

# 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:** *Derek K. Schultz*

**Address:**



**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 June 12, 2014*

*the term to end N/A*

*filling unexpired term of (if applicable)*

**Signed**

A handwritten signature in cursive script, which appears to read "Robert DePalma", is written over a horizontal line.

**Mayor**

**Title of Official**

## PERFORMANCE EVALUATION REPORT

NAME (FIRST, LAST, MI) <b>Derek Schultz</b>	ID # [REDACTED]	RANK <b>PO</b>	DIVISION/UNIT <b>C-1</b>
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) <b>Street Patrol</b>	PERIOD COVERED <b>Annual</b>	FROM <b>1/1/19</b>	TO <b>12/31/19</b>

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

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

4 PERSONAL APPEARANCE	4	COMMAND PRESENCE	4	REPORT WRITING ABILITY	4	INTERPERSONAL SKILLS (VERBAL)
4 RESPONSIVENESS TO SUPERVISION	3	ATTENDANCE	4	RELIABILITY	4	PERFORMANCE UNDER STRESS
4 PERFORMACE	4	PUNCTUALITY	4	INVESTIGATIVE/PROBLEM SOLVING SKILLS		
4 JUDGMENT	2	CARE AND USE OF EQUIPMENT	4	KNOWLEDGE OF LAWS, POLICIES, ETC		

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

SICK: 2    INJURED ON-DUTY:    INJURED OFF-DUTY:    OTHER:    **TOTAL OCCURENCES: 2**

**3. SUPERVISORY PERSONNEL ONLY**

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

- Passed all uniform / weapons inspections.
- Used two sick days for the year.
- Reports to roll call on time and prepared.
- Interacts well with the public and possesses excellent communications skills. PO Schultz received a compliment from a civilian regarding his professionalism and performance.
- PO Schultz is a Field Training Officer and has shown he can be trusted to ensure that his recruits are well trained and provided with knowledge of Policy and Procedures, officer safety as well providing them with recognizing the importance of the chain of command.
- The majority of PO Schultz's reports are complete and accurate and free of errors, however there were two occasions where PO Schultz had failed to complete necessary paperwork and had to be reminded. PO Schultz had failed to complete a Naloxone Quality Improvement Usage Form and failed to complete a E-Justice File 8 notification. These were the only two issues for the year and were addressed and noted in his E-File.
- PO Schultz was involved in a one car accident on October 16th, 2019 where he caused minor damage to car 56 while attempting to turn around in a cemetary in order respond to a call for officer assistance.
- PO Schultz is self motivated and requires very little supervision on calls. PO Schultz has a good understanding of the Laws and Policies set forth and his actions have often demonstrated qualities of integrity and good morals.
- PO Schultz often requests to attend trainings when they arise and shows interest in expanding his knowledge in order to assist him with more opportunities that become avaiilable within the department.

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

**PO Schultz works a busy zone and is able to handle his calls with little assistance from other zones. He should continue to work effectively and productively in his zone as it demonstrates his excellent work ethic. PO Schultz possesses strengths, including his ability to communicate effectively with the public, which he does in a professional and respectful manner. He should continue such behaviors as they are good examples of being a positive role model. PO Schultz should continue to put in for trainings to assist in furthing his**

career.

(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 Lt. James Holt Jr.  Rank LT. Date 2/1/20

Print/Signature

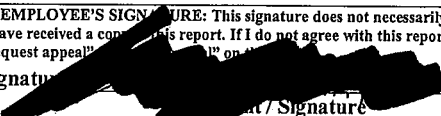
7. SUPERVISOR REVIEWING WITH EMPLOYEE: Name:

Signature Sgt. Kerry Carville  Rank Sergeant Date 2/1/20

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 "do not request appeal" on the back of this report.

Signature  Rank Plt Date 2-1-20

Print/Signature

## PERFORMANCE EVALUATION REPORT

NAME (FIRST, LAST, MI) <b>Derek Schultz</b>	ID # [REDACTED]	RANK <b>PO</b>	DIVISION/UNIT <b>C-1</b>
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) <b>Street Patrol</b>	PERIOD COVERED <b>Annual</b>	FROM <b>1/1/18</b>	TO <b>12/31/18</b>

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

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

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

**2. SUPERVISORY PERSONNEL ONLY**

LEADERSHIP QUALITIES	EFFECTIVENESS OF DELEGATION	TRAINING/COACHING OF SUBORDINATES	EVALUATION OF SUBORDINATES
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**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.)**

- Passed all uniform / weapons inspections.
- Used zero sick days for the year.
- Reports to roll call on time and prepared.
- Interacts well with the public and possesses excellent communications skills, has not received any complaints from civilians regarding his demeanor.
- Is a reliable officer who is knowledgeable and because of this has been made a Field Training Officer for new recruits.
- Reports are complete and accurate and free of errors.
- PO Schultz [REDACTED] however he has returned back to work in full capacity with a good attitude and a strong desire to work proactively in a busy zone.
- PO Schultz is also highly productive and was listed as a top performers within the C-Squad in January 2018 in regards to parking tickets.
- PO Schultz has demonstrated his desire to advance within the department by becoming a trusted Evidence Technician, a current member of METRO SWAT, a Field Training Officer and has attended the Instructor Development Course. He also requests to attend trainings when they arise, that can assist him with furthering his knowledge in his career.

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

PO Schultz possesses many strengths, including his ability to communicate effectively with the public, which he does in a professional and respectful manner. He has a good grasp on critical incident procedures and has demonstrated that he can remain calm and of sound mind when dealing with stressful situations, his SWAT training has reinforced this ability. He demonstrates great leadership qualities and is an honest and reliable Officer. He should continue to act proactively on the street and continue to be a positive role model.

(Goal settings Continue From Front)

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

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

EXCELLENT     GOOD     ACCEPTABLE     NEEDS IMPROVEMENT     UNSATISFACTORY

5. REVIEWING COMMANDING OFFICER: (Immediate Supervisor Name)

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

6. SUPERVISOR REVIEWING WITH EMPLOYEE

Signature Sgt. Kerry Carville Rank Sergeant Date 1-15-19  
Print/Signature

7. EMPLOYEE'S COMMENTS: (Optional)

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

Signature [Redacted] Rank Pt/1st Date 1-15-19  
Print/Signature

## PERFORMANCE EVALUATION REPORT

NAME (FIRST, LAST, MI) <b>Derek Schultz</b>	ID # [REDACTED]	RANK <b>PO</b>	DIVISION/UNIT <b>C-1</b>
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) <b>Street Patrol</b>	PERIOD COVERED <b>Annual</b>	FROM <b>1/1/17</b>	TO <b>12/31/17</b>

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

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

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

**2. SUPERVISORY PERSONNEL ONLY**

LEADERSHIP QUALITIES	EFFECTIVENESS OF DELEGATION	TRAINING/COACHING OF SUBORDINATES	EVALUATION OF SUBORDINATES
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**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.)

- Passed all uniform inspections.
- Used Six sick days for the year.
- Reports to roll call on time and prepared.
- Interacts well with the public and possesses excellent communications skills.
- Reports are complete and accurate.
- PO Schultz received a compliment from Inv. Hartnett regardg his investigation solving skills where a suspect was identified regarding a stolen property investigaiton. This incident was documented in his Electronic File. PO Schultz displays pride in his work ethic and always puts forth a valiant effort.
- PO Schultz works a very busy zone and handles same with little assistance, PO Schultz is also highly productive as he has been listed as one of the top three performers within the C-Squad in regards to parkign tickets.
- PO Schultz is an active member and is often seeking to gain experience by putting in for various assignments. An example of this is the fact that he is a trusted Evidence Technician, a current member of METRO SWAT, and a Field Training Officer.
- It has been documented in his Electronic File in September, regarding his failure to provide information in the comment tab when a DMV photo request was compelted. PO Schultz received a counseling memo for this issue.
- PO Schultz received a counseling memo in September for failing to complete a Vehicle Inventory Checklist in accordance with our agency's procedural manual.

How can this employee best improve his/her performance? (Include setting Career /Performance Goals).  
**PO Schultz's strengths include his ability to communicate with the public, which he always does in a professional and calm demeanor. His report writing is also completed free of errors. PO Schultz has demonstrated great leadership qualities and has put in for trainings which he should continue to do to further enhance his career path. PO Schultz should continue to build his skills and knowledge as this will put him in a good position to possibly become an investigator with the Criminal Investigation Unit.**

(Goal settings Continue From Front)


PO Schultz should also continue to strive for increased proactivity.

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

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

EXCELLENT     GOOD     ACCEPTABLE     NEEDS IMPROVEMENT     UNSATISFACTORY

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

Signature Lt. James Holt Jr.  Rank Lieutenant Date 1/25/18  
Print/Signature

6. SUPERVISOR REVIEWING WITH EMPLOYEE: Name:

Signature Sgt. Kerry Carville  Rank Sergeant Date 1-18-18  
Print/Signature

7. EMPLOYEE'S COMMENTS: (Optional)

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

Signature  Rank PfM 7625 Date 1-18-18

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 08 DAY 06 YEAR 2020

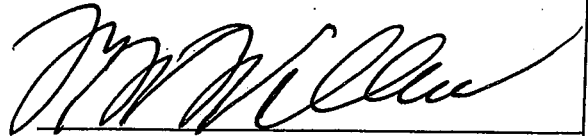
TO: <b>Utica Civil Service Commission</b>		NAME OF EMPLOYEE: <b>Schultz, Derek K.</b>		
FROM: (Check only one) <input checked="" type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> Town <input type="checkbox"/> Village or District		ADDRESS: [REDACTED]		
DEPARTMENT: <b>Police Department</b>		TITLE OF POSITION: <b>Police Officer</b>	SALARY: <b>\$ 77,179.</b>	
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: [REDACTED]	
A P P O I N T M E N T S	<i>Check Nature of Personnel Change</i>		<i>Date Effective</i>	
	<input type="checkbox"/> Permanent		<i>Action Necessary by Appointing Officer:</i> 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 type="checkbox"/> Change in Salary		Indicate new saaly	
	<input type="checkbox"/> Change in Name		Give facts under Remarks	
<input checked="" type="checkbox"/> Other	8/6/20	Give facts under Remarks		

Remarks: (Continue on back if necessary)

Address change eff. 8/6/20:  
[REDACTED]

3.75% contract inc. eff. 4/1/20  
Longevity inc. eff. 6/16/19

Appointing Officer  
Title  
Address

  
Chief of Police

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

(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: <b>Utica Civil Service Commission</b>		NAME OF EMPLOYEE: <b>Schultz, Derek K.</b>	
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: <b>Police Department</b>		TITLE OF POSITION: <b>Police Officer</b>	SALARY: <b>\$ 77,179.</b>
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: [REDACTED]

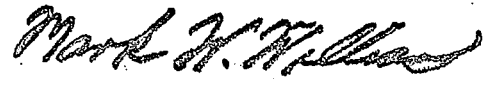
	Check Nature of Personnel Change	Date Effective	Action Necessary by Appointing Officer:
A P P O I N T M E N T S	<input type="checkbox"/> Permanent		Return report of Certification
	<input type="checkbox"/> Provisional		Attach application (MSD-330)
	<input type="checkbox"/> Temporary	From: To:	State length 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 O 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		Submt form MSD-222
	<input checked="" type="checkbox"/> Change in Salary	4/1/20	Indicate new saalry
	<input type="checkbox"/> Change in Name		Give facts under Remarks
<input type="checkbox"/> Other		Give facts under Remarks	

Remarks: (Continue on back if necessary)

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

Longevity inc. eff. 6/16/19

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

  
 Appointing Officer  
 Title Chief of Police  
 Address \_\_\_\_\_

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 _____	
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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 16 YEAR 2019

TO: **Utica Civil Service Commission** NAME OF EMPLOYEE: **Schultz, Derek K.**

FROM: (Check only one)  
 City  County  Town  Village or District ADDRESS: [REDACTED]

DEPARTMENT: **Police Department** TITLE OF POSITION: **Police Officer** SALARY: **\$ 74,389.**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION: [REDACTED]

Veteran  Non-Veteran  
 Disabled Veteran  Exempt Volunteer Fireman

DATE OF BIRTH: [REDACTED] SOCIAL SECURITY NUMBER: [REDACTED]

	<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
	<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		Submt form MSD-222
	<input checked="" type="checkbox"/> Change in Salary	6/16/19	Indicate new saaly
	<input type="checkbox"/> Change in Name		Give facts under Remarks
<input type="checkbox"/> Other		Give facts under Remarks	

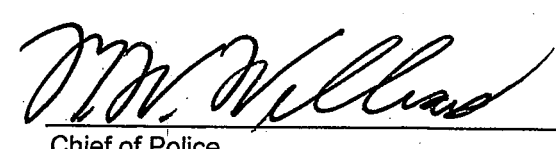
Remarks: (Continue on back if necessary)

Longevity inc. eff. 6/16/19

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

[REDACTED]

Longevity inc. eff. 6/16/18

  
 Appointing Officer  
 Title Chief of Police  
 Address \_\_\_\_\_

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:  
**Schultz, Derek K.**

FROM: (Check only one)

City  County  Town  Village or District

ADDRESS:  
[REDACTED]

DEPARTMENT:  
**Police Department**

TITLE OF POSITION:  
**Police Officer**

SALARY:  
**\$ 67,413.**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

Veteran  Non-Veteran  
 Disabled Veteran  Exempt Volunteer Fireman

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:  
[REDACTED]

	<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
	<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	4/1/19	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)

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

[REDACTED]  
Longevity inc. eff. 6/16/18  
New Contract salary changes eff. 4/1/18

Appointing Officer

Title

Address

*Mark H. Miller*  
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 07 DAY 07 YEAR 2018

TO: **Utica Civil Service Commission**  
FROM: (Check only one)  
 City  County  Town  Village or District

NAME OF EMPLOYEE:  
**Schultz, Derek K.**  
ADDRESS:

DEPARTMENT:  
**Police Department**  
NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

TITLE OF POSITION:  
**Police Officer** SALARY:  
**\$ 64,977.**  
 Veteran  Non-Veteran  
 Disabled Veteran  Exempt Volunteer Fireman

DATE OF BIRTH: SOCIAL SECURITY NUMBER:

	Check 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 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 type="checkbox"/> Change in Salary		Indicate new salary
	<input type="checkbox"/> Change in Name		Give facts under Remarks
<input checked="" type="checkbox"/> Other	7/7/18	Give facts under Remarks	

Remarks: (Continue on back if necessary)  
 Longevity inc. eff. 6/16/18  
 New Contract salary changes eff. 4/1/18  
 pp. 6/8/18  
 Appointing Officer: *Mark Willcox*  
 Title: Chief of Police  
 Address:

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 16 YEAR 2018

TO: **Utica Civil Service Commission**

NAME OF EMPLOYEE:  
**Schultz, Derek K.**

FROM: (Check only one)

City  County  Town  Village or District

ADDRESS:

DEPARTMENT:  
**Police Department**

TITLE OF POSITION:  
**Police Officer**

SALARY:  
**\$ 64,977.**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

Veteran  Non-Veteran  
 Disabled Veteran  Exempt Volunteer Fireman

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:

	<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	6/16/18	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)

Longevity inc. eff. 6/16/18

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

Appointing Officer  
Title  
Address

*Marc Wilcox*  
Chief of Police

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

(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: **Schultz, Derek K.**

FROM: (Check only one)  City  County  Town  Village or District ADDRESS: [REDACTED]

DEPARTMENT: **Police Department** TITLE OF POSITION: **Police Officer** SALARY: **\$ 62,279.**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:  Veteran  Non-Veteran  
 Disabled Veteran  Exempt Volunteer Fireman

DATE OF BIRTH: SOCIAL SECURITY NUMBER: [REDACTED]

	Check 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
T E R M I O N 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		Submt form MSD-222
	<input checked="" type="checkbox"/> Change in Salary	4/1/18	Indicate new saalry
<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

[REDACTED]  
Longevity inc. eff. 6/12/17.

