



BURLINGTON POLICE DEPARTMENT

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Sarah Kenney, Chair
Board of Police Commissioners

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**MEETING OF THE BOARD OF POLICE COMMISSIONERS
4TH TUESDAY OF EVERY MONTH, 6:00 P.M.
BURLINGTON POLICE DEPARTMENT, COMMUNITY ROOM, 1 NORTH AVENUE
Schedule for 2015 is as follows:**

October 27th

November 24th

September 22nd
December 22nd

AGENDA

1. Additions or Modifications to Agenda
2. Public Forum
3. Chief's Report
4. Review of Any Incoming Correspondence *{as needed}*
5. Race Data Collection Analysis Discussion
6. Update on Commission Charter Change
7. Commissioners' Updates/Comments
8. Review Updated Directives; *{as needed}*
9. Consent Agenda – Minutes of Previous Commission Meeting
10. Next Meeting's Agenda Items and Date
11. Executive Session *{as needed}*
12. Adjournment

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BOARD OF POLICE COMMISSIONERS
MINUTES OF MEETING

A meeting of the Board of Police Commissioners was held in the Community Room at the Burlington Police Department on **Tuesday, September 22, 2015**. Chair Kenney called the meeting to order at 6:07 p.m.

The following Commissioners were present: Chair Sarah Kenney, Vice Chair Jerry O'Neill, Commissioner Paul Hochanadel, Commissioner Nyree Miles and Commissioner Christine Kemp Longmore. Also present were Chief Brandon del Pozo and Kimberly Caron, Police Commission Clerk.

Additions or Modifications to Agenda:

~Chair Kenney requested to move the Update on commission charter Change to number 3 on the agenda, after Public Forum.

Public Forum:

~There was no one present for public forum.

Update on Commission Charter Change:

~Chair Kenney explained the details of the Charter Change Committee and discussed the agenda for the upcoming Committee meeting.

Chief's Report:

~FY16 budget is on track. There is one addition: the creation of Overtime for officer posts on North Street.

~FY17 budget is being worked on. Potential additions to the budget include: equipping all Sergeants and Lieutenants with Department issued cell phones. This would make them more accessible to the public; converting two of the interview rooms into audio/visual room to allow for videotaping interviews and interrogations. Chief del Pozo outlined the reasons for this, including transparency and accuracy in court cases; permanently adding foot patrols within the City; either by increasing staffing numbers or overtime positions. Discussion followed.

~Staffing – Sworn staffing is currently at 99 with one officer going to the academy in January. Chief del Pozo outlined his idea for increasing the number of sworn officers allowed within the Department and will be drafting an explanation of the value gained by increasing the number of officers to present to the City.

~The Public Safety Committee held their meeting in the Hill Section recently. Two of the issues discussed were noise within that section and car/bike/pedestrian safety.

~Knock and Talks took place recently in the Hill Section. Over 880 informational flyers were handed out.

~The Department is working with other City Departments on Safety Planning and Threat Response outlines in City buildings. One of the items discussed in this planning is a City Wide camera system.

~Chief del Pozo recently rappelled off of the Flynn building for charity.

~There were several events being held in Burlington at the same time recently, which caused difficulty in filling all of the Extra Duty officer positions requested. Chief del Pozo explained this was part of the value of having the authorized number of sworn officers increased.

~The Taser replacement document did not go in front of the Board of Finance yet. The Mayor would like our Use of Force policy to mirror the current Vermont laws regarding Tasers. Chief del Pozo explained

the details and features of the new Tasers.

~The data has been collected for the Race Data Collection analysis. There is a Chittenden County wide collaborative effort to bring the appropriate analysts in to analyze the data. Discussion followed.

~Chief del Pozo explained his idea to set up City Officials with the ability to take public complaints regarding officer conduct. This will allow the public to submit a complaint to personnel outside of the Department. He also outlined his plan to set up a blind review of the Department's discipline process. This will help increase transparency within the Department. Chief del Pozo also explained his plan to create a process for auditing Axon video. Discussion followed.

~Chief del Pozo explained his plan for setting up a committee of community members to mentor the Department's new officers, who graduate from the Academy in December. This committee would introduce the new officers to different community groups throughout the City.

Incoming Correspondence:

~There was no incoming correspondence.

Commissioners' Updates/Comments:

~Chair Kenney was grateful for the increased foot patrols on North Street. She has noticed a huge difference in the traffic since the increase. Community members have also contacted her to say they have noticed a difference. She has encouraged community members to thank the officers when they see them on the street.

~Chair Kenney suggested that Chief del Pozo speak with the local domestic violence advocates before moving forward on videotaping all witness interviews.

~Commissioner Miles said her second ride along was very quiet.

~Commissioner Kemp Longmore inquired about potential police athletic leagues. Discussion followed. Chair Kenney will follow up with Kesha Ram with CEDO regarding the potential for a youth member.

Review Updated Directives:

~There were no Directives to review.

Consent Agenda – Minutes of the 8/25/2015 Meeting:

~Commissioner Hochanadel suggested a small edit to the 8/25/2015 meeting minutes.

Vice Chair O'Neill moved to approve the 8/25/2015 minutes as amended. Commissioner Hochanadel seconded; all in favor, so passed.

Next Meeting's Agenda Items and Date:

~The next meeting date was set for Tuesday, October 20, 2015 at 6:00 p.m. due to conflicts with the regularly scheduled date.

~Chair Kenney requested a conversation on the Citizen Complaint intake process and review be added to the agenda.

~Chair Kenney requested a conversation on Race Data Collection analysis be added to the agenda.

Executive Session:

~ Vice Chair O'Neill moved to enter Executive Session to discuss a disciplinary action against a public officer and employee. Chair Kenney seconded; all in favor, so passed. Executive Session entered at 7:10 p.m. Executive Session ended at 7:27 p.m.

Adjournment:

~Vice Chair O'Neill moved to adjourn the meeting at 7:28 p.m. Commissioner Hochanadel seconded; all in favor, so passed.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Kimberly Caron', written over a horizontal line.

Kimberly Caron,
Clerk of Police Commission

A handwritten date '10/23/2015' in black ink, written above a horizontal line.

Date