorization and approval from the Chief of Police or his designee.

2.24 A. BWC recordings are property of the agency, and dissemination and/or duplication for use outside the agency is strictly prohibited without specific authorization of the Chief of Police or his designee.

Chapter 8

L. Divulging/Copying Police Information:

1. Employees shall not divulge or copy police information to which they have access or which may come to their attention, nor shall they make available any information contained in police records, radio communications, photographs, computers, teletypes, or other files or information in any form whatsoever to anyone except as provided by law or approved by established authority and directives;

a. For purposes of this section, all departmental information is to be considered confidential unless otherwise provided by current directives.

M. Discussing Evidence:

1. Employees shall not discuss any evidence arising out of a criminal or confidential investigation or civil proceeding with the media, or any other person outside the Utica Police Department without permission of established authority, or unless otherwise mandated by law.

1.17 GENERAL RULES OF CONDUCT:

A. Unbecoming Conduct:

1. Employees shall conduct themselves at all times, both on and off-duty, in such a manner as to reflect the highest standards of the law enforcement profession.

2. Employees shall so conduct themselves in both their private and public lives as to avoid bringing discredit upon the Department.

3. Employees shall not engage in conduct on or off duty, which adversely affects the efficiency of the Department, or engage in conduct that has the tendency to impair public respect for the employee and/or the Department and/or impair confidence in the operation of the Department.

Ancillary Issues.

Nothing additional.

The PSU investigation is completed and will be turned over to the administration for review.

Respectfully Submitted,

Professional Standards Unit

Sgt. Hiram Rios

Inv. A.N. Howe



CITY OF UTICA

DEPARTMENT OF PUBLIC SAFETY

BUREAU OF POLICE

413 ORISKANY STREET WEST

UTICA, NEW YORK 13502

ROBERT PALMIERI

Mayor

MARK WILLIAMS

Chief of Police

10/22/2019

PO Alan Merrick

Platoon A / Squad 1

Uniformed Patrol Division

PO Merrick:

On August 8th 2019 an investigation was initiated by the Professional Standards Unit in regards to an individual believed to be a Utica Police Officer showing footage of the Poe St homicide to a female inside of the [REDACTED] n Varick St., City of Utica, NY. The footage was shown to a female identified as [REDACTED]. In the footage that was shown via cell phone, a male could be seen stabbing himself in the neck. Through the investigation conducted by Professional Standards you have since been identified as the party responsible for showing the footage to Dwyer. In an interview you admitted to showing footage of the Poe St incident via your personal cell phone after recording on your cell phone BWC footage from the incident.

As a result of the investigation it was determined that you have violated Department Procedural Manual (Chapter 4 Article 2)

H. Officers shall not edit, alter, duplicate, copy, share or otherwise distribute in any manner BWC recordings without prior authorization and approval from the Chief of Police or his designee.

A. BWC recordings are property of the agency, and dissemination and/or duplication for use outside the agency is strictly prohibited without specific authorization of the Chief of Police or his designee.

(Chapter 8 Article 1)

L. Divulging/Copying Police Information;

1. Employees shall not divulge or copy police information to which they have access or which may come to their attention, nor shall they make available any information contained in police records, radio communications, photographs, computers, teletypes, or other files or information in any form whatsoever to anyone except as provided by law or approved by established authority and directives;

a. For purposes of this section, all departmental information is to be considered confidential unless otherwise provided by current directives.

M. Discussing Evidence;

1. Employees shall not discuss any evidence arising out of a criminal or confidential investigation or civil proceeding with the media, or any other person outside the Utica Police Department without permission of established authority or unless otherwise mandated by law.

1.17 GENERAL RULES OF CONDUCT:

A. Unbecoming Conduct;

1. Employees shall conduct themselves at all times, both on and off-duty, in such a manner as to reflect the highest standards of the law enforcement profession.
2. Employees shall so conduct themselves in both their private and public lives as to avoid bringing discredit upon the Department.
3. Employees shall not engage in conduct on or off-duty, which adversely affects the efficiency of the Department, or engage in conduct that has the tendency to impair public respect for the employee and/or the Department and/or impair confidence in the operation of the Department.