Appointing Officer  
Title  
Address

*[Signature]*  
Chief of Police

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

(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 19 YEAR 2018

TO: **Utica Civil Service Commission** NAME OF EMPLOYEE: **Schultz, Derek K.**

FROM: (Check only one)  
 City  County  Town  Village or District ADDRESS: [REDACTED]

DEPARTMENT: **Police Department** TITLE OF POSITION: **Police Officer** SALARY: **\$ 57,556.**


NAME AND TITLE OF LAST EMPLOYEE IN POSITION: [REDACTED]  
 Veteran  Non-Veteran  
 Disabled Veteran  Exempt Volunteer Fireman

DATE OF BIRTH: [REDACTED] SOCIAL SECURITY NUMBER: [REDACTED]

	<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
	<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	4/19/17	Indicate new saaly
	<input type="checkbox"/> Change in Name		Give facts under Remarks
<input type="checkbox"/> Other		Give facts under Remarks	

Remarks: (Continue on back if necessary)  
[REDACTED]

Longevity inc. eff. 6/12/17.  
Noted: Found a difference with employee  
City ID employee number and UPD Badge # [REDACTED]

Appointing Officer:   
Title: **Chief of Police**  
Address: \_\_\_\_\_

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 12 YEAR 2017

TO: **Utica Civil Service Commission** NAME OF EMPLOYEE: **Schultz, Derek K.**

FROM: (Check only one)  City  County  Town  Village or District ADDRESS: [REDACTED]

DEPARTMENT: **Police Department** TITLE OF POSITION: **Police Officer** SALARY: **\$ 57,556.**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION: [REDACTED]  Veteran  Non-Veteran  Disabled Veteran  Exempt Volunteer Fireman

DATE OF BIRTH: [REDACTED] SOCIAL SECURITY NUMBER: [REDACTED]

	<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 O N 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 checked="" type="checkbox"/> Change in Salary	6/12/17	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. 6/12/17.

Appointing Officer  
Title  
Address

  
Chief of Police

Noted: Found a difference with employee City ID employee number and UPD Badge #.

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

(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 17 YEAR 2017

TO: **Utica Civil Service Commission**

NAME OF EMPLOYEE: **Schultz, Derek K.**

FROM: (Check only one)  
 City  County  Town  Village or District

ADDRESS: [REDACTED]

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: [REDACTED]

	<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 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 type="checkbox"/> Change in Salary		Indicate new salary
	<input type="checkbox"/> Change in Name		Give facts under Remarks
	<input type="checkbox"/> Other	4/17/17	Give facts under Remarks

Remarks: (Continue on back if necessary)

Noted: Found a difference with employee  
City ID employee number [REDACTED]

Longevity inc. eff. 6/12/16.

Appointing Officer  
Title  
Address

*Mark Williams*  
Chief of Police

CERTIFICATE  
valid until

(Date)

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

By

Date

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

DATE

MONTH 06 DAY 10 YEAR 2016

TO: **Utica Civil Service Commission** NAME OF EMPLOYEE: **Schultz, Derek K.**

FROM: (Check only one)  City  County  Town  Village or District ADDRESS: [REDACTED]

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: [REDACTED]

	<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 O N 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 checked="" type="checkbox"/> Change in Salary	06/12/16	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. 6/12/16.

1% Contract increase effective 10/1/15

Longevity increase eff. 6/12/15

Appointing Officer  
Title  
Address

*[Signature]*  
Chief of Police

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

(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 09 DAY 23 YEAR 2015

TO: <b>Utica Civil Service Commission</b>		NAME OF EMPLOYEE: <b>Schultz, Derek K.</b>	
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: <b>Police Department</b>		TITLE OF POSITION: <b>Police Officer</b>	SALARY: <b>\$ 51,258</b>

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: [REDACTED]
----------------	---------------------------------------


	<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		Submt form MSD-222
	<input checked="" type="checkbox"/> Change in Salary	10/1/15	Indicate new saalry
	<input checked="" type="checkbox"/> Change in Name		Give facts under Remarks
<input type="checkbox"/> Other		Give facts under Remarks	

Remarks: (Continue on back if necessary)

1% Contract increase effective 10/1/15

[REDACTED]  
Longevity increase eff. 6/12/15

Appointing Officer  
Title  
Address

  
Chief of Police

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

(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 08 DAY 17 YEAR 2015

TO: **Utica Civil Service Commission**  
FROM: (Check only one)  
 City  County  Town  Village or District

NAME OF EMPLOYEE: **Schultz, Derek K.**  
ADDRESS: [REDACTED]

DEPARTMENT: **Police Department**

TITLE OF POSITION: **Police Officer** SALARY: **\$ 50,751.**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

Veteran  Non-Veteran  
 Disabled Veteran  Exempt Volunteer Fireman

DATE OF BIRTH: [REDACTED] SOCIAL SECURITY NUMBER: [REDACTED]

	<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
	<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 type="checkbox"/> Change in Salary		Indicate new salary
	<input type="checkbox"/> Change in Name		Give facts under Remarks
<input checked="" type="checkbox"/> Other	8/17/15	Give facts under Remarks	

Remarks: (Continue on back if necessary)

[REDACTED]  
Longevity increase eff. 6/12/15  
Sworn in 6/12/14, on payroll 6/16/14

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 06 DAY 04 YEAR 2015

TO:  
**Utica Civil Service Commission**

NAME OF EMPLOYEE:  
**Schultz, Derek K.**

FROM: (Check only one)  
 City  County  Town  Village or District

ADDRESS:  
[REDACTED]

DEPARTMENT:  
**Police Department**

TITLE OF POSITION:  
**Police Officer** SALARY:  
**\$ 50,751.**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

Veteran  Non-Veteran  
 Disabled Veteran  Exempt Volunteer Fireman

DATE OF BIRTH: SOCIAL SECURITY NUMBER:  
[REDACTED]

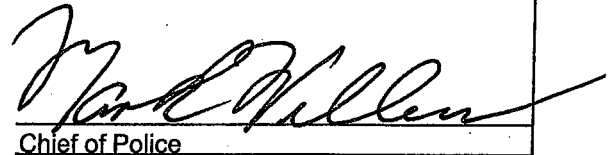
	<u>Check Nature of Personnel Change</u>	<u>Date Effective</u>	<u>Action Necessary by Appointing Officer:</u>
A P P O I N T M E N T S	<input type="checkbox"/> Permanent		Return report of Certification
	<input type="checkbox"/> Provisional		Attach application (MSD-330)
	<input type="checkbox"/> Temporary	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
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	6/12/15	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 increase eff. 6/12/15

Sworn in 6/12/14, on payroll 6/16/14

Appointing Officer  
Title  
Address

  
Chief of Police

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

(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 2015

TO:  
**Utica Civil Service Commission**

NAME OF EMPLOYEE:  
**Schultz, Derek K.**

FROM: (Check only one)

City  County  Town  Village or District

ADDRESS:  
[REDACTED]

DEPARTMENT:  
**Police Department**

TITLE OF POSITION:  
**Police Officer**

SALARY:  
**\$ 41,898**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

Veteran  Non-Veteran  
 Disabled Veteran  Exempt Volunteer Fireman

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:  
[REDACTED]


	<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
T E R M I O N 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		Submt form MSD-222
	<input checked="" type="checkbox"/> Change in Salary	4/1/15	Indicate new saalry
	<input type="checkbox"/> Change in Name		Give facts under Remarks
<input type="checkbox"/> Other		Give facts under Remarks	

Remarks: (Continue on back if necessary)

2% Contract increase effective 4/1/15

Sworn in 6/12/14, on payroll 6/16/14

Appointing Officer  
Title  
Address

  
Chief of Police

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

(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 10 DAY 01 YEAR 2014

TO:  
**Utica Civil Service Commission**

NAME OF EMPLOYEE:  
**Schultz, Derek K.**

FROM: (Check only one)

City  County  Town  Village or District

ADDRESS:

DEPARTMENT:  
**Police Department**

TITLE OF POSITION:  
**Police Officer**

SALARY:  
**\$ 41,077**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

Veteran  Non-Veteran  
 Disabled Veteran  Exempt Volunteer Fireman

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:

*Check Nature of Personnel Change*

*Date Effective*

*Action Necessary by Appointing Officer:*

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Permanent

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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R

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

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Change in Classification

Give facts under Remarks

New Position

Submt form MSD-222

Change in Salary

10/1/14

Indicate new saaly

Change in Name

Give facts under Remarks

Other

Give facts under Remarks

Remarks: (Continue on back if necessary)

**Contract increase effective 10/1/14  
Sworn in 6/12/14, on payroll 6/16/14**

Appointing Officer

Title

Address

**Chief of Police**

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

(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 06 DAY 12 YEAR 2014

TO: Utica Civil Service Commission

NAME OF EMPLOYEE:  
Schultz, Derek K.

FROM: (Check only one)  
 City  County  Town  Village or District

ADDRESS:  
[Redacted]

DEPARTMENT:  
Police Department

TITLE OF POSITION: Police Officer SALARY: \$ 40,670

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

Veteran  Non-Veteran  
 Disabled Veteran  Exempt Volunteer Fireman

DATE OF BIRTH: [Redacted] SOCIAL SECURITY NUMBER: [Redacted]

	<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 checked="" type="checkbox"/> Permanent	6/12/14	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	[Redacted]	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)

Sworn in 6/12/14, on payroll 6/16/14

Appointing Officer  
Title  
Address

*[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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





Undersheriff Joseph Lisi  
Chief Deputy Jonathan Owens

Chief Deputy Lisa Zurek  
Chief Deputy Derrick O'Meara

*Sheriff Robert M. Maciol*

**Law Enforcement Member Deputation  
For The  
Metro SWAT - UPD**

*Pursuant to the authority vested in me by Section 654 of the County Law, I hereby Deputize: **Derek Schultz; Police Officer; Utica Police Department**, to make arrests outside the territorial limits of the **City of Utica**, in performance of his legal obligations as a police officer or peace officer serving as a member and, or agent of, the **Utica Police Department**. This deputation shall take effect on **January 14, 2020** and shall expire **January 13, 2021**.*

*I set my hand and seal this 14<sup>th</sup> day of January, 2020.*

**Robert M. Maciol**  
**Oneida County Sheriff**

**Administrative Office**  
6065 Judd Road Oriskany, NY 13424  
Voice (315) 736-8364  
Fax (315) 765-2205

**Law Enforcement Division**  
6065 Judd Road Oriskany, NY 13424  
Voice (315) 736-0141  
Fax (315) 736-7946

**Correction Division**  
6075 Judd Road Oriskany, NY 13424  
Voice (315) 768-7804  
Fax (315) 765-2327

**Civil Division**  
200 Elizabeth Street Utica, NY 13501  
Voice (315) 798-5862  
Fax (315) 798-6495

UTICA POLICE DEPARTMENT

**Personnel Order**



<b>Issue date:</b> 01/12/15	<b>Subject: Assignment / Transfer Orders</b>	P.O. 15-2
<b>Issuing Authority</b> Capt. E. Noonan	<b>Approved by:</b> Chief M. Williams	

[REDACTED]

Will leave A Platoon Squad 3 on Friday January 16<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Charles Kelly at 07:45 hours on Saturday January 17<sup>th</sup>, 2015 for assignment in B Platoon Squad 3.

[REDACTED]

Will leave B Platoon Squad 1 on Wednesday January 14<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Don Cinque at 15:45 hours on Thursday January 15<sup>th</sup>, 2015 for assignment in C Platoon Squad 1.

[REDACTED]

Will leave B Platoon Squad 1 on Wednesday January 14<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Don Cinque at 15:45 hours on Thursday January 15<sup>th</sup>, 2015 for assignment in C Platoon Squad 1.

[REDACTED]

Will leave B Platoon Squad 1 on Wednesday January 14<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Don Cinque at 15:45 hours on Thursday January 15<sup>th</sup>, 2015 for assignment in C Platoon Squad 1.

[REDACTED]

Will leave B Platoon Squad 2 on Saturday January 17<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Brian Bansner at 23:45 hours on Sunday January 18<sup>th</sup>, 2015 for assignment in A Platoon Squad 2.

[REDACTED]

Will leave C Platoon Squad 2 on Sunday January 18<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Charles Kelly at 07:45 hours on Monday January 19<sup>th</sup>, 2015 for assignment in B Platoon Squad 2.

[REDACTED]

Will leave B Platoon Squad 2 on Saturday January 17<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Brian Bansner at 23:45 hours on Sunday January 18<sup>th</sup>, 2015 for assignment in A Platoon Squad 2.

[REDACTED]

Will leave B Platoon Squad 2 on Sunday January 18<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Don Cinque at 15:45 hours on Monday January 19<sup>th</sup>, 2015 for assignment in C Platoon Squad 2.

[REDACTED]

Will leave C Platoon Squad 3 on Thursday January 15<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Brian Bansner at 23:45 hours on Friday January 16<sup>th</sup>, 2015 for assignment in A Platoon Squad 3.

[REDACTED]

Will leave C Platoon Squad 3 on Thursday January 15<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Brian Bansner at 23:45 hours on Friday January 16<sup>th</sup>, 2015 for assignment in A Platoon Squad 3.

[REDACTED]

Will leave B Platoon Squad 3 on Friday January 16<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Don Cinque at 15:45 hours on Saturday January 17<sup>th</sup>, 2015 for assignment in C Platoon Squad 3.

[REDACTED]

Will leave C Platoon Squad 1 on Wednesday January 14<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Charles Kelly at 07:45 hours on Thursday January 15<sup>th</sup>, 2015 for assignment in B Platoon Squad 1.

PO Stanley Rejrat

Will leave C Platoon Squad 2 on Saturday January 17<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Brian Bansner at 23:45 hours on Sunday January 18<sup>th</sup>, 2015 for assignment in A Platoon Squad 2.

[REDACTED]

Will leave C Platoon Squad 3 on Friday January 16<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Charles Kelly at 07:45 hours on Saturday January 17<sup>th</sup>, 2015 for assignment in B Platoon Squad 3.

[REDACTED]

Will leave A Platoon Squad 1 on Wednesday January 14<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Charles Kelly at 07:45 hours on Thursday January 15<sup>th</sup>, 2015 for assignment in B Platoon Squad 1.

[REDACTED]

Will leave A Platoon Squad 1 on Wednesday January 14<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Charles Kelly at 07:45 hours on Thursday January 15<sup>th</sup>, 2015 for assignment in B Platoon Squad 1.

[REDACTED]

Will leave A Platoon Squad 2 on Sunday January 18<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Charles Kelly at 07:45 hours on Monday January 19<sup>th</sup>, 2015 for assignment in B Platoon Squad 2.

[REDACTED]

Will leave A Platoon Squad 2 on Sunday January 18<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Charles Kelly at 07:45 hours on Monday January 19<sup>th</sup>, 2015 for assignment in B Platoon Squad 2.

