



City Council - Public Safety Committee

Thursday, March 20, 2025, 5:30 PM, Remote via Zoom

When: Mar 20, 2025 05:30 PM Eastern Time (US and Canada)
Topic: Public Safety Committee Meeting

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Webinar ID: 976 6912 7374

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1. Adopt the Agenda

1.1. Motion to amend/adopt agenda

2. Adopt Minutes

2.1. Motion to adopt draft minutes from February 20, 2025

3. Public Forum

Subject **3.1. Verbal Comments**
Meeting March 20, 2025 - Public Safety Committee Meeting Agenda - Thursday, March 20, 2025, 5:30 PM, Remote via Zoom
Category 3. Public Forum
Department
Type

4. Fire Department Update

Subject **4.1. Fire Department Update**
Meeting March 20, 2025 - Public Safety Committee Meeting Agenda - Thursday, March 20, 2025, 5:30 PM, Remote via Zoom
Category 4. Fire Department Update
Department Fire Department
Type
Recommended Action

5. Police Department

Subject **5.1. Updates**
Meeting March 20, 2025 - Public Safety Committee Meeting Agenda - Thursday, March 20, 2025, 5:30 PM, Remote via Zoom
Category 5. Police Department
Department Police Department
Type
Recommended Action

Subject **5.2. February 2025 Chief's Report**
Meeting March 20, 2025 - Public Safety Committee Meeting Agenda - Thursday, March 20, 2025, 5:30 PM, Remote via Zoom
Category 5. Police Department
Department Police Department
Type
Recommended Action

6. Community Safety Kiosk

Subject **6.1. Next steps in gathering information from the public - Review of survey form**
Meeting March 20, 2025 - Public Safety Committee Meeting Agenda - Thursday, March 20, 2025, 5:30 PM, Remote via Zoom

Category 6. Community Safety Kiosk
Department Council and Board
Type
Recommended Action

7. Other Committee Business

Subject 7.1. What's next for this committee after Organization Day?
Meeting March 20, 2025 - Public Safety Committee Meeting Agenda - Thursday, March 20, 2025, 5:30 PM, Remote via Zoom
Category 7. Other Committee Business
Department Council and Board
Type

8. Police Commission Updates

Subject 8.1. DD03 Statewide Policy on Fair and Impartial Policing
Meeting March 20, 2025 - Public Safety Committee Meeting Agenda - Thursday, March 20, 2025, 5:30 PM, Remote via Zoom
Category 8. Police Commission Updates
Department Council and Board
Type
Recommended Action

Subject 8.2. Use of Force Reports - Should this Committee Also Review?
Meeting March 20, 2025 - Public Safety Committee Meeting Agenda - Thursday, March 20, 2025, 5:30 PM, Remote via Zoom
Category 8. Police Commission Updates
Department Council and Board
Type
Recommended Action

9. Adjournment

Subject 9.1. Motion to adjourn
Meeting March 20, 2025 - Public Safety Committee Meeting Agenda - Thursday, March 20, 2025, 5:30 PM, Remote via Zoom
Category 9. Adjournment
Department Council and Board
Type

10. Informational and Non-Discrimination Statements

Subject	10.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.
Meeting	March 20, 2025 - Public Safety Committee Meeting Agenda - Thursday, March 20, 2025, 5:30 PM, Remote via Zoom
Category	10. Informational and Non-Discrimination Statements
Department	Council and Board
Type	

**Public Safety Committee
Thursday, February 20, 2025
Remote via Zoom
Burlington, Vermont
DRAFT MINUTES**

Members Present: Melo Grant (Chair), Mark Barlow, Carter Neubieser

Staff Present: Lisa Jones (Paralegal), Hayley McClenahan (Assistant City Attorney), Janelle Dumas (CARES Supervisor), Carly Levinson (CARES Clinician), Lacey Smith (CAIP Assistant Director)

Public Present: Jacob Alfar, Lauren Bergeron

Meeting called to order at 5:35 PM by Councilor Grant.

**1. Adopt the Agenda
1.01 Adopt the Agenda**

Motion to Adopt Agenda as written.

Motion by Councilor Barlow, Seconded by Councilor Grant

Final Resolution: Motion Passes

Yes: Unanimous

**2. Adopt Minutes
2.01 Motion to Adopt Draft Minutes from January 23, 2025**

Motion to adopt draft minutes from January 23, 2025 as written.

Motion by Councilor Barlow, Seconded by Councilor Grant

Final Resolution: Motion Passes

Yes: Unanimous

**3. Public Forum
3.01 Verbal Comments**

Jacob Alfar discussed his past experience in working with BPD as a Community Service Officer. Lauren Bergeron thanked the Committee for their involvement in Grant Street.

**4. Chiefs' Reports
4.01 Fire**

The Committee reviewed Chief LaChance's Fire Commission report. No action was taken.

4.02 Police

The Committee reviewed Chief Murad's preliminary year-end report for 2024. No action was taken.

5. Data from State's Attorney

5.01 Data from State's Attorney

The Committee reviewed the clearance rate data for the State's Attorney's Office caseload. No action was taken.

6. Mayor's Community Safety Press Conference – New!

6.01 Mayor's Community Safety Press Conference

Councilor Grant discussed the Mayor's new Community Safety Press Conference initiative, which will be held regularly. No action was taken.

7. Community Safety Kiosk Update

7.01 Community Safety Kiosk Update

The Committee discussed progress on their role in the Community Safety Kiosk resolution passed by the Council on September 23, 2024. No action was taken.

8. Police Commission Update

8.01 Outstanding CNA Items

No action was taken.

8.01 Review of BPOA Survey

No action was taken.

9. Updates from Professional Staff

9.01 Updates from Professional Staff

No action was taken.

10. Other Committee Business

10.01 Confirmation of Future Meeting Dates and Guest Ideas for 2025

Councilor Barlow suggested having future Interim Chief Shawn Burke on as a guest. Councilor Grant added Sarah George.

Future meeting dates were set for March 20 and April 17.

11. Adjournment

11.01 Motion to Adjourn

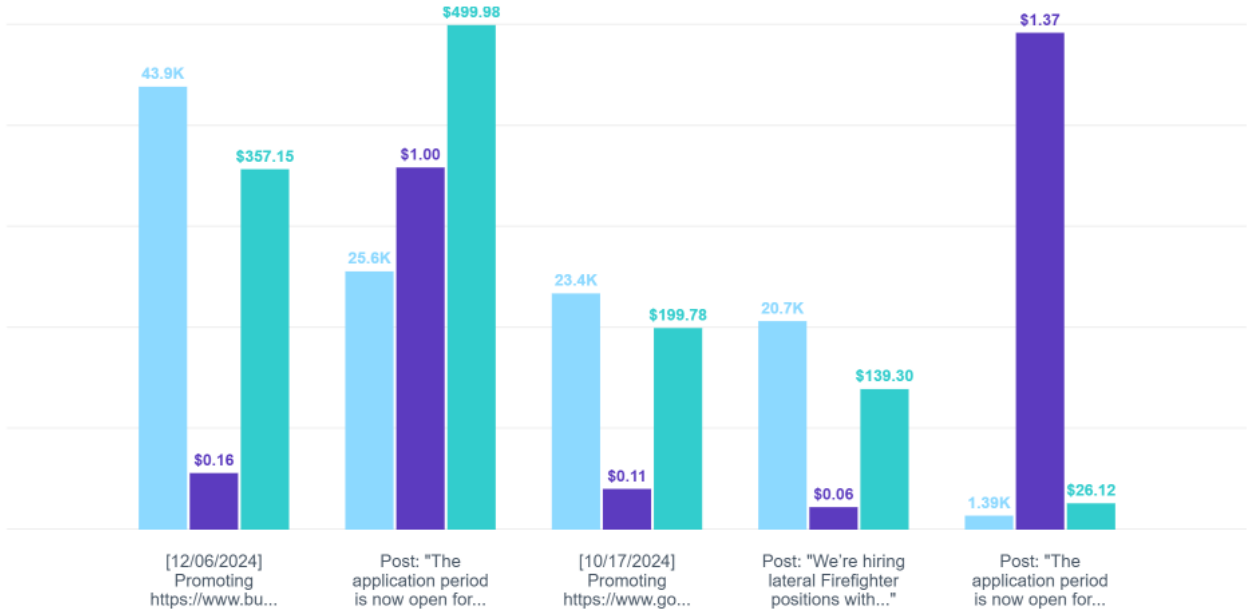
The meeting was adjourned with no objection by Councilor Grant at 7:12 PM.

DRAFT

Fire Dept Lateral Hire Social Media Advertising Data

Sep 1, 2024 - Dec 31, 2024

Reach
 CPC (cost per link click)
 Amount spent



Campaign name	Age	Gender	Reach	Impressions
Post: "The application period is now open for LATERAL..."	All	All	25591	90623
		35-44	All	12608
	35-44	male	11904	47030
		female	600	2519
		unknown	104	304
		All	11032	35454
	25-34	male	10408	33164
		female	584	2205
		unknown	40	85
	45-54	All	712	2862
		male	656	2614
		female	56	211
		unknown	0	37
	18-24	All	1240	2454
male		1160	2338	
female		80	106	
unknown		0	10	

[12/06/2024] Promoting https://www.burlingtonvt.gov/903/Career-Op	All	43889	55936
35-44	All	12101	15957
	male	10756	14372
	female	1057	1180
	unknown	288	404
25-34	All	13167	16887
	male	11741	15182
	female	1145	1298
	unknown	280	408
45-54	All	7697	9924
	male	6719	8832
	female	833	861
	unknown	144	231
55-64	All	4189	5094
	male	3460	4330
	female	649	683
	unknown	80	81
18-24	All	4301	5322
	male	3444	4224
	female	561	672
	unknown	296	426
65+	All	2435	2752
	male	1802	1970
	female	601	719
	unknown	32	63

[10/17/2024] Promoting https://www.governmentjobs.com/careers/bu	All	23408	31622
35-44	All	7525	10481
	male	7166	9971
	female	288	382
	unknown	72	128
25-34	All	6102	8294
	male	5838	8006
	female	232	251
	unknown	32	37
45-54	All	4926	6617
	male	4566	6153
	female	320	413
	unknown	40	51
55-64	All	2567	3318
	male	2303	3058
	female	224	226
	unknown	34	34
18-24	All	1056	1325
	male	1000	1265
	female	56	57
	unknown	0	3
65+	All	1232	1587
	male	1104	1443
	female	112	129
	unknown	15	15

Post: "We're hiring lateral Firefighter positions with..."	All	All	20665	24700
	25-34	All	9115	10841
		male	8843	10564
		female	204	204
		unknown	68	73
	35-44	All	6419	7638
		male	6171	7378
		female	148	160
		unknown	100	100
	45-54	All	2332	2685
		male	2208	2534
		female	100	121
		unknown	24	30
	18-24	All	1668	2095
		male	1608	2035
		female	38	38
		unknown	20	22
	55-64	All	760	962
		male	724	908
		female	28	45
		unknown	8	9
65+	All	372	479	
	male	328	442	
	female	32	32	
	unknown	5	5	

Post: "The application period is now open for LATERAL..."	All	All	1389	1843
	35-44	All	646	864
		male	565	767
		female	76	90
		unknown	5	7
	25-34	All	414	584
		male	370	531
		female	41	49
		unknown	3	4
	45-54	All	130	170
		male	118	156
		female	11	13
		unknown	1	1
	18-24	All	75	92
		male	65	80
		unknown	1	2
		female	9	10
	55-64	All	74	80
		male	61	67
		female	13	13
	65+	All	51	53
	male	33	33	
	female	18	20	
		90531	204724	



