



## Public Safety & Court Committee Agenda

Wednesday, December 17, 2025  
1:00 PM

City Hall - 141 W. Renfro  
Burleson, TX 76028

### 1. CALL TO ORDER

### 2. CITIZEN APPEARANCES

Each person in attendance who desires to speak to the Committee on an item NOT posted on the agenda, shall speak during this section. A speaker card must be filled out and turned in to the City Secretary prior to addressing the Committee. Each speaker will be allowed three minutes to speak.

Each person in attendance who desires to speak on an item posted on the agenda shall speak when the item is called forward for consideration.

### 3. GENERAL

A. Consider and take possible action on the minutes from the June 18, 2025 Public Safety & Municipal Court Committee meeting. *(Staff Contact: Monica Solko, Deputy City Secretary)*

### 4. REPORTS AND PRESENTATIONS

A. Receive a report, hold a discussion, and provide recommendations to the city council on overtime utilization in the Fire/EMS Department. *(Staff Contact: Casey Davis, Fire Chief)*

B. Receive a report, hold a discussion, and provide recommendations to the city council on ISO Class 1 resurvey. *(Staff Contact: Casey Davis, Fire Chief)*

### 5. REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

### 6. RECESS INTO EXECUTIVE SESSION

In accordance with Chapter 551 of the Texas Government Code, the Committee may convene in Executive Session in the City Council Workroom in City Hall to conduct a closed meeting to discuss any item listed on this Agenda.

**Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071, Texas Government Code**

### 7. ADJOURN

Casey Davis  
Fire Chief  
*Burleson Fire/EMS Department*

cdavis@burlesontx.com

phone: 817.426.9173

**CERTIFICATE**

I hereby certify that the above agenda was posted on this the 4th of December 2025, by 6:00 p.m., on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.

Amanda Campos

City Secretary

**BUDGET STATEMENT**

Pursuant to Section 551.043, Government Code, the following taxpayer impact statement must be on the City Council meeting agenda at which the City Council will discuss or adopt a budget for the City of Burleson: For a median-valued homestead property (\$306,724), the City's portion of the property tax bill in dollars for the current fiscal year (FY24-25) is \$2,032.66, the City's portion of the property tax bill for the upcoming fiscal year (FY25-26) for the same property if the proposed budget is adopted is estimated to be \$2,213.93, and the City's portion of the property tax bill in dollars for the upcoming fiscal year (FY25-26) for the same property if a budget funded at the no-new-revenue rate under Chapter 26, Tax Code, is adopted is estimated to be \$2,021.62.

**ACCESSIBILITY STATEMENT**

The Burleson City Hall is wheelchair accessible. The entry ramp is located in the front of the building, accessible from Warren St. Accessible parking spaces are also available in the Warren St. parking lot. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-426-9600, or TDD 1-800-735-2989.

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**Public Safety & Court Committee**

**DEPARTMENT:** City Secretary's Office  
**FROM:** Monica Solko, Deputy City Secretary  
**MEETING:** December 17, 2025

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**SUBJECT:**

Consider and take possible action on the minutes from the June 18, 2025 Public Safety & Municipal Court Committee meeting. (*Staff Contact: Monica Solko, Deputy City Secretary*)

**SUMMARY:**

The Public Safety & Municipal Court Committee duly and legally met on June 18, 2025 for a regular meeting.

**OPTIONS:**

- 1) Committee may approve the minutes as presented or approve with amendments.

**RECOMMENDATION:**

Approve.

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

N/A.

**FISCAL IMPACT:**

N/A.

