

140th Law Enforcement Agency Accreditation Council Meeting

September 12, 2024



**Law Enforcement Agency
Accreditation Council**

New York State Division of Criminal Justice Services
80 South Swan Street, Albany, New York 12110

www.criminaljustice.ny.gov



Law Enforcement Agency Accreditation Council

Meeting 140
September 12, 2024
10:00 am

Division of Criminal Justice Services
Alfred E. Smith State Office Building
80 South Swan Street, Albany, NY 12210
Room 118, Crime Stat Room

AGENDA

- | | |
|---|---------------------------------------|
| 1. Call to Order, Pledge of Allegiance | <i>Chief Gregory Austin, Chairman</i> |
| 2. Roll Call | <i>Accreditation Unit Staff</i> |
| 3. Introductions | <i>Chief Gregory Austin, Chairman</i> |
| 4. Introductory Remarks | <i>Commissioner Rossana Rosado</i> |
| 5. Acknowledgement of Council Member | <i>Chief Gregory Austin, Chairman</i> |

ACTION ITEMS

- | | |
|--|---------------------------------------|
| 6. Approval of June Meeting Minutes | <i>Chief Gregory Austin, Chairman</i> |
| 7. Approval of Applications for Accreditation | <i>Chief Gregory Austin, Chairman</i> |
| 1. Fulton County Sheriff's Office | |
| 2. Niagara Frontier Transportation Authority Police | |
| 3. Tompkins County Sheriff's Office | |

8. Approval of Applications for Reaccreditation

Chief Gregory Austin, Chairman

1. Bedford Town Police Department
2. Guilderland Town Police Department
3. Madison County Sheriff's Office
4. Ossining Village Police Department
5. Oswego County Sheriff's Office
6. Peekskill City Police Department
7. Seneca Falls Town Police Department

9. Presentation of Certificates

*Commissioner Rossana Rosado
Chief Gregory Austin, Chairman*

1. Fulton County Sheriff's Office
2. Niagara Frontier Transportation Authority Police
3. Tompkins County Sheriff's Office
4. Bedford Town Police Department
5. Guilderland Town Police Department
6. Madison County Sheriff's Office
7. Ossining Village Police Department
8. Oswego County Sheriff's Office
9. Peekskill City Police Department
10. Seneca Falls Town Police Department

10. Approval of Annual Compliance Surveys

Chief Gregory Austin, Chairman

1. Accept 3rd Quarter, 2024, Annual Compliance Surveys identified in Appendix A

11. Mandatory Certification pursuant to EXC 846-h (1)(d)

Chief Gregory Austin, Chairman

1. Recertification of 3rd Quarter, 2024, covered agencies identified in Appendix B

12. Approval of Assessor Applications

Chief Gregory Austin, Chairman

1. Chance Fieldson – North Syracuse Village Police Department
2. Samuel States – Webster Town Police Department

INFORMATIONAL ITEMS

13. Program Updates

Accreditation Unit Staff

1. Mandatory Certification Program
2. Program Manager and Assessor Training
3. Proposed 2025 Council meeting dates:
 - Thursday, March 6, 2025
 - Thursday, June 5, 2025
 - Thursday, September 11, 2025
 - Thursday, December 4, 2025

NEW BUSINESS

Chief Gregory Austin, Chairman

MOTION TO ADJOURN

Chief Gregory Austin, Chairman

The next regularly scheduled meeting of the Law Enforcement Accreditation Council is on December 5th, 2024, at 10:00 am.



Minutes of the 139th Meeting held on June 6, 2024

1. Call to Order, Pledge of Allegiance

Commissioner Rosado called the 139th meeting of the council to order at 10:17 a.m. on June 6th, 2024. After the Pledge of Allegiance, Commissioner Rosado asked for a moment of silence to honor the members of law enforcement and the armed services who have died in the line of duty.

2. Roll Call

COUNCIL MEMBERS PRESENT:

- Chief Gregory Austin** – Rye Brook Village Police Department
- Martin Floss, Ph.D.** - Hilbert College - Criminal Justice Faculty Team Advisor
- Chief Deputy Leighton Filiatrault** - St. Lawrence County Sheriff's Office
- Chief Martin Flatley** - Southold Town Police Department
- Detective (ret.) Michelle Randall-Williams** - New York City Police Department
- Sheriff Todd Baxter** - Monroe County Sheriff's Office
- Chief Olufunmilola Obe** - New York City Police Department
- Director William Rivera**- Opportunities for Otsego, Inc.
- Deputy Superintendent Colonel Daniel Cooney** – New York State Police

