

**MADISON DEPARTMENT OF  
POLICE SERVICES  
REGULAR MEETING – February 14, 2008  
9 CAMPUS DRIVE, MADISON– 7:30 PM**

Attendees: Commissioner David Smith, Commissioner Edward Kritzman, Commissioner Larry Moon;  
Commissioner Garry Gyenizs, Chief Paul Jakobson

Absent: Chairman Emile Geisenheimer

Also Present: Press; town citizens

**CALL TO ORDER**

Vice Chairman Smith called the regular meeting to order at 7:42 PM and asked that all rise to recite the Pledge of Allegiance.

**PUBLIC COMMENTS**

Resident Ron Clark of Evarts Lane said he was troubled by recent events in the Madison Police Department. He serves on another town commission and can't fathom what the police commission and the department have been through the past few months. He said what he does on his commission pales in comparison. He continued, he feels he speaks for people in town by saying he is proud of the way this Commission has handled these very difficult situations. As much as the bad publicity it received, the Police Commission and administration of the police department should be proud that this was handled the right way. He hopes he speaks for the citizens of the town.

Commissioner Kritzman said that former officer Dan Maxwell is here at his invitation; he is retired now and was the instructor of the Citizen's Academy. Vice Chairman Smith noted that to accommodate Mr. Maxwell they would like to move his agenda item forward.

**MOTION** by Gyenizs, second by Moon to address the Citizens' Police Academy item at this time. All in favor. None opposed. So moved.

Commissioner Kritzman said he asked to have this item on the agenda because of the three previously conducted sessions of the Citizens' Academy and noted that it is seen within police departments as an excellent way to develop community relationships and educate the public as to what the police department is all about. It is a tool used by departments to build a bridge to the community. Currently, there are 19 publicized citizen academies in Connecticut with sessions offered in Guilford, Branford, Saybrook and Clinton. Typically, there are 16-20 classes per session with a variety of topics covered. Dan Maxwell has conducted these academies before; he would be responsible for the program and would cover a large number of topics. Commissioner Kritzman asked that the Commission move forward to reinstate the Academy. As a result, he thinks we end up with a pool of informed citizens with a better understanding in support of smaller police departments. He feels we need to regain trust. With that, he asked Mr. Maxwell for comments. Mr. Maxwell said the program can run 8-10-12 weeks; once per week for 2-3 hours. Topics can be anything you wish; the basics are to have a history of department, a history of policing, DUI and motor vehicle laws, special investigations, whatever you would like presented. Department officers can present specialized classes. He noted, during one session he invited a reporter from the Shore Line Times, who wrote about the weekly classes she attended. The Citizen's Academy is a great vehicle for positive publicity. Commissioner Kritzman noted, the last class was in 2002.

Chief Jakobson said he started the process 6 years ago and at that point engaged former officer Maxwell's service because he has teaching qualifications. We had not had anything like this previously. Dan put together the curriculum and we used in-house talent. Chief Jakobson said, as he told the classes – we are here not to change your mind – we are here to show you what we do and you can make up your own mind about the police department; it was a very positive experience. The class teaches the basic principles of policing. Commissioner Kritzman said if we move forward on this program he would like to get the support of the Shore Line Times and The Source to do articles on what the purpose is of the classes. Possibly the first class could be the end of March through the beginning of May.

Vice Chairman Smith said would have liked the original agenda sequence so the Citizens' Academy could be endorsed and supported by the ad hoc committee on community policing. He endorses the academy but would like to see it as an outcome of the ad hoc process; tonight's endorsement may usurp what the ad hoc committee is trying to do. Commissioner Kritzman disagreed and said he doesn't see the link; how that would usurp the ad hoc committee's role, which is to identify issues that need attention. The Citizens' Academy educates the public as to what police departments do. Vice Chairman Smith said he feels this would be a positive outcome of the ad hoc committee; it would refurbish public confidence. He is suggesting we let the ad hoc process take place. Commissioner Kritzman asked when might we be at that point with the ad hoc committee? Vice Chairman Smith said we have Thom Cartledge actively doing this (working on the ad hoc process); he will be reporting to us. Commissioner Kritzman continued it is not revolutionary to require validation of the ad hoc community; he thinks they would endorse it. Also, he feels there is a down side in delaying reaching out to the public because adults are the participants, spring and fall gives the greatest coverage opportunity, which is why he would like to see it start up for the spring. While he understands the vice chair's point, he doesn't think it is in conflict with the ad hoc committee. The cost is relatively nominal; thinks there may be private sector sponsors.

