

# City of Utica



Utica, New York

To The City Clerk of Utica

certify that

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

**Name:** Jacob J. Penree

**Address:** [REDACTED]

**Telephone:** N/A

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

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

*the term to commence October 15, 2007*

*the term to end N/A*

*filling unexpired term of (if applicable)*

**Signed**

**Mayor**

**Title of Official**

# **PERFORMANCE EVALUATION REPORT**

NAME (FIRST, LAST, MI) <b>Jake Penree</b>	ID # <b>6525</b>	RANK <b>PO</b>	DIVISION/UNIT <b>Patrol B-1</b>
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) <b>Street Patrol</b>	PERIOD COVERED <b>Annual</b>	FROM <b>01/25/2019</b>	TO <b>12/31/2019</b>

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

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

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

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

SICK: 4.5    INJURED ON-DUTY: 0    INJURED OFF-DUTY: 0    OTHER: 0    **TOTAL OCCURENCES: 3**

## **3. SUPERVISORY PERSONNEL ONLY**

LEADERSHIP  
QUALITIES

EFFECTIVENESS OF  
DELEGATION

TRAINING/COACHING  
OF SUBORDINATES

EVALUATION OF  
SUBORDINATES

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

Personal Appearance - PO Penree presents a neat appearance and passed all of his uniform inspections during this evaluation period.

Attendance - PO Penree used 4.5 sick days during this evaluation period.

Report Writing Ability-PO Penree composes clear and accurate reports. He is very articulate and descriptive in his narratives.

Investigative Problem Solving Skills-Given PO Penree's previous background in criminal investigations, he utilizes his skills learned there and applies them to street level investigations. He understands how to apply the law to said investigations.

Performance Under Stress-Officer Penree, during a shooting incident recognized that the victim was critically injured and applied a tourniquet stopping the bleeding of a possibly life threatening injury.

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

Jake can best improve his performance by keeping a positive attitude and continue with his proactive work.

(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: Lt. S. Dougherty

Signature [Signature] Rank Lt. Date 2/12/20  
Print / Signature

7. SUPERVISOR REVIEWING WITH EMPLOYEE: Name: Sgt. S. Geddes

Signature [Signature] Rank Sgtt. Date 2/14/2020  
Print / Signature

8. EMPLOYEE'S COMMENTS: (Optional)

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

Signature [Signature] Rank Off. Date 2.14.20  
Print / Signature

**PERFORMANCE EVALUATION REPORT**

NAME (FIRST, LAST, MI) <b>Jacob Penree</b>	ID # <b>6525</b>	RANK <b>Ptlm</b>	DIVISION/UNIT <b>Records</b>
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) <b>Records Clerk</b>	PERIOD COVERED <b>24 days</b>	FROM <b>01/01/2019</b>	TO <b>01/24/19</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)**

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

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

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

**3. SUPERVISORY PERSONNEL ONLY**LEADERSHIP  
QUALITIESEFFECTIVENESS OF  
DELEGATIONTRAINING/COACHING  
OF SUBORDINATESEVALUATION OF  
SUBORDINATES**4. NARRATIVE SECTION (This section is to be used to record specific and personal characteristics of this employee which are not adequately covered in the rating sections above. Any factors rated as a 1 or a 5 in the above sections must be articulated in this section.)**

PO Penree was transferred to the Records Unit as a part of the disciplinary process under modified duty and was prohibited from having physical contact with the public. As a result of the modified duties and PO Penree duty restrictions, some of the evaluating factors were not observed therefore no entry was made for the corresponding evaluating sections.

Attendance - PO Penree used 0 sick days during this rating period.

Performance - PO Penree was eager to leave the Records Unit and return to the active police duties, this, in turn, caused a lack of motivation towards clerical duties.

Interpersonal skills - PO Penree was restricted in his interaction with the general public, however, he did develop a good rapport with the other members of the Records Unit.

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

**Officer Penree can best improve his performance by immersing himself in new assignments and/or tasks.**

(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: Edin Selimovic

Signature *Edin Selimovic* Rank Sergeant Date 1/16/2020  
Print / Signature

7. SUPERVISOR REVIEWING WITH EMPLOYEE: Name: Edin Selimovic

Signature *Edin Selimovic* Rank Sergeant Date 1/16/2020  
Print / Signature

8. EMPLOYEE'S COMMENTS: (Optional)

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

Signature *Refused to sign* Rank Ptltm Date 1/16/2020  
Print / Signature

## DEPARTMENT OF PUBLIC SAFETY

## BUREAU OF POLICE

413 Oriskany Street West

Utica, New York 13502

01/16/2020**SUBJECT:** PO Penree 2019 Performance Evaluation**TO:** Chief of Police: Mark W. Williams

On January 16, 2020, at approximately 1000 hours PO J. Penree was at the MIS office. At this time I conducted a Performance Evaluation with PO Penree for the period between 01/01/2019 and 01/20/2019 for which he was assigned to the Records Unit. During the evaluation, I gave PO Penree a copy of his Performance Evaluation report while I used another copy to read my notes. PO Penree was advised that because of the short time he was assigned to the Records Unit some of the rating factors were not observed therefore he was not rated on those factors. While going through the Performance Evaluation PO Penree stated that he does not agree with my notes regarding his performance.

The "Performance" note read as follows: "PO Penree was eager to leave the Records Unit and return to the active police duties, this, in turn, caused a lack of motivation towards clerical duties". I informed PO Penree that he personally on several occasions told me that he can't wait to leave the Records Unit, this statement to me translated as for him being eager to leave and not being motivated in his current assignment. PO Penree stated that he did his work and disagrees with this evaluation, PO Penree further stated that I gave him a bad evaluation last time citing low rating on the "Knowledge of Laws, Policies, etc." and that he will not sign this evaluation.

PO Penree was then told that according to the Utica Police Procedural Manual if he disagrees with the Performance Evaluation he has to sign the Performance Evaluation form and he may do so by adding the words "under protest" after his signature and request or waive appeal, but he must sign the Performance Evaluation form. After being informed of the policy rules PO Penree still refused to sign the Performance Evaluation form stating that he will go consult with the PBA.

PO Penree's Performance Evaluation report was based on a very short evaluating period however it is based on a fair and impartial evaluation.

NAME:

*Edin Selimovic*  
EDIN SELIMOVIC

RANK:

*Sergeant*

## PERFORMANCE EVALUATION REPORT

NAME (FIRST, LAST, MI) <b>Jacob Penree</b>	ID # <b>6525</b>	RANK <b>Ptlm</b>	DIVISION/UNIT <b>Records</b>
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) <b>Records Clerk</b>	PERIOD COVERED <b>24 days</b>	FROM <b>01/01/2019</b>	TO <b>01/24/19</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)

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

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

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

## 3. SUPERVISORY PERSONNEL ONLY

LEADERSHIP  
QUALITIESEFFECTIVENESS OF  
DELEGATIONTRAINING/COACHING  
OF SUBORDINATESEVALUATION OF  
SUBORDINATES

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

PO Penree was transferred to the Records Unit as a part of the disciplinary process under modified duty and was prohibited from having physical contact with the public. As a result of the modified duties and PO Penree duty restrictions, some of the evaluating factors were not observed therefore no entry was made for the corresponding evaluating sections.

Attendance - PO Penree used 0 sick days during this rating period.

Performance - PO Penree was eager to leave the Records Unit and return to the active police duties, this, in turn, caused a lack of motivation towards clerical duties.

Interpersonal skills - PO Penree was restricted in his interaction with the general public, however, he did develop a good rapport with the other members of the Records Unit.

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

Officer Penree can best improve his performance by immersing himself in new assignments and/or tasks.

(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: Edin Selimovic

Signature [Signature] Rank Sergeant Date 1/16/2020  
Print / Signature

7. SUPERVISOR REVIEWING WITH EMPLOYEE: Name: Edin Selimovic

Signature [Signature] Rank Sergeant Date 1/16/2020  
Print / Signature

8. EMPLOYEE'S COMMENTS: (Optional)

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

Signature Refused to sign Rank Pt. Lt. Date 1/16/2020  
Print / Signature

Refused to sign again. Capt. D. Mulla 2/6/2020

PO. Penree did not sign "under protest" or "request appeal" in person or writing within 3 days as required.

See attached Policy

[Signature]  
5669

**Subject:**

PO Penree refusal to sign performance evaluation

# UTICA POLICE DEPARTMENT

## General Order

**Subject: Personnel Performance  
Evaluations**

**G.O. 06-11**

**ARTICLE**

**6**

**CHAPTER**

**3**

Page 2

B. The department shall conduct evaluations of member's performance in order to:

1. Facilitate professional growth and development.
2. Maintain and improve performance.
3. Provide an objective and fair means for measuring and recognizing individual performance.
4. Facilitate personnel decisions.
5. Identify training needs.
6. Provide a medium for personnel counseling.

C. The department will annually review standards for member performance based upon the department's goals and objectives. The Chief of Police may, at his discretion, revise performance standards to meet emergent needs of the department.

### **6.13 EVALUATION PERIODS:**

A. Non-probationary members shall be evaluated once each calendar year between January 1<sup>st</sup> and December 31<sup>st</sup> with all interviews completed and reports filed by January 31<sup>st</sup>.

B. ALL personnel shall be evaluated during these periods. If a member has been out of work for a period of time exceeding four (4) months during an evaluation period the member will not be evaluated, however, an evaluation report will be prepared documenting the reason(s) the member was not evaluated, the length of time they have not been working and the reason(s) for the extended absence.

C. Police Recruits assigned to the police academy or field training and evaluation program will be evaluated daily.

D. Probationary Police Officers, upon completion of the field training evaluation program shall be evaluated by their immediate supervisors quarterly until their probationary period is completed.

E. Probationary Sergeants, upon receiving a Civil Service promotion, shall be evaluated by their immediate superior after completion of 8 weeks, 16 weeks and again after completion of 24 weeks during the probationary period.

F. The Chief of Police may, at his discretion, direct additional evaluations on any member of the Department at any time.

G. The original copy of all completed evaluation reports will be filed in the member's personnel file.

### **6.18 EVALUATION APPEAL PROCESS:**

**Any member may appeal an evaluation in the following manner:**

**A. Sign the evaluation followed by "under protest" and "request appeal."**

B. Submit a request for appeal, in writing, to the member's division commander within three (3) days of the review.

C. The member's division commander will review the evaluation and supporting documentation from the rater and will attach their findings to the original evaluation within fifteen (15) days of receiving the written request for appeal.

D. The command officer completing the command level review will then return the evaluation to the original rater to be reviewed with the appealing member.

E. The member confirms his acceptance or rejection, of the command review, in writing.

1. Members will confirm their rejection by writing "not accepted" and their initials on the command review attachment.

2. No further appeals are permitted.

3. The entire appeal process shall be completed within a thirty (30) day period.

F. After the appeal has been completed the original evaluation will be filed in the member's Department personnel file. The last four (4) evaluations shall be kept in the member's personnel file.

**PERFORMANCE EVALUATION REPORT**

NAME (FIRST, LAST, MI) <b>Jacob Penree</b>	ID # <b>6525</b>	RANK <b>Pt1m</b>	DIVISION/UNIT <b>SIU</b>
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) <b>SIU/Investigator</b>	PERIOD COVERED <b>Exit</b>	FROM <b>01/01/18</b>	TO <b>02/02/18</b>

**PERFORMANCE LEVEL DEFINITIONS**

EXCELLENT = 5

GOOD = 4

ACCEPTABLE = 3

NEEDS IMPROVEMENT = 2

UNSATISFACTORY = 1

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

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

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

**2. SUPERVISORY PERSONNEL ONLY**LEADERSHIP  
QUALITIESEFFECTIVENESS OF  
DELEGATIONTRAINING/COACHING  
OF SUBORDINATESEVALUATION OF  
SUBORDINATES**3. NARRATIVE SECTION (This section is to be used to record specific and personal characteristics of this employee which are not adequately covered in the rating sections above. Any factors rated as a 1 or a 5 in the above sections must be articulated in this section.)**

Due to Officer Penree's transfer to CID, Sgt. Murphy did not have enough time in SIU as the Unit Supervisor to properly evaluate his performance in SIU.

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

(Continue on Back)

(Goal settings Continue From Front)

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

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

☐ EXCELLENT    ☒ GOOD    ☐ ACCEPTABLE    ☐ NEEDS IMPROVEMENT    ☐ UNSATISFACTORY

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

Signature [Signature] Rank Sgt. Date 9/16/19  
Print / Signature

6. SUPERVISOR REVIEWING WITH EMPLOYEE Name: Sgt. Murphy

Signature [Signature] Rank Sgt. Date 9/16/19  
Print / Signature

7. EMPLOYEE'S COMMENTS: (Optional)

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

Signature [Signature] Rank PO Date 9-16-19  
Print / Signature



**PERFORMANCE EVALUATION REPORT**

NAME (FIRST, LAST, MI) <b>Jacob Penree</b>	ID # <b>6525</b>	RANK <b>PTLM</b>	DIVISION/UNIT <b>CID - Days</b>
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) <b>Temp. Investigator</b>	PERIOD COVERED <b>4 Months</b>	FROM <b>02/03/18</b>	TO <b>06/06/18</b>

**PERFORMANCE LEVEL DEFINITIONS**

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

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

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

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

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

**3. SUPERVISORY PERSONNEL ONLY**LEADERSHIP  
QUALITIESEFFECTIVENESS OF  
DELEGATIONTRAINING/COACHING  
OF SUBORDINATESEVALUATION OF  
SUBORDINATES**4. NARRATIVE SECTION** (This section is to be used to record specific and personal characteristics of this employee which are not adequately covered in the rating sections above. Any factors rated as a 1 or a 5 in the above sections must be articulated in this section.)

Officer Penree worked as a temporary Investigator in the Criminal Investigation Unit from 02/03/19 to 06/06/18. During this time period, Officer Penree showed his capability and willingness to grow as an Investigator for the Police Department. He was always punctual and prepared to complete his tasks on a daily basis. He did not use any sick time during this rating period.

Officer Penree was reliable and was always responsive to supervision.

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

Officer Penree could best improve his performance by:

- Attending training related to Criminal Investigations
- Continue to familiarize himself with the Criminal Procedure Law and Penal Law.

(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) Captain Charles Kelly

Signature Captain Charles Kelly Rank Captain # 4441 Date 09/27/19  
Print / Signature

**7. SUPERVISOR REVIEWING WITH EMPLOYEE:** Name: Sergeant Mark Fields

Signature Sergeant Mark Fields Rank Sergeant # 2930 Date 09/27/19  
Print / Signature

**8. EMPLOYEE'S COMMENTS:** (Optional)

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

Signature Patrolman Jacob Penree Rank Patrolman # 6525 Date 09/27/19  
Print / Signature

**PERFORMANCE EVALUATION REPORT**

<b>NAME (FIRST, LAST, MI)</b> <b>Jacob Penree</b>	<b>ID #</b> <b>6525</b>	<b>RANK</b> <b>Ptln.</b>	<b>DIVISION/UNIT</b> <b>Records</b>
<b>DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING)</b> <b>Records Clerk</b>	<b>PERIOD COVERED</b> <b>7 months</b>	<b>FROM</b> <b>06/05/18</b>	<b>TO</b> <b>12/31/18</b>

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

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

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

**2. SUPERVISORY PERSONNEL ONLY**

<b>LEADERSHIP QUALITIES</b>	<b>EFFECTIVENESS OF DELEGATION</b>	<b>TRAINING/COACHING OF SUBORDINATES</b>	<b>EVALUATION OF SUBORDINATES</b>
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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.)

PO Penree was transferred to the Records Unit as a part of the disciplinary process under modified duty and was prohibited from having physical contact with the public. As a result of the modified duties and PO Penree duty restrictions, some of the evaluating factors were not observed therefore no entry was made for the corresponding evaluating sections.

Attendance - Officer Penree used 8 sick days in this 7 month rating period.

Knowledge of Laws, Policies - PO Penree brought in a personal laptop computer to his assigned workplace, the same was not familiar with the Utica Police Department Policy:

Professional Standards of Conduct & Ethics

I. 1.14 PERFORMANCE AND ATTENTION TO DUTY:

II. Unauthorized Devices Specifically Prohibited;

PO Penree was made aware of the aforementioned policy.

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

**Officer Penree can best improve his performance by familiarizing himself with the Utica Police Department Procedural Manual and improving his attendance.**

(Continue on Back)

(Goal settings Continue From Front)

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

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

☐ EXCELLENT    ☐ GOOD    ☐ ACCEPTABLE    ☒ NEEDS IMPROVEMENT    ☐ UNSATISFACTORY

5. REVIEWING COMMANDING OFFICER: (Immediate Supervisor) Name: Sgt. Edin Selimovic

Signature [Signature] Rank Segeant Date 9-17-19  
Print / Signature

6. SUPERVISOR REVIEWING WITH EMPLOYEE: Name: Sgt. Edin Selimovic

Signature [Signature] Rank Sergeant Date 9-17-19  
Print / Signature

7. EMPLOYEE'S COMMENTS: (Optional)

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

Signature [Signature] Rank Patrolman Date 9.17.19  
Print / Signature

## PERFORMANCE EVALUATION REPORT

NAME (FIRST, LAST, MI) <b>Jacob Penree</b>	ID # <b>6525</b>	RANK <b>Ptln.</b>	DIVISION/UNIT <b>CID/SIU</b>
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING) <b>SIU- Temp. assignment</b>	PERIOD COVERED <b>12 months</b>	FROM <b>01/01/17</b>	TO <b>01/01/18</b>

## PERFORMANCE LEVEL DEFINITIONS

EXCELLENT = 5

GOOD = 4

ACCEPTABLE = 3

NEEDS IMPROVEMENT = 2

UNSATISFACTORY = 1

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

## 1. DUTY PERFORMANCE (ALL EMPLOYEES)

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

## 2. SUPERVISORY PERSONNEL ONLY

LEADERSHIP  
QUALITIESEFFECTIVENESS OF  
DELEGATIONTRAINING/COACHING  
OF SUBORDINATESEVALUATION OF  
SUBORDINATES

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

**Responsiveness to Supervision** - Officer Penree continues to have a positive attitude toward Supervisors and accepts direction and supervision well.

