

# Auburn Police Department



**2020 Annual Report**



# Table of Contents

Message from the Chief	3
Vision, Mission and Core Values	4
Organizational Chart	5
History of the Auburn Police Department	6
2020 Budget	7
Patrol Division	8
Finger Lakes Drug Task Force	9
Use of Force Report	10
NYS Accreditation	11
Recruitment	12
Employee Recognition	13
Meet Our Newest Officers	14-17
Drug Recognition Expert	18
Unmanned Aerial System	19
Community Collaborative	20
Social Justice	21
Police Chaplain	22
Victim Specialist	23
In Our Community	24
Performance Measures	25-26
2021 Goals and Objectives	27
K-9 Pikachu	28
In remembrance of	29



# Chief's Message



In my final message that accompanies our department's 2020 annual report, I would like to first reflect on what an absolute honor and privilege it has been for me to serve the citizens of the City of Auburn for the last 25 years. My policing profession has fulfilled me more than I could have ever imagined. Unfortunately during my career, I have seen some of the very worst of humanity, but I have also had a front row seat to witnessing how our officers have been able to help the most vulnerable in our community in their most desperate times of need. Collectively through our amazing team effort, we have also had the opportunity to lead this agency through some amazing transformations that has set us on a continued positive trajectory toward success well into the future. This in turn has also created a dynamic culture shift internally whereby we are ever focused on delivering daily upon our core values of ***Respect, Excellence, Compassion, Integrity, Teamwork, and Accountability.***

This past year has tested our spirit. Our country has been troubled by both a global pandemic and social unrest that has placed the spotlight on our need to do better in both arenas. However, because the City of Auburn is unique in our collaborative energies and partnerships, what could have divided and destroyed our community proved to unite and strengthen our resolve to persevere. Focusing on our distinct ability to

overcome adversity, we were a beacon of hope for other communities nationwide that proved if we were willing to listen to others, understand different perspectives, work together as a team and treat each other with dignity and respect, there was nothing that we could not accomplish or overcome.

One of my primary goals as your Chief of Police was to ensure the Auburn Police Department and its personnel were the best trained, best equipped and one of the best led police agencies. I had the distinct honor to not only promote many of our leadership team but also transform our hiring process to ensure we hired the very best candidates to serve our community. Though every goal I personally set out to accomplish has yet to be fully realized, I believe our team has created a path for success, such as attaining our New York State Accreditation certification by the end of 2021.

I am also so very proud of the men and women of the Auburn Police Department to include both our sworn and professional staff members. Their resolve, tenacity, and determination to undergo necessary change for the advancement of our profession and department are a testament to the pride they have in serving their community and upholding the core values of our noble profession.

Though I am sad to leave my family with the City of Auburn, the time has come for me to pass the torch. I look forward to watching from afar as the next generation of leaders carry's our department forward and into the future. I thank each and every one of your for your support during my career as it has given me the courage to push forward even though the challenges were often overwhelming.

I wish the City of Auburn residents and staff my very best!!

**Shawn I. Butler – Chief of Police**

*"Retirement is not the end of the road. It is the beginning of the open highway." (unknown)*

# VISION

*To be a model of community policing that creates positive relationships with the citizens of Auburn and constantly evolves and adapts to changing community needs.*

# MISSION

*To enhance the quality of life in the City of Auburn by working cooperatively with the citizenry to enforce the laws, preserve the peace, and provide for a safe environment.*

