

AGENDA
BOARD OF PUBLIC SAFETY SPECIAL SESSION
TUESDAY, JULY 21ST, 2020
AT 6:00 P.M.
BLOOMINGTON CITY HALL
401 N MORTON STREET
BLOOMINGTON, IN 47404

Per the Governor's Executive Orders 20-04, 20-08, 20-09, and 20-30 this meeting will be conducted electronically. The public may access the meeting at the following link:

<https://bloomington.zoom.us/j/96850628790?pwd=cFJOS0lPcTB4UGRCaGt1ajduMTRlZz09>

Meeting ID: 968 5062 8790

Password: 442458

One tap mobile

+13126266799,,96850628790#,,,,0#,,442458# US (Chicago)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

1. CALL TO ORDER
2. VERBAL APPROVAL OF MINUTES
June 23, 2020
3. FIRE DEPARTMENT BUSINESS
 - a. Report on Monthly Statistics and Training,
 - b. Letters of Appreciation and Commendation
 - c. General Business
 - d. Purchases: Expenditures/Procurements
 - e. Personnel Issues
 - f. Promotion of Kyle Mundy
4. NEW BUSINESS
 - a. Verbal Certification of Payroll
5. POLICE DEPARTMENT BUSINESS
 - a. Report on Monthly Statistics and Training
 - b. Letters of Appreciation and Commendation
 - c. General Business
 - i. Request Approval of MOU with City of Bloomington Utilities for demolition of incinerator building
 - d. Purchases: Expenditures/Procurements
 - e. Personnel Issues
 - f. Rules and Regulations Update
6. OLD BUSINESS
7. CIRT/ARV DEPLOYMENT REPORT

8. PETITIONS AND COMMUNICATIONS (limited to 3 minutes per person)

9. ADJOURNMENT

Statement on public meetings during public health emergency:

As a result of the Governor's Executive Orders 20-04, 20-08, 20-09, and 20-30 the Board of Public Safety and its committees may adjust normal meeting procedures to adhere to guidance provided by state officials. These adjustments may include:

- allowing members of the board or its committees to participate in meetings electronically;*
- posting notices and agendas for meetings solely by electronic means;*
- using electronic meeting platforms to allow for remote public attendance and participation (when possible);*
- encouraging the public to attend via the link and submit remote submissions of public comment (via email, to legal@bloomington.in.gov).*

Please check <https://bloomington.in.gov/boards/public-safety> for the most up-to-date information about how the public can access Board of Public Safety meetings during the public health emergency.

BLOOMINGTON BOARD OF PUBLIC SAFETY

The Bloomington Board of Public Safety held a Special Session on **Tuesday, June 23rd, 2020, at 6:00 p.m.**, Teleconference/Virtual Meeting.

CALL TO ORDER

Board president Susan Yoon called the meeting to order at approximately 6:05 p.m. to allow members of the public time to connect to the meeting. Other Board members present were: Maqubé Reese, Kim Gray, Luis Fuentes-Rohwer and Rafi Hasan.

Others attending are included on the attached sheet.

MOMENT OF SILENCE

Board member Maqubé Reese made a request for a moment of silence for victims of COVID-19 and racism.

MESSAGE FROM MAYOR HAMILTON

Mayor John Hamilton addressed the public at the start of the meeting. He thanked the board for representing the interests of the public and for their role on this board. He then thanked the individual members of the Bloomington Police Department for their daily commitment to the community and the improvement of the department. He then assured the community of the collective commitment to overcoming the history of racism that is a sorry and painful of our own long Bloomington story. He said there is a collective responsibility to listen to all ideas and welcome all suggestions and questions.

STATEMENT OF GROUND RULES

Board president Susan Yoon provided some ground rules in a statement for how to handle the virtual meeting. She then welcomed the public to the meeting.

ADJUSTMENT OF THE AGENDA

Board member Luis Fuentes-Rohwer moved that items number 4 and 7 be flipped on the agenda to switch the CIRT report and the payroll certification. Board member Kim Gray seconded the motion. The board unanimously approved the adjustment of the agenda through a roll-call vote by board president Susan Yoon.

APPROVAL OF MINUTES

Board members unanimously approved the minutes from June 16, 2020 through a roll-call vote by board president Susan Yoon. The motion was made by board member Kim Gray and seconded by Luis Fuentes-Rohwer.

FIRE DEPARTMENT BUSINESS

Report on Monthly Statistics, Training and Incident Reports:

Fire Chief Jason Moore introduced himself and gave a report on the monthly statistics.

Letters of Appreciation and Commendation:

Fire Chief Jason Moore said that there were none.

General Business and Personnel Issues:

Fire Chief Jason Moore provided an update on the lease that was approved during the May meeting for a warehouse and central wash facility. He said that they are currently down four positions. He said that two people left before retirement for family business opportunities, a first since he had been with the City.

Board member Rafi Hasan inquired about the open positions.

Fire Chief Jason Moore answered the question.

Board member Luis Fuentes-Rohwer inquired about the hiring process.

Fire Chief Jason Moore answered the question.

Board member Maqubé Reese also inquired about the hiring process as well as the two firefighters who left the department.

Fire Chief Jason Moore answered the questions.

Purchases: Expenditures/Procurements:

Fire Chief Jason Moore said there are still some of the ongoing COVID expenses that they are hoping to have reimbursed.

Promotion of Darren Combs:

Fire Chief Jason Moore provided the merits of Mr. Combs, effective June 5, 2020.

Board members unanimously approved the promotion of Mr. Combs to the rank of chauffeur, effective June 5, 2020. Board member Rafi Hasan made the motion, and board member Maqubé Reese seconded the motion.

POLICE DEPARTMENT BUSINESS

Report on Monthly Statistics, Training and Incident Reports:

Deputy Chief Joseph Qualters presented on the monthly statistics.

Board member Maqubé Reese inquired about what online training topics police go through

Deputy Chief Joseph Qualters answered the question.

Board member Rafi Hasan inquired about what constitutes a call for service.

Deputy Chief Joseph Qualters answered the question.

Board member Maqubé Reese inquired about how dispatch knows when to alert the social worker or neighborhood resource officers.

Deputy Chief Joseph Qualters answered the question.

Board member Maqubé Reese inquired about a recent homicide.

Deputy Chief Joseph Qualters answered the question.

NEW BUSINESS

Verbal Certification of Payroll:

Police Chief Michael Diekhoff stated that the police payroll is correct.

Fire Chief Jason Moore stated that the fire payroll is correct.

POLICE DEPARTMENT BUSINESS

Letters of Appreciation and Commendation:

Deputy Chief Joseph Qualters said there were seven letters of appreciation. He noted there was a duplicate in the batch in error.

General Business:

Police Chief Michael Diekhoff commented on what has been going on and referenced a statement where he denounced what happened in Minneapolis. He directed folks to the website to see the statement and the FAQ for the department. He said there is also information on how “8 Can’t Wait” policies are implemented in the department.

Police Chief Michael Diekhoff said BPD was one of the first departments in the state to have body cams and that policy is to have that on whenever an officer is interacting with someone.

Police Chief Michael Diekhoff also spoke about the department being a nationally accredited police department through Kalia and state accredited. Less than five percent of police departments are nationally accredited. In Indiana, 12 departments are nationally accredited, according to Police Chief Michael Diekhoff.

Police Chief Michael Diekhoff said that the department spent more than six months reviewing and implementing all but two of the recommendations within the 21st Century Policing Project from President Obama.

Police Chief Michael Diekhoff said they release data to the police data initiative and on the B-Clear Portal.

Police Chief Michael Diekhoff said they have neighborhood resource specialists and the full-time social worker on staff. BPD was one of the first departments in the state to have a full-time social worker on staff.

Police Chief Michael Diekhoff said BPD officers receive 4.5 times the amount of training than what the state requires and that there is a lot of training on deescalation, bias prevention training and critical incident training.

Board member Luis Fuentes-Rohwer inquired about "8 Can't Wait."

Police Chief Michael Diekhoff answered the question, saying that the department has adopted all of them.

Board member Maqubé Reese inquired about the crisis center.

Police Chief Michael Diekhoff answered the question.

Purchases: Expenditures/Procurements:

Police Chief Michael Diekhoff said that there may have been some for the evidence storage facility.

Personnel Issues:

Captain Ryan Pedigo provided an update. He said the department currently has 10 openings and that three officers will start June 29. He also said that two of those applicants are social workers that have their masters in social work and decided to become police officers.

CIRT/ARV Deployment Report:

There was no CIRT/ARV deployment.

OLD BUSINESS

There were no items under Old Business.

PETITIONS AND COMMUNICATIONS

Greg May, the director of administration at Centerstone in the adult services division. May wanted to talk about some of the work that Centerstone has done with the downtown resource officers and the Bloomington Police Department. He also spoke about the crisis center, which has been named the Stride Center.

