

**Norwalk Board of Police Commissioners**  
**Mayor Harry W. Rilling**  
**Commissioner Charlie L. Yost**  
**Commissioner Fran Collier-Clemmons**

**CITY OF NORWALK**  
**BOARD OF POLICE COMMISSIONERS**  
**REGULAR MEETING**  
**MARCH 19, 2018**

**ATTENDANCE:** Mayor Harry Rilling; Commissioner Charles Yost; Commissioner Fran Collier-Clemmons

**STAFF:** Police Chief Thomas Kulhawik; Deputy Chief Susan Zecca; Deputy Chief Ashley Gonzalez

**CALL TO ORDER**

Mayor Rilling called the meeting to order at 4:15 p. m. A quorum was present.

**APPROVAL OF MINUTES**

**February 26, 2018**

Page 2 Change "it always mentioned" to "is always mentioned"  
Change "an interracial part" to "an integral part"

**\*\* COMMISSIONER YOST MOVED TO APPROVE THE MINUTES OF FEBRUARY 26, 2018 AS AMENDED.**

**\*\* THE MOTION PASSED WITH TWO VOTES IN FAVOR AND ONE ABSTENTION (COMMISSIONER COLLIER-CLEMMONS).**

**PUBLIC COMMENT**

No member of the public came forward.

**RECOGNITION: FEBRUARY OFFICERS OF THE MONTH**

**Sgt. Thomas Fern & Officer Elizabeth Gay**

Chief Kulhawik stated that Officer Gay and Sergeant Fern received information from the school's administration that a student heard a firearm being racked in the B-House boy's bathroom. Due to radio issues within the school, Sgt. Fern and Officer Gay were not sure if dispatch or other units heard the radio transmission Officer Gay made regarding the complaint. They both ran into the area of the complaint and into the bathroom with the thought there was an active shooter present, and without knowing if backup was responding. Chief Kulhawik stated that their quick thinking and immediate response to prevent a terrible tragedy from occurring deserves recognition.

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**OPERATION REPORT**

**Patrol Staffing**

Deputy Chief Zecca stated that we are currently staffed at 178. She stated that we have set up a committee to look into expanding our community policing efforts citywide. We are looking at short and long term plans to see how we can better serve the community.

Chief Kulhawik stated that there are three detectives out. We are looking at making a temporary acting detective for several months.

**Special Victims Unit Statistics**

Deputy Chief Zecca gave a review of the year-end statistics for SVU investigators. She stated that SVU investigators opened 219 cases and made 35 arrests in 2017.

Deputy Chief Zecca stated that in addition to conducting 43 investigations, the Domestic Violence Liaison processed a total of 499 domestic violence arrests. She stated that as of December 31, 2017 there are 16 open cases, six of which will be closed upon completion of the reports. There are ten open and ongoing investigations.

**Selective Enforcement Report**

Deputy Chief Zecca stated that this month there were two Unnecessary Noise violations that were enforced. She stated that there were 328 Total Department Infractions for the month of February.

**ADMINISTRATIVE REPORT**

**February Training Report**

Deputy Chief Gonzalez gave a review of the Training Courses held in the month of February. He stated that an Organizational Development course was held for Sergeants and Lieutenants on February, 7<sup>th</sup>.

**PERSONNEL MATTERS**

**DROP Request – Officer William Zavodjanicik**

Chief Kulhawik stated that Officer Zavodjanicik submitted a request to enter the Deferred Retirement Option Plan, as outlined in the agreement between the City of Norwalk and the Norwalk Police Union.

**\*\* COMMISSIONER COLLIER-CLEMMONS MOVED TO APPROVE OFFICER ZAVODJANICIK'S REQUEST TO ENTER THE DEFERRED RETIREMENT OPTION PLAN, AS OUTLINED IN THE AGREEMENT BETWEEN THE CITY OF NORWALK AND THE NORWALK POLICE UNION.**

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\*\* THE MOTION PASSED UNANIMOUSLY.

\*\* COMMISSIONER COLLIER-CLEMMONS MOVED TO SUSPEND THE COMMISSION RULES AND ADD THOMAS MATTERA'S REQUEST TO ENTER THE DEFERRED RETIREMENT OPTION PLAN TO THE AGENDA.

\*\* THE MOTION PASSED UNANIMOUSLY.

Chief Kulhawik stated that Officer submitted a request to enter the Deferred Retirement Option Plan, as outlined in the agreement between the City of Norwalk and the Norwalk Police Union.

\*\* COMMISSIONER COLLIER-CLEMMONS MOVED TO APPROVE THOMAS MATTERA'S REQUEST TO ENTER THE DEFERRED RETIREMENT OPTION PLAN, AS OUTLINED IN THE AGREEMENT BETWEEN THE CITY OF NORWALK AND THE NORWALK POLICE UNION.

\*\* THE MOTION PASSED UNANIMOUSLY.

## Complimentary Letters

Chief Kulhawik presented two complimentary letters that he received this month.

## ADJOURNMENT

\*\* COMMISSIONER YOST MOVED TO ADJOURN.

\*\* THE MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 4:41 p. m.

Respectfully submitted,

Tom Blaney

Telesco Secretarial Services