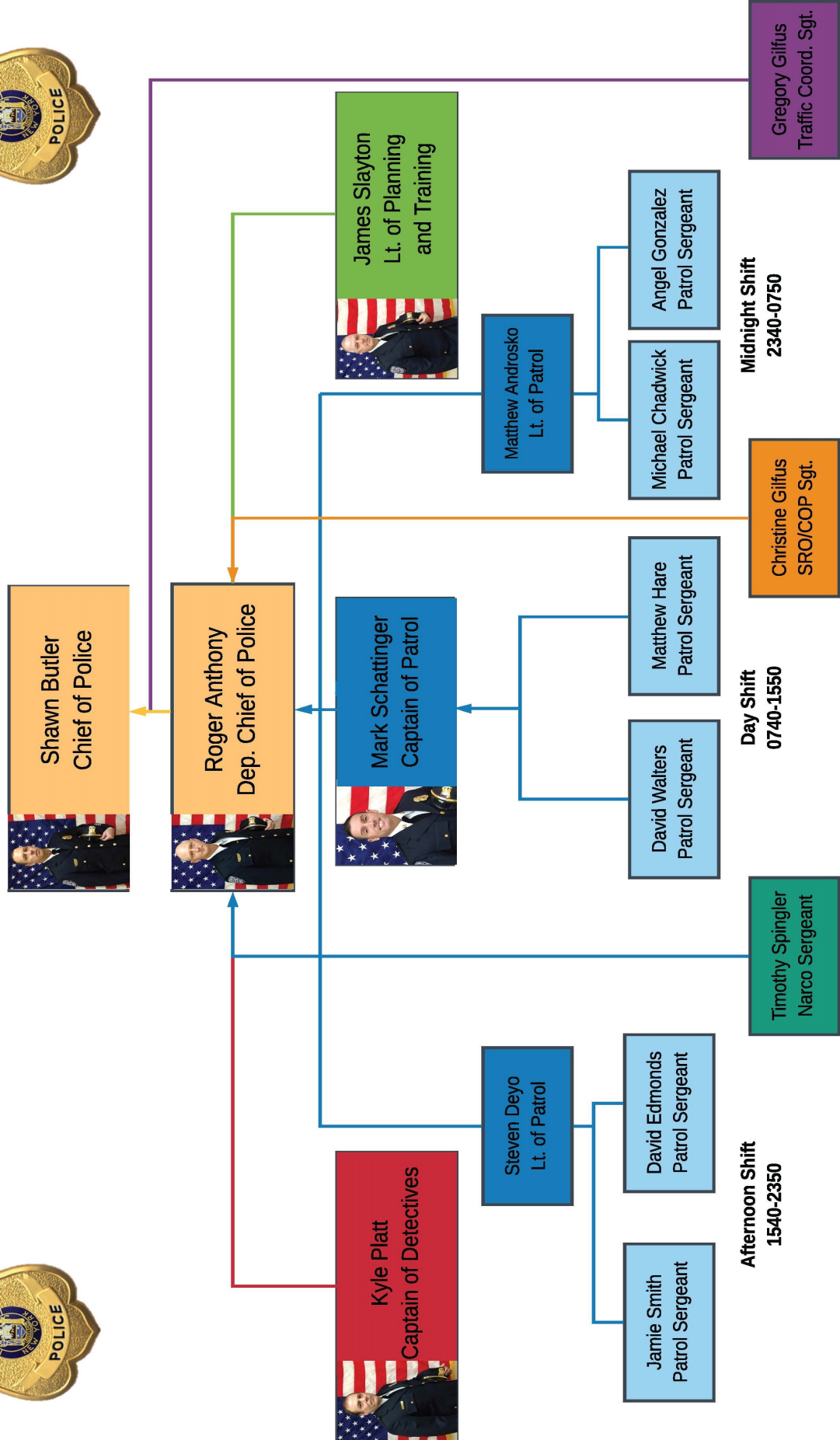
## CORE VALUES

- ➔ RESPECT
- ➔ EXCELLENCE
- ➔ COMPASSION
- ➔ INTEGRITY
- ➔ TEAMWORK
- ➔ ACCOUNTABILITY



# Auburn Police Department

## Command & Supervisory Staff





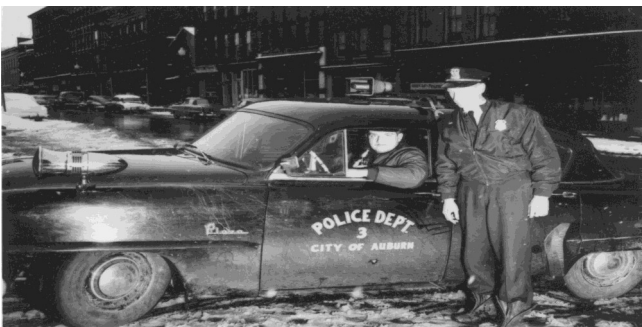
# Auburn Police History

On April 11, 1848, the mayor of the newly formed city, Auburn, submitted a list of standing committees. On the list was the Committee on Police and Licenses. The following month, the committee hired Jacob Sheiver as constable.

In November of 1848, a position of city marshal was created, with duties including aiding the mayor in faithful execution of the bylaws and ordinances of the city.



By 1855, the city had a justice of the peace, city marshal, and constables. In May 1858, a petition from City Marshal, Joseph White, asked to hire a special policeman at \$1.25 per day. The motion passed, and the city had its first policeman. In 1869, the charter was changed to read that the mayor could appoint up to 12 policeman.



In 1879, C. W. Jennings was appointed Auburn's first Chief of Police. He was responsible for the new badges that resembled a shield, which were inscribed, "Auburn Police." Jennings resigned in 1882 because, as he stated, the commissioners had ignored every applicant he had recommended for the position on the force.

Around the clock coverage began in the late 1890's, giving the city 24 hour protection.

At its inception and up until 1930, the department offices were in the city hall at the corner of North and Franklin Street. In 1930, the old city hall was taken down and the current police department was built in its place, at 46 North St.



The interior of the police department has changed quite a bit. Once a shooting range in the basement, the room currently serves as a weight room. In the late 1980's the three-car garage was converted to offices for the desk sergeant, patrol captain, and switchboard operator / dispatcher.



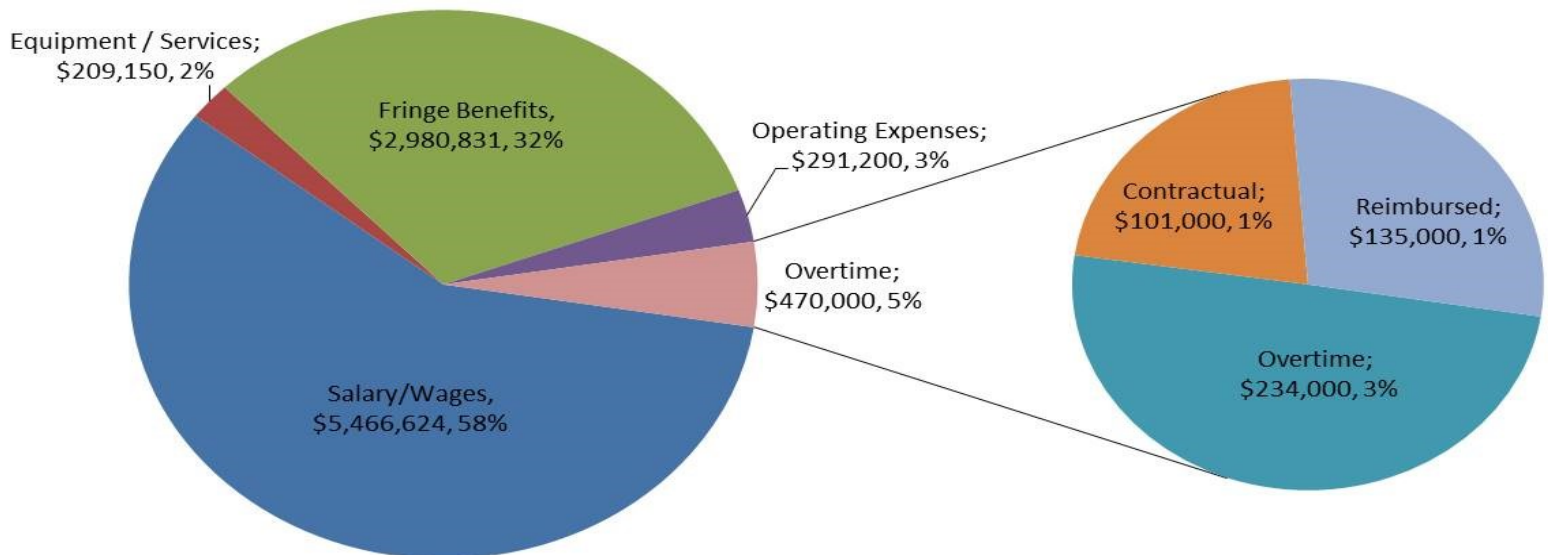
Auburn City Court had its courtroom on the first floor of the police department until moving into the old post office building on Genesee St. The area is now occupied by the Records Office.

**\*above info gathered from *Auburn Police*, written by retired Auburn Police Sergeant, Joseph E. DiVietro Jr.**



# 2020 Budget

Category	Line Item		Budget Amount	Budget %
Salaries & Wages			\$5,466,624	58%
Employee Benefits			\$2,980,831	32%
	Retirement - Police	\$1,255,217		
	Health Insurance	\$1,009,170		
	Social Security & Medicare	\$460,014		
	Retirement - General	\$75,917		
	Dental Insurance	\$64,456		
	Sick Incentive	\$45,000		
	Uniform Allowance	\$31,635		
	207C	\$20,000		
	Vision - Police	\$9,925		
	Workers Comp- CSEA	\$7,862		
	Vision - CSEA	\$1,635		
Overtime			\$470,000	5%
	Operational	\$234,000		
	Reimbursed	\$135,000		
	Contractual	\$101,000		
Operating Expenses			\$291,200	3%
Equipment/Services			\$209,150	2%
<b>TOTAL BUDGET</b>			<b>\$9,417,805</b>	





