

## **MINUTES OF THE POLICE COMMISSION SPECIAL MEETING**

**Thursday, December 10, 2020 at 5:00 pm via Zoom**

In accordance with the Governor's Executive Order 7B, the in-person open meeting requirements for a public agency have been suspended. As a result, the Police Commission will conduct a public meeting remotely using video/audio conference technology in real time.

**Commissioners Present:** Marianne Coffin, Chairperson  
**Via Zoom** George Kain, Secretary  
Joseph Savino  
Nicholas Perna  
Issy Caporale

**Also Present:** Chief Jeff Kreitz  
**Via Zoom** Major Stephen Brown

These minutes are an overview of the meeting; not a verbatim text.

The meeting was called to order at 5:00pm by Commissioner Coffin. This meeting was conducted via Zoom.

### **1. APPROVAL OF MINUTES**

Commissioner Kain made a motion to accept the minutes of the November 12, 2020 Police Commission meeting. Commissioner Savino seconded the motion. All were in favor.

### **2. COMMISSION CORRESPONDENCE**

A. **Voicemail** - none

B. **Written Correspondence** – Chief Kreitz informed the Commission that he received the CT Local Traffic Authority contact form for the Chair's signature.

### **3. NEW BUSINESS**

#### **A. Division of Professional Standards Annual Report**

Captain Shawn Platt presented his division's annual report to the Commission. Capt. Platt's areas of responsibility are training, media relations, FTO Program, Accreditation, Accident Investigation Team,

DARE. Capt. Platt highlighted the virtual training officers completed during the pandemic. He discussed the in-house training conducted such as de-escalation training, EMR, legal updates, and training on the Police Accountability Bill.

Capt. Platt discussed the department's media presence and his daily review of the department's press logs and releases.

Capt. Platt praised Sgt. Knoche for successfully completing the Accreditation audit.

**B. Operating Budget**

Chief Kreitz presented the draft operating budget. He explained that some increases are necessary due to the Police Accountability Act, such as mandatory steroid testing and mental health sessions. However, overall, the operating budget increases are minimal. The Commission will have a special meeting to vote on the final operating budget proposal.

**C. Meeting Schedule 2021**

Discussion of next year's meeting schedule – Commissioner Coffin explained that the meetings for next year will be scheduled for 5:00 pm while they remain virtual meetings. The reason for this is so the meetings do not need to be labeled as special meetings. When in-person meetings begin, the starting time will go back to 7:00 pm and those meetings will be labeled special meetings for the remainder of 2021.

The November 11, 2021 meeting was changed to November 18, 2021 to avoid meeting on Veteran's Day.

Commissioner Perna made a motion to accept the 2021 meeting schedule. Commissioner Savino seconded the motion. All were in favor.

**4. CHIEF'S REPORT**

**A. Monthly Stats**

Chief Kreitz stated that year-to-date there have been 13,455 incidents.

Chief Kreitz highlighted the number of stolen motor vehicles. This has been an on-going issue for the department and area departments.

**B. Traffic/Sign Report**

Officer Caswell replaced, repaired or installed a number of signs during the month of November.

**C. Training/PR Report**

Capt. Platt's Training Report included several training sessions Officers attend in November. Capt. Platt conducted twelve public Relations events during the month.

**5. OLD BUSINESS****A. Chief's Goals**

Commissioner Coffin and Commissioner Savino volunteered to be the committee to set the Chief's goals for 2021. They will complete a draft of the goals for the January meeting.

**B. Body and Dash Camera Report**

Chief Kreitz updated the Commission on the department's study of body and dash cameras. The Commission will discuss the final report at a future meeting.

**C. Capital Budget**

Tabled to the January meeting.

**D. Central Dispatch**

Chief Kreitz, Chief Myers (Ridgefield Fire Department), and Major Brown presented a concept for Central Dispatch. They discussed the rationale for transitioning to Central Dispatch. They mentioned that both departments have expressed a willingness to create Central Dispatch and they explained the benefits for the community. They highlighted the fact that 911 calls are currently answered by the Police Department, but medical and fire emergency calls are transferred to fire dispatch. This causes a delay in relaying emergency information and has the potential for undue stress on the caller. Also, while the Police Department 911 equipment includes vital information like location of the caller, identity, and call back phone number, the fire dispatch equipment does not.

The concept of Central Dispatch is that two civilian dispatchers will handle dispatching on each shift, located at Police Headquarters. This will allow the police officer who normally would be assigned to desk duty to be on patrol. In addition, no 911 call transfers will be needed. The Chiefs and the Major emphasized the additional benefits of improved communication between the departments during storms and emergencies.

The Police Commissioners asked for some clarification on costs and revisions to the presentation. The Chiefs and the Major will continue

drafting the proposal with details on costs and logistics.

**E. Officer Survey**

The Commission praised the officers' suggestions and the administration's responses in the survey. Chief Kreitz discussed several of the items, pointing out those already completed and those to be completed.

**F. Department Hiring Update**

Major Brown stated that the part-time dispatcher interviews were completed. The department started with a pool of over thirty applicants and will make a decision this week.

Major Brown stated that the application deadline for the certified officer position is December 21, 2020. The Commission will schedule interviews for January 2021.

6. **UNION PARTICIPATION** - none
7. **PUBLIC PARTICIPATION** - none
8. **EXECUTIVE SESSION** - the Commission, Chief Kreitz, and Major Brown went into executive session at 7:00 pm and went back into public session at 7:21 hours.

A motion was made by Commissioner Kain and seconded by Commissioner Perna to adjourn the meeting at 7:21 pm. All in **favor**.

Respectfully Submitted,

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George Kain  
Police Commission Secretary