[REDACTED]

Will leave A Platoon Squad 3 on Friday January 16<sup>th</sup>, 2015 at 23:59 hours and will report to Lt. Charles Kelly at 07:45 hours on Saturday January 17<sup>th</sup>, 2015 for assignment in B Platoon Squad 3.

[REDACTED]

Captain Edward Noonan  
Uniformed Patrol Division

UTICA POLICE DEPARTMENT

**Personnel Order**



<b>Issue date:</b> 12/16/2014	<b>Subject: Assignment / Transfer Orders</b>	P.O. 14-51
<b>Issuing Authority</b> Capt. E. Noonan	<b>Approved by:</b> Chief M. Williams	

[REDACTED]

Will leave the Administration Division on Tuesday, December 16<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Steve Hauck at 07:45 hours on Wednesday, December 17<sup>th</sup>, 2014 for assignment in B Platoon Squad 1.

[REDACTED]

Will leave the Administration Division on Tuesday, December 16<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Steve Hauck at 07:45 hours on Wednesday, December 17<sup>th</sup>, 2014 for assignment in B Platoon Squad 1.

[REDACTED]

Will leave the Administration Division on Tuesday, December 16<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Steve Hauck at 07:45 hours on Wednesday, December 17<sup>th</sup>, 2014 for assignment in B Platoon Squad 1.

[REDACTED]

Will leave the Administration Division on Tuesday, December 16<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Steve Hauck at 07:45 hours on Wednesday, December 17<sup>th</sup>, 2014 for assignment in B Platoon Squad 2.

[REDACTED]

Will leave the Administration Division on Tuesday, December 16<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Steve Hauck at 07:45 hours on Wednesday, December 17<sup>th</sup>, 2014 for assignment in B Platoon Squad 2.

[REDACTED]

Will leave the Administration Division on Tuesday, December 16<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Steve Hauck at 07:45 hours on Wednesday, December 17<sup>th</sup>, 2014 for assignment in B Platoon Squad 2.

[REDACTED]

Will leave the Administration Division on Wednesday, December 17<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Steve Hauck at 07:45 hours on Thursday, December 18<sup>th</sup>, 2014 for assignment in B Platoon Squad 3. PO Giruzzi will be granted an RDO on Wednesday, December 17<sup>th</sup>, 2014.

[REDACTED]

Will leave the Administration Division on Wednesday, December 17<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Steve Hauck at 07:45 hours on Thursday, December 18<sup>th</sup>, 2014 for assignment in B Platoon Squad 3. PO Hill will be granted an RDO on Wednesday, December 17<sup>th</sup>, 2014.

[REDACTED]

Will leave the Administration Division on Wednesday, December 17<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Steve Hauck at 07:45 hours on Thursday, December 18<sup>th</sup>, 2014 for assignment in B Platoon Squad 3. PO Mahaffy will be granted an RDO on Wednesday, December 17<sup>th</sup>, 2014.

[REDACTED]

Will leave the Administration Division on Tuesday, December 16<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Donald Cinque at 15:45 hours on Wednesday, December 17<sup>th</sup>, 2014 for assignment in C Platoon Squad 1.

PO. Stanley Rejrat

Will leave the Administration Division on Tuesday, December 16<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Donald Cinque at 15:45 hours on Wednesday, December 17<sup>th</sup>, 2014 for assignment in C Platoon Squad 2.

[REDACTED]

Will leave the Administration Division on Wednesday, December 17<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Donald Cinque at 15:45 hours on Thursday, December 18<sup>th</sup>, 2014 for assignment in C Platoon Squad 3. PO Sabin will be granted an RDO on Wednesday, December 17<sup>th</sup>, 2014.

[REDACTED]

Will leave the Administration Division on Tuesday, December 16<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Charles Kelly at 23:45 hours on Wednesday, December 17<sup>th</sup>, 2014 for assignment in A Platoon Squad 1.

[REDACTED]

Will leave the Administration Division on Tuesday, December 16<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Charles Kelly at 23:45 hours on Wednesday, December 17<sup>th</sup>, 2014 for assignment in A Platoon Squad 1.

[REDACTED]

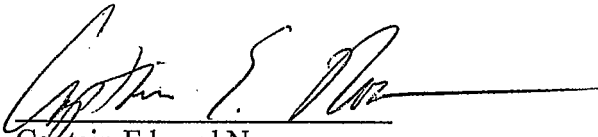
Will leave the Administration Division on Tuesday, December 16<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Charles Kelly at 23:45 hours on Wednesday, December 17<sup>th</sup>, 2014 for assignment in A Platoon Squad 2.

[REDACTED]

Will leave the Administration Division on Tuesday, December 16<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Charles Kelly at 23:45 hours on Wednesday, December 17<sup>th</sup>, 2014 for assignment in A Platoon Squad 2.

[REDACTED]

Will leave the Administration Division on Tuesday, December 16<sup>th</sup>, 2014 at 23:59 hours and will report to Lieutenant Charles Kelly at 23:45 hours on Wednesday, December 17<sup>th</sup>, 2014 for assignment in A Platoon Squad 3.



Captain Edward Noonan  
Uniformed Patrol Division

**DEPARTMENT OF PUBLIC SAFETY****BUREAU OF POLICE**

413 Oriskany Street West

Utica, New York 13502

5/25/2020

**INTRA-AGENCY MEMORANDUM****SUBJECT:** Residency**TO:** Chief of Police: Mark W. Williams

Chief Williams,

I'm writing this narrative as a result of the recent advances made regarding the department's residency restriction. First and foremost, I would like to thank you on behalf of myself and my family for your extended efforts in this matter which ultimately led to the outcome we were all hoping for. I'm aware that paperwork is still being sent to Albany and this process is not technically finalized at this time. I would like to respectfully notify you of my future intentions to move from my residence in the City. My wife and I feel very strongly about relocating our children to a different school district and because of this, we would like to begin the process of searching for our next home. At this time, I'm unsure as to whether or not it is ok to begin this process and I was instructed by the Union President to write this narrative advising you of my future intentions. With my son's first year of high school quickly approaching we are hoping to begin this process as soon as we are allowed to do so. Again, this is only to inform you of my future intentions and potentially receive some clarification as to when it would be appropriate to begin the process of purchasing a new home. I thank you for taking the time to read this narrative and would like to express my gratitude once more for your assistance regarding the entire residency process.

Respectfully,  
PO Derek Schultz  
C-1 # 7629

NAME: D Schultz RANK: Plm



# DEPARTMENT OF PUBLIC SAFETY

## BUREAU OF POLICE

413 Oriskany Street West

Utica, New York 13502

01-17-18

### INTRA-AGENCY MEMORANDUM

**SUBJECT:** Instructor Development Course Training Request

**TO:** Chief of Police: Mark W. Williams

I, PO D. Schultz, would like to respectfully express my interest in the upcoming training for the Instructor Development Course at the Mohawk Valley Police Academy. I feel confident in my ability to be able to study, retain, and pass along information to other members of the department in multiple areas of police related training. Prior to my Law Enforcement career I developed a strong passion for firearms and marksmanship, and I have looked forward to becoming a firearms instructor since my firearms training in the academy. I am aware of the responsibilities that come with instructing and I welcome this responsibility and new challenge into my career. I feel that becoming IDC certified will benefit the department in the training that I can provide to patrol and swat members as needed. I intend to work hard at taking on responsibilities and work my way into a supervisory position here at the Utica Police Department, and believe that becoming IDC certified is an important step in that process. I appreciate being considered for this position and I thank you for your time.

Respectfully Submitted,  
PO D Schultz 

NAME: D Schultz 

RANK: P/1M

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"/>  Police Officer as defined by NYS Criminal Procedure Law §1.20.	Last Name <b>Schultz</b>	First Name <b>Derek</b>	MI [REDACTED]	Date of Birth [REDACTED]	Gender [REDACTED]	Social Security Number* [REDACTED]
	Home Residence Mailing Address [REDACTED]			City, State, Zip [REDACTED]		County of Home Residence [REDACTED]
	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 <b>06/12/2014</b>
*Under the New York State Personal Information 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, 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 identifying information shall not result in the denial of any right, benefit, or privilege.						

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

Last Name <b>Williams</b>	First Name <b>Mark</b>	MI <b>W</b>	Title of Person Signing Section II <b>Chief of Police</b>
Name of Law Enforcement Agency <b>Utica Police Department</b>			Telephone [REDACTED]
Address <b>413 Oriskany Street W.</b>		City, State, ZIP <b>Utica, NY, 13502</b>	
Type of Appointment Full-time <input checked="" type="checkbox"/> Part-time <input type="checkbox"/>	Background Check Conducted Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Residency Verified Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Fingerprints submitted to DCJS Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
I am the chief law enforcement officer responsible for appointing the person named in Section I as a police officer of the above named law enforcement agency. I understand that the information in Section II is part of a written statement that will be presented to the Division of Criminal Justice Services for filing, and I certify that it is true to the best of my knowledge and belief. I understand I am responsible for providing the registrant with the requisite training pursuant to §209-g of the General Municipal Law.			
Signature <i>Mark Williams</i>			Date <b>6/12/14</b>

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

Last Name <b>Wrobel</b>	First Name <b>Lori</b>	MI <b>A</b>	Title of Person Signing Section III <b>Executive Secretary</b>
Name of Civil Service or Personnel Agency <b>City of Utica Civil Service</b>			Telephone <b>315-792-0227</b>
Address <b>1 Kennedy Plaza</b>		City, State, ZIP <b>Utica, New York 13502</b>	
Title and Civil Service Classification of the Registrant <b>Police Officer - Competitive</b>			
I am the civil service officer responsible for certifying the appointment of individuals appearing on the payroll of the law enforcement agency named in Section II. I understand that the information in Section III is part of a written statement that will be presented to the Division of Criminal Justice Services for filing, and I certify that it is true to the best of my knowledge and belief.			
Signature <i>Lori A. Wrobel</i>			Date <b>06-19-14</b>

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

Last Name <b>Lindsey</b>	First Name <b>Patricia</b>	MI	Title of Person Signing Section IV <b>City Clerk</b>
Name of Recording Office <b>City of Utica City Clerks Office</b>			Telephone <b>315-792-0117</b>
Address <b>1 Kennedy Plaza</b>		City, State, ZIP <b>Utica, New York 13502</b>	
Oath of Office Date	Oath of Office Title of the Registrant <b>City Clerk</b>		
I am the officer responsible for recording the oaths of office of individuals appointed as police officers of the law enforcement agency named in Section II. The person named in Section I has filed an oath of office as a police officer, pursuant to an appointment received from the person named in Section II. I understand that the information in Section IV is part of a written statement that will be presented to the Division of Criminal Justice Services for filing, and I certify that it is true to the best of my knowledge and belief.			
Signature <i>Patricia A. Lindsey</i>			Date <b>6-16-14</b>



# Utica Police Department

## Compliment/Complaint Form

413 Oriskany St. West

Utica, N.Y. 13502

**Instructions:** If you would like to praise a Utica Police Department employee, or file a complaint against a police employee, please write legibly and fill out this form. Personal information will not be disclosed to the public, unless required by law. You can submit this form by mailing it to the address given at the top of this page or by returning it to the Utica Police Department.

If you are filing a complaint, please indicate the type of complaint you wish to file.

- **Formal Complaint:** Involves a serious allegation of misconduct, to be officially investigated, for which discipline may be imposed, if the allegation(s) are sustained.
- **Informal Complaint:** Involves a minor complaint or concern, for informational purposes only and will not be formally investigated. However the matter will be discussed with the employee(s) involved.

I wish to file a (please check one): Compliment  Formal Complaint  Informal Complaint

### Information about you

LAST NAME Hulbert		FIRST NAME Michelle	M.I.	DATE OF BIRTH / /
STREET ADDRESS and APT# Oneida County CPS		CITY	STATE	ZIP CODE
HOME PHONE ( ) -	WORK PHONE ( ) -	CELL PHONE ( ) -	SEX (circle one) <input type="checkbox"/> M <input type="checkbox"/> F	

Are you filing this on behalf of someone else? Yes  No  If Yes, please complete this section

WHAT IS HIS/HER LAST NAME?	FIRST NAME	AGE	SEX (circle one) M F
STREET ADDRESS and APT#	CITY	STATE	ZIP CODE
WHAT IS HIS/HER RELATIONSHIP TO YOU?	HOME PHONE ( ) -	WORK / CELL PHONE ( ) -	

### Information about the incident

LOCATION OR ADDRESS OF INCIDENT [REDACTED]		DATE OF INCIDENT [REDACTED]	APPROXIMATE TIME OF INCIDENT [REDACTED] PM
WITNESS LAST NAME	FIRST NAME	AGE	SEX (circle one) M F
WITNESS ADDRESS	CITY	STATE	PHONE ( ) -
NAME OR ID# OF OFFICER OR EMPLOYEE Officer Derek Schultz [REDACTED]		NAME OR ID# OF OFFICER OR EMPLOYEE Officer Kyle Fee [REDACTED]	

*Nature of action: Check all that apply*

<input type="checkbox"/> Extremely helpful	<input type="checkbox"/> Excessive and/or improper use of force	<input type="checkbox"/> Rudeness, discourtesy, and offensive language
<input type="checkbox"/> Very caring/empathetic	<input type="checkbox"/> False arrest	<input type="checkbox"/> Violation of civil rights
<input checked="" type="checkbox"/> Professional conduct	<input type="checkbox"/> Unlawful search and/or seizure	<input type="checkbox"/> Bias-based profiling
<input type="checkbox"/> Did a great job	<input type="checkbox"/> Dishonesty and untruthfulness	<input type="checkbox"/> Department procedures or tactics
<input type="checkbox"/> Made an extra effort	<input type="checkbox"/> Corruption	<input type="checkbox"/> Other

**Statement of Facts:** (Describe in detail the action(s) of the officer(s) that led you to file this compliment/complaint and sign and date below in the space provided.)

During my tour of duty [REDACTED], I received a call from CPS Case Worker Michelle Hulbert regarding the removal of children at [REDACTED]. Ms. Hulbert called to compliment Officer Derek Schultz and Officer Kyle Fee regarding their candor and professionalism during this difficult call, especially during these trying times.

Respectfully

-Sam Geddes

False or incorrect statements made herein are punishable as a class A misdemeanor pursuant to section 210.45 of the New York State Penal Law.

*I attest under penalty of perjury, that the above information is true and correct to the best of my recollection.*

Signature: TAKEN OVER THE PHONE

Date: 06 | 14 | 2020

**FOR DEPARTMENT USE ONLY: To be completed by the Supervisor or Unit receiving or initiating a complaint**

Signature of Supervisor receiving/initiating the complaint

RMS# 20-20783

Officer: [REDACTED] Sergeant Samuel Geddes

ID# [REDACTED]

Date: 06/14/2020

**jmoran**

---

**From:** mwilliams  
**Sent:** Wednesday, November 20, 2019 3:30 PM  
**To:** dschultz  
**Cc:** enoonan; dcinque; jholt; jmoran; Mayor; Professional Standards Distribution List  
**Subject:** FW: Compliment/Complaint Form - Carla Calenzo

Officer Schultz,

I'm in receipt of an email that was submitted through the city's police complaint/compliment web-based portal from a Carla Calenzo. Ms. Calenzo wrote several flattering remarks about for performance of duty and professionalism. Please take the time to read her electronic submission below.

Derek, I personally want to thank you as well. You continue to impress me as a valuable member of this department. Great job representing our agency proudly!

