

POLICE COMMUNITY ADVISORY BOARD

September 16, 2025

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REGULAR MEETING

MINUTES OF MEETING - DRAFT

September 16, 2025

POLICE COMMUNITY ADVISORY BOARD: Christina Hagestad, Jenny Parker, Gwendolyn Evans,

ABSENT: Dan Maguire, Christina Hagestad

STAFF: Alyssa March- Community Liaison, Essex Police Department and Ron Hoague (EPD Chief)

ADMINISTRATION:

OTHERS PRESENT:

1. CALL TO ORDER

Chair Gwendolyn Evans called the meeting to order at 6:01pm.

2. AGENDA ADDITIONS/CHANGES

Gwendolyn asked the Chief to provide an update on the community member that spoke last week.

Gwendolyn asked for a survey update.

The Chief asked the Board to think of the work plan for the upcoming year.

3. AGENDA APPROVAL

The agenda was approved.

4. PUBLIC TO BE HEARD

5. CONSENT ITEMS

a. The Board approved the Minutes for the August meeting.

6. BUSINESS ITEMS

a. The Chief informed the Board that there has been no update from the community member that spoke at the last meeting. She has not been in contact with EPD about the complaints since. Gwendolyn and Jenny then discussed what PCAB should look like moving forward on how to help the community in the future and what the goals should be when a community member shares feedback about EPD.

b. Alyssa gave updates about the PCAB survey. Alyssa passed out flyers to the schools and hung more flyers in the libraries. So far roughly 200 people have participated.

c. The Chief shared updates about EPD. The fair had lots of support from local agencies and there were 107 complaints in total. Right now, there are three officers out on paternity leaving the department short. There are two officers in the Academy currently and they are doing very well.

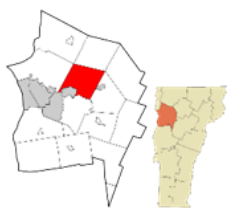
Alyssa shared the upcoming community events and Jenny asked to be sent a list of the upcoming events so PCAB can try and be more proactive about being at the events.

7. ADJOURN

A motion to adjourn was made by Jenny. The motion was seconded and approved by the Board. The meeting adjourned at 6:35pm.

Respectfully submitted,

Alyssa March
Community Affairs Liaison



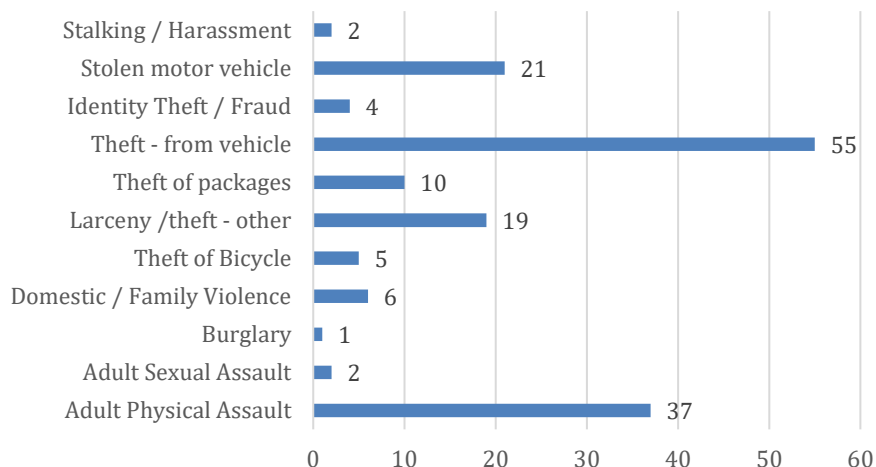
Essex Victim Services Project

FY'25 (July 2024 – June 2025)



The Victim Services Project is a program of the Essex Community Justice Center (CJC) that reaches out to victims of crime soon after the incident to offer support and resources. The program serves individual victims (not businesses), whether a responsible party is caught or not. This program started as a pilot project in FY22. It focuses on certain crime types chosen by the CJC and the Essex Police Department (PD) collaboratively.

