

MINUTES OF THE POLICE COMMISSION MEETING

**Thursday, January 20, 2022 at 7:00p.m.
Town Hall Annex
66 Prospect Street**

Anyone requiring special accommodations due to disability is asked to contact Headquarters at 438-6531 at least 48 hours prior to the meeting.

Commissioners Present: George Kain, Chairman
John Frey, Secretary
Marianne Coffin
Issy Caporale
Sharon Dornfeld

Also Present: Chief Jeff Kreitz
Major Platt

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

The meeting was called to order at 7:01 pm by Chairman Kain.

1. APPROVAL OF MINUTES

Chairman Kain requested a motion to accept the minutes of the December 9, 2021 Police Commission Meeting. Commissioner Coffin made the motion and Commissioner Caporale seconded the motion.

All in favor

2. PUBLIC COMMENT

None

3. COMMISSION CORRESPONDENCE

A. Voicemail

None

B. Written Correspondence

Chief Kreitz received a letter from the State DOT stating that they will be updating the traffic lights in town. They will be replacing the current lights with updated LED's. This is part of the State Project 0174-0443.

4. NEW BUSINESS

A. Chief's Goals for 2022

Chief Kreitz, along with the Sub-Committee of Commissioner Caporale and Commissioner Frey, constructed the Chief's Goals for 2022 as follows:

Ridgefield Police Chief's Goals for 2022

- 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 implementing organization changes to improve efficiency, and leadership accountability. Continue to encourage participation in annual employee survey.
 - 2. Continue to work on the implementation of the Ridgefield Central Dispatch.** Work with the Police Commission, Human Resources and the Fire Chief to implement Central Dispatch.
 - 3. Police Headquarters**
Continue planning and efforts to move forward on needs and design of a new police headquarters. Work with town officials to convey the need for a new facility to the public.
 - 4. Hiring New Police Officers**
Fill vacant positions created by retirements.
 - 5. Professional Development**
Attend a minimum of one professional development conference with law enforcement colleagues as approved by the Board of Police Commissioners.
 - 6. Physical Fitness**
Participate in the department's voluntary fitness program.
 - 7. 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.
 - 8. Department Training**
Continue to send all personnel to training programs and conferences as appropriate. The goal is to promote the continuing high level of professionalism of the department.
-
- 9. Community Partnership**
Continue to develop and maintain strong partnerships with the community.
 - 10. Evaluate Opportunities to Improve Traffic Flow**
This is a necessary task to ensure public safety.
 - 11. 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 legislative changes

Chairman Kain requested a motion to accept the Chief's Goals for 2022. Commissioner Coffin made the motion and Commissioner Frey seconded the motion.

All in Favor

B. Department Restructuring

Chief Kreitz stated that the Police Union voted in favor of the department restructuring plan 24-11. The number of Lieutenants will go from five (5) to three (3) and the number of Sergeants will go from five (5) to six (6). This will allow for a Lieutenant and two Sergeants to be assigned to each of the three shifts. Chairman Kain recognized the Union leaders and the Chief for working in concert to come to this agreement. Commissioner Dornfeld made the motion to approve and Commissioner Caporale seconded.

All in Favor

5. OLD BUSINESS

A. Operating Budget Update

Chief Kreitz stated that after meeting with First Selectman Rudy Marconi and Finance Director Kevin Redmond there were some minor changes to the operating budget. He stated that he had updated figures regarding utilities and stated that he is requesting additional hours for the departments accounting clerk.

6. CHIEF'S REPORT

A. Traffic/Sign Report

A summary report by Captain Nick Fowler was presented to the Police Commission on the Main Street Improvement Project Main Street.

B. Training/PR Report

The following report was submitted by Capt. Jeff Raines, Division of Professional Standards. Major Platt presented the report with an overview of the month activities.

**Ridgefield Police Department
Training & Community Policing/Public Relations Report
December 2021**

Training Attended:

Dec. 16: Roll Call training was issued to the entire department in regards to updates for search warrants. (Specifically DUI Evidence)

Dec. 16: Roll Call training was issued to the entire department in regards to the Ridgefield Public Schools video system, located at HQ in dispatch.

Dec. 20 & 21: Officers, Sergeants, Lieutenants and Captains were re-certified on the X-26P Taser. This was taught at HQ, in the training room by Taser Instructor VanWattum.

P/R Events:

Dec. 19: The PBA Penguin Plunge was held from 11am – 1pm at Great Pond. All proceeds benefited the CT Special Olympics.

A total of 6 Public Relations were performed during the month(s) to include:

- Several officers met with the staff and children at the Shir Shalom Temple on separate occasions.
- An officer performed a meet and greet with children to talk about police work, show them a cruiser and gave them badge stickers.
- Four (4) car seats were installed at HQ by Ofc. DiFalco.
- Multiple Social Media posts of Police Activities & Safety Messages.

C. Department Statistics

Chief Kreitz presented the yearly department statistics for 2021.

D. Hiring Update

Major Shawn Platt stated that he received 91 applications for the three Police Officer positions, which is now closed. These openings were created by retirements. Of those applicants 51 will proceed to the next level of the hiring process.

7. UNION PARTICIPATION

None.

8. EXECUTIVE SESSION - to discuss personnel matters

Commissioner Frey made a motion to go into Executive Session at 8:23 pm to discuss Employee Performance. Commissioner Coffin seconded the motion.

Motion carried unanimously.

The Police Commission returned to Public Session at 8:49 pm. No votes were taken.

Chairman Kain made a motion to adjourn the Police Commission Meeting at 8:49 pm. Commissioner Coffin seconded the motion.

Motion carried unanimously

Respectfully Submitted,

John Frey
Police Commission Secretary