

I. REGULAR MEETING

January 18, 2023

The Board of Public Safety met in the Regular Meeting at 9:17 a.m. on Wednesday, January 18, 2023, with Board President Daniel Jones, and Board Members Darryl Heller, Lee Ross, Al Kirsits and new member Pamela Claeys were present. Also present were Police Chief Scott Ruskowski, Fire Chief Carl Buchanon, and Attorneys Tom Panowicz, Kylie Connell, Adam Taylor, and Board Clerk Theresa Heffner was also present. The meeting was held on the 4th Floor Council Chambers Room, 227 W. Jefferson Blvd., South Bend, Indiana and virtually via Microsoft Teams at the following link: <https://tinyurl.com/2023BPSHybrid>

Attorney Panowicz 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 Panowicz then read through the agenda to note any additions or corrections.

Attorney Panowicz introduced and welcomed the new Board of Public Safety member Pamela Claeys.

Board President Dan Jones welcomed the public, but did not call roll to confirm the presence of Board Members. Assistant City Attorney Tom Panowicz confirmed that all board members were present.

A. APPROVE MINUTES OF PREVIOUS MEETINGS

Upon a motion by Al Kirsits, seconded by Darryl Heller and carried by a roll call, the Board approved the Minutes of the December 21, 2022 regular meeting. President Jones and Pamela Claeys both abstained from voting, due to not being at the December 21, 2022 meeting.

B. ELECTION OF 2023 BOARD OF PUBLIC SAFETY PRESIDENT

Lee Ross nominated Dan Jones for the role of President. With no other nominations, a second by Darryl Heller, and carried by a roll call, with Dan Jones abstaining from the vote, the Board elected Dan Jones as the 2023 President for the Board of Public Safety.

C. POLICE DEPARTMENT1. APPROVE HIRING IN OF PROBATIONARY POLICE OFFICER - CHAD BEATTY

Chief Ruskowski submitted a letter of recommendation for the hiring of Probationary Police Officer Chad Beatty effective January 18, 2023. Chief Ruskowski stated that Officer Beatty has met the requirements of the application process of the South Bend Police Department and was a sworn officer on the City of Plymouth Police Department from February 1, 2016 to January 2023.

Upon a motion by Al Kirsits, seconded by Lee Ross and followed by a roll call, the Board approved the hiring of Probationary Police Officer Chad Beatty.

2. SWEARING IN OF PROBATIONARY POLICE OFFICER

Officer Chris Brady gave a brief biography of Officer Beatty highlighting his talents, achievements, education, and interests. City Clerk Dawn Jones administered the oath which was then followed by the badge pinning.

3. APPROVE PROMOTION TO PATROLMAN 1ST CLASS - LAUREN BAKER

Chief Ruskowski submitted a letter of recommendation for Officer Baker to be promoted to Patrolman 1st Class effective January 16, 2023. Chief Ruskowski stated that Officer Baker has successfully met the requirements outlined in the working agreement to become Patrolman 1st Class within the SBPD.

Upon a motion by Al Kirsits, seconded by Darryl Heller, and followed by a roll call, Officer Baker was promoted to Patrolman 1st Class.

4. ACKNOWLEDGMENT OF COMMENDATIONS

Austin Wiorek
DeVonte Spratt
Steven Spadafora

Chief Ruskowski submitted a letters of commendation for the above officers. Chief Ruskowski gave a summary of the commendations and bravery of each officer.

President Jones commended the officers and accepted the commendations on behalf of the Board and stated each officer will be given a challenge coin for their heroic efforts. Lee Ross thanked the officers for a job well done.

5. APPROVE APPLICATION AND DECLARATION OF RETIREMENT - JACK STILP

Police Chief Scott Ruskowski submitted a letter of Application and Declaration for Retirement for Patrolman Jack Stilp. Chief Ruskowski stated Officer Stilp is retiring in good standing from the SBPD effective January 24, 2023 and will have been with the Department for twenty-five (25) years, four (4) months and seven (7) days. Chief Ruskowski thanked him for his many years of service with the SBPD and wished him success in his new endeavors.

