

Public Safety and General Government Committee of the Common Council

To allow public access, anyone may access a meeting by telephone, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at

[Agendas | Norwalk, CT - Official Website \(norwalkct.org\)](#)



Members of the public can use a telephone to call in, attend, listen and comment during public participation. They will not be able to see any of the meeting participants. All participants are muted upon entering the meeting. **To speak, press * 9** on your phone to "raise your hand" electronically, **and then * 6 to unmute when called on** by the host of the meeting during the public comment section. Each meeting will use a unique Meeting/Webinar ID and may also have a passcode.



Upon written request not less than 24 hours prior to the meeting, a member of the public can request a physical location to attend this virtual meeting at City Hall. Such a member of the public will be provided access to a telephone so that they can attend the meeting in real time. The member of the public can call in, attend, listen and comment during the meeting. However, they will not be able to see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID and may have a password, which will be provided to the member of the public. The dial-in information can also be found in the table below.



Members of the public who wish to "view the meeting live" and/or provide "live comments" can use the Zoom meeting platform by clicking on the "**View/Participate Live on Zoom**" link below that is on the line with the meeting date and time. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section.



Members of the public who wish to view the meeting, but are not participating, can also view the live meeting using the Zoom meeting platform by clicking on the "**View/Participate Live on Zoom**" link. **Some meetings** can also be viewed live on the City of Norwalk YouTube channel by clicking on "**View Only Live on Youtube**". This stream is delayed by approximately 20 seconds, and not every meeting is streamed live to Youtube.



Members of the public who wish to provide public comment are encouraged to submit those comments to the meeting staff person (mdeluca@Norwalkct.org) via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time.

Public Safety and General Government Committee of the Common Council

January 25, 2024, 7:00pm VIA Zoom

Meeting Agenda

- I. Call to Order
- II. Roll Call
- III. Public participation
- IV. Acceptance of minutes- December 28
- V. New Business

Police Department

- 1. Authorize Mayor Harry W. Rilling to execute any and all documents and agreements necessary to enter into a Field Trial Agreement with Axon.
- 2. Authorize Chief of Police James Walsh to execute any and all documents, agreements, instruments, and amendments thereto as may be necessary to implement the Field Trial Agreement program with Axon.

- VI. Discussion
- VII. Adjournment

Next Meeting: February 22, 2024 at 7:00p

**CITY OF NORWALK
PUBLIC SAFETY AND GENERAL GOVERNMENT COMMITTEE OF THE COMMON
COUNCIL
REGULAR MEETING
DECEMBER 28, 2023**

Attendance: Jenn McMurrer, Chair; Nicol Ayers; Jalin Sead; Douglas Sutton

Staff: Michele DeLuca, Deputy Director Emergency Management; Chief James Walsh; Deputy Chief Melissa Lepore

I. ROLL CALL

McMurrer called the meeting to order at 7:02PM.

II. ROLL CALL

Ms. McMurrer called the roll and all members that are listed were in attendance.

Ms. McMurrer welcomed the new members of the committee and thanked them for the work that they will be doing on this committee and said that she has an open door/phone policy and asked that the committee members reach out to her if they have any questions.

III. PUBLIC PARTICIPATION

Diane Lauricella- 21 Little Fox Lane

Ms. Lauricella wished the committee members and staff happy holidays and went on to say that she is very much in favor of the police and the blue plan which sounds like a terrific plan that she believes has happened in the past and it is great to coordinate with other police departments.

Ms. Lauricella said it is her understanding that for the disaster debris there will be two companies one for collection and the other for monitoring and asked who will be representing Norwalk on the disaster debris testing because when there is a lot of it some of the material is a lot more expensive to remove and wants to be sure the city is not fleeced.