**Initiative** - Officer Penree has shown motivation to get his investigations accomplished. Although, he often takes a lengthy period of time to complete his investigations and lacks the urgency to complete investigations in a timely fashion.

**Judgement** - Officer Penree continues to struggle at times with his confidence to make appropriate decisions in his daily work routine and investigations.

**Attendance** - Officer Penree used 0 sick days in this 12 month rating period.

**Reliability** - Officer Penree can be counted on to assist with any tasks. He continues to be a trusted member of METRO SWAT.

**Report Writing Ability** - Officer Penree continues to improve with his written reports. He has demonstrated his ability to write clear and concise reports.

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

**Officer Penree can best improve his performance by:**

- By cultivating and maintaining confidential informants
- Continue to review NYS PL and CPL, stay up to date on Case Law
- Attend training related to search warrants, narcotic investigations, and interviewing

(Continue on Back)

(Goal settings Continue From Front)

This evaluation covers the 2017 rating period.

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: Lt. Brian Bansner

Signature Lt. Brian Bansner Rank Lieutenant #0399 Date 01/11/18  
Print / Signature

6. SUPERVISOR REVIEWING WITH EMPLOYEE: Name: Sgt. Mark Fields

Signature Sgt. Mark Fields Rank Sergeant # 2930 Date 01/11/18  
Print / Signature

7. EMPLOYEE'S COMMENTS: (Optional)

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

Signature Ptlt. Jacob Penree Rank Ptlt. # 6525 Date 01/11/18  
Print / Signature

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 2020

TO:  
**Utica Civil Service Commission**

NAME OF EMPLOYEE:  
**Penree, Jacob J**

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:

**Police Department**

TITLE OF POSITION:  
**Police Officer**

SALARY:  
**\$ 77,934.**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

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

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:

**ID# 6525**

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

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

From: To:

From: To:

From: To:

Return report of Certification

Attach application (MSD-330)

State length of employment

Give facts under Remarks

Give facts under Remarks

Return report of Certification

Attach nomination

Attach application (MSD-330)

Submit this form only

Attach application (MSD-330)

Submit signed resignation

Give effective date

Indicate date

Attach copy of proceedings

Give facts under Remarks

Give facts under Remarks

From: To:

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Submit form MSD-222

4/1/20

Indicate new salary

Give facts under Remarks

Give facts under Remarks

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

Remarks: (Continue on back if necessary)

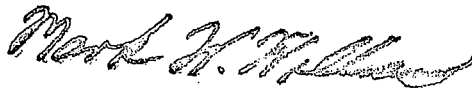
3.75% contact inc. eff. 4/1/20

Updated Address change eff. 8/21/2017.  
3.75% contract. inc. eff. 4/1/19

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 2019

TO:  
Utica Civil Service Commission

NAME OF EMPLOYEE:  
Penree, Jacob J

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:

Police Department

TITLE OF POSITION:

Police Officer

SALARY:

\$ 75,118.

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

☐ Veteran

☐ Non-Veteran

☐ Disabled Veteran

☐ Exempt Volunteer Fireman

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:

ID# 6525

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

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☐ Permanent

☐ Provisional

☐ Temporary

☐ Substitute

☐ For Term of Office

☐ Permanent Promotion

☐ Provisional Promotion

☐ Non-Competitive Class

☐ Exempt Class

☐ Labor Class

From: To:

Return report of Certification

Attach application (MSD-330)

State length of employment

Give facts under Remarks

Give facts under Remarks

Return report of Certification

Attach nomination

Attach application (MSD-330)

Submit this form only

Attach application (MSD-330)

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☐ Resignation

☐ Retirement

☐ Deceased

☐ Removal

☐ Layoff (Lack of Work or Funds)

Submit signed resignation

Give effective date

Indicate date

Attach copy of proceedings

Give facts under Remarks

Give facts under Remarks

From: To:

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Submit form MSD-222

Indicate new salary

Give facts under Remarks

Give facts under Remarks

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☐ Military Leave of Absence

☐ Other Leave of Absence

☐ Transfer

☐ Demotion

☐ Suspension

☐ Reinstatement

☐ Change in Classification

☐ New Position

☒ Change in Salary

☐ Change in Name

☐ Other

4/1/19

Remarks: (Continue on back if necessary)

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

30 days suspension over, back on payroll  
eff. 6/14/18.

New Contract salary changes eff. 4/1/18

Appointing Officer

Title

Address

*Mark J. 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 06 DAY 14 YEAR 2018

TO:  
Utica Civil Service Commission

NAME OF EMPLOYEE:  
Penree, Jacob J

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:  
Police Department

TITLE OF POSITION:  
Police Officer

SALARY:  
\$ 72,402.

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

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

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:  
ID# 6525

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

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☐ Permanent

☐ Provisional

☐ Temporary

☐ Substitute

☐ For Term of Office

☐ Permanent Promotion

☐ Provisional Promotion

☐ Non-Competitive Class

☐ Exempt Class

☐ Labor Class

From: To:

From: To:

From: To:

Return report of Certification

Attach application (MSD-330)

State length of employment

Give facts under Remarks

Give facts under Remarks

Return report of Certification

Attach nomination

Attach application (MSD-330)

Submit this form only

Attach application (MSD-330)

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☐ Resignation

☐ Retirement

☐ Deceased

☐ Removal

☐ Layoff (Lack of Work or Funds)

Submit signed resignation

Give effective date

Indicate date

Attach copy of proceedings

Give facts under Remarks

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☐ Military Leave of Absence

☐ Other Leave of Absence

☐ Transfer

☐ Demotion

☐ Suspension

☒ Reinstatement

☐ Change in Classification

☐ New Position

☐ Change in Salary

☐ Change in Name

☐ Other

From: To:

6/14/18

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Submit form MSD-222

Indicate new salary

Give facts under Remarks

Give facts under Remarks

Remarks: (Continue on back if necessary)

30 days suspension over, back on payroll  
eff. 6/14/18.

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

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 06 DAY 08 YEAR 2018

TO:  
**Utica Civil Service Commission**

NAME OF EMPLOYEE:  
**Penree, Jacob J**

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:  
**Police Department**

TITLE OF POSITION:  
**Police Officer**

SALARY:  
**\$ 72,402.**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

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

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:

**ID# 6525**

*Check Nature of Personnel Change*

*Date Effective*

*Action Necessary by Appointing Officer:*

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

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

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

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

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

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

From: To:

4/1/18

Give facts under Remarks  
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Indicate new saalry  
Give facts under Remarks  
Give facts under Remarks

Remarks: (Continue on back if necessary)

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

Suspended 30 calendar days no pay eff.  
5/15- 6/13/18.

Appointing Officer  
Title  
Address

*Mark H. Williams*

**Chief of Police**

CERTIFICATE  
valid until

(Date)

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

By

Date

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

DATE

MONTH 05 DAY 15 YEAR 2018

TO:  
**Utica Civil Service Commission**

NAME OF EMPLOYEE:  
**Penree, Jacob J**

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:  
**Police Department**

TITLE OF POSITION:  
**Police Officer**

SALARY:  
**\$ 66,912**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

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

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:  
**ID# 6525**

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

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

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

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

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

From: To:

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

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

5/15- 6/13/18

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

Remarks: (Continue on back if necessary)

**Suspended 30 calendar days no pay eff.  
5/15- 6/13/18.**

**Longevity inc. eff. 10/15/17.  
1% Contract increase effective 10/1/15**

Appointing Officer

Title

Address

*Mark Wilkins*

**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 09 DAY 23 YEAR 2015

TO:  
**Utica Civil Service Commission**

NAME OF EMPLOYEE:  
**Penree, Jacob J**

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:  
**Police Department**

TITLE OF POSITION:  
**Police Officer**

SALARY:  
**\$ 66,263**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

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

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:

**ID# 6525**

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

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

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

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

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

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

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


From: To:

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

Remarks: (Continue on back if necessary)

**1% Contract increase effective 10/1/15**

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)

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:  
**Penree, Jacob J**

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:  
**Police Department**

TITLE OF POSITION:  
**Police Officer**

SALARY:  
**\$ 65,607**

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

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

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:

**ID# 6525**

*Check Nature of Personnel Change*

*Date Effective*

*Action Necessary by Appointing Officer:*

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☐ Permanent

☐ Provisional

☐ Temporary

☐ Substitute

☐ For Term of Office

☐ Permanent Promotion

☐ Provisional Promotion

☐ Non-Competitive Class

☐ Exempt Class

☐ Labor Class

From: To:

From: To:

From: To:

Return report of Certification

Attach application (MSD-330)

State length of employment

Give facts under Remarks

Give facts under Remarks

Return report of Certification

Attach nomination

Attach application (MSD-330)

Submit this form only

Attach application (MSD-330)

Submit signed resignation

Give effective date

Indicate date

Attach copy of proceedings

Give facts under Remarks

Give facts under Remarks

From: To:

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

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Give facts under Remarks

Submt form MSD-222

Indicate new saalry

Give facts under Remarks

Give facts under Remarks


Remarks: (Continue on back if necessary)

**2% Contract increase effective 4/1/15**

Appointing Officer

Title

Address

  
**Chief of Police**

CERTIFICATE

valid until

(Date)

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

By

Date

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

DATE

MONTH 04 DAY 01 YEAR 2014

TO:  
Utica Civil Service Commission

NAME OF EMPLOYEE:  
Penree, Jacob J

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:  
Police Department

TITLE OF POSITION:  
Police Officer

SALARY:  
\$ 63,683

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

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

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:  
ID# 6525

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

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

From: To:

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From: To:

Return report of Certification

Attach application (MSD-330)

State length of employment

Give facts under Remarks

Give facts under Remarks

Return report of Certification

Attach nomination

Attach application (MSD-330)

Submit this form only

Attach application (MSD-330)

Submit signed resignation

Give effective date

Indicate date

Attach copy of proceedings

Give facts under Remarks

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☐ Military Leave of Absence  
☐ Other Leave of Absence  
☐ Transfer  
☐ Demotion  
☐ Suspension  
☐ Reinstatement  
☐ Change in Classification  
☐ New Position  
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Give facts under Remarks

Remarks: (Continue on back if necessary)

Contract Increase effective 04/01/14

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 12 DAY 18 YEAR 2013

TO:  
Utica Civil Service Commission

NAME OF EMPLOYEE:  
Penree, Jacob J

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:  
Police Department

TITLE OF POSITION:  
Police Officer

SALARY:  
\$ 62,435

NAME AND TITLE OF LAST EMPLOYEE IN POSITION:

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

DATE OF BIRTH:

SOCIAL SECURITY NUMBER:

ID# 6525

Check Nature of Personnel Change

Date Effective

Action Necessary by Appointing Officer:

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☐ Permanent

☐ Provisional

☐ Temporary

☐ Substitute

☐ For Term of Office

☐ Permanent Promotion

☐ Provisional Promotion

☐ Non-Competitive Class

☐ Exempt Class

☐ Labor Class

From: To:

From: To:

From: To:

Return report of Certification

Attach application (MSD-330)

State length of employment

Give facts under Remarks

Give facts under Remarks

Return report of Certification

Attach nomination

Attach application (MSD-330)

Submit this form only

Attach application (MSD-330)

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☐ Resignation

☐ Retirement

☐ Deceased

☐ Removal

☐ Layoff (Lack of Work or Funds)

Submit signed resignation

Give effective date

Indicate date

Attach copy of proceedings

Give facts under Remarks

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☐ Military Leave of Absence

☐ Other Leave of Absence

☐ Transfer

☐ Demotion

☐ Suspension

☐ Reinstatement

☐ Change in Classification

☐ New Position

☐ Change in Salary

☐ Change in Name

☐ Other

From: To:

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Give facts under Remarks

Submit form MSD-222

Indicate new salary

Give facts under Remarks

Give facts under Remarks

Remarks: (Continue on back if necessary)

Contract Increase effective 04/01/13

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 10 DAY 11 YEAR 2012

TO: <b>Utica Civil Service Commission</b>		NAME OF EMPLOYEE: <b>Penree, Jacob J</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:	
DEPARTMENT: <b>Police Department</b>		TITLE OF POSITION: <b>Police Officer</b>	SALARY: <b>\$ 56,775.</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:
	<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		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 effective  
10/15/2012

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 10 DAY 6 YEAR 2011

TO:  
Utica Civil Service Commission

NAME OF EMPLOYEE:  
Penree, Jacob J

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:  
Police Department

TITLE OF POSITION:  
Police Officer

SALARY:  
\$ 51,451.

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
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	10/15/11	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 effective  
10/15/2011

Appointing Officer  
Title  
Address

  
Chief of Police

CERTIFICATE  
valid until

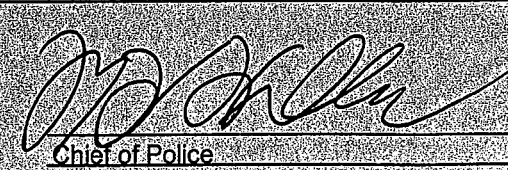
This certifies that the above  
employment is in accordance with  
Law and Rules made in pursuance  
to law. Subject to any limitation or  
condition specified above.

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 09 DAY 27 YEAR 2011	
TO <b>Utica Civil Service Commission</b>		NAME OF EMPLOYEE <b>Penree, Jacob J</b>	
FROM (Check only one) <input type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village or District		ADDRESS	
DEPARTMENT <b>Police Department</b>		TITLE OF POSITION <b>Police Officer</b>	SALARY <b>\$49,315</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
	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 N A T I O N 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	9/28/2011	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) <b>30 days unpaid suspension done 9/27/11</b> <b>Back on payroll effective 9/28/2011</b>			
		Appointing Officer  Title <b>Chief of Police</b> 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 _____	

# 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 <b>09</b> DAY <b>12</b> YEAR <b>2011</b>	
TO: <b>Utica Civil Service Commission</b>		NAME OF EMPLOYEE: <b>Penree, Jacob J</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:	
DEPARTMENT: <b>Police Department</b>		TITLE OF POSITION: <b>Police Officer</b>	SALARY: <b>\$ 49,315.</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	SOCIAL SECURITY NUMBER:
DATE OF BIRTH:		DATE OF BIRTH:	
SOCIAL SECURITY NUMBER:		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
T E R M I N A S	<input type="checkbox"/> Labor Class		Attach application (MSD-330)
	<input type="checkbox"/> Resignation		Submit signed resignation
	<input type="checkbox"/> Retirement		Give effective date
	<input type="checkbox"/> Deceased		Indicate date
	<input type="checkbox"/> Removal		Attach copy of proceedings
O T H E R  C H A N G E S	<input type="checkbox"/> Layoff (Lack of Work or Funds)		Give facts under Remarks
	<input type="checkbox"/> Military Leave of Absence		Give facts under Remarks
	<input type="checkbox"/> Other Leave of Absence	From:      To:	Give facts under Remarks
	<input type="checkbox"/> Transfer		Give facts under Remarks
	<input type="checkbox"/> Demotion		Give facts under Remarks
	<input checked="" type="checkbox"/> Suspension	8/29/11	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 type="checkbox"/> Change in Salary		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)			
Employee on unpaid suspension 8/29/11- 9/27/11, 30 calendar days		<div style="text-align: right;">           Appointing Officer          Title      <b>Chief of Police</b>          Address       </div>	
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 _____		By _____ Date _____	



# COPY

Report all personnel changes to this form Send ONE COPY prior to payroll affected by this change SUPPLEMENTARY PAYROLL CERTIFICATION AND REPORT OF PERSONNEL CHANGE		DATE MONTH <u>2</u> DAY <u>2</u> YEAR <u>2011</u>	
TO: <b>Utica Civil Service Commission</b>		NAME OF EMPLOYEE: <b>Penree, Jacob J</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:	
DEPARTMENT: <b>Police Department</b>		TITLE OF POSITION: <b>Police Officer</b>	SALARY: <b>\$ 49315.</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:	
	<i>Check Nature of Personnel Change</i>	<i>Date Effective</i>	<i>Action Necessary by Appointing Officer</i>
A P P O I N T M E N T S	<input type="checkbox"/> Permanent		Return report of Certification
	<input type="checkbox"/> Provisional		Attach application (MSD-330)
	<input type="checkbox"/> Temporary	From:      To:	State length of employment
	<input type="checkbox"/> Substitute	From:      To:	Give facts under Remarks
	<input type="checkbox"/> For Term of Office	From:      To:	Give facts under Remarks
	<input type="checkbox"/> Permanent Promotion		Return report of Certification
	<input type="checkbox"/> Provisional Promotion		Attach nomination
	<input type="checkbox"/> Non-Competitive Class		Attach application (MSD-330)
	<input type="checkbox"/> Exempt Class		Submit this form only
T E R M I N A T I O N 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 checked="" type="checkbox"/> Suspension	12/2/2010	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		Give facts under Remarks
Remarks: (Continue on back if necessary)			
On unpaid suspension 12/2/10-1/30/11 On paid suspension effective 1/31/11			
		Appointing Officer Title Address	 <b>Chief of Police</b>
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.	
(Date)		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 10 DAY 13 YEAR 2010

TO:  
**Utica Civil Service Commission**

NAME OF EMPLOYEE:  
**Penree, Jacob**

FROM: (Check only one)

☒ City ☐ County ☐ Town ☐ Village or District

ADDRESS:

DEPARTMENT:

**Police Department**

TITLE OF POSITION:

**Police Officer**

SALARY:

**\$49,315**

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
A P P O I N T M E N T S	<input type="checkbox"/> Permanent		Return report of Certification
	<input type="checkbox"/> Provisional		Attach application (MSD-330)
	<input type="checkbox"/> Temporary	From: To:	State length of employment
	<input type="checkbox"/> Substitute	From: To:	Give facts under Remarks
	<input type="checkbox"/> For Term of Office	From: To:	Give facts under Remarks
	<input type="checkbox"/> Permanent Promotion		Return report of Certification
	<input type="checkbox"/> Provisional Promotion		Attach nomination
	<input type="checkbox"/> Non-Competitive Class		Attach application (MSD-330)
	<input type="checkbox"/> Exempt Class		Submit this form only
T E R M I N A T I O N 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	10/15/10	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 effective 10/15/10

