

CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES
January 14, 2016

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4:00 p.m. in the Multi-Purpose Room located at 201 W. Gray Street on the 14th day of January, 2016, 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, Joan Goth, Lea Greenleaf, Matthew Leal, Mike McIlvoy, Linda Price, Bill Scanlon, and Chair Sims

ABSENT: Member David Wilson

COMMITTEE LIAISONS: Robert Wasoski, FOP (absent)
Ryan Carter, OU (absent)
IAFF (position vacant)

STAFF PRESENT: Suzanne Krohmer, Budget Manager
Jim Bailey, Deputy Fire Chief
Major JD Younger, NPD
Scott Sturtz, City Engineer
John Clink, Capital Projects Manager
Leah Messner, City Attorney II

OTHERS PRESENT: Robert Castleberry, Councilmember
Karen Blasier, Citizen
Steve Ellis, Citizen
Mary Francis, Citizen
Roger Gallagher, Citizen
Casey Holcomb, Citizen

Chair Sims called the meeting to order. He welcomed staff and guests to the meeting.

Item 2, being:

APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES OF DECEMBER 10, 2015.

Member Price made a motion to approve the Citizens Public Safety Oversight Committee minutes of the December 10, 2015 meeting, which motion was duly seconded by Member Leal;

and the question being to approve the Citizens Public Safety Oversight Committee minutes of December 10, 2015, a vote was taken with the following result:

YEAS: Members Keith Allen, Joan Goth, Lea Greenleaf, Matthew Leal, Mike McIlvoy, Linda Price, Bill Scanlon, and Chair Sims

NAYES: None

Chair Sims declared the motion carried and the Citizens Public Safety Oversight Committee minutes of December 10, 2015, are approved.

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ITEM 3, being:

MONTHLY UPDATES

Finance Report

Suzanne Krohmer made presentation. The 2nd quarter of FYE 2016 is completed. She pointed out that the \$168,002 Capital Equipment under Police Patrol is for replacement vehicles and the \$18,812 (bottom of the page) is for the radio consultants, TUSA.

Fire Department

The Department has recently completed a 16-week Advanced EMT course which included working with advanced airways situations, to administer different medications, and to start IV medication, not quite the paramedic level.

We will be accepting applications for seven open positions during the next couple of months. There are also five more fire fighters that are expecting to retire soon. The Academy will start in July or August of this year.

We received an ISO notification today that they are sending documents out to different cities, though they didn't tell us what our ratings are. We will have a press release at a later date. Our two new tankers, Station #9, and additional water lines have all helped our rating dramatically.

In March we will go to Tennessee for "swift waters" training. Homeland Security Office will help pay for training in Tennessee but then we are responsible to respond anywhere in the State, if needed. We will send about 24 fire fighters to Texas for the advanced training. Member Leal asked if these people were spread out through all nine fire stations. Bailey said Station #7 has boats with motors and they are for flooding problems and Station #3 has boats without motors but has easy access to Highway 9. Member Allen wanted to know if Homeland Security reimburses City if you are called out. Bailey said they reimburse for boats, motors, etc. but not for the salaries. But if there are flooding problems in Norman, then Norman is priority.

Citizen Gallagher wanted to know if other cities that have completed the Advanced EMT Course, do they see an increase in saving lives. Bailey said Chair Sims can answer that. Chair Sims said City of Norman has the highest cardiac resuscitation rates in the country. We have reduced the respond times, and get treatment done quicker, and with the fire fighters having the advanced training, overall everyone's care is better.

Police Report

Major Younger made the report. COP - 15 cadets graduated from the Academy and became officers. Five are the School Resource Officers, those are the backfill positions. The officers will have three and a half months of field training and then around May 3 they will be solo.

We are accepting applications for eleven vacancies, January until April. In FYE 17 we will have 18 new positions, seven for SRO plus the eleven vacancies.

Police and Fire Departments will hold their annual Chili Supper on February 18, 2016 to raise funds for the Christmas Store, and organization for the dinner has begun.

We will have a new Citizens Academy with the “anti-bullying effort” to be the focus.

