**MINUTES OF THE POLICE COMMISSION MEETING**

**Thursday, January 14, 2021 at 5:00pm 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 Public 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 5:02p.m. by Chairperson Coffin. This meeting was conducted via Zoom.

1. **APPROVAL OF MINUTES**

Chairperson Coffin requested a motion to accept the minutes of the December 10, 2020 Police Commission Special Meeting. Commissioner Savino made the motion and Commissioner Perna seconded the motion.

**All in favor**

Chairperson Coffin requested a motion to accept the minutes of the Police Commission Special Meeting of January 4, 2021. Commissioner Kane made the motion and Commissioner Caporale seconded the motion.

**All in favor**

1. **COMMISSION CORRESPONDENCE**
2. **Voicemail -** none
3. **Written Correspondence**

Chief Kreitz stated a resident addressed his concern about, among other things, blind spots and speed on Rockwell Road. PO Mark Caswell followed up with the resident and offered that our portable speed sign would be deployed to collect data and also advised him that there is adequate signage on the road per state statue. Chief Kreitz will follow up with PO Mark Caswell.

1. **NEW BUSINESS**
2. **Chief’s Goals for 2021 (Vote)**

Chairperson Coffin and Commissioner Savino, who are on this committee, stated there were only minor edits. Chairperson Coffin requested a motion to accept the Chief’s Goals for 2021. Commissioner Perna made the motion and Commissioner Savino seconded the motion.

**Ridgefield Police Chief’s Goals for 2021**

1. **Police & Vehicle Body Cameras**

Complete vendor analysis, budgeting and final recommendation. Get Town support for acquisition, and deploy no later than June 30, 2021.

1. **Continue to implement measures to address items that come up in annual employee survey.**

Implement the measures discussed and agreed to by Police Commission. These included acquiring load bearing vests, organization changes to improve efficiency, and leadership accountability. Update dress code relative to facial hair and tattoos. Continue to encourage participation in annual employee survey.

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1. **Continue to refine and develop Ridgefield Central Dispatch Plan for Board of Selectman approval.**

Work with Board of Selectmen, Police Commission and Fire Chief to implement the Central Dispatch plan.

1. **Police Headquarters**

Continue planning and efforts to move forward on needs and design of a new police headquarters...

1. **Hiring New Police Officer**

Fill position restored to budget, taking steps to get the officer on board as soon as possible.

1. **Professional Development**

Attend a minimum of one professional development conference with law enforcement colleagues as approved by the Board of Police Commissioners.

1. **Physical Fitness**

Participate in the department’s voluntary fitness program.

1. **Continue with Officer Wellness Initiative**

Develop and implement improvements to help facilitate the mental and physical health of the Officers of the Ridgefield Police Department.

1. **Department Training**

Insure all department personnel are trained to implement the changes under the Police Accountability Bill. Continue participating in training programs and Conferences as appropriate. The goal is to promote the continuing high level of professionalism of the department.

1. **Community Partnership**

Continue to develop and maintain strong partnerships with the community...

1. **Evaluate Opportunities to Improve Traffic Flow**

This is a necessary task to ensure public safety.

1. **Policy Review and Consolidation**

Continue the process of reviewing police department regulations, orders, rules and updating policies and procedures to eliminate overlap and ambiguity. Ensure changes are consistent with the Police Accountability Bill.

**All in Favor**

1. **Officer Evaluation changes (Vote**)

Chief Kreitz stated that due to the 6-month evaluation cycle, the evaluation form has been changed. The new evaluation form has been approved by the Union, the Evaluation Committee and HR. Commissioner Savino motioned to accept the evaluation change and Commissioner Caporale seconded the motion.

**All in favor**

1. **Officer of the Year form changes (Vote)**

In reviewing the Officer of the Year form, Chairperson Coffin suggested a minor wording change to better reflect the department.

Commissioner Savino made the motion and Commissioner seconded the motion.

**All in favor**

1. **Old Business**
2. **Central Dispatch (Vote)**

Major Brown presented a thorough investigation to the Police Commission on the positive aspects of a central dispatch with the police department and the fire department. This would better serve and protect the residents of Ridgefield. By combining dispatch centers and cross training dispatchers, we would eliminate delays in service. Commissioner Perna made the motion to approve the concept of Central Dispatch and Commissioner Savino seconded the motion.

**All in favor**

1. **Department Hiring process**

Chief Kreitz and Major Brown updated the commission on the hiring of the two-part time dispatcher positions. One position is filled and will be starting shortly and one is still in the hiring process. The Police Officer position is still in the hiring process. The initial interview with Command Staff is February 18. There will be an update in the coming Police Commission meetings.

1. **CHIEF’S REPORT**
2. **Monthly Stats**

Chief Kreitz reported the total incidents for the month of December was 830. He highlighted some of the incidents.

1. **Traffic/Sign Report**

As noted above in written correspondence.

1. **Training/PR Report**

Capt. Platt’s Training Report included several training sessions officers attended in December such as PowerDMS and recertification. Capt. Platt stated there were 6 public relations events during the month of December.

1. **Union Participation**

None

1. **Public Comment**

None

**Commissioner Perna made a motion to go into Executive Session at 6:15pm to discuss Employee Performance. Commissioner Savino seconded the motion.**

**Motion carried unanimously.**

**The Police Commission returned to Public Session at 6:30pm. No votes were taken.**

**Commissioner Kain made a motion to adjourn to Police Commission Meeting at 6:30pm. Commissioner Caporale seconded the motion.**

 **Motion carried unanimously**

 Respectfully Submitted,

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 George Kain

 Police Commission Secretary