

**AGENDA**  
**BOARD OF PUBLIC SAFETY**  
**Tuesday May 24, 2022**  
**9:00 A.M.**

**Council Chambers**

**Municipal Building, 229 S. Second Street, Elkhart, IN 46516**

<https://coei.webex.com/coei/j.php?MTID=m17ab861bee36435987b155faa00eb5ba>

1-415-655-0001 Meeting number 2312 215 7602

Password Safety22

- 1. ROLL CALL**
- 2. APPROVE AGENDA**
- 3. APPROVE MINUTES: Regular Meeting May 10, 2022**
- 4. POLICE DEPARTMENT**
  - **Agreement with Interview Now Inc.**
- 5. FIRE DEPARTMENT**
  - **Medical Leave of Absence Extension- FF Travis**
  - **April 2022 Month End Report**
  - **Request to Purchase 2022 Pierce Fire Engine Utilizing the Government Sourcewell Procurement Contract**
- 6. COMMUNICATIONS CENTER**
  - **March & April 2022 Month End Reports**
  - **Contract with INdigital for Telephone Maintenance**
  - **Contract with Priority Dispatch Corp. for Quality Assurance Service**
- 7. BUILDING AND CODE ENFORCEMENT**
- 8. OTHER PUBLIC SAFETY MATTERS**
  - **Det. Susan Lambright Grievance**
- 9. PUBLIC PARTICIPATION**
- 10. ADJOURNMENT**

BOARD OF PUBLIC SAFETY  
Tuesday, May 10, 2022

Chairman Robert Woods called a regular meeting of the Board of Public Safety to order at 9:00 a.m., Tuesday, May 10, 2022. Robert Woods, Charlie Cross, and Anthony Coleman attended in person. Carol Loshbough was absent.

1. APPROVE AGENDA

On motion by Charlie Cross, seconded by Anthony Coleman and carried 3-0, the agenda was adopted as presented.

2. MINUTES- Regular Meeting May 10, 2022

On motion by Anthony Coleman, seconded by Charlie Cross and carried 3-0, the minutes from May 10, 2022 were approved as presented.

3. POLICE

Chief Seymore presented a Medical Leave of Absence for Ptl. Adam Northcutt effective April 20, 2022 to July 20, 2022. On motion by Anthony Coleman, seconded by Charlie Cross and carried 3-0, the Board accepted the Medical Leave of Absence for Ptl. Adam Northcutt effective April 20, 2022 to July 20, 2022.

Chief Seymore requested that the Board place Cpl. Christopher Bella on unpaid Administrative Leave due to his arrest on April 26, 2022 and the domestic violence charges filed against him. On motion by Charlie Cross, seconded by Anthony Coleman and carried 3-0, the Board approved unpaid Administrative Leave for Cpl. Christopher Bella effective May 10, 2022.

4. FIRE

Chief Shaun Edgerton was present for questions.

5. BUILDING & CODE ENFORCEMENT

Henry Terrazas presented the April 2022 Month End reports. On motion by Charlie Cross, seconded by Anthony Coleman and carried 3-0, the Board accepted and placed on file the April 2022 Month End Report for the Building and Code Enforcement Department.

6. OTHER PUBLIC SAFETY MATTERS

On motion by Anthony Coleman, seconded by Charlie Cross and carried 3-0, the Board accepted the Police Merit Commission minutes from March 14, 2022. On motion by Anthony Coleman, seconded by Charlie Cross and carried 3-0, the Board accepted the Police Merit Commission minutes from March 28, 2022. On motion by Anthony Coleman, seconded by Charlie Cross and carried 3-0, the Board accepted the Fire Merit Commission minutes from March 14, 2022.

7. PUBLIC PARTICIPATION

City Attorney Rose Rivera introduced the new Deputy City Attorney Kevin Davis to the Board. Charlie Cross welcomed him aboard.

8. ADJOURNMENT

On motion by Charlie Cross, seconded by Anthony Coleman and carried 3-0, the Board of Public Safety meeting was adjourned at 9:11 a.m.

\_\_\_\_\_ Robert Woods, Chairman

Attest: \_\_\_\_\_ Nancy Wilson, Clerk of the Board

Rod Roberson  
Mayor

Kris Seymore  
Chief



Police Department  
175 Waterfall Dr.  
Elkhart, IN 46516

574.295.7070  
Fax: 574.293.0679

May 19, 2022

Board of Public Safety  
229 S. Second St.  
Elkhart, IN 46516

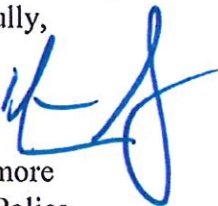
RE: Interview Now Inc. – Master Subscription Agreement

Dear Board Members,

I am requesting your approval on the attached agreement with Interview Now, Inc. This software will assist with expediting in hiring new police officers.

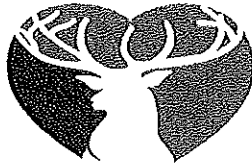
Thank you for your consideration and time.

