



**PUBLIC SAFETY COMMISSION MEETING
TUESDAY, FEBRUARY 23, 2021
8:30 AM
300 WEST WAUGH ST**

A G E N D A

Call to Order

Agenda Approval

Personnel Matters

- [1.](#) Fire Department - Promotions
 - Dan Hudson- Captain
 - Jeremy Phillips-Lieutenant
2. Police Department - Employee of the Year

Approval of Minutes

- [3.](#) January 26, 2021

Alcohol Applications

- [4.](#) (2) 2021 New Alcohol Applications

Police Department

- [5.](#) Crime/Crash Statistics January 2021
- [6.](#) Financial Statistics January 2021
- [7.](#) Written Directive Review

Fire Department

- [8.](#) Statistical Report for January, 2021
- [9.](#) Financial Report for January, 2021
- [10.](#) Reviewed SOG/SOP

Adjournment

DALTON FIRE DEPARTMENT

TODD PANGLE
Fire Chief
Telephone 706-278-7363
Fax 706-272-7107
tpangle@daltonga.gov

404 School Street
Dalton, GA 30720



PUBLIC SAFETY COMMISSION
Terry Mathis
Dr. Luis Viamonte
Bill Weaver
Truman Whitfield
Anthony Walker

February 23, 2021

Greetings,

I am making a recommendation for the promotion of Lieutenant Dan Hudson to the rank of captain. This promotion will fill one of our current vacancies left due to retirement of Captain Stan Maney. This recommendation is being made after a review by the promotional committee consisting of the department's administrative staff. Lieutenant Hudson has met the required prerequisites set forth for captain.

Lieutenant Hudson has been employed with Dalton Fire Department since November 2003. Dan was promoted to the rank of lieutenant in July 2017. Since that time, Lieutenant Hudson has continued sharpening his skills as both a firefighter and a leader. He has developed into a much respected leader among his peers, as well as becoming very active in succession planning through training and development of his subordinates. He is self-motivated, and exhibits initiative in every aspect of our profession. Dan has amassed an impressive training profile which spans all disciplines within the fire service. Dan is also a graduate of Flames and Georgia Smoke Diver programs.

I would appreciate your support in recognizing Lieutenant Dan Hudson with a promotion to the rank of Captain.

Thank you all for your consideration.

Todd Pangle
Fire Chief

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Letter of Promotional Recommendation for Lt. Dan Hudson

February 17, 2021

Chief Pangle,

Dan Hudson is a huge asset to the shift. He has brought several changes to the shift. He changed the way we do the vacation book, making it accessible to all personnel on shift and their families. The other shifts now use the same calendar. He stays busy with extra task. If I do not assign Hudson extra assignments, he will perform a study on his own. He often sends leadership or legal articles that are related to topics we discuss. Hudson was chosen to be on the Strategic Planning Committee and has been tasked with developing the SOT. All personnel on "A" shift are proficient with the DECON line due to continued training this year by Hudson.

Hudson has brought valuable insight to dealing with personnel problems. I have involved him on several different occasions to get a different view point. Hudson continues to bring new ideas and training to the shift. Hudson has also mentored several firefighters that needed additional training in basic task skills and communications skills.

Hudson's crew is very active in the community. They often attend events in the city. At one event, Hudson pre-planned the site and filled out ICS forms 202 and 205. Hudson has expressed interest and ideas on how to attract the Hispanic community to apply as firefighters, as well as, how to educate the citizens of Dalton on who we are and what we do.

Hudson has followed and promoted the direction I wanted to take the shift. Over the past year, he has improved his skills as a leader by developing his subordinates and dealing with difficult personnel issues. He has been very motivated in learning every aspect of the Captain and Battalion Chief Job. He has spent countless hours in discussions on leadership and expressed his desire to be involved in the next step of progression of the Dalton Fire Department.

I am recommending Dan Hudson to be promoted to the rank of Captain because of the above traits. Hudson embraces change and always places his firefighter's needs above his own. Training/preparing his firefighters is his focus. He will be a valuable asset to any shift he is assigned.

Thank You,
Battalion Chief Brandon Bray

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February 23, 2021

Greetings,

I am making a recommendation for the promotion of Firefighter 3 Jeremy Phillips to the rank of lieutenant. This promotion will fill the vacancy left by the promotion of Lieutenant Dan Hudson. Firefighter Phillips has met the required pre-requisites set forth for the rank of lieutenant.

He was employed with Dalton Fire Department in September 2002. Prior to joining Dalton Fire Department he was a member of Catoosa County Fire & Rescue for several years as a volunteer firefighter. He also worked as an Emergency Medical Technician for several ambulance services, prior to and after being hired by Dalton Fire Department. With this experience he came into our department able and ready to contribute. Since being hired Firefighter Phillips has indeed contributed to the overall mission of the department, as well he has utilized his skill sets to benefit the department. Not only has his medical experience benefited our department during medical responses, he has stepped up to assist in our CPR programs as an instructor. He also has taken on the responsibility of maintaining the department's medical supplies and procurement. Since being promoted to the rank of Firefighter 3, Jeremy has had multiple opportunities to ride up as "Officer in Charge", in which he has performed admirably, developing into a trusted and competent fire service leader.

I would appreciate your support in recognizing Firefighter 3 Jeremy Phillips with a promotion to the rank of lieutenant.

Thank you all for your consideration.

Todd Pangle

Chief

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PUBLIC SAFETY COMMISSION

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Anthony Walker

Formal Letter of Recommendation for Promotion

February 16, 2021

Chief Pangle,

It is with great enthusiasm that I recommend FF 3 Jeremy Phillips for promotion to the rank of Lieutenant. I have worked with Jeremy on a daily basis for the past six years, most of which were as his direct supervisor.

FF Phillips has shown / exhibited his potential many times over the years in regard to leading and supervising personnel at the department. More importantly Jeremy over the last couple of years has stepped forward displaying not only potential but his ability to serve as not only a leader but a mentor as well. Jeremy has been operating in the role of company officer most every shift for the past two to three years and has performed those duties very well. He possesses excellent communication skills, is well organized, task oriented, and functions independently as well as he does in a team setting.

Independent of Jeremy's abilities noted above he brings a wealth of knowledge to the table. His understanding, knowledge, and skill set in the medical field which make up the bulk of responses are all to be recognized and commended.

I feel that we as a department are very fortunate to have an employee such as FF Phillips and although I hate to lose Jeremy from the shift. It would be a waste of a valuable resource not to utilize Jeremy to his full potential as a leader and innovator in this department.

Thank You.
Battalion Chief Alan Ridley

CITY OF DALTON
PUBLIC SAFETY COMMISSION
MINUTES
JANUARY 26, 2021

The regular meeting for the Public Safety Commission was held today in the Council Chambers of City Hall. Present were Chairman Bill Weaver via zoom, Commissioners Luis Viamonte, Terry Mathis, Truman Whitfield, Anthony Walker, Fire Chief Todd Pangle, Police Chief Cliff Cason, Council member Annalee Harlan and City Attorney Gandhi Vaughn.

AGENDA APPROVAL

On the motion of Commissioner Mathis, second Commissioner Viamonte, the agenda was approved as presented. The vote was unanimous in favor.

PERSONNEL MATTERS

1. Police Department – New Employee Confirmations

On the motion of Commissioner Viamonte, second Commissioner Mathis, the Commission approved the following personnel as new Dalton Police Officers. The vote was unanimous in favor.

- Griffin E. Avila
- Keith D. Black
- Harrison T. Murdoch
- Emily H. Thornton

ELECTION OF OFFICERS

- Chairman

Due to health complications, Chairman Bill Weaver stepped down as Chairman of the Public Safety Commission. On the motion of Commissioner Whitfield, second Commissioner Viamonte, Terry Mathis was nominated the Chairman of the Public Safety Commission of the City of Dalton for 2021. The vote was unanimous in favor.

- Secretary

On the motion of Commissioner Mathis, second Commissioner Viamonte, Anthony Walker was nominated to be Secretary of the Public Safety Commission of the City of Dalton for 2021. The vote was unanimous in favor.

MINUTES

The Commissioners were presented written copies of the regular called meeting minutes of December 22, 2020. On the motion of Commissioner Whitfield, second Commissioner Walker, the minutes were approved. The vote was unanimous in favor.

(3) 2021 ALCOHOL APPLICATIONS

On the motion of Commissioner Walker, second Commissioner Whitfield, the Commission approved the following new alcohol application. The vote was unanimous in favor.

- | | |
|--------------------|--|
| 1. Business Owner: | La Fogata Fusion Restaurant, Inc. |
| d/b/a: | La Fogata Fusion Restaurant |
| Applicant: | Grechy S. Suazo |
| Business Address: | 702 5 th Ave |
| Type: | Pouring Beer, Pouring Wine, Pouring Liquor |
| Disposition: | New |

(3) 2021 ALCOHOL APPLICATIONS

.....Continued

On the motion of Commissioner Walker, second Commissioner Whitfield, the Commission approved the following new alcohol application. The vote was unanimous in favor.

- | | |
|--------------------|-----------------------------|
| 2. Business Owner: | Unik Sweet Delights, LLC |
| d/b/a: | Unik Sweet Delights |
| Applicant: | Jose L. Jimenez Lopez |
| Business Address: | 238 N. Hamilton St, Suite 1 |
| Type: | Pouring Wine, Package Wine |
| Disposition: | New |

On the motion of Commissioner Walker, second Commissioner Whitfield, the Commission approved the following new alcohol application. The vote was unanimous in favor.

- | | |
|--------------------|----------------------------|
| 3. Business Owner: | Glenwood Exxon, Inc. |
| d/b/a: | Rapids |
| Applicant: | Farhan Dhanani |
| Business Address: | 1016 N. Glenwood Ave |
| Type: | Package Beer, Package Wine |
| Disposition: | New |

POLICE DEPARTMENT

Crime and Crash Statistics for December 2020

Police Chief Cliff Cason gave a written and oral summary of the Crime and Crash Statistical Reports for the month of December, 2020. As noted in the written summary, Police Chief Cason reported the rate of Year to Date Part I crimes are down by 15.7% when compared to the same month in 2019. Police Chief Cason further reported that during the month, there were 102 non-private property crashes and stated injury crashes decreased from November 2020.

On the motion of Commissioner Viamonte, second Commissioner Walker, the report was approved. The complete report in its entirety is a part of these minutes. The vote was unanimous in favor.

Financial Statistics for December 2020

Police Chief Cliff Cason presented the Financial Report for all divisions within the Dalton Police Department for the month of December, 2020. Police Chief Cason reported the department expended 96% of their 2020 budget and are 4% under budget, and on track for the end of the 2020 fiscal year.

On the motion of Commissioner Viamonte, second Commissioner Whitfield, the financial report was approved. The complete report in its entirety is a part of these minutes. The vote was unanimous in favor.

FIRE DEPARTMENT

Monthly Statistical Report – December 2020

Fire Chief Todd Pangle presented the December 2020 Statistical Report to the Commission. Chief Pangle outlined details of the complete report that included the Incident Report with 310 Total Responses, a Dollar Value Saved & Loss Analysis, NFPA Fire Experience Survey, and Incident List by Incident Number, Training Division Monthly Report, Fire Safety Division Monthly Report, and the Inspection Summary.

On the motion of Commissioner Viamonte, second Commissioner Walker, the Commissioners approved the Statistical Report for the Fire Department. A copy of the report outlining all incident values is a part of these minutes. The vote was unanimous in favor.

FIRE DEPARTMENT

.....Continued

Monthly Financial Report – December 2020

Fire Chief Todd Pangle presented the Financial Report for the month of December 2020 to the Commission. Chief Pangle stated the department is 1.4% under budget for the month and on track for the end of the 2020 fiscal year.

On the motion of Commissioner Whitfield, second Commissioner Walker, the Commissioners approved the Financial Report for the Fire Department. A copy of the report is a part of these minutes. The vote was unanimous in favor.

ADJOURNMENT

There being no further business to come before the Commissioners, on the motion of Commissioner Whitfield, second Commissioner Walker, the meeting was adjourned at 9:24 a.m.

Terry Mathis, Chairman

ATTEST:

Anthony Walker, Secretary

2021 ALCOHOL BEVERAGE APPLICATION

PSC TUESDAY FEBRUARY 23, 2021

M&C MONDAY MARCH 1, 2021

(2) 2021 ALCOHOL APPLICATIONS

1. Business Owner: PG Royal Inc.
d/b/a: Royal Food Mart
Applicant: Prahladbhai Chaudhari
Business Address: 705 S. Thornton Ave Suite A
License Type: Package Beer, Package Wine (Convenience Store / Gas Station)
Disposition: **New**

2. Business Owner: The Green Door Market, LLC
d/b/a: The Green Door Market
Applicant: Maricarmen Critides
Business Address: 109 West Cuyler St.
License Type: Pouring Beer, Pouring Wine (Coffee House / Bakery)
Disposition: **New**

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
FEBRUARY 23, 2021**

SUMMARY OF DATA AND CRIME STATISTICS FOR JANUARY 2021

General

Part 1 crimes have decreased approximately 3.6% when compared to year to date numbers from January 2020. Part 2 crimes have increase by approximately 10.7% during the same time. Year to date calls for service are 24.1% lower than in 2020. Traffic crashes have decreased by approximately 7.8% when compared to year to date numbers from January 2020.

DALTON POLICE DEPARTMENT CRIME STATISTICS												
INCIDENTS				CLEARANCES				ARRESTS				
		2021	2020			2021	2020			2021	2020	
01/21	1/20	YTD	YTD	01/21	1/20	YTD	YTD	01/21	1/20	YTD	YTD	
Part I Offenses												
Homicide	0	0	0	0	1	0	1	0	0	0	0	
Rape	2	1	2	1	0	1	0	0	0	0	0	
Robbery	0	0	0	1	2	1	2	0	2	0	2	
Aggravated Assault	8	5	8	4	6	4	6	4	6	4	6	
Burglary	3	4	3	0	0	0	0	0	2	0	2	
Larceny - Theft	59	67	59	31	34	31	34	25	32	25	32	
Motor Vehicle Theft	8	6	8	8	2	8	2	3	1	3	1	
Arson	0	0	0	0	0	0	0	0	0	0	0	
PART I SUBTOTAL	80	83	80	83	45	45	45	45	32	43	32	43

Part 2 Offenses	Total
Traffic Offense	93
Code Violation	72
Controlled Substance Offense	46
DUI	37
Trespass of Real Property	34
Warrant Served	33
Destruct/Damage/Vandalize Property	29
Battery/Assault - Non-aggravated	28
Forgery/Fraud	25
Liquor Violations	15

Traffic offenses increased by approximately 48% in January 21 compared to December 2020. DUI offenses increased by over 200% when compared to December 2020. Calls for service decreased by approximately 24% when compared to 2020. Citations showed a decrease of 30% compared to 2020 numbers.

	January 2021	January 2020
Calls for Service	3,402	4,480
Traffic Crashes	102	116
Citations	1,053	1,494

DALTON POLICE DEPARTMENT PUBLIC SAFETY COMMISSION MEETING FEBRUARY 23, 2021

DALTON POLICE DEPARTMENT CRIME DASHBOARD YTD 2017-2021

January 2021

	2017	2018	2019	2020	2021	TREND
Part I Crimes YTD	105	109	101	83	80	
Homicides	0	0	0	0	0	
Rape	1	0	2	1	2	
Robbery	2	3	1	0	0	
Aggravated Assault	7	2	1	5	8	
Violent Crime Totals	10	5	4	6	10	
Burglary	17	18	12	4	3	
Larceny-Theft	70	77	81	67	59	
Motor Vehicle Theft	8	8	4	6	8	
Arson	0	1	0	0	0	
Property Crime Totals	95	104	97	77	70	
Violent Crime Clearance	40%	120%	200%	150%	60%	
Property Crime Clearance	28%	25%	48%	47%	56%	
Part I Arrests	26	25	47	43	32	
Citations	1,349	1,185	1,867	1,494	1,053	
Calls for Service	3,533	3,680	4,485	4,480	3,402	
Traffic Crashes	119	112	112	116	102	

Analysis

In the year to date 2021 there have been 80 Part 1 crimes reported versus 83 in 2020 which shows an approximate decrease of 3.6%. Larceny-Theft crimes have decrease approximately 11.9% when compared to 2020 numbers.

There have been 10 violent crimes reported 2021 YTD compared to 6 reported violent crimes YTD 2020. Rape and aggravated assaults are higher than the previous year. Year to date property crimes have shown a decrease of approximately 9.1% when compared to 2020 YTD statistics.

Based on the statistics from the previous 5 years, property crime numbers are lower than the average of 94. Violent crime numbers are slightly above than the average of 7.

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
FEBRUARY 23, 2021**

DALTON POLICE DEPARTMENT CRIME STATISTICS												
	INCIDENTS				CLEARANCES				ARRESTS			
		2021	2020			2021	2020			2021	2020	
	01/21	1/20	YTD	YTD	01/21	1/20	YTD	YTD	01/21	1/20	YTD	YTD
Part I Offenses												
Homicide	0	0	0	0	0	1	0	1	0	0	0	0
Rape	2	1	2	1	1	0	1	0	0	0	0	0
Robbery	0	0	0	0	1	2	1	2	0	2	0	2
Aggravated Assault	8	5	8	5	4	6	4	6	4	6	4	6
Burglary	3	4	3	4	0	0	0	0	0	2	0	2
Larceny - Theft	59	67	59	67	31	34	31	34	25	32	25	32
Motor Vehicle Theft	8	6	8	6	8	2	8	2	3	1	3	1
Arson	0	0	0	0	0	0	0	0	0	0	0	0
PART I SUBTOTAL	80	83	80	83	45	45	45	45	32	43	32	43
Part II Offenses												
Other Assaults - not agg.	28	31	28	31	17	12	17	12	13	11	13	11
Forgery/Counterfeiting	4	6	4	6	0	3	0	3	0	3	0	3
Fraud	21	22	21	22	1	3	1	3	0	3	0	3
Embezzlement	0	0	0	0	0	1	0	1	0	1	0	1
Stolen Property	0	1	0	1	0	0	0	0	0	0	0	0
Vandalism	29	22	29	22	7	9	7	9	2	9	2	9
Weapons Violations	5	1	5	1	3	5	3	5	3	5	3	5
Commercial Sex	0	0	0	0	0	0	0	0	0	0	0	0
Other Sex Offenses	7	5	7	5	1	7	1	7	1	5	1	5
Drug Sales	7	8	7	8	5	17	5	17	5	16	5	16
Drug Possession	39	22	39	22	38	19	38	19	34	18	34	18
Gambling	0	0	0	0	0	0	0	0	0	0	0	0
Offenses Against Family/Children	3	7	3	7	2	3	2	3	2	3	2	3
Liquor Violations	15	3	15	3	9	2	9	2	8	2	8	2
Drunkenness	3	8	3	8	4	7	4	7	4	7	4	7
Other Disorderly Conduct	10	18	10	18	4	13	4	13	2	12	2	12
Curfew Violations	1	1	1	1	1	1	1	1	1	1	1	1
All Other Offenses	288	280	288	280	302	195	302	195	262	194	262	194
DUI	37	14	37	14	35	17	35	17	35	17	35	17
Human Trafficking	0	0	0	0	0	0	0	0	0	0	0	0
PART II SUBTOTAL	497	449	497	449	429	314	429	314	372	307	372	307
PART I AND II TOTAL	577	532	577	532	474	359	474	359	404	350	404	350

<u>Crashes</u>					<u>Enforcement</u>				
	1/21	1/20	2021 YTD	2020 YTD		1/21	1/20	2021 YTD	2020 YTD
Public Roadway	102	116	102	116	Citations	658	744	658	744
					Warnings	395	750	395	750
911 Calls	3,402	4,480	3,402	4,480	Totals	1,053	1,494	1,053	1,494

DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
FEBRUARY 23, 2021

Summary of Significant Events for January 2021

During the month of January 2021 there were eight reported aggravated assaults. Of these reported cases, three have been cleared by arrest, four are currently active, and one was administratively closed. There were multiple arrests of subjects that were observed stealing donated items from the Salvation Army while the business was closed. There were eight reported motor vehicle thefts, three of those incidents were cleared by arrest.

