



GENEVA POLICE DEPARTMENT

EMPLOYEE WARNING RECORD



Employee Name: Officer Richard Baskin

Shift: Cover 7:30p-4a

Time: 1940 PM

Date of Warning: 2/18/2021

WARNING

Date of Violation: 12/31/2020

Nature of Violation: Conduct

Time of Violation: 2111 Hrs

(If Other – Explain):

Place of Violation: City of Geneva

COMPANY REMARKS

GO 305

III. Rules of Conduct

6. Neglect of Duty

a. Officers and employees shall not engage in any activities or personal business which would cause them to neglect or be inattentive to their duties.

Employee Has Been Warned Previously: ☐ YES ☒ NO

Form of Warning: Verbal

Date of Previous Warnings:

Warned by Whom: Sergeant C. Keear

EMPLOYEE'S REMARKS RE: VIOLATION

**The absence of any statement on the part of the EMPLOYEE indicates his/her agreement with the report as stated*

ACTION TO BE TAKEN

1st time offense. Officer was receptive and understood that his actions will not be tolerated.

Approved by: Michael J. Passalunghi
Name

Signature

Chief of Police
Title

Date:

I have read this "warning" and understand it.

Employee Signature

2/18/2021
Date

Supervisor Signature

2/18/2021
Date

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☐ Employee ☐ Chief of Police ☐ Personnel Dept. ☐ Supervisor ☐ Union Rep.



TO: Chief M. Passalacqua
FROM: Sergeant C. Kear
DATE: February 25, 2021
RE: Officer R. Baskin Verbal counselling

Chief Passalacqua,

On February 18, 2021 at 1940 hours, I spoke with Officer Baskin regarding his conduct on 12/31/2020 at 2111 hours. The conduct in question concerned Officer Baskin violating Geneva Police Department General Order 305 (Rules of Conduct). Specifically, Section 6 (Neglect of Duty) sub section (a) which states, "Officers and Employees shall not engage in any activities or personal business which would cause them to neglect or be inattentive to their duties".

Officer Baskin responded to an assist agency vehicle pursuit in the City of Geneva. When Officer Baskin activated his body Camera for his response while in his patrol vehicle, it was observed that Officer Baskin had a paused video on the screen of his vehicle computer.

Officer Baskin reported that he listens he to a POD Cast during his shift. Officer Baskin reported that the POD Cast is for listening and not for viewing. He said that the screen is minimized during this time. Officer Baskin reported he received the Call for Service, pulled up the POD Cast and paused it at which time he activated his body camera.

Officer Baskin was receptive to the verbal counselling and stated he had notified a duty sergeant when he realized what had happened.

Respectfully Submitted,

Sergeant C. Kear



Geneva Police Department
MICHAEL J. PASSALACQUA
Chief of Police

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