COUNCIL MEMBERS ABSENT:

- Sheriff Michael Filicetti** - Niagara County Sheriff's Office
- Chief Eric Hawkins**- Albany City Police Department
- Rev. Dr. Marlowe Washington** - Agape Fellowship United Methodist Church
- Sheriff Robert Maciol** - Oneida County Sheriff's Office

3. Introductions

DIVISION OF CRIMINAL JUSTICE SERVICES STAFF

- Rossana Rosado – Commissioner, DCJS
- Joseph Popcun – Executive Deputy Commissioner, DCJS
- Michael Bonse – Deputy Commissioner, DCJS
- Johanna Sullivan – Director, OPS
- Mr. Todd Murray – OPS
- Mr. Gabriele Marruso – OPS Accreditation Unit

Mrs. Ashley Sheroka, OPS Accreditation Unit
Mrs. Kea Cheever, OPS Accreditation Unit
Mrs. Carli Brand, OPS Accreditation Unit
Ms. Kristina Zanella – OPS Accreditation Unit
Ms. Sarah Pilatich – OPS Accreditation Unit
Ms. Natasha Harvin-Locklear, Esq., Office of Legal Services
Ms. Colleen Glavin, Esq., Office of Legal Services
Ms. Julina Guo, Esq., Office of Legal Services

REPRESENTATIVES FROM APPLICANT AGENCIES:

Amityville Village Police Department

Chief Bryan O. Burton Jr.
*Lieutenant Frank Caramanica Jr.
Amityville Village Trustee Owen Brooks

Buffalo City Police Department

Deputy Commissioner Dawn Kent
*Lieutenant Timothy Perrott

Cheektowaga Town Police Department

Chief Brian Coons
*Lieutenant Brian Wesoloski

Crawford Town Police Department

Charles Carnes Town Supervisor
Jason Muehr Town Council man
Dominick Blasko Chief of Police Accreditation manager
Michael Mataraza Sergeant
Christie Meany Sergeant
Officer Joseph Farago
Officer Kevin Colon
Officer Michael Hughes
Officer Victoria Geraghty

Greece Town Police Department

Agency not in Attendance

East Rochester Village Police Department

Chief Michael Brandenburg
*Sergeant Earl Lergner
Sergeant Noah Fast

Harrison Town Police Department

Chief John Vasta
Detective Mike Dragone
*Police Officer Ami Postiglione

Hudson City Police Department

Chief Mishanda Franklin

*Lieutenant David Miller

Quogue Village Police Department

Lieutenant Daniel Hartman

*Sergeant Daniel Bennett

Ramapo Town Police Department

Chief Martin Reilly

Sgt. Andres F. Sanchez - Accreditation Program Manager

Sgt. Sean Lee- Assistant Accreditation Program Manager

Shelter Island Police Department

Chief James Read Jr.

*Sergeant Anthony Rando

Woodbury Town Police Department

Chief Kevin Watson

Sgt. Kristen Potter – Accreditation Program Manager

*Denotes Agency Program Manager in Attendance

ACTION ITEMS

4. Approval of the March Meeting Minutes

Dr. Washington made a motion to approve the meeting minutes and Chief Flatley seconded the motion.

Motion carried - 9 ayes, 0 nay

5. Approval of Applications for Accreditation

Amityville Village Police Department

Chief Flatley made a motion to approve the reaccreditations and Dep. Superintendent Cooney seconded the motion.

Motion carried -9 ayes, 0 nay

Crawford Town Police Department

Sheriff Baxter made a motion to approve the reaccreditations and Chief Obe seconded the motion.

Motion carried - 9 ayes, 0 nay

6. Approval of Applications for Reaccreditation

Buffalo City Police Department

Dr. Washington made a motion to approve the reaccreditations and Dr. Floss seconded the motion.

Motion carried - 9 ayes, 0 nay

Cheektowaga Town Police Department

Dep. Superintendent Cooney made a motion to approve the reaccreditations and Chief Obe seconded the motion.

Motion carried - 9 ayes, 0 nay

East Rochester Village Police Department

Sheriff Baxter made a motion to approve the reaccreditations and Chief Flatley seconded the motion.

Motion carried - 9 ayes, 0 nay

Greece Town Police Department

Sheriff Baxter made a motion to approve the reaccreditations and Dr. Washington seconded the motion.

Motion carried - 9 ayes, 0 nay

Harrison Town Police Department

Chief Austin made a motion to approve the reaccreditations and Chief Flatley seconded the motion.

