

I. REGULAR MEETING

July 19, 2023

The Board of Public Safety met in the Regular Meeting at 9:15 a.m. on Wednesday, July 19, 2023, with Board President Daniel Jones, and Board Members Darryl Heller, Lee Ross, Al Kirsits and Pamela Claeys were present. Also present were Police Chief Scott Ruskowski, Fire Assistant Chief Todd Skwarcan, and Attorneys Danielle Campbell Weiss, Kylie Connell, Adam Taylor, and Board Clerk Theresa Heffner. 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 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 MEMEBERS

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 Darryl Heller, seconded by Al Kirsits, and carried by a roll call, the Board approved the Minutes of the June 21, 2023 regular meeting.

C. POLICE DEPARTMENT

1. APPROVE HIRING OF PROBATIONARY POLICE OFFICER - ASHTON RUSZKOWSKI

Chief Ruskowski submitted a Letter of Recommendation for the hiring of the Probationary Police Officer Ashton Ruskowski, effective July 19, 2023. Chief Ruskowski stated Ashton Ruskowski has met the requirements of the application process of the South Bend Police Department and graduated from the Indiana University Police Academy in Bloomington.

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 Ashton Ruskowski.

2. SWEARING IN OF PROBATIONARY POLICE OFFICER

Captain Fulnecky gave a brief biography, highlighting his talents, achievements, education, and interests. Deputy City Clerk Victoria Trujillo administered the oath which was then followed by the badge pinning.

3. APPROVE PROMOTION TO PATROLMAN 1ST CLASS - ASHLEY DE LA ROSA-DAVIS

Chief Ruskowski submitted a Letter of recommendation for Officer Ashley De La Rosa-Davis to be promoted to Patrolman 1st Class effective July 20, 2023. Chief stated Officer De La Rosa-Davis has successfully met the requirements outlined in the working agreement to become Patrolman 1st Class with the SBPD.

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

4. APPROVE APPLICATION AND DECLARATION FOR RETIREMENT - JAMES SWEENEY

Police Chief Ruskowski submitted a letter of Application and Declaration for Retirement for Patrolman James Sweeney. Chief Ruskowski stated Officer Sweeney is retiring in good standing from the SBPD effective July 15, 2023 and will have been with the Department for twenty-eight (28) years, three (3) months, and sixteen (16) 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 Pam Claeys, seconded by Al Kirsits, and followed by a roll call, the Application and Declaration for Retirement was approved.

5. APPROVE RETRACTION OF PROMOTION TO PATROLMAN 1ST CLASS - ANDREW WITT

Chief Ruszkowski submitted a letter requesting Officer Witt's promotion to Patrolman 1st Class retracted effective June 27, 2023.

Chief Ruszkowski added that this is not punitive, it was an error on our part.

Upon a motion by Lee Ross, seconded by Al Kirsits, and followed by a roll call, the promotion was retracted.

6. RECEIVE NOTIFICATION OF APPLICATION FOR 2023 EDWARD BYRNE JUSTICE ASSISTANCE GRANT

Chief Ruszkowski submitted a letter from Officer Knepper stating that the SBPD will be applying for the 2023 Edward Byrne Justice Assistance Grand Award in the amount of \$180,973 on behalf of the SBPD, Mishawaka Police Department, and the St. Joseph County Police Department. Officer Knepper was present at the meeting to give details to the Board and those in attendance.

Officer Knepper stated each department would receive the following amounts based on FBI Crime Statistics/Population. Officer Knepper stated as part of the grant process a notification is required to advise the Mayor and one (1) of the governing Boards to hold a public review process (Board of Public Safety meeting). Officer Knepper noted the SBPD will be awarded \$157,097 for the continuation and upgrade of equipment and technology. The Mishawaka Police Department would be awarded \$12,649 for purchasing new equipment for their patrol offices, and the St. Joseph County Police Department would be awarded \$11,227 for upgrading equipment, technology, and training.

Officer Knepper explained that their plans for these funds will include expanding community outreach, expanding officer safety gear, protective gear for the SWAT team, and water safety gear for our patrol officers. He added the grant money would also allow the SBPD to replace old point-and-shoot cameras with more advanced cameras which may also include the purchase of a mobile infrared camera for their crime scene tech unit as they currently have one (1), but it is not mobile.

