

EMPLOYEE COUNSELING MEMO

TO: Sgt David Felice
FROM: Lt Jeffrey Potter
RE: CAP Paperwork
DATE: January 4, 2019



Sgt D Felice,

You must understand that this counseling memo is being completed so that you may take immediate corrective measures so it does not happen again. You must take precautions as stated in G.O. 535, "X" B. Apprehension on a Department Warrant by Department Personnel - When a subject is arrested on a Department-held warrant the following procedures will be adhered to:

1. Arresting Officer

a. The arresting officer will complete the necessary paperwork to document and process the arrest, as set forth in G.O. 500 - Arrest Procedures and book the subject as expeditiously as possible. See G.O. 510 Prisoner Booking and Detention Procedures, so that this type of situation does not occur again.

[REDACTED] was sent to the Central Arraignment Process without copy of the Misdemeanor Information: [REDACTED]
You assisted arresting Officer Camacho as his immediate Supervisor, preparing said paperwork, but failed to insure all copied paperwork was attached, namely the aforementioned Information. On December 31, 2018, you signed a training directive that contained guidance in this procedure and what is needed for C.A.P.

As you may or may not be aware, further violation of this General Order may result in disciplinary action taken against you.

My signature acknowledges that I have read and received a copy of this counseling memorandum. It does not mean I agree or disagree with the contents. I know I have the right to attach a rebuttal.

DATED: 1/7/19

[Signature]
Employee's Signature

[Signature]
Supervisor's Signature



GENEVA POLICE DEPARTMENT

EMPLOYEE WARNING RECORD



Employee Name: David F Felice

Shift: Afternoons 2:30p-11p Time: 1630 PM

Date of Warning: 1/7/19

WARNING

Date of Violation: [REDACTED]

Nature of Violation: Carelessness

Time of Violation: 1630

(If Other – Explain):

Place of Violation: PSB

COMPANY REMARKS

[REDACTED] was sent to the Central Arraignment Process without copy of the Misdemeanor Information: [REDACTED] You assisted arresting Officer Camacho as his immediate Supervisor, preparing said paperwork, but failed to insure all copied paperwork was attached, namely the aforementioned Information. On December 31, 2018, you signed a training directive that contained guidance in this procedure and what is needed for C.A.P.

G.O. 535, "X" B. Apprehension on a Department Warrant by Department Personnel - When a subject is arrested on a Department-held warrant the following procedures will be adhered to:

1. Arresting Officer

a. The arresting officer will complete the necessary paperwork to document and process the arrest, as set forth in G.O. 500 - Arrest Procedures and book the subject as expeditiously as possible. See G.O. 510 Prisoner Booking and Detention Procedures.

Employee Has Been Warned Previously: ☐ YES ☒ NO

Form of Warning:

Date of Previous Warnings:

Warned by Whom:

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*

Accusatory Instrument
Information - General C.P.L. 100.15

STATE OF NEW YORK : COUNTY OF ONTARIO
CITY COURT : CITY OF GENEVA

The People of the State of New York

INFORMATION

Defendant

I, Sergeant Turner employed by the Geneva Police Department 255 Exchange Street Geneva, N.Y. 14456, by this information makes written accusation as follows:

That the aforesaid defendant, on the [REDACTED] at 255 Exchange Street in the CITY of GENEVA, NY, did commit the offense of [REDACTED] a Class A MISDEMEANOR in violation of [REDACTED] of the PENAL LAW of the State of New York, in that s(he) did, at the aforesaid time and place.

Count One:

A PERSON IS GUILTY OF [REDACTED]

The foregoing factual allegations are based on information and belief, the sources of which are the sources of complaint, investigation, supporting deposition from witnesses.

COPY OF
INFORMATION
FOUND IN COURT
FILE.

he complainant (and upon information, personal observation, police statements.

Wherefore, Complainant prays that [REDACTED]

with pursuant to law.

False statements made in the foregoing instrument are punishable as a Class A misdemeanor pursuant to section 210.45 of the Penal Law. Accordingly and with notice of the foregoing, I hereby affirm that the foregoing statements of facts are true, under penalty of perjury, this [REDACTED]

Sgt. Turner #801
Complainant

RE: CAP

David F. Felice
[REDACTED]

To: Jeffrey Potter <JPotter@Geneva.ny.us>;

Lt,

I physically made a copy of the charging document(s) myself as well as 710.30 and supporting deposition, copies of the front of the court notes as well. I'm not sure where it went the document was faxed to court as soon as the error was noticed.

Sgt. David Felice
Geneva Police Department
255 Exchange St.
Geneva, NY 14456
(315)828-6789(Sgt. Office)
(315) 789-1111 (Office/dispatch)
(315)789-1814 (Fax)



From: Jeffrey Potter
Sent: Thursday, January 03, 2019 7:09 PM
To: David F. Felice <dff@Geneva.ny.us>
Cc: Michael J. Passalacqua <mjp@Geneva.ny.us>
Subject: CAP

Sgt Felice,

Please explain how [REDACTED] went to CAP this evening on a Warrant with no Charging documents attached? This week I had put a Training Directive clearing up this procedure and what's needed. My

hope is that I do not have all the facts, or correct facts.

Thank you.

