

EMERGENCY SERVICES

January 3, 2013

MEMBERS PRESENT

Chairman Burtle
Alderman Koonce
Alderman Heberling
Alderman Jones

ALSO PRESENT

Mayor Brotherton
Police Deputy Chief Hile
Officer Tony Telford
Cindy Brown
Shirley Sams

Chairman Burtle called the meeting to order at 6:00 P.M.

STALKER DUAL RADAR UNITS

Police Deputy Chief Hile made a request to purchase two (2) Stalker Dual Radar Units which are listed on the State Bid at a cost of \$1,399.00 each. He stated they still have cars that are not equipped with the radar units and the new units are very difficult to move from one car to another.

He advised all the purchases he is bringing before the Committee this evening have been included in the budget.

Motion by Alderman Koonce and seconded by Alderman Heberling to recommend to the City Council to authorize Deputy Chief Hile to purchase two (2) Stalker Dual Radar Units from Stalker Radar Applied Concepts, Inc. at a cost of \$1,399.00 each for a total not to exceed \$2,798.00. Motion carried 4-0.

10-8 VIDEO SYSTEMS FOR SQUADS

Deputy Chief Hile advised the Committee he would like approval to purchase six (6) Video Systems for a cost of \$1,495.00 each for the squad cars. Two systems had been purchased earlier this year and the video quality is excellent. The video systems provide immeasurable evidence for many situations such as DUI arrests which provides great liability coverage for the City and Officers with the stops being recorded.

Deputy Chief Hile was asked if the cost included installation; he stated it did not but he thought the Officers could install the equipment or if needed, he would call Patrick 411.

Motion by Alderman Koonce and seconded by Alderman Jones to recommend to the City Council to authorize Deputy Chief Hile to purchase six (6) Video Systems from 10-8 Video Systems at a cost of \$1,495.00 each for a total not to exceed \$8,970.00. Motion carried 4-0.

KENWOOD P25 PORTABLES

Deputy Chief Hile asked the Committee for approval to purchase (8) Kenwood P25 Portable Radios at a cost of \$1,400.00 each, which includes all equipment and necessary programming. He stated this would improve the necessary communications between not only our officers within the agency, but other officers from different agencies. He stated with this purchase all the Officers including the new Police Officer will be provided with a portable radio.

Deputy Chief Hile advised the new Police Officer, Wesley Withrow will be sworn in on Monday, January 7th. Officer Withrow is the son of retired Police Officer Ken Withrow.

He advised Global Tech was here recently encrypting the P25 radios, both mobiles and portables so now the departments can communicate with each other on a secure line to use in case of an emergency such as something at one of the schools or a domestic case.

One of the Aldermen stated he thought the radio situation was taken care of; he was advised by Deputy Chief Hile and Mayor Brotherton that this has been an ongoing problem between departments for years. Mayor Brotherton advised it has been this way for twenty five years between the City, County and State, although a lot of work has been done since the 911 attacks to have better communications.

Motion by Alderman Heberling and seconded by Alderman Jones to recommend to the City Council to authorize Deputy Chief Hile to purchase (8) Kenwood P25 Portable Radios from Global Tech at a cost of \$1,400.00 each for a total not to exceed \$ 11,200.00. Motion carried 4-0.

COMPUTER SYSTEM FOR DETECTIVE

Deputy Chief Hile asked the Committee for approval to purchase a computer system for Detective Bryan, stating the current system is almost seven years old and has been serviced to keep it going as it keeps locking up and crashing. He advised Detective Bryan spends a lot of hours on the computer running off reports etc.; he has checked locally and found one at Walmart for less than \$900.00.

Motion by Alderman Jones and seconded by Alderman Heberling to recommend to the City Council to authorize Deputy Chief Hile to purchase a computer system from Walmart at a cost not to exceed \$900.00. Motion carried 4-0.

POLICE CHIEF'S REPORT

- The department has been training with other agencies at the Taylorville High School
- Reported Officer Wells will be in the schools second semester for the Dare Program
- The Department is teaming up with Walgreens on April 27th for a Drug Take Back Program and a Car Seat Safety Check in the parking lot of Walgreens
- Kevin Stich, Chairman of the Fire and Police Commission has discussed with him a date of March 6th for testing for a new list for Sergeants and Detectives.

ANY OTHER MATTERS

The Committee thanked Deputy Chief Hile for inviting Officer Tony Telford to attend the Emergency Services Meeting stating it gives him the opportunity to see how the Committee works to meet the needs of the Department and thanked him for everything he does for the City.

Officer Telford was asked about the Young Explorers group in which he is an adviser. He stated Officer Amanda Olsta has done a great job and that the explorers participated in the training at the High School; they are a hands on group. He advised there are members of the group that will be in law enforcement in some capacity in the future such as auxiliary.

Deputy Chief Hile advised Officer Olsta is checking on having more fundraisers; they have had one and are planning on more to pay for uniforms for the group. Alderman Burtle asked Deputy Chief Hile to check with Officer Olsta to see if she would be interested in bringing the Young Explorers to an Emergency Services Committee Meeting to update the Committee and to invite the explorers as well to see how the Committee works.

Mayor Brotherton thanked Deputy Chief Hile for all the extra hours and work he has done as the Police Chief and Records Clerk have both been absent. Deputy Chief Hile reported that the Officers have been helping with the Departments cleaning with the absence of a janitor.

Motion by Alderman Jones and seconded by Alderman Heberling to adjourn. Meeting adjourned at 6:29 P.M.

Shawn Burtle, Chairman
Emergency Services Committee

EMERGENCY SERVICES

February 7, 2013

MEMBERS PRESENT

Chairman Burtle
Alderman Koonce
Alderman Heberling
Alderman Jones

ALSO PRESENT

Mayor Brotherton
Alderman Walters
Police Chief Herpstreith
David Speagle

Larry Budd
Andy Lasswell
Shirley Sams

Chairman Burtle called the meeting to order at 6:00 P.M.

POLICE VIDEO UPGRADE

Police Chief Herpstreith requested that the Police Video Upgrade be tabled at this time and be placed on next month's agenda.

POLICE CHIEF'S REPORT

- Police Chief Herpstreith advised there were 1,859 Total Calls for Service for January. He presented a graph to the Committee to discuss the difference in calls and volumes of calls ranging from 2008-2012.

He reported in 2008 there were 17,785 Calls for Service and 992 Traffic Citations compared to 21,539 Calls for Service and 1,124 Traffic Citations in 2012. In 2008 there were 23 sworn personnel compared to 18 sworn personnel in 2012. He stated they were going to have to look at staffing as they are running below staffing and there is one Officer that may be retiring this year. He was asked if Police Officer Steve Miller was included in the 23 sworn personnel; he stated he was and Wes Witrow is not included because he is not on his own yet.

He also stated when comparing calls you have to look at the duties of each shift; you can't compare one Officer on one shift to another Officer on a different shift; looking at the calls per shifts does not give a clear indication of duties.

- He also informed the Committee the new States Attorney, Mike Havera has had a training session with all the Departments working together.
- Officer Molohon and Health and Building Officer George Calvert have begun patrolling in Ward I for abandoned vehicles and have issued warnings; they will continue patrolling the other wards.
- Gave a brief report on the Police Explorers group, they are selling candy for a fundraiser to purchase new uniform shirts. He was asked to invite them to a meeting when available.