Appointing Officer

Title

Address

*Mark H. Williams*

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

# 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 07 DAY 13 YEAR 2010

TO: <b>Utica Civil Service Commission</b>		NAME OF EMPLOYEE: <b>Penree, Jacob J</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:	
DEPARTMENT: <b>Police Department</b>		TITLE OF POSITION: <b>Police Officer</b>	SALARY: <b>\$ 47,056.</b>
NAME AND TITLE OF LAST EMPLOYEE IN POSITION: <b>/</b>		<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:
	<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 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	7/13/2010	Give facts under Remarks

Remarks: (Continue on back if necessary)

Address Change: [REDACTED]  
[REDACTED]

Appointing Officer  
Title  
Address

*Mark H. Williams*  
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)



FILE

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 12 DAY 16 YEAR 2009	
TO: Utica Civil Service Commission		NAME OF EMPLOYEE: Penree, Jacob	
FROM: (Check only one) <input checked="" type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> Town <input type="checkbox"/> Village or District		ADDRESS:	
DEPARTMENT: Police Department		TITLE OF POSITION: Police Officer	SALARY: \$ 45,686.
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:
	<i>Check Nature of Personnel Change</i>	<i>Date Effective</i>	<i>Action Necessary by Appointing Officer</i>
A P P O I N T M E N T S	<input type="checkbox"/> Permanent		Return report of Certification
	<input type="checkbox"/> Provisional		Attach application (MSD-330)
	<input type="checkbox"/> Temporary	From: To:	State length of employment
	<input type="checkbox"/> Substitute	From: To:	Give facts under Remarks
	<input type="checkbox"/> For Term of Office	From: To:	Give facts under Remarks
	<input type="checkbox"/> Permanent Promotion		Return report of Certification
	<input type="checkbox"/> Provisional Promotion		Attach nomination
	<input type="checkbox"/> Non-Competitive Class		Attach application (MSD-330)
	<input type="checkbox"/> Exempt Class		Submit this form only
T E R M I N A T I O N S	<input type="checkbox"/> Labor Class		Attach application (MSD-330)
	<input type="checkbox"/> Resignation		Submit signed resignation
	<input type="checkbox"/> Retirement		Give effective date
	<input type="checkbox"/> Deceased		Indicate date
	<input type="checkbox"/> Removal		Attach copy of proceedings
O T H E R  C H A N G E S	<input type="checkbox"/> Layoff (Lack of Work or Funds)		Give facts under Remarks
	<input type="checkbox"/> Military Leave of Absence		Give facts under Remarks
	<input type="checkbox"/> Other Leave of Absence	From: To:	Give facts under Remarks
	<input type="checkbox"/> Transfer		Give facts under Remarks
	<input type="checkbox"/> Demotion		Give facts under Remarks
	<input type="checkbox"/> Suspension		Give facts under Remarks
	<input type="checkbox"/> Reinstatement		Give facts under Remarks
	<input type="checkbox"/> Change in Classification		Give facts under Remarks
	<input type="checkbox"/> New Position		Submit form MSD-222
	<input type="checkbox"/> Change in Salary		Indicate new salary
	<input type="checkbox"/> Change in Name		Give facts under Remarks
	<input checked="" type="checkbox"/> Other	12/16/09	Give facts under Remarks
	Remarks: (Continue on back if necessary)		
Address change: [REDACTED]			
		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 _____	

FILE

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 11 DAY 30 YEAR 2009	
TO <b>Utica Civil Service Commission</b>		NAME OF EMPLOYEE <b>Penree, Jacob</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	
DEPARTMENT: <b>Police Department</b>		TITLE OF POSITION <b>Police Officer</b>	SALARY: <b>\$ 45,686</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:
	<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 N A T I O N S	<input type="checkbox"/> Resignation		Submit signed resignation
	<input type="checkbox"/> Retirement		Give effective date
	<input type="checkbox"/> Deceased		Indicate date
	<input type="checkbox"/> Removal		Attach copy of proceedings
	<input type="checkbox"/> Layoff (Lack of Work or Funds)		Give facts under Remarks
O T H E R  C H A N G E S	<input type="checkbox"/> Military Leave of Absence		Give facts under Remarks
	<input type="checkbox"/> Other Leave of Absence	From: To:	Give facts under Remarks
	<input type="checkbox"/> Transfer		Give facts under Remarks
	<input type="checkbox"/> Demotion		Give facts under Remarks
	<input type="checkbox"/> Suspension		Give facts under Remarks
	<input type="checkbox"/> Reinstatement		Give facts under Remarks
	<input type="checkbox"/> Change in Classification		Give facts under Remarks
	<input type="checkbox"/> New Position		Submit form MSD-222
	<input type="checkbox"/> Change in Salary		Indicate new salary
	<input type="checkbox"/> Change in Name		Give facts under Remarks
<input checked="" type="checkbox"/> Other	11/30/2009	Give facts under Remarks	
Remarks: (Continue on back if necessary)			
Change of address: [REDACTED]			
		Appointing Officer	 Chief of Police
		Title	
		Address	
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 14 YEAR 2009

TO: <b>Utica Civil Service Commission</b>		NAME OF EMPLOYEE: <b>Penree, Jacob J</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:	
DEPARTMENT: <b>Police Department</b>		TITLE OF POSITION: <b>Police Officer</b>	SALARY: <b>\$ 45686.</b>
NAME AND TITLE OF LAST EMPLOYEE IN POSITION:		<input type="checkbox"/> Veteran <input checked="" type="checkbox"/> Non-Veteran <input type="checkbox"/> Disabled Veteran <input checked="" type="checkbox"/> Exempt Volunteer Fireman	
		DATE OF BIRTH:	SOCIAL SECURITY NUMBER:
	<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		Return report of Certification
	<input type="checkbox"/> Provisional		Attach application (MSD-330)
	<input checked="" type="checkbox"/> Temporary	From: To:	State length of employment
	<input type="checkbox"/> Substitute	From: To:	Give facts under Remarks
	<input type="checkbox"/> For Term of Office	From: To:	Give facts under Remarks
	<input type="checkbox"/> Permanent Promotion		Return report of Certification
	<input type="checkbox"/> Provisional Promotion		Attach nomination
	<input type="checkbox"/> Non-Competitive Class		Attach application (MSD-330)
	<input type="checkbox"/> Exempt Class		Submit this form only
	<input type="checkbox"/> Labor Class		Attach application (MSD-330)
T E R M I N A T I O N S	<input type="checkbox"/> Resignation		Submit signed resignation
	<input type="checkbox"/> Retirement		Give effective date
	<input type="checkbox"/> Deceased		Indicate date
	<input type="checkbox"/> Removal		Attach copy of proceedings
	<input type="checkbox"/> Layoff (Lack of Work or Funds)		Give facts under Remarks
O T H E R C H A N G E S	<input type="checkbox"/> Military Leave of Absence		Give facts under Remarks
	<input type="checkbox"/> Other Leave of Absence	From: To:	Give facts under Remarks
	<input type="checkbox"/> Transfer		Give facts under Remarks
	<input type="checkbox"/> Demotion		Give facts under Remarks
	<input type="checkbox"/> Suspension		Give facts under Remarks
	<input type="checkbox"/> Reinstatement		Give facts under Remarks
	<input type="checkbox"/> Change in Classification		Give facts under Remarks
	<input type="checkbox"/> New Position		Submit form MSD-222
	<input checked="" type="checkbox"/> Change in Salary	10/15/09	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) <b>Longevity increase effective 10/15/09</b>			
		Appointing Officer	
		Title	<b>Chief of Police</b>
		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 _____	

# UTICA POLICE DEPARTMENT

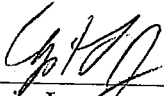
## Personnel Order



<b>Issue date:</b> January 6, 2010	<b>Subject: Assignment / Transfer Orders</b>	<b>P.O. 2012-01</b>
<b>Issuing Authority</b> Capt. L. Pawlinga	<b>Approved by:</b> Chief Mark Williams	

**Officer J. Penree.....**

Will leave Platoon B Squad 3 January 9, 2010 at 1600.  
He will report to Captain L. Pawlinga on [REDACTED]  
[REDACTED] at 0800 hrs for assignment in Traffic Servcies.

  
\_\_\_\_\_  
Captain Lawrence Pawlinga  
Services Division Commander

UTICA POLICE DEPARTMENT

**Personnel Order**



<b>Issue date:</b> June 10 <sup>th</sup> , 2009	<b>Subject: Assignment / Transfer Orders</b>	P.O.09-33
<b>Deputy Chief</b> M. Williams	<b>Approved by:</b> Chief D. LaBella	

**Officer J. Penree**

Will leave B2 on 06/21/09 at 1600 hours. He will be granted RDO's on 06/22/09 and [REDACTED] and report to [REDACTED] on [REDACTED] at 0800 hours.

*D/C MWW*  
Deputy Chief Mark Williams

# Personnel Order



<b>Issue date:</b> 6 June 2008	<b>Subject: Assignment / Transfer Orders</b>	P.O.08 - 07
<b>Captain</b> C. Stephens	<b>Approved by:</b> <b>Chief Daniel LaBella</b>	

██████████

Will leave Platoon A on 10 June 2008. He will report to Lieutenant M. Bailey at 07:45 11 June 2008 for assignment in Platoon B Squad 1.

██████████

Will leave Platoon A on 10 June 2008. He will report to Lieutenant W. Manolescu at 15:45 11 June 2008 for assignment in Platoon C Squad 1.

✓ **Officer J. Penree**

Will leave Platoon B on 10 June 2008. He will report to Lieutenant W. Manolescu at 15:45 11 June 2008 for assignment in Platoon C Squad 1.

██████████

Will leave Platoon B on 10 June 2008. He will report to Lieutenant J. Watson at 23:45 10 June 2008 for assignment in Platoon A Squad 1 on 11 June 2008.

██████████

Will leave Platoon C on 11 June 2008. He will report to Lieutenant J. Watson at 23:45 11 June 2008 for assignment in Platoon A Squad 1 on 12 June 2008. (June 12 is Platoon A Squad 1's training day, Officer Seferagic will report for in-service training at 0830 on the 12<sup>th</sup>.)

██████████

Will leave Platoon C on 10 June 2008. He will report to Lieutenant M. Bailey at 07:45 11 June 2008 for assignment in Platoon B Squad 1.

██████████

Will leave Platoon A on 9 June 2008. He will report to Lieutenant M. Bailey at 07:45 10 June 2008 for assignment in Platoon B Squad 2.

██████████

Will leave Platoon B on 9 June 2008. He will report to Lieutenant J. Watson at 23:45 on 9 June 2008 for assignment in Platoon A Squad 2 on 10 June 2008. (June 10 is Platoon A Squad 2's training day, Officer Ellis will report for in-service training at 0830 on the 10<sup>th</sup>.)

# Personnel Order



<b>Issue date:</b> 6 June 2008	<b>Subject: Assignment / Transfer Orders</b>	P.O.08 - 07
Captain C. Stephens	<b>Approved by:</b> <b>Chief Daniel LaBella</b>	

[REDACTED]

Will leave Platoon B on 8 June 2008. He will report to Lieutenant W. Manolescu at 15:45 on 9 June 2008 for assignment in Platoon C Squad 2.

[REDACTED]

Will leave Platoon C on 9 June 2008. He will report to Lieutenant M. Bailey at 07:45 10 June 2008 for assignment in Platoon B Squad 2.

[REDACTED]

Will leave Platoon A on 9 June 2008. He will report to Lieutenant M. Bailey at 07:45 10 June 2008 for assignment in Platoon B Squad 3.

[REDACTED]

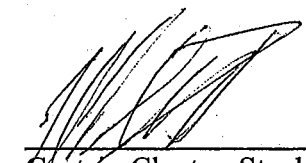
Will leave Platoon B on 9 June 2008. He will report to Lieutenant J. Watson at 23:45 9 June 2008 for assignment in Platoon A Squad 3 on 10 June 2008.

[REDACTED]

Will leave Platoon B on 8 June 2008. He will report to Lieutenant W. Manolescu at 15:45 9 June 2008 for assignment in Platoon C Squad 3. (June 9 is Platoon C Squad 3's training day, Officer Antanasoff will report for in-service training at 0830 on the 9<sup>th</sup>.)

[REDACTED]

Will leave Platoon C on 8 June 2008. He will report to Lieutenant M. Bailey at 07:45 9 June 2008 for assignment in Platoon B Squad 3.

  
 Captain Clayton Stephens  
 Uniform Division Commander

# Personnel Order



<b>Issue date:</b> 9 April 2008	<b>Subject: Assignment / Transfer Orders</b>	P.O.08 -
Captain C. Stephens	<b>Approved by:</b> Chief C. Allen Pylman	

[REDACTED]

Will leave Support Division on 12 April 2008. He will report to Lieutenant J. Watson at 23:45 12 April 2008 for assignment in Platoon A Squad 2 on 13 April 2008.

**Officer J. Penree**

Will leave Support Division on 13 April 2008. He will report to Lieutenant M. Bailey at 07:45 14 April 2008 for assignment in Platoon B Squad 1.

[REDACTED]

Will leave Support Division on 12 April 2008. He will report to Lieutenant M. Bailey at 07:45 13 April 2008 for assignment in Platoon B Squad 2.

[REDACTED]

Will leave Support Division on 12 April 2008. He will report to Lieutenant M. Bailey at 07:45 13 April 2008 for assignment in Platoon B Squad 3.

[REDACTED]

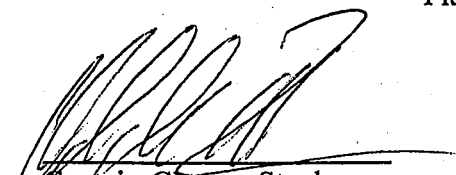
Will leave Support Division on 12 April 2008. He will report to Lieutenant W. Manolescu at 15:45 13 April 2008 for assignment in Platoon C Squad 3.

[REDACTED]

Will leave Support Division on 13 April 2008. He will report to Lieutenant W. Manolescu at 15:45 14 April 2008 for assignment in Platoon C Squad 1.

[REDACTED]

Will leave Support Division on 13 April 2008. He will report to Lieutenant W. Manolescu at 15:45 14 April 2008 for assignment in Platoon C Squad 1.

  
 Captain Clayton Stephens  
 Uniform Division Commander

## DEPARTMENT OF PUBLIC SAFETY

## BUREAU OF POLICE

413 Oriskany Street West

Utica, New York 13502

Sgt Geddies Rec 9-24-19  
at 0800 hrs

September 15, 2019

## INTRA-AGENCY MEMORANDUM

SUBJECT: Records Officer Canvass

TO: Chief of Police: Mark W. Williams

I am entering my twelfth year with this department; I'm currently a FTO and a General Topics Instructor. I have been assigned to the Patrol Division, Traffic Unit, Warrants Unit, Special Investigations Unit, Criminal Investigation Division and most recently the Records Units and I am now serving my current assignment in Patrol B1. I've been assigned to the Records Unit from June 2018 through January 2019. During my time in this unit I have become familiar with its daily operations/responsibilities and have some ideas of how it may be ran more efficiently if given this opportunity. As for my interest in this unit, my main reason would be the displeasure that incurred while previously assigned. It'll be rewarding to step into this unit and get it working at its peak performance, while eliminating the backlog that presently plagues the unit. In addition to the aforementioned, I have a distinguished professional rapport with Secretary Jennifer Brown and Ofc. John DeStefano and believe that this will aid in a seamless transition of this units responsibilities and cohesiveness.

Please keep me in mind while considering this decision.

Sincerely,  
Ofc. Jake Penree #6525

NAME: RANK: Ofc.



# DEPARTMENT OF PUBLIC SAFETY

## BUREAU OF POLICE

413 Oriskany Street West

Utica, New York 13502

August 4, 2014

### INTRA-AGENCY MEMORANDUM

**SUBJECT:** Secondary Employment Request

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

Sir,

I am requesting the opportunity to work secondary employment, being a School Resource Officer, for the City of Utica School District. There are currently openings for substitute status SRO's, in which the reply deadline is August 15th, 2014.

Respectfully submitted,  
Ofc. Jacob J. Penree #6525

**APPROVED**

*[Handwritten signature]*

Off. *[Handwritten signature]* #6525



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

413 Oriskany Street West

Utica, New York 13502

January 21, 2011**SUBJECT:** Re: Secondary Employment**TO:** Chief of Police: Mark W. Williams

I am seeking secondary employment through [REDACTED] Services at their earliest convenience. At the time of this narrative request my exact job duties are uncertain; however, I was advised that they would consist of the removal of the deceased, burial services and calling hour services (I would possibly be working with Sgt. Cinque, he may provide further information regarding exact job duties). During this secondary employment I would not be acting as Police Officer and in the event that an incident may arise warranting Police assistance; I will not act on same, however I will contact the Police.

**APPROVED**

JYWN

P.O. JACOB PENRIZ

NAME:



RANK:

PATROLMAN #6525

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

413 Oriskany Street West

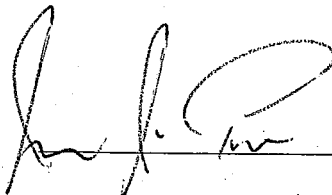
Utica, New York 13502

January 24, 2011**SUBJECT:** Re: Secondary Employment for Ofc. J. Penree**TO:** Chief of Police: Mark W. Williams

On today's date being the 24th day of January, 2011 at 1514 hours; I, Officer Jacob J. Penree is respectfully requesting the permission from the Chief of Police of the City of Utica; Mark W. Williams, to work secondary employment for the Utica City School District. At the time of this narrative request I have already spoken to Sgt. Lewis, whom advised me that an opening is available and I would be able to commence work as soon as permission was granted by the Chief of Police. I would be working as School Security only and not as a Police Officer. In the event that an incident/situation shall arise I will not act as a Police Officer and will contact the Utica Police Department as necessary. Thank you in advance.

