

Francis Brooks  
Feb. 26, 2014

# Capitol Police Department

## Vermont State House

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115 State Street, Drawer 33 • Montpelier, VT 05633-5501 • (802) 828-2229 • Fax: (802) 828-2424

### MEMORANDUM

To: Francis K. Brooks, Sergeant at Arms

From: Leslie R. Dimick, Chief

Date: July 30, 20013

Subject: Security needs

First of all there is a need to increase the number of Officers from 3 fulltime back to 4 as it was. We have over the last several years tried to supplement the force by using Part-time officers at time due to the Part-time force having other obligations with their other jobs there have been times that Fulltime staff has had to cover causing overtime expense. This has also due to lack of coverage been a problem to cover Military leave and Vacation time.

Video Surveillance. In the age of technology there is today there really is not an excuse not to have the State House wired to have close circuit monitoring now. We are looking at this with the study being done for the new Fire alarm system that needs to be put in and it would be the best time to wire for this at the same time to reduce the cost. The cameras now are small and very non-intrusive. They should be stationed in the hall ways, entrances and in the committee rooms and meeting rooms. They should also be able to be accessed thought the smart phones. Along with this the exterior of the building should also be set up for surveillance. This way we can see 360 degrees at all time. This system would be beneficial and for Officer safety when we have to enter a room, we could actually look to see where and what the problem is and be able to plan before entering. At this point we have to go blindly into an unknown situation.

New Panic Alarm system. Along with the Surveillance system also in the planning stage is a new panic alarm notification system. This would also work on the Smart phone system along with a secondary notification. With this we could respond quicker and also see what is going on inside the Room. Again this is being looked at now along with the Fire system to save money and be wired along with the new Fire alarm system.

Air Handling and ventilation concerns. All of the Air exchanges inlets are not secure. At any given time someone could release an air born substance in to the system that would be undetected until it had cause considerable damage to Health and Life. The filter system we have is only for dust and not for any type of agents. There are also no detection alarms in the system to detect if agents were place in the system. This we would have to look at and have more information to see with our systems what would be the best system to use. This has been a concern in all studies that have been done on security at The State House along with many other items..

Screening of Visitors and Entry to the State House. We should limit the Entrance to the State House visitors to only the East and West doors and one Handicap entrance. This would mean that doors would have to have Officers Posted. I believe screening should be done while the State House is open and done on a daily basis and not just on special Occasions as it is done at present time. This would also include screening devices such as metal detectors. The State House would still be open to the Public and the time to do this screening would be minimal.

Enact the State Law that it is illegal to have a Firearm in the State House. This was requested several years ago but did not go anywhere. It should be looked at again this year.

We should look at being able to secure the Legislative Council by a manual over ride on the Badge system they have installed. In case a lock down is needed. A manual over ride switch should be installed. To perform this now a call to BGS has to be made and the computer has to be used to lock down the door. This should also be done to the Offices of the Lawyers. Both these areas are at this time almost impossible to keep secure if the need does arise.

Mail room at time we have had unauthorized mail be placed in Members mail boxes. The Mail room is located with the Coat room so this is a high traffic area. So much damage could be inflicted as there is no control here. A recommendation would be to move the mail room to the Legislative lounge. The loss of space would be minimal and this is a much more secure area. There is always someone in this area and could report suspicious activity. The mail is screened yet we allow the mail to be unattended most of the time. To keep it secure only makes sense. We may even want to look at how we deal with the so called stuffers we do for lobbyist and the general public.

I would also like to see a system put in place that the Capitol Police be notified of all deliveries and services that need to be done here. There has been many times that a contractor comes in or is found working on a system that the Police had no knowledge was going to occur. There should be steps put in place to notify us of this. Sometime these could interfere with something that is going on here. Inaugurals or special events that more security is called for. Contractors should be made to check in so we know who

they are and where they will be working. All contractors should be escorted into restricted areas and someone be with them at all times.

The badge system should be made more accessible to The Capitol Police so that we can assess the System at any time of who has come in to the State House at this time it is a slow process to get this information and seems to be restricted at times. The Capitol Police should be able to check this on a daily basis if the need arises.

There are many more items that could be addressed but at this point this would be a good starting point. At this time I do not have costs of some of these and some would be no cost to implement. Others as I have written are being addressed as far as the cost will be. There are many more recommendations for security and we should look to implement more in the future. We have Millions of dollars of Art in this building and several hundred thousands of dollars in equipment. Yet we have very few or no safe guards to protect these.

I look forward to discussing these issues with you.

September 17, 2013

Meeting with Lt Governor Phil Scott & Speaker Shap Smith concerning memo entitled "Security Needs" dated August 16, 2013. Also present was Chief Les Dimick.

It was suggested to have a committee made up of a member from the House, a member from the Senate, Sergeant-at-Arms, et al. Sergeant-at-Arms will continue to work with an increase of one additional, full time, member of the police force with Joint Fiscal.

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### MEMORANDUM

To: Francis Brooks, Sgt. at Arms

From: Leslie Dimick, Chief Of police

Date: February 10, 2014

Subject: Additional Officer

In reference to your request for justification of a 4th Officer. Before 2008 the Capitol Police was Authorized 4 Police Officers. After the death of Chief Janawicz it was decided due to the low pay scale and using the saving of not having a 4th Officer to raise the salaries at that time also due to recession the decided to not rehire a 4th Officer but to hire part-time officers to fill in. This has worked to a point with our decision to only use Fully Certified Officers to work in the part-time slots. This is due to a better more Experienced and knowledgeable Officer. The down side to this is that these Officers do have a to give priority to their Full-Time Jobs and this causes conflicts at times so an officer that has been on duty has to stay at overtime rates or work shorthanded for those time.

Full-time officers are more familiar with, Legislators, staff and Lobbyists and the day to day operations of the State House.

When we have an Officer out with an illness, vacation or training if the part-time Officers are not available to cover these shift are covered by only one Officer. If emergencies arise this could become a dangerous situation by only having one officer respond to a disturbance or panic alarm. It is policy with most police departments for officer safety that two Officers should respond to any type of emergency call. Is a standard training policy at the Vt. Police Academy to respond with two Officers Having two Officers on duty at the same time will make for a more positive outcome to Emergency situations and safer for all.

This return to 4 officers would return the Capitol Police to the authorized level we had before the passing of the former Chief. We have attempted to cover shifts with 3 part-time Officers and at times it has produced less than satisfactory results. This is due to their understandable priority to work at their primary Job. Having an Officer that his primary employment with the Capitol Police Dept. makes for a more reliable employee.

All the Studies that have been done here for Security at the State House had suggested that the Police force should be increased. Several were done right before 9/11 or after have all stated we should have a larger force. These were done by Secret Service and ManTech Systems.