# Patrol Division

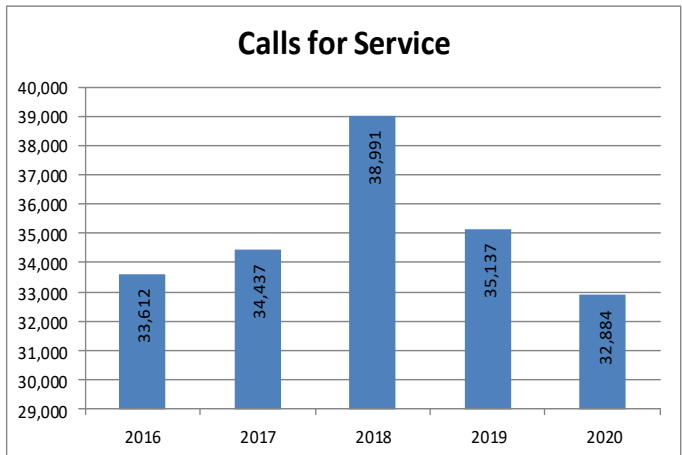
Our patrol officers represent the largest bureau of our department. Often the only members whom the public interacts with, patrol represents our whole department and are tasked with making a good first impression to those they come in contact with. Our patrol officers strive to always be polite, maintain a professional demeanor, and to assist all those in need.

The patrol division operates all day, every day of the year to respond to 911 calls, enforce traffic, and serve our community in any way they can. Through community engagement, officers strive to form relationships and build trust with Auburn's citizens and to reduce the stigma often related to police officers.

With the many retirements our department has faced over the past several years, new faces have joined our patrol lineup, as our department has faced increased challenges recruiting new officers.

## 2020 Total Calls for Service

→ 32,884



2,367



Traffic Stops

1,027



Adult Arrests

972



Vehicle Accidents

512



Warrants Executed

10,394



Parking Tickets

10



New Hires

5



Retired Officers

120



Burglaries

229



Drug Investigations

1413



Domestic Invest.



# Finger Lakes Drug Task Force

## NEW CASES

117

## CHARGES

63

10

firearms seized

9,794 grams

marihuana seized

13 grams

heroin seized

146 doses

controlled substances seized

18 grams

molly seized

\$481,397

cash seized





# Use of Force

In 2020, the Auburn Police Department reported 249 use of force (UOF) incidents, out of a total 32,884 calls for service, amounting to .76% of the total. The below charts break down the different categories of UOF, as well as UOF incidents by race and gender, for the last five years. Note “hands on” means involving direct movement, intervention or re-direction of an individual. A use of force report is written every time an officer uses force, no matter the amount used, against an individual.

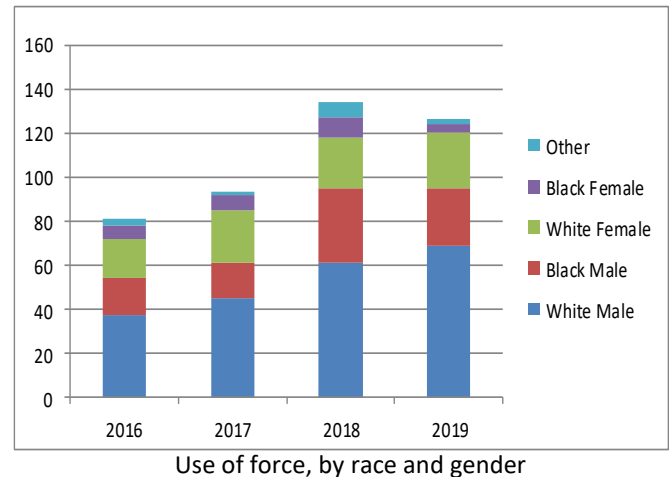
Any officer present and observing another officer using force that is clearly beyond that which is objectively reasonable under the circumstances shall, when in a position to do so, intercede to prevent the use of unreasonable force. Per our policy, an officer who observes another officer use force that exceeds the degree of force permitted by law should promptly report these observations to a supervisor.

As listed in our departmental policy and procedure, officers shall use only that amount of force that reasonably appears necessary given the facts and circumstances perceived by the officer at the time of the event to accomplish a legitimate law enforcement purpose.

Officers receive a minimum of 24 hours of use of force training each year, which including topics such as: firearms training (two times per year), de-escalation training, utilizing less than lethal force training, controlling situations, and mental health training.

\* In 2020, APD changed the way it calculated use of force incidents for a more accurate and transparent recording of incidents. Previously, each incident was counted as one use of force event. Many times, there are multiple officers involved with a use of force incident involving an individual. Going forward, each officer who uses force against an individual will be calculated as a separate incident. As an example, if three officers are called to an incident involving one individual, and two of them use hands-on uses of force, while the third displays their Taser, this would count as

three (3) separate uses of force (two hands-on and one Taser display), and not one as previously recorded.



	2016	2017	2018	2019	2020*
<b>Calls for Service</b>	27,156	28,435	28,080	25,587	32,884
<b>UOF Incidents</b>	81 (.30%)	93 (.33%)	134 (.48%)	126 (.49%)	249 (.76%)
<b>Hands-On</b>	74 (91.4%)	79 (84.9%)	93 (69.4%)	103 (81.7%)	192 (77.1%)
<b>Taser Displayed</b>	3 (3.7%)	3 (3.2%)	10 (7.5%)	10 (7.9%)	11 (4.4%)
<b>Taser Deployed</b>	4 (4.9%)	4 (4.3%)	7 (5.2%)	4 (3.2%)	5 (2.0%)
<b>Taser Drive Stun</b>	2 (2.5%)	0 (0%)	2 (1.5%)	0 (0%)	0 (0%)
<b>OC Spray</b>	5 (6.2%)	6 (6.5%)	6 (4.5%)	3 (2.4%)	9 (3.6%)
<b>Baton</b>	0 (0%)	1 (1.1%)	0 (0%)	0 (0%)	0 (0%)
<b>Firearm Displayed</b>	0 (0%)	0 (0%)	31 (23.1%)	25 (19.8%)	54 (21.7%)
<b>Firearm Used</b>	0 (0%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)

Race and Gender	2016	2017	2018	2019	2020
<b>Black Female</b>	6 (7.4%)	7 (7.5%)	9 (6.7%)	4 (3.2%)	8 (6.4%)
<b>Black Male</b>	17 (21%)	16 (17.2%)	34 (25.4%)	26 (20.6%)	27 (21.6%)
<b>White Female</b>	18 (22.2%)	24 (25.8%)	23 (17.2%)	25 (19.8%)	27 (21.6%)
<b>White Male</b>	37 (45.7%)	45 (48.4%)	61 (45.5%)	69 (54.8%)	62 (49.60%)
<b>Other</b>	3 (3.7%)	1 (1.1%)	7 (5.2%)	2 (1.6%)	1 (.0.8%)



# NYS Accreditation

In July of 2018, the Auburn Police Department embarked on a multi-year project to obtain New York State Law Enforcement Agency Accreditation for the first time in our department's history. Accreditation provides a law enforcement agency with a mechanism with which to evaluate and improve the overall effectiveness of their agency and the performance of their staff; and gives formal recognition to agencies that meet or exceed general expectations of quality in the law enforcement field.