Respectfully,  
Jacob J. Penree

NAME:

 Jacob J. Penree

RANK:

Patrolman #6565

## Criminal Investigation Division

### Investigator; Temporary Assignment Agreement

As a member of the Criminal Investigation Division, Special Investigations Unit Investigator, certain responsibilities are increased from that of a Uniform patrol Division Officer.

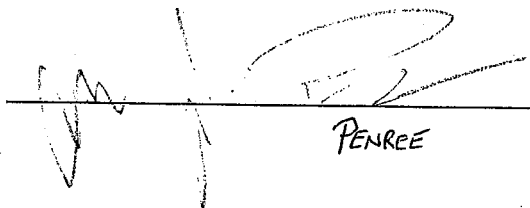
You will be expected to be available by telephone at all times. You will therefore need to provide Division Command Staff with the telephone number of your cellular phone. You will be expected to carry said phone with you whenever possible and be available for calls as such.

Although you will have a set work schedule and set hours, you will be expected to be flexible as the needs of the division dictate. Understand that your schedule and work hours may be altered at any time due to the current needs of the agency. You will also have the ability to adjust your work hours when either a departmental or personal need arises. The agency will do everything possible to meet your preferences without jeopardizing division efficiency.

You may also be expected to be "On-Call" for periods of time which shall be determined by the needs of the unit. During this time, you must be available to respond back to work within 30 minutes of being contacted. You will be compensated for any hours you are called back as stated in the PBA Collective Bargaining Agreement.

Your reassignment to the Criminal Investigation Division may be on a temporary basis. The assignment may end at any time in the next 18 months. Should this assignment continue in excess of 18 consecutive months, you will be considered a permanent member in the criminal investigation division which may or may not come with the official title of investigator. This will depend upon the compliment of investigators afforded to the unit at the time.

*I have read this memorandum and I understand and accept its contents.*

  
\_\_\_\_\_  
PENREE Signed

1/11/17 Date

# Department of Public Safety

BUREAU OF POLICE

413 Oriskany Street W.

Utica, New York 13502

7 July 2008

**Subject: Officer Jacob Penree**

**To: Chief of Police: D. LaBella**

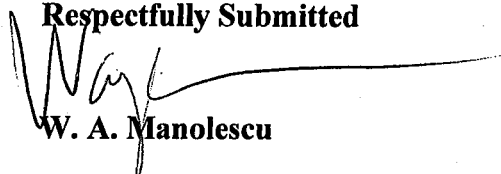
Officer **Penree** has successfully completed 12 weeks of the Field Training and Evaluation Program.

During the past 12 weeks this officer has been assigned to work with various Field Training Officers and has been evaluated on a daily basis by each of the FTOs that he has been assigned with. In addition, this officer has been evaluated on a weekly basis by his Commanding Officer, along with several ride-alongs and evaluations with the respective street Sergeants.

After a review of all evaluations, counseling sessions with this officer, as well as conferences with FTOs, Sergeants and Commanding Officers, it has been determined that this officer has met all of the standards that have been established by the Utica Police Department. Therefore, in accordance with the structure of the Field Training and Evaluation Program of the Utica Police Department, this officer is now advanced to solo assignment, or any other assignment that his Commanding Officer deems fit. This officer will continue to be considered in training until the end of his probationary period, at which time his participation in the program will be concluded.

Field Training Program Coordinator  
Lieutenant Wayne Manolescu

Respectfully Submitted



W. A. Manolescu

Lieutenant 5273

# Department of Public Safety

BUREAU OF POLICE

413 Oriskany Street W.

Utica, New York 13502

7 July 2008

**Subject: Officer Jacob Penree**

**To: Chief of Police: D. LaBella**

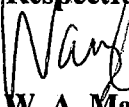
Officer **Penree** has successfully completed 12 weeks of the Field Training and Evaluation Program.

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After a review of all evaluations, counseling sessions with this officer, as well as conferences with FTOs, Sergeants and Commanding Officers, it has been determined that this officer has met all of the standards that have been established by the Utica Police Department. Therefore, in accordance with the structure of the Field Training and Evaluation Program of the Utica Police Department, this officer is now advanced to solo assignment, or any other assignment that his Commanding Officer deems fit. This officer will continue to be considered in training until the end of his probationary period, at which time his participation in the program will be concluded.

Field Training Program Coordinator  
Lieutenant Wayne Manolescu

Respectfully Submitted



W. A. Manolescu

Lieutenant 5273

## CERTIFICATE OF RECEIPT

I acknowledge receipt of the Policy and Complaint Procedure Regarding Discrimination and Harassment dated November 9, 2000.

JACOB J. PEREE  
Employee Name (Print)

[Signature] 10-10-2007  
(Employee Signature (Date))

**THIS DOCUMENT SHALL BE RETAINED IN THE EMPLOYEE'S PERSONNEL FILE.**

**jmoran**

---

**From:** mwilliams  
**Sent:** Thursday, December 17, 2020 4:34 PM  
**To:** bbansner; enoonan; amiller; jpenree; djukic; jdongsavanh  
**Cc:** jmoran; [REDACTED]  
**Subject:** RE: Weapons Arrest of Manuel Heredia // 20-46823

Officers Penree, Jukic, Miller and Dongsavanh:

Great teamwork in the apprehension of an armed subject and taking another illegally possessed handgun off the street.

Chief Williams

Megan, please a copy of this email in each officer's personnel file.

**From:** bbansner  
**Sent:** Thursday, December 17, 2020 4:28 PM  
**To:** mwilliams [REDACTED]; enoonan [REDACTED]  
**Subject:** Fwd: Weapons Arrest of [REDACTED] // 20-46823

FYI

Respectfully,

Captain Brian D. Bansner

Patrol Division Commander

Begin forwarded message:

**From:** jgrande [REDACTED]  
**Date:** December 17, 2020 at 16:14:35 EST  
**To:** bbansner [REDACTED] m>, mmurphy <[REDACTED]>, jholt [REDACTED], B Platoon Supervisors [REDACTED]  
**Subject:** Weapons Arrest of [REDACTED] // 20-46823

All,

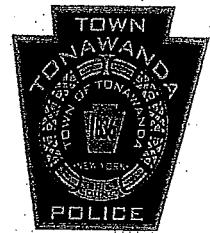
On December 17<sup>th</sup> 2020 multiple patrol units were dispatched to the area of Bleecker St and First St for reports of a fight. Upon arrival, PO Penree was provided information that a possible robbery had occurred and the suspects had left. While still on scene the victim pointed out a white minivan driving by as being occupied by the suspect(s). PO Penree radioed other units and the vehicle was ultimately stopped by PO Jukic behind Academy Square Apartments. Moments later he was assisted by PO Miller and PO Dongsavahn. During the subsequent investigation it was determined that the two occupants would be detained relative to the robbery investigation. While conducting a pat/frisk of the operator, [REDACTED], a loaded handgun was located in the pocket of his inner pant layer. [REDACTED] was taken into custody by PO Jukic without incident and would later be charged with weapons possession charges by CID/GIVE.

A note was entered in each officer's e-file.

Respectfully Submitted

Sgt JR Grande  
Shield #3579  
B-3





Police Department

**JAMES P. STAUFFIGER**  
CHIEF OF POLICE

July 21, 2020

Chief Mark Williams  
Utica Police Department  
413 Oriskany Street West  
Utica, NY 13502

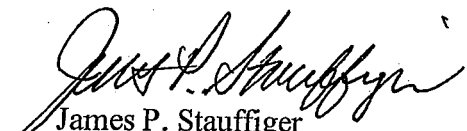
Dear Chief Williams:

On behalf of the Town of Tonawanda Police Department I would like to thank you for the exceptional assistance your department provided to us with the homicide investigation of Town of Tonawanda resident, Diane Wolfe.

I would also like to recognize some of your officers for their efforts in helping us apprehend a very dangerous individual. Sgt. Curley alerted the road of our Attempt to Locate and was the main point of contact between TTPD Det [REDACTED] and Utica PD. Officers Penree, Sweet and Dodge conducted the stop of the vehicle. Inv. Cerminaro in the Warrants Unit conducted surveillance of the vehicle until patrol made contact. Inv. Scorzafava and the entire afternoon shift of investigators were extremely professional and helped TTPD investigators with anything they needed while in Utica. Inv. Graeff, day shift investigator, relayed information back and forth between our department and Utica.

The immediate and early action of your officers in the hours following the discovery of [REDACTED] directly led to the recent arrest of [REDACTED] 22, of Buffalo for 2<sup>nd</sup> degree murder, and they should be commended. Once again, thank you.

Sincerely,

  
James P. Stauffiger  
Chief of Police

/sm

Cc: Supervisor Joseph Emminger

jwolf

**From:** mwilliams  
**Sent:** Thursday, June 16, 2016 4:16 PM  
**To:** bcoromato; mfields; jwolf  
**Cc:** ckelly; [REDACTED]; jpenree  
**Subject:** RE: SMITH Arrest

Megan,

Please place a copy of this email in Inv. Williams and Officer Penree'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]

\*\*\*\*\*  
**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:** bcoromato  
**Sent:** Thursday, June 16, 2016 3:42 PM  
**To:** mfields [REDACTED]  
**Cc:** ckelly [REDACTED] mwilliams [REDACTED]  
**Subject:** FW: SMITH Arrest

Mark,

Please document this in Inv. Williams and Officer Penree's e-file. They did a great job as always.

Bryan

**From:** wwilliams

**Sent:** Thursday, June 16, 2016 3:34 PM

**To:** bcoromato [REDACTED]; mwilliams [REDACTED]

**Subject:** Fwd: SMITH Arrest

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

**From:** "Farrington, Jamie (USMS)" [REDACTED]

**Date:** 6/16/16 12:49 PM (GMT-05:00)

**To:** mwilliams [REDACTED], "David Tomidy" [REDACTED]

"Sheriff Robert M Macio" [REDACTED], "Robert Swenszkowski" [REDACTED], "James Shapiro" [REDACTED]

**Cc:** "Amoia, Christopher (USMS)" [REDACTED], "Woerner, Mik" [REDACTED]

[REDACTED], "Famolaro, Dean" [REDACTED], "Fox, Lyndon G" [REDACTED], "Jeff Stewart" [REDACTED]

[REDACTED], "Joseph Gualtieri" [REDACTED]

[REDACTED], "Lyn Fox" [REDACTED], "Mark Dembrow" [REDACTED]

[REDACTED], "Mark Dembrow" [REDACTED], mfields [REDACTED], "Michael Dilapi" [REDACTED]

[REDACTED], "Michael Ladd" [REDACTED]

[REDACTED], "Pat Scalise" [REDACTED], "Pat Scalise" [REDACTED], "Peter Kallaur" [REDACTED]

[REDACTED], wwilliams [REDACTED]

**Subject:** SMITH Arrest

I wanted to take a minute to send out my thanks and appreciation to the bosses of all our RFTF members. As you are all aware I'm sure, the RFTF worked late into the evening last night along with the NY State Police and NY State ENCON Police in an attempt to locate and arrest [REDACTED]. [REDACTED] was wanted for Violation of Parole and he is also a person of interest in a suspicious death, possible homicide in Herkimer NY. Your members willingness to respond when needed and then willingness to stay late into the night as we attempted to locate SMITH is the reason the NY/NJ RFTF continues to be such an outstanding resource for taking dangerous fugitives out of our community. While each member went above and beyond yesterday I wanted to add a special thanks to Billy WILLIAMS, Jake PENREE and Pete KALLAUR. I called everyone this morning and asked them to meet at the Poland Fire Department on Rt 8 in Cold Brook so we could deploy. While responding to the rally point these three RFTF members observed SMITH walking south on Rt 8 and were able to take him in to custody without incident. Their quick action saved us from what could've become another long

day and night in the Adirondacks chasing this violet felon. Once again, thank each of you for your continued support of the US Marshals NY/NJ RFTF.

*Jamie S. Farrington*

Sr. Criminal Investigator/

Deputy U.S. Marshal

New York/ New Jersey Regional

Fugitive Task Force-Utica

Office: (██████████)

Cell: (██████████)





**mwilliams**

---

**From:** mwilliams  
**Sent:** Wednesday, August 25, 2010 3:42 PM  
**To:** B Platoon Supervisors  
**Cc:** jpenree  
**Subject:** Officer Penree

Greetings:

Today I received a telephone call from a Mr. [REDACTED] of [REDACTED] East. Mr. [REDACTED] said that he called the police to assist him with a call on Blandina Street and Officer Penree responded. Mr. [REDACTED] was very impressed with Officer Penree and described him as being a "fantastic" officer and an asset to the department. Additionally he said that Penree represents the agency well.

I will place a copy of this e-mail in Officer Penree's personnel folder. Great job Jacob! Keep up the fine work.

Chief Williams

*Chief Mark W. Williams*



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

8/25/2010

jwalters

**From:** mwilliams  
**Sent:** Wednesday, May 30, 2012 9:33 AM  
**To:** dmickle; jwalters  
**Cc:** lpawlinga; jtoomey; jpenree; [REDACTED]  
**Subject:** FW: CM street parking sign resolved but nasty train issue surfaced  
**Importance:** High

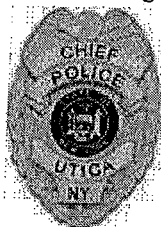
Lieutenant:

Below is an email that I receive from [REDACTED] from the Children's Museum. Please see the compliment that see wrote about Officer Jacob Penree. Also please have the squads check in passing.

Julie:

Please print out a copy of this email and place it in Officer Penree's personnel folder.

*Chief of Police Mark W. Williams*



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

Office Telephone: [REDACTED]  
 Work Cellular Phone: [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:** [REDACTED]  
**Sent:** Sunday, May 20, 2012 8:15 PM  
**To:** mwilliams; mbailey; 'Joe Marino'; 'Frank Vescera'; David Short; [REDACTED]  
**Cc:** [REDACTED]; [REDACTED]; [REDACTED]  
**Subject:** CM street parking sign resolved but nasty train issue surfaced  
**Importance:** High

Chief – I've had no further issues with parking since the signs went up so hopefully that's resolved! A million thanks to all involved.

5/30/2012

We now have a nasty issue with the trains. As you may know, we had vagrants & teens sleeping & partying under our trains, and we had a child fall off the train & cut his head. So we enclosed the trains. A portion then got torn down, we fixed that. Now a portion of the fence in front of the engine facing Main Street has been pushed down.

The worst thing was that last Saturday a Board Member came into the museum from the ramp area and let me know that someone was sleeping next to the train. I went out & told that individual he was on posted private property & needed to leave immediately. He said okay and he did. The next time I was in the museum, I went out to check the ramp again, and was horrified to find human feces on the ramp deck, along with beer cans and cigarette butts.

I called the UPD to report the incident and a wonderful policeman, Jacob Penree, came down and was most kind & professional & helpful. He said he was going to put in a call for premise checks and if they caught anyone on our property again, they would issue a trespassing complaint.

I haven't seen anyone sleeping there again or partying there again, but am sure they do that after we close the museum. I went out to check again yesterday and more human feces, beer cans, cigarette butts & empty McDonald's bags are on the ground by our back door. I took pictures of everything and cleaned up the deck but left the mess by the back for you to see. I also found back there 3 bottles of prescriptions, each for a different drug, but each with the same name & address. I have kept them & will turn them over to you if you want to send someone down tomorrow morning between 10 & 11am. I've got a school group coming in but they'll come in the front door, so hopefully won't see anything.

I called a brief board meeting to discuss what we should do. I've tried to keep the trains there for visitors and the community to enjoy but they're on our property and this kind of behavior and filth will prevent school groups or families from wanting to visit the museum or even come down into Baggs Square East! We have paperwork showing the trains were donated to the museum, and the museum wrote the grant which built the ramp on our property. The trains bring no funding into the museum and we're discussing what our next move should be.

Also, there is a large picnic table and three benches on our ramp which are ours. I no longer want them there, so if the DPW would like to move them over to Baggs Square Park, visitors would enjoy them. Please advise. Thank you - Marlene

=====

██████████ Executive Director,  
 Children's Museum of History, Science & Technology  
 311 Main Street, Utica, NY 13501  
 A 501(c)(3) chartered by NYS Bd Regents  
 With four floors of interactive exhibits  
 Housed in a NYS & Federal Historic bldg  
*Proud co-recipient of 2012 Mayor's Gala*  
 former teacher, author, business futurist  
 E: ██████████  
 Ck our online calendar for more info  
 Website: ██████████  
 Adopted by NASA & Office of Science  
 Headquarters ██████████  
 "Do or do not. There is no try." - Yoda, Star Wars

=====

5/30/2012

**From:** [REDACTED]

**Sent:** Thurs, May 03, 2012 4:19 PM

**To:** 'Joe Marino'; 'Frank Vescera'; 'mwilliams'; 'mbailey'

**Subject:** CM street parking sign solution to Council Apr. 26th for May 2nd mtg - Joe M & Frank V & C-Testa sponsoring

**Importance:** High

Just after an email came through from Joe announcing our museum parking resolution had passed unanimously last night, I got a phone call from Frank giving me the same good news!

To all of you involved, thank you so very, very, much. Please let me know when you'll be working on this project, and please also leave up the signs that are currently on Main Street in front of our museum, as they belong to the museum.

What a great City to be a part of! With warm regards, Marlene <http://www.museum4kids.net>

---

**From:** [REDACTED]

**Sent:** Wed, May 02, 2012 11:00 AM

**To:** 'Joe Marino'; 'Joan Brenon'; 'Frank Vescera'; 'mwilliams'; 'mbailey'

**Subject:** CM street parking sign solution to Council Apr. 26th for May 2nd mtg - Joe M & Frank V & C-Testa sponsoring

**Importance:** High

AWESOME - thanks to you all! [REDACTED]

---

**From:** [REDACTED]

**Sent:** Wed, May 02, 2012 10:57 AM

**To:** [REDACTED]

**Cc:** Joan Brenon; Frank Vescera; mwilliams; mbailey;

**Subject:** Re: CM street parking sign solution to Council Apr. 26th for May 2nd mtg - Joe M sponsor?

The council meeting is tonight [REDACTED]. Their shouldn't be an issue with this passing. Councilman Vescera and Colosimo-Testa are also sponsoring this piece. I will let you know how it goes tonight/tommorow morning.

