

I. REGULAR MEETING

The Board of Public Safety met in the Regular Meeting at 9:15 a.m. on Wednesday, September 20, 2023, with Board President Daniel Jones, and Board Members Darryl Heller (not present), Lee Ross, Al Kirsits and Pamela Claeys were present. Also present were Police Chief Scott Ruskowski, Fire Chief Carl Buchanon, and Attorneys Danielle Campbell Weiss, Adam Taylor, Tom Panowicz 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 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. Chief Ruskowski asked for an addition of Promotions to Sergeant in Special Assignment for Officer Jarveair Bourn and Officer Aaron Knepper. Attorney Panowicz stated they will be added to item C.3. for their approval.

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 Pamela Claeys, and carried by roll call, the Board approved the Minutes of the August 16, 2023 regular meeting and the August 30, 2023 and September 12, 2023 Special Meetings.

C. POLICE DEPARTMENT

1. APPROVE HIRING OF PROBATIONARY POLICE OFFICERS

Zoren Baker
Craig Whitfield

Chief Ruskowski submitted Letters of Recommendation for the hiring of the Probationary Police Officers above, effective September 20, 2023. Chief Ruskowski stated Officer Baker has met the requirements of the application process of the SBPD and graduated from the Indiana Law Enforcement Academy Friday, August 18, 2023. Chief also stated Officer Whitfield has met the requirements of the application process of the SBPD and was a retired officer on the Mishawaka Police Department and Memorial Police Department, and stated he will be hired in as a part-time officer.

Upon a motion by Al Kirsits, seconded by Pamela Claeys, and followed by a roll call, the Board approved the hiring of Probationary Police Officers Zoren Baker and Craig Whitfield.

2. SWEARING IN OF PROBATIONARY POLICE OFFICERS

Captain Fulnecky and Assistant Chief Dan Skibins gave a brief biography, highlighting their talents, achievements, education, and interests. City Clerk Dawn Jones administered

the oath which was then followed by the badge pinning.

3. APPROVE PROMOTIONS TO SERGEANT IN SPECIAL ASSIGNMENT

Jarveair Bourn
Aaron Knepper

Chief Ruszkowski submitted Letters of Promotions to Sergeant in Special Assignment for Officer Jarveair Bourn and Officer Aaron Knepper effective September 20, 2023. Chief stated Officer Bourn became a member of the SBPD on July 1, 2013. Chief stated Officer Knepper became a sworn member of the SBPD on December 23, 2008. Chief Ruszkowski stated both Officers will participate in the South Bend Police Supervisor Training and Orientation (STO) program, which is designed to develop leadership-starting within, as a critical first line supervisor. The orientation process is two-fold; first it is designed to ease the new supervisor's transition from patrolman first class setting to the actual supervisory duties which they will be assigned, and secondly the purpose is to train and evaluate the new supervisor's performance throughout the process, assuring they have met the expectations and requirements of the program.

Upon a motion by Lee Ross, seconded by Pamela Claeys, and followed by a roll call, the Promotions to Sergeant in Special Assignment were approved.

4. RECEIVE LETTER OF RESIGNATION – LUIS GUTIERREZ

Chief Ruszkowski submitted a Letter of Resignation for Officer Gutierrez. Chief stated Officer Gutierrez was sworn on the department on March 15, 2023, and his effective date was September 6, 2023. President Jones accepted the Letter of behalf of the Board.

5. APPROVE 2023 HALLOWEEN TRICK OR TREAT HOURS

Police Chief Ruszkowski submitted a letter to the Board for the SBPD Halloween Trick or Treat hours to be held on Tuesday, October 31, 2023, from 5:00pm to 7:00pm. Chief Ruszkowski also noted that the annual Cops and Goblins event will be held Tuesday October 24, 2023, from 5:00pm to 7:30pm at the Four Winds Field.

Upon a motion by Pamela Claeys, seconded by Al Kirsits, and followed by a roll call, the 2023 Halloween Trick or Treat hours were approved.

6. AMEND PREVIOUS APPROVAL OF SRO (SCHOOL RESOURCE OFFICER) AGREEMENT

Attorney Danielle Weiss submitted the School Resource Officer agreement, and stated this was previously approved with a minor change regarding the SRO clothing last month at the Board of Public Safety Meeting. Attorney Weiss stated that the South Bend School Corporation Board had already approved the policy and therefore could not make the change regarding the clothing at this time, but stated their Board would be open to implementing it into next year's version when it is revisited.