**MOTION** by Kritzman that the Commission endorses the Citizens' Academy. Vice Chairman Smith said we haven't considered anyone; while he doesn't disagree, we need to have this run through proper channels such as a presentation made to us on what it will be, who will be in charge. He said his countermotion is that this be kept on the docket for further discussion. Commissioner Gyenizs said he thinks Ed (Kritzman) did a lot of research, including if Dan Maxwell would be a good person to run this. We need to do what is right for the committee; the purpose of the ad hoc committee is to recommend to the Commission a consultant to work with the Department to step up a notch to become better. He thinks these are two separate things.

Commissioner Kritzman asked if the curriculum would be the same as was presented? Mr. Maxwell said a lot of those areas could be repeated or exchanged. Commissioner Kritzman asked if the curriculum he emailed is the one that was followed? Mr. Maxwell said yes it was. Vice Chairman Smith suggested we not appoint anyone at this point. Chief Jakubson said not to take one side or another – we can at least endorse the concept of the Academy as positive step. The department officers have the opportunity to present in front of the citizens' group. The curriculum is not changing – it will be updated. His experience has been very, very positive. Vice Chairman Smith said he is not debating that. Commissioner Gyenizs noted we have a lot of issues that we need to finish; we need to move forward in a positive way – this is an easy step. It has been successful and proven. If we keep putting stuff off we won't get anything done. With that, Commissioner Gyenizs seconded the motion of Commissioner Kritzman. Vice Chairman Smith called for discussion and vote:

**VOTE:** 2-2-0 (opposed: Smith, Moon; in favor: Kritzman, Gyenizs)

**MOTION** by Kritzman, second by Gyenizs to endorse the Citizen's Academy to develop necessary material and place this on the March agenda. All in favor. None opposed. So moved.

**MOTION** by Smith, second by Moon that Commissioner Kritzman come to the next meeting with the content, recommendations for the teacher and all necessary matters to execute the Academy. All in favor. None opposed. So moved.

#### **CONSENT AGENDA – CHIEF'S REPORTS**

Vice Chairman Smith called for motions to accept the minutes of the regular meeting and special hearings:

Regular Meeting: January 8, 2008

**MOTION** by Kritzman, second by Gyenizs to accept the minutes of the January 8, 2008 regular meeting as amended. All in favor. None opposed. So moved.

Special Meeting: January 31, 2008

**MOTION** by Kritzman, second by Moon to accept the minutes of the January 31, 2008 special meeting. All in favor. None opposed. So moved.

Special Hearing: January 7, 2008

**MOTION** by Gyenizs, second by Moon to accept the minutes of the January 7, 2008 special hearing. All in favor. None opposed. So moved.

Special Hearing January 24, 2008

**MOTION** by Moon, second by Gyenizs to accept the minutes of the January 24, 2008 special hearing. All in favor. None opposed. So moved.

Special Hearing January 25, 2008

**MOTION** by Kritzman, second by Gyenizs to accept the minutes of the January 25, 2008 special hearing. All in favor. None opposed. So moved.

Special Hearing January 29, 2008

**MOTION** by Kritzman, second by Gyenizs to accept the minutes of the January 29, 2008 special hearing. All in favor. None opposed. So moved.

Special Hearing January 31, 2008

**MOTION** by Moon, second by Kritzman to accept the minutes of the January 31, 2008 special hearing. All in favor. None opposed. So moved.

Commissioner Moon said he would like to have it noted in the minutes (where applicable) that there was a court reporter present and the minutes which were transcribed by the court reporter serve as an official document. Chief Jakubson said while these minutes are official documents, he suggested a notation that “the court reporter’s record is a matter of record” be included. Commissioner Kritzman said to put the court reporter’s name in the ‘present’ section and that he was present throughout the hearing. Chief Jakubson suggested making a note that there is a court record of the special hearings.

