

AGENDA
Police Community Advisory Board
Regular Meeting Agenda
Tuesday, January 23, 2024 – 6:00 pm
81 Main St., Essex Junction, VT 05452

This meeting will be in person and online. Available options to watch or join the meeting:

- [Join online: Microsoft Teams ID: 267 751 285 914; Passcode: H7ukvs](#)
- [Join calling: \(toll free audio only\): 1-802-377-3784; Phone Conference ID: 213 057 884#](#)

Welcome –

1. CALL TO ORDER

2. AGENDA ADDITIONS/CHANGES

3. APPROVE AGENDA

4. PUBLIC TO BE HEARD

- a. Comments from the public on items not on the agenda.

5. BUSINESS ITEMS

- a. Police Community Advisory Board – Work Plan for 2024.
- b. Public Meeting Law – Minutes .

6. CONSENT ITEMS

- a. PCAB Draft Minutes 12192023

7. READING FILE

- a. Crime Stats for EPD 2022-2023
- b. Rule 13 (State of Vermont)
- c. PCAB Draft Minutes
- d. FY 2023 Crime Activity Statistics (7/1/2022 – 06/30/2023)
- e. 2023 EPD Town of Essex / City of Essex Junction Report Summary

8. ADJOURN

This agenda is available in alternative formats upon request. Meetings of the Police Community Advisory Board, like all programs and activities of the Town of Essex, are accessible to people with disabilities. For information on accessibility or this agenda, call the Community Affairs Liaison at 802.857.0083.

POLICE COMMUNITY ADVISORY BOARD
December 19, 2023

POLICE COMMUNITY ADVISORY BOARD
REGULAR MEETING
MINUTES OF MEETING - DRAFT
DECEMBER 19, 2023

POLICE COMMUNITY ADVISORY BOARD: *Gwendolyn Evans, Leo Duque, Christina Hagestad, Dan Maguire, Jody Kamon (Advisor).*

Absent: Guillamue Teganyi, Arthur Bergeron, Ta-Tanisha Redditta (Advisor)

STAFF: *Anthony Jackson-Miller (Community Affairs Liaison-Essex Police Department)*

ADMINISTRATION: *Ron Hoague (Police Chief)*

OTHERS PRESENT: *Sgt. Michael Chistolini, EPD and Cpl. Ryon Sorrell, EPD.*

1. CALL TO ORDER

Chair Leo Duque called the meeting to order at 6:03pm.

2. AGENDA ADDITIONS/CHANGES

3. AGENDA APPROVAL

Agenda Approved. Minutes from the October 17, 2023 and November 23, 2023 approved.

4. PUBLIC TO BE HEARD

No members of the public were heard.

5. BUSINESS ITEMS

a. Sgt. Michael Chistolini, a member of the EPD Tactical Team and Cpl. Ryon Sorrell, a use of force instructor with the Essex Police Department presented the board with information about use of force starting with the definition of "force". Force was defined as "physical coercion".

The Use of Force policy was explored in some detail in the context of real-life scenarios. The board learned that the policy and practice related to the use of force was significantly updated in 2020 and 2021, notably in the aftermath of the George Floyd homicide. The presentation included statistics that were shared with the board relative to use of force incidents. All incidents are tracked and recorded. Additionally, the board heard in detail about training protocols and the ladder of force as it relates to escalation and de-escalation as well as the scenarios where the Tactical Team is employed.

b. Police Community Advisory Board – Work Plan for 2024.

The board briefly discussed development of a work plan for 2024. In this context, the board was reminded of its mission and goals: the help increase the EPD's understanding of community needs and concerns related to public safety and to ensure the voices and needs of systemically

marginalized, disenfranchised, and oppressed members of the community are heard with regard to public safety. To reach those goals the board will facilitate communication between the community and the EPD, help increase EPD's understanding of community needs and concerns related to public safety, and provide feedback and support to the EPD on strategies and policy, especially around issues of equity.

c. Attendance Expectations

Attendance expectations were again discussed by the board. Christina Hagestad advised the recent vacancy has been posted by the City. In the meantime, despite being down at least one member, the number remains at 4 members to achieve a quorum.

6. CONFIRMATION OF TOPICS FOR NEXT MEETINGS AGENDA

Anthony Jackson-Miller advised the next meeting will include further discussion relative to the board's Work Plan for 2024.

7. ADJOURN

Christina Hagestad made a motion to adjourn which was unanimously seconded by the Board. The meeting adjourned at 7:36pm.