ANY OTHER MATTERS

Chairman Burtle advised Fire Chief Hackney contacted him and advised that the SAFER Grant will extend for a three year period if the new Firefighter is a veteran.

Motion by Alderman Heberling and seconded by Alderman Jones to adjourn. Meeting adjourned at 6:17 P.M.

Shawn Burtle, Chairman
Emergency Services Committee

EMERGENCY SERVICES

March 7, 2013

MEMBERS PRESENT

Chairman Burtle
Alderman Koonce
Alderman Heberling
Alderman Jones

ALSO PRESENT

Mayor Brotherton
Police Chief Herpstreith
Fire Chief Hackney
Assistant Fire Chief Crews
Alderman Walters
Larry Budd
Matt Peters
Andy Goodall
Kyle Renfrow
Jon Wamsley
Shirley Sams

Chairman Burtle called the meeting to order at 6:09 P.M.

POLICE BADGE REPLACEMENT

Police Chief Herpstreith advised the Committee the badges worn by most of the Department are worn and some have broken; these badges are nearly 30 years old and need to be replaced.

Deputy Chief Hile has contacted the original manufacturer, Entenmann-Rovin Co. regarding the badges, they intend to keep the design the same, and to properly enumerate the badges for identification. He is asking permission to replace the badges for the thirteen patrol personnel we currently have now with the intent of replacing badges for the rank of Sergeant and above during the next fiscal budget. Each Officer would need two (2) badges, one for their uniform and one for a jacket or coat. The cost for 26 new badges would be \$2,002.00. By ordering all at one time they will reduce the cost of each to \$77.00 for a savings of \$312.00. The old badges will be secured in a vault.

Motion by Alderman Jones and seconded by Alderman Heberling to recommend to the City Council to allow Police Chief Herpstreith to order 26 Police Badges from Entenmann-Rovin Co. at a cost not to exceed \$2,002.00. Motion carried 4-0.

POLICE VIDEO UPGRADE

Police Chief Herpstreith advised the video recording system the Department currently has that is used for areas inside and outside the building is an aged system which has begun to experience failures of hardware and components. The State's Attorney's Office and other defense attorneys make requests to use video of incidents that occur inside our building. The system is also used to aid in limiting the liability of the City for injury or incidents that could occur during the arrest, booking and detention of subjects in custody. He has been researching different systems and has contacted Wareham's Security for information as they installed the original system; their cost for a new system is \$2,747.00. He is still researching different options with other vendors as well but will not go over that amount if he purchases something different. Alderman Heberling asked if this purchase would take care of all the computer issues. He stated the department still needs a couple of work station computers and an updated computer server for the Records Management System.

Alderman Walters asked what would happen with the old system. He was advised there is no trade in value, it would be destroyed and the hard drive would be taken out and stored in the Police Department.

Motion by Alderman Koonce and seconded by Alderman Heberling to allow Police Chief Herpstreith to purchase a video recording system at a cost not to exceed \$2,747.00. Motion carried 4-0.

POLICE CHIEF'S REPORT

- The numbers on the report for the month of February were printed early in the day, the actual numbers up to midnight were: Total Calls for Service: 1670
Total Arrests: 77
- Hosted a HAZMAT/Blood Borne Pathogens Class for MTU members
- Tobacco Compliance Checks
- Working Extensive Drug Investigations
- Updated Duty Manual

ANY OTHER MATTERS

Chief Herpstreith advised he was looking over the calls for service and reviewed the calls by time of day for each shift. In reviewing that data, the following information regarding call load for each shift was obtained.

Early to mid 1st shift was busiest with calls for service.
2nd shift was busy at all hours of their shift with calls for service
Early and late 3rd shift was busiest with calls for service

The days of the week that experience the most calls for service were Mondays, Fridays and Saturdays. The days of the week that experience the most cases generated were Mondays, Fridays and Sundays. There were 44 motor vehicle crashes during the month of February. The majority of crashes occurred on 2nd shift, with 1st shift experiencing the next highest number of crashes. He is looking into data to determine the areas in town that seem to have the most trouble.

DISCUSS POSSIBLE WAYS TO PURCHASE LADDER TRUCK

Fire Chief Hackney and Assistant Fire Chief Crews presented the Committee with handouts and pictures regarding the need for an Aerial Platform Truck. They presented different scenarios from past fires explaining how the fires could have been fought using the platform compared to how they had to handle the situations with the equipment and manpower they currently have; noting that the platform can be operated by one person.

Chief Hackney advised he has discussed different options with Treasurer France regarding bonding or borrowing for new or pre-owned. They presented the Committee with an Annual Department Operating Expenses and Revenue worksheet and a worksheet of Financing Options which included a worksheet with percentages for bonds, as of March 7, 2013 the bond interest rate was 2.35%; and rates from a local bank for new and pre-owned and lease price.

There was a lot of discussion regarding the pros and cons for purchasing new or used. There were several printouts from Brindlee Mountain Fire Apparatus Co. of different used vehicles. Chief Hackney was asked if the Department would be comfortable with purchasing a used vehicle; he reported they go through extensive checks before being sold and come with some warranty.

There was discussion regarding different revenue source possibilities such as raising the Utility Tax from 3%-5% which would generate approximately \$275,000.00 a year. There was also discussion regarding earmarking funds such as the ambulance call revenue or non-resident call revenues to one line item to be used for the purchase of a new truck. Alderman Burtle asked that this be addressed on next month's Emergency Services Committee Agenda.

Alderman Heberling advised that at the last Finance Committee Meeting Treasurer France advised the Committee she would be presenting an informational guideline of the City's Funds at

the April Finance Committee Meeting. The Committee agreed that at this time the funds are not available but advised Chief Hackney and Assistant Fire Chief Crews to continue researching for revenues. They were asked if they had applied for any grants recently for the platform truck; they advised they have always applied for grants when available, currently there isn't any.

FIRE CHIEF'S REPORT

- Two new hires were assigned two mentors to work pre-academy skill sets, developing their abilities to work in turnout equipment and prepare them for Fire Academy.
- Each Shift participated in regular training and additional training classes included:
 - General Pharmacology
 - Airway Management
 - Elevator Rescue
 - Ice Rescue
 - Altered Mental Status
- Regional Training was conducted by the TFD instructors for each county fire department. The Jan/Feb training topic was forcible entry using the new forcible entry prop.
- The two new firefighters, Al Fox and Kirk Rainey are finishing up their first week of Fire Academy, being awarded the Veterans Hiring Initiative grant extends the SAFER Grant from two years to three years.

ANY OTHER MATTERS

There was a statewide severe weather drill held on Wednesday and in April there will be a joint meeting with the County for Severe Weather Preparedness.

They were commended for their Year End Report, it was very informative.

Motion by Alderman Jones and seconded by Alderman Heberling to adjourn. Meeting adjourned at 8:22 P.M.

Shawn Burtle, Chairman
Emergency Services Committee

EMERGENCY SERVICES

April 4, 2013

MEMBERS PRESENT

Chairman Burtle
Alderman Koonce
Alderman Heberling
Alderman Jones

ALSO PRESENT

Mayor Brotherton
Police Chief Herpstreith
Fire Chief Hackney
Assistant Fire Chief Crews
Alderman Walters

Sheryl Brown
Cindy Brown
Shirley Sams

Chairman Burtle called the meeting to order at 6:00 P.M.

