

CHECK LIST FOR ALDERMANIC SUBMISSIONS

<input checked="" type="checkbox"/>	Cover Letter
<input checked="" type="checkbox"/>	Resolutions/ Orders/ Ordinances
<input checked="" type="checkbox"/>	Prior Notification Form
<input checked="" type="checkbox"/>	Fiscal Impact Statement - Should include comprehensive budget
<input type="checkbox"/>	Supporting Documentation (if applicable)
<input type="checkbox"/>	Disk or E-mailed Cover letter & Order

IN ADDITION IF A GRANT:

<input checked="" type="checkbox"/>	Notice of Intent
<input checked="" type="checkbox"/>	Grant Summary
<input checked="" type="checkbox"/>	Executive Summary (not longer than 5 pages without an explanation)

Date Submitted: June 1, 2022

Meeting Submitted For: June 6, 2022

Regular or Suspension Agenda: Regular

Submitted By: Acting Chief Regina Rush-Kittle

Title of Legislation:

ORDER OF THE BOARD OF ALDERS OF THE CITY OF NEW HAVEN AUTHORIZING THE MAYOR OF THE CITY OF NEW HAVEN TO SUBMIT AN APPLICATION TO THE U.S. DEPARTMENT OF JUSTICE, OFFICE OF COMMUNITY ORIENTED POLICING SERVICES, 2022 OFFICER RECRUITMENT AND RETENTION PROGRAM, IN AN AMOUNT NOT TO EXCEED \$175,000.00 TO DEVELOP A LAW ENFORCEMENT RECRUITMENT AND RETENTION TOOLKIT TO ENHANCE OUR CURRENT EFFORTS AND TO ACCEPT SUCH FUNDS IF OFFERED AND TO EXECUTE ALL DOCUMENTS AND CONTRACTS AS NECESSARY.

Comments: LEGISTAR FILE ID LM-2022-0291

Coordinator's Signature:



Controller's Signature (if grant):



Mayor's Office Signature:



Call 948-7670 with any questions.

Regina Rush-Kittle
Acting Chief of Police



Justin Elicker
Mayor

CITY OF NEW HAVEN
DEPARTMENT OF POLICE SERVICE
ONE UNION AVENUE | NEW HAVEN, CONN. | 06519

(203) 946-6333

newhavenct.gov

June 1, 2022

The Honorable Tyisha Walker-Myers
President, Board of Alders
City of New Haven
165 Church Street
New Haven, CT 06510

Dear Alder President Walker-Myers,

In accordance with the Order of the Board of Alders authorizing the Mayor to apply for and accept all grants on behalf of the City of New Haven, passed October 17, 1994, I am writing to respectfully request the Honorable Board to approve the submission of an application to the U.S. Department of Justice, Community Oriented Policing Services Office, for a one year, \$175,000.000 grant for the New Haven Police Department (NHPD) to develop an Officer Recruitment and Retention Toolkit.

As you know, despite a budgeted strength of 408 sworn officers, the NHPD has only 336 actual officers, a vacancy rate of about 18%. Like other departments across the country, NHPD is facing challenges with recruiting and retaining qualified officers. This funding would enable the Professional Standards and Training Division to develop a toolkit to more successfully recruit and retain personnel. For example, as interactions with police officers are among the main reasons current officers are attracted to a career in law enforcement, our current team of recruiters could be expanded to a larger task force of patrol and leadership that works on a regular basis to enlist prospective officers. We would also explore expansion of social media outlets and our website to reach more people. We know that a fully staffed Department with lower turnover increases officer productivity, reduces burnout, and facilitates cohesion as newer officers learn from veterans who have been on the force for a long time. We would also explore other specific strategies to reduce turnover.

Thank you for your consideration. Please contact me if you have any further questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Regina Rush-Kittle', is written over a horizontal line.

Regina Rush-Kittle
Acting Chief of Police

..title

ORDER OF THE BOARD OF ALDERS OF THE CITY OF NEW HAVEN AUTHORIZING THE MAYOR OF THE CITY OF NEW HAVEN TO SUBMIT AN APPLICATION TO THE U.S. DEPARTMENT OF JUSTICE, OFFICE OF COMMUNITY ORIENTED POLICING SERVICES, 2022 OFFICER RECRUITMENT AND RETENTION PROGRAM, IN AN AMOUNT NOT TO EXCEED \$175,000.00 TO DEVELOP A LAW ENFORCEMENT RECRUITMENT AND RETENTION TOOLKIT TO ENHANCE OUR CURRENT EFFORTS AND TO ACCEPT SUCH FUNDS IF OFFERED AND TO EXECUTE ALL DOCUMENTS AND CONTRACTS AS NECESSARY.

