

**TOWN OF WINDSOR, CONNECTICUT
Special Meeting Notice**



Zoom instructions

Dialing in by Phone Only:

1. Please call: **312 626 6799 or 301 715 8592**
2. When prompted for participant or meeting ID enter: **822 4521 5373** then press #
3. You will then enter the meeting muted. During Public Comment if you wish to speak press *9 to raise your hand.

Joining in by Computer:

Please go to the following link: <https://us02web.zoom.us/j/82245215373>

1. When prompted for participant or meeting ID enter: **822 4521 5373** then press #
2. Only if your computer has a microphone for two way communication, then during Public Comment if you wish to speak press **Raise Hand** in the webinar control. If you do not have a microphone, you will need to call in on a phone in order to speak.
3. During Public Comments if you do not wish to speak you may type your comments into the Q&A feature.

AGENCY: Health & Safety Committee

DATE: October 8, 2020

TIME: 6:00 PM

PLACE: Virtual Meeting

AGENDA

1. Call to Order
2. Public Comment
3. *Update on COVID 19 response and planning activities
4. *Update and discussion on Resolution Declaring Racism as a Public Health Crisis action items
5. *Discussion of Police Department training
6. *Discussion of Police Department Calls for Service Data
7. *Review of Traffic Enforcement data and trends
8. *Information on prescription drug collection event
9. Staff Reports
10. Approval of Minutes
 - a) *June 29, 2020
11. Adjournment

*Backup materials

Public Act 75-312 requires notice of Special Meetings to be posted in the Town Clerk's Office not less than 24 hours prior to the time of such meeting. No other business shall be considered at this meeting than that listed on this Agenda.

Agenda Item Summary

Date: October 8, 2020

To: Members of the Health and Safety Committee

Prepared By: Dr. Michael A. Pepe, Director of Health

Reviewed By: Peter Souza, Town Manager 

Subject: COVID-19 Updates

Background

During the COVID-19 crisis, the Health Department has played many roles and has had contact with many individuals and businesses to provide guidance during this period. Below are short overviews of public awareness efforts, work with the public schools, contact tracing as well as planning for future vaccination clinics.

Discussion/Analysis

Public Information and Awareness

With the COVID-19 crisis, the Health Department and the Town of Windsor in general has provided public education and awareness via many avenues. By using multiple social media platforms and accounts, the Town has provided access to public service videos and reminders covering such topics as how to make your own mask, proper mask wearing, social distancing as well as proper hand washing. Several videos included interviews with Health Department staff answering questions about COVID-19. The Health Department reached out to various businesses and all food establishments to keep them up to date with what the 'Reopen CT' sector rules allowed.

School Interface

Leading up to the 2020-2021 school year, the Health Department worked with the Windsor Board of Education (BOE) to create a plan to deal with positive COVID-19 cases and their contacts within the organization. This has included providing guidance for the Windsor Public Schools reopening plan, providing guidance to WPS facilities management concerning ventilation and proper cleaning protocols. There is currently a contact tracing system in place in which the BOE provides the names of individuals (students and staff) to the Health Department that were considered to have been in close contact with a positive COVID-19 case when one has been identified who is a WPS student (could be classroom(s), bus, sports team(s)). This determination is made via guidance from several documents that the CT Department of Public Health and the CT State Department of Education have created to help local health and boards of education make determinations. During the course of a positive COVID-19 case within the BOE, the Health Department is in consultation with the Superintendent of Schools, Assistant Superintendent of Human Resources, the school principal and the school nurse. The decision to close all or a portion of a school to in-person classes rests with the school district administration.

Contract Tracing

Contact tracing is a very labor intensive process that extends over a prolonged period of time and is a very important step in helping to slow down the transmission of COVID-19. When a positive COVID-19 case is received (via a confidential and secure disease database), the process of contact tracing begins immediately. The public health nurse will speak with the positive COVID-19 individual and try to determine which individuals have been in contact with this person. This is done via an interview and many of the questions pertain to the person's activities during the 48 hours prior to the positive COVID-19 test. It is required to look back 48 hours prior to test collection date or symptom onset.

Once we have a list from the individual with all of their contacts during that time period, we ask for the names, addresses and phone numbers of those contacts. The Health Department staff will then reach out to all of the contacts that we have received information on. While interviewing the contact via phone, we will ask them about the presence of any symptoms from a certain period of time, talk about what quarantine means and best practices to minimize potential contact with members of the household or provide documentation for being out of work.

Quarantine and isolation periods are based on CT DPH guidance. Quarantine timeframes for contacts are based on the date of the positive COVID-19 test or the date of onset of symptoms. The use of the onset of symptoms date is not often used as there are such a wide range of symptoms that it is hard to pinpoint when they occurred. The individual's data is entered into the CT Department Public Health's ContaCT database through which the contacts will be monitored. After initial contact, the individual can be contacted by either a phone call, email or text from the Health Department and will be asked questions as to how they are feeling.

To help local health departments, the CT Department of Public Health, utilizing federal funds, has provided two grants to the health department with the first being a Crisis Response Funding grant worth \$37,007 for one year and the second grant is an Epidemiology and Laboratory Capacity (ELC) grant worth \$106,215 over a 30 month period. The purpose of both of the grants is to help with the cost of staffing and related expenses due to COVID-19 contact tracing.

Vaccination Planning

Over the last month, the Connecticut Department of Public Health has requested that each of the 5 Public Health Emergency Preparedness regions begin the process of planning for COVID-19 vaccination clinics. Windsor is located in region 3 and has begun to work with the region 3 lead agency Capitol Region Council of Governments (CRCOG) to begin this process.

From the information received from CTDPH and the U.S. Department of Health and Human Services, there will be a phased-in approach for distribution of COVID-19 vaccinations.

- Phase 1 (Potentially limited Supply) will consist of individuals who are part of critical populations (life safety services, long-term care populations and staffing, healthcare, public health etc...)
- Phase 2 (Larger number of vaccine doses available) will focus on ensuring the vaccination of phase 1 critical work groups who were not yet vaccinated.
- Phase 3 (Sufficient supply of vaccine for entire population) will focus on ensuring equitable vaccination access across the entire population.

The time frame for these phases is dependent upon successful vaccine trials and at this time it is not known when it will commence.

Financial Impact

None

Other Board Action

None

Recommendations

This item is presented for information purposes. No action is requested at this time.