Upon a motion by Lee Ross, seconded by Darryl Heller, and followed by a roll call, the Application and Declaration for Retirement was approved.

6. APPROVE AMENDED 2023 SPECIAL POLICE COMMISSIONS/DECOMMISSIONS

In a letter to the Board, Chief Ruskowski recommended that the following Special Police Commissions be renewed, issued or rescinded for the year 2023. He read through the following powers of each category, noting whether they include carrying of a weapon or any powers of arrest.

“It is my recommendations that the following individuals be commissioned for the Department of Community Investment Neighborhood Division. The Commission is issued for the purpose of writing citations for Ordinance violations where such violations have fines set by Superior Court Judges. The 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 does not authorize the powers of arrest nor the carrying or use of a weapon.

Neighborhood Services Enforcement Officers:

Michael McCann
Margarita Mireles
Timothy Watson
Kenisha Wells

South Bend Animal Resource Center Animal Resource Officers:

Olivia Botich
Jonathan Sayer

It is also requested that you rescind the special commission of Stan Molenda, Steve Szday, Chad Hooten and Steve Meadows, they are no longer employed as Enforcement Officers.

It is also requested the special commissions for Brittany Miller and Grace Fuller be rescinded as they are no longer employed as Animal Resource Officers.”

Pamela Claeys asked how these officers work with Code Enforcement. Chief Ruskowski explained that they are assigned areas around the city and if there are cars in yards or on blocks, or anything that pertains to a City ordinance violation, they can write citations. Ms. Claeys asked if Code Enforcement did the investigating and then called the Police to write the tickets. Chief Ruskowski advised that it used to be done that way, but now Code Enforcement can write citations for ordinance violations on private or unknown properties just as a police officer would.

Upon a motion by Al Kirsits, seconded by Lee Ross, and carried by a roll call, the Board approved the Amended 2023 Police Special Police Commissions and Decommissions.

7. RECEIVE LETTER OF NOTICE OF AWARD GRANT FROM INDIANA DEPARTMENT OF HEALTH

Chief Scott Ruskowski submitted a letter from Officer Knepper stating that the SBPD previously in December of 2021, received notice of being awarded a grant to provide officers with Adapt Pharma Nasal Narcan for four (4) years. Chief Ruskowski stated because of this grant award, the SBPD just received one hundred (100) more dosages of Narcan from the State of Indiana Health Department and Saint Joseph County Department of Health. Chief Ruskowski stated that this grant will supply the Department with an all-in-one unit, requiring no assembly, that can be used immediately. Chief Ruskowski added that every officer carries Narcan.

8. FILE 4th QUARTER REPORT FOR SPECIALIZED SCHOOLS

Chief Scott Ruskowski submitted the 4th Quarter Report for Specialized Schools for October, November, and December of 2022. Chief Ruskowski stated these are off-site schools that are not at the SBPD, and the total for this quarter was \$23,917.70.

President Jones asked how the numbers compare to last year. Chief stated the average is around \$20,000 to \$25,000 per quarter. Darryl Heller stated the cost for Mollie Anton was not carried over to the actual cost. Police Attorney Kylie Connell stated the Department will have that total for the next meeting.