Number of cases by crime type



This chart reflects the 149 cases in which outreach was attempted during Fiscal Year 2025. It does not indicate the total number of crimes that occurred during that period. Some victims experienced more than one type of crime during an incident. The chart does not differentiate between specific crime types. The category of Adult Physical assault, for example, encompasses simple assaults, and aggravated assaults. Larceny/theft – other includes thefts from buildings and thefts from people.

Notes on program parameters and limitations

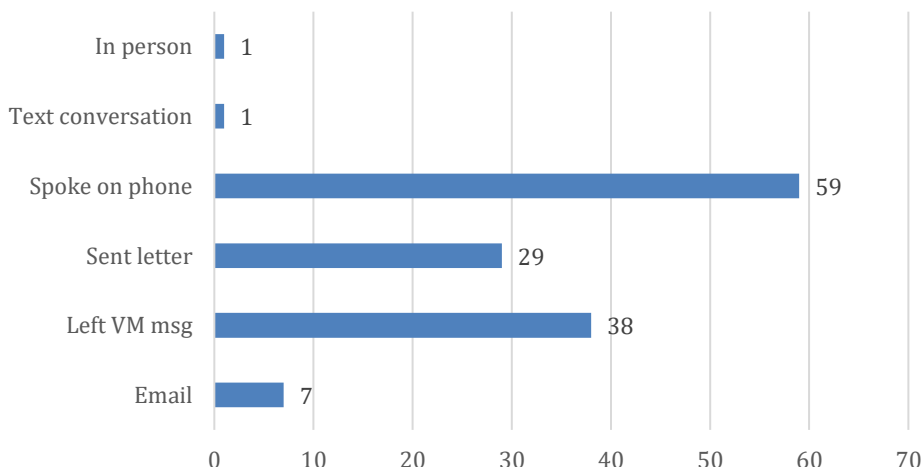
This program did outreach to victims of crime that were reported to the Essex Police Department and that took place in the Town of Essex and the City of Essex Junction regardless of the victim's place of residence. If an arrest had been made and the accused had already been seen in court, then Essex CJC staff reached out to the Victim Advocates at the Chittenden County State's Attorneys office to explore victim's needs and offer opportunities to provide support rather than directly to the victim.

Types of service provided

The most frequent support provided is emotional support. This has been welcomed by nearly every person contacted. Other services included referrals to mental health professionals for therapy, victims' compensation application support, safety planning, information regarding how to obtain a police report or contact the court, or referrals to other local service providers. 65 victims engaged with outreach efforts.

We make our best effort to contact every victim in the cases, however it is not always possible. For example, sometimes the phone number is not the victim's personal number or is not in service. When appropriate, we leave a voice message. Alternatively, we send an email or a letter when a phone call is unsuccessful, or no phone number is available to ensure we are providing crime affected parties' basic information about our program and services available.

Methods of contact



2025 Events

Jan 25 – City Community Meal Budget Discussion – Champlain Valley Exposition

Mar 3 – Town Showcase – Essex Middle School

Mar 7-9 – Flower Show - Champlain Valley Exposition

Apr 10 – Fine Art Night – Essex High School

Apr 26 – Drug Take Back – EPD

May 2-3 – NECANN Cannabis Convention – Champlain Valley Exposition

May 10 – Champlain College Graduation – Champlain Valley Exposition

May 11 – Tip a Cop – JP's Restaurant

May 16 – Cop on a Rooftop – Dunkin Donuts

May 24 – Memorial Day Parade – Essex Junction

May 27 – Vampire Weekend Concert – Champlain Valley Exposition

May 31 – Girls on the Run – Champlain Valley Exposition

Jun 6 – Law Enforcement Torch Run – EPD to Champlain Valley Exposition to St Mike's

Jun 8 – Big Beautiful Life First Responder Touch-A-Truck – Founders Memorial School

