

CONN PAC MEETING MINUTES

Date: February 5, 2015, 10am

Location: CT Department of Public Safety HQ, Middletown CT

Attendees: Avon, Bethel, Bloomfield, Coventry, CSP, Darien, East Hartford, Enfield, Farmington, Glastonbury, IACLEA, Judicial Marshals, Madison, Manchester, Meriden, Milford, Monroe, New Canaan, Norwalk, POSTC, Rocky Hill, Simsbury, UCONN, Wallingford, Wethersfield, Life Member G. Ice (CSP Ret.)

Meeting called to order by President Thomas Kulhawik at 10:10 AM.

The Secretary was not present for this meeting. Minutes of the December 2014 meeting were presented by Pres. Kulhawik. It was noted that Milford PD was in attendance at the December meeting but was not listed in the December minutes. December minutes to be amended to reflect Milford PD in attendance. Motion to accept the amended minutes made by E.Hartford and seconded by New Canaan. Motion carried.

Treasurer's Report: Balance is \$4,534.01 after payment for the December Holiday Breakfast meeting. All attendees to the December breakfast have paid in full. Motion to accept made by Milford and seconded by CSP. Motion carried.

Introductions:

New Members : None

Guest: Paul MacMillan, New CALEA Program Manager for the Northeast Region, Retired Chief of the Metropolitan Boston Transit Authority Police, and former CALEA Assessor and Team Leader.

Old Business:

Accreditation/Reaccreditation:

On Sites Completed:

Norwalk..... Dec. 7-10 had a good on-site and good assessors. They had 1 Applied Discretion and 2 File Maintenance issues. They reported that the on-site went smoothly with the first time using Power DMS and that they were able to accomplish a number of fixes prior to the arrival of the assessors. CALEA PM MacMillan commented that making the fix before the actual on-site makes the process go smoother.

UCONN.....Week of Dec. 17 reported having a rough on-site with 1 non-compliance issue and a number of file maintenance issues. UCONN had a paper file assessment during this on-site, and felt that the assessors had trouble understanding the CT State System under which UCONN must operate.

CALEA On-sites Scheduled: Farmington March 23.

Mocks Requested:

Darien and Bloomfield completed, Wethersfield rescheduled for Feb. 6.

Meriden, Bethel, City of Groton and West Haven will all be requesting mocks. Requests will be sent out via the CONNPAC e-mail blast as usual.

Bill Tanner POSTC, spoke about the importance of having mocks citing a recent State Accreditation On-site which had to be terminated in progress due to file deficiencies which would surely have been discovered and prevented if a mock on-site had been held.

Paul MacMillan, CALEA PM pointed out that agencies should continue to have mock assessments even with the forthcoming new CALEA assessment model.

President Kulhawik pointed out the need for additional mock assessors and mentioned the benefits that most agencies derive from participating in the mock on-sites.

New Business:

Elections: No new nominations were made. As the Secretary was not present at the meeting, a motion was made by Chief Palmer, (Coventry) to allow the Treasurer to cast the ballot to keep the current slate of officers. Motion was seconded by Milford. Motion carried and the ballot to keep the current slate of officers was cast by Treasurer Carlin. Officers for 2015 remains as:

President: Chief Thomas Kulhawik.....Norwalk PD

Vice President: Off. Thomas Pyrcz.....Enfield PD

Secretary: Deputy Chief Susan Zecca.....Norwalk PD

Treasurer: Ms. Linda Carlin.....Farmington PD

State Accreditation Program: Bill Tanner, CT State Accreditation Coordinator reports that he is beginning to get caught up after just taking over this position a few months ago. He reported that there are a total of 29 accredited agencies in the state (both State & CALEA) and that there

are 17 agencies in the state process. He said that he has a total of 15 people certified as State Assessors. He is making plans to run an assessor training class and an accreditation manager class this year. He is also looking into the possibility of having the state standards copyrighted and possibly placing them on PowerDMS.

Chief Palmer (Coventry) asked that any agency that is equipping their officers with NARCAN to please contact him.

CALEA:

CALEA Program Manager Paul MacMillan furnished his direct office line phone number as 508-934-7344. He also spoke about the new CALEA assessment model and explained the concept behind the new 4 year assessment model. He commented that the annual checkups with the new model should benefit the agency and that the new model should cause the accreditation process to function more in the way it is intended to with files and reports being done mainly for the agency's use in order to help it function better and not just to showcase for assessors. The annual compliance people under the new model will be current or former assessors but will be separate from the actual on-site assessors.

Questions were asked about the new model in comparison to the Gold Standard Assessment and PM MacMillan explained that the new model is not actually a gold standard as certain other conditions apply to a Gold Standard Assessment. The transition to the new model will be slow and is still a long way off. Agencies who have a current model assessment after November 15, 2015 will be the first ones hit with the change with the first new model on-site actually taking place at the end of 2019.

Chief Palmer commented that many agencies do not upload proofs into PowerDMS immediately, but keep them in separate files until it is time for the on-site and asked how the new model would affect that practice. The response was that proofs will now have to be uploaded right away.

Chief Palmer asked if annual reports will still be required with the new assessment model. The response was that annual reports will still be required and forwarded to the team leader for the on-site.

PM MacMillan also provided an update on things that were taking place including:

- New standards are coming into effect which can be viewed in the SRIC section of the CALEA Forum (although the posts have already closed for comment);
- The public comment session during an on-site is now required for ALL agencies. (CSP and POST are no longer exempt);

- New program guides are being prepared;
- Training in the new assessment model will be provided at conferences and through webinars.

President Kulhawik reported on a conference call that he had participated in which included the following:

- After November 1, 2015 fees for PowerDMS will be included in the annual CALEA fees. (only Standards and Assessments. Fees for other models such as training will be separate);
- Remote reviews of standards for the new 4 year cycle will be through PowerDMS;
- Time sensitive and high liability standards will be looked at with other files picked at random;
- An assessor will only come to the agency in the 4th year of the new model cycle;
- Advance notice will be given on files to be looked at.

Motion to adjourn made by Meriden seconded by POSTC, and carried. Meeting adjourned at 11:15 AM

Respectfully submitted,

Off. Thomas Pycz
Enfield Police Department
CONN PAC Vice President