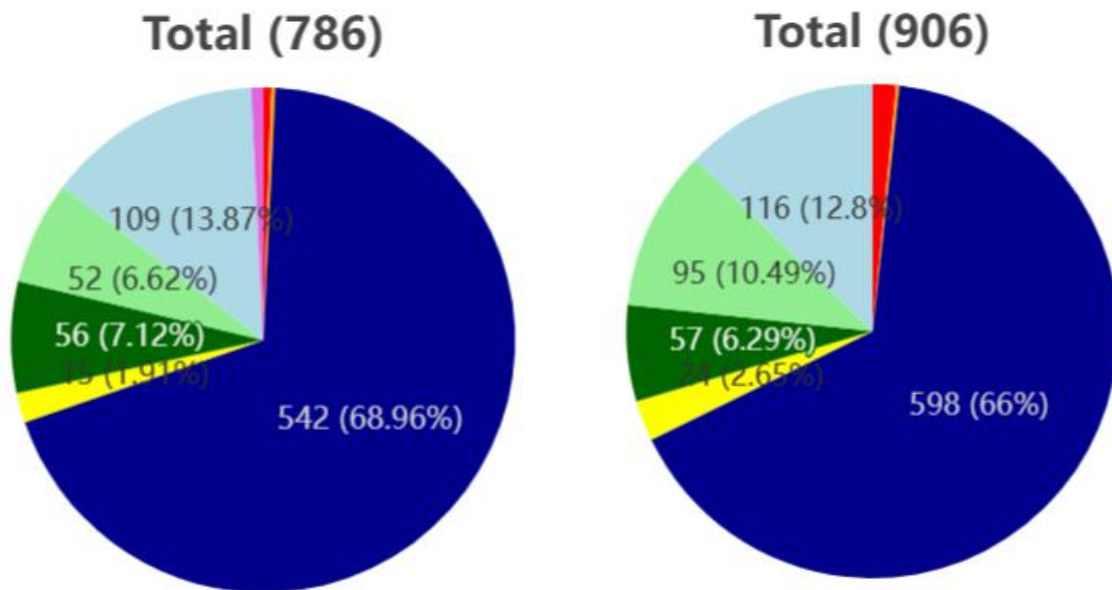
BURLINGTON FIRE DEPARTMENT

136 S. Winooski Avenue, Burlington, VT 05401
Phone: (802) 864-4554 Fax: (802) 865-5387

February 11, 2025
Chief's Report to the Burlington Fire Commission

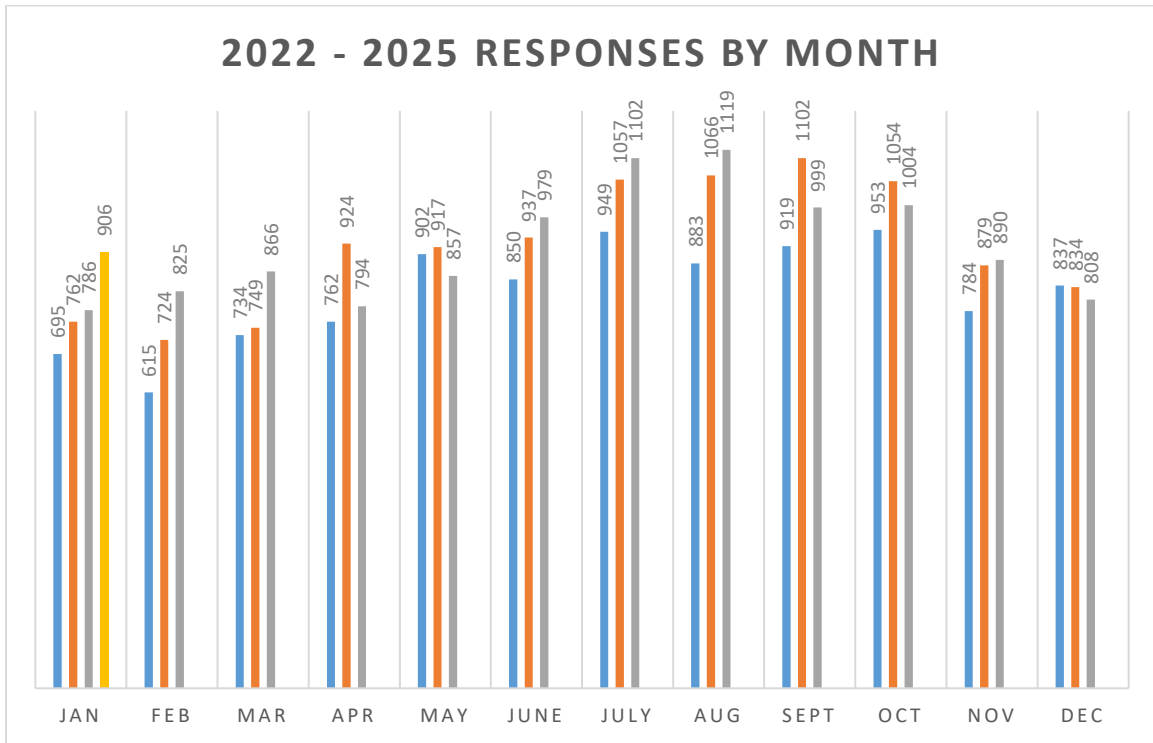
Personnel: We currently hold four vacancies. We are expecting a fifth with the expected retirement of another staff member. There has not been a formal letter outlining his intent to retire, so he will not be named in this report. The Captain's process is scheduled to take place in February 2025. We have three Lieutenants who have submitted their intent to take part in the promotional process.

Responses: In the first month of 2025, the fire department has responded to 906 calls for service. During the same period in 2024, we responded to 786, a 15.27% increase.



Incident Type Series

- 1 - Fire
- 2 - Overpressure Rupture, Explosion, Overheat(no fire)
- 3 - Rescue & Emergency Medical Service Incident
- 4 - Hazardous Condition (No Fire)
- 5 - Service Call
- 6 - Good Intent Call
- 7 - False Alarm & False Call
- 9 - Special Incident Type



Overtime: December 01, 2024 – January 31, 2025

2024 2025

- Minimum Staffing Overtime: 1292.25 hrs 1393.25 hrs
- Mandatory Minimum Staffing Overtime: 206.5 hrs 123 hrs

The above data shows a 7.8% increase in Minimum Staffing Overtime and a 40.4% decrease in Mandatory Minimum Staffing Overtime during the same period last year. Overall, the minimum staffing overtime burden on the employees and city budget increased by 1.17%.

Note: The above overtime burden on the staff accounts for Minimum Staffing Overtime, giving us the 22 people required to meet minimum staffing levels. This does not account for extra duty jobs or CRT overtime. In the same period, our staff committed to the following extra duty and CRT overtime:

- Extra Duty: 100.75 hrs
- CRT Overtime: 724.5 hrs

Fleet: We are working toward and relying on the passage of the General Obligation Bond being voted on in the March ballot on Town Meeting Day. This vote requires a 2/3 majority to pass. With the lengthy build timelines for fire trucks and ambulances, we would like to purchase the replacement for Ladder 2, Ambulance 1, and Ambulance 2 and Battalion 1 utilizing bond proceeds. We will realize a prepay bonus if we can prepay for the new ladder truck. Costs for fleets are increasing exponentially every year, so waiting will only increase the financial burden on the city.

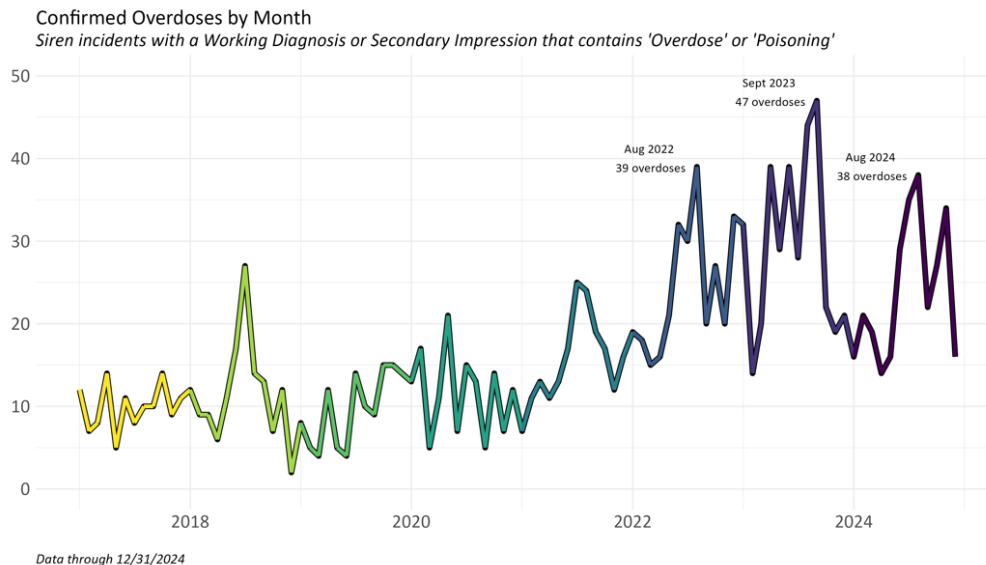
Buildings: The RFP to replace the apparatus floor at Station 2 has been awarded. We expect this work to take place in the spring. The apparatus floor at Station 1 and other capital needs still

need to be scheduled. Funding for many of our capital building needs will rely on the passage of the General Obligation Bond.

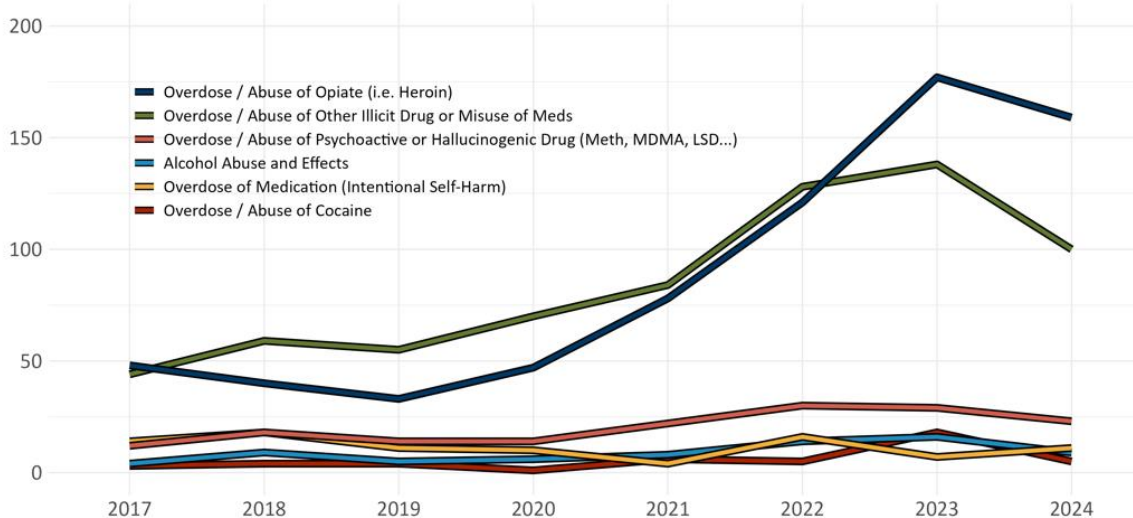
Radio System Upgrade: The Comms System Upgrade is progressing well. Cutover has been completed, and the radio system is impressive. The clarity is fantastic, and the coverage is excellent. We are completing the final components, including DPW system upgrades and some upgrades to our dispatch center. We plan to have this project completed in the upcoming few months.

The radio and antenna infrastructure move has been budgeted and will be completed once the building is ready.

Community Response Team Pilot: The CRT's staffing has increased over the last few months. Our average in-service time in the previous two months has been about 40 hours per week. We implemented the PREVENT initiative, which gives our providers the opportunity to offer Suboxone to anyone who has suffered an opioid overdose and refuses transport to the hospital. It also allows us to provide connections to services that can lead to further treatment. Unfortunately, despite offering this service multiple times, we have been unable to have anyone take us up on the service. Some of the refusals are a dramatic exit from the scene; some are people letting us know that they are not currently in a place where they want to receive those types of services. Our staff is working hard to develop innovative solutions to the issues we see in the community. They are often met with resistance.



Working Diagnoses / Secondary Impressions for Confirmed Overdoses
 Top diagnoses that reference substances



Note: incidents can have more than one Secondary Impression.
 Non-substance diagnoses include 'Altered Mental Status', 'Anxiety Attack / Acute Stress Reaction', and 'Psychiatric / Behavioral Problem'
 Data through 12/31/2024

We are tracking data from the CRT deployment. Below are some metrics showing the program's impact. This data shows how many people the team has touched, the quantity of wound care supplies handed out, comfort care supplies distributed, Narcan leave-behind kits distributed, the number of referrals, direct phone requests, and incidents where the team went above and beyond in their duties.

Total:	2320	2989	323	221	62	19	4
	# of Attendees	# of Wound Care Items Distributed	# of Comfort Care Supplies Distributed	# of NLB Kits Distributed	Total # Referrals/ Bridge to Service Providers	Total Request For CRT Members Via Phone	Total Above & Beyond Incidents

Administrative Division:

- Lateral Hiring – We had 18 qualified applicants and 12 chose to take the online exam. All 12 passed and were invited on to a phone interview. From there, 9 were invited to a performance-based panel interview which was conducted by DC Petit, Lt. Blake and Lt. Jordan. We have made conditional offers to 5 candidates, who have each accepted the offer and are moving forward in the process. The expected recruit academy start date is April 21st, 2025.
- We will be introducing a new employee appraisal system in March. The appraisals will be conducted on an annual basis. Department employees have been categorized as either operational, supervisory, leadership or administrative. Each category has a unique evaluation tool that looks at category-specific job performance factors. The appraisal includes not only a quantitative score, but also a written summary of employee performance and requires the identification of personal and professional goals for the upcoming review period.

- Working in collaboration with DC Curtin and BC Ruggles to finalize details relative to the upcoming Captain's Promotional Process in March.
- Working with FF Sean O'Connor to organize all SOGs and provide access via a SharePoint website, which will allow member access using existing log-in credentials.

