



## **Police Commission**

**Tuesday, January 27, 2026, 6:00 PM, Zoom / Contois Auditorium**

**You are invited to a Zoom webinar!**

**When: Jan 27, 2026 06:00 PM Eastern Time (US and Canada)**

**Topic: Police Commission 01.27.2026**

**Join from PC, Mac, iPad, or Android:**

**<https://us02web.zoom.us/j/82807244303>**

**Phone one-tap:**

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**Join via audio:**

**+1 305 224 1968 US**

**+1 309 205 3325 US**

**+1 312 626 6799 US (Chicago)**

**+1 646 558 8656 US (New York)**

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**+1 301 715 8592 US (Washington DC)**

**+1 669 900 9128 US (San Jose)**

**+1 689 278 1000 US**

**+1 719 359 4580 US**

**+1 253 205 0468 US**

**+1 253 215 8782 US (Tacoma)**

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**+1 564 217 2000 US**

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**Webinar ID: 828 0724 4303**

**International numbers available: <https://us02web.zoom.us/j/82807244303>**

## **1. Agenda**

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**1.1. Call to Order**

**1.2. Roll Call and Determination of Quorum**

**1.3. Additions or Modifications to Agenda**

## **2. Adopt Minutes**

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2.1. Motion to adopt previous meeting's minutes

### 3. Public Forum (Time Limited 10 Minutes)

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3.1. The public is invited to address the Commission

### 4. Police Department Business

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4.1. Chief's Report

### 5. Commission Business (Time Limited 60 Minutes)

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5.1. Committee Reports from All Committees

Complaints Committee - General Info

Animal Control Committee

5.2. Grievance Procedure Discussion

5.3. Website Change in Language Discussion

### 6. Commendations (Time Limited 15 Minutes)

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<b>Subject</b>	<b>6.1. December Commendations Received from the Public</b>
Meeting	January 27, 2026 - Police Commission Meeting - Tuesday, January 27, 2026, 6:00 PM, Zoom / Contois Auditorium
Category	6. Commendations (Time Limited 15 Minutes)
Department	Police Department
Type	
Recommended Action	

### 7. Announcement of Next Meeting Date (2/24/26)

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### 8. Adjournment

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8.1. Motion to Adjourn

### 9. Informational and Non-Discrimination Statements

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<b>Subject</b>	<b>9.1. 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. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. 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.</b>
Meeting	January 27, 2026 - Police Commission Meeting - Tuesday, January 27, 2026, 6:00 PM, Zoom / Contois Auditorium
Category	9. Informational and Non-Discrimination Statements
Department	Council and Board
Type	

**Police Commission**  
**Tuesday, December 16, 2025**  
**Remote via Zoom and In-person in the Queen City Room City Hall**  
**Burlington, Vermont**  
**DRAFT MINUTES**

**Members Present:** Chair Depper and Commissioner Ginorio

**Members Online:** Commissioner Cox, Commissioner Finneran, Commissioner Comerford  
Commissioner Fast and Commissioner Paul

**Staff Present:** Interim Chief Burke present, DC Young present, Command Staff Assistant Shibe  
Couchman online

**1. Agenda**

**1.1. Call to Order**

Meeting called to order at 6:00 pm by Commissioner Depper.

**1.2. Roll Call and Determination of Quorum**

Required quorum present.

**1.6. Motions for Additions or Modifications to Agenda (Time Limited: 15 Minutes)**

N/A

**2. Adopt Minutes**

**2.1. Motion to Adopt Draft Minutes from November 25th, 2025**

Moved, seconded, approved unanimously.

**3. Public Forum (Time Limited: 10 Minutes)**

**3.1. The Public is Invited to Address the Commission**

N/A

**4. Police Department Business (Time Limited: 30 Minutes)**

**4.1. December 2025 Chief's Report**

Charts supported by data shown and explained by Chief Burke.

**5. Commission Business (Time Limited: 30 Minutes)**

**5.1. Committee Reports from All Committees**

Complaints Committee working on organizational tasks.

**5.2. Animal Control Committee**

Working to assemble the ACC based on required parameters as requested.

**5.3. Introduction to By Laws Discussion**

Attorney Iarrapino gives an overview of the Police Commission bylaws.

**5.4. Retreat Goals Discussion - Spreadsheet**

Commissioners discuss how some desired tasks have already been accomplished and begin to look at how they can accomplish additional points.

**6. Commendations (Time Limited: 15 Minutes)**

**6.1. Officer Commendations**

N/A

**7. Announcement of Next Meeting Date**

January 27th, 2025.

**8. Adjournment**

**8.1. Motion to Adjourn**

The Commission adjourned the public meeting at 7:24pm.



**POLICE DEPARTMENT  
CITY OF BURLINGTON**

January 27<sup>th</sup>, 2026

Chief's Report – Burlington Police Commission

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**Personnel & Staffing Update**

The department welcomed two new officer candidates on January 20. Officer Krista Towne and Officer Hannah Schoene will attend the 121st Session of the Vermont Police Academy beginning in February.

