

## **CONN PAC MEETING MINUTES**

**Date:** August 6, 2009

**Time:** 10:00am

**Location:** Department Of Public Safety, Middletown

**Attendees:** Norwalk, Farmington, Coventry, Monroe, Manchester, Judicial Marshals, IACLEA, Wilton, Danbury, Glastonbury. CSP, New Canaan, Naugatuck

Meeting Called to order at 10:00am by Chief Palmer

Secretary's Report: Minutes accepted as submitted

Treasurer Report: \$3595 Balance. Bills have been sent out for 2009 dues. Paid to date: Farmington, Granby, Manchester, UCONN, New Canaan, Wilton, Glastonbury, and Wethersfield

### **TOPICS DISCUSSED**

#### **ANNOUNCEMENTS**

Farmington, Branford and Wethersfield were re-accredited at the CALEA Conference in Virginia. Farmington also named a Flagship Agency for the excellence in the Accreditation process. Chief Palmer will send letter from the PAC to Chief Melanson to congratulate them on their award.

Accreditation Manager Training to be conducted at POST September 16<sup>th</sup>.

#### **OLD BUSINESS**

CALEA Conference will not be held in Connecticut in July 2011 as had been planned. Contractual issues between the parties resulted in the award being moved to Cincinnati.

#### **NEW BUSINESS**

- Mock Onsite Requests
  - CSP seeking mock CALEA onsite late summer or early fall.
  - Naugatuck seeking mock State Tier III onsite late summer
  - Glastonbury seeking mock CALEA onsite soon.  
Dates to be forwarded and will be emailed to the PAC for volunteers.

- New Canaan CALEA Onsite August 22-25. Call in number 203-594-3515. Public hearing at 1900 hours at New Canaan Library on August 24<sup>th</sup>.
- Information from Virginia CALEA Conference reported to PAC by Linda Carlin and discussed among PAC member.
  - 42.2.12 – Law Enforcement Field Manual can be used as Controlling Legislation and no directive needed
  - 42.2.11 – Law Enforcement Field Manual can be used as Controlling Legislation and no directive needed
  - 42.1.6 Criminal Intelligence – CTIC can be utilized as portion of proofs of compliance
  - 42.2.10 Interview Rooms – Pay attention to this standard. Policy should denote specific equipment allowed in interview rooms.
  - 84.1.6 Property Audit should include about 10% of the property if possible. Hit sensitive items such as guns, drugs and money. Be careful not to combine bullets C & D. Inspection should be separate from the audit.
  - Chapter 71 Preparing Data Tables for assessments. Assessors will be looking for the data tables to be forwarded. Information to be included: Demographics, Traffic Warnings and Citations, Biased Based Profiling Complaints, Use of force, Formal Grievances, Personnel Actions, Sworn Officer Selection Activity, Sworn Officer Promotions, Vehicle Pursuits, Complaints and Internal Affairs Investigations.
- Linda Carlin provided an overview of the CALEA Conference, and also reminded members that CACE software can be used to issue email reminders to department personnel when reports or other activity is due.

## **Meeting Schedule**

**Next Meeting for October 1st at 1000 hours at Department of Public Safety Headquarters Room 348, Middletown, CT**

Meeting Adjourned at 1047 hours.

Submitted,

Deputy Chief Thomas Kulhawik  
Norwalk Police Department  
Secretary