

I. EXECUTIVE SESSION

The Board of Public Safety met in the Executive Session on Wednesday, September 18, 2024 at 8:30 a.m. with Board President Dan Jones (absent) and Board Members, Darryl Heller, Lee Ross, Al Kirsits, Pamela Claeys and Attorney Danielle Weiss. The meeting was held in the Boardroom, 13th Floor., County-City Bldg., 227 W. Jefferson Blvd., South Bend, Indiana and virtually via Microsoft Teams for the purposes specified in I.C. 5-14-1.5-6.1(b)(2)(A) for discussion of strategy with respect to collective bargaining and I.C. 5-14-1.5-6.1(b)(9) to discuss a job performance evaluation of an individual employee.

BOARD OF PUBLIC SAFETY



Darryl Heller, Member



Lee Ross, Member



Al Kirsits, Member



Pamela Claeys, Member

ATTEST:



Theresa Heffner, Clerk

I. REGULAR MEETING

The Board of Public Safety met in the Regular Meeting at 9:17 a.m. on Wednesday, September 18, 2024, with Board President Dan Jones (absent), and Board Members Darryl Heller, Lee Ross (Acting Board President), Al Kirsits, and Pamela Claeys were present. Also, Police Chief Scott Ruzzkowski, Fire Chief Carl Buchanon, and Attorneys Danielle Campbell Weiss, Adam Taylor, Kylie Connell, and Board Clerk Theresa Heffner. The meeting was held in the Council Chambers 4th Floor, County-City Bldg., 227 W. Jefferson Blvd., South Bend, Indiana and virtually via Microsoft Teams at the following link: <https://tinyurl.com/2024BPSHybrid>

Attorney Weiss asked that everyone mute their microphone when not speaking and reminded attendees that comments from the public should be saved for the Privilege of the Floor portion of the meeting. Attorney Weiss then read through the agenda to note any additions or corrections.

A. ROLL CALL OF MEMBERS

Acting Board President Lee Ross welcomed the public, called roll, and confirmed the presence of the Board Members.

B. APPROVE MINUTES OF PREVIOUS MEETINGS

Upon a motion by Pam Claeys, seconded by Darryl Heller, and carried by roll call, the Board approved the Minutes of the August 21, 2024, regular meeting.

C. APPROVE RESOLUTION NO. 02-2024 ADOPTING A WRITTEN FISCAL PLAN AND ESTABLISHING A POLICY FOR THE PROVISION OF SERVICES TO AN ANNEXATION AREA IN CLAY TOWNSHIP (FOX CREEK ANNEXATION AREA)

Michael Divita, Principal Planner with Community Investments, did a summary of the below resolution.

RESOLUTION NO. 02-2024

A RESOLUTION OF THE BOARD OF PUBLIC SAFETY OF THE CITY OF SOUTH BEND, INDIANA, ADOPTING A WRITTEN FISCAL PLAN AND ESTABLISHING A POLICY FOR THE PROVISION OF SERVICES TO AN ANNEXATION AREA IN CLAY TOWNSHIP (FOX CREEK ANNEXATION AREA)

WHEREAS, there has been submitted to the Common Council of the City of South Bend, Indiana, an Ordinance and a petition by all (100%) property owners which proposes the annexation of real estate located in Clay Township, St. Joseph County, Indiana, which is more particularly described at Page 13 of Exhibit “A” attached hereto; and

WHEREAS, the territory proposed to be annexed encompasses approximately 7.5 acres of vacant land, which property is at least 12.5% contiguous to the current City limits, i.e., 57.9% contiguous, generally located at the northwest corner of Hepler Street and Hickory Road (17023 Hepler Street). It is anticipated that the annexation area will be used for residential development, primarily in the form of duplexes; and

WHEREAS, this use will require a basic level of municipal public services, including the provision of police and fire protection; and

WHEREAS, the Board of Public Safety now desires to establish and adopt a fiscal plan and establish a definite policy showing: (1) the cost estimates of police and fire protection to be furnished to the territory to be annexed; (2) the method(s) of financing those services; (3) the plan for the organization and extension of those services; (4) that those services will be provided to the annexed area within one (1) year after the effective date of the annexation, and that they will be provided in the same manner as those services are provided to areas within the corporate boundaries of the City of South Bend, regardless of similar topography, patterns of land use, or population density, and in a manner consistent with federal, state and local laws, procedures and planning criteria; and (5) the plan for hiring the employees of other governmental entities whose jobs will be eliminated by the proposed annexation.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC SAFETY OF THE CITY OF SOUTH BEND, INDIANA, AS FOLLOWS:

Section I. It is in the best interest of the City of South Bend and the area proposed to be annexed that the real property described more particularly at Page 13 of Exhibit “A” attached hereto be annexed to the City of South Bend.