21-000287

Reckless Conduct

412 Wrinkle St

Officers responded to the area of Wrinkle St in reference to two silver vehicles, one of which was possibly a VW Beetle, and the drivers were shooting at each other. When officers arrived, they located a bullet hole in the building, two 9mm casings on the ground outside, and one 9mm bullet. The on-call detective responded and collected the evidence. One of the officers is believed to have passed the Beetle just prior to the call going out and he may be able to identify the driver.

21-000324

Aggravated Assault

Ave C & Morningside Dr

The victim reported that the previous night he was parked at the skate park on Avenue C when he was blocked in from behind by another vehicle. He stated that two males got out while wearing dark clothes and masks. They came to his vehicle while pointing guns at him and the passenger. When the victim saw that they had guns, he backed his car up and struck their vehicle but he could not get a description of that car. He stated that the males shot at his car and struck it multiple times. The victim could not provide any more information about the suspects, their vehicle, or the person that was in the car with him, other than his nickname. The victim stated that this was the second time that someone has shot at him like this and he just wanted the report for insurance purposes. The victim did provide several recovered bullet casings that were entered into evidence.

21-000326

Aggravated Battery

314 Fernwood Ave

The victim stated that he and his friend were assaulted at the Carniceria Loa #2 on Fernwood Ave. The victim was in a fight with a male subject. The friend moved to assist the victim and the male subject's unidentified friend exited the vehicle and struck the victim in the head with a baseball bat. This left a serious wound that required treatment at Hamilton Medical Center. Officers attempted to locate the male subject at his residence but they were unable to do so.

21-000435

Motor Vehicle Theft

1200 Memorial Dr

A male subject was arrested after he stole an ambulance from Hamilton Medical Center. While fleeing the parking lot he struck the building causing damage to the building. The suspect drove off in the ambulance with the rear door still open. The suspect was stopped by a Whitfield County Sheriff's Office deputy near Shugart Rd. The deputy had already handcuffed and placed the suspect in his vehicle upon arrival of Dalton Police officers. The suspect was arrested and charged.

21-000454

Aggravated Assault

613 Oxford St

A male subject was staying at Providence Ministries shelter on Oxford St. He was asked to leave the property due to tobacco use inside the building and improper sexual conduct with himself in view of the other residents. After being asked to leave, he tried to stab one of the managers with a large knife. He was held down by others staying at the property until officers could arrive. He was then taken into custody.

DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
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21-000564

Aggravated Battery

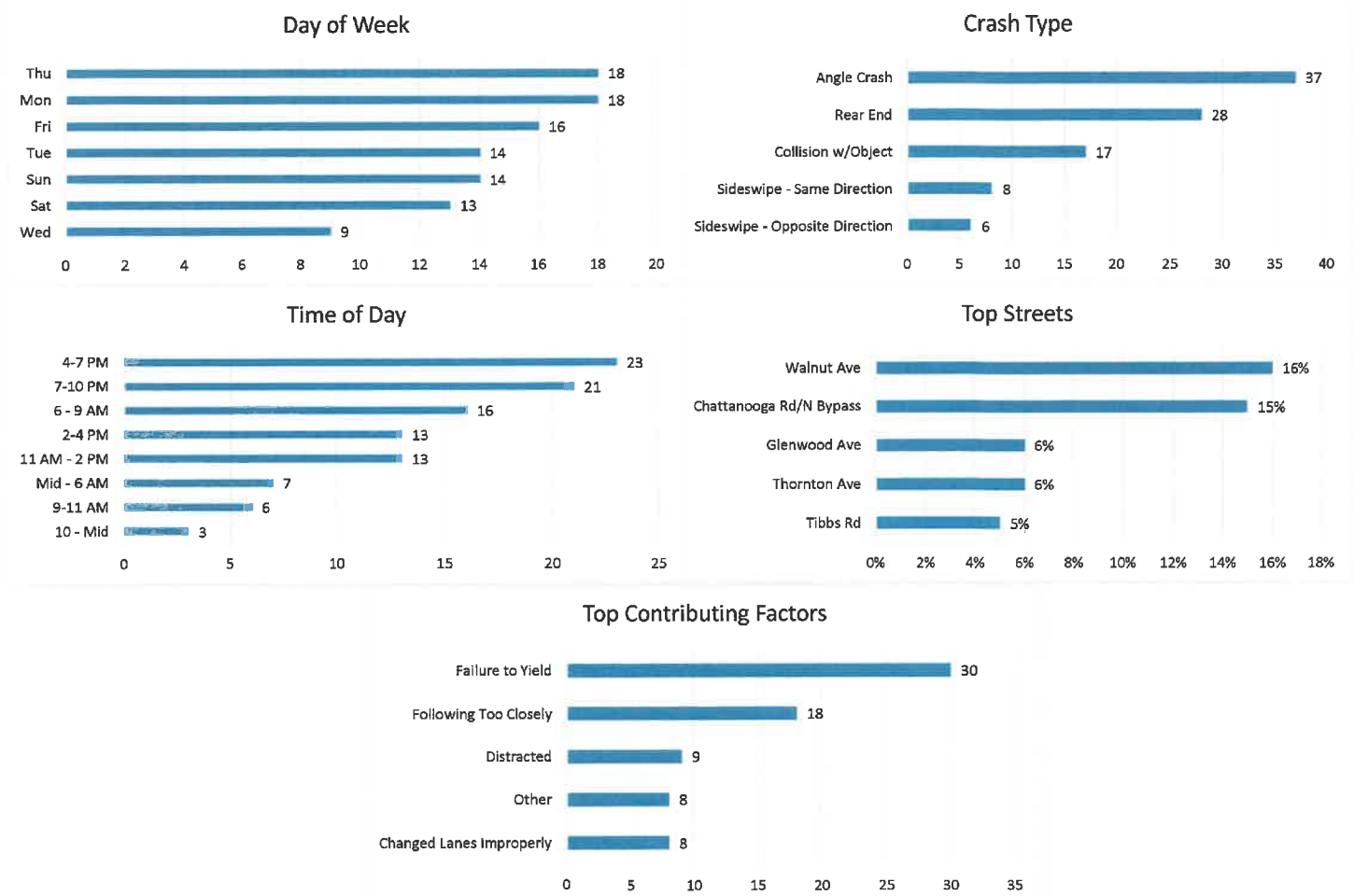
205 Eastside Dr.

A male subject is suspected of beating the victim with a large beer bottle about the face and mouth causing several fractures to his face. The suspect and the victim work together and it is unknown why exactly the assault happened other than high alcohol consumption. Attempts to locate and fully identify the suspect were negative at the time of the report. There were no witnesses at the scene. Upon investigation, detectives were able to identify the suspect. Warrants were obtained and the case remains active.

DALTON POLICE DEPARTMENT PUBLIC SAFETY COMMISSION MEETING FEBRUARY 23, 2021

January 2021 Crash Statistics

In January 2021 there were 102 non-private property crashes reported. Injury crashes and total injuries increased when compared to December 2020. Angle and rear end crashes were the most prevalent during January 2021. Failure to yield was the leading contributing factor in injury and non-injury crashes. Walnut Ave had the highest number of crashes and injuries in January 2021.



102 Crashes Reported in January 2021

- There were the same number of crashes as there were in December 2020.
 - 19 crashes reported in which injuries occurred.
 - That is one injury crash for every 5.4 crashes reported.
 - Multiple injuries were reported in 8 crashes.
- Total Injuries Reported
 - 35 injuries were reported.
 - 4 serious injuries was reported.
 - 0 fatalities were reported.

DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
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Top 5 Streets

- Walnut Ave
 - 16 Total Crashes
 - 15.7 % of Total Crashes
 - 20.0 % of Injuries Reported (7 Injuries Reported on the Roadway)

- Chattanooga Rd/N Bypass
 - 15 Total Crashes
 - 14.7 % of Total Crashes
 - 34.3 % of Injuries Reported (12 Injuries Reported on this Roadway)

- Glenwood Ave
 - 6 Total Crashes
 - 5.9 % of Total Crashes
 - 5.7 % of Injuries Reported (2 Injuries Reported on this Roadway)

- Thornton Ave
 - 6 Total Crashes
 - 5.9 % of Total Crashes
 - 5.7 % of Injuries Reported (2 Injuries Reported on the Roadway)

- Tibbs Rd
 - 5 Total Crashes
 - 4.9 % of Total Crashes
 - 0 % of Injuries Reported (0 Injuries Reported on the Roadway)

Crashes Involving DUI

- 7 Reported Crashes involving DUI

Crashes Involving Speed

- 5 Reported Crashes involving Speed (Includes Too Fast for Conditions)

Crashes Involving Distracted or Inattentive Driver

- 9 Crashes Reported with Distracted or Inattentive Driver

Crashes Involving Drivers Following One Another Too Closely

- 18 Crashes Reported involving Following Too Closely

**DALTON POLICE DEPARTMENT
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Crashes by Type

- Angle 37 / 36.27%
- Rear End 28 / 27.45%
- Collision with an Object 17 / 16.67%
- Sideswipe – Same Direction 8 / 7.84%
- Sideswipe – Opposite Direction 6 / 5.88%

Days of the Week

- 18 crashes occurred on Mondays
- 14 crashes occurred on Tuesdays
- 9 crashes occurred on Wednesdays
- 18 crashes occurred on Thursdays
- 16 crashes occurred on Fridays
- 13 crashes occurred on Saturdays
- 14 crashes occurred on Sundays

Time of Day

- 0000-0559 - 7
- 0600-0859 - 16
- 0900-1059 - 6
- 1100-1359 - 13
- 1400-1559 - 13
- 1600-1859 - 23
- 1900-2159 - 21
- 2200-2359 - 3

Top Contributing Factors

- Failure to Yield: 30 (29.41 % of all crashes)
- Following Too Closely: 18 (17.65 % of all crashes)
- Distracted: 9 (8.82 % of all crashes)
- Other: 8 (7.84 % of all crashes)
- Changed Lanes Improperly: 8 (7.84 % of all crashes)

**DALTON POLICE DEPARTMENT
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Based on the crash data from December 2020, Selective Enforcement Details were conducted in the following areas in January 2021:

- **Walnut Ave**
- **Glenwood Ave**
- **Hamilton St**

There were 22 total Enforcement Details conducted in January 2021, resulting in 191 total violations being identified.

Comparing the crash data compiled and the enforcement activities conducted for the month of January 2021, details will be conducted in February 2021 in the following areas:

- **Walnut Ave**
- **Chattanooga Rd**
- **Glenwood Ave**

DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
FEBRUARY 23, 2021

SUMMARY OF THE FINANCIAL STATISTICS FOR JANUARY 2021

The police department budget is on track for FY 2021, and we have expended approximately 5.3% of our 2021 budget at 9.8% of the way through the budget cycle. We are currently under budget for the year.

At this time, we believe sufficient funds are available within our existing budget to cover our operating cost for the remainder of the year.

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The City of Dalton
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ACCOUNTS FOR:
0010 GENERAL FUND - OPERATING

141501 PD ADMINISTRATION

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141501 000010 SALARIES-REGULAR	385,300	0	385,300	23,185.92	.00	362,114.08	6.0%
141501 000011 SALARIES OVERTIME	1,400	0	1,400	.00	.00	1,400.00	.0%
141501 000020 FICA	29,600	0	29,600	2,136.66	.00	27,463.34	7.2%
141501 000030 PENSION	6,000	0	6,000	413.74	.00	5,586.26	6.9%
141501 000032 PENSION - DB PLAN	175,200	0	175,200	11,041.40	.00	164,158.60	6.3%
141501 000033 PENSION - STATE	1,000	0	1,000	100.00	.00	900.00	10.0%
141501 000040 HOSPITALIZATION I	41,600	0	41,600	3,063.00	.00	38,537.00	7.4%
141501 000045 EE LIFE & DISABIL	2,200	0	2,200	296.65	.00	1,903.35	13.5%
141501 000050 GENERAL INSURANCE	115,200	0	115,200	.00	.00	115,200.00	.0%
141501 000060 WORKER COMPENSATI	12,200	0	12,200	.00	.00	12,200.00	.0%
141501 000080 OFFICE EQUIPMENT	5,000	0	5,000	.00	.00	5,000.00	.0%
141501 000110 TELEPHONE	45,000	0	45,000	1,211.01	.00	43,788.99	2.7%
141501 000120 TRAINING EXPENSES	12,000	0	12,000	149.00	.00	11,851.00	1.2%
141501 000130 VEHICLE EXPENSES	2,000	0	2,000	.00	.00	2,000.00	.0%
141501 000140 COPIER RENTAL/SUP	9,000	0	9,000	378.25	.00	8,621.75	4.2%
141501 000150 PRINTING	4,000	0	4,000	.00	.00	4,000.00	.0%
141501 000160 POSTAGE	3,500	0	3,500	.00	.00	3,500.00	.0%
141501 000360 LEGAL FEES	15,000	0	15,000	.00	.00	15,000.00	.0%
141501 000410 GAS & OIL	5,800	0	5,800	.00	.00	5,800.00	.0%
141501 000440 SUPPLIES	800	0	800	.00	.00	800.00	.0%
141501 000450 CLEANING ALLOWANC	1,800	0	1,800	12.50	.00	1,787.50	.7%
141501 000455 CLOTHING ALLOWANC	1,800	0	1,800	.00	.00	1,800.00	.0%
141501 001010 OFFICE SUPPLIES	2,000	0	2,000	.00	.00	2,000.00	.0%
141501 001030 COMPUTER SOFTWARE	158,500	0	158,500	16,286.48	.00	142,213.52	10.3%
141501 001300 MEALS	2,000	0	2,000	.00	.00	2,000.00	.0%
141501 001410 DUES/FEES/SUBSCRI	4,000	0	4,000	680.00	375.00	2,945.00	26.4%
141501 001665 RADIO SUBSCRIBER	25,000	0	25,000	.00	.00	25,000.00	.0%
141501 001990 MISCELLANEOUS	2,000	0	2,000	.00	.00	2,000.00	.0%
141501 003226 CUSTODY OF PRISIO	110,000	0	110,000	.00	.00	110,000.00	.0%
TOTAL PD ADMINISTRATION	1,178,900	0	1,178,900	58,954.61	375.00	1,119,570.39	5.0%

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ACCOUNTS FOR:
0010 GENERAL FUND - OPERATING

141503 PD PATROL

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141503 000010 SALARIES-REGULAR	3,466,600	0	3,466,600	168,669.50	.00	3,297,930.50	4.9%
141503 000011 SALARIES OVERTIME	85,000	0	85,000	2,663.29	.00	82,336.71	3.1%
141503 000020 FICA	270,000	0	270,000	17,620.79	.00	252,379.21	6.5%
141503 000030 PENSION	177,000	0	177,000	8,535.10	.00	168,464.90	4.8%
141503 000032 PENSION - DB PLAN	291,000	0	291,000	22,104.05	.00	268,895.95	7.6%
141503 000033 PENSION - STATE	21,500	0	21,500	2,200.04	.00	19,299.96	10.2%
141503 000040 HOSPITALIZATION I	511,000	0	511,000	41,238.00	.00	469,762.00	8.1%
141503 000045 EE LIFE & DISABIL	20,900	0	20,900	1,408.66	.00	19,491.34	6.7%
141503 000060 WORKER COMPENSATI	111,700	0	111,700	.00	.00	111,700.00	0.0%
141503 000120 TRAINING EXPENSES	109,000	0	109,000	1,730.45	1,656.00	105,613.55	3.1%
141503 000130 VEHICLE EXPENSES	31,000	0	31,000	376.75	390.95	30,232.30	2.5%
141503 000130 SHOP VEHICLE EXP -	106,200	0	106,200	.00	.00	106,200.00	0.0%
141503 000400 EQUIPMENT MAINT &	10,000	0	10,000	285.50	.00	9,714.50	2.9%
141503 000410 GAS & OIL	159,000	0	159,000	.00	.00	159,000.00	0.0%
141503 000440 SUPPLIES	5,500	0	5,500	888.00	.00	4,612.00	16.1%
141503 000450 CLEANING ALLOWANC	10,000	0	10,000	137.50	.00	9,862.50	1.4%
141503 000460 UNIFORMS	64,000	0	64,000	92.99	.00	63,907.01	.1%
141503 001010 OFFICE SUPPLIES	3,000	0	3,000	.00	.00	3,000.00	0.0%
141503 001300 MEALS	2,000	0	2,000	.00	.00	2,000.00	0.0%
141503 001410 DUES/FEEES/SUBSCRI	3,800	0	3,800	124.00	.00	3,676.00	3.3%
141503 001660 COMMUNICATION EOU	1,500	0	1,500	.00	.00	1,500.00	0.0%
141503 001990 MISCELLANEOUS	5,000	0	5,000	-54.00	.00	5,054.00	-1.1%
141503 039980 CAPITAL OUTLAY <	24,500	0	24,500	1,174.02	.00	23,325.98	4.8%
TOTAL PD PATROL	5,489,200	0	5,489,200	269,194.64	2,046.95	5,217,958.41	4.9%

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ACCOUNTS FOR:
0010 GENERAL FUND - OPERATING

141504 PD CRIMINAL INVESTIGATION DIV

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141504 000010 SALARIES-REGULAR	870,300	0	870,300	44,586.33	.00	825,713.67	5.1%
141504 000011 SALARIES OVERTIME	38,800	0	38,800	464.14	.00	38,335.86	1.2%
141504 000020 FICA	69,500	0	69,500	4,624.90	.00	64,875.10	6.7%
141504 000030 PENSION	32,200	0	32,200	1,741.50	.00	30,458.50	5.4%
141504 000032 PENSION - DB PLAN	238,200	0	238,200	16,342.74	.00	221,857.26	6.9%
141504 000033 PENSION - STATE	4,500	0	4,500	400.00	.00	4,100.00	8.9%
141504 000040 HOSPITALIZATION I	152,000	0	152,000	13,512.50	.00	138,487.50	8.9%
141504 000045 EE LIFE & DISABIL	5,100	0	5,100	388.00	.00	4,712.00	7.6%
141504 000060 WORKER COMPENSATI	26,300	0	26,300	.00	.00	26,300.00	.0%
141504 000120 TRAINING EXPENSES	28,800	0	28,800	312.24	560.72	27,927.04	3.0%
141504 000130 VEHICLE EXPENSES	7,000	0	7,000	.00	690.96	6,309.04	9.9%
141504 000400 EQUIPMENT MAINT &	1,500	0	1,500	.00	.00	1,500.00	.0%
141504 000410 GAS & OIL	19,400	0	19,400	.00	.00	19,400.00	.0%
141504 000440 SUPPLIES	3,000	0	3,000	.00	.00	3,000.00	.0%
141504 000450 CLEANING ALLOWANC	4,000	0	4,000	35.50	.00	3,964.50	.9%
141504 000455 CLOTHING ALLOWANC	9,000	0	9,000	.00	.00	9,000.00	.0%
141504 001010 OFFICE SUPPLIES	4,000	0	4,000	.00	.00	4,000.00	.0%
141504 001300 MEALS	700	0	700	.00	.00	700.00	.0%
141504 001410 DUES/FEES/SUBSCRI	2,200	0	2,200	230.00	.00	1,970.00	10.5%
141504 001650 PURCHASE EVIDENCE	25,000	0	25,000	.00	.00	25,000.00	.0%
141504 001660 COMMUNICATION FOU	1,500	0	1,500	.00	.00	1,500.00	.0%
141504 001990 MISCELLANEOUS	5,000	0	5,000	.00	.00	5,000.00	.0%
141504 039980 CAPITAL OUTLAY <	1,800	0	1,800	.00	.00	1,800.00	.0%
TOTAL PD CRIMINAL INVESTIGATION DIV	1,549,800	0	1,549,800	82,637.85	1,251.68	1,465,910.47	5.4%

