

CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES  
December 11, 2014

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 3:30 p.m. in the Study Session Room located at 201 W. Gray Street on the 11th day of December, 2014, and notice and agenda of the meeting were posted at City Hall located at 201 W. Gray Street 24 hours prior to the beginning of the meeting.

PRESENT:	Members Keith Allen, Malaka Elyazgi, Joan Goth, Lea Greenleaf, Matthew Leal, Steve Lucas, David Wilson, and Chair Eddie Sims
ABSENT:	James Wheatley
COMMITTEE LIAISONS:	Robert Wasoski, FOP (absent) Jill Tran, OU (absent) IAFF (position vacant)
STAFF PRESENT:	Suzanne Krohmer, Budget Manager James Fullingim, Fire Chief Jim Bailey, Deputy Fire Chief Lt. Jamie Shattuck, NPD Keith Humphrey, Police Chief
OTHERS PRESENT:	Jane Crumpley, citizen Roger Gallagher, citizen Casey Holcomb, citizen

The meeting was called to order by Chair Eddie Sims.

Item 2, being:

APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES OF NOVEMBER 13, 2014.

Member Allen moved that the Citizens Public Safety Oversight Committee minutes of November 13, 2014, be approved, which motion was duly seconded by Member Leal;

and the question being to approve the Citizens Public Safety Oversight Committee minutes of November 13, 2014, a vote was taken with the following result:

YEAS:	Members Keith Allen, Malaka Elyazgi, Joan Goth, Lea Greenleaf, Matthew Leal, Steve Lucas, David Wilson, and Chair Sims
NAYES:	None

Chair Sims declared the motion carried and the Citizens Public Safety Oversight Committee minutes of November 13, 2014, approved.

\* \* \* \* \*

ITEM 3, being:

#### FURTHER DISCUSSION OF MEETING DATES, TIME AND LOCATION CHANGE

After a brief discussion, Member Wilson moved that the Citizens Public Safety Oversight Committee meetings be held on the second Thursday of each month from 4:00 pm to 5:30 pm in the Multi-Purpose Room at 201 West Gray, beginning in January 2015, which motion was duly seconded by Member Goth;

and the question being to move that the Citizens Public Safety Oversight Committee meetings be held on the second Thursday of each month from 4:00 pm to 5:30 pm in the Multi-Purpose Room at 201 West Gray, beginning in January 2015, a vote was taken with the following result:

YEAS: Members Keith Allen, Malaka Elyazgi, Joan Goth, Lea Greenleaf, Matthew Leal, Steve Lucas, David Wilson, and Chair Sims

NAYES: None

Chair Sims declared the motion carried that the Citizens Public Safety Oversight Committee meetings be held on the second Thursday of each month from 4:00 pm to 5:30 pm in the Multi-Purpose Room at 201 West Gray, beginning in January 2015, approved.

\* \* \* \* \*

ITEM 4, being:

#### MONTHLY UPDATES

##### Finance Report

Monthly Detailed Finance Report was presented by Suzanne Krohmer. She detailed Staff Services Division expenditures: academy expenses are a major expense, updating of CAD-ROM software; and partial payment of the RCC consultant's contract which totals \$127,000. Chair Sims asked why the negative year-to-date figures and was told it was due to Interfund Transfers made this year.

##### Fire Department

Chief Fullingim reported they had interviewed 17 people and accepted them. They had 10 positions to fill and hired 10 of the 17. We postponed hiring the remaining 7 people until January 5<sup>th</sup> so they could complete the Firefighter I and EMT Basic and they have now fulfilled requirements.

Member Allen – What do firefighter applicants have to have to be considered for employment?

Chief Fullingim – The job announcement states they have 30 college credit hours, a valid Oklahoma driver's license, and the EMT Basic training which is 7 college hours and is a 4 – 6 month program. We could hire without the above but have not done so in several years.

Chair Sims – A firefighter has to have 24 hours continuing education every 2 years; have to pass an Oklahoma state physical just to enter the Firefighter Pension System; and the physical requirements are much more than for an average job.

