



Meeting Minutes
Public Safety Committee Meeting
September 8, 2009
5:30 PM
City of Española Council Chambers
405 Paseo de Oñate
Española, New Mexico

Chairwoman Lujan called the Public Safety meeting to order at 5:35 pm.

Present at meeting were:

Chairwoman Cecilia Lujan

Councilor Helen Kain Salazar

Chief Julian Gonzales

Jail Director Jose Garcia

Deputy Chief Raye Byford

Minutes taken by Melissa J. Griego.

Councilor Dennis Tim Salazar

Councilor Edward Maestas

Fire Chief John Kitchen

Public Works Director Ben Ortega

Secretary Victoria Gallegos

APPROVAL OF AGENDA

Councilor Lujan asked if there were any additions or deletions to the agenda. Director Ortega requested to add to New Business, Fairview Lane/Railroad Avenue Traffic Light.

Motion to approve agenda as amended made by Councilor Kain-Salazar, seconded by Councilor Maestas with motion passing

PUBLIC COMMENTS-None

COUNCILOR COMMENTS-None

APPROVAL OF MEETING MINUTES

1. July 8, 2009

Motion to approve minutes made by Councilor Salazar, seconded by Councilor Maestas with motion passing.

NEW BUSINESS

Fairview Lane and Railroad Avenue Traffic Light

Director Ortega stated there was a request made to him by a citizen to put light at that intersection. There have been too many accidents in the area as well as too many speeders that pass through.

OLD BUSINESS

2. **Red Light Camera Program Update**

Chief Gonzales stated that we are still waiting for approval from the NMDOT. This approval is necessary as most of the roads where the cameras would be installed are located on State Roads. According to the Red Flex representatives who met with DOT representatives on the Santa Fe red light cameras proposal, it appears there will not be a DOT issue should we elect to continue and install the cameras and speed devices. We are waiting for DOT to respond to data we sent them which is specific to the locations where we want to install the equipment.

3. **Public Safety Awareness Activity Planning Update**

- a. Painting of cross-walks at all school zones and other applicable areas (lights at City hall)
- b. Proper signage where applicable, also clean areas where trees are covering signs
- c. Promotional notice to the Rio Grande Sun
- d. Letters to the School District: Jeannette Archuleta, Chief will complete.

- e. Letters to McCurdy and Holy Cross, Chief will complete.
- f. Engaging all entities (Tribal, RA County, etc.) to participate
Fire Chief Kitchen said he had spoken to Rio Arriba County and Santa Clara about participating during that week.

Chief Gonzales stated he has spoken to State Police and Rio Arriba Sheriff's Department. He mentioned he asked about having a State Police Instructor present a Child Seat Display.

Chief Gonzales also has spoken to CCRT which deals with domestic violence to put a table out as well.

- g. Radio spots have been reserved for Coffee Break
- h. Wal-Mart

POLICE DEPARTMENT

4. New Byrne Justice Grant

Chief Gonzales stated under the grant the department is funded to hire two police officers and two PSA's. We were also funded to purchase two vehicles for the officers and two vehicles for the PSAs. As of today, we hired the two police officers (cadets) and ordered the 4 vehicles. We completed the background check on 1 PSA candidate and should have the two remaining background checks done by 9/18/09. Hiring for the PSA positions should be completed by the end of September.

5. Hiring Status

Chief Gonzales stated that we are currently working on two additional police officer positions. They are in background status as of today. We will be testing for new officer positions on September 18, 2009.

6. New Car Status

Chief Gonzales stated that excluding the two grant funded police vehicles, we are in need of replacing at least one vehicle assigned to Investigations. We are waiting for the state contract for Ford vehicles to be finalized so we can compare costs between the Chevy Tahoe and Ford Expedition.

7. Department Policies and Procedures

Chief Gonzales said that the new policies and procedures have been approved by the City Attorney. We only lack her signature on the cover sheet. We are asking for the Public Safety Committee through the Chairperson to sign the cover sheet at her discretion. The City Manager and Chief of Police will also sign the cover sheet. Future changes to the policies will be handled through the Department without bringing them to the Committee. This procedure was agreed upon by the Committee in a previous meeting. We will also provide a copy of the policies and procedures to the Daniel's Insurance the city insurance company.

FIRE DEPARTMENT

8. Manpower

Fire Chief Kitchen said they tested for three positions on 9/5 and fill one position. A retest will be done on October 24.

9. Vehicles

Fire Chief Kitchen stated they are researching companies for a new primary engine. The problem they are encountering is that they cannot find places which will service the engines.

10. Training

Fire Chief Kitchen stated they held a building inspection class on the week of 8/24.

Two members attended the Fire Academy in Socorro attending Pump Operations.

11. Budget

Fire Chief Kitchen said they are on budget.

Fire Chief Kitchen stated they received an additional \$67,000 from State Fire Fund which is more than what they said they were going to give the department.

DETENTION

12. Status of Renovation

- Director Garcia contacted SCI to get an estimate to add two additional card readers to make the booking room more secure. (The two card readers were not originally included in the renovation plans due to an issue with the fire exits.)
- An intercom stanchion for police officer's use to gain access into the sally port was installed by SCI. The video camera recording system and swipe card access control system is operating.
- A final walk through of the facility occurred on August 25, with Blue Sky Builders, Molzen Corbin, and City officials attending.
- The fire alarm panel was rewired last month, allowing the fire alarm system to function properly and pass inspections.
- All door locks were changed at the holding facility last month.

13. Budget

Director Garcia stated that 17% of the fiscal year has lapsed and the department is currently within budget for FY 2009-10.

14. Staffing Pattern

Director Garcia stated that the department has one vacancy. Administration is in the process of hiring a new employee. He should begin within two weeks.

15. Housing inmates in Santa Fe

Director Garcia and Chief Gonzales met with Santa Fe County Detention officials about possibly housing inmates at Santa Fe County Detention. A contract is in negotiation. The City of Española currently houses inmates at McKinley County Detention in Gallup.

NEXT MEETING

Next meeting was scheduled to be held on October 13, 2009 at 5:30 pm.

ADJOURNMENT

Motion to adjourn meeting made by Councilor Salazar at 6:10 pm, seconded by Councilor Kain-Salazar with motion passing.