Ruth Aydt wanted to raise a concern. She thanked BPD for collecting and reporting data. She said they are seeing racial disparities in the data. She cited a newspaper article and criminal case data filed in 2018 to 2019 to see if it is indeed people from out of town.

Tami Giles, who works at Centerstone, said that DRP and the police social worker from BPD have built a partnership. She said they helped her find two clients that needed injections. She said the police social worker goes to camp sites with her as well.

Susan Harrington, who also works at Centerstone, said she wanted to echo what Greg May and Tami Giles said about the partnership with BPD.

RM had questions for Police Chief Michael Diekhoff. RM wanted to know if officers are allowed to be affiliated with white supremacy groups and how does he monitor to make sure that he is not. RM then wanted more time for a moment of silence for lives lost due to police violence. Another moment of silence was given.

Linda Grove-Paul, vice president of adult services at Centerstone, echoed other Centerstone voices. She said it is an important time to have these conversations. She commended having a police department that wants to get away from criminalizing mental health issues. She talked about a partnership to help homeless people get jobs through the city helping with landscaping. She said she is proud to be a resident of Bloomington.

Kaela Mason Garvin inquired about the non-social worker officers who are on the force and what sort of de escalation training they receive. She said she would like to hear more in the future as to what is being done for each officer.

Board recording secretary Nicole DeCriscio Bowe confirmed that no emails had come in.

Board member Susan Yoon thanked the members of the public that has joined the meeting and made public comment.

ADJOURNMENT

Board member Kim Gray made a motion to adjourn the meeting. Meeting adjourned at 7:35 p.m.

Respectfully submitted,
Nicole DeCriscio Bowe, Recording Secretary
Board of Public Safety

The minutes of the June 23rd, 2020 Board of Public Safety Meeting were approved this 21st day of July, 2020.

City of Bloomington Fire Department
Board of Public Safety Report

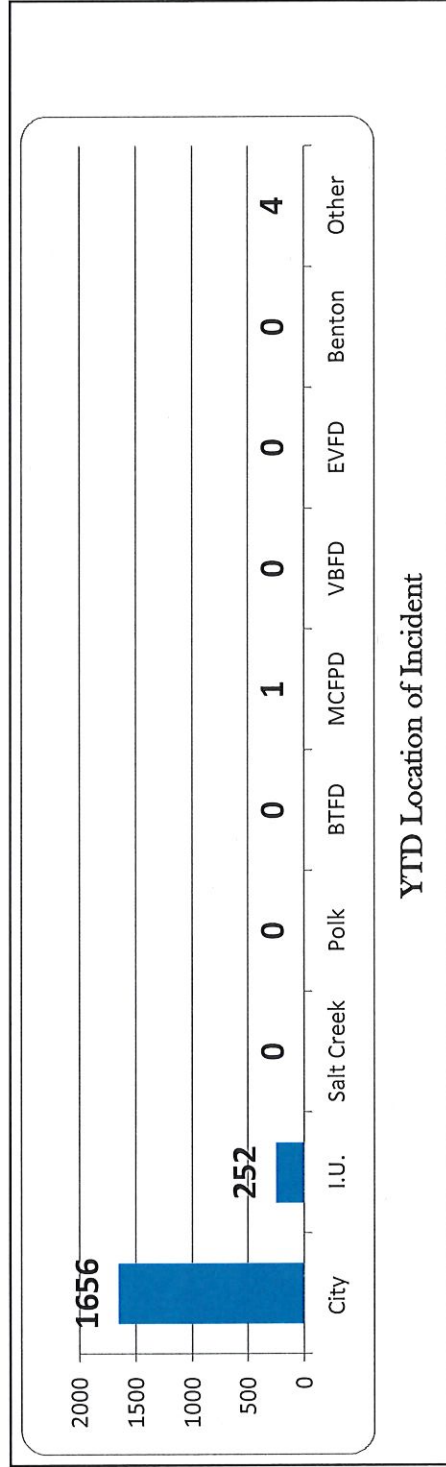
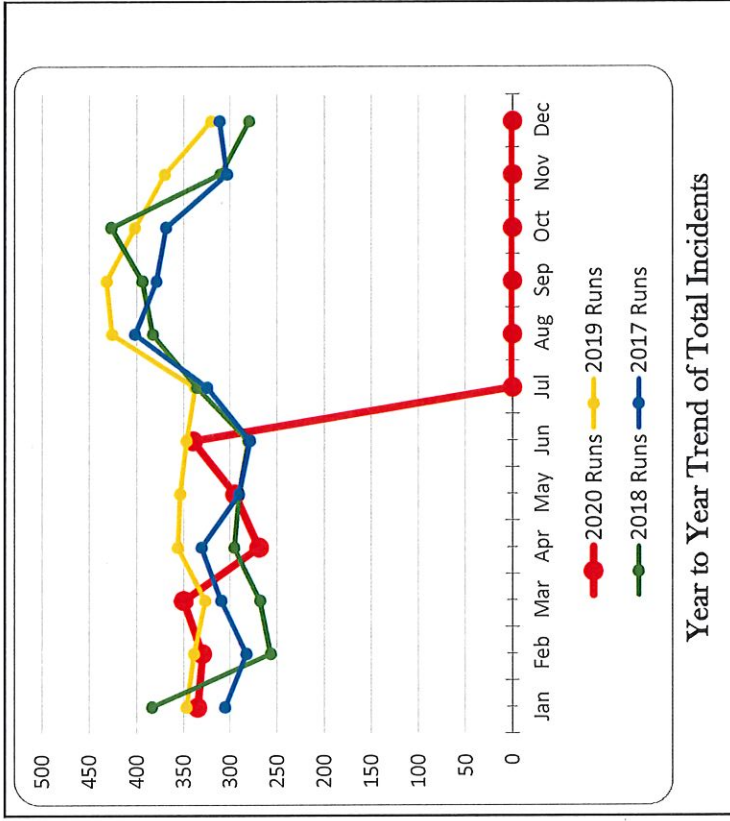
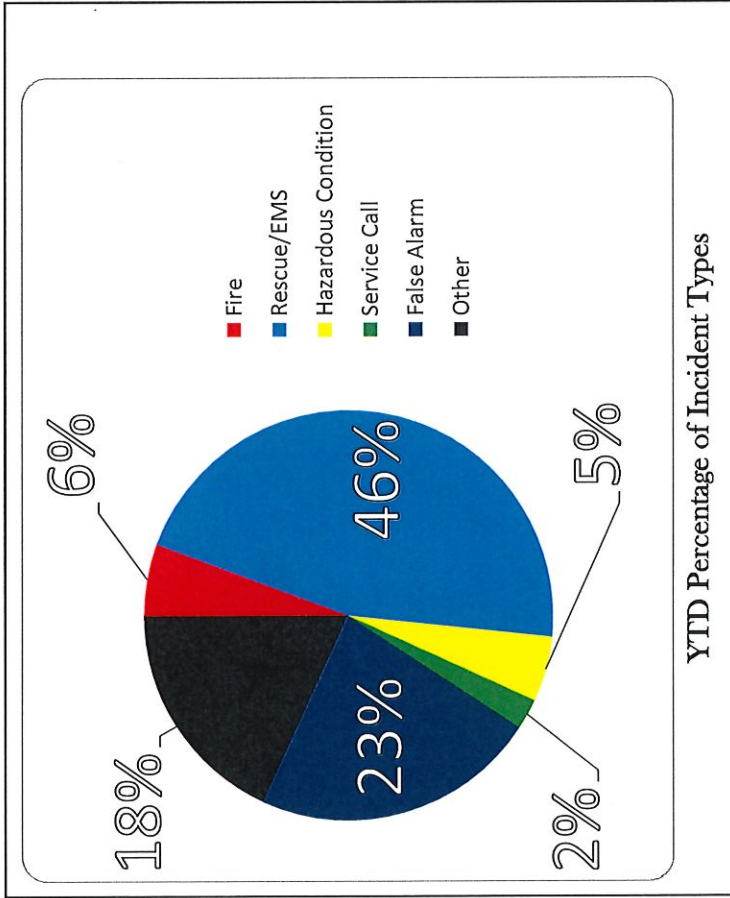
BLOOMINGTON