In order to be considered as an accredited agency, Chiefs of Police and other agency program staff must be able to clearly demonstrate that they have developed, implemented, and adhered to a variety of sound policies that comply with the 110 standards set forth by the New York State Division of Criminal Justice Service Accreditation Council in the areas of administration, training, and operations.

Over the past two years, our agency has reviewed all of our policies and procedures, modernizing outdated ones, and making appropriate changes in relation to the accreditation standards. We expect to become an accredited agency by the end of 2021.



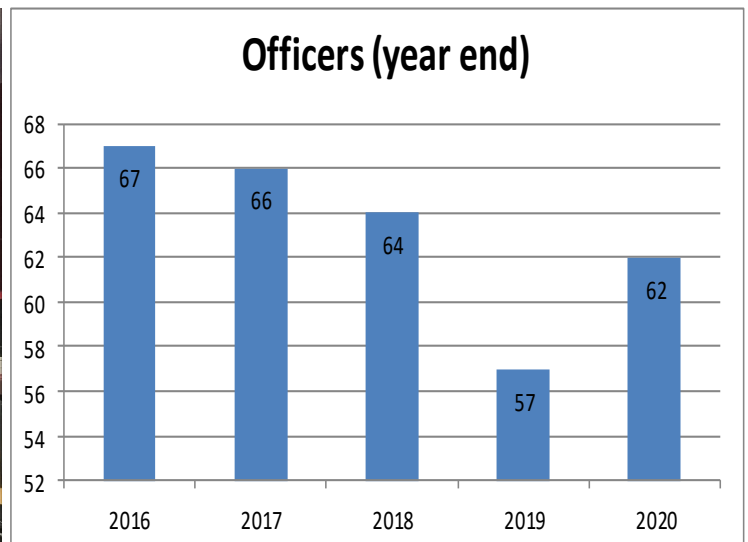


# Recruitment



The Auburn Police Department spent the early months of 2020 recruiting the most qualified individuals to fill the thirteen vacancies that were left due to retirements. We had a successful pool of 189 qualified candidates that eventually dwindled down as the process evolved, leaving us with nine recruits that made it through the process and graduated their respective academies. This year and due to many factors, to include the COVID-19 pandemic, we had to send our police recruits to various police academies across Central New York for their Basic Course in Policing. All of our recruits have successfully graduated their respective police academies and have returned to APD to begin the next phase of requirements, the field training phase. As of the end of December 2020, four recruits have completed their field training program while the other five recruits are in the middle of their field training program.

Throughout 2020, members of the Auburn Police Department along with Chief Butler and Deputy Chief Anthony, were out recruiting for the next civil service exam which was scheduled for late September 2020. This year's recruiting was especially difficult due to the COVID-19 pandemic and incidents that happened across the country. We were successful enough to have 128 individuals sign up to take the civil service exam. As of the time this report was published, the Auburn Police Department is looking to hire 7 new police officers and plan on sending the best qualified candidates to an academy in the spring of 2021.





# Employee Recognition

## NEW OFFICERS

Michaela Tanner	(01/17/2020)	Nikoli Biljanoski	(06/25/2020)
Eric Leach	(01/17/2020)	Stephen Bennett	(06/25/2020)
Luke Parker	(01/17/2020)	Patrick LaGrow	(06/25/2020)
Connor Gray	(03/26/2020)	Jeffrey Gardner	(06/25/2020)
Alexa Smalley	(03/26/2020)	Megan Palermo	(11/06/2020)

## ASSIGNMENTS

James Frost, Detective	(08/15/2020)
Adam Rivers, Detective	(12/06/2020)

## PROMOTIONS

Kyle Platt, Captain of Detectives	(06/22/2020)
Matthew Androsko, Patrol Lieutenant	(07/01/2020)
James Smith, Patrol Sergeant	(04/12/2020)
Michael Chadwick, Patrol Sergeant	(06/01/2020)
Angel Gonzalez, Patrol Sergeant	(11/14/2020)

## RETIREMENTS

Gregory Dann , SRO Sergeant (31 years)	(04/03/2020)
Joseph DiVietro, Patrol Sergeant (29 years)	(05/13/2020)
James Moore, Captain of Detectives (25 years)	(06/30/2020)
Meagan Kalet, Detective (20 years)	(08/14/2020)
Stephen McLoughlin, Patrol Officer (20 years)	(08/29/2020)



# Meet our New Officers



## Eric Leach, Patrol Officer

“ I am originally from Phoenix, Arizona until my family moved to the Central New York area when I was younger. While attending Weedsport High School, I knew that I wanted to be a cop. While in high school, I attended what was formally known as the New Visions Legal Program at BOCES which was renamed as the Criminal Justice Program. After high school I attended Onondaga Community College and began working toward an associate’s degree in Criminal Justice. After my first semester, I took a break from college to enter the Air Force National Guard in the Security Forces unit. Unfortunately, after a short year and a half, I received a medical discharge. After I came home, I began working at Cayuga Centers here in Auburn NY until I finished my career there after almost 4 years after receiving a job working for NYS in a Juvenile Detention Facility. While working for NYS, I served on the Rapid Response Team for most of the two years that I was there, which is where I believe that I received a majority of the experience that was needed to feel comfortable stepping into the position as a Police Officer. I look forward to a long career with Auburn and wish to eventually join the Emergency Response Team at some point in my career. ”



## Stephen Bennett, Patrol Officer

“ I’ve had the privilege of living in Auburn my entire life. I graduated from Auburn High School in 2016 and during my time there I played baseball and basketball. While playing baseball, I was a member of the 2014 Section III Championship team. After graduating, I continued my academics at Canisius College where I majored in Criminal Justice and minored in Sociology and Forensic Psychology. I was also a member of the Canisius College baseball team that won the 2018 MAAC Championship and participated in the NCAA regionals in Minneapolis, Minnesota. Being a part of the Auburn Police Department means that I can give back to the community that has given me many opportunities throughout my life. Throughout my career my goals are to protect and serve the City of Auburn, to be an active member in the department’s community policing initiatives and to try and make a positive impact on someone’s life each and every shift. ”

## Nikoli Biljanoski, Patrol Officer



“ I graduated from Keuka College in 2020 with a Bachelor's Degree in Political Science and History. While attending college, I played for the lacrosse team as a goalie, earning a captain position my junior and senior year, participated on the school esports team, also earning a captain position, participated in Political Science Club, and was the President of Investments Club. I started my journey of becoming a Police Officer shortly after graduating from Keuka, and began the Police Academy on June 29th. I have always had a calling to help others in need and felt this would be the most effective way to do so. Being able to assist in making a positive change in people's lives is what makes this profession so important and worthwhile.”

