

CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES  
September 8, 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 8th day of September, 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: Chair Eddie Sims, Members Joan Goth, Mike McIlvoy, Bill Scanlon, Melanie Haynes, Lea Greenleaf, Linda Price, and David Wilson

ABSENT: Member Matthew Leal

COMMITTEE LIAISONS: Robert Wasoski, FOP (absent)  
Lindsay Echols, OU (absent)  
IAFF (position vacant)

STAFF PRESENT: Suzanne Krohmer, Budget Manager  
Chief Keith Humphrey, NPD  
Chief Travis King, NFD  
Major Kevin Foster, NPD  
Major JD Younger, NPD  
Captain Jamie Shattuck, NPD  
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 AUGUST 11, 2016.

Member Scanlon made a motion to approve the Citizens Public Safety Oversight Committee minutes of the August 11, 2016 meeting, which motion was duly seconded by Member Price; and the question being to approve the Citizens Public Safety Oversight Committee minutes of August 11, 2016, a vote was taken with the following result:

YEAS: Chair Eddie Sims, Members Joan Goth, Mike McIlvoy, Bill Scanlon, Melanie Haynes, Lea Greenleaf, Linda Price, and David Wilson

NAYES: None

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

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ITEM 4, being:

## MONTHLY UPDATES

### Finance Report

Suzanne Krohmer made the presentation. She stated that the \$431,000 on the Fire Dept. capital equipment summary was to pay for a pumper truck. Chief King stated that the \$431,000 was what they would pay upfront to get a substantial discount and that the truck would arrive in approximately 8 months. Member Scanlon asked what the almost \$4,000 slated for Other Business Services (41-99) for the Fire Department was. Member Greenleaf asked which fund the new Police Academy Recruit Training would come out of. Suzanne Krohmer stated that all of the new Academy expenses were being charged to the General Fund.

### Fire Department

Chief King stated that the Fire Academy is going great and the graduation is slated for November 10<sup>th</sup>. All of the cadets have passed their Fire Fighter I.

### Police Report

Major Younger stated that COP hours for August were 343 hours, which is roughly half partnerships and half problem solving. The next Academy will start Sept. 12<sup>th</sup> with 21 Norman cadets, 5 are OU officers, and 1 is a Norman Fire Inspector. It will be held in the newly expanded dedicated building at the Fire Range.

Major Younger also stated The Faith in Policing initiative will have some officers sent out as representatives to church socials. The 11<sup>th</sup> Citizens Police Academy just completed week 2. We held a Crime Fee multi-housing Phase II meeting. We are getting positive feedback on Operation HALO, where officers are sent to the first day of school to show the parents they do have a presence in the schools. We also recently did a community event called Stroll Down History, Home Again that featured the Norman Police's initiative to provide tracking devices to people who wander off. At this event, we received many donations for this program. Member Price asked how much was raised in donations. Major Younger stated that it was approximately \$3500. \$6500 will get the Police Department two of these devices and the training to operate them. Participants do have to pay for a bracelet, but they can apply for a grant to help with this cost.

Major Younger stated that the football traffic is expected to be heavy and the Police Department is partnering with the Fire Department and the University of Oklahoma to address that for public safety purposes. There has been an internal selection on the body camera vendor and a presentation on this selection will be made to the public. Also, the Police Department has partnered with the community policing office in Washington, D.C. to conduct a survey on our progress in implementing our community policing philosophy. We have received the rough results and will share them in the not too distant future.

Member Greenleaf asked if Major Younger would tell us about the initiative that took place this past weekend. Major Younger stated that Operation Cadence is an ongoing initiative that was kicked off on Labor Day weekend in recognition of an 8 year old child that died 3 years ago due to an impaired driver. The media has picked up on the personal story behind the initiative and it has been well received and positive. Member Greenleaf stated that it is a very good public outreach initiative.

Member Scanlon stated that the IRS just granted approval of the Police Department's 501c3 status.

Member Greenleaf asked about the report that was attached to the committee's packet. Major Younger stated that the most important thing in the report was the work plan that had been updated with 9 goals that have to be worked on by certain members of the Police Department.

Major Younger stated that the Washington Post had a story about the White House that was urging communities that have school resource officers to adopt certain best practices. He believes that we are doing exactly the practices that are being recommended in this article.

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ITEM 5, being:

#### DISCUSSION REGARDING PHASE II RADIO CONSULTANTS AND RADIO SYSTEM UPDATE

Major Younger stated that more progress has been made. The RFP closed on June 24<sup>th</sup>, the city's project team was able to meet with the consultant to go over the technical and the pricing scoring, and we now have a tentative ranking on the vendors. Now we can move into negotiations, and we anticipate that happening in a week or two. All four vendors that responded are all reputable, multi-national vendors. Member Scanlon asked if the financial review of the vendors had begun. Major Younger stated that the financial review was part of the scoring system done on all of the vendors. Member Greenleaf asked when the committee would be looking at a selection. Major Younger stated that it would hopefully within the next week or so but definitely in the month of September. Member Greenleaf asked if the committee could be emailed the selections. Major Younger said that could definitely happen.