Operations Division:

- Worked with UVM and other city agencies to plan the UVM Soccer Parade on Church St. Hired 6 members to work on the event, and it was completed without any safety issues or incidents.
- Fixed a recent grant amendment submitted incorrectly and the corresponding financial report.
- Met with the City's Grant Director to discuss future needs and how grants could be utilized. Some of the items discussed on the operational side were tools and equipment such as extrication equipment, thermal imager cameras, multigas meters, PFA-free Personal Protective Gear, and Personal Safety Systems (Bailout systems). We also discussed other foundations that can be utilized for grants, such as the Lt. Joseph P. DiBernardo Memorial Foundation, Leary Firefighters Foundation, and the Gary Sinise Foundation.
- Worked with the City team and Dr. Wolfson to get the go-ahead on the Prehospital Analgesia Intervention Trial (PAIN) study. The first stage of this study will be community outreach to educate the community on what the study involves our Paramedics and the reason behind it.
- We continue to evaluate the EPCR (Emergency Patient Care Report) in our RMS. A lot of time and effort has been put into making this a successful product to roll out to the department in the near future. The goal is to have everything under one system, not multiple, as it is currently.
- We met with Dr. Wolfson to discuss the STARS team's involvement with the Emergency Cold Weather Shelter when it is in operation to help facilitate possible treatment for individuals with substance abuse.
- The Fleet Committee approved Car 5's replacement using impact fees. The next step is to request the impact fees.

Fire Marshal's Office:

- This is the season for school and daycare inspections. Champlain College is done, Daycares are next, and the Burlington School system will follow.
- We have temporarily closed two bars this winter. Red Square for four days because of a fire in an electrical panel and other electrical code violations.
- Manhattan Pizza has been closed for three weeks due to unpermitted work and electrical and egress violations.
- We are receiving requests for fire extinguisher training from businesses like Aviation Air and HULA. These are in-depth trainings on fire behavior and how to extinguish fires, so we are looking into a fee structure for these trainings.

- On-duty units have been tasked with completing one inspection per month. This is an attempt to get back into buildings, not only to ensure safety but also to familiarize ourselves with layouts and potential dangers.

Training Division:

- Completed hazmat refresher training focusing on rail cars stored along Lake Street.
- Members have been doing Ice Rescue as conditions allow on the lake.
- Conducting promotional prep program for the members testing for Captain.
- We are back to doing officer development calls on Thursdays every other week.
- We have Deputy Commissioner of Public Safety Daniel Batsie to present leadership topics on March 18 for SFF and above.
- We have scheduled our first live burn sessions; Round 1 will begin March 26th.
- Members of Probationary Class 24-01 are being transferred to a different company to finish out the balance of their probation.
- Dave Attig from VT Gas will be in for our Biennial VT Gas review/refresher this month.
- We have confirmed with Curt Varone, a national fire service attorney, to present a program in October of this year.
- Invited to be part of VT Gas National Safety Audit interviews.
- Rainy Day Fund is receiving registrations for the upcoming Seminar on April 4th.
- We have four members completing their SFF program and ride time/evaluation.
- Senior Firefighter Adam Savoy was made the Program Coordinator for our Senior Firefighter Program.

EMS Division: Latest EMS Response Data:

We are amid our in-house EMT & AEMT refresher, ensuring our personnel remain proficient and up to date with best practices. Key highlights from the training so far include:

- Tracheostomy Care: We have strongly emphasized tracheostomy management, providing hands-on practice with a new manikin that supports tracheostomy equipment. This has allowed our providers to gain valuable experience in a controlled learning environment.
- Medication Math & Administration: This week, we will focus on hands-on medication calculations and administration. Providers will draw up the appropriate medications based on their skill level in accordance with Vermont Statewide EMS Protocols. The training reinforces the Six Rights of Medication Administration and emphasizes cross-checking medications with partners to enhance patient safety.
- We anticipate completing the in-house refresher training by the third week of February.

Community Outreach & CRT Integration

The EMS Division continues to strengthen connections with our CRT and community partners. Recent efforts include:

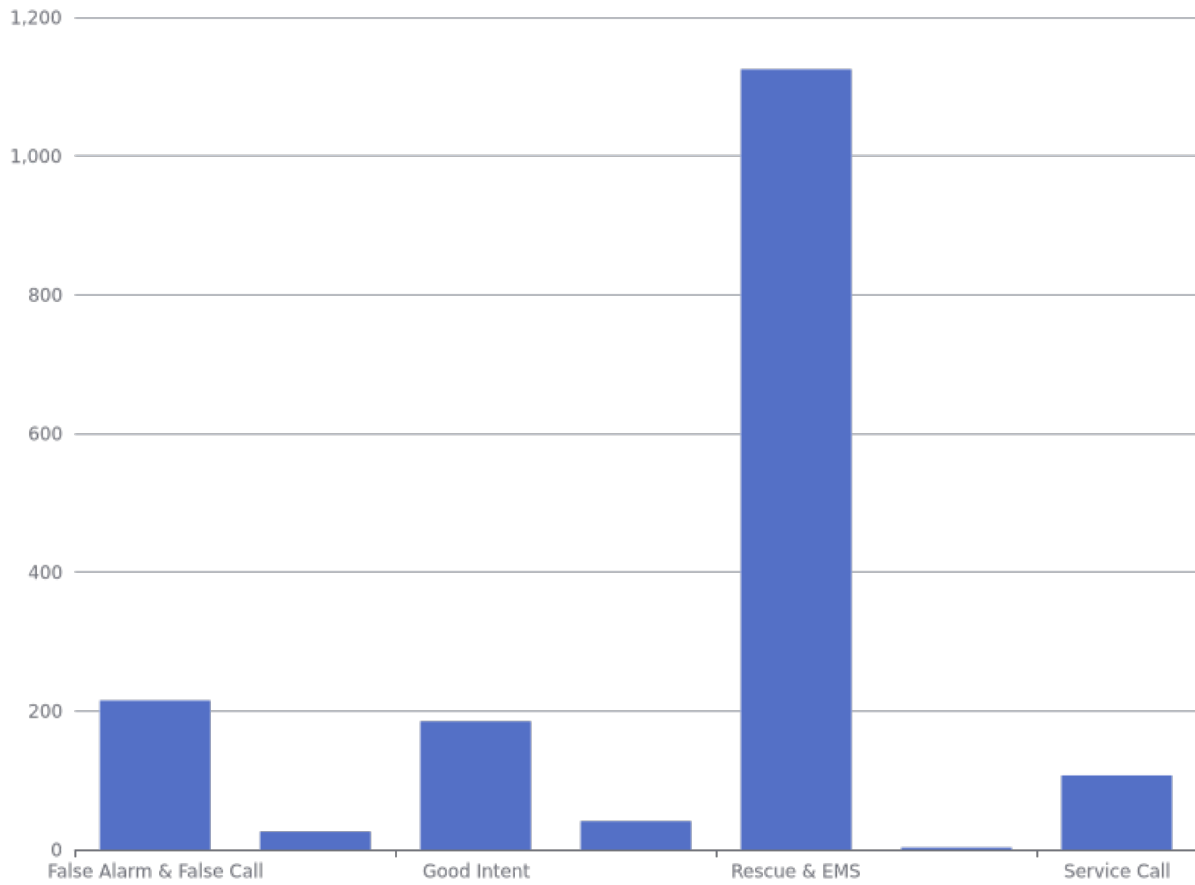
- Spending time at City partner locations, including the Fletcher Free Library, COTS, CVOEO, and Champlain Housing Trust's PODS program, to engage with individuals who may require additional support.
- Working extra duty events at the Warming Shelter at the Miller Center to directly assist vulnerable populations.
- Ongoing collaboration with the CARES mental health clinician, who rides with the CRT twice weekly. This partnership has allowed us to support better individuals whose needs extend beyond the traditional emergency response model and address gaps in our current system.

By continuing to train, collaborate, and integrate with community resources, we are enhancing our EMS services and ensuring we meet the evolving needs of Burlington residents.

Below is information about response types, training information, and a company-level inspection report.



Total Calls December/January



INCIDENT TYPE SERIES NAME	INCIDENT TYPE	TOTAL CALLS
False Alarm & False Call	700 - False alarm or false call, other	2
False Alarm & False Call	7001 - False alarm caused by Contractor/Construction	1
False Alarm & False Call	711 - Municipal alarm system, malicious false alarm	1
False Alarm & False Call	712 - Direct tie to FD, malicious false alarm	5
False Alarm & False Call	714 - Central station, malicious false alarm	1
False Alarm & False Call	730 - System malfunction, other	4
False Alarm & False Call	731 - Sprinkler activation due to malfunction	13
False Alarm & False Call	733 - Smoke detector activation due to malfunction	33
False Alarm & False Call	734 - Heat detector activation due to malfunction	1
False Alarm & False Call	735 - Alarm system sounded due to malfunction	25

Total Calls December/January

Burlington FD
Address: 136 S Winooski Ave, Burlington, VT,
05401



INCIDENT TYPE SERIES NAME	INCIDENT TYPE	TOTAL CALLS
False Alarm & False Call	736 - CO detector activation due to malfunction	9
False Alarm & False Call	740 - Unintentional transmission of alarm, other	3
False Alarm & False Call	741 - Sprinkler activation, no fire - unintentional	4
False Alarm & False Call	743 - Smoke detector activation, no fire - unintentional	85
False Alarm & False Call	744 - Detector activation, no fire - unintentional	5
False Alarm & False Call	745 - Alarm system activation, no fire - unintentional	17
False Alarm & False Call	746 - Carbon monoxide detector activation, no CO	6
Fire	100 - Fire, other	1
Fire	111 - Building fire	10
Fire	113 - Cooking fire, confined to container	5
Fire	118 - Trash or rubbish fire, contained	6
Fire	131 - Passenger vehicle fire	1
Fire	142 - Brush or brush-and-grass mixture fire	1
Fire	151 - Outside rubbish, trash or waste fire	2
Good Intent	600 - Good intent call, other	41
Good Intent	611 - Dispatched & canceled en route	31
Good Intent	622 - No incident found on arrival at dispatch address	40
Good Intent	651 - Smoke scare, odor of smoke	5
Good Intent	652 - Steam, vapor, fog or dust thought to be smoke	1
Good Intent	653 - Smoke from barbecue, tar kettle	1
Good Intent	661 - EMS call, party transported by non-fire agency	61
Good Intent	671 - HazMat release investigation w/no HazMat	5
Hazardous Condition	400 - Hazardous condition, other	1
Hazardous Condition	411 - Gasoline or other flammable liquid spill	1
Hazardous Condition	412 - Gas leak (natural gas or LPG)	4
Hazardous Condition	413 - Oil or other combustible liquid spill	1
Hazardous Condition	424 - Carbon monoxide incident	8
Hazardous Condition	440 - Electrical wiring/equipment problem, other	1
Hazardous Condition	442 - Overheated motor	2

Total Calls December/January

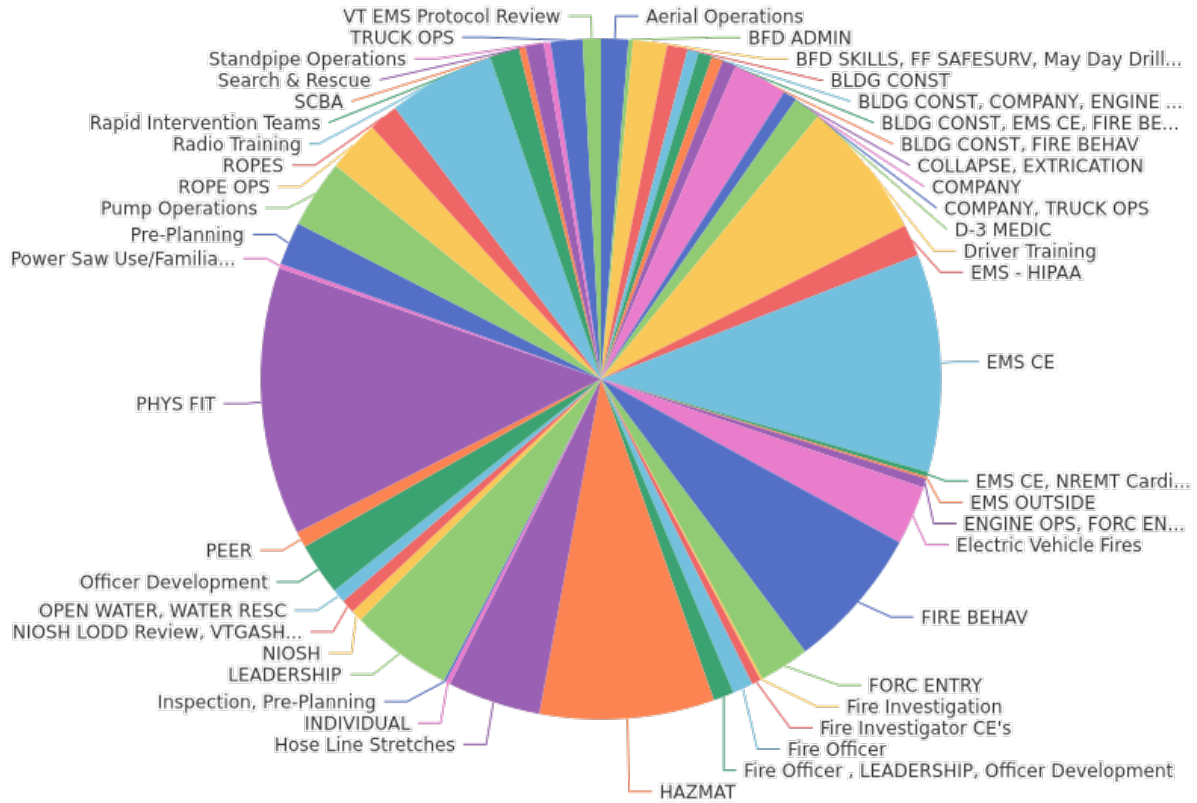
Burlington FD
Address: 136 S Winooski Ave, Burlington, VT,
05401