Lt. Vincent formally introduced the SRO program to the Norman Public Schools principals. It is a National Standard program and was emphasized that it’s a resource, not just an enforcer activity. The role was clarified.

We have four new Neighborhood Watch programs for crime prevention.

At their request, the anti-bullying program was held for Alcott Middle School. Member Scanlon wanted to know if we have done this program for other schools. Younger said we will present when asked by the school and when they have time. Member Greenleaf said he, Linda Price and Bill Scanlon have attended the Citizens Police Academy. Younger asked the Members to encourage other people to make application for future academies, if this one is full. The next academy is planned for February 29th.

Member Greenleaf attended the recent Cadet graduation and said it was very moving. Member Scanlon attended as well and was impressed with the ceremony. Member Goth also attended and wanted to know if NPD is recruiting women and minorities for the Department. Younger said yes, we are always recruiting other genders and races. Approximately 15% female commission is reflective of industry. Two years ago NPD had a prep class for possible female applicants that would help them through testing and physical requirements. Our Recruiter position goes out-of-state in the hopes of recruiting females and minorities.

Ms. Francis asked Younger if 15 graduated from this academy and he said yes. She asked how many entered and he said 17 and 2 resigned. Younger said about 10% resignation rate is our experience.

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ITEM 4, being:

PHASE II RADIO CONSULTANTS AND RADIO SYSTEM UPDATE

Major Younger said he wasn’t aware of anything new on the radio system. TUSA has come back to refine the draft RFP. The draft is 292 pages and we are going through it right now to look at planning roles/ordinances, etc. Member Greenleaf wanted to know when the Committee can see a copy. Younger said you will see it when it ready for release, we’ll be glad to share.

ITEM 5, being:

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

Younger said Legal staff and School Attorney are still working on the version done in December. Attorney Messner said we're working on language in regards to improper student conduct in school. Attorney from NPS is working on this. Give us another month or so, it's difficult to work through. Member Leal wanted to know if the changes are in the current document and Messner said no. The two biggest issues are equity and confidentiality. Mr. Holcomb says the MOU records-keeping affect an individual's records. Messner said we've been talking about records-keeping, addresses general information, number of contacts, age, race, gender without giving away individual identities. City and NPD will be maintaining that data. Holcomb wanted to know if that information will be subject to the Open Records Act. Messner said juvenile information is not subject to the Open Records Act. City will release statistical records only. Francis wanted to know if there are negotiations or resources had been provided for the MOUs. Messner said there is a lot of information on the internet and NPS holds seminars. Holcomb said NPS has a new attorney and they may use other resources from other schools/cities. Francis asked if Chief had been given information. Messner said she was sure that he would pass that along to her. Messner said Department of Education, President's Council of Education and all resources available have been helpful. Ellis wanted to know when draft will be available, between being approved and given to officers. Messner said officers start in July or August. Younger said August 16th is the official kickoff for the program. Member Leal said we were provided a draft, and you are working on two drafts now. He wanted to know when we will see both. Messner said that it would be about a month.

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ITEM 6, being

DISCUSSION OF COMMUNICATION'S DIVISION TOUR IN DECEMBER

Chair Sims said the tour was very enlightening. Member Scanlon was very impressed and the folks were amazing. He also said he could see where in times of real crisis, where they can be undermanned. I can see where more employees are needed. Member Leal said he could see where more space is needed. Member Greenleaf said having the good state-of-the-art back-up generator is good. Cabinets and racks are old technology and looking forward to them getting new equipment. The communications are vital for the community as a whole. Also, to have interoperability is very important and current system does not live up to it. It's a huge undertaking with Fire and EMS.

Chair Sims wanted to know where we are on the new building. Younger said Major Foster has draft RFP/RFQ and they are under review. Chair Sims wanted to know when it will be released. Younger said he didn't know, it would have to be coordinated with radio system, too. Member Greenleaf hopes Council will integrate Committee with what is going on. Chair Sims said two new positions approved. Younger said yes, we're in the middle of hiring process. Chair Sims asked if Committee would like to have this on the agenda. Member Greenleaf said we should look at it on a quarterly basis and all Committee approved.