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ITEM 6, being:

#### UPDATE ON EMERGENCY OPERATIONS CENTER (EOC) PROJECT

Chief Humphrey stated that there was not much more to report than last month; we have selected a company to do the design. Member Sims asked when the design will be complete. Chief Humphrey stated that it will be completed in 6 months. Member Greenleaf asked which vendor was selected. Chief Humphrey stated that it was ADG (Architect Design Group). Member Greenleaf asked if they were a local vendor. Chief Humphrey stated that the closest office they have is in Denton, TX but that they have local ties. Member Price asked which local firm they are tied to. Major Younger stated that ADG has a huge history on EOC's. The most recent one that they have done was in Springfield, MO that was opened 2 or 3 years ago and they also provide process courses on design and construction. Member Scanlon asked how involved the Fire Department was in the project. Chief King stated that when Phase I comes, they will be at the table for the emergency management aspect of the design. Chief Humphrey stated that ADG has an office in Dallas. They are currently revising the contract with Legal, and once that is completed we will get that in front of Council. It will take about 3 months to get what the size and the cost of the facility will be.

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ITEM 7, being

#### DISCUSSION REGARDING COMMUNICATIONS STAFFING

Chief Humphrey stated we were completely staffed, but we filled 2 PSST positions, we have had 1 person resign and 1 person transfer out, so we have 2 vacancies for Communications Officers at this time. We are not having trouble getting applicants like we have had in the past. Samantha Bolin, who has 20 years' experience, has accepted the Admin Tech position for the Investigation Center. We currently have some applicants that are going through the interview process and after that they will move forward to the selection process. Member Scanlon asked if the vacancies were relatively short term. Chief Humphrey stated that it was short term and they would be filled soon. Major Younger stated that we have 2 total vacancies including the 2 new PSST positions. Member Greenleaf stated that he was glad to see better attraction of applicants since we moved to full time positions. Chief Humphrey stated that Lance and his staff have done a good job of having an open house where you bring potential applicants in and they can see what the job entails before they apply.

ITEM 8, being

#### POLICE DEPARTMENT DIVISION II, EAST DISTRICT STAFF INTRODUCTIONS

Captain Jamie Shattuck stated he is the Division II commander and responsible for the East side. He has worked here for 19 years. Division II actually consists of 2 different shifts. We have 50 people allotted to work on Division II which includes 45 officers and 5 supervisors. Right now we sit at 5 supervisors and 37 officers which is 18% down on our staffing. We have 2 shifts: one is from noon to 10 pm (that is called shift two) and the other is from 4:30 pm to 2:30 am (that is called shift four). We have 26 officers that work on shift two because of the really high call volume we have at night. So to help with this we have an overlap shift (called shift three) that comes in at 9 pm. This is very helpful and our main issue is getting across town in the evening. Our specific calls that we

experience are mostly about traffic accidents and day time burglaries from noon to the evening. The East Side has 4 beats with each beat having a supervisor. We have 2 Lieutenants on day shift and 2 on night shift. The High Crime areas are Virginia West, Boyd North, Brandywine East, and the northside of Lindsey. That is where we try to put more people. He is also the Homeless Coordinator, he sits on the Salvation Army Board, and he is pending to sit on the Food and Shelter for Friends Board. He is also the commander of the Bomb Unit and he will be at the OU game.

Member Greenleaf asked what the rationale is for the increase in burglaries. Captain Shattuck stated that we are not sure of the cause.

Captain Shattuck stated that Captain Green is his counterpart in Division I on the day shift.

Member Price asked if the area of high police concentration included Oakhurst. Captain Shattuck stated that it did not include Oakhurst. Major Younger stated that there is usually an assessment of the areas every 3 months and at that point they could possibly move the borders.

Chief Humphrey stated that Norman is 8-10% down on crime compared to last year. Holidays are coming up and the crime levels can fluctuate. We try to be proactive and that works wonders in our city.

Chief Humphrey stated that National Night Out would be happening on Oct. 4<sup>th</sup> starting at 5:30 pm. Last year we had 50+ groups and this year we are looking to top or at least match that. Member Scanlon stated that the Fire Department, the Police Department, and other city departments get involved in this and many other community programs.

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ITEM 9, being

DISCUSS DRAFT OF COMMITTEE'S ANNUAL REPORT AND POSSIBLE APPROVAL OF THE ANNUAL REPORT

Member McIlvoy made a motion to approve the Annual Report, which motion was duly seconded by Member Goth; and the question being to approve the Annual Report, a vote was taken with the following result:

YEAS: Chair Eddie Sims, Members Joan Goth, Mike McIlvoy, Bill Scanlon, Melanie Haynes, Linda Price, and David Wilson

NAYES: Member Lea Greenleaf

Suzanne Krohmer needs to change the "unanimous" vote on the draft of the Annual Report to reflect that Member Greenleaf opposed the approval of the Annual Report.

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ITEM 10, being:

ESTABLISH AGENDA TOPICS FOR THE NEXT OCTOBER 13<sup>TH</sup> MEETING

At the January meeting we will do a body camera demonstration.

- Member Price would like an update on the National Night Out event.
- Member Sims would like a report on what happened after the first two OU games
- Take out Discussion regarding Communications Staffing

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Item 11, being

MISCELLANEOUS COMMENTS

None

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Item 12, being

ADJOURNMENT

Member Price moved that the meeting be adjourned. Member Goth seconded the motion. Chair Sims declared the Citizens Public Safety Oversight Committee adjourned at 4:47 pm