Motion carried - 9 ayes, 0 nay

Hudson City Police Department

Dep. Superintendent Cooney made a motion to approve the reaccreditations and Dr. Washington seconded the motion.

Motion carried - 9 ayes, 0 nay

Quogue Village Police Department

Chief Flatley made a motion to approve the reaccreditations and Dr. Floss seconded the motion.

Motion carried - 9 ayes, 0 nay

Ramapo Town Police Department

Sheriff Baxter made a motion to approve the reaccreditations and Chief Obe seconded the motion.

Motion carried - 9 ayes, 0 nay

Shelter Island Police Department

Chief Flatley made a motion to approve the reaccreditations and Chief Obe seconded the motion.

Motion carried - 9 ayes, 0 nay

Woodbury Town Police Department

Dr. Washington made a motion to approve the reaccreditations and Chief Obe seconded the motion.

Motion carried - 9 ayes, 0 nay

7. Presentation of Certificates

Amityville Village Police Department

Chief Bryan O. Burton Jr. accepted the Certificate of Accreditation, and the John Kimball O'Neil Certificate of Achievement was awarded to Lieutenant Frank Caramanica Jr. as the program manager.

Buffalo City Police Department

Deputy Commissioner Dawn Kent the accepted the Certificate of Accreditation, and the John Kimball O'Neil Certificate of Achievement was awarded to Lieutenant Timothy Perrott as the program manager.

Cheektowaga Town Police Department

Chief Brian Coons the accepted the Certificate of Accreditation, and the John Kimball O'Neil Certificate of Achievement was awarded to Lieutenant Brian Wesoloski as the program manager.

Crawford Town Police Department

Jason Muehr the accepted the Certificate of Accreditation, and the John Kimball O'Neil Certificate of Achievement.

East Rochester Village Police Department

Chief Michael Brandenburg accepted the Certificate of Accreditation, and the John Kimball O'Neil Certificate of Achievement was awarded to Sergeant Earl Lergner as the program manager.

Greece Town Police Department

The Greece Town Police Department was unable to attend. Certificates were mailed out directly after the meeting.

Harrison Town Police Department

Chief John Vasta accepted the Certificate of Accreditation, and the John Kimball O'Neil Certificate of Achievement was awarded to Police Officer Ami Postiglione as the program manager.

Hudson City Police Department

Chief Mishanda Franklin accepted the Certificate of Accreditation, and the John Kimball O'Neil Certificate of Achievement was awarded to Lieutenant David Miller as the program manager.

Quogue Village Police Department

Lieutenant Daniel Hartman accepted the Certificate of Accreditation, and the John Kimball O'Neil Certificate of Achievement was awarded to Sergeant Daniel Bennett as the program manager.

Ramapo Town Police Department

Chief Martin Reilly accepted the Certificate of Accreditation, and the John Kimball O'Neil Certificate of Achievement was awarded to Sergeant Andres F. Sanchez as the program manager.

Shelter Island Police Department

Chief James Read Jr. accepted the Certificate of Accreditation, and the John Kimball O'Neil Certificate of Achievement was awarded to Sergeant Anthony Rando as the program manager.

Woodbury Town Police Department

Chief Kevin Watson accepted the Certificate of Accreditation, and the John Kimball O'Neil Certificate of Achievement was awarded to Sergeant Kristen Potter as the program manager.

At 10:55 am, Chairman Austin announced that there would be a break in the meeting so visitors would have an opportunity to excuse themselves if necessary. The meeting reconvened at 11:09 am.

8. Approval of Annual Compliance Surveys

Amherst Town Police Department, Binghamton City Police Department, Cicero Town Police Department, Clarkstown Town Police Department, DeWitt Town Police Department, Dutchess County Sheriff's Office, East Hampton Town Police Department, Eastchester Town Police Department, Erie County Sheriff's Office, Geneseo Village Police Department, Haverstraw Town Police Department, Huntington Bay Village Police Department, Liverpool Village Police Department, Lockport City Police Department, Monroe Village Police Department, New Rochelle City Police Department, New Windsor Town Police Department, North Syracuse Village Police Department, Old Westbury Village Police Department, Ontario County Sheriff's Office, Rensselaer City Police Department, Riverhead Town Police Department, Rye Brook Village Police Department, Stony Point Town Police Department, Suffolk County Police Department, SUNY Albany University Police, SUNY Alfred University Police, SUNY Buffalo State University Police, SUNY Cobleskill University Police, SUNY Oneonta University Police, SUNY Potsdam University Police, Tioga County Sheriff's Office, Ulster Town Police Department.

