



## TOWN OF CEDAR LAKE BOARD OF SAFETY PUBLIC MEETING MINUTES

Wednesday, December 27, 2023 at 6:00 PM

**CALL TO ORDER: 6:01 pm**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

	VACANT, Member	Present	William Fisher, Police Chief
Present	James Olthoff, Member	Present	Todd Wilkening, Fire Chief
Present	David Villalobos, Member	Present	Carl Brittingham, Deputy Chief Police
Present	Lester Kaper, Vice-Chairman	Present	Nick Mager, Deputy Chief Fire
Present	Norman Stick, Chairman	Present	Ralph Miller, Town Council Liaison
		Absent	Nick Recupito, Town Council Liaison
		Present	David Austgen, Town Attorney was present at 6:25 p.m.

**PUBLIC COMMENT:** Stick called for Public Comment three times; none received.

**APPROVAL OF WORK SESSION AND PUBLIC MEETING MINUTES:** for Wednesday, December 27, 2023: A motion was made by Lester Kaper, seconded by James Olthoff, to approve the Public Meeting Minutes.

Roll call vote: Olthoff – Yes, Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 4-0.

**VIPS NOVEMBER 2023 REPORT:** Sergeant Tim Layer reported everyone made their hours on the unit. There were six details from the Ice Fest.

### **POLICE DEPARTMENT**

**Communications:** Chief Fisher stated a donation was sent to The K9 Fund in memory of Ms. Tammy Bilgri's mother and we sent the family a thank-you card.

**Finances: Purchase Orders, Expenditure Reports & Grants:** Chief Fisher commented we purchased a few items for the armory, a couple of membership renewals and brake work was done on one of the vehicles. The golf cart stickers were ordered for 2024.

**Training Report:** Chief Fisher reported for the month of November, a few of us went to Hobart, IN for the Indiana Case Law updates. Some officers went to Domestic Violence Training, Instruction for Defensive Tactics, SWAT Training, School Safety Specialists and two new recruits had training at the range. The negotiator had C & T Training.

**Equipment:** Chief Fisher commented we have a few vehicles in need of repairs.

**Monthly Activity Report:** Chief Fisher reported we had 1,064 calls for service, averaging 40 calls per day. We had 162 citations issued, 506 warnings, 19 arrests with 45 charges; 23 misdemeanors and 14 were

felonies and a total of 291 arrests for the year with 472 charges for the year. There were 50 citations issued for Town Ordinance and 18 warnings and two canine call outs in the month of November. Kaper asked what happens when a vehicle is tagged. Chief Fisher responded it is officer discretion, but they can take the vehicle for 72 hours or it can be towed. It depends on the scenario.

**Lexipol Policy Updates:** Chief Fisher stated Lexipol has decided the Law Enforcement Training Board and their uniform statewide mandated policies for our vehicle pursuits and use of force had massive updates within those both based on the state's requirement saying this has to be in the policy. The Uniform Standard Policy from the State of Indiana is going to be attached to each one of those policies that reflect or it is in there. If "LETB" is referenced, that is referring to Law Enforcement Training Board's Uniform Statewide Policy on deadly force, defensive tactics, use of force, deadly pursuits that they have mandated policies.

#203 – 203.4.1, #4 is an updated LETB Uniform Statewide Policy on deadly force, as well as, defensive tactics. Some of the required training has been removed to different times. There used to be mandatory bi-annually training for CPR and Heimlich Maneuver to annually mandatory training.

#210 – Law Enforcement Training Board's Uniform Statewide Policy on defense and tactics and is a new policy. There are 14 different areas of defensive tactics that officer have to be trained in every two years.

#300 – Use of Force – the entire policy was updated due to the LETB Policy on Use of Force. They removed many definitions because LETB policy has the definitions in it.

#302.2.1 – Any officer observes another officer, law enforcement officer or member use of force that is potentially beyond that which is objectively reasonable under the circumstances. It states "Shall have the duty" and now will say "does not intercede shall have the duty to report these observations to the Supervisor."

#302 – Handcuff Restraints – the second section of the Policy in 302.2, they added LETB Uniform Statewide Policy on Deadly Force and Defensive Tactics program.

#303 – grammatical changes, as well as, LETB Deadly Force and Defensive Tactics was added.

#304 – recommending removing the terms and video recording, which is on documentation of a conducted energy device. LETB Deadly Force and Defensive Tactics was added.

#305 – added LETB Deadly Force.

#306 – Firearms – added LETB Deadly Force.

