



# McCordsville Metropolitan Board of Police Commissioners - Minutes

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Location: McCordsville Town Hall – Council Chambers

Date: May 17, 2018

Time: 7:00 pm EST

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## Agenda details:

### I. Swearing in of Commissioners

- a.) Wade Apel, William Benson, Sr., Charles Meggenhofen, Claude Robinson and Mark Walker are sworn in by Clerk of the Hancock County Courts, Marcia Moore.

### II. Nominations for Officers of the Commission

- a.) Motion by Claude Robinson to nominate Mark Walker as President of the Board of Police Commissioners. 2nd by William Benson. Passes 5-0.
- b.) Motion by William Benson to nominate Charles Meggenhofen as Vice-President of the Board of Police Commissioners. 2nd by Claude Robinson. Passes 5-0.
- c.) Motion by William Benson to nominate Wade Apel as Secretary of the Board of Police Commissioners. 2nd by Mark Walker. Passes 5-0.

### III. Call meeting to order

- a.) President Mark Walker called meeting to order.

### IV. Roll Call and Pledge of Allegiance

- a.) Commissioners: William Benson, Mark Walker, Claude Robinson, Charles Meggenhofen and Wade Apel
- b.) Town Attorney Ariel Schoen
- c.) Council Member and Ex-Officio Member Bryan Burney
- d.) Chief Harold Rodgers

### V. Discussion – Chief Rodgers

- a.) Discussion held pertaining to Commissioners usage of personal computers or phones to access Power DMS and town email.
- b.) Chief Rodgers discussed the Commissioners responsibility to review and approve policies.
- c.) Chief Rodgers provided the Commissioners with the Rules and Procedures.

- d.) Chief Rodgers discussed the reasons for implementing the McCordsville Metropolitan Board of Police Commissioners.
- e.) Chief Rodgers discussed 1977 Police Officers' and Firefighters' Retirement Fund and the next steps of the process.
- f.) Chief Rodgers discussed confidentiality and the Open Door Law with Commissioners.
- g.) Chief Rodgers discussed his personal background and history of Police Department.

## **VI. Nomination for Police Commissioners Administrative Assistant**

- a.) President Mark Walker appoints Lucy Messer as the Police Commissioners Administrative Assistant.

## **VII. Police Department Rank Structure and Staffing – Chief Rodgers**

- a.) Chief Rodgers discussed the Police Department's current rank structure:
  - i. Chief of Police, Assistant Chief of Police, Night Shift Lieutenant, Day Shift Sergeant and Patrol Personnel
- b.) Chief Rodgers discussed the Police Department's current staffing information:
  - i. Three FTO's (Field Training Officer), One Training Supervisor / Day Shift Sergeant, Two Evidence Technicians and One Detective
  - ii. Minimum staffing requirement is one officer per shift and the ideal man power is three officers per shift
  - iii. Two officers will be attending the academy in June of 2018

## **VIII. Future Board Meetings**

- a.) President Mark Walker set the next meeting for June 18, 2018 at 7:00 pm. The meeting will be held in the Council Chambers located in the McCordsville Town Hall Building.
- b.) President Mark Walker tabled the remainder of this year's meetings dates. The matter will be revisited at the next meeting in June.

## **IX. Budget Discussion – Chief Rodgers**

- a.) Chief Rodgers asked for two Commissioners and one at the very least, that would be willing to serve on a committee with Chief Rodgers, Major Casey, Councilman Burney and Clerk Treasurer to look at the budget.
- b.) Chief Rodgers advised the elementary school is wanting a School Resource Officer and Major Casey has started putting together preliminary numbers.

## **X. Vehicle Donation – Chief Rodgers**

- a.) The Police Department is donating one vehicle to the Town of Green Fork, Indiana Police Department. The Police Department had two vehicles and one vehicle lost a motor. The Town of Green Fork had a crippling event with their Waste Water Treatment Plant and had to divert all their Rainy-Day Funds. The vehicle will be donated on May 18, 2018 and the Commissioners were invited to attend. The McCordsville Town Council approved the vehicle donation.

## **XI. Commissioners Meeting Compensation – Chief Rodgers**

- a.) Discussion held regarding the compensation of Commissioners which was approved by the McCordsville Town Council.

## **XII. Other Business – Chief Rodgers**

- a.) Discussion held regarding accessing email on personal phones.
- b.) Ms. Messer scanned approximately 50 banker boxes of arrest records into Docuware.
- c.) Interact contract signed three years ago and discussion held about the benefits.
- d.) Discussion held concerning identification cards and police department electronic access cards for the Commissioners. No decision was made.
- e.) Chief Rodgers introduced Officer Jessica Barnes. Officer Barnes is now an Instructor and one of the Department's strongest Field Training Officer.
- f.) Chief Rodgers introduced Officer Ryan Bowersox. Officer Bowersox recently held Coffee with a Cop Event at Meijer and is currently planning another event with Meijer.
- g.) Tonya Galbraith, Officer Bowersox and Ms. Messer are planning National Night Out Event.

## **XIII. Public Comments and Questions**

- a.) None

## **XIV. Motion to Adjourn**

- a.) Motion by Mr. Meggenhofen to adjourn. 2nd by Mr. Benson. Passes 5-0. The meeting adjourned at 7:53 pm.

## **Minutes Approved**

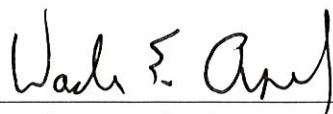
These minutes approved this 18 day of JUNE, 2018.

Approved By:



Mark A. Walker – President, Board of Police Commissioners

Attested By:



Wade E. Apel – Secretary, Board of Police Commissioners