

CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES
March 10, 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 10th day of March, 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, Lea Greenleaf,
Matthew Leal, Mike McIlvoy, Bill Scanlon,
David Wilson, and Chair Sims

ABSENT: Members Joan Goth and Linda Price

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

STAFF PRESENT: Suzanne Krohmer, Budget Manager
Jim Bailey, Deputy Fire Chief
Travis King, Assistant Fire Chief, NFD
Keith Nelson, Fire Training Officer, NFD
Keith Humphrey, Police Chief
Major JD Younger, NPD
Lt. Chad Vincent, NPD
Lt. Jay Callahan, NPD
Claudia Deakins, Chief Communication
Officer
Leah Messner, City Attorney II

OTHERS PRESENT: Casey Holcomb, Citizen
Mack Burke, Norman Transcript

Item 2, being

INTRODUCTION OF STAFF AND GUESTS

Chair Sims called the meeting to order. He welcomed staff and guests to the meeting and asked them to introduce themselves.

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Item 3, being

APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES
OF FEBRUARY 11, 2016.

Member Scanlon made a motion to approve the Citizens Public Safety Oversight Committee minutes of the February 11, 2016 meeting, which motion was duly seconded by Member Wilson;

and the question being to approve the Citizens Public Safety Oversight Committee minutes of February 11, 2016, a vote was taken with the following result:

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| YEAS: | Members Keith Allen, Lea Greenleaf, Matthew Leal, Bill Scanlon, David Wilson, and Chair Sims |
| ABSTAIN: | Member McIlvoy |
| NAYES: | None |

Chair Sims declared the motion carried and the Citizens Public Safety Oversight Committee minutes of February 11, 2016, are approved.

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ITEM 4, being:

MONTHLY UPDATES

Finance Report

No discussion.

Fire Department

Deputy Fire Chief Bailey made presentation. The new ISO ratings are in and Norman's rating decreased from 3/9 to 2/5 (ISO rating is in town for first number and east of town is second number). This new rating will benefit homeowner's insurance rates and business rates. This will become effective June 1, 2016. Some of the rates for east Norman are classified as a 10. Only adding fire stations will reduce the 10 rating for those people. Member Greenleaf wanted to know if the people need to do anything. Bailey said you can contact your insurance company with the new ISO rating. Bailey added that purchasing the needed tankers helps to reduce the ISO.

Member Wilson asked Bailey to explain the ISO rating. Bailey said the next station built will be #10, south on Highway 9 on 36th by Walmart, Deskins Landing. Chair Sims asked if relocation of No. #5 Little Axe station will have an impact on ISO rating. Bailey said yes, it will affect those people living by there. The plan is to move in closer to 142nd or 132nd on Highway 9. Member Allen asked about moving date. Bailey said City has to build new a new station first and that's 3 to 5 years

out. Member Leal asked about plans for structure and land when Station #5 moves. Bailey said not sure because building is also used for Little Axe Community Center.

Bailey said the Tennessee Swift Water Rescue Training vendor is Rescue 3 International. When the fire fighters return from this training, we will be the most highly trained department in Oklahoma. They might train Oklahoma City fire fighters. Division trainers and some others will train to be trainers. Homeland Security has an agreement of aid; we would have to help others. We will always take care of the City of Norman first. Homeland Security will support the training in Tennessee with 100% pay and maintenance and support of boats. Member Scanlon wanted to know if Homeland Security is not paying salaries will they reimburse City for maintenance. Bailey said yes.

Bailey said the 100' platform fire truck is scheduled to arrive in November.

City is testing 115 fire fighter applicants at the Vo Tech on Saturday, March 12th for the 7 open positions. Committee discussed ethnicity and age of applicants. This is the first year we have waived 30 college hours for honorable discharge from any branch of the service. The applicants will be allowed to test.

Police Report

Major Younger made presentation. Captain Todd Gibson is absent today. Chili Supper was held on Thursday, February 18th in the Norman High School Commons Area. It was the most successful one on record.

Citizen's Academy #10 is a good group.

The RFPs received on the body-worn cameras are being reviewed; March 2nd was the closing date. The Project Team is reviewing. Major Foster is the team leader. He will have something for the Committee soon.