**STAFF CONTACT:**

Monica Solko, TRMC  
Deputy City Secretary  
[msolko@burlesontx.com](mailto:msolko@burlesontx.com)  
817-426-9682

**PUBLIC SAFETY & MUNICIPAL COURT COUNCIL COMMITTEE**  
**JUNE 18, 2025**  
**DRAFT MINUTES**

Council present:

Victoria Johnson, Chair  
 Alexa Boedeker  
 Larry Scott

Council Absent:Staff present:

Tommy Ludwig, City Manager  
 Harlan Jefferson, Deputy City Manager  
 Eric Oscarson, Deputy City Manager  
 Amanda Campos, City Secretary  
 Monica Solko, Deputy City Secretary

**1. CALL TO ORDER – Time: 1:00 p.m.**

Chair Victoria Johnson called the meeting to order. **Time: 1:03 p.m.**

**2. CITIZEN APPEARANCES**

- None.

**3. GENERAL**

**A. Minutes from the March 5, 2025 Public Safety & Municipal Court Committee meeting. (Staff Contact: Monica Solko, Deputy City Secretary)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve.

Motion passed 3-0.

**4. REPORTS AND DISCUSSION ITEMS**

**A. Receive a report, hold a discussion, and provide staff direction on proposed amendments to Chapter 26, Courts and Chapter 34, Environment. (Staff Contact: Tony D. McIlwain, Development Services Director)**

Tony McIlwain, Development Services Director, presented proposed amendments to the committee.

Council committee was in favor to take to full council for discussion and consideration.

**B. Receive a report, hold a discussion, and provide recommendations to the city council on Axon's new Artificial Intelligence (AI) products and services they are offering as part of a new 10-year contract. (Staff Contact: Chief Billy Cordell, Chief of Police)**

Billy Cordell, Chief of Police, presented Axon's new artificial intelligence (AI) products and services proposed as part of a new 10-year contract. Axon representatives provided a video demonstration of the body-worn camera AI reporting tool and explained the current practice of manual policy updates versus Axon's quarterly automated updates. The committee expressed hesitation regarding the use of AI for report writing, noting concerns about liability, evidentiary integrity, and accountability during court proceedings. Chief Cordell emphasized that AI-generated reports would serve only as supplemental information and not replace body-worn video or other evidence.

**RECESS AND BACK TO ORDER**

Chair Victoria Johnson recessed for a short break at 2:14 p.m. and called the meeting back to order at 2:21 p.m. with all members present.

Axon continued the presentation with an overview of Axon drones, including the Drone as First Responder (DFR) program, and Axon Fusus, which integrates mobile and drone video. Representatives noted that Axon's drones are American made, aligning with legislative preferences, and that Axon would provide credit for trade-in of older drones. Discussion included drone flight safety in various weather conditions, jurisdictional flight requirements, and FAA guidance, including beyond-visual-line-of-sight capabilities. The presentation also covered Axon's training simulator suite (vRBT live-action) offering four integrated training products.

Chief Cordell reviewed two budget options for the 10-year contract: maintaining current pricing for the first five years with an increase in the last five, and a 7% escalation after contract expiration unless renewed. He noted potential overtime offsets and a cost savings of approximately \$62,085 if the products were consolidated into a single contract. Staff will verify that local judicial systems are supportive of this type of technology. Chief Cordell stated that the AI tools could help improve report writing by prompting additional questions and enhancing completeness.

Following discussion including questions regarding whether AI prompts could be considered "leading" Chief clarified it would be similar to supervisory guidance and contract structure. The committee expressed support for moving forward with one consolidated contract, with staff discretion to determine which components are affordable and to remove the overtime offset if needed. The committee was in favor of recommending the single-contract approach with Funding Option #2.

**5. REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS**

- None.

**6. RECESS INTO EXECUTIVE SESSION**

In accordance with Chapter 551 of the Texas Government Code, the Committee may convene in Executive Session in the City Council Workroom in City Hall to conduct a closed meeting to discuss any item listed on this Agenda.

**Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071, Texas Government Code**

- No executive session is needed.

**7. ADJOURN**

There being no further business, Chair Victoria Johnson adjourned the meeting.