FY 2013/2014 POLICE DEPARTMENT BUDGET

Motion by Alderman Jones and seconded by Alderman Koonce to recommend to the City Council to forward the proposed FY 2013/2014 Police Department Budget to the Finance Committee. Motion carried 4-0.

POLICE CHIEF'S REPORT

- 1,934 Total Calls for Service
- Had Mobile Training Unit Training
- The Department hosted a Digital Photography Class
- Hosted and attended Methamphetamine Awareness Training-ISP
- Drug take back program scheduled for April 27th

Police Chief Herpstreith gave a breakdown of what types of calls for service the Officers are responding to stating that calls for service increase with the warm weather as more people are active.

PURCHASE 3G MODEM FOR DEFIBULATOR MONITOR

Fire Chief Hackney advised the Committee he needed to purchase a 3G modem for the Defibrillator Monitor and an Air Time Contract which costs \$200.00 annually. This modem goes into the monitor and does EKG's that can send heart rhythm reports directly to the hospital. This allows the patient to bypass the Emergency Room and be sent straight to a room for treatment. He informed the Committee this would need to come from the maintenance line item of his budget.

Motion by Alderman Koonce and seconded by Alderman Jones to recommend to the City Council to allow Fire Chief Hackney to purchase a 3G Modem for the Defibrillator Monitor and enter into an Air Time Contract. Motion carried 4-0.

FY 2013/2014 FIRE DEPARTMENT BUDGET

Alderman Heberling advised he would not be supporting the budget at this time due to the amount budgeted for the purchase of the Ladder Truck. He wants to wait until the end of the Fiscal Year to see what the City's finances are.

Motion by Alderman Jones and seconded by Alderman Koonce to recommend to the City Council to forward the proposed FY 2013/2014 Fire Department Budget to the Finance Committee. Motion carried 3-1.

DESIGNATION OF AMBULANCE FEE REVENUE AND NON RESIDENT CALLS FOR PURCHASE OF LADDER TRUCK

Motion by Alderman Koonce and seconded by Alderman Heberling to recommend to the City Council to designate the Ambulance Fee Revenue and Non Resident Calls Revenue to be used for the purchase of a new Ladder Truck. Motion carried 4-0.

FIRE CHIEF'S REPORT

- The Department participated in the following Training Classes:
 - Building Construction
 - Airway Management
 - Medical/Legal
 - Environmental Emergencies
 - Ladder Raises
 - Air Management/MADAY Drill
- Regional Training was conducted by the Department for each County Fire Department
- Have started annual spring cleaning at the station which includes carpet cleaning, painting, buffing floors and grounds maintenance.

Chief Hackney advised Assistant Chief Mike Crews and the Department are creating a Long Term Planning Committee to see about streamlining different ways to change the way the Department responds to calls.

There was discussion regarding the False Alarm Ordinance; this will be discussed at the next Emergency Services Committee Meeting.

ANY OTHER MATTERS

Fire Chief Hackney advised the two new Firefighters Al Fox and Kirk Rainey are finishing up their fifth week of Fire Academy. They will graduate Fire Academy on April 19th but stay one more week to attend the Hazardous Materials Operations Course. He stated he is considering sending them back on April 29th to attend Hazardous Materials Technician "A", which is a free course. They will be able to put them on a shift in early May to begin department training. Al Fox will also have to attend an EMT "B" course followed by the Paramedic Class.

Fire Chief Hackney informed the Committee the Department had the Demo Ladder Truck at the Municipal Building for them to check out and ask any questions they may have. The Committee members went outside after the meetings to see the truck.

Motion by Alderman Koonce and seconded by Alderman Heberling to adjourn. Meeting adjourned at 7:03 P.M.

Shawn Burtle, Chairman
Emergency Services Committee

EMERGENCY SERVICES

May 2, 2013

MEMBERS PRESENT

Chairman Burtle
Alderman Koonce
Alderman Heberling
Alderman Jones

ALSO PRESENT

Mayor Brotherton
Police Chief Herpstreith
Assistant Fire Chief Mike Crews
Alderman Walters
Larry Budd
Shirley Sams
Laura Wolfe

Chairman Burtle called the meeting to order at 6:00 P.M.

VEST REPLACEMENT/BVP GRANT FUNDS

Chief Herpstreith advised the Committee he had five officers fitted for new vests from funds left over from the 2011 BVP Grant Funds. The Department has to pay the full amount of \$3,918.50 then submit receipt for a 50% reimbursement. The Grant Funds are awarded every two years, and if awarded the grant, the funds have to be spent before the 2013 funds are awarded.

Motion by Alderman Heberling and seconded by Alderman Jones to recommend to the City Council to allow Police Chief Herpstreith to order five vests for the Police Department at a cost of \$3,918.50 from Ray O'Herron Company Inc. Motion carried 4-0.

2013 BVP GRANT OPPORTUNITY

Chief Herpstreith advised the Committee he is applying for the 2013 BVP Grant; he has applied five or six times and has received funds every time. He is applying for approximately \$6,900.00; he needs to replace eight or nine vests as the vests are replaced every five years; there is no fee to apply.

2013 COPS HIRING GRANT APPLICATION

Chief Herpstreith informed the Committee he has received information regarding the 2013 COPS Hiring Program. The application period is now open and must be submitted by Wednesday, May 22nd. If the Committee approves of him applying, Assistant Fire Chief Mike Crews is going to assist him with all of the paperwork. The Department is only eligible to apply for one officer because it is determined by the number of officers on staff. The program is 75% funded with 25% matching funds from the City over a three year period. As in the past, the grant requires that each position awarded be retained by the City for a minimum of 12 months at the conclusion of the 36 months of federal funding.

Motion by Alderman Jones and seconded by Alderman Heberling to recommend to the City Council to allow Police Chief Herpstreith to proceed with applying for the 2013 COPS Hiring Grant Application. Motion carried 4-0.

POLICE CHIEF'S REPORT

- There were 1,932 Calls for Service from 4/1/13-4/30/13
- The Department hosted a Basic Bloodstain Pattern Recognition Class
- Received \$2,000.00 from the Norfolk Southern Foundation Grant for the Firearms Range
- Traffic Stops are up but the crashes are down
- Handling numerous requests for fingerprinting for out of state concealed carry
- Participating in Click It or Ticket Campaign May 1st - May 27th

- Has been working with Lake Superintendent Jackson in regards to upcoming lake activity
- Had a drug take back program conducted on April 27th – collected 13 huge boxes and turned over to the Drug Enforcement Agency
- Replaced video system (in-house)
- Ongoing Educational Training for Personnel
- This week is National Police Week Observance
 - 2012-120 Line of Duty Deaths
 - 2013 to date- 39 Line of Duty Deaths

ANY OTHER MATTERS

Mayor Brotherton informed the Committee Fire Chief Hackney contacted him stating that he has accepted another position which requires training and plans to retire effective May 31, 2013; he intends to use his accrued time off starting May 5th - 31st. The Mayor has asked Assistant Fire Chief Mike Crews to be the Acting Fire Chief until a decision is made to fill the Fire Chief position.

Alderman Jones asked that the date of the July Emergency Services Committee Meeting be an agenda item in June as it is the Fourth of July. He would like to have the meeting on Tuesday, July 2nd to allow travel time for the holiday.

Assistant Fire Chief Mike Crews stated there was going to be a county wide disaster drill on Tuesday May 7th. They will make up a scenario with employees from the Police Dept., Fire Dept., the Coroner, Hospital Employees and County Officers responding, and he will arrange for a State Vehicle to be on site.

