

LADUE BOARD OF FIRE AND POLICE COMMISSIONERS MEETING MINUTES

A regular meeting of the Ladue Board of Fire and Police Commissioners was held on Monday, April 12, 2021, at 4:00 p.m., at Ladue City Hall, 9345 Clayton Road and via Zoom.

Members Present via Zoom:

Col. William Francis Jr., Chairman

Mr. L. Shepley Hermann

Mr. John Schaperkotter

Mrs. Carol D. Gaskin

Mr. John Stupp

Absent:

Mr. Stephen Jones

Also present via Zoom were Mayor Nancy Spewak, Police Chief Ken Andreski, Jr., Captain Brian Dieckmann, Fire Chief Steven Lynn, Assistant Chief Johnson and Ms. Laura Rider, Assistant to the Mayor/City Clerk, were present at City Hall via Zoom.

Chairman Francis called the meeting to order at 4:00 pm.

The agenda was approved upon motion by Commissioner Schaperkotter and second by Commissioner Stupp.

The minutes of the February 8, 2021 meeting were approved upon motion by Commissioner Schaperkotter and second by Commissioner Stupp.

During an opportunity for public comment none was offered.

Chief Andreski updated the Commissioners on the accreditation process and reported there is pending legislation to require accreditation by August 2021. The Chief reported that the department is close to achieving accreditation and should have no problem completing the process by May. Chairman Francis advised that if action were needed on the part of the Board to help with the process to let them know.

The Chief reported that a prospective officer is in the background process now and will replace Pat Allison when she retires this summer. The Chief reported on a recent officer involved shooting outside of Minneapolis where an officer shot a suspect when the officer mistook their weapon for a taser and indicated social media was being monitored as Ladue was being mentioned.

Chief Andreski presented the monthly NIBRS report, reported on the progress of outstanding cases, and stated the detective bureau is vigilant about working toward clearance of cases. The Chief reported that the department had 18% clearance rate for March and 30.5% for the year which were above the national average. Discussion ensued regarding a stolen vehicle from a service station where a suspect walked into the station and took keys from the mechanic's desk, then drove the car off the lot. There was discussion regarding a case of fraudulent prescriptions and how Ladue Pharmacy aided in identifying the suspect. The Chief reported on a case on Sumac Lane where an individual took a loan to rehab a home and flip it but should not have occupied the home. The loan was foreclosed by the bank and the bank thought the individual was out of the house but was discovered to still occupy the home. It has been determined to be a civil matter, but officers are called quite frequently when items are missing. The Chief reported that there have been discussions with the City prosecutor and County prosecutor who determined that charges will

not be issued because it is a civil matter. Mayor Spewak asked the Chief to reach out to trustees on Sumac Lane and explain the situation now that we know charges will not be issued by the prosecutor.

Chief Andreski next reported on the 2020 annual report. Commissioner Gaskin inquired about the vehicle stop information reported to the Attorney General. She indicated some category percentages did not make sense. The Chief confirmed the number of stops were correct, but the percentages came from the Attorney General's office, so he did not have an explanation as to where they were getting the percentages. Captain Dieckmann offered to contact the Attorney General's office to get more information and report back to the Commissioners.

Discussion ensued regarding the numbers and that Ladue's numbers are measured against Ladue's population. It was mentioned that Ladue's population is much different than St. Louis County. Ladue continues to be measured against its own city population instead of the surrounding area population and Ladue's daytime population. The Chief mentioned Ladue is very close to the state level. Chairman Francis commented that the City is doing what needs to be done and monitors statistics. Chief Andreski confirmed the Police Department has a policy that monitors each officers' statistics and if a pattern were to develop it must be addressed.

Chairman Francis commended the Chief on a good, comprehensive annual report. The Chief noted the annual report, except for the officer roster, would be made available to the public.

Chief Lynn presented the monthly report and noted calls for service volume is trending up, but overall calls are still down, traffic has picked up significantly and the department responds to calls on the interstate frequently. The Chief noted additional information that he added to the monthly report for a more comprehensive review. The additional components were training, inspections, plan review, car seat installation, and he reported the Assistant Chief had about 8 hours of work into reviewing the Codes as the City plans to adopt the 2021 Codes later this year.

Chief Lynn reported on the pandemic status. He stated the numbers looked good, data was consistent, and most hospitals had shut down their COVID units and returned to normal operations. The Chief reported that Fire Departments around the County set up vaccination sites. Richmond Heights is operating one such site and Ladue firefighters helped staff the site. The site has FEMA backing and the City will be reimbursed for firefighters time working there. The Chief reported the Homebound Program will start next week. If a resident is determined to be truly homebound, the resident's name and number will be given to the Chief, the department will schedule a time to go to the home and administer the vaccine, but they need at least five people scheduled in order to use all of the vaccine. The Chief did not anticipate a large number of homebound residents in Ladue. Commissioner Stupp inquired about the City's liability in participating in the program. The Chief explained there was some liability for the City in the program, but the risk is small and falls under the practice of a paramedic to administer a shot. Discussion ensued regarding forms, protocol, and monitoring in case of allergic reaction. The Chief explained all authorization forms are generated by the Department of Public Health. All persons are monitored for 30 minutes to watch for an allergic reaction and given instructions to watch for side effects. It was noted the Johnson & Johnson vaccine was still being distributed in Missouri at the time of the meeting.