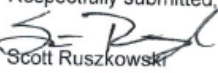
Officer's Name	Name of Training	Career Path Development?	Location	Start Date	End Date	Training Hours	# Officers Attended	Total Hours	Estimated Cost	Fee	Hotel	Per Diem	Air Fare	Rental Car	Misc	Actual Cost
Mollie Anton	S.T.O.P.S. Instructor Training	Yes	Franklin, IN	10/9/2022	10/12/2022	24.00	1.00	24.00	\$ 1,721.00	\$ 499.00	\$ 439.00	\$ 121.81				\$ -
Brad Rohrscheib	Advanced EVOIC Instructor Course	Yes	Plainfield, IN	10/17/2022	10/19/2022	21.00	1.00	21.00	\$ 622.00		\$ 438.15	\$ -	\$ -	\$ -	\$ -	\$ 438.15
Gery Mullins, Kyle Bilinski & Joshua Brooks	Cellular Technology Records and Analysis	Yes	Fort Wayne, IN	10/17/2022	10/19/2022	24.00	3.00	72.00	\$ 3,858.96	\$ 1,800.00	\$ 1,468.58	\$ 325.07	\$ -	\$ -	\$ 5.35	\$ 3,599.00
Randall McMurray & Tyler Donlon	Advanced EVOIC Instructor Course	Yes	Plainfield, IN	10/17/2022	10/19/2022	7.00	3.00	21.00	\$ 1,383.00	\$ -	\$ 876.30	\$ 266.70	\$ -	\$ -	\$ -	\$ 1,143.00
Sierra Halstead	FBI CJIS Fingerprints Class	Yes	Clarksburg, WV	10/24/2022	10/28/2022	21.00	1.00	21.00	\$ 769.94	\$ -	\$ 499.36	\$ 80.99	\$ -	\$ -	\$ 40.46	\$ 620.81
Ken Stuart, Larry Sanchez & Chris Brady	ICAT-Scenario Train The Trainer	Yes	Plainfield, IN	10/20/2022	10/21/2022	7.00	3.00	21.00	\$ 254.00	\$ -	\$ 273.05					\$ 273.05
Angelica Glaspie, Josh Mann & Jonathan Gray	23R-0043- FBI Hazardous Devis School for Bomb Technician Certification	Yes	Anniston, AL	11/6/2022	11/12/2022	40.00	3.00	120.00	\$ 264.00			\$ 17.43				\$ 17.43
Brett Alry, Dan Laweck, Eric Mentz, Kyle Bilinski, Jose Aguilar, Elijah Tyler, Jarveir Bourn, Nathan Gates, Phillip Simms & Ronald Wilson, II	Homicide Investigation	Yes	South Bend, IN	11/28/2022	12/9/2022	40.00	10.00	400.00	\$ 13,750.00		\$ 13,750.00					\$ 13,750.00
Randall McMurray, Tyler Donlon & Corey Calvert	Emergency Vehicle Operations- EVO Guest Instructor	Yes	Plainfield IN.	12/4/2022	12/9/2022	21.00	3.00	63.00	\$ 2,442.00		\$ 1,470.00	\$ 614.38	\$ -	\$ -	\$ -	\$ 2,084.38
Anthony Pearson & Chelsea Ward	Defensive Tactics Guest Instructor	Yes	Plainfield IN.	12/26/2022	12/30/2022	28.00	2.00	56.00	\$ 1,845.00		\$ 817.08	\$ 114.99	\$ -	\$ -	\$ -	\$ 932.07
Total						233.00	30.00	819.00	\$ 26,909.90	\$ 2,299.00	\$ 20,031.52	\$ 1,541.37	\$ -	\$ -	\$ 45.81	\$ 23,917.70
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9. FILE MONTHLY STATISTICAL ANALYSIS REPORT DECEMBER 2022

Chief Scott Ruskowski submitted the monthly statistical analysis report for December 2022. Chief Ruskowski stated there has been a twelve percent (12%) decrease in Part One Offenses compared to December 2021. He noted that for the past several months there has been a decrease in Part One Offenses. Chief stated that he hand wrote a total for calls that SBPD responded to in 2022, but that is not accurate, he stated they actually responded to 92,136 calls in 2022. Pamela Claeys asked if the twelve percent (12%) decrease was from year to year. Chief Ruskowski stated that this is month to month.

