

LADUE BOARD OF FIRE AND POLICE COMMISSIONER'S MEETING MINUTES

November 13, 2017

Present:

Col. William Francis Jr., Chairman
Mr. John Schaperkotter
Ms. Carol D. Gaskin
Mr. L. Shepley Hermann
Mr. John Stupp
Mr. Stephen Jones
Mayor Nancy Spewak (arrived at 4:20 p.m.)

Also present were Fire Chief Steven Lynn, Assistant Fire Chief Jeff Johnson, Police Chief Ken Andreski, Police Captain Darin McClure, Police Lt. Ray Hahs and Ms. Collette Hermann.

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

The agenda was approved as amended with the addition of the approval of the September 11, 2017 minutes upon motion by Commissioner Stupp and second by Commissioner Schaperkotter.

The minutes of the regular meeting of September 11, 2017 were approved as amended with correction on Page 1 "Absent" changing Miss Carol Gaskin to Ms. Carol Gaskin and on Page 2 Paragraph 4 Chief Wooten is replaced with Chief Lynn, upon motion by Commissioner Stupp and second by Commissioner Jones.

The minutes of the regular meeting of October 9, 2017 were approved upon motion by Commissioner Gaskin and second by Commissioner Hermann.

During an opportunity for public comment none was offered.

Ms. Collette Hermann presented a final summary of the construction budget for Fire House No. 1 noting that the project was completed \$355,000 under budget using less than half of the contingency. One final disbursement will be submitted to Commerce Bank including ICS' final application for payment. The City is monitoring the storm water runoff toward the Wells' property which is currently draining fairly well but included a \$50,000 contingency if action is needed in the future to mitigate the runoff. Discussion ensued regarding the financing and the remaining balance in the project fund. Commissioner Francis commended Ms. Hermann for her excellent project management skills.

Police Chief Andreski presented renderings of proposed new department badges and explained that by changing to these badges there will be significant cost savings in the long term. The badges have a better design to adhere to the shirts, and are lighter and easier to clean. The change is supported by the officers and it will not necessitate any changes other than to the patch on the uniform shirts. The current badge will be preserved in the archives.

Commissioner Francis moved endorsement of Chief Andreski's recommendation to purchase new badges as the Chief described, with the rank of Sergeant and above receiving a gold badge and Detectives and Officers receiving silver, and marked with City of Ladue, second by Commissioner Schaperkotter, which motion passed unanimously.

Police Chief Andreski requested approval to stripe the unmarked traffic vehicle at a cost of \$360, to promote a visible presence in the community to deter speeding and other violations and alleviate officer safety concerns about traveling on the highway and lack of visibility. Commission Francis asked when it is time to trade the black vehicle will it be replaced with a white vehicle to which Chief Andreski replied yes, a white replacement vehicle is part of the plan of action.

Commissioner Hermann moved approval of Chief Andreski's plan of action for the traffic vehicle – to stripe now and when traded replace with a white vehicle, second by Commissioner Stupp, which motion passed unanimously.

The Police Chief presented the monthly crime report and reported that upcoming mandated changes may have the appearance of an increase in crime but will better reflect our crimes. Discussion ensued regarding lag time between reporting and clearing of cases, how cases are reported in County's CARE system and the weekly communications sent to the Commissioners regarding calls.

New Police Manual guidelines for Sections 6.1 and 6.2 for Police Agency Accreditation were previously distributed. The Commissioners reviewed Section 6.1 first. Commissioner Francis asked if all officers review the policies annually. Chief Andreski stated that the officers sign off initially and if any changes occur, they acknowledge again, but if accreditation requires full review annually then that will be changed. The accreditation process tasks the Police Department with presenting proof that the officers are following procedures.

The second paragraph "General Orders and Policies" was discussed next, the Fire and Police Board's charter was discussed and should be updated to reflect the actual process, whereby, the Board relies on the Chief and command staff to recommend the policies, then the Board deliberates and approves. It was suggested that language be inserted in Section 2.1 and 2.2.

