



**Town of Cedar Lake
Board of Safety Public Meeting Minutes
Wednesday, November 25, 2020 at 6:00 PM**

CALL TO ORDER: Kaper called the meeting to order at 6:01 pm.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Present	Joshua Govert, Member	Present	Ralph Miller, Town Council Liaison
Present	James Olthoff, Member	Present	William Fisher, Police Chief
Present	Norman Stick, Member	Absent	Todd Wilkening, Fire Chief
Present	David Villalobos, Vice Chairman	Absent	Carl Brittingham, Deputy Chief Police
Present	Lester Kaper, Chairman	Present	Nick Mager, Deputy Chief Fire

PUBLIC COMMENT: Kaper called for Public Comment; no public comment noted.

APPROVAL OF THE MINUTES: A motion was made by Norman Stick, seconded by David Villalobos, to approve the October 28, 2020 minutes. A voice vote was taken and approved, all in favor (5:0).

COMMUNICATIONS: None noted.

FINANCE:

Police Department – October 2020 Purchase Orders

1. Fisher stated Nagy Automotive in the amount of \$623.30 was for car #47 fuel issues. He noted the cause was suspected to be E-85 fuel, the tank had to be pulled for float issue and the cost at Ford would have been \$1200.
2. Fisher stated Artistic Engraving in the amount of \$2,155.27 was for badges for new officer units #53 & #54 (Dills & Kamstra) and promotions. Kaper requested identification for new board members. Fisher confirmed for Villalobos that old members kept their badges.

Fire Department – October 2020 Purchase Orders

1. Mager stated there would be two totaling \$2,244.38 for the annual maintenance for Engine #1213 and Truck #1221. Annual maintenance has been completed on the Township Engine #1212, of which they will be paying for.
2. Mager clarified for Kaper the \$1,100 was on last month's purchase order for the ladder truck, which were successfully passed.

TRAINING:

Fire Department: Mager reported a total of 29 sessions with a total of 178 total hours for the month. Mager clarified for Villalobos that the Vehicle Extrication course was a department-wide training, noting 11 participants and explaining how the total number of training hours was figured. Villalobos requested the report include who took the training, whether that be the staff person's name or badge number to show who completed the training. Mager

stated there are daily trainings and the volunteers and POCs are required to attend two trainings a month.

Police Department: Fisher stated they had a Mobile Data Operator Certification and two attending the Field Training Officer Course at the Academy. He stated the Intoximeter School in Indianapolis is an 8-hour course to certify for drunk drivers and officers are recertified every two years at \$40 per officer. He noted one attended Intoximeter School and three attended the Intoximeter Recertification online. They had an officer attend Firearms 1&2 additional training and one attend Cyberstalking.

OLD BUSINESS:

Police Department:

1. Squad Cars: Fisher distributed a photo of the new Durango, noting stripes had been put on it and estimated a 7 to 8-week delivery time due to backlog. He stated once the Durango is finished, they will complete the truck and deliver them together.
2. Policy Manual Update: Fisher stated they have been working on this up to Chapter 3, but then started in on Lexipol.
3. Other: Fisher confirmed to Stick that Corporal Woods' truck was currently being utilized by the IT Director until a decision was made on utilization. Trade-in is being considered, noting desperate need of multiple vehicle replacement. Unit #47 will receive the new Durango, his truck will be reissued to new Officer Dills to attend the academy and Unit #51 will be issued to Kamstra. He indicated there will be 2 marked units and 1 unmarked.

Fire Department:

1. Policy Manual Update: Mager reported Fisher and Wilkening had been working on policy updates.
2. Monitors: Mager indicated the two new monitors are in service and training completed.
3. Ambulance: Mager stated the new ambulance is in production with anticipated May delivery. Mager clarified for Stick that ambulance average production time was 6-10 months and trucks up to a year and that the location of production for the ambulance was in Missouri. He indicated that updates would be provided by the production facility with 2 visits at half-way and 90% build to correct any issues at the factor.

NEW BUSINESS:

Police & Fire Department: Lexipol Policy: Fisher stated he and Wilkening met via Zoom with Lexipol representatives last week to discuss options. He reviewed the Lexipol handout in the packet, clarifying that there was a separate package/agreement for Police Department, Fire Department and Town. He stated the cost for the Police Department was roughly at \$19,000, including a \$8,800 annual subscription fee and a \$10,000 one-time implementation fee for tiers 1-5. He consulted with Clerk-Treasurer Sandberg, who felt the initial start up would not be an issue, but rather the annual fee and working it into the budget. Fisher indicated the cost for the Fire Department was for tier 1, at this time, in the amount of roughly \$11,000, including a \$7,800 annual subscription fee and a \$3,000 one-time implementation fee. He also expressed the Town Manger's interest in providing this for the Town. Their cost would be roughly \$12,000, including a \$2,600 annual subscription fee and a \$9,300 one-time implementation fee, noting the annual subscription would be less than the other two due to less policy. He noted a 25% discount and the Police Department currently uses Lexipol for online training. He stated one of the perks to this policy program was policies are sent to all officers that they can review from

their vehicles. They would receive the training updates and be accredited through the Academy. Fisher confirmed for Kaper that the Fire Department was only needing tier 1 at this time. Fisher will follow up on Olthoff's inquiry regarding payment for current online training if this is purchased. Miller indicated that Eberly had mentioned this in a meeting he was part of. Fisher explained a brief history of Lexipol, noting the creator was an officer, expressing responding to calls with adjoining departments with different policies regarding assistance in pursuits and stated Lexipol is utilized currently by 3500 agencies across the country. Fisher clarified for Govert's inquiry if other departments in the area were utilizing this program that he knew of two departments using CALEA, but it was a much more expensive policy and it required one full time officer working on updating policies on a daily basis. Multiple discussions ensued regarding various supreme court decisions and members' interest in Lexipol. Fisher indicated he was looking into financial assistance or donation options to help offset the costs in implementing the program.