Ms. Claeys asked if this grant would need to receive any other approval besides the Board of Public Safety. Officer Knepper advised that it actually gets approved by the Department of Justice in addition to notifying the Board of Public Safety for public input and notifying the Mayor's office.

Mr. Kirsits asked what water safety equipment would be involved. Officer Knepper explained that two (2) years ago he replenished all of the throw bags for the entire Department and also got full-sized body buoys to put a body on as well as water safety vests that can hold up to four hundred (400) pound individuals.

Mr. Ross asked for some examples of the types of community outreach programs that would be funded. Officer Knepper noted some community cookouts and group community events would be funded. There is a National Night Out coming up and they are looking to expand some of the purchases that are unique to their PAL program. With additional grant money, they can explore things that would not normally fit in their regular budget.

Chief Ruszkowski added that the community resource officers will be implementing and participating in popsicle patrols and pizza patrols where a lot of items are donated, but not everything. They would also like to facilitate direct and indirect neighborhood meetings and around schools. When there are sixty (60) to seventy (70) of these events a year, purchases add up quickly.

Mr. Heller asked what the Strategic Intelligence Unit (SIU) entails. Chief Ruszkowski explained that SIU is collaborative with the strategic focus unit. All of SBPD's technology related things like shot spotters and nuisance abatement properties are within the Strategic Intelligence Unit. Chief Ruszkowski continued to explain that Artificial Intelligence (AI) is going to be the future, but he still believes there still needs to be lots of human contact and he would like to add to this unit by adding a critical incident outreach person or adding items

based on what the community says is needed.

Mr. Heller asked about the BolaWrap. Chief Ruskowski explained that this would be a tool to use instead of using lethal force. This is a device that you point and fire a Kevlar string that wraps around a person to restrain them. Chief Ruskowski clarified they purchased a minimal amount until they can see how well they work.

Mr. Heller asked what the success rate is of BolaWraps. Chief Lancaster noted in the chat that it has an eighty percent (80%) success rate.

Mr. Heller asked what items would be purchased for the SWAT team. Officer Knepper noted that gas masks are one (1) of the big items explaining they come with a built-in microphone system, so they do not have to yell through the mask. Officer Knepper explained that due to the expense of these masks they wouldn't be able to supply enough of them for the whole team without this grant funding.

7. RECEIVE UPDATE OF AWARD GRANT FROM INDIANA DEPARTMENT OF HEALTH

Chief Ruskowski submitted a letter from Officer Knepper stating that in December of 2021, the SBPD 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 another one hundred (100) dosages of Narcan from the State of Indiana Health Department and Saint Joseph County Department of Health. Chief Ruskowski stated this grant supplies the Department with an all-in-one unit, requiring no assembly, that can be used immediately.

Officer Aaron Knepper explained that a couple of years ago SBPD was awarded a grant from the Indiana Department of Health and the St. Joseph County Health Department to help them obtain NARCAN for all of our offices. NARCAN does have a shelf life so they could not buy it in bulk in fear that it would expire. This grant supplies free NARCAN to the SBPD. The cost as of last year was \$80 a unit when it is not prescribed. The SBPD just received one hundred (100) more doses having gone through the first one hundred (100) doses that were received earlier this year. There are two (2) doses in one (1) box and it does not require any assembly. Both doses are to be used because they are less effective than the ones that the Fire Department has and the opioids are getting stronger, so officers are advised to use at least two (2) doses until the Fire Department arrives to render aid.

Mr. Jones asked if all officers have NARCAN doses in their cars and if there is awareness of where each NARCAN unit is. Officer Knepper answered all patrol officers have one (1) in the car, every non-patrol officer is issued one (1), and there are several at the Department for potential exposures. Officer Knepper added that as part of the grant, he has to track the Department's usage and replacements through formal requests and documentation.

8. FILE QUARTERLY REPORT FOR SPECIALIZED SCHOOLS

Chief Ruskowski submitted the 2ND Quarter Report for Specialized Schools for April, May, and June of 2023. Chief Ruskowski stated these are off-site schools that are not at the SBPD, and the total for this quarter was \$34,245.21.