Ms. Lauricella said the ordinance list will be discussed and in the past when there was a Personnel Committee the members would have input and accept public input on the ordinance list employees for both praise and suggestions, but now appears to be almost an automatic increase of 2.35% and it is her understanding that was not the original intent of the ordinance list and asked what process/mechanism there is for councilmember input prior to the ordinance list staff receiving the 2.35% increase.

III. ACCEPTANCE OF MINUTES- SEPTEMBER 28, 2023 (NOTE: OCTOBER 26 AND NOVEMBER 23 MEETINGS WERE CANCELLED)

**** MS. AYERS MOVED TO APPROVE THE MINUTES AS SUBMITTED.**

**** THE MOTION PASSED WITH TWO (2) IN FAVOR AND (2) TWO ABSTENTIONS- MR. SEAD AND SUTTON**

FIRE DEPARTMENT- NO ACTION ITEMS

PERSONNEL AND LABOR RELATIONS

- 1. THE CITY IS REQUESTING THE COMMON COUNCIL'S AUTHORIZATION AND APPROVAL TO IMPLEMENT THE NON-UNIT PERSONNEL BENEFITS AND COMPENSATION POLICY, AS WELL AS THE ORDINANCE SALARY SCHEDULE**

THIS POLICY CODIFIES THE BENEFITS AND COMPENSATION FOR THE ORDINANCE EMPLOYEES IN ONE CENTRAL POLICY, AS WELL AS ALLOWS FOR THE 2.35% INCREASE RETROACTIVE TO JULY 1, 2023.

THE ADJUSTMENT TO THIS SALARY SCHEDULE IS CONSISTENT WITH THE PAY RATE ADJUSTMENTS RECEIVED BY THE CITY'S UNIONIZED WORKFORCE. THERE ARE CURRENTLY TWENTY-FOUR (24) EMPLOYEES COVERED BY THIS SALARY SCHEDULE AND THE INCREASE WERE ALLOCATED IN THE APPROVED BUDGET FOR FY23.

Ms. Fogell said that normally once a year the increase would be requested based on the labor agreements but this year a policy was put in place that quantifies what benefits the ordinance employees receive so it is more transparent to the public so if anyone in the public or anywhere else had questions as to what benefits that an ordinance employee received, they would be able to go to one document. In addition to that there is an appendix which does include the 2.35% increase if approved which is what the current increase was for July 1, 2023, and asked that is it retroactive. She said in the policy the ordinance employees receive an automatic increase on July 1st of each year that coincides with whatever was negotiated and approved by the Common Council to give the ordinance employees more comfort knowing that they may receive a cost-of-living increase based on what the collective bargaining agreements are also receiving. She said that an evaluation process has been started with the chiefs and are working with Mr. Livingston to set goals and to measure those goals and department heads will follow the same evaluation process. She also said it was her understanding that part of the reason that the request was made to this committee and the Common Council each year was because there was a bonus pool that was associated with the former policy and was based on the performance and not necessarily the cost of living or merit increase, but they have done away with the bonus pool and have removed all language from the policy.

Ms. McMurrer said she is happy that they are being as transparent as possible and is happy to hear the performance reviews are moving forward. Ms. Ayers thanked Ms. Fogell for bringing this level of clarity and dedication to the evaluation process in the HR department and for a very long time the city ran without mirroring what was happening in corporate America and sometimes people think that the public administrative side is totally different than the corporate side, but her mindset is that they can learn from

each other. She again thanked Ms. Fogell for implementing the evaluation process which was passed a year ago as it was a very big concern for the previous council and this committee. Ms. McMurrer said she feels very confident that good or bad they can go to Ms. Fogell or the chiefs and communicate any concerns or pros about any of the ordinance employees and encouraged the new council members to do the same.

