Cortland Police Department

STAFFING NEEDS ANALYSIS

Gary Spangler
4/7/2015

Members of the Board,

The 2015-16 budget for the Cortland Police Department (CPD) was challenging to prepare. The need for additional personnel has significantly affected the police department budget. If the proposed budget is approved, the police department will add 2 (two) full time officers – 1 (one) Sergeant and 1 (one) patrol officer.

Adequate supervision, increased police coverage, implementation of Community Policing programs and stability within the department are major goals moving the department forward.

The following is a brief summary of the reasoning behind my request and proposal:

Historical overview –

- The Cortland Police Department created a Sergeant position in 2002 and maintained the position until 2010 when then Sergeant Dennis Medema was appointed as Chief. Unforeseen and unfortunate circumstances caused the department to leave the Sergeant position unfilled. The Cortland Police Department provided police coverage for approximately 18 to 20 hours a day in 2002.
- In 2002 the Police Department was staffed with a Chief, one (1) full time Sergeant and 10 (ten) part time officers. *Year 2000 census population was 2066.
- In 2008 the Police Department was staffed with a Chief, one (1) full time Sergeant, 2 (two) full time officers and 7 (seven) part time officers.
- In 2014 the department was staffed with a Chief, 2 (two) full time officers and 9 (nine) part time officers. The Cortland Police Department provided police coverage for approximately 19 hours a day in 2014. *Year 2010 census population was 4270.

The aforementioned information is a snapshot of how far the CPD has progressed over the past 12 years. As you can see, the police department made some progress but unfortunately has regressed somewhat along the way. One constant that should be noted is the level of coverage - which has not significantly changed in 12 years.

Additional Factors Considered –

- The Sycamore Police Department plans to change their policy that currently allows officers to work part time jobs. In 2014, the CPD employed 2 (two) part time officers from Sycamore PD.
- In February of this year we lost a part time officer from the DeKalb County Sheriff's Department due to maternity leave.

- 2 (two) of our part time officers will scale back their availability over the summer due to other commitments.
- Recruiting qualified part time officers can be very difficult. The CPD has been fortunate in previous years that local, highly qualified officers have been available. The climate has changed – Higher pay at larger departments, fewer departments allowing officers to work part time jobs and erratic hours has contributed to a smaller pool of officers available to our department.
- Turnover – Since the year 2000, the CPD has seen 26 officers come and go. The hiring of a new officer requires time spent on background checks, Human Resource (HR) needs, equipment purchases, orientation, and training. Small departments struggle to find time and staff members to properly facilitate the aforementioned functions.
- It is more difficult to properly monitor and control training needs of part time officers.

The delivery of police services has significantly changed over recent years. Municipalities and policing bodies have seen a dramatic increase and exposure to civil liability. The public's perception of the police has also changed – Every action and decision made by officers is more closely scrutinized by the public and media. Adequate training and supervision is more important now than it has ever been in law enforcement. Adequate staffing provides us with more flexibility to schedule training and monitor training needs of each officer. Due to current staffing levels, we are forced to use on-line training sites – almost exclusively - for a vast majority of training. I've had to pass-up very good off-site training because of a lack of bodies to replace the officers.

Over the past several years Community Policing programs and initiatives have been difficult if not impossible to implement. I'm sure that every public official is keenly aware that we need the support of the community to be affective. Community Policing programs are often useful when dealing with crime problems and furthermore reflects a positive image on the department and Town.

The next two pages of this report contain statistical information that may be helpful for you to get a better understanding of how our police department has been affected by a growth in population over the last several years and how the CPD compares to other police agencies in the area.

I would like to take this opportunity to thank you in advance for taking time to review the information contained in this report. I am always available to answer any questions you might have.

Sincerely,

Gary Spangler - Chief of Police

POLICE AGENCY	POPULATION	F/T OFFICERS	P/T OFFICERS	OFFICER PER 1000
BELVIDERE	25585	45	0	1.7
HUNTLEY	22923	34	0	1.4
SYCAMORE	17519	31	0	1.7
MARENGO	7648	14	0	1.8
SANDWICH	7421	12	0	1.6
HAMPSHIRE	5563	13	0	2.3
GENOA	5193	6	6	1.1
CORTLAND	4270	3	8	.7*
BYRON	3753	8	7	2.1
OREGON	3721	8	1	2.1
HINCKLEY	2070	4	5	1.9
KIRKLAND	1744	3	16	1.7
WATERMAN	1506	3	3	1.9
KINGSTON	1164	2	2	1.7

*0.7 officers per thousand (OPT) residents for Cortland was based on 3 full time officers