Jun 10 – Mt. Joy Concert - Champlain Valley Exposition

Jun 13 – Relay for Life - Champlain Valley Exposition

Jun 13 – CTE Graduation – Essex High School

Jun 14 – Essex High School Graduation – Essex High School

Jun 21-22 – Renaissance Fair – Champlain Valley Exposition

Jul 4 – Independence Day Celebration - Champlain Valley Exposition

Jul 25-27 – Wolfsgart - Champlain Valley Exposition

Aug 5 – National Night Out – Essex High School

Aug 22 – Aug 31 – Champlain Valley Fair – Champlain Valley Exposition

Sep 12-13 – NSRA Northeast Street Rod Nationals – Champlain Valley Exposition

Sep 20 – Essex Community Day Festival/Touch-a-Truck – Foster Road Park

Sep 20/27/Oct 4/11 – Meet Me on Main – Main Street

Sep 27 – EPD Open House – EPD (not enough interest?)

Oct 25 – Drug Take Back – EPD

Oct 25 – Pumpkin Palooza – Maple Street Park

Nov 29 – Whimsical Winter Walk – Sand Hill Park

Dec 6 – Troy's Toy Drive – ADL

Dec 12 – Train Hop – Essex Junction City Center and Maple Street Park

Essex Police Department 2026 Events

MONTH	DATE	EVENT	LOCATION
January	Saturday, January 24, 2026	City Community Meal Budget Discussion	City Hall - 2 Lincoln St
February			
March	Tuesday, March 3, 2026	Town Showcase	Essex Middle School-60 Founders Rd
March	3/8/26-3/10/26	Flower Show	CVE - 105 Pearl St
April	Thursday, April 9, 2026	Fine Art Night	EHS - 2 Educational Dr
April	Saturday, April 25, 2026	Drug Take Back	EPD
May	5/3/26-5/4/26	NECANN Cannabis Convention	CVE - 105 Pearl St
May	Saturday, May 9, 2026	Champlain College Graduation	CVE - 105 Pearl St
May	Sunday, May 10, 2026	Tip a Cop	JP's Restaurant - 39 River Rd
May	Friday, May 15, 2026	Cop on a Rooftop	Dunkin - 122 Pearl St
June	Monday, June 1, 2026	Girls on the Run	CVE - 105 Pearl St
June	Saturday, June 6, 2026	Law Enforcement Torch Run	EPD to CVE to St. Mike's
June	Monday, June 8, 2026	Big Beautiful Life First Responder Touch a Truck	Founders School - 33 Founders Rd
June	Saturday, June 13, 2026	Relay for Life	CVE - 105 Pearl St
June	Thursday, June 11, 2026	CTE Graduation	EHS - 2 Educational Dr
June	Saturday, June 13, 2026	EHS Graduation	EHS - 2 Educational Dr
June	6/21/26-6/22/26	Renaissance Faire	CVE - 105 Pearl St
July	Saturday, July 4, 2026	Independence Day Celebration	CVE - 105 Pearl St
August	Tuesday, August 4, 2026	National Night Out	EHS - 2 Educational Dr
August	8/28/26-9/6/26	Champlain Valley Fair	CVE - 105 Pearl St
September	9/12/26-9/13/26	NSRA Street Rods	CVE - 105 Pearl St
September	Saturday, September 19, 2026	Essex Community Day/Touch a Truck	Foster Road Park - 60 Foster Rd
September	9/19/26-10/10/26	Meet Me on Main	Main Street
October	Thursday, October 1, 2026	National Coffee with a Cop	
October	Saturday, October 24, 2026	Drug Take Back	EPD
October	Saturday, October 24, 2026	Pumpkin Palooza	Maple Street Park - 75 Maple St
November	Saturday, November 28, 2026	Whimsical Winter Walk	Sand Hill Park - 208 Sand Hill Rd
December	Friday, December 11, 2026	Train Hop	City Center and Maple Street Park
December	Saturday, December 12, 2026	Troy's Toy Drive	ADL - 104 Maple st