Respectfully submitted,

Dan Maguire
CAB Secretary

Essex Police Department Crime Stats for 2022-2023

	2022 Totals	2023 Totals
Volent Crime		
Assault	57	60
Burglary	20	20
Homicide	0	0
Robbery	4	0
Stalking	0	1
Sex Offense	21	16
Threating and Harassment	91	69
Arson	0	0
Theft		
Larceny from Person	1	1
Larceny - Retail Theft	102	87
Larceny - From Vehicle	84	117
Larceny - From Building	52	40
Larceny - Stolen Motor Vehicle	18	32
Larceny - Other	44	37
Unlawful Mischief/ Vandalism	59	54
Operating w/o Owners Consent	2	2
Recovered Stolen Vehicle	4	9
Recovered Stolen Property	5	9
Traffic Safety		
Traffic Stops	2430	2221
Accident - With Damage	379	433
Accident - LSA	39	50
Accident - Fatal	0	0
Accident - With Injury	38	36
DUI	53	43
Traffic Hazard	70	29
Quality of Life		
Welfare Check	258	371
Mental Health	139	80
Suicidal - Subject or Attempt	17	16
Suspicious Person/ Circumstance	862	1029
Citizen Dispute	198	112
Trespassing	53	85
Noise Disturbance	198	118
Animal - Noise	33	40



Annual Training Requirements

The Vermont Criminal Justice Council's Administrative Procedures require Certified Law Enforcement Officers to undergo in-service training annually. This is commonly referred to as Rule 13. Training is based on a calendar year. Annual Requirements must be completed between January 1st and December 31st each year.

Each calendar year all Level II and Level III officers are required to complete 30 hours of in-service training. Training at a minimum is listed below.

Even Years	Odd Years
30 Hours minimum First Aid & CPR Firearms Qualification CEW Domestic Violence Response Use of Force and Tactics (4 Hours) <i>*See Page 2 for further guidance for mandated training</i>	30 Hours minimum First Aid & CPR Firearms Qualification CEW Fair and Impartial Policing Use of Force and Tactics (4 Hours) <i>*See Page 2 for further guidance for mandated training</i>

Agency Requirements

- Each agency must have adopted and continue to maintain the following policies (model policies are available via our website - see attached links)
- Fair & Impartial Policing - which includes essential components identified in 20 VSA 2366
 - Conducted Electrical Weapons (if carried by officers) - which includes essential components identified by the Law Enforcement Advisory Board.
 - Body Worn Cameras - Which includes essential components as identified by the Law Enforcement Advisory Board.
 - Internal Affairs Policy - Which includes essential components identified in 20 VSA 2404(a).



Annual Training Requirements

30 Hours minimum – These hours must be properly documented. Beginning 2024 the Academy will require documentation for trainings and instructors. All officers should be tracking their training and obtaining documentation from their instructors. The Academy is providing an in-service training submittal form requiring submission of the following information: student information, training information, instructor verification, student verification, and department verification. Additional supporting documentation must be provided including a course summary, instructor bio and resume, as well as information reflecting how competencies were met. Although this will be mandatory in 2024, we suggest that you begin using the in-service training submittal form and collecting documentation now so that we can provide further guidance throughout the year.

First Aid & CPR (must be currently certified or undergo annual training)

Firearms Qualification (At a minimum, VCJC qualification courses under the direction of a current VCJC certified firearms instructor)

CEW (at a minimum, manufacturer specific CEW annual training if certified to carry a CEW). If carrying an officer must have the initial manufacturer's certification training provided through the Academy (commonly referred to as Act 80 training).

Domestic Violence Response (even years) Content assigned and approved by the Council. This is not the same as baseline training that is required for all officers upon initial certification (LII, LIII, OOJ).

Fair and Impartial Policing (off years) Content assigned and approved by the Council. This is not the same as baseline training that is required for all officers upon initial certification (LII, LIII, OOJ).

Use of Force and Tactics (4 Hours) (must be under the direction of a VCJC certified UoF&T Instructor. This training does not include CEW & Firearms. This training can be blended with other disciplines, can be psychomotor skill based and/or academic. The four hours do not need to be consecutive. Review of an agency's use of force policy can be included.

ARIDE Certification (required for all officers within three years of certification if certified after May 22, 2015)

Frequently used forms: Affidavit, annual training waiver, employment notification form, and training tracking form. Additional forms for canine waivers, military waivers, or OOJ waivers can be found on our website.