Quarterly Reports for Specialized Schools
April-May-June 2023

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	Misc	Actual Cost
Daniel Laweck, Michael Stuk, and Nathan Gates	Advanced Disabement Engineering & Technology Transition	yes	Muncie, IN	4/10/2023	4/14/2023	40	3.00	120.00	\$ 1,953.50	\$ -	\$ 980.00	\$ 638.45	\$ -	\$ -	\$ 1,618.45
Jeffrey Veal, Niall O'Regan, Dakota Cremeans, Joseph Slabach, and Aaron Omsanon	Breath Test Operator Signal 42	yes	Indianapolis, IN	4/12/2023	4/12/2023	7	5.00	35.00	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00
Richard Kohler	Report Writing with Cyberquery -2023	yes	Online Course	4/17/2023	4/19/2023	14	1.00	14.00	\$ 1,090.00	\$ 1,090.00	\$ -	\$ -	\$ -	\$ -	\$ 1,090.00
Dominic Hall, Paul Stamper, Jerrid Arnold, and Aaron Omsanon	2023-Indiana Traffic Safety Conference	yes	Noblesville, IN	4/17/2023	4/19/2023	20	4.00	80.00	\$ 619.19	\$ -	\$ -	\$ 61.49	\$ -	\$ -	\$ 61.49
Brad Rohrscheib	World Reconstruction Exposition	yes	Oriando, FL	4/17/2023	4/22/2023	14	1.00	14.00	\$ 2,095.50	\$ 495.00	\$ 732.00	\$ 361.27	\$ 420.00	\$ -	\$ 2,008.27
Richard Kohler	Advanced reporting (ADS)	yes	Online Course	4/19/2023	4/19/2023	7	1.00	7.00	\$ 1,090.00	\$ 1,090.00	\$ -	\$ -	\$ -	\$ -	\$ 1,090.00
Kelsey Sowers	Virtual Training- Intro to Interview & Interrogation	Yes	Online Course	4/19/2023	4/19/2023	6.00	1.00	6.00	\$ 175.00	\$ 175.00	\$ -	\$ -	\$ -	\$ -	\$ 175.00
Quentin Phillips, Zoren Baker, Quintana, Robert Neuffer, Kassandra Duran.	ILEA - Participate in Entrance Agility Exam.	Yes	Plainfield, IN.	4/23/2023	4/24/2023	7.00	5.00	35.00	736.50	\$ -	\$ 338.10	\$ 73.34	\$ -	\$ -	\$ 411.44
Kathy Fulnecky, Mary Jane Bureno, Summer Lindsey, Katrina Dawson, Maranda Baker, Mollie Anton.	ILEA Spring Trainer's Conference	Yes	Plainfield, IN.	4/26/2023	4/27/2023	7.00	2.00	14.00	\$ 402.50	\$ 196.00	\$ -	\$ 129.41	\$ -	\$ -	\$ 325.41
Brian Meador, Stephanie Northcutt, and Casey Hoff	Calibre Press- Female Enforcers	Yes	South Bend Police Dept., South Bend, IN	4/27/2023	4/27/2023	8.00	4.00	32.00	\$ 358.00	\$ 358.00	\$ -	\$ -	\$ -	\$ -	\$ 358.00
James Conklin, Tyler Donlon, Jonathan Gray, Daniel Npoitan, Sean Ryan, and Michael Stuk	Advanced Grup Crisis Intervention	Yes	Elkhart, IN.	5/01/2023	5/2/2023	14.00	3.00	42.00	\$ 975.00	\$ 975.00	\$ -	\$ -	\$ -	\$ -	\$ 975.00
	PAPPERBALL INSTRUCTOR (ARMORER CERTIFICATION)	Yes	South Bend Police Dept., South Bend, IN	5/1/2023	5/2/2023	16.00	6.00	96.00	\$ 2,196.00	\$ 2,196.00	\$ -	\$ -	\$ -	\$ -	\$ 2,196.00

