

## MINUTES

### SHAKER HEIGHTS SAFETY & PUBLIC WORKS COMMITTEE MEETING

#### COUNCIL CHAMBERS, CITY HALL

FRIDAY, November 3, 2017

7:30am

#### CHAMBERS, CITY HALL

**Members Present:** Julianna Senturia, Council Chair Member  
Nancy Moore, Council Member  
Tres Roeder, Council Member  
Ann Williams, Council Member  
Austin McGuan, Citizen Member  
Jeri Chaikin, Chief Administrative Officer  
Patricia Speese, Director of Public Works  
Jeffrey N. DeMuth, Chief of Police  
James Heath, Assistant Chief of Fire  
Mayor Earl Leiken

**Also Present:** Johnathan Wren, Citizen  
Linda Lissauer, League of Women Voters

#### CALL TO ORDER

**Julianna Senturia, Council Chair**

The meeting was called to order at 7:30 am by Council Chair Julianna Senturia.

#### APPROVAL OF OCTOBER 6, 2017 MEETING MINUTES

**Julianna Senturia, Council Chair**

Council Chair Senturia asked if there were any questions, changes or additions to the October 6, 2017, Safety and Public Works Committee minutes. There being none, a motion was made by Council Member Nancy Moore, it was seconded and the minutes were approved as presented.

#### APPROPRIATIONS FOR MAINTENANCE AND SUPPORT AGREEMENT FOR RMS AND DATA CONVERSION

**Chief Jeffrey DeMuth, Police Department**

Chief DeMuth stated the police department is requesting a recommendation from the Committee to approve a transfer from the "police personal" services to police "other" appropriations to pay for one year of a three-year Support and Maintenance contract that we will be entering into with TAC Computer Inc. (TAC) who is to be our Records Management System (RMS) provider. He mentioned that 2005 was the last time the city purchased public safety software with support and maintenance. The expected life of that system was projected to be 8 to 10 years. He continued to explain that because of the discussions with other agencies regarding forming a regional dispatch center there have been delays in purchasing a new public safety system. Then in 2017 the dates for migration for the move of both police and fire into the Heights Hillcrest Communication Center (HHCC) were finalized. On May 4, 2017 the HHCC awarded a "Personal Services" contract for the center to TAC as the provider of Computer Aided Dispatch (CAD) as well as MDT Mobile Software and it is being paid for by a grant provided by Cuyahoga

County. He stated that this helped us to determine that we should purchase the new RMS system from TAC because it would cost more to upgrade our old system then to purchase this new one. There is an operational efficiency having everyone using TAC.

Chief DeMuth explained the three big modules in computing for police work. One is CAD which is the dispatch part, there is RMS which is housed at the police department where after a call gets dispatched it gets sent to the RMS for record keeping, and then there is the mobile computing module. The police department was able to absorb the cost of the new TAC RMS and its optional modules in the 2017 budget. They are asking for the committee's recommendation to approve a three year contract and to approve the movement of the funds from the "personal services" to "other" to pay for one year of that three year contract and \$10,000 of data conversion. The total cost for the second and third year of the three year contract would be \$28,994 and currently the department cost is \$66,000 for support and maintenance for the New World Systems public safety software. He stated that the appropriations transfer is viable since the department is not yet at its full budgeted staffing level of 68 officers.

Council Member Williams asked if the \$66,000 was paid every year for support and maintenance and Chief DeMuth confirmed it was.

Council Member Moore asked if there were any other options. She stated that if the HHCC and Chagrin Valley used it why we would choose another.

Chief DeMuth said that it definitely influenced their decision, but they did look at other systems. He stated that because of the efficiency TAC offers it was an easy decision.

Council Member Roeder asked if TAC was paid for already.

Chief DeMuth stated that he has paid for RMS already. We are requested this move of funds to pay for the Support and Maintenance of the RMS.

Council Member Roeder stated that it was noted that the department is not at full staff and wanted to know where they were.

Chief DeMuth stated that they are at 63 officers. He is expecting some retirements and resignations that will bring us down 61 officers.

Mayor Leiken stated that the reason we are down in numbers at the police department is not because of a lack of effort. It is an extreme process and you have to be extraordinarily careful in vetting who we hire because of everything you see in the news. He stated that after the interview process of a large group and then you research them end up with just a few candidates.

Chief DeMuth added that at the prior test they limited it to 50 applicants and of those 50 only 36 passed; of those 36 only 24 were considered because of the results of their back ground checks; of those 24 we hired 8.

Council Member Moore suggested that at a later meeting we discuss the new process for hiring police officers and CAO Chaikin stated it would be good to have some of the Civil Service members here as well because they have been a guiding force for Human Resources in the hiring process.

Council Chair Senturia asked for a motion of approval. Council Member Nancy Moore moved for approval and it was seconded and the motion passed.

**APPROPRIATION AND APPROVAL OF 2018 AGREEMENT WITH CUYAHOGA COUNTY OVI TASK FORCE**

**Chief Jeffrey DeMuth, Police Department**

Chief DeMuth stated this is a grant that we participated in for the last 5 years and we are asking to enter into a Service Agreement with the Cuyahoga County OVI Task Force for the federal fiscal year, which starts on October 1<sup>st</sup>. This year they are offering us \$9,499.98 and will be administered by University Hospital's Rainbow Babies and Children Hospital of Cleveland, specifically the Rainbow Injury Prevention Center to be used toward additional traffic enforcement patrols.

Chief DeMuth stated that we have reduced accidents and increased safety with this program. It is a zero tolerance initiative. In this fiscal year, officers have made 412 stops resulting in 2 felony arrests, 7 criminal misdemeanor arrests and 7 OVI arrests and issued a total of 521 traffic citations. He is asking the committee to approve the Services Agreement with the OVI task Force.