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ACCOUNTS FOR: 0010 GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141507 PD SUPPORT SERVICES							
141507 000010 SALARIES-REGULAR	524,500	0	524,500	34,909.78	.00	489,590.22	6.7%
141507 000011 SALARIES-OVERTIME	7,500	0	7,500	143.10	.00	7,356.90	1.9%
141507 000012 SALARIES-PART-TIM	7,200	0	7,200	94.05	.00	7,105.95	1.3%
141507 000020 FICA	41,200	0	41,200	2,987.37	.00	38,212.63	7.3%
141507 000030 PENSION	27,600	0	27,600	741.75	.00	26,858.25	2.7%
141507 000032 PENSION - DB PLAN	94,900	0	94,900	9,727.87	.00	85,172.13	10.3%
141507 000033 PENSION - STATE	600	0	600	124.96	.00	475.04	20.8%
141507 000040 HOSPITALIZATION I	88,400	0	88,400	7,512.50	.00	80,887.50	8.5%
141507 000045 EE LIFE & DISABIL	3,000	0	3,000	208.94	.00	2,791.06	7.0%
141507 000060 WORKER COMPENSATI	18,400	0	18,400	.00	.00	18,400.00	.0%
141507 000120 TRAINING EXPENSES	42,000	0	42,000	660.00	.00	41,340.00	1.6%
141507 000130 VEHICLE EXPENSES	3,000	0	3,000	.00	.00	3,000.00	.0%
141507 000330 UTILITIES	48,000	0	48,000	3,187.97	.00	44,812.03	6.6%
141507 000410 GAS & OIL	7,300	0	7,300	.00	.00	7,300.00	.0%
141507 000440 SUPPLIES	3,000	0	3,000	.00	.00	3,000.00	.0%
141507 000450 CLEANING ALLOWANC	2,400	0	2,400	40.00	.00	2,360.00	1.7%
141507 000455 CLOTHING ALLOWANC	600	0	600	.00	.00	600.00	.0%
141507 000460 UNIFORMS	4,000	0	4,000	239.97	.00	3,760.03	6.0%
141507 001010 OFFICE SUPPLIES	3,200	0	3,200	.00	.00	3,200.00	.0%
141507 001300 MEALS	500	0	500	.00	.00	500.00	.0%
141507 001410 DUES/FEES/SUBSCRI	2,100	0	2,100	200.00	.00	1,900.00	9.5%
141507 001415 CREDIT CARD & BAN	600	0	600	.00	.00	600.00	.0%
141507 001610 APPLICANT TESTING	8,500	0	8,500	40.00	.00	8,460.00	.5%
141507 001880 COMMUNITY SERVICE	12,500	0	12,500	.00	.00	12,500.00	.0%
141507 001990 MISCELLANEOUS	1,500	0	1,500	.00	.00	1,500.00	.0%
141507 039980 CAPITAL OUTLAY <	900	0	900	.00	.00	900.00	.0%
141507 084725 BUILDING/GROUNDS M	87,100	0	87,100	5,610.28	14.00	81,475.72	6.5%
TOTAL PD SUPPORT SERVICES	1,040,500	0	1,040,500	66,428.54	14.00	974,057.46	6.4%
TOTAL GENERAL FUND - OPERATING	9,258,400	0	9,258,400	477,215.64	3,687.63	8,777,496.73	5.2%
TOTAL EXPENSES	9,258,400	0	9,258,400	477,215.64	3,687.63	8,777,496.73	

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YEAR-TO-DATE BUDGET REPORT

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	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	9,258,400	0	9,258,400	477,215.64	3,687.63	8,777,496.73	5.2%

** END OF REPORT - Generated by Martha Lopez **

ACCOUNTS FOR:
0210 CONFISCATED ASSETS

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
210001 REVENUES							
210001 351102 JUSTI FORFEIT JUST	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
210001 351102 TREAS FORFEIT TREA	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
210001 351103 STATE DRUG SEIZURE	-60,000	0	-60,000	-5,255.00	.00	-54,745.00	8.8%
210001 361100 STATE INTEREST FAR	-800	0	-800	.00	.00	-800.00	.0%
210001 361100 TREAS INTEREST TRE	-200	0	-200	.00	.00	-200.00	.0%
210001 392100 STATE PROCEEDS FRO	-10,000	0	-10,000	.00	.00	-10,000.00	.0%
TOTAL REVENUES	-111,000	0	-111,000	-5,255.00	.00	-105,745.00	4.7%

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ACCOUNTS FOR: 0210 CONFISCATED ASSETS	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
210415 EXPENDITURES							
210415 000070 STATE ADVERTISING	2,000	0	2,000	.00	.00	2,000.00	.0%
210415 000120 STATE TRAINING EXP	18,000	0	18,000	.00	.00	18,000.00	.0%
210415 000370 STATE COURT COSTS	12,500	0	12,500	500.50	.00	11,999.50	4.0%
210415 001990 JUSTI MISCELLANEOU	1,000	0	1,000	.00	.00	1,000.00	.0%
210415 001990 STATE MISCELLANEOU	7,500	0	7,500	.00	.00	7,000.00	.0%
210415 001990 TREAS MISCELLANEOU	500	0	500	.00	.00	500.00	.0%
210415 021910 STATE COMMUNICATIO	27,000	0	27,000	.00	.00	27,000.00	.0%
210415 021910 TREAS COMMUNICATIO	500	0	500	.00	.00	500.00	.0%
210415 039980 JUSTI CAPITAL OUTL	19,000	0	19,000	.00	.00	19,000.00	.0%
210415 039980 STATE CAPITAL OUTL	4,300	0	4,300	.00	.00	4,300.00	.0%
210415 039980 TREAS CAPITAL OUTL	19,200	0	19,200	.00	.00	19,200.00	.0%
TOTAL EXPENDITURES	111,000	0	111,000	500.50	.00	110,499.50	.5%
TOTAL CONFISCATED ASSETS	0	0	0	-4,754.50	.00	4,754.50	100.0%
TOTAL REVENUES	-111,000	0	-111,000	-5,255.00	.00	-105,745.00	
TOTAL EXPENSES	111,000	0	111,000	500.50	.00	110,499.50	

FOR 2021 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	-4,754.50	.00	4,754.50	100.0%

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FOR 2021 99

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0370 CAPITAL ACQUISITION FUND							
370005 EXPENDITURES							
370005 039990 CAPITAL OUTLAY	800,000	0	800,000	.00	.00	800,000.00	.0%
370005 039990 414 CAPITAL OUTLAY	0	0	0	10,906.83	.00	-10,906.83	100.0%
TOTAL EXPENDITURES	800,000	0	800,000	10,906.83	.00	789,093.17	1.4%
TOTAL CAPITAL ACQUISITION FUND	800,000	0	800,000	10,906.83	.00	789,093.17	1.4%
TOTAL EXPENSES	800,000	0	800,000	10,906.83	.00	789,093.17	

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	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	800,000	0	800,000	10,906.83	.00	789,093.17	1.4%

** END OF REPORT - Generated by Martha Lopez **

DALTON POLICE DEPARTMENT
REVENUE ACCOUNT DEPOSITS
YEAR-TO-DATE

DATE	392100 392200 GAIN FROM SALES ON GOV DEALS	369097 COPIES/ CRIMINAL HIST.		369098 FALSE ALARM FEES	320505 DEFENSIVE DRIVING CLASS	MISCELLANEOUS ACCOUNT 369099:						334000 S. S. TASK FORCE OVERTIME ***	342101 DALTON PUBLIC SCHOOLS	PROPERTY DAMAGE	TOTAL DEPOSIT
		Records Unit	GEARS Reports			PARADE/ SOUND PERMITS	TAXI PERMITS	OPEN RECORDS	*	GRANT REIM. **	GRANT NAME				
JANUARY															
1/4/2021		15.00													15.00
1/5/2021		45.00		300.00			25.00								370.00
1/6/2021		60.00													60.00
1/7/2021							50.00								50.00
1/8/2021				150.00											150.00
1/11/2021		15.00		375.00			25.00								415.00
1/12/2021		30.00		325.00			25.00					300.74***			380.00
1/13/2021		30.00					25.00								55.00
1/14/2021		30.00										787.96***			30.00
1/15/2021		90.00		200.00											290.00
1/19/2021		30.00		150.00			75.00								255.00
1/20/2021		15.00	525.00				25.00								565.00
1/21/2021							25.00								25.00
1/25/2021		30.00													30.00
1/26/2021		75.00		300.00											375.00
1/27/2021		45.00													45.00
1/29/2021		30.00					50.00								80.00
1/31/2021		105.00		300.00											405.00
JANUARY TOTALS	0.00	645.00	525.00	2,100.00	0.00	0.00	325.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,595.00
												***OCTOBER \$465.70, NOVEMBER \$322.26, DECEMBER \$300.74			
JUSTICE - Federal Forfeiture Funds:				0.48		GOV DEALS SALE OF ASSETS VEHICLES		NONE		GOV DEALS SALE OF ASSETS CELL PHONES		NONE			
TREASURY - Federal Forfeiture Funds:				27,252.06											
State Drug Seizure Funds:				113,237.77											

[illegible]

Federal Forfeitures Fund

[illegible]

To: Public Safety Commission
 From: Chief Cliff Cason
 Date: February 23, 2021
 Subject: Written Directive Review

<u>Number</u>	<u>Page</u>	<u>Title/Changes</u>
4.6		<u>Search of Motor Vehicles</u>
	1	Updated Revision and re-evaluation dates Section I – Rewording Section II (A) – Rewording, new numbering
	2	(B) – Rewording, new numbering and lettering (C) – Rewording, new numbering, new item 3 (D) – Rewording, new numbering and lettering
	3	(E) – Rewording, new numbering, new item 5 (F) – Rewording
	4	(G) - Rewording
7.1		<u>Crime Scenes</u>
	1	Updated Revision and Re-evaluation dates Section II – Removed items D and E
	1-2	Section III – Rewording, new item G
	2	Section IV – Rewording, sub-item B was moved from a different part of the policy, new lettering
	3	Section V (A) – Rewording (B) – New section
	4	(C) – Rewording, new numbering, new item 4
	5	(D) – Rewording, new lettering, new sub-item f, new section 2
	6-7	(E) – Section was moved from a different part of the policy
	7-8	(F) – Section was moved from a different part of the policy
	12	Section VII – Rewording, new lettering and numbering, new sections B and C
7.9		<u>Overt Electronic Recording and Monitoring</u>
	1	Updated Revision and Re-evaluation dates Section I – Rewording Section II – Rewording
	2	Section III – Rewording
	2-5	Section IV – Rewording, new numbering
	5	Section V – Rewording, new lettering
	6	Section VI – Rewording
	7	Section VII – Rewording Section VIII – Rewording, new lettering

7.13

Polygraph Examination Procedures

1	Updated Revision and Re-evaluation dates
	Section I – Rewording
	Section II – Rewording, new item E
2-5	Section III – Rewording, new numbering and lettering
5	Section IV - Rewording

DALTON POLICE DEPARTMENT

		Effective Date January 27, 2004	Number GO04-4.6
Subject Search of Motor Vehicles			
Reference CALEA Standard – 1.2.4		Revised February 26, 2019 23, 2021	
Distribution All Personnel	Re-evaluation Date February 2021 2023		No. Pages 4

I. Policy

The ~~policy of the~~ Dalton Police Department ~~will is to~~ only conduct searches that are legal, ~~and~~ thorough, ~~and with regard for the safety of Officers, other persons, and the property involved,~~ while strictly observing the constitutional rights of drivers and other occupants. ~~Searches will only be conducted with due regard for the safety of Officers, other persons, and the property involved.~~

II. Procedures

A. Officer Safety

1. Officers ~~will~~ **shall** not search vehicles alone. At least two (2) Officers ~~will~~ **shall** be present in order to allow one (1) Officer to search and one (1) Officer to monitor vehicle occupants.
2. Officers may make all occupants exit the vehicle while interviewing or searching in order to protect their safety.

B. General Provisions for Vehicle Searches

1. ~~There are three conditions under which law enforcement Officers may search a motor vehicle. These conditions are warrant, warrantless, and consent searches.~~ Officers may conduct searches of motor vehicles with a warrant, with probable cause, or with valid consent.
2. When conducting a vehicle search, Officers ~~of the Dalton Police Department will~~ **shall**:
 - ~~a.1.~~ Obtain a search warrant, if feasible. If a warrant is used then all search warrant guidelines shall be ~~used~~ **followed**.
 - ~~b.2.~~ Request **consent from the vehicle** owner or operator ~~consent~~, if feasible.

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- ~~c.3.~~ Avoid vehicle damage, unless reasonably necessary to carry out a safe and thorough search.
- ~~d.4.~~ Search all areas of the vehicle, unless specified otherwise in the warrant or in the consent.
- ~~e.5.~~ With the exception of the items seized, leave the vehicle and its contents in the same condition as found.

C. ~~Warrant~~ Searches with a Warrant

- 1. ~~Upon probable cause,~~ If time permits, Officers ~~will~~ shall seek a search warrant, based upon probable cause, prior to conducting searches ~~execute searches~~ of all motor vehicles, including cars, trucks, buses, boats, and airplanes. ~~by means of a duly authorized search warrant.~~
- 2. The search warrant ~~will~~ shall be approved by a Supervisor prior to ~~obtaining a~~ it being presented to a judge for his / her signature.
- 3. In most cases, the motor vehicle should be towed to a secure location, such as the impound lot at the Police Services Center, to await the service of the search warrant. Vehicles stored in the impound lot shall be entered into Property and Evidence in accordance with policy GO88-4.10, Property and Evidence Policy and Procedure.

D. ~~Warrantless~~ Searches Based upon Probable Cause

- 1. If probable cause of criminal activity exists, Officers may enter a motor vehicle without a warrant or consent in order to specifically:
 - ~~a.1.~~ Examine a vehicle identification number or determine ownership of a vehicle
 - ~~b.2.~~ Remove a person from a vehicle in an emergency situation
 - ~~c.3.~~ Seize evidence or contraband that is in plain view
- ~~2.4.~~ Exigent circumstances.
 - a. The “automobile exception” to the warrant requirement demonstrates a willingness of courts to excuse the absence of a warrant when searches are required of a vehicle. To conduct a warrantless search, the Officer must have probable cause to believe the vehicle contains contraband or other ~~seizeable~~ items that may be seized and that the vehicle may be moved and the evidence or contraband will be lost if Officers take time to obtain a warrant.
 - b. A warrant is needed to search a vehicle that the Officer can legally control without fear of it being removed.

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~~3.5.~~ Search of vehicle incident to a lawful arrest

- a. Officers may search the passenger compartment following the arrest of a recent occupant when it is reasonable to believe that evidence relevant to the crime ~~of~~ for which the arrest was made might be found in the vehicle.
- b. Officers are also authorized to search the passenger compartment of a vehicle if the arrestee is unsecured and is within reach of the passenger compartment of the vehicle.
- c. Officers ~~will~~ shall not abuse ~~warrantless~~ probable cause searches and ~~will~~ shall ask permission of owners or operators before conducting a warrantless entry or search, if possible.

E. ~~Consent~~ Searches with Consent

1. Officers may conduct ~~warrantless~~ searches with or without probable cause after obtaining consent from the vehicle owner or operator.
2. The extent of a consent search may be limited to specific areas of a vehicle, depending on the terms of the consent. A person granting consent to search may limit the scope of the search or may withdraw consent at any time. This is a constitutional right of the individual.
- ~~3.2.~~ Officers conducting consent searches ~~should~~ shall make every effort to ensure the person giving consent has the legal standing to do so.
4. ~~Also,~~ Officers shall request written consent prior to any search being made. Officers shall complete the Consent Search Warning Waiver (see Appendix A) and request the person giving consent sign the waiver.
5. If contraband or other items of evidentiary value are located during the search, the Consent Search Warning Waiver shall be submitted to the Property and Evidence Section. Otherwise, the waiver shall be submitted to the Records Section.
- ~~6.1.~~ Officers searching without a warrant ~~must~~ shall include in the incident report the reasons (probable cause or other) that led to that decision. ~~and complete the Consent Search Warning waiver (see Appendix A).~~

F. Location of Vehicle Searches

1. Officers ~~of the Dalton Police Department~~ must use their discretion regarding the location of warrantless searches in order to protect ~~Officers themselves~~, the vehicle occupants, members of the general public, and potential evidence.
2. Vehicle searches may be conducted:

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- a.1. On a public way or waters or other area open to the public
- b.2. In a private area unlawfully entered by the vehicle
- c.3. In a private area lawfully entered by the vehicle

G. Search of Containers Found in a Vehicle

1. Containers may be searched ~~under~~ with a warrant, with probable cause, or with consent if:
 - a. Found within the vehicle passenger compartment
 - b. Discarded from the vehicle
2. An inventory of containers ~~will~~ shall be conducted after lawful, custodial arrests.
3. Locked containers, such as attaché cases, suitcases, and footlockers, may be opened with a warrant, probable cause, or with consent of the owner.
4. Containers should be searched at the location where the vehicle was discovered or detained if safe to do so.

This policy supersedes any policies previously issued.

BY ORDER OF

CHIEF OF POLICE

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APPENDIX A

CONSENT SEARCH WARNING

I would like your permission to search your* _____
but I hereby advise you that:

1. You have the right to refuse to allow me to search your * _____
2. Any evidence of criminal conduct that I find will be used against you in a court of law.

WAIVER

1. Do you understand each of these rights I have explained to you?
2. Understanding these rights, are you willing to allow me to search your
* _____?

Time: _____ Signature _____

Date: _____ Officer Advising Rights _____

*(insert car, house, person, etc., as applicable)

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DALTON POLICE DEPARTMENT

		Effective Date	Number
		October 1, 1998	GO89-7.1
Subject Crime Scenes			
Reference CALEA Standards – 83.2.1, 83.2.2, 83.2.3, 83.2.5, 83.2.6, 83.3.1		Revised October 22, 2019 February 23, 2021	
Distribution All Personnel	Re-evaluation Date October 2024 February 2023	No. Pages 8	

I. Policy

It is the policy of the Dalton Police Department that crime scenes be properly processed and protected from unauthorized access that might result in the contamination or destruction of vital physical evidence. Because there is only one opportunity to conduct a proper crime scene investigation, when any doubt exists regarding the actual crime that has been committed, it is in the best interest of the investigating Officer to assume that the crime is possibly the most serious offense and process the scene accordingly.

II. Definitions

- A. *Crime Scene* – A geographical location, vehicle, structure, conveyance, or combination thereof where a crime incident has been or is being committed. The crime scene can be a dynamic situational condition resulting in rapidly changing perimeters and dimensions.
- B. *Crime Scene Search* – A planned, coordinated, legal search by trained, competent law enforcement Officers to locate physical evidence or witnesses to the crime being investigated.
- C. *Evidence* – For the purpose of this policy, only physical evidence will be addressed. Physical evidence is anything tangible, having objective existence, which establishes key elements of a crime and relationships of people associated with a crime.
- ~~D. *Officer / Investigator in charge* – The Officer / Investigator that is in charge of a crime scene.~~
- ~~E. *Investigating Officer / Investigator* – The Officer / Investigator assigned to conduct the investigation of the crime.~~

III. Responsibilities

- A. The first Officer to arrive at the scene of a crime shall be responsible for protecting the scene and processing the scene where there is no serious injury or property damage. Minor crimes may only require a report.