Dep. Superintendent Cooney made a motion to accept the Annual Compliance Surveys received, and Sheriff Baxter seconded the motion.

Motion carried - 8 ayes, 0 nay, 1 abstention

9. Mandatory Certification of Agencies Pursuant to EXC 846-h (1)(d)

Amsterdam City Police Department, Amityville Village Police Department, Andover Village Police Department, Arcade Village Police Department, Attica Village Police Department, Briarcliff Manor Village Police Department, Buffalo City Police Department, Cheektowaga Town Police Department, Crawford Town Police Department, Cuba Town Police Department, Dunkirk City Police Department, East Rochester Village Police Department, Ellicott Town Police Department, Fishkill Town Police Department, Fishkill Village Police Department, Fulton City Police

Department, Harrison Town Police Department, Hempstead Village Police Department, Hudson City Police Department, Kensington Village Police Department, Nassau County Police Department, Nassau County Sheriff's Office, NYC Environmental Protection Police, Oyster Bay Cove Village Police Department, Quogue Village Police Department, Ramapo Town Police Department, Shelter Island Town Police Department, Sullivan County Sheriff's Office, Woodbury Town Police Department, Woodridge Village Police Department.

Chief Flatley made a motion to accept the recertifications received, and Chief Obe seconded the motion.

Motion carried - 9 ayes, 0 nay

10. Approval of Assessor Application

Steven D'Agata – Liberty Village Police Department
Robert Lucchesi – New Paltz Police Department
James Meyers – Cicero Town Police Department
Andres Sanchez – Ramapo Town Police Department

Sheriff Baxter made a motion to accept the applications, Dr. Floss seconded the motion.

Motion carried – 9 ayes, 0 nay

INFORMATIONAL ITEMS

11. Program Updates

a) Mandatory Certification

Gabriele Marruso gave updates on the Mandatory Certification Program and the continued effort to get more agencies recertified.

b) Program Manager and Assessor Training

Gabriele Marruso gave details on Program Manager and Assessor Trainings that were conducted in Utica.

c) Standards Discussion and Contemporary Issues in Law Enforcement

The council discussed current issues in policing like recruitment and retention, hiring, background investigations, etc. The council will continue to have these discussions in the future.

NEW BUSINESS

None.

MOTION TO ADJOURN

There being no new business, Sheriff Baxter made a motion to adjourn the meeting. Dr. Floss seconded the motion, which was passed unanimously. The meeting was adjourned at 12:02 pm.

The next meeting of the Law Enforcement Accreditation Council is held on September 12, 2024, at 10:00 am.

ASSESSOR APPLICATIONS

3rd QUARTER 2024





**Division of Criminal
Justice Services**

ATTACHMENT A

LAW ENFORCEMENT ACCREDITATION ASSESSOR APPLICATION

PLEASE COMPLETE ELECTRONICALLY FOR LEGIBILITY

Use an X to indicate which position(s) you are applying for.

Assessor Team Leader Compliance Auditor

Retired? YES NO

Name Chance R Fieldson [REDACTED]

Agency Name/Address (Active or Retired from)

North Syracuse Village Police Department

600 South Bay Road

North Syracuse

NY, 13212

County Onondaga

Phone # 315-458-5670

E-Mail Address: cfieldson@northsyracuseny.org

Home Address

[REDACTED]

Home Phone #

Cell Phone #

E-Mail Address: [REDACTED]

Employment History

Dates (M/YYYY)	Name of Agency	Highest Rank Attained	No. of Full Time Officers
7/2015 to Present	North Syracuse Village Police Department	Chief of Police	10
05/2007 to 08/2014	Oswego City Police Department	Police Sergeant	~50
2009 to 2013	Madison County Sheriff's Office (Part Time)	Deputy Sheriff	Unknown

Qualifications

Which of the following qualification(s) do you meet as outlined on pages 6 and 7 of the Request for Applications? (Although only one is needed to qualify, please mark an X in all that apply.)

1. **Minimum three (3) years' experience as a sworn law enforcement officer or five (5) years' experience as a civilian and has worked directly on the NYS Law Enforcement Accreditation Program for at least two (2) years.**
2. **Minimum of one (1) year experience as the agency program manager, inclusive of the time during which there was a successful assessment of the applicant's law enforcement agency.**
3. **Minimum of one (1) year experience as the chief law enforcement officer or has direct supervisory/managerial oversight of the accreditation program.**
4. **Currently active on the DCJS assessor list and previously approved by the council.**

Professional References

Currently employed applicants must list the chief law enforcement officer (or their designee). Retired applicants must provide a former supervisor. OPS program staff reserves the right to contact the people listed on this application.