Megan, Please place a copy of this email in officer Schultz's 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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**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.**

\*\*\*\*\*

**From:** ahowe [REDACTED]  
**Sent:** Monday, November 18, 2019 11:35 AM  
**To:** mwilliams [REDACTED]  
**Cc:** hrios [REDACTED]  
**Subject:** FW: Compliment/Complaint Form - Carla Calenzo

Chief,

This compliment was received from an online submission.

Respectfully,  
A.N. Howe

**From:** Carla Calenzo [REDACTED]  
**Sent:** Monday, November 18, 2019 9:13 AM  
**To:** Professional Standards Distribution List  
**Subject:** Re: Compliment/Complaint Form - Carla Calenzo

*WARNING: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.*

**Compliment/Complaint Form**

I wish to file a (select one)	Compliment
Information about you	Carla Calenzo
Sex	Female
Age	[REDACTED]
Address	Street Address: [REDACTED] City: [REDACTED] State / Province: [REDACTED] Postal / Zip Code: [REDACTED]
Home Phone Number	[REDACTED]
Are you filing this on behalf of someone else? If	NO



people in the area of my phone, came back and spoke to me again and called me later. Though an iphone loss is a very insignificant issue, Officer Schultz treated me with the utmost respect and tried diligently to recover my property. His demeanor was professional and caring. This young man is an outstanding member of the UCPD; courteous, competent and knowledgeable. It makes me proud of this city and the UCPD. Thank you Officer!.

You can [edit this submission](#) and [view all your submissions](#) easily.



**jmoran**

---

**From:** mwilliams  
**Sent:** Monday, September 25, 2017 9:56 AM  
**To:** Mayor  
**Cc:** jmoran; enoonan; dschultz; cheilig; dcinqe  
**Subject:** FW: The Thomas Lindsey Foundation - Donate [#17]

Mayor,

Please see the Thomas Lindsey Foundation donation form from a woman by the name of Rayna Schneider, in which she praises Officers Carlie Heilig and Derek Schultz for their compassion and concern during March's snow storm.

Megan: Please place a copy of this email in both officer's personnel file.

Officers Heilig & Schultz: I'm extremely proud you. Thank you for representing our agency 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:** enoonan  
**Sent:** Thursday, September 21, 2017 12:06 PM  
**To:** mwilliams [REDACTED]  
**Cc:** dcinque <[REDACTED]>; dschultz <[REDACTED]>; cheilig <[REDACTED]>  
**Subject:** FW: The Thomas Lindsey Foundation - Donate [#17]

Chief,  
  
FYI  
  
-Ed

*Deputy Chief of Police Edward Noonan*



**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:** Thomas Lindsey Donation Form [REDACTED]  
**Sent:** Thursday, September 21, 2017 11:57 AM  
**To:** gfacciolo [REDACTED]; enoonan <[REDACTED]>  
**Subject:** The Thomas Lindsey Foundation - Donate [#17]

Name Rayna Schneider


Email [REDACTED]

Phone [REDACTED]

Number

Comments

During the sudden and massive snow storm in March 2017, Officers Heilig and Schultz came to our rescue after almost 11 hours of being stranded on the streets of Utica. They treated us with compassion and concern, listening to us and responding to our need. When we said we wanted to thank them with a donation, they first said that it was certainly not necessary. We pressed them to tell us how to thank them. They suggested that we send a contribution to the Police Officer Thomas Lindsey fund. Please accept this small donation in thanks to Heilig and Schultz, and to all the police who protect and serve our community.

Donation 

Amount

\*

**jwolf**

---

**From:** Charles Greco <[REDACTED]>  
**Sent:** Friday, October 16, 2015 12:43 PM  
**To:** mwilliams; Karen Madden; shauck  
**Cc:** Ashley Bizzari; jwolf; enoonan; bperra; dgymburch; allewellyn; adonaldson; rhartnett; dschultz; escorzafava; bwinkler; enoonan; ckelly; bbansner; dcinque  
**Subject:** RE: Utica Police Department - Thank You!

Thanks, Chief.

Outstanding work everyone.

Ashley, please print the Chiefs e-mail for the Mayor's review.

-Sonny

All the best,

Charles "Sonny" Greco

Chief of Staff

Mayor Robert M. Palmieri

City of Utica

1 Kennedy Plaza

Utica, NY 13502

Phone [REDACTED]

Fax [REDACTED]

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

**From:** mwilliams [REDACTED]  
**Sent:** Friday, October 16, 2015 12:38 PM  
**To:** Charles Greco; Karen Madden; shauck  
**Cc:** Ashley Bizzari; jwolf; enoonan; bperra; dgymburch; allewellyn; adonaldson; rhartnett; dschultz; escorzafava; bwinkler; enoonan; ckelly; bbansner; dcinque  
**Subject:** RE: Utica Police Department - Thank You!

Thank you Sonny.

We've identified the following Utica Police Department personnel who were involved in the incident- Sergeant Benjamin Perra, & Police Officers David Dessens, Aaron Donaldson, Daniel Gymburch, Aaron Llewellyn, Robert Hartnett, Derek Schultz, Eric Scorzafava and Benjamin Winkler.

I'm extremely proud of their actions.

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

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: Charles Greco [REDACTED]  
Sent: Friday, October 16, 2015 8:58 AM  
To: Karen Madden [REDACTED], shauck <[REDACTED]>  
Cc: Ashley Bizzari [REDACTED], mwilliams [REDACTED]  
Subject: RE: Utica Police Department - Thank You!

Good morning, Karen.

My name is Sonny Greco and I am Mayor Palmieri's Chief of Staff.

Thank you for your message and kind words regarding the professionalism of our Utica Police Officers.

I included Chief Williams on this e-mail. Chief, please let me know which Officers responded to this incident so I can inform the Mayor.

Karen, thank you again for contacting us and providing such positive feedback. Have a great day.

-Sonny

All the best,

Charles "Sonny" Greco

Chief of Staff

Mayor Robert M. Palmieri

City of Utica

1 Kennedy Plaza

Utica, NY 13502

[REDACTED]

[REDACTED]

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

From: Karen Madden [REDACTED]

Sent: Friday, October 16, 2015 8:16 AM

To: [REDACTED]m

Cc: Mayor; Charles Greco

Subject: Utica Police Department - Thank You!

Last night my [REDACTED] who has [REDACTED] and managed to get out of the house and "disappear" into the night. The end of the story is good with my mom being safely returned, but it is the middle of this saga that you need to be aware of. Immediately, we had the support of several Utica police officers responding and working toward her safe return. Each of the officers I spoke with was professional, terrific and completely committed to our efforts. It was such a stressful night that I did not manage to get any of the officers names but I did want to convey my gratitude to all involved (including the officer that met me at my home in New Hartford where she ended up). Please pass along my appreciation - your officers rocked it last night!

Sincerely,

Karen Madden  
[REDACTED]

# UTICA POLICE DEPARTMENT

Mayor Robert Palmieri

Chief Mark W. Williams

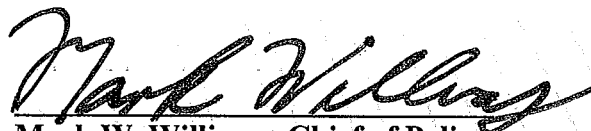
## LETTER FOR FILE

**Officer Derek Schultz**

At approximately 7:00 p.m. on May 29, 2016, Officer Derek Schultz was dispatched to Proctor Park regarding a possible overdose. Upon arrival, he observed a red in color Toyota Solara occupied by a female party who was unresponsive and did not appear to be breathing. Officer Schultz knocked on the window loudly but received no reaction from the female and noticed there was no chest movement. He retrieved his Nalaxone Kit and assembled the nasal device as per department training. Officer Schultz administered one dose of Naloxone into the female's right nostril and began to see chest movement just seconds after the dose was given.

UFD arrived on scene seconds after the dose was administered and the female was given additional doses of Naloxone intravenously. The female subject was then transported to the hospital for further treatment. The actions of Officer Schultz are to be commended.

Dated: May 25, 2017

  
Mark W. Williams, Chief of Police

**Utica Police Department**

Professional Standards

Officer Disciplinary History

Police Officer Derek K Schultz [7629/201400000023]

---

Part I - Personal Information

---

Name: Police Officer Derek K Schultz  
: 201400000023 Badge No: [REDACTED] Hire Dt: 06/16/2014

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

---

Part II - Discipline History

---

**EF2017-0045 Case #: None provided E-File**

UPD Policy and Procedure Violation: Sep 12, 2017: Counseling Memorandum - [Action/discipline completed]

DMV photo request violation

**EF2017-0070 E-File**

UPD Policy and Procedure Violation: Sep 25, 2017: Counseling Memorandum -  
[Action/discipline completed]

Memo issued by Sgt. H. Brodt

Policy and Procedure Violation 09/01/2017 [UPD Policy] - Patrol Operations Sep 25, 2017

**MVA2019-0012 Case #: RMS 19-40000 Vehicle accident**

General Rule Violation: Feb 7, 2020: Counseling Memorandum - [Action/discipline completed]

**IA2020-0007 Case #: RMS 20-7676 External/Citizen**

General Rule Violation: Apr 20, 2020: Counseling Memorandum -  
[Action/discipline completed]

Printed: Dec 22, 2020 15:24 By [REDACTED]



## Concise OfficerStacked Incidents Listing

Police Officer Derek K Schultz [7629/2014000000023]

: 2014000000023 Hire date: Jun 16, 2014

## 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
Aug 21, 2017 Officer Derek K Schultz	UOF2017-0107	Use of force Keshawn E Ware	5	Police

On 8/21/17 at approximately 2123 Hrs PO Schultz and PO Talerico were dispatched to [REDACTED] for a criminal mischief. A female motorist was driving in front of [REDACTED] Ontario St when a large group, of approximately 30-50 individuals were obstructing traffic walking and riding their bicycles in the roadway at [REDACTED]. One of the individuals in the group threw their bike at the victim's vehicle damaging same. Due to dispatch claiming a large group was involved I responded to assist. I encountered the large group mostly of juveniles on bikes, some on foot who were refusing to use the sidewalk and creating significant public inconvenience annoyance and alarm. We spent approximately 15 minutes following the group doing our best to disperse them. A portion of the group eventually stood in front of a convenience store at [REDACTED] we had followed them for about 1/2 mile. In front of the store one 18 year-old B/M who I now know to be Keshawn Ware [REDACTED] was refusing to move along after numerous commands for the group to disperse. In the process of being told to disperse he continued to refuse to disperse and was taken into custody for disorderly conduct. He subsequently resisted arrest and PO Schultz used a take-down and soft-hand techniques in the process. AT HQ he was charged with disorderly conduct and resisting arrest. After this arrest the large group eventually broke up.

Sep 12, 2017 Officer Derek K Schultz	EF2017-0045	E-File	5	Police
---	-------------	--------	---	--------

On 9/12/17 Captain Cinque delivered several counseling memos related to Ejustice violations. Counseling memo was placed in the Officers file.

Oct 02, 2017 Officer Derek K Schultz	EF2017-0070	E-File	5	Police
---	-------------	--------	---	--------

On September 14th 2017, Captain Donald Cinque conducted a Vehicle Inventory Checklist audit for September 1st 2017. As a result of the audit, he found that you did not complete your Vehicle Inventory Checklist, in accordance with our agency's procedural manual. PO Schultz received a counseling memo regarding this matter.

Jan 23, 2018 Officer Derek K Schultz	UOF2018-0012	Use of force [REDACTED]	5	Police
Officer James R Femia		[REDACTED]		Police

This evening Car 55 (Officer Femia and Officer Adis Gracanin) was dispatched to [REDACTED] regarding a [REDACTED]. After investigating the incident the officers obtained a signed [REDACTED] 2nd complaint from the victim, [REDACTED] and had her advise the offender, [REDACTED] that he was under arrest. Upon [REDACTED] being advised that he was

under arrest Officer Femia and Officer Gracanin attempted to take [redacted] into custody. Immediately, [redacted] yelled that the officers were not going to arrest him. At that point Officer Femia grabbed [redacted]'s arm in attempt to gain a position of advantage and [redacted] began pulling away from Officer Femia's grasps in attempt to run away. Officer Femia continued to attempt to utilize an empty hand come along in order to take [redacted] into custody, but eventually [redacted] was able to break free from Officer Femia's grasps. Upon observing the struggle Officer Schultz exited his patrol vehicle, ran towards [redacted] un-holstered his department issued Taser [redacted], turned on the Taser, pointed his Taser at (laser painted) [redacted], and advised [redacted] that the Taser would be deployed if he did not comply and get on the ground. At that point [redacted] immediately complied, went to his knees, and laid on the ground in the prone position. The officers then handcuffed [redacted] and took him into custody without any further incident. Once [redacted] was placed into the rear of Car 55 Officer Schultz notified me regarding the incident and I responded to the scene. The following Response to Resistance Investigation was initiated.

Feb 10, 2018 UOF2018-0015 Use of force 5 Police  
Officer Derek K Schultz [redacted] Police  
Officer Brian E Comeskey

Sgt. Carvilles Summary.

This evening, at approximately 1952 hours, PO Schultz and Recruit Officer Comeskey were dispatched to [redacted] regarding a [redacted]. While completing the paperwork on scene they observed the male suspect [redacted] was observed in front of [redacted]. Officer Schultz and Recruit Officer Comeskey attempted to apprehend [redacted] attempted to flee and resist arrest by tensing up his arms. A struggle ensued and [redacted] was taken to the ground and continued to resist arrest. PO Schultz deployed his Taser which appeared to be ineffective due to the probes not contacting [redacted] was eventually handcuffed and placed into custody.

[redacted]

Feb 04, 2019 UOF2019-0018 Use of force 5 Police  
Officer Derek K Schultz [redacted] Police  
Officer Andrew B Miller Police  
Officer Matthew R Felitto

On 2/3/19 Officers Miller, Schultz, and Felitto responded to a [redacted]. During the incident Officer Miller made a [redacted] arrest of [redacted]. [redacted] was handcuffed without incident but then began to act irate. She began to hit her head on anything she could. Officer Miller had to hold her while UFD was en route. Once UFD arrived she was placed into the ambulance and would not sit down on the stretcher and attempted to escape out of the back door. Officer Miller had to use an empty hand escort technique to place her on the stretcher as UFD personnel restrained her with straps. Officers Schultz and Felitto assisted Officer Miller with holding her down. Officer Miller accompanied UFD inside the ambulance as they transported [redacted] to St. Elizabeth's hospital. Once at the hospital [redacted] began spitting and kicking at everyone and everything she could. Once again Officers Miller, Schultz, and Felitto had to assist staff with holding her down so that a nurse could give her a shot to calm her down.

Feb 18, 2019 UOF2019-0030 Use of force 5 Police  
Officer Derek K Schultz Jamall M. Moore

While at the above location Officer Schultz detained above suspect regarding him matching the description of the Petit Larceny suspect from Hannaford's Grocery

Store. Through the investigation it was determined that the above defendant did commit the offense of Petit Larceny he was advised that he was under arrest and began to resist his arrest by tensing up his body and refusing to allow Officer Schultz to place him into the rear of his patrol car. Officer Schutz was only able to get the above defendant into the rear of his patrol car by placing his left foot up against the defendants chest and forcibly pushing with his foot the defendant into the vehicle. This was not a kick, but a shove/push by Officer Schultz with his left foot.

Mar 11, 2019 FD2019-006 Firearm discharge 5 Police  
Officer Derek K Schultz

Around 2328 hours Officer Schultz was dispatched to 2145 Bleecker Street regarding a car/deer accident. As a result of the accident the deer was in need of dispatch so I responded to the scene. The deer hobbled into a wooded area after sustaining a broken leg. Schultz then dispatched the deer with one shot from his shotgun. There were no issues with the dispatch.