INCIDENT TYPE SERIES NAME	INCIDENT TYPE	TOTAL CALLS
Hazardous Condition	444 - Power line down	2
Hazardous Condition	445 - Arcing, shorted electrical equipment	1
Hazardous Condition	461 - Building or structure weakened or collapsed	2
Hazardous Condition	462 - Aircraft standby	1
Hazardous Condition	463 - Vehicle accident, general cleanup	17
Rescue & EMS	300 - Rescue, EMS incident, other	1
Rescue & EMS	320 - Emergency medical service incident, other	1
Rescue & EMS	321 - EMS call, excluding vehicle accident with injury	1078
Rescue & EMS	322 - Motor vehicle accident with injuries	19
Rescue & EMS	323 - Motor vehicle/pedestrian accident (MV Ped)	1
Rescue & EMS	324 - Motor vehicle accident with no injuries.	3
Rescue & EMS	331 - Lock-in (if lock out , use 511)	1
Rescue & EMS	353 - Removal of victim(s) from stalled elevator	14
Rescue & EMS	381 - Rescue or EMS standby	7
Rupture/Explosion	212 - Overpressure rupture of steam boiler	1
Rupture/Explosion	243 - Fireworks explosion (no fire)	1
Rupture/Explosion	251 - Excessive heat, scorch burns with no ignition	1
Service Call	510 - Person in distress, other	1
Service Call	512 - Ring or jewelry removal	2
Service Call	520 - Water problem, other	3
Service Call	522 - Water or steam leak	7
Service Call	531 - Smoke or odor removal	1
Service Call	542 - Animal rescue	1
Service Call	550 - Public service assistance, other	18
Service Call	552 - Police matter	11
Service Call	553 - Public service	4
Service Call	554 - Assist invalid	49
Service Call	555 - Defective elevator, no occupants. Includes Elevator alarms.	4
Service Call	561 - Unauthorized burning	6
Total		1702



December/January Training Report



TOPIC NAMES	TOTAL HOURS
Aerial Operations	23
BFD ADMIN	1
BFD SKILLS, FF SAFESURV, May Day Drills, Rapid Intervention Teams, SCBA	45
BLDG CONST	39
BLDG CONST, COMPANY, ENGINE OPS, FORC ENTRY, OPEN WATER, ROPES, Rapid Intervention Teams	8
BLDG CONST, EMS CE, FIRE BEHAV, Hose Line Stretches, VTGASHAZMAT	11
BLDG CONST, FIRE BEHAV	3
COLLAPSE, EXTRICATION	6
COMPANY	26
COMPANY, TRUCK OPS	5
D-3 MEDIC	24

December/January Training Report

Burlington FD
Address: 136 S Winooski Ave, Burlington, VT,
05401



TOPIC NAMES	TOTAL HOURS
Driver Training	68
EMS - HIPAA	22
EMS CE	248
EMS CE, NREMT Cardiology , NREMT Medical Emergencies, NREMT Operations, NREMT Trauma, VT EMS Protocol Review	7
EMS OUTSIDE	1
ENGINE OPS, FORC ENTRY, Hose Line Stretches, SOG Review, Search & Rescue, WIDE AREA SR	5
Electric Vehicle Fires	30
FIRE BEHAV	67
FORC ENTRY	14
Fire Investigation	3
Fire Investigator CE's	12
Fire Officer	18
Fire Officer , LEADERSHIP, Officer Development	77
HAZMAT	151
Hose Line Stretches	52
INDIVIDUAL	4
Inspection, Pre-Planning	3
LEADERSHIP	188
NIOSH	4
NIOSH LODD Review, VTGASHAZMAT	11
OPEN WATER, WATER RESC	3
Officer Development	46
PEER	2
PHYS FIT	127
Power Saw Use/Familiarization	1
Pre-Planning	19
Pump Operations	81
ROPE OPS	23
ROPES	12
Radio Training	5
Rapid Intervention Teams	39
SCBA	2

December/January Training Report

Burlington FD
Address: 136 S Winooski Ave, Burlington, VT,
05401



TOPIC NAMES	TOTAL HOURS
Search & Rescue	31
Standpipe Operations	2
TRUCK OPS	25
VT EMS Protocol Review	6
Total	1591

Description: Total member training hours for last calendar month



Total General Fire Safety Inspections December/January

FIRE STATION	TOTAL INSPECTIONS COMPLETED
Central - Station 1	2
Station 2	1
Station 4	1
Station 5	1
Total	5



BURLINGTON POLICE CHIEF'S REPORT

February 2025





LAW-ENFORCEMENT APPRECIATION DAY

January 9, 2025, was National Law Enforcement Appreciation Day.

The Queen City Police Foundation, which is a 501(c)(3) that supports the women and men of the BPD, brought us some amazing cookies, decorated by Mama Cav's Creations in Colchester.



**Queen City
Police Foundation**
BURLINGTON, VERMONT





CHAMPIONS!

An estimated crowd of 4,000 joined the Vermont Men’s Soccer team on the Church Street Marketplace Sunday afternoon, January 26, to celebrate **the Catamounts’ 2024 National Championship**. The BPD was involved in planning from the beginning: DC LaBarge put together a comprehensive safety plan, shaped in part by the New Year’s Eve terrorist attack in New Orleans. In the end, everything went off without hitch. Our presence was felt and appreciated, but not obtrusive—true to Sir Robert Peel, “The test of police efficiency is the absence of crime and disorder, not the visible evidence of police action in dealing with it.”



Photo by Alex Weiss



Feb 25, 2025 – all data preliminary & subject to change





SWEARING IN CEREMONY



On January 30, with the Mayor and many members of the City Council, the Queen City Police Foundation, the Police Commission, and the public in attendance, we swore in ten new professional employees such as dispatchers, CSOs, CSLs, a member of our CARES team, and our new Command Assistant, Shibe Couchman. We also honored an existing employee in a new role. And DC LaBarge administered the oath of office to one new sworn officer who's now off to the Vermont Police Academy.





COMMUNITY ACADEMY

Week 1: INTRODUCTION – Wednesday, January 8, 2025

Welcome and Introduction to the Organization
Tour of the Police Department
Recruitment, Hiring, and Ranks
Emergency Communications Center
Calls for Service and the Priority Response Plan

Week 2: PATROL – Wednesday, January 15, 2025

Criminal Law – VSA Titles 13, 18, and 23; Rule 3 and the Power to Arrest
Uniform Services Bureau, Structural Overview, and Patrol Procedures
K9 Officer Demonstration

Week 3: CAIP – Wednesday, January 22, 2025

Crisis, Advocacy, Intervention Programs (CAIP)
Crisis Assessment, Response, and Engagement Services (CARES)
Domestic Violence and Victim Advocacy
Community Justice Center & Restorative Justice
BPOA and the Role of the Police Union

Week 4: DETECTIVES – Wednesday, January 29, 2025

Detective Services Bureau and Investigations
Identification Unit
Chittenden Unit for Special Investigations (CUSI)

Week 5: TRAINING – Wednesday, February 5, 2025

Graham vs Connor and The Statewide Use of Force Policy
Use-of-Force Review
The BPD’s Tactics Training
De-escalation Tools and the Emergency Response Unit
Community Service Officers
Public Information and Community Engagement

Week 6: GRADUATION – Wednesday, February 12, 2025

Patrol Scenarios and Virtual Reality Scenarios
Crime Scene Response Scenario
Graduation and Certificates

Feb 25, 2025 – all data preliminary & subject to change

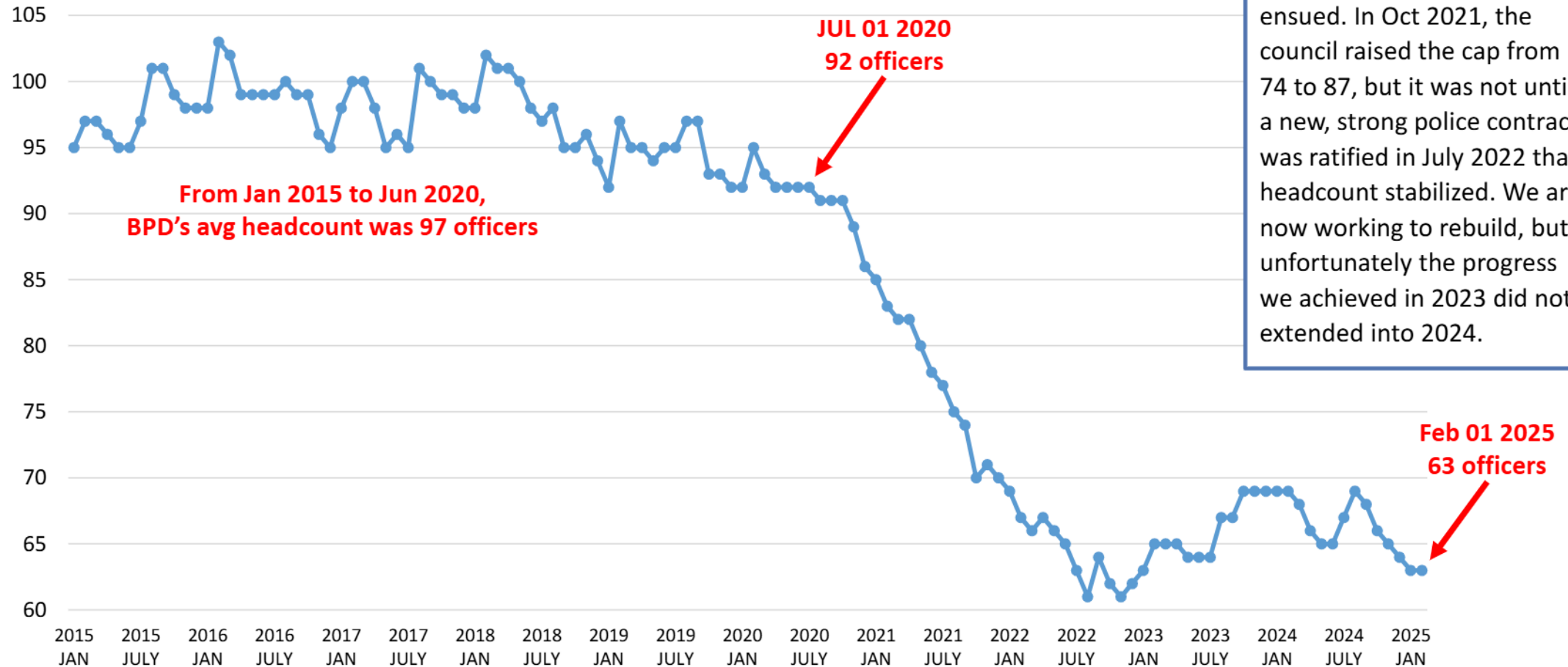
From January 8 through February 12, we conducted our 2025 Community Academy. More than twenty members of our community participated in the sessions, attending six three-hour classes—no small commitment! But it was no small syllabus, either: we try our best to give attendees as broad an exposure to the BPD as possible, ranging from dispatch to patrol to CAIP to detectives to training. On the last session, we test them with the same scenario-based training we use ourselves, including new virtual reality technology.





