



*City of Bristol  
Salary Committee*

<https://bristolct-gov.zoom.us/j/5236552043?pwd=ZINHTHpKMWs4dXFaVEgxcVVqL1p6QT09&omn=82038106911>

*Meeting ID: 523 655 2043  
Passcode: 123456  
+1 929 205 6099 US*

The regular meeting of the Salary Committee will be held on Wednesday, July 17, 2024, at 5:00 p.m. in the Human Resources Conference Room, 3rd floor, City Hall, 111 North Main Street, Bristol, CT.

**AGENDA**

1. Call to Order
2. Public Participation
3. Approval of Minutes
  - a. Approval of Minutes: March 20, 2024
4. New Business
  - a. To consider a request from Police Chief Mark Morello to add two new positions in the Police Department.
5. Old Business
6. Any other matter to come before said meeting
7. Adjournment

PER ORDER OF THE CHAIRPERSON  
Cheryl Thibeault



June 25, 2024

City of Bristol Salary Committee  
111 North Main Street  
Bristol, CT. 06010

The Bristol Police Department respectfully requests to increase its authorized sworn staffing level from the currently allotted 122 to 124, an increase of (2) positions. These two positions would be assigned as Community Outreach and Wellness Officers and be funded through tax revenue from local cannabis sales.

**Community Wellness Officer Position:**

The Officers will play a crucial role in engaging with outside agencies to identify and support individuals experiencing homelessness and in need of community resources.

**Key Responsibilities:**

1. **Collaboration and Coordination:** Work closely with external agencies to identify individuals in need of community support services. Attend community meetings to align goals and strategies for addressing the needs of the target population.
2. **Mental Health Support:** Possess a strong understanding of mental health issues prevalent in the community. Utilize effective communication skills to educate individuals about available resources and ensure their comprehensive understanding of support options.
3. **Data and Training:** assists in the collection of officer training regarding mental health, homelessness, and addiction; advocates individuals affected by domestic violence, addiction, mental health, and homelessness; assists in policy and procedure development; assesses individual behaviors and guides in identifying resources
4. **Partnership Building:** Establish and nurture strong working relationships with external and community agencies to facilitate seamless support delivery. Mobilize resources and support from these partners as needed.
5. **Crisis Management:** Demonstrate proficiency in handling individuals experiencing mental health crises with empathy and professionalism. Conduct thorough assessments and make appropriate referrals to support services.
6. **Crisis Intervention Planning:** Develop and implement comprehensive crisis intervention plans to address various community needs, such as homelessness, substance abuse, school-related issues, and threats to the quality of life.
7. **Information Sharing:** Communicate important information promptly with fellow officers to ensure a coordinated response to community needs and emerging situations.
8. **Psychological Assistance:** Responds to routine service calls involving psychological assistance as feasible and appropriate to handle or provide support to patrol officers.
9. **Post-Emergency Response:** Offer emotional support and referrals to individuals affected by emergency incidents, such as ERT callouts, to mitigate adverse effects and promote well-being.

***"To protect and serve the community with integrity and professionalism"***



**Qualifications:**

1. Experience working with vulnerable populations, particularly those experiencing homelessness and mental health challenges.
2. Strong communication, interpersonal, and crisis intervention skills.
3. Ability to collaborate effectively with external agencies and community partners.
4. Knowledge of local community resources and support services.
5. Flexibility to respond to emergent situations and varying community needs.
6. Compassion, empathy, and a commitment to promoting community wellness.

**Need:**

In 2023, the Bristol Police Department responded to 720 Psychiatric or behavioral health-based calls for service. Of those calls, 614 occurred between the hours of 07:00 and 22:00, which is also when we see the highest call volumes overall. Having a dedicated Wellness Officer respond to psychiatric calls allows our patrol officers to respond to the many other calls for service and ensures patients not only get the immediate assistance they need, but also ensures they receive follow-up and referrals for long-term care.

**Funding**

Using tax revenue figures from April 2024 from Trulieve, which generated \$23,047.00 for the month, we estimated the total annual tax revenue to be \$276,000. With the anticipated opening of a second cannabis dispensary in Bristol, revenue is expected to increase.

**\*Costs:**

|          |           |                                                              |
|----------|-----------|--------------------------------------------------------------|
| Salaries | \$184,090 | 2 @ \$92,045                                                 |
| Medicare | 2,669     | Employer share 1.45%                                         |
| Health   | 62,608    | 2 @ Family plan net of cost share and includes Employer H SA |
| Dental   | 1,768     | 2 @ Family plan net of cost share                            |
| Total    | \$251,135 |                                                              |

\*These figures reflect the rates of top-step police officers. The actual annual cost may be lower depending on the selected officers' actual pay step.

Sincerely,

Mark R. Morello  
Interim Chief of Police

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