Name	Agency	Phone
Steven J Lowell	Oneida City Police Department	[REDACTED]
Michael J Crowell	Town of Manlius Police Department (Ret)	[REDACTED]
Damian F Waters	Oswego City Police Department	[REDACTED]

Additional Information

Please summarize your experience **as it pertains to the accreditation program** (e.g. duties related to program management, administrative oversight, etc.) and how long you've been involved with the program. *(The box will expand as you type.)*
I have worked at two full time police agencies being the Oswego City Police Department where I served in the Patrol Division and Administrative Division and secondly at the North Syracuse Village Police Department where I currently serve as Chief of Police. Both agencies were, and are, NYS LEAP Accredited Agencies. I have observed the value of this program for several years and as Chief of Police I now directly oversee and am intimately involved with our program. I have been the Chief of Police since September 1, 2023 and meet regularly with our Program Manager to review standards and files with the manager as we co-fulfill accreditation requirements. In March of 2023, I attended the DCJS NYS Accreditation Program Training and attended two days in quest of becoming a NYS LEAP Assessor. When I was hired by Chief Michael Crowell, at North Syracuse PD, in 2015 I noted that while our agency was accredited he took the time to travel the state and assess other agencies to ensure the integrity of the program at other police agencies. He also did this to continue his professional development so that our agency was operating with industry best practices. As the Chief Law Enforcement Official of the North Syracuse Police Department, I am proud to say that our police agency is an accredited police agency and sincerely wish to assist in serving as a NYS LEAP Assessor.

List special accomplishments/other information to consider (e.g. FBI National Academy, awards and commendations, college teaching experience, interpersonal relations). *(The box will expand as you type.)*
Throughout my career I have strived for policing excellence whether it be while serving in the field or in an administrative role. I have been awarded Police Officer of the Year at both the Oswego City Police Department and at the North Syracuse Village Police Department. I am a DCJS General Topics Instructor, Principled Policing & Implicit Bias Certified Instructor, and recently completed the Instructor Evaluator Workshop. I recently instructed at a local DCJS Instructor Development Course and in 2022 completed the George Mason University led, and DCJS sponsored, Evidence Based Policing 10-week course. I relate very well with people and find that in all situations I find common ground easily with those I have the opportunity to come in contact with. I currently serve as a member of the Hannibal Central School District School Board and recently served on the policy committee providing feedback on policies prior to Board review and adoption. I believe my skills, experiences, and diligence will make me an asset to NYS LEAP assessment teams. I'm happy to serve!

Please indicate if there are any restrictions on your availability so we have it on file for scheduling purposes:

None

How would you prefer to be contacted for assignments? (Indicate preferred phone number and email address to be used.)


****TO BE COMPLETED ONLY IF YOU ARE APPLYING FOR TEAM LEADER OR COMPLIANCE AUDITOR****
Briefly describe any organizational, managerial, and writing experience you have which was not mentioned elsewhere in the application. **If you are a FIRST-TIME applicant for one of these positions, please attach a writing sample.**

****FOR CURRENT ASSESSORS ONLY****

Please list all the roles you have fulfilled with regard to assessments (assessor, team leader and/or compliance auditor).

Applicant Signature: 

Chief Law Enforcement Officer (or designee):

Signature:  Name and Rank: Chief Chance R. Fieldson

(For currently employed applicants, a designee should be used only if the chief law enforcement officer is not available to sign. Retired applicants should make every attempt to secure the signature of a previous supervisor.)

Date (MM/DD/YYYY): 08/27/2024

CHANCE R. FIELDSON M.A.

600 South Bay Rd | North Syracuse, NY 13212
(315) 458-5670 | Email: CFieldson@northsyracuse.ny.gov

Experienced and progressive chief law enforcement executive with more than sixteen years of police service spanning patrol and administrative operations at New York State Law Enforcement Accredited agencies. Significant experience in police leadership operations gained through city policing, county-wide policing, as well as suburban village policing. An educated law enforcement professional who routinely displays leadership, professionalism, inclusivity, integrity, empathy, and consistently invests in law enforcement leaders of tomorrow.

