



PUBLIC SAFETY COMMITTEE MEETING MINUTES

4:00 PM July 11, 2019

Police Department Training Room

COMMITTEE

1. ROLL CALL

Members present: Councilors Brent Lenssen (chair), Gary Bode, Mark Wohlrab, Mayor Scott Korthuis

Staff present: Chief Mark Billmire, Chief Michael Knapp, Sergeant Russ Martin, City Administrator Mike Martin, Support Services Manager Holly Vega

2. ACTION ITEMS: None.

3. INFORMATION ITEMS:

A. Public Defender contract amendment

A contract amendment for Public Defender services was reviewed and recommended for Council approval on July 15, 2019.

B. Lynden Watch update

Councilor Wohlrab provided an update on the Lynden Watch program and website. There is a block contact meeting tonight, July 11, 2019, and there will be a booth present at the Raspberry Festival.

4. ITEMS ADDED:

A. Shared Leave Resolution for Police Officer

Mike Martin presented a resolution to allow a one-time shared vacation leave for an officer who has been deployed for military service. The Committee recommends the resolution be approved by Council on July 15, 2019.

FIRE DEPARTMENT

1. ACTION ITEMS: None.

2. INFORMATION ITEMS:

A. Monthly report

Chief Billmire overviewed the monthly report for June noting a drop in Auto Aid and Mutual Aid. Volunteer and overtime hours were both up due to summer vacation coverage. The temporary fulltime position ends in August, which will likely increase overtime hours as well. There was a recent garage fire, which caused significant damage to the residence. All 5 people got out safely and the crew did an outstanding job.

B. Draft MOU amendment for Lieutenants

A draft Memorandum of Understanding to extend the title change and rate increase from Fire Lieutenants to Fire Captains was reviewed and recommended for Council approval on July 15, 2019.

POLICE DEPARTMENT

1. **ACTION ITEMS:** None.

2. **INFORMATION ITEMS:**

A. Chief Knapp's recap of first 2 weeks

Chief Knapp noted a few observations in his first few weeks with the City. He recommends and is proceeding with various internal audits to increase the efficiency of the Police Department. The vehicle fleet is not adequate and needs to be rectified as soon as possible. One vehicle has a damaged transmission, too costly to repair, and there is no backup fleet at all. Chief Knapp also feels the current manpower is inadequate to fill the needs of the shift power. The facility is not necessarily designed for a police department and needs a bit of restructuring to better utilize the space.

B. Monthly report

The monthly report was provided in a slightly different format, identifying the 'Top 10' crimes that most affect citizens' safety and security.

3. **ITEMS ADDED:**

A. Loaned Executive Management Assistance Program (LEMAP)

LEMAP, organized by Washington Association of Sheriff's & Police Chiefs, is an operational review that includes evaluation and recommendations to bring the Police Department up to published, industry standards. Chief Knapp advised it is an invaluable program and requests Council approval of the agreement on July 15, 2019. The Public Safety Committee recommends approval.

B. Fourth of July Fireworks

Sgt. Martin advised it was a good holiday overall, and no fireworks were confiscated.

C. Northwest Washington Fair Planning

Lt. Bos has met with NWWF management. Whatcom County Sheriff's Office will be involved as well.

Meeting adjourned at 4:50 p.m.

Next Meeting Date: August 1, 2019