



McCordsville Metropolitan Board of Police Commissioners—Minutes

Location: McCordsville Town Hall – Council Chambers and Virtually via Zoom
Date: Monday – May 18, 2020
Time: 6:00 PM EST

Minutes Summary:

1. Meeting was called to order at approximately 1800 hours.
2. Roll Call
Present – Mr. Mark Walker, Mr. Charles Meggenhofen, Mr. Claude Robinson, Mr. William Benson, Mr. Greg Brewer, Mrs. Donna Price, Mrs. Ariel Schoen, Chief Paul Casey, Major Jimmy Bell
3. Pledge of Allegiance
A. Due to the circumstances the Pledge of Allegiance was not done.
4. Minutes were Approved and Signed from
A. February 17, 2020 – Regular Meeting
1st Mr. Charles Meggenhofen 2nd Mr. Claude Robinson – Motion Carried 4-0
5. Moment of Silence held for
A. Officer Jeff Herber – Father Mr. Dave A. Herber passed away in April 2020.
B. Mr. Claude Robinson – Father Pastor Claude B. Robinson passed away in May 2020.
C. Officer Jessica Barnes – Grandfather Mr. Glenn R. Bronnenberg passed away in May 2020.
6. Swearing in of Mrs. Donna Price was done by Mr. Mark Walker – President of McCordsville Metropolitan Board of Police Commissioners.
7. Old Business
A. Training Room Refurbish – The project was finished on time and is now completed. Officer Barnes done a good job getting everything coordinated to be installed and stayed within the budget that was approved. It's going to help our department continue to train and be more effective as our department keeps moving forward. This keeps the department current with the technology stand points.
B. Guardian Tracking – The system is up and running. Hopefully by next year this program will completely replace the current system of Performance Evaluation that is done at the end of each year. This program will make it where all the information is in one location, so the supervisors can look at the positives and negatives on each Officer. The Officers have full access to this program to give each other complements or concerns. It's an Officer driven system, the more they use it the better the system is going to work for everyone.
8. New Business

A. Purchase Two New Police Vehicles – Request for Approval to Not Exceed over \$70,000.00 total. Each vehicle cost will be the State budget price. The vehicles will be bought from the 2020 budget, but they will be 2021 vehicles.

1st Mr. William Benson 2nd Mr. Charles Meggenhofen – Motion Carried 5-0

B. Approval of Amendment General Order 10.430 Police Canine Use – K-9 Officer has narcotic drugs from the DEA on hand now to use for training purposes only.

1. Mr. Claude Robinson 2nd Mr. Charles Meggenhofen – Motion Carried 5-0

C. Sub-Committee for 2021 Budget will meet next month in June. The sub-committee will be Mr. Mark Walker, Mrs. Donna Price and Chief Paul Casey.

D. General Department Update –

1. Training and Cancellations

A. Chief Casey, Major Bell and Lieutenant Sleeth completed the Live 2 Lead seminar put on by the Lawrence Police Department.

B. Active Incidents and Building Clearing training was completed at McCordsville Elementary in early March with the local surrounding Hancock County Police Departments and the Hancock County Sheriff's Department.

C. DART training was cancelled due to COVID-19. It may be rescheduled towards the end of this year.

D. May training on interdiction with a special guest instructor was cancelled due to COVID-19. It has been rescheduled to another date.

E. Chief's Executive school was cancelled. It has been rescheduled to the end of October 2020.

F. Executive Seminar for Missing or Exploited Children was cancelled due to COVID-19. It will not be rescheduled.

G. Detective Watts Instructor Development class was cancelled due to COVID-19. No reschedule date has been set yet.

H. Officer Dowers and Officer Case were set to attend ILEA on May 11, 2020 for the academy which has been delayed/suspended until further notice. The Governor has an Order to extend Officers to complete the academy from one year of hire date to now two years of the hire date due to COVID-19.

I. Easter Egg Hunt was cancelled due to COVID-19.

J. Early voting that was scheduled to take place at the McCordsville Town Hall was cancelled. The voting has now been moved to Buck Creek Township Fire Department.

K. The Town of McCordsville has cancelled the 5k in August. It will not be rescheduled.

L. The Police Department in conjunction with the Town of McCordsville has decided to cancel Community Day/National Night Out in August since the 5k is being cancelled.

M. Firearms Training was cancelled in April. It has been rescheduled for the end of May. This training is a State requirement.

2. Staff Summary

A. Officer Dowers has completed the F.T.O. program and is now released to work the road by himself.

B. Officer Case has completed the F.T.O. program and is now released to work the road by himself.

C. Officer Trejo was activated by the Army as a Medic to assist with COVID-19 pandemic and recently has informed us that he is in the process of being released from this active duty call out to return to work in late May.

D. Officer Barnes has continued to move towards taking over the lead training role from Major Bell. Officer Barnes has already started making adjustments such as getting our D.O.R. for the F.T.O. program put into Guardian Tracking.

E. Major Bell has temporarily moved to days Monday through Friday. At least until Officer Dowers and Officer Case leave for the academy. And when Officer Trejo goes to McCordsville Elementary as our SRO for the school year for 2020 – 2021.

F. Mr. Stephen Michaels has resigned his position as an Officer with McCordsville Police Department as of last week.

G. From a COVID-19 standpoint our Police Department has not been directly impacted. We had 2 employees take quarantine precautions due to concerns of exposure/symptoms. They both were tested, and the test results were negative, so they were able to return back to work.

