

Suffield Police Commission
Minutes of the Regular Meeting, March 19, 2008

The regular meeting of the Suffield Police Commission was held on Wednesday, March 19, 2008 at Suffield Police Headquarters, 911 Mountain Road, Suffield, Ct.

Present were: Chairman Don Miner, Commissioners Jack Quinn, Linda Stevenson, Matt Joyal and Peter Hill. Commissioner John Zavisza was absent due to illness. Also present were Chief Michael Manzi, Capt. David Bourque, Guest Speaker Ms. Jennifer Hill and Recording Secretary Karen McKown.

The meeting was called to order at 7:07 p.m. by Chairman Miner.

CORRESPONDENCE:

Mr. Miner said the Connecticut Police Commissioners Association is having their meeting the on the last Wednesday of the month, if anyone was interested in attending.

Chief Manzi said he had received a letter from Chief Michael Fallon, Connecticut State Capitol Police, thanking Chief Manzi for chairing a Lieutenant's oral board, for the Capitol Police.

PUBLIC INPUT: NONE

MINUTES OF FEBRUARY 20, 2008 MEETING:

Mr. Quinn motioned to accept the minutes as presented, seconded by Mr. Hill. There was no discussion and the motion passed by unanimous vote.

GUESS SPEAKER Ms. Jennifer Hill was present at the request of Mr. Miner who stated Ms. Hill is an expert in facilitating goal setting processes, and Mr. Miner invited Ms. Hill to share her knowledge with the Commission, Chief and Captain. She gave an overview of the program she teaches, which is usually on a much larger corporate level. She spoke about getting objectives set by managers filtered down to each and every member in the organization, so everyone would know what the goals are and what action steps would be needed to accomplish these expressed goals. She said once a program, that involves employees from the top managers to the workers "in the trenches", starts, it has been her experience that everyone approves and welcomes the chance to participate in the process, to understand the process and feel a part of it.

Ms. Hill left the meeting at 8:05.

DEPARTMENT REPORTS:

BUDGET AND FINANCE – Capt Bourque reported that the department looks like it will be experiencing a 15% overage in the payroll/overtime (extra time). There are concerns that a DWI enforcement grant will be lost. This information is being brought to the Commission at this time in case it becomes an issue that requires Board of Finance notification at a later date. Capt

Bourque also stated that the diesel line item issue has not been resolved. Also gasoline use is reported up by around 3,000 gals. This number is based on a study of gasoline usage over the past 3 years. Gasoline keys have been refigured in an attempt to find the answer to this. The Highway Dept. is lending their assistance in solving this issue. It is believed that some other agency is, unintentionally, using Police Dept. Gasoline.

ACTIVITY REPORT – Mr. Miner asked if another column could be added to the report. Capt. Bourque said it could be done. The Captain also reported that GPS locators in the cruisers are active, and can be monitored in the Sergeant’s office. This system is destined to be in dispatch so that in case of an emergency call, the dispatcher can send officers closest to the scene, rather than going strictly on districts assigned.

Detective Bureau – Chief Manzi said Detective Sargent has been busy doing background investigations on the two new employees. The Chief said Detective Sargent and Sergeant VanTasel generated 24 arrest warrants for persons involved in numerous car breaks.

K-9 – Chief Manzi said Officer Osowiecki not only takes pride in the work done with the dog, but is also involved in teaching R.A.D. class. The Captain said he attended one of the classes and he said Ofc. Osowiecki “took a real beating” while teaching the women. He said Ofc. Osowiecki does a great job teaching this class.

School Resource Officer - None

Evaluations – An evaluation of Officer Kieselback was submitted for the Commission review. It did not require any action. The Officer continues to receive outstanding evaluations.

Ms. Stevenson motioned to accept the department reports as submitted, seconded by Mr. Hill and passed by unanimous vote.

CHIEF’S REPORT –

- Chief Manzi reported that Sgt. Nelson remains out on workers comp. injury.
- The Chief reported on Homeland Security information bulletins he has been receiving.
- Chief reported that another cruiser had been sold via sealed bid.
- Chief Manzi stated the upcoming budget was presented to the Board of Finance by himself, Mr. Miner and Capt. Bourque. He felt it was well received.
- The Chief updated the Commission on the procedure for obtaining a vendor’s permit. There were persons in town, selling vacuums who had not obtained a permit.
- The Chief further reported that he had attended a safety presentation hosted by CL&P.
- The Chief explained the two new general orders that were presented with the Commission packet. The first was regarding notification of supervisors, and the second was a revised code of conduct, that now included the disciplinary steps for certain violations of the code.

CHAIRMAN COMMENT –

Mr. Miner asked the board how they felt about what Jennifer Hill had presented earlier in the meeting. Mr. Quinn stated he felt that the Commission and department were not far off the mark regarding the setting of goals and objectives. He further stated he is pleased with the attitude changes within the Commission that allowed someone such as Ms. Hill to speak to them. Chief

Manzi spoke about the advances policing has undergone in the past 50 years, how “the job” has not fundamentally changed, though the technology, training and networking have advanced in leaps and bounds.

PUBLIC COMMENT – None

At 8:45, Mr. Quinn motioned to adjourn to executive session to discuss new hire personnel issues. Ms. Stevenson seconded and the motion carried

At 10:30, the Commission returned to regular session and adjourned.

Respectfully submitted,

Karen McKown

Donald Miner, Chairman

Recording Secretary