Respectfully,

  
Kris Seymore  
Chief of Police

KS/kae

Att.



City of Elkhart  
Fire Department

May 18, 2022

Rod Roberson  
Mayor

Shaun Edgerton  
Fire Chief

Rodney Dale  
Assistant Fire Chief

Kristi Sommer  
Assistant Fire Chief

Patti Vreugdenhil  
Administrative Assistant

Fire Department  
500 East Street  
Elkhart, Indiana 46516

Phone: (574) 293-8931  
Fax: (574) 522-1023

Email:  
fire@elkhartfire.org

To: City of Elkhart Board of Safety  
229 S. Second St.  
Elkhart, IN 46516

From: Shaun Edgerton, Fire Chief  
Elkhart Fire Department

Re: Medical Leave Extension

Commissioners,

I, Shaun Edgerton, Elkhart City Fire Chief, have received a request from Firefighter Mark Travis for an extension to his negotiated departmental medical leave.

Firefighter Travis has developed a condition that his physicians state renders him unable to perform the duties assigned to him as a Firefighter at this time. In accordance with the contract between the City of Elkhart and IAFF Local #338, Article 49, Section 8, Firefighter Travis is asking for an extension to his contractual medical leave.

Article 49, Section 8:

A Firefighter who suffers a non-work related illness or injury which renders them unable to perform the duties of a firefighter, shall be paid their current wages and have their current benefits maintained until the firefighter is able to return to active firefighting duty. This leave shall be extended up to a maximum of sixty(60) of the firefighter's regularly scheduled tour of duty days, commencing from the date of such illness or injury.

I, as Chief of the Fire Department, ask that you extend medical leave for Firefighter Travis until June 27, 2022. If by that date there is no release by his physicians to return to full duty, his employment status with the Elkhart Fire Department will be reviewed.

I ask that the board review and affirm the request for extension of Firefighter Travis.

Respectfully Submitted,

Shaun Edgerton  
Fire Chief





Rod Roberson  
Mayor

May 16, 2022

Shaun Edgerton  
Fire Chief

Rodney Dale  
Assistant Fire Chief

Members,

Kristi Sommer  
Assistant Fire Chief

Patti Vreugdenhil  
Administrative Assistant

I, as the Chief of the City of Elkhart Fire Department, request that you, as a board, approve the purchase of the 2022 Pierce fire engine (#35678) from Pierce Fire Apparatus (MacQueen), utilizing "source well" government procurement contract #113021-OKC-1, for \$520,000.00. The additional \$80,000.00 of the \$600,000.00 total appropriated by the Common Council shall be utilized for miscellaneous equipment and painting of the apparatus.

Fire Department  
500 East Street  
Elkhart, Indiana 46516

Phone: (574) 293-8931  
Fax: (574) 522-1023

Email:  
fire@elkhartfire.org

Sincerely,

Shaun D. Edgerton

Elkhart City Fire Chief



Rod Roberson  
Mayor

Adam Amsden  
Interim Department Head



574.293.2175  
Fax: 574.294.5530

Elkhart City Communications  
135 East Franklin Street  
Elkhart, Indiana 46516

Date: April 19, 2022

To: Mayor Rod Roberson  
Elkhart City Board of Public Safety  
Common Council

From: Adam Amsden, Interim Department Head  
Elkhart Communications Center

Re: **March 2022 Month End Report**

We processed 9,270 incoming & outgoing emergency and non-emergency phone calls. This was a decrease of 202 calls from March 2021. Below is a summary of the calls we handled in Communications.

CALL SOURCES	911 *This includes Landlines, Wireless, VoIP, TextTTY, and abandoned.* (as reported by ECats State reporting online)	Administrative Incoming/Outgoing (non-emergency)	TOTAL
	2054	7216	9270
2021 TOTALS	2132	7340	9472

By shift, we entered 6933 calls into the CAD, an increase of 61 calls from March 2021. Below is a breakdown of the call volume by shift.

	POLICE CALLS	FIRE CALLS	OTHER	TOTALS
Day Shift	2031	297	454	2782
Afternoon Shift	2037	285	542	2864
Midnight Shift	938	168	181	1287
All Shifts	5006	750	1177	6933
2021 TOTALS	5,492	729	651	6872

\*Other Calls refers to calls made to communications that either required a response by other departments, such as Parks Dept., Street Dept., etc. This also includes calls that are dispatched out as attempts to locate, repossessions and/or private impounds.

**OTHER BUSINESS**

- For the month of March 2022 we handled 39 AUDIO REQUESTS for the Prosecutor's Office and Police Dept. We provided 11 (FOIA) Public Records Requests to individuals.