BPD SWORN OFFICER HEADCOUNT, 2015-2025

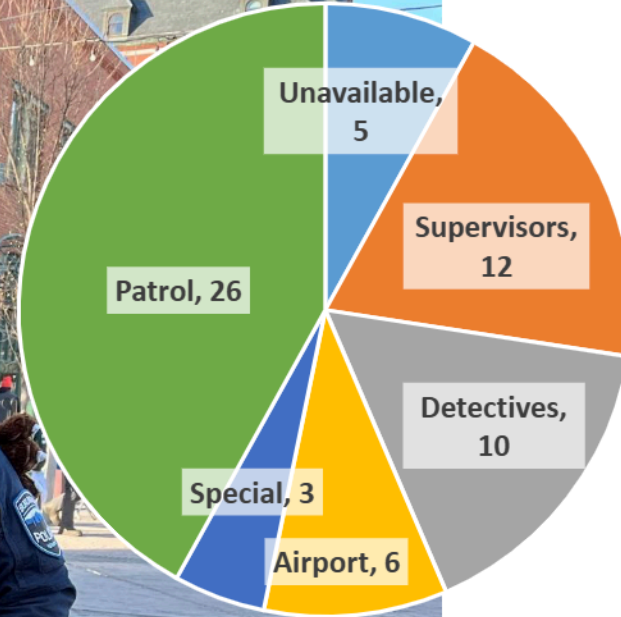
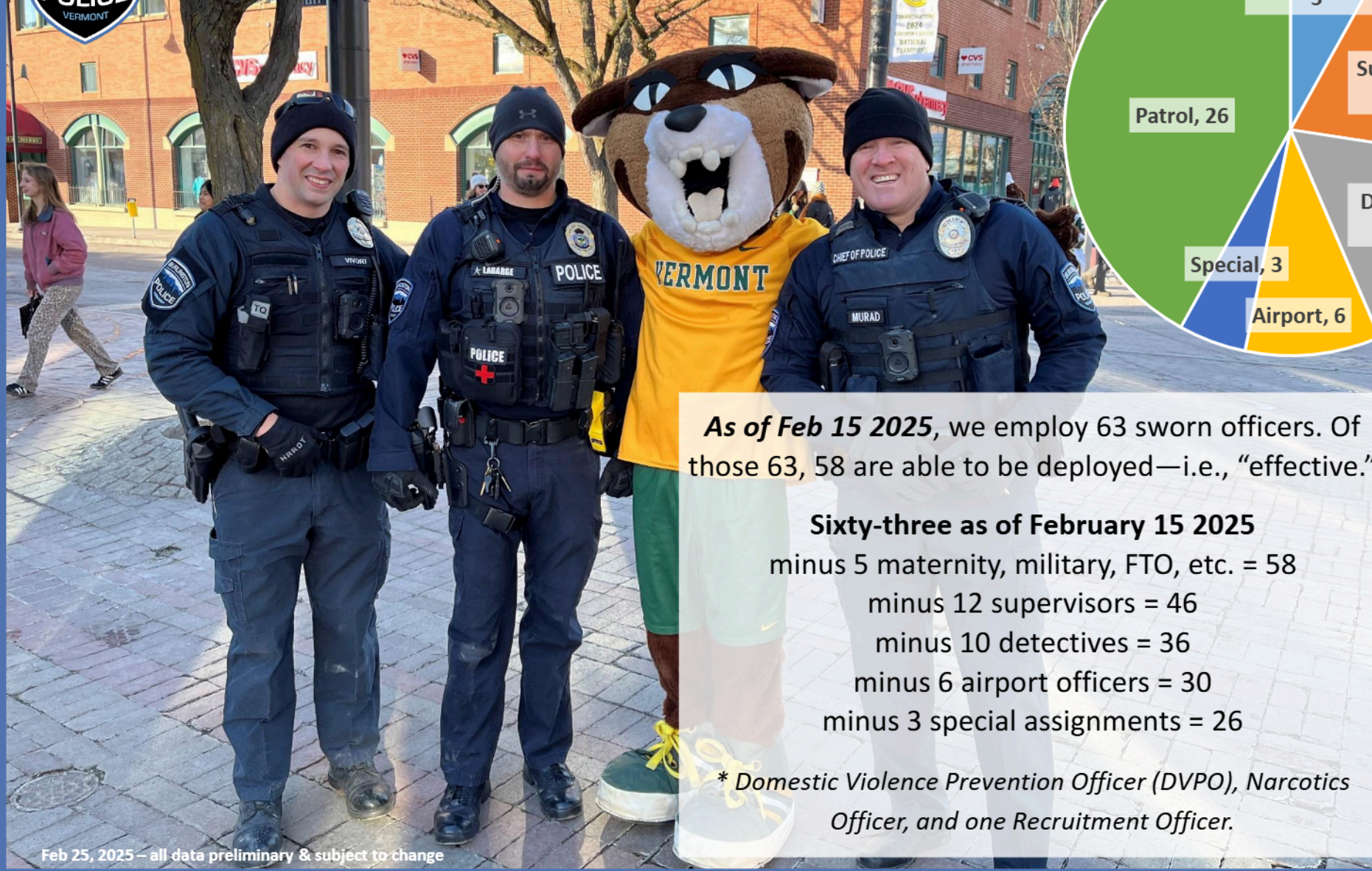
TOTAL SWORN HEADCOUNT, as of the first of each month, month-by-month



In June 2020, the Burlington City Council voted to reduce, by attrition, the BPD's authorized headcount from 105 to 74. An officer exodus ensued. In Oct 2021, the council raised the cap from 74 to 87, but it was not until a new, strong police contract was ratified in July 2022 that headcount stabilized. We are now working to rebuild, but unfortunately the progress we achieved in 2023 did not extend into 2024.



63 TOTAL, 58 EFFECTIVE



26

officers on Patrol

**We also have 6
Community Service
Officers (CSOs)
and 6 Community
Support Liaisons
(CSLs).**

As of Feb 15 2025, we employ 63 sworn officers. Of those 63, 58 are able to be deployed—i.e., “effective.”

Sixty-three as of February 15 2025

minus 5 maternity, military, FTO, etc. = 58

minus 12 supervisors = 46

minus 10 detectives = 36

minus 6 airport officers = 30

minus 3 special assignments = 26

** Domestic Violence Prevention Officer (DVPO), Narcotics Officer, and one Recruitment Officer.*



PUBLIC SAFETY ROLES UNIQUE TO BPD

Public safety is more than police. When sworn-officer staffing began to fall, Chief Murad created the 2021 Public Safety Continuity Plan. That plan augmented an existing non-sworn role:

- **Community Service Officers** (CSOs),

These are unarmed, unsworn officers who answer quality-of-life calls for service. BPD currently has six employees in the role, and **the budget allots us 11 CSOs and one CSM** (or Community Service Manager).

The role is also a stepping stone to becoming a police officer. Four of our current officers first served as CSOs.

BPD
currently
has 6 CSOs
and 6 CSLs

Chief Murad’s 2021 Public Safety Continuity Plan also created a brand new social-service role:

- **Community Support Liaisons** (CSLs)

CSLs are embedded social workers with expertise in mental health, substance-use disorder, and homelessness. **BPD currently has six CSLs**, our full allotment. There is also one CSS (or Community Support Supervisor). The CSLs are the core of our new **CAIP division (Crisis, Advocacy, Intervention Programs)**, which also includes mental health clinicians in our **Burlington CARES** team (Crisis Assessment, Response, Engagement Services).





ALL BPD POSITIONS

The core of everything we do as a department is our people. **This table shows the variety of positions along with their staffing: the number authorized versus the number on staff as of January 1, 2025.** For our professional staff, it also includes the pay grade, which is determined by the City. One professional position was recently regraded, hence the brackets, which refer to the former grade that applied for the FY25 budget.

The BPD is extremely understaffed in its sworn Police Officer and Sergeant ranks. We also have room to grow in our CSO ranks. For more information on both, see Section 4 of this report.

[Note: since January 1st the BPD has lost one lieutenant to retirement on January 21 and added one sworn officer (a new police recruit) on January 27. We also lost one CSO but added another and lost one Records Clerk. Those changes are also not reflected in this table.]

	SWORN POSITION	# AUTH	# ON STAFF
1	Chief	1	1
2	Deputy Chief	2	1
3	Lieutenant	6	6
4	Sergeant	11	5
5	Police Officer	67	50
		87	63

	PROFESSIONAL POSITION	GRADE	# AUTH	# ON STAFF
1	Application and Technology Support Specialist	15	1	1
2	Assistant Director of CAIP	24	1	1
3	Beach & Parks Patrol (seasonal)		x	x
4	Burlington CARES Clinical Supervisor	20	1	1
5	Burlington CARES Clinician	19	2	1
6	Business Manager	20	1	0
7	Command Assistant	15	1	1
8	Community Service Manager (CSM)	18	1	1
9	Community Service Officer (CSO)	15	11	6
10	Community Support Liaison (CSL)	18	6	6
11	Community Support Supervisor (CSS)	20	1	1
12	Criminal Identification Technician	18	2	2
13	Digital Media Redaction Specialist	14	1	1
14	Domestic Violence Victims Advocate	17	1	1
15	Emergency Communications Manager (ECM)	19	1	1
16	Emergency Communications Specialist (ECS)	17	14	12
17	Executive Manager	21	1	1
18	Inventory Control Specialist	16	1	1
19	Police / Fire Accountant	18	1	1
20	Police Receptionist	13	1	0
21	Police Recruitment and Hiring Coordinator	16	1	1
22	Public Info & Community Engagement Coordinator	18	1	1
23	Records Clerk	[13]	4	4
24	Senior Network Administrator	19	1	0
25	Training and Special Projects Coordinator	18	1	1
26	Uniform Bureau Support & Administrative Coordinator	16	1	1
			58	47

145 **110**



THE PRIORITY RESPONSE PLAN

PRIORITY 1	High priority.
PRIORITY 2	Middle priority. (*) = situationally dependent; some may be Priority 1 or Priority 3.
PRIORITY 3	Low priority. Response may be delayed based on officer availability; may receive a CSO response.

With staffing down and incident volume up, the BPD had to create the Priority Response Plan. It husbands resources while remaining true to our duty to prioritize our **NEIGHBORS' PHYSICAL SAFETY** and their sense of safety. **The Plan goes into effect when two or fewer sworn police officers are available for response; when that happens, Priority 2 and Priority 3 incidents get "stacked" and do not receive an in-person response.** When three or more officers are available, they are dispatched to all incidents regardless of Priority category.

Incidents labeled "CSO" or "CSL" initially receive a response from a CSO or CSL, rather than a sworn officer, unless the incident evolves in a way that changes its category or requires a sworn officer.

Incidents labeled "ONL" (for "Online Only") are to be diverted to an online reporting function. Note that larcenies and retail thefts are NOT supposed to be online reports.

Additionally, during daytime weekday hours when DSB detectives are available, **DSB will handle untimely deaths.**

911 Hangup		Cruelty to Animals	CSO	Illegal Dumping	CSO	Robbery	
Airport AOA Violation		Custodial Interference *		Impeding a Public Officer		Runaway	
Airport Duress Alarm		Disorderly Conduct *		Impersonation of a Police Officer *		Runaway Apprehension	
Airport PHASE		Disorderly Conduct by Elec Comm	ONL	Inciting a Felony		Search	
Alarm *		Disturbance		Intoxication	CSO	Search Warrant	
Alcohol Offense	CSO	DLS		Investigation - Cold Case		Service Coordination	CSL
Animal Problem	CSO	Domestic Assault - Felony		Juvenile Problem *		Sex Offender Registry Violation	
Arrest on Warrant		Domestic Assault - Misd		Kidnapping		Sexual Assault	
Arson		Domestic Disturbance		Larceny - from a Building		Sheltering/Aiding Runaway	
Assault - Aggravated		Drugs		Larceny - from a Motor Vehicle		SRO Activity	
Assault - Simple		Drugs - Possession		Larceny - Other		Stalking	
Assist - Agency		Drugs - Sale		Larceny from a Person		Stolen Vehicle	
Assist - Car Seat Inspection	CSO	DUI		Lewd and Lascivious Conduct		Subpoena Service	CSO
Assist - K9		Eluding Police		Lockdown Drill		Suicide - Attempted	
Assist - Motorist	CSO	Embezzlement	ONL	Mental Health Issue *		Suspicious Event *	
Assist - Other		Enabling Consumption by Minors		Minor in Possession of Alcohol		Theft of Rental Property	ONL
Assist - Public		Encampment Outreach	CSL	Missing Person		Theft of Service	ONL
Background Investigation		Encampment Policy	CSL	Motor Vehicle Complaint	CSO	Threats/Harassment *	
Bad Check	ONL	Escape		Neighbor Dispute	CSL	Traffic	
Bar / Liquor License Violation		Extortion	ONL	Noise	CSO	Trespass *	
Bomb Threat		False Info to Police		Obstruction of Justice		TRO/FRO Service	
Burglary *		False Pretenses	ONL	Operations		TRO/FRO Violation	
CHINS		False Public Alarms		Ordinance Violation - Other	CSO	Unlawful Restraint	
Community Outreach		False Swearing		Overdose		Untimely Death	DSB
Compliance Check		Fireworks	CSO	Parking	CSO	Use of Elec Comm to Lure a Child	
Computer Crime	ONL	Foot Patrol		Possession of Stolen Property		Uttering a Forged Instrument	ONL
Contributing to Delinquency of Minor		Forgery	ONL	Prescription Fraud	ONL	Vandalism	ONL
Counterfeiting	ONL	Found/Lost Property	CSO	Prohibited Acts		VIN verification	CSO
Crash - Fatality		Fraud	ONL	Property Damage	CSO	Violation of Conditions of Release *	
Crash - Injury to person(s)		Fugitive From Justice		Reckless Endangerment *		Voyeurism *	
Crash - LSA *		Graffiti Removal		Recovered Property	CSO	Weapons Offense	
Crash - Non-Investigated	CSO	Hindering Arrest		Resisting Arrest		Welfare Check *	
Crash - Property damage only	CSO	Homicide		Retail Theft			
Cruelty to a Child		Identity Theft	ONL	Roadway Hazard			



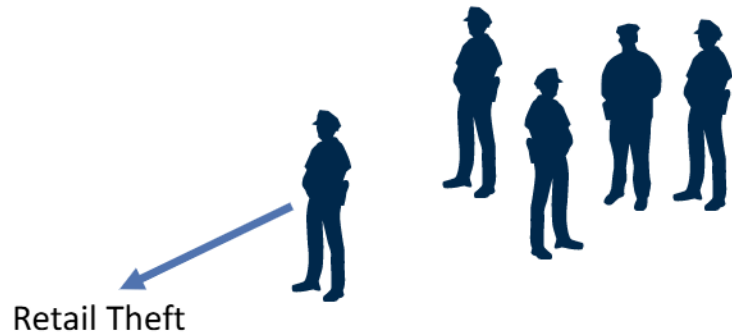
HOW THE PRIORITY RESPONSE PLAN WORKS

When only two or fewer officers are available, the Priority Response Plan goes into effect.