Attachments

None

Agenda Item Summary

Date: October 8, 2020

To: Members of the Health and Safety Committee

Prepared By: Peter Souza, Town Manager 

Subject: Resolution declaring racism as a Public Health Crisis

Background

On June 15th the Town Council approved a resolution stating racism is a public health crisis in that racism and segregation over time has created disparate outcomes in health as well as in many other areas such as housing, education, employment and criminal injustice. Proponents of the resolution assert that the impacts of racism and purposeful disinvestment in the social and economic well-being of people of color has resulted in disproportionately higher cortisol levels, higher rates of chronic stress, lower infant birth rates and higher rates of COVID-19 infection and death.

Discussion/Analysis

Town staff has continued to develop and implement several action steps related to the adopted resolution. Below are updates concerning data collection, diversity, equity and inclusion training/awareness, as well as activities of the Human Relations Commission.

Data Collection

We have continued to be in communication with DataHaven, a not-for-profit organization in New Haven that collects and analyzes data in a range of areas including physical and mental health, and neighborhood conditions. The organization is in the process of getting ready for its next statewide survey (conducted every 3 years) in 2021. It generally takes 10 months from start to finish this large comprehensive survey. Windsor has the opportunity to work with DataHaven to have them conduct additional live interviews with Windsor residents by helping to fund the survey. Based on recent communications, the cost of having Data Haven complete 300 interviews would be approximately \$20,000.

Past funders of the comprehensive survey have included all of the area's hospitals, United Way, Hartford Foundation, CROG, and several of the larger public health departments (Central Connecticut HD, Eastern Highlands HD, North Central District HD and the City of Hartford.)

DataHaven is in the process of working on some new ways of creating equity profiles such as: using proxy indicators (like birth outcomes) when talking about disparities at a granular level; analyzing multiple years of data (e.g., a 5- or 10-year average); using other geographic approaches such as neighborhood analysis based on resident addresses or combining and comparing data from similar/adjacent towns.

Organization Training and Awareness

Our Human Resources Department has issued a request for proposals (RFP) from consulting firms to provide a range of training sessions related to diversity, equity, and inclusion (DEI). Proposals are due at the end of this week.

Our plan is to start training sessions in November for all full and part-time employees as well as conduct a workshop session for elected officials if so desired. The goal is to complete training in January. Below is an outline of the planned scope of work included in the RFP.

- A. Design and conduct training on DEI for staff, senior leaders, and elected officials
- B. Increase understanding of individual, institutional, and structural discrimination, and how all levels of discrimination impact social conditions
- C. The training should specifically address:
 1. *Systemic Racism – what is it and how to recognize it*
 2. *Implicit/Unconscious Bias – how it shows up and how to recognize it*
 3. *How to Start to Undo Bias*
 4. *Micro-aggressions – how to recognize them and how to respond when encountering them*
 5. *Cultural Awareness & Inclusion*
- D. Create a DEI training toolkit and train staff on how to facilitate dialogue on DEI
- E. Educate leaders about their responsibilities to promote DEI and prepare them to hold courageous conversations across lines of difference and share best practices with their teams
- F. Create an evaluation plan to measure the efficacy of training and progress of the inclusiveness initiative

Cost to complete the outlined scope of work will be known upon evaluating and negotiating a final scope of work.

During the month of October, every member of the Windsor Police Department will be attending an 8 hour training session instructed by the National Association of Black Law Enforcement Officers (NABLEO). This training includes four specific training modules:

- Eliminating Micro-Aggressions and Implicit Biases to Enhance Police-Community Relations
- The Good Cop: Knowing the Difference Between Lawful or Effective Policing and Rightful Policing – And Why it Matters
- The Intersection of Policing and Race: The History of Police Brutality in America
- Warriors vs. Guardians: Embracing a Seismic Shift in Policing

In July 2020, two WPD officers became instructors in Fair and Impartial Policing. This added capability will assist in providing refresher updates for all of our personnel moving forward.

Human Relations Commission

The Human Relations Commission is developing a series of community conversations regarding racial and social justice. The series will focus on diversity, division, disparity, and efforts to bridge and heal these issues.

The first topic will be “Privilege.” The conversation will occur on Sunday, October 11, from 2 – 4 p.m. on Zoom. The discussion and session will be led by Mr. Kevin Booker, Jr.

Different stories and diverse circumstances provoking similar conversations about race on a local, national, and international level will be presented.

The commission is also wanting to install a street mural in town center to promote community awareness of racial justice issues. Staff is currently exploring potential parameters to guide the review of such requests.

Financial Impact

Preliminary cost estimates to engage DataHaven in a 300 person health outcomes survey is estimated to be \$20,000. Police Department training and associated overtime is estimated to cost \$20,400. This cost will be covered by projected vacancy savings within the department's FY 21 budget.

Cost for town-wide DEI training will be known upon reviewing proposals and negotiating a final scope of work. An additional funding appropriation is likely to be needed for this training.

Other Board Action

None

Recommendations

This item is presented for discussion of next steps related to the resolution's policy statement as they relate to the Health and Safety Committee's purview.

Attachments

None

Agenda Item Summary

Date: October 8, 2020

To: Members of the Health & Safety Committee

Prepared By: Donald J. Melanson, Police Chief

Reviewed By: Peter Souza, Town Manager 

Subject: Police Officer Training – Update

Background

Today's police officers are tasked with a wide variety of challenges, including changing laws, new cultural mores, technology related crimes, drug dependency, and growing mental health crisis. In order to effectively deal with the many different issues they may face, officers must be provided with a higher level of education as well as extensive and ongoing training in areas such as community policing and problem-solving, interpersonal and communication skills, crisis intervention, trauma and victim services, bias awareness, procedural justice and impartial policing, mental health issues, and many other important areas.

Discussion/Analysis

At the June 29, 2020 Health and Safety meeting, the Police Department provided a background on police training and plans for upcoming training for the Windsor Police Department. Using the training facilities at the new police station, the department has been able to schedule added training opportunities for officers.

During the month of October, every member of the Windsor Police Department will be attending an 8 hour training session instructed by the National Association of Black Law Enforcement Officers (NABLEO). This training includes four specific training modules:

- Eliminating Micro-Aggressions and Implicit Biases to Enhance Police-Community Relations
- The Good Cop: Knowing the Difference Between Lawful or Effective Policing and Rightful Policing – And Why it Matters
- The Intersection of Policing and Race: The History of Police Brutality in America
- Warriors vs. Guardians: Embracing a Seismic Shift in Policing

In July 2020, two WPD officers became instructors in Fair and Impartial Policing. This added capability will assist in providing refresher updates for all of our personnel moving forward.

