

I. REGULAR MEETING

The Board of Public Safety met in the Regular Meeting at 9:17 a.m. on Wednesday, December 17, 2025 with Board President Dan Jones, and Board Members Al Kirsits, Lee Ross (not present), and Pamela Claeys were present. Also, Police Chief Scott Ruszkowski, Fire Chief Carl Buchanon, and Attorneys Danielle Campbell Weiss, Adam Taylor, Kylie Connell and Board Clerk Hillary Horvath were in attendance. The meeting was held on the Council Chambers 3rd Floor, South Bend City Hall Bldg., 215 S. Dr. Martin Luther King Jr Blvd., South Bend, Indiana and virtually via Microsoft Teams at the following link: <https://tinyurl.com/2025-2026-BPS>

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

Board President Dan Jones welcomed the public, called roll, and confirmed the presence of the Board Members.

B. APPROVE MINUTES OF PREVIOUS MEETINGS

Upon a motion by Al Kirsits, seconded by Pam Claeys and carried by roll call, the Board approved the Minutes of November 19, 2025 regular meeting.

C. POLICE DEPARTMENT

1. APPROVE THE 2026 SPECIAL POLICE COMMISSIONS

Upon a motion by Pam Claeys, seconded by Al Kirsits, and followed by a roll call, the 2026 Special Police Commissions were approved.

SOUTH BEND POLICE DEPARTMENT

This commission is issued for on-street patrol parking enforcement by members of the South Bend Police Department Special Police Unit, but do not have the authority to be armed nor do they have powers of arrest.

Volunteers in Policing (VIPS)

Richard Cowper
Garnett Keeys
Barbara Leavell

Patrick Leavell
Joshua Tapia
Steven Wieger

Public Service Officers

This commission is issued for the following South Bend Police Department public service officers, records and data specialists. This commission does not authorize the powers of arrest, nor the carrying of a weapon.

Jesus Bernal	Alexis Leider
Crystal Boettcher	Jennifer Hunter
Cecilia Donlon	Lesley Morgan
Katelyn Grzegorek	Joseph Wachowiak

Records and Data Specialist

Alma Bueno	Kyle Kytta
Angela Davis	Robin Myers
Kim Davis	Beverly Perry
Joyce Gadsby	Maria Scherer-Lutz
Jennifer Garrett	Ryan Wise
Jennifer Jozwiak	Tracy Wright

SOUTH BEND FIRE DEPARTMENT

This commission is issued to carry a weapon while acting in the capacity of Arson Investigators. This commission does not authorize the powers of arrest.

Tony Nania
Barry Sebesta

John Szucs

This commission is issued for the purpose of writing citations and otherwise enforcing Chapter 9, Fire Prevention, of the South Bend Municipal Code. This commission does not authorize the powers of arrest, nor the carrying of a weapon.

Chris Baker
Carl Buchanon
Mike Damiano
Derek Erquhart
James Jones
Brian Koloszar

Mike Lagodney
Robert Means
Andrew Myer
Brandon Roark
Todd Skwarcan
Mike Szucs

PARKING PROPERTIES

This commission is issued for the on-street patrol parking enforcement personnel and does not authorize the powers of arrest, nor the carrying of a weapon.

Kite Realty Group

Teagan Lawson

Laz Parking:

Idowu (Harrison) Oluwabukola Christine Saboski

Block by Block (DTSB)

Jon Abelanalp
Richard Jaworski

Marquan Paul

INDIANA UNIVERSITY SOUTH BEND POLICE DEPARTMENT

This commission is issued for the purpose of writing citations for parking violations where such violations have fines set by Ordinance and State Law. All of their officers are sworn and certified through the State of Indiana by the Indiana Law Enforcement Academy Training Board. This commission has the same authority as one of our own sworn police officers in which they have the authority to carry a weapon and the powers of arrest.

Jordan Felten	Troy Hudgen
Tyler Garber	Kurt Matz
Edwin Garcia	Timothy McNeely
Soledad Garcia	Aaliyah Porter
Jesus Garcia	William Reshkin
Troy Gray	Mark Walsh

This will empower the above listed individuals to enforce parking violations on the following streets adjacent to the campus:

Mishawaka Avenue from Bellevue Street on the west to 21st Street on the East;
Bellevue Street from Mishawaka Avenue on the north to Hildreth Street on the south;

Hildreth Street from Bellevue Street on the west to the campus proper on the east; Esther Street from Mishawaka Avenue on the north to Hildreth Street on the south; Ruskin Street from Bellevue Street on the west to the campus proper on the east; 20th Street from Mishawaka Avenue on the north to Northside Boulevard on the south; Vine Street from 20th Street on the west to 21st Street on the east; and Northside Boulevard from 21st Street on the east to Memorial Park on the west.

IVY TECH SOUTH BEND CAMPUS

This Commission is issued for the purpose of issuing citations for parking violations where such violations have fines set by Ordinance and State Law. This officer is sworn and certified through the State of Indiana by the Indiana Law Enforcement Academy Training Board. This Commission has the same authority as one of our own sworn police officers in which they have the authority to carry a weapon and the powers of arrest.

James E. Clark Jr

This will empower the above listed individual to enforce parking violations on the following streets adjacent to the campus:

Main Campus: Michigan St. from Broadway St. north to Sample St. Sample St. east to Fellows; Fellows south to Broadway, including Dean Johnson Blvd. (which runs east and west inside this perimeter); Broadway St. west to Michigan. The property **ONLY** owned by Ivy Tech at 328 Michigan Street and the property owned by Ivy Tech at 250 Sample St.