Motion by Alderman Koonce and seconded by Alderman Jones to adjourn. Meeting adjourned at 6:21 P.M.

Shawn Burtle, Chairman
Emergency Services Committee

EMERGENCY SERVICES

June 6, 2013

MEMBERS PRESENT

Chairman Burtle
Alderman Koonce
Alderman Heberling
Alderman Jones

ALSO PRESENT

Mayor Brotherton
Police Chief Herpstreith
Acting Fire Chief Mike Crews
Alderman Walters
Jacque Nation

Andy Lasswell
Andy Goodall
Matt Adermann
Kyle Renfrow
Shirley Sams
Frank Prochaska

Chairman Burtle called the meeting to order at 6:00 P.M.

CHANGE OF DATE FOR JULY MEETING

Motion by Alderman Heberling and seconded by Alderman Koonce to recommend to the City Council to change the date of the Emergency Services and Personnel Committee Meetings from Thursday, July 4, 2013 to Tuesday, July 2, 2013. Motion carried 4-0.

NELSON SYSTEMS SERVICE CONTRACT

Police Chief Herpstreith advised the Committee the Department utilizes an Eventide System for recording radio traffic and telephone calls; he would like to purchase a contract which includes cleaning, maintenance, and upgrades for the recorder.

Motion by Alderman Jones and seconded by Alderman Heberling to recommend to the City Council to allow Police Chief Herpstreith to purchase a 12 month 24/7 service contract from Nelson Systems of Springfield at a cost of \$3,105.81. Motion carried 4-0.

WATCHGUARD VIDEO REFURBISHING

The Department has five (5) Watchguard DV-1 onboard video systems. Chief Herpstreith stated these units were purchased when the Dodge fleet was implemented. Some of the units have begun to fail; they can be refurbished with updated control boards, DVD drives, etc. for approximately \$550.00 each plus shipping.

Motion by Alderman Koonce and seconded by Alderman Jones to recommend to the City Council to allow Police Chief Herpstreith to send two (2) of the failed Watchguard DV-1 Onboard Video Systems units to Watchguard Systems for diagnosis and possible refurbishing at a cost of \$550.00 each plus shipping. Motion carried 4-0.

POLICE CHIEF'S REPORT

- Received confirmation that the 2013 COPS Hiring Grant was accepted
- 1,995 Total Calls for Service
- Have had several in for fingerprinting for concealed weapons
- Working on extensive drug investigations
- There were 86 Seatbelt Violations written during the Click It or Ticket Campaign
- Ongoing continuing education training for personnel
- Fleet repairs on four units
- Spoke at the Optimist Club May Meeting
- There were 308 Traffic Stops including the 86 seatbelt violations

Police Chief Herpstreith advised the Committee that the Department has been very busy with the increase in service calls and explained that calls involving juvenile cases and domestic cases take approximately two to three hours each to process. He also stated they will be patrolling the Lake more frequently.

ANY OTHER MATTERS

Mayor Brotherton commented on the speed machine in front of Larry's Marathon stating he thought it would be a good investment for the Police Department to place around different locations throughout the City in areas when someone calls in a complaint. Police Chief Herpstreith advised they cost approximately \$4,500.00 but advised they can be leased.

There was discussion regarding grass clippings in the street. Street Superintendent Dick Wiseman was in attendance and was asked if there was a way to enforce to the public the importance of keeping the grass clippings out of the storm drains. This will be forwarded to the Street Committee.

Chief Herpstreith was asked if there has been any progress on the Memorial Yard for the Police Department; he reported he has a second draft drawn up.

FALSE ALARM ORDINANCE

Former Fire Chief Hackney had asked that the False Alarm Ordinance be an agenda item due to the difficulty of tracking the number of false calls. Acting Fire Chief Crews stated he had reviewed the Ordinance and does not think it needs changed at this time.

SALE OF SCBAS

Acting Fire Chief Crews stated the Department has several self-contained bottles of air they will never use as they do not meet standards but he will keep some for training. He advised when the Department hosted the Regional Training he realized other areas could utilize them. He stated he would keep some for training but would like to sell the extra to Mt. Auburn and other areas for \$1.00. He spoke with City Clerk Peabody who informed him an ordinance would be needed.

He was asked if there should be a hold harmless agreement written and how much would this equipment be worth if it was sold. He advised the equipment would not be worth anything and the attorney would include any language needed in the Ordinance to protect the City.

Motion by Alderman Jones and seconded by Alderman Koonce to recommend to the City Council to direct the City Attorney to prepare an Ordinance to sell the self-contained bottles of air to Mt. Auburn and any other area community if interested for \$1.00 per community. Motion carried 4-0.

TORNADO SIREN REPAIRS

Acting Fire Chief Crews advised the tornado siren at Bishop Cove did not work. Alderman Walters asked how the Department knows if the sirens are working or not; he was advised the computer screen lights up red when not working.

The sirens were installed in September 2006, four sets of batteries have been changed, the remaining sets are 6 1/2 years old; the dependable life cycle is three years. Each siren has four (4) deep cycle batteries that operate the siren if there is a power outage. Each battery costs \$94.15 each or \$376.60 per siren. The total cost to replace remaining sirens is \$1,506.40. The funds for the batteries have been coming from the City ESDA line item of the Fire Department budget.

Acting Fire Chief Crews advised the Committee Griffin that Tower Connection from Decatur had a contract to do all the repairs on the sirens originally but Captain Goodall has been doing the repairs for about the last 4 ½ years to keep the operating costs down. He also stated Captain Goodall has been doing these repairs on his own time using his own equipment. Alderman Jones asked how he was able to work on the sirens as they are several feet high; he stated he has his own equipment. There was some concern regarding him using his own equipment. Street Superintendent Dick Wiseman stated the Street Department has the equipment and they could assist Captain Goodall if needed.

There is going to be a two day class that Acting Fire Chief Crews would like to send Captain Goodall to for siren repairs. The cost would be approximately \$900.00 but he doesn't have all the information on the class yet. The Committee thanked Captain Goodall for repairing the sirens and advised this will be an agenda item on next month's agenda.

Motion by Alderman Heberling and seconded by Alderman Jones to recommend to the City Council to approve the purchase of 16 batteries from Interstate All Battery Center at a cost of \$1,506.40. Motion carried 4-0.

FIRE CHIEF'S REPORT

- Advised the Department had normal training sessions and additional training for building construction, Environmental Emergencies, Ladder Raises and High-rise Operations. The Department had High Rise Training for six days at Park Glen, using smoke on the 6th floor. He stated it was a tremendous training session and they now have a good baseline of how to respond. Alderman Burtle was thanked for all of his help during this training session.
- Ambulance/Non-Resident Fee Revenue: \$1,918.75
- Had Regional Training
- Christian County Disaster Drill which was held at the station had twenty five organizations attend
- Completed Spring Cleaning at the station which includes carpet cleaning, painting, buffing floors and ground maintenance.
- Had Dive Training at the YMCA from June 4-6th. He is exploring a partnership with Montgomery County Dive Team, similar to the Hazardous Materials Team.
- Currently pursuing an IFSI Cornerstone Grain Rescue Operations Class
- Next month they will have dark water training at the Lake
- Listed upcoming Public Education Activities
- Total Calls for May: 108 YTD Calls: 332

SAFER Firefighter Kirk Rainey has completed the academy, Hazardous Materials Operations and Technician A. Al Fox received a shoulder injury and was unable to complete the academy; he will return in September. He will attend LLCC, Springfield PD EMT-B Course beginning June 6, followed by the Paramedic Class. Both firefighters are working their assigned shifts.