Section II. It shall be and hereby is now declared and established that it is the policy of the City of South Bend, by and through its Board of Public Safety, to furnish to said territory police and fire services within one (1) year of the effective date of annexation in a manner equivalent in standard and scope to similar services furnished by the City to other areas regardless of similar topography, patterns of land use, or population density and in a manner consistent with federal, state and local laws, procedures, and planning criteria.

Section III. The Board of Public Safety shall and does hereby now establish and adopt the Fiscal Plan, attached hereto and incorporated herein as Exhibit “A”, and made a part hereof, most particularly those provisions pertaining to police and fire protection at pages 7 and 8 of Exhibit “A”, for the furnishing of said services to the territory to be annexed.

Adopted the 18th day of September 2024.

s/Darryl Heller, Member
s/Lee Ross, Member
s/Alfred Kirsits, Member
s/Pamela Claeys, Member

ATTEST:
s/Theresa Heffner/Clerk

Ms. Claeys thanked Mr. Divita and Tim Corcoran, Chief Planner, for meeting with her to

discuss her concerns regarding Juday Creek. They relieved her concerns and advised that she would vote for the annexation. She also noted that she found an article in the Tribune that provided different information than what was provided in her meeting packet. She added that there was so much more information provided to the Common Council than what was provided to the Board Members.

Mr. Divita noted that it is the same project though that was based on the consulate hearing of some questions that the Council had. Steve Smith, who has been part of the development team there and is sort of the marketing guy for them, could speak most directly to that information in the newspaper, but it is the same project, same fiscal plan provisions that both the Council and the Board are considering.

Ms. Claeys closed by saying that she knows her focus is on SBFD and SBPD service to the area, but she likes to look at the whole picture. She would like the information preserved in the official record.

Upon a motion by Al Kirsits, seconded by Darryl Heller, and followed by a roll call, the Board approved the above Resolution.

D. FIRE DEPARTMENT

1. APPROVE PROMOTIONS TO CAPTAIN

Justin Riehm
Tyler King

Fire Chief Carl Buchanon submitted a Letter of Recommendation for the above Firefighters to be promoted to Captain, no longer in Special Assignment effective September 20, 2024. Chief stated that the above Firefighters were placed in the position of Captain in Special Assignment (CISA), and stated this special assignment required several evaluations in order to determine the Firefighters abilities in a leadership position. Chief Buchanon noted that both Firefighters completed all the requirements of the positions that they have occupied in an outstanding fashion.

Upon a motion by Pam Claeys, seconded by Darryl Heller, and followed a roll call the Board approved the promotions to Captain, no longer in Special Assignment for the above Firefighters.

2. FILE MONTHLY STATISTICAL ANALYSIS REPORT FOR AUGUST 2024

Chief Carl Buchanon submitted the monthly statistical analysis report for August 2024.

AUGUST 2023	AUGUST 2024
STRUCTURE FIRES Property Damage--Buildings & Contents (Estimates)	
\$111,700	\$297,100
INSPECTION DIVISON	
148 Inspections	127 Inspections
INVESTIGATION DIVISON	
9 Investigations	15 Investigations
1 Incendiary 6 Accidental 2 Undetermined 0 Natural	3 Under Investigation 5 Accidental 7 Undetermined 0 Natural

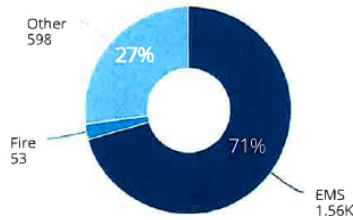
Count of Total Incidents & Exposures

Aid Given/Received

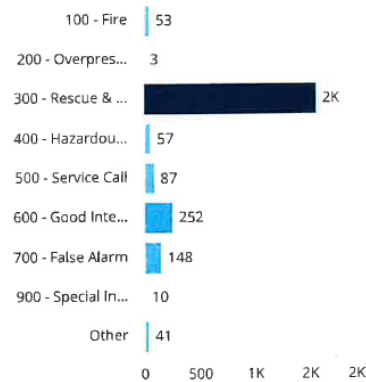
Count of Incidents
2213

Aid Given
168

EMS/Fire Incident Breakdown



Count of Incidents by Incident Type



Chief Buchanon noted the increase in structure fires and unknown reasons for property damage estimates are almost two (2) times that of a year ago. He added that he is very confident in their Fire Prevention Bureau. They are doing an excellent job as is the public education division, who are out there with not only the students, but in the public speaking on how to be safe in a home and out of a home. Whenever a family is needing a place to start or needs clothing or food due to a house fire, the SBFD calls the American Red Cross and they send a representative to assist.

