

THE CITY OF CELINA, OHIO

NOTICE OF PREDISCIPLINARY CONFERENCE

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Name: Patrick Crosby From: Tom Wale, Chief of Police

Job Title/Department: Sergeant Date: May 7, 2018

This notice is provided to you to advise that a predisciplinary conference will be held at 9:30 a.m. in the Municipal Conference Room on May 15, 2018 to provide you with an opportunity to respond to the following allegations of misconduct:

Alleged Offenses: SEE ATTACHED

Type of Offense: Group III, #1, Wanton or willful neglect in the performance of assigned duties (inefficiency, neglect of duty, failure of good behavior, misfeasance, or malfeasance), and #12, Insubordination by refusing to perform assigned work or to comply with the written or verbal instructions of a supervisor (insubordination, neglect of duty, failure of good behavior, or nonfeasance).

You have the right to:

- (1) Appear at the hearing, with or without a representative, to present an oral or written statement and any documents in your defense and answer questions regarding the alleged misconduct;
- (2) Elect in writing to waive your opportunity to have a predisciplinary conference (waiver form enclosed).

If you elect to attend the conference and present any evidence in your defense, or if you are called to testify as to any allegations of misconduct by the Appointing Authority or the Appointing Authority's designee, you must answer all questions truthfully. If it is proved in a subsequent conference that your responses to questions were not truthful, such dishonesty may result in further disciplinary action.

At the conference, you may present any testimony, witnesses, or documents which would explain whether or not the alleged misconduct occurred. You shall provide a list of witnesses to the hearing officer no later than four (4) hours prior to the predisciplinary conference. It is your responsibility to notify your witnesses that their attendance is desired. A written report will be prepared by the person conducting the conference concluding as to whether or not the alleged misconduct occurred. A copy of this report will be provided to you within five (5) working days following its preparation.

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The predisciplinary conference will be conducted by: Patrick Hire: (419) 227-4945. If you have any questions in regard to this procedure, please contact this individual immediately.

I hereby acknowledge that I have received a copy of the Notice of Predisciplinary Conference and that it was received not less than 48 hours prior to the scheduled starting time of the conference.

  
\_\_\_\_\_  
Signature of Employee

05/17/18  
Date

**CITY OF CELINA  
PREDISCIPLINARY CONFERENCE  
ALLEGED OFFENSES AND VIOLATIONS**

**PATRICK CROSBY**

**May 7, 2018**

**Charge #1:**

As a result of an ongoing administrative investigation, it has been found that on or about November 22, 2017, you completed an initial report involving a traffic crash (CFS 17-018812). You submitted the report for approval, and the report was rejected on the same day due to discrepancies. You did not timely correct this report, and in fact it took you eleven (11) days to correct. It was also discovered that the applicable insurance company had been attempting to contact you regarding the overdue crash report. This brings discredit to the Celina Police Department.

On February 15, 2018 during an investigatory interview, you admitted that you knew on November 22, 2017 that your report was not complete and was rejected. You also admitted to knowing the requirement for reports to be completed timely.

The above behavior constitutes violations of Group III, #12 - Insubordination by refusing to perform assigned work or to comply with the written or verbal instructions of a supervisor (insubordination, neglect of duty, failure of good behavior, or nonfeasance) of the City of Celina Personnel, Policy and Procedure Manual.

**Charge #2:**

As a result of an ongoing administrative investigation, it has been found that on or about August 15, 2017, you began an initial report involving a traffic crash (CFS 17-012952). You failed to complete this report until November 27, 2017 and only completed a Field Interview and never completed the required OH-1 report within five (5) days of the crash.

On February 15, 2018 during an investigatory interview, you stated that the crash occurred on private property which was not accurate. You also stated that it took you over 100 days to complete because the subject was in a county jail. Even though the subject was detained and available to be interviewed while incarcerated, you took no steps to conduct such interview and in fact have never spoken with the subject.

The above behavior constitutes violations of Group III, #1 - Wanton or willful neglect in the performance of assigned duties (inefficiency, neglect of duty, failure of good behavior, misfeasance, or malfeasance) of the City of Celina Personnel, Policy and Procedure Manual.

**Charge #3:**

On February 15, 2018 during an investigatory interview, you admitted that the evidence room, for which you are responsible as the Evidence Room Manager, that you have not timely processed evidence brought to the Police Department by Police Officers. In fact, you stated that you go to the evidence room on a regular basis on Sundays, but do not process evidence sometimes for a month to a month and a half.

The above behavior constitutes violations of Group III, #1 - Wanton or willful neglect in the performance of assigned duties (inefficiency, neglect of duty, failure of good behavior, misfeasance, or malfeasance) of the City of Celina Personnel, Policy and Procedure Manual.

**Charge #4:**

As a result of an ongoing administrative investigation, it has been found that on or about November 1, 2016, you began an initial report involving a theft (CFS 16-018961). The subject was positively identified on November 4, 2016 through a line up. You failed to properly and timely complete the report. In fact, you reviewed the case multiple times from November 2016 to December 2017, but failed to complete the report or prepare charges or arrest the subject. There is no excuse for the extreme failure to complete your duties.

On February 15, 2018 during an investigatory interview, you admitted that there is no reason why this report took over one (1) year to complete and arrest the subject. In fact, you admitted that this failure represented neglect of duty on your part.

The above behavior constitutes violations of Group III, #1 - Wanton or willful neglect in the performance of assigned duties (inefficiency, neglect of duty, failure of good behavior, misfeasance, or malfeasance) of the City of Celina Personnel, Policy and Procedure Manual.

**Charge #5:**

On February 15, 2018 during an investigatory interview, you stated that you have never had any input on the development of policies in the Police Department. However, in Spring 2015 you reviewed the policies, prepared handwritten notes, and met with Assistant Chief Harting (then Sergeant Harting) to review your input. In part based on your input, the policies were modified and sent to the City Law Director on July 9, 2015, they were approved on July 15, 2015, and issued to employees on August 1, 2015.

Further, in August 2016 you voiced interest in attending Evidence Room Management Training, and agreed that if you went to the training you would take over the evidence room. After completing this training, you met with the Chief and told him that several of the policies were outdated. Based on the request of the Chief, you met with the outgoing

Evidence Room Manager, Detective Yoder, to review your concerns with policy, and then reported back to the Chief regarding necessary changes.

The above behavior constitutes violations of Group III, #12 - Insubordination by refusing to perform assigned work or to comply with the written or verbal instructions of a supervisor (insubordination, neglect of duty, failure of good behavior, or nonfeasance) of the City of Celina Personnel, Policy and Procedure Manual.

As a Sergeant in the City of Celina Police Department, you are held to a higher standard of conduct. The above violations warrant serious disciplinary action, and will be discussed during your Predisciplinary Conference.

THE CITY OF CELINA, OHIO

WAIVER OF A PREDISCIPLINARY CONFERENCE

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I, \_\_\_\_\_, on this \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_,  
(day) (month) (year)

freely and voluntarily waive my right to a "Predisciplinary Conference" scheduled for:

\_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_.  
(time) (day) (month) (year)

Signed: \_\_\_\_\_

Witnessed: \_\_\_\_\_

Time: \_\_\_\_\_ Date: \_\_\_\_\_