ANY OTHER MATTERS

Acting Fire Chief Crews advised he will be unavailable for next month's Emergency Services Committee Meeting, Captain Goodall will be attending.

Alderman Burtle thanked Acting Fire Chief Crews for the training at Park Glen stating that the residents feel safer since the firefighters have been there for training.

Jeff Nolen has been approved by ATF and is ready to assist Melrose for the 4th of July fireworks. Jim Hafliger with Natural Resources will come to inspect and approve the area.

Motion by Alderman Jones and seconded by Alderman Heberling to adjourn. Meeting adjourned at 6:56 P.M.

Shawn Burtle, Chairman
Emergency Services Committee

EMERGENCY SERVICES

July 2, 2013

MEMBERS PRESENT

Chairman Burtle
Alderman Koonce
Alderman Heberling
Alderman Jones

ALSO PRESENT

Mayor Brotherton
Police Chief Herpstreith
Captain Andy Goodall
Alderman Walters
Alderman Budd
Shirley Sams

Chairman Burtle called the meeting to order at 6:31 P.M.

K-9 CERTIFICATION FOR NEW K-9 HANDLER

Police Chief Herpstreith advised the Committee that with the upcoming promotions within the Department there will now be an opening for a K-9 Handler. The cost of training is \$1,090.70, 50% is reimbursable from the Illinois Training and Standards Board.

Motion by Alderman Jones and seconded by Alderman Heberling to recommend to the City Council to allow Police Chief Herpstreith to send a Police Officer to K-9 Handler Training Class which starts August 26th through the Illinois State Police at a cost not to exceed \$1,090.70. Motion carried 4-0.

POLICE CHIEF'S REPORT

- Total Calls for Service-1,863
- Researching Equipment Grants
- Preparing for the 4th of July activities at the Lake, there will be extra patrolling at the Lake and lake lots
- Working with other agencies on investigations
- Continuing education training for personnel
- Radio communication issues resolved
- Working a lot of Arrest Warrants

ANY OTHER MATTERS

Police Chief Herpstreith advised the Committee of the amount of time the Officers are tied up that is associated with juvenile calls which could take up to an hour and child exchanges. The courts are setting up child exchanges to take place at the Police Department in the lobby.

Alderman Koonce asked about the Explorers; they received their shirts but there was a mix up with the order. If they receive the right ones before next month's meeting they will be invited to the August meeting.

There was discussion regarding grass clippings in the street. Chief Herpstreith was advised to run an ad in the paper and on the radio. The Committee agreed the property owners should get a 30 minute warning after they finish mowing to get the clippings cleaned up before a ticket is issued; but repeat offenders won't get a warning. Alderman Budd requested that the warnings not be issued until after the ad is run in the paper.

FIREWORKS PERMIT SUBMITTAL & INSPECTION

Fire Captain Goodall inspected the fireworks area stating the crowd has to stand at least 420 feet from where the fireworks are being shot. Lake Superintendent Jackson will barricade the area.

WALGREENS FALSE ALARM

Captain Goodall informed the Committee the False Alarm Ordinance is defined as an activation of an alarm system through mechanical failure, malfunction, and improper installation or through negligence of the owner, or lessee of an alarm system or of his employees or agents or other cause. False Alarm does not include an alarm signal caused by weather conditions or other extraordinary circumstances not reasonably subject to control by the alarm business operator or alarm user. The Ordinance also has that Commercial/Business Alarms and Residential Alarms shall both be allowed two false alarms in a quarter at no charge.

He reported that Walgreens has had 3 (three) alarms during this quarter, but the first alarm was due to an elderly person who had pulled on the alarm. There was a small glass bar that was broken and had not been installed which was bumped causing the second and third false alarms. He didn't feel Walgreens should be fined due to the circumstances.

The Committee also discussed the False Alarm Ordinance stating the time frame should be ninety days starting from the date of the first offense not by a quarterly basis. There was a question regarding whether this should be forwarded to the Ordinance Committee; after discussion the Committee agreed that was not necessary.

Motion by Alderman Heberling and seconded by Alderman Koonce to recommend to the City Council to direct City Attorney Romano to prepare an Ordinance to amend the wording of Ordinance No. 3386 (False Alarm Ordinance) to change the timeframe from quarterly to begin 90 days from first offense. Motion carried 4-0.

SAFER GRANT FUNDING UPDATE

In order to maintain the requirements of the SAFER Grant the Fire Department needs to hire a new Firefighter due to a retirement to bring the Department up to staff. Captain Goodall explained with the hiring of a new firefighter the staff of 15 firefighters of which two are being paid for by the grant would reduce the overtime. There would be one less firefighter on schedule A and three firefighters on schedule B with a cost savings of \$37,182.00 over a three year period.

If there is a promotion from within and a firefighter is not hired there will be an increase in overtime and the Department would lose the savings of \$37,182.00 from having two firefighters on schedule B instead of three. The City would also be identified as a poor performer by not meeting the requirements of the grant which could prevent the City from being awarded any grants in the future. This would also result in a reduction of \$7,500.00 in firefighter pension levy and the pension savings would have been \$7,500.00 (\$2,500.00 each) due to three remaining on schedule B.

Captain Goodall explained the Department plans to submit for a grant in 2016 to replace the SCBA's which will cost approximately \$135,000.00. To date the Department has received \$980,000.00 in AFG grant funds.

TORNADO SIREN CLASS AND UPDATE

The warning system was installed in October 2006; there were numerous calls for repairs and required maintenance conducted by Griffin Tower Connection. Captain Goodall has been doing the repairs for approximately four years. He presented the Committee with a breakdown of hours he has worked on the sirens since January which was 10 times for a total of 28 hours comp time for him and six hours comp time for Ron Smith who helped.

Griffin Tower charges \$180.00 a trip for travel time from Decatur and \$120.00 an hour for the technician which totals a savings of \$4,560.00 so far this year. The Committee thanked Captain Goodall for taking over the repairs and asked if he had any problems working on the sirens; he stated there were a couple of locations that are hard to get to. Boyd Dappert has rocks that make it hard to keep the ladder balanced and the Golf Course has tall weeds. There was discussion regarding whether or not the sirens are on easements, if so Alderman Walters advised he and Street & Sewer Supt. Wiseman would get the areas cleaned up. Alderman Walters advised that the siren at Bishops Cove was not working; Captain Goodall is aware of it and the materials have been ordered.

There is a Tornado Siren Class being taught by American Signal, the manufacturer of the sirens the City owns and is held on an as needed basis the first week of the month. Captain Goodall would like to attend a class in August if available; if not he would attend in September. The tuition is \$2,500.00 per class with the maximum number of students being 5. If other students sign up for the class the cost is divided proportionally. For example, if three from the TFD attend and one other student, the cost would be \$625 per person with mileage, meals and hotel for two nights for three firefighters the total would be approximately \$3,000.00. Captain Goodall stated the money would come from the ESDA Line Item. He was asked if the sirens are still under any type of warranty; they are not. He recommends sending three to the class stating at least one of the younger firefighters should be trained as a backup for the future or if for some reason he was not available.