Thanks,  
Joe

On Wed, Apr 25, 2012 at 10:32 AM, [REDACTED] wrote:

Thanks, Chief! Hopefully, Joan will be able to get this out to the Council Members by tomorrow's deadline for the May 2<sup>nd</sup> meeting. Frank & Joe, please keep me apprised. Appreciate you all! - [REDACTED]

---

**From:** mwilliams [REDACTED]

**Sent:** Wed, April 25, 2012 9:40 AM

**To:** Marlene Brown; Joan Brenon; mbailey; Frank Vescera; Joe Marino

**Cc:** [REDACTED]

5/30/2012



**Subject:** RE: CM street parking sign solution gone to Council?

**Joan:**

**Here is the legislation listed below.**

**Chief**

**From:** jcucharale

**Sent:** Wednesday, April 25, 2012 7:51 AM

**To:** lpawlinga

**Subject:** Proposed City Ordinance Handicap Parking, No Parking Main St Fronting Children's Museum

Proposed City Ordinance Handicap Parking, No Parking Main St Fronting Children's Museum

Handicapped Parking Location

**Sec. 2-16-378 Schedule W: Handicapped Parking**

Handicapped parking location (1) Space on Main St. 15' East of Fire hydrant between Childrens Museum & Bagg Square Park.

No Parking At All Times

**Sec. 2-16-360 Schedule E: No Parking**

To Place No Parking Sign - Main St.(N. Side) from intersection of Railroad St. 15' (W. Bound)

To Place No parking Sign - Main St. fronting Children's Museum entrance.

*Chief of Police Mark W. Williams*

City of Utica Police Department

413 Oriskany Street West

Utica, New York 13502

Office Telephone: [REDACTED]

Work Cellular Phone: [REDACTED]

E-mail address: [REDACTED]

5/30/2012

# State of New York

Division of Criminal Justice Services

## Municipal Police Training Council

Hereby Acknowledges and Declares that

**Jacob J Penree**

has successfully completed the

**SWAT In-Service Course**

which satisfies the minimum  
criteria established by the

**Municipal Police Training Council**

**Utica City Police Department 423202P**

**Issue Date 12/31/2017**



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



**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

**Jacob J Penree**

has successfully completed the

**Patrol Rifle Course**

which satisfies the minimum  
criteria established by the

**Municipal Police Training Council**

**NYS Div. of Homeland Security & Emergency Services**

Issue Date 06/16/2017

*Ronald G. Spilke*

**Ronald G. Spilke**  
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

**Jacob J. Penree**

is certified as a

**General Topics Instructor**



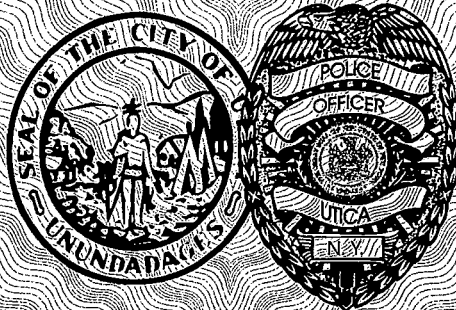
Ronald G. Spike  
Chairman  
Municipal Police Training Council



Michael R. Wood  
Deputy Commissioner  
Division of Criminal Justice Services

# Utica Police Department

UTICA, NEW YORK



## Certificate of Commendation

### HONORABLE SERVICE

Awarded to

**INVESTIGATOR JOSEPH DARE, INVESTIGATOR TIMOTHY MOORE, INVESTIGATOR PAUL PALADINO and OFFICER JACOB PENREE**

On June 23, 2015, while traveling east on James Street, Investigator Joseph Dare and his partner Investigator Timothy Moore observed a subject who was a File 5 and operating a vehicle west on James St. Investigator Dare requested assistance from Officer Jacob Penree who was close by. As Officer Penree attempted to conduct a vehicle stop, the subject failed to comply and continued traveling west on James St. and ultimately striking a fence. The subject then fled on foot from the vehicle and was apprehended a short distance away by Investigator Moore and Investigator Paul Paladino. Located inside the vehicle was a loaded handgun.

Due to the observations of Investigator Joseph Dare and the contributing teamwork by Investigators Timothy Moore and Peter Paladino and Officer Jacob Penree, the subject was apprehended and charged with possession of a weapon.

Dated: May 26, 2016

*Mark W. Williams*  
Mark W. Williams, Chief of Police



# UTICA POLICE DEPARTMENT

Mayor Robert Palmieri

Chief Mark W. Williams

## LETTER FOR FILE

**Sergeant John Abel, Officer Jacob Penree, Officer Michael Mahay,  
Officer Richard Sabin and Officer Silas Frye**

On November 1, 2015, at approximately 8:51 a.m., Officers Penree and Mahay responded to 1142 Brinckerhoff Avenue regarding an EDP. On arrival, they located a naked male with multiple lacerations on his body. The male was wielding a claw hammer and had already threatened several other residents with it. Officers Penree and Mahay followed the suspect as he ran back into the house and barricaded himself in his room. Other units arrived and the suspect threatened officers and threw objects at them. He was eventually taken into custody and transported to the hospital for treatment. He was later charged with menacing the officers. These officers put their personal safety at risk to apprehend a dangerous emotionally disturbed citizen. They are a credit to themselves and the entire Utica Police Department.

Dated: May 26, 2016

  
Mark W. Williams, Chief of Police

**State of New York**  
Division of Criminal Justice Services  
**Municipal Police Training Council**

Hereby Acknowledges and Declares that


***Jacob V. Penree***

has successfully completed the

***Police Field Training Officer Course***

which satisfies the minimum  
criteria established by the  
Municipal Police Training Council  
conducted at

**Mohawk Valley Police Academy  
Utica, New York  
November 9 – 12, 2015**



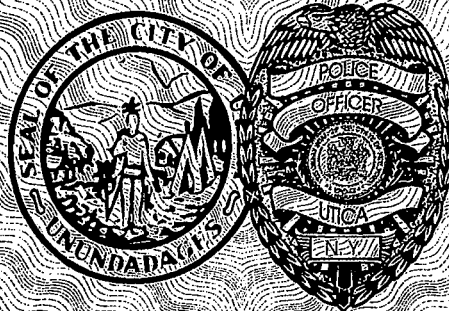
Ronald G. Spike  
Chairman  
Municipal Police Training Council



Michael R. Wood  
Deputy Commissioner  
Division of Criminal Justice Services DEC 1111

# Utica Police Department

UTICA, NEW YORK



## Certificate of Commendation

### HONORABLE SERVICE

Awarded to

**SERGEANT MARK FIELDS, INVESTIGATOR PETER PALADINO, INVESTIGATOR PAUL PALADINO and OFFICER JACOB PENREE**

On July 21, 2014, Investigator Paul Paladino received credible information on a weapons investigation that the METRO Unit was working on. After receiving this information, a plan was formulated with Sergeant Fields, Investigator Pete Paladino and Officer Penree to locate the suspect in possession of the illegal handguns.

The METRO Unit conducted surveillance of the suspect and his residence. During the course of the surveillance, the suspect was observed placing a black duffle bag, which we learned contained handguns, in a vehicle. The suspect and vehicle proceeded to a shopping center parking lot located on Mohawk St., at which time the suspect was stopped and interviewed. After interviewing the suspect, he made admissions that there were illegal handguns in a black duffle bag located within the vehicle. Two stolen handguns were located.

The teamwork and quick actions displayed by the members of the METRO Unit, along with Officer Penree, led to locating two stolen handguns and the subject being charged with numerous felony weapon charges.

Dated: May 18, 2015

A handwritten signature in dark ink, appearing to read 'Mark W. Williams'.

Mark W. Williams, Chief of Police



# State of New York Division of Criminal Justice Services

Hereby Acknowledges and Declares that

**Jacob Penree**

***New York Law Enforcement and the Law-Updates,  
Practices and Procedures Course***

has attended the

given under the auspices of  
the

**NYS Division of Criminal Justice Services  
Utica, New York**

**December 3, 2014**



Michael R. Wood  
Deputy Commissioner  
Division of Criminal Justice Services

# UTICA POLICE DEPARTMENT

Mayor Robert Palmieri

Chief Mark W. Williams

## LETTER IN FILE

### POLICE OFFICER JACOB PENREE

On 9/18/12 at 10:13 hours, a call was received by The Oneida County 911 Center reporting a possible Burglary in Progress at 16 Memorial Parkway. The call was made by a homeowner who was the victim of a Burglary on 9/17/12 (the previous day) and who happened to be a short distance away from the residence when he saw a suspicious person trying the doors and windows of his home.

Officers Penree and Germinaro and Sergeant Uryniak responded and apprehended the suspect described by the caller at the residence. Officer Seferagic responded to assist as backup and as an Evidence Technician.

Subsequent investigation and well executed Evidence Technician collection work resulted in Burglary Unit Investigators being able to link the suspect not only to the Burglary attempt as reported on the 18<sup>th</sup>, but also to the Burglary on 9/17/12 as well. The suspect was also charged for an unrelated Burglary on 9/14 in East Utica and was confirmed as a suspect in three other burglaries as well. The teamwork, communicative and investigative skills employed by these officers that resulted in the arrest of a burglary suspect and linking him to additional crimes is worthy of commendation.

Dated: May 24, 2013

Mark W. Williams  
Chief of Police



# Utica Police Department

UTICA, NEW YORK



## Certificate of Commendation

HONORABLE SERVICE

Awarded to

**POLICE OFFICER JACOB PENREE**

On September 14, 2012 Officer Robert Pedulla and Officer Jacob Penree were on street patrol when they observed two males walking on Eleanor Place at Kossuth. The officers recognized one of the males to be someone they have dealt with many times for various reasons. They also knew he didn't live in the area he was walking in. They approached the males and as they did they noticed one of the males had a lot of items stuffed in his pockets. The officers questioned the male about the property, and documented what he had in his possession. Later on in the day a burglary was reported on Madison Ave. The property reported stolen was the property this male had on him. The male was later charged with multiple burglaries.

The keen observations of both officers, couple with the knowledge of their zone, the criminal element within, dedication to duty and teamwork allowed the Utica Police to take a felon off the streets and close out several burglary cases.

Dated: May 24, 2013

  
Mark W. Williams, Chief of Police

# Utica Police Department

UTICA, NEW YORK



## Certificate of Commendation

HONORABLE SERVICE

Awarded to

**POLICE OFFICER JACOB PENREE**

On July 27, 2013 Officers responded to the 1100 block of Bleecker Street. Officers were dispatched to the location to meet a 71 year old female who had been robbed. Upon arrival the officers interviewed the visibly shaken victim and several witnesses. The victim had a gold chain ripped from her neck by a suspect who fled on a bicycle. When the description of the suspect was obtained, Officer R. Pedulla remembered seeing the suspect a short time prior to the robbery. Officer Pedulla using his street knowledge and fine observation skills was able to give other officers a name on the suspected offender. Officers Cerminaro, Fanelli and Penree managed to locate and identify the suspect a short time later. Several eye witnesses to the robbery positively identified the suspect.

Within minutes of the initial call the officers, located witnesses, developed a suspect, located the suspect, apprehended the suspect, and recovered stolen property. Due to the collective efforts of the above officers, a dangerous suspect was taken off the street and the stolen necklace was returned to the victim. The professionalism and dedication of these officers bring honor to themselves and the entire Utica Police Department.

Dated: May 24, 2013

  
Mark W. Williams, Chief of Police



STATE OF NEW YORK

FIRE TRAINING CERTIFICATE

*This is to attest that*

**JACOB PENNER**

is hereby awarded this certificate signifying the completion of

**Chemical Suicide: Information for the Emergency Responder**

in the standardized fire training program totaling **2** hours of instruction.

Attained this date **APRIL 11, 2012**

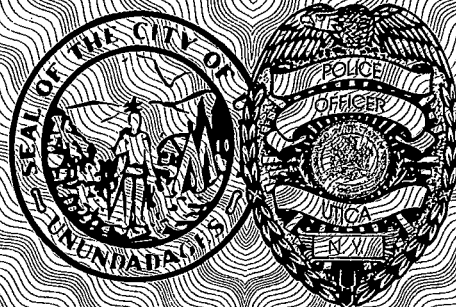


*Andrew M. Cuomo*  
GOVERNOR  
STATE OF NEW YORK

*David J. Stevens*  
STATE FIRE INSTRUCTOR  
OFFICE OF FIRE PREVENTION AND CONTROL

# Utica Police Department

UTICA, NEW YORK



## Certificate of Commendation

### HONORABLE SERVICE

Awarded to

**POLICE OFFICER JACOB PENREE**

On September 10<sup>th</sup>, 2010, Police Officer Jacob Penree received a phone call from a police officer who was off duty at the time. The officer advised Officer Penree that he observed a white male smoking marijuana in public on the 1100 block of Hilton Ave. When Officer Penree stopped and questioned the male about the marijuana, he noticed that the male had a handgun concealed in his pants pocket. A foot chase ensued during which the male pointed his loaded handgun at Penree. The foot chase ended when the male tripped, discarded his handgun and fell to the ground. Penree then used his taser to take the male into custody. As a result, the male was charged with weapon and drug possession.

Due to an officer's keen observation skills and Penree's quick response and investigative efforts, a dangerous weapon was taken off the street. Also, the restraint and discipline shown by Officer Penree during the foot chase is commendable.

Dated: May 20, 2011

A handwritten signature in black ink, appearing to read 'Mark W. Williams'.

Mark W. Williams  
Chief of Police

# State of New York

Division of Criminal Justice Services

## Municipal Police Training Council

Hereby Acknowledges and Declares that

**Jacob J. Penree**

**Conducted Energy Device Course - Equivalency**

has successfully completed the

which satisfies the minimum  
criteria established by the

Municipal Police Training Council

This Certificate Awarded June 22, 2010  
at Utica, New York

EXCELSIOR

*Thomas Belfiore*

Thomas Belfiore  
Chairman  
Municipal Police Training Council

*Tony Perez*

Tony Perez  
Deputy Commissioner  
Division of Criminal Justice Services

# State of New York

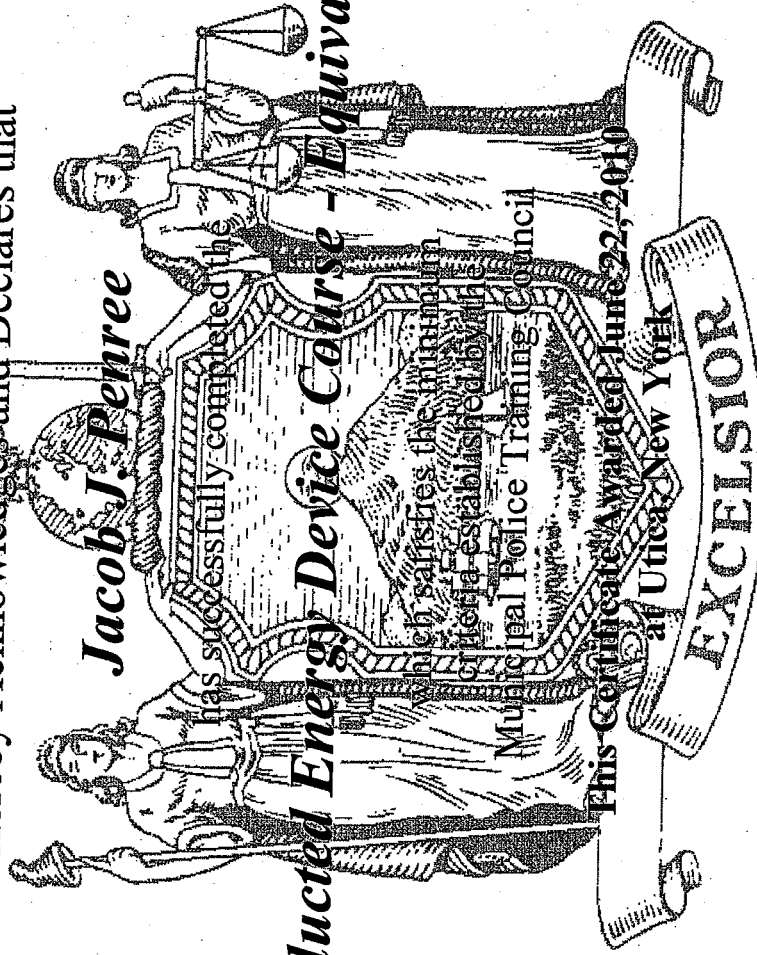
Division of Criminal Justice Services

## Municipal Police Training Council

Hereby Acknowledge and Declares that

**Jacob J. Penree**

**Conducted Energy Device Course - Equivalency**



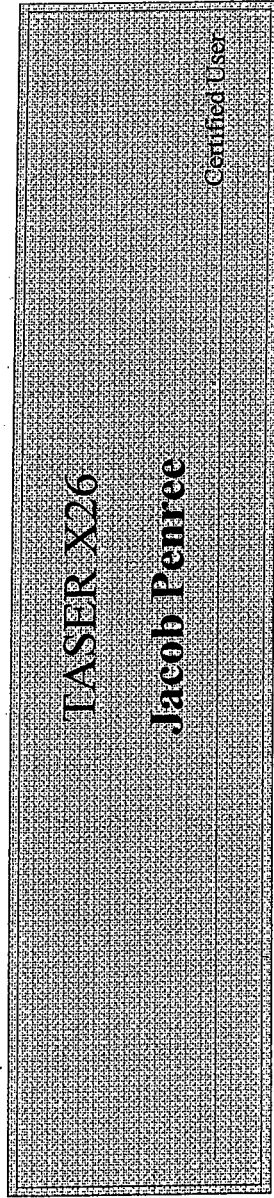
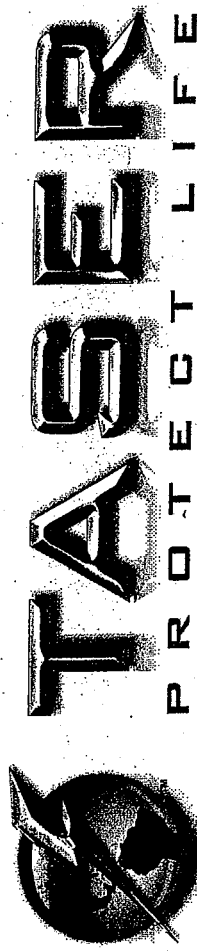
*Thomas Belfiore*