**Time: 2:57 p.m.**

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Monica Solko  
Deputy City Secretary

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**Public Safety & Court Committee**

**DEPARTMENT:** Fire/EMS

**FROM:** Casey Davis, Fire Chief


**MEETING:** December 17, 2025

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**SUBJECT:**

Receive a report, hold a discussion, and provide recommendations to the city council on overtime utilization in the Fire/EMS Department. *(Staff Contact: Casey Davis, Fire Chief)*

**STRATEGIC PRIORITY AND GOAL(S):**

Strategic Priority	Strategic Goal
 <b>Beautiful, Safe, &amp; Vibrant Community</b>	3.3 Enhance emergency response services 3.4 Ensure public safety equipment and personnel needs are being met

**SUMMARY:**

Provide the Safety Committee with a clear view of overtime utilization in the Fire/EMS Department including current challenges and opportunities for improvement, staffing impacts and forecast of overtime trends through 2026. The discussion includes hard and soft overtime, minimum-staffing requirements, and budget implications.

**RECOMMENDATION:**

N/A

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

N/A

**REFERENCE:**

N/A

**FISCAL IMPACT:**

N/A

**STAFF CONTACT:**

Casey Davis  
Fire Chief  
[Cdavis@burlesontx.com](mailto:Cdavis@burlesontx.com)  
817-426-9173





Item A.

# FIRE/EMS OVERTIME REPORT

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PRESENTED TO THE SAFETY COMMITTEE

DECEMBER 17, 2025



# Overtime Challenges

Item A.

- The department has experienced a sustained and exceptional increase in overtime utilization beginning July 2025.
- This trend is driven by a convergence of un-scheduled leave , retirements, and personnel transitions.
- These staffing disruptions have placed significant operational strain on remaining personnel and required consistent overtime to maintain service levels.
- The impact has been compounded by scheduled and unscheduled leave, training demands, and minimum staffing requirements.

# Strengthening Workforce & Hiring Strategy

- Improved morale through intentional leadership, recognition, and investment in personnel.
- Expanded training programs, including officer leadership and management development.
- Texas Work Force Commission awarded a training grant exceeding \$80,000, supporting paramedic school for six personnel and additional professional development initiatives.
- Appointed Assistant Chiefs to lead professional standards, succession planning, and structured training plan.
- Launched a new hiring plan focused on cultural fit and core values: People First, Integrity, Duty, Trust, and Honor.
- Attracted over 300 applicants in the latest hiring cycle—prioritizing character and alignment with department mission.
- Established a continuous eligibility list to accelerate hiring in response to attrition.





## Fire/EMS Overtime

### *Types of Overtime*

#### Overtime Types:

- Regular Overtime
- Special Event Overtime
- 48/96 Overtime
  
- Hard Time
  - ✓ Regular Scheduled Shift (Time in the Station or Truck)
  
- Soft Time
  - ✓ Unscheduled time, vacation, training, etc., (Overtime or Time Paid Away from the Station and Truck)



# Overtime Drivers

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- Operations
- Training
- Scheduled Leave Benefits
- Un-Scheduled Leave Benefits
- Special Event Operations
- Deployments
- Administrative Business Needs





# DATA-DRIVEN PROCESS IMPROVEMENT

LEVERAGING ANALYTICS  
FOR BETTER RESULTS

# Overtime Analytics

Item A.

Financial and Operational Measures:

- Overtime Paid by Period
- Projected Overtime
- Salary Savings
- Scheduled Time at the Station/Truck (Hard Time)
- Time Away from the Station/Truck/OT (Soft Time)
- Organizational Headcount and Changes