## Jeffrey Gardner, Patrol Officer



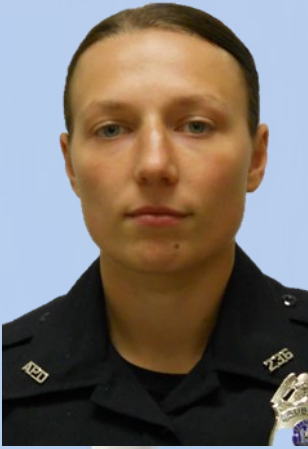
“ I grew up in Auburn, NY and graduated from Auburn High School in 2014. From there, I attended Erie Community College where I received my associates in Criminal Justice. Throughout my high school career and degree at ECC I played hockey. Before entering the Police Academy for Auburn, I was in the process of obtaining my bachelor's in Criminology at SUNY Cortland, which I intend to finish after the academy. I started my journey with the Auburn Police Department in June when I started the academy. Throughout my career, my goal is to get close with the Auburn community and also be present in the youth community.”

## Patrick LaGrow, Patrol Officer



“ I grew up in Massena, NY and graduated from Cazenovia College in May of 2020 with a Bachelor of Science Degree in Criminal Justice and Homeland Securities. While at Cazenovia, I was a four year member of the lacrosse team, gaining many lifelong connections and experiences. Shortly after earning my degree, I began my quest to work for Auburn and have been attending the police academy in Utica, New York since June. I have always known my goal was to work in law enforcement and be able to assist those in the community. I hope to help maintain a safe environment for all, while creating more connections with those around the city of Auburn. I look forward to working with APD members along with community members in order to accomplish this.”

## Michaela Tanner, Patrol Officer



“ I graduated from Union Springs High School in 2017. I continued my education at Cayuga Community College where I got my associates degree in Liberal Arts and Social Sciences in 2019. While at CCC, I had the privilege of playing basketball and soccer. After CCC, I continued my education at Wells College in Aurora. At Wells, I studied Childhood Education grades 1-6. During my second year I started the process with Auburn Police Department. I have always wanted to become a police officer. My uncle played a major role in my choice to pursue this career path. He is one of my biggest role models and watching him do this job got me interested. I want to make a difference in the community and be an upstanding role model that others can look to for guidance because everyone needs someone like that. I look forward to protecting and serving the people of the Auburn community and all of the opportunities to come.”

## Megan Palermo, Patrol Officer



“ I am a lateral transfer from the Oswego County Sheriff's Dept. with over three years' experience in law enforcement. I am now an officer with the Auburn Police Department. I grew up in Rochester, NY and graduated from SUNY Canton in May of 2013 with a Bachelor's Degree in Criminal Justice/Investigations and Homeland Security. I started my career as a Corrections Officer at the Oswego County Jail back in April of 2017. I got hired as a road Deputy in September of 2018 with Oswego County Sheriffs Department. I have enjoyed working in law enforcement over the years because I like to assist those in need in my community and help make a difference. I look forward continuing my career here with the Auburn Police Department.”

## Connor Gray, Patrol Officer



“ I recently graduated from the Broome County Sheriff's Academy in October. I grew up in Skaneateles, NY and graduated from Skaneateles High School in 2014. In high school, I participated in football, lacrosse, and wrestling. My team made it to the sectional championship for football and wrestling. After high school, I enlisted in the Marines. While in the Marines, I was injured. After the Marines, I attended Cayuga Community College where I received my Associates in Humanities and Social Sciences in 2017. While attending CCC, I worked full time for multiple companies becoming a foreman at a construction company and getting my CDL license. I knew my goal was to always protect and serve my community. I have always had the desire to protect others, whether it be protecting my country or my community. I am honored to be a part of APD.”

## Luke Parker, Patrol Officer



“I was born and raised in Auburn, graduating from Auburn High School in 2017. I continued my academics at SUNY Cortland where I began a Bachelor’s degree in Physical Education and then changed my major to Criminology. I am continuing to work on my Criminology major through online classes. I spend my free time coaching varsity football at Cortland High School, fishing, playing sports, and spending time with family and friends. I was hired by the Auburn Police Department on January 17<sup>th</sup>, 2020 and attended the Syracuse Regional Police Academy, graduating in July 2020. Being an Officer with the Auburn Police Department has always been a goal of mine. I wanted to become an Auburn Police

Officer to give back the community that has given me so much and made me who I am today. Throughout my career my goals are to protect and serve the citizens of Auburn, become a member of the Emergency Response Team, become a School Resource Officer, and make a positive impact on the community of Auburn.”

## Alexa Smalley, Patrol Officer



“I am 21 years of age and the question I get a lot is why would I still want to become a cop in this day and age and why so young. I’ll be honest and it might sound cliché, but I wanted to help people and be that difference. In high school I was a cheerleader and went to competitions or had games every weekend. I finished high school in 2017 and immediately went to college at Cayuga Community College for Criminal Justice. I then graduated in 2019 and headed over to Oswego for a Bachelors in Public Justice. While I was in college, COVID became extremely bad and classes were all online. I was hired in March and classes started in January so I had the decision of either

dropping out or finishing 2 months of college while I was in the academy. I decided to go forth and finish full time college while being full time in the academy. In my free time, I love to hangout with friends and especially my dog. I have a 7 month old Bernese Mountain dog who is full of life. If I’m not at work, I’m usually shopping or crafting. I have a Cricut machine in which I love to make shirts and come up with new ideas. My future temporary goal within the department is to graduate off of FTO but my long term goal would be to advance and become the best officer I can on and off the field. I enjoy serving the community and what better way to do that then become a police officer.”