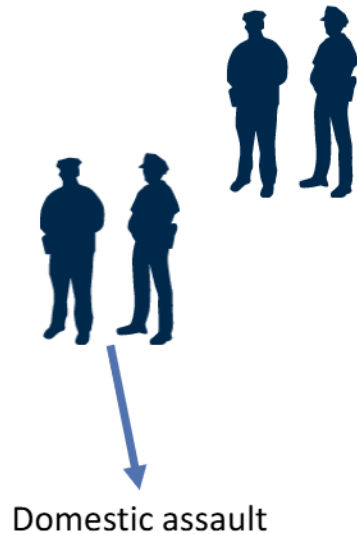
1. In this example, there are five non-supervisory officers assigned to the day shift. They respond to every call for service in the order the calls come in.



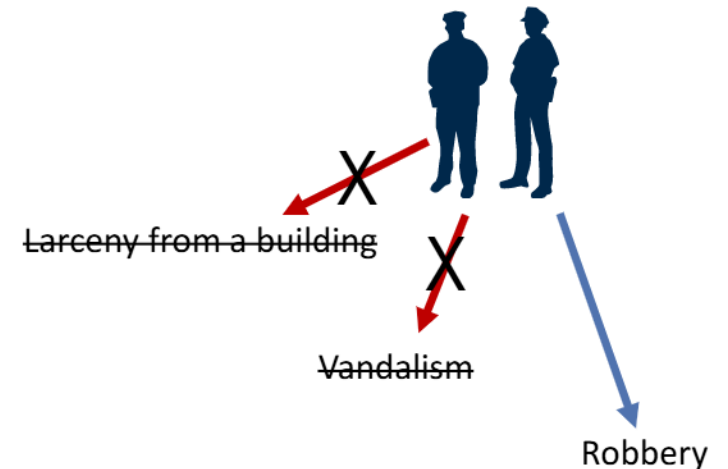
2. Dispatch receives a call about a retail theft, which is a Priority 3 call for service. Officer 1 responds, leaving Officers 2, 3, 4, and 5 available.



3. Officers 2 and 3 are dispatched to a Domestic Assault call, which, like most Priority 1 incidents, requires a two-officer response. Now only Officers 4 and 5 remain. At this point, the Priority Response Plan goes into effect.

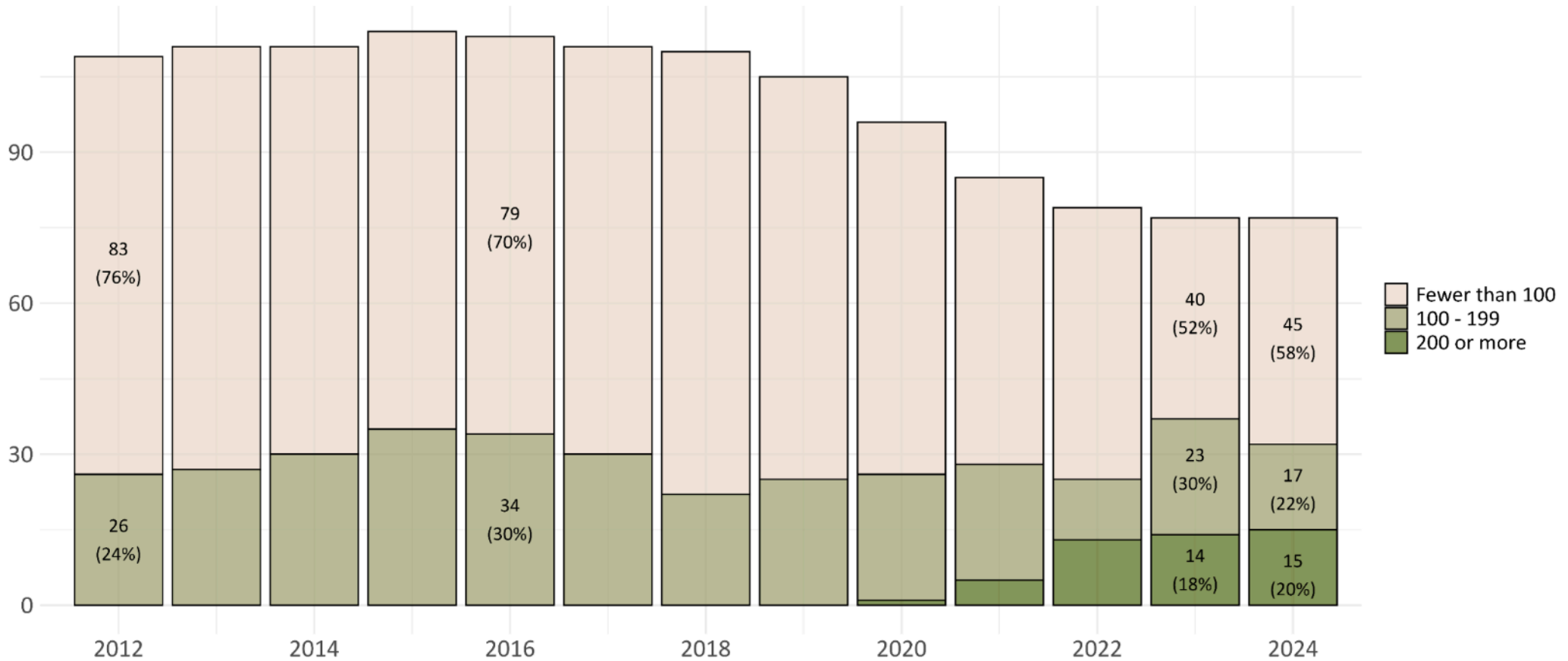


4. Officers 4 and 5 have to remain available in case of a Priority 1 life-safety incident like a robbery. If anything other than a Priority 1 comes in—a report of vandalism or a larceny, for example, which are Priority 3 calls—the call will be “stacked” until more than two officers are once again available.





FREQUENCY OF PRIORITY 1 RESPONSE PER OFFICER



'Stacked - No Response' incidents removed
Data through 12/31/2024

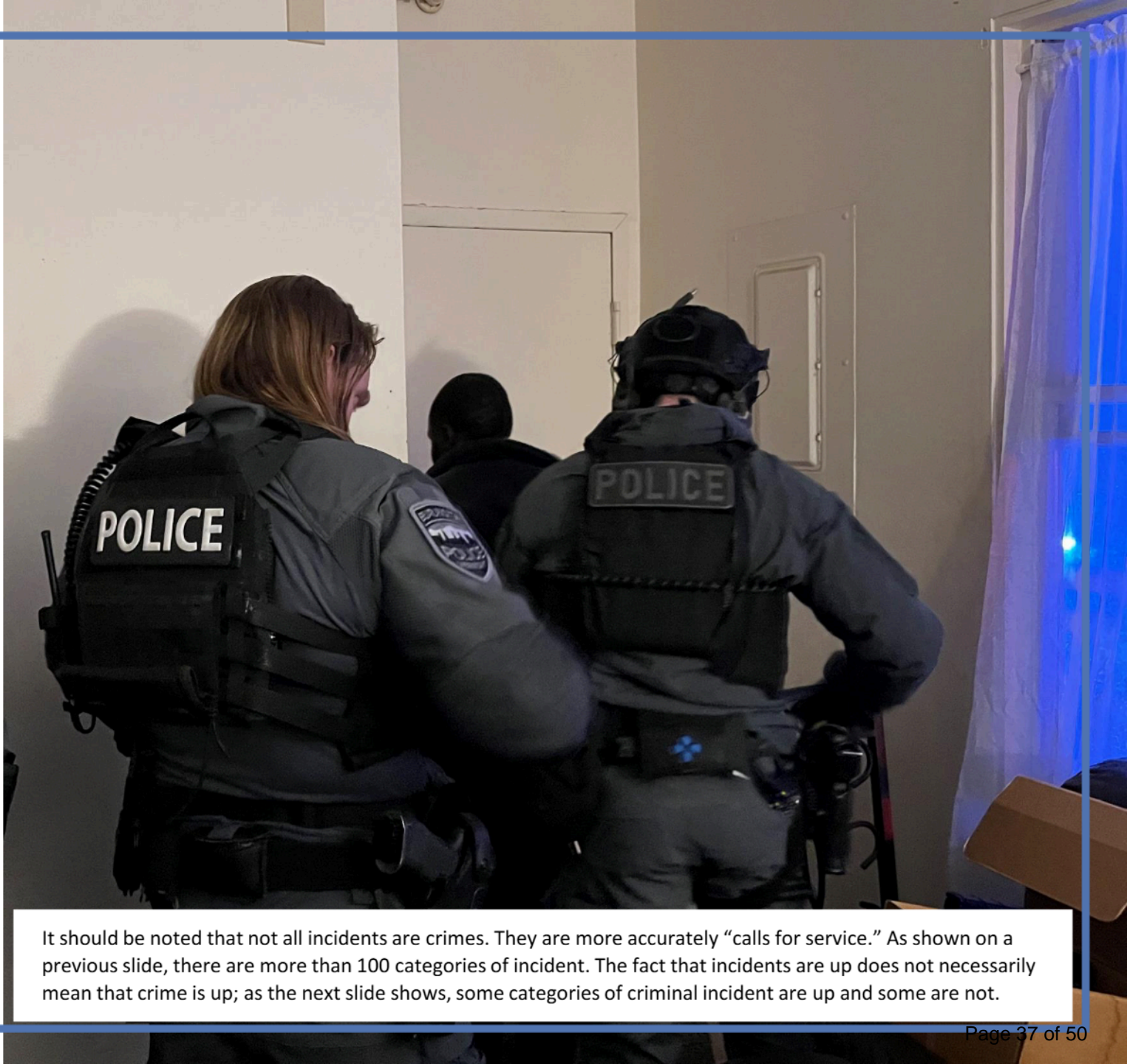
Prior to 2020, no single officer had ever responded to more than 200 Priority 1 incidents in a year. In 2023 and 2024, half the officers assigned to Patrol did just that, and all of the full-year Patrol cops responded to more than 100 such incidents.

Note: The total number of officers per year is derived by recording any sworn employee who was employed at any given time during the year. Therefore, each year may tally higher than the total headcount at any given snapshot period such as the first-of-the-month snapshots on slide 6.



INCIDENT VOLUME

	YTD INCIDENTS (as of 2/15)	%Δ
2020	3,297	100%
2021	1,920	↓42%
2022	2,226	↑16%
2023	2,842	↑28%
2024	3,202	↑13%
2025	3,188	↓0%
	Δ 2020 to 2025:	↓3%



It should be noted that not all incidents are crimes. They are more accurately “calls for service.” As shown on a previous slide, there are more than 100 categories of incident. The fact that incidents are up does not necessarily mean that crime is up; as the next slide shows, some categories of criminal incident are up and some are not.



SELECTED VALCOUR INCIDENTS, YTD AS OF FEBRUARY 15

	Assault - Agg	Assault - Simple	Burglary	Crash w Injury or Fatal	Disorderly Conduct	Domestic Assault*	Domestic Disturb	Gunfire	Larceny (all)**	Mental Health Issue	Nonfatal Overdose ***	Robbery	Sexual Assault	Stolen Vehicle	Traffic
2020	6	21	6	12	15	6	74	1	43	132	14	3	9	7	372
2021	5	8	6	8	4	1	55	0	60	101	13	2	3	4	95
2022	6	14	32	8	11	6	63	1	78	111	12	3	0	14	120
2023	3	20	20	9	9	8	54	1	141	144	40	0	4	50	72
2024	7	22	23	9	5	0	50	3	166	103	32	0	2	27	181
2025	5	20	23	13	6	8	41	0	131	116	36	5	2	23	155

* = combines incidents categorized as “Domestic Assault – Felony” and “Domestic Assault – Misdemeanor”

** = combines incidents categorized as “Larceny from a Person,” “Larceny – from a Building,” “Larceny – from Motor Vehicle,” and “Larceny – Other”

*** = fatal overdoses are categorized separately from nonfatal overdoses, and are aggregated with all other “Untimely Death” incidents.

