



Camera Review Committee

Randall Skigen, Chair
Ted Jankowski
Donald Rozier
Ron K. Thomas
Paul Waldron

CAMERA REVIEW COMMITTEE

888 Washington Blvd.
Stamford, CT 06901

Minutes for April 23rd, 2015 Meeting

ATTENDEES:

Committee Members

Randy Skigen, Chair
Ted Jankowski
Paul Waldron

Donald Rozier - absent
Ron Thomas - absent

City of Stamford Staff

Kathy Ruther, Public Safety Secretary

Guest

John Ruotolo, DSSD

Meeting came to order at 9:36am, and was presided over by Chair Randy Skigen.

Approval of Previous Minutes – March, 2014

Motion – Mr. Jankowski moves to pass minutes, seconded by Mr. Waldron. Minutes pass unanimously.

Review of Current Applications

Mill River Park – addendum to application was submitted, outlining locations of the 6 cameras within the park.

Motion – Mr. Waldron moved to approve the Mill River Park application with addendum, seconded by Mr. Jankowski, approved unanimously.

There is an illegal dumping addendum which must be discussed in Executive Session.

Call for New Applications

Mr. Jankowski reported that Mr. Ruotolo was present to submit a new application on behalf of the Downtown Special Services District. Mr. Jankowski is supportive of this application as these cameras can act as a force multiplier for City of Stamford Police in the downtown area. The Committee reviewed the application and asked a few questions. These locations have the highest pedestrian activity in the area. Wording change suggested to “potential criminal behavior”. DSSD

will review ability to assist with funding cameras, to assist with getting them functioning as soon as possible. Member businesses may be willing to host a camera on their building. Application was accepted, public comment and potential action at May meeting.

Existing traffic monitoring camera application, application accepted and public comment opportunity will be at May meeting. Location of those cameras will be posted.

Executive Session to Discuss Level 4 Application

Motion – Mr. Jankowski made a motion to move into Executive Session for the purpose of discussing an existing application with Surveillance Level 4. Unanimously approved.

9:52am – Committee went into Executive Session.

10:00am – Committee returned from Executive Session, no votes were taken. A vote on application discussed needs four Committee members present, so will plan on taking place at May meeting.

Discussion of Policies and Procedures Manual

Mr. Jankowski provided a draft, updated version of the Policies and Procedures Manual, for comment and possible inclusion in the Board of Representatives upcoming Agenda. Police Department body camera and dashboard camera procedures were discussed. The Police Department are still drafting their policies. Mr. Jankowski reviewed each suggested change.

Mr. Skigen would like definitions alphabetized and non-defined terms need to be properly lower-case.

Some definitions need further review and legal recommendations are needed.

Committee agreed to hold off on any changes to section 14.1 for now, and to remove 18.1 and 18.4.1 from the document as they are confusing. Committee discussed adjusting Section 22.1 to bring in line with State requirements of thirty (30) day retention period.

Section 22.1.1.1 may need language expanded to include casual requests. Discussion of process or application that future vendor may use for citizen's to submit requests. "Notwithstanding the foregoing, no material requested by members of the public pursuant to a Freedom of Information request or any other valid request..." Ted will work with Legal Dept. to tighten up the language.

Edits should be finished and down to Board of Reps by May 6th, for inclusion in Steering Committee Agenda.

Adjournment

Motion – Mr. Waldron moves to adjourn, seconded by Mr. Jankowski. Meeting adjourned at 10:26am.

Next meeting will be held on May 14th.

Respectfully submitted,
Kathy Ruth