

CONNAPAC MEETING MINUTES

Date: February 4, 2016, 10am

Location: CT Department of Public Safety HQ, Middletown CT

Attendees: Bloomfield, Brookfield, Cent. CT. State Univ., Coventry, CT State Police, Darien, Enfield, Farmington, Guilford, Judicial Marshals, Madison, Manchester, Monroe, New Canaan, Norwalk, Orange County S.O. NY, POSTC, Rocky Hill, Simsbury, Univ. of Conn., Univ. of New Haven, Wilton, - Life Members: G. Ice (CSP Ret.), W.D. Harrell (JDM Ret.)

Meeting called to order by President Thomas Kulhawik at 10:16 AM.

The Secretary was not present for this meeting. Minutes of the December 2015 meeting were presented by Pres. Kulhawik. Motion to accept the minutes made by CSP and seconded by POSTC. Motion carried.

Treasurer's Report: Balance is \$1,777.20 with no bills currently pending. Motion to accept made by CSP and seconded by Monroe. Motion carried.

Introductions:

New Members : Lt. Bill Duignan-Darien PD, Sgt. Christopher Massey, Newly appointed AM – Guilford PD, Emily Prescott – Brookfield PD.

Guest: Paul MacMillan, CALEA Program Manager for the Northeast Region.

Old Business:

Accreditation/Reaccreditation:

On Sites:

CT State Police had their CALEA on-site in December 2015. All went well, and Lt. Daly thanked everyone who assisted in the mock and the PAC for their support in phone calls and the Public Hearing.

Mocks Requested:

Rocky Hill has a mock scheduled for February 25 with an adequate number of assessors currently signed on, CCSU, and Enfield will be requesting mocks. Requests will be sent out via the CONNPAC e-mail blast as usual.

Paul MacMillan, CALEA PM gave an update on CALEA:

- The 4 year cycles are beginning. Agencies will be receiving an addendum to their agreements with CALEA with an updated continuation fee – watch for an e-mail from CALEA.
- The new CALEA Process Guide is on Power DMS. This is a new guide which is geared to the new 4 year re-accreditation cycle. The old guide is still available for agencies still governed by the 3 year model.
- There is a new photo procedure for awarded agencies at the conferences. Agencies will now have the group award photo taken immediately after the Commission Hearings on Saturday morning instead of at the banquet on Saturday evening. This procedure was tried out at the last conference, worked well, and is now implemented.
- Agencies seeking to downgrade from Advanced Accreditation to LE1 Level must receive approval from CALEA. Agencies moving from LE1 to Advanced must notify their CALEA Program Manager when starting the transition.
- Annual reports are still required and accessed through the CALEA website. **Statistical Tables and the Chief's Biography can also be uploaded via the CALEA website.** On-site fees are normally covered in full by the continuation fees paid by agencies each year, but sometimes they can go over. When the on-site fee goes up over \$500.00 the agency will receive a bill. If the on-site costs are lower than the amount paid in continuation fees, the agency will receive a credit. Some of the reasons that an on-site fee may go over include:
 - Increased cost of air fare;
 - The agency submitting overly expensive hotels for consideration
 - Cost of rental vehicle if an agency vehicle is not provided.
- Reiterated that CALEA Chapter 3 compliance is required regarding an MOU when an agency provides a School Resource Officer.
- CALEA will no longer defer conferences. An agency may still receive their award in absentia if they cannot attend their award conference, and can always attend a later conference for benefits of the training provided, but will only be considered for the award at their normal conference.
- The committee established to restructure the law enforcement standards has completed their work and will present the changes at the St. Louis conference. The proposed changes will be posted for comment on the CALEA website. Anticipate the number of Tier 1 standards to increase and the number of Advanced standards to decrease.
- A spread sheet for optional standards in Power DMS has been tested and has worked well and is expected to be implemented.

Chief Kulhawik asked about the labor issue regarding CALEA assessors that has been uncertain for some time. The State of Virginia where CALEA is based made a ruling that assessors were CALEA employees whereas CALEA had contended that the assessors were subcontractors. At this time CALEA has accepted the ruling by Virginia that assessors are considered CALEA employees.

Chief Kulhawik pointed out that there is now a statutory requirement that all agencies in CT for agencies to have a Memorandum of Understanding with their school system if they have School Resource Officers. The statutory requirements do not mirror all of the CALEA requirements which should be kept in mind when drafting an MOU. State Accreditation Standards have not yet addressed the SRO MOU issue.

State Accreditation Program:

- Bill Tanner, CT State Accreditation Coordinator reports that he is expecting to run Assessor and Accreditation Manager training classes during the week of March 21, 2016. POSTC is also looking at changing to a 4 year re-accreditation cycle to match CALEA beginning on March 1, and is developing a system to look at time sensitive reports between assessments. He is also creating a bridge between the CALEA LE1 standards and the State Tier 1 Standards
- The Standard Revisions have been sent out for review and agencies should contact Bill Tanner with any suggestions. He is hoping to send out the Tier 3 revision proposals soon.
- There will be 2 versions of the state accreditation standards in place for about 4 years during the conversion to the 4 year assessment cycle. Each currently state accredited agency will begin the 4 year cycle after their next re-accreditation on-site.
- As the State Accreditation Program is now on Power DMS, a representative from Power DMS will attend the April PAC meeting and provide a training session.
- Question was raised regarding the electronic version of the state program. Bill Tanner advised that something will have to be developed as POSTC will not mandate that agencies must use Power DMS.

Chief Kulhawik acknowledged the incredible amount of work accomplished by Bill Tanner in the short time since taking over the State Accreditation Program.

Bill Tanner announced that he will be taking over the POSTC compliance section in the very near future as the current compliance officer is retiring. For the time being he will be holding down both positions.

New Business:

Treasurer Linda Carlin stated that she will wait until June to send out the dues invoices for the coming fiscal year. Dues remain at \$50.00 per year. A number of agencies were requested to see the treasurer after the meeting regarding the current year's dues.

Elections: A request was made for any nominations for PAC officers. No new nominations were made. A motion was made by CSP to keep the current slate of officers. Motion was seconded by Guilford. Motion carried. The current slate of Officers for 2016 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

Motion to adjourn made by POSTC, seconded by Dennis Harrell, and carried. Meeting adjourned at 11:00 AM

Respectfully submitted,

Off. Thomas Pyrcz
Enfield Police Department
CONN PAC Vice President