

HCOREI Policy Sub-Committee Notes

Meeting Date: 4/12/21

In Attendance: Kim Souza, Ann Reynolds, Michelle Boleski, Sara Campbell

Policy Content Evaluation Tasks

- DEI Statement/Mission/Policy
- DEI review of existing policies
- VLCT Policy Samples
 - Research other potential policy samples
 - National League of cities
- Who would be the right group to evaluate and make recommendations?

Other Town Research Summary

- Police Advisory Board - There are other towns that have begun this work and would be good resources
- Police Complaint Access - Most sites have an obvious way to submit complaints
- Policy Accessibility - majority are very similar to Hartford - lists of pdfs on the document section of the website.
- Policy Storage - municode.com - Springfield is using this site - this makes the policies much more accessible and searchable.
- Communications Officer - nothing obvious in similar cities
 - do a more broad search for town level communication officers

Town of Hartford Potential Recommendations

- Create Policy on Policies - How policies are created, edited, reviewed, maintained
 - Does School Board have policy on policies?
- Catalog existing policies
 - What is digital?
 - What is paper only?
 - Request a policy list from each dept. head - Kim/Julia to discuss/follow up
- Policy Storage System
- Adjustments to Existing HR Policy - homework to read and bring comments to next meeting.
- Social Media Policy
 - Samples on Drive

Ann and John are working on scheduling an initial conversation with Chief Vail