

SAFETY COMMITTEE REPORT

JANUARY 22, 2019

The meeting was called to order at 5:34 p.m. by Chairman Haraz N. Ghanbari. Committee members present were Deborah Born and Jim Matuszak. Also present were Bridgette Kabat, City Administrator and Director of Public Safety, and Laura Alkire, Law Director.

CITIZENS' CONCERNS

Nancy Szczublewski, 125 Partridge Lane, asked if there are any updates regarding a ban on parking trailers on city streets. Ms. Alkire said that she will be reviewing the language drafted by Mr. Ghanbari in the near future. Mr. Ghanbari told Mrs. Szczublewski that he is still trying to find a place for their neighbor to store the trailer that is used for Mom's Mobile Mission.

FIRE DEPARTMENT TRAINING REIMBURSEMENT GRANT

Ms. Kabat reported that the Fire Division found a reimbursement grant through the Ohio Department of Commerce for training. We had two individuals attend training at the BGSU Fire School at a cost of \$1,264 that would qualify for this grant. Mr. Ghanbari asked if that is \$1,264 each or total. Ms. Kabat said that is the total amount. Mr. Ghanbari asked if there is any update on putting grants received back into the department budget to incentivize finding these grant opportunities. Ms. Kabat said that we can request permission from the State Auditor to set up a special revenue account for grants. She said that she will work with the Finance Director. The Committee agreed 3-0 to recommend approval of the grant application.

POLICE CHIEF SEARCH

Ms. Kabat said that they received fifteen applications for the police chief position. The applications are with the Ohio Association of Chiefs of Police who will be doing the assessment center. Mr. Ghanbari asked how many applications were from internal versus external candidates. Ms. Kabat said that her recollection is three were from internal candidates. Mr. Ghanbari asked how many will advance to the assessment center, and Ms. Kabat said no more than six. Mr. Matuszak said that he never received the email about the hiring process for police chief that he requested. He added that he feels we should have a standard process for hiring.

Mr. Ghanbari asked if the contract with Nelson Evans has been fully executed. Ms. Alkire said that it has been. Mr. Matuszak questioned the rate of pay for Mr. Evans because he is only doing half the job of the police chief but is being paid at the same rate. He added that the contract has no end date so it is possible to exceed \$25,000. Ms. Alkire said that the Mayor and Administrator have an obligation to not exceed the \$25,000. Mr. Matuszak asked who is responsible for monitoring contracts. Ms. Alkire

said that would be the Finance Director and herself. Ms. Kabat said that she will pass along Mr. Matuszak's concerns about the pay rate to the Mayor.

POLICE LIEUTENANT PROMOTIONS

Ms. Kabat said that the police lieutenant promotions are on hold until the next chief is in place.

POLICE/FIRE DISPATCH

Mr. Ghanbari asked if there are any updates regarding police and fire dispatch. Ms. Kabat said there are no updates at this time, and the Mayor is expecting the information in February.

POLICE RADIO UPGRADES

Mr. Matuszak said that the Mayor will be making some comments about the police radio upgrades at the City Council meeting scheduled later in the evening.

WHEN WILL FIRE HEADQUARTERS BE OPERATIONAL

Mr. Ghanbari asked when the new fire station will be operational. Ms. Kabat said that they are working on punch list items and on communications issues, but the phones are scheduled to be cut over on Monday, January 28, 2019. Mr. Matuszak asked about the certification of substantial completion. Ms. Kabat said that they have the Certificate of Occupancy. There was discussion about cracks on the floor of the new fire station. Ms. Kabat said that they are looking at an epoxy coating for the floor, and if they are interested in moving forward, they will bring it back to the Committee. Mr. Ghanbari asked if they are looking at the epoxy because of the cracks. Ms. Kabat said they would have looked at it even without the cracks because it is a lot of area to maintain.

CONCERNS RAISED BY FIRE UNION REGARDING LIEUTENANT PROMOTIONS

Mr. Ghanbari said that he received an email from the fire union about how the promotional testing was handled and actions taken by Fire Chief Rudy Ruiz. He said concerns were raised about the posting of the exam, qualifications, the hiring of the Ohio Fire Chiefs' Association to grade the test, ranking of test scores, and how the lieutenants were offered the positions because one position was offered and then was rescinded. Mr. Ghanbari said that the email parlays into Mr. Matuszak's earlier comments about a hiring process. Ms. Kabat said that she also received the email, and she will be discussing it with the Human Resources Manager who works with the Civil Service Commission. Mr. Ghanbari asked if the union will get an official answer once they have looked into it. Ms. Kabat said that they will. Mr. Ghanbari asked that it be shared with all of City Council.

REQUIRED TRAINING

Mr. Ghanbari asked what type of training is required each year for employees. Ms. Kabat said that about eighteen months ago there was a City-wide sensitivity training,

and our labor attorneys have given us a price for the next round of training. She added that the Fire Division has Lexipol, and Mr. Ghanbari asked that she check into the cost to get that service for the Police Division as well.

INITIATIVES FOR 2019

Ms. Kabat stated that meetings have been scheduled with all division and department heads to talk about initiatives for 2019.

OTHER BUSINESS

The City has received notification of a request to transfer a liquor license for the Tea Tree Asian Bistro at Levis Commons due to a change in the owner. The City has the option to request a hearing if they feel it is warranted. Ms. Kabat said that she has heard of no issues with this establishment.

Mr. Ghanbari complimented the police and fire divisions on their handling of a recent incident at the home of the couple who donated the toy fire truck to the new fire station.

There being no further business, the meeting adjourned at 6:20 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Haraz N. Ghanbari".

Haraz N. Ghanbari, Chairman
Safety Committee

Next meeting: Tuesday, February 26, 2019 at 6:00 p.m.