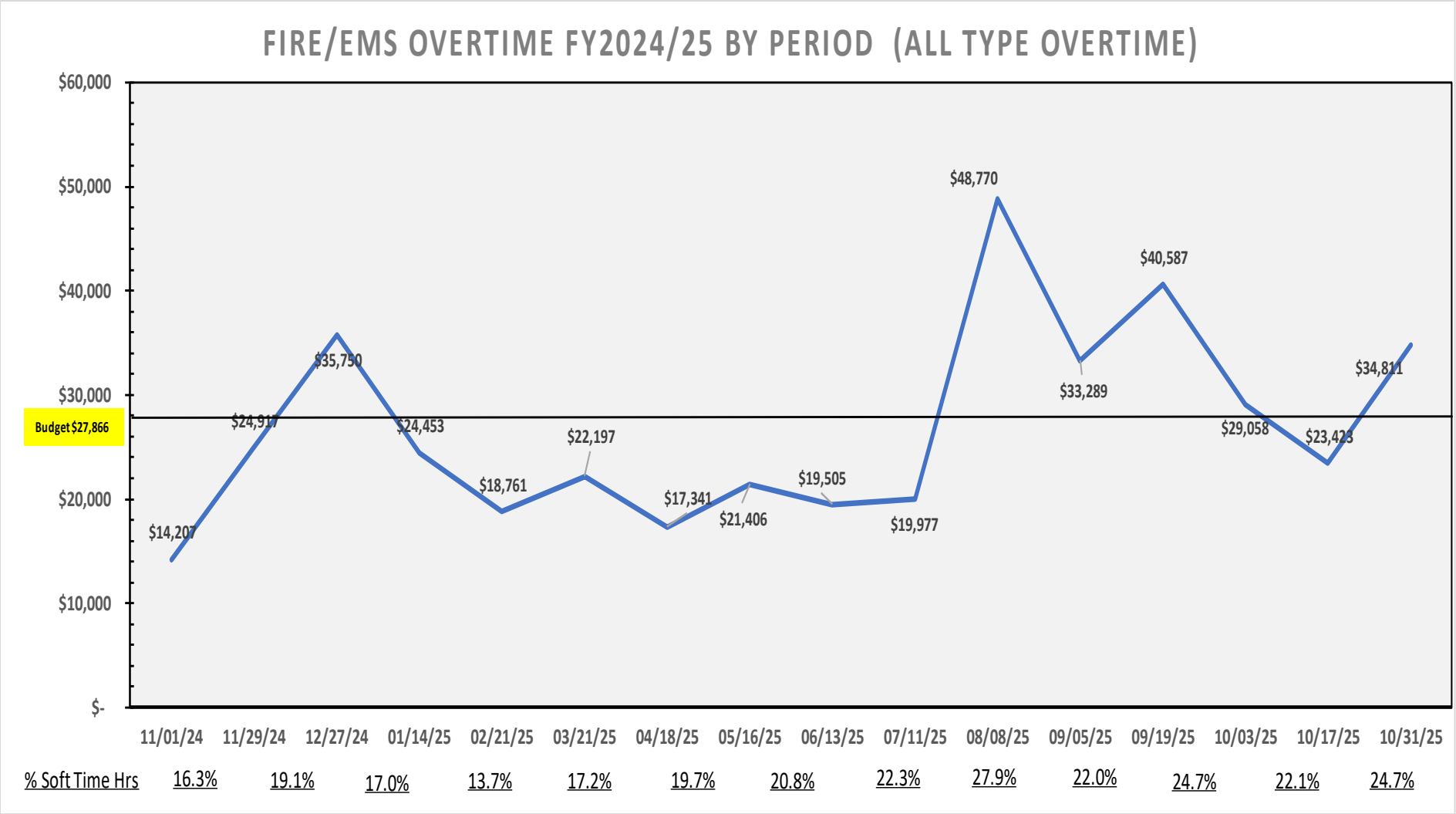
# Current Staffing Conditions

Item A.