**MOTION** by Kritzman, second by Moon to amend the minutes to indicate the court reporter’s name in the ‘present’ section. All in favor. None opposed. So moved.

Vice Chairman Smith asked the Chief if he had any comments on the Chief’s Report.

Vice Chairman Smith reported he finished a workshop with the boards of selectmen and finance for the 2008-09 budget. He said he put in a request for 2 additional officers, which would bring us to 27 with 25 eligible for patrol; that would be very helpful and is before the boards of selectmen and finance.

Commissioner Kritzman complimented the Vice Chairman’s presentation which answered the questions asked by the boards of selectmen and finance.

Chief Jakubson noted the spreadsheet for traffic reports, based on Lt. Dobbin’s statistical report, is a compilation of the total accidents for calendar year 2007; there were a total of 314 accidents with no injuries; 78 with injuries for a total of 392. The #1 cause is ‘Following Too Closely, followed by #2 “Animal or Foreign Object in Road”, #3 “Failed to Grant Right of Way”, #4 “Unsafe Backing”, #5 “Speed Too Fast for Conditions”; #6 “Improper Turning Maneuver” and #7 DUI. Lt. Dobbin will now remove the posted charts, based on last year’s MVA contributing factors, which are in the patrol hall. Lt. Dobbin has made recommendations to the supervisors relative to where officers should be patrolling, based on these statistics.

Vice Chairman Smith asked that Lt. Dobbin attend the next meeting to explain his recommended appropriate actions. Now that we have a full year’s statistics, we can see where we can make the greatest impact. Chief Jakubson said we are doing that; he will ask Lt. Dobbin to attend the March commission meeting.

Chief Jakubson then highlighted training and noted we are proactively sending officers to more training; not just to be applied to recertification, but even beyond. Commissioner Kritzman asked, beyond the POST courses, what other courses are being offered? Chief Jakubson said they are looking for officers with a proficiency in various areas so we can enhance those skills, such as interrogation, advanced accident

investigations. Training is the key. Commissioner Kritzman agreed and said he thinks it is absolutely necessary to not only maintain and enhance skills and knowledge, but to provide career and growth opportunities. He asked what is the process of selection – what criteria are established in selecting people for training? Chief Jakubson said he would like to see a performance evaluation in place which we currently do not have. We recognize that we need to add that to the Collective Bargaining Agreement (CBA) given the change-over of personnel so we can provide the newer, younger officers with training for police and management skills. The training officer we had retired. At this time, Sgt. Pardo is doing a really good job as training officer and will probably be moved back to that role. Training is key – we need to provide a higher level than we have; need to look beyond recertification.

Chief Jakubson advised the public that we have had several burglaries lately; the burglar was in the house when the people came home. Use common sense – use your alarm system; lock your doors. If there is any fear that someone entered the home, don't enter, call 911; don't leave your car keys in the ignition.

**MOTION** by Kritzman, second by Moon to accept the Chief's Report. All in favor. None opposed. So moved.

**COMMITTEE REPORTS** – None

**OLD BUSINESS**

- **ACCREDITATION:** Chief Jakubson reported there is no movement in accreditation at this time; the committee has been busy with other department work. Commissioner Kritzman added, he feels accreditation is a subject for the ad hoc committee.
- **RECRUITMENT STATUS:** Chief Jakubson reported we currently have 1 officer in his second week in the Academy. Newly hired, certified officer Rebecca Ricciutti will be on her own this week; Officer Greg Martin completes FTO in March and will enter the schedule. There is a candidate the Board has authorized with a conditional offer who will go to the Academy in March. Still have a pool of a half-dozen certified officers who have submitted their applications. We are sending them to POST for the Cooper Standard agility test which will be followed by the written exam and the oral command board. Lt. Stimpson has done a tremendous job with the recruitment program. He has created an on-line application which is returned to us via email. We have 15-20 applications on file and will find a nice balance between certified officers and non-certified. Commissioner Moon asked how long the process will take before we can make an offer?: The Chief replied, the Cooper Standard is the end of this month at POST; once we have that out of the way we can fast track the applicants to move through the normal process through the oral and command boards and to the Police Commission. We still need to go through psychological testing, polygraph and a pre-employment physical if the Board approves them for an offer. The Chief said he would guesstimate April 15 for a certified officer to come on board.