### Police Report

Lt. Jamie Shattuck gave the report. Chief has begun to have quarterly meetings with churches in the community. The goal is to discuss policies and procedures of the police department on use of force and security options.

Lt. Shattuck reported the site for the new Emergency Operations Center is 2600 Block of East Robinson (across the street from the Water Treatment Plant).

On December 29<sup>th</sup>, job announcement posting for police officers. We will recruit and hire 15 good officers.

Chief Humphrey – This week we met with three ministers of faith-based organizations to address concerns their congregations may have. We will meet quarterly. We will send out invitations to other ministers in the community. Our goal is to have variety of faith-based organizations and go over the main topics that we cover in the Citizen's Police Academy: CID; use simulator at facility; and use of force, etc. City of Ferguson is a big topic right now.

Member Allen – on the 15 positions, is that the number you are short?

Chief Humphrey – We are down 8 positions – 7 are anticipated for SRO program. They will start in July, ready by November – December and then do training. We can't pull from our regular staff to put in the schools.

Member Allen – Are you working with the school district to have job requirements?

Chief Humphrey – Yes, will work with Norman Public Schools in hiring process. We will meet with school administrators in the fall to discuss program. We want to have a partnership with Norman Public Schools to further our goal of a better relationship with students so the students will come forward to help prevent issues. We prefer proactive measures, not just enforcement.

Member Allen – A lot of parents are concerned after the drugs at Norman North and the rape situation at Norman High. What about the anti-bullying staff the schools talked about?

Chief Humphrey – Yes, Captain Todd Gibson is our representative on that 24-person committee.

Member Greenleaf – Have you looked at escalating the timeline for the SRO program with so many recent events that have happened lately?

Chief Humphrey – They have their own police department and we have to be sensitive about that. Current staff have many community hours in schools, so there is a presence at the schools. Now we are transitioning over to full time responsibility. We can't fast forward too much.

Member Greenleaf – We need to let people know we are working on this SRO program. Also, after recent incidents nationally, will we be able to take advantage of the Department of Justice Grant for on-body cameras for the police force?

Chief Humphrey – It's a matching fund program. We may get some money if it a direct pay from State. We currently don't know how it is going to be administered. Also, you have to be in a position to continue the program.

Member Leal – Do we have a timeline for the camera program?

Chief Humphrey – We hope it's in the very near future. We would like to go to Council in the next 30 days and feel comfortable saying within the next 90 days. The company may have some in stock and they may have to build the cameras. Between now and 90 days we should know how they are going to work in our system.

Member Leal – Between now and 90 days could we have a demonstration on the cameras and how they will work within our system?

Chief Humphrey – Major Kevin Foster is in charge of the camera program. Just let us know when you want the demonstration.

Member Leal – How is the Coffee-With-a Cop program working?

Chief Humphrey – Very good. An average of 30-35 people attend each event.

Chair Sims – Chief, I just want to say since you've been here there's a changed focus to be proactive.

Chief Humphrey – So many officers are on civic boards and part of the community, they value this community and it helps us deal with the community.

Member Allen - A few years ago we were talking about the County Sheriff's office and now it's the OU police. They spend a lot of time in Norman, but not on OU campus. A lot of people don't know the difference between police forces.

Chief Humphrey – OU has certain jurisdictions, they want to be more visible. You have to talk to Liz, the OU Police Chief, to explain any modifications to their patrol operations.

Member Allen – When they write a ticket, does the money go to OU or City of Norman?

Francisco - The traffic revenues go to Municipal Court. Parking revenues go to OU.

\* \* \* \* \*

ITEM 5, being:

RCC CONSULTANTS, INC. (RADIO CONSULTANTS) UPDATE AND UPDATE ON  
EOC/DISPATCH FACILITY BUILDING SITES

Chief Humphrey – We're in the same holding pattern. System will not be serviceable and some groups on it now will not be in the future. We are not kicking anyone off but we are updating our system.

