

**MADISON DEPARTMENT OF
POLICE SERVICES
REGULAR MEETING – April 5, 2007
9 CAMPUS DRIVE, MADISON– 7:30 PM**

Attendees: Commissioner Emile Geisenheimer, Commissioner Thomas Cartledge, Commissioner Michael Rollinson; Chief Paul Jakobson

Also Present: Officer Daniel Maxwell; Ed Brunt, Director of Communications; William Rudell, NAGE Union Representative

Absent: Commissioner Michael Heaney; Commissioner David Smith

CALL TO ORDER

Meeting was called to order at 7:42 PM by Chairman Geisenheimer followed by the Pledge.

PUBLIC COMMENTS

Chairman Geisenheimer opened the meeting to the public for comments. None

GRIEVANCE(S)

- IBPO Grievance: 02-2007 – 2nd Step

Chief Jakobson reviewed the continuation of Grievance 02-2007 at the second step. This grievance by Officer Maxwell is similar as heard in past – it is being resubmitted.

Officer Maxwell said there is not much new with this refiling and it is in effect, a rehashing of the first grievance. He is asking to have the schedule back the way it used to be. He continued, he understands the Chief can set days off and set hours but for 19 years, weekends have been available and he feels there is no significant difference in calls for service since this new schedule went into effect. He and the union would like to see it get back to the way it was so officers can look forward to weekends off. He reiterated, he understands the Chief can change the schedule but it doesn't mean he has to

Chief Jakobson responded, the only difference from the first grievance submitted by Officer Maxwell was that he did put Sunday/Monday back as requested by the shift lieutenants. Currently they have two people in the Academy; once they are off FTO he may put the weekends back on the schedule given sufficient staffing levels. Commissioner Cartledge asked when will the two recruits will graduate and was advised by the Chief they will be off FTO in August.

Chairman Geisenheimer asked Officer Maxwell what was his seniority, to which he replied he is third senior in patrol. Chairman Geisenheimer then asked, if you bid the day shift, you'd get weekends off? Officer Maxwell said he could not get on the day shift to get Saturday/Sunday off and added, the day shift still has weekends off.

MOTION by Rollinson to deny Grievance 02-2007. Commissioner Cartledge commented that he feels the request by Officer Maxwell has merit as to seniority. Chief Jakobson said he will revisit this issue in August when there is more staff and said he thinks the Board should deny the grievance. Chairman Geisenheimer commented that the principle is the management prerogative for the Chief to make a judgment with his command officers. He is not persuaded that there is anything discriminatory; the Chief is complying with what the shift commanders have requested. They may look at this in the future, but that is not the point. The point is, does the Chief have the authority; to tie his hands would be a mistake. They have to run a 24/7 police department. Officer Maxwell said the department has been running that way since he's been here. It is minimum staff on every shift. We are low on people and it affects every shift, every day. Commissioner Cartledge seconded the motion on the table to deny Grievance 02-2007. All in favor. None opposed.

- NAGE Grievance: 02-2007 – 2nd Step

Chief Jakobson said this grievance was just resolved prior to this meeting. He said he and the Union have agreed to a modification to the letter in Dispatcher DelPeschio's file and came to a satisfactory conclusion. Mr. Brunt added, the issue was insubordination.

Chief Jakobson advised this is the last NAGE grievance to be heard by the Board of Police Commissioners; from this point on, all NAGE grievances will be heard by John Bowers, Ed Brunt and the Board of Selectmen.

CONSENT AGENDA – CHIEF'S REPORTS

MOTION by Cartledge, second by Rollinson to accept the minutes of the Regular Meeting of March 8, 2007. All in favor. None opposed. So moved.

MOTION by Rollinson, second by Cartledge to accept the minutes of the Special Meeting of March 13, 2007. All in favor. None opposed. So moved.

Chief Jakobson advised that various line item transfers previously approved by the Commission have made it through the Board of Selectmen and are waiting approval by the Board of Finance.

Chairman Geisenheimer asked for an update on the budget review process for 07/08 saying he understands it was on the agenda for the Board of Finance. Chief Jakobson said he has heard nothing about the budget as of yet. Chairman Geisenheimer said he heard, unofficially, that the budget was accepted by the Board of Finance.