Ms. Claeys asked if the American Red Cross comes out while they are fighting the fire.

Chief Buchanon advised that the Battalion Chief contacts dispatch if there is a need and they come out as soon as they are able to.

E. POLICE DEPARTMENT

1. APPROVE PROMOTION TO PATROLMAN 1ST CLASS – ZOREN BAKER

Police Chief Scott Ruszkowski submitted a letter of recommendation for Officer Zoren Baker to be promoted to Patrolman 1st Class and stated Officer Zoren has successfully met the requirements outlined in the working agreement to become a PFC within the SBPD, with an effective date of September 20, 2024.

Upon a motion by Darryl Heller, seconded by Al Kirsits, and followed by a roll call, the Board approved the Promotion to Patrolman 1st Class.

2. APPROVE PROMOTION TO SERGEANT OF STRATEGIC INTEL – JARVEAIR BOURN

Police Chief Scott Ruszkowski submitted a letter of recommendation for Officer Jarveair Bourn to be promoted to Sergeant of Strategic Intel, in the Operations Division, no longer in special assignment. His effective date is September 20, 2024.

Mr. Heller asked what the Strategic Intel Unit does and if they interact with the public.

Chief Ruszkowski stated that it involves our community resources officers and analysts that are involved. There are some civilian components like quarterly neighborhood meetings, daily visits to nuisance properties, facilitates the citizen police academy, and anything else that would tie up a patrol officer who does not have the resources.

Upon a motion by Pam Claeys, seconded by Al Kirsits, and followed by a roll call, the Board approved the Promotion to Sergeant of Strategic Intel, no longer is special assignment.

3. APPROVE PROMOTION TO SERGEANT OF LOGISTICS – AARON KNEPPER

Police Chief Scott Ruskowski submitted a letter of recommendation for Officer Aaron Knepper to be promoted to Sergeant of Logistics, in the Support Division, no longer in special assignment. His effective date is September 20, 2024.

Mr. Heller asked what the Logistics Division does and if they interact with the public.

Chief Ruskowski stated that it involves body camera preservation, communication in vehicles, purchasing vehicles, dealing with the extreme number of vendors, and writing grants. He writes grants for South Bend and the County which is a federal requirement. He has a background in logistics, so that is very helpful in doing this role. He also is involved with our dispatch and our CAD system. He is not involved with the community as much, but he does work patrol on foot and deals with HUD things, he also deals with numerous vendors.

Upon a motion by Pam Claeys, seconded by Al Kirsits, and followed by a roll call, the Board approved the Promotion to Patrolman 1st Class.

4. ACCEPT LETTER OF RESIGNATION – NICHOLAS HESS

Chief Scott Ruskowski submitted a letter of resignation for Officer Nicholas Hess. Chief Ruskowski stated Officer Hess was sworn on the Department May 15, 2024 and his effective date of resignation was August 23, 2024. Acting Board President Lee Ross accepted the letters on behalf of the Board.

5. RECEIVE NOTIFICATION OF APPLICATION FOR 2024 EDWARD BYRNE JUSTICE ASSISTANCE GRANT

Sergeant Aaron Knepper submitted a letter informing the Board that SBPD has applied for the Edward Byrne Justice Assistance Grant Award. He stated the funds would be distributed with St. Joseph County receiving \$ 10,449 and SBPD receiving \$133,552.

Chief Ruskowski deferred to PFC Aaron Knepper to explain the grant to the board.

PFC Aaron Knepper explained that one of the requirements for any federal grant through the Department of Justice is that when applying for or receiving a grant he had to notify one of our governing bodies and it must also have the availability for review and get public input. He prefers to bring these items to the Board of Public Safety because they deal directly with SBPD. I have been notified that the South Bend Police Department has been awarded \$144,000 in this year's Justice Grant. Of that, \$133,552 will be going specifically to the South Bend Police Department and just over \$10,000 will be going to the County police. He has come the last few years to report this to the Board of Public Safety. Usually, the South Bend Police Department uses the money on gear, equipment, or training which is what they are planning to do again this year with their funds. We get these funds based on the crime stats that are reported, so since we are receiving a reduction of \$35,000 from last year's award, it must be a positive thing.