On 10/22/2019, a Command Discipline hearing was commenced. You were offered PBA representation and you accepted denied. Also present during this hearing was (—). We came to the following resolution.

- A) You accept the findings of the investigation.
- B) You accept responsibility for violating the Departmental Procedural Manual.
- C) You accept this Letter of Reprimand. You also accept that 5 days vacation be expunged/deleted/removed from your on-duty time banks.
- D) You also understand that in the future, this behavior or any other violation of Departmental Rules or Regulations of a similar nature will be subject to further disciplinary action.

You are being furnished a copy of this letter. The original with acknowledgment, signed by you, will be placed in your personnel file.

Capt Don Cinque 1420
(Capt. Don Cinque)
(Patrol Division Commander)

Alan Merrick #5627
(PO Alan Merrick)

Lt. Howard Brodt #0875
(Lt. Howard Brodt)

Denise Ann
(PBA Representative)

I acknowledge the content of this letter and a copy of it has been provided to me.



CITY OF UTICA

DEPARTMENT OF PUBLIC SAFETY

413 ORISKANY STREET WEST, UTICA, NEW YORK 13502

(315) 223-3400

ROBERT M. PALMIERI
Mayor

Mark Williams
Chief of Police

NOTICE OF RIGHT TO UNION REPRESENTATION

This is to advise that, pursuant to Subdivision Two (2) of Section Seventy Five (75) of the Civil Service Law, you are the potential subject of disciplinary action. During any questioning you have the right to representation by your union representative.

If representation is requested, you shall have a reasonable period of time to obtain such representation. If you are unable to obtain such representation within a reasonable period of time, the questioning shall continue without the representation.

The union representative reserves the right to participate in an opening and closing argument. However, he/she will NOT be allowed to disrupt the flow of the interview; continuous interruptions could result in termination of the interview.


WAIVER

This is to confirm that I have been advised of my right to union representation, pursuant to Subdivision (2) of Section (75) of the Civil Service Law.

☒ I knowingly and voluntarily hereby waive my right to union representation.

☐ I do not waive my right to have union representation.


Employee:


(Signature)

Alan merrick
(Print Name)

8:25A, 8/19/19
(Time) (Date)

Administered by:


(Signature)

JW A.N. How
(Print Name)

(Signature)

(Print Name)



PROFESSIONAL STANDARDS MEMORANDUM

TODAY'S DATE IS AUGUST 19TH, 2019 AND THE TIME IS APPROXIMATELY 0818.

MY NAME IS ADAM HOWE OF THE UTICA POLICE DEPARTMENT'S PROFESSIONAL STANDARDS UNIT, ALSO PRESENT IS SGT. RIOS.

THIS INTERVIEW IS BEING CONDUCTED AT THE UTICA POLICE DEPARTMENT'S CONFERENCE ROOM AND IS RELATED TO UNAUTHORIZED DISTRIBUTION OF BODY CAMERA FOOTAGE.

AS A MATTER OF PROCEDURE YOU ARE BEING ADVISED THAT YOUR CONVERSATION WITH THIS OFFICER IS BEING VIDEO/AUDIO RECORDED.

WOULD YOU PLEASE STATE YOUR NAME, RANK AND I.D. # FOR THE RECORD?

ARE YOU AWARE THAT YOUR CONVERSATION WITH THIS OFFICER IS BEING RECORDED?

ARE YOU AWARE THAT ANYTHING YOU SAY MAY BE USED IN AN ADMINISTRATIVE HEARING?

ARE YOU AWARE THAT PURSUANT TO UTICA POLICE DEPARTMENT POLICY AND PROCEDURE REGULATIONS, ALL MEMBERS ARE REQUIRED TO COOPERATE TO THE FULLEST DURING ADMINISTRATIVE INTERNAL INVESTIGATIONS?