ACADEMIC ACHIEVEMENTS

Master of Arts in Theological Studies

Liberty University | Lynchburg, Virginia | 2015

Bachelor of Science in Accounting

State University of New York at Oswego | Oswego, NY | 2011

PROFESSIONAL EXPERIENCE

North Syracuse Village Police Department | North Syracuse, New York **2016 Police Officer of the Year | New York State Law Enforcement Accredited Agency**

Chief of Police

September 2023-Present

- Lead and manage a police force with a full complement of 10 full time police officers, 7 part time police officers, and 2 civilian employees. Oversee departmental operations, budget and personnel management, as well as strategic planning.
- Exercise direct managerial oversight of NYS Law Enforcement Accreditation Program.
- Foster strong community partnership and community integration to promote positive police community relations, police legitimacy, and to align agency destination with community expectations.
- Promote the absence of crime through place based investigations and evidence based policing strategy deployment.
- Implemented robust internal and external training program in line with annual Goals & Objectives to develop both line level officers and supervisory staff.
- Create and update policies in line with NYS Accreditation Standards, industry best practices, law, case law, and agency needs.
- Safeguard officer wellness through Critical Incident Stress Management Debriefs and supervisory referrals to Employee Assistance Program (EAP) following major Critical Incidents.
- Coordinate and direct large-scale police investigations involving major incidents such as bank robberies, search warrants, shots fired, etc. ensuring adherence to legal standards, while working to achieve successful case resolutions.
- Create and adopt procedural efficiencies in departmental operations to improve performance and reduce costs.
- Develop and draft grant proposals to augment local share, increase agency's ability to service citizens with most advanced technologies, and reduce tax burden on local residents.

Police Sergeant**2019-2023**

- Engaged in intensive relationship building with direct report police officers to enhance officer wellness and agency mission.
- Modernized internal "Computer Based Trainings" process from paper print outs to software embedded industry relevant trainings.
- Overhauled the agency's warrant process from warrant reception point to execution point utilizing regional best practices.
- Served as Field Training Program Coordinator and enhanced information sharing across trainers and supervision as well as added a Reality Based Training component to the agency's FTO Program.
- Maintained highly critical lens in review of produced police officer work product and arrest packages for completeness, understandability, and comprehensiveness.
- Developed, resourced, and implemented NSPD's Police Explorer Post (2022) to increase community engagement with area youth and assist in recruitment for the policing profession. Served as NSPD's Explorer Post Advisor.
- Coordinated agency Less Lethal Program and personally trained select officers within the agency & Town of Cicero Police Department on Less Lethal options to provide the agencies with contemporary alternatives to lethal force.

Police Officer**2015- 2019**

- Enforced a variety of state and local laws through uniformed patrols.
- Developed, resourced, and implemented annual "Play-A-Round With Us" Youth Community Disc Golf Event.
- Served as Field Training Officer (FTO).
- Served as Fleet Vehicle Coordinator.

Oswego City Police Department | Oswego, New York**2012 Police Officer of the Year | New York State Law Enforcement Accredited Agency****Police Sergeant****2011-2014**

- Supervised afternoon shift of two junior sergeants and six to eight police officers in their duties and assignments.
- Served on the Oswego City Police Department Special Response Team.
- Responded to use of force incidents requiring supervisory investigation.
- Implemented new policies and procedures to personnel.
- Detailed to Patrol Captain's Office for Administrative Assignment.
- Reviewed all reports completed by officers for accuracy, completeness, and logical preparation.
- Assumed patrol duties as needed.

Administrative Division Officer**2010-2011**

- Located, researched, and compiled grant proposals, and monitored federal and state grants.
- Corresponded daily with Departmental Command Staff.
- Spearhead a three-day comprehensive tactical maritime exercise in coordination with NYS DHSES with federal grant funding bringing an unprecedented large-scale maritime training to the Port of Oswego for federal, state, and local law enforcement.
- Implemented and oversaw NYS DCJS and OPDV Domestic Violence Follow-Up Home Visiting Pilot Program.
- Coordinated with city chamberlain and purchasing agent for procurement of grant funded equipment.

- Served as Assistant Evidence Custodian
- Served as agency administrator of Livescan and TRACS
- Collaborated with the Oswego City Office of Community Development in performing “HUD” housing criminal record verifications.

Police Officer

2007- 2010

- Enforced a variety of state and local laws through uniformed, plain clothed, bicycle, and ATV patrols.
- Served as Field Training Officer (FTO).
- Served as Oswego City Court security officer.

