



# Vermont Criminal Justice Council

## RULES COMMITTEE: Minutes

August 12, 2021

August 12, 2021  
9:00 AM  
Teams Meeting

### **Members in Attendance:**

Sheriff Mark Anderson  
Cassandra Burdyslaw  
Evan Meenan  
Bill Sorrell

### **Members Absent:**

Brian Searles

### **Other Attendees:**

Heather Simons – Executive Director Vermont Police Academy  
Lindsay Thivierge – Vermont Police Academy  
Cindy Taylor-Patch – Vermont Police Academy  
Jacob Humbert – Assistant Attorney General

### **Call to order:**

Meenan called the meeting to order at 9:01 AM

### **Motion to Approve the Minutes:**

Burdyslaw moved to approve the minutes. Anderson seconded the motion. The motion passed unanimously. Sorrell abstained because he was absent from the meeting.

### **Discussion of the pertinent portions of the procedures from the Board of Medical Malpractice and the Office of Professional Regulation:**

Humbert gave an overview of the status of the Professional Regulation Committee's efforts to draft investigations procedures. The intent of the procedures is to cover everything in the process from the point of complaint to point where the Committee makes a recommendation to the Council. The procedures will be submitted to the Council in the near future for its approval. If approved the Council's rules could reference the procedures or the substance of the procedures could be adopted as rules. To cover proceedings before the Council, the Council could enact rules, adopt a procedure, or merely rely on the Administrative Procedures Act requirements. Sorrell asked the Rules Committee to draft the procedures if that is the way the Council decides to proceed. At a future meeting, Meenan will give an overview of the minimum requirements in the Administrative Procedures Act for contested cases. The legal counsel that should advise the Council during contested cases will give a similar presentation prior to the first contested hearing.

### **Overview of the Academy Curriculum by Taylor-Patch:**



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There was not enough time to address this agenda item.

### **Agenda for August 12 Meeting:**

Overview of the Academy Curriculum by Taylor-Patch.

Possibly a presentation by Meenan of the requirements in the Administrative Procedures Act for contested cases.

### **Potential Future Agenda Items:**

Presentation of the requirements in the Administrative Procedures Act for contested cases.

Continuation of Academy curriculum overview.

### **Motion to Adjourn:**

Meenan moved to adjourn the meeting. Sorrell seconded the motion. Meenan, Sorrell, and Burdyslaw voted to adjourn. Anderson was absent for the vote due to having to leave to attend to another commitment.

The meeting adjourned at 9:56 a.m.