The department is also implementing ongoing virtual training that officers will complete throughout the year. This training is made up of short modules and can be completed during an officer's shift. Each officer has the capability for 24 hours of additional training within the year. Some of the mandatory topics that will be required are:

- 2019-2020 CT Legal Update (1.5 hours)
- Use of Force – Current Trends: Words Matter (3 hours)
- Use of Force – De-escalation and Mental Health (3 hours)
- Handling Juveniles (2 hours)
- Domestic Violence (2 hours)
- Crowd Control and the First Amendment (1 hour)

Officers will also be able to electively choose from a list of other specific law enforcement training topics such as Seizing of Electronics, Press and the Police, Civil Liability, and Recording Police and Protecting Civil Rights.

The training division has been working to identify training opportunities to host training at our new facility. An example of some of the training opportunities we have or will be providing (*tentatively scheduled*) for some of our officers and officers in the region are listed below.

- Community Resource Officer Training (completed)
- Student Safety Assessment (October)
- Law Enforcement Active De-escalation Strategies
- Interviewing and Interrogation
- Leadership and Supervision for Law Enforcement
- Basic Sex Crimes Investigations

Future courses, such as Crisis Intervention Training or CIT, are also being researched and coordinated with various training agencies.

Financial Impact

The cost for providing the department-wide training scheduled for October through NABLEO is estimated at \$20,400. The instructor cost is \$7,800 and overtime required to provide this training is anticipated to be \$12,600. These costs will be covered by projected salary and vacancy savings in the department's operating budget.

Other Board Action

None

Recommendations

At this time there is no specific action requested of the committee.

Attachments

None

Agenda Item Summary

Date: October 8, 2020

To: Members of the Health & Safety Committee

Prepared By: Donald J. Melanson, Police Chief

Reviewed By: Peter Souza, Town Manager 

Subject: Police Transparency – Activity Dashboard

Background

One of the highest priorities of any community is to provide health and safety for its residents and visitors. The Windsor Police Department handles approximately 35,000 calls for service annually. These calls include a myriad of call types that include crimes against persons, crimes against property, motor vehicle violations and complaints, medical emergencies, and disturbance and service calls.

Discussion/Analysis

Determining whether to actively publish public safety data involves understanding that different interpretations and perceptions can be drawn without understanding the various dynamics that can affect the data. Windsor by all accounts is a very safe community. Yet, if 2 or 3 serious events occur in a specific area of town in a short period, a perception can be created that that particular area is “not safe”. Determining what data should be readily available must be made with the knowledge that the data itself without detailed explanation can create both positive and negative perceptions that when further examined, are not factual.

With this in mind, the Police Department has developed a reporting model that shows monthly data on reportable crimes sent to the FBI as well as the number of medical calls and mental health calls for service. This allows for month to month comparison of the different crime types as well as the potential to compare with other communities.

Determining the type and amount of data to release requires an in depth analysis of how the data can be interpreted and how it will affect public safety in Windsor. The sample report attached is an example of how the police department can share information regarding calls for service to inform the community on what is occurring in town.

Financial Impact

None

Other Board Action

None

Recommendations

This item is presented for discussion and at this time there is no specific action requested.

Attachments

Incident Dashboard

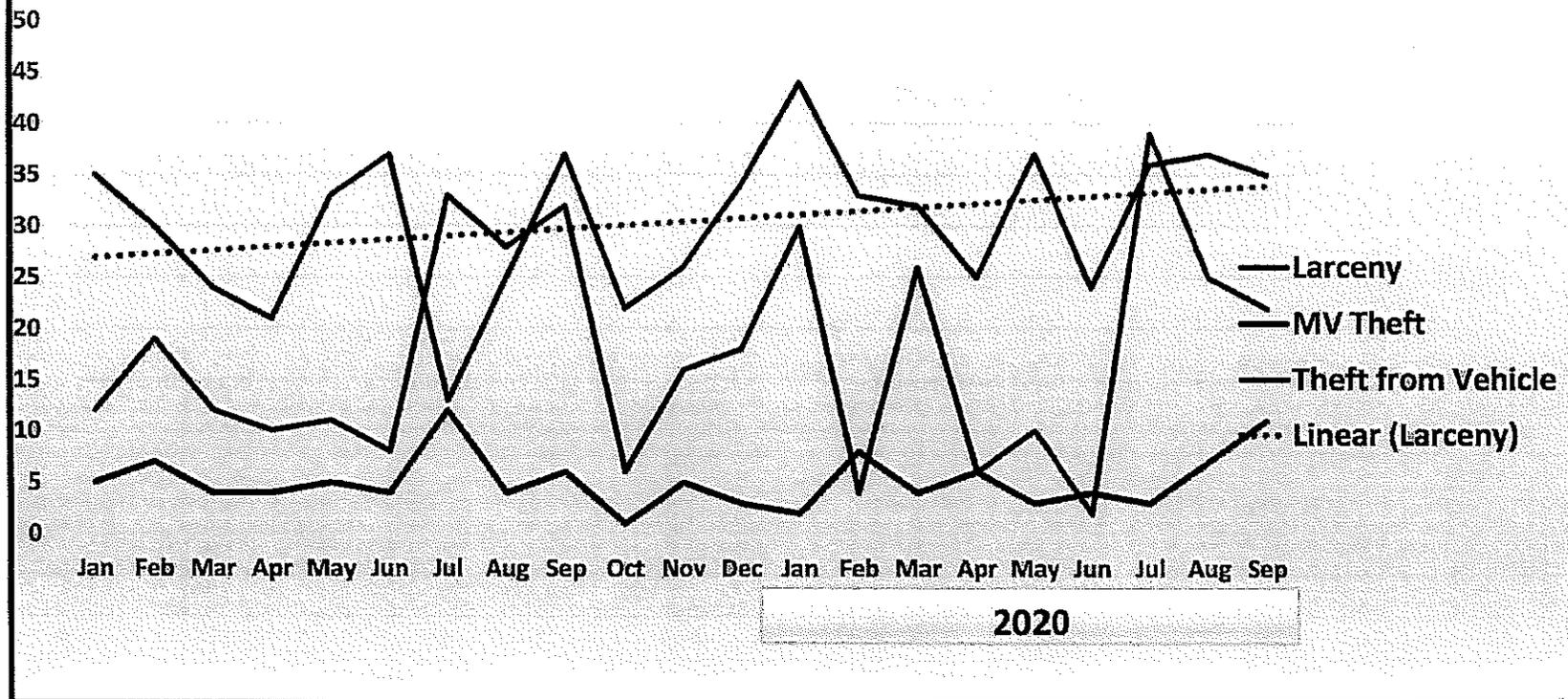
Town of Windsor Incident Dashboard

	2019												2020											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0			
Aggr. Assault	0	0	0	0	2	0	1	0	0	1	1	0	1	0	0	1	1	2	2	1	2			
Sex Assault	0	0	1	0	1	1	0	0	0	3	2	1	1	0	0	0	0	3	1	1	1			
Robbery	0	1	0	0	0	0	0	0	0	0	0	2	3	3	0	1	0	0	2	1	4			
Burglary	2	3	1	3	8	1	4	2	7	8	3	1	4	2	4	1	3	5	3	0	1			
Larceny	35	30	24	21	33	37	13	25	37	22	26	34	44	33	32	25	37	24	36	37	35			
MV Theft	5	7	4	4	5	4	12	4	6	1	5	3	2	8	4	6	3	4	3	7	11			
Theft from Vehicle	12	19	12	10	11	8	33	28	32	6	16	18	30	4	26	6	10	2	39	25	22			