There are multiple dates for testing of new applicants. The first one is Saturday, March 12th. We are authorized for 17 and this includes the SROs. Member Allen wanted to know if the rules and regulations for use of the body cameras have been finalized. Younger said they are reviewing the proposal and period of testing. We do have draft policies and have sent Lieutenants to training to look at national standards. They are looking at technical retention times. Member Allen wanted to know if Information Technology is a big part of this. Younger said yes, it is huge. He said Foster, the team leader, worked with IT staff and we acquired a large amount of storage space last year. We feel confident that we have a large amount already in place. The retention time of videos is a big question (90 days, 180 days, different for different crimes,etc.).

Member Scanlon wanted to know about the manpower to manage this program. Chief said we've added another Professional Standards position and that position would not be a lower grade than a Lieutenant running that program. Member Scanlon asked if they would manage data. Chief said this is new to the department; we might have to assign additional duties to others. We have a technology guy to manage the system right now. He said body camera videos are just one medium of storage; there are also interviews room cameras, etc. Member Scanlon asked if policies have been finalized and said the Committee is interested those policies. The Chief said we have those policies; they were distributed to the Committee. Chief said he will get those to Member Scanlon.

Younger told the Committee of more retirements coming. Greg Roberts retired recently and Todd Gibson is retiring in April of 2016.

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ITEM 5, being:

DISCUSSION REGARDING PHASE II RADIO CONSULTANTS AND RADIO SYSTEM UPDATE

Major Younger said NPD will release the RFP next Wednesday, March 16. We will forward this to the Committee on day of release. We will distribute when it's made public. It's a large document, 12 megs, and 294 pages. He advised breaking it out in a PDF, one half at a time. Chair Sims asked about the status of the new EOC building. Younger said RFQ is currently done.

Member Greenleaf wanted to know about a five-year plan using PSST Funds. Can we have a 5-year Plan update? Chief said we already have a plan. Member Greenleaf asked if plan had money tied to each one.

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ITEM 6, being:

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

Leah Messner made presentation. She apologized for no representatives from the Norman Public Schools being in attendance. NPS is very excited about the SRO Plan, however, the State budget cuts to school districts is a big concern to them. The City and NPS have not finalized SRO Program funds. By the April meeting, we will know the budget for next year and amount of cuts. She plans on attending next month. Member Leal asked if Dr. Joe Siano and Dr. Migliorino would attend. Member Scanlon asked what will happen to the Police Department.

Chief said the first year of the program, a Lieutenant and five officers is covered. In July of 2016, we will be ready and we will try to figure out the future. Scanlon asked about the equitable share in expenses. Messner said let's wait one more month. Siano is looking at \$4 million in cuts. Scanlon said, so there is no problem this year. Member Greenleaf asked if this year was paid for by PSST funds alone. Chief said no, Norman Public Schools will contribute but they are trying to figure out what the cuts will do to the school system.

Messner passed out Attachment B, called "School Resource Officers and School Discipline" that discusses proposed roles of the SROs, teachers, etc. There is also a section on reporting. Member Allen said we know officers are in the schools, we knew in the long run we would be expanding the current program.

Messner said we will have six officers, so they will have one more than the school system currently has.

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ITEM 7, being

UPDATE ON EMERGENCY OPERATIONS CENTER (EOC) PROJECT

Chief said RFQ is being reviewed over the next 60 to 90 days.

ITEM 8, being

OVERVIEW OF FIRE AND POLICE RECRUIT TRAINING

Fire Training Chief, Keith Nelson, made a presentation regarding the fire recruit classes. He discussed the testing and hiring procedures. Applicants must be 18 years old and no older than 45, they must have EMT certification, and no felonies. There is a three week recruitment period. This is the lowest amount of applicants we have had since I've been here. Member Scanlon asked what is on the written test. Nelson said math, aptitude test, have to score 70 or above to pass. There is physical agility test, oral interviews, chief's interview, background and investigation checks, and a state pension physical. PSST academies last 21 weeks. We use NFD and OSU instructors. Applicants must pass all tests (20 or more). They must hit military fitness benchmarks and physical performance (certain amount of sit-ups, pushups, pullups, running).

He also discussed the Firefighter Recruitment Academy. Topics include ventilation, forcible entry, water supply, etc. Training includes the physical fitness program, ropes, EMS equipment and protocols, HazMat, swift water rescue, boat rescue, and more.

Member Allen asked if the Committee could visit the training facility. Member Leal asked how much water is used in the training. Nelson replied, a lot, many gallons. Nelson said it takes 4-5 years to be a good firefighter.