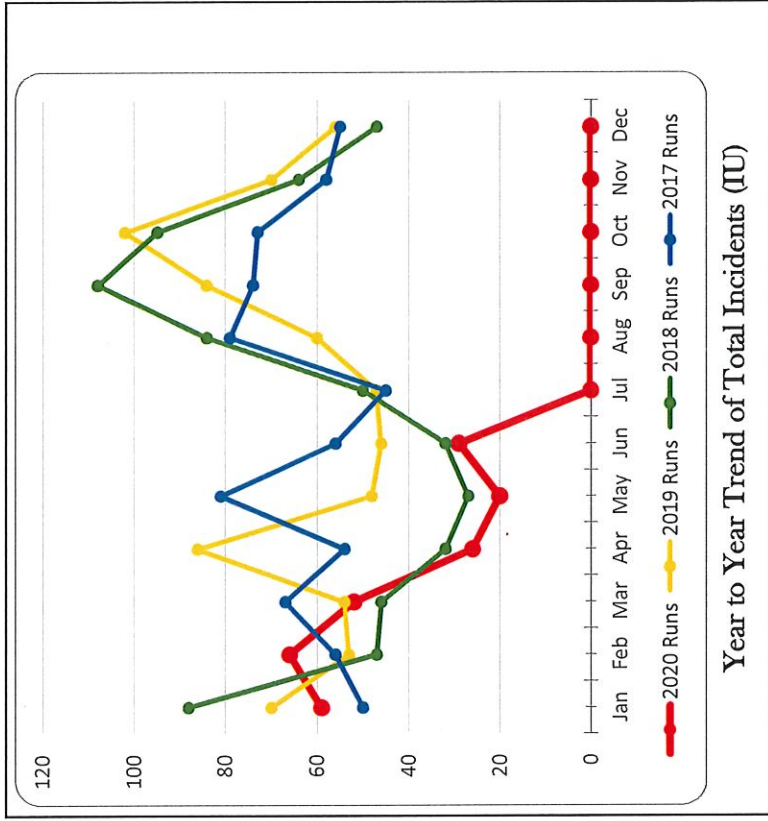
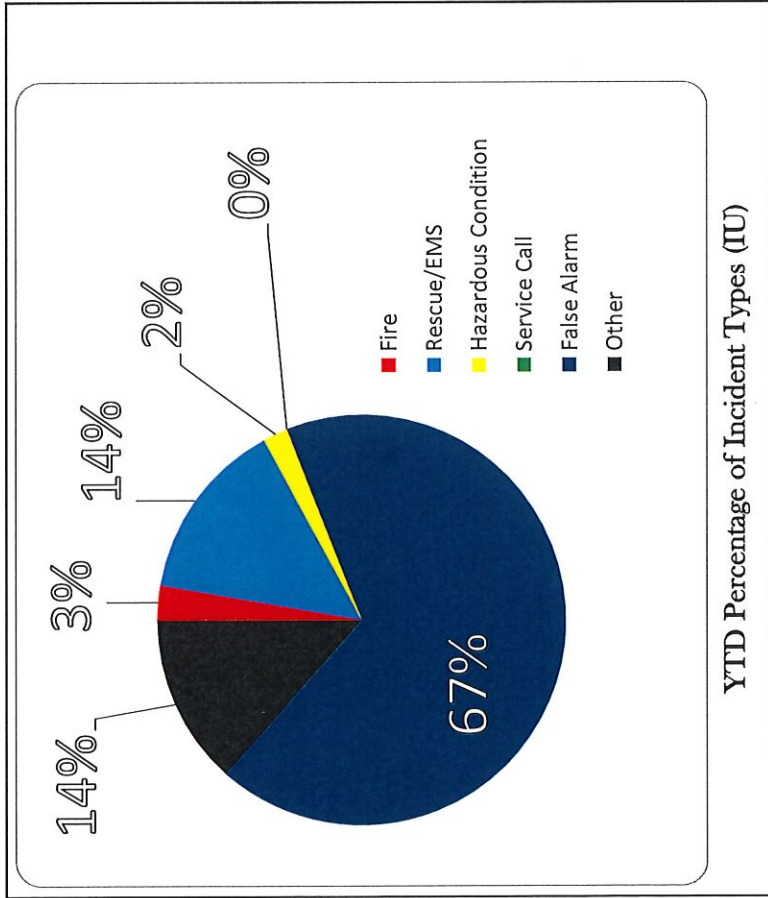
*Established
February 17, 1900*

June 2020

Operational Statistics

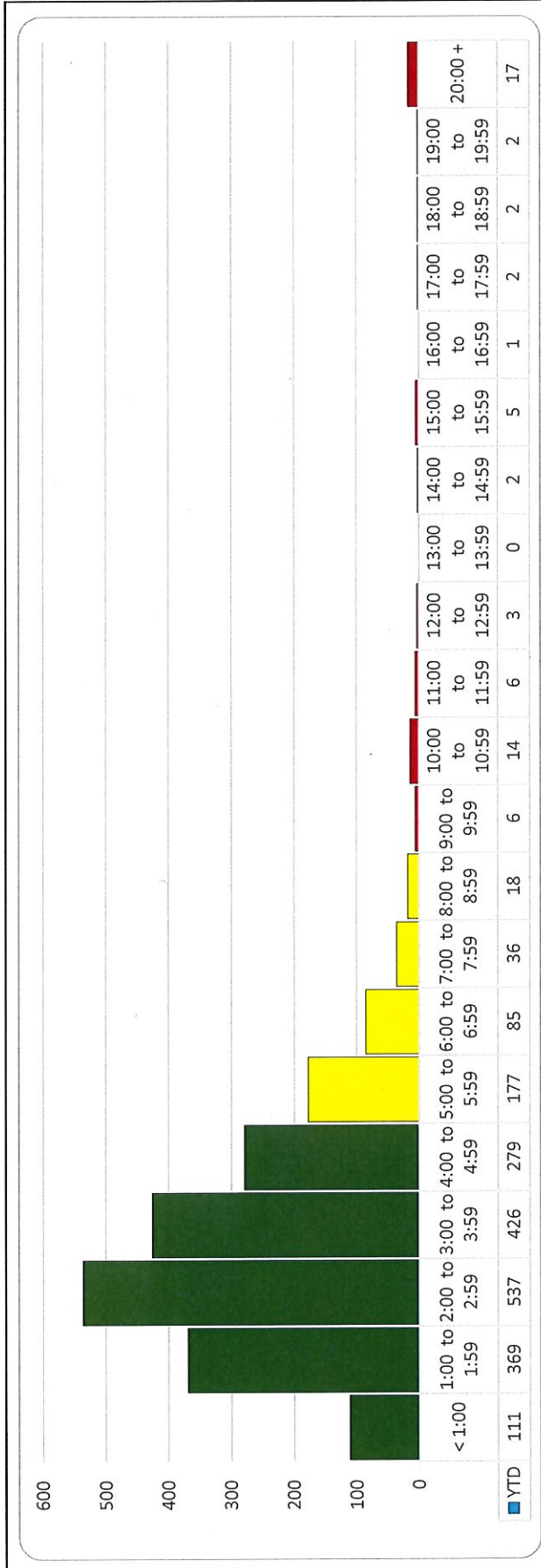


Operational Statistics (Cont)