Thomas Belfiore  
Chairman  
Municipal Police Training Council

*Tony Perez*

Tony Perez  
Deputy Commissioner  
Division of Criminal Justice Services





*This Certifies that*

**Jacob Penree**

*is trained in the proper and safe use of the TASER® X26 Electronic Control Device  
and has passed the requirements of the Utica Police Department TASER X26 training program under the supervision of a  
Certified Instructor.*

*In Witness Whereof, Certified Instructor*

**Sergeant Michael Hauck**

*has certified the successful completion of the training requirements this day:*

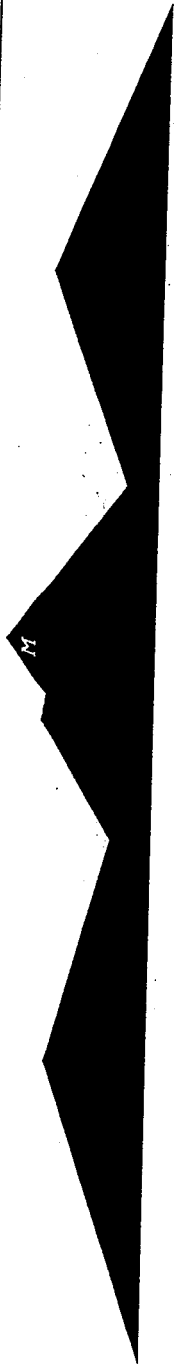
**6/17/09**

*Certified Instructor:*

*Certified Instructor ID:*

**Sgt Michael Hauck**  
*[Signature]*

**021219405121412871346C**



# New Mexico Tech

**ENERGETIC MATERIALS RESEARCH AND TESTING CENTER**

*Jacob J. Penree*

Is hereby awarded this certificate and .4 continuing education units  
for successfully completing the 4 hour

**Incident Response to Terrorist Bombings  
Awareness Level Training Course**

January 30, 2009 - January 30, 2009

Associate Director/Program Manager

# State of New York

Division of Criminal Justice Services

## Municipal Police Training Council

Hereby Acknowledges and Declares that

**Jacob J. Penree**

has successfully completed the

### *Basic Course for Police Officers*

which satisfies the minimum  
criteria established by the

Municipal Police Training Council

Mohawk Valley Police Academy

Utica, New York

October 15, 2007 — July 11, 2008

*Denise E. O'Donnell*

Denise E. O'Donnell  
Commissioner  
Division of Criminal Justice Services

*Thomas Belfiore*

Thomas Belfiore  
Chairman  
Municipal Police Training Council

*John Blitch*

John Blitch  
Deputy Commissioner  
Division of Criminal Justice Services

Completed

JACOB J. PENREE

as completing the Municipal Police Training Council  
RADAR/LIDAR OPERATOR COURSE  
The Division of Criminal Justice Services, with the general advice of the  
Municipal Police Training Council, is authorized by Executive Law §84(5) to issue  
appropriate certificates to police officers and peace officers for advanced in-service  
training programs. This card should be deemed valid only when presented by a duly  
appointed police or peace officer.

*Denise E. O'Donnell*  
Commissioner  
Division of Criminal Justice Services



# State of New York

## Division of Criminal Justice Services

### Municipal Police Training Council

Hereby Acknowledges and Declares that

*Jacob J. Penree*

has successfully completed the

*Radar/Lidar Operator Course*

which satisfies the minimum  
criteria established by the

Municipal Police Training Council

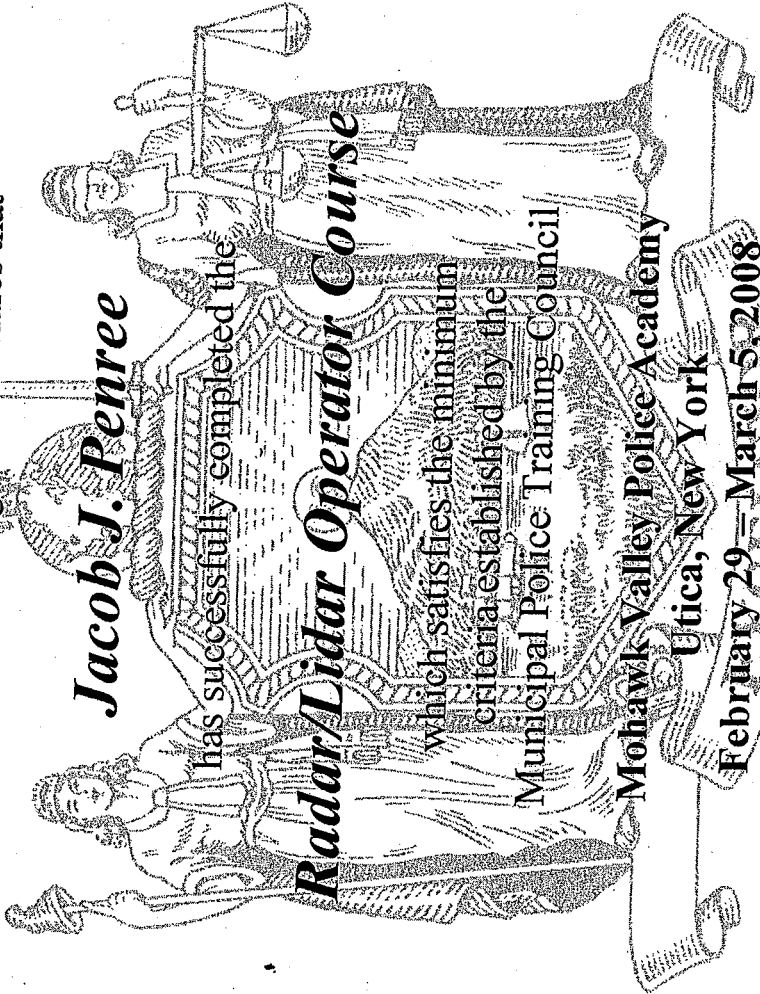
Mohawk Valley Police Academy  
Utica, New York

February 29 - March 5, 2008

*Denise E. O'Donnell*  
Denise E. O'Donnell  
Commissioner  
Division of Criminal Justice Services

*Thomas Belfiore*  
Thomas Belfiore  
Chairman  
Municipal Police Training Council

*John Blich*  
John Blich  
Deputy Commissioner  
Division of Criminal Justice Services



NEW YORK STATE  
DEPARTMENT OF HEALTH  
This Permit Certifies That  
PENREE, JACOB J.  
Permit Number 38307  
is a Breath Analysis Operator Certified in  
THE CHEMICAL ANALYSIS OF A PERSON'S BREATH.

Period From 03/11/2008 Period To 03/11/2010  
Continuously Certified Since 03/11/2008  
Wadsworth Center for Laboratories and Research  
DOH-2147a (01/2001)

# State of New York

## Division of Criminal Justice Services

### Pal Police Training Council

Hereby Acknowledges and Declares that

**Jacob J. Penree**

has successfully completed the

**Breath Analysis Course**

which satisfies the minimum  
criteria established by the

Municipal Police Training Council

Mohawk Valley Police Academy

Utica, New York

March 6-11, 2008

EXCELSIOR

*Denise E. O'Donnell*

Denise E. O'Donnell  
Commissioner  
Division of Criminal Justice Services

*Thomas Bellone*

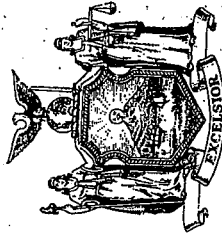
Thomas Bellone  
Chairman  
Municipal Police Training Council

*John Billich*

John Billich  
Deputy Commissioner  
Division of Criminal Justice Services

# New York State Commission of Correction

Albany



New York

This Certifies That

**Jacob Penree**

Has satisfactorily completed 8 hours of

**Suicide Prevention/Crisis Intervention**

training sponsored by the New York State

Commission of Correction and, therefore, is awarded this diploma.

Given this 8th day of April in the year two thousand eight.



Daniel L. Stewart, Chairman  
Commission of Correction



Donald R. Nadler  
Deputy Director

**Utica Police Department**

Professional Standards

Officer Disciplinary History

Police Officer Jacob J Penree [6525/2007000000041]

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**Part I - Personal Information**

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Name: Police Officer Jacob J Penree  
: 2007000000041 Badge No: 6525 Hire Dt: 10/15/2007

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

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**Part II - Discipline History**

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**2018-0010 Case #: RMS 18-18550 External/Citizen**

May 13, 2018: Suspension

SEALED

NYS Penal Law 05/13/2018 [NYS Penal Law] -

Printed: May 17, 2021 13:37 By: Sgt Hiram Rios

Concise Officer History

Police Officer Jacob J Penree [6525/2007000000041]

: 2007000000041 Hire date: Oct 15, 2007  
Current assignment(s):  
Department: Patrol Division  
Bureau: Uniformed Patrol  
Division: Uniformed Patrol

Involved Officer: Use of force  
Received: Dec 12, 2017 16:48

IA No: UOF2017-0162

Case No: RMS 17-54472

Incident disposition/finding: Within Policy  
Role: Arresting  
Policy outcome: Not yet entered

Use(s) of force                      Effective/Not Effective  
Empty Hand Control                  Limited

Service being conducted: Interviewing

Involved Officer: External/Citizen  
Received: May 12, 2018 22:00

IA No: 2018-0010

Case No: RMS 18-18550

Incident disposition/finding: Administratively Closed  
Role: Arrested  
Policy outcome: Not yet entered

Allegations:

Unbecoming Conduct - Chapter 8 Article 1 Prof Standard of Conduct  
Reporting violations; laws, rules, regulations - Utica Police Policy and Procedure  
Assault 3rd - NYS Penal Law

Actions taken:

: May 13, 2018 - Suspension

Charges:

NYS Penal Law 05/13/2018 [NYS Penal Law] -

Involved Officer: Use of force  
Received: May 24, 2019 14:29

IA No: UOF2019-0070

Case No: RMS 19-18438

Incident disposition/finding: Within Policy D. Cinque  
Policy outcome: Not yet entered

Use(s) of force                      Effective/Not Effective  
Empty Hand Control                  Effective  
Verbal Commands                    NOT effective  
Presence of Authority               NOT effective

Service being conducted: MHL 9:41 ARREST

Involved Officer: External/Citizen  
Received: Jun 10, 2019 12:23

IA No: 2019-0025

Case No: RMS 19-18438

Incident disposition/finding: Within Policy D. Cinque  
Policy outcome: Not yet entered



Allegations:

Excessive Force - NYS Penal Law - Unfounded/Exonerated - Jul 29, 2019

Involved Officer: Use of force  
Received: Jun 25, 2019 09:48

IA No: UOF2019-0092

Case No: RMS 19-23480

Incident disposition/finding: Within Policy  
Policy outcome: Not yet entered

Use(s) of force	Effective/Not Effective
Empty Hand Control	Effective
Verbal Commands	NOT effective
Presence of Authority	NOT effective

Service being conducted: Arrest

Involved Officer: Use of force  
Received: Jun 25, 2019 17:47

IA No: UOF2019-0093

Case No: RMS 19-23530

Incident disposition/finding: Within Policy Lt. Dough  
Policy outcome: Not yet entered

Use(s) of force	Effective/Not Effective
Empty Hand Control	Effective

Service being conducted: Arrest

Involved Officer: Use of force  
Received: Jul 06, 2019 13:30

IA No: UOF2019-0100

Case No: RMS 19-25337

Incident disposition/finding:  
Policy outcome: Not yet entered

Use(s) of force	Effective/Not Effective
Empty Hand Control	Effective

Service being conducted: Arrest

Involved Officer: Use of force  
Received: Jul 07, 2019 12:53

IA No: UOF2019-0099

Case No: RMS 19-25468

Incident disposition/finding: Within Policy  
Policy outcome: Not yet entered

Use(s) of force	Effective/Not Effective
Empty Hand Control	Effective
Verbal Commands	NOT effective
Presence of Authority	NOT effective

Service being conducted: Arrest

Involved Officer: Use of force  
Received: Jan 28, 2020 15:16

IA No: UOF2020-0013

Case No: RMS 20-3030

Incident disposition/finding: Within Policy  
Role: Assisting Officer  
Policy outcome: Not yet entered

Use(s) of force	Effective/Not Effective
Empty Hand Control	Limited

Take Down                      Effective  
 Verbal Commands              NOT effective  
 Presence of Authority        NOT effective

Service being conducted: Arrest

Involved Officer: Use of force  
 Received: Feb 01, 2020 12:20

IA No: UOF2020-0015

Case No: RMS 20-3523

Incident disposition/finding: Within Policy  
 Policy outcome: Not yet entered

Use(s) of force              Effective/Not Effective  
 Empty Hand Control        Effective  
 Verbal Commands            NOT effective  
 Presence of Authority       NOT effective

Service being conducted: Arrest

Involved Officer: Use of force  
 Received: Mar 20, 2020 11:24

IA No: UOF2020-0041

Case No: 20-9377

Incident disposition/finding: Administratively Closed  
 Policy outcome: Not yet entered

Use(s) of force              Effective/Not Effective  
 Pointing of Handgun        Effective  
 Come Along                  Effective  
 Presence of Authority        Effective  
 Verbal Commands            Effective

Service being conducted: Arrest

Involved Officer: Use of force  
 Received: May 31, 2020 12:22

IA No: UOF2020-0079

Case No: RMS 20-18521

Incident disposition/finding: Within Policy  
 Policy outcome: Not yet entered

Use(s) of force              Effective/Not Effective  
 Verbal Commands            NOT effective  
 Presence of Authority       NOT effective  
 Empty Hand Control        Effective

Service being conducted: Arrest

Report summary: totals by incident type:

Incident type	Received
Anonymous	0
Background Investigation	0
Department Discipline	0
Discretionary arrest	0
Drug test	0
E-File	0
External/Citizen	2
Firearm discharge	0
Foil Request	0
Forced entry	0
Generic incident	0
Integrity test	0
Internal/Department	0
K9 Utilization	0

Notice of Claim	0
Personnel Complaints	0
Show of force	0
Soft Hand/Empty hand	0
Stop	0
UPD Damaged Prop Car/Equip	0
Use of force	10
Vehicle accident	0
Vehicle pursuit	0
<b>Total</b>	<b>12</b>

Printed: May 17, 2021 13:21 By: Sgt Hiram Rios

## Training Course Summary

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>			<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
2013000000065	November 2013 In Service	In Service	0.00	8.00		
						Infectious Disease Sgt. Shaffer RCIL Use of Force Lt. Brucker

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>
		11/05/2013 08:30	11/05/2013 16:30		
		11/07/2013 08:30	11/07/2013 16:30		
		11/15/2013 08:00	11/15/2013 16:00		
		11/19/2013 08:00	11/19/2013 16:00		
		11/21/2013 08:00	11/21/2013 16:00		

Instructor

Reserve Date      Course Category      Serial ID      Notes

## Training Course Summary

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Prerequisites</u>		<u>Comments</u>
2012000000032	2012 MAY Roll Call Pursuit Driving	In Service	0.00	0.25	<u>Course 1</u>	<u>Course 2</u>	Sgt Murphy out injured

Course ScheduleSchedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	05/10/2012 08:45	05/10/2012 08:59		---
	05/11/2012 23:45	05/11/2012 23:59		---
	05/12/2012 23:45	05/12/2012 23:59		---
	05/14/2012 23:45	05/14/2012 23:59		---
	05/15/2012 23:45	05/15/2012 23:59		---
	05/17/2012 18:45	05/17/2012 18:59		---
	05/20/2012 08:45	05/20/2012 08:59		---
	05/21/2012 08:45	05/21/2012 08:59		---
	05/22/2012 08:45	05/22/2012 08:59		---

InstructorReserve DateCourse CategorySerial IDNotes

## Training Course Summary

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>			<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
2013000000009	2013 Feb In-Service Instruction	In Service	0.00	8.00		

Legal Updates-Lt Cifonelli and Lt Dodge  
 Corporation Council-Andrew Bourgham  
 Lawman Training-Jeff Foley

Course Schedule

<u>Schedule</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
<u>Class ID</u>				
	02/06/2013 08:00	02/06/2013 16:00		---
	02/08/2013 08:00	02/08/2013 16:00		---
	02/20/2013 08:00	02/20/2013 16:00		---
	02/22/2013 08:00	02/22/2013 16:00		---

Instructor

Reserve Date    Course Category    Serial ID    Notes

## Training Course Summary

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>
2013000000002	2013 January In-Service	In Service

## Prerequisites

<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
0.00	8.00		

Comments

Topics:  
 Training Updates  
 Workplace Violence-Trish  
 City Marshall-Tom Allard  
 Domestic Violence-Po Ashley  
 Berger/Inv Shanley

Course ScheduleSchedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	01/07/2013 08:00	01/07/2013 16:00		---
	01/09/2013 08:00	01/09/2013 16:00		---
	01/10/2013 16:00	01/10/2013 17:00		---
	01/11/2013 08:00	01/11/2013 16:00		---
	01/15/2013 08:00	01/15/2013 16:00		---
	01/17/2013 08:00	01/17/2013 16:00		---
	01/25/2013 08:00	01/25/2013 16:00		---

Instructor

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

## Training Course Summary

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>
20130000000008	2013 January Roll Call	In Service	0.00	0.25			