#307 – Vehicle Pursuits – added LETB Deadly Force.

#308 – reject the statement on Page 5 and added LETB Deadly Force.

#323 – Report Preparations – reject "where the victim desires a report" and rejecting "when the incident is an ongoing problem, another office may have to respond again." Added LETB Deadly Force.

#414 – Field Training - there was a complete update on the Policy in the hours which we work and better defined the process of a brand-new recruits, training time, minimum qualifications, evaluations, rotation on how they rotate through and compensation.

#422 – Automatic License Plate Reader – removing the requirements for vigilant and adding the training requirements in the ALPR system.

#423 – Medical Aid and Response – added LETB on Use of Force.

#424 – First Amendment Assemblies – added LETB Use of Force.

#507 – Traffic Procedures – added LETB on Deadly Force.

#707.8 – added LETB on Deadly Force.

#1001 – Temporary custody of juveniles – if a juvenile is arrested, the school needs to be notified. Discussion ensued.

#1130 – Line of Duty Deaths – updates to survivors and their children and have personnel assigned to the family. Added the Indiana State FOP.

#1131 – Wellness Program – removed 6, 7 and 8 in case we lose the Employee Assisted Program and was moved to the procedure.

#904 – Protected Information – the new states “officers are prohibited in broadcasting on a radio that is not encrypted a person’s social security number.”

A motion was made by Lester Kaper, seconded by David Villalobos, to approve Policy numbers 414, 422, 1001, 300, 340, 210, 203, 302, 303, 304, 305, 306, 307, 308, 323, 423, 424, 507, 707, 904, 1130, and 1131.

Roll call vote: Olthoff – Yes, Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 4-0

#### **FIRE DEPARTMENT:**

**Communications:** None.

**Finances: Purchase Orders, Expenditure Reports & Grants:** Chief Wilkening commented parts and equipment were ordered. Miscellaneous items were bought, because we were finalizing the year. We did not receive the Safer Grant for personnel.

**Staffing:** Chief Wilkening commented we have one person out with an injury. We replaced one person that we lost and one person waiting to go through the PERF Process. We have three part-time people we want to hire, but we are in a holding pattern at the moment.

**Training Report:** Deputy Chief Mager reviewed the monthly report, noting the hours logged for November is 917 total hours logged. The report is broken down by category.

**Equipment:** Chief Wilkening reported the front-line engine 1212 is currently being converted into an advanced life support engine as well. We can have ambulance care on our engine as well and hopefully will be in service March 2024. The new engine received a paint scheme and is in the assembly process line. We are still on hold for the new ambulance. Chief Wilkening commented he is pricing a new truck for himself for the Chief’s truck.

**Monthly Activity Report:** Chief Wilkening reported overlapping incidents are becoming more with 26% of the time we go out on a call, we receive another call and this depletes our personnel. The overall yearly totals for the end of November are 1,900 calls. We are at 2,040 calls for the year. The overdoses for the year have gone down. For the month of November, we had 157 calls, 9 structure fires and 9 PI accidents.

**Lexipol Policy Updates:** Deferred to next month.

**Other:** Chief Wilkening stated we have a possibility of getting a dog for the Fire Department. It would be a therapy dog for people that have been in bad situations and for the Fire Department to provide comfort from a bad day. We have a handler that is trained and all of the expenses for the dog will be paid, including health and wellness.

**Legal Report from Town Attorney:** Mr. Austgen commented there is nothing to report.

**Town Council Liaison(s) Report:** Nothing to report.

**New Building Update:** Chief Fisher reported they are moving along and the walls are up at the fire station.

**Other:** Kaper commented he wanted to thank Ralph Miller for his dedication to the Commission as the Liaison for the Board of Safety.

**PUBLIC COMMENT:** Councilwoman Mary Joan Dickson, 8711 W. 132<sup>nd</sup> Place, asked is the comp time for the trainer in the Salary Ordinance. Chief Fisher commented the policy states to give an hour and a half of comp time.

Ms. Dickson asked is there an additional salary needed for training the dog. Chief Wilkening commented it will spell out at the presentation next month.

**ADJOURNMENT:** 7:01 pm.

**NEXT MEETING:** Wednesday, January 24, 2024 at 6:00 pm

## TOWN OF CEDAR LAKE BOARD OF SAFETY

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Norman Stick, Chairman

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Lester Kaper, Vice-Chairman

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James Olthoff, Member

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David Villalobos, Member

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Vacant, Member

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Cheryl Hajduk, Recording Secretary