



EAST HAVEN DEPARTMENT OF POLICE SERVICES

471 NORTH HIGH STREET • EAST HAVEN, CONNECTICUT 06512

Mayor Joseph Maturo, Jr.



Honorable Board of
Police Commissioners

HONORABLE BOARD OF POLICE COMMISSIONERS REGULAR MONTHLY MEETING MINUTES

FEBRUARY 26, 2019 AT 7:00 PM

471 NORTH HIGH STREET

EAST HAVEN, CT

COMMISSIONER(S) PRESENT: Chairman William Illingworth (presiding), Vice Chairman Joseph DiSilvestro, Commissioner Dawne Flynn, Commissioner Eduardo Torrealba, Commissioner Paul Carbo

ALSO PRESENT: Chief Edward Lennon, Deputy Chief James Naccarato, ETV Videographer

Chairman Illingworth called the meeting to order at 7:01 PM.

1. Pledge of Allegiance
2. Moment of Silence
3. Roll Call – Clerk Maldonado; quorum obtained
4. Announcement(s)

Chairman Illingworth recognized the prompt press releases from Lieutenants Emerman and Murgo. They do a fantastic job of highlighting the terrific job the men and woman of this Department do on a daily basis. He wants them to know that their actions do not go unnoticed by this Board.

5. Consider and act upon the approval of the regular monthly meeting minutes of January 29, 2019

Vice Chairman DiSilvestro made a motion to accept and approve the regular monthly meeting minutes of January 29, 2019 as received; seconded by Commissioner Torrealba. All in favor. No one opposed or abstained. Motion carried unanimously.

6. Consider and act upon the approval of the monthly reports (February 2019)

Vice Chairman DiSilvestro made a motion to accept and approve the monthly reports as received; seconded by Commissioner Flynn. All in favor. No one opposed or abstained. Motion carried unanimously.

7. Consider and act upon Committee Reports & Recommendations

- a. Alarms Committee
- b. Supernumeraries Committee

Vice Chairman DiSilvestro will address under New Business, 12.a.

- c. Traffic & Public Safety Committee

8. Public Comment

9. Correspondence Received/Sent

10. Department Updates (Chief Lennon)

a. Personnel Matters/Injured Employees

One (1) Sergeant retirement will be addressed under New Business, 12.a. Testing for promotion will be addressed under New Business, 12.b.

Two (2) sworn personnel currently out on long term injury/medical leave (one from the May 2018 SWAT incident in North Haven) – no update on return status; one (1) sworn personnel remains on light duty.

b. Overtime

Due to several injured personnel vacancies, overtime is higher than we would like. The last several pay periods have leveled out slightly. With the warmer months coming, we expect it to go up again. Optimistic that we can make up the deficiencies from within our own budget but it is too unpredictable at this point in the fiscal year.

c. Awards & Commendations

Upon review of the Award Committee's recommendations, the Chief's office will issue the following awards as of March 1, 2019: Chief's Letter of Recommendation (8); Unit Citations (8); Commendation Medals (4); Medals of Merit (6) bringing us up to date.

d. Noteworthy News

e. Old Business

11. New Business

a. Consider and act upon the retirement of Sergeant Craig Michalowski and his request for Supernumerary status

Vice Chairman DiSilvestro made a motion to accept the retirement of Sergeant Michalowski; seconded by Commissioner Torrealba. All in favor. No one opposed or abstained. Motion carried unanimously.

Vice Chairman DiSilvestro made a motion to grant former Sergeant Michalowski's request for Supernumerary status; seconded by Commissioner Flynn. All in favor. No one opposed or abstained. Motion carried unanimously.

Chief Lennon expressed his shock and sadness with Sergeant Michalowski's decision to retire. After twelve years of service, it will be a big loss for the Department. He is doing what is best for him and his family. We will miss him and wish him well.

b. Request Civil Service initiate the testing process for Sergeant

Vice Chairman DiSilvestro made a motion to request Civil Service initiate the testing process for Sergeant; seconded by Commissioner Torrealba. All in favor. No one opposed or abstained. Motion carried unanimously.

c. Request Civil Service initiate the testing process for Lieutenant

Vice Chairman DiSilvestro made a motion to request Civil Service initiate the testing process for Lieutenant; seconded by Commissioner Carbo. All in favor. No one opposed or abstained. Motion carried unanimously.

d. Request Civil Service initiate the testing process for Captain

Vice Chairman DiSilvestro made a motion to request Civil Service initiate the testing process for Captain; seconded by Commissioner Flynn. All in favor. No one opposed or abstained. Motion carried unanimously.

e. Discussion and approval of revised policies effective March 31, 2019: 215.3 (Performance Evaluations) and 417.4 (Eyewitness Identification)

Chief Lennon noted that the Board will need to add Policy 401.6 (AVL and Officer Video Camera Use and Operation) to the agenda.

In regard to Performance Evaluations, we are streamlining our process to improve efficiencies. The new policy will require monthly documentation for each employee which will aide Supervisors in completing annual performance evaluations and offer immediate praise for quality work or address any deficiencies as they arise rather than waiting a full year to do so. The intent is to better recognize a job well done and encourage overall staff productivity.

Vice Chairman DiSilvestro made a motion to add Policy 401.6 (AVL and Officer Video Camera Use and Operation) to the agenda; seconded by Commissioner Torrealba. All in favor. No one opposed or abstained. Motion carried unanimously.

Chief Lennon further explained the other two policy revisions were mostly for compliance with the State's Attorney's Office directive and to align with the updated performance evaluation policy, respectively.

Vice Chairman DiSilvestro made a motion to approve revised policies 215.3 (Performance Evaluations), 417.4 (Eyewitness Identification), and 401.6 (AVL and Officer Video Camera Use and Operation) with an issue date of February 26, 2019 and effective date of March 31, 2019; seconded by Commissioner Flynn. All in favor. No one opposed or abstained. Motion carried unanimously.

12. Adjournment

Vice Chairman DiSilvestro made a motion to adjourn; seconded by Commissioner Carbo. Chairman Illingworth adjourned the meeting at 7:14 PM.

Respectfully submitted,

Marsha M. Maldonado
Clerk to the Honorable Board of Police Commissioners

[Audio recording on file – duration 13:55 minutes]