



**PUBLIC SAFETY COMMISSION  
TUESDAY, SEPTEMBER 22, 2020  
8:30 AM  
300 WEST WAUGH ST**

**A G E N D A**

**Call to Order**

**Agenda Approval**

**Old Business**

1. Comments by Dr. Viamonte & Anthony Walker - Study on College Courses and Programs for First Responders with Dalton State College
2. Comments - Jason Parker on POAB + GFFPF and the City of Dalton Tuition Fund Program

**Personnel Matters**

- [3.](#) Police Department - New Employee Confirmations
- [4.](#) Police Department - Employee Promotion Confirmation
5. Police Department - Traffic Officer of the Year Award Presentation - Officer Justin Smith

**Approval of Minutes**

- [6.](#) August 25, 2020

**Police Department**

- [7.](#) Crime/Crash Statistics, August 2020
- [8.](#) Financial Statistics, August 2020
- [9.](#) Written Directive Review

**Fire Department**

- [10.](#) Statistical Report for August, 2020
- [11.](#) Financial Report for August, 2020
- [12.](#) Breathing Air Compressor Fill Station Recommendation
- [13.](#) FD-Reviewed SOP
  1. FO-14: Mayday Procedures
  2. FO-16: Emergency Evacuation

**Adjournment**

**DALTON POLICE DEPARTMENT  
NEW EMPLOYEE PROFILE SHEET**

**NAME:** **CHARLES ELLIOTT WALKER**

**SEX/AGE:** Male/27

**EDUCATION:** May 2020  
Master of Science  
Georgia State University  
Atlanta GA

December 2016  
Bachelor of Science  
University of North Georgia  
Dahlonega GA

May 2014  
Associate of Science  
Georgia Perimeter College  
Atlanta GA

May 2011 Graduate  
Heritage High School  
Conyers GA

**WORK:** August 2018 – May 2020  
Georgia State University  
Atlanta, GA  
Graduate Teaching Assistant

January 2020 – March 2020  
Georgia Bureau of Investigation  
Decatur GA  
Intern/Autopsy Assistant

January 2019 – January 2020  
Atlanta Police Leadership Institute  
Atlanta GA  
Graduate Research Assistant

**MILITARY:** None

**MARITAL STATUS:** Single

**DALTON POLICE DEPARTMENT  
NEW EMPLOYEE PROFILE SHEET**

**NAME:** ZACHARY CAMDEN BELL

**SEX/AGE:** Male/27

**EDUCATION:** December 2015  
Bachelor of Science in Kinesiology  
Georgia Southern University  
Statesboro GA

May 2011 Graduate  
Murray County High School  
Chatsworth GA

**WORK:** June 2019 – June 2020  
Logistics Made Simple  
Chattanooga TN  
Sales Associate

February 2018 – May 2019  
University of Minnesota Football  
Minneapolis MN  
Director of Recruiting Communications

January 2017 – January 2018  
Georgia Southern University  
Statesboro GA  
Director of Recruiting

August 2016 – January 2017  
Fresno State University  
Fresno CA  
Asst. Director of Player Personnel & Football Operations

March 2014 – August 2016  
Georgia Southern University  
Statesboro GA  
Recruiting Asst.

**MILITARY:** None

**MARITAL STATUS:** Married

**DALTON POLICE DEPARTMENT  
PROMOTION PROFILE SHEET**

**NAME:** **DAVID JOSEPH SAYLORS**

**SEX/AGE:** Male/37

**EDUCATION:** May 2019  
Associate of Science  
Georgia Northwestern Technical College  
Dalton GA

May 2001 Graduate  
Southeast Whitfield Co. High School  
Dalton GA

**WORK:** **Dalton Police Dept.**

October 2019 - Current  
Master Police Officer – Sup. Serv. Training Officer

May 2019  
Master Police Officer Designation – Patrol Division

June 2014  
Police Officer 1<sup>st</sup> Class – Traffic Unit

June 2013  
Police Officer 1<sup>st</sup> Class Designation – Patrol Division

January 26, 2004 – Hire Date  
Police Officer – Patrol Division

**MILITARY:** None

**COMMENDATIONS:** 25 Commendation Awards/Letters  
Employee of the Month

- January 2017
- March 2013
- December 2011

**PROMOTION ACTION:** Sergeant



CITY OF DALTON  
PUBLIC SAFETY COMMISSION  
MINUTES  
AUGUST 25, 2020

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

AGENDA AMENDMENT

On the motion of Commissioner Walker, second Commissioner Viamonte, the Agenda was amended to add the following item to the agenda.

- Under New Business, Item #2 – Dalton Strategic Priorities

The vote was unanimous in favor.

NEW BUSINESS

Georgia Public Health Department COVID-19 Report (Informational)

Commissioner Viamonte informed the Commission that the local Health Department has created a “snapshot” which gives the degree of COVID cases in our area (North West Georgia). Commissioner Viamonte noted the snapshot data is broken down by incidents, percentages, demographics, race, and ethnicity. The snapshot report is updated weekly and can be found at <http://nghd.org/pr/37--sp-407/1165-covid19.html>.

Dalton Strategic Priorities (Informational)

City Administrator Jason Parker presented to the Commission a copy of the City of Dalton’s Strategic Priorities. Chairman Weaver pointed out that the Commission is an instrument of the City and should keep in mind the priorities below when the Commission discusses any topic with regards to Public Safety.

- 1) Create an Enticing Community that will be an attractive place to live and work (EC)
- 2) Improving the Quality of Life (QL)
- 3) Innovation: Make and keep Dalton a creative and unique place to live and work (IN)
- 4) Collaboration: Increase collaboration internally, and externally with other local governments, schools and community groups (CO)

A detail copy of the Dalton Strategic Priorities is a part of these minutes.

MINUTES

The Commissioners were presented written copies of the regular called meeting minutes of July 28, 2020. On the motion of Commissioner Mathis, second Commissioner Walker, the minutes were approved. The vote was unanimous in favor.

(2) ALCOHOL APPLICATIONS

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

1. Business Owner: OM SHIV SHIVAM CORP  
d/b/a: Gold Beer Shop  
Applicant: Sangitaben Bavariya  
Business Address: 1125 E. Walnut Ave Suite A  
Type: Package Beer, Package Wine  
Disposition: New

(2) 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:   | Jasmine Singh Enterprise, LLC |
|    | d/b/a:            | Jas Tobacco                   |
|    | Applicant:        | Heather Singh                 |
|    | Business Address: | 601 Fleming St. Suite A       |
|    | Type:             | Package Beer, Package Wine    |
|    | Disposition:      | New                           |

POLICE DEPARTMENT

Crime and Crash Statistics for July 2020

Police Chief Cliff Cason presented the Crime and Crash Statistical Reports for the month of July, 2020, and gave a written and oral summary. As noted in the written summary, Chief Cason reported the rate of Year to Date Part I crimes is down by 21.3% when compared to the same month in 2019. Chief Cason further reported that during the month, there were 83 non-private property crashes and stated injury crashes increased from June 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 July 2020

Police Chief Cliff Cason presented the Financial Report for all divisions within the Dalton Police Department for the month of July, 2020. Chief Cason reported that the department expended 56.3% of their 2020 budget and are 3.7% under budget, and on track for the fiscal year.

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

Written Directives

Police Chief Cliff Cason presented the following directives for approval:

- 2.5                    Organization and Direction
- 2.9                    Table of Organization
- 2.11                  Training
- 2.25                  Biased Policing
- 3.2                    Career Development Program
- 3.8                    Drug-free Workplace Policies and Procedures for Elimination of Substance Abuse and Employee Assistance
- 3.19                  Personnel Early Intervention System

On the motion of Commissioner Walker, second Commissioner Viamonte, the Commission adopted the following Written Directives. The directives are a part of these minutes. The vote was unanimous in favor.

## POLICE DEPARTMENT

.....Continued

### Peace Officers Annuity and Benefit Fund Proposal (POAB)

Police Chief Cliff Cason presented to the Commission a summary of the proposed Peace Officer Annuity and Benefit Fund (POAB) for the Commission's consideration. Chief Cason stated the POAB would serve as supplemental retirement plan for state and local law enforcement officers. Chief Cason stated membership would be limited to certified law enforcement officers who are employed by the State of Georgia or any political subdivision. Chief Cason further stated the total projected cost for the remainder of the FY 2020 would be around \$9,550 for 92 sworn positions, and \$28,100 per year moving forward.

Chairman Weaver thanked Chief Cason for compiling the amounts and explaining the plan. The Commission voted unanimously to move forward and recommend approval of the Plan to the Mayor & Council. A copy of the Plan summary is a part of these minutes.

## FIRE DEPARTMENT

### Monthly Statistical Report – July 2020

Fire Chief Todd Pangle presented the July 2020 Statistical Report to the Commission. Chief Pangle outlined details of the complete report that included the Incident Type Report, Dollar Value Saved & Loss Analysis, NFPA Fire Experience Survey, Incident List by Incident Number, Training Division Monthly Report, Fire Safety Division Monthly Report, Engine Company Pre-Plan Updates, and the Inspection Summary.

On the motion of Commissioner Whitfield, second Commissioner Viamonte, the Commissioners approved the July, 2020 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.

### Monthly Financial Report – July 2020

Fire Chief Todd Pangle presented the Financial Report for the month of July 2020 to the Commission. Chief Pangle stated the department is 1% under budget for the month and on track for the fiscal year.

On the motion of Commissioner Viamonte, 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.

### Georgie Firefighters Pension Fund Proposal (GFPPF)

Fire Chief Todd Pangle presented to the Commission a summary of the proposed Georgia Firefighters' Pension Fund (GFPPF) for the Commission's consideration. Chief Pangle stated the GFPPF would serve as a supplemental retirement plan for certified firefighters in the state of Georgia. Chief Pangle further stated membership is limited to Georgia Certified Firefighters who are employed by the State of Georgia or any political subdivision. Chief Pangle further stated the total projected cost for the remainder of the FY 2020 would be around \$9,300 for 96 certified firefighters, and \$29,100 per year moving forward.