Police Department:

1. Monthly Activity Report: Kaper indicated these were not provided in the packet. Fisher apologized for the oversight.
2. New Hires Update: Fisher reported they started on Monday. Dills will be doing in-house training until being sent to the Police Academy.
3. Other: Fisher replied to Kaper's inquiry on goals for next year that he was working on obtaining cameras for the squad cars and Lexipol. Fisher explained Trump's Executive Order 139.79 setting policy geared toward the use of force and certification by the academy. He stated if they are not certified, they would not be eligible for any Department of Justice grants. With the change in Presidency at the beginning of the year, they will be following this item to determine how to proceed. Stick inquired if grant money or government funding was available for the cameras. Fisher confirmed the quotes received are in excess of quarter million dollars and they have applied for the Burns grant to help offset the cost, but would know if it was awarded until after the first of the year. Fisher stated the Axon tasers utilized by the department were 16 years old are starting to wear down and cost \$1,200-\$1,500 each. Axon provides a camera system, as well as tasers, with a 6-year contract where photos could be uploaded to the cloud with unlimited storage at a cost of \$68,000 a year. Fisher confirmed for Olthoff that the Town Attorney would not need to review the policies; Lexipol would be handling it.
4. 2021 Meetings: Fisher indicated the Town Manager approached him about possibly changing the date of the meeting to avoid having any meetings the last week of the month. Members discussed and agreed to moving the meeting to the 2nd Wednesday of the month.

Fire Department:

1. Monthly Activity Report: Mager reported a total of 165 calls, noting that figure was above average; 2 structure fires; and 5 mutual aid calls. Mager explained for Kaper that gas in was when a call comes in where there is a smell of gas inside of a structure and outside is when a contractor has hit a line. He indicated it changes how they respond.
2. Council Approval of Conditional Offer to Mark Beyer: Mager presented Beyer to the Board, noting he was provided a conditional offer providing he passes PERF, scheduled for Tuesday, December 1. Beyer comes from Highland Fire Department as a POC, working currently full-time as an EMT with Superior EMS. He has been working with CLFD for the last six months.
3. COVID Update: Mager stated that with HIPAA privacy and them not administering the actual COVID tests, he is uncertain that he can add a category to provide accurate

information. Mager is working with IT Director Wroe and Southcom on call in survey questions. Villalobos explained that at last month's meeting he had inquired about how long the turnaround time was for COVID calls and if the ambulance was overtaxed with calls and cleaning. Mager noted symptomatic calls were 5-10 per week and the turnaround time has been almost double due to the process, safety, PPE, decontamination at the hospital, decontamination at the fire house and the equipment within the ambulance and staff decontamination/showers. UV lamps are used to disinfect the ambulance as well. The entire process can take 2-3 hours. Mager indicated seeing more breathing calls and many people are waiting too long to call and still have those calling for simple items. Mager confirmed for Villalobos they anticipated call numbers rising due to COVID, weather changes and the holidays. Mager added the investment of the UV lamps was a great addition to the Town, noting it killed not only Corona Virus but others as well.

4. Ladder Testing: Mager stated ladder testing had been completed without any issues noted.
5. Pump Testing & Truck Servicing: Mager stated pump testing was something that was not scheduled, but rather done when another apparatus was being serviced, they would schedule them together. He noted this cuts down on taking apparatus' out of service. He stated #1212 was serviced this week. Weather permitting, another truck and engine will be next week. Mager noted the vendor has been very good to work with and responsive.

VIPS REPORT: Lt. Tim Layer gave the report of the VIPS, noting everyone made their hours for the month. He stated they had one emergency call out. He reported the resignation of Erik Vazquez from VIPS. Layer reported the new member is doing well, gone through training and soon to be released. He indicated Yaeger and Vandiver provided assistance during the Parade of Lights.

Kaper noted, on behalf of the Chamber, his appreciation to the Police and Fire Departments for their helping with the parade.

Kaper asked members if they would be open to moving the December meeting date, originally scheduled for December 23. Members agreed on moving the December meeting from Wednesday, December 23rd to Thursday, December 17th, noting the meeting time to remain at 6 pm and Executive Session at 5:30 pm.

A motion was made by Norman Stick, seconded by David Villalobos, to accept the resignation of Erik Vazquez from VIPS.

Govert	Olthoff	Stick	Villalobos	Kaper	Vote
Yes	Yes	Yes	Yes	Yes	5-0

PUBLIC COMMENT:

ADJOURNMENT: A motion was made by David Villalobos, seconded by James Olthoff, to adjourn the meeting. A voice vote was taken and approved, all in favor (5:0). Meeting adjourned at 6:54 pm.

TOWN OF CEDAR LAKE BOARD OF SAFETY



Lester Kaper, Chairman



David Villalobos, Vice Chairman



Joshua Govert, Member



James Olthoff, Member



Norman Stick, Member

ATTEST:



Sarah Moore, Recording Secretary