Oct 16, 2019 MVA2019-0012 Vehicle accident 5 Police  
Officer Derek K Schultz

On October 16, 2019 Officer Schultz was assigned to car 56 along with Recruit Officer Santana. At approximately 1757 Officer Schultz was parked in the St. Agnes Cemetery, located at 605 Arthur Street, when car 55 called out with a dispute on Miller Street. Officer Schultz attempted to complete a 3 point turn to the left to go back up car 55. As he went forward he struck a low line thumb stone that was positioned directly along the road edge near the mausoleum.

Officer Schultz and Recruit Officer Santana did not sustain any injuries. Unit 56 sustained minor damage to the front bumper. I responded to the scene. Photographs were secured. Captain Mickle was notified about the incident.

Unit 55 Officer Miller completed Tracs accident report. The damage on the vehicle was cosmetic, therefore it was not taken out of service. The supervisor investigation is pending under RMS # 19-40000

Nov 15, 2019 2019-0049 Internal/Department 5 Police  
Officer Derek K Schultz Sparkle D Anthony  
Officer Patrick J. Wuest Police

On 11/15/19 UPD was made aware of a complaint from Sparkle D. Anthony [REDACTED]. The complaint is/was stemming from an MVA minor PI. UFD was called to the scene an assessment was made as to no injuries, officers on scene through their investigation determined that there was no damage to either car and that there was no accident. Chief of Police M. Williams directed PSU to conduct an investigation into same.

Nov 22, 2019 EF2019-0046 E-File 5 Police  
Officer Derek K Schultz

Officer Schultz responded to a call I placed on a very busy evening. He went ABOVE and BEYOND trying to locate my iphone, which was stolen from school. He spoke to many different people in the area of my phone, came back and spoke to me again and called me later. Though an iphone loss is a very insignificant issue, Officer Schultz treated me with the utmost respect and tried diligently to recover my property. His demeanor was professional and caring. This young man is an outstanding member of the UCPD; courteous, competent and knowledgeable. It makes me proud of this city and the UCPD. Thank you Officer!.

Mar 06, 2020 IA2020-0007 External/Citizen 5 Police  
Officer Derek K Schultz Sandra Schultz  
Officer David V Lentricchia Mark Schultz Police

Civilian Complaint made by Mark Schultz in person. While speaking to Mr. Schultz, he indicated that he wanted to make a formal complaint. Mr. Schultz was given the opportunity to fill out a formal complaint brochure, however, he indicated that he wanted to take the form with him and complete the form at home and bring it back at a latter date. As of 3/26/20 the complaint process has moved forward and is being investigated by Lt. J. Holt without the formal complaint being submitted by Mr. Schultz.

All associated video/audio has been placed into the PSU Archive drive under complaintsof Mark Schultz

Apr 19, 2020	UOF2020-0051	Use of force	5	Police
Officer Peter A Caruso III				Sergeant
Dzenan Sabanovic		Michael Wesley Mosher		Police
Officer Derek K Schultz		Paula Zalocha		Police
Officer James R Femia				Police

On April 19, 2020 I, Sgt. Dzenan Sabanovic reported to the Utica Police Department for the 1545-0000 hour's shift. I was assigned to car 50 as a patrol supervisor.

At approximately 2022 hours several units responded to the area of 1031 Kossuth Avenue regarding disorderly parties. Approximately 20 minutes prior to this incident several units were dispatched to the same location for the same type of incident involving the same individuals. I responded to the area. Upon arrival other units were on scene. I observed three individuals standing in the rain arguing. I now know one of those individual to be Michael Mosher. Mosher did not have a shirt on and he appeared to be intoxicated, belligerent and somewhat aggressive as I observed him clench his fists several times. Mosher and the other two individual were advised several times to leave. The other two individual were somewhat reasonable and eventually left. Mosher refused to leave the area after being told multiple times to do so. He made several threatening statements towards myself and other officers on scene. He went over to a vehicle, where his ride was waiting for him. He refused to get in the car and leave the scene. he continued yelling obscenities. I observed several residents in the area looking at Mosher from inside their front door. Due to us going to the same location twice within 20 minutes and Mosher refusing to disperse the area and continued to cause a disturbance by yelling obscenities I decided that the only way to resolve the situation was to take Mosher into custody for disorderly conduct. At this time Officer Schultz and I advised Mosher he was under arrest and to place his hands behind his back. He immediately refused our verbal command by tensing up his arms. I grabbed a hold of Mosher's right arm and attempted to put it behind his back. Several other officers came to assist us. Mosher continued resisting and refused to place his hands behind his back. I held on to Mosher's right arm and he was taken to the ground. Once on the ground Mosher continued to resist by tucking his arms underneath his body. With the assistance of other Officers we were able to pull Mosher's arms from underneath him and place him in handcuffs.

Officer Femia secured photographs of the scene. Unit 13 responded to the scene and transported Mosher to HQ. While at HQ I spoke with Mosher. He stated he was not injured and did not require medical attention. Mosher apologized for being disrespectful to the police. He was charged with Disorderly Conduct and Resisting Arrest. He was released with an appearance ticket to Paula Zalocha.

I was not able to locate any independent witnesses on scene

Officer Femia secured pictures of the scene.

I interviewed Mosher regarding the response to resistance. He stated he was not injured and did not require medical assistance.

Response to resistance was completed by Sgt. Sabanovic, Officer Caruso, Officer Schultz and Officer Femia.

I reviewed Officer Caruso's BWC1258, Officer Schultz's BWC7629 and Officer Femia's BWC2845.

Jun 13, 2020 UOF2020-0088 Use of force 5 Police  
 Officer Derek K Schultz Osam R Tajr  
 Police  
 Officer Ray L Kellogg Jr.

Created to document UOF incident.

Jun 15, 2020 EF2020-0043 E-File 5 Police  
 Officer Derek K Schultz  
 Police  
 Officer Kyle D. Fee

Greetings,

During my tour of duty (06/14/2020) I received a call from CPS Case Worker Michelle Hulbert regarding the removal of children at [REDACTED] (RMS # 20-20783). Ms. Hulbert called to compliment Officer Derek Schultz and Officer Kyle Fee regarding their candor and professionalism during this difficult call, especially during these trying times.

Respectfully

Compliment Form Completed.

Notes placed in e-file

-Sam Geddes

Jun 21, 2020 UOF2020-0093 Use of force 5 Sergeant  
 Kerry Carville Anonza Abrams  
 Police  
 Officer Derek K Schultz

Created to document UOF incident

Jul 11, 2020 IA2020-0026 External/Citizen 5 Sergeant  
 Dzenan Sabanovic Nizam Rascic  
 Police  
 Officer Derek K Schultz

Please be advised that Nizam Rascic [REDACTED] wished to make a formal personnel complaint (external primary complaint) against Officer Schultz and Sgt Sabanovic. At 1952 hrs tonight Officer Schultz and Officer Lange responded to 1140 Hammond Ave and completed a domestic between Nazim Rascic and his father Nurmin Rascic (RMS 20-25319). At 2121 hrs Nazim Rascic called 911 again to report that he was beaten by police and was requesting medical (RMS 20-25330). I responded to St Elizabeth's Hospital to speak with Rascic. He stated Car 56 responded to his residence and immediately took [REDACTED] Rascic stated his cousin, off-duty Sgt Sabanovic, walked up to his house and led him to the driveway. Rascic stated Sgt Sabanovic called him a drug addict and struck him in the chest, back and head. Rascic stated that while this was occurring Car 56 (Officer Schultz) was sitting in his car watching him be attacked and did not intervene. Rascic stated that Sgt Sabanovic then walked over to Officer Schultz and told Rascic to "suck his dick" and that he wasn't getting a report. Officer Flo secured photographs of Rascic at the hospital. Rascic filled out a Civilian Complaint Form, which has been placed under the Professional Standards Office door. My interview with Rascic was recorded on my BWC 3745 and the videos were tagged.

Sep 06, 2020 UOF2020-0146 Use of force 5 Police  
 Officer Wesley A Jackson Justin A Reynolds  
 Police  
 Officer Derek K Schultz Nikolina Tinmons

## Use of Force notification

Oct 23, 2020 UOF2020-0163 Use of force 5 Police  
 Officer Derek K Schultz Keith Glover  
 Police  
 Officer David V Lentricchia


## UOF investigation notice

Nov 09, 2020 UOF2020-0173 Use of force 5 Police  
 Officer Derek K Schultz Eric M Thompson  
 Police  
 Officer Kyle D. Fee  
 Police  
 Officer Amanda L Maciol  
 Police  
 Officer Brian E Comeskey

Created to document UOF incident.

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	4
External/Citizen	2
Firearm discharge	1
Foil Request	0
Forced entry	0
Generic incident	0
Integrity test	0
Internal/Department	1
K9 Utilization	0
Notice of Claim	0
Personnel Complaints	0
Show of force	0
Soft Hand/Empty hand	0
Stop	0
UPD Damaged Prop Car/Equip	0
Use of force	11
Vehicle accident	1
Vehicle pursuit	0
<b>Total</b>	<b>20</b>

Printed: Dec 22, 2020 15:25 By: 

# COUNSELING MEMORANDUM



**TO:** Po Derek Schultz  
**FROM:** Sgt. Howard Brodt  
**DATE:** 8/30/17  
**RE:** DMV Photo Request Audit Deficiency

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## **I. Identify and define the behavior to be modified:**

When completing a DMV photo request Officer Derek Schultz failed to provide a comment regarding the circumstances of the request. Any officer requesting a photo from the DMV must document in the comments sections as much information as possible regarding the nature of the request, e.g. John A Doe stopped at court and Varick St open container violation could not provide any form of identification, request made to confirm identification. Additional e.g. Jane Doe stopped for passing red light at Genesee St at Parkside Ct, did not produce a driver's license or any form of ID, request made to confirm identification.

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

It has been stated time and time again in written e-mails and by oral directive that employees will make every effort to complete criminal history and DMV photo requests by filling in all applicable fields with as much information and detail as possible. All fields will be completed and all comments/remarks sections will have the required amount of information

## **III. Employee's response to the performance deficiency:**

PO Schultz understands his deficiencies in regards to the audits and will strive to be much more conscientious.

## **IV. Clearly explain the behavior expected of the member:**

PO Schultz will complete ALL fields listed and provide ample information in the comments section of both request forms. He should know that the more information he puts in the comments section, the less likely he will be flagged by the state in the future.

## **V. Potential consequences for continuing the unacceptable behavior:**

In the event PO Schultz is flagged on any future DMV or criminal history inquiries, further discipline will result which will likely include at a minimum a letter of reprimand.

## **VI. Provisions for follow-up consultations:**

The audit reports will be carefully monitored in the future for any deficiencies on the part of PO Schultz.

This counseling memorandum will be placed in your personnel file.

---

Signature of Employee:

[Redacted Signature]

Date: 9/8/2017

Signature of Supervisor:

[Redacted Signature] #0871

Date: 9/8/2017

Signature of Witnessing Supervisor:

[Redacted Signature]

Date: 9/8/17



# COUNSELING MEMORANDUM



**TO:** Po Derek Schultz  
**FROM:** Sgt. Howard Brodt  
**DATE:** 9/23/17  
**RE:** Vehicle Inventory Checklist Audit for September 1<sup>st</sup>  
2017

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**I. Identify and define the behavior to be modified:**

On September 14<sup>th</sup> 2017, Captain Donald Cinque conducted a Vehicle Inventory Checklist audit for September 1<sup>st</sup> 2017. As a result of the audit, he found that you did not complete your Vehicle Inventory Checklist, in accordance with our agency's procedural manual.

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

Chapter Four, Article One: Patrol Operations

**1.13 RELIEVING OFFICER(S) RESPONSIBILITIES/VEHICLE & EQUIPMENT CHECK:**

A. Damage to the vehicle or to the equipment assigned to the vehicle must immediately be called to the attention of a supervisor. When new damage is observed to a member's assigned vehicle, the member shall prepare a narrative report describing the damage, and the date & time it was first noticed. The vehicle/equipment inspection logbook must also be completed at the beginning of each tour of duty.

**III. Employee's response to the performance deficiency:**

PO Schultz understands his deficiencies in regards to the vehicle inventory checklist and will strive to be much more conscientious.

**IV. Clearly explain the behavior expected of the member:**

To inspect their assigned vehicle and equipment at the beginning of every shift and to complete the Vehicle Inventory Checklist, in accordance with our agency's procedural manual.

**V. Potential consequences for continuing the unacceptable behavior:**

If the delinquent behavior re-occurs, it may result in progressive discipline.

**VI. Provisions for follow-up consultations:**

Vehicle inventory checklists will be carefully monitored in the future.

This counseling memorandum will be placed in your personnel file.


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Signature of Employee:  7625

Date: 9-28-17

Signature of Supervisor:  (Brod+) #0875

Date: 09/25/2017

Signature of Witnessing Supervisor: 

Date: 9/25/17

# Utica Police Department

## Officer Involved MVA Internal Investigation (Car 56 – PO Schultz)

RMS: 19-40000

Investigating Supervisor: Sgt. D. Sabanovic

Reviewed by: Lt. J. Holt Jr.

- Approved by DC Noonan & Capt. Cinque

**Department of Public Safety  
Bureau of Police  
413 Oriskany Street W.  
Utica, New York 13502**

**Subject:** Officer Involved MVA Internal Investigative Review

- Involving C Platoon Car 56 – PO Schultz & Recruit Officer Santana

**RMS:** 19-40000

**Investigating Supervisor:** Sgt. D. Sabanovic

**Reviewing Supervisor:** Lt. J. Holt Jr.

**Summary:**

I, Lt. James R. Holt Jr., am employed by the City of Utica Police Department, assigned to the Patrol Division - C Platoon (1545-0000 hour's shift) as the Platoon Commander. While performing my duties as the C Platoon Commander, I reviewed an internal investigation regarding an Officer Involved Motor Vehicle Accident involving C Platoon Car/Zone 56 operated by Police Officer Schultz and occupied by Recruit Police Officer Santana.

On October 16, 2019, PO Schultz (BWC 7629) and RPO Santana were assigned to C Platoon Car/Zone 56 (Operator – PO Schultz and Right Front Passenger – RPO Santana). Around 1750 hours, PO Schultz parked Car 56 in St. Agnes Cemetery at 605 Arthur St. to conduct field training on various computer related tasks such as Monthly Activity Reports, Vehicle Inventory Checklists, and Hot Spot Reporting. Around 1800 hours, Car/Zone 55 – PO Miller called out with a dispute. PO Schultz subsequently opted to cease the field training session and respond to PO Miller's location to assist. While exiting the cemetery via the small unimproved roadways therein, the front bumper of Car 56 struck a low standing tombstone in the name of James Smith (1830-1904) that was positioned just off the roadway within the cemetery.

PO Schultz notified C Platoon Patrol Supervisor Car 40 – Sgt. Sabanovic of the accident. Sgt. Sabanovic responded to the accident scene and initiated an internal investigation regarding the Officer Involved Motor Vehicle Accident. The Duty Commander Captain Mickle was notified regarding the accident. After being briefed, Captain Mickle advised that Car 56 could remain in service and he did not wish to respond to the scene. Sgt. Sabanovic coordinated and completed the ensuing internal investigation regarding the Officer Involved Motor Vehicle Accident per department policy and procedure.