Chairman Weaver thanked Chief Pangle for compiling the amounts and explaining the plan. The Commission voted unanimously to move forward and recommend the plan to the Mayor & Council for adoption consideration. A copy of the plan summary is a part of these minutes.

ADJOURNMENT

There being no further business to come before the Commissioners, on the motion of Commissioner Walker, second Commissioner Whitfield, the meeting was adjourned at 9:50 a.m.

---

Bill Weaver, Chairman

ATTEST:

---

Anthony Walker, Secretary

**DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
SEPTEMBER 22, 2020**

**SUMMARY OF DATA AND CRIME STATISTICS FOR AUGUST 2020**

**General**

Part 1 crimes have decreased approximately 18.1% when compared to year to date numbers from August 2019. Part 2 crimes also decreased by approximately 2.7% during the same time. Calls for service are 11.5% higher than in 2019. Traffic crashes have decreased by approximately 20% when compared to year to date numbers from August 2019.

DALTON POLICE DEPARTMENT  
CRIME STATISTICS

	INCIDENTS				CLEARANCES				ARRESTS			
			2020	2019			2020	2019			2020	2019
	8/20	8/19	YTD	YTD	8/20	8/19	YTD	YTD	8/20	8/19	YTD	YTD
Part I Offenses												
Homicide	0	0	0	1	0	0	1	0	0	0	0	0
Rape	0	2	5	14	0	0	2	10	0	0	0	0
Robbery	1	0	13	2	1	0	7	3	0	0	5	3
Aggravated Assault	4	5	42	47	5	1	28	35	5	1	27	30
Burglary	7	13	61	72	2	1	6	20	2	0	16	17
Larceny - Theft	72	65	429	561	24	21	144	264	22	13	120	222
Motor Vehicle Theft	9	3	48	34	1	0	13	16	0	0	10	9
Arson	1	0	1	0	0	0	1	1	0	0	1	1
PART I SUBTOTAL	94	88	599	731	33	23	202	349	29	14	179	282

<b>Part 2 Offenses</b>	<b>Total</b>
Code Violation	240
Traffic Offense	88
Controlled Substance Offense	56
Warrant Served	54
Battery/Assault - Non-aggravated	33
Destruct/Damage/Vandalize Property	31
DUI	29
Fraud	20
Disorderly Conduct	18
Trespass of Real Property	17

Traffic offenses increased by approximately 38% in August 2020 compared to July 2020. DUI offenses increased by approximately 53% when compared to July 2020. Calls for service increased by approximately 9% when compared to 2019. Citations showed a decrease of 18% compared to 2019 numbers.

	<b>August 2020</b>	<b>August 2019</b>
Calls for Service	3,966	3,644
Traffic Crashes	95	125
Citations	947	1,151

**DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
SEPTEMBER 22, 2020**

DALTON POLICE DEPARTMENT CRIME DASHBOARD YTD 2016-2020  
August 2020

	2016	2017	2018	2019	2020	TREND
Part I Crimes YTD	901	829	791	731	599	
Homicides	0	0	0	1	0	
Rape	16	14	5	14	5	
Robbery	17	16	23	2	13	
Aggravated Assault	48	54	34	47	42	
<b>Violent Crime Totals</b>	<b>81</b>	<b>84</b>	<b>62</b>	<b>64</b>	<b>60</b>	
Burglary	129	93	99	72	61	
Larceny-Theft	651	591	574	561	429	
Motor Vehicle Theft	34	59	53	34	48	
Arson	6	2	3	0	1	
<b>Property Crime Totals</b>	<b>820</b>	<b>745</b>	<b>729</b>	<b>667</b>	<b>539</b>	
Violent Crime Clearance	70%	80%	60%	75%	63%	
Property Crime Clearance	36%	38%	30%	45%	30%	
Part I Arrests	281	269	233	282	179	
Citations	9,021	8,072	9,458	8,761	8,015	
Calls for Service	30,489	26,996	28,312	29,544	32,934	
Traffic Crashes	903	937	901	929	741	

## Analysis

In the year to date 2020 there have been 599 Part 1 crimes reported versus 731 in 2019 which shows an approximate decrease of 18.1%. There have been two crime categories that have increased YTD 2020: Robbery and Motor Vehicle Theft. Robberies are consistent with the 5 year average of 12.6. Motor Vehicle Theft is slightly higher than the 5 year average of 44.8.

There have been 60 violent crimes reported 2020 YTD compared to 64 reported violent crimes YTD 2019. Year to date property crimes have shown a decrease of approximately 19% when compared to 2019 YTD statistics.

Based on the statistics from the previous 5 years, property crime numbers are significantly lower than the normal range. Violent crime numbers are slightly lower than the 5 year average.

**DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
SEPTEMBER 22, 2020**

**DALTON POLICE DEPARTMENT  
CRIME STATISTICS**

	INCIDENTS				CLEARANCES				ARRESTS			
	8/20	8/19	2020 YTD	2019 YTD	8/20	8/19	2020 YTD	2019 YTD	8/20	8/19	2020 YTD	2019 YTD
<b>Part I Offenses</b>												
Homicide	0	0	0	1	0	0	1	0	0	0	0	0
Rape	0	2	5	14	0	0	2	10	0	0	0	0
Robbery	1	0	13	2	1	0	7	3	0	0	5	3
Aggravated Assault	4	5	42	47	5	1	28	35	5	1	27	30
Burglary	7	13	61	72	2	1	6	20	2	0	16	17
Larceny - Theft	72	65	429	561	24	21	144	264	22	13	120	222
Motor Vehicle Theft	9	3	48	34	1	0	13	16	0	0	10	9
Arson	1	0	1	0	0	0	1	1	0	0	1	1
<b>PART I SUBTOTAL</b>	<b>94</b>	<b>88</b>	<b>599</b>	<b>731</b>	<b>33</b>	<b>23</b>	<b>202</b>	<b>349</b>	<b>29</b>	<b>14</b>	<b>179</b>	<b>282</b>
<b>Part II Offenses</b>												
Other Assaults - not agg.	33	29	286	286	24	14	191	205	23	12	171	167
Forgery/Counterfeiting	3	6	32	80	1	3	40	33	1	3	8	29
Fraud	20	28	129	187	7	10	31	62	6	8	25	53
Embezzlement	1	1	1	8	0	0	1	8	0	0	1	3
Stolen Property	1	3	12	19	1	4	17	11	1	4	17	11
Vandalism	31	32	216	273	8	6	60	81	8	5	57	64
Weapons Violations	2	8	30	39	3	9	32	33	3	9	32	24
Commercial Sex	0	0	0	1	0	0	0	0	0	0	0	0
Other Sex Offenses	9	10	53	46	5	3	17	18	4	2	9	9
Drug Sales	6	12	39	61	2	7	56	79	2	7	50	78
Drug Possession	31	49	182	379	26	43	140	412	26	42	133	405
Gambling	0	0	0	1	0	0	0	0	0	0	0	0
Offenses Against Family/Children	8	4	51	38	11	1	40	23	11	1	39	22
Liquor Violations	5	11	39	55	3	12	31	46	3	12	27	45
Drunkenness	9	13	85	93	9	10	87	87	9	10	87	87
Other Disorderly Conduct	18	28	185	196	7	8	98	111	6	7	94	101
Curfew Violations	5	3	16	23	3	5	10	42	3	5	8	41
All Other Offenses	478	294	2461	2129	339	311	1244	1775	334	306	1401	1726
DUI	29	21	112	125	27	20	112	124	27	20	112	124
Human Trafficking	0	0	0	0	0	0	0	0	0	0	0	0
<b>PART II SUBTOTAL</b>	<b>689</b>	<b>552</b>	<b>3929</b>	<b>4039</b>	<b>476</b>	<b>466</b>	<b>2207</b>	<b>3150</b>	<b>467</b>	<b>453</b>	<b>2271</b>	<b>2989</b>
<b>PART I AND II TOTAL</b>	<b>783</b>	<b>640</b>	<b>4528</b>	<b>4770</b>	<b>509</b>	<b>489</b>	<b>2409</b>	<b>3499</b>	<b>496</b>	<b>467</b>	<b>2450</b>	<b>3271</b>

<b>Crashes</b>			2020	2019	<b>Enforcement</b>			2020	2019
	8/20	8/19	YTD	YTD		8/20	8/19	YTD	YTD
Public Roadway	95	125	741	929	Citations	534	726	4,602	5,225
					Warnings	413	425	3,413	3,533
911 Calls	3,966	3,644	32,934	29,544	Totals	947	1,151	8,015	8,766

## Summary of Significant Events for August 2020

20-004963 Warrants Served 616 S Hamilton St

Officers received a call to meet with a female in reference to checking welfare on and retrieving belongings for her daughter. The complainant stated that her daughter had called her and was being held against her will by a male subject and that he had made threats in the past with a shotgun. She called her mother back a short time later and told her to disregard. The mother was already on the way so when she met with us she told us about the male subject but also stated that his name might be something else and that he had been incarcerated in the [REDACTED]



**DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
SEPTEMBER 22, 2020**

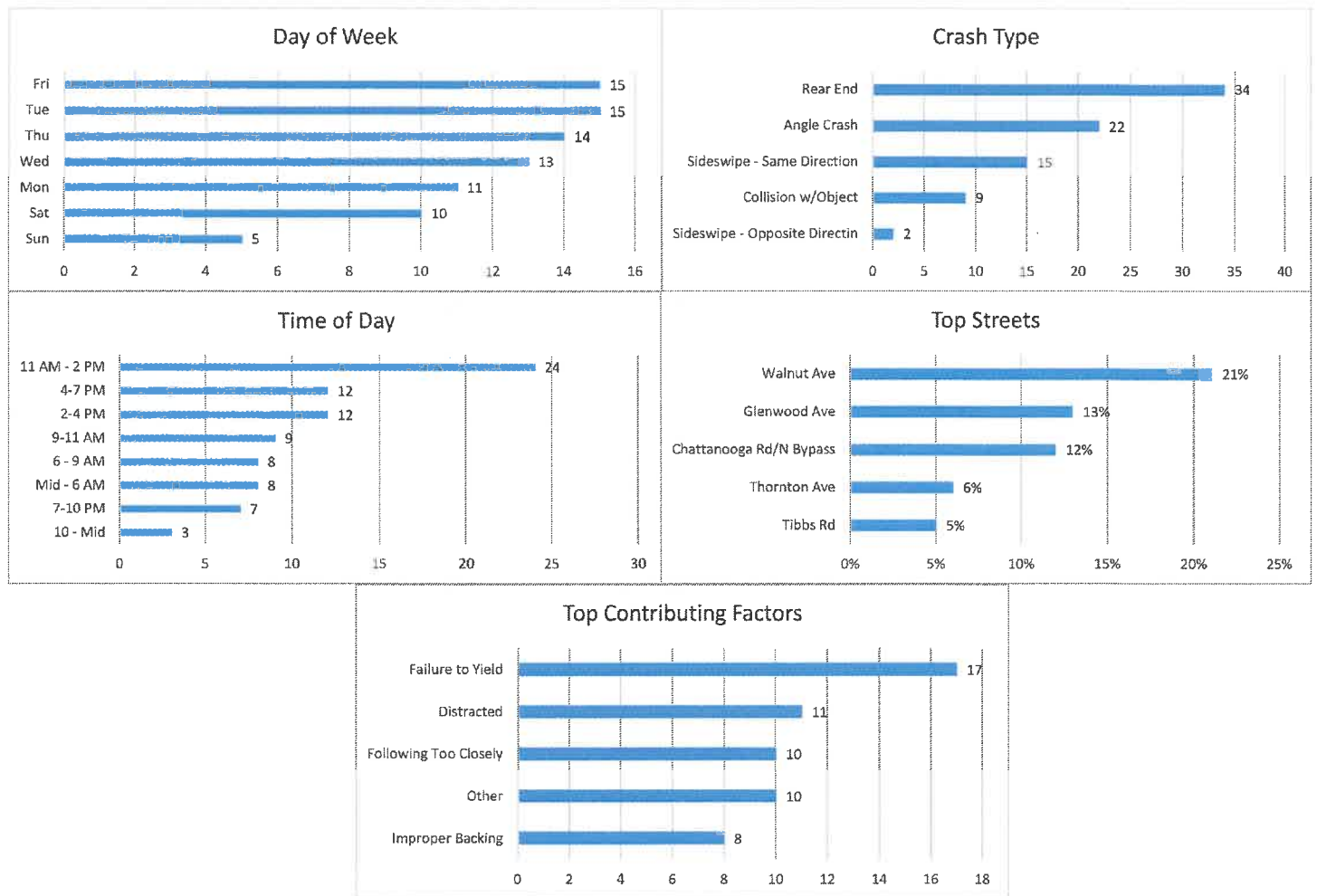
Georgia Department of Corrections. A search of GDC provided his information and GCIC showed that he had active warrants for Parole Violation through that Board, an active warrant through Atlanta PD for Strong-arm Rape, and another warrant for theft from another jurisdiction, but none of them were for that address.

A search warrant was prepared for the residence based on that information and while doing so, the daughter agreed to meet her mother at the Wal-Mart Neighborhood Market. When she arrived we spoke with her and she confirmed that the male subject did not have the shotgun with him at that time. The search warrant was then modified and the warrant was confirmed through Atlanta PD. Once the search warrant was signed officers prepared to make entry. After knocking and announcing our presence, the male subject fled out of another door where officers made contact with him and took him into custody. All three agencies with warrants wished to place a hold.

# DALTON POLICE DEPARTMENT PUBLIC SAFETY COMMISSION MEETING SEPTEMBER 22, 2020

## August 2020 Crash Statistics

In August 2020 there were 95 non-private property crashes reported. Injury crashes increased from July 2020, while total injuries decreased. Rear end and angle crashes were the most prevalent during August 2020. Failure to yield was the leading contributing factor in injury crashes. Following too closely was the leading contributing factor in non-injury crashes. Walnut Ave and Glenwood Ave had the highest number of crashes in August 2020. Chattanooga Rd had the highest number of injuries during August 2020.



### 95 Crashes Reported in August 2020

- There were 12 more crashes in August 2020 than in July 2020.
  - 17 crashes reported in which injuries occurred.
  - That is one injury crash for every 5.6 crashes reported.
  - Multiple injuries were reported in 4 crashes.
- Total Injuries Reported
  - 23 injuries were reported.
  - 2 serious injuries were reported.

DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
SEPTEMBER 22, 2020

Top 5 Streets

- Walnut Avenue
  - 11 Total Crashes
  - 11.6 % of Total Crashes
  - 13.0 % of Injuries Reported (3 Injuries Reported on the Roadway)
  
- Glenwood Ave
  - 11 Total Crashes
  - 11.6 % of Total Crashes
  - 0 % of Injuries Reported (0 Injuries Reported on this Roadway)
  
- Chattanooga Rd/N Bypass
  - 9 Total Crashes
  - 9.5 % of Total Crashes
  - 26.1 % of Injuries Reported (6 Injuries Reported on this Roadway)
  
- Thornton Ave
  - 7 Total Crashes
  - 7.4 % of Total Crashes
  - 4.3 % of Injuries Reported (1 Injury Reported on the Roadway)
  
- ML King Jr Blvd
  - 5 Total Crashes
  - 5.3 % of Total Crashes
  - 13 % of Injuries Reported (3 Injuries Reported on the Roadway)

Crashes Involving DUI

- 9 Reported Crashes involving DUI

Crashes Involving Speed

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

Crashes Involving Distracted or Inattentive Driver

- 11 Crashes Reported with Distracted or Inattentive Driver

Crashes Involving Drivers Following One Another Too Closely

- 16 Crashes Reported involving Following Too Closely

**DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
SEPTEMBER 22, 2020**

Crashes by Type

- Angle Crash 32 / 33.68%
- Rear End 28 / 29.47%
- Collision with an Object 16 / 16.84%
- Sideswipe – Same Direction 14 / 14.74%
- Sideswipe – Opposite Direction 4 / 4.21%

Days of the Week

- 21 crashes occurred on Mondays
- 14 crashes occurred on Tuesdays
- 14 crashes occurred on Wednesdays
- 13 crashes occurred on Thursdays
- 12 crashes occurred on Fridays
- 9 crashes occurred on Saturdays
- 12 crashes occurred on Sundays

Time of Day

- 0000- 0559-4
- 0600-0859-6
- 0900-1059-10
- 1100-1359-19
- 1400-1559-18
- 1600-1859-25
- 1900-2159-10
- 2200-2359-3

Top Contributing Factors

- Following Too Closely: 16 (16.84 % of all crashes)
- Failure to Yield: 14 (14.74 % of all crashes)
- Distracted: 11 (11.58 % of all crashes)
- Improper Backing: 10 (10.53 % of all crashes)
- Under the Influence: 9 (9.47 % of all crashes)

**DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
SEPTEMBER 22, 2020**

Based on the crash data from July 2020, Selective Enforcement Details were conducted in the following areas in August 2020:

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

There were 19 total Enforcement Details conducted in August 2020, resulting in 174 total violations being identified.

Comparing the crash data compiled and the enforcement activities conducted for the month of August 2020, details will be conducted in September 2020 in the following areas:

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

DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
SEPTEMBER 22, 2020

SUMMARY OF THE FINANCIAL STATISTICS FOR AUGUST 2020

The police department budget is on track for FY 2020, and at the time of this report we have expended approximately 63.4% of our 2020 budget. We are approximately 3.2% under budget for the year.

We are still tracking the hazard pay expenses related to COVID-19. At this time, we believe sufficient funds are available to cover our operating cost for the remainder of the year.