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>
		01/19/2013 07:45	01/19/2013 07:59		---
		01/20/2013 11:45	01/20/2013 11:59		---
		01/21/2013 07:45	01/21/2013 07:59		---
		01/23/2013 11:45	01/23/2013 11:59		---
		01/24/2013 11:45	01/24/2013 11:59		---
		01/25/2013 11:45	01/25/2013 11:59		---
		01/27/2013 11:45	01/27/2013 11:59		---

Instructor

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

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>			<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
2013000000040	2013 June Inservice LRAD/Pursuit Policy	In Service	0.00	8.00		
						LRAD-Cinque, Berger Pursuit Policy-Grande, Berger, Cucharale

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>
		06/10/2013 08:00	06/10/2013 16:00		---
		06/12/2013 08:00	06/12/2013 16:00		---
		06/14/2013 08:00	06/14/2013 16:00		---
		06/20/2013 08:00	06/20/2013 16:00		---
		06/24/2013 08:00	06/24/2013 16:00		---

Instructor

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

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>			<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
2014000000026	2014 DV/AED CPR	In Service	0.00	8.00		
						AED/CPR- Midstate EMS Domestic Violence Training- Sgt. A Berger

Schedule				
Class ID	Start Date/Time	End Date/Time	Company	Course Location
	04/02/2014 08:00	04/02/2014 16:00		
	04/08/2014 08:00	04/08/2014 16:00		
	04/14/2014 08:00	04/14/2014 16:00		
	04/18/2014 08:00	04/18/2014 16:00		
Instructor		Reserve Date	Course Category	Serial ID
				Notes

## Training Course Summary

Course InformationCourse NO  
2014000000002Title  
2014 January InServiceType  
In ServiceCredits  
0.00Hours  
8.00PrerequisitesCourse 1Course 2Comments

Work Place Violence- Inv Nicholson

Legal Updates- Sgt. Murphy Sgt.  
FernaldIdentification Procedures- Sgt.  
FernaldCourse ScheduleSchedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	01/06/2014 08:00	01/06/2014 16:00		
	01/08/2014 08:00	01/08/2014 16:00		
	01/14/2014 08:00	01/14/2014 16:00		
	01/16/2014 08:00	01/16/2014 16:00		
	01/22/2014 08:00	01/22/2014 16:00		
	01/30/2014 08:00	01/30/2014 16:00		

InstructorReserve DateCourse CategorySerial IDNotes

## Training Course Summary

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>
2014000000051	2014 November inservice	In Service

## Prerequisites

<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
0.00	8.00		

Comments  
 Article 35/Use of Force- Sgt. Brian  
 Bansner Sgt. Christopher Farigulla  
 Infectious Disease- Sgt. Shaffer  
 Supervisor Training-Performance  
 Eval-Sgt. M. Murphy

Course ScheduleSchedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	11/04/2014 08:00	11/04/2014 16:00		
	11/06/2014 08:00	11/06/2014 08:00		
	11/12/2014 08:00	11/12/2014 16:00		
	11/14/2014 08:00	11/14/2014 16:00		
	11/20/2014 08:00	11/20/2014 16:00		

Instructor

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

## Training Course Summary

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>
2014000000032	2014 TASER in Service	In Service	0.00	8.00			

Course Schedule

<u>Schedule</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
<u>Class ID</u>				
	06/05/2014 08:00	06/05/2014 16:00		
	06/09/2014 08:00	06/09/2014 16:00		
	06/11/2014 08:00	06/11/2014 16:00		
	06/13/2014 08:00	06/13/2014 16:00		
	06/19/2014 08:00	06/19/2014 16:00		
	06/27/2014 08:00	06/27/2014 16:00		

Instructor

Reserve Date      Course Category      Serial ID      Notes

## Training Course Summary

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>		
2016000000007	2015 December	In Service	<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>
	In-Service-Active Shooter		0.00	8.00	<u>Course 2</u>
					<u>Comments</u>

Course ScheduleSchedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	12/01/2015 08:00	12/01/2015 16:00		
	12/03/2015 08:00	12/03/2015 16:00		
	12/07/2015 08:00	12/07/2015 16:00		
	12/07/2015 08:00	12/07/2015 16:00		
	12/09/2015 08:00	12/09/2015 16:00		
	12/11/2015 08:00	12/11/2015 16:00		
	12/11/2015 08:00	12/11/2015 16:00		
	12/17/2015 08:00	12/17/2015 16:00		
	12/17/2015 08:00	12/17/2015 16:00		
	12/17/2015 08:00	12/17/2015 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

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>				<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>	
2015000000001	2015 January Inservice	In Service	0.00	8.00			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>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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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>
20160000000005	2015 June Inservice-SPOT In Service		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>
		06/26/2015 08:00	06/26/2015 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

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>			<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
2016000000003	2015 May Firearms/Artice 35 UOF	In Service	0.00	8.00		
						May Fire arms and Use of Force Article 35

Course ScheduleSchedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	05/01/2015 08:00	05/01/2015 16:00		
	05/05/2015 08:00	03/05/2015 16:00		
	05/11/2015 08:00	05/11/2015 16:00		
	05/13/2015 08:00	05/13/2015 16:00		
	05/15/2015 08:00	05/15/2015 16:00		
	05/19/2015 08:00	05/19/2015 16:00		
	05/21/2015 08:00	05/21/2015 16:00		

Instructor

Reserve Date      Course Category      Serial ID      Notes



## Training Course Summary

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>
2016000000004	2015 September Body worn camera	In Service	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>
		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>
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## Training Course Summary

Course Information

Course NO	Title	Type	Prerequisites				
			Credits	Hours	Course 1	Course 2	Comments
2016000000031	2016 Active Shooter inService	In Service	0.00	8.00			

Course Schedule

<u>Schedule</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
<u>Class ID</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>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>
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## Training Course Summary

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>
2016000000015	2016 January In Service Workplace Violence/Sexual	In Service

<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
0.00	8.00		

<u>Comments</u>
Domestic Violence-Legal Updates-JAU updates-Debour Doctrine-Work place violence /Sexual harassment

Course ScheduleSchedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	01/06/2016 08:00	01/06/2016 16:00		
	01/06/2016 08:00	01/06/2016 16:00		
	01/06/2016 08:00	01/06/2016 16:00		
	01/08/2016 08:00	01/08/2016 16:00		
	01/08/2016 08:00	01/08/2016 16:00		
	01/08/2016 08:00	01/08/2016 16:00		
	01/08/2016 08:00	01/08/2016 16:00		
	01/14/2016 08:00	01/14/2016 16:00		
	01/14/2016 08:00	01/14/2016 16:00		
	01/14/2016 08:00	01/14/2016 16:00		
	01/18/2016 08:00	01/18/2016 16:00		
	01/18/2016 08:00	01/18/2016 16:00		
	01/18/2016 08:00	01/18/2016 16:00		
	01/18/2016 08:00	01/18/2016 16:00		
	01/22/2016 08:00	01/22/2016 16:00		
	01/22/2016 08:00	01/22/2016 16:00		
	01/22/2016 08:00	01/22/2016 16:00		
	01/28/2016 08:00	01/28/2016 16:00		
	01/28/2016 08:00	01/28/2016 16:00		
	01/28/2016 08:00	01/28/2016 16:00		

# Training Course Summary

Instructor

Reserve Date

Course Category

Serial ID

Notes

Course Information

Course NO

2017000000005

Title

2016 October Inservice

Type

In Service

Credits

0.00

Hours

0.00

Prerequisites

Course 1

Course 2

Comments

Use of Force / Legal Updates /  
Infectious Disease / Performance  
Evaluation Training for Supervisors

Course Schedule

Schedule

Class ID

Start Date/Time

10/04/2016 08:00

End Date/Time

10/04/2016 16:00

Company

Course Location

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

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>
2016000000030	2016 TASER InService	In Service	0.00	8.00			

Course Schedule

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

Reserve Date      Course Category      Serial ID      Notes

## Training Course Summary

Course Information

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

Course ScheduleSchedule

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

InstructorReserve DateCourse CategorySerial IDNotes

## Training Course Summary

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>		<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	
2018000000002	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

Reserve Date      Course Category      Serial ID      Notes

## Training Course Summary

Course Information

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

Course ScheduleSchedule

<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

Reserve Date      Course Category      Serial ID      Notes



## Training Course Summary

Course Information

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

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>
		01/04/2017 08:00	01/04/2017 16:00		
		01/06/2017 08:00	01/06/2017 16:00		
		01/10/2017 08:00	01/10/2017 16:00		
<u>Instructor</u>					
		<u>Reserve Date</u>	<u>Course Category</u>	<u>Serial ID</u>	<u>Notes</u>

## Training Course Summary

Course Information

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

Course Schedule

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

## Course Information

Course NO	Title	Type	Credits	Hours	Prerequisites		Comments
2018000000036	2018 April In Service/EVOC	In Service	0.00	8.00	Course 1	Course 2	EVOC Instructors: Geddes, Berger, Howe, Grande, Acquaviva

## Course Schedule

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

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

## Course Information

Course NO	Title	Type	Prerequisites		Comments
			Credits	Hours	
2019000000005	2018 December Inservice	In Service	0.00	8.00	Active Shooter/ Inv Amerosa

## Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		12/03/2018 08:00	12/03/2018 16:00		---
		12/07/2018 08:00	12/07/2018 16:00		---
		12/11/2018 08:00	12/11/2018 16:00		---
		12/17/2018 08:00	12/17/2018 16:00		---
		12/19/2018 08:00	12/19/2018 16:00		---
		12/21/2018 08:00	12/21/2018 16:00		---

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

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>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
			0.00	0.00		
						CPR/Cultural Diversity/Workplace Violence-Sexual Harassment

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>
		02/02/2018 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		---

<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

Course Information

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

Course Schedule

<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		---

<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

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>
2019000000003	2019 January Inservice	In Service

## Prerequisites

<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
0.00	8.00		

Comments  
 Infectious Disease (Phil Taurisano  
 UFD)/Use of Force( LT Holly) DV/Work  
 place violence/Sexual Harassment  
 (PO Jess Dodge)

Course ScheduleSchedule

<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		

InstructorReserve DateCourse CategorySerial IDNotes

## Training Course Summary

Course Information

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

Course Schedule

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

Reserve Date      Course Category      Serial ID      Notes



## Training Course Summary

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>				<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>	
2019000000032	2019 Patrol Rifle Inservice	In Service	0.00	8.00			Inv Amerosa Lead Instructor

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>
		07/01/2019 08:00	07/01/2019 16:00		
		07/09/2019 08:00	07/09/2019 16:00		
		07/12/2019 08:00	07/12/2019 16:00		
		07/16/2019 08:00	07/16/2019 16:00		
		07/19/2019 08:00	07/19/2019 16:00		
		07/23/2019 08:00	07/23/2019 16:00		
		07/26/2019 08:00	07/26/2019 16:00		
		07/30/2019 08:00	07/30/2019 16:00		

Instructor

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

Course Information

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

Course Schedule

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

Instructor

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

**Comments**  
**Discovery/Bail reform/UOF**

## Schedule

## Course Location

Reserve Date

**Course Category**

Serial ID

## Notas

## Training Course Summary

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>			<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
2021000000001	2020 November inservice	In Service	0.00	8.00		
Defensive Tactics: PO Miller, PO Jess Dodge, Inv Dewey						

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>
		11/02/2020 08:00	11/02/2020 16:00		
		11/06/2020 08:00	11/06/2020 16:00		
		11/10/2020 08:00	11/10/2020 16:00		
		11/12/2020 08:00	11/12/2020 16:00		
		11/16/2020 08:00	11/16/2020 16:00		
		11/20/2020 08:00	11/20/2020 16:00		
		11/24/2020 08:00	11/24/2020 16:00		

InstructorReserve DateCourse CategorySerial IDNotes

## Training Course Summary

### Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>			<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
2014000000039	Aggravated Harrassment Update	In Service	0.00	0.15		
						August 2014 Roll call training

### Course Schedule

<u>Schedule</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
<u>Class ID</u>				
	08/04/2014 07:45	08/04/2014 07:59		
	08/10/2014 08:00	08/10/2014 16:00		
	08/12/2014 11:45	08/12/2014 11:59		
	08/13/2014 11:45	08/13/2014 11:59		
	08/17/2014 11:45	08/17/2014 11:59		

### Instructor

Reserve Date    Course Category    Serial ID    Notes

## Training Course Summary

### Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Prerequisites</u>		<u>Comments</u>
2012000000023	April 2012 Inservice	In Service	0.00	8.00	<u>Course 1</u>	<u>Course 2</u>	TASER 4 hours Lt. Dodge JCTOD tour 1 hour Rescue Mission tour 1 1/2 hours

### 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>
		04/10/2012 08:00	04/10/2012 16:00		
		04/12/2012 08:00	04/12/2012 16:00		
		04/16/2012 08:00	04/16/2012 16:00		
		04/18/2012 08:00	04/18/2012 16:00		
		04/20/2012 08:00	04/20/2012 16:00		
		04/26/2012 08:00	04/26/2012 16:00		

Instructor

Reserve Date

Course Category

Serial ID

Notes

## Training Course Summary

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>			<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
2015000000023	April 2015 Inservice-CPL Review	In Service	0.00	8.00		
						Presented by the Oneida County D's Office

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>
		04/07/2015 08:00	04/07/2015 16:00		
		04/09/2015 08:00	04/09/2015 16:00		
		04/13/2015 08:00	04/13/2015 16:00		
		04/15/2015 08:00	04/15/2015 16:00		
		04/17/2015 08:00	04/17/2015 16:00		
		04/23/2015 08:00	04/23/2015 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

Course Information

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

Course ScheduleSchedule

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

Instructor

Reserve Date      Course Category      Serial ID      Notes



## Training Course Summary

### Course Information

**Course NO** 2010000000017  
**Title** April In Service  
**Type** In Service

**Credits** 0.00  
**Hours** 8.00  
**Course 1**  
**Course 2**

### Prerequisites

**Comments**  
 Training was held covering Dealing with Developmentally Disabled Persons (Upstate Cerebral Palsey) - Motorcycle Laws Enforcement (P/O DeAngelo) - DWI/SFST Refresher (P/O DeAngelo)

### Course Schedule

#### Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	04/13/2010 08:30	04/13/2010 16:00		
	04/19/2010 08:30	04/19/2010 16:00		
	04/21/2010 08:30	04/21/2010 16:00		
	04/23/2010 08:30	04/23/2010 16:00		
	04/27/2010 08:30	04/27/2010 16:00		
	04/29/2010 08:30	04/29/2010 16:00		

#### Instructor

Reserve Date Course Category Serial ID Notes

## Training Course Summary

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>				<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>	
2013000000039	April In-Service Taser	In Service	0.00	8.00			April In-Service Taught by Lt Dodge, Sgt. Berger, Deputy Laplant Dept Stockhauser.

Course ScheduleSchedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	04/09/2013 08:00	04/09/2013 16:00		
	04/15/2013 08:00	04/15/2013 16:00		
	04/17/2013 08:00	04/17/2013 16:00		
	04/19/2013 08:00	04/19/2013 16:00		
	04/23/2013 08:00	04/23/2013 16:00		
	04/25/2013 08:00	04/25/2013 16:00		

InstructorReserve DateCourse CategorySerial IDNotes

## Training Course Summary

### Course Information

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

### Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		08/08/2017 08:00	08/08/2017 16:00		
		08/14/2017 08:00	08/14/2017 16:00		
		08/16/2017 08:00	08/16/2017 16:00		
		08/18/2017 08:00	08/18/2017 16:00		
		08/22/2017 08:00	08/22/2017 16:00		
		08/24/2017 08:00	08/24/2017 16:00		

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

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2014000000046	BAO Cert	State Sponsored Training	0.00	24.00			

### Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		11/19/2014 08:00	11/21/2014 16:00		

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

## Training Course Summary

### Course Information

Course NO	Title	Type	Prerequisites			
2010000000038	Blood Bourn, On-Duty Injuries & Verbal Judo	In Service	Credits	Hours	Course 1	Course 2
			0.00	0.00		
Comments						

### Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		09/14/2010 08:00	09/14/2010 16:00		
		09/16/2010 08:00	09/16/2010 16:00		
		09/20/2010 08:00	09/20/2010 16:00		
		09/22/2010 08:00	09/22/2010 16:00		
		09/24/2010 08:00	09/24/2010 16:00		
		09/30/2010 08:00	09/30/2010 16:00		

### Instructor

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

Course NO	Title	Type	Prerequisites			
2018000000003	Cell Phone Investigatiopns	State Sponsored Training	Credits	Hours	Course 1	Course 2
			0.00	16.00		
Comments						

### Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		01/16/2018 08:00	01/17/2018 16:00		

### Instructor

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

Course Information

<u>Course NO</u>		<u>Prerequisites</u>			
<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
2012000000028	Chemical Suicide Information for First Responders	Other Outside agency sponsored	0.00	2.00	
		<u>Comments</u>			
		Wright Building Mohawk Valley Psych Center			
		Petrie was unable to attend due to being placed on light duty.			