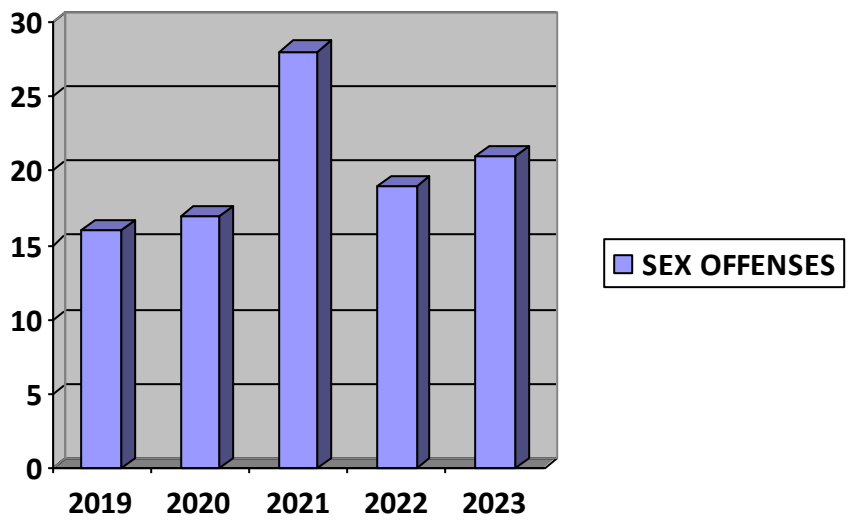
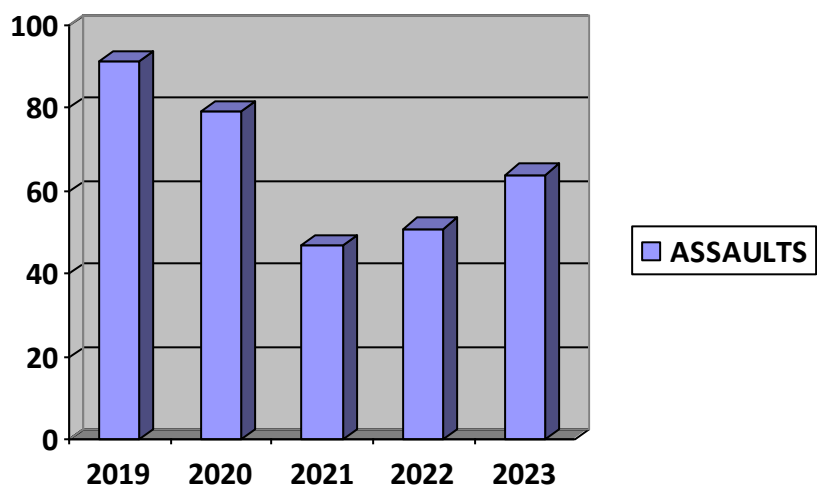
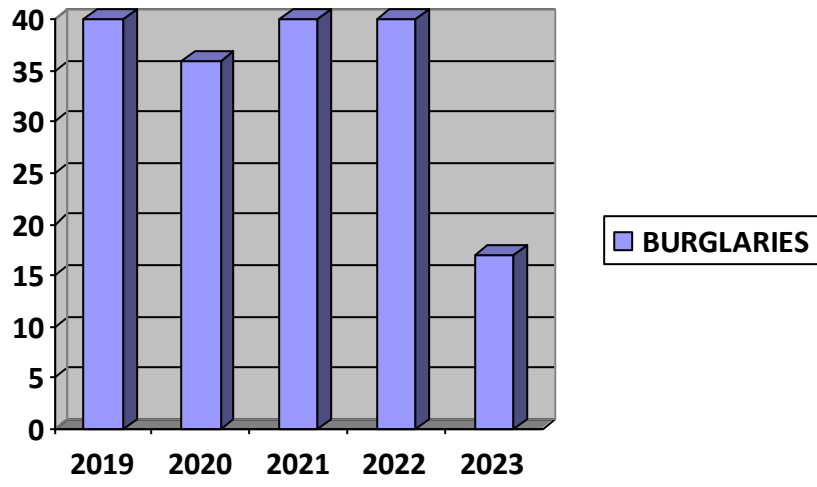
FYE 2023 Statistics