Upon a motion by Lee Ross, seconded by Pamela Claeys, and followed by a roll call the Board approved the original SRO agreement without the suggested changes.

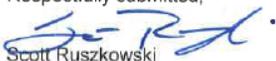
7. FILE MONTHLY STATISTICAL ANYALSIS REPORT AUGUST 2023

Chief Ruszkowski submitted the monthly statistical analysis report for August 2023, and stated there was an eight percent (8%) decrease in Part One Offenses.

The AUGUST 2023 analysis is as follows:

PART 1 OFFENSES	YEAR TO DATE					
	2022	2023	CHANGE	2022	2023	CHANGE
HOMICIDE/MANSLAUGHTER	1	0	-1	17	13	-4
JUSTIFIABLE HOMICIDE*	1	0	-1	3	1	-2
RAPE	7	5	-2	44	42	-2
ROBBERY	29	18	-11	205	175	-30
AGGRAVATED ASSLT	161	143	-18	925	834	-91
BURGLARY RES	46	50	4	320	318	-2
BURGLARY NON RES	48	30	-18	234	174	-60
LARCENY	237	196	-41	1597	1530	-67
MOTOR VEH THEFT	51	44	-7	339	328	-11
ARSONS	6	4	-2	25	13	-12
GRAND TOTAL	586	490	-96	3706	3427	-279

Respectfully submitted,


 Scott Ruszkowski
 Chief of Police

SR/fjj

Month: **AUGUST 2023**

<u>PART 1 OFFENSES</u>	<u>2022</u>	<u>2023</u>	<u>CHANGE</u>
HOMICIDE /MANSLAUGHTER	17	13	-24%
JUSTIFIABLE HOMICIDE*	3	1	-67%
RAPE	44	42	-5%
ROBBERY	205	175	-15%
AGGRAVATED ASSLT	925	834	-10%
BURGLARY RES.	320	318	-1%
BURGLARY NON RES.	234	174	-26%
LARCENY	1597	1530	-4%
MOTOR VEH THEFT	339	328	-3%
ARSONS	25	13	-48%
GRAND TOTAL	3706	3427	-8%

-8% CHANGE IN PART 1 CRIMES THROUGH

AUGUST 2023 

D. FIRE DEPARTMENT

1. APPROVE PROMOTIONS TO CAPTAIN

Justin Lachmund
 Tony Schelske
 Joshua Richhart
 Samuel Ellinger
 Brian Patterson

Chief Carl Buchanon submitted Letters of Recommendations for the Promotions of Captain no longer in Special Assignment for the above Firefighters. Chief Buchanon stated this special assignment required several evaluations to determine the Firefighters' abilities in a leadership position. The Chief stated the above Firefighters have completed all the requirements of the position and have occupied in outstanding fashion, and their effective date would be September 20, 2023.

Upon a motion by Al Kirsits, seconded by Pamela Claeys, and followed by a roll call, the Board approved the Promotions to Captain no longer in Special Assignment.

2. APPROVE PROMOTIONS TO CAPTAIN IN SPECIAL ASSIGNMENT

Tyler King
 Justin Riehm

Chief Buchanon submitted Letters of Recommendations for the Promotions of Captain in Special Assignment for the above Firefighters. Chief Buchanon stated the SBFDF currently has a vacancy for a Captaincy position, and in accordance with the promotion policy established by the SBFDF and IAFF local 362, eligible firefighters were ranked to fill open positions as a Captain in Special Assignment (CISA) for a one (1) year probationary period. During the probationary year they will continue to receive performance evaluations (minimum of 4) and after successfully completing all requirements during the probationary year, the Fire Chief may make a recommendation for permanent promotion to the rank of Captain. Chief Buchanon noted Firefighter King was appointed to the SBFDF on August 21, 2013, and Firefighter Riehm was appointed on April 13, 2011, and stated they have both proven their leadership skills in both fire suppression and EMS, as well as being respected by their peers.

Upon a motion by Al Kirsits, seconded by Pamela Claeys, and followed by a roll call the promotions to Captain in Special Assignment was approved with an effective date of September 20, 2023.