Major / Significant Incidents During Month

Response Times / Goals



YTD Response Times Incidents within COB Limits

Our Goal is to be on scene within 4 minutes 90% of the time

We are on scene within 4 minutes **82%** of our incidents within City Limits

We are on scene within 8 minutes **97%** of our incidents within City Limits

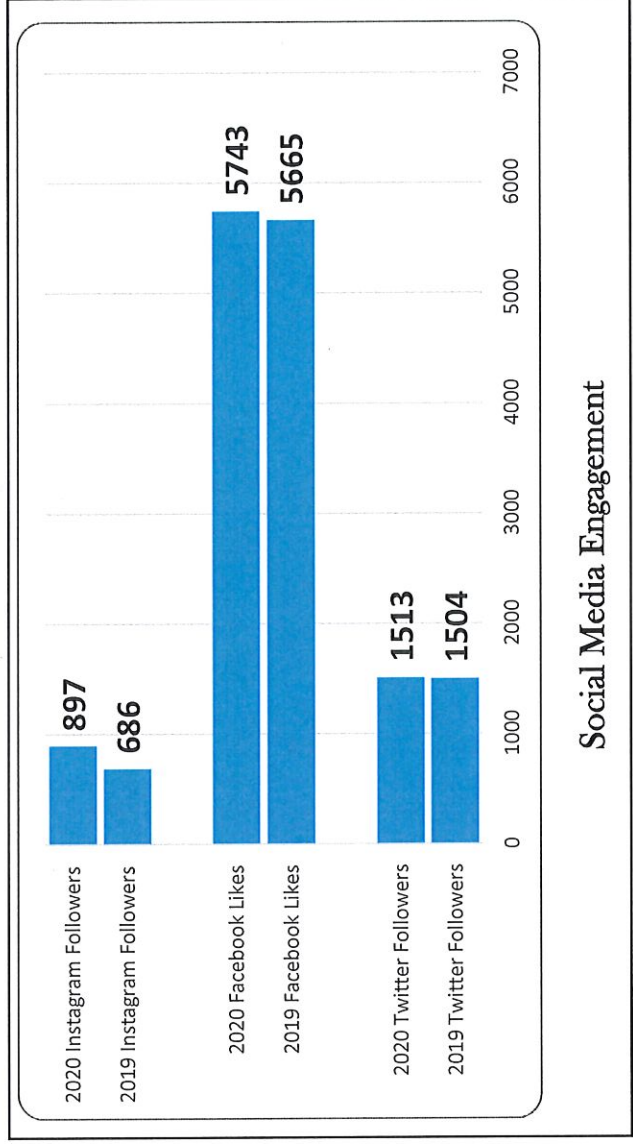
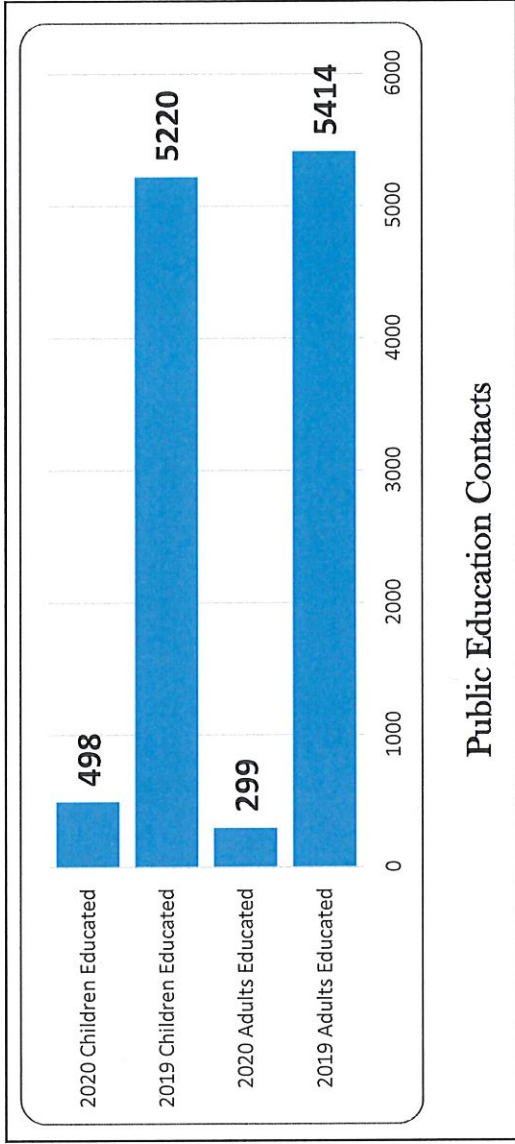
Our Goal is to be on scene within 8 minutes 98% of the time

Prevention and Public Engagement Statistics

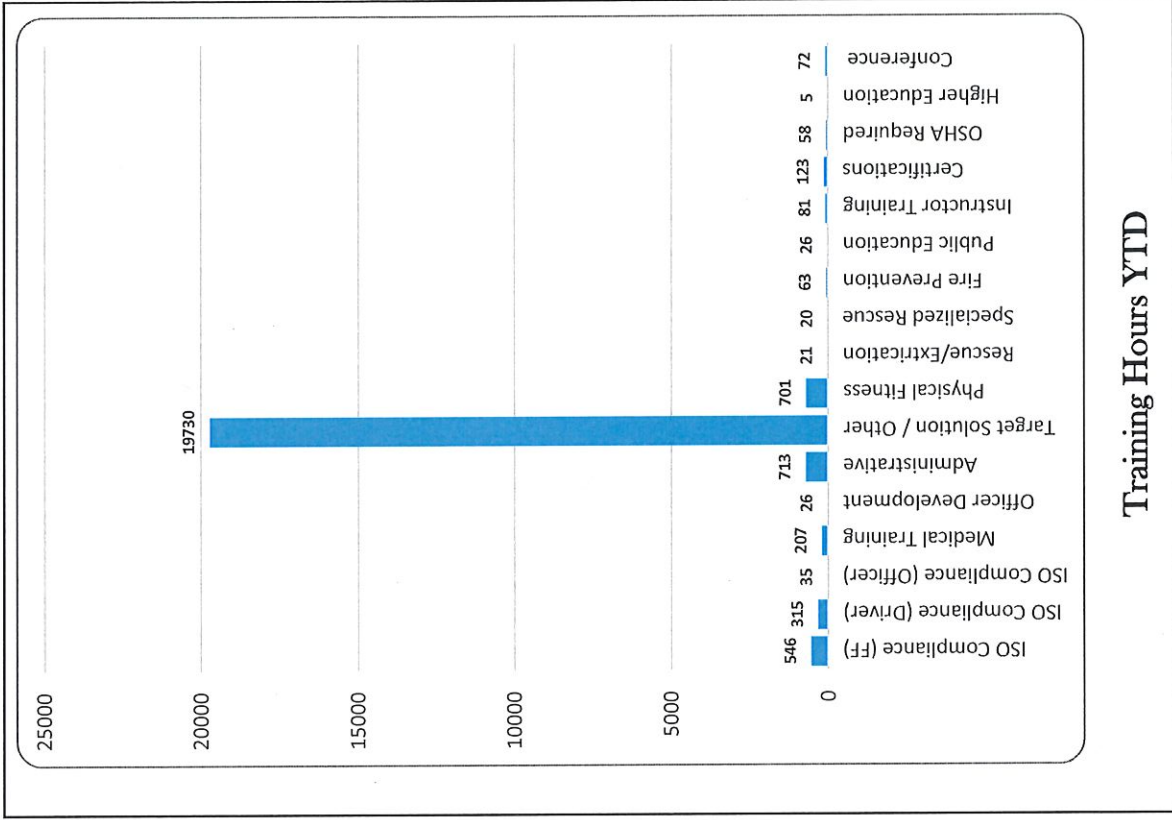
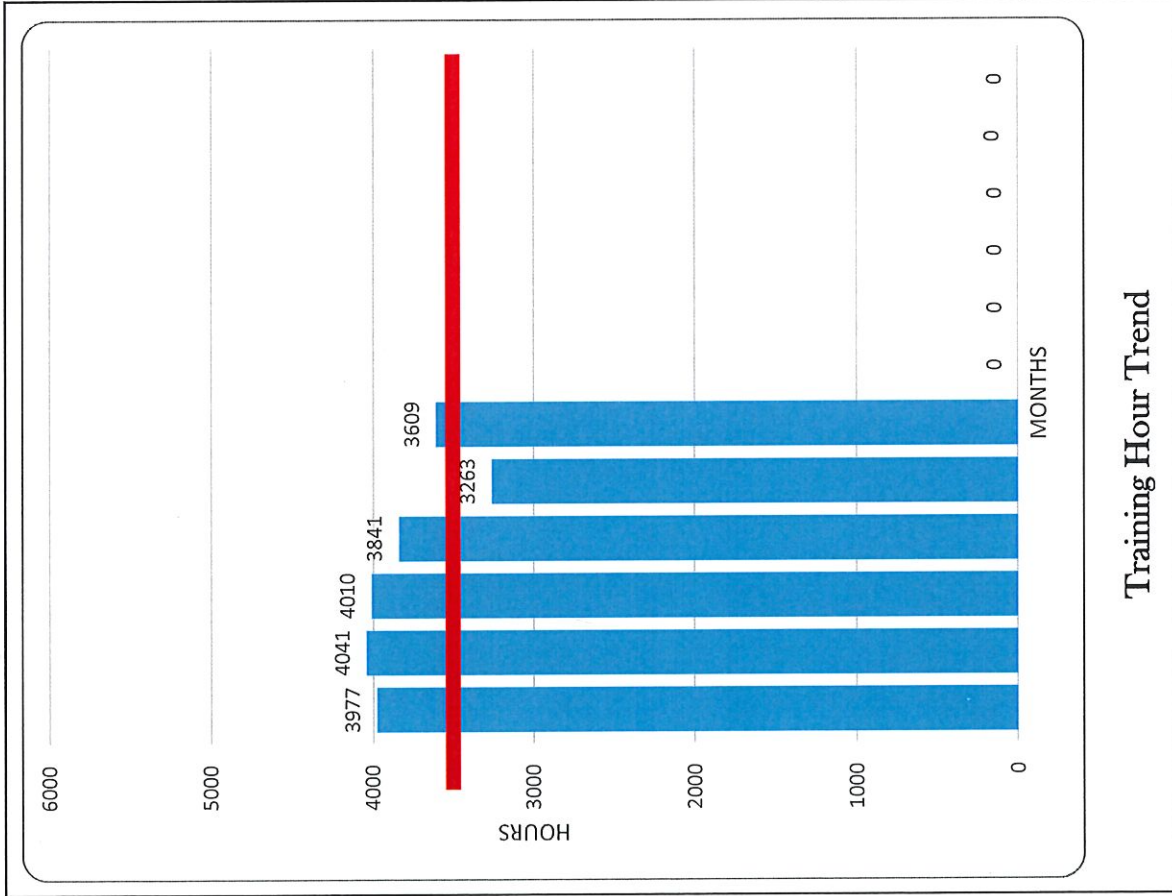
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Inspection Goal Progress

