BOARD OF POLICE COMMISSIONERS
MEETING MINUTES
March 25, 2014

A meeting of the Board of Police Commissioners was held in the Burlington Police Department Community Room on **Tuesday, March 25, 2014**. Chair O'Neill called the meeting to order at 6:03 p.m.

The following Commissioners were present: Jerry O'Neill, Chair, Bill Bryant, Vice-Chair, and Commissioner Sarah Kenney. Commissioner Paul Hochanadel was not present. Also present were Chief Michael Schirling. Kimberly Caron, Police Commission Clerk, was not present and Chief Schirling took minutes.

Public Forum:
Present were: Michele Macy and Barbara Brunette were present but did not address the Commission. City Councilor David Hartnett arrived after public forum.

Chief's Report:

- Budget for FY14 on track, development of FY15 budget continues. Presentations to the City Council are forthcoming.
- Staffing – Dispatch is staffed at 11, down 1. Sworn staff is at 96 with 7 at the Academy and four departures pending. Two officers just completed Field Training.
- Community Academy concluded last week with 27 participants. Reviews were very positive and we believe that the academy will occur next year at the same time. A card from participants was shared with the Commission.
- CIT project – spring planning is underway.
- The BPD Website has been completely revamped as of last Monday when the City changed web development platforms. It is now more intuitive and easier to navigate.
- Planning for the 150th Anniversary Celebration (1865 to 2015) is under way.
- A workgroup is finalizing planning around the purchase, policy, and deployment of body-worn cameras for officers. A revised policy will be forthcoming for Commission review.
- Training for 2014 is under way. Among the areas of continued annual emphasis is mental health, cultural competency, and patrol procedures.

Final Review of work on Mental Health Policy & Procedure / Council Report:
The Commission reviewed a draft by Commissioner O'Neill of a cover letter to the City Council regarding the review or policy and operating procedures. Edits to the draft included adding detail around the Street Outreach Interventionists and the way in which they respond to calls for service. Additionally, language was added indicating which agencies and individuals were consulted during the review and drafting of the report.

The attachments would include: The new Directive (DD13.3), the Department's Report, and a letter to legislators from a number of entities regarding mental health acuity in Burlington.

Motion to approve the letter from the Commission with the noted attachments made by Commissioner Bryant, seconded by Commissioner Kenney, passed unanimously.

Review Updated Directives:
All Directives listed below were hand-marked to reflect they are the adopted versions once any edits are made.

- DD13.3 Interacting with Persons with Diminished Capacity draft 3-25-14 – additional edits to wording to ensure that contemporary language was included was received from staff at Disability Rights Vermont. That feedback and those edits have been incorporated. Additionally, final language about the use of the Street Outreach Interventionist has been added. Commissioner Bryant moved to approve this Directive, Commissioner Kenney seconded, passed unanimously.
- DD26 Records, Reports, Court Cases, & Paperwork – minor alterations and the addition of the Statewide National Crime Information Center operating policy by reference. Commissioner Kenney moved to approve this Directive, Commissioner Bryant seconded, passed unanimously.
- DD32 tabled for consideration at the next meeting after incorporation of a multi-agency Chief's memorandum.

Commissioners' Updates/Comments + City Councilor Comment:

- Commissioner Kenney spoke to two participants in the Community Academy who indicated that they were impressed with the experience and that it gave a good window into the practical reality of operations.
- Councilor Hartnett spoke to thank Barbara Brunette and her family for the approach to the difficult situation. It was a good model for how to move through difficult things in a reasonable way. That approach starts with Barb and her family. The report reflects good things coming from difficult circumstances. Thanks to the Department and the Commission.

Consent Agenda – Minutes of the 2/18/2014 Meeting: Commissioner Kenney moved to approve the 2/18/2014 minutes, Commissioner Bryant seconded, passed unanimously.

Executive Session: (None needed)

Next Meeting's Agenda Items and Date: The next regular meeting will take place on Tuesday April 22, 2014 at 6:00 p.m.

Adjournment: Commissioner Bryant moved to adjourn the meeting, Commissioner Kenney seconded, passed unanimously at 7:02 p.m.

Respectfully Submitted,

Michael Schirling, Chief (for the Clerk)

04/23/2014
Date

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MEETING OF THE BOARD OF POLICE COMMISSIONERS
TUESDAY, MARCH 25, 2014, 6:00 P.M.
BURLINGTON POLICE DEPARTMENT, COMMUNITY ROOM, 1 NORTH AVENUE

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AGENDA

1. Public Forum
2. Chief's Report
3. Review Final Version of City Council Request of Review of Mental Health Resolution
4. Review of Any Incoming Correspondence *{as needed}*
5. Commissioners' Updates/Comments
6. Review Updated Directives *{as needed}*
7. Consent Agenda – Minutes of 2/18/2014
8. Next Meeting's Agenda Items and Date
9. Executive Session *(anticipated)*
10. Adjournment

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