Madison County Sheriff’s Office | Wampsville, New York

Deputy Sheriff (Part Time)

2009- 2013

- Duties similar to Police Officer

PROFESSIONAL MEMBERSHIPS

- International Association of Chiefs of Police (IACP)**
- New York State Association of Chiefs of Police (NYSACOP)**
- National Tactical Officers Association (NTOA)**

COMMUNITY INVOLVEMENT

- Hannibal Central School District Board of Education – Elected June 2022 to Present**
- Oswego Alliance Church Financial Audit Committee - 2021 & 2022**



**Division of Criminal
Justice Services**

ATTACHMENT A

LAW ENFORCEMENT ACCREDITATION ASSESSOR APPLICATION

PLEASE COMPLETE ELECTRONICALLY FOR LEGIBILITY

Use an X to indicate which position(s) you are applying for.

Assessor Team Leader Compliance Auditor

Retired? YES NO

Name Samuel States	Social Security # [REDACTED]
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Agency Name/Address (Active or Retired from) Town of Webster Police Department 1000 Ridge Road Webster NY County Monroe Phone # (585) 872-1216 E-Mail Address: sstates@ci.webster.ny.us	Home Address [REDACTED] Home Phone # N/A Cell Phone # [REDACTED] E-Mail Address: [REDACTED]
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Employment History

Dates (M/YYYY)	Name of Agency	Highest Rank Attained	No. of Full Time Officers
10/2013 to Current	Town of Webster Police Department	Lieutenant	34
to			
to			

Qualifications

Which of the following qualification(s) do you meet as outlined on pages 6 and 7 of the Request for Applications? (Although only one is needed to qualify, please mark an X in all that apply.)

1. Minimum three (3) years' experience as a sworn law enforcement officer or five (5) years' experience as a civilian and has worked directly on the NYS Law Enforcement Accreditation Program for at least two (2) years.
2. Minimum of one (1) year experience as the agency program manager, inclusive of the time during which there was a successful assessment of the applicant's law enforcement agency.
3. Minimum of one (1) year experience as the chief law enforcement officer or has direct supervisory/managerial oversight of the accreditation program.

4. Currently active on the DCJS assessor list and previously approved by the council.

Professional References

Currently employed applicants must list the chief law enforcement officer (or their designee). Retired applicants must provide a former supervisor. OPS program staff reserves the right to contact the people listed on this application.

Name	Agency	Phone
Chief Dennis Kohlmeier	Town of Webster Police Department	[REDACTED]
Captain Mark Reed	Town of Webster Police Department	[REDACTED]
Lieutenant Jeffrey Webster	Town of Webster Police Department	[REDACTED]

Additional Information

Please summarize your experience as it pertains to the accreditation program (e.g. duties related to program management, administrative oversight, etc.) and how long you've been involved with the program. (The box will expand as you type.)

As of June 2022, I was promoted to the rank of Lieutenant. I am the Administrative Lieutenant for our agency and in this role, one of my responsibilities is the Accreditation Program Manager. I maintain our agency's accreditation folders, ensure we are complying with each standard, add documentation throughout the year, and advise command staff of any updates that come out and whether we needed to update or change our policies and procedures. In January of 2024, I assisted our agency with becoming reaccredited.

List special accomplishments/other information to consider (e.g. FBI National Academy, awards and commendations, college teaching experience, interpersonal relations). (The box will expand as you type.)

I have earned a Bachelor of Science Degree in Criminal Justice with a Minor in Management from Roberts Wesleyan College (2009). In the role of Administrative Lieutenant, another responsibility I have is being the Training Coordinator. I make sure that our agency exceeds the minimum 21 hours of training for each officer throughout the year. I am a certified instructor and have attended the DCJS Instructor Development Course, I am a field training officer and have several other certifications. In January of 2024, I assisted with our agency becoming reaccredited and was awarded the John Kimball O'neil Certificate of Achievement.

Please indicate if there are any restrictions on your availability so we have it on file for scheduling purposes:

The only restrictions I would have consist of my current employment and my family. As long as I have enough notice of an assessment to plan ahead and can check my schedule, there should not be any issues.

How would you prefer to be contacted for assignments? (Indicate preferred phone number and email address to be used.)

[REDACTED]

****TO BE COMPLETED ONLY IF YOU ARE APPLYING FOR TEAM LEADER OR COMPLIANCE AUDITOR****

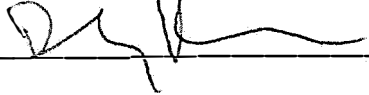
Briefly describe any organizational, managerial, and writing experience you have which was not mentioned elsewhere in the application. If you are a FIRST-TIME applicant for one of these positions, please attach a writing sample.

****FOR CURRENT ASSESSORS ONLY****

Please list all the roles you have fulfilled with regard to assessments (assessor, team leader and/or compliance auditor).

