



SAFETY COMMITTEE MEETING MINUTES



Meeting Description Safety Committee Meeting

Date December 2, 2020 **Time** 1400 hours **Location** Zoom

Scheduled Time			Actual Time		
Start	Stop	Total Hours	Start	Stop	Total Hours
1400					
Personnel Attending					
1	Caroline Zuchowski, Chairwoman		(X) present () absent		
2	Larry Oberdorf		() present (x) absent		
3	Chris Heban		(X) present () absent		
4	Josh Drouard Fire Chief		(X) present () absent		
5	Ryan Stautzenbach Asst. Fire Chief		() present (X) absent		
6	Todd Kitzler Police Chief		(X) present () absent		
7	Allyson Murray City Administrator		(X) present () absent		
8	Mayor MacKinnon		() present (X) absent		
9	Gina Schell Finance Director		() present (X) absent		
10					
City Administrator					✓
	Changes because of the pending purple COVID status.				
1	<p>The 12/14 Council Meeting will be by Zoom Public will be required to call city hall and make an appointment before coming to the building. Continue to require masks in the building and to check temperatures at the door</p>				
2	<p>COVID Vaccine – December 14th is the drop off date for the first round of vaccines. These will be going to First Responders, Healthcare Workers and residents of extended care facilities. Allyson has volunteered the parking lot of the Mark Zuchowski Annex Building to be used as a drive through location for vaccine distribution.</p>				
Police Department					
3	<p>COVID The Chief participates on a Zoom call with Lucas county. At the time of the meeting 80% of the ICU beds in Lucas County are Occupied. He relies on Lucas County Health and Wellness Officers with Mercy Hospital for testing. He currently has one officer in isolation. They are not using sick time for COVID related absences they are using money from the CARES act.</p>				
4	<p>STAFFING – There is one officer out for COVID isolation. There is another leaving for</p>				

	another department at the end of the year. The Chief will be hiring two new officers at the beginning of the year	
5	STOP LIGHT TIMING ISSUES Todd Audet is going to look into the timing of all of the stop lights in town to make sure they are aligned correctly and working properly.	
6	POLITICAL SIGNS There has been a lot of complaints about people keeping their political signs up. The Municipal Code states that political signs can be up, in your yard, not the right of way, for 6 months before the election and 30 days after the election. It has now been 30 days. Chief Kitzler is going to check with Kevin Heban regarding who is responsible for enforcement. Allyson is going to invite Kevin Heban to the next Safety Committee meeting to discuss with the committee.	
7	KNOX BOXES Councilwoman Eckel asked the Chief about the program that Bowling Green is implementing where Knox Boxes are installed on homes at the request of home owners or relatives of shuts ins and elderly in town. Chief Kitzler said that currently they have 4 people in town with Knox Boxes. They are people in his Visiting Officer senior program. They have been in place since 2018. He will get with Chief Drouard to make sure that these homes are listed in the RFD CAD system. The Fire Dept would like to have a Knox Box installed at the Mark Zuchowski Building as well.	
8	TAHOE sold on the auction site for \$3900	
Fire Department		
9	PART TIME EMPLOYEES AND CARES FUNDS Chief Drouard asked if CARES act funding to cover COVID related absences applies to part time employees as well. Currently they have been using combined time off. The Chief will get the City Administrator the names and instances and she will check with Mr. Heban.	
10	STAFFING Currently the department has one member deployed, 1 out with a knee injury and a couple members in quarantine.	
11	COVID There has been a good sized spike of virus positives related to their calls. They have had 10 or 11 this week already (we met on a Wednesday). So they've seen a definite increase.	
12	CALL VOLUME is up, just like a year ago.	
13	PPE supply is good.	
14	STATION RENOVATIONS are coming along. The Chief wanted to inform the committee that the week of 12/14 the ladder truck will be outside for a few days so they can demo out the current gear rack and then again the week of 12/21 so they can install the new gear grid.	
15	24 HOUR COVERAGE – The Chief stressed to the committee the importance of 24 hour coverage. We are going to take the first quarter of 2021 to look at the numbers and the additional income tax monies from Amazon. It is the City Administrator's hope	

	to be able to resume the program as soon as possible.	
16	<p>Other Business – Chris Segura attended the meeting. He offered to check into the BG residential Knox Box program. He then asked about the requested \$75,000 set aside yearly for fire apparatus. The City Administrator told him that there is no legal way to do that. The committee will talk to Mr. Heban about this when he attends the 12/16 meeting.</p> <p>Councilwoman Eckel asked about the plan at the rec center regarding the COVID status switch and the City Administrator said that they will follow the guidance of the governor.</p> <p>Councilman Heban asked for a plan for vehicle purchases and staffing. Chief Drouard said the vehicle plan was outlined in the materials compiled for the last levy. The City Administrator said that she is currently working on a 5 year citywide plan.</p>	
	Materials Needed	Person Responsible