



**TOWN OF WINDSOR
HEALTH AND SAFETY COMMITTEE
SPECIAL MEETING
JULY 8, 2024
HYBRID MEETING**

UNAPPROVED MINUTES

1. CALL TO ORDER

Councilor Mary Armstrong, Chair of the Health & Safety Committee, called the meeting to order at 6:00 p.m. with Deputy Mayor Darleen Klase and Councilor Lenworth Walker present.

Staff Present: Peter Souza, Town Manager; Scott Colby, Assistant Town Manager; Donald Melanson, Police Chief, and Jennifer Waldo, Public Nurse

2. PUBLIC COMMENT

Beginning of meeting - Lawrence Jaggon, 8 Massow Lane, stated he read some of the information that was distributed. He has a concern with CHS that is down the street. The documentation indicated that they provide mental health and medical services for children three years and older. They are a federally qualified institution that should be able to do vaccinations for the kids in our town to take the pressure off the Health Department and we don't have an agreement. He is asking that someone gets in touch with them and start this program. CHS gets grants and is funded to do this. About 5% of the people that go to CHS are Windsor residents. He asked that the Town Manager contact CHS and get the ball rolling.

Later in the evening during Item #9 - Lawrence Jaggon, 8 Massow Lane, said CHS is a federally qualified clinic. They get grants, they get a lot of money from the State so they should be able to have more patients in town. It is unacceptable that it is only by appointments that you can go see them. There was a Spanish provider who was at that clinic for a while and because she was there most of the patients that came were Spanish. Nobody in town knows about it. It has been here for 10 years. We need to do something about it. We can go through management or the board.

3. REVIEW OF FY 24 TRAFFIC SAFETY AND ENFORCEMENT DATA

Donald Melanson, Chief of Police, stated 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.

The most recent report issued by CCSU late last month covered motor vehicle stops for the 2022 calendar year. The Windsor Police Department was identified as having a statistically significant disparity in the Hispanic motorist group utilizing a synthetic control.

A synthetic control is a unique benchmark constructed for each department using various stop-specific and town-level demographic characteristics. This benchmark creates a measure called a propensity score. The propensity score measures stops made by departments with demographics similar to Windsor and compares them to Windsor's motor vehicle stops. Identifying a disparity in statistical data does not indicate that there is an actual disparity in how traffic stops are conducted. There are a number of factors that can resemble disparities that cannot be completely accounted for in the statistical analysis. These factors can include the presence of highways, large regional employment centers (Windsor has 3 Amazon facilities, Dollar Tree and Walgreen's Distribution centers, and multiple highway exits.)

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

The latest traffic stop data report did highlight positive trends by our Police Department. The Windsor Police ranked 11th for municipal police agency with the highest motor vehicle stop rate per 1,000 residents at 192 stops per 1,000 residents (16+ population). This rate was 86% higher than the average municipality (103 stops / 1000). Windsor was also second in making traffic stops for speeding by a municipality at 2,314 stops (51.8% of stops). The report also pointed out that Windsor issued warnings 93.7% of the time (3rd highest). Only 1.1% of stops resulted in vehicle searches.

Below are a few statistics from overall traffic stop information for the second half of FY24:

- A total of 3,371 traffic stops were made from January 1, 2024 to June 30, 2024. This is a 30% increase over the first half of FY24 (2,588 traffic stops).
 - January 2024: 437 MV stops
 - February 2024: 353 MV stops

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- March 2024: 880 MV stops
 - April 2024: 721 MV stops
 - May 2024: 560 MV stops
 - June 2024: 420 MV stops

Windsor residents accounted for 34.4% of the traffic stops made in this period, which is slightly more than previous periods.

Moving violations (Speeding, Red light, Distracted Driving, etc.) accounted for 86.3% of the MV stops made.

As reported in the past, speeding is one of the most common complaints or call 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.

Traffic safety remains a priority. As indicated in the latest Traffic Stop Data Analysis and Findings report (June 2024), our department continues to be in the top tier in the state for MV stops per capita.

Deputy Mayor Klase asked about the traffic stop report. What is the enforcement category named 'blind'? Chief Melanson stated that blind enforcement is when the officer can't see who is driving the vehicle. In example using radar or laser, it would be so far away that the officer can't see who is driving the vehicle.

Deputy Mayor Klase questioned what happens when they drill down on the data and find it is an unusual activity by an officer in an area. What are the kinds of things that happen in those cases? Chief Melanson stated that they haven't found that yet. When they did a deep dive into the data to identify certain officers, they identified five officers where they believed there may have been some disparities. The officers that they identified were pretty much of the same race as what they had been targeted as identified. A lot of that had to do with the areas they were working in and based on the population.