09/04/2020 14:32  
628abrow

The City of Dalton  
YEAR-TO-DATE BUDGET REPORT

1  
glytdbud

FOR 2020 99

0010 GENERAL FUND - OPERATING

141501 PD ADMINISTRATION

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141501 000010 SALARIES-REGULAR	351,000	-1,160	349,840	244,673.86	.00	105,166.14	69.9%
141501 000011 SALARIES OVERTIME	1,290	0	1,290	705.50	.00	584.50	54.7%
141501 000016 SALARY - BONUS	0	1,160	1,160	1,158.14	.00	1.86	99.8%
141501 000020 FICA	27,625	0	27,625	19,224.02	.00	8,400.98	69.6%
141501 000030 PENSION	4,170	0	4,170	2,301.15	.00	1,868.85	55.2%
141501 000032 PENSION - DB PLAN	226,000	0	226,000	163,234.52	.00	62,765.48	72.2%
141501 000040 HOSPITALIZATION I	31,635	0	31,635	26,190.00	.00	5,445.00	82.8%
141501 000045 EE LIFE & DISABIL	2,100	1,000	3,100	2,655.11	.00	444.89	85.6%
141501 000050 GENERAL INSURANCE	106,105	3,600	109,705	109,705.00	.00	.00	100.0%
141501 000060 WORKER COMPENSATI	10,415	0	10,415	6,943.32	.00	3,471.68	66.7%
141501 000080 OFFICE EQUIPMENT	5,000	0	5,000	101.92	.00	4,898.08	2.0%
141501 000110 TELEPHONE	45,000	0	45,000	30,563.78	.00	14,436.22	67.9%
141501 000120 TRAINING EXPENSES	15,000	0	15,000	1,861.80	.00	13,138.20	12.4%
141501 000130 VEHICLE EXPENSES	2,000	0	2,000	60.00	.00	1,940.00	3.0%
141501 000140 COPIER RENTAL/SUP	9,000	0	9,000	3,894.30	.00	5,105.70	43.3%
141501 000150 PRINTING	4,000	0	4,000	1,801.38	.00	2,198.62	45.0%
141501 000160 POSTAGE	3,500	0	3,500	511.93	.00	2,988.07	14.6%
141501 000360 LEGAL FEES	15,000	0	15,000	5,425.68	.00	9,574.32	36.2%
141501 000410 GAS & OIL	5,800	0	5,800	1,791.74	.00	4,008.26	30.9%
141501 000440 SUPPLIES	800	0	800	258.18	.00	541.82	32.3%
141501 000450 CLEANING ALLOWANC	1,800	0	1,800	326.75	.00	1,473.25	18.2%
141501 000455 CLOTHING ALLOWANC	1,800	0	1,800	900.00	.00	900.00	50.0%
141501 001010 OFFICE SUPPLIES	2,000	0	2,000	1,569.67	.00	430.33	78.5%
141501 001030 COMPUTER SOFTWARE	157,040	0	157,040	119,851.38	1,500.00	35,688.62	77.3%
141501 001300 MEALS	2,000	0	2,000	1,928.99	.00	71.01	96.4%
141501 001410 DUES/FEES/SUBSCRI	3,500	0	3,500	3,500.00	.00	.00	100.0%
141501 001665 RADIO SUBSCRIBER	25,000	-1,800	23,200	23,155.20	.00	44.80	99.8%
141501 001990 MISCELLANEOUS	2,000	0	2,000	84.91	.00	1,915.09	4.2%
141501 003226 CUSTODY OF PRISO	120,000	-2,800	117,200	47,443.53	.00	69,756.47	40.5%
TOTAL PD ADMINISTRATION	1,180,580	0	1,180,580	821,821.76	1,500.00	357,258.24	69.7%

09/04/2020 14:32  
628abrow

The City of Dalton  
YEAR-TO-DATE BUDGET REPORT



P 2  
glytdbud

FOR 2020 99

141503 PD PATROL

	ORIGINAL APPROP	TRANSFRS/ ADJSTWTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141503 000010 SALARIES-REGULAR	3,377,600	0	3,377,600	2,196,907.14	.00	1,180,692.86	65.0%
141503 000011 SALARIES OVERTIME	101,000	0	101,000	30,539.61	.00	70,460.39	30.2%
141503 000020 FICA	270,065	0	270,065	170,986.13	.00	99,078.87	63.3%
141503 000030 PENSION	154,620	0	154,620	81,033.93	.00	73,586.07	52.4%
141503 000032 PENSION - DB PLAN	436,550	0	436,550	301,166.08	.00	135,383.92	69.0%
141503 000040 HOSPITALIZATION I	515,705	0	515,705	324,644.98	.00	191,060.02	63.0%
141503 000045 EE LIFE & DISABIL	20,300	0	20,300	13,465.86	.00	6,834.14	66.3%
141503 000060 WORKER COMPENSATI	95,900	0	95,900	63,933.32	.00	31,966.68	66.7%
141503 000120 TRAINING EXPENSES	114,000	-10,000	104,000	28,919.33	850.00	74,230.67	28.6%
141503 000130 VEHICLE EXPENSES	12,650	25,000	37,650	37,143.88	25.00	481.12	98.7%
141503 000130 SHOP VEHICLE EXP -	115,050	0	115,050	49,021.02	.00	66,028.98	42.6%
141503 000400 EQUIPMENT MAINT &	12,500	0	12,500	4,820.85	.00	7,679.15	38.6%
141503 000410 GAS & OIL	173,990	0	158,990	89,497.00	.00	69,493.00	56.3%
141503 000440 SUPPLIES	5,500	-15,000	5,500	2,101.16	.00	3,398.84	38.2%
141503 000450 CLEANING ALLOWANC	10,000	0	10,000	4,430.75	.00	5,569.25	44.3%
141503 000460 UNIFORMS	64,000	0	64,000	9,233.31	.00	54,766.69	14.4%
141503 001010 OFFICE SUPPLIES	3,000	0	3,000	725.07	.00	2,274.93	24.2%
141503 001300 MEALS	2,000	0	2,000	57.41	.00	1,942.59	2.9%
141503 001410 DUES/FEES/SUBSCRI	3,750	0	3,750	443.00	125.00	3,182.00	15.1%
141503 001660 COMMUNICATION EQU	2,500	0	2,500	.00	.00	2,500.00	.0%
141503 001990 MISCELLANEOUS	5,000	0	5,000	613.35	100.00	4,286.65	14.3%
141503 039980 CAPITAL OUTLAY <	29,400	0	29,400	11,725.91	2,765.00	14,909.09	49.3%
TOTAL PD PATROL	5,525,080	0	5,525,080	3,421,409.09	3,865.00	2,099,805.91	62.0%



09/04/2020 14:32  
628abrow

The City of Dalton  
YEAR-TO-DATE BUDGET REPORT

3  
glytdbud

FOR 2020 99

141504 PD CRIMINAL INVESTIGATION DIV

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141504 000010 SALARIES-REGULAR	823,000	0	823,000	558,244.53	.00	264,755.47	67.8%
141504 000011 SALARIES OVERTIME	38,300	0	38,300	11,231.12	.00	27,068.88	29.3%
141504 000020 FICA	67,085	0	67,085	43,764.31	.00	23,320.69	65.2%
141504 000030 PENSION	23,900	0	23,900	15,050.18	.00	8,849.82	63.0%
141504 000032 PENSION - DB PLAN	331,570	0	331,570	233,006.37	.00	98,563.63	70.3%
141504 000040 HOSPITALIZATION I	86,245	0	86,245	85,664.00	.00	581.00	99.3%
141504 000045 EE LIFE & DISABIL	5,050	0	5,050	3,366.97	.00	1,683.03	66.7%
141504 000060 WORKER COMPENSATI	22,570	0	22,570	15,046.68	.00	7,523.32	66.7%
141504 000120 TRAINING EXPENSES	30,000	0	30,000	6,390.87	196.00	23,413.13	22.0%
141504 000130 VEHICLE EXPENSES	7,000	1,020	8,020	4,067.94	.00	3,952.06	50.7%
141504 000400 EQUIPMENT MAINT &	1,500	0	1,500	357.58	.00	1,142.42	23.8%
141504 000410 GAS & OIL	19,390	0	19,390	9,794.05	.00	9,595.95	50.5%
141504 000440 SUPPLIES	3,000	0	3,000	732.60	.00	2,267.40	24.4%
141504 000450 CLEANING ALLOWANC	4,000	0	4,000	884.00	.00	3,116.00	22.1%
141504 000455 CLOTHING ALLOWANC	9,000	0	9,000	4,500.00	.00	4,500.00	50.0%
141504 001010 OFFICE SUPPLIES	4,000	0	4,000	307.14	.00	3,692.86	7.7%
141504 001300 MEALS	700	0	700	.00	.00	700.00	.0%
141504 001410 DUES/FEES/SUBSCRI	4,500	0	4,500	1,327.91	.00	3,172.09	29.5%
141504 001650 PURCHASE EVIDENCE	30,000	0	30,000	918.00	.00	29,082.00	3.1%
141504 001660 COMMUNICATION EQU	1,500	0	1,500	.00	.00	1,500.00	.0%
141504 001990 MISCELLANEOUS	5,000	0	5,000	265.00	.00	4,735.00	5.3%
141504 039980 CAPITAL OUTLAY <	5,000	0	5,000	4,786.21	.00	213.79	95.7%
TOTAL PD CRIMINAL INVESTIGATION DIV	1,522,310	1,020	1,523,330	999,705.46	196.00	523,428.54	65.6%

09/04/2020 14:32  
628abrow

The City of Dalton  
YEAR-TO-DATE BUDGET REPORT



P 4  
glytdbud

FOR 2020 99

141507 PD SUPPORT SERVICES

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141507 000010 SALARIES-REGULAR	537,380	0	537,380	373,805.07	.00	163,574.93	69.6%
141507 000011 SALARIES-OVERTIME	7,680	0	7,680	2,963.16	.00	4,716.84	38.6%
141507 000012 SALARIES-PART-TIM	22,005	0	22,005	4,511.45	.00	17,493.55	20.5%
141507 000020 FICA	44,175	0	44,175	29,098.30	.00	15,076.70	65.9%
141507 000030 PENSION	17,580	0	17,580	8,366.77	.00	9,213.23	47.6%
141507 000032 PENSION - DB PLAN	171,950	0	171,950	98,595.91	.00	73,354.09	57.3%
141507 000040 HOSPITALIZATION I	67,205	0	67,205	50,817.52	.00	16,387.48	75.6%
141507 000045 EE LIFE & DISABIL	3,200	0	3,200	2,004.18	.00	1,195.82	62.6%
141507 000060 WORKER COMPENSATI	15,775	0	15,775	10,516.68	.00	5,258.32	66.7%
141507 000120 TRAINING EXPENSES	42,000	0	42,000	20,987.51	275.00	20,737.49	50.6%
141507 000130 VEHICLE EXPENSES	2,000	1,145	3,145	2,446.08	.00	698.92	77.8%
141507 000330 UTILITIES	48,000	0	48,000	29,034.38	.00	18,965.62	60.5%
141507 000410 GAS & OIL	7,300	0	7,300	2,956.60	.00	4,343.40	40.5%
141507 000440 SUPPLIES	3,000	0	3,000	1,748.46	.00	1,251.54	58.3%
141507 000450 CLEANING ALLOWANC	2,400	0	2,400	779.50	.00	1,620.50	32.5%
141507 000455 CLOTHING ALLOWANC	600	0	600	300.00	.00	300.00	50.0%
141507 000460 UNIFORMS	4,000	0	4,000	1,106.39	.00	2,893.61	27.7%
141507 001010 OFFICE SUPPLIES	3,200	0	3,200	2,440.53	.00	759.47	76.3%
141507 001300 MEALS	500	0	500	.00	.00	500.00	.0%
141507 001410 DUES/FEES/SUBSCRI	2,100	0	2,100	214.41	.00	1,885.59	10.2%
141507 001415 CREDIT CARD & BAN	600	0	600	242.97	.00	357.03	40.5%
141507 001610 APPLICANT TESTING	7,500	0	7,500	1,371.75	.00	6,128.25	18.3%
141507 001880 COMMUNITY SERVICE	12,500	0	12,500	4,051.61	.00	8,448.39	32.4%
141507 001880 15048 COM SCVS - D	0	5,725	5,725	5,724.75	.00	.25	100.0%
141507 001990 MISCELLANEOUS	1,500	0	1,500	609.00	.00	891.00	40.6%
141507 084725 BUILDING/GROUNDS M	109,145	-6,870	102,275	29,486.58	261.52	72,526.90	29.1%
TOTAL PD SUPPORT SERVICES	1,133,295	0	1,133,295	684,179.56	536.52	448,578.92	60.4%
TOTAL GENERAL FUND - OPERATING	9,361,265	1,020	9,362,285	5,927,115.87	6,097.52	3,429,071.61	63.4%
TOTAL EXPENSES	9,361,265	1,020	9,362,285	5,927,115.87	6,097.52	3,429,071.61	
GRAND TOTAL	9,361,265	1,020	9,362,285	5,927,115.87	6,097.52	3,429,071.61	63.4%