The department currently has 61 sworn officers, with 51 available for duty. Ten officers are on long-term leave: 5 injured, 2 on FMLA, 2 pending Use of Force review, and 1 on military orders. All the officers on long-term leave are assigned to Uniformed Services, resulting in significant staffing shortages in that bureau.

Officer Sergio Caldieri will transfer from the Recruitment Officer position to the Uniform Services Bureau in February. Detective Krystal Wrinn will assume the Recruitment Officer role and is currently working alongside Officer Caldieri with the new officer candidates to ensure continuity.

Officer Randall Webster was transferred to the Detective Services Bureau, filling the vacancy created by the promotion of Sergeant Eric Kratochvil. Detective selection follows a competitive process evaluating casework, criminal law knowledge, and departmental experience.

**CAIP Leadership Update**

CAIP Assistant Director Lacey Smith resigned to pursue a new position with CVOEO. The department extends deep gratitude for her decade of service and leadership in developing the CAIP.

Community Support Supervisor Anna Wageling has assumed leadership of the CAIP, which now includes the Community Support Liaison Team and the Domestic Violence Advocate.

**2025 Incident, Arrest, Traffic Stop & Use of Force Data**

The Commission will receive an annual incident, offense, and arrest data report for 2025 this month. Data Analyst Jeff Nicholson is preparing multiple datasets modeled on prior annual reports. Historically, this report was delivered later in the year to allow for full development.



POLICE DEPARTMENT  
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Traffic stop data will be available in February. Use of force data will require additional time due to reporting challenges stemming from four changes to use-of-force reporting systems between 2019 and 2025.

Parallel to his work on the annual report, Analyst Nicholson is reestablishing workflows to resume regular data transfers to the City of Burlington Data Hub.

### Recruitment

Although the department did not meet our metric of having four candidates for the January 2026 hiring cycle, we did increase the number of applications received 2024 – 2025 by 32%. There are still seven viable candidates in the process from the 2025 calendar year, and the department has received three applications in 2026, two remain as viable candidates.

### 2025 Accomplishments

Despite a significant leadership transition and operational challenges in 2025, the department advanced several mayoral priorities:

- **DD 01** Law Enforcement Role & Authority revised and ratified (VCJC compliant)
- **DD 14.1** Body-Worn Camera Systems revised and ratified (VCJC compliant)
- **DD 29** Online Incident Reporting Revised; new platform launched
- **DD 30** Public Information Directive revised; mayoral executive order rescinded
- **DD 44** Community Service Officer Program developed and ratified (first CSO directive; essential for liability insurance)
- **PowerDMS** launched with public-facing policy access
- **Burlington School District–BPD MOU** and response protocol finalized
- **CSL Street Outreach Incident Response Protocol** developed and implemented
- Improvements in **department image, community trust, and engagement**
- Notable gains in **data quality** and **internal leadership development**

Lastly, the department launched the Situation Table in partnership with the Department of Public Safety and collaborated with the Mayor and Governor on implementation of the 14-Point Short-Term Action Plan. These efforts contributed to improved conditions in the downtown district.

## **Police Commission**

The seven-member Police Commission reviews and, in conjunction with the Chief of Police, approves Departmental policy changes, also known as Department Directives. Department Directives the Commission helps to shape cover a range of topics, including fair and impartial policing; interactions with persons with disabilities, diminished capacity and limited English proficiency; and, body worn cameras, citizen complaints, internal investigations, and discipline, among others concerning Departmental operations.

Acting pursuant to authority delegated by the City Council, the Commission may also initiate “audits, reviews, and evaluations of Police Department policies and directives, or data in regard to racial disparities or other Commission priorities.”

The Commission receives and reviews complaints about the Police Department submitted by the public and those complaints about Department personnel originating from within the Department, including those that come as a result of internal investigations. The Commission also advises the Chief prior to the Chief’s disposition of higher-level complaints and other complaints likely to result in discipline beyond a written reprimand and hears appeals taken by Department personnel who feel they have been unfairly disciplined by the Chief. Department Directive 1 also assigns the Commission a consultative role in the process of appointing a chief of police.

The Commission also compiles and submits an annual report to the City Council on complaints, discipline, and other Commission activities.

On an as-needed basis, Commissioners also serve as members of the City’s Animal Control Committee, hearing the factual details of and making orders to resolve “dangerous dog complaints” pursuant to the City’s Animal Control Ordinance.

The Commission’s goals are: 1) to promote fairness and impartiality in public safety, 2) to contribute to transparency and accountability with regards to public safety, and 3) to provide feedback to the Burlington Police Department, fostering dialogue so as to improve public safety and build trust between the Department and the community. BPC is a member of the National Association for Civilian Oversight of Law Enforcement (NACOLE).