Councilor Walker commented the data that is being presented shows officers were making traffic stops, but the complaints that he and other council members are getting says there's a perception out there that the officers are not doing enough. We should publicize it somewhere stating that the police are stopping people because folks don't see that.

Councilor Armstrong asked how are the stops determined? How are the police located to make these stops? Are there specific areas that are assigned? Chief Melanson said they have speeding display signs which collects speeding data for certain areas. There is a plan in place that after the signs go up and once the signs move to another location the police target that location to see if the signs had an impact. However, the primary way we get data is when we receive complaints. They keep a list or a 'target area' and will assign

officers to those locations that the complaints came from. Town Manager Souza added another factor that is used is accident location, where there is a higher crash data.

Councilor Armstrong asked how we are doing on wrong way signs. She noticed we had a few accidents on wrong way. Chief Melanson responded that he believes there was one incident that a person entered into one of Windsor's off ramps. There is one exit in Windsor that has a sign and they are putting in a second one.

Councilor Armstrong asked how the dashboard on the website is doing. Chief Melanson said that is up and running. He's not sure how many times it's been visited but it is still current.

Councilor Armstrong asked about the license plate readers and the status of those. Chief Melanson said they have two vehicle mobile units and there are six fixed units right now. We are looking to expand that. It's actually a phenomenal aid for our officers and detectives. It's been a great tool to help solve cases.

Councilor Armstrong stated she did see that there was an increase in stops for Hispanics. Chief Melanson said that disparity was not in the town's own data but rather when they compared our community to other communities was where that disparity arose.

Councilor Armstrong asked what a 'spot check' was. Chief Melanson is for example a DUI check or a ticket or click it detail would be a spot check.

Councilor Armstrong asked about the crime scene van and how it is coming along. Chief Melanson said they are waiting for the portable generator that gets mounted to the vehicle and some cabinetry. There's been some delays because of the supply chain issue but we're hoping to have it operational by the middle of this month or within two weeks or so.

4. DISCUSSION OF CAMERAS FOR SPEEDING ENFORCEMENT

Peter Souza, Town Manager, stated Public Act 23-116 (PA-116) implements the recommendations of the Vision Zero Council, an interagency work group dedicated to eliminating transportation-related injuries and fatalities throughout Connecticut with automated traffic enforcement safety devices.

These devices or cameras detect and collect evidence of alleged driving violations. The images captured by these devices include license plate information and the date, time, and location of alleged violations related to 1) speeding of 10 miles-per-hour or more over the posted limit and 2) failure to stop at a steady red light.

Municipalities need to follow the provisions set forth by PA-116 in order to receive approval to install and activate automated traffic enforcement safety devices. Primary requirements include adoption of an ordinance authorizing the use of these cameras and submission of a plan to CT DOT. Additionally, interested municipalities must adopt a citation hearing procedure, comprehensive safety action plan, and written privacy

policy/protocol. Prior to submitting a plan to CT DOT, the municipality must conduct a public hearing and the municipal legislative body must vote on the proposal.

Municipalities need to create and submit a plan regarding the placement of cameras to CT DOT prior to the use of such devices. CT DOT will review plans and approve or deny the plan (in part or in whole) within 60 days. Primary considerations include the likelihood of camera placement to improve traffic safety in the area and equitable distribution of cameras throughout the municipality.

Further, municipalities must complete a number of actions subsequent to plan approval by CT DOT but prior to camera activation. These actions include the following:

- installation of at least two signs for each approach along the roadway leading to the device,
- creation and implementation of a public awareness campaign regarding speed limits, traffic control signals, and the new cameras,
- training of an ATESD safety device operator,
- notification of the camera location to navigational mobile application operators.

By the end of 2025 CT DOT will issue guidance to municipalities regarding evaluation requirements for the effectiveness of activated devices and submission of subsequent camera plans.

Staff from the Windsor Engineering Department and Police Department have evaluated data to determine where these cameras could be placed. The following parameters were used in the evaluation:

- 85th Percentile Speed 10 MPH over the posted speed limit
- Average Daily Traffic (ADT) volumes of 3,500 or greater
- Motor vehicle stops related to speed
- Location of motor vehicle accidents

Utilizing the above parameters four locations were identified to be considered for Traffic Camera installation:

1. Poquonock Avenue (Route 75) between the I-91 South off-ramp and Farmstead Lane.
2. Broad Street between Island Road and Remington Road
3. Windsor Avenue between Deerfield Road and Windsor Shopping Center
4. Rainbow Road between East Granby Road and Merriman Road

Deputy Mayor Klase asked if we can do this with our current staffing. Town Manager Souza said he would like to think that we could, but he doesn't believe we are far enough along at this point to make a clear determination. It does require having a staff person designated to review the data. At this point, he does think we may need more staff to help with this especially once we get into traffic calming measures.