DEPARTMENT OF COMMUNITY INVESTMENT NEIGHBORHOODS DIVISION

This Commission is issued for the purpose of writing citations for Ordinance violations where such violations have fines set by Superior Court Judges. This Commission will also empower the below-listed individuals to enforce the Snow Route and Residential Snow Emergencies and to tow vehicles found to be in violation of these Ordinances. This Commission also includes Animal Welfare Officers who issue tickets for nuisance violations. This Commission does not authorize the powers of arrest nor the carrying or use of a weapon.

DCI – Neighborhood Enforcement Officers

Robert Brinston Jr.	Ben Moreno
Austin Ingle	Aaron Redman
Cornelius Johnson	Steve Szaday
Scott Kinrade	William Ward
Anthony Mack	Kenisha Wells
Bob Monroe	Jim Wood
Gary Moore	Parker Wright

Animal Welfare Officers

Jamie Ealy	Brittni Gendron
Gina Fuzy	Skylar Hollard
Kelleigh Gardner	Sara Kaszas

GROWTH AND OPPORTUNITY DIVISION

This Commission is issued for the purpose of enforcing and citing the business license ordinance violations. This Commission does not authorize the powers of arrest nor the carrying or use of a weapon.

Michelle Adams

Please note that any previous Special Police Commissions that were issued to anyone not listed in this letter are not rescinded. The aforementioned police commissions are in effect until rescinded.

All of the aforementioned individuals have met the Commissions requirements of the South Bend Police Department.

2. FILE MONTHLY STATISTICAL ANALYSIS REPORT FOR NOVEMBER 2025
 Police Chief Scott Ruszkowski submitted the November 2025 Monthly Statistical Report and stated there was an 6% decrease in Part One crimes.

The NOVEMBER 2025 analysis is as follows:

PART 1 OFFENSES	YEAR TO DATE					
	2024	2025	CHANGE	2024	2025	CHANGE
HOMICIDE	0	0	0	7	6	-1
JUSTIFIABLE HOMICIDE*	0	0	0	2	3	1
RAPE	7	5	-2	71	63	-8
ROBBERY	11	16	5	190	118	-72
AGGRAVATED ASSLT	78	89	11	1033	979	-54
BURGLARY RES	35	24	-11	363	323	-40
BURGLARY NON RES	10	10	0	166	172	6
LARCENY	203	160	-43	1857	1910	53
MOTOR VEH THEFT	44	30	-14	469	338	-131
ARSONS	4	1	-3	47	33	-14
GRAND TOTAL	392	335	-57	4203	3942	-261

Respectfully submitted,


 Scott Ruszkowski
 Chief of Police

Month: NOVEMBER 2025

PART 1 OFFENSES	2024	2025	CHANGE
HOMICIDE	7	6	-14%
JUSTIFIABLE HOMICIDE*	2	3	50%
RAPE	71	63	-11%
ROBBERY	190	118	-38%
AGGRAVATED ASSLT	1033	979	-5%
BURGLARY RES.	363	323	-11%
BURGLARY NON RES.	166	172	4%
LARCENY	1857	1910	3%
MOTOR VEH THEFT	469	338	-28%
ARSONS	47	33	-30%
GRAND TOTAL	4203	3942	-6%

-6% CHANGE IN PART 1 CRIMES THROUGH NOVEMBER 2025 

D. FIRE DEPARTMENT

1. ACCEPT DONATION FROM THE MICHIANA KENNEL CLUB
 Chief Buchanon submitted a letter to the Board informing them of a donation of \$500 in the form of a check from Michiana Kennel Club to go towards purchasing pet resuscitation equipment. Ms. Claeys asked about how many resuscitation units were available. Fire Marshall Derek Erquhart responded by saying there's at least two or three per unit. President Jones accepted the donation on behalf of the board and asked Chief Buchanon to express his gratitude for said donation.
2. APPROVE LEXIPOL POLICY
 1000- Recruitment and Selection
 1006 – Fire Officer Developmen
 1015 – Wellness Program
 1017 - Critical Incident Street Debriefing
 1028 – Line of Duty Death
 1200 – South Bend Fire Department Merit Commission
 Attorney Taylor stated the above policies 1000, 1006, 1015, 1017, 1028 are established and are only being updated and policy 1200 is a new policy. Attorney Adam Taylor asked the Board to review and approve at the next meeting.
3. FILE MONTHLY STATISTICAL ANALYSIS REPORT FOR NOVEMBER 2025
 Chief Buchanon submitted the monthly statistical analysis report for November

2025.

November 2024	November 2025
FIREs Property Damage--Buildings & Contents (Estimates)	
\$1,537,300	\$90,500
INVESTIGATION DIVISION	
8 Investigations 0 Incendiary 5 Accidental 0 Natural 3 Undetermined	8 Investigations 5 Unintentional 2 Undetermined 1 Intentional
INSPECTION DIVISION	
122 Inspections N/A Reinspections	383 Inspections 556 Reinspections

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.

F. ADJOURNMENT

There being no further business to come before the Board, upon a motion by Al Kirsits, seconded by Pam Claeys, and carried by roll call, the meeting was adjourned at 9:36 a.m.

BOARD OF PUBLIC SAFETY



Daniel Jones, President

Ross Lee, Member



Al Kirsits, Member



Pamela Claeys, Member

ATTEST:



Hillary Horvath, Clerk