**Official Name:** Burlington Board of Police Commissioners

**Role:** Advisors to the Chief of Police in Policy and Discipline; Provide Community Oversight and Complaint Review, Adjudicate Disciplinary Appeals

**Member Term Length (Years):** 3

**Number of Members with Terms Appointed:** 7

**Appointed By:** City Council with Mayor Presiding

**Legal Citations:** City Charter Sections 120, 126, & 183 (establishing number & qualification of commissioners, length of terms), , 184 (authorizing City Council to delegate, by resolution, authority and responsibility to Commission relating to the management of the Police Department, its services, and facilities), 190 (requiring Police Commission to hear appeals from Chief of Police decision to impose major discipline on members of the police force), 192

(empowering the Commission to review and approve limited and special police officers to protect private property or provide specific public service).  
 City Council Resolution 5.12 (June 29, 2020) (delegating complaint review authority); City Council Resolution 7.09 (November 23, 2021) (delegating authority to initiate audits, review, and evaluations). Department Directive 01 (confirming that the Commission is the “sole and final authority relating to the approval, revision, issuance, or purging of any Departmental Rule, Regulation, or Directive governing employees of the Burlington Police Department ”; and, providing Commission role in appointing Chief of Police) (Feb. 15, 2023) Directive 40 External and Internal Complaints, Supervisor Reviews, Administrative Reviews, Internal Investigations & Discipline (June 24, 2024). Collective Bargaining Agreement between the City of Burlington and Burlington Police Officers’ Association Section 16.4 (Effective through June 30, 2028) (establishing Police Commission role in hearing grievances from union members about Police Department employment decisions, including discipline). Burlington Code of Ordinances, Chapter 5, Article III, Section 5-27 (establishing Commission role in hearing dangerous dog complaint cases)

**Lead Staff Name:** Shibe Couchman  
**Lead Staff Phone:** (802) 540-2107  
**Lead Staff Email:** [scouchman@bpdvt.org](mailto:scouchman@bpdvt.org)

[Agendas & Minutes](#)

**Board Membership**

Member	Ward	Term	Email Address
Karen Paul	6	6/2028	<a href="mailto:kpaul@burlingtonvt.gov">kpaul@burlingtonvt.gov</a>
Mary Cox	8	6/2026	<a href="mailto:mcox@burlingtonvt.gov">mcox@burlingtonvt.gov</a>
Susan A Comerford	5	6/2027	<a href="mailto:scomerford@burlingtonvt.gov">scomerford@burlingtonvt.gov</a>
Michaela Q. Finneran	5	6/2026	<a href="mailto:mfinneran@burlingtonvt.gov">mfinneran@burlingtonvt.gov</a>
Tessa Brooks Fast	6	6/2028	<a href="mailto:tfast@burlingtonvt.gov">tfast@burlingtonvt.gov</a>
Robert L Depper III	4	6/2028	<a href="mailto:rdepper@burlingtonvt.gov">rdepper@burlingtonvt.gov</a>
Julia Ginorio	2	6/2028	<a href="mailto:jginorio@burlingtonvt.gov">jginorio@burlingtonvt.gov</a>

**Position Description for Members of Board of Police Commissioners**

The board of police commissioners is created by the Burlington City Charter and according to section 184 has the following duties and authority:

- To exercise the authority and responsibility for the management of the police department, its services and facilities, that is delegated by resolution of the city council;
- To notify the mayor and the chief administrative officer in writing of any changes to the police department’s rules and regulations;
- To hear any appeal of a decision by the police chief to dismiss, suspend, or demote an officer;

- To approve the chief's appointment of limited and special police officers for a period not to exceed one year.

Members of this board must meet the following criteria:

- Be a legal voter of the City of Burlington;

Members of this board will be appointed for a three-year term.

Historically, this board regularly meets on the fourth Tuesday of each month at 6:00 pm at the Burlington Police Department community room.

**In addition, members of this board will be expected to:**

- Attend all scheduled meetings, or if a meeting must be missed, let the chairperson know ahead of the meeting if they will not be able to attend;
- Review any materials provided to the board ahead of time;
- Notify the chairperson and/or the city staff person assigned to the board of any accommodation for a disability that may be required in order for the person to serve;
- Act from a spirit of cooperation and with respect towards other board members, staff members, and members of the public appearing before the board;
- Avoid actual or apparent conflicts of interest or bias;
- Comply with all aspects of the Vermont Open Meeting and Access to Public Records laws;
- When deciding a controversy or responding to a request, conduct themselves in a fair and impartial manner;
- Consider fairly the interests of all individuals and organizations whose interests may be affected by their actions as a city official.



POLICE DEPARTMENT  
CITY OF BURLINGTON

**COMMENDATIONS RECEIVED FROM THE PUBLIC**  
**December 2025**

**#1**

I would like to write to express my appreciation for officer Dong “Alex” Chun for his kindness and generosity this Christmas Season and throughout his time at BTV.

Officer Chun went out of his way to spread Christmas cheer over the airport with his kind messages over the radio and even going as far as sharing his dinner. He even made me feel special by giving me stickers (I guess I’m a Junior Officer now).

Working midnights isn’t ideal, but working them with Alex has been a pleasure. His presence at the airport will be sorely missed. I hope his actions can be formally recognized, as they truly made the airport a better place.

Respectfully,  
Joseph Fadgen

**\*\*redacted for privacy.**

**###**