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- B. The Criminal Investigations Division (CID) shall be responsible for processing crime scenes involving major crimes, such as homicides, rapes, crimes involving serious bodily injuries or significant property loss, or other incidents as needed. When an Investigator arrives at the crime scene, he / she is in charge of and is responsible for that scene. The Department's Crime Scene Investigator may be ~~called to a scene~~ requested to assist with processing the scene.
- C. Where probable cause for the search of a crime scene exists, the investigating Officer / Investigator is responsible for obtaining legal consent prior to a search or for obtaining a search warrant where consent cannot be legally obtained. Searches without consent or a warrant are justified in cases where exigent circumstances exist (see policy GO98-7.18, Search and Raid Procedures).
- D. The Investigator-in-charge may request assistance from the GBI any time help may be needed in properly processing complicated or major crime scenes.
- E. The investigating Officer / Investigator shall be responsible for requesting laboratory examination of evidence from the GBI crime lab.
- F. Each Investigator ~~will~~ shall ensure that during his / her tour of duty that his / her assigned vehicle is supplied with items needed to process a crime scene.
- G. All personnel shall receive training in proper evidence collection techniques prior to any assignment that requires the processing of crime scenes or collecting of evidence.

IV. **Protecting the Crime Scene**

- A. Scenes of major crimes ~~should~~ shall be secured by crime scene tape, ropes, or other boundaries. Officers may be positioned wherever necessary to assist in protecting the scene, if needed.
- B. It is the responsibility of the first responding Officer(s) to ensure that any item containing suspected DNA be protected from contamination until it can be properly collected. Suspected DNA evidence must be protected from contamination by the public, other persons at the scene, and inclement weather.
 - 1. Because extremely small samples of DNA can be used as evidence, greater attention to contamination is necessary.
 - 2. Evidence can be contaminated when DNA from another source gets mixed with DNA relevant to the case. This can happen when someone sneezes or coughs over the evidence or touches his / her mouth, nose, or other part of the face and then touches the area of the evidence containing the DNA.
 - 3. Care shall be taken to avoid cross contamination, which may occur when traveling between multiple crime scenes, moving around inside a single crime scene, or using the same personal protective equipment while collecting multiple items of evidence.

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- ~~C.B.~~ No one ~~should~~ shall be allowed into the crime scene without permission of the Officer / Investigator-in-charge or a Supervisor on scene, and then only if the individual's presence is directly needed in the case. All persons, including all first responders, entering the crime scene area ~~will~~ shall be documented on a crime scene log.
- ~~D.C.~~ Giving aid to injured persons at the scene of a crime is a matter of first priority. Officers / Investigators ~~should~~ shall note all changes to the scene of a crime ~~caused by medical and ambulance personnel~~ all first responders.
- ~~E.D.~~ Officers / Investigators shall not use any tobacco products, use restrooms, use landline phones, run water, or perform any other activities that might contaminate the crime scene or destroy valuable evidence.
- ~~F.E.~~ No object shall be moved or evidence collected until directed by the Officer / Investigator-in-charge, unless exigent circumstances exist and the evidence may be lost or contaminated.
- ~~G.F.~~ The District Attorney on call may be contacted concerning major crime scenes in order to consult about legal considerations at the scene of a crime.

V. Processing the Scene

A. General Rules

1. Evidence that might deteriorate ~~by~~ over time or be affected by the elements (rain, snow, etc.) shall be processed first.
2. All evidence shall be collected in a logical manner using a search method appropriate for the crime scene (i.e., grid, strip, point-to-point, spiral, etc.).
3. After processing the more obvious evidence, the search for and collection of additional trace evidence shall be made before dusting for fingerprints.
4. If evidence collected in the field changes possession from one member of the Department to another at any time, the transfer shall be documented in the incident report or a supplemental report.
5. ~~Elimination~~ Fingerprints ~~used for the elimination of suspects~~ and physical evidence standard samples may be collected after the above actions are completed.

B. Collection, Storage, and Transportation of Physical Evidence

1. A piece of evidence may be marked on the container or item, as appropriate, to show its original position / location.
2. A piece of evidence may be marked distinctively by the Officer / Investigator who found the particular piece of evidence so that it may be identified later.

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3. A list shall be used to inventory all items of evidence gathered at a crime scene. Each item shall be described exactly and completely on the list. The person or location from where the item was obtained, as well as the name of the Officer / Investigator collecting it shall be indicated on the list.
4. For situations in which there is a possibility of contamination, each item shall be packaged separately.
5. Smaller items collected at a crime scene shall be placed in Department-approved packaging materials for storage and transport. Larger items shall be placed in Department vehicles for storage and transport. Vehicles or similar items that have to be towed from the crime scene to the impound lot at the Police Services Center shall be accompanied by an Officer / Investigator.
6. Collected evidence shall be transported to the Police Services Center within a reasonable amount of time for submission to the Property and Evidence Section (see directive GO88-4.10, Property and Evidence Policy and Procedure).
7. Wet items or items with blood, such as clothing, bed sheets, or patches of carpet, shall be dried before being packaged. The drying chamber, located in the Property and Evidence Section, shall be used for items that will take an extended period of time to dry.

C.B. ~~Photographing and Videotaping~~ Photography, Audio, and Video Evidence

1. The ~~photographing and videotaping~~ recording of crime scenes through photography, audio, and / or video is an invaluable way to illustrate the condition of a crime scene as it existed in its original state. It shall be notated in a report if a crime scene is ~~photographed or videoed~~ recorded through photos, audio, and / or video. The report ~~should~~ shall also indicate the date the ~~photographs or videos~~ recordings were taken and the person that ~~took~~ made them.

~~2.1.~~ Photographs

- a. Officers / Investigators ~~will~~ shall evaluate each crime scene to determine the need for photographs.
- b. If an Officer / Investigator determines that the taking of photographs would be beneficial in helping to document the crime scene or evidence at a scene, the Officer / Investigator shall take photographs or arrange to have photographs taken. Some scenes may require the assistance of the ~~Department's~~ Crime Scene Investigator.
- c. All photographs shall be made in an effort to fairly and accurately depict all aspects of the crime scene. Photographs ~~should~~ shall be taken of the entire scene first and subsequent photographs taken

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as the Officer / Investigator progressively moves toward more specific aspects of the scene.

- d. Photographs should be taken before evidence is processed and collected in order to document where the evidence was found at the crime scene.
- e. After photographs have been taken, the images shall be downloaded and attached directly to the applicable case number in the Department's RMS system **and / or entered into the Property and Evidence Section.**

3.2. Videotaping Audio / Video

- a. The ~~use of videotaping~~ **recording of audio / video** is generally reserved for major crime scenes when, in the opinion of the Investigator-in-charge, **videotaping it** would be beneficial.
- b. Like photography, **videotaping the recording of audio / video** should begin by looking at the big picture and then the minute details. Videotaping ~~should~~ **shall** also be conducted before evidence is processed and collected.
- c. When **videotaping recording audio / video**, all persons that are not absolutely necessary in the crime scene area shall be removed.
- d. When **videotaping recording a video of a crime scene**, the audio ~~should~~ **may** be disabled to avoid **distracting** outside noises ~~distracting from the video.~~
- e. After **audio / video recordings** have been completed, the files shall be downloaded and attached directly to the applicable case number in the Department's RMS system **and / or saved to a storage device and entered into the Property and Evidence Section.**

- 4. **Personnel are strongly discouraged from using their personally-owned electronic equipment (cell phones, tablets, and / or audio / video equipment) for official Departmental use.**

D.G. Fingerprints

1. Latent Prints

- a. Fingerprints may be recovered from a variety of surfaces, including smooth surfaces, glass, paper, metal, plastic, and desk or counter tops.
- ~~b.2.~~ Where the possibility of latent prints exists, the Officer / Investigator-in-charge or Crime Scene Investigator should properly dust for the prints.

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- c.3- When a latent print becomes visible after dusting, the Officer, Investigator, or Crime Scene Investigator shall lift the print by using latent print lifting tape.
- d.4- The tape shall then be placed onto a fingerprint card with the back of the card notated with the date, case number, location of incident, print location, and the person's name that lifted the print.
- e.5- The Crime Scene Investigator or other properly trained personnel ~~that have received proper training~~ may also utilize other techniques and equipment to process collected evidence for latent prints.
- f.6- The Crime Scene Investigator or other properly trained personnel may utilize the Automatic Fingerprint Identification System (AFIS) equipment to submit latent prints for possible comparisons to those prints contained in known databases.

2. Fingerprinting of Persons

- a. Fingerprinting of persons not in custody (elimination prints, suspects, etc.) at the Police Services Center shall be conducted in an interview room where a duress alarm is accessible. All completed fingerprint cards shall be properly labeled and submitted to the Property and Evidence Section.
- b. Fingerprinting of a juvenile arrestee shall be performed in accordance with policy GO11-4.28, Juvenile Procedures.

E. DNA

- 1. Suspected DNA evidence shall be collected by personnel that have received proper training in the procedures for the collection and handling of such evidence. At a minimum, the training shall cover the basic collecting and packaging of DNA.
- 2. Disposable latex or nitrile gloves shall be worn when handling items containing suspected DNA or when collecting suspected DNA samples.
- 3. Items that contain suspected DNA shall be placed in paper bags or paper envelopes.
- 4. When collecting suspected DNA samples, the following procedures apply:
 - a. If the surface / stain to be swabbed is wet, use two (2) clean, sterile cotton-tipped applicators and swab the suspect area. Place the swabs into separate swab boxes. The swabs may be placed into swab boxes after either being allowed to dry or while still wet. Seal both ends of the swab boxes and initial the seals.
 - b. If the surface / stain is dry, use a clean, sterile cotton-tipped applicator, moisten the end with a sterile water ampule, then swab the suspect area. Then use a second dry, sterile cotton-tipped

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applicator in the same area that was just swabbed with the moistened swab. Place the swabs into separate swab boxes. The swabs may be placed into swab boxes after either being allowed to dry or while still wet. Seal both ends of the swab boxes and initial the seals.

- c. The following information should also be written on the outside of the swab boxes: applicable case number, suspect name (if known), location, date, and name of Officer / Investigator who collected the swab(s).
 - d. Place the swab boxes into paper evidence envelopes and seal. Swabs collected from different areas / stains should be packaged in separate evidence envelopes and submitted as separate items of evidence.
5. DNA evidence should never be placed in plastic bags. The moisture contained in the bags can damage the DNA. The collection of some DNA evidence may require specialized techniques and the expertise of the Crime Scene Investigator or other personnel that have received proper training.
 6. When transporting and storing DNA evidence, it must be kept dry and at room temperature. The evidence shall be transported in such a way that ensures proper identification and proper chain of custody.
 7. The investigating Officer / Investigator shall complete a Georgia Bureau of Investigation Evidence Submission Form for any DNA evidence that requires submission to one of the GBI accredited crime laboratories. DNA evidence shall be submitted to a GBI crime lab in accordance with policy GO88-4.10, Property and Evidence Policy and Procedure.

F. Electronic Equipment and Storage Devices

1. When criminal investigations involve the seizure of electronic equipment and other devices capable of storing data in an electronic format, such as computers, cellular phones, tablets, gaming devices, and digital cameras, the proper method of collecting and preserving hardware, software, and data files is of paramount importance.
2. Personnel shall follow these general procedures when collecting electronic equipment:
 - a. Immediately restrict access to the electronic equipment or data storage device and the surrounding area to necessary personnel.
 - b. Photograph the scene, including the device and any peripheral equipment.
 - c. Preserve the scene due to possible latent fingerprint evidence.

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- d. Search the immediate area of the electronic equipment, paying special attention to any notes, information, or passwords that the suspect may have written.
3. Personnel collecting stand-alone computers shall follow these specific procedures:
 - a. If the computer is off, DO NOT turn it on.
 - b. If the computer is on, DO NOT turn it off.
 - c. Personnel must first remove the power cord from the rear of the computer and then remove the power cord from the outlet. If a laptop computer does not turn off in this manner, then locate and remove the battery pack.
 - d. To enable accurate reassembly later, employees shall clearly label all existing connections to and from the computer.
 - e. Properly package all components and keep them away from magnets, radio transmitters, and other potentially damaging elements.
4. Personnel collecting storage media or computer software should notate the location where the item(s) was located. The item(s) must also be kept away from magnets, radio transmitters, and other potentially damaging elements.
5. Personnel collecting cell phones, tablets, digital cameras, or other handheld electronic devices shall follow these specific procedures:
 - a. If the device is off, DO NOT turn it on.
 - b. If the device is on, DO NOT turn it off. Leave the device on; powering down the device could enable a password.
 - c. Activate the device's "airplane mode," if available. This will ensure the device cannot be remotely erased.
 - d. If the device is charging, first remove the power cord from the device and then remove the power cord from the outlet.
 - e. Collect all cables and attempt to keep the device charged.
 - f. If the battery is removed, data may be lost.

~~VI. Marking / Collecting Evidence~~

- ~~A. A piece of evidence may be marked on the container or item, as appropriate, to show its original position / location.~~
- ~~_____~~

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- ~~B. A piece of evidence may be marked distinctively by the Officer / Investigator who found the particular piece of evidence so that it may be identified later.~~
- ~~C. Each item should be described exactly and completely with the corresponding case number, date, and time of collection.~~
- ~~D. Each item should be packaged separately, avoiding even the appearance of a possibility of contamination.~~
- ~~E. Wet items or items with blood, such as clothing, bed sheets, or patches of carpet, should be dried before being packaged. The drying chamber, located in the Property and Evidence section, shall be used for items that will take an extended period of time to dry.~~
- ~~F. Special Considerations:~~

- ~~1. Computer Equipment and Data Storage Devices~~

~~When criminal investigations involve the seizure of computer equipment or electronic data storage devices, the proper method of collecting and preserving hardware, software, and data files is of paramount importance.~~

- ~~a. Personnel shall follow these general procedures:~~

- ~~(1) Immediately restrict access to the computer equipment, electronic data storage device, and the surrounding area to necessary personnel.~~
- ~~(2) Photograph the scene, including the computer / device and any peripheral equipment.~~
- ~~(3) Preserve the scene due to possible latent fingerprint evidence.~~
- ~~(4) Search the immediate area of the computer / device, paying special attention to any notes, information, or passwords that the suspect may have written.~~

- ~~b. Personnel collecting stand-alone computers shall follow these specific procedures:~~

- ~~(1) If the computer is off, DO NOT turn it on.~~
- ~~(2) If the computer is on, DO NOT turn it off.~~
- ~~(3) Personnel must first remove the power cord from the rear of the computer and then remove the power cord from the outlet. If a laptop computer does not turn off in this manner, then locate and remove the battery pack.~~

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~~(4) To enable accurate reassembly later, employees shall clearly label all existing connections to and from the computer.~~

~~(5) Properly package all components and keep them away from magnets, radio transmitters, and other potentially damaging elements.~~

~~c. Personnel collecting storage media or computer software should notate the location where the item(s) was located. The item(s) must also be kept away from magnets, radio transmitters, and other potentially damaging elements.~~

~~d. Personnel collecting PDAs, cell phones, tablets, and digital cameras shall follow these specific procedures:~~

~~(1) If the device is off, DO NOT turn it on.~~

~~(2) If the device is on, DO NOT turn it off. Leave the device on; powering down the device could enable a password.~~

~~(3) Activate the device's "airplane mode," if possible. This will ensure the device cannot be remotely erased.~~

~~(4) If the device is charging, first remove the power cord from the rear of the device and then remove the power cord from the outlet.~~

~~(5) Collect all cables and attempt to keep the device charged.~~

~~(6) If the battery is removed, data may be lost.~~

~~2. DNA Evidence~~

~~a. First responder responsibilities and precautions~~

~~(1) It is the responsibility of the first responding Officer to ensure that any item containing suspected DNA be protected from contamination, until it can be properly collected. Suspected DNA evidence must be protected from contamination by the public, other persons at the scene, and inclement weather.~~

~~(2) Because extremely small samples of DNA can be used as evidence, greater attention to contamination is necessary.~~

~~(3) Evidence can be contaminated when DNA from another source gets mixed with DNA relevant to the case. This can happen when someone sneezes or coughs over the evidence or touches his / her mouth, nose, or other part of the face and then touches the area of the evidence containing the DNA.~~

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~~b. Collection, storage, and transportation~~

~~(1) Suspected DNA evidence shall be collected by personnel that have received proper training in the procedures for the collection and handling of such evidence. At a minimum the training will cover the basic collecting and packaging of DNA. Disposable latex or nitrile gloves shall be worn when handling items containing suspected DNA or when collecting suspected DNA samples. Items that contain suspected DNA shall be placed in paper bags or paper envelopes. When collecting suspected DNA samples, the following procedures apply:~~

~~(a) If the surface / stain to be swabbed is wet, use two (2) clean, sterile cotton-tipped applicators and swab the suspect area. Place the swabs into separate swab boxes. The swabs may be placed into swab boxes after either being allowed to dry or while still wet. Seal both ends of the swab boxes and initial the seals.~~

~~(b) If the surface / stain is dry, use a clean, sterile cotton-tipped applicator, moisten the end with a sterile water ampule, then swab the suspect area. Then use a second dry, sterile cotton-tipped applicator in the same area that was just swabbed with the moistened swab. Place the swabs into separate swab boxes. The swabs may be placed into swab boxes after either being allowed to dry or while still wet. Seal both ends of the swab boxes and initial the seals.~~

~~(c) The following information should also be written on the outside of the swab boxes: applicable case number, suspect name (if known), location, date, and name of Officer / Investigator who collected the swab(s).~~

~~(d) Place the swab boxes into paper evidence envelopes and seal. Swabs collected from different areas / stains should be packaged in separate evidence envelopes and submitted as separate items of evidence.~~

~~(2) DNA evidence should never be placed in plastic bags. The moisture contained in the bags can damage the DNA. The collection of some DNA evidence may require specialized techniques and the expertise of the Department's Crime~~

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~~Scene Investigator or other personnel that have received proper training.~~

~~(3) When transporting and storing DNA evidence, it must be kept dry and at room temperature. The evidence must be transported in such a way that ensures proper identification and proper chain of custody.~~

~~c. Submission to the Crime Lab~~

~~The investigating Officer / Investigator shall complete a Georgia Bureau of Investigation Evidence Submission Form for any DNA evidence that requires submission to one of the GBI accredited crime laboratories. DNA evidence shall be submitted to a GBI crime lab in accordance with policy GO88-4.10, Property and Evidence Policy and Procedure.~~

VI. **Collection of Known Source Material**

When available, materials and substances shall be collected from a known source for submission to the GBI crime lab for comparison with other physical evidence submitted. Examples include hairs, fibers, paint, glass, wood, soil, tool marks, etc.

VII. **Reporting**

A. A report shall be prepared by the Officer / Investigator who processes a crime / traffic collision scene. The report ~~should~~ **shall** include:

- ~~1.A.~~ Date and time of arrival
- ~~2.B.~~ Location of the crime or traffic collision
- ~~3.C.~~ Name of the victim(s) and suspect(s), if **any known**
- ~~4.D.~~ Actions taken at the scene, including a list of all physical evidence recovered
- ~~5.E.~~ Case number and name of investigating Officer
- ~~6.F.~~ Disposition of physical evidence
- ~~7.G.~~ Crime scene measurement information, if any

B. Any Officer / Investigator that locates, collects, transports, or packages evidence shall detail their actions and observations in an incident / supplemental report.