Category	A Shift	B Shift	C Shift	Avg.
Current Operations FTE Count	22	22	22	22.00
Minimum Daily staffing	17	17	17	17.00
Vacancies	1	3	2	2.00
Long Term Un-Scheduled Leave	2	1	1	1.33
Daily Scheduled Leave	2.5	2.5	2.5	2.50
Training / Un-Scheduled Leave	1	1	1	1.00
Overtime Variance	1.5	2.5	1.5	1.83
FY2026 Budget Additional (4th Peak Ambulance) (3 of 7 FTE)	1	1	1	1.00
Peak Ambulance Overtime	1	1	1	1.00
Staffing Deficit	2.5	3.5	2.5	2.83



- % Soft Time Hours = hours not worked in station. Hours paid for training, vacation, FMLA, holiday etc.
- % Soft Time generated from Slate operations database
- Period Overtime generated from Munis Financials





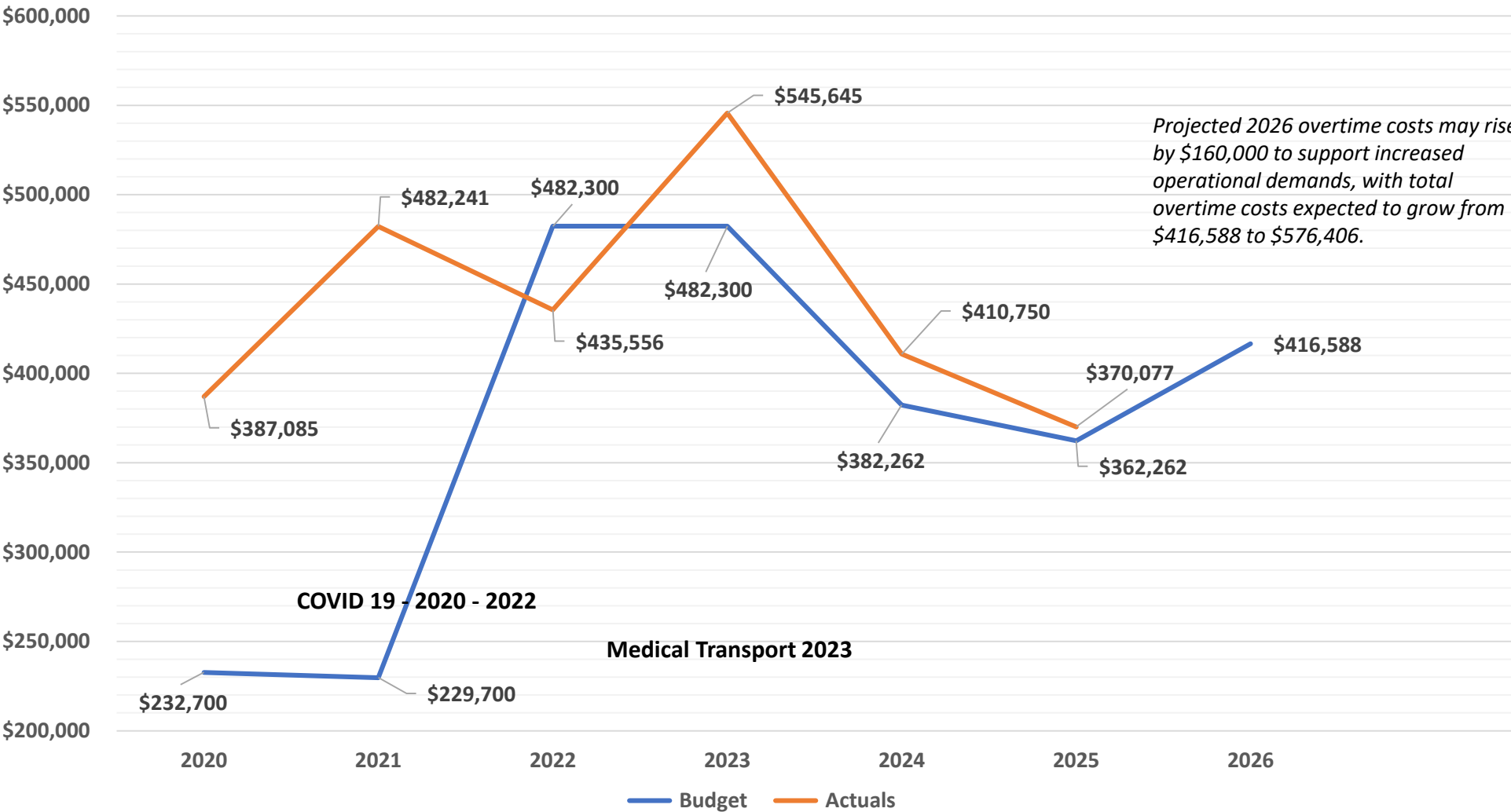


### All Fire & EMS Over Time Type Hours

- Regular Overtime
- 48/96
- Special Events
- 2026 Budget Increased – 4<sup>th</sup> Ambulance \$46,511
- 2026 Projected Adjustment - Un-Scheduled Leave \$2,131 per Head/Month = \$150,000
- Salary Savings:
- 5/5 Months @ 62,908 = (\$314,540)

## Historical Overtime (All Types)

Item A.



# Next Steps & Ongoing Oversight

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The Fire Administration will continue to closely monitor overtime expenditures in collaboration with the City Manager's Office. We will refine budget projections as needed and evaluate the necessity of future budget adjustment requests. Updates will be provided to Council as appropriate to ensure transparency and alignment with operational needs.



*Questions or Comments?*

## Public Safety & Court Committee

**DEPARTMENT:** Fire/EMS


**FROM:** Casey Davis, Fire Chief

**MEETING:** December 17, 2025

### SUBJECT:

Receive a report, hold a discussion, and provide recommendations to the city council on ISO Class 1 resurvey. *(Staff Contact: Casey Davis, Fire Chief)*

### STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 <b>Beautiful, Safe, &amp; Vibrant Community</b>	3.3 Enhance emergency response services 3.4 Ensure public safety equipment and personnel needs are being met

### SUMMARY:

The Public Safety & Court Committee will receive an update on the upcoming ISO Class 1 resurvey and discuss the department's current readiness, risk areas, and the actions underway to maintain Burleson's Class 1 standing. This report will outline the ISO evaluation process, identify key