3. APPROVE LEXIPOL POLICIES

- 700 – Use of Department-Owned and Personal Property
- 701 – Vehicle and Apparatus Inspections, Testing, Repair, and Maintenance
- 702 – Use of Department Vehicle
- 703 – Information of Technology Use
- 704 – Mobile Data Terminal Use
- 705 – Know-Box Access
- 706 – Communications Operations
- 707 – Photography and Electronic Imaging

- 708 – Non-Official Use of Dept. Property
- 709 – Hose Testing

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

Upon a motion by Al Kirsits, seconded by Pamela Claeys, and followed by a roll call, the proposed changes for the Lexipol Policies were approved.

4. RECEIVE LEXIPOL POLICIES

- 900 – Illness and Injury Prevention Program
- 901 – Indiana Occupational Safety and Health Administration (IOSHA) Inspections
- 902 – IOSHA Notification of Illness, Injury or Death
- 903 – Communicable Diseases
- 904 – High-Visibility Safety Apparel
- 905 – Body Armor
- 906 – Apparatus/Vehicle Backing
- 907 – Heath Illness Prevention Program
- 908 – Respiratory Protection Program
- 909 – Personal Alarm Devices
- 910 – Health and Safety Officer (HSO)
- 911 – Vehicle Safety Belts
- 912 – Fire Station Safety
- 913 – Ground Ladder Testing
- 914 – Personal Protective Equipment
- 915 – Hazardous Energy Control
- 916 – Harzrd Communication
- 917 – Personal Firearms
- 918 – Roadway Incident Safety
- 919 – Post-Incident Decontamination

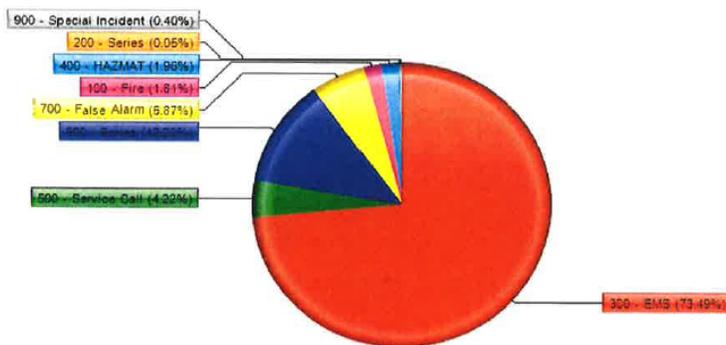
Attorney Adam Taylor submitted the above Lexipol Policies for review by the Board and to be considered for approval at the next Board Meeting.

5. FILE MONTHLY STATISTICAL ANALYSIS REPORT FOR AUGUST 2023

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

AUGUST 2022	AUGUST 2023
STRUCTURE FIRES Property Damage--Buildings & Contents (Estimates)	
\$1,337,680	\$111,700
INSPECTION DIVISION	
256 Inspections 134 Re-Inspections	148 Inspections
INVESTIGATION DIVISION	
13 Investigations	9 Investigations
1 Incendiary 4 Accidental 0 Natural 8 Undetermined	1 Incendiary 6 Accidental 0 Natural 2 Undetermined

2023 August Incident Type	Fire Department Monthly Breakdown
100 - Fire	36
200 - Series	1
300 - EMS	1464
400 - HAZMAT	39
500 - Service Call	84
600 - Series	243
700 - False Alarm	117
900 - Special Incident	8
Monthly Total	1992



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.

Mike Kruk of 449 S. Phillipa St., South Bend spoke to the Board about last weekend’s Mexican Independence Day celebration where gunfire resulted in injured residents and property damage. He wanted to know if there was a specific group that he should speak to about finding a way to keep violence from happening in his neighborhood. Chief Ruszkowski referred him to Assistant Chief Dan Skibins and Assistant Chief Tim Lancaster who were in attendance at the meeting.

F. ADJOURNMENT

There being no further business to come before the Board, upon a motion by Al Kirsits, seconded by Lee Ross, and carried by roll call, the meeting was adjourned at 10:06 a.m.

BOARD OF PUBLIC SAFETY



Daniel Jones, President



Lee Ross, Member



Al Kirsits, Member



Pamela Claeys, Member

ATTEST:



Theresa Heffner, Clerk