\*\* END OF REPORT - Generated by Alethea Brown \*\*

FOR 2020 99

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0210 CONFISCATED ASSETS							
210001 REVENUES							
210001 351102 JUSTI FORFEIT JUST	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
210001 351102 TREAS FORFEIT TREAS	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
210001 351103 STATE DRUG SEIZURE	-60,000	0	-60,000	.00	.00	-60,000.00	.0%
210001 361100 JUSTI INTEREST JUS	-30	0	-30	.00	.00	-30.00	.0%
210001 361100 STATE INTEREST EAR	-600	0	-600	-463.23	.00	-136.77	77.2%
210001 361100 TREAS INTEREST TRE	-30	0	-30	-136.03	.00	106.03	453.4%
210001 392100 STATE PROCEEDS FRO	-10,000	0	-10,000	-4,338.46	.00	-5,661.54	43.4%
TOTAL REVENUES	-110,660	0	-110,660	-4,937.72	.00	-105,722.28	4.5%

09/04/2020 14:33  
628abrow

The City of Dalton  
YEAR-TO-DATE BUDGET REPORT



P 2  
glytdbud

FOR 2020 99

	ORIGINAL APPROP	TRANFRS/ 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	4,595.00	.00	13,405.00	25.5%
210415 000370 STATE COURT COSTS	12,500	0	12,500	2,099.40	.00	10,400.60	16.8%
210415 001990 JUSTI MISCELLANEOU	200	0	200	.00	.00	200.00	.0%
210415 001990 STATE MISCELLANEOU	6,150	0	6,150	578.00	.00	5,572.00	9.4%
210415 001990 TREAS MISCELLANEOU	400	0	400	.00	.00	400.00	.0%
210415 021910 STATE COMMUNICATIO	26,380	0	26,380	13,315.98	.00	13,064.02	50.5%
210415 021910 TREAS COMMUNICATIO	100	0	100	.00	.00	100.00	.0%
210415 039980 JUSTI CAPITAL OUTL	1,700	0	1,700	.00	.00	1,700.00	.0%
210415 039980 STATE CAPITAL OUTL	37,000	0	37,000	.00	.00	37,000.00	.0%
210415 039980 TREAS CAPITAL OUTL	2,300	0	2,300	.00	.00	2,300.00	.0%
TOTAL EXPENDITURES	106,730	0	106,730	20,588.38	.00	86,141.62	19.3%
TOTAL CONFISCATED ASSETS	-3,930	0	-3,930	15,650.66	.00	-19,580.66	-398.2%
TOTAL REVENUES	-110,660	0	-110,660	-4,937.72	.00	-105,722.28	
TOTAL EXPENSES	106,730	0	106,730	20,588.38	.00	86,141.62	
GRAND TOTAL	-3,930	0	-3,930	15,650.66	.00	-19,580.66	-398.2%

\*\* END OF REPORT - Generated by Alethea Brown \*\*

09/04/2020 14:34  
628abrow

The City of Dalton  
YEAR-TO-DATE BUDGET REPORT



P 1  
glytdbud

FOR 2020 99

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0370 CAPITAL ACQUISITION FUND							
370005 EXPENDITURES							
370005 000350 610 FACILITY REPAIR	0	19,030	19,030	19,030.00	.00	.00	100.0%
370005 001020 445 COMPUTER SOFTW	60,000	-20,000	40,000	.00	562.28	39,437.72	1.4%
370005 039980 445 CAPITAL OUTLAY	0	20,000	20,000	14,368.89	1,109.85	4,521.26	77.4%
370005 039990 414 CAPITAL OUTLAY	295,000	271,870	566,870	113,161.15	292,810.00	160,898.85	71.6%
370005 039990 415 CAPITAL OUTLAY	369,450	17,135	386,585	7,667.08	359,757.60	19,160.32	95.0%
370005 039990 420 CAPITAL OUTLAY	293,000	266,270	559,270	471,918.84	62,301.40	25,049.76	95.5%
370005 039990 610 CAPITAL OUTLAY	175,000	-19,030	155,970	89,571.00	54,546.00	11,853.00	92.4%
370005 521210 610 CONTRACT SERVI	0	359,705	359,705	359,702.49	.00	2.51	100.0%
TOTAL EXPENDITURES	1,192,450	914,980	2,107,430	1,075,419.45	771,087.13	260,923.42	87.6%
TOTAL CAPITAL ACQUISITION FUND	1,192,450	914,980	2,107,430	1,075,419.45	771,087.13	260,923.42	87.6%
TOTAL EXPENSES	1,192,450	914,980	2,107,430	1,075,419.45	771,087.13	260,923.42	
GRAND TOTAL	1,192,450	914,980	2,107,430	1,075,419.45	771,087.13	260,923.42	87.6%

\*\* END OF REPORT - Generated by Alethea Brown \*\*

**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	342101	PROPERTY DAMAGE	TOTAL DEPOSIT	
		Records Unit	GEARS Reports			PARADE/ SOUND PERMITS	TAXI PERMITS	OPEN RECORDS	*	GRANT REIM. **	GRANT NAME					I.I.TASK FORCE OVERTIME
CUM TOTALS	1,650.00	4,400.00	3,530.00	7,075.00	0.00	20.00	600.00	0.00	15.00	0.00	0.00	1,340.26	0.00	0.00	20,263.68	
AUGUST																
8/3/2020		60.00					25.00								85.00	
8/4/2020		60.00		100.00											160.00	
8/5/2020		30.00													30.00	
8/6/2020		15.00													15.00	
8/7/2020		30.00													30.00	
8/11/2020		45.00													45.00	
8/12/2020									3,767.18						3,767.18	
8/17/2020		15.00		100.00			25.00								100.00	
8/18/2020															40.00	
8/19/2020		25.00													25.00	
8/20/2020		60.00				5.00						119,652.61			119,717.61	
8/21/2020		15.00													15.00	
8/24/2020				100.00											100.00	
8/26/2020		15.00													15.00	
8/27/2020		45.00													45.00	
8/31/2020		30.00					25.00								55.00	
AUGUST	0.00	445.00	0.00	300.00	0.00	5.00	75.00	0.00	3,767.18	0.00	0.00	0.00	119,652.61	0.00	124,244.79	
CUM TOTALS	1,650.00	4,845.00	3,530.00	7,375.00	0.00	25.00	675.00	0.00	3,782.18	0.00	0.00	1,340.26	119,652.61	0.00	144,508.47	
									*\$3,767.18 - Unclaimed Evidence / Unknown Owner							
JUSTICE - Federal Forfeiture Funds:																
TREASURY - Federal Forfeiture Funds:																
State Drug Seizure Funds:																
GOV DEALS SALE OF ASSETS CELL PHONES																
GOV DEALS SALE OF ASSETS VEHICLES																
NONE														NONE		

**STATE DRUG SEIZURES  
(Funds)**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2020 Starting Balance
1/29/2020	PO 21019064	Verizon - Nov 10 - Dec 9 Cell Phones		1,830.25	98,123.31
1/31/2020		Interest Credit	62.39		96,293.06
2/26/2020	PO 21019065	Verizon - Dec 10 - Jan 09 Cell Phones		1,688.83	96,355.45
2/26/2020	PO 21020001	Verizon - Jan 10 - Feb 09 Cell Phones		1,738.83	94,666.62
2/26/2020	19-002128	GOVDEALS - Seized F150 Sold	2,500.00		92,927.79
2/26/2020	19-002128	GOVDEALS - Seized Tires & Wheels Sold	205.00		95,427.79
2/26/2020		GOVDEALS FEES For Items Sold 19-002128, 18-003999, 18-007116		358.57	95,632.79
2/28/2020		Interest Credit	55.37		95,274.22
3/10/2020	PO 21020002	DA's Office - Jones Seizure Court Costs		881.60	95,329.59
3/10/2020	PO 21020003	Clerk of Court - Jones Seizure Court Costs		82.00	94,447.99
3/18/2020	PO 21020004	Elite Wrecker - Tow Seized Infiniti; 20-000497		100.00	94,365.99
3/18/2020	PO 21020005	Whaley's Towing - Tow 4 Seized Vehicles; 20-001409		460.00	94,265.99
3/27/2020	PO 21020006	Verizon - Feb 10 - Mar 09 Cell Phones		1,738.83	93,805.99
3/31/2020		Interest Credit	61.91		92,067.16
4/30/2020		Interest Credit	56.79		92,129.07
5/8/2020	PO21020007	Petty Cash Reimb - Title Seized 2006 Lancer; 19-006839		18.00	92,185.86
5/8/2020	PO21020008	Verizon - Mar 10 - Apr 09 Cell Phones		1,649.18	92,167.86
5/29/2020		Interest Credit	54.18		90,518.68
6/26/2020		Officers purchasing out of date department cell phones.	352.00		90,572.86
6/30/2020		Officers purchasing out of date department cell phones.	14.00		90,924.86
6/30/2020		Interest Credit	59.59		90,938.86
7/2/2020		Officers purchasing out of date department cell phones.	114.00		90,998.45
7/9/2020		Officers purchasing out of date department cell phones.	67.00		91,112.45
7/9/2020		CALEA Refund (Annual Continuation Fee)	3,617.46		91,179.45
7/21/2020		Officers purchasing out of date department cell phones.	75.00		94,796.91
					94,871.91