Medical Calls	271	252	264	223	241	213	236	246	236	244	230	254	282	208	198	172	156	127	135	138	155			
Mental Health Calls	29	24	27	30	30	28	40	28	47	39	33	28	26	40	39	18	36	31	19	31	25			

	2019	2019 YTD	2020 YTD
Murder	0	0	2
Aggr. Assault	5	3	10
Sex Assault	9	3	7
Robbery	3	1	14
Burglary	43	31	23
Larceny	337	255	303
MV Theft	60	51	48
Theft from Vehicle	205	165	164
Medical Calls	2910	2182	1571
Mental Health Calls	383	283	265

Property Crime Trends 2019 - 2020



Agenda Item Summary

Date: October 8, 2020

To: Members of the Health & Safety Committee

Prepared By: Donald Melanson, Chief of Police

Reviewed By: Peter Souza, Town Manager 

Subject: Traffic Stop Data Analysis

Background

In 2014, the Central Connecticut State University (CCSU), in conjunction with the State Office of Policy and Management (OPM), began issuing yearly reports entitled “Traffic Stop Data Analysis and Findings.”

Upon the release of the first report in May 2015, the Police Department and town staff proactively met with CCSU personnel to review the traffic stop data for Windsor. It was determined that there were inconsistencies in data collection procedures that had an effect on the traffic stop data. Upon release of the second report in May 2016 covering the 2014-2015 period, CCSU staff selected Windsor for a more in-depth analysis of its traffic stop data. The Windsor Police Department (WPD) and town staff met with CCSU staff on several occasions to review the traffic stop data in an attempt to identify and explain any disparities in Windsor’s traffic stop data. Items taken into consideration were WPD calls for service, motor vehicle accident data, officer deployment, officer assignments, and population density.

This review culminated in a supplemental report released by CCSU in July 2017. This supplemental report included follow-up analysis on Windsor’s 2014-2015 traffic stop data. Since this second report, the Police Department has changed data collection methods after implementing a new CAD/RMS system. This new system allows for more accurate and detailed data and allows staff to monitor stop data on a more frequent and consistent basis.

Discussion/Analysis

The Police Department continues to monitor traffic stop data to identify if any potential patterns of racial profiling or bias from police officers occur.

Below are a few statistics from overall traffic stop information for the FY 20 and the first quarter of FY21:

- A total of 10,658 traffic stops were made in FY 20. This is 11.8% lower than the 12,095 stops made during the same period in FY 19. This reduction in enforcement can be attributed to the COVID pandemic from March through June 2020.
- A total of 1,091 traffic stops were made in the 1st quarter of FY 21. This is 72.4% lower than the 3,956 stops made during the same period in FY 20.

- Windsor residents accounted for 33.4% of the traffic stops made in FY 20, which is consistent with the previous fiscal year.
- 81.7% of traffic stops in all of FY 20 were for violations such as red light, speeding, cell phones and seat belts. 18.2% of stops were for equipment violations such as failure to display registration plates or defective lights. These percentages are similar to those for the full FY 19 and FY 18 periods.

Attached are data tables FY 20 and 1st quarter FY 21, as well as trends lines FY 17 through FY 20.

As reported in the past, speeding is one of the most common complaints or calls for service the Police Department receives. All officers are expected to conduct traffic enforcement activities in addition to responding to a wide range of calls for service throughout their shift.

The COVID-19 pandemic has had a dramatic impact on the level of traffic enforcement conducted by police. Specific neighborhood traffic concerns are given to officers as target areas for enforcement and the town's multi-disciplinary team meets regularly to review traffic complaints and identify areas for traffic data collection. This information helps in making decisions regarding deploying limited patrol resources in an efficient and effective manner.

Financial Impact

None at this time.

Other Board Action

None

Recommendations

This item is presented for information purposes only. No action is requested of the committee.

Attachments

Traffic Stop Data Report for FY 20

Traffic Stop Data Report for Q1 FY 21

Traffic Stop Trends FY 17 – FY 20

Run Date: 10/03/2020

Run Time: 10:07

FY20

Windsor Police Department

110 Addison Road, Windsor CT 06095

(860) 688-5273

Racial Profiling Traffic Stop Report

2019-07-01 00:00 Thru 2020-06-30 23:59

	Gender		Ethnicity			Resident		Custodial Arrest		Enforcement Category			Authority for Search			
	Female	Male	Hispanic	M Eastern	N/A	Municipal	CT	Yes	No	General	Blind	Spot Chk	N/A	Consent	Invent	Other
White:	2244	3148	1218	105	4069	1514	4899	10	5382	3559	1715	118	5346	8	32	6
Black:	1993	2875	94	14	4760	1927	4654	25	4843	3426	1367	75	4764	9	51	44
Indian:	54	175	2	54	173	69	209	2	227	146	75	8	229	0	0	0
Asian:	69	100	3	5	161	52	152	1	168	105	60	4	169	0	0	0
Unknown:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals:	4360	6298	1317	178	9163	3562	9914	38	10620	7236	3217	205	10508	17	83	50

	Stop Nature			Veh Searched		Vehicle Towed		Result of Stop					Duration of Stop			Contraband		
	Invest	Violation	Equip	Yes	No	Yes	No	UAR	Mis	Infra	Verbal	Written	None	0-15	16-30	Over 30	Yes	No
White:	10	4579	803	46	5346	53	5339	3	105	466	4729	69	20	5222	137	33	12	5380
Black:	8	3805	1055	104	4764	93	4775	9	192	385	4219	48	15	4609	206	53	39	4829
Indian:	1	182	46	0	229	0	229	0	3	21	199	5	1	222	7	0	0	229
Asian:	0	138	31	0	169	0	169	0	3	16	147	2	1	162	7	0	0	169
Unknown:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals:	19	8704	1935	150	10508	146	10512	12	303	888	9294	124	37	10215	357	86	51	10607

Grand Totals

White:	4174	39.2%
Black:	4774	44.8%
Hispanic	1317	12.4%
Indian:	227	2.1%
Asian:	166	1.6%
Unknown:	0	0.0%
Total:	10658	100.0%