Motion by Alderman Jones and seconded by Alderman Koonce to recommend to the City Council to allow Captain Goodall and personnel to attend the Tornado Siren Class in Milwaukee, WI at a cost not to exceed \$3,000.00, with the funds to come out of the ESDA Line Item. Motion carried 4-0.

FIRE CHIEF'S REPORT

- There have been no injuries year to date
- The Department is averaging 113 calls a month
- Shift Overtime is up a little due to training
- The ambulance had two transports on May 15th and May 18th, the private ambulances were busy and we have not received payments yet
- Had drills at West School
- Firefighter Phillips and Acting Fire Chief Crews attended Smoke Diver Training at IFSI
- Review of Boat SOG
- Trained for airbag safety
- Dive Training at the YMCA
- Regional Training was conducted by the department for each County Fire Department

Captain Goodall reported on Public Education Activities:

- Monthly CPR – Taught 4 people
- Birthday Tours of Fire House- 15 kids
- Annual Inspection of all Mental Health Homes-3 Homes

- Career Day- 25 kids
- First Annual Blood Drive at the Fire Station-28 units of blood, there will be another drive in late fall
- Company Inspections are moving forward. Twelve inspections completed, one of the inspections were all eight of the Park District Buildings

ANY OTHER MATTERS

Captain Goodall was asked if there were any other retirements coming up soon. He advised there shouldn't be for another four years, that he, Bob Dunn and Acting Fire Chief Crews all started about the same time, with the first one being eligible for retirement four years from November.

Motion by Alderman Jones and seconded by Alderman Heberling to adjourn. Meeting adjourned at 7:26 P.M.

Shawn Burtle, Chairman
Emergency Services Committee

EMERGENCY SERVICES

August 1, 2013

MEMBERS PRESENT

Alderman Koonce
Alderman Heberling
Alderman Jones

MEMBERS ABSENT

Alderman Burtle

ALSO PRESENT

Mayor Brotherton
Police Chief Herpstreith
Alderman Budd
Acting Fire Chief Crews
Shirley Sams

Acting Chairman Bruce Jones called the meeting to order at 6:00 P.M.

2014 SAFER GRANT

Acting Fire Chief Crews advised if the City promotes from within they would have the opportunity to apply for a SAFER Grant to fill a firefighter position. The Department would be in the top two criteria to meet the SAFER Grant requirements. He would like permission to apply for the 2014 SAFER Grant to fill the vacancy if this circumstance occurs. It takes ten days to start the process and the deadline is August 31st. The grant that funded the last two firefighters is for three years due to both being veterans.

Acting Fire Chief Crews advised Alton and Chatham have both had to turn down the grant in the past due to different financial situations which red flags them as poor performers. If they applied for another grant after turning one down, the computer would likely throw their applications out.

Motion by Alderman Heberling and seconded by Alderman Koonce to recommend to the City Council to allow Acting Fire Chief Crews to begin the process of applying for the 2014 SAFER Grant for one firefighter. Motion carried 3-0.

FUTURE HIRING PRACTICES

Acting Fire Chief Crews informed the Committee the current list expires October 2014. He recommends changing the requirements to become a firefighter as it is very tough to get through two years of Paramedic training and then pass the State Boards. He feels the City shouldn't be responsible for paying for this training as he recommends being a Paramedic a pre-requisite for being a firefighter. Firefighter Wamsley and Volunteer Firefighter Stoner had both put themselves through the training before testing.

He spoke with the Fire Chief of Normal, in the future they are going to require that the applicants have an Associate's Degree and already be a Firefighter and Paramedic.

Charleston and Mattoon both stipulate that you have to be a paramedic before being eligible to be hired. If the candidate goes to training for two years and then doesn't pass the boards it is a waste of money.

He recommends in addition to putting a notice in the paper that the City is going to start testing for a firefighter that you go to the colleges and job placement agencies to inform them of the testing to try to get a wider range of applicants. Alderman Heberling stated he thought the requirements had just been changed. Acting Fire Chief Crews stated not that he was aware of; the Mayor and Human Resource Manager Cindy Brown both remember something changing recently but it was a terminology change.

He was asked if an R.N. applied for the firefighter position but did not have an E.M.T. License or Paramedic License would they be qualified. He stated he didn't think so, that they would have to take classes to bridge over to be a Field Registered Nurse.

Alderman Jones asked if this is something that needs to be addressed now by the Board of Fire and Police Commission. He was informed by Acting Fire Chief Crews and Human Resource Manager Cindy Brown that they have to adopt new rules and regulations as this has not been done since 1980. Mrs. Brown stated that she had assisted the past Human Resource Manager Elizabeth Schaefer in preparing a manual of new rules and regulations in 2009, but they never got approved.

Mayor Brotherton and Committee members agreed more research needs to be obtained; there may be requirements by State Statutes. Mrs. Brown advised the Firefighters requirements change frequently whereas the Police Officers do not. Mr. Crews will do more research and report next month.

Chief Herpstreith was in attendance and was asked that if the rules and regulations are not current don't they automatically follow State Rules and Regulations. He and Mrs. Brown both advised no; they have had some problems arise and were told by Attorney John Broihier, Legal Counsel for the Board of Police and Fire Commission that legally the City has to go to the last set of adopted rules and regulations, which ours is 1980.

FIRE CHIEF'S REPORT

- Acting Fire Chief Crews advised that Overtime and calls were up a little this month.
- Had training classes which included: Drafting Operations, Saints flight landing zone and air bags.
- Regional Training was conducted by TFD instructors for each County Fire Department on SCBA Confidence Course and Hose Deployment
- Scuba Team Update-They had three dive sessions at the YMCA and three days of diving at Lake Taylorville which emphasized the need for an underwater communication system. They experienced some equipment problems and there was no way to communicate. He approached the Fire Protection District and they are going to purchase approximately \$15,000.00 of communication gear as it is a life safety issue.
- Reported that Firefighter Wamsley is going to do the maintenance on the fleet at a cost of \$25 Overtime which will result in a substantial savings to the city. He advised ATI Fleet Services charges \$87.00 an hour drive time and \$73.00 an hour labor; Cross Roads Ford charges \$90.00 hour labor, Cutters Edge \$75.00 hr. labor and an Independent Fire Truck Repair is \$55.00 hour.
- They have been busy with company inspections and car seat installations.
- He received the first bill of academy expenses of \$2,100.00 which was paid for by the Taylorville Fire Protection District.

Motion by Alderman Heberling and seconded by Alderman Koonce to adjourn. Meeting adjourned at 6:40 P.M.

Bruce Jones, Acting Chairman
Emergency Services Committee

EMERGENCY SERVICES

September 5, 2013

MEMBERS

Chairman Burtle
Alderman Jones
Alderman Heberling
Alderman Koonce
Mayor Brotherton

ALSO PRESENT

Police Chief Herpstreith	Andy Goodall
Fire Chief Crews	Bob Dunn
Alderman Walters	Matt Adermann
Alderman Budd	Josh Reid
Cindy Dey	Matt Phillips

Chairman Burtle called the meeting to order at 6:03 P.M.

