

**City of Port Jervis, NY**  
**Police Committee Meeting Minutes**

**19 September 2023**

Meeting called to order at 6:10 p.m with the following members in attendance: Ms. Newhauser, Ms. Fuller, Ms. Mann, Lt. Sargente, Chief Worden.

Public Comment: Ms. Jackie Smith, resident of the 3<sup>rd</sup> Ward, inquired about installing a protected left turn arrow for the Orange Street south bound lane of traffic at the intersection of Pike/East Main Street.

New Business: Updates-

- Chief Worden and Lt. Sargente provided an update pertaining to Part I, Part II offenses, Auto Accidents and a briefing of recent major cases including juvenile related crime.
- Officer Physical Fitness – Wellness Incentive Program- PBA Insurance Coverage Request – The committee was provided with a letter written by Sgt Dan Mioglionico on behalf of the PBA requesting the Common Council assist the PBA with obtaining supplemental insurance to allow PBA members to use the Port Jervis High School weight room for off-duty training. The City Clerk has forwarded the request to the City's Insurance carrier to obtain their input and the potential cost for added insurance coverage. An update will be provided to the Police and Finance Committees as additional information becomes available.
- Fall Festival Security Plan – The department has completed the Fall Festival Security Plan and will be submitting the plan to Orange County. A sergeant and four officers will be assigned

primarily to the festival in addition to supporting law enforcement resources, EMS and DPW staff.

- 2022 Department Awards Report – Members of the committee and public were provided with a copy of the 2022 Department Awards Report. A press release will be distributed on the department's social media sites and to local press outlets. Congratulations to all members who received commendations and awards.
- Orange County Fire Association Awards Ceremony will be held on 9-21-23 in Montgomery, NY with PO Buczek, PO M. Decker and PO T. Osowick receiving the Steve Vitek award.
- The annual Port Jervis PD, Recreation and DPW Fall Harvest Festival is scheduled for Saturday October 14<sup>th</sup> from 12pm to 3pm at Riverside Park.
- An enhanced Mental Health Call Response procedure has been implemented in conjunction with Orange County and the 311 Crisis Call Center that will facilitate the diversion of non-emergency mental health related police calls for service to be handled by the Orange County Crisis Call Center.
- DCJS Hiring Audit – The department recently completed an audit conducted by the Division of Criminal Justice Services into hiring practices including candidate selection process and background investigations of all sworn police hires since the implementation of the Professional Policing Act of 2021.
- AED Units- Chief Worden is working with city department heads to identify needs for purchasing twenty-three Automated External Defibrillators for City Hall, PD, FD, DPW and Recreation departments. The Chief is obtaining quotes from various vendors to refer to finance for planning and potential implementation. Ms. Mann reported that an entity recently obtained cardiac science-power heart G5 defibrillators as an additional source to consider for quotes.
- Lieutenant's Promotional Examination is scheduled for 21 October 2023.

- Clerk Dispatch Application P/T – The committee reviewed an application for a part time dispatch candidate. A background investigation will be conducted on the candidate and the Chief will make a recommendation to the Common Council for potential hire.
- New Officer Training – Officer Justin Morgan begins a 6-8 week field training program designed for certified police officers on Monday, September 25, 2023.
- Public Information Officer- Officer Meghan Ede has been assigned as a Public Information Officer and attended a training on September 18<sup>th</sup> with Chief Worden hosted by Orange County Emergency Management for communicating with the public during a critical incident.
- Domestic Violence Awareness Month – October. The department will be participating with Fearless! Hudson Valley and supporting domestic violence awareness programs throughout the month of October.

*Old Business: (Updates, Reform, Reinvention & Collaborative Report- EO 203)*

- Port Jervis Civil Service Commission hosted a police officer exam on September 9<sup>th</sup>. 71 candidates have filed for the exam and 5 candidates have filed for the spanish speaking bilingual exam.
- Officer Residency- under review.
- Range Training Building – The DASNY Grant funding for the proposed range building expires on 11/9/2024. Chief Worden has requested assistance with Senator James Skoufis’s office to assist with developing future funding in support of this project. Project Engineer, John Fuller, is reducing the size of the pole barn structure with the goal of soliciting a third public bid in October, 2023. The plan would utilize the current grant funds, to construct a basic pole barn shell.

Public Comment: Mr. Joe Ennis, resident of the 4<sup>th</sup> Ward, inquired about the police department hosting HR 218 retired officer firearms qualification courses at the Port Jervis PD Range Facility as a service and potential source of revenue to support the range training program.

Executive Session: 6:50pm - The committee entered into executive session for the purpose of obtaining an update on two officers who are currently injured and off patrol due to their job related injuries.

6:59pm- Committee concluded executive session.

Adjournment: 7:00pm – Meeting adjourned.

Respectfully Submitted,

William J. Worden  
Chief of Police