The Chief next reported that the department's Standard Operating Guidelines (SOG) Committee conducts an annual review of all policies and procedures, and he presented two policies for approval. The first was SOG 4.00. The National Fire Protection Association (NFPA) is the department's standard (NFPA 1500 - Occupational Safety, Health and Wellness Program). The Chief explained the policy does not mandate that the department will meet the NFPA 1500 standard but there will be an annual review to assess how the department compares with the standard. The Chief worked with the city attorney to write the policy in a way that does not require the department to meet the NFPA 1500 standard but that the department wants

to start progressing in that direction and the annual assessment will determine the progress and options for meeting as many aspects of the standard as possible and as allowed in the budgeting process.

Upon motion by Commissioner Stupp and second by Commissioner Hermann SOG 4.00 was unanimously approved.

The second policy presented by the Chief for approval was SOG 3.032 - Turn Out Gear - Cleaning and Inspection. The Chief explained the policy reflects the current practice and would formalize the practice and ensure tracking of individual gear. The policy reflects the procedure for tracking, inspections, and frequency of cleaning and/or repair. The Chief reported there is minimal financial implication. Chairman Francis asked if the gear was currently being cleaned twice yearly. The Chief confirmed in most cases it was and went on to explain that after a structure fire the gear gets cleaned but for those individuals who do not work a fire, the gear may not have been cleaned twice yearly. The policy requires cleaning and tracking the cleaning of individual gear through a log which will be audited annually.

Upon motion by Commissioner Schaperkotter and second by Commissioner Stupp SOG 3.032 as written was unanimously approved.

Commissioner Schaperkotter asked about SOG 2.01 as it relates to Graybridge. The Chief reported that the department is not taking any equipment across the bridge. The department responds to calls via Wickersham. As part of department training individuals are required to know where all gates are located and any special situations throughout the city. Graybridge was not included previously but has been added. Mayor Spewak commented that the reason the fire department was not using Graybridge was because the side of the bridge had been damaged and remains in disrepair and not the weight of the trucks. Chief Lynn responded that there is some concern about the structural integrity of the bridge and was erring on the side of caution. Mayor Spewak clarified that the City does not have a structural engineer report on the integrity of the bridge.

The Chief next presented a summary of potential changes to other policies. Chairman Francis asked if the entire policy would be presented to the Board or just a summary with changes highlighted. Commissioner Schaperkotter commented that he felt a summary would be adequate unless there were material changes the Chief felt the Board should approve.

Chairman Francis stated there is subjectivity in terms of what is considered material, a relatively minor alteration to a policy was something the board could be informed of and agree to, but anything that required a change of frequency with which something was done or means to how something was done should come before the board in the form of the new policy with highlighted sections apparent.

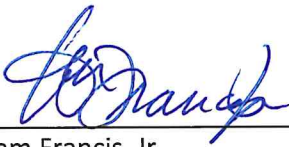
Chief Lynn stated that Chapter 5 would be new policies so each entire policy would be presented to the Board while other policies were being revised in a housekeeping nature. The following policies were discussed and noted policies would be presented to the Board:

- SOG 3.27 Post Incident Analysis – the Chief was awaiting a legal opinion as to whether these documents would be discoverable. *(Must be presented for Board approval)*
- SOG 4.01 and 4.06 Fitness for Duty Evaluation Procedure - were being reviewed by the City's Labor Attorney. *(Must be presented for Board approval)*
- SOG 1.37 Critical Injury/Funeral Guidelines – the policy was being revised to look more procedural with steps because it was very complex as currently written.
- SOG 3.14 Vehicle Rescue and Extrication – Defines roles.
- Officer Requirements/Promotional Points - Incident Safety Officer is a state certification and a requirement for an individual commanding a scene.

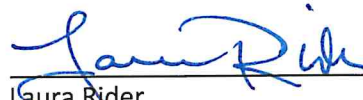
- SOG 2.11 Manning of Equipment - Clarification only.
- SOG 1.14 Performance Review – Requires all officers to collaborate on evaluations of subordinates. *(Must be presented for Board approval)*
- SOG 2.05 - Added the administrative assistant to the policy as she assists with rostering.
- SOG 3.00 - Deployment Analysis – Through GIS, a map of the entire city would show response times for deployment of every piece of equipment from both fire houses and reflect where goals are met or unmet. *(Must be presented for Board approval)*
- SOG 3.23 – Standpipe Operations - Removed a pipe wrench from the policy that was not needed.
- Chapter 5 Fire Department Facility Safety - *(Must be presented for Board approval)*

Chief Lynn presented the 2020 annual report and acknowledged Assistant Chief Johnson for his work on the report and noted the entire report would be available to the public.

Upon motion by Commissioner Stupp and second by Commissioner Hermann the meeting adjourned at 5:02 PM.



William Francis, Jr.
Chairman



Laura Rider
Assistant to the Mayor/City Clerk