**Investigative Facts:**

Sgt. Sabanovic interviewed PO Schultz and RPO Santana regarding the accident. PO Schultz stated he did not see the tombstone and struck same at a low speed (2-3 mph). Both PO Schultz and RPO Santana stated they were not injured as a result of the accident. Sgt. Sabanovic directed PO Schultz to complete a comprehensive officer narrative regarding the incident. Sgt. Sabanovic surveyed the damage caused by the accident. The accident caused the tombstone in question to be pulled from the ground however the tombstone itself did not incur any physical damage. Furthermore, the accident caused minor damage to the passenger side bumper of Car 56. PO Schultz secured digital photographs of the accident scene to include the damage to Car 56 and the tombstone. C Platoon Car/Zone 55 – PO Miller was summoned to the accident scene and tasked with completing an Accident Report – MV104A. Sgt. Sabanovic was unable to locate any witnesses and/or video footage regarding the accident. Neither PO Schultz or RPO Santana had the opportunity to activate their body worn cameras as the accident occurred moments after their self initiated response to assist Car 55 - PO Miller. A NYS DMV Database check was completed of PO Schultz's driver's license, no issues were noted. As previously noted, the damage to Car 56 was minor, same was never taken out of service, and a damage estimate for same was obtained totaling \$1,201.52 (a copy of the damage estimate is included in the investigative packet). Furthermore as previously noted, the accident caused the tombstone to be pulled from the ground however the tombstone itself did not incur any physical damage nonetheless a representative from the cemetery was notified regarding same and an estimate of damages was not readily available. All investigative data collected during the investigative process supported PO Schultz's affirmation that Car 56 was traveling at a very low speed at the time of the accident. PO Schultz's driving history was requested from Professional Standards which showed no history.

#### **Investigative Findings:**

Sgt. Sabanovic completed his internal investigation into the above Officer Involved Motor Vehicle Accident and concluded that PO Schultz was at fault for causing the accident – primary contributing factor was driver inattention which was noted on the accident report. Furthermore, Sgt. Sabanovic concluded that PO Schultz did not operate his patrol vehicle in a careful and prudent manner.

After conducting a review of the facts and circumstances regarding this incident as well as Sgt. Sabanovic's internal investigation, I concurred that the main contributing factor for the accident was driver inattention. I further concluded that PO Schultz failed to utilize "due care" while operating a patrol vehicle. Thus, I determined that PO Schultz violated the following departmental policy and procedure sections:

#### **Chapter 4, Article 1 – Patrol Operations**

##### **1.14 CARE OF EQUIPMENT:**

A. Officers assigned a departmental vehicle shall abide by all policies, procedures, and rules relating to the care, inspection, and maintenance of such vehicle.

#### **Chapter 8, Article 1 – Professional Standards of Conduct and Ethics**

1.14 PERFORMANCE AND ATTENTION TO DUTY:

A. General Duties;

2. Employees shall perform their duties in a competent manner.

EE. Departmental Vehicles/Operation/Care/ Personal Use/MV Accident/Reporting;

2. Employees shall operate departmental vehicles in a careful and prudent manner, and shall obey all laws and departmental directives pertaining to such operation.

1.17 GENERAL RULES OF CONDUCT:

P. Departmental Property and Equipment;

1. Employees shall be held responsible for the proper care and use of departmental property and equipment assigned to or used by them. When obtaining any equipment, and again upon its return, it is the employee's responsibility to inspect it. Employees shall utilize departmental equipment only for its intended purpose.

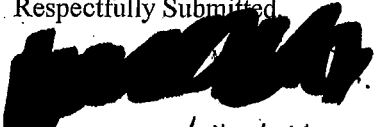
**Ancillary Issues:**

No ancillary issues were noted during this investigation.

**Recommendations:**

As a result of PO Schultz's above noted departmental policy and procedure violations, I recommend that PO Schultz receive a written counseling memorandum which will serve as positive discipline in full satisfaction of the above matter.

Respectfully Submitted

  
Lt. J. Holt Jr. / # 4016

**DEPARTMENT OF PUBLIC SAFETY****BUREAU OF POLICE**

413 Oriskany Street West

Utica, New York 13502

10/16/19

**INTRA-AGENCY MEMORANDUM****SUBJECT:** Property Damage Accident. RMS 19-40000**TO:** Chief of Police: Mark W. Williams

On October 16th, 2019 I, PO Derek Schultz reported for work at the Utica Police Department for the 1600-0000 hour shift. Assigned to the Uniformed Patrol Division, in full uniform, I was assigned to car / zone 56, along with my partner, RPO Santana, per the Squad Commander, Sgt J Cimpi.

At approximately 1740 hours I parked my patrol car in St Agnes Cemetery on Mohawk St in order to go over various computer related tasks such as Monthly reports, Vehicle Inventory checklists and Hot spots by zone with recruit officer Santana. I parked on the roadway in front of the large mausoleum at the intersection located at the north east corner with my vehicle facing northbound. The weather condition was dark and moderate to heavy rain at this point. At around 1757 hours PO Miller in zone 55 called out with some sort of dispute, however there was some commotion and background noise that prevented me from fully understanding his transmission. At this time I put my vehicle in drive and turned the steering wheel all the way to the left to make a 3 point turn on the road to exit the cemetery and back-up car 55 on this in progress call.

While turning left and moving forward on the roadway in the cemetery at 2-3 MPH my front bumper struck a low standing tomb stone that was positioned only inches from the roadway which I was unable to see from my vantage point. The small line of low tomb stones was positioned directly along-side the roadway with no room for a plot present so I was unaware of their presence, because the deceased were positioned underneath the roadway and the stones were in an unlikely location.

I felt my vehicle strike something as I was applying the brakes in order to put the vehicle in reverse and complete the 3 point turn. After feeling the impact I exited my vehicle and observed minor damage to the front bumper of unit 56 located just to the left of the front license plate as you are looking at the vehicle. I then contacted Sgt Sabanovic and advised him of the accident that had just occurred. While waiting for Sgt Sabanovic to arrive I secured photographs of the scene, damaged front bumper, and tomb stone belonging to Mr James Smith which was tipped backwards from the impact. The photographs were later uploaded to the crime scene everyone folder under the RMS 19-40000.

Sgt Sabanovic and PO Miller arrived on scene minutes later. I explained the details of the MVA to them and I provided PO Miller with my driver's license.

Per Sgt Sabanovic I then responded to UPD HQ and completed this officer narrative.

Respectfully Submitted,  
PO Derek Schultz 7629

NAME:  1625RANK: Det/1m

# COUNSELING MEMORANDUM



**TO: Officer D. Schultz**  
**FROM: Lt. James Holt**  
**DATE: 10/16/19**  
**RE: Officer Involved MVA (RMS 19-40000)**

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## **I. Identify and define the behavior to be modified:**

On October 16, 2019, Officer Schultz (BWC 7629) and Recruit Santana were assigned to C Platoon Car/Zone 56. Specifically, Operator – PO Schultz and Right Front Passenger – Recruit Santana. Around 1750 hours, PO Schultz parked Car 56 in St. Agnes Cemetary at 605 Arthur St. to conduct field training on various computer related tasks such as Monthly Activity Reports, Vehicle Inventory Checklists, and Hot Spot Reporting. Around 1800 hours, Car/Zone 55 – PO Miller called out with a dispute. PO Schultz subsequently opted to cease the field training session and respond to PO Miller's location to assist. While exiting the cemetary via the small unimproved roadways therein, the front bumper of Car 56 struck a low standing tombstone in the name of James Smith (1830-1904) that was positioned just off the roadway within the cemetary. The C Platoon Patrol Supervisor Sgt. Sabanovic responded to the accident scene and initiated an internal investigation regarding the Officer Involved Motor Vehicle Accident. As a result of the internal investigation, it was determined that Officer Schultz was at fault for causing the above noted accident due to driver inattention. Furthermore, the internal investigation concluded that Officer Schultz violated the below noted departmental policy by failing to utilize "due care" while operating a department vehicle.

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

Specifically, as a result of the above noted internal investigation, it was determined that Officer Schultz did violate the following section(s) of the Utica Police Department Procedural Manual:

Chapter 4, Article 1 – Patrol Operations

1.14 CARE OF EQUIPMENT:

A. Officers assigned a departmental vehicle shall abide by all policies, procedures, and rules relating to the care, inspection, and maintenance of such vehicle.

Chapter 8, Article 1 – Professional Standards of Conduct and Ethics

1.14 PERFORMANCE AND ATTENTION TO DUTY:

A. General Duties;

2. Employees shall perform their duties in a competent manner.

EE. Departmental Vehicles/Operation/Care/ Personal Use/MV Accident/Reporting;



2. Employees shall operate departmental vehicles in a careful and prudent manner, and shall obey all laws and departmental directives pertaining to such operation.

**1.17 GENERAL RULES OF CONDUCT:**

**P. Departmental Property and Equipment;**

1. Employees shall be held responsible for the proper care and use of departmental property and equipment assigned to or used by them. When obtaining any equipment, and again upon its return, it is the employee's responsibility to inspect it. Employees shall utilize departmental equipment only for its intended purpose.

**III. Employee's response to the performance deficiency:**

During the investigation, Sgt. Sabanovic spoke with Officer Schultz regarding this incident and requested that he complete a detailed narrative regarding his actions / involvement. Officer Schultz stated he did not see the tombstone ultimately striking same. Officer Schultz accepted responsibility for his actions. Officer Schultz stated that in the future he would be more careful while operating departmental vehicles.

**IV. Clearly explain the behavior expected of the member:**

It is expected that in the future you will operate department vehicles in a careful / prudent manner. Conjunctively, it is expected that you will obey all Utica Police Department Policy and Procedures pertaining to the operation of department vehicles.

**V. Potential consequences for continuing the unacceptable behavior:**

The Progressive Disciplinary System will be utilized and potential negative and/or punitive discipline may be recommended regarding your involvement with any future incidents pertaining to the careless operation of department vehicles.

**VI. Provisions for follow-up consultations:**

A copy of this Counseling Memorandum will be filed with your Platoon Commander for a period of one (1) year. There will be a note added to your Electronic Training File relative to this Counseling Memorandum for your end of the year Employee Performance Evaluation. Your performance in the above mentioned Utica Police Department Policy and Procedure will be closely monitored for the next six (6) months to ensure you are following the Utica Police Department Policy and Procedures. Pending you adhere to the policy and procedures in the above areas no follow up consultations will be necessary.

This counseling memorandum will be placed in your personnel file.

Signature of Employee: \_\_\_\_\_

Date: 2/7/20

Signature of Supervisor: \_\_\_\_\_

Date: 2/7/20

Signature of Witnessing Supervisor: \_\_\_\_\_

Date: 2/7/20

**DEPARTMENT OF PUBLIC SAFETY****BUREAU OF POLICE**

413 Oriskany Street West

Utica, New York 13502

11/14/19

**INTRA-AGENCY MEMORANDUM****SUBJECT:** Property Damage Accident Involving Officer Schultz.(Car/zone 56). RMS 19-40000**TO:** Chief of Police: Mark W. Williams**Summary:**

On October 16th, 2019 Officer Derek Schultz reported for work at the Utica Police Department for the 1545-0000 hour shift. He was assigned to car / zone 56, along with his partner, RPO Felix Santana.

At approximately 1740 hours he was parked in the St Agnes Cemetery on Mohawk Street in order to go over various computer related tasks such as Monthly reports, Vehicle Inventory checklists and Hot spots by zone with his recruit officer Santana. He parked on the roadway in front of the large mausoleum at the intersection located at the north east corner with his vehicle facing northbound. The weather condition was dark and moderate to heavy rain at this point. At around 1757 hours PO Miller in zone 55 called out with some sort of dispute, however it sounded like there was some commotion. Officer Schultz put his vehicle in drive and turned the steering wheel all the way to the left to make a 3 point turn on the road to respond and back-up car 55 on this in progress call. While turning left and moving forward on the roadway in the cemetery his front bumper struck a low standing tomb stone that was positioned only inches from the roadway.

**Investigation:**

On October 16, 2019 I, Sgt. Dzenan Sabanovic, reported to the Utica Police Department for the 1545-0000 hour's shift. I was assigned to car 40 as a patrol supervisor.

At approximately 1743 hours I received a phone call from Officer Derek Schultz advising me that he was just involved in a motor vehicle accident with Unit 56 (2018 Ford Police Interceptor). I asked Officer Schultz if he was injured and he stated he was not. Officer Schultz informed me that he was in the St. Agnes Cemetery (605 Arthur Street) off of Mohawk Street. I responded to Officer Schultz's location.

Upon arrival I observed Officers Schultz and Santana standing near their patrol vehicle, which was positioned northeast of the mausoleum. I exited my patrol vehicle and walked over to Officer Schultz. Officer Schultz briefed me regarding the incident. I observed the tomb stone in the name of James Smith (1830-1904) pulled out of the ground. It was position only inches from the roadway. I conducted a visual inspection of unit 56. I observed minor damage on the passenger side of the bumper. The vehicle appeared to be operable. I did not observe any damage on the tomb stone.

Unit 55 Officer Miller responded to the scene. Officer Schultz secured photographs of the scene and unit 56. Officer Miller completed the Tracs accident report. There were no independent witnesses on scene. There was no

NAME: RANK: Sgt

video surveillance footage in the area and no third-party video footage. Officers Schultz and Santana did not have their body worn cameras on.

I contacted the Squad Commander's Officer and briefed Sgt. Cimpi about the incident. Sgt. Cimpi contacted Captain Mickle, who was the on-call duty commander. Per Captain Mickle, due to cosmetic damage to the car, it did not have to be taken out of service. Sgt. Cimpi also informed me that Captain Mickle was not going to be responding to the scene.

After I completed my investigation on scene I responded to hq. I sent a notification email in accordance with the guide for supervisors.

Officer Schultz, Officer Santana, Officer Miller and I had our cameras activated during the accident investigation. All BWC footage was property tagged.

Officer Schultz completed his Officer Narrative on the Intra-Agency Memo. I contacted Professional Standards to obtain Officer Schultz's history. I was informed by Sgt. Rios that they did not have anything on file.

Carbone Collision Center/Don's Ford completed preliminary estimate. The amount of damage is estimated to be \$1,201.52.

I reviewed and approved Officer Miller's Tarcs accident report.

#### Findings:

After further investigation into this accident I found the accounts provided to me by the officers were accurate. Officer Schultz provided me with IA Memo. Based on my investigation I concluded that primary contributing factor for the accident was driver inattention/distraction.

Officer Schultz's actions violated the following sections of the Utica Police Department Policy and Procedures:

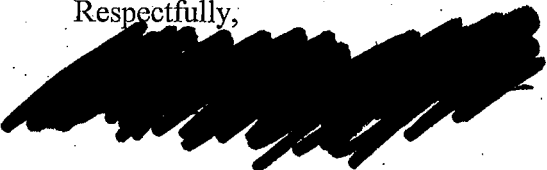
Chapter 8, Article 1: Professional Standards of Conduct and Ethics

1.14 PERFORMANCE AND ATTENTION TO DUTY:

EE. Departmental Vehicles/Operation/Care/ Personal Use/MV Accident/Reporting;

2. Employees shall operate departmental vehicles in a careful and prudent manner, and shall obey all laws and departmental directives pertaining to such operation.

Respectfully,

  
Sgt. Dzenan Sabanovic

NAME: D. Sabanovic

RANK: Sgt.