**** MR. SEAD MOVED TO AUTHORIZE AND APPROVE TO IMPLEMENT THE NON-UNIT PERSONNEL BENEFITS AND COMPENSATION POLICY, AS WELL AS THE ORDINANCE SALARY SCHEDULE**

**** THE MOTION PASSED UNANIMOUSLY.**

FIRE DEPARTMENT-EMERGENCY MANAGEMENT

- 1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL AGREEMENTS, DOCUMENTS, APPLICATIONS AND AMENDMENTS AS MAY BE NECESSARY WITH HE CONNECTICUT DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION, DIVISION OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY (DESPP/DEMHS) FOR PARTICIPATION IN THE EMERGENCY MANAGEMENT GRANT PROGRAM (EMGP) AND REGIONAL HOMELAND SECURITY PLANNING AND FUNDING ACTIVITIES.**

Ms. DeLuca said that every municipality has a blanket resolution between the municipality and DEMHS and there is a template that the state had provided which was reviewed last year, but it had very generic language and it was decided that it was tabled and modified that language that has been being used since 2013, and had it reviewed by the Corporation Council and that is the language that is in front of the committee this evening. She said the blanket resolution allows for the paperwork to be signed and makes the process a little easier. Ms. Ayers asked if the language was compared to surrounding municipalities. Ms. DeLuca said there are a number of municipalities in the region that use the state template and other municipalities use their own.

**** MR. SEAD MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL AGREEMENTS, DOCUMENTS, APPLICATIONS AND AMENDMENTS AS MAY BE NECESSARY WITH THE CONNECTICUT DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION, DIVISION OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY (DESPP/DEMHS) FOR PARTICIPATION IN THE EMERGENCY MANAGEMENT GRANT PROGRAM (EMGP) AND REGIONAL HOMELAND SECURITY PLANNING AND FUNDING ACTIVITIES.**

**** THE MOTION PASSED UNANIMOUSLY.**

- 2. AUTHORIZE THE MAYOR, HARRY W. RILLING TO SIGN MUTUAL BENEFIT AND USE AGREEMENT (MBUA) FORM TO UTILIZE THE FOLLOWING STATE OF T CONTRACTS, AS NEEDED IN THE EVENT OF LARGE-SCALE DISASTER RESPONSES THAT PROVIDE THE OPPORTUNITY FOR FEMA REIMBURSEMENT.**

Ms. Deluca said they had gone through this process with this committee and the Common Council back in February and was using the previous contract, but the State of Connecticut has renewed the contract with both Tetrattech and Ashbriitt which meant that a new contract number was generated so as a result the mutual benefit and use agreement (MBUA) also had to be updated. She said that both the mutual benefit agreements provide assistance for larger scale emergencies such as a Hurricane Sandy level or higher and at the local level some additional resources are needed for debris removal and monitoring but would still be under the authority and responsibility of Public Works. She said that Ashbriitt would be responsible for the debris removal portion and Tetrattech would be responsible for the debris monitoring portion and all of this is very specific with FEMA as far as reimbursement to be sure we are getting as much reimbursement as possible.

Disaster Debris Response and Management Services

- a. Approved vendor Ashbriitt
- b. State of CT Contract# 22PSX 0119

Disaster Debris Monitoring Services

- a. Approved vendor Tetrattech
- b. State of CT Contract# 22PSX 0118

**** MR. SUTTON MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING TO SIGN MUTUAL BENEFIT AND USE AGREEMENT (MBUA) FORM TO UTILIZE THE FOLLOWING STATE OF T CONTRACTS, AS NEEDED IN THE EVENT OF LARGE-SCALE DISASTER RESPONSES THAT PROVIDE THE OPPORTUNITY FOR FEMA REIMBURSEMENT.**

**** THE MOTION PASSED UNANIMOUSLY.**

POLICE DEPARTMENT

1. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE FAIRFIELD COUNTY CHIEF OF POLICE ASSOCIATION TO BE A MEMBER OF THE FAIRFIELD COUNTY MUTUAL POLICE ASSISTANCE COMPACT (FAIRFIELD COUNTY BLUE PLAN)