..body

WHEREAS, the City of New Haven through its Department of Police Service (NHPD) seeks to enhance and improve its community policing program; and

WHEREAS, the NHPD, like other departments across the country, has faced challenges with recruiting and retaining qualified officers; and

WHEREAS, with a budgeted strength of 408 sworn officers, the NHPD only has 336 officers, a vacancy rate of about 18%; and

WHEREAS, the Yale School of Management (SOM) conducted a study in 2020 of NHPD's recruitment and retention history which identified best practices to enhance its efforts: As interactions with police officers were among the main reasons current officers were attracted to a career in law enforcement, there is massive potential to leverage its officers to improve recruiting efforts. Examples are: to create a special recruitment task force made up of patrol officers and leadership staff; to hold special events for the community and local colleges to attract people to the NHPD; and to increase its presence on recruiting platforms like Police App; and

WHEREAS, a fully staffed Department with lower turnover improves staff cohesion, increases officer productivity, facilitates better decision making of newer officers through the support of tenured officers, reduces burnout, and promotes its mission of "shared responsibility and partnership with our community by creating a safe and culturally diverse and inclusive city;" and

WHEREAS, the U.S. Department of Justice Office of Community Oriented Policing Services offers funding to develop an Officer Recruitment and Retention program through the FY2022 Microgrants-Community Policing Development Program; and

WHEREAS, the NHPD Professional Standards and Training Division is prepared to use this funding to develop strategies, including those recommended by SOM, that will enhance its efforts to recruit and retain police officers in order to better meet the public safety needs of the City of New Haven; and

WHEREAS, the Board of Alders supports the efforts of the NHPD to enhance its recruitment and retention of police officers; and

NOW, THEREFORE BE IT ORDERED THAT the Board of Alders of the City of New Haven authorizes the Mayor of the City of New Haven to apply for funds offered by the U.S. Department

of Justice Office of Community Oriented Policing Services in the amount of \$175,000.00 for a period of 12 months and to accept such funds, if offered, and to execute all documents and contracts as necessary.

PRIOR NOTIFICATION FORM

NOTICE OF MATTER TO BE SUBMITTED TO THE BOARD OF ALDERS

TO (list applicable aldermen/women): ALL

WARD #

DATE: **May 31, 2022**

FROM:	Department/Office	<u>Police</u>		
	Person	<u>Acting Chief Regina Rush- Kittle</u>	Telephone	<u>203-946-6333</u>

This is to inform you that the following matter affecting your ward(s) will be submitted to the Board of Aldermen in the near future:

ORDER OF THE BOARD OF ALDERS OF THE CITY OF NEW HAVEN AUTHORIZING THE MAYOR OF THE CITY OF NEW HAVEN TO SUBMIT AN APPLICATION TO THE U.S. DEPARTMENT OF JUSTICE, OFFICE OF COMMUNITY ORIENTED POLICING SERVICES, 2022 OFFICER RECRUITMENT AND RETENTION PROGRAM, IN AN AMOUNT NOT TO EXCEED \$175,000.00 TO DEVELOP A LAW ENFORCEMENT RECRUITMENT AND RETENTION TOOLKIT TO ENHANCE OUR CURRENT EFFORTS AND TO ACCEPT SUCH FUNDS IF OFFERED AND TO EXECUTE ALL DOCUMENTS AND CONTRACTS AS NECESSARY.

Check one if this an appointment to a commission

☐

Democrat

☐

Republican

☐

Unaffiliated/Independent/Other _____

INSTRUCTIONS TO DEPARTMENTS

1. Departments are responsible for sending this form to the alderperson(s) affected by the item.
2. This form must be sent (or delivered) directly to the alderperson(s) **before** it is submitted to the Legislative Services Office for the Board of Aldermen agenda.
3. The date entry must be completed with the date this form was sent the alderperson(s).
4. Copies to: alderperson(s); sponsoring department; attached to submission to the Board of Aldermen.