Quarterly Reports for Specialized Schools
April-May-June 2023

Steve Spadafora, Austin Wiorek, Kyle Dombrowski, Damon Lim, Alexander Williams, Jalin Diggins, Gabriel Thom, Paul Strabavy, Brandon Schmidt, Ryan Rush, Neil Graber, Rodolfo Esperza, Jeff Vance, Kyle Drury	MGIA 2023 NATIONAL GANG CONFERENCE : MIDWEST GANG INVESTIGATORS ASSOCIATION	Yes	South Bend Police Dept., South Bend, IN	5/8/2023	5/11/2023	30.00	18.00	540.00	\$ 3,010.00	\$ 2,260.00	\$ -	\$ -	\$ -	\$ -	\$ 2,260.00
Randall McMurray, Christopher Camporone, James Burns, Daniel Butcher, William Krager, Joshua Pennington, Luke Primerano, Hoggard Owen, Davis Spencer, and Zachary Wells	Department of Toxicology -BREATH TEST OPPRATOR Signal 42	Yes	Indiana State Department of Toxicology- Indianapolis, IN.	5/10/2023	5/10/2023	8.00	12.00	96.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00
Conroy Lueth, Travis Hutchings-Kukka, and Gery Mullins	Motorcycle Re-certification	Yes	Camp Grayling Grayling, MI.	5/14/2023	5/18/2023	24.00	3.00	72.00	\$ 2,031.00	\$ -	\$ 1,177.00	\$ 671.81	\$ -	\$ -	\$ 1,848.81
Marshall Omnik, Aaron Omsanon, Dakota Cremeans, Gage Conway, and Jeffrey Veal	Field Training Officer Course	Yes	South Bend Police Dept., South Bend, IN	5/15/2023	5/17/2023	24.00	5.00	120.00	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00

Quarterly Reports for Specialized Schools
April-May-June 2023

Casey Hof, Chris Campanone, Dominick Rodriguez, James Wagner, Jerrid Arnold, Zachary Overton, Emanuel Garcia, Crystal Phillips, Chris Kosora, Michael Sbilka, Caleb Walls, Randall McMurray, and Brian Meador	Child Safety Restraints (Car Seat Tech Training)	Yes	South Bend Police Dept., South Bend, IN.	5/25/2023	5/27/2023	29.00	13.00	377.00	\$ 1,520.00	\$ 1,520.00	\$ -	\$ -	\$ -	\$ -	\$ 1,520.00
Jeff Vance	ILEA Instructor Development	Yes	Nashville, IN.	5/21/2023	5/26/2023	40.00	1.00	40.00	\$ 1,089.50	\$ 275.00	\$ 490.00	\$ 178.67	\$ -	\$ -	\$ 943.67
Christopher Voros, Ray Wollenbarger	AFFE (Association of Firearms and Tool Mark) Conference	Yes	Austin, TX	5/21/2023	5/26/2023	40.00	2.00	80.00	\$ 3,557.51	\$ 1,000.00	\$ 1,896.50	\$ 501.62	\$ 892.61	\$ -	\$ 4,291.13
David Herron	First Line Supervision And Mngement Training	Yes	Ontario, OH	5/30/2023	6/2/2023	20.00	1.00	20.00	\$ 964.46	\$ 425.00	\$ 332.00	\$ -	\$ -	\$ -	\$ 757.00
Georgia Wells	Basic SPD Training Shakedown, The Search for	Yes	Avon, IN.	6/5/2023	6/9/2023	40.00	1.00	40.00	\$ 1,255.50	\$ 500.00	\$ 490.00	\$ -	\$ -	\$ 40.00	\$ 1,030.00
Gabriel Thom	Search for Contraband	Yes	Lafayette, IN	6/20/2023	6/20/2023	7.00	1.00	7.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Matt Naoptitan	Certified Examiners Course	Yes	Plainfield, IN.	6/25/2023	6/30/2023	52.00	1.00	52.00	\$ 2,409.50	\$ 1,395.00	\$ 635.00	\$ 144.60	\$ -	\$ -	\$ 52,174.60
Chris Brady, Aaron Knipper and Tim Taylor	CVSA Re-certification	Yes	Plainfield, IN.	6/26/2023	6/29/2023	24.00	3.00	72.00	\$ 2,985.00	\$ 1,485.00	\$ 882.00	\$ 243.94	\$ -	\$ -	\$ 2,610.94
Total						498.00	97.00	2011.00	\$ 37,013.66	\$ 21,935.00	\$ 7,953.00	\$ 3,004.60	\$ 1,312.61	\$ 40.00	\$ 34,245.21

9. FILE MONTHLY STATISTICAL ANYALYSIS REPORT JUNE 2023

Chief Ruszkowski submitted the monthly statistical analysis report for June 2023. He noted a decrease of one percent (1%) in Part One Offenses when comparing June 2022 to June 2023. He noted upon the Boards Acceptance of these statistical analyses, the online SBPD transparency hub would be updated for the public to access.