The DECEMBER 2022 analysis is as follows:

PART 1 OFFENSES	2021	2022	CHANGE	YEAR TO DATE		CHANGE
				2021	2022	
HOMICIDE	2	3	1	19	25	6
JUSTIFIABLE HOMICIDE*	0	0	0	1	3	2
RAPE	6	3	-3	70	64	-6
ROBBERY	17	37	20	355	318	-37
AGGRAVATED ASSLT	85	98	13	1997	1360	-637
BURGLARY RES	49	40	-9	475	466	-9
BURGLARY NON RES	16	9	-7	190	328	138
LARCENY	192	175	-17	2587	2415	-172
MOTOR VEH THEFT	52	70	18	631	547	-84
ARSONS	3	4	1	34	41	7
GRAND TOTAL	422	439	17	6358	5564	-794

Respectfully submitted,

 Scott Ruskowski
 Chief of Police

Month: DECEMBER 2022

PART 1 OFFENSES	2021	2022	CHANGE
HOMICIDE	19	25	32%
JUSTIFIABLE HOMICIDE*	1	3	100%
RAPE	70	64	-9%
ROBBERY	355	318	-10%
AGGRAVATED ASSLT	1997	1360	-32%
BURGLARY RES.	475	466	-2%
BURGLARY NON RES.	190	328	73%
LARCENY	2587	2415	-7%
MOTOR VEH THEFT	631	547	-13%
ARSONS	34	41	21%
GRAND TOTAL	6358	5564	-12%

-12% CHANGE IN PART 1 CRIMES THROUGH DECEMBER 2022

D. FIRE DEPARTMENT

1. APPROVE PROMOTION TO CAPTAIN IN SPECIAL ASSIGNMENT - TROY WHITESEL

Chief Carl Buchanon submitted a Letter of Recommendation for Firefighter/Paramedic Troy Whitesel to be promoted to Captain in Special Assignment effective January 18, 2023. Chief Buchanon stated in accordance with the promotion policy established by the SBFD and IAFF Local #362, a Captain’s list was comprised and firefighters who applied were ranked to be eligible to fill this position as Captain in Special Assignment for one (1) year on a probationary status. Chief Buchanon noted during that time they would accumulate four (4) evaluations to determine if they would be recommended for promotion to the rank of Captain. Chief Buchanon noted that due to the retirements, the Department had a Captain’s vacancy that needed to be filled. Firefighter Troy Whitesel was appointed to the SBFD on June 1, 2001, and was to be pinned by his son, Firefighter Cole Whitesel. Captain Damiano stated it is a tradition when being promoted to Captain that the Firefighter is presented with a red helmet.

Upon a motion by Darryl Heller, seconded by Al Kirsits, and followed by a roll call the Promotion to Captain in Special Assignment was approved.

2. ACKNOWLEDGEMENT OF COMMENDATION - JASON KRATZER

Chief Carl Buchanon submitted a commendation for Firefighter Jason Kratzer. Chief Buchanon gave a brief summary of the commendation and exceptional performance, outstanding service, and dedication to the Department, highlighting Firefighter Kratzer as a member of Rescue 1, Technical Rescue Team, Rescue Diver, Swiftwater Rescuer and is one (1) of only six (6) reserve lead paramedics on his shift. Chief Buchanon noted that in addition to his assigned duties, Firefighter Kratzer has either assisted or led the development and delivery of different programs which have improved the effectiveness and response capabilities of the SBFD.

President Jones commended Firefighter Kratzer and accepted the commendations on behalf of the Board and stated he will be given a challenge coin for his dedication.

3. APPROVE APPLICATION AND DECLARATION FOR RETIREMENT

Brian Duszynski
Steve Vandervort
Scott Searfoss
Michael Brown
Robert Brechtl

Chief Carl Buchanon submitted Letters of Applications and Declarations for Retirement for the above Firefighters, and discussed years served and retirement dates.

Firefighter Brian Duszynski was appointed to the SBFD on June 25, 1995 and served with loyalty and diligence, and his effective date of Retirement was January 7, 2023.

Firefighter Steve Vandervort was appointed to the SBFD on July 24, 1992, and served with loyalty and diligence earning several commendations, and his effective date of Retirement was January 7, 2023.

Firefighter Scott Searfoss was appointed to the SBFD on January 4, 1989, and served with loyalty and diligence in Fire Suppression and EMS, and his effective date of Retirement was January 6, 2023.