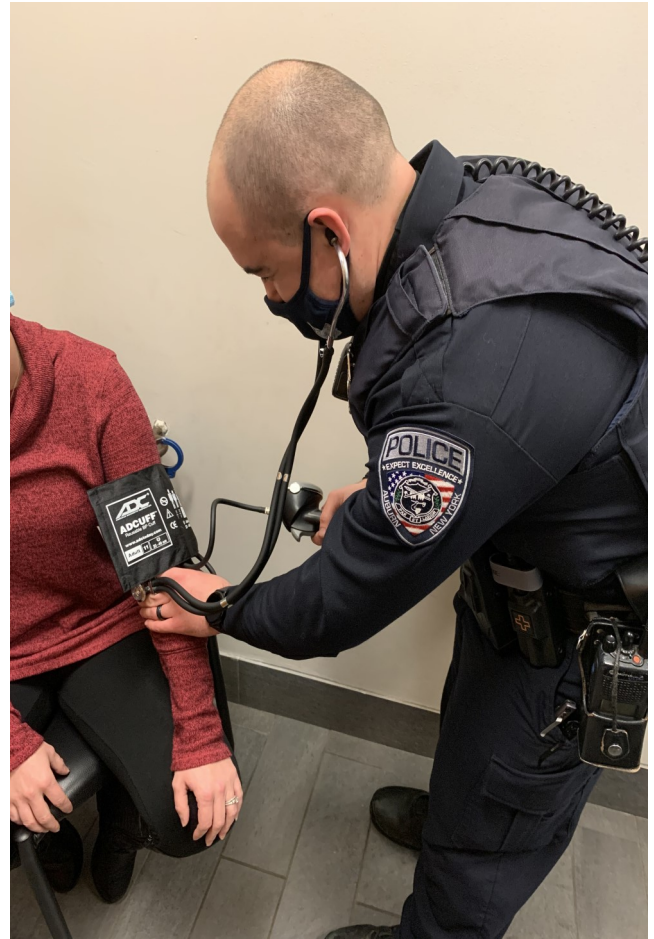
# Drug Recognition Expert

A Drug Recognition Expert, or DRE, is trained in evaluating impaired operators, who have ingested a drug(s) or drugs and alcohol combined while operating a motor vehicle. DRE training consists of a two week class room session, plus a week of hands on training, along with conducting a minimum of twelve evaluations in front of a DRE certified instructor, approved by the National Highway Traffic Safety Administration (NHTSA) and the International Association of Chiefs of Police (IACP). Through the three week training, a DRE learns how pupil size, blood pressure, pulse rate and muscle tone are signs of certain drug categories.

A DRE evaluation is different from that of a DWI arrest. A DRE is contacted after a driver has been found to be impaired after performing the Standardized Field Sobriety Tests, and providing a breath sample resulting in .000% BAC - .120% BAC. The arresting officer then contacts the DRE to notify him or her of the arrest, showing that the impairment is not equivalent to the BAC or Breath Alcohol Concentrate. When a DRE begins his or her twelve step evaluation, the DRE has the subject perform a more extensive Standardized Field Sobriety test along with taking blood pressures, pulses and checking pupil sizes.

When a DRE completes his or her evaluation, they can determine that the subject is either impaired under one or more of the seven drug categories, the subject is not impaired, or the subject is having a medical issue. If a DRE determines that the subject is under the influence of one or more drug categories, then a request for a toxicological sample is made.

Due to the up-rise in drivers impaired by drugs, either prescribed medications and/or recreational drugs, the DRE program is essential for the Auburn Police Department and the Cayuga County area. The DRE program allows the Auburn Police Department to enforce DWI -Drugs and when applicable, assist other agencies around the area.



DRE certified operator, Officer Paul Flickner



# Unmanned Aerial System

This past year, Deputy Chief Anthony and Lt. Androsko completed the Part 107 through the Federal Aviation Administration (FAA) at an off-site test site in Canandaigua, NY. This test is needed in order to be part of the Unmanned Aerial System (drone) unit and fly the drone according to the FAA. Our department has developed a policy and procedure for the unit. We are hoping in the coming months to send at least 4-6 officers from various shifts and experience to attend the preparation course for the Part 107, which is held at Oriskany, NY, and then take the actual test. All members of the unit will need to attend the training put on by Aeryon when the actual unit arrives at APD HQ, which we hope will be in the first quarter of 2021. We then can start to implement it with our various duties here at the Auburn Police Department.

The drone (Skyranger) we are purchasing is through Aeryon, which is owned by FLIR. It has a high powered optical zoom camera along with nighttime infrared capability. It is capable of sustaining wind of 40 MPH and gusts of 55 MPH. The drones battery life is about 50 minutes depending on weather. The drone can operate in temperatures as low as -22 degrees and up to 122 degrees. An experienced operator can have the drone up and running in about 90 seconds.

The drone unit will only be used to assist and support law enforcement and public safety missions. Those missions may include, but are not limited to:

- Situational awareness
- Search and rescue
- Tactical deployment
- Incident scene documentation (crime, traffic, disaster)
- Assist missing person investigations, AMBER alerts
- Tracking fleeing suspects

## **The Unmanned Aerial System will not be used for:**

- Conducting random surveillance
- Targeting a person based solely on actual or perceived protected characteristics
- Harassing, intimidating, or discriminating against any individual or group
- Conducting personal business of any type





# Community Collaborative



New York State Governor Andrew Cuomo issued Executive Order #203 on June 12, 2020, requiring each municipality in New York State, including Cayuga County, to prepare and adopt a Police Reform Plan by April 1, 2021. To build these plans on a foundation of inclusiveness and community participation, the Governor put forth the New York State Police Reform & Reinvention Collaborative to provide a framework for collective community effort when preparing the plan. The City of Auburn, in partnership with the County of Cayuga, developed individual Police Reform Plans that were created through a community-focused public participation process. There has been a long and successful history of collaboration and mutual support between the County Sheriff and the Auburn Police departments and the community we serve which served as the foundational building blocks for this initiative.

Continuing with the strategies and objectives that have been employed by the Cayuga County Sheriff's Office and the City of Auburn Police Department, this collaborative community effort sought to perform a comprehensive review of current law enforcement deployments, strategies, policies, procedures, and practices in order to develop a plan that strives to improve upon them into the future. By utilizing the synergistic "Connecting Bridges" approach, our law enforcement agencies and the people they serve sought to partner in building mutual trust and respect through understanding of one another while emphasizing the delivery of public safety in a professional, courteous, empathetic, and sensitive way. This will be accomplished if we collectively demand that human dignity for all is the intrinsic goal for the sustained success of these efforts.





# Social Justice



Chief Butler

On August 10th, in Auburn Memorial City Hall Council's chambers, the Auburn Police Department executive team provided a formal presentation to the leadership of Auburn's social justice organizations. Led by Chief Shawn Butler, this gathering sought to enhance understanding as to APD's policies, protocols, operational procedures, and other issues that the leadership of social justice organizations need to know, especially as these organizations move forward with initiatives to create a more inclusive, respectful community in partnership with law enforcement.

Chief Butler gave an overview of the function of our department, as well as our mission, values and goals. He also mentioned our continued effort to achieve

NYS Law Enforcement Accreditation, which provides checks and balances in regards to our policies, procedures, and training. The goal is to improve the overall performance and effectiveness of the department and to ensure trust in the community which we serve.



