

Approved Minutes for the Public Health & Safety Committee
Tuesday Oct. 3, 2017, 7:00 pm

1. Called to order 7:03
2. Members present: Trustee Felice Borisy-Rudin, Cara Silverman, Jeremy Tunis, and by telephone Bill Muehl; Staff present: Administrator Karl Frantz; Police Chief Aaron Chapin
3. Noted compliance with open meeting law.
4. Skipped approval of previous meeting minutes.
5. Introduced Police Chief Aaron Chapin, 7th police chief for SHPD, first from outside of the SHPD.
6. Discuss Interim Chief Jansen's Report, "2018 Budget Narrative." Wrapped into budget discussion below. Also discussed staffing recommendations. Chief Chapin appreciates Interim Chief Jansen's recommendation to utilize the supervisors better. He notes that some of the officers have asked for better staffing on night shift. He suggests splitting the power shift between the two supervisors (Sergeant Denzer and Lieutenant Martens) for those nights that have the greatest needs. This would also give them opportunity to develop management and supervisory skills. He also needs time to figure out what the best hours will be for a power shift. Village has not yet grown to a point where we need an additional officer. Chief Chapin also agrees with Chief Jansen's recommendation to bump up officer training for both supervisors and line staff.
7. Police Department Budget. Some key issues:
 - a) Capital Outlay:
 - i. Community Service Officer is not an actual police officer, but does do work such as parking violations, etc., should not be operating a marked squad, so prefer to have them on the bikes, or on unmarked squads; Police Chief needs one vehicle to take home at night; sometimes vehicles are needed for officers' training as for radar and lidar. We have sometimes in the past kept an extra car in the fleet. Next vehicle replacement is currently scheduled for 2019. The Explorers that we have may have more longevity than the Crown Victorias we used to use, so may not need as frequent a replacement schedule. Repair costs are an unknown. Recommend purchasing new squad car in 2018 at about \$36,000, instead of 2019, and either deferring repair of community center roof to 2018 and/or asking pool committee to pay half the cost of repairing the community center roof.
 - ii. Body worn cameras. High priority. Cameras are cheap, \$300 to \$400 a piece, but storage is expensive. Storage could end up being an annual cost, in the range of about \$10,000 per year. Chief Chapin would want to create a body worn camera policy first before a purchase. Would like to plan the purchase 2018. Place holder of \$10,000.
 - iii. Video cameras for internal building locations, e.g. Processing & evidence areas, lobby; may require increased storage capacity, but current system does have room to add cameras. Costs would include installation. \$5,000 for 2018 as a placeholder.
 - iv. Vests – typically have a 5 year life. Prudent at about 4 year mark to consider replacement. Chief Chapin suggests 4 year cycle for replacement. Each vest costs \$800, with about half covered through Federal COPS Bulletproof Vest reimbursement program. We purchase for the full-timers. We own the gear for the full-timers. Should plan to replace 1 – 2 vests per year. The part-timers purchase their own vests. Budget \$400 for 2018. Bill Muehl proposes that we

put a policy in place where we cover half the cost of a vest for the part-timers once they have worked enough shifts.

- v. Med drop box, budget \$1,500 for 2018. Would be a useful service. Does require some logistics, a policy in place, and an audit system.
- vi. Phones – are a village wide issue, still evaluating. Not high priority.
- vii. Replacing rifles is a low priority, a want not a need, not emergency.

b) Expenses

- i. Increased training, salaries, wages, benefits, operating expenses, dues & seminars.
 - ii. Records management expenses and dispatch have increased significantly.
8. Chief Chapin has the pile of policies and procedures to go through. Nothing is really a huge issue. He is interested in a few things, e.g. UW recently changed pursuit policy from discretionary to restrictive. He will let the committee know if anything needs to be tweaked or changed, or is controversial. In particular, the body worn cameras policy will need to be developed with feedback from the community. May want a community discussion or listening session once the money had been approved.
 9. Trapping ordinance. Bill Muehl would like the ordinance to make clear that we can hire a licensed professional trapper to deal with trapping wild animals. We also want to make sure that we are in compliance with the statutes and not overly restrictive, e.g. Can people choose to kill their own trapped wild animal? This is a question for our attorney.
 10. Agenda items for next meeting: Briefing on monthly police activity (calls, and community involvement); Quarterly or annual crime analysis pin map; Policies & procedures; Powershift. Date for next meeting. Next meeting, Monday November 6th.