**From:** jholt  
**Sent:** Friday, February 07, 2020 7:49 PM  
**To:** Professional Standards Distribution List  
**Subject:** Written Counseling Memo issued to PO Schultz e re: RMS 19-40000

Sirs,



PO Schultz was issued a Written Counseling Memo on 2/7/20 pursuant to an internal investigation regarding an Officer Involved MVA (RMS 19-40000). The following note was added to PO Schultz's E-File regarding same:

10/16/19	Holt	19-40000: On October 16, 2019, Officer Schultz (BWC 7629) and Recruit Santana were assigned to C Platoon Car/Zone 56. Specifically, Operator – PO Schultz and Right Front Passenger – Recruit Santana. Around 1750 hours, PO Schultz parked Car 56 in St. Agnes Cemetery at 605 Arthur St. to conduct field training on various computer related tasks such as Monthly Activity Reports, Vehicle Inventory Checklists, and Hot Spot Reporting. Around 1800 hours, Car/Zone 55 – PO Miller called out with a dispute. PO Schultz subsequently opted to cease the field training session and respond to PO Miller's location to assist. While exiting the cemetery via the small unimproved roadways therein, the front bumper of Car 56 struck a low standing tombstone in the name of James Smith (1830-1904) that was positioned just off the roadway within the cemetery. The C Platoon Patrol Supervisor Sgt. Sabanovic responded to the accident scene and initiated an internal investigation regarding the Officer Involved Motor Vehicle Accident. As a result of the internal investigation, it was determined that Officer Schultz was at fault for causing the above noted accident due to driver inattention. Furthermore, the internal investigation concluded that Officer Schultz violated the below noted departmental policy by failing to utilize "due care" while operating a department vehicle. It was subsequently directed that Officer Schultz receive a Written Counseling Memorandum to serve as positive discipline for said violation of departmental policy. The Written Counseling Memorandum was issued to Officer Schultz on 2/7/20 in full satisfaction of the matter.
----------	------	--

I slid a copy of the investigative packet under your office door for the PSU file.

Respectfully submitted,  
 Lt. J. Holt Jr.

**Carbone Collision Center**  
 5718 HORATIO STREET, UTICA, NY 13502  
 Phone: (315) 736-1275  
 FAX: (800) 515-4254

Workfile ID: b9f810a1  
 PartsShare: 5BJVWb  
 Federal ID:   
 License Number: 

**Preliminary Estimate**

**Customer: utica police**

**Job Number:**

Written By: Mike Hughes

Insured: utica police	Policy #:	Claim #:
Type of Loss:	Date of Loss:	Days to Repair: 0
Point of Impact:		

<b>Owner:</b> utica police (000) 000-0000 Business	<b>Inspection Location:</b> Carbone Collision Center 5718 HORATIO STREET UTICA, NY 13502 Repair Facility (315) 736-1275 Business	<b>Insurance Company:</b>
--	---	---------------------------

**VEHICLE**

2018 FORD Police Interceptor Sedan FWD (Fleet) 4D SED 6-3.5L Flex Fuel Sequential MPI

VIN: 1FAHP2L80JG104188	Interior Color:	Mileage In: 1,234	Vehicle Out:
License:	Exterior Color:	Mileage Out:	
State:	Production Date:	Condition:	Job #:

**TRANSMISSION**

Automatic Transmission

**POWER**

Power Steering  
 Power Brakes  
 Power Windows  
 Power Locks  
 Power Mirrors  
 Power Driver Seat  
 Power Adjustable Pedals

**DECOR**

Dual Mirrors

Tinted Glass

Overhead Console

**CONVENIENCE**

Air Conditioning  
 Intermittent Wipers  
 Tilt Wheel  
 Cruise Control  
 Rear Defogger  
 Message Center  
 Steering Wheel Touch Controls  
 Telescopic Wheel  
 Backup Camera

**RADIO**

AM Radio  
 FM Radio  
 Stereo  
 Search/Seek  
 CD Player  
**SAFETY**  
 Drivers Side Air Bag  
 Passenger Air Bag  
 Anti-Lock Brakes (4)  
 4 Wheel Disc Brakes  
 Front Side Impact Air Bags

Head/Curtain Air Bags

**SEATS**

Cloth Seats  
 Bucket Seats  
 Reclining/Lounge Seats

**WHEELS**

Styled Steel Wheels

**PAINT**

Clear Coat Paint

**OTHER**

Traction Control  
 Stability Control

Get live updates at [www.carwise.com/e/3FXGhh](http://www.carwise.com/e/3FXGhh)

**Preliminary Estimate**

**Customer: utica police**

**Job Number:**

2018 FORD Police Interceptor Sedan FWD (Fleet) 4D SED 6-3.5L Flex Fuel Sequential MPI

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		<b>RADIATOR SUPPORT</b>					
2	Repl	Lower deflector	DG1Z8327A	1	99.49	0.4	0.0
3		<b>FRONT BUMPER</b>					
4		O/H front bumper		0	0.00	2.6	0.0
5	<> Repl	Bumper cover	EG1Z17D957DPTM	1	556.53	Incl.	3.4
6		Add for Clear Coat		0	0.00	0.0	1.4
7		OTHER CHARGES					
8	#		E.P.C.	1	3.50		
9	#		Flex add.	1	8.00		
<b>SUBTOTALS</b>					<b>667.52</b>	<b>3.0</b>	<b>4.8</b>

**ESTIMATE TOTALS**

Category	Basis	Rate	Cost \$
Parts			656.02
Body Labor	3.0 hrs @	\$ 50.00 /hr	150.00
Paint Labor	4.8 hrs @	\$ 50.00 /hr	240.00
Paint Supplies	4.8 hrs @	\$ 30.00 /hr	144.00
Other Charges			11.50
Subtotal			1,201.52
<b>Grand Total</b>			<b>1,201.52</b>
Deductible			0.00
<b>CUSTOMER PAY</b>			<b>0.00</b>
<b>INSURANCE PAY</b>			<b>1,201.52</b>

**MyPriceLink Estimate ID / Quote ID:**

614112464736362496 / 56696439

2610 DISCLAIMER: PURSUANT TO SECTION 2610 OF THE INSURANCE LAW, AN INSURANCE COMPANY CANNOT REQUIRE THAT REPAIRS BE MADE TO THE MOTOR VEHICLE IN A PARTICULAR PLACE OR REPAIR SHOP. YOU HAVE THE RIGHT TO HAVE YOUR VEHICLE REPAIRED IN THE SHOP OF YOUR CHOICE.

## Preliminary Estimate

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**Customer: utica police**

**Job Number:**

2018 FORD Police Interceptor Sedan FWD (Fleet) 4D SED 6-3.5L Flex Fuel Sequential MPI

ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR COMMERCIAL INSURANCE OR A STATEMENT OF CLAIM FOR ANY COMMERCIAL OR PERSONAL INSURANCE BENEFITS CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, AND ANY PERSON WHO, IN CONNECTION WITH SUCH APPLICATION OR CLAIM, KNOWINGLY MAKES OR KNOWINGLY ASSISTS, ABETS, SOLICITS OR CONSPIRES WITH ANOTHER TO MAKE A FALSE REPORT OF THE THEFT, DESTRUCTION, DAMAGE OR CONVERSION OF ANY MOTOR VEHICLE TO A LAW ENFORCEMENT AGENCY, THE DEPARTMENT OF MOTOR VEHICLES OR AN INSURANCE COMPANY, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME, AND SHALL ALSO BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE VALUE OF THE SUBJECT MOTOR VEHICLE OR STATED CLAIM FOR EACH VIOLATION.

You are entitled to the return of all replaced parts, except warranty and exchange parts, but you must ask for them in writing before any work is done. If you authorize work by phone, the shop must keep any replaced parts, and make them available when you pick up the vehicle.

## Preliminary Estimate

**Customer: utica police**

**Job Number:**

2018 FORD Police Interceptor Sedan FWD (Fleet) 4D SED 6-3.5L Flex Fuel Sequential MPI

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DR2JN10, CCC Data Date 10/09/2019, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (\*) or Double Asterisk (\*\*) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2020 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

### SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

### SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

### OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Information Services Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.



ahowe

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**From:** bbansner  
**Sent:** Tuesday, November 03, 2020 3:13 PM  
**To:** enoonan  
**Cc:** Professional Standards Distribution List; bbansner  
**Subject:** RE: PSU completed Inv. Civilian Complaint Nizam Rascic

This Command Discipline Agreement has been finalized on today's date, November 3, 2020.

4 vacation days will be deducted from PO Schultz **2021** Time Bank

Copy of CDA was turned over to PSU and the Deputy Chief.

*Captain Brian D. Bansner*



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

Office Telephone: [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.**

**From:** enoonan <[REDACTED]>  
**Sent:** Monday, October 5, 2020 2:54 PM  
**To:** bbansner <[REDACTED]>  
**Cc:** mwilliams <[REDACTED]>  
**Subject:** FW: PSU completed Inv. Civilian Complaint Nizam Rascic

Brian,

Please complete when able.

-Ed

PO Schultz--Loss of 4 Vacation Days

1. (2) two days for turning off BWC
2. (1) one day for not following NY State guidelines governing DIR
3. (1) one day Unsatisfactory performance

**From:** enoonan  
**Sent:** Wednesday, September 2, 2020 2:33 PM  
**To:** bbansner <[REDACTED]>; bcoromato <[REDACTED]>  
**Subject:** FW: PSU completed Inv. Civilian Complaint Nizam Rascic

Please review and send your disciplinary recommendations.

**From:** hrios <[REDACTED]>  
**Sent:** Monday, August 10, 2020 11:02 AM  
**To:** mwilliams <[REDACTED]>  
**Cc:** enoonan <[REDACTED]>  
**Subject:** PSU completed Inv. Civilian Complaint Nizam Rascic

All,

PSU has completed its investigation into the Civilian Complaint of Nizam Rascic RMS 20-25330 – 25319

The condensed copy is just a copy of culpability of Sgt. Sabanovic and PO Schultz.

The PSU narrative is just that a copy of the entire investigation.

Respectfully

**Sergeant Hiram Rios  
Office of Professional Standards  
Utica Police Department  
413 Oriskany Street West (UPD)  
UPD ([REDACTED])  
Proctor Security ([REDACTED])**



# 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

11/3/2020

PO Derek Schultz  
Platoon C / Squad 1  
Uniformed Patrol Division

PO Schultz,

On July 11<sup>th</sup> 2020 you responded [REDACTED] in which Sgt. Sabanovic was on-scene while off-duty. The Professional Standards Unit conducted a lengthy investigation into this matter.

As a result of the investigation it was determined that you have violated Department Procedural Manual PO Derek Schultz violated Chapter 4 Article 1 Patrol Operations, when he failed to complete a required RMS entry by NYS guidelines.

#### 1.15 Patrol Officers Duties and Responsibilities

22. When responding to call that require an officer to complete a report he/she will follow the New York State guidelines governing that report.

\*\*\*\*\*

PO Derek Schultz violated Chapter 4 Article 2 Body Warn Camera, when he intentionally turned off his BWC prior to the incident being completed failing to capture the entire incident/interaction between Sgt. Sabanovic and Mr. Rascic.

Chapter 4, ARTICLE 2, Subject: Body Warn Camera

#### 2.20 WHEN TO RECORD EVENTS:

5. Domestic violence investigations/arrests. Any situation where someone becomes confrontational/adversarial.

7. Any situation where someone becomes confrontational/adversarial

9. Any police/citizen encounters where the recording may have value as evidence, limit individual or department liability, resolve citizen complaints or serve as a training tool.

11. Any situation, based on an officer's training and experience where it's deemed warranted and/or necessary.

B. Once activated, the BWC shall remain in the down position (recording) until the conclusion of the encounter/incident, the officer has left the scene, or a supervisor has authorized that a recording may cease. The supervisor shall document his/her reason(s) for ceasing recording in RMS.

Last Revision Date 6/7/2016

D. Officers will be required to articulate on camera or in RMS their reasoning, if they fail to record any activity that is required by department policy to be recorded.

Example: "Incident was not recorded because doing so was impractical, impossible, or unsafe to the officer, or other third person(s)."

\*\*\*\*\*

PO Derek Schultz violated Chapter 4 Article 20 Domestic Violence – PO Schultz failed to follow Policy and complete his Domestic Report following NY State guidelines governing the report.

#### 20.10 Definitions:

A. Domestic Incident: Means any dispute, act of violence, or report of an offense between individuals within a family or household where police intervention is requested. A domestic incident is not necessarily a violation of law.

I. Victim's Rights Notice: as used in this policy shall mean the notice or form described in Criminal Procedural Law section 530.11(6)

J. Domestic Incident Report: The state issued form described in Executive Law 837 (15) and mandated by CPL 140.10 (5) for officers to complete for all calls for service where police intervention is requested for a domestic incident.

#### 20.12 Responding Officer Procedures:

9. Provide the victim with a copy of the Victim Rights Notice and if necessary or requested, read the Victim Rights Notice to the victim.

11. Complete the standard NYS Domestic Incident Report Form in RMS and any other report necessary to fully document the officer's response, whether or not an offense was committed or an arrest is made. Additionally, every officer must document the following on every domestic report in RMS.

B. Officers will list in RMS all children that were present in the home at the time of the incident even if the children had nothing to do with the actual incident itself.

C. Provide the victim with the victim's copy of the NYS Domestic Incident Report/Victim Rights Notice Form immediately upon its completion at the scene.

\*\*\*\*\*

PO Derek Schultz violated the following sections in Chapter 8 Article 1 Professional Standards of Conduct and Ethics, in the performance of his duties

#### 1.14 Performance and Attention to Duty

2. Employees shall perform their duties in a competent manner.

W. Unsatisfactory Performance;

On 11/3/2020, a Command Discipline hearing was commenced. You were offered PBA representation and you DECLINED. 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 the loss of (4) four vacation days from your 2021 accrued time bank.
- D) You also accept and 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.

Command discipline is the resolution of disciplinary issues through the **mutual** consent of the accused member and the Chief of Police. This command discipline is in lieu of a formal disciplinary action through the process mandated by Article 5, Title B, Section 75 of the New York State Civil Service Law and the Collective Bargaining Agreement. You have accepted responsibility for your actions and have elected to accept the discipline stipulated in this letter. Command discipline was determined based on the totality of circumstances of this investigation. Several factors were considered including your truthfulness and admissions as well as previous related incidents.