C. The Crime Scene Investigator or other properly trained personnel that conducts forensic examinations of physical evidence shall complete a supplemental report detailing the type of examination conducted, the results of the examination, and the status of the evidence after the examination. Types of forensic examinations conducted on physical evidence include:

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1. Downloading, copying, or extracting data from electronic equipment or storage devices.
2. Utilizing chemical reactions to reveal the presence of latent prints.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

RESTRICTED LAW ENFORCEMENT DATA

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DALTON POLICE DEPARTMENT

		Effective Date February 24, 2004	Number GO03-7.9
Subject Overt Electronic Recording and Monitoring			
Reference CALEA Standard – 41.3.8		Revised January 26, 2019 February 23, 2021	
Distribution All Personnel	Re-evaluation Date February 2021 February 2023		No. Pages 7

I. Policy

It is the policy of the Dalton Police Department ~~that to routinely utilize overt electronic recording equipment and monitoring techniques mobile video / audio recording equipment in patrol vehicles be routinely used~~ for the purposes of collecting evidence, which could be used in prosecuting those who violate the law, ~~to evaluating an~~ Officers' performance, and ~~as producing training material aid. Other overt electronic surveillance techniques and equipment will be used whenever reasonably necessary to deter crime and provide a record of events that might be used as evidence in a criminal case.~~

II. Definitions

- A. **Covert** – An electronic device is covert when it is hidden from normal view or otherwise secreted away and at least one of the individuals to be recorded has a reasonable expectation of privacy. Examples of covert recording devices are body recorders or transmitters, ~~miniature closed circuit television [CCTV]~~, or parabolic microphones. For Department guidelines on covert surveillance, see **policy** GO03-7.8, Covert Electronic Recording and Monitoring.
- B. **Overt surveillance** – ~~Is the use of electronic or photographic equipment that~~ **An electronic device is overt when it** is not hidden from general view, regardless of whether or not the **suspect person being recorded** actually sees the monitoring device or knows of its existence. Examples of overt surveillance devices include:
 - 1. Audio / video recording equipment mounted in interview rooms, hallways, parking lots, waiting rooms, etc.
 - 2. Recording devices used openly and in a non-concealed manner
 - 3. Audio / video recording equipment mounted in a patrol car
 - 4. ~~Use of~~ Handheld video cameras
- C. **No or low expectation of privacy** – In some instances persons have no or a low expectation of privacy to include, but not limited to:

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1. Officers recording telephone conversations where they are a party to the conversation
2. Officers recording face-to-face conversations where they are a party to the conversation
3. Recording information at a crime scene
4. Monitoring and recording public hallways, elevators, and rooms (~~less except~~ restrooms) of a public building, including ~~Department facilities~~ the Police Services Center
5. Monitoring and recording sobriety tests
6. Recording of voluntary statements made by victims, witnesses, or suspects
7. Recording routine traffic stops with portable or fixed recording equipment

III. **Objectives** ~~Audio Recorders (AR) and / or Video Recorders (VR)~~

- A. AR and / or VR allow for accurate documentation of statements made during police-public contacts, arrests, and critical incidents. They also serve to enhance the accuracy of Officer reports and testimony in court.
- B. Audio and / or video recordings also enhance ~~this agency's~~ the Department's ability to review probable cause for arrests, Officer and suspect interactions, evidence for investigative and prosecutorial purposes, and to provide additional information for Officer evaluations and training.
- C. AR and / or VR may also be useful in documenting crime and accident scenes or other events to include the confiscation and documentation of evidence or contraband.

IV. **Procedures**

- A. Use of Recording Equipment, General
 1. Officers may utilize during both routine and special investigation overt recording equipment when the recording equipment is generally in view or when there is no or a low expectation of privacy.
 2. Overt recording equipment utilized by Officers ~~will~~ shall be issued by the Department and / or approved by the Chief of Police or his / her designee. Such overt recording equipment may include:
 - a. Handheld audio recorders
 - b. Handheld video recorders
 - c. Video cameras mounted in Department hallways, interview rooms, and assembly areas

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- d. Mobile audio / video recording equipment installed in patrol cars
 - e. Body worn cameras
3. All criminal investigation interviews and interrogations conducted at the Police Services Center ~~will~~ shall be recorded utilizing the equipment installed in the interview rooms.
 4. Officers should record interviews or interrogations by audio and / or video when they are conducted away from the Police Services Center.
 5. Officers shall note in incident, arrest, and related reports when audio and / or video recordings were made during the incident in question.
 6. Officers may carry and use Department-issued audio recorders. These devices have many administrative uses including note taking, dictating reports, or recording accident details. When using devices for these type situations, Officers may use their own discretion regarding retaining audio recordings. If the recording can be used as criminal evidence, the recording ~~will~~ shall be saved and secured as any other evidence. Otherwise, the recording may be erased or deleted after one (1) week.
 7. For Department guidelines on body worn cameras, see [policy](#) GO15-7.24, Body Worn Cameras.
 8. Equipment malfunctions shall be brought to the attention of the Officer's supervisor as soon as possible so that a replacement unit may be procured.
- B. Use of In-car Mobile Video / Audio Recording Equipment (MVR)
1. Before Officers are allowed to use the MVR, they ~~will~~ shall receive training on the operation and use of the MVR while they are in the ~~Police Field~~ Training Officer Program or when assigned a ~~vehicle with a different~~ new type of system.
 2. MVR equipment is the responsibility of the Officer assigned to that vehicle and ~~will~~ shall be maintained according to vendor / manufacturer's recommendations.
 3. Prior to each watch, Officers shall determine that their MVR equipment is working properly and shall bring any problems at this or other times to the attention of their immediate Supervisor as soon as possible. If the problem cannot be resolved, a work order ~~will~~ shall be filled out and the vehicle downed ~~during day watch hours~~ so the mechanic can check the problem. If the ~~shop fleet~~ mechanic cannot resolve the problem, he ~~will~~ shall call the vendor to repair the MVR.
 4. MVR equipment will automatically activate when the vehicle's emergency warning devices are in operation. The equipment may be deactivated

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manually during non-enforcement activities, such as protecting accident scenes from other vehicular traffic.

5. Officers ~~will~~ shall ensure that the MVR equipment is operating in order to record traffic stops or other enforcement actions. ~~He / she is to~~ Officers shall ensure that:
 - a. The video recorder camera is positioned and adjusted to record.
 - b. The MVR is not deactivated until the enforcement action is completed.
 - c. The wireless microphone is activated to provide narration with the video recording.
6. Officers ~~will~~ shall also ensure that the MVR equipment is recording when the vehicle is being driven with its emergency equipment activated.
- ~~7.6.~~ Officers shall not erase, reuse, or in any manner alter MVR ~~DVD's~~ recordings or storage devices, except in accordance with this policy.
- ~~8.7.~~ An Officer ~~will receive a new DVD on the first work day of the year from his / her Supervisor and will~~ shall request a case number from the Whitfield County 911 Center on his / her first work day of the year. This case number shall be used for all MVR submissions during the year. ~~The Officer will write the MVR case number on the DVD label. Once the DVD is full, an incident report shall be completed and the DVD will be turned in to the Dalton Police Department Property and Evidence Unit. For subsequent DVDs completed in the same year, the same MVR case number will be used. When turning the DVD into the Property and Evidence Unit, the item number on the Property and Evidence submission form will be the next number in numerical sequence from the item number on the last DVD turned in with that case number.~~ Officers shall reference the MVR case number in the narrative of any relevant incident, accident, citation, or other report in order to retrieve the DVD recording for use in court or training.
- ~~9.8.~~ For systems utilizing USB drives, Officers shall remove the USB device and ~~download the data onto a DVD~~ submit it to their Supervisor for downloading and recording onto a DVD. The DVD ~~will~~ shall then be entered into evidence using the ~~same procedures as other MVR DVD recordings~~ Officer's assigned case number.
- ~~10.9.~~ Officers are encouraged to inform their Supervisors of any ~~video sequences~~ recordings that may have a value for training or might provide a better tactic for other Officers to use.
- ~~11.10.~~ Officers shall only use ~~DVD's~~ data storage devices that are approved by the Department.
- ~~12.11.~~ Officers are encouraged to use the MVR equipment during traffic crash investigations, especially when speaking with witnesses and drivers.

RESTRICTED LAW ENFORCEMENT DATA

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Officers are also encouraged to use the MVR equipment when, at the discretion of the Officer, the recording of events may assist in future investigations, such as recording the actions of victims, witnesses, and suspects during field interviews.

- ~~13.12.~~ Any data captured by an MVR may be used during criminal or legal processes if the data meets required legal guidelines. All data captured by a MVR is the property of the Dalton Police Department and can be used in administrative reviews and functions.

C. Restrictions on using Audio / Video Recorders and MVRs

1. ARs, VRs, and MVRs shall only be used in conjunction with official duties, primarily including, but not limited to, the investigation of crime or other violations of the law. Officers may not activate the ~~AR's or MVR's~~ recording device to surreptitiously record:
 - ~~a.1.~~ Communications with other ~~police~~ Department personnel without the permission of the Chief of Police or his / her designee
 - ~~b.2.~~ Conversations that concern matters over which the person being recorded would have a reasonable expectation of privacy,
2. This policy does not govern the use of surreptitious recording devices used in undercover operations.

V. **Recording Control and Management**

- A. The security of a recording is the responsibility of the Officer maintaining the recording.
- ~~B.A.~~ ~~Used~~ DVDs, CDs, or other items used for storing recordings shall be marked by the Officer with his / her name, case number, and the date or dates of use and then entered into the ~~Dalton Police Department~~ Property and Evidence Section.
- ~~C.B.~~ All recordings containing information that may be of value for case prosecution in any criminal or civil adversarial proceeding shall be safeguarded in the same manner as other forms of evidence.
- ~~D.C.~~ Audio recordings on a digital recording device that contain information that may be of value for a criminal and / or civil cases ~~will~~ shall be downloaded to a Department computer, and the file may be saved to a compact digital disk (CD). The CD ~~will~~ shall then be safeguarded in the same manner as other forms of evidence.
- ~~E.D.~~ Data shall be stored in compliance with O.C.G.A. 50-18-96.
- ~~F.E.~~ Video recordings from ~~law-enforcement~~ body-worn ~~devices~~ cameras or ~~vehicle cameras~~ MVRs shall be retained for 180 days from the date of such recording unless the recording is part of a criminal investigation, shows a vehicular accident, shows the detainment or arrest of an individual, or shows an ~~law-enforcement~~

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Officer's use of force. For those events, the recordings ~~it~~ shall be retained for a minimum of thirty (30) months from the date of such recording.

~~G.F.~~ MVR DVDs or CDs used to store recordings shall not be reissued for operational use. ~~unless completely erased by the Dalton Police Department Property and Evidence Custodian.~~

~~H.G.~~ Requests for copies by other law enforcement agencies:

1. A request for copies should be in writing to the Property and Evidence ~~Custodian~~ Technician or the Chief of Police or his / her designee.
2. The request is to be signed by a law enforcement official of the requesting agency.
3. The duplicate recordings are furnished to the requesting agency for the express use of the requestor and further duplication or distribution without the express written consent of the ~~Dalton Police Department~~ Chief of Police or his / her designee is prohibited.

~~I.H.~~ Requests for copies by others not associated with law enforcement:

1. A request must be a court subpoena or made through the Georgia Open Records Act (O.C.G.A.) 50-18-70 through 50-18-76.
2. The request is accompanied by a fee not to exceed the amount specified in the Georgia Open Records Act and paid to the Records ~~Unit~~ Section.
3. The requesting entity cannot further duplicate or distribute the recordings without the express written consent of the ~~Dalton Police Department~~ Chief of Police or his / her designee.

VI. Supervisory Responsibilities

- A. ~~Supervisory personnel~~ Supervisors shall ensure that personnel equipped with or responsible for AR / VR devices utilize them in accordance with the policy and procedures defined herein.
- B. Nothing in this policy prohibits a Supervisor from taking custody of recordings which may require a Supervisory review or Professional Standards Unit investigation.
- C. Quarterly, the Professional Standards Unit ~~will~~ shall review at least five (5) MVR DVDs at random to determine compliance with policy and training. The Professional Standards Unit ~~will~~ shall submit a memorandum to the Chief of Police and the Patrol Division Commander indicating:
 1. The recordings that were reviewed
 2. The name of the Officers reviewed

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3. A description of any policy violations, rudeness, or training needs associated with the recordings

VII. **Recording of Radio Transmissions and Telephone Lines**

- A. All incoming and outgoing telephone calls to and from ~~communications~~ the Whitfield County 911 Center's main numbers and the 911 emergency lines are recorded.
- B. These lines are accessible twenty-four (24) hours a day for calls for service.
- C. All radio transmissions on the ~~Dalton Police~~ Department's priority frequency are recorded.
- D. The Whitfield County 911 Center ~~Director will~~ is responsible for maintaining all telephone and radio recordings. Recordings may be reviewed at the request of a Supervisor. Copies of particular segments can be obtained by memo request through a Supervisor. The Supervisor ~~will~~ shall forward the approved request to the Whitfield County 911 Center's Administrative Assistant ~~Director~~.

VIII. **Security**

- A. A video monitoring system records events at key locations inside and outside the Police Services Center building complex. ~~Video monitors and~~ The recording systems ~~are housed~~ can be accessed in person in the server room in the Records unit Section or virtually by remote connection.
- ~~B.A.~~ The video monitoring system ~~shall be inspected at least weekly by MIS personnel~~ is maintained by the City's I.T. Department to ensure proper operation and storage of recordings. Recorded video is maintained for six (6) months.
- ~~C.B.~~ Any malfunction of the video monitoring system shall be reported immediately to the Support Services Division Commander and the appropriate repair scheduled immediately.

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BY ORDER OF

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DALTON POLICE DEPARTMENT

		Effective Date May 1, 1998	Number GO95-7.13
Subject Polygraph Examination Procedures			
Reference CALEA Standards – 42.2.5, 42.2.8		Revised February 26, 2019 February 23, 2021	
Distribution All Personnel	Re-evaluation Date February 2021 February 2023		No. Pages 5

I. Policy

It is the policy of the Dalton Police Department to utilize professional, ethical, and evidence-based detection of deception practices through the use of polygraph as a supplement to criminal and background investigations. ~~maintain the highest level of criminal and background investigations. This directive is to establish procedures for polygraph examinations. The polygraph examination will be used as a supplement to the criminal investigation, but not as a substitute for sound investigative practices.~~

II. Administration

- A. The polygraph ~~section~~ function of the ~~Dalton Police~~ Department shall fall under the direct supervision of the Division Commander of the division to which they ~~personnel~~ are assigned.
- B. Personnel assigned as polygraph examiners shall have successfully completed a basic course of polygraph instruction at a polygraph school accredited by the American Polygraph Association and shall meet all requirements set forth by the American Polygraph Association.
- C. Examiners ~~must~~ shall conduct their official duties in a manner which reflects the highest standards of ethical conduct as a polygraph examiner and peace officer.
- D. The function of the polygraph examiner is to gather all facts concerning the details of the examination in both pre-employment and specific issue exams.
- E. The examiner shall perform the following activities as part of conducting an examination:
 - 1. Review all facts and all questions to be asked with the examinee prior to the examination ~~and all questions to be asked~~
 - 2. Record chart tracings and interpret the results of the examination
 - 3. Advise the examinee of the results

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4. Generate and maintain all required documents concerning the examination

III. Operational Procedures

- A. There are two types of polygraph examinations; issue examinations and pre-employment examinations.
 1. The issue examination is an examination of specific facts of a criminal investigation and / or internal administrative investigation.
 2. The pre-employment examination is an examination of stated background facts and general questions to determine if a prospective applicant would be suitable for employment.
- B. Appointments
 1. Appointments ~~for examinations shall will~~ be scheduled with the polygraph examiner or examiner's designee. Priorities ~~will shall~~ be established based upon the seriousness of the crime / incident involved.
 2. The most likely suspects of a ~~criminal~~ investigation ~~will shall~~ be polygraphed first.
 3. The polygraph examination ~~will shall~~ not be used as a substitute for a thorough investigation.
 4. The polygraph examination ~~will shall~~ not be used unethically or contrary to constitutional procedures.
 5. Documentation of details of the crime / incident, including the initial reports, etc., should be provided to the examiner at the time of scheduling. Known pertinent information ~~should shall~~ not be withheld from the examiner.
 6. No less than three (3) hours ~~will shall~~ be scheduled for any ~~criminal issue-specific examination or two (2) hours for any pre-employment or applicant-type application examination.~~
 7. Recognizing the possible detrimental effect of examiner fatigue upon accuracy, routinely there ~~will shall~~ be no more than two (2) ~~issue-specific type~~ examinations ~~and /~~ or three (3) pre-employment examinations within the course of any duty day, with some exceptions based on the examiner's independent evaluation of the circumstances.
- C. Examination Procedures
 1. In the absence of physical evidence and / or witnesses, which contradict the allegations, the suspect should be asked to submit to an examination ~~before~~ ~~prior to asking~~ the victim in the case. The victim shall not be scheduled for an examination if adequate physical evidence exists to support the allegations.

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Exception: In the event a citizen or an employee of the ~~Dalton Police~~ Department makes an allegation of misconduct against another employee, or there is not adequate evidence to support the allegation, the accuser ~~will~~ **shall** be asked to submit to the examination before the accused employee.

2. In the event an employee ~~of the Dalton Police Department~~ becomes involved as a suspect or witness in a criminal investigation, he / she ~~will~~ **shall** be treated in the same manner as any ~~citizen~~ **other suspect or witness**.
3. No employee ~~of the Dalton Police Department~~ ~~will~~ **shall** be scheduled for an examination without first informing the Chief of Police or his / her designee.
4. Persons under the age of seventeen (17) ~~will~~ **shall** not be scheduled for an examination until consent is obtained from the individual's parent or legal guardian or by court order.
5. ~~It is the policy of~~ The ~~Dalton Police~~ Department ~~to~~ **provides** assistance to other governmental agencies **by conducting polygraph examinations**, provided these examinations are of a criminal nature. Pre-employment polygraphs may be conducted for other public safety agencies with the specific permission of the Chief of Police.
6. Examinations scheduled for other agencies ~~will~~ **shall** be scheduled on a time availability basis, and the needs of the ~~Dalton Police~~ Department must take priority.
7. All examinations ~~will~~ **shall** be recorded.

D. Pre-Examination Preparation

1. Prior to the examination, the polygraph examiner ~~will~~ **shall** review all existing reports and statements pertinent to the issue under investigation and, along with Investigators, ~~will~~ **shall** formulate exam questions.
2. It ~~will~~ **shall** be the responsibility of the examiner to prepare all necessary and / or required waivers or consent forms, except the polygraph stipulation for admissibility form. This form ~~will~~ **shall** be the responsibility of the investigating Officer.
3. Upon first contact between the examiner and the examinee, the examiner ~~will~~ **shall** explain to the examinee all required waivers and consent forms.
4. The examiner ~~will~~ **shall** advise the examinee of the procedures which will be followed during the examination, step by step, in chronological order. The polygraph instrument and its attachments and functions ~~will~~ **shall** be explained in a manner understandable by the examinee. The theory of polygraph ~~will~~ **shall** also be discussed in this manner.
5. Personal data ~~to~~ **that** adequately identifies the examinee ~~will~~ **shall** be obtained and recorded in writing.

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6. The examinee ~~will~~ shall be queried concerning recent or ongoing health problems, ~~and~~ general physical conditions, and ~~also~~ the examinee's ~~regard to~~ use of medicines, drugs, or alcohol during a recent period preceding the examination.
7. The examiner shall not proceed with the examination if he / she has reason to believe the process could be detrimental to the physical well-being of the examinee without first obtaining the advice of a competent medical authority. It shall be the examiner's responsibility to make the final decision as to the examinee's suitability for polygraph testing.
8. The issue under investigation ~~will~~ shall be discussed in detail with the examinee. During this discussion, the questions to be asked on the examination ~~will~~ shall be ~~discussed~~ reviewed with the examinee. No questions ~~will~~ shall be asked during the examination which have not been discussed and reviewed by the examinee.
9. The questions on the examination ~~will~~ shall be relevant to the specific area of focus of the investigation. The polygraph ~~will~~ shall not be a "fishing expedition" to develop information in areas that are not the focus of the investigation.

E. Polygraph Room Procedures

1. When the polygraph room is utilized, the following procedures shall be followed:
 - ~~a.1.~~ The polygraph examiner shall maintain control of his / her Departmentally-approved weapon in an authorized holster.
 - ~~b.2.~~ Prior to usage, the polygraph room shall be searched for weapons and / or contraband.
 - ~~c.3.~~ If the interview or interrogation involves an individual that is already in custody:
 - (1)~~a.~~ The arrestee shall be searched prior to entering the polygraph room.
 - (2)~~b.~~ Handcuffs and / or ankle restraints may be removed at the discretion of the polygraph examiner.
 - ~~d.4.~~ Typically, the polygraph examiner and examinee are the only persons permitted in the polygraph room while the polygraph test is being administered. Other personnel, such as translators, may be needed in the room to conduct the examination.
 - ~~e.5.~~ The polygraph examiner may summon for assistance by activating the duress button mounted on the wall of the polygraph room.