Applicant Signature: 

Chief Law Enforcement Officer (or designee):

Signature:  _____

Name and Rank: Dennis Kohlmeier, Chief of Police

(For currently employed applicants, a designee should be used only if the chief law enforcement officer is not available to sign. Retired applicants should make every attempt to secure the signature of a previous supervisor.)

Date (MM/DD/YYYY): 6 / 6 / 24

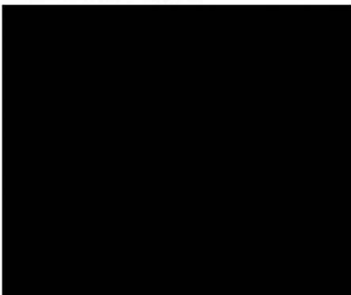
SAMUEL J. STATES

Administrative Lieutenant

PROFILE

Currently, I hold the rank of Administrative Lieutenant at the Town of Webster Police Department. I live in Webster, NY with my wife and two children. In March of 2024, I helped the Webster Police Department become reaccredited with DCJS Accreditation Program. I enjoy problem solving and improving policies and procedures to be more efficient and streamlined.

CONTACT



HOBBIES

Golfing
Tennis

EDUCATION

Roberts Wesleyan College

August 2005 – May 2009

I earned a Bachelor of Science Degree in Criminal Justice and a Minor in Management. I graduated with a cumulative GPA of 3.64.

Monroe Community College

October 2013 – April 2013

I attended the Basic Course for Police Officers at the Public Safety Training Facility and graduated at the top of my academy class.

WORK EXPERIENCE

Webster Police Department

October 2013 – Current

Started with the Webster Police Department in 2013. I was promoted to the rank of Sergeant in June of 2020. After two years, I was promoted to the rank of Lieutenant in June of 2022.

Webster Police 1000 Club PBA Treasurer & Secretary

January 2016 – December 2023

In 2016, I became the Secretary for the Webster Police 1000 Club PBA. I was the secretary for four years and in January 2020 I became the Treasurer.

Rochester General Hospital – Security Officer

September 2009 – September 2013

Duties included working in the Emergency Department, dispatching, patrolling the interior and exterior of the hospital and responding to calls for service.

SKILLS

Organized & Detail Oriented
Problem Solver
Team Player & Independent
Clear Communicator both written and verbally
Excellent Interpersonal Skills

APPENDIX A

3rd Quarter 2024



APPENDIX A

3rd Quarter 2024 Agency Annual Compliance Surveys

1. Beacon City Police Department
2. Bethlehem Town Police Department
3. Blooming Grove Town Police Department
4. Brighton Town Police Department
5. Broome County Sheriff's Office
6. Centre Island Village Police Department
7. Chautauqua County Sheriff's Office
8. Columbia County Sheriff's Office
9. Cornwall Town Police Department
10. Johnson City Village Police Department
11. Lancaster Town Police Department
12. Manlius Town Police Department
13. Mount Pleasant Town Police Department
14. Niagara Falls City Police Department
15. Ogden Town Police Department
16. Onondaga County Sheriff's Office
17. Oswego City Police Department
18. Rye City Police Department
19. Scarsdale Village Police Department
20. Schenectady City Police Department
21. Southampton Town Police Department
22. Southampton Village Police Department
23. St. Lawrence County Sheriff's Office
24. Suffolk County Sheriff's Office
25. Tonawanda Town Police Department
26. Tuckahoe Village Police Department
27. Utica City Police Department
28. Warren County Sheriff's Office
29. Waterford Town & Village Police Department
30. West Seneca Town Police Department
31. Yonkers City Police Department
32. Yorktown Town Police Department

APPENDIX B

3rd QUARTER 2024



APPENDIX B

Agency

5-year recertification

1. Athens Village Police Department
2. Bedford Town Police Department
3. Carroll Town Police Department
4. Cattaraugus Village Police Department
5. Chester Town Police Department
6. Chester Village Police Department
7. Franklinville Village Police Department
8. Friendship Town Police Department
9. Groton Village Police Department
10. Guilderland Town Police Department
11. Hamilton County Sheriff's Office
12. Ithaca City Police Department
13. Jordan Village Police Department
14. Madison County Sheriff's Office
15. Medina Village Police Department
16. Orleans County Sheriff's Office
17. Ossining Village Police Department
18. Oswego County Sheriff's Office
19. Peekskill City Police Department
20. Pine Plains Town Police Department
21. Red Hook Village Police Department
22. Rhinebeck Village Police Department
23. Seneca Falls Town Police Department