Male	6298	59.1%
Female	4360	40.9%
Total	10658	100.0%

	Reason for Stop		
	Invest	Violation	Equip
White:	0.19%	84.92%	14.89%
Black:	0.16%	78.16%	21.67%
Indian:	0.44%	79.48%	20.09%
Asian:	0.00%	81.66%	18.34%

	Enforcement Action		
	Formal	Warning	None
White:	10.65%	88.98%	0.37%
Black:	12.04%	87.65%	0.31%
Indian:	10.48%	89.08%	0.44%
Asian:	11.24%	88.17%	0.59%

Run Date: 10/03/2020

Run Time: 10:10

Windsor Police Department

110 Addison Road, Windsor CT 06095

(860) 688-5273

1st QTR
FY 21

Racial Profiling Traffic Stop Report

2020-07-01 00:00 Thru 2020-09-30 23:59

	Gender		Ethnicity			Resident		Custodial Arrest		Enforcement Category			Authority for Search			
	Female	Male	Hispanic	M Eastern	N/A	Municipal	CT	Yes	No	General	Blind	Spot Chk	N/A	Consent	Invent	Other
White:	229	315	113	8	423	166	488	2	542	369	172	3	543	0	0	1
Black:	220	297	17	0	500	251	498	4	513	375	138	4	510	1	5	1
Indian:	4	13	0	5	12	6	15	0	17	15	2	0	17	0	0	0
Asian:	6	7	0	0	13	4	11	0	13	9	4	0	13	0	0	0
Unknown:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals:	459	632	130	13	948	427	1012	6	1085	768	316	7	1083	1	5	2

	Stop Nature			Veh Searched		Vehicle Towed		Result of Stop				Duration of Stop			Contraband			
	Invest	Violation	Equip	Yes	No	Yes	No	UAR	Mis	Infra	Verbal	Written	None	0-15	16-30	Over 30	Yes	No
White:	3	490	51	1	543	1	543	0	9	14	505	12	4	532	8	4	1	543
Black:	3	420	94	7	510	8	509	1	15	21	469	10	1	492	18	7	1	516
Indian:	0	15	2	0	17	0	17	0	0	1	15	1	0	17	0	0	0	17
Asian:	0	12	1	0	13	0	13	0	0	1	11	1	0	13	0	0	0	13
Unknown:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals:	6	937	148	8	1083	9	1082	1	24	37	1000	24	5	1054	26	11	2	1089

Grand Totals

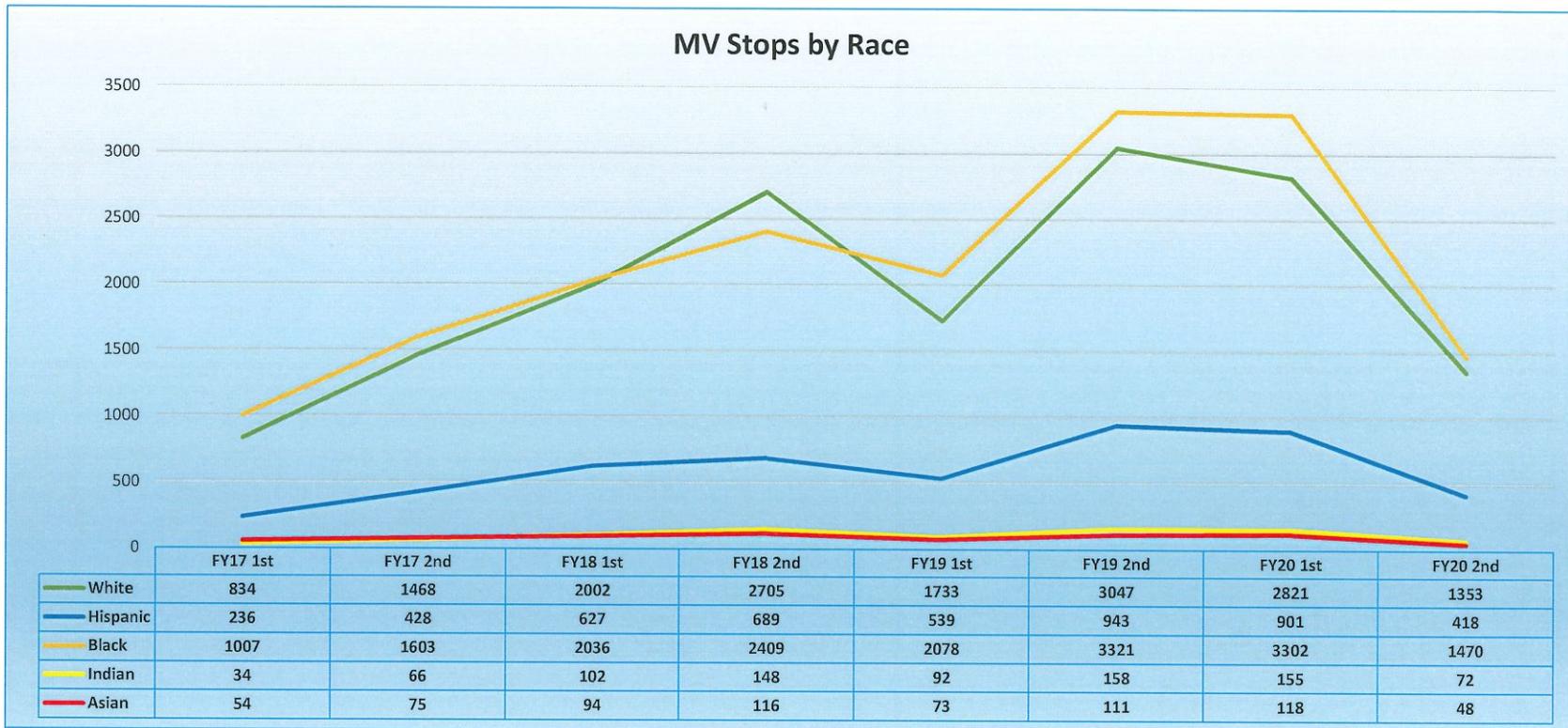
White:	431	39.5%
Black:	500	45.8%
Hispanic:	130	11.9%
Indian:	17	1.6%
Asian:	13	1.2%
Unknown:	0	0.0%
Total:	1091	100.0%