Commissioner Moon asked how many officers are working 16-hour shifts? Chief Jakubson said it is mostly supervisors who are covering these shifts; they are working split shifts for 12 hours/each. There is not much sick time at the supervisor's level, but we are down two supervisors. Commissioner Kritzman extended his appreciation to Lt Stimpson and to the officers who are pulling extra shifts at the cost of their family. He discussed an article regarding police fatigue and extended shifts and supplied the commissioners with copies. When Commissioner Moon suggested we might get relief around April 15<sup>th</sup>, the Chief answered, hopefully.

Vice Chairman Smith said he had noted to the boards of selectmen and finance the age distribution and the disparity of ages. There are 9 officers with 17 years of experience and 11 with less than 10; 5 with less than 5. We are mid-range in terms of experience. Chief Jakubson added, the certified candidates will help that out. We have two supervisor positions; within the next month we will have the interview process but he can't deplete the patrol force to promote a sergeant. He said he needs to be able to backfill patrol spots, which Vice Chairman Smith said was duly noted.

- **STUDY OF ORGANIZATION AND STAFFING OF ADMINISTRATIVE AND DETECTIVE DIVISIONS**

Commissioner Smith had no report at this time.

**NEW BUSINESS**

- Line Item Transfers
  - \$365.00 from OT Beach & Rec. 1-100-3100-0000-1320-630-00 to Purchase Services 1-100-3100-0000-4900-635-00 for under funded account due to increase in annual fees from South Central Criminal Justice
  - \$30,000.00 from Wages 1-100-3100-0000-1040-635-00 to OT Investigations to OT Investigations 1-100-3100-0000-1320-651-00 for numerous internal and criminal investigations
  - \$38,000.00 from Wages 1-100-3100-0000-1040-635-00 to OT Replacement 1-100-3100-0000-1320-635-00 due to overtime shifts required to fill shift vacancies due to retirements, suspensions & terminations
  - \$321.28 from OT Beach & Rec 1-100-3100-0000-1320-630-00 to Salary Admin. 1-100-3100-0000-1020-635-00 due to under funded account
  - \$1000.00 from OT Beach & Rec 1-100-3100-0000-1320-630-00 to Professional/Technical Services 1-100-3100-0000-3300-635-00 for physical and psychological testing for anticipated hiring

Lt. Stimpson noted, these monies for transfer are within our budget; he has met with the Finance Dept and they are both comfortable with the projections.

**MOTION** by Gyenizs, second by Kritzman to approve the line item transfers. All in favor. None opposed. So moved.

- Police Commission Ad Hoc Consultant-Search Committee

Thom Cartledge could not attend tonight but has prepared a statement to be read into the record:

*Committee to Advise on Excellence in Policing Services*

*The committee chaired by Thom Cartledge, will be charged with defining the objectives, scope, and qualifications of an individual (consultant) that will advise the Madison Board of Police Commissioners on all matters relevant to achieving excellence in police services for the town and citizens of Madison.*

*It is recognized that in defining “Excellence in Police Services” for the Town of Madison, the organizations or bodies impacted may have different expectations. Therefore, the Committee will be comprised of, but not limited to, members representing the diverse interests associated with public safety, public education, commerce, labor relations, and the citizenry of Madison.*

*I have begun soliciting participants and recently attended a Police Ethics workshop with Chief Jacobson. Secondly, I am cognizant that reaching our stated goal as previously noted must be completed in a timely manner without sacrificing thoroughness and completeness. To this end I will continue to keep the Board of Police Commissioners fully informed as to our progress and expected timelines to completion.*

*Respectfully submitted,  
Thom Cartledge*

Commissioner Kritzman said this is an issue where there was not much of a discussion as a Commission. He thinks it would be helpful to ask Mr. Cartledge for a general idea he is addressing and perhaps have a liaison from the Police Commission to the ad hoc committee. Vice Chairman Smith said that is one of Thom’s recommendations. Commissioner Kritzman said he has the time and interest to participate on the ad hoc committee; with a background in municipal police departments, he would like to be an active liaison. Vice Chairman Smith suggested he get in touch with Thom Cartledge.