Chief Walsh said in 2016 the Police Department has been a participating member of the Fairfield County Blue Plan. The plan was developed to coordinate with law enforcement resources responding to any major incidents within Fairfield County. The plan is comprehensive in scope yet easy to deploy when needed and aims to ensure agencies needing assistance receive the level of response necessary to effectively manage and incident within a reasonable time while alleviating the self-dispatching of unnecessary resources and was designed to simplify and standardize Mutual Aid to other municipalities. He said they have been participating in the plan since 2016 but there is a new general act that came out on October 1, 2023, and the state wanted all of the plans codified by local governments, but there has not been any significant change but are going through the legislative process to bring transparency to the local government.

**** MR. SEAD MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH HE FAIRFIELD COUNTY CHIEF OF POLICE ASSOCIATION TO BE A MEMBER OF THE FAIRFIELD COUNTY MUTUAL POLICE ASSISTANCE COMPACT (FAIRFIELD COUNTY BLUE PLAN).**

**** THE MOTION PASSED UNANIMOUSLY.**

2. AUTHORIZE THE PURCHASING AGENT SHARON CONNORS TO ISSUE A PURCHASE ORDER TO INTERACTION INSIGHT CORPORATION FOR THE SOLE SOURCE, UNDER GSA CONTRACT # GS-35F-0415V FOR THE PURCHASE AND INSTALLATION OF THE PHASE 2 EVENTIDE NEXLOG 74 (PHASE 2 MOTOROLA P25 AIS INTEGRATION) CALL RECORDER SYSTEM IN THE AMOUNT OF \$80,258.74 FROM ACCOUNT# 09193610-5777-C0615

Chief Walsh said this is an extension of the overall capital project that they have been working on for several years for the overhaul of the public safety radio system. Deputy Chief Lepore said they have been working on the project for two years and this is for phase II of the recording system and is a public safety recording system and records all the 911 calls, radio communications, and phone lines that are utilized for public safety communication. The recording of these transmissions assures incident reconstruction quality assurance and compliance with CALEA which is their accreditation standards.

**** MR. SEAD MOVED TO AUTHORIZE THE PURCHASING AGENT SHARON CONNORS TO ISSUE A PURCHASE ORDER TO INTERACTION INSIGHT CORPORATION FOR THE SOLE SOURCE, UNDER GSA CONTRACT # GS-35F-0415V FOR THE PURCHASE AND INSTALLATION OF THE PHASE 2 EVENTIDE NEXLOG 74 (PHASE 2 MOTOROLA P25 AIS INTEGRATION) CALL RECORDER SYSTEM IN THE AMOUNT OF \$80,258.74 FROM ACCOUNT# 09193610-5777-C0615.**

**** THE MOTION PASSED UNANIMOUSLY.**

3. AUTHORIZE THE PURCHASING AGENT SHARON CONNORS TO ISSUE A PURCHASE ORDER TO THE SOLE SOURCE AND BIDDER, CIRMONZI GROUP LLC, FOR THE PURCHASE OF FYRSTCERT SOFTWARE DESIGNED TO DIGITALLY TRACK SIGNATURES AND DIGITAL RECORDS OF THE STATE OF CONNECTICUT POLICE OFFICER STANDARD TRAINING COUNCIL RT50 FORMS AT THE RATE OF \$8,310.40 FOR THE FIRST YEAR (205 USERS AT \$41.88=\$8,585.40 AND ANNUAL INSTRUCTION AT \$225)WITH ANTICIPATED RECURRING COST IN THE FOLLOWING FISCAL YEAR OF APPROXIMATELY \$6,275.40

Deputy Chief Lepore said annually the police department requires all of the sworn officers to attend training which are mandatory requirements for their police certifications and the Police Officer Standard and Training (POST) academy also mandates certain classes for their accreditation requirements so the first certification is an electronic computer program and this is the only approved software that digitally tracks all of the signatures and records for the State of Connecticut and for training. The purchase of the program allows the department to submit and digitally track all training records required by POST. The transition from paper to digital form of record keeping will increase efficiency and compliance and assures that the officers are properly trained. Chief Walsh said this was pointed out in the efficiency study two years ago that the training records were kind of archaic and this is a very efficient and complainant system.

