

**POLICE COMMISSION REGULAR MEETING**  
**March 13, 2023**

**1. CALL TO ORDER**

The meeting of the Police Commission was called to order by Chair Jenna Caulfield at 5:04 P.M. in the Board of Education Conference Room of the Simsbury Town Offices. In attendance were Commissioner Michael Long, Commissioner Tenesha Grant, Commissioner Travis Schweizer, and Deputy Chief Chris Davis. Absent was Commissioner Lemke and Chief Nicholas Boulter.

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF MINUTES**

a. After a motion was made by Commissioner Grant and seconded by Commissioner Schweizer it was unanimous:

**VOTED:** To approve the minutes of the February 15, 2023 Regular Meeting.

**4. REPORTS**

**a. Chair's Report**

- i. The Chair was out in West Hartford and a community member commented how amazing K9 Clifton was. They had gotten a chance to meet Clifton and Officer Ball at an event held at the end of last year to help the homeless population in the area.
- ii. The Chair, Chief Boulter and Deputy Chief Davis all attended a budget workshop on March 11, 2023. Nothing has been finalized at this time but it was noted there was positive feedback so far. The Police Department had received a very rough draft of the staffing study that indicated the need for an additional 3 officers and 3 civilian positions prior to the workshop so they were able to relay that information to the board. There will be a meeting to follow this police commission meeting with Board of Selectman to discuss budget with an additional date of March 15, 2023 if more time is needed.
- iii. The next meeting is scheduled for April 10<sup>th</sup> which also falls during the week of School's Spring break.

**b. Chief's Report**

**i. General**

- Staffing- There is currently 1 officer and 1 dispatcher vacancy. The department has 13% of sworn Officers out on extended leave. More specifically that is 21% of the Patrol Division out for extended leave. If current vacancies are factored in we are short 30% of Patrol do to extended leave. Ofc. Kenney is scheduled to graduate on April 5, 2023. His field training will last for 4-4.5 months.
- Events- Citizens Police Academy started March 2, 2023. The CPA runs on Thursdays giving the 13 participants an overview of the department and various units that our department is apart of.
- Budget- there is a budget meeting with the Board of selectmen following this meeting to discuss next year's Police Department budget.

**ii. Consolidated Monthly Report – January 2023**

**iii. Preliminary Monthly Activity Report – February 2023**

**7. NEW BUSINESS**

a. Deputy Chief Davis introduced Deborah Clark to the Police Commission and gave an overview on her education and work experience. Deborah answered questions from the Commissioners.

After a motion was made by Commissioner Long and seconded by Commissioner Schweizer, it was unanimous:

**VOTED:** To approve the hiring of Deborah Clark effective immediately.

b. Deputy Chief Davis introduced Christopher Sheehan to the Police Commission and gave an overview on his education and work experience. Christopher answered questions from the Commissioners.

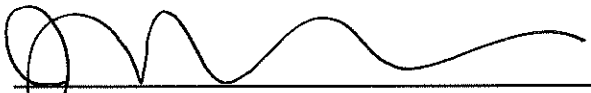
After a motion was made by Commissioner Long and seconded by Commissioner Schweizer, it was unanimous:

**VOTED:** To approve the hiring of Christopher Sheehan pending the completion of their background process.

**9. ADJOURNMENT**

Commissioner Long made a motion to adjourn at 6:00 P.M., seconded by Commissioner Grant. All were in favor and the motion passed.

Respectfully Submitted,

  
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Jenna Caulfield, Chair

/jw