NOTE: All categories shown year-to-date, through December 15 of their respective year

NOTE: These data are derived from Valcour incidents. Valcour is the BPD’s computer-aided dispatch and records-management system. Incidents are initially categorized by dispatch according to the information provided by a caller; the category may be changed by the officer or employee who responds to the scene and/or the detective who takes the case. Offense data and/or NIBRS data may differ.



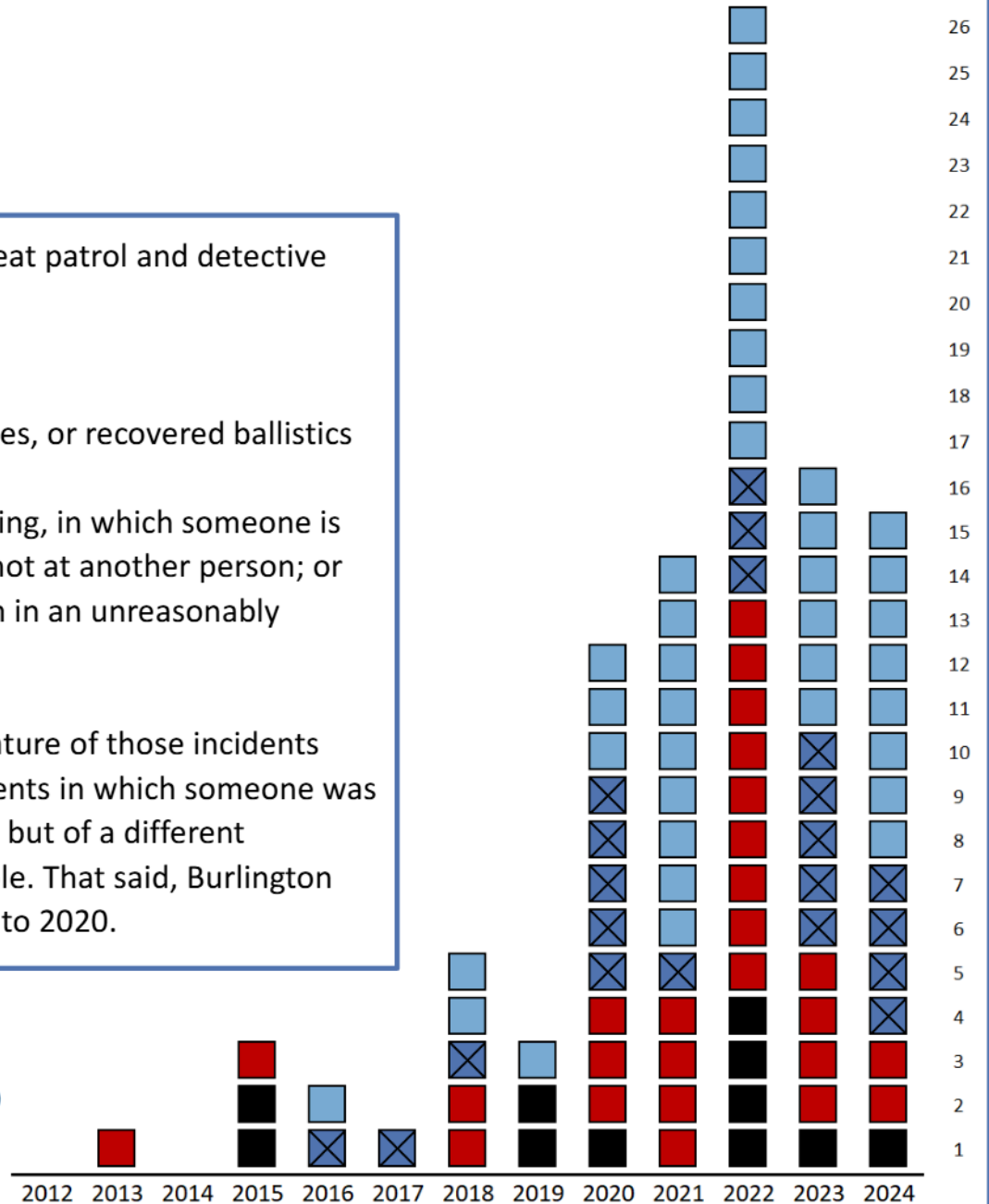
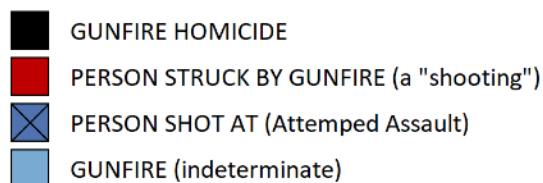
GUNFIRE, 2012 to 2024

The incredible spike in gunfire that began in 2020 is being driven down, in part by great patrol and detective work and arrests for most cases in which anyone was struck by gunfire.

A “gunfire incident” is one for which the BPD has:

- 1) Probable cause that a firearm was discharged—e.g., because of victims, witnesses, or recovered ballistics evidence—and
- 2) Reasonable suspicion that it was discharged in a criminal manner—e.g., a shooting, in which someone is struck; or an attempted aggravated assault in which evidence shows a person shot at another person; or reckless endangerment, in which evidence shows someone discharged a firearm in an unreasonably unsafe manner

Although 2024 saw 15 incidents, which was more than any year prior to 2022, the nature of those incidents reflected a change: fewer “shootings,” in which a person was struck, and fewer incidents in which someone was targeted by gunfire. What remains are reckless discharge incidents—still concerning, but of a different character than incidents in which people are known to be trying to shoot other people. That said, Burlington has a long way to go before returning to the two-a-year average it experienced prior to 2020.





THE BPD IS HIRING!

**\$74,415 to \$82,084
starting pay***

**\$100,000
top pay**

**and a \$15,000
hiring bonus**

- City retirement with 5-year vesting
- Shift differential, weekend, and holiday pay
- **full medical benefits** and wellness incentives
- Retirement after 20 years of service at 50% salary
- Retirement after 25 years of service at 75% salary
- 15-step pay scale for non-supervisory employees
- Overtime can be received as cash or vacation accrual
- **10-hour workday, 4-days-on/3-days-off schedule**
- **Weekends off every other month**
- Yearly education bonus
- Beards and tattoos permitted
- Various **specialty assignments** such as detectives, narcotics, K9, domestic violence prevention, airport
- **Applicant can be a non-U.S. citizen** if applicant is a permanent resident / green-card holder

*depending on experience

www.bpdcareers.com



BURLINGTON POLICE DEPARTMENT
DEPARTMENT DIRECTIVE
DD03 Statewide Policy on Fair and Impartial Policing
Effective October 01, 2024

This Fair and Impartial Policing policy was amended by the Vermont Criminal Justice Council on June 05, 2024. It replaces the Policy amended by the Vermont Criminal Justice Council on April 23, 2024.

PURPOSE: The purpose of this policy is to require that all members of the Burlington Police Department (BPD) conduct policing in a fair and impartial manner, to clarify the circumstances in which officers can consider personal characteristics or citizenship or immigration status when making law enforcement decisions, and to reinforce processes and procedures that enable the BPD to provide services and enforce laws in an equitable and impartial way. The BPD is required to adopt each component of the Vermont Criminal Justice Council’s model fair and impartial policing policy. The BPD may adopt additional components.

POLICY: Employees are prohibited from engaging in biased policing. This means no member of the BPD shall take actions based on any personal characteristics, or citizenship, or immigration status, except as described below, in the services our employees provide to the community in connection with our law-enforcement activities.

Because partnership with Vermont residents is the most effective way to ensure public safety, maintaining the public’s trust is a primary concern. To secure this trust, personal characteristics or citizenship or immigration status should have no adverse bearing on the BPD’s interactions with an individual. Enforcement of civil immigration law is a federal responsibility, and agencies should not engage in such enforcement except as otherwise outlined in this policy. Vermont residents are more likely to engage with law enforcement and other officials by reporting emergencies, crimes, and acting as witnesses; to participate in economic activity; and to be engaged in civic life if they can be assured they will not be singled out for scrutiny on the basis of their personal characteristics or citizenship or immigration status.

To achieve these objectives, the BPD will implement a combination of best practices in areas including but not limited to: hiring, in-service training, policy development, supervision, reporting and investigative processes, appropriate discipline, and community outreach/partnerships.

CONTENTS:

- I. Definitions
- II. Policing Impartially
- III. Community Relations
- IV. Establishing Identity

- V. State / Local Enforcement Authority / Priorities and Federal Immigration Law
 - VI. Interactions with Federal Immigration Officers
 - VII. Responding to Bias-Based Reports or Reports Regarding Bias from the Community
 - VIII. Training
 - IX. Accountability and Compliance
-

I. DEFINITIONS

- A. **Biased policing.** “Biased policing” is conduct by law-enforcement officers motivated by an individual’s actual or perceived or self-identified personal characteristics.
- B. **Citizenship or Immigration status.** This generally refers to the legal rights, if any, of a non-citizen to enter or remain in this country, or to exercise certain rights (e.g., vote in federal elections). Examples of status include, without limitation, “lawful permanent resident,” “temporary worker,” “refugee,” and “undocumented.”
- C. **Federal immigration authorities.** Federal agencies, departments, or employees or contractors thereof, tasked with enforcement of immigration law and border entry, including without limitation the Department of Homeland Security (DHS), Immigration and Customs Enforcement (ICE), and U.S. Customs and Border Protection (CBP).
- D. **Member or employee.** Any employee employed by the BPD, regardless of the employee’s assigned tasks or duties.
- E. **Personal characteristics.** These may include but are not limited to actual or perceived identity, race, ethnicity, national origin, color, gender, sexual orientation, gender identity, marital status, mental or physical disability, age, religion, and socio-economic status.
- F. **Probable cause.** Facts or circumstances that would lead a reasonable person to believe that a crime has been committed, or is being committed, or is about to occur.
- G. **Reasonable suspicion.** Suspicion for which an officer can articulate factual reasons, which does not need to rise to the level of probable cause.

II. POLICING IMPARTIALLY

- A. **Basis for law-enforcement action.** As required by law, all law-enforcement actions by law-enforcement officers, such as investigations, detentions, traffic stops, arrests, searches and seizures, etc., must be based on reasonable suspicion, probable cause, or relevant exigent circumstances, supported by articulable facts, circumstances, and conclusions that support the given action.

- B. **Taking account of personal characteristics.** BPD employees may take into account reported race, ethnicity, or other personal characteristics of persons based on credible, reliable, locally relevant, temporally specific information that links a person of specific description to particular criminal incidents or other matters under investigation and is combined with other identifying information.
- C. **Equal treatment.** Personal characteristics shall not be used as a reason to arrest someone instead of citing that person and shall not impact the decision on whether to seek continued custody pursuant to Vermont Rule of Criminal Procedure 3.
- D. **Immigration status as an essential element.** Citizenship or immigration status shall not be used as reason to arrest someone instead of citing them and shall not impact the decision on whether to seek continued custody pursuant to Vermont Rule of Criminal Procedure 3, except that criminal liability for offenses where one's citizenship, or immigration status, is an essential element is a factor that may be considered in a Rule 3 determination.
 - 1. Example: An individual convicted of a violent felony is removed by immigration authorities after serving a sentence. Unlawful re-entry by that individual may result in substantial prison time (10 years or more). Those factors may be considered because the prospect of long incarceration can be relevant to case-by-case evaluation of flight risk.
 - 2. Note. Per Section V of this directive, below, BPD employees do not have authority to investigate civil immigration laws and BPD employees shall not ask about or investigate a person's citizenship or immigration status unless information regarding citizenship or immigration status is an essential element of a crime.
- E. **Participation in pre-charge or pre-court processes.** Personal characteristics and/or citizenship or immigration status, including the existence of a civil immigration detainer, shall not affect the detainee's ability to participate in pre-charge or police-initiated pre-court processes such as referral to diversion or a Community Justice Center.
- F. **Interpreter services.** Under federal and state law, law-enforcement agencies are required to provide qualified interpretation services, either in person or telephonically, to any person in need of it.

III. COMMUNITY RELATIONS

To cultivate and foster transparency and trust with all communities, each BPD employee shall do the following when conducting pedestrian and vehicle stops or otherwise interacting with members of the public unless circumstances indicate it would be unsafe to do so:

- A. **Be courteous and professional.**
- B. **Introduce oneself.** Employees will introduce themselves to the person (providing name and agency affiliation), and state the reason for the stop as soon as practicable unless

providing this information will compromise officer or public safety or a criminal investigation.