Purchase Police Vehicles

Police Chief Herpstreith presented a proposal for the purchase of two (2) patrol vehicles and a detective vehicle. The current operating fleet consists of five (5) Dodge Chargers and two (2) Dodge Durangos that were purchased in 2006. The proposal reflects the current 2014 model pricing and trade in value of a 2007 Dodge Charger. The detective vehicle will be used solely for investigative purposes and will be purchased outright from a local dealer and not be included in the loan payment program. Due to the assignment of this vehicle emergency/patrol equipment will not need to be installed, nor is the vehicle required to be a patrol based vehicle. The detective will utilize a portable radio for communications and have a visor light as needed.

The proposal presented for a 2014 Ford F150 Supercab 4x4 at a cost of \$25,200.00 and a 2014 Ford Interceptor Sedan AWD at a cost of \$25,980.00 with a trade in value of \$3000.00 for a 2007 Dodge Charger. The total loan amount would be \$48,180.00 for both patrol vehicles. The cost associated with outfitting both vehicles is \$28,360.54 and is included in the equipment line item of the Police Department Budget. The proposal included up to \$18,000.00 for a detective vehicle that is also included in the equipment line item of the Police Department Budget.

The Committee discussed with Police Chief Herpstreith the possibility of postponing the purchase of one new patrol vehicle in exchange for hiring a new police officer. The Committee agreed to hire a new police officer in exchange for postponing the purchase of one patrol vehicle with Council approval.

Motion by Alderman Jones and seconded by Alderman Heberling to recommend to the City Council to allow Police Chief Herpstreith to purchase a 2014 Ford F150 Supercab 4x4 from Bob Ridings Ford, with a loan amount of \$25,980.00 and purchase the patrol equipment with installation at a cost not to exceed \$14,180.27 for one (1) patrol vehicle with the funds coming from the equipment line item of the Police Department Budget. Motion carried 4-0.

Motion by Alderman Koonce and seconded by Alderman Heberling to recommend to the City Council to allow Police Chief Herpstreith to purchase a detective vehicle up to \$18,000.00 with the funds coming from the equipment line item of the Police Department Budget. Motion carried 4-0.

Mobile Synch RMS License

Chief Herpstreith is requesting to purchase an additional Record Management Software License for a workstation in the Police Department. In-Synch Systems currently provides the Record Management Software Licenses and submitted to Chief Herpstreith a quote of \$2,108.92.

Motion by Alderman Jones and seconded by Alderman Koonce to recommend to the City Council to allow Police Chief Herpstreith to purchase an additional Record Management Software License from In-Synch Systems for \$2,108.92. Motion carried 4-0.

Police Chief's Report

- 1765 Total Calls for Service in August and 1999 Total Calls for Service in July
- THS Football Season has started
- School is Back in Session; Working Details to Assist Schools
- No Response on COPS Grant as of to Date
- TPD Members Attended Continuing Training

Promotion of Assistant Fire Chief and Captain

Motion by Alderman Jones and seconded by Alderman Koonce to recommend to the City Council to direct the Mayor to send a letter to the Board of Fire and Police Commission to begin the process of promoting an Assistant Fire Chief and a Captain. Motion carried 4-0.

Hire SAFER Grant Firefighter

Chief Crews explained to the Committee in order to maintain the SAFER Grant, a firefighter must be hired within 90 days once a vacancy occurs within the department. The firefighter replaces the member lost through attrition and is not an increase in staff.

Motion by Alderman Koonce and seconded by Alderman Heberling to recommend to the City Council to approve the hiring of a SAFER Grant Firefighter when the promotional vacancy is created. Motion carried 4-0.

Fire Chief's Report

- Training Classes Included: Hose Testing, Building Construction
- MABAS Drill was conducted in Stonington with several participating Departments
- Regional Training was conducted by TFD instructors for each County Fire Department on Hose Deployment
- October Fire Prevention Week Activities are posted

Motion by Alderman Jones and seconded by Alderman Heberling to adjourn. Motion carried 4-0.

Meeting adjourned at 7:28 P.M.

Shawn Burtle, Chairman
Emergency Services Committee

EMERGENCY SERVICES

October 3, 2013

MEMBERS

Chairman Burtle
Alderman Jones
Alderman Heberling
Alderman Koonce
Mayor Brotherton

ALSO PRESENT

Police Chief Herpstreith
Fire Chief Crews
Alderman Budd
Alderman Walters
Shirley Sams

Chairman Burtle called the meeting to order at 6:00 P.M.

TPD REPEATER ANTENNA

Police Chief Herpstreith advised the Department has had radio clarity issues. He has had two radio service companies look over the system and both agree the repeater antenna needs replaced. The antenna is situated on the roof of Hershey Towers and is one of the highest points on the building. The antenna has taken numerous lightning strikes and the age is approximately 16-18 years. They have a temporary system in place. He requested quotes from three companies but only received two.

Motion by Alderman Jones and seconded by Alderman Koonce to recommend to the City Council to allow Police Chief Herpstreith to purchase a repeater antenna from Advanced Communications at a cost not to exceed \$1,400.00. Motion carried 4-0.

TCUSD RADIO PROPOSAL

Police Chief Herpstreith advised the Department replaced their radios and went to P-25 compatible radios when the County Sheriff's Office was awarded a communication grant. He was asked if the Department could sell the old non P-25 compliant radios to other agencies; he can however most agencies want P-25 compatible radios.

He has been conducting "Code Red" drills at the schools in town; three of the schools have been completed to date. The administration has limited communication access to teachers, coaches, etc. that may have students away from the main building such as during Physical Education. He would like to provide the old portable radios to Taylorville H.S, Taylorville Jr. High, North, Memorial, Vision Way, and St. Mary's. The Taylorville School District, Vision Way, and St. Mary's will be responsible for the reprogramming costs of the radios to their appropriate frequencies, and it will be the Administrators or Principals of the schools that will decide who will receive the radios.

Motion by Alderman Koonce and seconded by Alderman Heberling to recommend to the City Council to direct City Clerk Peabody to prepare an Ordinance to sell the portable radios to the Taylorville School District, Vision Way and St. Mary's for \$1.00. Motion carried 4-0.

POLICE CHIEF'S REPORT

- Monthly calls for service from 9/1/13 to 9/30/13- 1,702
- Monthly calls for service from 1/1/13-9/30/13- 16,646
- Department did a Sex Offender Compliance Check
- Recruit Officer Mense graduated from Police Training Institute on September 26th
He began Field Training Program and will continue training while on Probationary Status

- Conducted drills with the TCUSD schools
- Sent several warning letters for disorderly house ordinances
- There have been several traffic issues at Memorial School, North School and the Jr. High
- Did not receive the 2013 COPS Hiring Grant- There were only five cities in Illinois that were chosen.

Chief Herpstreith attended a training session regarding concealed carry and the medical use of marijuana. He advised there will be new regulations due to the use of marijuana, as currently any amount of drugs in the system results in a D.U.I.; this will be changed for individuals that are ill and receive the drug.

DIRECT POLICE AND FIRE COMMISSION TO ADJUST HIRING RULES

Fire Chief Crews discussed changing the hiring rules for the Fire Department to require the applicants to be paramedics at the time of hire as it would be cost effective for the City. He stated the way things are done now the City pays for the paramedic training and while they are getting their clinical training done the shift position has to be covered. Chief Crews advised the current eligibility list expires in a year and the next person on the eligibility list has his paramedic license.

Motion by Alderman Jones and seconded by Alderman Koonce to recommend to the City Council to direct the Mayor to send a letter to the Board of Fire and Police Commission recommending that the hiring rules be changed to require that the applicants for Firefighter have their Paramedic License before applying for the position. Motion carried 4-0.