Deputy Mayor Klase asked when the Town Council sees this in December will staff have some projections on the cost? Town Manager Souza stated that they are developing that now. There are two potential approaches. One is for the purchase of the equipment. We can get it outright, upfront, or we can use those funds and some type of multi-year agreement to pay back the cost of the equipment. Then there's the cost of the ongoing processing in ticket payment. He explained the process.

Deputy Mayor Klase stated she thinks having an informational session like that which was done for the road diet for this would be good for town residents. It might be a good idea to come up with some alternatives like perhaps you do need a full resource person to bring together all those things.

Councilor Walker asked what the stats are for Palisado Avenue. Town Manager Souza said based upon the counts that they've taken in the last 6 months or so within the 600-800 block and with our speed limit being 45 MPH and in the 85th percentile within 5 miles per hour of that, the average speed is 43 and 45 at those two different locations.

Deputy Mayor Klase asked who sets the speed limit on that road? Town Manager Souza said it is set by the State. We have to petition the State to change it depending on the section of road.

Councilor Smith said he had done some research on this situation and in Texas they offload these cameras because of various reasons. He said from what he read this violation isn't reported to Motor Vehicles, correct? Town Manager Souza said it depends if a citation or infraction is issued. Is that what you're asking about? Councilor Smith said yes he's asking because from what he understands in other states they are saying that the cameras used for this speed and check history, it is not reported to the Department of Motor Vehicles. Maybe it's because the driver cannot be identified. This can become a second mode of vehicle tax, which none of us want. It can appear that we are going this route for the revenue. Since it does not go to Motor Vehicles, it becomes less of a traffic enforcement issue because you don't get any points off your license for doing it. Town Manager Souza replied he'd have to research regarding what information gets transmitted to the Department of Motor Vehicles or not. He believes Councilor Smith's second comment was about revenue generation or the camera vendors. He believes in the State of Connecticut in the legislation that was adopted, it did address that where they limited it to a \$15 processing fee, instead of using a percentage basis as other states do.

Assistant Town Manager Colby stated in regards to the violation being reported to the DMV, citations will not be reported on driving records. That's according to the DMV's website.

Councilor Smith said it's also about human nature. He gave an example. Chief Melanson said regarding reporting it to the DMV, they no longer have the point system on licenses.

Councilor Smith said so these won't be reported in insurance companies, right? Chief Melanson said that was correct. Discussion ensued with the committee regarding this subject.

Councilor Armstrong stated that she knows Town Manager Souza said there was not a committee already established, but there have been collaborative discussions. Town Manager Souza stated we do have an internal staff traffic committee that's been in place for about 12 years. Councilor Armstrong asked if they are the ones monitoring this or setting up what should be done? Town Manager Souza said yes. Police and Engineering staff work together on the 'Drive Wise' program. There is not a committee that has involved the community on a regular basis.

Councilor Armstrong asked if there would be a new hire for an ATESD operator? Town Manager Souza said potentially but he doesn't feel it requires a full-time person, perhaps a reassignment of duties or part-time person.

Councilor Armstrong asked who creates the action plans for the safety plans to move forward? Town Manager Souza said it would be up to the Town Council as to whether or not they want to move forward with the camera enforcement. That would then be delegated where staff would develop it.

Councilor Armstrong stated that the Town Manager had said most of the funds will be used for transportation. Is that correct? Town Manager Souza said they are required to be used for implementation of the program or for transportation mobility.

Councilor Armstrong said the fee for the payment processing is out of the fine system correct? Town Manager Souza replied that if you get a \$50 fine, you could get, depending on what the Town Council sets, it could be a \$5 or up to \$15 fee on top of the citation.

Councilor Armstrong suggested that they have another meeting prior to bringing this item back to the full Town Council. Town Manager Souza asked what will you want us to bring back to the committee? Councilor Armstrong said there were a lot of questions asked tonight. So, prior to it going to the Town Council and bringing it back to committee perhaps we can discuss some of those issues.

Councilor Walker said that Town Manager Souza had said for Palisado Avenue, the information that was collected was north of Kennedy Road correct? Town Manager Souza said that was correct from the 600-700 block. Councilor Walker the issue is between from the center of town to Kennedy Road. A lot of speeders make a left on either Pierson or Kennedy. Councilor Walker asked if the town could collect data from the center of town to Kennedy Road. Town Manager Souza said they can do that.

