

STATE OF CONNECTICUT
DEPARTMENT OF ADMINISTRATIVE SERVICES
STATE MARSHAL COMMISSION
450 Columbus Blvd., Suite 1403, Hartford, CT 06103
Tel. 860-713-5372 Fax. (860) 622-2938
~~Meeting is in North Plaza Meeting Room J at 5:00 p.m.~~

Meeting Was Conducted Remotely Using Microsoft Teams

DRAFT MINUTES
STATE MARSHAL COMMISSION MEETING
October 22, 2020

Commissioner Keeney, Chairperson, called the meeting to order at 5:02 p.m. Staff Attorney Sousa advised the meeting that the proceedings were being recorded.

Chairperson Commissioner Keeney confirmed all members and persons in attendance, and verified that a minimum 5 voting member quorum was present.

Members present/participating: Chairperson Wayne R. Keeney; Vice-Chairperson Shirley Harrell; Hon. Susan Connors; Bryan Cafferelli; Michael Desmond; John Vamos; Ex-officio (non-voting) Member State Marshal Thomas Burke; Staff Director Doug Moore (non-voting); Staff Attorney Thomas J. Sousa, Jr. (non-voting); and Administrative Assistant Gina Samples (non-voting).

Members Absent: Commissioner Mildred Torres-Ferguson; Ex-officio (non-voting) Member State Marshal Lisa Stevenson.

Guests/Members of the public present/participating: none.

Topics:

1. Minutes: September 24, 2020 Regular Meeting:

The Commission, after a motion by Commissioner Cafferelli, which was seconded by Commissioner Harrell, unanimously voted to adopt the minutes of the September 24, 2020 regular meeting.

2. State Marshal Access to DMV Records:

Staff Attorney Sousa reported on the status of the DMV Self-Service User Portal. Earlier this afternoon Attorney Sousa participated in the quarterly CJIS (Criminal Justice Information Service) governing board meeting, and he made a two-minute presentation on the state marshal DMV self-service user portal.

Yesterday, as of 3:30 p.m., a total of 101 different state marshals had logged in to the DMV system. Of those 101 marshals, 89 had run a search query. The initial installment of quarterly billing invoices, for searches completed during the month of September 2020, have been sent via email to state marshals.

Bi-weekly staff meetings between DMV, CJIS and the State Marshal Commission are conducted on Mondays and Wednesdays at 3:30 in the afternoon. Any state marshals who would like to participate in those meetings are welcome to attend. The DMV and CJIS staffs have requested input from state marshals regarding suggestions for system improvements to be incorporated in the version 2.0 upgrade.

3. eLicense Initiative & Annual Fee Update

Staff Attorney Sousa updated the group on the eLicense initiative. The system is now live and to date 95 state marshals are shown as active in the system, which means they have completed the annual renewal in eLicense and paid the annual fee. The system shows 70 marshals in lapsed status, which means they have not yet completed the renewal or paid the annual fee.

Nine state marshals are currently in an inactive status, of which six are overdue for a commission vote to grant the annual extension of their inactive status. Attorney Sousa will contact these six inactive state marshals to inquire about their status, and the likelihood of their return to active status.

State Burke asked if Attorney Sousa had the names of the nine inactive state marshals, and Attorney Sousa read the names off:

	NAME	COUNTY
1	Ackley, Harry	Fairfield
2	Burgarella, John	New Haven
3	Cassidy, Sean	Middlesex
4	Guerrera, James	Middlesex
5	Harkins, Douglas	Middlesex
6	Purcell, Joseph	Fairfield
7	Raimo, Gerald	New Haven
8	Smith, Jesse	Hartford
9	Voight, Susan	New Haven

4. POSTC Training for Capias Unit & Armed Marshals:

Staff Attorney Sousa reported to the commission that all formal firearms and Capias Unit training events for the year have been completed. The sole remaining training requirement is the individually paced online civil liability course, which individual marshals can complete at their leisure. Some marshals have already completed the civil liability training, and submitted their course completion certificates to the commission.

The next scheduled training event is annual range qualification firing, currently projected to take place over the second and third weekends in March 2021.

Attorney Sousa reminded the commission of the invitation to tour the Connecticut Police Academy from 9:00 a.m. - 1:00 p.m. on next Tuesday, October 27, 2020.

