

SUMMARY MINUTES

1. CALL TO ORDER – ROLL CALL – APPROVAL OF AGENDA

Mayor Kind called the meeting to order at 5:30 P.M.

Present: Committee Members Kind, De La Vega, and Gaylord; Chief of Police Mike Meehan, Administrator Laura Holtan; Excelsior City Manager Luger; Greenwood City Clerk Young; Shorewood City Administrator Greg Lerud; Tonka Bay City Administrator Crawford; and Shorewood Councilmember Jennifer Labadie.

Mayor De La Vega moved to approve the agenda. Mayor Gaylord seconded. Motion passed 4/0.

2. CONSENT AGENDA

- A. Summary Minutes
 - (1) January 11, 2017 – Quarterly Meeting
- B. Verifieds
 - (1) January – March 2017 - Verifieds

Motion by Mayor Kind to approve the consent agenda. Mayor De La Vega seconded. Motion passed 4/0.

3. MATTERS FROM THE FLOOR – None

4. 2016 Audit (*Stuart Bonniwell*)

- A. Bonniwell reviewed the 2016 audit report
- B. Adjustments were to be made and electronic copy of changes sent out to committee members

Motion by Mayor Gaylord to accept report after changes (insert a new page 10) had been made to the 2016 audit report. Mayor De La Vega seconded. Motion passed 4/0.

5. CHIEF'S UPDATE

- A. Staffing Update
 - Administrative specialist position has been filled with a start date of September 11, 2017.
 - Made a conditional offer to a part-time CSO candidate
 - Filled the hybrid investigator position which will start May 1, 2017

B. Critical Incident Response

- Had training at the BCA in March, which resulted in developing and implementing a new critical incident response policy
- Prompted discussions as to how the police department would respond during the event of a critical incident
- Media Relations
 - Having a single voice
 - Discussions amongst everyone can happen behind closed doors
 - Philosophy of department is that once dealing with the media directly, the voice comes from the police department
- Mayor Kind brought up concern about meeting behind closed doors to the committee being a quorum, which needs to be open to the public
 - Mayor Kind suggested doing a follow up with department attorney for reasons of why you can close a session due to a critical incident

C. Police Video Technology

- Gave a body-cam presentation to the afternoon rotary club
- Current squad camera system had crashed to the point where department is unable to view video
 - Currently in process of spending \$3,500 to get fixed
 - Plan B if fix wouldn't work, department would need to move forward with buying new squad cameras

D. Officer Wellness Program

- Employee assistance program
 - Initial mental health assessment for officers

6. CLOSED SESSION

- Motion made by Kind to go into closed session at 6:30 p.m. pursuant to Minnesota state statute 13D.05 Subd. 3(a) to evaluate the performance of Chief Mike Meehan and discuss salary for 2018. Seconded by De La Vega. Motion passed 4/0.
- Motion by Gaylord to come out of the closed session at 7:07 p.m. Seconded by Labadie. Motion passed 4/0.
- In open session, motion by Kind to raise Chief Meehan's salary beginning January 2017. Seconded by De La Vega. Motion passed 3/1 with Gaylord voting nay because he would have preferred a larger increase.

7. ADJOURN

- Motion by Kind to adjourn the regular meeting. Seconded by De La Vega. Motion passed 4/0. Meeting adjourned at 7:12 p.m.

Respectfully submitted,

Laura Holtan
Administration