Lt. Jeffrey M. Potter, 803

Geneva Police Department

255 Exchange St

Geneva, NY 14456

315.945.6903

jpotter@geneva.ny.us



GENEVA POLICE DEPARTMENT

EMPLOYEE WARNING RECORD



Employee Name: David Felice

Shift: Nights 10:30p-7a

Time: 8:00 AM

Date of Warning: Sept. 9, 2016

WARNING

Date of Violation: [REDACTED]

Nature of Violation: Tardiness

Time of Violation: [REDACTED]

(If Other – Explain):

Place of Violation: [REDACTED]

COMPANY REMARKS

Sgt. Felice was scheduled for training at the Ramada Inn in Geneva at 8:00am and failed to show up to the training on time. He was called and Lt. Valenti went to his house all with negative contact. Sgt. Felice contacted Lt. Valenti at 9:45am and stated that he over slept and arrived to the training at 10:00am.

Employee Has Been Warned Previously: ☐ YES ☒ NO

Form of Warning:

Date of Previous Warnings:

Warned by Whom:

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

Approved by:

Name

Signature

Chief of Police

Title

Date:

I have read this "warning" and understand it.

Employee Signature

Date

Supervisor Signature

Date

DISTRIBUTION OF COPIES:

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

EMPLOYEE COUNSELING MEMO

TO: Sgt. David Felice
FROM: Lt. Matthew Valenti
RE: Tardiness to Training
DATE: September 9, 2016



On [REDACTED] you were scheduled to attend Basic Juvenile Officers Course held at the Ramada Inn in the City of Geneva. The training was to begin at 8:00am that morning and you were not in attendance. I went over there at or about 8:45am to check how the training was going and could not find you in the classroom. I sent you a text and called you a couple of times with no response. I then drove to your house and knocked on the door as well rang th doorbell for approximately 10 minutes with no answer however your truck was in the driveway. At approximately 9:46 you returned my calls and stated that you must have slept through your alarm and had just woken up. You stated that you will be headed to class and arrived at calls at approximately 10:00am. You are part of the Command Unit and this action shows unprofessionalism on your part as well as the Geneva Police Department as a whole.

You must understand that this counseling memo is being completed so that you may take immediate corrective measures so it does not happen again. You must take precautions as stated in GO 305 III (A5), so that this type of situation does not occur again.

As you may or may not be aware, further violation of this General Order may result in disciplinary action taken against you.

My signature acknowledges that I have read and received a copy of this counseling memorandum. It does not mean I agree or disagree with the contents. I know I have the right to attach a rebuttal.

DATED: 10/11/16

[Signature]
Employee's Signature

LT M. Valenti
Supervisor's Signature

Lt. Valenti,

In reference to [REDACTED] I was scheduled for training at 8am on that date. On said date I either forgot to set an alarm or slept through my alarm causing my tardiness for my scheduled training. I arrived at my training at 10:00am. I am not usually tardy for scheduled work days and or training and it will not happen again. I have attached a 2 hour comp sleep for the 2 hours of my missed work day.

Respectfully submitted

Sergeant David Felice

A handwritten signature in dark ink, appearing to read "Sgt. Felice", written in a cursive style.



GENEVA POLICE DEPARTMENT

EMPLOYEE WARNING RECORD



Employee Name: Sgt. David Felice

Shift: Nights 10:30p-7a

Time: 0026 AM

Date of Warning:

WARNING

Date of Violation:

Nature of Violation: Substandard Work

Time of Violation:

(If Other – Explain):

Place of Violation:

COMPANY REMARKS

On above date and as the Supervisor of a Robbery in the First Degree, Sgt. Felice failed to notify any command of this serious crime.

Furthermore, Sgt. Felice failed to provide any evidence or crime scene photography that would tend to capture the crime scene as it was.

Sgt. Felice's failure to contact a Command Officer also precluded the calling out of a Detective. Based upon the Detective Bureau's investigation, the failure to have a Detective called out severely hampered potential electronic evidence from being collected, ultimately resulting in the possible loss of the suspects in question.

Employee Has Been Warned Previously: ☐ YES ☒ NO

Form of Warning:

Date of Previous Warnings:

Warned by Whom:

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

Review of SOP,

Approved by:

Name

Signature

Chief of Police

Title

Date:

I have read this "warning" and understand it.

Employee Signature

Date

Supervisor Signature

Date

DISTRIBUTION OF COPIES:

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

EMPLOYEE COUNSELING MEMO

TO: Sgt. David Felice
FROM: Lt. Eric R. Heieck
RE: Robbery - [REDACTED]
DATE: 9.5.2016



On [REDACTED] you failed to contact a Command Officer or provide any crime scene documentation or processing, this ultimately led to a complete breakdown of the possibilities of apprehension and/or loss of potential evidence. Command and Detective notification would have been a positive step toward ensuring evidence was collected and suspects located.

You must understand that this counseling memo is being completed so that you may take immediate corrective measures so it does not happen again. You must take precautions as stated in GO 700, so that this type of situation does not occur again.


As you may or may not be aware, further violation of this General Order may result in disciplinary action taken against you.

My signature acknowledges that I have read and received a copy of this counseling memorandum. It does not mean I agree or disagree with the contents. I know I have the right to attach a rebuttal.

DATED: 10/3/16



Employee's Signature


10.3.16

Supervisor's Signature