

Old Saybrook Police Commission

Ad Hoc Committee to Develop an Evaluation Instrument for the Position of Chief of Police Meeting October 27, 2022 MINUTES

A special ad hoc committee meeting of the Old Saybrook Police Commission was held on Thursday, October 27, 2022. The meeting was recorded and can be viewed in its entirety at <https://youtu.be/VrnKcLwETr8>

Present: Chairman Wilcox, Secretary Notar-Francesco and Commissioner Von Dassel. Chief Spera was present in person from the Department of Police Services.

I. Call to Order / Pledge of Allegiance (0:20)

Secretary Notar-Francesco called the meeting to order at 6:00 PM and led those in attendance with the Pledge of Allegiance.

II. Public Comment (0:47)

There were no members of the public present.

III. Discussion of the Performance Evaluation Instrument for the Position of Chief of Police (1:00)

Secretary Notar-Francesco opened the meeting by stating that she first wanted to review the committee charge to make sure everyone is on the same page. She wanted to look at some of the evaluations that have been gathered, discuss the findings of the previous committees and discuss parameters.

The charge of the subcommittee is to develop an evaluation tool and/or tools and bring it forward to the full Commission.

The subcommittee agreed.

Secretary Notar-Francesco stated that all negotiations and discussions with the Chief will be left to the full Commission.

The subcommittee agreed.

The subcommittee briefly reviewed the evaluations that were gathered.

Commissioner Von Dassel stated that the last committee decided that the monthly meetings served as evaluation. He stated that, if there were any problems or issues, they were brought up at the meetings.

Commissioner Von Dassel stated that during the budget presentation the Chief would present his goals for the upcoming year and also recap what happened last year. Some goals can be unachievable due to budget constraints.

Secretary Notar-Francesco stated that she would like the subcommittee to look over the Superintendent of Schools evaluation that she received from the Board of Education and see if any parts of that one would work.

Commissioner Von Dassel stated that the former subcommittee went through a lot of different ones, but found there wasn't one available for a Police Chief in Connecticut.

Secretary Notar-Francesco talked about minutes from a 2012 in which an evaluation tool is referenced.

Chief Spera stated that he presented an evaluation tool to the subcommittee that he used with his staff. The subcommittee ultimately decided that, while it was a great tool, it wasn't suitable to evaluate the Chief of Police. He stated that he feels meeting 11-12 times a year is plenty of time to evaluate an employee.

Chairman Wilcox stated that he was against using the monthly meetings as an evaluation tool. He said he is looking for a more back and forth agreement on goals between the Chief and the Commission. He stated that the casual off the cuff "how's it going" at the Commission meetings doesn't meet that goal. He elaborated on what he would like to see as a more formal process.

Chief Spera stated, while there is no formal document in place, he feels like he's being evaluated every time he's in front of the Commission. He stated that he works very hard putting together documents and thoroughly preparing for meetings. Nothing is off the cuff.

Chief Spera stated that the folder is not jam packed with "Police Chief Evaluations" and he requested the subcommittee give thought as to why that is.

Secretary Notar-Francesco stated that she would like the subcommittee to go through the evaluations they received tonight and re-group in the next couple of weeks to see how they should proceed.

IV. Adjournment (31:15)

Commissioner Von Dassel made a motion to adjourn. Chairman Wilcox seconded the motion. The motion to adjourn passed with a vote of 3 in favor, 0 abstaining and 0 opposed.

The meeting adjourned at 6:31 PM.

Respectfully submitted by:

Jennifer D'Amato
Records Clerk for the Old Saybrook Police Commission