Chief Jakobson advised the commissioners that they will see a few additional budget line items, namely an addition for OT to accommodate the Surf Club patrols for the summer. There is now a line item for purchasing vacation time, which will be in the budget. The Town will know which line item to take it out of for tracking. Commissioner Rollinson asked the Chief if he will know what the figures will be as assigned by the Town. The Chief said they will know some, i.e., vacation; sick time buy backs fluctuate. Commissioner Rollinson asked if the Commission will be able to line item transfer? Chief answered, yes.

Commissioner Cartledge commented on the statistics for DWI arrests for the first quarter – there is a 100% improvement. Chairman Geisenheimer mentioned that there is legislation; he would like the Chief's input on what is being done for enforcement on this matter.

Commissioner Cartledge asked about utilization of hand-held cell phones and asked for a cell phone category in the traffic report. Additionally, he would like to see a statistic as to how we are addressing cell phone violations.

Commissioner Rollinson asked about regionalization communications. Chief Jakobson advised, a portion of monies was set aside to be utilized for communication upgrades; a lot of the money is redirected to wages to pay for Dispatch OT. The fire department is in the first phase of radio upgrades; a portion of this money was set aside for that while Homeland Security funds and town capital funding are all being dedicated. The majority of the money is to allow for two people in dispatch. Commissioner Rollinson asked for traffic report scales the same on both years. The Chief agreed, but the graphs are two different areas of concern.

MOTION by Rollinson, second by Cartledge to accept the Consent Agenda. All in favor. None opposed. So moved.

COMMITTEE REPORTS: None

8:06 PM

OLD BUSINESS

- Policy Revision – XI. Recruitment and Selection – 3rd Reading

Chairman Geisenheimer noted that this policy change is technically an addendum to the existing policy, which is too broad and not descriptive about the process. This addendum sets forth specifics.

*“Policy and Procedure for the Recruitment and Selection
of Candidates for the Police Academy*

This is an addendum to Article XI Recruitment and Selection of the Madison Board of Police Commissioners Policy Manual.

The process of recruitment and selection of new recruits to be hired by the Department of Police Services and sent to the Police Academy shall be governed by this policy and conducted under the supervision of the Madison Board of Police Commissioners.

A. Recruitment

The Department of Police Services may participate in the South Central Criminal Justice Agency recruitment process for Police Academy candidates or it may conduct the process independently.

When conducted independently, the process shall include the following elements and each element shall comply with any applicable P.O.S.T. requirements.

1. The Department of Police Services or Madison Human Resources department may advertise in newspapers through publications or websites appropriate for soliciting interested candidates.
2. All interested candidates shall complete a standardized application.
3. All applicants shall be screened to determine that each candidate meets the minimum qualifications for a police officer certification in Connecticut.
4. Qualified candidates must then pass a Cooper standard physical abilities test to determine if the candidate meets all physical fitness requirements to serve as a certified police officer.
5. Candidates successfully completing the steps above will then take a validated written test selected by the Department.
6. Candidates shall then be tested by an oral interview panel consisting of at least three command level certified police officers.
7. The candidates shall then meet with an oral interview panel consisting of at least three members of the Madison Board of Police Commissioners.

B. Selection

The Commission shall have available for its consideration, the information derived from each of the above steps. The Madison Board of Police Commissioners shall then make the selection of the candidate(s) who will be given a conditional offer of employment pending the completion of a thorough background investigation, polygraph, physical exam and psychological test.”

MOTION by Rollinson, second by Cartledge to accept the “Policy and Procedure for the Recruitment and Selection of Candidates for the Police Academy, Addendum #11”. All in favor. None opposed. So moved.

- Discuss process for Police Commission to review and approve policy changes drafted in Accreditation Process

Chairman Geisenheimer reported that he received a disk from Lt. Stimpson containing the revisions to date; they are rather extensive and he feels protocol would have the commissioners review these revisions. The disk deals with every aspect of policing; he would like the commissioners to receive copies and have a formal approval by section, on the agenda. It is incumbent on the commissioners to review and formally approve. Chief Jakubson noted that part of the accreditation process is to conduct a public hearing and give the public an opportunity to review and comment. He has no problem distributing the changes to the commissioners and suggested before endorsing them perhaps have public comment and then commissioner approval. Chairman Geisenheimer said he feels it is so much material and there are pieces on which the commissioners may have comments/suggestions, which should be dealt with before the public hearing. He would like the commissioners to review the standards, have the public meeting, then have commissioner approval. He would like it broken up over the course of 5 or 6 board meetings. Chief Jakubson said his target is full state accreditation, which probably won't take place until 2008 adding, we are close. Per Lt Stimpson, Tier 1 is almost complete; Tier 2 is virtually complete and Tier 3 is ready to be started. Ted LeMay from POST Accreditation has reviewed the standards completed to date and made suggestions. Commissioner Rollinson asked if anything would interfere with union issues? Chief Jakubson

answered, there are 2 union officers on the committee. The process will be that once he has reviewed the standards and suggested changes, the policy goes to the Union for a 3-day review for their comments. So far this process has worked. The Union is given full access to each policy and its changes. The Chief commented that Lt. Stimpson and the committee are doing an outstanding job, meeting weekly to work on the policies.