Council Member Williams asked if we have looked at the impact on various groups in our community.

Chief DeMuth stated that statistics are very one dimensional. Statistics don't tell the story of how an arrest was initiated. He stated that about 50% of calls for service are from residents calling. We rely on our organization and ensure our processes are in order to make sure that there isn't an adverse impact on minorities and it isn't because we have officers who are doing the wrong thing. He feels confident that these processes are effective and has confidence in his supervisory staff to ensure that doesn't happen.

Council Chair Senturia asked for a motion of approval. Council Member Ann Williams moved for approval and it was seconded and the motion passed.

Chief DeMuth advised on the HHCC start-up. He stated that a lot of credit goes to everyone who participated in this, but especially to Nick DiCicco who is the Center Director. He was able to get it up and running by the deadline of November 1<sup>st</sup>. All departments involved in the initial startup were pleasantly surprised that it went off without a hitch.

Assistant Chief Heath stated that the dispatchers were a little nervous starting but they brought in another supervisor to oversee them and the second day went much better.

Council Member Roeder asked about a call that went to California from a person with an emergency call from a mobile phone and wanted to know if it had anything to do with our new dispatch center.

Chief DeMuth stated that the call hits cell towers and it's supposed to route to Cecom's in Cuyahoga County. That person was a former resident from California, but not sure why the cell tower sent to California. This did cause a delay but was completely out of our control. We responded as soon as we were dispatched that call. You also have to assume everything the caller stated was true.

**ADOPTION OF UPDATED CUYAHOGA COUNTY ALL NATURAL HAZARDS  
MITIGATION PLAN**

**Assistant Chief James Heath, Fire Department**

Assistant Chief Heath explained that the Federal Disaster Mitigation Act of 2000 requires that local communities who desire to apply for this plan develop an All Natural Hazardous Mitigation Plan and they require that the plan is reviewed and certified every five years by the Ohio Emergency Management Agency. Adoption of this plan is necessary to expedite eligibility for Federal Disaster mitigating funding should a natural disaster occur in our community.

Assistant Chief Heath stated we are currently at our five year update for this plan. Council originally adopted it in 2004, then in 2006, and in 2012. The County has developed a mitigation plan called "Countywide All Natural Hazards Mitigation Plan for Cuyahoga County". To utilize this plan the City of Shaker Heights must enact legislation adopting the county plan. The Fire Department recommends the Committee to re-adopt the Hazard Mitigation Plan to expedite eligibility of federal disaster mitigation funding should a natural disaster occur within the City. He stated that 22 communities have adopted this plan already.

Council Member Moore wanted to know if there a difference in implementing the plan now without the health department.

Assistant Chief Heath stated he believes there is no difference, and we will just utilize the Cuyahoga County Health Department.

Council Member Williams asked if the plan had been updated in any significant way and how the process is done.

Assistant Chief Heath stated he is not familiar with the previous plan and could not comment on the updates, but this plan does have more than just natural disasters, it also has active shooters, civil disturbances, etc.

Council Member Roeder asked if the plan states roles and responsibilities in case of an emergency or is it about protocol.

Assistant Chief Heath stated the plan is a review of all the potential natural and manmade disasters that can happen. Then it gives the probability of those happening, and tries to estimate what dollar amounts of damages to expect and then come up with a list of things we can do in the future to help mitigate, such as public education projects.

Council Member Roeder stated this is more a pro-active plan and wanted to know if the plan also covers if one of those events occurs, what happens next or who does what next.

Assistant Chief Heath stated that is not included in this plan, that this plan is more for what you can do to prevent or manage if a disaster takes place in the City.

Council Member Roeder wanted to know if there was funding for flooding like the one we had in 2014.

Director Speese stated that is a different kind of flooding. The plan is aimed at such things as if a damn burst and parts of the city would be under water, not just residents with water in their basements. It is a much larger scale of flooding.

Council Member Williams asked if the plan is giving to the various departments of the city to use that information.

CAO Chaikin stated that the City has its own disaster plan. The last time we used it was July 2014. The Fire Chief called the plan into action and the police, fire and public works all answered and we following what we needed to do. It identifies all our resources and who is responsible in the city to make the decisions. Our plan is due for an update next year.

Council Ann Williams asked if the County plan gives us some ideas what we can do ahead of time to be prepared and are we looking at those, such as public education.

Assistant Chief Heath stated it is worth review to see what we can do as a local community.

Director Speese added that a supplement to the county plan there is an equivalent program with the public works service departments because they consider them to be first point of contact for clean-up. We have a lot of special equipment paid for with federal funds. Like message boards, special lighting that can be put up to aid in a disaster. So the fire department takes the lead in all this, but public works is equally involved as far as cleaning up afterwards.

CAO Chaikin stated that this leads to an idea of when we update the city website next year we can have some public education piece on what do to in case of an emergency.

Council Chair Senturia asked for a motion of approval. Council Member Ann Williams moved for approval and it was seconded and the motion passed.

Council Chair Senturia asked if there were any other items for the committee to discuss and Director Speese mentioned that the public works department was being stood up by the leaves. She stated that we are trying to collect the leaves but they are not falling so there are not many to be picked up. We are moving through the city every day collected what we can and waiting for them to arrive.

Meeting adjourned 8:09 am.

The next meeting is scheduled for December 1, 2017 at 7:30 am in Council Chambers.

Respectfully Submitted,



Kelly Baker  
Administrative Coordinator  
Public Works Department