



CITY OF SOUTH BEND  
**BOARD OF PUBLIC SAFETY**

**WEDNESDAY, NOVEMBER 15, 2023  
MEETING AGENDA**

---

- I. **REGULAR MEETING - 9:15 A.M. –Hybrid Meeting – Council Chambers 4<sup>th</sup> Floor County-City Bldg., 227 W. Jefferson Blvd., South Bend, IN AND Virtually via Microsoft Team with the link below**  
<https://tinyurl.com/2023BPSHybrid>
- A. **CALL ROLL OF MEMBERS**
- B. **APPROVE MINUTES**  
1. October 15, 2023 Regular Meeting Minutes
- C. **APPROVE 2024 BOARD OF PUBLIC SAFETY MEETING SCHEDULE**
- D. **POLICE DEPARTMENT**  
1. Approve Promotion to Lieutenant in Strategic Focus Unit – Neil Graber  
2. Approve Promotion to Lieutenant – Traffic and Special Events Coordinator – Brad Rohrscheib  
3. Approve Promotions to Patrolman 1<sup>st</sup> Class  
a. Juan Arcineda  
b. Tyler Deal  
c. Robert Kitch  
d. Marco Minelli  
e. Drake Pauwels  
4. Approve Application and Declaration for Retirement – James Wolff  
5. Approve Resolution No. 05-2023 – Establishing the 2024 Holiday Schedule for the South Bend Police Department  
6. File Monthly Statistical Analysis Report for October 2023
- E. **FIRE DEPARTMENT**  
1. Acknowledge Commendation of Meritorious Service – Eddie Palicki  
2. Approve Lexipol Policies  
a. 800 – Records Management  
b. 801 – Release of Records  
c. 802 – Subpoenas and Court Appearances  
d. 803 – Patient Medical Record Security and Privacy  
e. 1100 – Facility Security  
f. 1101 – Emergency Power



CITY OF SOUTH BEND  
**BOARD OF PUBLIC SAFETY**

**WEDNESDAY, NOVEMBER 15, 2023**  
**MEETING AGENDA**

---

- g. 1102- Wastewater Discharge
- h. 1103 – Flag Display
- i. 1104 – Department Use of Fire Detection and Suppression Systems
- j. 1105 – Fire Station Living
- 3. Receive Lexipol Policies
  - a. 1000 – Recruitment and Selection
  - b. 1001 – Performance Evaluations
  - c. 1002 – Requests for Transfer
  - d. 1003 – Position Descriptions
  - e. 1004 – Classification Specifications
  - f. 1005 – Career Tracks
  - g. 1006 – **Omitted, Under Review**
  - h. 1007 – Educational Incentives
  - i. 1008 – Tuition Reimbursement
  - j. 1009 – Reporting for Duty
  - k. 1010 – Conduct and Behavior
  - l. 1011 – Personnel Complaints
  - m. 1012 – Duty to Maintain Contact Information
  - n. 1013 – Personnel Records
  - o. 1014 – Commendations and Meritorious Service
  - p. 1015 – **Omitted, Under Review**
  - q. 1016 – Physical Fitness
  - r. 1017 – **Omitted, Under Review**
  - s. 1018 – Workplace Violence
  - t. 1019 – Lactation Breaks
  - u. 1020 – Smoking and Tobacco Use
  - v. 1021 – Drug and Alcohol-Free Workplace
- 4. Approve Resolution No. 06-2023 – Establishing the 2024 Holiday Schedule for the South Bend Fire Department
- 5. File Monthly Statistical Analysis Report for October 2023

**F. PRIVILEGE OF THE FLOOR**

1316 COUNTY-CITY BUILDING  
227 WEST JEFFERSON BOULEVARD  
SOUTH BEND, IN 46601-1830



PHONE 574/235/9251  
FAX 574/235/9171

CITY OF SOUTH BEND  
**BOARD OF PUBLIC SAFETY**

**WEDNESDAY, NOVEMBER 15, 2023  
MEETING AGENDA**

---

**G. ADJOURNMENT**

**NOTICE FOR HEARING AND SIGHT IMPAIRED PERSONS**

**Auxiliary Aid or Other Services are Available upon Request at No Charge. Please Give Reasonable Advance Request when Possible.**