components such as training, water supply, emergency communications, and community risk reduction, and highlight both strengths and areas requiring continued improvement. Following the presentation, the Committee is asked to hold a discussion, consider any operational or policy needs, and provide recommendations to the City Council to ensure the organization remains positioned to successfully retain its ISO Class 1 designation.

### RECOMMENDATION:

N/A

### PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

**REFERENCE:**

N/A

**FISCAL IMPACT:**

N/A

**STAFF CONTACT:**

Casey Davis  
Fire Chief  
[Cdavis@burlesontx.com](mailto:Cdavis@burlesontx.com)  
817-426-9173



Item B.

# Preparing for the Insurance Service Office (ISO) Class 1 Resurvey

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PUBLIC SAFETY & COURT COMMITTEE PRESENTATION

DECEMBER 17, 2025

PRESENTED BY: CASEY DAVIS, FIRE CHIEF

# Burleson Fire ISO History

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- Achieved ISO Class 1/1Y in 2017 – among fewer than 1% of U.S. fire departments
- City Departments: Fire, Public Safety Communications (ECC), Public Works (Water), & GIS
- Automatic Aid & Mutual Aid Fire Departments
- Continuous improvement through equipment, staffing, and technology investments
- 2026: Scheduled for resurvey to maintain Class 1

# How Texas Oversees the Process

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- In Texas, the Texas Department of Insurance (TDI) oversees the PPC program and reviews and approves the final classification for each community.
- TDI acts as the state regulatory authority to ensure:
  - The ISO evaluation follows Texas standards
  - The community's classification is accurate
  - The rating is communicated appropriately to insurers



# What is ISO?

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- ISO = Insurance Services Office
- Evaluates community fire protection capabilities using the Fire Suppression Rating Schedule (FSRS)
- Scored on a 0–105.5 point system: Class 1: 90 – 105.5 points
- Class 1 = Exemplary fire protection
- Class 10 = Does not meet minimum standards
- Survey conducted every 5 years
  - Previously was conducted every 10 years

# ISO Class 1/1Y

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What does 1/1Y mean?