**STATE DRUG SEIZURES  
(Funds)**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2020 Starting Balance
7/31/2020		Interest Credit	59.57		94,931.48
7/31/2020	PO 21020009	Verizon - Apr 10 - May 09 Cell Phones		2,288.52	92,642.96
7/31/2020	PO21020010	Clerk of Court - Durkan Seizure Court Costs		82.00	92,560.96
7/31/2020	PO21020011	DA's Office - Pack/Thomas Seizure Court Costs		78.90	92,482.06
7/31/2020	PO21020012	Clerk of Court - Pack/Thomas Seizure Court Costs		82.00	92,400.06
7/31/2020	PO21020013	Verizon - May 10 - June 09 Cell Phones		1,962.28	90,437.78
7/31/2020	PO21020014	CALEA Yearly Continuation Fee		4,595.00	85,842.78
7/31/2020	PO21020015	Verizon - June 10 - July 09 Cell Phones		1,962.66	83,880.12
8/3/2020		Officers purchasing out of date department cell phones.	52.00		83,932.12
8/5/2020		Officers purchasing out of date department cell phones.	47.00		83,979.12
8/31/2020	PO 21020016	DA's Office - Bonds Seizure Court Costs		32.20	83,946.92
8/31/2020	PO 21020017	Clerk's Office - Bonds Seizure Court Costs		82.00	83,864.92
8/31/2020	PO 21020018	DA's Office - Ector Seizure Court Costs		360.00	83,504.92
8/31/2020	PO 21020019	Clerk's Office - Ector Seizure Court Costs		82.00	83,422.92
8/31/2020	PO 21020020	DA's Office - Adams-Hayes Seizure Court Costs		254.70	83,168.22
8/31/2020	PO 21020021	Clerk's Office - Adams-Hayes Seizure Court Costs		82.00	83,086.22
8/31/2020	PO 21020022	Verizon - Jul 10 - Aug 09 Cell Phones		1,975.68	81,110.54
8/31/2020		Interest Credit	53.43		81,163.97



**Federal Forfeitures Fund  
Justice Funds**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2020 Starting Balance
					0.48
1/31/2019		Balance			0.48
2/28/2020		Balance			0.48
3/31/2020		Balance			0.48
4/30/2020		Balance			0.48
5/29/2020		Balance			0.48
6/30/2020		Balance			0.48
7/31/2020		Balance			0.48
8/31/2020		Balance			0.48

**Federal Forfeitures Fund  
Treasury Funds**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2020 Starting Balance
					27,071.62
1/31/2020		Interest Credit	17.24		27,088.86
2/28/2020		Interest Credit	15.59		27,104.45
3/31/2020		Interest Credit	17.82		27,122.27
4/30/2020		Interest Credit	16.72		27,138.99
5/29/2020		Interest Credit	16.17		27,155.16
6/30/2020		Interest Credit	17.86		27,173.02
7/31/2020		Interest Credit	17.31		27,190.33
8/31/2020		Interest Credit	17.32		27,207.65

To: Public Safety Commission  
From: Chief Cliff Cason  
Date: September 22, 2020  
Subject: Written Directive Review

<u>Number</u>	<u>Page</u>	<u>Title/Changes</u>
<b>2.4</b>		<b><u>Oath of Office and Code of Ethics</u></b>
	1	Updated Revision and Re-evaluation dates Section I – Rewording Section II – Rewording
	2	Section III – New wording Section IV – Rewording
	3	Section V – Updated to match IACP’s Code of Ethics
	4	Section VI – Rewording
<b>2.10</b>		<b><u>Complaint Review Policy</u></b>
	1	Updated Revision and Re-evaluation dates Section I – Rewording Section III – Rewording
	2	(C) (2) – New sub-item f
	6	(I) (3) – New sub-sections a and b, restructured this section
	7	(K) (3) – New item 3
<b>2.19</b>		<b><u>Vehicle Assignment</u></b>
	1	Updated Revision and Re-evaluation dates Section II – Rewording Section III – Rewording
	2	Section IV – Rewording Section V – Rewording Section VI - Rewording
<b>2.22</b>		<b><u>Accident Review Procedures</u></b>
	1	Updated Revision and Re-evaluation dates Section II – Rewording
	2	Section III - Rewording
<b>2.24</b>		<b><u>Use of Computers, Phones, and Related Technology</u></b>
	1	Updated Revision and Re-evaluation dates Section II – Rewording
	3	(A) – New item 5 (E) – New item 5

## 7.4

### **Criminal Investigations Organization and Administration**

- 1 Updated Revision and Re-evaluation dates
- Section II – Rewording
- 2 Section III – Rewording
- Section IV – Rewording, new lettering, re-numbering
- 3 Section V – Rewording
- 4 Section VI – Rewording
- 5 Section VII – Rewording
- Section VIII – Rewording
- Section IX – Rewording
- 6 Section X – New items B, E, F, and G, new language in  
items C and D, new lettering
- 7 Section XII - Rewording

# DALTON POLICE DEPARTMENT

		Effective Date <b>May 1, 1998</b>	Number <b>GO91-2.4</b>
Subject <b>Oath of Office and Code of Ethics</b>			
Reference <b>CALEA Standards – 1.1.1, 1.1.2</b>		Revised <b>September <del>25, 2018</del> 22, 2020</b>	
Distribution <b>All Personnel</b>	Re-evaluation Date <b>September <del>2020</del> 2022</b>		No. Pages <b>4</b>

## I. Policy

It is the policy of the Dalton Police Department to provide all personnel with a clear Code of Ethics and Oath of Office to abide by and uphold while employed with the agency Department.

## II. Oath of Office

Prior to assuming sworn status, all personnel Officers shall take, and subsequently abide by, an oath of office to enforce the law and uphold the Constitution of the United States and, when applicable, its governmental subdivisions. The oath of office is as follows:

I, \_\_\_\_\_, do solemnly swear / affirm that I will support and defend the Constitution of the United States, the Constitution of the State of Georgia, and the Ordinances of the City of Dalton. I will faithfully enforce the laws of the State of Georgia and the Ordinances of the City of Dalton.

I do further swear that I am not the holder of any unaccounted for public money due this state or any political subdivision or authority thereof.

I do further swear that I do not hold any office of trust under the government of the United States, any other state, or any foreign state that I am prohibited from holding.

I do further swear that I am otherwise qualified to hold said office according to the Constitution and laws of Georgia.

I do further swear that, as a Dalton Police Officer, I recognize my fundamental duty is to serve mankind all persons; to safeguard lives and property and to respect the constitutional rights of all men persons to liberty, equality, and justice.

I will keep my private life unsullied as an example to all and will be exemplary in obeying the laws of the land and the regulations of the Dalton Police Department.

### RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

I will never act officiously or permit personal feelings, prejudices, animosities or friendships to influence my decisions. I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to this oath of office. So help me God

III. **Oath of Honor**

The law enforcement Oath of Honor is as follows:

On my honor, I will never betray my badge, my integrity, my character, or the public's trust.

I will always have the courage to hold myself and others accountable for our actions. I will always uphold the Constitution, my community and the agency I serve.

IV. **Code of Ethics for Government Service**

~~The established code of ethics within the state reads as follows:~~ As established by O.C.G.A. 45-10-1, Georgia's Code of Ethics for government service is as follows:

Any person in government service should:

- A. Put loyalty to the highest moral principles and to country above loyalty to persons, party, or government department.
- B. Uphold the Constitution, laws, and legal regulations of the United States and the State of Georgia and of all governments therein and never be a party to their evasion.
- C. Give a full day's labor for a full day's pay and give to the performance of his duties his earnest effort and best thought.
- D. Seek to find and employ more efficient and economical ways of getting tasks accomplished.
- E. Never discriminate unfairly by the dispensing of special favors or privileges to anyone, whether for remuneration or not, and never accept, for himself or his family, favors or benefits under circumstances which might be construed by reasonable persons as influencing the performance of his governmental duties.
- F. Make no private promises of any kind binding upon the duties of office, since a government employee has no private word which can be binding on public duty.

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

- G. Engage in no business with the government, either directly or indirectly, which is inconsistent with the conscientious performance of his governmental duties.
- H. Never use any information coming to him confidentially in the performance of governmental duties as a means for making private profit.
- I. Expose corruption wherever discovered.
- J. Uphold these principles, ever conscious that public office is a public trust.

V. **Law Enforcement Code of Ethics**

Officers shall abide by the Code of Ethics for Government Service and the Law Enforcement Code of Ethics adopted by the **agency Department**:

As a law enforcement officer, my fundamental duty is to serve **mankind the community**; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation and the peaceful against violence or disorder; and to respect the constitutional rights of all **persons** to liberty, equality, and justice.