Deputy Chief Anthony

Sergeant Smith and Officer Villano spoke about our use of force (UOF) policies, including our officer-involved shooting policy. They defined terms related to UOF, factors that determine officer's reasonableness of force, pain compliance techniques, responsibilities of officers after the incident, as well as an officer's duty to intercede when another officer is using unreasonable force given the circumstances.

Deputy Chief Anthony discussed our citizen complaint process, explaining the difference between different types of complaints, along with related departmental policies.

Other members of the department spoke of the purpose and scope of their respective units/bureaus, to include the detective bureau, training office, emergency response team, and the role of the union.





# Police Chaplain



Chaplains assist the department, its members, and the community as needed. Assignments of chaplains will usually be to augment the patrol bureau, but chaplains may be assigned to other areas within the department as well.

The Auburn Police Department's Chaplain, Joshua Czyz, has been in full-time ministry since 1997 and has served as a chaplain and Critical Incident Stress Management (CISM) team member since 2008. He also serves as the Employee Assistance Program Coordinator at the Cayuga Correctional Facility in Moravia where he also serves as Chaplain.

Joshua has a Bachelor of Science in Bible with a Major in Pastoral Ministries from University of Valley Forge. He earned his Master of Arts in Theological Studies (Mdiv. Eq.) from Northeastern Seminary. He is currently working toward earning his Doctor of Ministry Degree with a focus in Peer Support.

The responsibilities of a chaplain related to department members include, but are not limited to:

- ⇒ Assisting in making notification to families of members who have been seriously injured or killed and, after notification, responding to the hospital or home of the member
- ⇒ Visiting sick or injured members in the hospital or at home
- ⇒ Attending and participating, when requested, in funerals of active or retired members
- ⇒ Serving as a resource for members who are dealing with the public during significant incidents (e.g., accidental deaths, suicides, suicidal subjects, serious accidents, drug and alcohol abuse)
- ⇒ Providing counseling and support for members and their families
- ⇒ Being alert to the needs of members and their families





# Victim Specialist

As part of a collaborative grant between the Auburn Police Department and Cayuga Counseling Services through the United States Department of Justice, Office of Justice Programs, and Office of Victims of Crime, we were fortunate to house a Victim Specialist, Crystal Braham, right at our department.

Her position was created in order to develop and implement a trauma informed care and best practice model to respond to crime victims by co-locating a victim specialist within the department. A victim's perceptions of the system can be influenced by the manner in which they are treated at the first response and during the follow-up investigation. How law enforcement agencies treat victims is a direct reflection of an agencies' philosophy of policing and our core values.

Crystal has worked in the field of victim services for over 9 years and was critical in developing Cayuga County's first Domestic Violence High Risk Team for victims of domestic violence and has established positive relationships with Auburn Police Department as well as other community agencies.



Crystal Braham  
Victim Specialist

(P): 315-283-0600

[crystalb@cayugacounseling.org](mailto:crystalb@cayugacounseling.org)

46 North St.  
Auburn NY 13021



## Auburn Police Department Victim Specialist Program

A partnership with  
Cayuga Counseling Services, Inc.

### Services Available

#### ADVOCACY:

Advocacy and support is available for victims throughout the criminal justice process.

#### CRIME VICTIMS COMPENSATION:

Crime victims are entitled to compensation through the Office of Victim Services. This may include lost wages, damaged property, medical costs, and counseling. The Victim Specialist will assist you in filing out and submitting the claim forms.

#### INFORMATION and REFERRALS:

The Victim Specialist can provide victims of crime with information about community programs and make referrals when needed.

#### EMOTIONAL SUPPORT AND SAFETY SERVICES

The Victim Specialist is able to provide on scene crisis response, safety planning and other crisis intervention services as well as provide referrals for free and confidential therapy services.

#### CRIMINAL JUSTICE SUPPORT & ADVOCACY

The Victim Specialist can provide accompaniment to court, advocate on behalf of clients with police, district attorney, family/criminal courts, parole probation, campus security, VINE systems and CPS.



# In our Community



(above) Auburn police officers had the pleasure of meeting local published author, Lillian Battick.

(below) Sergeant Gilfus collects donations at Dunkin Donuts for the Special Olympics.



(below) Officer Gray, poses with October, who stopped by to meet a police officer.



(above) Officer Merkley helps a motorist in need change a tire.



(above) Officer Guzalak takes a lemonade break and shows her support for one of Auburn's small businesses.

(below) Offr. Guzalak and Sgt. Gilfus wish Mary a happy 100th birthday!



(above) Chief Butler and Sgt. Gilfus help distribute quilts during the "Cops with Quilts" event.

(below) Claire and Mini-horse, Meatball, take a tour of the department.





# 2020 Performance Measures

The Auburn Police Department believes planning for the future and goal setting is essential to the success of our department. We need to constantly reevaluate what is important and take steps to achieve the overall goal. Equally important is reflecting on prior goals to determine the progress made and if/why a goal came up short. This practice can also be used to reassess the importance of the goal and make any needed changes to fulfill the objective(s) in achieving it. The following is an assessment of our 2020 departmental goals:

## **RECRUITMENT / MORE PERSONNEL**

In an effort to attract, hire and retain personnel, our department is seeking to formalize/ streamline our recruiting process to increase efficiency and consistency, as well as establish a system of checks and balances in regards to background checks. This has included delegating different departments to complete different sections of a background check, revamping our background checklist, and establishing guidelines/ requirements/ refresher training for Field Training Officers.

**RESULT:** Our agency redesigned portions of our background packet for more efficiency, along with putting the packet on our website for candidates to fill out. We held seminars, in partnership with our civil service department, to assist potential candidates with the hiring and application process. As a result of our efforts, 100% of applicants who took the civil service police exam, passed. In addition, with the effort to attract more minorities to take the civil service exam, we were able to obtain that goal by having more minorities than ever before, apply for the police officer civil service exam.

## **MASTER INSTRUCTOR**

Seeking more enhanced, cost-effective training, we are planning to develop in-house master instruction. This will involve assigning and training an appropriate candidate for master instructor. We will contact surrounding agencies to combine training services for efficiencies.

**RESULT:** We identified a new master instructor for our agency. Sergeant Jamie Smith has successfully completed his instructor evaluation workshop and (3) sections of the master instructor class, a requirement in obtaining his certificate. His final sections should be completed in 2021.

## **EVIDENCE TECHNICIAN TRAINING**

Due to limited Evidence Technicians (ET), and their availability in time of need, we are seeking to double the amount of Evidence Technicians, to include having at least one per shift, so there is always one available if needed. Moving forward, we are looking into requiring/ recommending all new officers to obtain ET certification, and requiring quarterly training.

**RESULT:** Six officers attended a one week photography school, a prerequisite to obtaining certification as an Evidence Technician. Five of the six will also attend a two week Evidence Technician school to obtain their NYS certificate, before additional in-house training with our Identification Officer. At the end of the training, our department will have 17 total Evidence Technicians. Four of the five who will be certified are new officers with our agency.