Male	459	42.1%
Female	632	57.9%
Total	1091	100.0%

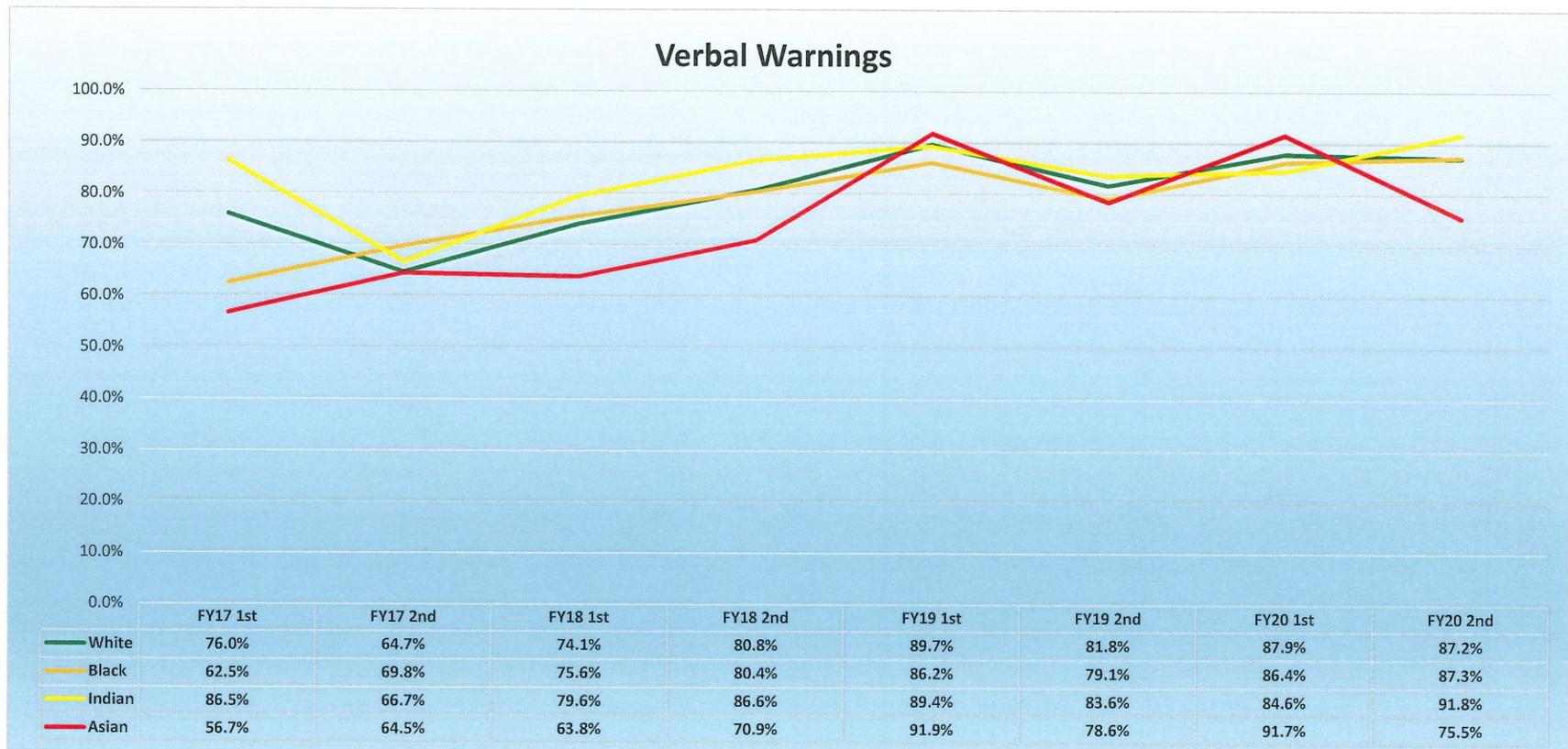
	Reason for Stop		
	Invest	Violation	Equip
White:	0.55%	90.07%	9.38%
Black:	0.58%	81.24%	18.18%
Indian:	0.00%	88.24%	11.76%
Asian:	0.00%	92.31%	7.69%

	Enforcement Action		
	Formal	Warning	None
White:	4.23%	95.04%	0.74%
Black:	7.16%	92.65%	0.19%
Indian:	5.88%	94.12%	0.00%
Asian:	7.69%	92.31%	0.00%

Windsor Police Department Motor Vehicle Stop Trends FY 17 -- FY 20



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Windsor Police Department Motor Vehicle Stop Trends FY 17 -- FY 20



Agenda Item Summary

Date: October 8, 2020

To: Members of the Health & Safety Committee

Prepared By: Donald J. Melanson, Police Chief

Reviewed By: Peter Souza, Town Manager 

Subject: Drug Take Back Program

Background

For many years, the police department has participated in the prescription drug take back program. This program provides a safe and effective way for the general public to dispose of prescription drugs, while also providing education on potential prescription drug abuse. Proper medication disposal assists in reducing the possibility that prescription medications do not fall into the wrong hands.

Discussion/Analysis

Studies show that up to 17% of parents do not throw away expired / unused prescription medications. Disposing of them properly reduces the risk that children can access these medications.

Improperly disposing of medications also poses a risk to the environment. Flushing medication down the toilet can travel through treatment plants and septic systems and find their way into rivers and lakes. This can pose a threat to marine life.

The police department has a drug take back box located in the police department lobby. Residents can simply stop by the police department to dispose of medications in this box at any time. In addition, twice a year, the department participates in the Drug Enforcement Agency's National Prescription Drug Take Back Day. On October 24th from 10 am to 2 pm, WPD will be at CVS at 484 Windsor Ave. to collect expired / unused / unwanted medications.

All unused medications collected throughout the year are sent to the appropriate authorities to be disposed of properly.

Financial Impact

None

Other Board Action

None

Recommendations

At this time there is no specific action requested of the committee.

Attachments

None

**TOWN OF WINDSOR
HEALTH AND SAFETY COMMITTEE
SPECIAL MEETING
JUNE 29, 2020
VIRTUAL MEETING**

UNAPPROVED MINUTES

1. CALL TO ORDER

Committee Member James Dobler called the meeting to order at 6:15 p.m. with Councilor Nuchette Black-Burke and Councilor James Govoni present. Town Manager Peter Souza, Police Chief Don Melanson; Dr. Michael Pepe, Director of Health Services; and Amelia Bliss, Director of Human Resources, Bernie Hallums, Law Enforcement Trainer, were also present.

2. PUBLIC COMMENT - None

3. DISCUSSION ON POLICE OFFICER TRAINING RELATED TO IMPLICIT BIAS, CULTURAL AWARENESS/SENSITIVITY AND CRISIS INTERVENTION

Mr. Hallums gave some background information on himself and stated that police officers wear many hats with the largest being customer service and community policing which helps to develop strong relations with the community. Because of the George Floyd incident, he has devoted a lot of time in investigating what exactly happened so he could talk to officers about how they feel about the incident. He touched base on the many subjects that he focuses his training on and how that affects police officers.