Police Lieutenant Jay Callahan made a presentation regarding police training. He discussed personnel training, recruiting and hiring. March 15th at the NIC will be a recruiting event. Next Saturday is a written test. We have 41 applicants and will fill between 15-20 positions.

He also discussed requirements which include 60 semester hours, no felonies, physical test, written test (basic math, etc.), verbal board interview, background investigations. Forty is our magic number to go to the hiring board. Then there is a psych evaluation and medical exam. Police Academy appoints those only if you pass all the above, only 1 of 6 with own training. The Academy is 26 weeks long and includes training on Ethics, cultural diversity, driving, firearms, mental health awareness, report writing, investigating, etc.

For CLEET, there is an eight week, 450 hour standard. Member Scanlon asked what areas are emphasized. Callahan said all of the above we discussed. The PTO (Police Training Officer) program is a 14 week program, upon graduation of cadets and is on the job training. Member Greenleaf asked what are the major changes between the two training programs. Callahan said there is a San Jose call based versus academic base which is now more problem solving, contacts, and more homework on your City. There are three phases (A, B and C) and each are four weeks with evaluation phases in between. We have fifteen new officers in phase B now. After PTO, assigned

solo on a probation period. Member Allen asked what is the new training rationale? Callahan said the Chief made the decision to change. Citizen Holcomb asked how many hours of diversity training are included. Callahan said four hours plus mental health, autism, etc. is integrated which is 24 to 26 hours. There is no scoring with this program, it's more objective. Member Allen asked if there is more paperwork involved with this training? Callahan said yes, but all electronic. Lieutenants are responsible for all PTOs, reports are reviewed by a PTO Commander, and there are three levels of approval. Reporter Burke asked about psychological training – are there positive signs. Callahan said emotional intelligence is a very important part of what we're looking for in a recruit; being able to communicate with all kinds of people.

Member Leal asked about the CPA (Citizen Police Academy) program length. Callahan and Member Scanlon said 12 weeks and is an overview of the PD. Member Scanlon is a graduate of the CPA and said the last week is role playing. You get the inside of how cops will handle a situation and react. Callahan discussed the role playing and the purchase and use of a force simulator that gives real life situations to help officers make good decisions in many different scenarios. We will integrate the simulator in the CPA in the future. Member Allen said that would be good training every 18 months. Callahan said using the Lexipol Plan, we use the simulator quarterly for firearms training. We can use the simulator as part of the Lexipol policy. Callahan said there are 4,000 different scenarios on the simulator. Member Leal said when he was in the military, there was continual training, and do you do that? Callahan said yes. This year we are focusing on driving, shooting, and our pursuit policy. We hope to get the simulator soon. It will cost about \$70,000.

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ITEM 9, being

ESTABLISH AGENDA TOPICS FOR THE NEXT APRIL 14TH MEETING

- MOU discussion with Superintendent Siano
- The Committee requested to visit the Fire Training Facility for their meeting in May and the Police Training Facility in June. Member Allen asked Bailey if he could bring the boats and Bailey replied yes.
- Add the cameras update - every four months

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ITEM 10 being:

MISCELLANEOUS COMMENTS

Members asked Jim Bailey about the Emergency Operations Center and he said an RFQ has been completed for the architect, and once an architect has been approved by Council then it typically takes six months to draw up plans, and then it goes out for bid. Once a contract has been awarded to a contractor, construction would begin. Member Allen asked if it would be at least a year to break ground and Bailey said yes.

Member Allen said the Committee was not made aware of the Police Training Program switch before it occurred.

Citizen Holcomb said that he had statistics that show the number of juvenile arrests for 2011, 2012 and 2013 in Norman. The number of arrests is by race and he said 31% of the total in 2013 in the Norman School District was black students, which are only 6.6% of the total school district. It is a troubling statistic. He would like to have this information used in training of our local police.

Member McIlvoy said he was not going to listen to Mr. Holcomb and proceeded to leave the meeting.

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Item 11 being

ADJOURNMENT

Member Allen moved that the Citizens Public Safety Oversight Committee meeting adjourn, which motion was duly seconded by Chair Sims;

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

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| YEAS: | Members Keith Allen, Lea Greenleaf, Matthew Leal, Bill Scanlon, David Wilson and Chair Sims |
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| NAYES: | None |
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Chair Sims declared the motion carried and the Citizens Public Safety Oversight Committee adjourned at 5:29 pm.