# 2020 Performance Measures

## SCHEDULING SOFTWARE

We are implementing a new work scheduling/time-off software, Planit Police. This will involve creating how-to manuals/videos for users and supervisors, and rolling out/ beginning to use software, which will eliminate paper schedules and paper accrual requests.

**RESULT:** Our Planit software is up and running, and is being utilized for all overtime polling, notifications to officers of any emergencies, and the posting of our employee schedule. While some personnel are currently submitting their overtime through Planit, we are striving to become completely digital and paperless for all employees in regards to accruals and notifications.

## ADDITIONAL BUILDING SECURITY

We are seeking to develop better security measures beyond the sergeant's desk so individuals are not able to roam freely throughout the building. Our design and floor plan will need to be reviewed, and security measures will be established for all areas of potential public access, especially more vulnerable areas (unattended areas, unlocked rooms, civilian-only personnel offices).

**RESULT:** New security measures have been implemented to limit the public's access to our building. The public is no longer allowed beyond the public entranceway, unless escorted by APD personnel. To follow CDC guidelines during the COVID-19 pandemic, we vetted all individuals who came in the building by asking a series of questions and taking everyone's temperature. In addition to the security measures, a video and audio call box has been placed in the lobby for the public that directly calls our records office. This will assist in the prompt and efficient response for accident reports and other related records requests.

## COMMUNITY ENGAGEMENT

One of the most critical components of effective law enforcement is the establishment and maintenance of public trust. Though vital to public safety, its existence is often taken for granted. But as recent events have demonstrated, continually examining our relationships with our community is essential to maintaining law and order as well as building and maintaining transparency and trust with those we serve. That is why the Auburn Police Department is dedicated to continuing our partnership with community stakeholder groups in order to engage our citizens, build bridges, and strengthen relationships, all while reducing crime and maintaining a safe and attractive city for our residents to live and prosper within.

**RESULT:** The Auburn Police Department participated in numerous community engagement events. Although COVID-19 reduced the number of events we were able to participate in, such as our National Night Out Event, our department was highly visible throughout the year, participating in things like our Majorpalooza Thanksgiving meal giveaway, community engagement surveys, as well as joining our citizens of Auburn in peaceful protests surrounding the death of George Floyd, and taking part in the Demonstration of Solidarity for Racial Justice event and Governor Cuomo's Executive Order 203 on Police Reform and Reinvention.



# 2021 Goals and Objectives



## **Goal: Renovation of third floor to new evidence / property storage and laboratory space, adhering to NYS accreditation standards**

Objective: To give the identification bureau adequate room to grow, we are looking to utilize space on the third floor to move the identification office. This will allow room for updated equipment, making the identification process more efficient. Items will be moved from their current location on the third floor to a secure location in the attic of the Fire Department.

## **Goal: Phase 1 of developing records retention schedule, according to LGS-1 requirements**

Objective: The department is looking to bring in a specialist from the NYS Archive Office to determine/analyze a retention schedule we would adhere to in the future. This specialist would determine what current records need to be maintained moving forward and which records could be expunged. The final step of this process would include a policy on records retention and those that can be expunged moving forward.

## **Goal: Develop plan to get drone program in service**

Objective: A department policy was issued regarding the use of an unmanned aerial system (drone program). The department currently has 2 certified pilots who successfully passed a demanding pilots exam to be able to fly drones in New York State. We are working with the Collaborative Reform Initiative for Technical Assistance Center (CRI-TAC) to get an additional 4 officers to be New York State certified drone pilots. With the assistance of CRI-TAC, officers would get additional flight time in various weather conditions. The drones would assist the department in many ways including but not limited to: assisting with locating missing person, AMBER Alerts, search and rescue incidents, scene documentation (crime, traffic crash, and disasters) as well as many other department investigations.

## **Goal: Invest in Cellebrite software program and training**

Objective: In collaboration with Cayuga Counseling Services, our department is seeking a grant to obtain equipment, related software, and training for personnel for the benefit of victim assistance. The Cellebrite program will help assist victims more efficiently and rapidly by collecting digital evidence in a quick and user-friendly fashion.



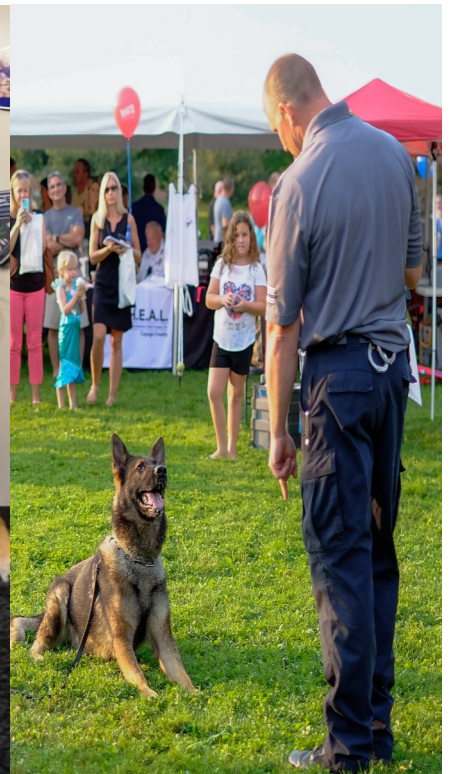
# K9 Pikachu



On April 27th, 2020, our beloved K9 Pikachu succumbed to a hard fought battle against cancer. He worked his last shift on the same night with his devoted partner, Officer Kalet.

The Auburn Police Department was fortunate enough to be granted Pikachu, or “Chuey” as he became known, through the Sean M. Walsh K9 Memorial Foundation in March of 2016. Chuey came to us as a two year old sable colored German Shepherd and he and Officer Kalet quickly became an inseparable pair. Chuey was granted New York State certification in both patrol and narcotics detection and faithfully served our community, but also fiercely protected his partner and other officers for the past four years.

We appreciate all of Chuey’s dedicated service, and may he comfortably rest in peace.





# In Remembrance of

The Auburn Police Department mourned the death of one of our retired members, Charles Elser, who passed away on January 26th, 2020. Charlie began his career with the Auburn Police Department in 1972 and went on to dedicate 23 years as a police officer, before retiring 1995. In 2007 and until 2014, Charlie worked as a special deputy officer at the Cayuga County Office Building. Charlie will be remembered for always putting others first and his heart of gold. As his brother Robert Elser stated, "To know Charlie, you would always know that throughout life, he did it "his way!" We thank you for your service and may you rest in peace.



Charles "Charlie" Elser

08/29/1951 - 01/26/2020

# 2020 REPORT



**City of Auburn - Police Department**

46 North Street, Auburn, NY 13021

<https://www.auburnny.gov/police-department>

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