Councilor Govoni stated he feels after the academy there should be a continuous program with the officers within the police department. Chief Melanson stated that there is a need to keep this conversation going and for it to be constantly revisited on an annual basis. He added that it is definitely 'doable'.

Councilor Govoni said he hopes that this will be a part of the curriculum with the police academy so it's a unified message that comes out to all the officers no matter which town you go into. Mr. Hallums said they do have instruction on that topic via training.

Councilor Dobler asked Mr. Hallums if there is anything that Manchester is doing that has been successful that Windsor is not doing? Mr. Hallums responded that the only thing he could think of is citizen police academies and Windsor is not presently doing that. This gives the community insight into what the police do but also shows them that they are people too. For the officers that were involved in the program, it was a rejuvenation to their commitment to the community.

Councilor Dobler asked if the Chief could go through the process on how 'bad egg' types of individuals are removed from their positions. Chief Melanson responded that the first step is

to make sure you don't hire a 'bad egg' and ensure they are joining the police department for the right reasons. The second part is making sure you have the policies and procedures in place that delineate an officer's responsibilities and outline what they should be doing and what the repercussions are if they don't comply. The third part is making sure the officers get the proper training and that they have the right tools to do the job in the right manner. The fourth part is supervision—making sure the supervisors are holding the officers accountable.

Councilor Dobler stated that during the 'black lives matter' event that happened last week, the Chief stated that 'this will not happen in Windsor.' It was inspirational that he said that but he wanted more. Why do you think that is? Chief Melanson stated that there are several reasons why. The training that the officers receive and the culture of our police department is one of them. We have also implemented body and car cameras and additional use of force and decision-making training. Above all, there is a culture in the police department where an officer is accountable for his/her actions. Mr. Hallums said a strong leadership is key to not having an incident like George Floyd happen within a community. Having a community where the police department, citizens and community work together is also key.

Councilor Dobler said that he cannot see defunding the police as a benefit. If you could have an extra \$50-\$100,000 towards training or something along those lines, what would you want to see the Windsor Police do with that money? Chief Melanson said he would like to have more decision-making training as almost 50% of the police force has less than 4 years of experience. That's a large part of our department that does not get decision-making training. He'd like to have more situational training as well.

Councilor Black Burke had asked for data on impartial policing, etc. but are those elective or mandatory within a specific time period for officers? Chief Melanson stated that when we hire an officer, they go to academy for 6 months. As part of those hours, officers receive training in different blocks. It's the number of hours that are exclusive. Officers receive 10 hours of training. It's part of a very large pool of required training that the police receive prior to coming to the police department. All officers have to meet the mandate for the number of training hours needed by the State of Connecticut.

Councilor Black-Burke asked about de-escalation. The chart is showing some more area of opportunity. Can officers do it within a certain time frame? Chief Melanson agreed with the Councilor Black-Burke that de-escalation training is important and it touches on every other piece of training that the police department does.

Councilor Black-Burke stated that across the state and country there are other police departments in which you can Google and get data on the police department. A very specific question she received was in regards to citizen complaints. What are the current tracking mechanisms in the area of officer-specific citizen complaints? Chief Melanson responded that they do have that information available at the police department. It is all subject to freedom of information requests. We don't presently post it online, but whether or not it should be done in the future can be discussed. Every officer complaint that comes into the department gets investigated thoroughly by a supervisor and gets reviewed. Any sensitive information would need to be redacted.

Councilor Black-Burke asked about other data such as incidents and police response to various incidents. Chief Melanson stated that they do not publish this type of information online. The department usually gets a request for this type of information from the media but also shares it with any individual that asks about it. That would be a conversation to have in how we should share data moving forward.

Councilor Black-Burke asked about the training that Mr. Hallums provides. Is it an assimilated piece or does it involve actual deep reflection like talking about mind sets dealing with experiences people have gone through? Mr. Hallums said there is a lot of time for discussion. He brings up a personal subject during the training of two family members that died, one at the hands of law enforcement and the other in custody. He tries to spark discussion about that and how the police officers might feel about the situation. He also brings up other subjects that involve a reaction from the police officers and which keeps them engaged. He gets into the issues of race as well.

Councilor Black-Burke asked, on behalf of a citizen, if Windsor has eliminated the knee on the neck position. Chief Melanson stated that Windsor has never allowed the knee on the neck position to be used along with any choke hold or anything like that. Anything that restricts the airway is not allowed per the police department's policy.

Councilor Black-Burke asked, on behalf of a citizen, if there is a community advisory board to look closer at the data as an added arm of accountability? Town Manager Souza stated that there is not an advisory board in place.

Councilor Black-Burke asked about body cameras. She is under the impression that Windsor does not use those at this time. Town Manager Souza said that in the FY 21 budget, the Chief has outlined the purchase and implementation of body cameras. One of the questions we have is if the State of Connecticut will mandate those systems and will there be other money coming to municipalities in helping to implement that. They have had a program the last three years that assists communities in implementing body cameras. For us it is the timing. Do we go forward using our own local money or do we wait for possible state assistance.

Councilor Black-Burke said the next steps she is thinking of is in regards to training and if the grid can be expanded to show other training that is going on in the police department. She feels there should be additional conversation about a community advisory board. Lastly, we should be thinking about how we share information more broadly where citizens don't have to do a Freedom of Information request for information.

Councilor Govoni said he would like to see a summary of the training required from the police department during the year.

Councilor Dobler echoed what Councilor Govoni said. Transparency is key. The more, the better.

Councilor Black-Burke stated that while they are looking at data points and charting pieces, that it would really be good to share, especially the active shooter response. Town Manager Souza stated that the Chief can address the acquisition of military equipment. He noted that

he and the Chief will be, within the next 60-90 days, developing an additional training model to include some of the items that were discussed this evening and looking at what resources it might take in order to implement that model. Our new facility will be ready this summer over on Addison Road and will provide a more convenient ability to host not only training for Windsor officers but also we get some gains and efficiencies by doing it on a sub-regional basis.

Chief Melanson spoke of the surplus military equipment that the department has acquired over the past 15 years. He stated that there are three categories of military equipment that was received. The bulk of the equipment is the patrol rifle or M-60, which is an assault rifle. It is common place in law enforcement today. They currently have 2 dozen rifles. The patrol rifle allows a more accurate and concentrated fire. As Connecticut does not have a SWAT team and the closest one around is one hour away, having this equipment is necessary for the police department's safety while out on a call. The mine resistant vehicle is a defensive weapon and does not have any offensive capabilities (no guns mounted on it.) It is used mainly as a shield. This vehicle allows them to go into live fire. The other category is a weapon sight. It's an optic tool to help the officer make a more accurate shot.