Town Manager Souza said they will attempt to answer some questions and identify what those questions might be and we'll bring it back to the committee if I'm understanding your desire. Councilor Armstrong said yes that's right.

5. OVERVIEW OF SUICIDE PREVENTION GRANT

Jenni Waldo, Public Health Nurse, stated the Health Department has been awarded funding through the State of Connecticut to address mental health promotion and suicide prevention. Suicide rates have been on the rise across the nation for the past decade and Windsor has experienced the same trend. Windsor had the second highest crude suicide rate in the State of Connecticut from 2020-2022 – a rate of 22.67 per 100,000 population. One particular area of concern that has been identified in recent years is the high rate of suicides among men aged 25-64. This demographic has been found to be at a higher risk of suicide than any other demographic group in the town.

The grant award in the amount of \$281,250 (\$56,250 annually) over 5 years was announced September 2023; however, we have not yet received a contract from the State Department of Public Health. Nonetheless town staff have been undertaking preliminary work on a number of fronts to help strengthen our partnerships and collaborations in preparation for the start of the grant period.

The Health Department will be collaborating with other town departments, public/private schools, community and regional partners to promote mental health awareness and provide suicide prevention programs and resources. Existing programs such as *QPR* (Question, Persuade, Refer) will be offered and new programs such as *On Our Sleeves* will be introduced. *On Our Sleeves* will provide an avenue to promote mental health awareness for children and adolescents in both public and private schools in Windsor. New partnerships with private businesses, not-for-profits, fitness centers and sporting venues will be formed to target men aged 25-64 as well as other impacted groups. This outreach will help to reduce the stigma surrounding help-seeking and work to promote self-care and mental health support.

The grant requires the town to complete a Community Health Needs Assessment (CHNA). Conducting a CHNA is essential to identify gaps, as it allows for a better overall understanding of the health needs and priorities of a community. Data will be gathered through live interviews, phone interviews, focus groups, paper surveys and electronic surveys. The results will be reviewed and discussed with a multi-disciplinary team of town staff in collaboration with community stakeholders. The CHNA will be completed with the support of a subcontractor funded through the grant. The CHNA will be broader in nature than the “RCA” (Rapid Community Assessment) associated with the immunization grant.

Councilor Armstrong stated that she sees that there seems to be a lot going on with the animal approach of therapy these days. She feels that will be rewarding.

Councilor Armstrong asked what the delay is of receiving the grant award. It’s been almost a year now. Ms. Waldo responded she believes it has to do with the legal review of all the contracts and grants the Department of Public Health has awarded. Even the vaccine grant was delayed by several months.

Deputy Mayor Klase asked based on our rate, are there specific demographics that we are watching for folks who have committed suicide? Ms. Waldo stated what they learned through the data was that men aged 25 to 64 were the highest impacted group in 2022, which led them to look at athletic clubs, other sports venues, restaurants and bars.

Councilor Armstrong asked in regards to the age group, are there statistics for the younger age group? Ms. Waldo responded that they'll have to look at that a bit more closely in terms of when that data comes to us. Often times you hear of other groups, states, towns that have a high youth suicide rate. We have not seen that here, but you can also see how quickly things can change.

6. OVERVIEW OF IMMUNIZATION GRANT

Jenni Waldo, Public Health Nurse, stated the town is slated to receive approximately \$130,000 in grant funding. The funding period runs through June 30, 2025.

The Health Department is required to spend approximately \$25,000 of the grant funding on community awareness and education initiatives. The Health Department is working closely with the town's Public Relations office on a comprehensive communication plan. Media initiatives will include several PSAs, use of social media, household mailers and other signage in town.

The Health Department will also provide educational materials and resources through community events such as the neighborhood block parties, Windsor Back to School Block Party, Shad Derby, etc. The Hispanic Health Council has been invited to participate with the Health Department at various events to promote equity and address health disparities for Hispanics, Latinos and other vulnerable communities.

The Health Department is also partnering with Senior Transportation to subsidize transportation services to help seniors and persons with disabilities to get to and from their local primary care provider or pharmacy to receive vaccines.

Another requirement of the grant funding is completion of a Rapid Community Assessment (RCA) to identify vaccine barriers, educational needs, etc. to help inform the grant activities. The Health Department worked with Griffin Hospital and Yale School of Public Health who provided guidance and training materials. The RCA was conducted over the course of several weeks this spring. Attached is a two page summary of the survey results which gathered information from 358 individuals.

Councilor Armstrong asked will any of this be subsidized or how is it funded? Ms. Waldo said it is funded through a grant.

