

Broome County
Police Review Taskforce

Location: Zoom Video Conference Meeting

Date: December 8, 2020

Time: 1:00 p.m.

MINUTES

Meeting Called to Order 1:02 p.m.

Members Present: Kevin McManus, Colleen Wagner, Amber Jennings, Sammy Davis, Mike Korchack, Michael Baker, Nancy Williams, Sandra Felton, Kathleen Newcomb, Mario Williams, Scott Baker

Members Absent: N/A

Others: Tom Behan, Broome County Personnel

Overview of Meeting by Deputy County Executive Kevin McManus

Agenda:

1. Introduction to the Broome County Sheriff's Office
2. Recruitment
3. Supporting Personnel
4. Diverse Workforce Recruitment
5. Civil Service Testing
6. Selection
7. Potential Barriers

Introduction to Broome County Sheriff's Office: Captain Newcomb & Sergeant Davis

Captain Newcomb: Overview of Broome County Sheriff's Office

- Three divisions
 - Corrections
 - Civil Division
 - Law enforcement

- All three accredited
- Each has a division head who reports to the administration (sheriff/undersheriff)

This panel is only focused on law enforcement division. The Executive Order from the Governor specifically targets law enforcement.

Sergeant Davis: Procedure for Recruitment and Hiring Practices

Civil Service Exam

- Platform on which job applicants can demonstrate the skills required to be eligible for the civil service position.
- For law enforcement the applicants are tested on problem solving, math, memory, reading comprehension and grammar
- Guidelines are set by the state, not counties townships or villages.
- www.Gobroomecounty.com

Recruitment Process:

- BCSO does not have an “official” recruitment officer
- Count on every officer to recruit
- Important to get the word out there and educate people
- Law Enforcement Preparation Course Created at SUNY Broome
 - Great opportunity to educate and give students information
 - College students - Diverse Recruitment
- Internship Program
- Career Day - SUNY Broome
- Sergeant Davis accessible via phone to take calls and walk people through the process

Resources on Broome County Website (It is important to put the information out there so that people can succeed)

- www.gobroomecounty.com/personnel/cs - Resource to find information for civil service exams, academic test, physical fitness test
- Civil Service Exams - Study Guides:
https://www.cs.ny.gov/testing/test_guides/LawEnforcementOfficer_EntryLevel_TestGuide.pdf
- www.gobroomecounty.com/sheriff
- Information about academy and training: www.gobroomecounty.com/sheriff/training

Question & Answer:

1. **Mario Williams:** Do guidelines to filling a quote in the community still exist?
Captain Newcomb: In the early 90s there was a NYSP recruitment effort to hire minorities (females, people of color).

Sergeant Davis: Will follow up to get detailed answer.

2. **Kevin McManus:** How many positions were open this year/how many people took the test?

Sergeant Davis: A civil service list can last for up to four years. Candidates can cross-file with multiple agencies. The test was given last year in October. 144 people are left on the current list. The physical agilities test needs to be re-upped. In the most recent test 15 people passed.

3. **Mario Williams:** Questions regarding cultural diversity training & law enforcement working with clergy and mental health professionals.

Kevin McManus: This will be a focus of our next meeting and open to further discussion then.

Captain Newcomb & Sergeant Davis:

Potential Barriers

- People are nervous about getting into the field in the current climate
- Residency Requirements
- A problem in the past - people can score well on academics but also have to pass the physical fitness test

Captain Newcomb: Promotion/Advancement & Supporting Personnel

Promotion/Advancement

- Civil Service function - promotional exam
 - Similar to recruitment for new hires
- Placed on civil service list - people are promoted from the list
- Background investigation in hiring process and promotional process
- Review panel/interview process

Supporting Personnel

- BCSO rewards good performance
- Employees evaluated once a year
- There is work performance evaluation for all new employees before they are off probation and in a position full time
- Feedback from community:
 - Commendations are awarded to officers for positive feedback
- Awards program
- Pioneers of Broome County - provide most up to date equipment as possible
 - BCSO first to step up and try something new
- Mental Health
 - speak with employees
 - Offer EAP
 - Psychologist that they can set up appointments with

Question & Answer:

1. **Mario Williams:** Regarding what precludes employment:
Sergeant Davis: A felony is the only thing that will preclude you from getting a job.

2. **Amber Jennings:** Would a credit check preclude someone from getting hired?
Tom Behan: Credit check is not a bar to employment.

3. **Amber Jennings:** What is the cost of the Civil Service Exams?
Sergeant Davis: \$20 – Applicants can request a waiver through the county.

Comment:

Mike Korchak: I commend the Captain & Sergeant for their insight and the law enforcement academy that was put on this year despite the challenges of COVID-19. I want to add there are ongoing in-service trainings that happen every year with the District Attorney and Public Defenders Office. It is important for the public to be aware of the good things our police are doing and additional trainings like this can be incorporated.

Deputy County Executive McManus: Looking Ahead to Next Week

- Policies and Training Introduction & Discussion

MEETING ADJOURNED 2:20 p.m.