

## **OLD SAYBROOK POLICE COMMISSION**

### Special Meeting Notes

Ad Hoc Committee to Develop an Evaluation Instrument for the Chief of Police

April 12, 2017

### MINUTES

A special meeting of the Ad Hoc Committee was held on Wednesday, April 12, 2017 at the Old Saybrook Town Hall.

**Present:** Vice Chairman Von Dassel, Commissioner Maselli and Chief Spera were present.

This meeting was video and audio taped by the Town of Old Saybrook.

#### I. **Call to Order/Pledge of Allegiance**

Vice Chairman Von Dassel called the meeting to order at 9:30 AM and led those in attendance in the Pledge of Allegiance.

#### II. **Comments from the Public**

There were no comments from the public.

#### III. **Discussion and Possible Action on the Development of an Evaluation Instrument for the Position of Chief of Police.**

Vice Chairman Von Dassel read the official language in Chief Spera's employment contract regarding evaluation and raises.

Vice Chairman Von Dassel and Commissioner Maselli discussed their thoughts regarding an evaluation. Chief Spera was invited to participate.

They discussed how an evaluation instrument would need to be developed and Chief Spera would have to approve it and the terms would be negotiated.

Chief Spera stated that he has never heard from the Commission what they would like his objectives to be. They have discussed goals in the past and those goals have been met but they never as a group sat down and developed goals with him. He asked the subcommittee what is the Police Commission's expectation of his performance and what are they basing that on.

Commissioner Maselli stated that the evaluation process needs to have broad categories. Where does the Chief want to grow and develop his goals. He stated that he's not sure how structured the instrument needs to be if the focus is on goals, action steps and measurements. He stated that the Commission needs to put something together that isn't subjective.

Vice Chairman Von Dassel stated that in his research he found very few Police Chief evaluations. He found Fire Chief and CEO evaluations but only a couple of Police Chief ones and those were out in California.

Chief Spera stated that the Police Commission would know if he wasn't doing his job properly.

Vice Chairman Von Dassel stated that if there wasn't language in Chief Spera's contract he would have overlooked it. But it is something that needs to get done.

The subcommittee discussed how each month Chief Spera presents to the Police Commission and answers any questions, provides financial documentation and whatever else the Police Commissioners request.

Chief Spera interacts every month with the Police Commission, answering questions, giving Power Point presentations etc.

The subcommittee agreed that they didn't want to drag out this process but they need to go back and discuss the process with the Police Commission.

IV. **Adjournment**

Commissioner Maselli made a motion to adjourn. The motion to adjourn was seconded by Vice Chairman Von Dassel. The motion to adjourn passed with a vote of 2 in favor and 0 against.

The meeting adjourned at 10:27 AM.

Respectfully submitted by:

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Jennifer Damato  
Records Clerk for the Old Saybrook Police Commission