- “Y,” applies to properties within five road miles of a fire station but more than 1,000 feet from a creditable water supply.
- Y = **Class 8B**: Is an exception for areas that have a superior fire protection system but lack the **Fire Suppression Rating Schedule (FSRS)** minimum water criteria.

# Fire Suppression Rating Schedule (FSRS)

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To earn an ISO Class 1, a community must score 90 points or more out of a possible 105.5 on the Fire Suppression Rating Schedule (FSRS).

## ISO Scoring Summary

- **Class 1: 90 – 105.5 points**
- **Class 2: 80 – 89.99 points**
- **Class 3: 70 – 79.99 points**
- **Class 4: 60 – 69.99 points**
- **Class 5: 50 – 59.99 points**
- And so on down to Class 10 – Does not minimum criteria for fire protection.

# ISO Evaluation Components

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**ISO evaluates four key categories (per FSRs):**

- **Emergency Communications (10%)**
  - ECC performance: call processing times, dispatch reliability, redundancy
- **Fire Department (50%)**
  - Staffing, apparatus, training, operations, testing programs
- **Water Supply (40%)**
  - Hydrant distribution, flow testing, maintenance, system reliability
- **Community Risk Reduction (up to 5.5 bonus points)**
  - Prevention, public education, fire investigation, plan review

# Community Benefits of ISO Class 1

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- May lower insurance premiums for residents and businesses
- Increased property values and economic development appeal
- Demonstrates high reliability and professionalism in emergency fire response
- Encourages continuous improvement and inter-departmental coordination
- Follows best practices for fire response modeling

# Strength Areas for Burleson Fire/EMS

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- Consistent response times and staffing coverage
- Strong apparatus fleet and testing programs (pump, hose, ladder)
- Excellent collaboration with ECC and Public Works (hydrant testing, flow data)
- Well-developed Community Risk Reduction and prevention programs
- Strong partnerships with Automatic Aid partners

# ISO Annual Training Requirements

Training Category	Hours Requirement for max credit	Personnel
Hours of training at training facility	18 hours/annually	Each member of the department
Company Training	16 hours monthly	Each member of the department
Officer Training	Certification & 12 hours annually	Each officer
Existing Driver/Operator Training	12 hours annually	Existing drivers/operators
New Driver/Operator Training	60 hours - or certification	New drivers/operators
Haz-mat Training	6 hours annually	Each member of the department
Recruit Training	240 hours	New recruits

# Training Standards Organizations Annual Training Requirements

Item B.		
Training Standards Organizations	Minimum Annual Hours Per Firefighter	Average Monthly Hours Per Firefighter
ISO	234 Hours	19.5 Hours
Texas Commission on Fire Protection	18 Hours (already included within ISO minimum)	Included in ISO
Texas Department of State Health Services	36 Hours	3 Hours
Total	270 Hours	22.5 Hours



# Ongoing Enhancements Supporting ISO Readiness

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## Strengthening Training & Documentation

- Implementing an ISO-aligned annual training plan
- Building structured tracking and verification processes in Target Solutions
- Increasing hands-on and company-level drills to meet FSRS requirements

## Fire–Communications Collaboration

- Working closely with Public Safety Communications to develop Fire Nature Guides, ensuring a unified and optimized dispatch process between Fire/EMS and ECC

# Ongoing Enhancements Supporting ISO Readiness (Continued)

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## Professional Development & Leadership Standards

- Pursuing Texas Fire Chiefs Best Practices Recognition
- Sending Company Officers, Battalion Chiefs, and Chief Officers to Texas Fire Chief Academy programs to strengthen leadership and compliance with ISO and state standards