Mr. Heller asked what specific gear, equipment, and training will be involved.

PFC Aaron Knepper advised that they use it every year to send their firearm and tool mark examiners to an annual certification training conference which is usually \$10,000. Last year they used it to refresh their street level cameras, so every officer now has an intermediate level camera. Officers have \$1,000 cameras in their car for high-definition images. They also use money to enhance officer gear and equipment on their duty belts with newer technology that has been available. The County typically spends their money on radio equipment, jail training or training for community interactions.

Mr. Heller asked what type of equipment upgrades will be happening this year.

PFC Aaron Knepper advised that they typically focus on tactical equipment such as safer holsters with high retention levels as well as flashlights for all officers.

Pam Claeys asked if the if BolaWraps would be included.

PFC Aaron Knepper noted that they are part of the state JAG grant that opens up next

month.

Lee Ross asked what the three (3) jurisdictions were.

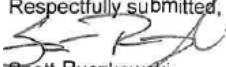
PFC Aaron Knepper answered Mishawaka, South Bend and St. Joseph County. This year Mishawaka was off the table because they didn't quality, but he typically writes the grants for all three (3) agencies, but it benefits SBPD.

6. FILE MONTHLY STATISTICAL ANALYSIS REPORT FOR AUGUST 2024

Chief Scott Ruskowski submitted the August 2024 Monthly Statistical Analysis Report. Chief Ruskowski noted that there was a seventeen percent (17%) decrease in Part One Offenses.

The AUGUST 2024 analysis is as follows:

PART 1 OFFENSES	YEAR TO DATE					
	2023	2024	CHANGE	2023	2024	CHANGE
HOMICIDE/MANSLAUGHTER	0	0	0	13	7	-6
JUSTIFIABLE HOMICIDE*	0	0	0	1	2	1
RAPE	5	8	3	42	47	5
ROBBERY	18	11	-7	175	133	-42
AGGRAVATED ASSLT	143	95	-48	834	738	-96
BURGLARY RES	50	29	-21	318	270	-48
BURGLARY NON RES	30	13	-17	174	125	-49
LARCENY	196	194	-2	1530	1192	-338
MOTOR VEH THEFT	44	45	1	328	289	-39
ARSONS	4	2	-2	13	28	15
GRAND TOTAL	490	397	-93	3427	2829	-598

Respectfully submitted,

 Scott Ruskowski
 Chief of Police

SR/ijj

Month: **AUGUST 2024**

<u>PART 1 OFFENSES</u>	<u>2023</u>	<u>2024</u>	<u>CHANGE</u>
HOMICIDE /MANSLAUGHTER	13	7	-46%
JUSTIFIABLE HOMICIDE*	1	2	100%
RAPE	42	47	12%
ROBBERY	175	133	-24%
AGGRAVATED ASSLT	834	738	-12%
BURGLARY RES.	318	270	-15%
BURGLARY NON RES.	174	125	-28%
LARCENY	1530	1192	-22%
MOTOR VEH THEFT	328	289	-12%
ARSONS	13	28	115%*
GRAND TOTAL	3427	2829	-17%

-17% CHANGE IN PART 1 CRIMES THROUGH

AUGUST 2024



He stated that arsons have gone up and SBPD keeps the tally because it is a crime, but SBFD does the bulk of the work. They went from thirteen (13) in 2023 to twenty-eight (28) in 2024, so is a big deal. We've has forty-seven (47) criminal assault shootings, with forty-one (41) being non-fatal, and six (6) being fatal.

Mr. Heller asked if the firearm shootings in those crimes are concentrated in particular neighborhoods or more dispersed.

Chief Ruskowski noted that all the information can be found on their online Transparency Hub.

E. PRIVILEGE OF THE FLOOR

Attorney Weiss reminded the public to use the hand-raising function of Microsoft Teams to indicate their desire to speak during Privilege of the Floor. She reminded attendees that they would be allotted three (3) minutes to speak.

There was no one present or virtual that wanted to speak.

F. ADJOURNMENT

There being no further business to come before the Board, upon a motion by Darryl Heller, seconded by Al Kirsits, and carried by roll call, the meeting was adjourned at 9:49 a.m.

BOARD OF PUBLIC SAFETY



Darryl Heller, Member



Lee Ross, Member



Al Kirsits, Member



Pamela Claeys, Member

ATTEST:



Theresa Heffner, Clerk