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

Brian [redacted]  
Patrol Division Commander  
[redacted] 7/6/15

Lt. James Holt  
Patrol Support

N/A  
(PBA Representative)

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

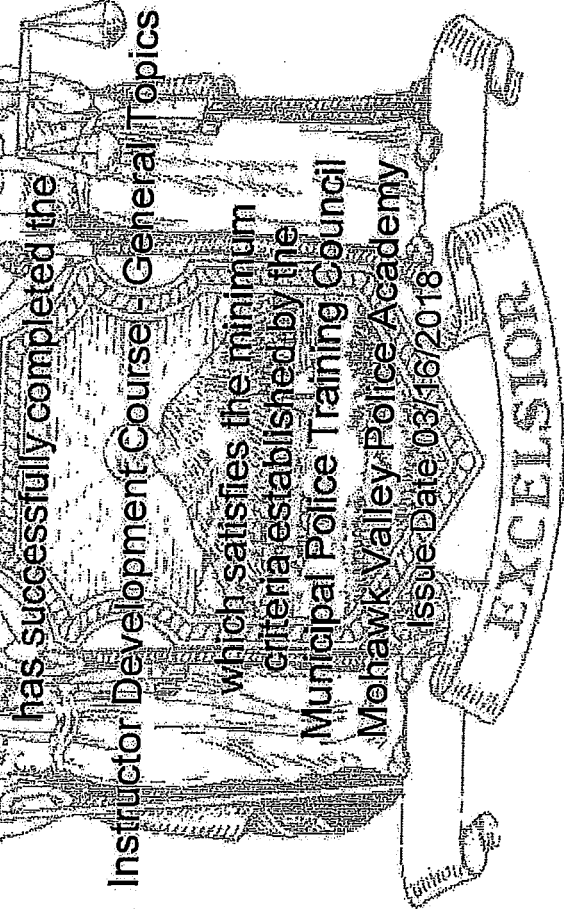
# State of New York

Division of Criminal Justice Services

## Municipal Police Training Council

Hereby Acknowledges and Declares that

**Derek K Schultz**



has successfully completed the  
Instructor Development Course - General Topics  
which satisfies the minimum  
criteria established by the  
Municipal Police Training Council  
Mohawk Valley Police Academy  
Issue Date 03/16/2018

*Ronald G. Spike*

Ronald G. Spike  
Chairman  
Municipal Police Training Council

*Michael R. Wood*

Michael R. Wood  
Deputy Commissioner  
Division of Criminal Justice Services

# State of New York

Division of Criminal Justice Services

## Municipal Police Training Council

Hereby Acknowledges and Declares that

**Derek K Schultz**

has successfully completed the

**SWAT In-Service Course**

which satisfies the minimum  
criteria established by the

**Municipal Police Training Council**

**Utica City Police Department**

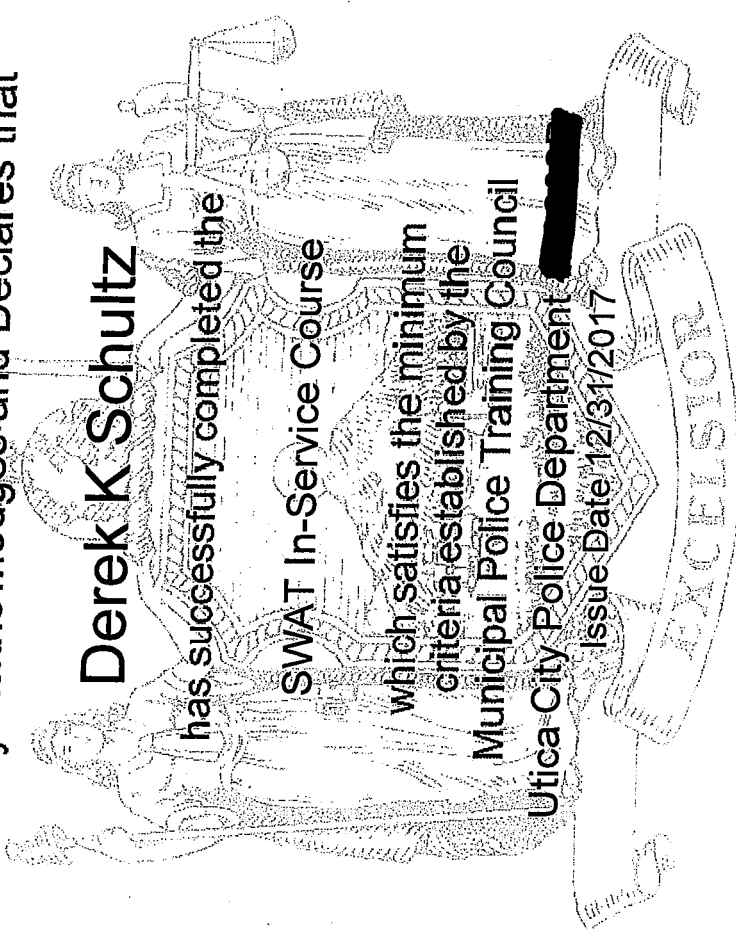
Issue Date 12/31/2017



**Ronald G. Spike**  
Chairman  
Municipal Police Training Council



**Michael R. Wood**  
Deputy Commissioner  
Division of Criminal Justice Services







# Training Course Summary

Print Date: December 22, 2020

Course Information

<u>Course NO</u>	2015000000001	<u>Title</u>	2015 January Inservice	<u>Type</u>	In Service	<u>Credits</u>	0.00	<u>Hours</u>	8.00	<u>Course 1</u>	<u>Course 2</u>	<u>Comments</u>
												Domestic Violence/ Workplace Violence Legal Updates

Course Schedule

<u>Schedule</u>	<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
-----		01/05/2015 08:00	01/05/2015 16:00		
-----		01/07/2015 08:00	01/07/2015 16:00		
-----		01/09/2015 08:00	01/09/2015 16:00		
-----		01/19/2015 08:00	01/19/2015 16:00		
-----		01/23/2015 08:00	01/23/2015 16:00		
-----		01/27/2015 08:00	01/27/2015 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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Course Information

<u>Course NO</u>	2016000000005	<u>Title</u>	2015 June Inservice-SPOT	<u>Type</u>	In Service	<u>Credits</u>	0.00	<u>Hours</u>	8.00	<u>Course 1</u>	<u>Course 2</u>	<u>Comments</u>
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Course Schedule

<u>Schedule</u>	<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
-----		06/26/2015 08:00	06/26/2015 16:00		

Instructor

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



# Training Course Summary

Print Date: December 22, 2020

Course Information

<u>Course NO</u>	2016000000004	<u>Title</u>	2015 September Body worn camera	<u>Type</u>	In Service	<u>Credits</u>	0.00	<u>Hours</u>	8.00	<u>Prerequisites</u>		
										<u>Course 1</u>	<u>Course 2</u>	<u>Comments</u>

Course Schedule

<u>Schedule</u>	<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
		09/04/2015 08:00	09/04/2015 16:00		
		09/08/2015 08:00	09/08/2015 16:00		
		09/14/2015 08:00	09/14/2015 16:00		
		09/22/2015 08:00	09/22/2015 16:00		
		09/24/2015 08:00	09/24/2015 16:00		

Instructor

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

# Training Course Summary

Print Date: December 22, 2020

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>	
2016000000031	2016 Active Shooter in Service	In Service	<u>Credits</u>	<u>Course 1</u> <u>Course 2</u> <u>Comments</u>
			0.00	8.00

Course Schedule

<u>Schedule</u>	<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
-----		04/05/2016 08:00	04/05/2016 16:00		---
-----		04/07/2016 08:00	04/07/2016 16:00		---
-----		04/11/2016 08:00	04/11/2016 16:00		---
-----		04/13/2016 08:00	04/13/2016 16:00		---
-----		04/15/2016 08:00	04/15/2016 16:00		---
-----		04/21/2016 08:00	04/21/2016 16:00		---

Instructor

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

# Training Course Summary

Print Date: December 22, 2020

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>		<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>	<u>Comments</u>
201700000004	2016 December Inservice	In Service			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>Instructor</u>	<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>



# Training Course Summary

Print Date: December 22, 2020

Instructor                      Reserve Date                      Course Category                      Serial ID                      Notes

Course Information

<u>Course NO</u>	2017000000005	<u>Title</u>	2016 October Inservice	<u>Type</u>	In Service	<u>Credits</u>	0.00	<u>Hours</u>	0.00	<u>Course 1</u>	<u>Course 2</u>	<u>Comments</u>
												Use of Force / Legal Updates / Infectious Disease / Performance Evaluation Training for Supervisors

Course Schedule

<u>Schedule</u>	<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
		10/04/2016 08:00	10/04/2016 16:00		---
		10/14/2016 08:00	10/14/2016 16:00		---
		10/18/2016 08:00	10/18/2016 16:00		---
		10/20/2016 08:00	10/20/2016 16:00		---
		10/24/2016 08:00	10/24/2016 16:00		---
		10/28/2016 08:00	10/28/2016 16:00		---

Instructor                      Reserve Date                      Course Category                      Serial ID                      Notes

# Training Course Summary

Print Date: December 22, 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>
2017000000003	2016 September Inservice-DefTac	In Service	0.00	8.00			Verbal Judo, DT, Leads On-Line, Proport Collection City Marhall Supervisor training

Course Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	09/06/2016 08:00	09/06/2016 16:00		---
	09/08/2016 08:00	09/08/2016 16:00		---
	09/12/2016 08:00	09/12/2016 16:00		---
	09/14/2016 08:00	09/14/2016 16:00		---
	09/16/2016 08:00	09/16/2016 16:00		---
	09/22/2016 08:00	09/22/2016 16:00		---

Instructor

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



# Training Course Summary

Print Date: December 22, 2020

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2016000000030	2016 TASER InService	In Service	0.00	8.00			

Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		02/05/2016 08:00	02/05/2016 16:00		
		02/09/2016 08:00	02/09/2016 16:00		
		02/15/2016 08:00	02/15/2016 16:00		
		02/17/2016 08:00	02/17/2016 16:00		
		02/19/2016 08:00	02/19/2016 16:00		
		02/25/2016 08:00	02/25/2016 16:00		

Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes

# Training Course Summary

Print Date: December 22, 2020

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2017000000032	2017 April In-Service	In Service	0.00	8.00			Fair and Impartial Policing/DV Form review

Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		04/10/2017 08:00	04/10/2017 16:00		
		04/18/2017 08:00	04/18/2017 16:00		
		04/20/2017 08:00	04/20/2017 16:00		
		04/24/2017 08:00	04/24/2017 16:00		

Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes

# Training Course Summary

Print Date: December 22, 2020

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
201800000002	2017 December Inservice/Active Shooter	In Service	0.00	8.00			Training conducted at DHS by Inv Joe Amerosa

Course Schedule

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

Instructor

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

Print Date: December 22, 2020

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
201700000043	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

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

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

# Training Course Summary

Print Date: December 22, 2020

Course Information

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

Course 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

Instructor	Reserve Date	Course Category	Serial ID	Notes

# Training Course Summary

Print Date: December 22, 2020

Course Information

Course NO	Title	Type	In Service	Credits	Hours	Course 1	Course 2	Comments
201700000087	2017 September in-service Fall Firearms	In Service		0.00	8.00			in-service Night fire and tactical course.

Course Schedule

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

Instructor

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



# Training Course Summary

Print Date: December 22, 2020

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>	<u>Comments</u>
2018000000009	2018 February In-Service	In Service	<u>Credits</u> 0.00 <u>Hours</u> 0.00 <u>Course 1</u> <u>Course 2</u>	CPR/Cultural Diversity/Workplace Violence-Sexual Harassment

Course Schedule

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

<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: December 22, 2020

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2019000000004	2018 September Inservice	In Service	0.00	0.00			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

# Training Course Summary

Print Date: December 22, 2020

Course Information

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

Course Schedule

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

Instructor

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

# Training Course Summary

Print Date: December 22, 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>Prerequisites</u>	<u>Comments</u>
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

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

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

# Training Course Summary

Print Date: December 22, 2020

Course Information

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

Course Schedule

<u>Schedule</u>	<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>

# Training Course Summary

Print Date: December 22, 2020

Course Information

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

Course Schedule

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

Instructor

Reserve Date    Course Category    Serial ID    Notes









# Training Course Summary

Print Date: December 22, 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	Reserve Date	Serial ID	Course Category	Notes
		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

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2018000000019	Aquatic Death Investigation	State Sponsored Training	0.00	16.00			

Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Reserve Date	Serial ID	Course Category	Notes
		03/27/2018 08:00	03/28/2018 16:00					

Instructor

# Training Course Summary

Print Date: December 22, 2020

Course Information

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

Schedule

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

Instructor

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

Print Date: December 22, 2020

Course Information

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

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

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

# Training Course Summary

Print Date: December 22, 2020

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2015000000004	Feb. In-Service 2015	In Service	0.00	8.00			

Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		02/02/2015 08:00	02/02/2015 16:00		
		02/04/2015 08:00	02/04/2015 16:00		
		02/06/2015 08:00	02/06/2015 16:00		
		02/16/2015 08:00	02/16/2015 16:00		
		02/18/2015 08:00	02/18/2015 16:00		
		02/20/2015 08:00	02/20/2015 16:00		

Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes

# Training Course Summary

Print Date: December 22, 2020

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
201600000053	Firearms 2016 in-service	In Service	0.00	8.00			

Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
	Firearms	06/06/2016 08:00	06/06/2016 16:00		
	Firearms	06/08/2016 08:00	06/08/2016 16:00		
	Firearms	06/10/2016 08:00	06/10/2016 16:00		
	Firearms	06/14/2016 08:00	06/14/2016 16:00		
	Firearms	06/16/2016 08:00	06/16/2016 16:00		
	Firearms	06/24/2016 08:00	06/24/2016 16:00		

Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
201700000086	FTO	State Sponsored Certifications	0.00	32.00			

Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		11/07/2017 08:00	11/10/2017 16:00		

Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes

# Training Course Summary

Print Date: December 22, 2020

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2019000000037	FTO refresher training	In Service	0.00	4.00			
2019000000042	FTO Refresher Training	In Service	0.00	4.00			

Course Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	09/09/2019 08:00	09/09/2019 12:00		
	09/10/2019 08:00	09/10/2019 12:00		
	09/19/2019 08:00	09/19/2019 16:00		

Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes

Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2018000000018	IDC	State Sponsored Certifications	0.00	80.00			

Course Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	03/05/2018 08:00	03/16/2018 16:00		

Instructor

Instructor	Reserve Date	Course Category	Serial ID	Notes

# Training Course Summary

Print Date: December 22, 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>
2017000000060	June 2017 Firearms w/ Use of Force Review	In Service	0.00	8.00			Inv Amerosa Lead Instructor- Oneida County Range

Course Schedule

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

Instructor

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







# Training Course Summary

Print Date: December 22, 2020

Course Information

<u>Course NO</u> 2016000000006	<u>Title</u> October 2015 in-service	<u>Type</u> In Service	<u>Credits</u> 0.00	<u>Hours</u> 8.00	<u>Prerequisites</u> <u>Course 1</u> <u>Course 2</u>	<u>Comments</u> Infectious disease-Dealing with difficult people-K9
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Course Schedule

<u>Schedule</u>	<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
		10/08/2015 08:00	10/08/2015 16:00		
		10/28/2015 08:00	10/28/2015 16:00		
		10/30/2015 08:00	10/30/2015 16:00		

Instructor

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

<u>Course NO</u> 2020000000019	<u>Title</u> Online defensive riving course	<u>Type</u> Other Outside agency sponsored	<u>Credits</u> 0.00	<u>Hours</u> 1.00	<u>Prerequisites</u> <u>Course 1</u> <u>Course 2</u>	<u>Comments</u>
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Course Schedule

<u>Schedule</u>	<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
		04/15/2020 08:00	04/15/2020 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: December 22, 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>
2016000000060	Ptrol rifle training course	In Service	0.00	24.00			

Prerequisites

Course Schedule

<u>Schedule</u>	<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	07/13/2016	08:00	07/15/2016	16:00	

Instructor

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

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>
2016000000051	Roit Control & Civil Disturbance	In Service	0.00	0.00			

Prerequisites

Course Schedule

<u>Schedule</u>	<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	Riot Control	05/03/2016	08:00	05/03/2016	16:00
	Riot Control	05/09/2016	08:00	05/09/2016	16:00
	Riot Control	05/11/2016	08:00	05/11/2016	16:00
	Riot Control	05/19/2016	08:00	05/19/2016	16:00
	Riot Control	05/27/2016	08:00	05/27/2016	16:00

Instructor

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