The JUNE 2023 analysis is as follows:

PART 1 OFFENSES	YEAR TO DATE					
	2022	2023	CHANGE	2022	2023	CHANGE
HOMICIDE	4	0	-4	13	10	-3
JUSTIFIABLE HOMICIDE*	0	0	0	2	1	-1
RAPE	5	2	-3	36	31	-5
ROBBERY	45	29	-16	141	143	2
AGGRAVATED ASSLT	141	103	-38	618	567	-51
BURGLARY RES	50	48	-2	221	228	7
BURGLARY NON RES	37	34	-3	134	113	-21
LARCENY	252	192	-60	1121	1135	14
MOTOR VEH THEFT	40	39	-1	219	246	27
ARSONS	3	1	-2	9	8	-1
GRAND TOTAL	577	448	-129	2512	2481	-31

Respectfully submitted,



Scott Ruskowski
Chief of Police

SR/ili

Month: JUNE 2023

PART 1 OFFENSES	2022	2023	CHANGE
HOMICIDE	13	10	-23%
JUSTIFIABLE HOMICIDE*	2	1	-50%
RAPE	36	31	-14%
ROBBERY	141	143	1%
AGGRAVATED ASSLT	618	567	-8%
BURGLARY RES.	221	228	3%
BURGLARY NON RES.	134	113	-16%
LARCENY	1121	1135	1%
MOTOR VEH THEFT	219	246	12%
ARSONS	9	8	-11%
GRAND TOTAL	2512	2481	-1%

-1% CHANGE IN PART 1 CRIMES THROUGH JUNE 2023

D. FIRE DEPARTMENT

1. APPROVE APPLICATION AND DECLARATION FOR RETIREMENT KEVIN KURTZ

Chief Carl Buchanon submitted a Letter of Application and Declaration for Retirement for Firefighter Kevin Kurtz, Badge No. 516. In Chief Buchanon’s absence from the BPS meeting due to a scheduling conflict for a mandatory Indiana Fire Chiefs Association meeting, Fire Assistant Chief Todd Skwarcan presented the Board and attendees with information regarding Firefighter Kurtz. He stated Firefighter Kurtz was appointed to the SBFD on June 18, 2003 and his effective date of retirement was June 21, 2023. Assistant Chief Skwarcan asked the Board to join them in appreciation and gratitude for his commitment and distinguished service to the SBFD and the citizens of the City of South Bend and wished him many years of good health and happiness on his retirement.

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

2. APPROVE RESOLUTION NO. 03-2023 APPROVING THE DONATION OF FIRE EQUIPMENT

Attorney Adam Taylor did a summary of the below resolution.

**RESOLUTION NO. 03-2023
A RESOLUTION OF THE CITY OF SOUTH BEND BOARD OF PUBLIC SAFETY
APPROVING THE DONATION OF FIRE EQUIPMENT**

WHEREAS, the City of South Bend Board of Public Safety (the “Safety Board”) exists and operates pursuant to Ind. Code 36-8-3 and South Bend Municipal Code § 2-50; and

WHEREAS, the Safety Board has exclusive control over all matters and property relating to the South Bend Fire Department (the “SBFD”) pursuant to Ind. Code § 36-8-3-2(b)(2); and

WHEREAS, the SBFD possesses certain property, namely: used sets of firefighter turnout gear (the “Turnout Gear”) which have been retired from service in accordance with NFPA 1851 standards and deemed surplus property pursuant to Ind. Code § 5-22-22-12; and

WHEREAS, said surplus Turnout Gear has effectively reached the end of its service life within the United States pursuant to NFPA Standard 1851 and, therefore, no other fire departments within the State or Country could accept donation of said Turnout Gear; and

WHEREAS, Carlos Baldizon, a former St. Joseph County employee, immigrant from Guatemala City, and proud citizen of the United States of America, has made known to the SBFD the need for firefighting and emergency services equipment for use by volunteer fire departments in around the area of Antigua, Guatemala; and

WHEREAS, the region around Antigua, Guatemala is an impoverished region that experiences many natural disasters in addition to typical fire and emergency services; and

