

**Garner Town Council
Council Work Session Minutes
April 25, 2017**

The Garner Town Council met in a Work Session at 6:00 p.m. on Tuesday, April 25, 2017 in the Garner Police Department Training Room located at 912 7th Avenue.

CALL MEETING TO ORDER/ROLL CALL

Mayor Pro Tem Behringer called the meeting to order at 6:00 p.m.

Present: Mayor Pro Tem Kathy Behringer, Council Member Buck Kennedy, Council Member Ken Marshburn and Council Member Gra Singleton. Mayor Ronnie Williams and Council Member Jackie Johns were absent.

Staff Present: Rodney Dickerson-Town Manager, John Hodges-Asst. Town Manager-Development Services, Matt Roylance-Asst. Town Manager-Operations, Brandon Zuidema-Police Chief, Chris Hagwood-Captain, Rick Mercier-Communications Manager, Michael Gammon-Budget & Special Projects Manager, William E. Anderson-Town Attorney, Lt. Mike McIver-Police Department, Shaw Curry-Officer and Rebecca Schlichter-Deputy Town Clerk.

ADOPTION OF AGENDA

Mr. Dickerson requested to add an item to discuss updates related to Town Hall.

Action: Agenda revised to include this item

Motion: Marshburn
Second: Singleton
Vote: Unanimous

REPORTS/DISCUSSION

Body Worn Camera Policy

Presenter: Brandon Zuidema, Police Chief

Chief Zuidema presented an update on the body-worn camera policy.

- Body Worn Camera Program Funding - Received a North Carolina Governor's Crime Commission grant in fall 2016
- \$24,500 for additional server space and some BWCs - Applied in March 2017 for a Bureau of Justice Assistance grant
- \$83,320 matching grant (allows for in-kind match) – 2 Year matching grant -Should know if approved by summer 2017
- Will allow for full roll-out of the Body Worn Camera program
- Letters of support from ACLU, NAACP, DA, Interact, others
- If the Bureau of Justice Assistance grant is not approved, we will need to re-evaluate

- PD Policy Development

Officers shall ensure that their BWC is activated and recording throughout the following incidents:

1. Any citizen interaction or other circumstance that will be documented in the Department's Records Management System, any other Department reporting process, or with notes in the CAD system.
2. Any other time the officer deems it appropriate to record an interaction based on the circumstances at hand;
3. When requested to record by a citizen (so long as no other restriction exists); and/or
4. Whenever directed by a supervisor.

Approved BWCs shall be used by officers for the following purposes:

1. To accurately document the circumstances or statements made during police-public contacts, arrests, and other incidents;
2. To enhance the documentation of crime or crash scenes or other events, including the confiscation and documentation of evidence or contraband;
3. To enhance the accuracy of reports;
4. To enhance the Department's ability to review employee work performance and training needs; and/or
5. As required by the Department's *Internal Affairs Manual*.

Officers are required to deploy with a functional BWC in the following circumstances:

1. All first responders are required to deploy wearing a functional BWC anytime they are working in their normal assignment.
2. SRT officers when deploying on any SRT operation.
3. All other sworn personnel are required to have their assigned BWC immediately accessible to them for deployment in accordance with the guidelines of this directive.
4. All sworn personnel working in an extra-duty capacity are required to deploy wearing a functional BWC.

Officers shall not activate their BWC in any of the following circumstances:

1. In a patient care area of a health facility unless conducting a suspect, victim, or witness interview, making an arrest, or in the event someone becomes adversarial. Officers must be cognizant of Health Insurance Portability and Accountability Act (HIPAA) protected information and ensure that such data is not recorded.
2. In the presence of a confidential informant or an undercover officer;
3. While in a courthouse or courtroom or to record any court proceeding (including an appearance before a magistrate) unless the recording is being made pursuant to an investigation, search, or arrest.
4. While in the Wake County Jail;
5. When conducting a strip search;
6. To record any non-law enforcement related activity.

Officers are not required to activate their BWC in any of the following circumstances:

1. DWI / Traffic checkpoints (unless reasonable suspicion or probable cause to detain the driver or a passenger is developed or a driver or other vehicle occupant is questioning the officer's actions);
2. Traffic control at crash scenes; or
3. If conducting an interview where there is already an audio and video recording being conducted.

Officers are encouraged (but not required) to communicate to citizens that they are being recorded.

Officers should give consideration to the totality of the circumstances and whether announcing the recording would have a positive impact on the event.

If asked, an officer will acknowledge that a recording is in progress if that is the case.

Action: No Action; Presentation only

Strategic Communications Plan

Presenter: Rick Mercier, Communications Manager

Mr. Mercier reviewed the draft Strategic Communications Plan which separates out multiyear strategic goals, objectives and initiatives in an effort to be more consistent with the Town-wide Strategic Plan.

Goals

Communication Capacities: Continue to build the Town's communications channels and overall reach

Objective 1: Grow social media

Objective 2: Create new communications products and update existing ones

Objective 3: Maximize use of video

Objective 4: Use data-driven approaches

Objective 5: Strong relationships with partners

Community Engagement: Inform and educate residents and promote ways for residents of all backgrounds to become involved in Town decision-making processes

Objective 1: Keep residents informed about bond program

Objective 2: Support and encourage active and engaged citizenry

Objective 3: Embrace diversity and be responsive to the changing demographics of the community

Innovation and Efficiency: Identify and implement new technologies and communications platforms that are appropriate to Town needs

Objective 1: Explore more extensive use of online/cloud-based tools to produce graphics, publications and other products

Objective 2: Use emerging technologies and faster internet service to enhance access to government information

Marketing and Branding: Create outstanding communications products and messaging that enhance Garner's image and achieve greater consistency

- Objective 1: Continue and enhance marketing and promotion of Garner in the Triangle and beyond
- Objective 2: Achieve more consistency in Town's communications materials and messaging
- Objective 3: Support PRCR (including GPAC) in marketing and promotion

Action: Place on future Council Agenda

Town Hall Update

Presenter: John Hodges, Assistant Town Manager – Development Services

Mr. Hodges presented Council on the underground wiring status and previewed photos of the Town Hall Panels.

Mr. Hodges also advised the estimated cost for Duke Energy to run underground wiring at Town Hall is \$341,000 it is anticipated that the cost for the AT&T design work is between \$4,000 and \$5,000 however the final cost of relocating AT&T lines will not be available for approximately 8 weeks.

Action: Consensus was to have Duke Energy begin work and move forward with AT&T design work

MANAGER REPORTS

COUNCIL REPORTS

Council Member Marshburn

- Reminded Council of the employee pancake breakfast on April 27th.
- Reminded Council of "Sylvia" being performed by Town players this weekend.

Mayor Pro Tem Behringer

- Reported the Governor Morehead School for the Blind will be holding an Open House on May 4th from 1:00 p.m. – 3:00 p.m. for elected officials to visit and educate themselves on what services they offer.
- Reported a light pole down in White Oak.

Council Member Singleton

- Recommended reading the News and Observer from this past weekend. Two articles he found very interesting-the 55 and older housing article and the article on automation of jobs.
- Asked if the town maintains the sidewalk on Westchester Drive to Vandora. This area needs to be mowed on a regular maintenance schedule.

ADJOURNMENT: 9:00 p.m.