H. On Wednesday May 13, 2020 Public Safety (Police Officers Only) were given the opportunity to take the anti-body blood test. It was not mandatory, but out of 12 of our Officers 10 of them participated with Officer Trejo being deployed at the time. Hancock Regional Hospital coordinated a time and had one of their phlebotomist come to our Police Department for the anti-body blood draw test.

I. The physical agility that was scheduled for March and cancelled due to COVID-19 has been rescheduled for May 30, 2020. Depending on the outcome and once the application phase is completed it is possible another hiring process will be started.

3. Small Changes at the Police Department

A. Major Bell has worked on getting small items in the garage for daily use if needed. Some of the items are an air compressor, a battery charger, new jump packs and some tools. These items have been needed for a long time now.

B. Officer Smith has stepped down as a F.T.O. to focus more on K-9 Mattis. Officer Herber will be taking his place as the F.T.O. in the next training cycle of new Officers when they are hired.

C. Operationally we have made some adjustments due to COVID-19, but largely nothing has changed for any of the Officers. They continue to go out and perform their duties on a daily basis.

4. Things to Consider Moving Forward

A. Chief Casey has attended several meetings regarding the Vernon Township Fire Department fire territory proposal. From those meetings the understanding is that the Town of McCordsville portion is potentially a little over \$300,000.00. Chief Casey is currently unaware of how this will impact the town budget, the Police Department budget or both.

B. Chief Casey has moved into his new office. His old office is currently in the process of getting new paint and the new furniture ordered for Major Bell. Once that is done the same process will take place for the Supervisor/Detective office.

C. Police vehicle 15-01 (one of the black vehicles) is in the process of being upfitted as a marked unit to be placed on the road. The lightbar and the decals were the only new items that had to be purchased. All of the other equipment that was installed to make it ready for the road the department had on hand including the cage that came out of Officer Smith's vehicle since he had a canine cage installed.

D. Chief Casey will continue working on Power DMS and policies.

E. National Incident Based Reporting program (NIBRS) will be the next big project on the administrative side. This is a Federal mandate on the State and all local Law Enforcement Departments. This has been around for a few years and will eventually completely replace the Uniform Crime Report (UCR).

F. Our current assets tracking program (access database) is dated and needs upgraded. After doing some initial research Chief Casey is looking at a few different programs including one called Asset Tiger. The assets tracking program is very important and a requirement of internal controls.

9. Recognition

A. Chief Casey Birthday in March

B. Major Bell 14 Years in April with McCordsville Police Department

C. Lieutenant Sleeth Birthday in May

D. CVS (McCordsville) donated an extra-large amount of candy around Easter time. The wealth of candy was shared with the Fire Department and the Fortville Police Department.

E. Central Indiana Police Foundation provided the Police Department with box lunches from McAlister's Deli in April.

F. CVS (McCordsville) donated pizza and breadsticks on Wednesday of National Police Week.

G. Ring (the camera and door application) has provided McCordsville Police Department with 150 surgical style masks.

H. Hoosier Brewing supplied one gallon of hand sanitizer arranged by Officer Smith.

I. A thank you card from Promises and Possibilities Daycare for the book that McCordsville Police Department helped sponsor.

J. A thank you card from young lady in Woodhaven.

K. Metropolitan Board of Police Commissioners went all out for National Police Week. They gave each Police Officer a gift certificate and provided a large amount of brats, hamburgers, and buns. They then topped all of that with a very nice and large display at CVS on the corner of Broadway and 600 West Thanking the McCordsville Police Department. Thank you again for all the support given by the McCordsville Metropolitan Board of Police Commissioners.

L. The list below will include events that our Officers assisted with or attended.

- K-9 Parade in Emerald Springs that included several K-9s from different Law Enforcement Agencies around the area including K-9 Mattis in April.
- Birthday Celebration drive through in Bay Creek in April.
- Birthday Celebration drive through in Sagebrook in April.
- Birthday Celebration drive through in Austin Trace in April.
- Birthday Celebration drive through in Deer Crossing in April.
- Birthday Celebration drive through in Village of Brookside was missed due to our Officers being on the scene of a vehicle accident.
- We led the procession for Bus #32's route through town.
- Show of Support drive through at Community North Hospital in April.
- Show of Support drive through at Hancock Regional Hospital in May.

10. Personal from Chief Casey

A. Thank you goes out to the community as largely the citizens of McCordsville have continued to be proactive and productive members of our community through this trying time.

B. Thank you to the Officers of the McCordsville Police Department. Officers have and will continue to come to work. Work has not been the same and not all the Officers agree with how things have changed and are continuing to change. This is why all Law Enforcement Officers are special. Regardless of what our personal opinions are we have a job to do and this group continues to come to work every day with the sole focus of serving this community the best we can. We will continue to assess and make adjustments as the current situation adjusts. We may not be perfect, but I am confident we are continuing to do the best jobs we can do given the circumstances.

11. Personal from Mr. William Benson


A. Thank you to the men and women Police Officers especially during this trying time.


12. Motion to Adjourn Meeting at 1845 hours.

1st Mr. William Benson 2nd Mr. Charles Meggenhofen – Motion Carried 5-0

Minutes Approved

These minutes approved this 20th day of July, 2020.

Approved By: 
Mark Walker - President, Board of Police Commissions

Attested By: 
Claude Robinson – Secretary, Board of Police Commissions