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~~f.6.~~ The polygraph room shall be equipped with the polygraph equipment, a small table / desk, and enough chairs to accommodate the occupants.

~~2.7.~~ The examinee shall be afforded an opportunity to address his / her personal needs before taking the polygraph test. During a break in the process, if the examinee wishes to utilize the facilities (restrooms, water, etc.) ~~they he~~ / ~~she~~ shall be escorted by the examiner at all times within any secured area of the Police ~~Department~~ Services Center.

IV. **Post-test Activities**

- A. The examinee ~~will~~ ~~shall~~ be advised of the examiner's opinion resulting from the evaluation of the charts obtained.
- B. If the resulting opinion is one of deception, the examinee ~~will~~ ~~shall~~ be given the opportunity to explain the recorded reactions indicating deception. Absent any feasible explanation, interview techniques ~~will~~ ~~shall~~ be employed in an effort to arrive at the truth of the issue addressed by the examination.
- C. A report ~~will~~ ~~shall~~ be prepared for each examination conducted by the ~~Dalton Police~~ Department and ~~will~~ ~~shall~~ be disseminated to the authority requesting the examination and / or the examinee upon request. No other dissemination ~~will~~ ~~shall~~ be made, except as required by law.
- D. It shall be the responsibility of the polygraph examiner to maintain a file in a manner that provides security and protects the confidentiality of all reports, records, documents, and recordings obtained during the course of an examination. These records ~~will~~ ~~shall~~ be held for a period of not less than three (3) years, as required by law. After such time, these may ~~continue to~~ be held or subject to be destroyed.
- E. Information obtained that would exclude an examinee from taking the test, which is covered under the American Disability Act, cannot be disseminated to anyone. This information is confidential and ~~will~~ ~~shall~~ be maintained by the polygraph examiner.

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BY ORDER OF

CHIEF OF POLICE

RESTRICTED LAW ENFORCEMENT DATA

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Dalton Fire Department

Dalton, GA

This report was generated on 2/16/2021 9:21:46 AM



Incident Statistics

Start Date: 01/01/2021 | End Date: 01/31/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		199	
FIRE		86	
TOTAL		285	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$317,650.00		\$115,050.00	
CO CHECKS			
424 - Carbon monoxide incident		1	
TOTAL		1	
MUTUAL AID			
Aid Type		Total	
Aid Given		24	
Aid Received		2	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
53		18.6	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1	0:04:41	0:04:20	
Station 2	0:05:09	0:04:21	
Station 3	0:04:58	0:05:26	
Station 4	0:04:44	0:06:54	
Station 5	0:05:32	0:05:34	
AVERAGE FOR ALL CALLS		0:04:56	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1	0:01:52	0:01:24	
Station 2	0:01:17	0:01:15	
Station 3	0:01:22	0:01:49	
Station 4	0:01:27	0:01:55	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

Station 5	0:00:56	0:01:31
AVERAGE FOR ALL CALLS		0:01:33
AGENCY	AVERAGE TIME ON SCENE (MM:SS)	
Dalton Fire Department	20:49	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

Dalton Fire Department

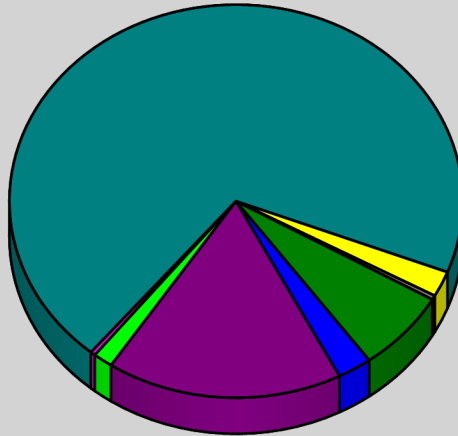
Dalton, GA

This report was generated on 2/16/2021 9:23:16 AM



Major Incident Types by Month for Date Range

Start Date: 01/01/2021 | End Date: 01/31/2021



False Alarm & False Call	Hazardous Condition (No Fire)	Service Call
Fire	Overpressure Rupture, Explosion, Overheat(no fire)	Special Incident Type
Good Intent Call	Rescue & Emergency Medical Service Incident	

INCIDENT TYPE	JAN	TOTAL
False Alarm & False Call	19	19
Fire	7	7
Good Intent Call	48	48
Hazardous Condition (No Fire)	4	4
Overpressure Rupture, Explosion, Overheat(no fire)	1	1
Rescue & Emergency Medical Service Incident	199	199
Service Call	6	6
Special Incident Type	1	1
Total	285	285

Only REVIEWED incidents included



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Dalton Fire Department

Dalton, GA

This report was generated on 2/16/2021 9:24:25 AM



Incident Type Count per Station for Date Range

Start Date: 01/01/2021 | End Date: 01/31/2021

INCIDENT TYPE	# INCIDENTS
Station: 1 - STATION 1	
111 - Building fire	3
311 - Medical assist, assist EMS crew	75
321 - EMS call, excluding vehicle accident with injury	1
322 - Motor vehicle accident with injuries	2
324 - Motor vehicle accident with no injuries.	4
445 - Arcing, shorted electrical equipment	1
500 - Service Call, other	1
542 - Animal rescue	1
551 - Assist police or other governmental agency	1
552 - Police matter	1
611 - Dispatched & cancelled en route	10
622 - No incident found on arrival at dispatch address	2
651 - Smoke scare, odor of smoke	2
715 - Local alarm system, malicious false alarm	1
735 - Alarm system sounded due to malfunction	1
744 - Detector activation, no fire - unintentional	4
745 - Alarm system activation, no fire - unintentional	2
911 - Citizen complaint	1

Incidents for 1 - Station 1:

113

Station: 2 - STATION 2	
131 - Passenger vehicle fire	1
311 - Medical assist, assist EMS crew	24
322 - Motor vehicle accident with injuries	2
324 - Motor vehicle accident with no injuries.	1
554 - Assist invalid	1
611 - Dispatched & cancelled en route	8
733 - Smoke detector activation due to malfunction	2
735 - Alarm system sounded due to malfunction	1
745 - Alarm system activation, no fire - unintentional	1

Incidents for 2 - Station 2:

41

Station: 3 - STATION 3	
113 - Cooking fire, confined to container	1
142 - Brush or brush-and-grass mixture fire	1
251 - Excessive heat, scorch burns with no ignition	1

Only REVIEWED incidents included.



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INCIDENT TYPE	# INCIDENTS
311 - Medical assist, assist EMS crew	30
322 - Motor vehicle accident with injuries	8
324 - Motor vehicle accident with no injuries.	5
445 - Arcing, shorted electrical equipment	1
531 - Smoke or odor removal	1
611 - Dispatched & cancelled en route	11
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	2
652 - Steam, vapor, fog or dust thought to be smoke	1
741 - Sprinkler activation, no fire - unintentional	1
744 - Detector activation, no fire - unintentional	2

Incidents for 3 - Station 3:

66

Station: 4 - STATION 4

130 - Mobile property (vehicle) fire, other	1
311 - Medical assist, assist EMS crew	25
322 - Motor vehicle accident with injuries	2
324 - Motor vehicle accident with no injuries.	2
352 - Extrication of victim(s) from vehicle	1
424 - Carbon monoxide incident	1
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	1
733 - Smoke detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	2

Incidents for 4 - Station 4:

38

Station: 5 - STATION 5

311 - Medical assist, assist EMS crew	13
322 - Motor vehicle accident with injuries	2
324 - Motor vehicle accident with no injuries.	2
411 - Gasoline or other flammable liquid spill	1
611 - Dispatched & cancelled en route	7
622 - No incident found on arrival at dispatch address	1
745 - Alarm system activation, no fire - unintentional	1

Incidents for 5 - Station 5:

27

Only REVIEWED incidents included.



Dalton Fire Department

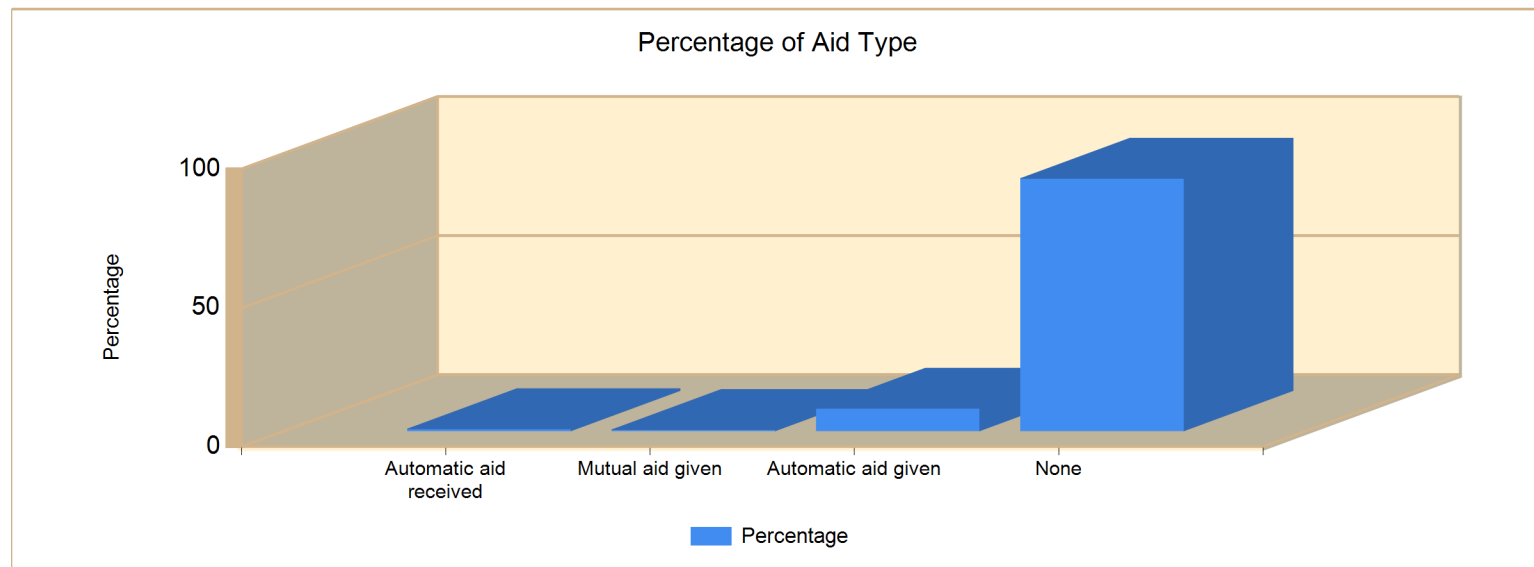
Dalton, GA

This report was generated on 2/16/2021 9:25:07 AM



Count of Aid Given and Received for Incidents for Date Range

Start Date: 01/01/2021 | End Date: 01/31/2021



AID TYPE	TOTAL	% of TOTAL
Automatic aid received	2	0.7%
Mutual aid given	1	0.4%
Automatic aid given	23	8.1%
None	259	90.9%

Only REVIEWED incidents included



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Dalton Fire Department

Dalton, GA

This report was generated on 2/16/2021 9:21:46 AM



Incident Statistics

Start Date: 01/01/2021 | End Date: 01/31/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		199	
FIRE		86	
TOTAL		285	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$317,650.00		\$115,050.00	
CO CHECKS			
424 - Carbon monoxide incident		1	
TOTAL		1	
MUTUAL AID			
Aid Type		Total	
Aid Given		24	
Aid Received		2	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
53		18.6	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1	0:04:41	0:04:20	
Station 2	0:05:09	0:04:21	
Station 3	0:04:58	0:05:26	
Station 4	0:04:44	0:06:54	
Station 5	0:05:32	0:05:34	
AVERAGE FOR ALL CALLS		0:04:56	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1	0:01:52	0:01:24	
Station 2	0:01:17	0:01:15	
Station 3	0:01:22	0:01:49	
Station 4	0:01:27	0:01:55	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

Station 5	0:00:56	0:01:31
AVERAGE FOR ALL CALLS		0:01:33
AGENCY	AVERAGE TIME ON SCENE (MM:SS)	
Dalton Fire Department	20:49	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

Training Division Monthly Report

January 2021

Overview

All suppression personnel attended a 4-hour Traffic Incident Management Responder Training Program delivered by Atkins Global. Annual CPR/AED refresher training was conducted for all personnel. The Civil Air Patrol, in conjunction with Dalton Municipal Airport, delivered a course on aircraft hazards and emergencies to both Dalton and Whitfield County Fire Departments. Monthly training included territory familiarization, pre-fire training, core competency check-offs, special operations training, and company level drills chosen by company officers. Training hours during the month of January totaled 2,518.

Outside Schools

1 firefighter attended Handling Flammable & Combustible Liquids Incidents at Georgia Public Safety Training Center.

4 personnel attended a Live Fire Tactics conference in Jackson County, Georgia.

4 of the department's members attended Axioms of Leadership at Fort Mountain State Park in Chatsworth, Georgia.

Dalton Fire Department

Dalton, GA

This report was generated on 2/8/2021 1:42:03 PM



Completed Inspections per Inspection Type for Date Range

Occupancy Status: All | Start Date: 01/01/2021 | End Date: 01/31/2021

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
Inspection Type: Alcohol						
11209	La Fogata Fusion	702 Fifth AVE Dalton, GA 30720	01/15/2021	Hearn, Scott Raymond	Passed	
10047	Rapids	1016 Glenwood (North) AVE Dalton, GA 30720	01/15/2021	Hearn, Scott Raymond	Passed	

Total # Inspections for Alcohol: 2

Inspection Type: Annual						
10259	Chamber of Commerce- Carpet Rug Institute	100 Hamilton (South) ST Dalton, GA 30720	01/04/2021	Stratton, Dale Lee	Passed	Occupants will provide final repair documentation.
10319	Dalton Brewing	112 King (West) ST Dalton, GA 30720	01/04/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10284	Citizens Finance	320 Hamilton (South) ST Dalton, GA 30720	01/05/2021	Hearn, Scott Raymond	Passed	
10207	Crutchfield's Furniture	201 Hamilton (North) ST Dalton, GA 30720	01/05/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10216	The Yellow Bird	235 Hamilton (North) ST Dalton, GA 30720	01/05/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10084 - 1	Cherokee Brewing & Pizza Company	207 W Cuyler ST Dalton, GA 30720	01/05/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10209 - 2	Simply Southern Décor	217 Hamilton (North) ST Dalton, GA 30720	01/06/2021	Hearn, Scott Raymond	Passed	
10085	The Chop Shop	209 Cuyler (west) ST Dalton, GA 30720	01/07/2021	Hearn, Scott Raymond	Passed	
10172	Richard K Murray	200 Gordon (West) ST #Suite A Dalton, GA 30720	01/07/2021	Stratton, Dale Lee	Passed	
10261	Foster's Service Center	107 S Pentz ST Dalton, GA 30720	01/07/2021	Stratton, Dale Lee	Passed	
10283	Rust	316 Hamilton (South) ST Dalton, GA 30720	01/07/2021	Hearn, Scott Raymond	Passed with Comments	Must have Knox Box installed within 6 months.
10221	BDH Insurance Solutions	247 Hamilton (North) ST Dalton, GA 30720	01/07/2021	Hearn, Scott Raymond	Corrective Action Plan Given	

Includes LOCKED inspections for both archived and unarchived occupancy records.



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Doc Id: 1026
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ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
Inspection Type: Annual						
10433	Styles	201 Crawford (West) ST Dalton, GA 30720	01/08/2021	Stratton, Dale Lee	Passed	
10432	Shear Performance	203 Crawford (West) ST Dalton, GA 30720	01/08/2021	Stratton, Dale Lee	Passed	
10220	Oscar's	245 Hamilton (North) ST Dalton, GA 30720	01/11/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10223	Centers for Creative Learning	251 Hamilton (North) ST Dalton, GA 30720	01/11/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10322	Browne, Draper, and Land Financial	118 King (West) ST Dalton, GA 30720	01/12/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10993	The Frame Shop	237 N Hamilton ST Dalton, GA 30720	01/12/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10323	David H. Barbaree, CPA	122 King (West) ST Dalton, GA 30720	01/12/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10046	W. Bartlett Barnwell PC	130 King (West) ST #Suite B Dalton, GA 30720	01/12/2021	Hearn, Scott Raymond	Passed	
10325	Waycaster, Morris, Johnson and Dean	130 King (West) ST Dalton, GA 30720	01/14/2021	Hearn, Scott Raymond	Passed	
10218	Harben Building	243 Hamilton (North) ST Dalton, GA 30720	01/15/2021	Hearn, Scott Raymond	Passed with Comments	Will reschedule.
10416	Studio 206	206 N Pentz ST Dalton, GA 30720	01/15/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10256	Cyra's	208 N Pentz ST Dalton, GA 30720	01/15/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10654	Flash Graphics	212 N Pentz ST Dalton, GA 30720	01/15/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10281	Hamiltons at Home	312 Hamilton (South) ST Dalton, GA 30720	01/21/2021	Hearn, Scott Raymond	Passed	
10274	Boy Scouts of America	202 Hamilton (South) ST Dalton, GA 30720	01/22/2021	Blankenship, Donnie	Passed	
10076	Starr Mathews Agency	114 Cuyler (west) ST Dalton, GA 30720	01/22/2021	Blankenship, Donnie	Passed	
10076 - 1	Laird Litigation	114 W Cuyler ST #Suite 2 Dalton, GA 30720	01/22/2021	Blankenship, Donnie	Passed	
10324	Cyra's	126 King (West) ST Dalton, GA 30720	01/22/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10422	Berry & Associates	216 N Pentz ST Dalton, GA 30720	01/25/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10272	Vapors Alley	204 Hamilton (South) ST Dalton, GA 30720	01/25/2021	Blankenship, Donnie	Corrective Action Plan Given	

Includes LOCKED inspections for both archived and unarchived occupancy records.

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
Inspection Type: Annual						
10078	Dalton Print Shop	118 Cuyler (west) ST Dalton, GA 30720	01/26/2021	Blankenship, Donnie	Corrective Action Plan Given	
10079	Top Dog Grooming	120 Cuyler (west) ST Dalton, GA 30720	01/26/2021	Blankenship, Donnie	Corrective Action Plan Given	
10057	Boyett & Foshee Insurance Agency	200 S Pentz ST Dalton, GA 30720	01/26/2021	Blankenship, Donnie	Corrective Action Plan Given	
10086	American Floorcovering Alliance	210 Cuyler (west) ST Dalton, GA 30720	01/26/2021	Blankenship, Donnie	Corrective Action Plan Given	
10280	Tasker's Barber and Salon	310 Hamilton (South) ST Dalton, GA 30720 10282	01/26/2021	Hearn, Scott Raymond	Passed	
10453	Domino's Pizza	222 W Cuyler ST Dalton, GA 30720	01/26/2021	Blankenship, Donnie	Corrective Action Plan Given	Nothing completed from previous inspection.
10270	Salon De Belleza	218 Hamilton (South) ST Dalton, GA 30720	01/26/2021	Blankenship, Donnie	Corrective Action Plan Given	
10646	Grace Christian Gift and Art gallery	111 Gordon (West) ST Dalton, GA 30720	01/26/2021	Blankenship, Donnie	Corrective Action Plan Given	
10177	North Georgia Buisness Machines	203 Gordon (West) ST Dalton, GA 30720	01/26/2021	Blankenship, Donnie	Passed	
10181 - 1	Just Christi	211 Gordon (West) ST Dalton, GA 30720	01/26/2021	Blankenship, Donnie	Passed	
10181 - 2	Robo Trading	211 Gordon (West) ST Dalton, GA 30720	01/26/2021	Blankenship, Donnie	Passed with Comments	Mount multi-plug adapters .
10222	Fantasy Factory	257 Hamilton (North) ST Dalton, GA 30720	01/26/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10191	Kellie Smith by Design	200 Hamilton (North) ST Dalton, GA 30720	01/27/2021	Hearn, Scott Raymond	Passed with Comments	Will add Knox Box.
10218 - 1	Hamilton's Food & Spirits	243 Hamilton (North) ST Dalton, GA 30720	01/27/2021	Hearn, Scott Raymond	Passed with Comments	Add blanks to electrical panel. Send pictures by email when complete.
10322	Browne, Draper, and Land Financial	118 King (West) ST Dalton, GA 30720	01/28/2021	Hearn, Scott Raymond	Passed	
11693	Maxx Outsourcing	215 N Pentz ST Dalton, GA 30720	01/28/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
11694	Strip Mall 416 N. Glenwood	416 N Glenwood AVE Dalton, GA 30721	01/28/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10272	Vapors Alley	204 Hamilton (South) ST Dalton, GA 30720	01/28/2021	Blankenship, Donnie		
10086	American Floorcovering Alliance	210 Cuyler (west) ST Dalton, GA 30720	01/28/2021	Blankenship, Donnie	Passed	

Includes LOCKED inspections for both archived and unarchived occupancy records.

