

PORTSMOUTH POLICE COMMISSION

MINUTES OF THE DECEMBER 16th, 2025 MEETING

5:30 p.m. Public Session – Eileen Dondero Foley Council Chambers

Kate Coyle, Chair
Buzz Scherr, Commissioner
Francesca Fernald, Commissioner

The following people were present for the public session: Commissioners Coyle, Scherr and Fernald, Chief Mark Newport, Deputy Chief Michael Maloney, Executive Assistant Jackie Burnett and members of the public.

I. **CALL TO ORDER:** The meeting was called to order by Chair Coyle.

II. **PLEDGE OF ALLEGIANCE:** Led collectively by the Commission.

III. **MOTION TO SUSPEND THE AGENDA:**

Motion: Commissioner Scherr moved to suspend the agenda to move to items #1 *Vesting of Rank Ceremony* & #2 *Honoring Commission Chair Kate Coyle's Tenure* under the Chief's Report.

Seconded: Commissioner Fernald.

Vote: Unanimously approved (3-0).

CHIEF'S REPORT:

1. Vesting of Rank Ceremony

The following promotions were recognized:

- a. Detective Robert Meyer
- b. Lieutenant Brian Houde
- c. Lieutenant Jordan Wells

2. Honoring Commission Chair Kate Coyle's Tenure (see Section III.)

The Chief honored Chair Kate Coyle for her service and leadership during her tenure as Police Commissioner.

IV. **ACCEPTANCE OF THE 11/18 & 11/24 MEETING MINUTES:**

Motion: Commissioner Scherr moved to accept the minutes of the above-noted Police Commission meeting.

Seconded: Commissioner Fernald.

Vote: Unanimously approved (3-0).

V. **PUBLIC COMMENT:** None.

VI. **NEW BUSINESS:**

A. POLICE COMMISSION

1. Welcome the New Police Commissioner Jay Lieberman
2. Facilities Update
 - a. Municipal Building Blue Ribbon Committee (BRC) Progress

Commissioner Scherr reported that the BRC met last week and reviewed the study of municipal complex space needs. Cost estimates are expected in the spring of 2026. The public is encouraged to attend and share feedback. Meetings are held in Conference Room A, City Hall.

Next meeting: February 11, 2026, at 3:00 p.m.

3. Community Priorities

The Chief and Deputy Chief provided an update on implementation of the new CAD/RMS system. The department is approximately five weeks into deployment. While staff are still working through system adjustments, daily operations remain stable. The legacy IMC software remains accessible for historical data and reporting needs. Department staff are fine-tuning workflows across divisions and continuing training. CrimeView Analytics is being implemented to enhance data analysis and trend tracking. The Deputy Chief noted that the system significantly impacts patrol officers' day-to-day operations due to changes in formatting and workflows. Officers are actively engaged in adapting, and a strong team-based approach is underway. The Chief emphasized strong buy-in from staff, with officers helping guide improvements. Chair Scherr acknowledged the cumulative impact of multiple technology changes occurring simultaneously (body cameras, CAD/RMS, phone system). Commissioner Coyle noted that the Sheriff's Office experienced similar challenges during its transition to the same CAD/RMS and commended Portsmouth PD for being a leader in data-driven policing.

B. CHIEF OF POLICE

1. Vesting of Rank Ceremony (see Section III.)

- a. Detective Robert Meyer**
- b. Lieutenant Brian Houde**
- c. Lieutenant Jordan Wells**

3. Honoring Commission Chair Kate Coyle's Tenure (see Section III.)

4. Crime Analyst Report

January 1 – November 30, 2025 Stats: (compared to last 3 years)

Calls for Service: ↓ -8.4%	Reportable MV Accidents: ↓ -10.7%
Arrests: ↓ -2.3%	Motor Vehicle Stops/Offenses: ↓ -17.1%
Reports Taken: ↓ -12.4%	

Commissioner Scherr inquired about the decline in motor vehicle stops. Commissioner Coyle suggested this may be due to safer driving behaviors and increased vehicle safety technology.

5. Monthly Traffic Stats

- Motor Vehicle Stops: 346 (110 fewer than in October)

- Summonses Issued: 12 (4 more than in October)
- Reportable Motor Vehicle Crashes: 27 (17 fewer than in October)

6. Financial Report

Business Operations Manager Karen Senecal reported that spending remains 3% below the cap. FY27 budget planning is underway with level-service proposals. The department is exploring the addition of a social worker position, contingent on funding.

a. Grant Application Update

- A \$300,000 federal ICAC grant is pending federal review.
- A Bulletproof Vest grant application will be submitted by Friday.
- The department's Strategic Plan preparation will begin in January.

VII. MISCELLANEOUS/OTHER BUSINESS:

- A. Commissioner Scherr praised Commissioner Coyle for her extensive knowledge, creative problem-solving, and positive presence on the Board.
- B. Commissioner Fernald thanked Commissioner Coyle for her mentorship and guidance.
- C. Commissioner Coyle expressed gratitude for the opportunity to serve alongside fellow Commissioners and Police Department leadership.
- D. The meeting concluded with holiday and New Year well-wishes.

VIII. NEXT REGULAR MEETING: January 2026: TBD. Please check the municipal meetings calendar on the city's website for any important meeting updates.

IX. MOTION TO ADJOURN:

Motion: Commissioner Fernald moved to adjourn at 6:05 PM.

Seconded by Commissioner Scherr.

Vote: Unanimously approved (3-0).

END OF MEETING

Respectfully Submitted by Jacqueline Burnett, Executive Assistant
Commissioner Buzz Scherr, Recording Clerk of the Commission