We established a goal to make at least one (1) contact with every business in Bloomington every year, this equals 8,490 inspections



Training and Education



Letters of Appreciation / Commendation



City of Bloomington Fire Department

Respect - Integrity - Service - Excellence

"Saving Lives and Protecting Property with Honor and Professionalism"

TO: Board of Public Safety
CC: Chris Wheeler, Mike Rouker, and Jennifer Lloyd
FROM: Jason Moore, Fire Chief
DATE: July 13, 2020
RE: Approval of Promotions

Please review the following request to approve fire department promotion(s):

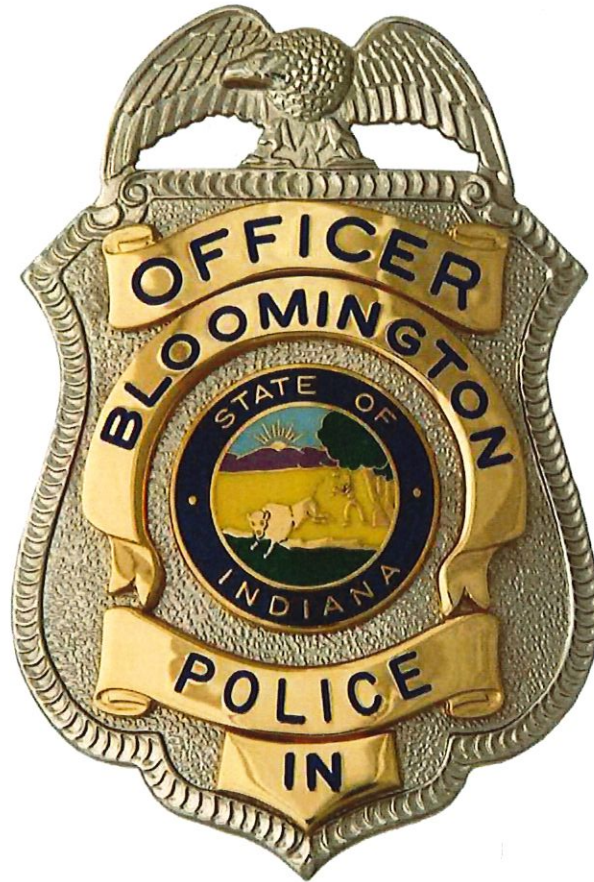
Kyle Mundy - was hired on 01/12/2004. Kyle has served this community with honor and dedication. With our 2017 revision to the Collective Bargaining Agreement (CBA), personnel like Kyle were reassigned as Engineers even though they were previously Chauffeurs (Full Time Drivers). In an agreement with Union Executive Leadership, all former Chauffeurs were placed on the promotional list as they have already proven the capability. These individuals would be promoted back to the job they were doing and as in the case of Mr. Mundy have continued to do since the CBA change. For this reason, I respectfully request you promote Kyle Mundy to the rank of Chauffeur effective July 13, 2020.

Bloomington Police Department

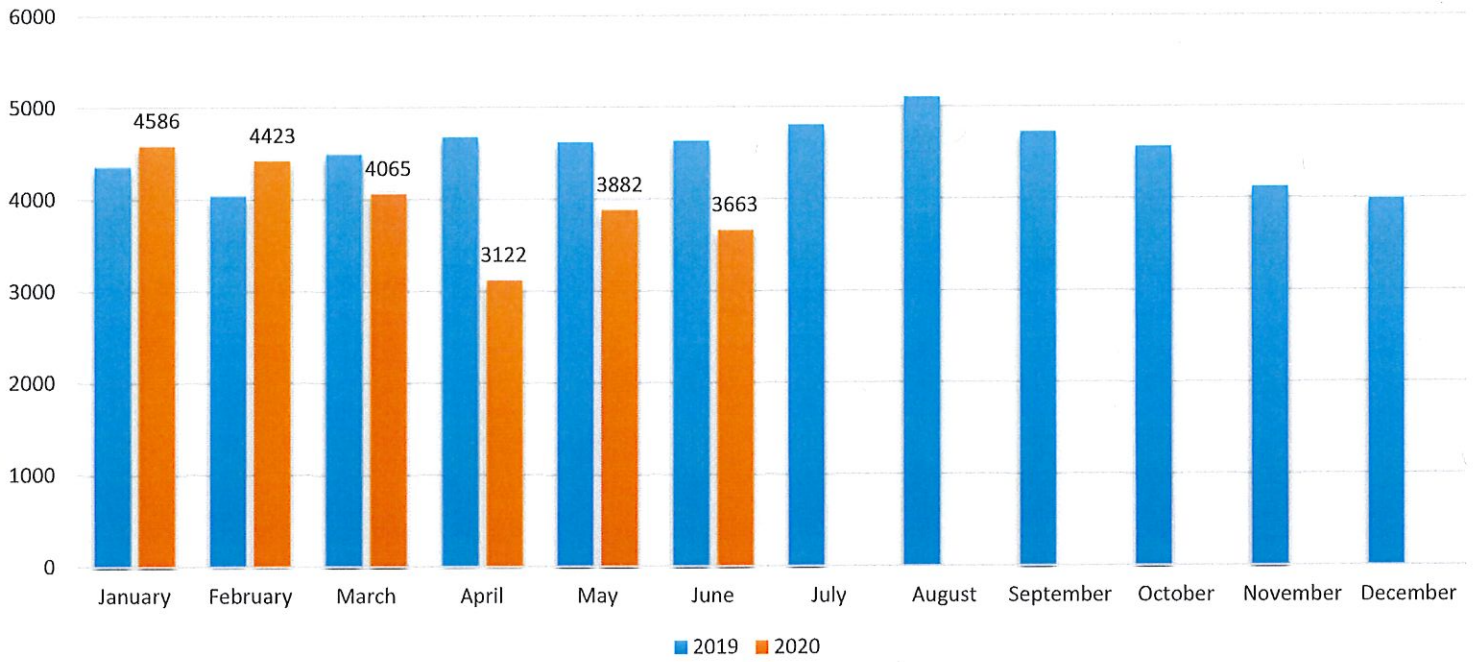
Board Of Safety

Statistical Report

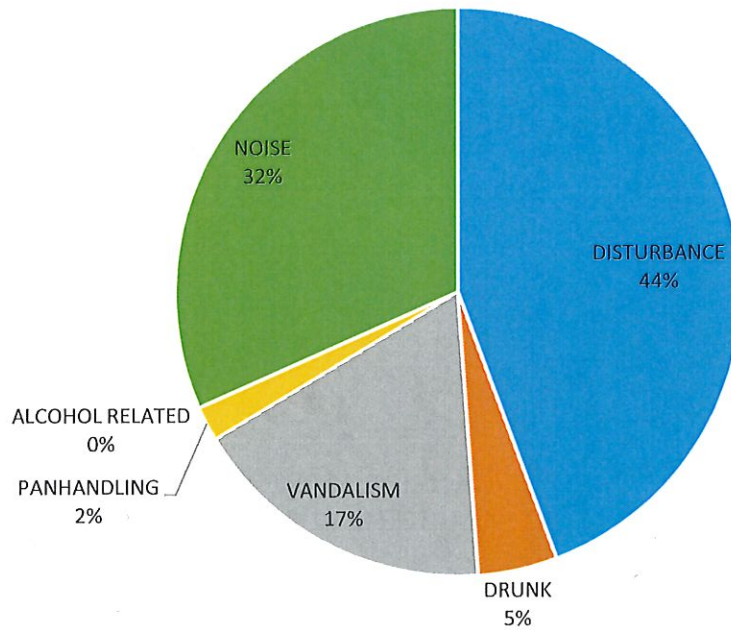
June 2020



2019-2020 Calls For Service Totals



June 2020 Nuisance Calls for Service



All of the Case data below is based on new NIBRS categories; however, calculated close to UCR, only counting one hierarchy crime per case. These numbers will not match what is reported to NIBRS.