Fire Chief's Report

- Each shift participated in normal training and additional training classes included:
Hazardous materials Level B dress out with tasks
Hose advances
- Regional training was conducted by the TFD instructors for each county fire department. The course was a confidence course.
- The Department hosted the Div. 50/56 Christian/Montgomery County Haz Mat Team
- He and Captain Goodall visited the IFSI academy to observe Firefighter Fox on three occasions
- He and Captain Goodall attended the Cen II Fire Chiefs meeting in Springfield
- The Department covered the THS Bonfire
- On Nov. 9th the Department will host an IFSI Grain Bin Rescue course
- Firefighters Rentfrow and Romadka both passed their State Boards on Hazardous Materials Tech B
- Firefighters Ramadka and Reid completed the 40 hour Rope Operations; they will instruct the course to the other Department members.
- Three firefighters recently attended Tornado Siren Training Classes

Chief Crews advised each member of the Department with a designated service area has been given their individual budget spreadsheets that contain their operating budget, performance goals and meeting dates with him. He also advised that Jon Wamsley is still doing maintenance and repairs on the Department's equipment. He prepares a Maintenance and Repair Report which indicates the type of repairs he did, the amount of time it took him to do it, whether he is on or off duty, and the cost of what this repair would have cost had they hired someone outside the department do the work. Chief Crews advised that this continues to save the City money, and Firefighter Adermann is preparing a Wellness Program for the Department.

Chief Crews also discussed implementing a performance standard with the Union Members in which the Department would have Quarterly Endurance Tests; the tests would require fifteen minutes of strenuous exercises. He advised the Union Members were all on board with this recommendation and that Management would be required to do the testing also.

October is Fire Prevention month. The Fire Department Open House will be held on Saturday, October 5th from 10:00 A.M - 12:00 P.M. They will have several fire extinguisher classes scheduled and will be hosting Fire Prevention Week all week during the week of October 8th; the preschool kids will be present on October 8, 9, and 10 from 10:00 A.M. - 1:00 P.M. Chief Crews invited everyone to stop by.

Motion by Alderman Koonce and seconded by Alderman Heberling to adjourn. Motion carried 4-0.

Meeting adjourned at 7:03 P.M.

Shawn Burtle, Chairman
Emergency Services Committee

EMERGENCY SERVICES

December 4, 2013

MEMBERS

Chairman Burtle
Alderman Jones
Alderman Heberling
Alderman Koonce
Mayor Brotherton

ALSO PRESENT

Police Chief Herpstreith
Assistant Fire Chief Goodall
Alderman Walters
Alderman Budd
Shirley Sams

Chairman Burtle called the meeting to order at 7:13 P.M.

FIRE STATION WEIGHT ROOM POLICY

The Committee reviewed Guidelines for the “Use of Upstairs Weight Room” as presented by Assistant Fire Chief Goodall. There were a few recommended changes which are as follows:

- I. Change wording to read: Developed to oversee proper use of the Fire Station weight room equipment while supporting the health and well-being of the participating departments; preventative policy to lessen the risk of injuries while exercising.
- II. Weight Room Guidelines-change wording from Firefighters to Participating Employees where applicable. (Fire Department and Police Department)

There was discussion regarding which departments were allowed to use the equipment, due to insurance liability issues the weight room can only be used by Fire Department Personnel and Off-Duty Police Department Personnel.

SPILLER PAY ORDINANCE

Assistant Fire Chief Goodall advised there have been some problems with collecting the fees associated with the Spiller Pay Ordinance. He recommends having the wording under Section 4-1-12 B-5 amended to include the following language: “instances in which two non-residents are involved in an accident the driver that is determined to be the majority at fault is responsible for the charges”.

The billing process is being handled in Charleston; they are in the process of making arrangements for outstanding fees to be forwarded to a collection agency. The Charleston office will send notices notifying them if payments are not made by a designated time they will be sent to the Professional Collection Agency in Taylorville. There was discussion regarding the paperwork that will have to be done by the City to keep track of payments. Alderman Heberling advised he thought the City Clerk’s Office should handle the billing rather than the Fire Department.

Motion by Alderman Heberling and seconded by Alderman Jones to recommend to the City Council to refer to the Ordinance Committee the recommended amendment to the Spiller Pay Ordinance, Section 4-1-12 B-5 to include the following language: “an instance in which two non-residents are involved in an accident the driver that is determined to be the majority at fault is the one responsible for paying the charges.” Motion carried 4-0.

PURCHASE A 4-GAS DETECTOR

Assistant Fire Chief Goodall advised the Department has an eight year old gas detector that was sent in to A.E.C. Fire Safety & Security Inc. for calibration; it also needed a new battery as it is eight years old which would cost \$355.00. AEC advised their cost for a new detector is \$1,650.00, they would give \$355.00 as a trade in which would leave a balance of \$1,295.00. He stated the Department needs a second gas detector as they respond to several calls this time of year as the furnaces are turned on. He was asked if there was money in the budget, there is.

He collected four quotes and recommends purchasing a detector from the lowest quote which was Municipal Emergency Supply. This machine includes its own calibration software and kit. There was a question as to whether or not the firefighters would have to be certified for liability purposes. Assistant Fire Chief Goodall advised he would check with the representative from Municipal Emergency Supply.

Motion by Alderman Koonce seconded by Alderman Jones to recommend to the City Council to allow the Fire Department to purchase a 4-Gas Detector with calibrating software and kit from Municipal Emergency Supply at a cost of \$995.00. Motion carried 4-0.

FIRE CHIEF'S REPORT

- TFD had a successful month with fire prevention, their fire safety messages reached over 550 people in the community, reaching residents from the age of four months old to eighty years old! The Committee received a list of the 2013 Fire Prevention Activities, prepared by Capt. Matthew Adermann. The annual pre-school visits were a success with 315 children attending. Ronald McDonald was in attendance, and has already been scheduled for 2014. In September there was a Christian County Safety Day held at the Fairgrounds which taught fire safety to all 5th grade students (274) in the County.
- The Open House was set the same day as Chilifest; there was over fifty people that toured the Fire Station that day.
- Reviewed a list of the Fire Department's Maintenance Report which shows an estimated savings of \$600.00 for repairs for October-November. Firefighter Wamsley has been doing the maintenance on the Fire Department equipment. Last month he attended a 4-day seminar through the Illinois Fire Apparatus Mechanics Association which is through the Illinois Fire Chief's Conference.
- Advised the Department will be hitting 1400 calls for service for the year
- Overtime was up a little because of fire prevention activities
- They have received 240 names for the Angel Tree
- Regional Training was conducted by TFD Instructors for each county fire department. Course topic for the month was a confidence course
- Have applied for several grants for: Paramedic tuition and books, regional instructor fees and hand tools for the instructor trailer

ANY OTHER MATTERS

Alderman Walters, Chairman of the Street & Sewer Committee, and Alderman Koonce, Chairman of the Public Facilities Committee, advised their Committees would not be having a meeting in December.

Assistant Fire Chief Goodall stated they received parts for the tornado sirens located at the lake area; they are waiting on one more part that should be in on Friday, then they will be repaired.

Motion by Alderman Jones and seconded by Alderman Heberling to adjourn. Motion carried 4-0.

Meeting adjourned at 8:12 P.M.

Shawn Burtle, Chairman
Emergency Services Committee