Chief Fullingim – City took money from the State to help us replace our system so we will no longer be part of OKWIN system. City of Norman is paying for the new system. We are looking for partnerships to help with replacement cost. Everyone will still be talking but Norman will likely not be a part of the OKWIN system. We will still be able to talk to other agencies. If there is a disaster, everyone will still be talking. The State will have to upgrade their systems, but agencies will have to wait until State fixes the problem before they can fix theirs. Norman can't wait.

Member Greenleaf – Will we still be able to tie into other systems?

Chief Fullingim - Yes.

\* \* \* \* \*

Item 6, being:

UPDATE ON MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF NORMAN AND NORMAN PUBLIC SCHOOLS FOR THE SCHOOL RESOURCE OFFICER PROGRAM

Chief Humphrey said the MOU is still ongoing, no timeline.

Member Greenleaf – We had to read about Emergency Operations Center facility in paper. It would've been nice to know before then.

Chief – I think if you remember I did say one of the sites was owned by the City of Norman.

Chair Sims – Is this City owned?

Chief – Yes, the site is currently owned by City of Norman. We weren't trying to keep it from the Committee, and it was Council's choice.

Chair Sims – This will cover EOC and dispatch needs.

Member Allen – How big and how much?

Chief - Voters approved \$6.5 million dollars for PSST II. It will be 8,000 to 15,000 thousand square foot building and above ground.

Member Allen – How can City afford the overhead for three different locations?

Francisco – My presentation later will cover that information.

\* \* \* \* \*

ITEM 7, BEING:

FIRE DEPARTMENT PRESENTATION ON FIRE RESCUE / LADDER TRUCK

Chair Sims – Fire Department has a desire to replace the aged ladder truck and it's the desire of this Committee to replace as soon as possible.

Chief Fullingim – Two 75’ ladders for 2 new stations was provided by PSST I Funds. These are straight aluminum ladders that are designed for rescue purposes. Since 1969 we have had this big basket unit that was remodeled in 1997. Big basket unit was remounted on a new cab and chassis and used for rescue with elevated water supply. Current problem is that when equipment is tested, this unit fails the ladder certification. We haven’t put people in this basket in a long time. We use it for the elevated water supply. We have the straight ladders that we rest against a building. Firefighters will go up and down the ladders without being rested. If it is not dependable to use daily, we are not going to put people in it. It would cost more than a million dollars and does not score high enough on the priority list during budget preparation because it’s on a 1997 model chassis that doesn’t have any maintenance issues. They do not score just the functional piece of equipment high. It could be fifteen years before it does score high enough.

Francisco – It is part of the PSST II Fund – on top of the list for firefighter apparatus replacement. The critical capital equipment needs are prioritized. The vehicle is third priority behind EOC and Radio system. We need these financed first before we can purchase ladder truck.

Chair Sims – Would a letter from Committee to Council help increase the priority?

Francisco – Yes

Member Allen – How would the City get the money?

Chair Sims – Can City work on all 3 items at the same time?

Member Greenleaf – Funds are not all spent at the same time. RCC contract is 12 months for the consultation. When will contract dates be scheduled?

\* \* \* \* \*

ITEM 8, being:

**REVIEW AND DISCUSS POLICE AND FIRE CAPITAL EQUIPMENT AND PROJECT PRIORITY LIST WITH AVAILABLE FINANCE OPTIONS**

Anthony Francisco made presentation and had handout for members. He reviewed and detailed the report to the Committee giving the history and intent of the PSST I and PSST II Funds. PSST I ends September 30, 2015 and PSST II begins October 1, 2015. PSST II vote was held way in advance of PSST I ending. City will receive first PSST II revenue in December 2015. Financial projections for PSST II based on not moving any of the items up. We are doing some things earlier, such as hiring of School Resource Officers which was moved up to FYE 16 was not anticipated. In FYE 17 the remaining officers, communications personnel and mechanics are being added. We thought we were spending for RCC design in FYE 17 but we are paying for it now. In FYE 18, we will have to borrow more money that we thought which will cost more. In FYE 18 the radio system purchase will be \$20,850,000. Our goal is to keep a positive fund balance and still do what we need to do. We have projected a 4.5% growth rate in the sale tax collections. We hope we don’t spend all money budgeted. Anticipate not buying any fire apparatus until FYE 20. We will have to borrow money for EOC and Radio system. Fire trucks will have to be pay-as-you-go. If we can save money then maybe we can purchase equipment earlier.