WHEREAS, the SBFD wishes to gift, under the supervision of and with the assistance of Mr. Baldizon, at least two hundred twenty-five (225) sets of the Turnout Gear to:

Attn: Jose Rafael Quiroa Pellecer and Olga Marina Cabrera
Código Único de Identificación: 1738 15901 0101
Asociación Civil de Antigüenos Responsables,
1st Calle Campos de la polvora
Antigua Guatemala, 03001
NIT.: 9701493-1

(the “Donee”) in care of and for distribution to certain Guatemalan volunteer fire departments; and

WHEREAS, pursuant to Ind. Code § 5-22-22-12(e), a governmental body may transfer title of surplus property to a volunteer fire department by sale, gift, or another arrangement acceptable to the governmental body and the fire department.

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

1. The Safety Board hereby approves the donation and transfer of the Turnout Gear from the SBFD to the Donee, and authorizes staff of the SBFD and any other City of South Bend personnel to work with Mr. Baldizon to carry out any and all actions necessary to facilitate this process.
2. This Resolution will be in full force and effect upon its adoption by the Safety Board.

ADOPTED at a regular meeting of the City of South Bend Board of Public Safety held on July 19, 2023, at 1308 County-City Building, 227 West Jefferson Boulevard, South Bend, Indiana 46601.

s/Daniel Jones, President
s/Darryl Heller, Member
s/Lee Ross, Member
s/Al Kirsits, Member
s/Pamela Claeys, Member

ATTEST:
s/Theresa Heffner/Clerk

Mr. Jones asked if the equipment was sanitized prior to shipping and Assistant Chief Todd Skwarcan said everything was cleaned and laundered before being sent away.

Mr. Kirsits asked if the SPFD labels were removed from the equipment. Assistant Chief Todd Skwarcan answered that the badge numbers were removed but some of the SBFD logos remain on the equipment.

Ms. Claeys asked how the recipient of the equipment was picked. Assistant Chief Todd Skwarcan answered that the SBFD was working with a St. Joseph County employee in 2018 who had contacts with a volunteer fire department association near Antigua, Guatemala and the association decides where the supplies are distributed. Assistant Chief Skwarcan also noted that the CEO of Chiquita Banana has covered all the shipping of the equipment which is thousands of dollars.

Upon a motion by Darryl Heller, seconded by Lee Ross, and followed by a roll call, Resolution No. 03-2023, Approving the Donation of Fire Equipment was approved.

3. APPROVE LEXIPOL POLICIES

320 – Public Interference with Fire Dept. Activity

321 – Carbon Monoxide Responses

322 – Natural Gas Emergencies

500 – Electronic Health Care Record

501 – Patient Refusal of Pre-Hospital Care

502 – Advance Health Care Directives

503 – Latex Sensitivity

504 – Controlled Substance Accountability

505 – Non-Department Personnel on Emergency Vehicles

Attorney Adam Taylor submitted the above Lexipol Polices for approval, and reminded the Board Members and the public that the above policies were submitted to the Board at the June 2023 Board of Public Safety Meeting.

Upon a motion by Pam Claeys, seconded by Darryl Heller, and followed by a roll call the proposed changes for the Lexipol Polices were approved.

4. RECEIVE LEXIPOL POLICIES

600 – Fire Apparatus Driver/Operator Training

601 – CPR and Automated External Defibrillator Training

602 – Communicable Disease Training Program

603 – Emergency Action Plan and Fire Prevention Training

604 – Hazard Communication Program Training

605 – HAZMAT Training

606 – Hearing Conservation and Noise Control Training

607 – Heat Illness Prevention Training

608 – HIPAA Training

609 – National Incident Management System (NIMS) Training

611 – Respiratory Protection Training

612 – Training Records

613 – Firefighter Health, Safety and Survival Training

614 – Live Fire Training

1022 – Personal Appearance Standards

Attorney Adam Taylor submitted the above Lexipol Policies for review by the Board and to consider for approval at the next Board Meeting. Attorney Taylor did a summary of each item above and clarified that 610 was purposefully left out of the submittal because it is in consideration for removal as it is redunant and repeats the statutuue, but will be revisited later.

Mr. Heller asked if there was anything critical to know about the above policies and Attorney Taylor said they were more procedural changes than policy changes.