ARE YOU AWARE THAT PURSUANT TO UTICA POLICE DEPARTMENT POLICY AND PROCEDURE REGULATIONS YOU ARE REQUIRED TO ANSWER ALL QUESTIONS TRUTHFULLY AND HONESTLY?

I AM NOW OFFERING YOU YOUR NOTICE OF RIGHT TO UNION REPRESENTATION.

(READ & SIGN.)

IS THERE ANYTHING THAT I HAVE FAILED TO ASK YOU THAT YOU WOULD LIKE TO ADD?

HAS EVERYTHING YOU SAID BEEN THE TRUTH TO THE BEST OF YOUR KNOWLEDGE?

THE TIME IS NOW 0835 AND THIS CONCLUDES OUR COMPLAINT INTERVIEW.



CITY OF UTICA

DEPARTMENT OF PUBLIC SAFETY

413 ORISKANY STREET WEST, UTICA, NEW YORK 13502

(315) 223-3400

ROBERT M. PALMIERI
Mayor

Mark Williams
Chief of Police

Garrity Warning

At this time, I am going to question you about your involvement in unauthorized distribution of Body Camera footage that occurred at 616 Varick Street (The Varick Bar and Grill) on 7/26/19 at around 2100 hours.

This questioning concerns administrative matters relating to the official business of the Utica Police Department. During the course of this questioning, if you disclose information which indicates that you may be guilty of criminal conduct, neither your self-incriminating statements nor the fruits of any self-incriminating statements you make will be used against you in any criminal legal proceedings. Since this is an administrative matter and any self-incriminating information you may disclose will not be used against you in a court of law, you are required to answer my questions fully and truthfully. This requirement is set forth in our Utica Police Department Rules and Regulations, Insubordination Chapter Eight Article One Section 1.10-J and Truthfulness Chapter Eight Article One Section 1.17-H and our departmental regulations requiring employees of this department to comply with all lawful orders. You are entitled to all rights and privileges guaranteed by the Constitution and the Laws of the State of New York State and the Constitution of the United States, including the right to have legal counsel or union representation present with you during this interview. If you refuse to answer all my questions, this in itself is a violation of the rules and procedures of the department, and you will be subject to separate disciplinary action and or termination.

Do you understand what I have just explained to you? Yes

Do you have any questions concerning what I have just explained to you? No

I, Alan Merrick, by my signature below, affirm that I have been advised of the "Garrity Warning" and have had its meaning explained to me.

Officer's Signature [Redacted] Date 8-19-19

PBA Representative N/A Date 8/19/19

Interviewer/Investigator INV. A.N. Howe "4084"

[Signature]

E-File IA No: EF2020-0032 Received: May 20, 2020 08:06

Case No: RMS 20-

Classification/Sub-classification: UPD Policy and Procedure Violation(s) / Chapter 4 Article 1: Booking Procedure

Officers involved:

Police Officer Alan C Merrick [5627/2016000000008]

Officer current info:

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

Snapshot - Officer information at time of incident:

: 2016000000008
Body worn camera: N/A
Department: Patrol Division
Bureau: Uniformed Patrol
Division: Uniformed Patrol
Squad: 1
Unit: Uniformed Patrol Squad 1
Shift: Platoon
Rank/title: Police Officer
Age: 35 Years of employment: 4 Years with unit: 1
Off duty: No Off duty employed: No

Policy outcome: Not yet entered

Allegations:

Booking Procedure - Chapter 4 Article 11 Arrest, Transport, Booking
Jun 03, 2020 Sustained

Actions taken:

General Rule Violation: Jun 03, 2020 - Counseling Memorandum Days/hrs suspended/assessed: -
[Action/discipline completed]
All,

This is to inform you that Officer Alan Merrick was issued counseling memo on 5/30/20 for taking a improper booking photo.