Chairman Geisenheimer said he would like each commissioner to receive a CD at this time; it is very comprehensive. The Chief said once the department is accredited there is a potential for insurance savings.

- Discuss Department Goals for 2007

Chairman Geisenheimer said he feels it is very important to have clearly stated rules & objectives to guide operations and measure the department's performance. Chief Jakubson noted a couple of his goals, to date:

- 1 State accreditation with POST is a goal to take us into 2008 fiscal year.
- 2 Develop a traffic measurement & enforcement model for the town. The statistics monthly show where and when incidents occur but we don't have a high level of occurrence strategy. He would like to make a goal be developing a true strategy on how to address speeding and also look at areas where the accident frequency occurs by parameters of weather conditions, time of day, time of year, etc. He will redirect traffic control and have a lieutenant in charge of traffic to have a plan to be utilized on an on-shift basis. It may involve some OT, but that would not occur as a rule. There is a correlation between speeding and accidents, but we have never targeted areas and charted it out. We will tell the public what is going on and when.

Chief Jakubson concluded, those are two attainable goals. Commissioner Cartledge asked how accessible data is to develop hot spots? Chief Jakubson answered, the data is there. Commissioner Cartledge said he thinks a timeline makes the goals work. Are there calendar dates? The Chief replied, not yet, this is the broad view. Commissioner Cartledge asked for a time line for the next meeting, to which Chairman Geisenheimer agreed that would be appropriate.

Chief Jakubson continued, as to traffic and traffic law compliance, the goal is reduce property damage and physical injury that occurs because of traffic violations. The theory is, if you determine where you have accident/injuries/property damage caused by speeding, you can reduce all these occurrences. If you can identify the areas, you can reduce the accidents. It not aimed at punishing, but rather at reducing bodily harm. It is important to focus on the data to prevent accidents. We will have our officers follow a tactical plan and as a result, we will be in a position to protect citizens.

Chairman Geisenheimer asked the commissioners to identify other categories for department goals for areas of the department.

8:28 PM

NEW BUSINESS: None

8:29 PM

COMMISSIONER COMMENTS – None. Chairman Geisenheimer said he is quite pleased with the accreditation process that is underway and is proceeding more rapidly than anticipated.

MISCELLANEOUS CORRESPONDENCE: Chief Jakubson referenced a letter from town parents regarding a case handled by Lt. Stimpson and Officer Mulhern relative to a juvenile's party. Parents are hoping they can turn this young man around.

Chief Jakubson reported he has been participating on a substance abuse panel as a result of the survey conducted at the middle school and high school levels. There are several strategies to deal with youth and their use of drugs and alcohol, which is predominate, but also addressing parenting and how they perceive these issues. They have been meeting every other week with representatives from various town substance abuse councils and youth councils.

Commissioner Cartledge commented on the wording of the parent's letter, sic 'the gravity of the situation has seriously affected our outlook on the whole gathering of kids and their 'partying'.' The parent commented on the professional way this situation was handled. Chief Jakubson added this group, which will involve the Board of Police Commissioners, is not meant to be punitive.

Chief Jakubson then reviewed the FBI-CJIS [Criminal Justice Information Services] newsletter which speaks specifically to the Northeast Working Group with which he represents the municipalities of Connecticut.

MOTION by Cartledge, second by Rollinson to adjourn to Executive Session at 8:40 PM. All in favor. None opposed. So moved.

EXECUTIVE SESSION

Present in Executive Session: Chairman Geisenheimer; Commissioners Cartledge and Rollinson; Chief Jakubson; Lt. Robert Stimpson. Discussed: Investigative briefing.

8:50 PM

Return to Open Session

MOTION by Cartledge, second by Rollinson to adjourn the regular meeting at 8:51 PM. All in favor. None opposed. So moved.

Minutes accepted: May 10, 2007