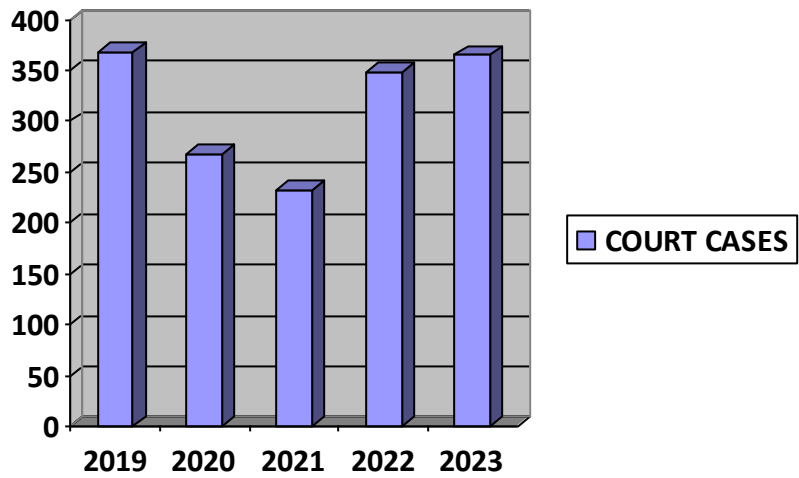
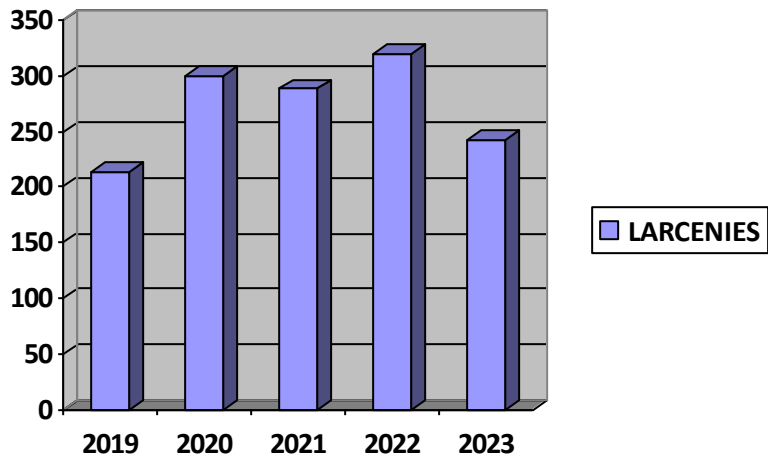
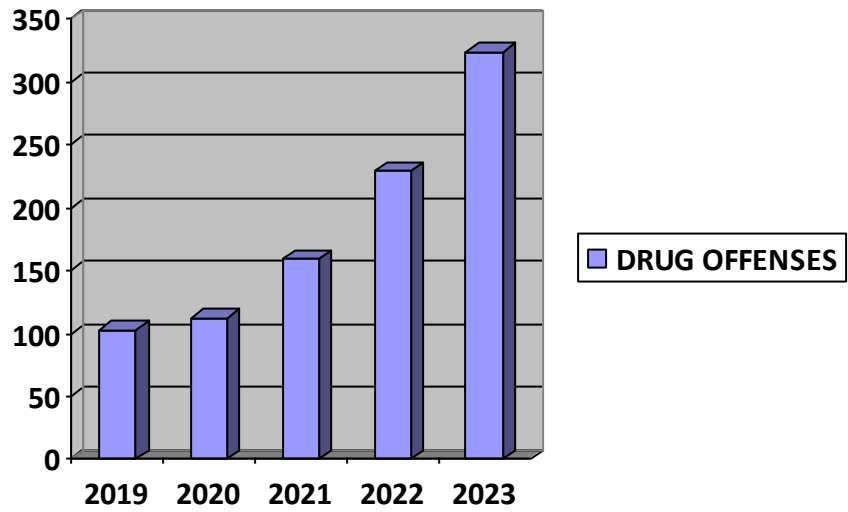
REPORTED CRIME ACTIVITY - PERIOD 07/01/22-06/30/23

	2019	2020	2021	2022	2023
HOMICIDE	0	0	0	0	0
ROBBERIES	3	0	2	3	3
BURGLARIES	40	36	40	40	17
ASSAULTS	91	79	47	51	64
SEX OFFENSES	16	17	28	19	21
DRUG OFFENSES	103	112	159	229	323
LARCENIES	214	300	288	320	242
VANDALISM	83	83	76	73	49
STOLEN VEHICLES	11	5	10	23	15
SUICIDES/ATTEMPTS	18	9	23	20	13
MISSING PERSONS	29	27	30	38	30
BAD CHECKS / FRAUD	63	92	71	75	69
D.U.I	74	56	49	54	54
COURT CASES	368	268	233	349	365
CRASHES	524	462	417	467	498

There were 2383 tickets written for traffic and parking violations, of these, 692 were Vermont Traffic Citations.