A signed copy of the counseling memo will be forwarded to you. A signed copy was also placed in the Officer's personal file in the Chief's Office

Lt. Murphy

Charges:

General Rule Violation 06/03/2020 [General Rule Violation] - Booking-Chapt 4 - 11.27 Jun 03, 2020

Hearings:

Field Level Counseling 06/03/2020

Summary:

It's an internal regarding improper booking photo.

When/where:

Date/time occurred:

Linked files:

Re PO Merrick Discipline History (msg)
Inv Notice (msg)
closed notification - Officer Merrick Counseling Memo (msg)
Copies of Booking photos (pdf)
copy of Counseling memo Alan Merrick (pdf)
Intra Memo Lt Murphy (pdf)
Intra Memo A Merrick (pdf)

Status/assignment information:

Status: Completed Priority: Low

Opened: 05/20/2020 Assigned: 05/20/2020 Due: 06/20/2020

Completed: 06/04/2020

Disposition: Sustained

Unit assigned: Patrol Division

Handled at field/unit level: Yes

Outside/file investigator: Bansner, Brian D Captain [2008000000012 / 0399]

Investigator assign: Sgt Hiram Rios

Supervisor assign: Un-assigned

Source of information: Email

Organizational component(s):

Department: Patrol Division

Bureau: Uniformed Patrol

Division: Uniformed Patrol

Squad: 1

Unit: Uniformed Patrol Squad 1

Shift: 1 Platoon

Critical incident related

Nature of crisis:

Behavior(s):

Technique(s) used:

Disposition(s)

Force/violence:

Entered by: Sgt Hiram Rios on May 20, 2020 at 13:12

hrios

From: bbansner
Sent: Wednesday, May 20, 2020 8:06 AM
To: hrios
Subject: Re: PO Merrick Discipline History

It's an internal regarding improper booking photo.

Respectfully,

Captain Brian D. Bansner
Patrol Division Commander

On May 20, 2020, at 08:04, hrios [REDACTED] wrote:

Capt,

Do you want his entire history or are you looking for something in a specific category?

I don't have any internal Inv. being conducted on him. Can you please send me the incident so that we can log it.

From: bbansner [REDACTED]
Sent: Tuesday, May 19, 2020 9:47 AM
To: Professional Standards Distribution List [REDACTED]
Subject: PO Merrick Discipline History

Can you send me PO Merrick's discipline history relative to an internal investigation.

Captain Brian D. Bansner

<image001.jpg>

**Utica Police Department
413 Oriskany Street West
Utica, New York 13502**

Office Telephone: (315) [REDACTED]
E-Mail Address: [REDACTED]

CONFIDENTIALITY NOTICE: This electronic mail transmission may contain privileged and confidential information intended only for the individual or entity named above. Any dissemination, use, distribution, copying or disclosure of this communication by any other person or entity is strictly prohibited. Should you receive this transmission in error, please notify the sender by telephone or by return e-mail.

hrios

From: mmurphy
Sent: Wednesday, June 3, 2020 8:24 AM
To: Professional Standards Distribution List
Cc: bbansner
Subject: Officer Merrick Counseling Memo

All,

This is to inform you that Officer Alan Merrick was issued counseling memo on 5/30/20 for taking a improper booking photo.

A signed copy of the counseling memo will be forwarded to you. A signed copy was also placed in the Officer's personal file in the Chief's Office

Lt. Murphy

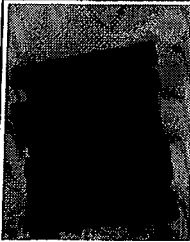
mmurphy

From: bbansner
Sent: Monday, May 11, 2020 3:01 PM
To: mmurphy
Cc: bbansner
Subject: FW: Daily Report, 5/8/20-5/11/20
Attachments: 20-481_Daily Report_511202.pdf

Lt. Murphy,

Please complete an investigation regarding this booking photo.