# Call Summary

Elkhart City 911 Communications Center

135 E. Franklin St

Elkhart, IN 46516

County: Elkhart

Year:

2022

Agency Affiliation

Police

Report Date: 04/01/2022 02:23:17

Report Date From: 03/01/2022

Report Date To: 03/31/2022

Period Group: Month

Days Of Week: All

Call Type: All

Abandoned Filters: Include Abandoned

NSI Filters: NSI Included in 911

Agency Affiliation: Totals  
All

	March 2022	Total	County Average
911	2,014	2,014	2,783
	39	39	234
Abandoned %	1.90%	1.90%	7.75%
Unparsed	1	1	1
Total	2,054	2,054	3,018
Inbound	0	0	0
Abandoned	0	0	0
Outbound	0	0	0
Unparsed	0	0	0
Total	0	0	0
Administrative	5,340	5,340	4,022
Abandoned	6	6	48
Outbound	1,869	1,869	1,589
Unparsed	1	1	8
Total	7,216	7,216	5,667
Avg Call Duration	82.3	82.3	91.3
Total	9,270	9,270	8,686



Rod Roberson  
Mayor

Adam Amsden  
Interim Department Head



574.293.2175  
Fax: 574.294.5530

Elkhart City Communications  
135 East Franklin Street  
Elkhart, Indiana 46516

Date: May 16, 2022  
To: Mayor Rod Roberson  
Elkhart City Board of Public Safety  
Common Council  
From: Adam Amsden, Interim-Department Head  
Elkhart Communications Center  
Re: **April 2022 Month End Report**

We processed 8,656 incoming & outgoing emergency and non-emergency phone calls. This was a decrease of 736 calls from April 2021. Below is a summary of the calls we handled in Communications.

CALL SOURCES	911 *This includes Landlines, Wireless, VoIP, TextTTY, and abandoned.* (as reported by ECats State reporting online)	Administrative (non- emergency)	TOTAL
	2,083	5,067	8,656
<b>2021 TOTALS</b>	<b>2,208</b>	<b>7,366</b>	<b>9,574</b>

By shift, we entered 6,675 calls into the CAD, an increase of 1,520 calls from April 2020. Below is a breakdown of the call volume by shift.

	POLICE CALLS	FIRE CALLS	OTHER	TOTALS
Day Shift	1654	316	399	2369
Afternoon Shift	1897	287	500	2684
Midnight Shift	938	177	118	1233
All Shifts	4489	780	1017	6286
<b>2021 TOTALS</b>	<b>5220</b>	<b>794</b>	<b>661</b>	<b>6675</b>

\*Other Calls refers to calls made to communications that either required a response by other departments, such as Parks Dept., Street Dept., etc. This also includes calls that are dispatched out as attempts to locate, repossessions and/or private impounds.

#### OTHER BUSINESS

- For the month of April 2022 we handled 36 AUDIO REQUESTS for the Prosecutor's Office and Police Dept. We provided 6 (FOIA) Public Records Requests to individuals.

# Call Summary

Elkhart City 911 Communications Center

135 E. Franklin St

Elkhart, IN 46516

County: Elkhart

Year:

2022

Agency Affiliation

Police

Report Date: 05/01/2022 02:20:31

Report Date From: 04/01/2022

Report Date To: 04/30/2022

Period Group: Month

Days Of Week: All

Call Type: All

Abandoned Filters: Include Abandoned

NSI Filters: NSI Included in 911 Totals

Agency Affiliation: All

	April 2022	Total	County Average
Inbound	2,039	2,039	2,808
Abandoned	42	42	208
Abandoned %	2.02%	2.02%	6.89%
Unparsed	2	2	1
Total	2,083	2,083	3,017
Inbound	0	0	0
Abandoned	0	0	0
Outbound	0	0	0
Unparsed	0	0	0
Total	0	0	0
Inbound	5,067	5,067	3,835
Abandoned	3	3	37
Outbound	1,503	1,503	1,413
Unparsed	0	0	2
Total	6,573	6,573	5,287
Avg Call Duration	85.9	85.9	94.2
Total	8,656	8,656	8,306

**Rod Roberson**  
*Mayor*

**Adam Amsden**  
*Interim Department Head*



**574.293.2175**  
**Fax: 574.294.5530**

**Elkhart City Communications**  
135 East Franklin Street  
Elkhart, Indiana 46516

May 19, 2022

Board of Public Safety

RE: INdigital contract

Board Members,

Attached is the contract with INdigital for yearly support and maintenance of the phone systems for Elkhart City 9-1-1. This contract was previously held with Frontier Communications who has opted not to continue providing support for these systems.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "Amsden".

Adam Amsden

**Rod Roberson**  
*Mayor*

**Adam Amsden**  
*Interim Department Head*



574.293.2175  
Fax: 574.294.5530

**Elkhart City Communications**  
135 East Franklin Street  
Elkhart, Indiana 46516

May 19, 2022

Board of Public Safety

RE: Medical Priority Consultants contract

Board Members,

Attached is the contract with Medical Priority Consultants to provide Quality Assurance for medical calls for the Elkhart City Communications Center. This would provide case review for 75 medical calls per month.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'A. Amsden', written in a cursive style.

Adam Amsden