I will keep my private life unsullied as an example to all **and will behave in a manner that does not bring discredit to me or my agency**. I will maintain courageous calm in the face of danger, scorn or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both my personal and official life, I will be exemplary in obeying the **laws of the land** and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, **political beliefs, aspirations**, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of **the** police service. **I will never engage in acts of corruption or bribery, nor will I condone such acts by other police officers. I will cooperate with all legally authorized agencies and their representatives in the pursuit of justice.**

**I know that I alone am responsible for my own standard of professional performance and will take every reasonable opportunity to enhance and improve my level of knowledge and competence.**

I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession...law enforcement.

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

VI. **Non-Sworn Employee Code of Ethics**

All non-sworn employees ~~will~~ shall abide by the Code of Ethics for Government Service and Code of Ethics below as adopted by the ~~Dalton Police~~ Department:

I will abide by the ordinances of the City of Dalton, and the laws of the State of Georgia and the United States of America.

I acknowledge respect for human life above all else, recognizing diversity among the members of the communities and departments I serve, allowing for fair and open access to services.

I will exhibit honesty and integrity through ethical behavior.

I will protect the safety, health and welfare of the public and proactively advocate in those areas affecting the public interest.

I will not, in the performance of my duty, work for personal advantage or profit and will refrain from seeking or dispersing personal favors.

I will, at all times, recognize that I am a public servant, and that ultimately I am responsible to the public.

I will give the most efficient, impartial and courteous service of which I am capable at all times.

I will maintain the privacy and confidentiality where required of information obtained in the course of my duty unless disclosure is required by legal authority.

I will demonstrate professional excellence through leadership, cooperation and dedication serving the public.

I will regard my fellow employees with the same standards as I maintain myself, encouraging professional development and fostering respectful relationships.

I will recognize the positive relationship between good physical and mental conditioning and the performance of my duties.

I will do only those things that will reflect honor on myself, my fellow employees, my supervisors and my Department.

I will accept responsibility for my actions.

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

\_\_\_\_\_  
**CHIEF OF POLICE**

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.



# DALTON POLICE DEPARTMENT

		Effective Date <b>July 1, 1998</b>	Number <b>GO88-2.10</b>
Subject <b>Complaint Review Policy</b>			
Reference <b>CALEA Standards – 22.1.2, 26.1.5, 26.2.1, 26.2.2, 26.2.3, 26.3.1-26.3.8</b>		Revised <b>September <del>25, 2018</del> 22, 2020</b>	
Distribution <b>All Personnel</b>	Re-evaluation Date <b>September <del>2020</del> 2022</b>		No. Pages <b>9 10</b>

## I. Policy

It is the policy of ~~this~~ the Dalton Police Department to investigate all complaints against the ~~agency~~ Department or its employees' alleged misconduct and to equitably determine whether the allegations are valid or invalid and to take appropriate action.

## II. Definition

*Professional Standards Unit* – The component of the Department ultimately responsible for conducting administrative investigations into allegations of employee misconduct.

## III. Procedures

### A. Citizen Complaints

All citizen complaints pertaining to misconduct, violations of Department policies or procedures, or violations of federal, state, or local laws shall be documented and investigated by the Department.

- Any Officer who is approached for such assistance shall provide the citizen with information explaining the complaint process, a complaint form (Appendix A), and ~~any other~~ assistance, ~~the citizen~~ as needed.
- Complaints, if possible, ~~will~~ shall be made in person and in writing, and the complainant ~~will~~ shall be advised that complaints are taken seriously and ~~will~~ shall be requested to sign a complaint form. The citizen may wish to take the complaint form and return it at a later time.
- Anonymous complaints ~~or~~ and complaints from citizens who wish their names to be held in confidence ~~will~~ shall be accepted.

### B. Internal Complaints

All internal complaints pertaining to misconduct, violations of Department policies or procedures, or violations of federal, state, or local laws shall be documented and investigated by the Department.

#### RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

1. Complaints, if possible, shall be reported to the employee's immediate Supervisor and **documented on** a complaint form **completed**. Where the employee does not feel comfortable reporting the complaint to the employee's own Supervisor, or where the Supervisor is involved in the **complaint alleged misconduct**, the employee may instead file a complaint with the appropriate Division Commander or with the Chief of Police.
2. Anonymous complaints ~~or~~ **and** complaints from employees who wish their names to be held in confidence ~~will~~ **shall** be accepted.
3. All complaints involving matters of harassment or illegal discrimination shall be handled in accordance with policy GO96-3.7, Harassment and Discrimination in the Workplace.

C. Supervisor Responsibilities

1. First-line Supervisors shall attempt to resolve a complaint by an exploration of Department policies and procedures, where applicable and when the complaint involves ~~minor~~ **less serious** allegations, such as rudeness, discourteous language, or minor policy violations. Complaints that do not result in a formal complaint shall be classified as inquiries. Documentation of an inquiry shall include the nature of the inquiry and the ultimate resolution. **This** documentation shall be forwarded to the Professional Standards Unit **upon completion**.
2. If the Supervisor receiving the complaint determines that the complaint warrants a formal investigation, it shall be forwarded to the Professional Standards Unit. A formal investigation is required ~~in~~ **when**, but is not limited to, the following types of ~~complaints~~ **allegations are made**:
  - a. Criminal misconduct
  - b. Unethical activity
  - c. Negligence or neglect of duty resulting in bodily injury or death
  - d. Abusive conduct by a Supervisor directed toward a subordinate
  - e. Excessive or improper use of force
  - f. **Civil rights violations**
3. If a case is deemed to be a formal complaint, a case number ~~will~~ **shall** be obtained when the completed **complaint** form is received by the Professional Standards Unit.

D. Division Commander Responsibilities

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

Upon becoming aware of or receiving notification of a formal complaint against an employee under his / her command, the Division Commander or his / her designee shall forward to the Professional Standards Unit:

1. The original complaint form
2. All documents, evidence, and information relating to the investigation

E. Professional Standards Unit Responsibilities

1. The Professional Standards Unit shall have primary Supervisory responsibilities for the review and investigation of all complaints against the agency Department or its employees, whether initiated by a citizen or from within the Department. While investigating a complaint, the Professional Standards Unit is delegated the authority of the Chief of Police for the purposes of directing the investigation and shall report directly to him / her.
2. The Professional Standards Unit shall have the following responsibilities:
  - a. Conducting the investigation on all formal administrative complaints.
  - b. Maintenance of a complaint and inquiry log and entry into the Department's tracking software.
  - c. A central file for complaints against the agency Department or its employees shall be maintained in a secure area, and upon final disposition, ~~transfer the~~ file contents shall be transferred to the Department's imaging system. All video and audio tapes and items other than documents will shall be entered into the Property and Evidence Section using the same procedures as all evidence outlined in policy GO88-4.10, Property and Evidence Policy and Procedure.
  - d. Monitoring of complaints to ascertain the need for changes in training or policy.
  - e. An annual review of all complaints received by the agency Department
  - f. Publication of an annual statistical summary that shall be made available to the public and agency employees, which includes the complaints received and investigated by the Department and the final dispositions.
3. Upon receipt of a complaint against the agency Department or its employees, the Professional Standards Unit shall send a memorandum to the Chief of Police notifying him / her of the complaint.

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

4. The Professional Standards Unit shall contact the complainant within five (5) business days of receipt of the complaint and advise him / her that the matter is under investigation. The complainant shall receive periodic status reports, as appropriate, and shall be notified within five (5) business days of the completion of the investigation. The complainant shall also receive written notice of the final disposition of the case after its approval by the Chief of Police. The Professional Standards Unit shall advise the complainant of Department procedures for the processing and investigation of complaints.
5. The employee subject to the complaint shall receive written notice that ~~they are~~ he / she is the subject of an administrative investigation ~~or inquiry~~, unless such notice would impede the investigation. The notice shall include the allegations and the employee's rights and responsibilities relative to the investigation.
6. Investigations of complaints shall be completed within twenty (20) calendar days, unless an extension is requested and granted by the Chief of Police. Requests ~~must~~ shall be in writing.
7. Upon completion, the investigative file ~~will~~ shall be made available to the investigated employee(s)'s chain of command through the respective Division Commander. At each level of supervision, a recommendation of the case status may be sought. Case statuses ~~will~~ shall be selected using the parameters outlined below in section III, K, 1-5. All recommendations and viewings of the file ~~will~~ shall be tracked using the Investigative File Tracking Form (Appendix B), which ~~will~~ shall be made part of the file.
8. The Professional Standards Unit ~~will~~ shall submit recommendations to the Chief of Police.

F. Administrative Investigative Procedures

1. All witness, complainant, and employee statements ~~will~~ shall be recorded with Department audio recording equipment. A transcript shall be made of all recordings.
2. Evidence gathering techniques ~~will~~ shall be utilized by the ~~Department~~ employee conducting the investigation.
3. The final written report summary of the investigation shall be organized as follows:
  - a. The first section shall be a complaint synopsis. This is simply a brief statement describing the alleged misconduct.
  - b. The second section shall be a narrative containing the facts uncovered during the investigation. This should be written in chronological order as the interviews occurred or ~~as~~ evidence was collected.

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

- c. The third section or conclusion shall be concisely what occurred or did not occur.

G. Criminal Allegations

All cases involving allegations of criminal violations ~~will~~ shall be investigated by the Criminal Investigations Division and / or other law enforcement agencies in order to determine if criminal charges should be pursued.

H. Relief from duty

The Chief of Police or his / her designee may place an employee on administrative leave, pending the final outcome of an investigation.

I. Employee's Duties and Rights During an Investigation

1. Scope of Questioning During Interview

- a. Prior to an internal interview concerning alleged criminal misconduct, the employee under investigation shall be read his / her Miranda rights. The provisions of Miranda ~~will~~ shall be adhered to throughout the interview.
- b. Prior to an internal interview concerning allegations of administrative violations, the employee under investigation shall be advised of the Department Internal Investigation Warning, which is derived from the Garrity ruling (Appendix C).
  - (1) The employee must answer all questions in a truthful manner.
  - (2) The employee can be required to answer all questions specifically, narrowly, and directly related to the performance of ~~their~~ his / her official duties.
  - (3) Refusal to comply with an order to answer such questions is a violation of Departmental rules, which may subject the employee to further discipline, up to and including ~~dismissal~~ termination.
  - (4) Any required self-incriminatory admission made during the interview may only be used in subsequent administrative proceedings and shall not be used against the employee in subsequent criminal proceedings.