**** MR. SUTTON MOVED TO AUTHORIZE THE PURCHASING AGENT SHARON CONNORS TO ISSUE A PURCHASE ORDER TO THE SOLE SOURCE AND BIDDER, CIRMONZI GROUP LLC, FOR THE PURCHASE OF FYRSTCERT SOFTWARE DESIGNED TO DIGITALLY TRACK SIGNATURES AND DIGITAL RECORDS OF THE STATE OF CONNECTICUT POLICE OFFICER STANDARD TRAINING COUNCIL RT50 FORMS AT THE RATE OF \$8,310.40 FOR THE FIRST YEAR (205 USERS AT \$41.88=\$8,585.40 AND ANNUAL INSTRUCTION AT \$225)WITH ANTICIPATED RECURRING COST IN THE FOLLOWING FISCAL YEAR OF APPROXIMATELY \$6,275.40.**

**** THE MOTION PASSED UNANIMOUSLY.**

4. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH MATTHEW NITTOLY, EXECUTIVE DIRECTOR OF THE SIDE-BY-SIDE CHARTER SCHOOL TO HAVE THE NORWALK POLICE DEPARTMENT PROVIDE SCHOOL RESOURCE OFFICER PROGRAM AND SERVICES.

Chief Walsh said this past year in conjunction with the public schools all of the memorandum of understandings were updated in regards to school resource officers. He said a school resource officer is supplied to Side-by-Side School and due to the fact that that they are a private institution and not part of Norwalk Public Schools required a memorandum of understanding which has been reviewed by the Corporation Council and is an updated and modernized for the terms of their memorandum of understanding which is consistent with what they supply to the Norwalk Public Schools.

**** MR. SEAD MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH MATTHEW NITTOLY, EXECUTIVE DIRECTOR OF THE SIDE-BY-SIDE CHARTER SCHOOL TO HAVE THE NORWALK POLICE DEPARTMENT PROVIDE SCHOOL RESOURCE OFFICER PROGRAM AND SERVICES.**

**** THE MOTION PASSED UNANIMOUSLY.**

VI. DISCUSSION

There was no discussion this evening.

VII. ADJOURNMENT

**** MS. AYERS MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 7:30PM.

Respectfully submitted,

Dilene Byrd

Memo

To: City of Norwalk, Common Council
From: Deputy Chief Melissa Lepore
CC:
Re: Axon Software Field Trial Agreement
Date: January 8, 2024

The Norwalk Police Department (NPD) is 6 months into a 5-year contract with Axon Enterprise for the operational hardware and software encompassing body worn cameras, dashboard cameras, and taser system. This system also includes operational software for all electronic components and cloud storage for all videos. NPD would like to test additional software applications Axon offers which entail the auto-tagging of videos and performance compliance.

Auto-tagging software would be installed into the computer aided dispatch system. This software will automatically tag all body and dash camera videos associated with the call for service. The tagging includes the appropriate case number and category. This should elevate many manpower hours required for Officers to tag videos allowing more patrol time. It should also cut back on untagged videos and the research time spent identify the case number and officers.

Auto performance software would also be installed into the computer aided dispatch system and run simultaneously with the tagging software. This program will help comply with the police accountability act audit requirements. This software will allow administrators to run electronic reports as opposed to manually checking for compliance.

We are requesting the following authorization:

1. Authorize Mayor Harry W. Rilling to execute any and all documents and agreements necessary to enter into a Field Trial Agreement with Axon.
- 2.
3. Authorize Chief of Police James Walsh to execute any and all documents, agreements, instruments, and amendments thereto as may be necessary to implement the Field Trial Agreement program with Axon.