0.9 OPT - calculated with 4 officers

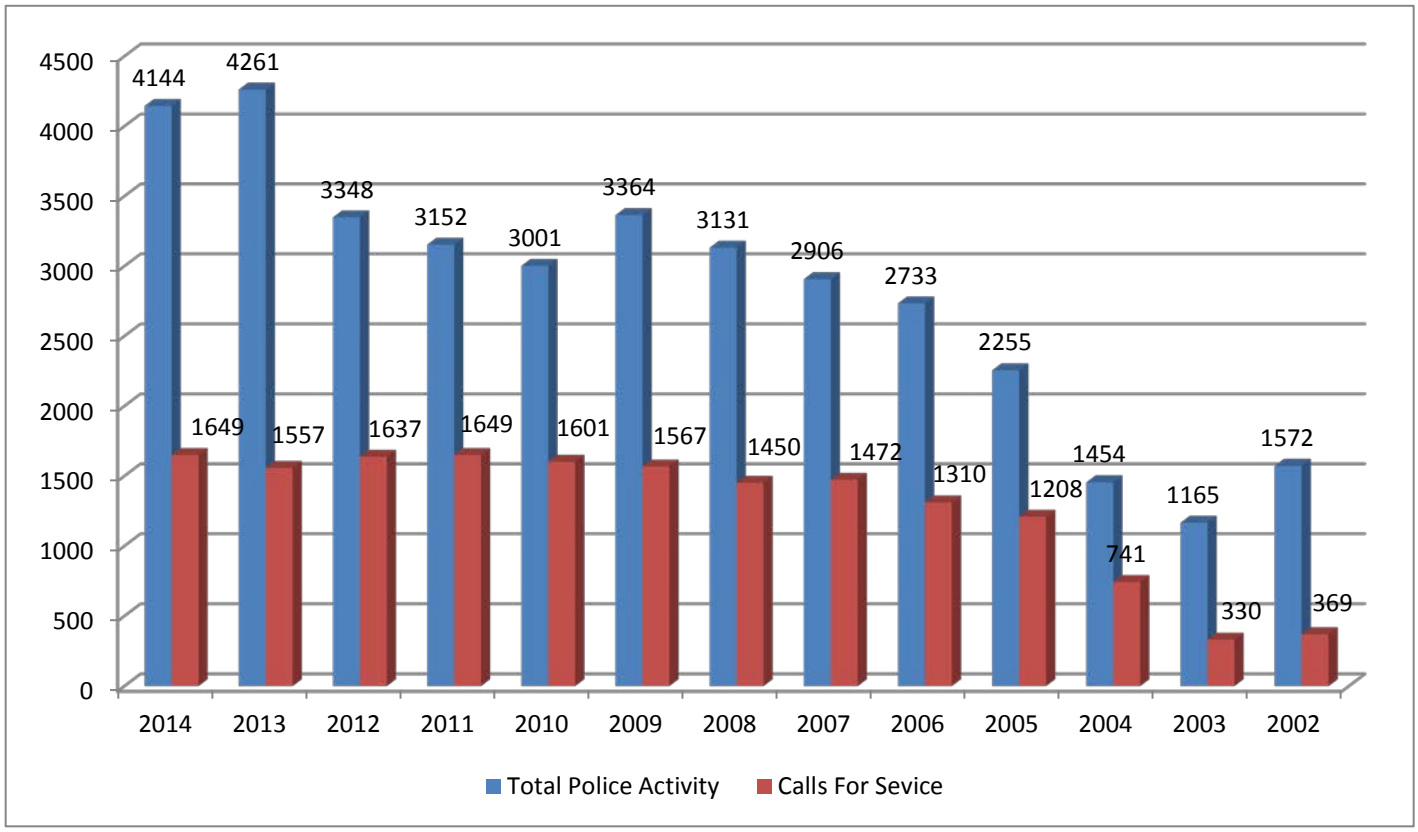
1.1 OPT - calculated with 5 officers

1.4 OPT - calculated with 6 officers

For calendar year 2014, part time officers worked a total of 3,816 hours. Based on one full time officer working 2080 hours in a year, I calculated the equivalent of approximately 1.8 full time officers.

With an addition of 2 officers in FY 15-16, part time hours will be reduced to approximately 2,585 – an equivalency of approximately 1.25 officers.

YEAR	CALLS FOR SERVICE (CFS)	TOTAL POLICE ACTIVITY (TPA)
2014	1649	4144
2013	1557	4261
2012	1637	3348
2011	1649	3152
2010	1601	3001
2009	1567	3364
2008	1450	3131
2007	1472	2906
2006	1310	2733
2005	1208	2255
2004	741	1454
2003	330	1165
2002	369	1572

Figures obtained from Computer Aided Dispatch (CAD) System

CFS and TPA numbers do not reflect al