Course Schedule

<u>Schedule</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
<u>Class ID</u>				
	04/04/2012 08:00	04/04/2012 10:00		
	04/11/2012 08:00	04/11/2012 10:00		

<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>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Prerequisites</u>		
2015000000024	Conducting Complete traffic Stops	State Sponsored Training	0.00	16.00	<u>Course 1</u>	<u>Course 2</u>	<u>Comments</u>

Course Schedule

<u>Schedule</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
<u>Class ID</u>				
	05/19/2015 08:00	05/20/2015 16:00		

<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

Course InformationCourse NO  
2011000000131Title  
December 2011 InserviceType  
In ServiceCredits  
0.00Hours  
0.00PrerequisitesCourse 1Course 2CommentsDRE and Designer Drugs= Officer  
Nash and Berger  
EJustice/Portal Training= Officers  
Foley and Taurisano  
RMS= Officer FitzgeraldCourse ScheduleScheduleClass IDStart Date/TimeEnd Date/TimeCompanyCourse Location12/06/2011 08:00 12/06/2011 16:00  
12/08/2011 08:00 12/08/2011 16:00  
12/12/2011 08:00 12/12/2011 16:00  
12/14/2011 08:00 12/14/2011 16:00  
12/16/2011 08:00 12/16/2011 16:00  
12/22/2011 08:00 12/22/2011 16:00InstructorReserve DateCourse CategorySerial IDNotes

# Training Course Summary

## Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2014000000001	December In Service	In Service	0.00	8.00			December In-Service

TECC -Homeland Security

Supervisor Performance Evaluation-  
Sgt. Murphy and Sgt. Hernandez

## Course Schedule

Schedule	Start Date/Time	End Date/Time	Company	Course Location
Class ID				
	12/03/2013 08:00	12/03/2013 16:00		
	12/09/2013 08:00	12/09/2013 16:00		
	12/11/2013 08:00	12/11/2013 16:00		
	12/13/2013 08:00	12/13/2013 16:00		
	12/17/2013 08:00	12/17/2013 16:00		
	12/19/2013 08:00	12/19/2013 16:00		

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

## Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2010000000029	Defensive Tactics/TASER Recertification	In Service	0.00	8.00			The June in-service training conducted was Defensive Tactics (Baton) in the morning session and TASER recertification in the afternoon session.

## Course Schedule

Schedule	Start Date/Time	End Date/Time	Company	Course Location
Class ID				
	06/08/2010 08:00	06/08/2010 16:00		
	06/14/2010 08:00	06/14/2010 16:00		
	06/16/2010 08:00	06/16/2010 16:00		
	06/18/2010 08:00	06/18/2010 16:00		
	06/22/2010 08:00	06/22/2010 16:00		
	06/24/2010 08:00	06/24/2010 16:00		

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

## Course Information

Course NO	Title	Type	Prerequisites			
			Credits	Hours	Course 1	Course 2
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	
				Course 1	Course 2
	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	Reserve Date	Course Category	Serial ID	Notes
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## Training Course Summary

### Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2012000000011	February 2012 In-service	In Service	0.00	7.00			4 hours Legal Updates- Lt. Cifonelli and Dodge 3 hours K9 Demo- P.O. Holt and Fanigliula

### Prerequisites

### Course Schedule

#### Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	02/06/2012 08:00	02/06/2012 16:00		
	02/08/2012 08:00	02/08/2012 16:00		
	02/10/2012 08:00	02/10/2012 16:00		
	02/14/2012 08:00	02/14/2012 16:00		
	02/16/2012 08:00	02/16/2012 16:00		
	02/24/2012 08:00	02/24/2012 16:00		

#### Instructor

Reserve Date: Course Category: Serial ID: Notes:

## Training Course Summary

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>		<u>Comments</u>
2012000000025	February 2012 In-Service Legal Issues	In Service	<u>Credits</u> 0.00	<u>Hours</u> 8.00	Legal Updates 0800-1200 hrs lt. Dodge and Lt. Cifonelli

K-9 demo by Po. Fanigula and Po. Holt

Course Schedule

<u>Schedule</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
<u>Class ID</u>				
	02/06/2012 08:00	02/06/2012 12:00		
	02/08/2012 08:00	02/08/2012 12:00		
	02/10/2012 08:00	02/10/2012 16:00		
	02/14/2012 08:00	02/14/2012 16:00		
	02/16/2012 08:00	02/16/2012 16:00		
	02/24/2012 08:00	02/24/2012 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

## Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2011000000077	Firearms - September 2011	In Service	0.00	0.00			

## Course Schedule

Schedule	Start Date/Time	End Date/Time	Company	Course Location
Class ID				
	09/02/2011 08:00	09/02/2011 16:00		
	09/07/2011 08:30	09/07/2011 16:30		
	09/09/2011 08:00	09/09/2011 16:00		
	09/13/2011 08:00	09/13/2011 16:00		
	09/15/2011 08:00	09/15/2011 16:00		
	09/16/2011 08:00	09/16/2011 16:00		
	09/19/2011 08:00	09/19/2011 16:00		
	09/21/2011 08:00	09/21/2011 16:00		
	09/23/2011 08:00	09/23/2011 16:00		
	09/29/2011 08:00	09/29/2011 16:00		

## Instructor

Employee: Matrulli, David  
 Employee: Nitti, Dominick  
 Employee: Dellerba, John  
 Employee: Amerosa, Joseph  
 Employee: Bick, Patrick  
 Employee: Scalise, Peter  
 Employee: Cifonelli, Scott  
 Employee: Mandlescu, Wayne

## Reserve Date

## Course Category

## Serial ID

## Notes

## Training Course Summary

### Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>				<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>	
2012000000050	Firearms 2012 inservice	In Service	0.00	8.00			2012 May in-service

Firearms

Trenton fish and game club

Firearms staff

Scalise

Nitti

Amerosa

Bick

Manolescu

Matrulli

Cifonelli

### Course Schedule

#### Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	05/08/2012 08:00	05/08/2012 16:00		
	05/10/2012 08:00	07/10/2012 16:00		
	05/14/2012 08:00	05/14/2012 16:00		
	05/16/2012 08:00	05/16/2012 16:00		
	05/18/2012 08:00	05/18/2012 16:00		
	05/24/2012 08:00	05/24/2012 16:00		

#### Instructor

Reserve Date Course Category Serial ID Notes

# Training Course Summary

## Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2016000000053	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	Reserve Date	Course Category	Serial ID	Notes
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## Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2020000000027	Firearms Instructor school	State Sponsored Certifications	0.00	80.00			

## Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		08/03/2020 08:00	08/11/2020 16:00		

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

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Prerequisites</u>		
2016000000047	Hollo-Tech Lock Picking School	External Orgnization Sponsored	0.00	0.00	<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>
		07/18/2016 08:00	07/19/2016 16:00		
<u>Instructor</u>				<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>Prerequisites</u>		
2012000000037	Human Trafficking/Verbal Judo	In Service	0.00	8.00	<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>
		06/05/2012 08:00	06/05/2012 16:00		
		06/07/2012 08:00	06/07/2012 16:00		
		06/11/2012 08:00	06/11/2012 16:00		
		06/13/2012 08:00	06/13/2012 16:00		
		06/15/2012 08:00	06/15/2012 16:00		
		06/21/2012 08:00	06/21/2012 16:00		
<u>Instructor</u>				<u>Reserve Date</u>	<u>Course Category</u> <u>Serial ID</u> <u>Notes</u>

## Training Course Summary

### Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Prerequisites</u>		
2016000000016	IDC 2016	State Sponsored Certifications	0.00	80.00	<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>
		02/15/2016 08:00	02/26/2016 16:00		

<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>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Prerequisites</u>		
2011000000053	January - In-Service - 2011	In Service	0.00	0.00	<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>
		01/01/2011 08:00	01/31/2011 16:00		
		05/27/2011 08:00	08/27/2011 08:00		

<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

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>			<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
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>Schedule</u>	<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

Reserve Date      Course Category      Serial ID      Notes

## Training Course Summary

### Course Information

**Course NO**  
2018000000045

**Title**  
June 2018 Inservice

**Type**  
In Service

**Credits**  
0.00

**Hours**  
8.00

### Prerequisites

**Course 1**

**Course 2**

**Comments**

Infectious Disease, Barricaded  
Subject, Legal Updates, Raise the age

### Course Schedule

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

### Instructor

Reserve Date

Course Category

Serial ID

Notes

## Training Course Summary

### Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Credits</u>	<u>Hours</u>	<u>Prerequisites</u>		
2020000000026	June 2020 EVOC	In Service	0.00	8.00	<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>
		06/03/2020 08:00	06/03/2020 16:00		
		06/09/2020 08:00	06/09/2020 16:00		
		06/11/2020 08:00	06/11/2020 16:00		
		06/17/2020 08:00	06/17/2020 16:00		
		06/19/2020 08:00	06/19/2020 16:00		
		06/23/2020 08:00	06/23/2020 16:00		
		06/25/2020 08:00	06/25/2020 16:00		

<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

## Course Information

Course NO	Title	Type	Prerequisites			Comments
2013000000060	Less Letahl	In Service	Credits	Hours	Course 1	Course 2
			0.00	8.00		

## Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		09/10/2013 08:00	09/10/2013 16:00		---
		09/16/2013 08:00	09/16/2013 16:00		---
		09/18/2013 08:00	09/18/2013 16:00		---
		09/20/2013 08:00	09/20/2013 16:00		---
		09/24/2013 08:00	09/24/2013 16:00		---
		09/26/2013 08:00	09/26/2013 16:00		---

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

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>
2012000000026	March 2012 rollcall training	In Service

<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
0.00	0.25		

<u>Comments</u>
Defensive Driving

P.O. Potasiwiecz out injured  
P.O. Lomonico suspended  
p.o. Deangelo out injured  
P.O. Metic is out and will recieve  
training when he returns

Course Schedule

# Training Course Summary

## Schedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	03/05/2012 15:45	03/05/2012 16:00		
	03/06/2012 07:45	03/06/2012 08:00		
	03/07/2012 15:45	03/07/2012 16:00		
	03/08/2012 07:45	03/08/2012 08:00		
	03/09/2012 07:45	03/09/2012 08:00		
	03/10/2012 17:45	03/10/2012 18:00		
	03/11/2012 07:45	03/11/2012 08:00		
	03/12/2012 17:45	03/12/2012 18:00		
	03/13/2012 07:45	03/13/2012 08:00		
	03/13/2012 17:45	03/13/2012 18:00		
	03/15/2012 17:45	03/15/2012 18:00		
	03/20/2012 18:45	03/20/2012 19:00		
	03/22/2012 15:45	03/22/2012 16:00		
	03/23/2012 07:45	03/23/2012 08:00		
	03/27/2012 15:45	03/27/2012 16:00		
	03/28/2012 15:45	03/28/2012 16:00		
	03/29/2012 15:45	03/29/2012 16:00		
	03/30/2012 07:45	03/30/2012 08:00		
	03/31/2012 07:45	03/31/2012 08:00		
	03/31/2012 15:45	03/31/2012 16:00		
	04/04/2012 07:45	04/04/2012 08:00		

## Instructor

Reserve Date      Course Category      Serial ID      Notes

# Training Course Summary

## Course Information

Course NO	Title	Type	Prerequisites			Comments
			Credits	Hours	Course 1	Course 2
2013000000036	May Fire arms 2013	In Service	0.00	0.00		
Trenton Fish and Game club Range						

## Course Schedule

Schedule		Start Date/Time		End Date/Time		Company	Course Location
Class ID							
		05/03/2013 08:00		05/03/2013 16:00			
		05/07/2013 08:00		05/07/2013 16:00			
		05/13/2013 08:00		05/13/2013 16:00			
		05/15/2013 08:00		05/15/2013 16:00			
		05/17/2013 08:00		05/17/2013 16:00			
		05/21/2013 08:00		05/21/2013 16:00			
		05/23/2013 08:00		05/23/2013 16:00			

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

## Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>	<u>Prerequisites</u>				<u>Comments</u>
			<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>	
2014000000028	May Firearms 2014	In Service	0.00	8.00			Firearms Staff

Trenton Fish and Game Club

## Course Schedule

### Schedule

Class ID	Start Date/Time	End Date/Time	Company	Course Location
	05/12/2014 08:00	05/12/2014 16:00		
	05/12/2014 08:00	05/12/2014 16:00		
	05/14/2014 08:00	05/14/2014 16:00		
	05/16/2014 08:00	05/16/2014 16:00		
	05/20/2014 08:00	05/20/2014 16:00		
	05/28/2014 08:00	05/28/2014 16:00		
	05/30/2014 08:00	05/30/2014 16:00		
	06/06/2014 08:00	06/06/2014 16:00		

### Instructor

Reserve Date Course Category Serial ID Notes



## Training Course Summary

Course Information

Course NO	Title	Type	Prerequisites				Comments
			Credits	Hours	Course 1	Course 2	
2014000000027	May Roll call	In Service	0.00	0.25			Aggravated Harrassment declared unconstitutional.

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>
		05/21/2014 11:45	05/21/2014 11:59		
		05/22/2014 11:45	05/22/2014 11:59		
		05/23/2014 11:45	05/23/2014 11:59		
		05/26/2014 11:45	05/26/2014 11:59		
		05/27/2014 11:45	05/27/2014 11:59		
		05/28/2014 11:45	05/28/2014 11:59		

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>	<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>
20170000000034	NCTC Court room testimony/NARCO	State Sponsored Training	0.00	16.00			

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>
		04/18/2017 08:00	04/19/2017 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

Course Information

<u>Course NO</u>	<u>Title</u>	<u>Type</u>
2012000000091	November 2012 in-service	In Service

## Prerequisites

<u>Credits</u>	<u>Hours</u>	<u>Course 1</u>	<u>Course 2</u>
0.00	8.00		

Comments

Infectious disease-Sgt Shaffer  
Article 35-Lt Dodge  
Supervisor performance evaluation  
training-Lt Dodge  
RMS/file 15 updates-Po Foley  
  
PO Abel Suspended  
Sgt. Cozza out sick

Course ScheduleSchedule

<u>Class ID</u>	<u>Start Date/Time</u>	<u>End Date/Time</u>	<u>Company</u>	<u>Course Location</u>
	11/06/2012 08:00	11/06/2012 16:00		
	11/08/2012 08:00	11/08/2012 16:00		
	11/14/2012 08:00	11/14/2012 16:00		
	11/16/2012 08:00	11/16/2012 16:00		
	11/28/2012 08:00	11/28/2012 16:00		
	11/30/2012 08:00	11/30/2012 16:00		

Instructor

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

# Training Course Summary

## Course Information

Course NO	Title	Type	Prerequisites			
2014000000055	November 2014 Roll Call training	In Service	Credits	Hours	Course 1	Course 2
			0.00	0.25		
						Comments

## Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		11/02/2014 11:45	11/02/2014 11:59		
		11/03/2014 11:45	11/03/2014 11:59		
		11/06/2014 11:45	11/06/2014 11:59		
		11/11/2014 11:45	11/11/2014 11:59		
		11/14/2014 11:45	11/14/2014 11:59		
		11/15/2014 11:45	11/15/2014 11:59		
		11/16/2014 11:45	11/16/2014 11:59		
		11/17/2014 11:45	11/17/2014 11:59		
		11/22/2014 11:45	11/22/2014 11:59		
		11/24/2014 11:45	11/24/2014 11:59		
		11/30/2014 11:45	11/30/2014 11:59		
		12/03/2014 11:45	12/03/2014 11:59		

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

### 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>
2016000000001	NPLEX	Other Outside agency sponsored	0.00	4.00		

### 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>
		12/08/2015 08:00	12/09/2015 12:00		

<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

Course Information

Course NO	Title	Type
2011000000117	October 2011 in-service	In Service

## Prerequisites

Credits	Hours	Course 1	Course 2
0.00	0.00		

Comments

Employee Harassment- Tricia Nicholson  
 Infectious Disease/Bloodborne Pathogens- Rich Shaffer  
 DNA testing- D.A.'s office Jenn Dormio  
 Defensive Tactics- DT staff

Infectious Disease (1 1/4hrs) - Sgt. Shaffer  
 DNA Testing (1/2) - Jenn Dormio  
 Employee Harassment (1hr) - Inv. Nicholson  
 Defensive Tactics- (4hrs) DT Staff

The October DT in-service dates are going to be 4 hours a pop. We should teach the following:

- Handcuffing (controlling a cuffed prisoner)
- Handcuffing (using good verbal skills)
- Handcuffing (various threat levels)
- baton work (forward strike, blocks, front jab, retention)
- simple control moves (your favorite wristy twisty moves)

Please concentrate on using good verbal skills to avoid a physical confrontation and on proper handcuffing and controlling a person in handcuffs (don't let go and "put the chain on the floor"). As always we need to talk about article 35 and use of force policy.

Thank you,

JW

Officers Atanasoff light duty  
 Officer Singe injured  
 Officer Pilipczuk sick leave  
 Officer Brodt light duty  
 Officer Taurisani injured  
 Officer Deangelo, Destefano and Caruso light duty



# Training Course Summary

## Course Information

Course NO	Title	Type	Credits	Hours	Course 1	Course 2	Comments
2012000000081	October Roll Call Police Priority Dispatch System	In Service	0.00	0.25			Roll Call Training

## Course Schedule

Schedule	Start Date/Time	End Date/Time	Company	Course Location
Class ID				
	10/09/2012 18:45	10/09/2012 18:59		
	10/19/2012 23:45	10/19/2012 23:59		
	10/25/2012 23:45	10/25/2012 23:59		
	10/26/2012 07:45	10/26/2012 07:59		
	10/27/2012 23:45	10/27/2012 23:59		

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

### Course Information

Course NO 2012000000070 Title September 2012 Inservice Type In Service

Credits 0.00 Hours 8.00 Prerequisites Course 1 Course 2

Comments  
Bath Salis-Shane Levigne  
Corporation Council review of Bath  
Salis legislation for the City of Utica  
City Court DNA procedure-Gaspa  
JAU Refresher Sgt. Convertino/Inv  
Dellerba

### 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>
		09/11/2012 08:00	09/11/2012 16:00		
		09/13/2012 08:00	09/13/2012 16:00		
		09/17/2012 08:00	09/17/2012 16:00		
		09/19/2012 08:00	09/19/2012 16:00		
		09/21/2012 08:00	09/21/2012 16:00		
		09/27/2012 08:00	09/27/2012 16:00		

Instructor Reserve Date Course Category Serial ID Notes





# Training Course Summary

## Course Information

Course NO	Title	Type	Prerequisites				
			Credits	Hours	Course 1	Course 2	Comments
2020000000033	Smith and Wesson Armor course	Other Outside agency sponsored	0.00	24.00			

## Course Schedule

Schedule	Class ID	Start Date/Time	End Date/Time	Company	Course Location
		10/06/2020 08:00	10/08/2020 16:00		

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

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>
2020000000023	TASER Inservice	In Service	0.00	4.00	<u>Course 2</u>
					<u>Comments</u>

Course ScheduleSchedule

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

Instructor

Reserve Date      Course Category      Serial ID      Notes