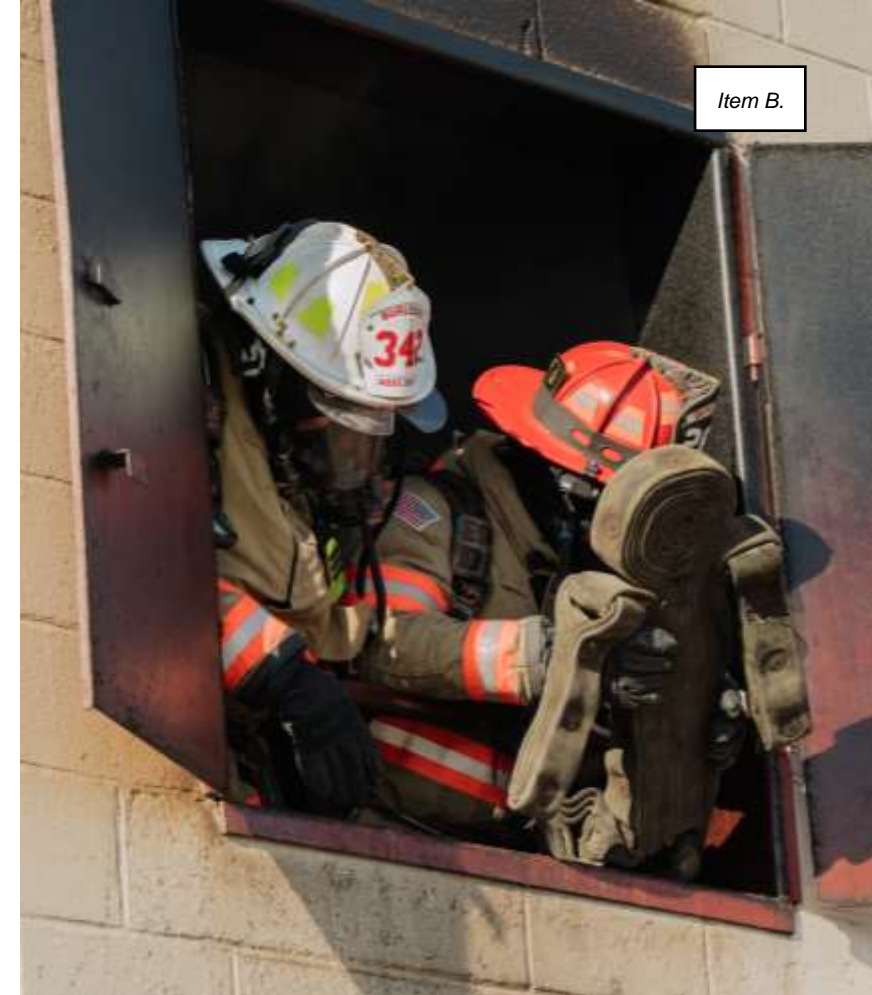
## Data-Driven Operational Readiness

- Monitoring assembly benchmarks, turnout times, and performance trends
- Evaluating unit-hour utilization to support accurate, needs-based staffing and deployment decisions

# Operational Areas Relevant to ISO Evaluation

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- These elements may play a role in the upcoming ISO evaluation. We are preparing a structured self-review to determine our current status and guide continued improvements already underway.
  - The department continues to experience significant growth in service demand, with call volume rising approximately 19% annually since 2020.
  - Training consistency has been an identified area for improvement; over the past two years, we have been strengthening frequency, structure, accountability, and documentation to ensure alignment with ISO expectations.
  - We have been modernizing and improving our records management processes to better capture and validate the work our personnel already perform.



*Our ISO Class 1 rating isn't just about numbers — it represents our integrity, our duty to protect, the trust we earn from our community, and the honor of serving Burleson.*





Questions/  
Comments?

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