Section: Group A-Crimes Against Persons

Group A-Crimes Against Persons

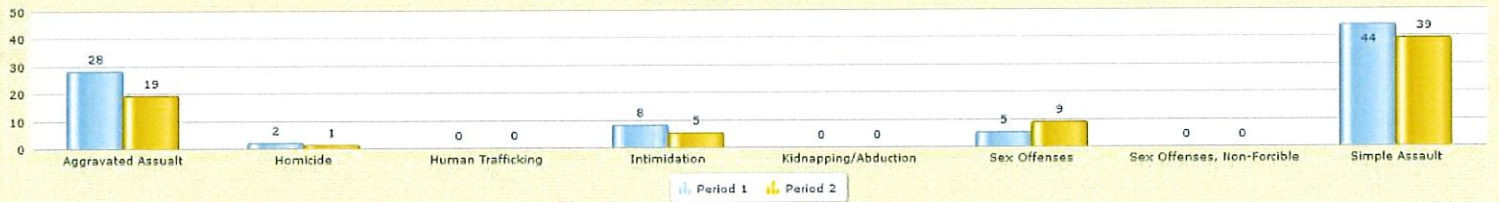
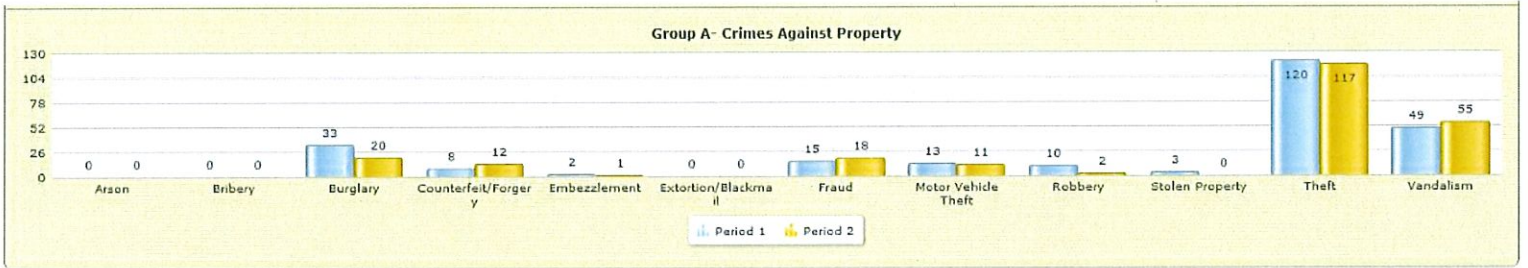


Chart: Period Differences

Category	Period 1	Period 2	Total	Difference
A Aggravated Assault	28	19	47	-32.14%
H Homicide	2	1	3	-50%
H Human Trafficking	0	0	0	0%
I Intimidation	8	5	13	-37.3%
K Kidnapping/Abduction	0	0	0	0%
S Sex Offenses	5	9	14	80%
N Sex Offenses, Non-Forcible	0	0	0	0%
A Simple Assault	44	39	83	-11.36%
Crime Rates	13.05%	10.95%	Avg: 12%	



Category	Period 1	Period 2	Total	Difference
Arson	0	0	0	0%
Bribery	0	0	0	0%
Burglary	33	20	53	-39.39%
Counterfeit/Forgery	8	12	20	50%
Embezzlement	2	1	3	-50%
Extortion/Blackmail	0	0	0	0%
Fraud	15	18	33	20%
Motor Vehicle Theft	13	11	24	-15.38%
Robbery	10	2	12	-80%
Stolen Property	3	0	3	-300%
Theft	120	117	237	-2.5%
Vandalism	49	55	104	12.24%
Crime Rates	37.95%	35.4%	Avg: 36.68%	

Section: Group A- Crimes Against Society

Group A- Crimes Against Society

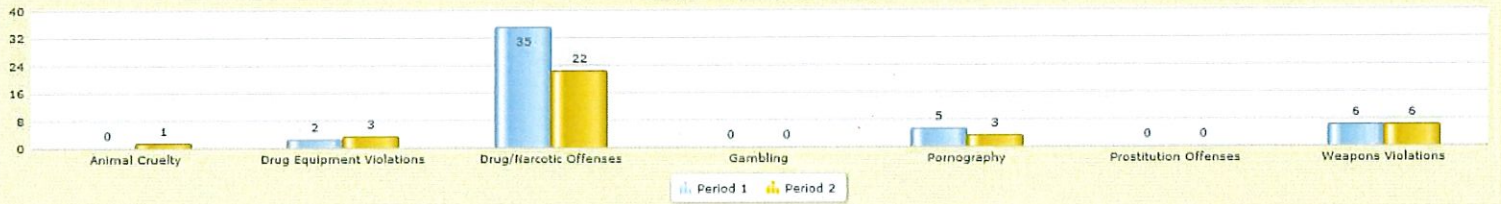
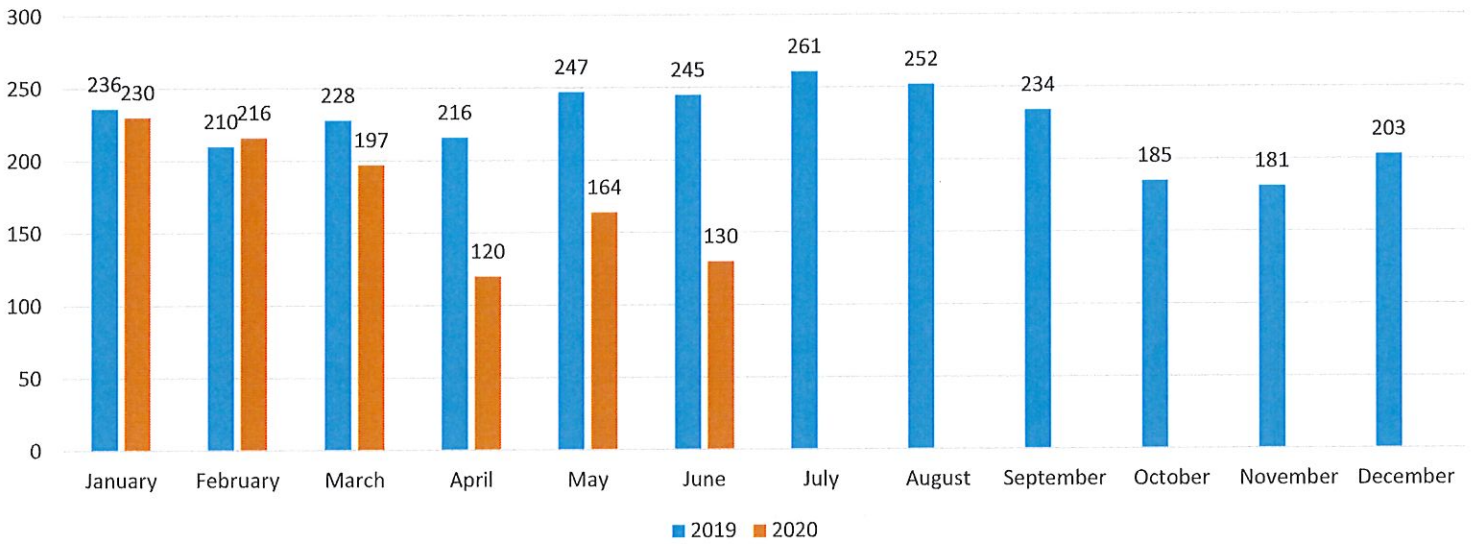


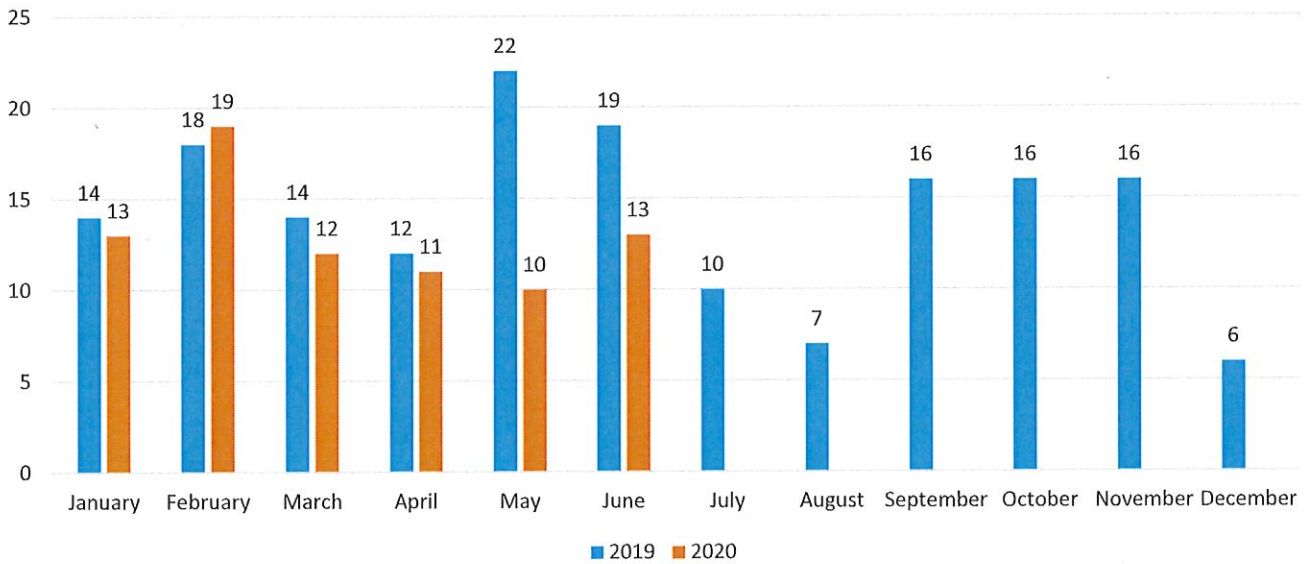
Chart: Period Differences

Category	Period 1	Period 2	Total	Difference
A Animal Cruelty	0	1	1	100%
P Drug Equipment Violations	2	3	5	50%
D Drug/Narcotic Offenses	35	22	57	-37.14%
G Gambling	0	0	0	0%
P Pornography	5	3	8	-40%
P Prostitution Offenses	0	0	0	0%
W Weapons Violations	6	6	12	0%
Crime Rates	7.2%	5.25%	Avg: 6.22%	