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ITEM 7, being

UPDATE AND DISCUSSION REGARDING THE LINDSEY STREET AND BRIDGE PROJECTS

Scott Sturtz made presentation and discussed handout prepared by Public Works Department. There will be wayfinding signs on Lindsey Street to show how to get to Main Street. Construction is always difficult but this project was 14' wide and 30' deep hole on both sides of the project. A reinforced concrete box (RCB) to hold water is placed in the ground – 8' wide and up to 30' deep. To help with safety impact, we call it a shoe fly or dry lane, a separation of travel lanes to have access for buildings on both sides of street. The project is split into six phases and we're trying to adjust this into six smaller chunks. McGee and 24th area has the worst/largest impact. The box is to carry drainage from McGee, will help take care of Lake McGee, a solution for flooding problem.

Member Leal asked if box is same on Highway 9. Sturtz said yes, water will go to Canadian River. Chair wanted to know if two lanes will be kept open at all times. Sturtz said yes. Chair Sims asked about signage concerns. Member Leal said especially turn lanes. Sturtz said there are multiple contractors, it's very complicated and we assigned an employee daily to identify any problems. The hard barricades are costly and time consuming and block turn lanes. Member Allen said have you thought about no turn lanes at all. Sturtz said we want to keep them at major intersections. Clink said but not when building the box. Sturtz said solid barriers are cost prohibitive and there are safety issues. Chair Sims said a 30' hole is a safety issue in itself. What about safety barriers around that. Sturtz said solid construction barriers around the hole to separate workers and traffic. Chair Sims asked about barriers to keep children out. Sturtz, said no, no steel fences or 6' tall barricades, they might be doing nightly concrete work.

Member Allen wanted to know the start date. Sturtz said he was not certain of a start date, but hopes that project will bid in April. Chair Sims wanted to know about football season. Scott said yes, at least one. Member Leal asked about turn arounds at intersections. Sturtz said it was new design and new idea. Member Leal said you won't be able to make right turn eastbound? Sturtz said yes, you will be able to. Member Greenleaf said issue is bad because there's no signage, missing signage or incorrect signage and the information should be out for the community. Sturtz said Sara Kaplan has started a merchant's page and community should continue to use the website, "LindseyStreetNorman.com." and read press releases.

Two to four staff and an inspector are assigned there daily at all times for the public's safety. Personnel are sent to training for work zone safety and signage company will be large enough to have daily coverage. This project is administered by ODOT and a resident engineer is on site. Member Greenleaf says traffic is horrendous, retailers are complaining, and signage is confusing. Sturtz said we will be increasing signage and clarity of language. We put more staff on it because we know it's a safety issue.

Chair Sims said if bid is in April, construction won't start until school is out. Sturtz said yes, won't be until June. Member Leal wanted to know what contact we have with OU. Sturtz said we're in constant contact with OU to share information. We will continue using Highway 9.

Member Allen asked about timing on the Lindsey Bridge project. Sturtz said it was also April of 2016. Member Allen asked if there would be no cross traffic for about a year. Chair Sims said we'll still be able to use Main Street and Robinson streets. Sturtz said Lindsey Street cutoff will be open,

and Highway 9 projects will be done. Member Greenleaf wanted to know projected completion date of Highway 9 Interchange with I-35. Sturtz said that would be completed within the next few months and all ramps will be open. Member Leal asked about completion date for work on Berry Road. Sturtz said that's a Utility Department project. Francis said there are left turn problems and safety issues, has City looked at traffic circle to alleviate traffic. Chair Sims said that's not a subject to be addressed today.

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ITEM 8, being:

DISCUSSION REGARDING THE POLICE DEPARTMENT BEARCAT

Member Greenleaf asked about the BearCat the NPD wants to purchase. Messner said it is not a charge of the Committee. Chair Sims said we tried to have discussion and we were told it was outside of our purview because no PSST Funds are used. Messner said she brought a copy of the Ordinance dealing with PSST II said one word added to PSST II from PSST I. "expenditure of funds". Messner read the ordinance; under 4.1 the functions of the Committee, review COP issue reports, prospectively review issues. Messner said the BearCat does not come under the purview of the Committee. Chair Sims said Committee members may contact Council Members directly if you have a question about the Committee's functions.