Thanks,
Captain Bansner

	Booking Name: [REDACTED]	Sex: Male
	Booking Date: [REDACTED]	DOB: [REDACTED]
	Booking #: 20-00492-01	Age: 60
	RICI #: [REDACTED]	
	Arrest Agency: UPD	
	M.S. Incident #: 20-0015059	
	Custody Status:	
	M.S. Charge: CRIM CONTEMPT-1ST:PHY CONTACT	

Booking Name: [REDACTED]	Sex: Male
Booking Date: 05/11/2020 07:20	

Just saw this while I was looking at the Daily Report. Merrick was the booking officer. Figured you would want to forward to Murph to ensure Merrick knows to take the mask off for future processing.....

From: MVCAC [REDACTED]
Sent: Monday, May 11, 2020 10:39 AM
To: ckelly <[REDACTED]>; DA Scott McNamara <[REDACTED]>; Deputy Director Pat Cady <[REDACTED]>; enoonan <[REDACTED]>; jholt <[REDACTED]>; Major Philip Rougeux <[REDACTED]>; [REDACTED] <[REDACTED]>; mwilliams <[REDACTED]>; Senior Parole Officer Nick Pezdek <[REDACTED]>; Sheriff Robert Maciol <[REDACTED]>; Todd Stratton <[REDACTED]>; Undersheriff Joe Lisi <[REDACTED]>
Subject: Daily Report, 5/8/20-5/11/20

Good morning,

Attached is the Daily Report for 5/8/20-5/11/20.

Thank you,
Michelle

Utica Police Department
Mohawk Valley Crime Analysis Center
Office: (315) [REDACTED] main: (315) [REDACTED]
413 Oriskany Street West, Utica, NY 13502
[REDACTED]

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Information contained in this e-mail is confidential and may be privileged and exempt from disclosure. If the reader of this message is not the intended recipient, the reader is hereby notified that any dissemination, distribution, or copying is strictly prohibited. All information contained within should be considered law enforcement sensitive unless otherwise noted. If the reader has received this in error, please immediately destroy all copies and attachments and notify the sender by replying to this e-mail.

NOTICE: This e-mail and all attachments contained within should be retained in your original case file in order to fulfill any legal obligations. The MVCAC does not retain copies of these records for purposes of discovery compliance.

Utica Police Department

Master Card Photograph

Print Date: 5/17/2020 4:34:12AM

MasterCard No: 2010000010996

Name: [REDACTED]

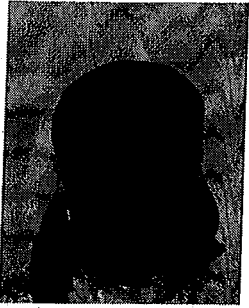


Photo Date: 5/9/2020 02:55

Utica Police Department

Master Card Photograph

Print Date: 5/17/2020 4:34:32AM

MasterCard No: 2010000010996

Name: [REDACTED]

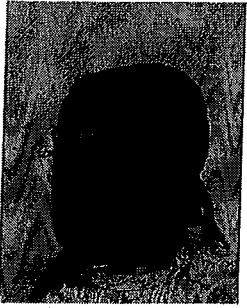


Photo Date: 5/9/2020 02:55

Utica Police Department

Master Card Photograph

Print Date: 5/17/2020 4:34:36AM

MasterCard No: 2010000010996

Name: [REDACTED]

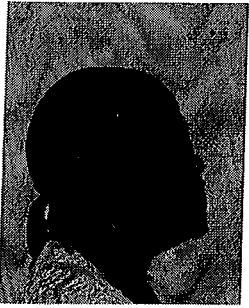


Photo Date: 5/9/2020 02:55

COUNSELING MEMORANDUM



TO: Officer Alan Merrick
FROM: Lt. M.B. Murphy
DATE: 5/22/20
RE: Booking Photograph

I. Identify and define the behavior to be modified:

On May 9th 2020 Officer Merrick was assigned to be the booking officer. During this assignment he photographed prisoner [REDACTED] as part of the booking process. The photograph of [REDACTED] that was taken depicts him wearing a surgical mask, glasses and a doo-rag on his head.

II. Review of applicable rules & regulations, orders and operating procedures or laws:

When officers are trained in booking officer operating procedures, they are told that all headwear, jewelry, glasses, etc... must be removed prior to taking the photograph.