Commissioner Stupp moved approval of Section 6.1 with the insertion of the updated language of the Board's charter, second by Commissioner Jones, which motion passed unanimously.

The Commissioners reviewed Section 6.2. Commissioner Francis inquired about the records retention policy and whether the Police Department has their own policy. Lieutenant Hahs explained that the Police Department follows the City's records retention policy which follows the State's retention policy for local government. Lieutenant Hahs stated that the accreditation process mandates the Police Department to create PDF fillable documents with a numbering system which allows for amendments and must be trackable.

Section 6.2 of the Police Policy Manual was unanimously approved upon motion by Commissioner Stupp and second by Commissioner Hermann.

There were no questions for Chief Lynn upon conclusion of the presentation of his monthly report.

The Commissioners discussed Chapter 4 of the Fire Department's SOG/SOP which had been previously distributed. There were minor typographical errors in Section 4.01 that were addressed. Section 4.01 covers the cancer prevention guideline and decontamination of the SCBA's in order to reduce the exposure to carcinogens touching the skin. Section 4.02 covers the health maintenance guidelines including immunizations. Chief Lynn reported that Section 4.03 refers to Fit for Duty evaluation and is still under legal review and Section 4.05 is still being developed regarding a wellness program. There were no questions on Sections 4.04 and 4.06.

Sections 4.01, 4.02, 4.04 and 4.06 of the Fire Department SOG/SOP were unanimously approved upon motion by Commissioner Francis and second by Commissioner Jones.

Chief Lynn reported on the recurring maintenance issues for the solid wood bay doors at Fire House No. 2. The weight of the doors have caused the wire cables to fray and have been replaced twice and the outdoor lights have been changed to LED due to the vibration of the doors causing filament lights to fail. He expressed his concern for safety if the doors were to fail and cause bodily injury or potentially a delay in response time. In addition to these issues the sanding and staining of the exterior of the doors has been performed with little success; the recommended method is to remove the doors and take them off-site for sanding and staining. Estimated costs for this method are \$13,000 - \$15,000. To replace the doors with wood-like metal doors similar to the doors at House No. 1 would cost \$13,000 - \$18,000. Chief Lynn sought support from the Commissioners for replacing the wood doors at House No. 2 and informed the Commissioners that funds for the replacement of the doors have been requested in the 2018 budget, which will be voted on by the Council at their December meeting.

Commissioner Schaperkotter moved endorsement of Chief Lynn's recommendation to replace the wood doors with wood-like metal doors at House No. 2, second by Commissioner Gaskin, which motion passed unanimously.

Chairman Francis advised there were items for discussion in closed session involving hiring, firing, disciplining or promoting of particular employees under RSMo. Section 610.021 (3).

Commissioner Francis moved to go in to closed session for discussion of hiring, firing, disciplining or promoting of particular employees pursuant to 610.021 (3) RSMo, second by Commissioner Hermann and the vote thereupon was as follows:

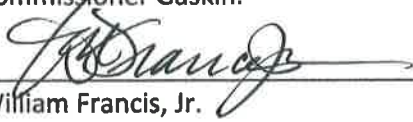
Chairman Francis	"Aye"
Commissioner Schaperkotter	"Aye"
Commissioner Gaskin	"Aye"
Commissioner Hermann	"Aye"
Commissioner Stupp	"Aye"
Commissioner Jones	"Aye"

There being six aye votes and zero nay votes the motion passed unanimously.

The Commissioners went in to closed session at 5:43 p.m. with Mayor Spewak, Fire Chief Lynn and Police Chief Andreski.

The Commissioners returned to open session at 6:21 P.M. with Mayor Spewak, Fire Chief Lynn and Police Chief Andreski.

The meeting adjourned at 6:22 PM upon motion by Commissioner Hermann and second by Commissioner Gaskin.



William Francis, Jr.
Chairman



Laura Rider
City clerk