**MOTION** by Kritzman that he be appointed liaison to the ad hoc committee. Vice Chairman Smith suggested he be one of several liaisons. Chief Jakubson recommended that for clarification, the description in the first paragraph (individual/consultant) not be limited to being just an individual.

**MOTION** by Gyenizs, second by Moon that Commissioner Ed Kritzman be one of the Board of Police Commission liaisons to the ad hoc committee. All in favor. None opposed. So moved.

- Discussion on Ethics and Supervisory Training

Vice Chairman Smith reported the ethics and supervisory training was in concert with the Chief and Thom Cartledge. Chief Jakubson reported that he met with a professor from UCONN and a former chief of police who teaches a POST certified ethics and management course. The Chief had Mr. Cartledge join him at the training at Camp Rell in conjunction with police department members from the eastern portion of the state. Thom was impressed by the presentation of the two professors (Prof. Mark Sullivan & Chief Darren Stewart of Stonington) and he intends to bring them here for management level training. He noted, they will be looking to diversify training for the rank & file. The training touched on contemporary issues and was situational-based on actual incidents; how to handle situations. Vice Chairman Smith said he had spoken to Thom Cartledge, who was very impressed with the training. Commissioner Kritzman asked for a timeframe; the Chief said within the next couple of weeks. When asked by Commissioner Kritzman if the commissioners could attend, Chief Jakubson said he would check with the professors. All the cases presented are actual cases; there were various discussion groups. Chief said he has obtained an ethics tool kit from the International Chiefs of Police (IACP); he is evaluating the DVD now to see if it can be reinforced. The Chief assured the public that the existing force is clear and understands the Code of Ethics, Mission Statement, Oath of Office and what they mean.

- Associate Membership in Law Enforcement Council (LEC)

Chief Jakubson advised, we are the last town in New Haven county; we border the eastern region. He has attended a couple of the LEC training sessions as an invited guest; he would look at joining as a member for block training to accomplish recertification training expeditiously and at a reduced cost. He is requesting to be an associate member with LEC for the remainder of this fiscal year. Vice Chairman Smith asked if this could supplant SCCJA? Chief Jakubson said, possibly. Vice Chairman Smith asked, if he is asking the Commission to approve the investigation of the feasibility of LEC being part of our accreditation process? Do we need both LEC and SCJJA? Chief Jakubson said South Central doesn't provide block training for officers.

**MOTION** by Kritzman, second by Moon to authorize the Chief to expend the pro-rated dues of \$437.50 for the balance of this fiscal year. All in favor. None opposed. So moved.

**COMMISSIONER COMMENTS:** Commissioner Moon said he is glad there are 5 to 6 officers in the queue with the possibility of having them on board in 60 days. He said to the officers out there - help is on the way – play it safe, keep plugging, hope is on the way. We are moving as quickly as we can. Chief Jakubson added, to meet our standards.

Commissioner Kritzman brought up the discussed incident which could have been a police shooting, involving Lt. Dobbin and officers McDevitt, Aivano and Baxter. He said they had planned a formal recognition but with the diversions we have not gotten to it. He would like to see the Commission formally recognize the officers who were involved in this cited domestic violence. The need for lethal force was avoided, something he thinks it is worthy of public acknowledgement at the next meeting.

Vice Chairman Smith called for a motion to add one new business item, the timing and date for the March meeting.

**MOTION** by Gyenizs, second by Moon to add to the agenda and change the next regular meeting date from March 20 to March 25<sup>th</sup>. All in favor. None opposed. So moved.

#### **MISCELLANEOUS CORRESPONDENCE**

Correspondence was noted from a family chiropractic center, naming officers who have been very helpful; a letter was read from The Country School recognizing Officer Lori LaPrise for her actions at the school. Vice Chairman Smith noted, it is nice for our officers and nice for us that we have a lot of really great people out

there – they are hard-pressed and need everybody’s support. We unanimously have stated that we support them.

**CHAIRMAN COMMENTS** - None

**MOTION** by Kritzman, second by Gyenizs to adjourn the Regular Session at 9:06 PM. All in favor. None opposed. So moved.

Minutes Accepted: March 25, 2008