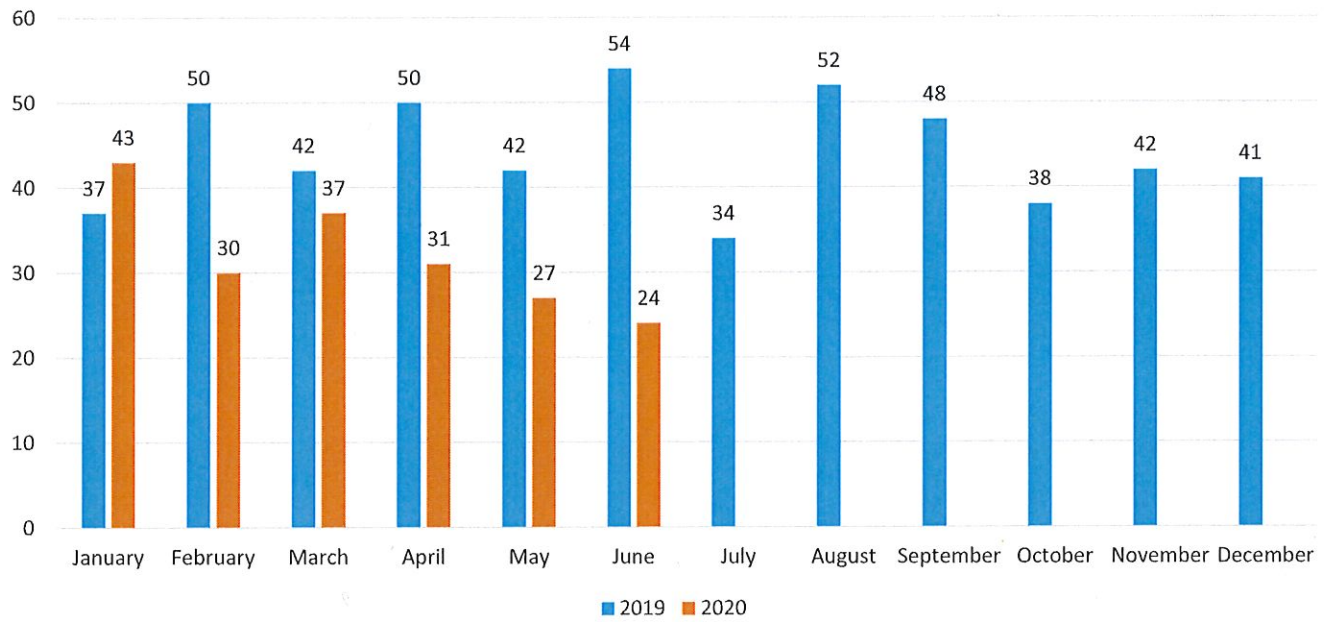
2019-2020 Adult Arrests



2019-2020 Juvenile Referrals



2019-2020 Domestic Violence Cases



UCR/IND. HATE CRIMES		
	2019	2020
Jan-Mar	1	2
Apr-June	2	1
July - Sept	0	
Oct - Dec	0	
TOTALS:	3	2



BLOOMINGTON POLICE DEPARTMENT Board of Public Safety Report



July 21, 2020

CRIME TRENDS/MAJOR CASES:

- Fatal shooting of Michael Parker at Circle K
 - Lemarquist Mcclee charged in three rape cases
-

TRAINING

Training Hours: 245.5

Training Highlights:

- Pressurized Persons/De-escalation (16 officers x 2.5 hrs.)
 - Mandatory Annual Training (28 officers)
 - Field Training Officer Certification Course (1 officer)
-

COMMUNITY ENGAGEMENT

Community Engagement Events: 2

Community Engagement Hours: 1

Officers Involved: 2

Community Engagement Events-Prior:

- Passed out candy in Crestmont Housing
- Visit to Switchyard Park

Community Engagement Events-Upcoming:

-TBD/Nothing Scheduled

-Hoping to get clearance from the Animal Shelter to resume Fur-ever Friends

Police Social Worker

Total Number of Referrals: 18

Total Number of PSW Contacts: 184

Summary: June was officially the busiest month yet for the PSW. "Wins" include:

1. Assisted a community member with making an appointment to get psychiatric medications while waiting to become an established patient elsewhere
 2. Helped a community member get connected to Martinsville resources (housing, mental health, etc), as he was moving there and didn't know the options
 3. Provided interim brief therapy to a juvenile/family after a traumatic event while working to establish long-term therapeutic services
-

Neighborhood Resource Specialists

Total Calls for Service: 32

Compliment for BPD

----- Forwarded message -----

From: <systems@bloomington.in.gov>

Date: Wed, Jul 8, 2020 at 9:40 AM

Subject: New Response: Compliment for Bloomington Police Department

To: <webmaster@bloomington.in.gov>

Timestamp: 7/8/2020 9:35:49

Please describe the person/incident you wish to compliment. : BPD thank you so much for all you do to keep Bloomington safe. My wife and I really appreciate BPD.

Your name: mark duran

Address: 901 south rogers street

Email: mkduran95@gmail.com

Phone: 2318818922

Date of the occurrence: 7/8/2020

----- Forwarded message -----

From: <systems@bloomington.in.gov>

Date: Tue, Jun 16, 2020 at 2:20 PM

Subject: New Response: Compliment for Bloomington Police Department

To: <police@bloomington.in.gov>

Timestamp: 6/16/2020 14:16:35

Please describe the person/incident you wish to compliment. :

I just wanted to let all of the officers know how much I appreciate all of the hard work that they are putting in. They are not getting enough credit for everything that they are going through. My father was a police officer and I know how hard you all work and how little thanks you get. I just wanted you to know that there are people out there that do see all of the hard work that you are doing and truly appreciate it! Stay safe! Thank you! -Shaina Soderstrom

Your name: Shaina Soderstrom

Address: shaina.soderstrom@gmail.com

Email:

Phone:

Date of the occurrence: 6/16/2020

----- Forwarded message -----

From: <systems@bloomington.in.gov>

Date: Thu, Jun 18, 2020 at 8:10 AM

Subject: New Response: Compliment for Bloomington Police Department

To: <police@bloomington.in.gov>

Timestamp: 6/18/2020 8:00:41

Please describe the person/incident you wish to compliment. : I just read about the police tackling an armed guy running away. Thank you for not shooting him. Thank you for not shooting him in the back. Thank you. Dr Judy Owens Palmer Ave

Your name: Dr Judy Owens

Address: 1008 S Palmer Ave Bloomington, 47401

Email: drjudyo@gmail.com

Phone: 8312479597

Date of the occurrence: 6/17/2020

----- Forwarded message -----

From: **Steve Fields** <steveafields@yahoo.com>

Date: Fri, Jul 10, 2020 at 4:31 PM

Subject: My support

To: <police@bloomington.in.gov>

Dear Sirs

I am sending this email to let you know there are many of us in the community who are greatly opposed to and alarmed at any suggestion of defunding the local police department. To me defunding the police is one of the most dangerous ideas I have ever heard proposed in this great Country of ours. I hardly believe any law abiding citizen would consider such a radical idea for even one minute! I fully understand that it is the local police department that keeps our community safe and makes it possible for everyone to live a happy, safe, and productive life and to enjoy the fruits of their labor. If the police are defunded in our community the lawless criminal element will flourish and no one and no property will be safe and secure. Those are my feelings on this subject and I wanted you to know there are plenty of level headed people who support the officers in blue.