- C. **Minimize time of detention.** Ensure that a detention is no longer than necessary to take appropriate action for the known or suspected offense, and ensure the BPD employee conveys the purpose of the reasonable delays.
- D. **Identify oneself.** BPD employees will provide their name verbally when requested. BPD employees may also provide the information in writing or on a business card.
- E. **Provide an explanation.** In addition to the above, officers should answer relevant questions the person may have if doing so will not compromise safety and/or the investigation

IV. ESTABLISHING IDENTITY

- A. **Determining identity.** An individual shall not be stopped or detained solely for the purpose of establishing identity. However, if the individual has already been stopped for a lawful purpose, the individual may be subject to objectively reasonable additional detention in order to establish identity (e.g., inquiry into identity during the course of a lawful traffic stop).
- B. **Vehicle passengers are not required to provide identification.** Absent reasonable suspicion of unlawful activity, BPD employees shall not require that passengers in motor vehicles provide identification or other documents. If requesting such documents, BPD employees will state that passengers are not required to provide them. A passenger not providing identification does not constitute reasonable suspicion of unlawful activity. In no instance shall the enforcement of civil immigration law be a reason to request identification or other documents (see Section V).
- C. **Social security numbers.** In instances when a standardized form has a field requesting an individual's social security number, BPD employees may request such information for the purposes of establishing identity. An individual not providing a social security number does not on its own constitute reasonable suspicion of unlawful activity. The absence of a social security number is not indicative of citizenship or immigration status. In no instance shall the enforcement of civil immigration law be a reason to request a social security number.
- D. **Accepted identification.** Acceptable forms of identification, which must include a photograph of the individual, include, but are not limited to, driver's licenses from any U.S. state or foreign country, government-issued IDs by a U.S. jurisdiction, foreign passports, and consular ID cards. All identification is subject to reasonable scrutiny and follow-up for authentication consistent with the provisions of this policy. Any contact with federal immigration authorities to determine an individual's identity must comply with guidance regarding Interactions with Federal Immigration Officers in Section VI.

V. STATE / LOCAL ENFORCEMENT AUTHORITY / PRIORITIES AND FEDERAL IMMIGRATION LAW

The trust and cooperation of immigrant communities is essential to prevent and solve crimes and maintain the safety and security of all. The U.S. Constitution’s Fourth Amendment and the Vermont Constitution’s Article 11 protections against unreasonable search and seizure apply equally to all individuals in Vermont.

- A. **Federal civil immigration law.** BPD employees do not have authority to enforce federal civil immigration law. Mere presence in the United States without authorization—for example, residing in the country with an expired visa—is a civil violation and may not be subject to investigation.

- B. **Federal criminal law.** Although sworn employees of the BPD have authority to enforce federal criminal law, enforcement of federal criminal immigration law is generally not a priority for the BPD. Accordingly, BPD employees should not make warrantless arrests, detain individuals, facilitate the detention of individuals, or otherwise expend resources investigating or enforcing unlawful entry or unlawful reentry cases unless such actions are (1) necessary to ensure public safety or officer safety (imminent risk of physical injury to subject, officer, or third party) or (2) integral to the investigation of criminal offenses unrelated to immigration law.
 - 1. Asylum. Some individuals crossing the border outside of an authorized checkpoint may be seeking asylum and receive federal permission to remain in the United States. Because it is often difficult to determine whether someone is crossing the border to obtain safety and lawful status, BPD employees should not presume that unauthorized border crossing implicates Vermont law, as opposed to federal interests. BPD enforcement of alleged “unlawful entry” may create the misconception that the BPD is involved in immigration enforcement and undermine partnerships with local communities.

- C. **Insufficient for reasonable suspicion.** The following do not on their own establish reasonable suspicion of a criminal offense and are not sufficient to warrant an investigation:
 - 1. Personal characteristics, including Limited English Proficiency
 - 2. Citizenship or immigration status
 - 3. Presence in the U.S. without authorization or formal documentation
 - 4. Proximity to the border

These elements *in combination with others* may contribute to reasonable suspicion. As noted in Section II (b), personal characteristics may be taken into account only where there is credible, reliable, locally relevant, temporally specific information that links a person of specific description to particular criminal incidents and is combined with other identifying information.

- D. **Prohibitions.** In interacting with all people,¹ including suspects, crime victims, and witnesses, BPD employees shall not:
1. Ask about or investigate a person’s citizenship or immigration status unless information regarding citizenship or immigration status is an essential element of the crime (such as human trafficking).
 - a. In so doing, BPD employees will never use individual personal characteristics to ask about, investigate, or presume citizenship or immigration status. For example, they cannot ask someone about citizenship or immigration status merely on the basis of race, color, or perceived national origin.
 2. Initiate or prolong stops for the purpose of enforcing civil immigration matters.
- E. **Victims’ services and visas.** BPD employees will ensure that individual immigrants and immigrant communities understand that full victims’ services are available to documented and undocumented victims/witnesses. BPD employees may, in appropriate situations, advise an individual that, if the individual is undocumented, the individual may be eligible for a temporary visa. For example, an individual might qualify for a U, S, or T visa if the individual is a victim or material witness to certain serious offenses.

VI. INTERACTIONS WITH FEDERAL IMMIGRATION OFFICERS

- A. **Limited application of federal immigration law.** BPD employees have no legal obligation to communicate with federal immigration authorities. However, two federal statutes, 8 U.S.C. §§ 1373 and 1644, provide that local and state agencies and officials may not prevent or restrict their employees from communicating with federal immigration authorities regarding an individual’s citizenship or immigration status.²

As noted in Section I above, information regarding “citizenship or immigration status” refers only to an individual’s legal rights, if any, to enter or remain in this country, or to exercise certain rights (e.g., vote in federal elections). As a result, Sections 1373 and 1644 permit state and local authorities to decide whether or when to limit communications with federal immigration authorities regarding other types of information about individuals, such as:

1. Physical appearance
2. Vehicle / license plate information
3. Current whereabouts
4. SSN or lack thereof
5. Places of residence, work, or education
6. Family relationships

¹ As explained in Section VI, below, federal immigration law permits a narrow category of voluntary communications with federal immigration authorities—i.e., those regarding citizenship or immigration status.

² BPD employees should note that accurately determining an individual’s citizenship or immigration status can be difficult in the absence of clear documentation and immigration law expertise. Moreover, making a mistake in this arena may undermine community confidence that the BPD is focused on public safety and state / local enforcement, rather than civil immigration enforcement.

7. Telephone number
8. Custody status, release date / time, or court dates

B. Restricted access to the BPD’s facility. Unless federal immigration agents have a judicially-issued criminal warrant or a legitimate law-enforcement purpose exclusive of the enforcement of civil immigration laws, BPD employees shall not:

1. Grant immigration authorities access to individuals located in otherwise-restricted portions of the BPD’s facility absent a court-approved search or arrest warrant relating to alleged crimes
2. Permit immigration authorities to use BPD facilities for investigative interviews.

C. Restricted access to individuals outside of the BPD facility. Unless federal immigration agents have a judicially-issued criminal warrant or a legitimate law enforcement purpose exclusive of the enforcement of civil immigration laws, BPD employees who have an individual in their custody shall not grant or otherwise facilitate immigration authorities’ access to the individual.

1. Non-interference. This section shall not be construed to require members to interfere with a federal official’s lawful authority to interview, detain, or arrest (with or without a warrant) an individual—e.g., employees shall not use force or physically block the official.
2. BPD actions come first. BPD employees asked to grant access to an individual in their custody (e.g., requests made during a traffic stop) shall respond to the federal official that they intend to complete their stop first, without interruption—unless it would be unlawful for them to provide that response (e.g., making such statements in an effort to intentionally facilitate an escape of a person subject to lawful arrest).
3. Supervisor involvement. BPD employees who are unsure how to proceed in a given situation should immediately contact a supervisor for guidance, provided this does not unreasonably prolong the stop.

Comment: As noted above, the BPD does not participate in civil immigration enforcement and expects its members to try to complete their law enforcement duties (e.g., issue a traffic citation) swiftly and safely and move on, leaving immigration enforcement to the appropriate authorities. Maintaining focus on state or local enforcement serves to build and maintain community confidence in the BPD.

D. Additional restrictions. In addition, BPD employees shall not:

1. Initiate or prolong stops to allow federal immigration authorities to investigate suspected civil immigration violations.
2. Hold people for, or transfer people to, federal immigration agents, unless the agents provide a judicial warrant for arrest.
3. Stop, detain, arrest, or transfer someone on the basis of requests from federal immigration agents such as "administrative warrants" and "immigration detainers." Such requests have not been issued or reviewed by a neutral magistrate and do not

- have the authority of a judicial warrant. They do not meet the probable cause requirements of the Fourth Amendment and Article 11 of the Vermont Constitution and are therefore not a lawful basis to arrest or detain anyone.
4. Request or accept assistance from federal immigration authorities for interpretation services, unless a clear emergency requires it and qualified interpretation services are not available through any other means.
 5. Conduct or participate in enforcement activities intended to locate and detain undocumented immigrants without reasonable suspicion or probable cause of a crime, unless acting in partnership with a federal agency as part of a formal agreement entered into by the governor.
 6. Facilitate the detention of individuals by federal immigration authorities for suspected civil immigration violations.
 7. Share any information (other than information regarding citizenship or immigration status) about an individual with federal immigration authority, unless there is justification on the grounds of:
 - a. Public safety or officer safety (articulable risk of physical injury to subject, officer, or third party), and state and local authorities are unable to provide urgent assistance in time
 - b. Law enforcement needs that are not related to the enforcement of federal civil immigration law (e.g., the individual may be a human trafficking victim, a crime victim, or witness entitled to a T, U, or S visas)
- Prior to providing such information³, BPD employees shall consult with a supervisor if available, unless doing so would unreasonably extend the individual's custodial detention.
8. Contact federal immigration authorities to determine an individual's identity, unless the individual does not present an acceptable form of identification and the BPD employee has reason to believe that such authorities will be able to verify the individual's identity.
 - a. The individual's personal characteristics are not a reason to believe that federal authorities will be able to verify the individual's identity.
 - b. BPD employees shall not provide any information except information necessary to establish identity. For example, a BPD employee shall not provide the location of the individual.
 9. Accept requests by federal immigration authorities to support or assist in civil immigration enforcement.

VII. RESPONDING TO BIAS-BASED REPORTS OR REPORTS REGARDING BIAS FROM THE COMMUNITY

- A. **Biased-based calls for service.** If any BPD employee receives a call for service that appears to be based solely on an individual's perceived personal characteristics or citizenship or immigration status, the BPD employee will attempt to ascertain if there are

³ BPD employees should understand that disclosures regarding citizenship and immigration status, when unnecessary for state/local law enforcement purposes, may compromise the BPD's ability to cultivate and maintain trust with community members and foster positive relationships benefiting all Vermonters.

other circumstances or facts that would constitute reasonable suspicion or probable cause. If the complainant can offer no further information, the complainant will be advised that the shift supervisor will be in contact at the first opportunity.

- B. **Correcting bias.** The shift supervisor should attempt to familiarize the caller with the BPD's Fair and Impartial Policing policy. If the caller is concerned about the person's perceived citizenship or immigration status, the caller should be advised that the BPD does not have authority to investigate or enforce civil immigration law.
- C. **Documentation.** At the conclusion of the call, the shift supervisor will document the contact by making a Valcour incident categorized as "Community Outreach."
- D. **Hate-motivated incident.** If a BPD employee receives a report of a potentially biased or hate-motivated incident, the BPD shall either dispatch an officer to evaluate the complaint or refer the caller to the Officer in Charge (OIC).

VIII. TRAINING

- A. **Training compliance.** The BPD will ensure that, at a minimum, all employees are compliant with Vermont Criminal Justice Council and legislative requirements regarding fair and impartial policing training.
- B. **Additional training.** Additional trainings may include but not be limited to instruction on anti-bias, power and privilege, non-English speaking communities, undocumented communities, and victim/witness services.

IX. ACCOUNTABILITY AND COMPLIANCE

- A. **Complaints.** The process for making a complaint shall be readily available to the public. Reasonable efforts should be made to accommodate language barriers. See DD40.
- B. **Reporting.** All BPD employees are required to report allegations, complaints, or knowledge of biased policing or suspected violations of this policy promptly to their supervisor via the BPD's internal complaint process in compliance with DD40 and DD43. Where appropriate, employees are required to intervene at the time the biased policing incident occurs.
- C. **Act 56 compliance.** State law requires all Vermont law-enforcement agencies to conduct valid investigations of alleged biased law enforcement, even if the named member or employee resigns. Effective July 1, 2018, the BPD is required to report to the Vermont Criminal Justice Council instances in which officers have willfully engaged in biased law enforcement or substantially deviated from policies prohibiting such enforcement. The

Vermont Criminal Justice Council may, in turn, impose sanctions up to revocation of officers' certification.⁴

- D. **Disciplinary action.** Violations of the policy shall result in appropriate disciplinary action as set forth in the BPD's rules and regulations, specifically DD40. Supervisors shall ensure that all employees in their command are familiar and in compliance with the content of this policy. Supervisors will be alert for and respond to indications of potential biased policing.

Required by the State of Vermont on September 01, 2024.



Jon Murad, Chief of Police

October 01, 2024
Effective Date

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⁴ See VT Act 56 (2016), codified in 20 V.S.A. § 2401(2)(D) (biased enforcement as Category B unprofessional conduct), § 2403 (duty to report to Council), § 2404 (duty to investigate), and § 2406 (Council-issued sanctions).