FISCAL IMPACT STATEMENT

DATE: June 1, 2022
FROM (Dept.): Police
CONTACT: Acting Chief Regina Rush-Kittle **PHONE** 946-6333

SUBMISSION ITEM (Title of Legislation):

ORDER OF THE BOARD OF ALDERS OF THE CITY OF NEW HAVEN AUTHORIZING THE MAYOR OF THE CITY OF NEW HAVEN TO SUBMIT AN APPLICATION TO THE U.S. DEPARTMENT OF JUSTICE, OFFICE OF COMMUNITY ORIENTED POLICING SERVICES, 2022 OFFICER RECRUITMENT AND RETENTION PROGRAM, IN AN AMOUNT NOT TO EXCEED \$175,000.00 TO DEVELOP A LAW ENFORCEMENT RECRUITMENT AND RETENTION TOOLKIT TO ENHANCE OUR CURRENT EFFORTS AND TO ACCEPT SUCH FUNDS IF OFFERED AND TO EXECUTE ALL DOCUMENTS AND CONTRACTS AS NECESSARY.

List Cost: Describe in as much detail as possible both personnel and non-personnel costs; general, capital or special funds; and source of funds currently budgeted for this purpose.

	GENERAL	SPECIAL	BOND	CAPITAL/LINE ITEM/DEPT/ACT/OBJ CODE
A. Personnel				
1. Initial start up				
2. One-time		\$87,520.00		Police OT/50130
3. 3 years				
B. Non-personnel				
1. Initial start up				
2. One-time		\$3,000.00		Travel/53330 (1 trip for 2)
		\$84,480.00		Technology/56694
3. 3 years				

List Revenues: Will this item result in any revenues for the City? If Yes, please list amount and type.

NO ☒
YES ☐

1. One-time
2. Annual

Other Comments: Total is \$175,000.00

NOTICE OF INTENT

NOTIFICATION TO THE BOARD OF ALDERS REGARDING PROPOSED GRANT AND
CONTRACT APPLICATION TO BE MADE BY THE CITY OF NEW HAVEN DURING
THE PERIOD: September 1, 2022 – August 31, 2023

PROGRAM NAME: 2022 NHPD Officer Recruitment and Retention Grant

☒ (x) NEW ☐ () CONTINUATION
(Check One of the Above)

FUNDING LEVEL AVAILABLE TO PROJECT: \$175,000.00

FUNDING SOURCE: U.S. Department of Justice, Office of Community Oriented Policing
Services (COPS)

PURPOSE OF PROGRAM: To develop a toolkit to more effectively recruit and retain police
officers.

BRIEF SUMMARY OF CITY'S PROPOSAL: The NHPD Professional Standards and Training
Division will research and develop a toolkit based on best practices that will attract individuals to
a career in law enforcement, including community events and social media, and promote
departmental strategies that reduce staff turnover.

MATCH REQUIREMENT FROM GENERAL FUND (if any): NA

ALLOWABLE INDIRECT COST: NA

DEPARTMENT SUBMITTING APPLICATION: Police

CONTACT PERSON: Sandra Koorejian--203-946-6286

DATE: June 1, 2022

GRANT SUMMARY	
Grant Title:	2022 NHPD Officer Recruitment and Retention Grant
MUNIS #:	FDA # or State Grant ID #
City Department:	Police
City Contact Person & Phone:	Sandra Koorejian (203) 946-6286
Funding Level:	\$175,000.00 for one year
Funding Period:	9/1/2022-8/31/2023
Funding Source:	US Department of Justice, Office of Community Oriented Policing Services (COPS)
Funding Source Contact Person & Phone	COPS Office 1-800-421-6770
Purpose of Program:	To develop a toolkit for officer recruitment and retention.
Personnel (salary):	\$87,520.00
Personnel (Worker's Comp, medicare, pension):	0
Personnel (Med. Benefit):	0
Non-Personnel (total):	\$87,480.00
Non-Personnel (M & U):	0
New or Renewal?	New
Limits on spending (e.g., Admin. Cap)?	NA
Reporting requirements: Fiscal	Quarterly
Reporting requirements: Programmatic	Quarterly
Due date of first report:	NA
Audit Requirements:	NA

EXECUTIVE SUMMARY

US Department of Justice: 2022 NHPD Officer Recruitment and Retention Grant

New Haven Department of Police Service

June 2022

Funding request: \$175,000.00 for one year

The New Haven Police Department is seeking funding from the U.S. Department of Justice for the Professional Standards and Training Division to develop a toolkit to enhance recruitment and retention of officers. Recruitment efforts will include the development of a specific web site, social media campaign, videos highlighting the work of various divisions and units of the Department, and the review of interviewing and hiring practices. The retention efforts will include examining factors that promote cohesion, as a fully staffed Department increases officer productivity, facilitates better decision making, and reduces burnout. Funds will be used to support personnel, travel, technology and related equipment.