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
Inspection Type: Annual						
10069	Conasauga Accountability Courts	301 W Crawford ST Dalton, GA 30720	01/29/2021	Blankenship, Donnie	Passed	
10275	St. Ives Realty	200 Hamilton (South) ST Dalton, GA 30720	01/29/2021	Blankenship, Donnie	Corrective Action Plan Given	As discussed a Knox Box is needed for the building. Once you have it installed, please contact me to lock it up.
11694 - 1	Guatemalteca Jacky	416 N Glenwood AVE Dalton, GA 30721	01/29/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
11694 - 3	Dalton Barber Shop	416 N Glenwood AVE Dalton, GA 30721	01/29/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
11694 - 4	Tangles	416 N Glenwood AVE Dalton, GA 30721	01/29/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
11694 - 5	SESI	416 N Glenwood AVE Dalton, GA 30721	01/29/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10084 - 1	Cherokee Brewing & Pizza Company	207 W Cuyler ST Dalton, GA 30720	01/29/2021	Hearn, Scott Raymond	Passed	

Total # Inspections for Annual: 58

Inspection Type: Complaint						
11547	Emeralds	Bridgewater PL Dalton, GA 30720	01/04/2021	Hearn, Scott Raymond	Corrective Action Plan Given	Must have a structural engineer approve the safety of remaining egress points.
10008	Westwood Apartments	721 Skylark PL #Office Dalton, GA 30720	01/07/2021	Hearn, Scott Raymond	Corrective Action Plan Given	

Total # Inspections for Complaint: 2

Inspection Type: Fire Alarm						
11346	Shugart Center	841 Shugart RD Dalton, GA 30720	01/21/2021	Blankenship, Donnie	Passed	
11030	Dorsett	1130 Richards ST Dalton, GA 30720	01/21/2021	Blankenship, Donnie	Passed	
11600	DPS-Dalton Middle School	1250 Cross Plains TRL Dalton, GA 30720 2P022	01/26/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
11654	Christian Heritage High School	1601 MLK Jr. BLVD Dalton, GA 30720	01/26/2021	Hearn, Scott Raymond	Passed	
10005	Medical Arts Building	1109 Burleyson RD Dalton, GA 30720	01/26/2021	Hearn, Scott Raymond	Passed	

Total # Inspections for Fire Alarm: 5

Includes LOCKED inspections for both archived and unarchived occupancy records.

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
Inspection Type: Kitchen Hood Installation						
11590 - 5	Terra Firma Realty	1325 Dug Gap RD #E Dalton, GA 30720	01/08/2021	Hearn, Scott Raymond	Passed	

Total # Inspections for Kitchen Hood Installation: 1

Inspection Type: New Construction						
11593	Fairfield Inn & Suites	786 College DR Dalton, GA 30720	01/22/2021	Hearn, Scott Raymond	Passed with Comments	Upcoming sprinkler pressure test.
11593	Fairfield Inn & Suites	786 College DR Dalton, GA 30720	01/28/2021	Hearn, Scott Raymond	Passed	

Total # Inspections for New Construction: 2

Inspection Type: OTC						
10553	ACC	100 Waugh (West) ST Dalton, GA 30720	01/04/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10829 - 1	Wayne's Meat Market	307 Emery (West) ST #Suite A Dalton, GA 30720	01/06/2021	Hearn, Scott Raymond	Passed	
11596	Psychic Studio of Dalton	1528 W Walnut AVE Dalton, GA 30720	01/07/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
11205 - 10	Klutch Beauty and Brow Bar Salon	101 Walnut (West) AVE #Suite 21 Dalton, GA 30720	01/08/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10368	Beast Mode Gym	215 Morris (East) ST Dalton, GA 30720	01/08/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
11209	La Fogata Fusion	702 Fifth AVE Dalton, GA 30720	01/08/2021	Hearn, Scott Raymond	Passed	
11466	Dalton Lodge	1116 Willowdale RD Dalton, GA 30720	01/13/2021	Daniel, Matthew T.	Passed	
10247	North Georgia Community Hospice	710 Hamilton (North) ST #Suite A Dalton, GA 30720	01/14/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10893	Regal Nursing Services	710 Hamilton (South) ST #Suite E Dalton, GA 30720	01/14/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
11172	Excalibur Village	2315 Sir Lancelot PL Dalton, GA 30720	01/27/2021	Daniel, Matthew T.	Corrective Action Plan Given	
11694 - 6	Hookah Smoke & Vape	416 N Glenwood AVE Dalton, GA 30721 Suite 6	01/29/2021	Hearn, Scott Raymond	Passed	

Includes LOCKED inspections for both archived and unarchived occupancy records.

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
Inspection Type: OTC						
10368	Beast Mode Gym	215 Morris (East) ST Dalton, GA 30720	01/29/2021	Hearn, Scott Raymond	Passed with Comments	Add Knox Box.

Total # Inspections for OTC: 12

Inspection Type: Plan Review						
11518	Holiday Inn Express	934 Market ST Dalton, GA 30720	01/08/2021	Hearn, Scott Raymond	Passed with Comments	Just plan review for fire alarm drawings.
11692	Dalton Liquor	100 North Oak DR Dalton, GA 30721	01/13/2021	Daniel, Matthew T.	Passed	No Issues on remodel.
10158	Los Amigos	335 Goodwill DR Dalton, GA 30720	01/13/2021	Daniel, Matthew T.	Passed	Hood System plan review no issues.
11657	Autumn Ridge	850 Autumn CT Dalton, GA 30720	01/27/2021	Daniel, Matthew T.	Passed	Fire Alarm review 200 and 500 building no issues.
11697	Take 5 Oil Change	000 Airport RD Dalton, GA 30721	01/27/2021	Daniel, Matthew T.		Site plan review..
11107	Shaw Plant # 72	900-1010 V.D.Parrott PKY Dalton, GA 30720	01/28/2021	Daniel, Matthew T.	Passed	Interior remodel.
11661 - 1	Family Dollar Store	1261 Glenwood (North) AVE Dalton, GA 30720	01/28/2021	Daniel, Matthew T.		Renovation no issues.
11443	Shaw Industries Plant #81	201 Springdale RD Dalton, GA 30720	01/29/2021	Daniel, Matthew T.	Passed	Sprinkler plan review.

Total # Inspections for Plan Review: 8

Inspection Type: Site Visit						
10027	Barrett Properties 201 W. Waugh	201 Waugh (West) ST Dalton, GA 30720	01/04/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
11600	DPS-Dalton Middle School	1250 Cross Plains TRL Dalton, GA 30720 2P022	01/04/2021	Hearn, Scott Raymond	Passed	
10535	Carniceria Nacho	900 Underwood ST Dalton, GA 30720	01/05/2021	Stratton, Dale Lee	Corrective Action Plan Given	Will return in 30 days.
11445	Junior Achievement Building	328 Pleasant Grove DR NE Dalton, GA 30721	01/06/2021	Daniel, Matthew T.	Passed	Looked at ceiling level area above front drop down ceiling at main entrance for sprinkler compliance. No Issues
11375 - 1	Park Canyon Apartment Homes	700 Park Canyon DR Dalton, GA 30720	01/06/2021	Blankenship, Donnie	Passed with Comments	
11547	Emeralds	Bridgewater PL Dalton, GA 30720	01/07/2021	Hearn, Scott Raymond	Passed with Comments	Temporary stabilization is approved.

Includes LOCKED inspections for both archived and unarchived occupancy records.

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
Inspection Type: Site Visit						
11547	Emeralds	Bridgewater PL Dalton, GA 30720	01/08/2021	Hearn, Scott Raymond	Passed with Comments	This was only a site visit.
11518	Holiday Inn Express	934 Market ST Dalton, GA 30720	01/11/2021	Hearn, Scott Raymond	Passed	
11595 - 3	Pablito's	933 Market ST #Suite 14 Dalton, GA 30720	01/11/2021	Hearn, Scott Raymond	Passed	
10514	Whitfield Commons	519 Hawthorne (West) ST Dalton, GA 30720	01/14/2021	Blankenship, Donnie	Passed with Comments	
11657	Autumn Ridge	850 Autumn CT Dalton, GA 30720	01/14/2021	Blankenship, Donnie	Passed with Comments	
10359	Hamilton Medical Center	1200 Memorial DR Dalton, GA 30720	01/14/2021	Hearn, Scott Raymond	Passed	
11375 - 1	Park Canyon Apartment Homes	700 Park Canyon DR Dalton, GA 30720	01/14/2021	Blankenship, Donnie	Passed with Comments	
11657	Autumn Ridge	850 Autumn CT Dalton, GA 30720	01/14/2021	Blankenship, Donnie	Corrective Action Plan Given	
11518	Holiday Inn Express	934 Market ST Dalton, GA 30720	01/14/2021	Hearn, Scott Raymond	Passed with Comments	Add PIV
11600	DPS-Dalton Middle School	1250 Cross Plains TRL Dalton, GA 30720 2P022	01/15/2021	Hearn, Scott Raymond	Passed with Comments	Will do full 100% within 7 days.
10027	Barrett Properties 201 W. Waugh	201 Waugh (West) ST Dalton, GA 30720	01/15/2021	Hearn, Scott Raymond	Passed with Comments	Alarm issues.
11471	Whitfield Place Apartments	1320 Winton DR Dalton, GA 30720	01/15/2021	Hearn, Scott Raymond	Passed with Comments	
10793	Danny's Cafe`	617 E Morris ST #Suite B Dalton, GA 30721	01/15/2021	Hearn, Scott Raymond	Passed	
10537	Beautiful Smiles Dentistry	509 Thornton (South) AVE Dalton, GA 30720	01/19/2021	Hearn, Scott Raymond	Passed with Comments	Will set up time 100%
11218 - 25	American Eagle Outfitters	816 Walnut Square BLVD #Suite 35 Dalton, GA 30720	01/19/2021	Hearn, Scott Raymond	Passed	
11218 - 14	Rue 21	816 Walnut Square BLVD #Suite 20 Dalton, GA 30720	01/19/2021	Hearn, Scott Raymond	Passed	
10631	Bank OZK	210 Morris (West) ST Dalton, GA 30720	01/19/2021	Blankenship, Donnie	Passed	Placed key in Knox Box.

Includes LOCKED inspections for both archived and unarchived occupancy records.

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
Inspection Type: Site Visit						
11006	Fashion Cleaners and Apartments	201 Morris (West) ST Dalton, GA 30720	01/19/2021	Blankenship, Donnie	Passed	Met with the owner in regards to addressing the new apartments.
10359	Hamilton Medical Center	1200 Memorial DR Dalton, GA 30720	01/19/2021	Hearn, Scott Raymond	Passed	
11006	Fashion Cleaners and Apartments	201 Morris (West) ST Dalton, GA 30720	01/19/2021	Blankenship, Donnie	Passed	Met with Carpet Capital in regards to addressing the fire alarm to the correct unit/suite number.
11547	Emeralds	Bridgewater PL Dalton, GA 30720	01/22/2021	Hearn, Scott Raymond	Passed with Comments	No progress
10233	Casa Frida	323 Hamilton (North) ST Dalton, GA 30720	01/22/2021	Hearn, Scott Raymond	Passed with Comments	Will schedule an inspection of all systems.
11501	NW Gerogia Trade and Convention Center	2211 Dug Gap Battle RD Dalton, GA 30720	01/24/2021	Blankenship, Donnie	Passed	
11375 - 1	Park Canyon Apartment Homes	700 Park Canyon DR Dalton, GA 30720	01/25/2021	Blankenship, Donnie	Passed	
11002	Ty Rutledge Properties	506 Bear Creek RD Dalton, GA 30720	01/27/2021	Blankenship, Donnie	Passed with Comments	

Total # Inspections for Site Visit:

31

TOTAL # INSPECTIONS: 121

Includes LOCKED inspections for both archived and unarchived occupancy records.

Dalton Fire Department

Dalton, GA

This report was generated on 2/8/2021 7:25:11 AM



Occupancy Inspection History per Occupancy with Violations

Inspection Observations: FAIL | Occupancy Categories: All Categories | Start Date: 01/01/2021 | End Date: 01/31/2021

INSPECTION DATE	INSPECTION TYPE	RESULT	NOTES	QUESTION	REMARKS	OBSERVATION
Engine 1 A Shift						
American Floorcovering Alliance - 210 Cuyler (west) ST - 706.278.4101						
01/26/2021	Annual	Corrective Action Plan Given		Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Have Ga licensed fire extinguisher contractor service the fire extinguishers.	FAIL
Cherokee Brewing & Pizza Company - 207 W Cuyler ST						
01/05/2021	Annual	Corrective Action Plan Given		Are extension cords being used correctly?	Cannot use extension cords for permanent wiring. 1/5/21 not complete.	FAIL
				Is the Class K placard in place and in plain view?	Add correct signage. 1/5/21 not complete.	FAIL
				Are deep-fat fryers a minimum of 16 inches away from surface flames?	Must have separation between fryers and six burner. 1/5/21 not complete.	FAIL
Dalton Print Shop - 118 Cuyler (west) ST - 7062261624						
01/26/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Install Knox Box on the building.	FAIL
				Are the means of egress free of obstructions or impediments?	Remove items in means of egress.	FAIL
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Have fire extinguishers serviced.	FAIL

Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.



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The Frame Shop - 237 N Hamilton ST

01/12/2021	Annual	Corrective Action Plan Given		Are there any identifiable electrical hazards?	Put covers on junction box's.	FAIL
				Are wiring splices concealed in a junction box and are open junction boxes covered with an approved junction box cover?	Cover junction boxes.	FAIL
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Add correct size extinguisher.	FAIL
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Must be inspected by a Georgia contractor.	FAIL

Top Dog Grooming - 120 Cuyler (west) ST - 7062723294

01/26/2021	Annual	Corrective Action Plan Given		Does the emergency lighting system work correctly?	Repair or replace emergency lighting.	FAIL
				Are exit signs properly illuminated?	Repair or replace exit signage	FAIL
				Has a Knox Box containing the property access keys been installed?	Install Knox Box on the building.	FAIL
				Are the means of egress free of obstructions or impediments?	Remove items blocking means of egress.	FAIL
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Contact a licensed fire extinguisher contractor to install correct extinguishers.	FAIL

Westwood Apartments - 721 Skylark PL #Office- 706.537.6584

01/07/2021	Complaint	Corrective Action Plan Given		Have all applicable code requirements been met?	Several issues with the electrical at these apartments. 1/7/21 Several apartments have been repaired. Will set up for full inspection within the next 60 days.	FAIL
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Engine 1 B Shift

Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.



Boyett & Foshee Insurance Agency - 200 S Pentz ST - 7062782415

01/26/2021	Annual	Corrective Action Plan Given		Does the emergency lighting system work correctly?	Ensure all exit signage operates as designed.	FAIL
				Does the business have a certificate of occupancy?	Obtain occupational tax certificate from city hall.	FAIL
				Has a Knox Box containing the property access keys been installed?		FAIL
				Are fire extinguishers mounted at the proper height?	Mount fire extinguisher.	FAIL
				Are the size and distribution of fire extinguishers code compliant?	Install fire extinguisher at front entrance.	FAIL
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Fire extinguishers require current annual inspection to be performed by GA licensed contractor.	FAIL

Crutchfield's Furniture - 201 Hamilton (North) ST

01/05/2021	Annual	Corrective Action Plan Given		Is required emergency lighting in place?	Add emergency lighting.	FAIL
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Need to be inspected.	FAIL

Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.



Grace Christian Gift and Art gallery - 111 Gordon (West) ST - 7065295683

01/26/2021	Annual	Corrective Action Plan Given		Are extension cords being used correctly?	Drop cords should not be plugged into other drop cords. And should only be used for temporary power.	FAIL
				Are multiplug adapters code compliant and in proper use?	Mount multiplug adapters.	FAIL
				Has a Knox Box containing the property access keys been installed?	Install Knox Box on the building.	FAIL
				Are the means of egress free of obstructions or impediments?	Remove items in means of egress path including curtains.	FAIL
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Have a GA licensed contractor service the fire extinguishers.	FAIL
				Do the fire extinguishers have the appropriate inspection tag required by law?	A licensed fire extinguisher contractor should properly tag the fire extinguisher.	FAIL

Kellie Smith by Design - 200 Hamilton (North) ST

01/27/2021	Annual	Passed with Comments	Will add Knox Box.	Has a Knox Box containing the property access keys been installed?	Add Knox Box Whittington the next year.	FAIL
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Maxx Outsourcing - 215 N Pentz ST - 706-529-8891

01/28/2021	Annual	Corrective Action Plan Given		Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Must have extinguisher inspected.	FAIL
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Engine 1 C Shift

Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.



BDH Insurance Solutions - 247 Hamilton (North) ST

01/07/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box within one year. 1/7/21 Not complete.	FAIL
				Are the fire extinguishers code compliant?	Must be tagged by licensed Georgia contractor. 1/7/21 Not complete.	FAIL

Centers for Creative Learning - 251 Hamilton (North) ST - (706) 537-5916

01/11/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box within 1 year.	FAIL
				Are the fire extinguishers code compliant?	Add 2 fire extinguishers. Must be from a licensed Georgia contractor. 1/11/21 not complete.	FAIL

Citizens Finance - 320 Hamilton (South) ST

01/05/2021	Annual	Passed		Has a Knox Box containing the property access keys been installed?	Add Knox Box	FAIL
				Are boiler rooms, mechanical rooms, electrical rooms, and fire command centers free of combustible material storage?	Must have three feet of clearance.	FAIL
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Must be inspected once a year. Current inspection.	FAIL

Cyra's - 208 N Pentz ST - 706) 370-7305

01/15/2021	Annual	Corrective Action Plan Given		Is required emergency lighting in place?	Repair or replace emergency lighting.	FAIL
				Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	FAIL

Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.



Domino's Pizza - 222 W Cuyler ST - 7062261008

01/26/2021	Annual	Corrective Action Plan Given	Nothing completed from previous inspection.	Are there any identifiable electrical hazards?	Repair electrical wiring. Install blanks in electrical panel.	FAIL
				Is a proper working space provided in front of electrical service equipment?	Remove combustibles near electrical panels.	FAIL
				Is address signage correct and in place?	Install new address signage.	FAIL
				Has the cooking equipment been inspected and cleaned by a properly trained individual?	Ensure cooking equipment is properly cleaned.	FAIL
				Has the appropriately scheduled inspection of the entire exhaust system for grease buildup been conducted by a Georgia licensed contractor?	Provide documentation of hood cleaning.	FAIL

Fantasy Factory - 257 Hamilton (North) ST - (706) 259-3315

01/26/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add within 1 year.	FAIL
				Are the fire extinguishers code compliant?	Have extinguishers updated and tagged by a licensed Georgia Contractor. Incomplete 1/26/21	FAIL

Hamilton's Food & Spirits - 243 Hamilton (North) ST

01/27/2021	Annual	Passed with Comments	Add blanks to electrical panel. Send pictures by email when complete.	Are there any identifiable electrical hazards?	Add blanks to empty spaces in electrical panel.	FAIL
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North Georgia Community Hospice - 710 Hamilton (North) ST #Suite A

01/14/2021	OTC	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	FAIL
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Must be inspected by licensed Georgia contractor.	FAIL

Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.