State Marshal Burke and Staff Director Moore discussed the possibility of marshals uploading their training certificates in eLicense. Staff Attorney Sousa responded that would be the preferred method, however the commission would not be able to view such documents for those marshals coded as a lapsed status in eLicense because they have not completed the annual renewal, or paid the annual fee.

5. 2017 State Marshal Manual Revision

Staff Attorney Sousa informed the commissioners that initial planning to revise the 2017 State Marshal Manual has begun. Attorney Sousa has discussed this topic with State Marshal Quinn,

Chairperson of the Advisory Board, and the board plans to solicit volunteers and form working groups to review various sections of the manual and submit suggested updates to the commission. It is anticipated that these working groups will be organized during the November advisory board meeting.

Staff Attorney Sousa stated he will also initiate a review and prepare suggested changes to the State Marshal Commission Regulations, as part of the State Marshal Manual update.

Staff Attorney Sousa reported that the commission has received a FOIA request from a prison inmate who has requested the entire 281 page State Marshal Manual. Attorney Sousa is in contact with an ombudsman from the state FOI commission, and a bill was sent to the inmate for the copying costs.

6. New Marshal Class – Fall of 2021

Staff Attorney Sousa stated his goal of running a new class for state marshals sometime during the fall of 2021. Once the State Marshal Manual has been updated, work can proceed on the recruiting, and selection process. The commission staff is exploring options regarding how to best administer the examination to applicants.

Commissioner Keeney inquired as to how long the recruiting window should be open for potential applicants, and asked the commissioners to give this some thought. Attorney Sousa opined that one week to ten days would be sufficient.

State Marshal Burke stated the last time a recruiting window was open, over 1,300 applicants registered. He also felt the minimum qualification to apply (a high school diploma) should be increased to require some relevant legal training, education or experience. He also feels the examination should be more difficult, because a significant number of applicants historically received very high exam scores.

Staff Director Moore responded that altering the qualification prerequisites may require statutory or regulatory changes; and the recruiting advertisement should present a realistic picture of what a state marshal's business expenses and potential earnings are.

7. Retirement/Resignation

Staff Attorney Sousa stated that the commission voted at the July 9, 2020 meeting to approve retirement for Hartford County State Marshal Jesse Smith; but the request should have been for inactive status, not a retirement.

A motion was made by Commissioner Harrell to rescind the commission's July 9, 2020 order, which transferred Hartford County State Marshal Jesse Smith to retired status and approved the issuance of a retired badge. Seconded by Commissioner Cafferelli, the motion passed unanimously.

A motion was made by Commissioner Cafferelli to approve Hartford County State Marshal Jesse Smith's September 23, 2019 request for transfer to inactive status. Seconded by Commissioner Harrell, the motion passed unanimously.

8. Annual Firearms Authorization

Staff Attorney Sousa reported on five state marshals who have completed all requirements for firearms authorization, and their documentation has been verified.

Commissioner Cafferelli made a motion that the State Marshal Commission issue written authorization to approve the requests for permission to carry a firearm submitted by the following 5 state marshals, provided each marshal submits proof of current firearms insurance coverage, and meets all other administrative requirements outlined in the commission's use of force policy: H. Mark DeAngelis, Hiram Fuchs, Joseph Marinan, Jr., John O'Leary, and Gregory Woodruff.

Seconded by Commissioner Harrell, the motion passed unanimously.

9. Oversight Committee Hearings

Commissioner Keeney stated he has made himself available on Thursday afternoons for oversight committee hearings, with a goal of conducting six hearings per day to address the backlog in outstanding complaint cases. Once the backlog is caught up, the plan would be to conduct oversight committee hearings on at least one Thursday per month.

Commissioner Harrell asked if the plan was to conduct the hearings in person, or remotely. In response Commissioner Keeney stated the intent and preference is to conduct the hearings in person.

Commissioner Cafferelli suggested the commission use the largest hearing room available in order to facilitate proper social distancing. Staff Director Moore stated that there are large enough rooms available in the building.

Staff Attorney Sousa informed the commission that former State Marshal Karpovich has initiated a superior court appeal of his badge revocation. The appeal has been forwarded to Attorney Terry O'Neill at the Attorney General's office.

Closing Business

Attorney Sousa reminded everyone that the next meeting will take place on Thursday, November 19, 2020 due to the Thanksgiving holiday.

The Commission, after a motion by Commissioner Cafferelli, and seconded by Commissioner Harrell; voted unanimously to adjourn the meeting.

The meeting was adjourned by Commissioner Keeney at 5:41 p.m.