Firefighter/Paramedic Michael Brown was appointed to the SBFD on August 20, 1999, and served with loyalty and diligence in Fire Suppression and as a Lead Paramedic throughout his career. His effective date of Retirement was January 7, 2023.

Captain Robert Brechtl was appointed to the SBFD on July 24, 1992, and served as a Fire Investigator with the Prevention Bureau for most of his years on the Department. His effective date of Retirement was January 8, 2023.

Chief Buchanon's letter asked the Board to join them in appreciation and gratitude for the above firefighters' commitment and distinguished services to the SBFD and the residents of the City of South Bend and wished them many years of good health and happiness in retirement.

Darryl Heller stated that it is a cumulative total of over 144 years that is retiring. He thanked everyone for their service and emphasized that it is a loss of a lot of institutional knowledge and he will continue to support the Department to fill those positions. Chief Buchanon stated they appreciate when their personnel decide to retire and all the knowledge they take with them, and the knowledge that they left with the Department to pass to the new firefighters, and provide them with the real meaning of being a servant. He stated these five (5) leaders were true servants.

Upon a motion by Al Kirsits, seconded by Darryl Heller, and followed by a roll call, the Letter's of Application and Declaration of Retirement were approved.

4. ACCEPT LETTER OF RESIGNATION - LEAH MCGRATH

Chief Carl Buchanon submitted a Letter of Resignation for Firefighter Leah McGrath. Chief stated Firefighter McGrath was appointed to the SBFD on February 2, 2018 and her effective date of Resignation was January 3, 2023.

5. FILE MONTHLY STATISTICAL ANALYSIS REPORT FOR DECEMBER 2022

Chief Carl Buchanon submitted the monthly statistical analysis report for December 2022. Chief Buchanon stated the monthly breakdown for all incidents was 2,102, but the actual amount of calls that were responded to was 5,373. Chief Buchanon stated that structural fires and property damage cost estimates increased from the previous year by almost five (5) times, but that is due to the high cost of replacing materials with the current economy. Chief Buchanon stated they have done more inspections and re-inspections and are getting more smoke and carbon monoxide detectors into the South Bend homes and have firefighters who can install them properly.

DECEMBER 2021	DECEMBER 2022
STRUCTURE FIRES Property Damage--Buildings & Contents (Estimates)	
\$101,750	\$538,100
INSPECTION DIVISON	
192 Inspections 72 Re-Inspections	31 Inspections Re-Inspections
INVESTIGATION DIVISON	
8 Investigations	14 Investigations
3 Incendiary 2 Accidental 0 Natural 3 Undetermined	2 Incendiary 9 Accidental 0 Natural 3 Undetermined

6. FILE ANNUAL STATISTICAL ANALYSIS REPORT FOR 2022

Chief Carl Buchanon submitted the annual statistical analysis report for 2022. Chief Buchanon stated the number of calls for the year of 2022 for EMS and Fire totaled over 60,662 and said the incident breakdown totaled over 24,096 incidents pertaining to EMS and Fire.

2021 ANNUAL	2022 ANNUAL
STRUCTURE FIRES Property Damage--Buildings & Contents (Estimates)	
\$2,090,119	\$5,198,560
INSPECTION DIVISON	
1450 Inspection	1180 Inspections
INVESTIGATION DIVISON	
103 Investigations	125 Investigations
14 Incendiary 51 Accidental 0 Natural 41 Undetermined	37 Incendiary 56 Accidental 0 Natural 32 Undetermined

E. PRIVILEGE OF THE FLOOR

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

No one appeared or made comments.

F. ADJOURNMENT

There being no further business to come before the Board, upon a motion by Lee Ross, seconded by Al Kirsits and carried by roll call, the meeting was adjourned at 10:03 a.m.

BOARD OF PUBLIC SAFETY



Daniel Jones, President



Darryl Heller, Member



Lee Ross, Member



Alfred Kirsits, Member



Pamela Claey, Member

ATTEST:



Theresa Heffner, Clerk