Oscar's - 245 Hamilton (North) ST - (706) 226-2010

01/11/2021	Annual	Corrective Action Plan Given		Are the size and distribution of fire extinguishers code compliant?	Add fire extinguisher .	FAIL
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Rust - 316 Hamilton (South) ST

01/07/2021	Annual	Passed with Comments	Must have Knox Box installed within 6 months.	Has a Knox Box containing the property access keys been installed?	Add Knox Box.	FAIL
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Salon De Belleza - 218 Hamilton (South) ST - 7062758196

01/26/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Install Knox Box on the building.	FAIL
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Have fire extinguisher serviced.	FAIL

St. Ives Realty - 200 Hamilton (South) ST

01/29/2021	Annual	Corrective Action Plan Given	As discussed a Knox Box is needed for the building. Once you have it installed, please contact me to lock it up.	Has a Knox Box containing the property access keys been installed?	Install Knox Box on building.	FAIL
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Strip Mall 416 N. Glenwood - 416 N Glenwood AVE

01/28/2021	Annual	Corrective Action Plan Given		Are exits, other than main exits properly marked?		FAIL
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The Yellow Bird - 235 Hamilton (North) ST - (706) 275-9251

01/05/2021	Annual	Corrective Action Plan Given		Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Inspect.	FAIL
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Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.

Vapors Alley - 204 Hamilton (South) ST - 7065298683

01/25/2021	Annual	Corrective Action Plan Given		Are there any identifiable electrical hazards?	Install covers on electrical outlets.	FAIL
				Are extension cords being used correctly?	Extension cords should be used for temporary power only, and should be plugged directly into an outlet.	FAIL
				Are multiplug adapters code compliant and in proper use?	Attach multiplugs to the wall.	FAIL
				Has a Knox Box containing the property access keys been installed?	Install Knox Box on building.	FAIL
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Have fire extinguishers serviced.	FAIL

Engine 4 A Shift**Regal Nursing Services - 710 Hamilton (South) ST #Suite E- 7062722117**

01/14/2021	OTC	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	FAIL
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Must be inspected by a licensed Georgia contractor annually.	FAIL

Engine 4 B Shift**Dorsett - 1130 Richards ST**

01/21/2021	Fire Alarm	Passed		Is a detector present at the location of each control unit(s), notification appliance circuit power extender(s) and supervising station transmitting equipment of the fire alarm to provide notification?	Smoke detector should be mounted at ceiling.	FAIL
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Engine 4 C Shift

Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.



Psychic Studio of Dalton - 1528 W Walnut AVE

01/07/2021	OTC	Corrective Action Plan Given		Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Add an extinguisher to structure. Must be a licensed Georgia contractor.	FAIL
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Engine 5 B Shift**Klutch Beauty and Brow Bar Salon - 101 Walnut (West) AVE #Suite 21- 706-671-1003**

01/08/2021	OTC	Corrective Action Plan Given		Are exit signs visible?	I sure exit signs function.	FAIL
				Are there any identifiable electrical hazards?	Mount plugs.	FAIL
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Add extinguisher.	FAIL

Engine 5 C Shift**Autumn Ridge - 850 Autumn CT - 706-226-0404**

01/14/2021	Site Visit	Corrective Action Plan Given		Have all applicable code requirements been met?	Met with the manager Kathy Heard in regards to the Fire Alarm system not being monitored. I advised Mrs. Heard that the Fire Alarm must be monitored.	FAIL
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DPS-Dalton Middle School - 1250 Cross Plains TRL - 706-278-3903

01/26/2021	Fire Alarm	Corrective Action Plan Given		Have all applicable code requirements been met?	Adjust fire doors in corridor. Smoke detection shall be within 5 feet of fire doors on both sides.	FAIL
				Does the fire alarm meet sound level requirements?	Turn volume up.	FAIL
				Is a fire alarm installed where required by the Code?	Add device in ADA restroom and office/conference room at front entrance.	FAIL

Ladder 3 B Shift

Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.



Emeralds - Bridgewater PL

01/04/2021	Complaint	Corrective Action Plan Given	Must have a structural engineer approve the safety of remaining egress points.	Have all applicable code requirements been met?	Responded to the apartment complex in regards to the walkway collapse. Multiple issues were noted with the stairs and other walkway. there was no staff member on scene. Notified Whitfield County Building Inspector. 01/04/2021 Spoke with a representative of the building owner. Advised that a structural engineer would need to look at the collapsed area and to look at other walkways and stairs at the complex. There are multiple issues at the complex that must be addressed within the next 48 hours.	FAIL
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Ladder 3 C Shift**ACC - 100 Waugh (West) ST - 706-608-9563**

01/04/2021	OTC	Corrective Action Plan Given		Are there any identifiable electrical hazards?	Cover exposed wiring.	FAIL
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Add one fire extinguisher to building.	FAIL

Flash Graphics - 212 N Pentz ST - 706-278-7779

01/15/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	FAIL
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Squad 1 A Shift**Beast Mode Gym - 215 Morris (East) ST**

01/08/2021	OTC	Corrective Action Plan Given		Is required emergency lighting in place?	Add emergency lights.	FAIL
				Is address signage correct and in place?	Add address numbers to building.	FAIL
				Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	FAIL

Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.



Browne, Draper, and Land Financial - 118 King (West) ST - 706-226-0144						
01/12/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?		FAIL
Cyra's - 126 King (West) ST - 706-913-0131						
01/22/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	FAIL
Dalton Brewing - 112 King (West) ST - 706-278-6508						
01/04/2021	Annual	Corrective Action Plan Given		Are the fire extinguishers code compliant?	Out of date.	FAIL
David H. Barbaree, CPA - 122 King (West) ST - 706-278-1127						
01/12/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	FAIL
				Are the fire extinguishers installed in visible locations?	Add fire extinguisher to building.	FAIL
Squad 1 B Shift						
Berry & Associates - 216 N Pentz ST - 706-278-4944						
01/25/2021	Annual	Corrective Action Plan Given		Are the required number and type of fire extinguisher installed for the present hazard or condition?	Add extinguisher to building.	FAIL
Studio 206 - 206 N Pentz ST						
01/15/2021	Annual	Corrective Action Plan Given		Is a proper working space provided in front of electrical service equipment?	Must remove storage from in front of panel.	FAIL
				Are the size and distribution of fire extinguishers code compliant?	Add a fire extinguisher that has been tagged by a licensed Georgia contractor.	FAIL
Squad 1 C Shift						

Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.

Carniceria Nacho - 900 Underwood ST - (706) 529-8412

01/05/2021	Site Visit	Corrective Action Plan Given	Will return in 30 days.	Have all applicable code requirements been met?	Begin trailer removal. Must see movement by February 5. Complete removal by April 15. Failure to comply will result in power being pulled on the structure. On or before February 5, fire extinguisher and hood system must have proper inspection. Empty spaces in electrical panels will be covered with blanking. Extension cords shall not substitute permanent electrical wiring.	FAIL
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Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.

Dalton Fire Department

Dalton, GA

This report was generated on 2/8/2021 7:25:56 AM



StartDate: 01/01/2021 | EndDate: 01/31/2021

OCCUPANCY	COUNT
INSPECTION TYPE: Alcohol	
A-2 • Eating, drinking places, (other)	1
M • Service station, gas station	1
INSPECTION TYPE: Annual	
A-2 • Bars, taverns, or nightclubs	1
A-2 • Eating, drinking places, (other)	2
A-2 • Restaurants, cafeterias and similar dining facilities (including associated commercial kitchens)	2
B • Business office	17
B • Business, (other)	2
B • Food processing establishments and commercial kitchens not associated with restaurants, cafeterias and similar dining facilities not more than 2,500 square feet in area.	1
B • Motor vehicle or boat sales, services, repair	1
B • Personal service, including barber & beauty shops	9
B • Print shops	2
B • Professional services (architects, attorneys, dentists, physicians, engineers, etc.)	3
B • Professional supplies, services	2
B • Specialty shop	2
B • Training and skill development not in a school or academic program (this shall include, but not be limited to, tutoring centers, martial arts studios, gymnastics and similar uses regardless of the ages served, and where not classified as a Group A occupancy)	1
M • Convenience stores	1
M • General retail, (other)	2
M • Household goods, sales, repairs	3
M • Recreational, hobby, home repair sales, pet store	2
M • Retail or wholesale stores	1
M • Textile, wearing apparel sales	1
M: Mercantile (other)	1
R-2 • Live/work units	2
INSPECTION TYPE: Complaint	
R-2 • Apartment houses	1
R-2 • Multifamily dwelling	1
INSPECTION TYPE: Fire Alarm	
B • Clinic, outpatient	1
E • High school/junior high school/middle school	2
S-1 • Warehouse	1
U • Mixed use	1
INSPECTION TYPE: Kitchen Hood Installation	
B • Business office	1

Locked inspections only.



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OCCUPANCY	COUNT
INSPECTION TYPE: New Construction	
R-1 • Hotels (transient)	2
INSPECTION TYPE: OTC	
A-2 • Eating, drinking places, (other)	1
A-3 • Gymnasiums (without spectator seating)	2
B • Business office	3
B • Personal service, including barber & beauty shops	2
M • Grocery store	1
M: Mercantile (other)	1
R-1 • Motels (transient)	1
R-2 • Multifamily dwelling	1
INSPECTION TYPE: Plan Review	
A-2 • Restaurants, cafeterias and similar dining facilities (including associated commercial kitchens)	1
B • Business office	1
F-1 • Manufacturing, processing	1
M • Convenience stores	1
R-1 • Hotels (transient)	1
R-2 • Apartment houses	1
INSPECTION TYPE: Site Visit	
A-2 • Eating, drinking places, (other)	2
A-2 • Restaurants, cafeterias and similar dining facilities (including associated commercial kitchens)	2
A-3 • Convention center, exhibition hall	1
B • Banks	1
B • Business office	2
B • Professional services (architects, attorneys, dentists, physicians, engineers, etc.)	1
E • High school/junior high school/middle school	3
I-2 • Hospitals	2
R-1 • Hotels (transient)	2
R-2 • Apartment houses	7
R-2 • Hotels (nontransient)	1
R-2 • Multifamily dwelling	4
U • Undetermined	1

Locked inspections only.

02/08/2021 08:12
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The City of Dalton
YEAR-TO-DATE BUDGET REPORT

01/31/2021

P 1
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FOR 2021 01

ACCOUNTS FOR: 0010 GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141400 FIRE DEPARTMENT							
141400 000010 SALARIES-REGULAR	4,991,000	0	4,991,000	265,967.74	.00	4,725,032.26	5.3%
141400 000011 SALARIES OVERTIME	446,000	0	446,000	19,979.39	.00	426,020.61	4.5%
141400 000020 FICA	416,000	0	416,000	28,884.67	.00	387,115.33	6.9%
141400 000030 PENSION	238,100	0	238,100	11,199.71	.00	226,900.29	4.7%
141400 000032 PENSION - DB PLAN	1,345,000	0	1,345,000	100,383.38	.00	1,244,616.62	7.5%
141400 000033 PENSION - STATE	28,800	0	28,800	2,275.00	.00	26,525.00	7.9%
141400 000040 HOSPITALIZATION I	820,100	0	820,100	69,365.00	.00	750,735.00	8.5%
141400 000043 INSURANCE - FIRE	17,500	0	17,500	.00	.00	17,500.00	.0%
141400 000045 EE LIFE & DISABIL	25,200	0	25,200	2,301.89	.00	22,898.11	9.1%
141400 000050 GENERAL INSURANCE	31,500	0	31,500	.00	.00	31,500.00	.0%
141400 000060 WORKER COMPENSATI	104,700	0	104,700	.00	.00	104,700.00	.0%
141400 000100 OFFICE EQUIPMENT	7,200	0	7,200	332.17	.00	6,867.83	4.6%
141400 000110 TELEPHONE	32,000	0	32,000	1,909.10	782.85	29,308.05	8.4%
141400 000120 TRAINING EXPENSES	42,000	0	42,000	.00	.00	42,000.00	.0%
141400 000121 FIRE SAFETY/EDUCA	3,500	0	3,500	.00	.00	3,500.00	.0%
141400 000123 HAZMAT MANAGEMENT	17,500	0	17,500	86.10	.00	17,413.90	.5%
141400 000330 UTILITIES	87,500	0	87,500	11,415.48	.00	76,084.52	13.0%
141400 000350 BUILDING MAINT &	60,000	0	60,000	1,145.57	225.60	58,628.83	2.3%
141400 000360 LEGAL FEES	4,800	0	4,800	.00	.00	4,800.00	.0%
141400 000400 EQUIPMENT MAINT &	24,000	0	24,000	.00	19.33	23,980.67	.1%
141400 000410 GAS & OIL	55,000	0	55,000	308.22	18.99	54,672.79	.6%
141400 000440 SUPPLIES	30,000	0	30,000	426.40	771.16	28,802.44	4.0%
141400 000450 CLEANING ALLOWANC	49,900	0	49,900	.00	213.00	49,687.00	.4%
141400 000460 UNIFORMS	140,000	0	140,000	880.00	.00	139,120.00	.6%
141400 000830 MAINTENANCE - APP	100,000	0	100,000	.00	.00	100,000.00	.0%
141400 001010 OFFICE SUPPLIES	8,200	0	8,200	.00	407.42	7,792.58	5.0%
141400 001030 COMPUTER-SOFTWARE	21,000	0	21,000	.00	.00	21,000.00	.0%
141400 001040 COMPUTER MAINTAIN	7,000	0	7,000	.00	.00	7,000.00	.0%
141400 001090 WELLNESS PROGRAM	4,000	0	4,000	205.46	.00	3,794.54	5.1%
141400 001300 MEALS	16,600	0	16,600	77.20	207.00	16,315.80	1.7%
141400 001410 DUES/FEES/SUBSCRI	6,600	0	6,600	120.00	.00	6,480.00	1.8%
141400 001620 VEHICLE IMPACT FE	1,100	0	1,100	.00	.00	1,100.00	.0%
141400 001665 RADIO SUBSCRIBER	11,300	0	11,300	.00	.00	11,300.00	.0%
141400 001990 MISCELLANEOUS	16,000	0	16,000	.00	773.45	15,226.55	4.8%
141400 039980 CAPITAL OUTLAY <	37,000	0	37,000	.00	.00	37,000.00	.0%
141400 084725 BUIDING/GROUNDS M	9,000	0	9,000	.00	.00	9,000.00	.0%
TOTAL FIRE DEPARTMENT	9,255,100	0	9,255,100	517,262.48	3,418.80	8,734,418.72	5.6%
TOTAL GENERAL FUND - OPERATING	9,255,100	0	9,255,100	517,262.48	3,418.80	8,734,418.72	5.6%
TOTAL EXPENSES	9,255,100	0	9,255,100	517,262.48	3,418.80	8,734,418.72	

DALTON FIRE DEPARTMENT

Standard Operating Procedure

S.O.P.: SCBA-04
Effective: 2/26/2019
Revised:
Reviewed: 2/23/2021

Fire Chief Signature

DATE

Title: Daily PPE Inspection

Reference: NFPA 1852: Standard on Selection, Care, and Maintenance of Open-Circuit Self-Contained Breathing Apparatus (SCBA), 2019 Edition

Scope: Suppression Division

Procedure:

- A. All personnel assigned a riding position with an SCBA shall perform a daily inspection in accordance with NFPA 1852.
 1. This applies to seats without a dedicated SCBA. An SCBA from a compartment shall be inspected for immediate use.
- B. All personnel shall ready assigned Personal Protective Equipment for immediate use.
 1. PPE shall be arranged so it can be donned immediately upon receiving a call.
 2. Individual emergency escape system and other personal tools shall be inspected for operation.
- C. All personnel shall inspect for location and readiness of any tools that would be required immediately for his/her riding assignment.
- D. These inspections shall be done immediately after clocking in for duty. Pass-ons and other business should be done after these inspections and readiness to respond have been completed.

DALTON FIRE DEPARTMENT

Standard Operating Guideline

S.O.G.: AO-1
Effective: 2/26/2019
Revised:
Reviewed: 2/23/2021

Fire Chief Signature

DATE

Title: Moving and Driving Fire Apparatus

Reference: Official Code of Georgia Annotated 40-6-6 (2010) Authorized Emergency Vehicles

Scope: All Personnel

Guidelines:

1. While driving emergency in a fire apparatus (in accordance with O.C.G.A. 40-6-6)
 - a. May exceed the maximum speed limits so long as he/she does not endanger life or property
 - b. While passing, utilize a left side pass whenever possible, however the driver may choose the path of least resistance as long as he/she does not endanger life or property
 - c. The fire apparatus shall keep a minimum 4 second distance between the fire apparatus and the vehicle in front of it
 - d. While responding, all warning devices should be utilized including: warning lights, federal siren, electronic sirens, and air horn
2. Intersections during emergency response (in accordance with O.C.G.A. 40-6-6)
 - a. May proceed past a red or stop signal or stop sign, but only after slowing down as may be necessary for safe operation. The driver and officer should communicate that the intersection is clear.
 - b. If a traffic light is green or changing, the driver of the fire apparatus should slightly reduce speed below the posted speed limit while proceeding through the intersection. The driver and officer should communicate that the intersection is clear.

- c. During a right or left turn at an intersection, the driver and officer must use due regard while making a clear and safe turn. The driver and officer should communicate that the intersection is clear.

3. Backing Guidelines:

- a. While backing a fire apparatus, there should be a ground guide on the left side of the apparatus motioning the driver backwards. The ground guide should remain in the view of the left side mirror until backing is complete.
- b. The driver should monitor the left side mirror to watch the ground guide and the left side of the apparatus
- c. The officer should use due regard and either stay in the OIC seat and constantly monitor the right side mirror for any obstructions or get out and become a front ground guide
- d. The rear ground guide and the front ground guide officer may use the radio system to initiate a stop by having the radio lapel mic in hand while the apparatus is backing. A message of “STOP, STOP, STOP” should be announced over the radio in the case of a potential immediate collision.

4. Departing the fire station

- a. Make sure all apparatus doors are closed before moving.
- b. Clear all sides of the apparatus of any items/personnel and ensure a minimum 3 foot clearance before moving the apparatus.
- c. The driver and officer should visually check that the overhead door is completely stowed and it has not started to come down while slowly leaving the apparatus bay.

Official Code of Georgia Annotated (40-6-6)

O.C.G.A. 40-6-6 (2010)

40-6-6. Authorized emergency vehicles

(a) The driver of an authorized emergency vehicle or law enforcement vehicle, when responding to an emergency call, when in the pursuit of an actual or suspected violator of the law, or when responding to but not upon returning from a fire alarm, may exercise the privileges set forth in this Code section.

(b) The driver of an authorized emergency vehicle or law enforcement vehicle may:

(1) Park or stand, irrespective of the provisions of this chapter;

(2) Proceed past a red or stop signal or stop sign, but only after slowing down as may be necessary for safe operation;

(3) Exceed the maximum speed limits so long as he or she does not endanger life or property; and

(4) Disregard regulations governing direction of movement or turning in specified directions.

(c) The exceptions granted by this Code section to an authorized emergency vehicle shall apply only when such vehicle is making use of an audible signal and use of a flashing or revolving red light visible under normal atmospheric conditions from a distance of 500 feet to the front of such vehicle, except that a vehicle belonging to a federal, state, or local law enforcement agency and operated as such shall be making use of an audible signal and a flashing or revolving blue light with the same visibility to the front of the vehicle.

(d)(1) The foregoing provisions shall not relieve the driver of an authorized emergency vehicle from the duty to drive with due regard for the safety of all persons.