In Vermont, officers are required to complete a minimum of 30 hours of training per year. In 2023, EPD officers completed a total of 5445 hours, averaging 170 hours per officer.





In 2023, the Essex Police Department continued to proudly serve the Town of Essex and the City of Essex Junction by providing professional, effective policing services. Contemporary policing has evolved to encompass much more than just the enforcement of laws and ordinances. Policing now means community caretaking, being the guardians of our citizens, and an ingrained sense of community well-being within the department.

At the time of this writing, the Essex Police Department has one sworn officer vacancy while being fully staffed in our administration and dispatch divisions. We have filled thirty of thirty-one authorized positions. Recruiting for sworn officers, especially those from female and traditionally marginalized groups continues to be a focus for us however, as we expect four retirements of long-serving officers in 2024. For those interested, our recruiting and hiring page can be found on our website or by using the QR code below.

Property crime, namely larcenies from vehicles and of the vehicles themselves have become a real challenge in late 2023. The statistics posted are for the fiscal year ending June 30, 2023 and do not show that for the calendar year 2023, the Town and City saw a nearly 40% increase in the numbers of larcenies from vehicles from the prior year while our numbers of stolen vehicles nearly doubled during the same period (32 in 2023 vs. 18 in 2022). The department has attempted to address this by adding plain clothes personnel at night while also working with neighboring departments to charge those who are responsible. Most of this activity can be attributed to two groups of juveniles (under 16 yo) who have committed larcenies and vehicle thefts during late summer and early fall time period throughout Chittenden County. EPD continues to remind residents to lock their vehicles and not leave valuables inside overnight.

The department has also seen an increase in the number of incidents where illicit drugs are involved. We have not been immune to the crisis that the country is seeing with an influx of fentanyl and cocaine. The number of cases involving heroin or fentanyl were 46 in 2023, up from 29 in 2022. This is all cases that involve these drugs, not just where there was a possible overdose or death. EPD is one of the many partner organizations along with the VT Department of Health, Howard Mental Health and others who are working on this problem from all aspects of treatment and enforcement. All EPD officers have been carrying Narcan for many years now and used it eighteen times in 2023 to save a life. Further, our relationship with Community Outreach is a key part of our response to this issue as they provide immediate resources to people struggling with addiction and mental health crisis. Finally, EPD has assigned an officer to the Drug Enforcement Administration- Burlington office for many years and we will have one assigned in 2024.

In January 2023, EPD formed a partnership with Williston Police to staff our dispatch center with a combination of Essex and Williston employees. This collaboration has increased our capabilities and solidified an unstable work schedule for both entities. An example of the capability of this partnership came on November 4, 2023 when Fire Departments were called to Jericho Road for a major home fire. This fire required numerous fire assets to extinguish the fire and along with a new fire response protocol, having two dispatchers working made a significant difference in the ability of our dispatch center to handle all of the tasks needed. There are many other examples this past year of how the combined dispatch centers have benefitted both communities with all of them being a result of the professional public safety dispatchers who staff our center.

Finally, EPD continued to strengthen our relationship with the community through various initiatives and the establishment of a Police Community Advisory Board. The first ever Essex Police Citizen's Academy (to be repeated in early 2024), National Night Out, delivery of Senior meals, Essex PD's No-Shave November for Charity, and the Essex Community Day are just a few of the community events that EPD members took part in this year. In the fall of 2023, the Essex Police Community Advisory Board held its first meetings following a recommendation by the former Essex B.E.S.T. organization. The Board is made up of residents from both the City and the Town to advise the department on policy and act as a sounding board for community concerns, especially of minorities and marginalized groups. To this end, in addition to the semi-annual training in Fair and Impartial Policing required by State law, EPD developed training titled 'Response to Identity Based Incidents' and all employees attended. This training encompassed identity-based trauma, culturally competent response, and providing resources for those who have been victimized. Our commitment to community engagement is unwavering and we hope to bring more to community in 2024.

Thank you to all who continue to support the Department and public safety, we cannot accomplish our mission without you!