Sincerely,

Steve Fields

25 year resident of Bloomington

Sent from my iPhone

----- Forwarded message -----

From: <systems@bloomington.in.gov>

Date: Tue, Jul 14, 2020 at 9:30 AM

Subject: New Response: Compliment for Bloomington Police Department

To: <police@bloomington.in.gov>

Timestamp: 7/14/2020 9:16:47

Please describe the person/incident you wish to compliment. :

I just wanted to say that I hope you are not going to be defunded. I have great worry over this. I stand in support of the men in blue. I hope that the schools here have not broken ties with the police. I think Bloomington is a fairly safe city. We all need to pull together and make sure this doesn't happen. We need to come up with a community day for the police to show our support for the policemen. But I'm not sure how that would work. We just need to have the policemen and community be close, Like brothers and sisters to the police. Maybe someone will have an idea how to strenghten that relationship to the police. We need it now, more than ever.

Your name: Long

Address: anon

Email: longevitykentucky@yahoo.com

Phone: unlisted

Date of the occurrence: 7/14/2020

Officer Zach Weisheit and Officer Brandon Deckard

From: "jakaylawininger@gmail.com" <jakaylawininger@gmail.com>

Date: July 9, 2020 at 11:25:58 PM EDT

To: "pedigor@bloomington.in.gov" <pedigor@bloomington.in.gov>

Subject: Officer Recognition

Captain Pedigo-

I am writing you to make known of the exceptional behaviors exhibited by two officers during an incident on Monday, July 6th. The officers were assisting an intoxicated female with whom did not want to comply with their requests and was somewhat belligerent. The female continued this behavior through most of her interactions up until the time EMS arrived. Both Officer Brandon Deckard and Officer Zach Weisheit were able to maintain a professional, respectful, and calm attitude with the female and bystanders around while maintaining her safety. Great work guys!

**MEMORANDUM OF UNDERSTANDING
BETWEEN CITY OF BLOOMINGTON UTILITIES DEPARTMENT
AND CITY OF BLOOMINGTON POLICE DEPARTMENT
FOR DEMOLITION OF THE WINSTON THOMAS INCINERATOR**

WHEREAS, the City of Bloomington, Indiana (“City”), pursuant to statutory authority set out in Indiana Code Section 36-8-2-2, has established a Police Department (“BPD”) which acts by and through the Board of Public Safety (“BPS”), and, pursuant to statutory authority set out in Indiana Code Sections 8-1.5-3-3 has established the City of Bloomington Utilities Department (“CBU”) which acts by and through its Utilities Service Board (“USB”); and

WHEREAS, BPD and CBU both desire to demolish an incinerator building (the “Project”) located on CBU owned real estate commonly referred to as the Winston Thomas Property (the “Property”); and

WHEREAS, CBU intends to take all steps necessary to seek bids and award a contract to complete the Project at the Property; and

WHEREAS, BPD intends to contribute financially to the Project by paying \$25,000.00 to CBU as a reimbursement.

NOW, THEREFORE, in consideration of the mutual covenants, herein contained, the parties hereto agree as follows:

1. CBU shall be solely responsible for issuing bids, bid opening, bid examination, selection of the most responsive and responsible bidder and contracting for services to complete the Project.
2. CBU will keep BPD apprised of the bidding process and inform BPD of the quoted price for completion of the Project provided by the successful bidder.
3. Upon completion of the Project and payment made by CBU in full to the Project contractor, CBU shall provide to BPD invoicing and proof of payment. BPD shall promptly, and no later than thirty (30) days of receipt, reimburse to CBU an amount up to but not exceeding Twenty Five Thousand and Zero/One-Hundredths (\$25,000.00) Dollars. CBU shall be responsible for any and all costs above said amount.
4. This *Memorandum of Understanding* may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same Memorandum.

IN WITNESS WHEREOF, the parties hereto have executed this *Memorandum of Understanding* which shall become effective as of the date last entered below.

**CITY OF BLOOMINGTON
UTILITIES SERVICE BOARD**

**CITY OF BLOOMINGTON
BOARD OF PUBLIC SAFETY**

Julie Roberts, President

Date

Susan Yoon, President

Date



City of Bloomington
Police Department
MEMORANDUM

To: Board of Public Safety
From: Michael Diekhoff, Police Chief
Date: July 21, 2020
RE: Rule and Regulation Update

MEMORANDUM

Recent events prompted a review of several policies including any that were intended to address a duty to intervene if excessive force is being used by an officer. While there are a couple of existing policies where that obligation could be implied, BPD Administration wanted to enact language directly on point.

BPD Rule and Regulation Chapter XIII, Conduct Regarding the Performance of Duty is the most appropriate place to insert this requirement with specific language that makes it very clear what is expected of our personnel. It should be noted that the language expands this duty for BPD personnel to intervene to situations when ANY officer from ANY agency might be engaged in the use of excessive force and does not just apply if BPD officers were to be involved. Similar language creating the same obligations has been included in the rewrite of the Department's **General Order, Use of Force** under the POLICY section in an effort to be consistent in our expectation and to demonstrate our commitment to this philosophy of appropriate policing standards.

Chapter XIII, Conduct Regarding the Performance of Duty

- A. General and Specific Duties.** Officers of the Department shall be charged with the enforcement of all federal, state, and local laws and ordinances; the preservation of the public peace; the protection of life and property; the prevention of crime; and the detection, apprehension and prosecution of violators of the law.
1. Officers on duty shall be constantly alert, observing everything that takes place within their sight and hearing, and shall keep a vigilant watch for needed police services.
 2. Officers shall patrol their beats and perform those specific duties and responsibilities assigned to them in proper fashion.
 3. All Officers shall employ every lawful means at their disposal in the investigation, arrest, and prosecution of any person observed or known to be violating or have violated any statute or ordinance pertaining to criminal matters, and/or traffic offenses.
- B. Conformance to Rules and Regulations and General Orders.** It shall be the responsibility of every Member of the Department to thoroughly familiarize themselves with these Rules and Regulations, General Orders and policies of the Department and to conform to and abide by the same.
1. Each Member shall have a working knowledge of all Rules and Regulations, applicable General Orders, laws and ordinances and render service to the City with enthusiasm, courage, discretion and loyalty.
 2. In the event of improper action or breach of discipline, it shall be presumed that the Member was familiar with these Rules and Regulations, applicable General Orders, law, rule or policy in question.
- C. General Discharge of Duties.** Members shall, without abusing their authority, discharge their duties in a firm and efficient manner.
1. Members shall act together and assist and protect each other in the maintenance of law and order.
 2. All Officers are required to take appropriate police action toward aiding a fellow Officer exposed to danger or in a situation where danger might be impending.
 3. Members shall conduct themselves in a manner that shall foster the greatest harmony and cooperation between each other and between sections of the Department and other governmental departments and agencies.
- D. Performance of Duty.** Any Member of the Department who in the performance of their official duties displays reluctance to perform their assigned duties, or who acts in a

manner tending to bring discredit upon themselves or the Department, or who fails to assume responsibility or exercise diligence in the pursuit of their duties, or whose actions or performance in a position, rank, or assignment are below acceptable standards may be deemed derelict in their duties.

D. Any Member who fails to both (1) intervene where a use of force by any law enforcement officer is inconsistent with the provisions of the Department's General Order, Use of Force and to (2) report their observation and intervention to a supervisor, may be deemed derelict in their duties.

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- E. **Meals and Breaks.** Members may suspend their duties for a meal or breaks to be taken as close as possible to their beats or assigned duty areas, subject to modification by their supervisor.
1. Meals and food or beverages shall not be obtained or consumed in private areas or backrooms of restaurants, stores or eating establishments.
 2. Meal breaks on Station shall be taken in suitable rooms not in public view.
 3. Unless there is no other facility available, on-duty Officers shall not take meals, snacks or beverages in premises where the primary source of business is the sale or dispensing of alcoholic beverages.
 4. Members shall be entitled to a meal break and/or rest break for each shift worked not to exceed one (1) hour per regularly scheduled shift.
 5. Members working a partial shift of less than four (4) hours shall not be entitled to a meal/rest break, and Members working an extended shift of four (4) or more additional hours shall be entitled to an additional half (1/2) hour for each four (4) hours worked.
 6. Meals/breaks shall be taken at a time acceptable to supervisors and are subject to cancellation or interruption at supervisor discretion. However, if manpower shortages or emergency conditions preclude Member's breaks, supervisor shall compensate time due, with break time at the next opportunity.
- F. **Availability When on Duty.** Although emergency calls take precedence, all calls shall be answered as soon as possible, consistent with normal safety precautions and state laws.
1. Failure to promptly answer a call for police assistance without justification shall constitute cause for disciplinary action.
 2. Except under the most extraordinary circumstances, or when otherwise directed by competent authority, no Officer shall fail to answer any radio call directed to them.