Member Elyazgi – If we didn’t have the PSST Fund, how would City afford the equipment?

Francisco – Same pot of money for capital equipment for all departments. We probably wouldn't replace it.

Member Allen – We have replaced equipment significantly.

Chief Fullingim – Yes

Member Allen – Does this affect our fire rating at all?

Chief Fullingim – No, we have enough with the fire station #8 and #9 ladders to get the points we need.

Member Greenleaf – Could they replace/rebuild boom?

Chief Fullingim – It will cost \$500,000 to replace boom on a 20-year old vehicle.

Member Goth – Can the boom be repositioned when truck gets replaced?

Chief Fullingim – Just owning the ladder helps our rating.

Member Elyazgi – In 1969 they weren't building high buildings, now they are. We have high buildings now and need the equipment.

Chief Fullingim – Truck we are asking for has 100' ladder instead of 75' ladder. Our biggest concern are the 3-story apartment buildings. They have sprinkler systems but without bricks. Nothing protects the outside.

Chair Sims – We have a lot of towers now and 25 feet makes a good difference.

Member Goth – This committee can follow finances and make sure priorities are kept by doing what committee is supposed to do.

Member Greenleaf – Why did salary and benefits for officers costs double in FYE 17?

Francisco – Because the other 6 SRO's were added and salary and benefits increase by 5% per year.

Member Greenleaf - What makes the \$13 million dollar bond proceeds difference?

Francisco - It's the difference between what we have and what we need.

Chair Sims – Isn't the Norman School District sharing costs of the SRO's?

Francisco – Budget projections are for full salary, Norman School District portion not being built in.

Chair Sims – If Norman School District share built in we might be better off to buy ladder sooner.

Francisco – Include in Annual Report to Council if you want this to high priority.

Member Greenleaf - \$13 million dollars can be massaged to a higher number, correct?

Francisco – Yes.

Member Allen – Should City ask for matching funds from OU?

Chair Sims – Should we write a letter to City Manager?

Member Keith – I withdrawal my question, but continue discussion. Does OU pay for fire coverage?  
Answer is no. Keep discussing and considering it.

Casey Holcomb – Is training included in the budget for SRO training?

Francisco – CLEET Funds could be used. Training are budgeted in PSST Fund.

Chair Sims – Training is addressed in MOU.

\* \* \* \* \*

Item 9, being:

#### ESTABLISH AGENDA TOPICS FOR THE JANUARY 8<sup>TH</sup> MEETING

It's consensus of the Committee to have the following items on the February agenda to be discussed:

- camera presentation
- continue discussion on ladder fire truck
- continue discussion on MOU
- continue discussion on RCC.

\* \* \* \* \*

ITEM 10 being:

#### MISCELLANEOUS COMMENTS

Chair Sims and Member Malaka will be gone in January.

\* \* \* \* \*

ITEM 11, being

#### ADJOURNMENT

Member Goth moved that the Citizens Public Safety Oversight Committee meeting adjourn, which motion was duly seconded by Member Leal;

and the question being to adjourn the Citizens Public Safety Oversight Committee meeting, a vote was taken with the following results;

YEAS:

Members Keith Allen, Malaka Elyazgi, Joan Goth, Lea Greenleaf, Matthew Leal, Steve Lucas, David Wilson, and Chair Sims

NAYES:

None

Chair Sims declared the motion carried and the Citizens Public Safety Oversight Committee adjourned at 4:55 pm.