III. Employee's response to the performance deficiency:

Officer Merrick took full responsibility for not having the prisoner remove the property prior to the booking photograph being taken.

IV. Clearly explain the behavior expected of the member:

It is expected that Officer Merrick make every necessary attempt to remove any property from a prisoner prior to taking a booking photograph. In the event he is met with resistance from a prisoner regarding removing property, he is to notify the squad commander.

V. Potential consequences for continuing the unacceptable behavior:

The Progressive Disciplinary System will be initiated and negative or punitive discipline may be recommended for any further incidents, similar in nature, in which you are involved.

VI. Provisions for follow-up consultations:

This counseling memorandum will be placed in your squad training file. If, after a period of six months there are no further incidents of a similar nature, this memo will be purged from your training file and the matter will be considered closed.

This counseling memorandum will be placed in your personnel file.

Signature of Employee: [REDACTED] #5627

Date:

Signature of Supervisor: [REDACTED]

Date: 5/30/20

Signature of Witnessing Supervisor: [REDACTED]

Date: 5/30/20

DEPARTMENT OF PUBLIC SAFETY**BUREAU OF POLICE**

413 Oriskany Street West

Utica, New York 13502

5/19/20

INTRA-AGENCY MEMORANDUM**SUBJECT:** RMS 20-15059 Booking Photograph of Prisoner [REDACTED]**TO:** Chief of Police: Mark W. Williams

On 05/12/20, I Lt. Michael Murphy was assigned as the A Platoon Commander from 1145-0800 hours with Capt. Bansner as my direct supervisor.

Upon reviewing my department email I read an email from Capt. Bansner directing me to conduct an investigation regarding a prisoner being photographed while wearing a mask.

The email contained a booking photo of a male [REDACTED] who was wearing a surgical mask. The booking photo also showed [REDACTED] wearing glasses and a doo-rag on his head.

I called in Officer Merrick and showed him the booking photo in question. I asked him if he is the officer that took the photo. Officer Merrick stated that he was. I advised him to complete a narrative in regards to why he did not have the prisoner take off his surgical mask, glasses or doo-rag.

Officer Merrick takes full responsibility for not having the prisoner remove these items from his person before taking the booking photograph.

NAME: [REDACTED]

M A MURPHY

RANK: 47 5915

DEPARTMENT OF PUBLIC SAFETY

BUREAU OF POLICE

413 Oriskany Street West

Utica, New York 13502

5/12/20

INTRA-AGENCY MEMORANDUM

SUBJECT: Booking photographs of Prisoner [REDACTED]**TO:** Chief of Police: Mark W. Williams

On May 9th, 2020, I Officer Alan Merrick was working the 0000-0800 shift assigned to the Patrol Division, Platoon A, and Squad 1. On that day, I was assigned to the booking office (BWC 5627) per the Platoon Commander, Sgt. French.

At approximately 0115 hours a prisoner [REDACTED] was transferred in to my custody regarding an Order of Protection violation and a Harassment 2nd. I searched [REDACTED] removed his property and baseball cap and secured same to the bench. I then issued [REDACTED] a face mask per his request.

At approximately 0345 hours I began the booking process with [REDACTED] to secure photographs and fingerprints. I handcuffed [REDACTED] to the front and asked him to remove his face mask. [REDACTED] placed his mask below his lips and on his chin. I advised [REDACTED] to place the mask below his chin. [REDACTED] was wearing a black Durag on his head which I did not ask him to remove. I then secured booking photographs of [REDACTED] wearing his Durag and face mask below his chin.

I am aware of the policy regarding facial coverings and head coverings and that all items need to be removed prior to booking photographs being secured. I have no excuse for not asking [REDACTED] to remove these items. I will not allow this mistake to happen again when working in the booking office.

Respectfully Submitted,

[REDACTED]

Ptlm. Alan Merrick #5627

NAME: Alan MerrickRANK: Patrolman