7. OVERVIEW OF COMMUNITY HEALTH SOLUTIONS, INC.

Town Manager Souza stated Community Health Services, Inc. is a federally qualified health center (FQHC) which means they are certified by the Center for Medicare and

Medicaid Services (CMS). Some of the requirements to be designated a FQHC include serving as a designated Medically Underserved Area or Medically Underserved Population, providing comprehensive services and having an ongoing quality assurance program, and offering a sliding fee scale to persons with incomes below the 200 percent Federal poverty guidelines.

The main branch of Community Health Services (CHS) is located in Hartford at 500 Albany Avenue. A satellite branch was opened in Windsor in 2013. The services offered at the Windsor branch of CHS are by appointment and include medical and mental health services for patients 3 years of age and older. The Windsor offices are at 503 Windsor Avenue.

While we don't have formal ongoing programs in place with Community Health Services, Inc., town departments including the Health Department and Human / Social Services are aware of the services CHS provides and will refer residents and non-residents requesting health services to the Windsor Avenue branch of CHS.

Councilor Armstrong said she does not see too much traffic going in and out of the establishment. Town Manager Souza said it's by appointment only that you can use their services and it's been like that for a better part of a couple of years.

Councilor Armstrong stated this appointment is when they go to Hartford and Hartford makes the appointment for them here in Windsor correct? Town Manager Souza said his understanding is from what he's gathered off their website is that you contact them in Hartford first.

8. STAFF REPORTS

Town Manager Souza said he has been in recent conversations with the Windsor Volunteer Ambulance and they are doing well from a staffing perspective. They have one full-time paramedic that they're trying to fill. They did fill a host of part-time EMT and full-time EMT positions. From a financial perspective, their FY 24 budget is on track to finish where they were projected to be. They have the patient equipment in place. There's still a very long lead time for the vehicles. So, they are looking at an alternative supplier for vehicles, that would cut the response time significantly from a 24 plus month response to about half that time. They are looking at a smaller van. It will be a little bit less expensive but more importantly, it would be more timely compared to getting the larger box type of ambulance. In the next 45-60 days they'll know if those vehicles are available on a shorter time frame.

The WVA Board of Directors are looking at a new set of bylaws for the organization which may include increasing the number of seats on the board. He believes it is a five member board at this time and they are looking at it possibly being a seven member board and better defining the roles and responsibilities. They're working with an attorney to get a draft set of bylaws.

Concurrently, he has been working with Dan Moylan, the Chief, on an operating agreement between the Town and Windsor Volunteer Ambulance. We presently have a first draft agreement.

Response times are within reason. For priority one responses, they are averaging over the last 6 months of the fiscal year about a 7 minute and 23 second average. They're still using mutual aid anywhere from 15%-18% of the time, which is pretty much where they've been in that range of 15%-20% over the last handful of years. Their busiest days are Mondays and Fridays and peak hours are 8:00 AM – 8:00 PM.

Deputy Mayor Klase asked when the Council helped with the funding for the ambulance did they include any requirements around Board of Directors training. Town Manager Souza said that wasn't a hard and fast requirement. However, that's the expectation that they'll update their bylaws, reconstitute their Board and set up what the roles and responsibilities of the Board are.

Councilor Walker recalls when the Council talked about the WVA Board of Directors. The Board had not met in quite a while. He feels the Town Council needs to have some input to make sure they get people who will bring or contribute something to the new board so they don't go backwards. Town Manager Souza said he knows that Dan Moylan has that exact desire and expertise and he knows the Board can't be just all EMS people.

Councilor Armstrong said that she believes there was a younger age group they had discussed that could be recruited in this area to participate as they reach out for hires. She knows the liability factors are included. Is that included for the town for EMS or those that we hire? Town Manager Souza asked if she was talking of high school aged students. Councilor Armstrong interjected a little older. Town Manager Souza responded that if they're viewed as employees, they have that same level of liability. What the EMS is finding is that they might get folks to come in and train to be an EMT but a lot of them are using that as part of their college preparation. That's part of the challenge of turnover for them.

9. APPROVAL OF MINUTES

a) January 29, 2024 Special Meeting

MOVED by Deputy Mayor Klase, seconded by Councilor Walker to approve the unapproved minutes of the January 29, 2024 special meeting with the correction as stated by Councilor Armstrong. Page 1: Chairperson should be Councilor Mary Armstrong not

Mayor Nuchette Black-Burke.

Motion Passed 3-0-0

10. ADJOURNMENT

MOVED by Councilor Walker, seconded by Deputy Mayor Klase, to adjourn the meeting at 7:34 p.m.

Motion Passed 3-0-0

Respectfully submitted by,

Helene Albert
Recording Secretary