



BURLINGTON POLICE DEPARTMENT

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Michele Asch, Chair
Board of Police Commissioners

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**MEETING OF THE BOARD OF POLICE COMMISSIONERS
BURLINGTON POLICE DEPARTMENT, COMMUNITY ROOM, ONE NORTH AVENUE
October 30th, 2018, 6:00 PM**

PENDING

AGENDA

1. Additions or Modifications to Agenda
2. Public Forum
3. Chief's Report
4. Commendation Letters
 - Submission through site now live
5. Youth on Commission
6. Role of Police Commission - Civilian Oversight Initiative
 - City Attorney Eileen Blackwood to answer questions
 - Update on Complaint Form – Draft of Letter
7. Commissioners' Updates/Comments
8. Officer Commissions
9. Consent Agenda – Minutes of Previous Commission Meeting
10. Next Meeting's Agenda Items – November 27, 2018
 - Regional Dispatch – update from BPD
11. Executive Session {As needed}
12. Adjournment

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BOARD OF POLICE COMMISSIONERS
MINUTES OF MEETING
TUESDAY, October 30th, 2018
Approved

A meeting of the Board of Police Commissioners was held in the Burlington Police Department Community Room on **Tuesday, October 30th, 2018**. Chair Michele Asch called the meeting to order at 6:03 PM.

The following Commissioners were present: Chair Michele Asch, Vice Chair Shireen Hart, Commissioner Robert Simpson, Commissioner Randall Harp, Commissioner Jim Dunn, and Commissioner Peter Bahrenburg. Also present: Chief del Pozo, DC Jan Wright, DC Jon Murad, Data Analyst Nancy Stetson and Police Commission Clerk Laura Cheney.

Additions or Modifications to Agenda

- None

Public Forum

- None

Chief's Report

- DC Wright reports that Chief del Pozo was currently at City Hall for the Interfaith Gathering. It is a packed house with standing room only. We felt it was important to show our support for the entire community.
- DC Murad is settling in well and working on his waiver for the academy.
- We held a full day supervisor meeting/training on 10/17. Supervisors suggested commissioners provide a bio of so members of the department will become more familiar with the group.
- We held our Swearing In Ceremony on 10/18 to welcome two new hires and 5 promotions- two new Lieutenants and three new Sergeants.
- We are working on a policy for the ERV and are currently working off a memo about use and training. We will always be doing additional training. We will have a new directive to review soon.
- We just received acceptance of our first Muslim officer. We have several other diverse candidates and are looking to hire our most diverse class in history.
- Chief del Pozo referenced concerns about duck hunting along Burlington's waterfront. Every year we contend with the issue of waterfowl hunting in Burlington. In consultation with the City Attorney's Office it has been determined that it is unlawful to discharge a firearm within city limits, which includes the confines of the harbor as defined in the Charter (View Map: [Firearm Discharge Prohibited.pdf](#)). Citizens should not be shooting in their yards, in populated areas, or in areas of the city. The department does respond to incidents as they are reported. Enforcement though, is difficult and potentially dangerous. The Dept will aim to push more info out before and during the season via social media and through a press release to be more proactive in future seasons.

Review of Incoming Correspondence

- Submission of commendations is now live on the city website. View: [Online Commendation Form](#)

Youth Participant on Police Commission

- Chair Asch reported that CEDO reached out about adding youth to our commission as non-voting members. CEDO will recruit and provide training on open meeting law.
- Questions arose about the length of the term.
- Commissioners agreed to move forward.

Role of the Police Commission: Status of the Civilian Oversight Initiative - City Attorney Eileen Blackwood & Nick Lopez present to answer questions.

- Commissioner Dunn inquired about how the commissioners can be involved in management and also act as an independent board with oversight, and raised concern about the perception.
 - City Attorney Blackwood noted this commission serves as representatives of the community and an extension of the department, providing a check on the Chief of Police.
- Commissioner Simpson: What happens if we are not comfortable with actions the Chief plans to take?
 - The next step would be to go to the City Council.
- Commissioner Harp: What happens if a Union member is unsatisfied with actions taken by the Chief?
 - First step is to go to the Chief, followed by reporting to the Police Commission.
- Commissioner Harp expressed concern about commissioners being required to get advice from the City Attorney.
 - Vice Chair Hart suggested altering the language to state that the City Attorney is available for consultation.
- Commissioner Harp: Outside of the process, can an individual commissioner take action?
 - City Attorney: Commissioners can always express dissent without disclosing confidential information.
 - Commissioner Dunn would like language added about the rights/steps of the dissenting opinions.
- Chair Asch requested adopting new language so this can be reviewed at the December Public Safety Meeting.
- Commissioner Dunn inquired about next steps after meeting with Chiefs to review complaints.
 - Chair Asch noted that if you have concerns about how complaints were handled, we would meet in executive session to discuss further.
 - Commissioner Harp suggested all Commissioners review all complaints, even if they only meet with Chiefs on certain cases.
 - Going forward, all complaints will be shared with all commissioners via email.
- Complaint Process & Form - updated letter and form up for review. Once final, to be distributed around the community and available online.
 - Vice Chair Hart to distribute at the Miller Center, BHS
 - Chair Asch will distribute to AALV, Refugee Resettlement, & P&JC
 - Clerk Cheney will distribute to Migrant Justice, City Hall, City Dept, and CJC
 - Vice Chair Hart requested that Chiefs present this at Roll Call so officers are aware.

Commissioners' Updates/Comments:

- Chair Asch reports she attended SubStat and CommStat and highly recommends all do so.
- Chair Asch also attended the Supervisor Mtg and reported on the Civilian Oversight Model. Supervisors recommended going to roll call, attending the Community Academy and are also interested in each commissioners' bio. Chair Asch requested each send a bio to Laura prior to the November meeting.

New Hires & Promotions Commissions

- Signed by all present members

Consent Agenda – Minutes of Previous Commission Meetings: October 2nd Minutes

- Commissioner Bahrenberg motioned to accept, Commissioner Hart seconded, all Commissioners voted in favor, minutes approved.

Next Meeting's Agenda Items and Date:

- Next meeting – November 27th
- Regional Dispatch Update
- Exec Session to discuss complaints

Adjournment:

- Chair Asch motioned to move to executive session at 7:34 pm.
- Following executive session, Commissioner Harp motioned to conclude, seconded by Commissioner Dunn, adjourned at 9.33pm.

Respectfully Submitted,

Laura Cheney
Police Commission Clerk

10/30/2018