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ITEM 9 being:

DISCUSSION AND POSSIBLE MOTION FOR COMMITTEE TO RECOMMEND TO COUNCIL TO EXPEDITE THE HIRING OF SCHOOL RESOURCE OFFICERS FOR THE NORMAN MIDDLE SCHOOLS

Messner said the Ordinance is specific to hiring SRO – Community Policing, it might be appropriate. Item 7 of the Agenda is not under your charge. Chair Sims wanted to know when we identify an issue, what can we do. Messner said yes, you can contact your Council Member. Member Allen said that doesn't seem to be working but when we forward to the City, then we get a response. He said I'm very interested in this subject because I have a child in middle school and times are changing quickly. We are putting officers in the high schools in August. We can expedite to middle schools not in August but by start of 2nd semester, approximately one year from now. Didn't you say we have two plus trained SRO officers. Younger said yes, we have seven SROs training. Member Allen also said since City has money to do it, we would look silly not to do something. Member Leal said we should just start in middle schools since high schools already have security. Younger said they work with Dimensions Academy for problem youth and have four security employees, chief and three to four staff at high schools. Chair Sims wanted to know if we can expedite the two SRO officers to middle schools by May of 2017. Member Price said that doesn't seem to really expedite it. Holcomb said justification for expedition has shifted. Member Price said she thinks we should just monitor it.

Chair Sims said community policing efforts are still ongoing, right? Younger said yes, Adopt-A-School has expanded to some regular patrol. We have identified SROs and we will identify what schools they are to be placed in. We should know additional SROs in August and where they will be

placed in August of 2017. There will be a gradual increase of officers and presence. Human Resources are constrained, not financially contained. Member Scanlon said we don't have hard data on which middle school needs resources. Younger said if an identifiable threat exists, NPD would respond. We are trying to be more proactive rather than reactive. Member Allen said with the two extra going through training, we do have resources to do that. Younger said yes, those are two front line personnel.

Ellis wanted to know with all the time table discussion, how long will the public have to review before MOU gets implemented. Younger said nothing prohibits progression of training and preparation of implementation. We are progressing with logistics. Blasier commented they have two grandchildren in middle school and don't see any increase in the sorts of problems that would require expedition into middle schools and wondered what problem we are trying to solve. Member Greenleaf said same as putting fire extinguisher into place. Member Price suggested no motion at this time, and Member Goth agrees and we just continue to monitor.

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ITEM 10 being:

ESTABLISH AGENDA TOPICS FOR THE NEXT FEBRUARY 11TH MEETING

Consensus of the Committee to have the following items discussed:

- Update on Memorandum of Understanding (MOU) between the City of Norman and Public Schools for the School Resource Officer program and discussion of the SRO program.
- Update on Phase II Radio Consultants and radio system update

Member Allen wanted to know about Fire Chief and fire fighter replacements. Chair Sims said there would be a national search for Fire Chief. Bailey said yes, in process this week. Chair Sims asked Bailey if he was Interim Chief. Bailey yes, will stay until end of June.

Member Leal asked can we have clarification of two separate MOU drafts. Member Price said one is the MOU and one is an operating guideline, they are two separate documents. Chair Sims asked how specific is the training of the SROs. Younger said if you don't have MOU, how do you know the rules. There are state laws that regulate training of SROs. We are working on MOU and codifying language for understanding on both sides. Standards are case law based.

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ITEM 11 being:

MISCELLANEOUS COMMENTS

None

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Item 12 being

ADJOURNMENT

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

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, Joan Goth, Lea Greenleaf, Matthew Leal, Mike McIlvoy, Linda Price, Bill Scanlon, and Chair Sims
NAYES:	None

Chair Sims declared the motion carried and the Citizens Public Safety Oversight Committee adjourned at 5:23 pm.