

BOARD OF POLICE COMMISSIONERS  
MINUTES OF MEETING

A meeting of the Board of Police Commissioners was held in the Burlington Police Department Community Room on **Tuesday, April 1, 2015**. Chair Kenney called the meeting to order at 6:00 p.m.

The following Commissioners were present: Chair Sarah Kenney, Vice Chair Jerry O'Neill, Commissioner Paul Hochanadel, and Commissioner Nyree Miles. Also present were Chief Michael Schirling and Kimberly Caron, Police Commission Clerk.

**Additions or Modifications to Agenda:**

~There were no additions or Modifications to the Agenda.

**Public Forum:**

~No one addressed the Commission for public forum.

**Chief's Report:**

~FY15 budget is on target to come in under budget.

~FY16 budget has \$167,000 in budget modifications. Chief Schirling explained some of the notable items in the modification.

~Staffing – Dispatch is fully staffed at 12. Sworn staff is at 98 with one new hire starting in July. LT Davidson retired in March. Promotions will be moving forward to fill the open LT and SGT positions.

~The next Coffee with the Chief gathering will occur on April 14th at 9:00 a.m. at Henderson's Café in the Davis Center on the UVM campus.

~The Community Engagement Barbecue will occur on May 7<sup>th</sup> from 4-7 p.m. in Battery Park.

~150<sup>th</sup> Anniversary historical snippets have been well received. Crime Analyst Brooks is working on monthly crime prevention flyers for the year.

~Chief Schirling discussed the process for hiring the new Police Chief. Discussion followed.

**Incoming Correspondence:**

~Chair Kenney continued the discussion on the hiring process for the new Police Chief, as outlined by the Mayor's office. Discussion followed.

~The Commission addressed constituent letter to the Commission. Chief Schirling explained the communication with the constituent to date. Discussion followed.

~The Commission reviewed the City Council's resolution on military equipment. Discussion followed. The Commission agreed to table further discussion until the May 26, 2015 meeting.

~Chair Kenney addressed the letter from the VT Convention Bureau to the Commission asking for an endorsement for hosting the 2016 National Association for Civilian Oversight of Law Enforcement meeting in Burlington. Discussion followed. Chair Kenney will follow up on this.

**Commissioners' Updates/Comments:**

~Vice Chair O'Neill stated the QCPF/Rotary Awards event was great. Chair Kenney agreed.

**Review Updated Directives:**

~There were no Directives to review.

**Consent Agenda – Minutes of the 2/24/2015 Meeting:**

~Chair Kenney moved to approve the 2/24/2015 minutes. Commissioner Hochanadel seconded; all in favor, so passed.

**Next Meeting’s Agenda Items and Date:**

~Chair Kenney asked that a discussion on the promotions be added to the next agenda. The next meeting date was set for Tuesday, April 28, 2015 at 6:00 p.m.

**Executive Session:**

~Chair Kenney moved to go into Executive Session at 7:10 p.m. to discuss litigation and a personnel disciplinary action. Vice Chair O’Neill seconded, all in favor, so passed. Executive Session ended at 7:15 p.m.

**Adjournment:**

~Vice Chair O’Neill moved to adjourn the meeting at 7:15 p.m. Chair Kenney seconded; all in favor, so passed.

Respectfully Submitted,

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Kimberly Caron,  
Clerk of Police Commission

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Date