

POLICE BOARD OF COMMISSIONS

The Police Board of Commissions held a meeting on Tuesday, February 17, 2015, at the Town Hall.

The meeting was called to order at 5:38 p.m. by President Frank Caudell.

PRESENT: Board Member Ellen Rich, Board Vice President Patrick Calhoun, Board President Frank Caudell, Board Member Janet Manship, Board Member Bob Sterrett and Chief Knauer. Attorney Alex Intermill joined late.

ABSENT: President, Bob Sterrett

APPROVAL OF MINUTES:

MOTION MADE by Vice President Patrick Calhoun to approved minutes from January 20, 2015 meeting. SECONDED by Member Janet Manship. APPROVED 4-0 (Abstaining Member Bob Sterrett).

UNFINISHED BUSINESS:

President Frank Caudell reported that he made several attempts to deliver to the Clerk, Marcie Stafford, a copy of the letter outlining the Commissions' findings that there was no merit to the allegations raised by the Clerk against the Chief based upon the investigative findings. President Frank Caudell reported that he was unable to make contact with the Clerk at her office, and the certified mailing that was sent to her, had been refused by her. Discussions ensued, and the Commission agreed that President Frank Caudell should attempt again to hand-deliver the letter to the Clerk at the Town Council meeting immediately following the Commissioner's meeting on this date.

NEW BUSINESS:

Discussion regarding Member Ellen Rich's relinquishment of her position as Secretary on the Commission.

MOTION MADE by Member Janet Manship to appoint Vice President Patrick Calhoun as secretary. SECONDED by Member Bob Sterrett. APPROVED 4-0 (Abstaining Vice President Patrick Calhoun).

Discussions regarding frequency and dates for upcoming meetings. Commission agreed to meet on quarterly basis, rather than monthly, with the understanding that additional meetings may be called on an "as needed basis".

MOTION MADE by Vice President Patrick Calhoun to move to quarterly meetings, with those meetings being on March 16, June 15, September 21 and December 21 at 6:00 p.m. SECONDED by Member Ellen Rich. APPROVED 5-0

Member Janet Manship and Vice President Patrick Calhoun reported they would be unavailable for the meeting on March 16 due to out of town travel plans. Commission discussed changing the March meeting date.

MOTION MADE by Member Janet Manship to move the March 16 meeting to March 9 at 6:00 p.m. SECONDED by Member Bob Sterrett. APPROVED 5-0

MEETING FOR THE BALANCE OF THE 2015 CALENDAR CONFIRMED AS:

March 9, 2015 @ 6:00 p.m.

June 15, 2015 @ 6:00 p.m.

September 21, 2015 @ 6:00 p.m.

December 21, 2015 @ 6:00 p.m.

Additional meetings to be scheduled, as may be needed

CHIEF'S REPORT:

1. Department is short staff temporarily, with one officer on vacation due to family matters, one officer in the academy, one officer on light duty and in the process of hiring the replacement officer. But the department is making it work and there is appropriate coverage.
2. Department will be participating in State mandated training in March.
3. Chief's annual report was previously distributed and discussed. President Frank Caudell complimented the Chief on the report, especially the goals and public relations that the Department has been striving to achieve.
4. Discussions with upcoming public relations events. Specifically "Coffee with a Cop" which will be held on March 14, 2015 from 8a – Noon at Broadway Dinner, in June 2015 at Sunrise and September 2015 at Lincoln House.
5. Update on hiring process. There were 62 applicants, and they have narrowed the selection to 10. Department is in the "background" phase, with Chief's interviews scheduled for March 2, 2015. After the Chief's interview there will be a lie detector test administered, then applicants and a recommendation will be submitted to the Commission, with the Commission's final recommendation being submitted to the Town Council.
6. Discussions regarding the Chaplain program and the invaluable assistance they offer. There are two Chaplains, one from the Nazarene Church and one from St. Thomas. Chief would like to send the Chaplains to a conference/training and use the continuing education fund to finance their participation.
7. Employee evaluations are complete, and discussions regarding the evaluation process, with updates mid-year, and the manner in which coaching and performance improvement plans are utilized.
8. Chief is working on a Narcan grant which would assist in the purchase of Narcan doses, which will reduce the effects of narcotics, to assist in possible overdose situations. The goal is to have one dose in each vehicle. The medication has approximately a 5 year shelf life. Also researching possible grant for radios, and discussions regarding the radio systems.
9. Update on the interact program, which they are still working towards, but the implementation date has been extended. Hope to have the system going live in March 2015 – April 2015.
10. Formal uniforms have been purchased for the officers.
11. Still waiting on information from the Clerk, Marcie Stafford, to provide budget information. Has not received reconciled numbers since June 2014, and needs reconciled numbers to provide the final report to the Commission.
12. Chief anticipates taking some of his vacation time in March 2015 – April 2015, and will advise accordingly.

CLOSING COMMENTS:

President Frank Caudell and Vice President Patrick Calhoun would like to see more asset forfeiture. The Chief reported that is something they are working towards as well.

Member Bob Sterrett inquired about park patrol. Chief reported they are still patrolling, although the park is not as active during the winter months.

NEXT MEETING:

Next meeting scheduled for Monday, March 9, 2015, at 6:00 p.m. at Fortville Town Hall.

MOTION MADE by Vice President Patrick Calhoun to adjourn at 6:47 p.m. **SECONDED** by Member Janet Manship. **APPROVED** 5-0.

MEETING CONCLUDED.

FRANK CAUDELL, President

ATTEST:

WILLIAM KNAUER, Police Chief