Attorney Taylor said that policy 1022 had a lot of back and forth and was discussed with the Human Relations Committee. Attorney Taylor said this policy was pushed up as it was important to the Human Relations Committee and was a beneficial collaborative process.

Mr. Heller asked about Policy 614 and if there could be some clarification on what the National Fire Protection Association (NFPA) 1403 standards are for live fire training. Attorney Taylor replied that NFPA sets hundreds of standards for the fire service and live fire training is one of the more dangerous trainings that occur. He noted the NFPA sets standards for teacher to student ratio, standby equipment on scene, positions that need to be filled in the incident command structure, burn materials that can be used, and more.

5. FILE QUARTERLY TRAVEL AND TRAINING REPORT

Chief Carl Buchanon submitted the 2ND Quarter travel and training expenses report for April, May and June of 2023 with a total of \$18,437.00.

Ms. Claeys said that it looked like the statistics from the packet submitted to the Board members showed that ten (10) out of thirteen (13) buildings had no smoke alarms. Assistant Chief Skwarcan said that he could not comment on that without the full packet in front of him, but he stated it was not uncommon for that kind of statistic which is why the SBFDF tries to push their free smoke alarm installation and maintenance program to the public.



SOUTH BEND FIRE DEPARTMENT
Quarterly Travel & Training Expenses: April-June 2023
Carl R. Buchanon, Fire Chief

MONTHLY EXPENSE	NAMES OF ATTENDEES	DESTINATION	JUSTIFICATION	COST / EXPENSES
April - \$4146	Captain B. Sebesta, Investigator	Cherokee, NC Apr. 24-28	IAAI/Fire Arson Conference	\$2,680.00 Conf fee, hotel, meals, mileage
	Chief Buchanon, A/C T. Skwarcan R. Bauer, J. Yoder, B. Roark	Indianapolis, IN Apr. 22-29	Fire Dept. Instructors Conference	\$1,466 hotel, meals, parking
May - \$5835	J. Knepp, A. Kaser, J. Watkins, C. Carr J. McCreary, C. Powell, J. Rheim	Elkhart, IN May 1-2	Advanced CISM Class	\$2,275 registrations
	S. DeGeyter, B. Patterson, D Workman	Delafield, WI May 5-7	Extrication Training	\$2,014 registrations, hotel
	D. Lundry, D. Jones, L. McCreary, E Tibbs	South Bend, IN May 15-16	1st Responder Mental Health/Wellness	\$1,200 registrations
	D. Bikowski, D. Buchanon	Ft. Wayne, IN May 17-19	TEEX/FEMA Medical Management/ CBRNE incidents	\$211 hotel, meals
	Suzie Krill	Valparaiso, IN May 23-25	Community Risk Reduction Conf.	\$135 registration
June - \$8456	J. Lachmund, J. Richhart	Indianapolis, IN June 4-9	Fireground Company Officer Course	\$4,416 registration, hotel/meals, miles
	S. Downey, J. Yoder	Baltimore, MD June 6-10	Haz-Mat Conference	\$4,040 conf fee, hotel, meals, miles
QUARTER TOTAL - \$18,437				

6. FILE MONTHLY STATISTICAL ANALYSIS REPORT FOR JUNE 2023

Chief Carl Buchanon submitted the monthly statistical analysis report for June 2023.

JUNE 2022	JUNE 2023
STRUCTURE FIRES Property Damage--Buildings & Contents (Estimates)	
\$710,600	\$1,342,000
INSPECTION DIVISON	
326 Inspections 163 Re-Inspections	146 Inspections Re-Inspections
INVESTIGATION DIVISON	
11 Investigations	15 Investigations
1 Incendiary 4 Accidental 0 Natural 6 Undetermined	2 Incendiary 1 Accidental 0 Natural 12 Undetermined

F. 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.

No participants requested to speak during privilege of the floor.

G. ADJOURNMENT

There being no further business to come before the Board, upon a motion by Al Kirsits, seconded by Pam Claey's, and carried by roll call, the meeting was adjourned at 10:09 a.m.

BOARD OF PUBLIC SAFETY

Daniel Jones, President



Darryl Heller, Member

Lee Ross, Member

Al Kirsits, Member

Pamela Claey's, Member

ATTEST:

Theresa Heffner, Clerk