Councilor Black-Burke asked if all the surrounding towns have a mine resistant vehicle. Chief Melanson said they share this vehicle with the north central region.

4. DISCUSSION OF POTENTIAL COMMUNITY OUTREACH AND LISTENING TOOLS RELATED TO POLICE AND RACE

Town Manager Souza stated that the Police Department has used a variety of forums to connect with residents. Starting in 2015 and running through 2017, numerous officers attended "Study Circle" groups with Windsor High School students focusing on police, youth, and race.

For the past 3 years, the police department has sponsored 3 summer Community Block Parties at various parks in town. Each of these block parties attracted hundreds of neighborhood residents for an evening of fun and camaraderie.

In addition to the town's citizen's academy, the police department has held a Community Conversation on Policing in 2017 and a Community Forum in 2018 to provide opportunities for networking and discussion between members of the public and law enforcement personnel.

Councilor Dobler commented on the numerous officers that attended study circle groups with high school students. He heard they were very powerful for both the officer and the students. Do we have any plans on starting those up again? Chief Melanson responded one of the things we need to do is to find facilitators to run those study circles. The last facilitator they had has retired. This is more of a school initiated event that he'd love to see come back.

Councilor Govoni said he'd like to see the clinician at the police department become a full time position. As we move forward, he'd like to talk about that possibly happening.

Councilor Black-Burke said we need to do more community conversations maybe with a different feel where there is more listening from the community. Town Manager Souza added that he and the Chief concur that the listening component is important. He believes that on those informal events and activities officers do get a chance to listen, but at this point, maybe neighborhood listening sessions or community conversations are in the forefront of their minds as they continue to bolster our community relations.

Councilor Black-Burke asked about police officers and community officers (ones that are out in the community) and having their uniforms look different. She is raising this question as she is thinking about approachability and people being comfortable to talk to officers. Town Manager Souza said he and the Chief have had a conversation about the uniforms a couple of weeks ago. It's something to talk about with our employees, get their input and thoughts. At least for the warmer summer weeks. Chief Melanson added that he has been thinking the same thing. He wants to make officers approachable as well.

5. DISCUSSION OF RESOLUTION ADOPTED ON 6/15/20 BY TOWN COUNCIL

Town Manager Souza stated that the resolution passed by the Council last Monday talks about data and being able to understand the inequities. Dr. Pepe has made some initial inquiries from a non-profit company called Data Haven. They have collected different sets of data on a regional and state wide basis regarding physical and mental health, civic engagement, neighborhood condition and economic opportunity. We are starting to look at that information. Within the next 45-60 days, we will get better information on how to collect data on a municipal level, county wide and on a regional basis. Those are just starting points.

Councilor Govoni stated that he wants to keep this moving forward. He realizes there is a lot of information that we need to collect. At some point, he'd like to see an overall program. As a community, he hopes that in the future, we have the sensitivity and an awareness to see this as a whole community.

Councilor Dobler stated that a plan needs to be developed. If we're just having a conversation, I think we run the risk of doing nothing. We need to come together with an idea at a very high level. What do we want to accomplish and what is the end goal. He would like the committee to have a plan in writing.

Councilor Govoni said that we should have a written plan as well with some action items.

Councilor Black-Burke stated that on June 15, the Council passed a resolution declaring racism as a health crisis. We were the first town in our state to do so. Since June 15, Hartford, Bloomfield, West Hartford and New Britain have done the same. Councilor Black-Burke stated that she would like to hear from both councilors one or two items they would like to see happen as a result of this resolution or something that they'd would want to ensure continues.

Councilor Dobler stated that for the first 30 days, he would like to communicate through the town that we are looking for input. Then from there, the next 30 days should be putting together that input and formulating a comprehensive plan.

Councilor Govoni said that he'd like to have research done on the statistics. He'd like to see more concrete data from the state so we can better understand what is going on. Not just for COVID but for other health issues as well. He realizes that it might be challenging this time of the year, but we still need to set these timelines.

Councilor Black-Burke stated that as the Health & Safety Committee, are we going to be the keeper of the charge or will this become a separate ad-hoc piece? Is it going to be a community wide commission or something along those lines? She agrees with Councilor Dobler. Tomorrow we will be at the 15 day mark of the 30 days of the resolution having been passed. She would like a concrete plan as well.

Councilor Govoni stated he liked it when Councilor Black-Burke mentioned a commission. One thing he likes about a commission instead of committee is a commission has longevity.

Councilor Dobler agrees with Councilor Govoni about having a commission. Just because if we don't, who will run with this and who will take charge? If you put together a commission you have a set group designed from that. We need to get input from all different circles in town for it to grab hold.

Councilor Black-Burke said in regards to the resolution there is still lots of work to do. She wants to go on the record to say that folks in town have really been great and responsive. They have offered great commentary thoughts, input, and ideas. At this point, the next step is to think about which way we are going to go. Is it going to be through the commission?

Town Manager Souza stated that the important part from a health and safety perspective is finding out the action plan relative to what is under the Council committee's purview. There are other issues within the resolution that are broader than health & safety. He believes it should stay at a Council level for a period of time so the Council is able to shape what the parameters are. He thinks giving it to a commission at this time might be a bit premature. In order to gather good data, it will take time when you start looking at how we design a response from a health perspective.

Councilor Dobler added that he thinks that might work out well as it will give the Town Council time to formulate a plan of action while the Town Manager is putting together all the data points.

Councilor Black-Burke stated that they could perhaps have a public Health & Safety Committee meeting where they can receive input from the public to hear from the community their thoughts.

6. STAFF REPORTS

Town Manager Souza stated the police station construction/renovation is going well. We are still on track to have the building turned over to the town by the 3rd week of July. The police department would be moving over in the first two weeks of August. The second phase of the project is the renovations of 340 Bloomfield Avenue. The PBC will be reviewing those contractors and are hoping to have a contract awarded in the next 20 days or so.

The Public Safety Radio system is on track and should be up and running soon at just about the same time as the police department will be moving to the new facility.

7. APPROVAL OF MINUTES

a) May 11, 2020

MOVED by Councilor Dobler, seconded by Councilor Govoni to approve the unapproved minutes of the May 11, 2020 meeting as presented.

Motion Passed 3-0-0

8. ADJOURNMENT

MOVED by Councilor Govoni, seconded by Councilor Dobler, to adjourn the meeting at 8:10 p.m.

Motion Passed 3-0-0

Respectfully submitted by,

Helene Albert
Executive Assistant