2. Counsel at Interview

- a. An employee may be permitted to have an attorney, Supervisor, or other personal representative with ~~them~~ him / her in the room during

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

any interview concerning allegations of misconduct by the employee, as long as this does not hinder the progress of the investigation.

- b. The employee's representative is limited to acting as an observer of the interview, except where the interview focuses on, or leads to, evidence of potential criminal activity by the employee. In that case, an employee's legal representative may advise and confer with the employee during the interview.

### 3. Special Examinations

- a. During an internal administrative or criminal investigation, an employee may, upon the direction of the Chief of Police, be required to:
  - (1) Submit to medical or laboratory examinations
  - (2) Be photographed
  - (3) Cooperate with audio and / or video recordings
  - (4) Participate in line-up identifications
  - (5) Produce financial disclosure statements
  - (6) Submit to detection of deception examinations
- b. Any special examinations required by the Department shall only be taken when necessary and when such actions are specifically related to the matter under investigation by the Professional Standards Unit.
- c. An employee under investigation may request an intoximeter, blood, urine, psychological, polygraph, or other medical or laboratory examination, at his / her own expense, if it is believed that such an examination would be beneficial to his / her defense.  
~~The Department may require such examination upon the direction of the Chief of Police.~~

~~An internal administrative investigation may also entail the following procedures, of which an employee may be required to submit:~~

- ~~a. Participate in a line-up~~
- ~~b. Produce financial disclosure statements or other records~~
- ~~c. Be photographed~~

#### RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

~~Any special examinations required by the Department will only be taken when necessary and when such actions are specifically related to the matter under investigation by the Professional Standards Unit.~~

J. Chief's Action

1. The Chief of Police or his / her designee may then hold a pre-disciplinary conference with the employee and the employee's Division Commander and / or Supervisor.
2. The employee may waive a predisciplinary hearing if ~~they~~ he / she desires.
3. The employee may bring witnesses or other evidence to the conference.

K. Conclusion of Fact

1. All internal investigations and inquiries shall have a conclusion of fact. The Chief of Police shall give final approval of the disposition of all internal investigations as follows:
  - a. Sustained: Evidence sufficient to prove allegations.
  - b. Not sustained: Insufficient evidence to either prove or disprove allegations.
  - c. Exonerated: Incident occurred but was lawful or proper.
  - d. Unfounded: Allegation is false or not factual.
  - e. Policy failure: Flaw in policy caused incident.
2. The Chief of Police shall make a final determination as to the disposition of any disciplinary action, up to and including ~~dismissal~~ termination, in accordance with policy GO88-2.14, Rules of Conduct.
3. At the conclusion of the administrative investigation, the employment status of the investigated employee shall not be a factor that prohibits the determination of a conclusion of fact.

L. Investigative File Retention

Administrative investigation files ~~will~~ shall remain in the Professional Standards Unit for the length of the employee's career plus seven (7) years.

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

---

***CHIEF OF POLICE***

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.



## Appendix A

### CITIZEN/INTERNAL COMPLAINT AND INQUIRY FORM

Date of Occurrence: \_\_\_\_\_ Time of Occurrence: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Telephone: \_\_\_\_\_ Night/Evening Telephone: \_\_\_\_\_

Briefly state what occurred:

---

---

---

---

---

---

---

---

---

---

What do you think the officer/employee did wrong:

---

---

---

What do you think should happen to the officer/employee:

---

---

\_\_\_\_\_  
Signature Date

For Departmental Use Only

Complaint # \_\_\_\_\_ Disposition \_\_\_\_\_

Received By \_\_\_\_\_ Date \_\_\_\_\_

ADM CCI 940945 R0108

#### RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

**Appendix B**  
Investigative File Tracking Form

Employee Name \_\_\_\_\_ Case # \_\_\_\_\_

**Immediate Supervisor Assessment:**

Sustained      Not Sustained      Exonerated      Unfounded      Policy Failure

Comments:

---

---

---

\_\_\_\_\_  
Immediate Supervisor

**Division Commander Assessment:**

Sustained      Not Sustained      Exonerated      Unfounded      Policy Failure

Comments:

---

---

---

\_\_\_\_\_  
Division Commander

**Professional Standards Recommendation:**

Sustained      Not Sustained      Exonerated      Unfounded      Policy Failure

Comments:

---

---

---

\_\_\_\_\_  
Professional Standards

**ADM ITF 111101**

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

**Appendix C**  
Internal Affairs  
Employee Interview Form  
Case Number: \_\_\_\_\_

This is an administrative interview that is being recorded and conducted in accordance with Policy # \_\_\_\_\_.

Today's date is \_\_\_\_\_ 20\_\_\_\_\_. The time is \_\_\_\_\_ hours.

This interview is with \_\_\_\_\_ (circle one) currently assigned to \_\_\_\_\_.  
(complainant/witness/accused) (department/division)

Conducting this interview is \_\_\_\_\_. Also present, is /are \_\_\_\_\_.

We are currently located at \_\_\_\_\_. The following allegation(s) under investigation is/are

\_\_\_\_\_.

The complainant in this matter is \_\_\_\_\_.

**GARRITY WARNING**

You are being questioned as part of an official administrative investigation. You will be asked questions specifically, directly and narrowly related to the performance of your official duties or fitness for office. You are entitled to all the rights and privileges guaranteed by the laws and the Constitution of this state and the Constitution of the United States, including the right not to be compelled to incriminate yourself. I further wish to advise you that if you refuse to answer questions relating to the performance of your official duties or fitness for duty, you will be subject to departmental charges up to and including termination. If you answer, neither your statement nor any information or evidence which is gained by reason of such statements can be used against you in any subsequent criminal proceeding. However, these statements may be used against you in relation to subsequent administrative charges.

I understand my rights and obligations as set forth above. \_\_\_\_\_  
(Signature-Interviewee)

Do you have any other questions before we proceed? Yes No

Do you swear or affirm that the statement you will make will be truthful and correct to the best of your knowledge? Yes No

**Conduct Interview /Take Statement**

**Closing Interview**

Do you swear or affirm that the statement you have given is truthful and correct to the best of your knowledge? Yes No

**I am giving you a direct order at this time. You will not discuss the nature of this investigation or the context of this interview with anyone except the Chief of Police, a member of professional standards, and your legal counsel. Should you recall or become aware of any additional pertinent information regarding this investigation, you will contact a member of Internal Affairs.**

**I understand the obligations set forth above.**

\_\_\_\_\_  
Signature (interviewee)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (interviewer)

\_\_\_\_\_  
Date

ADM EIF 100825

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

# DALTON POLICE DEPARTMENT

		Effective Date <b>May 23, 2000</b>	Number <b>GO00-2.19</b>
Subject <b>Vehicle Assignment</b>			
Reference		Revised <b>September <del>25, 2018</del> 22, 2020</b>	
Distribution <b>All Personnel</b>	Re-evaluation Date <b>September <del>2020</del> 2022</b>		No. Pages <b>4</b>

## I. Policy

It is the policy of the Dalton Police Department to establish criteria for the assignment, proper use, and maintenance of assigned vehicles.

## II. Program Goals

The assignment of ~~police~~ **Department** vehicles to individual Officers is designed to achieve several goals. They are as follows:

- A. To increase visibility of police presence in neighborhoods and on streets and roadways while driving to and from work assignments.
- B. To deter crime by limiting the opportunity for criminals to commit a crime ~~with~~ **by having a ~~police~~ marked patrol** vehicles present in area neighborhoods.
- C. To decrease response times for the call-out of Officers to emergency situations.
- D. To reduce the yearly mileage of each vehicle; therefore, increasing the life expectancy of each vehicle.
- E. To provide an additional incentive for Officers to come to work for this ~~agency~~ **Department** and to stay competitive with other agencies and employers.
- F. To increase accountability for vehicle usage and maintenance.
- G. To encourage Officers to live closer to the City of Dalton.

## III. Rules and Regulations

- A. All rules and regulations pertaining to on-duty Officers shall apply to off-duty Officers while driving an ~~assigned~~ **Department** vehicle.
- B. All ~~Officers~~ **employees** shall have in their possession a valid driver's license while operating a ~~police~~ **Department** vehicle.

### RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

- C. While driving a ~~police~~ Department vehicle, Officers shall be properly attired in order to perform a ~~police~~ law enforcement functions and present a good public image. Cut-off jeans, tank tops, etc. are not permitted. ~~The~~ Officers shall have a Department-approved handgun, badge, and ~~police~~ Department identification with ~~him / her~~ them at all times while operating a ~~police~~ Department vehicle.
- D. Officers shall stop and render assistance at any situation requiring ~~police~~ a law enforcement presence while operating ~~the police~~ a marked patrol vehicle. Radios shall be monitored at all times when operating the vehicle.
- E. Employees are strictly forbidden from operating a City-owned vehicle while consuming, or under the influence of, alcohol, drugs, or any medication, which may impair driving ability.
- F. While off-duty, the Officer ~~must shall~~ park ~~their~~ his / her assigned vehicle at the Police ~~Department~~ Services Center, other authorized City property, or at the Officer's residence, including private dwellings and multi-family apartment complexes.
- G. While parked ~~when the Officer is off-duty~~, the vehicle ~~should shall~~ remain locked with the keys removed and all firearms and less-lethal weapons removed or secured in the locked trunk, ~~if so equipped~~. While the vehicle is being serviced or repaired, all weapons shall be removed from the vehicle.
- H. When the Officer is off-duty or on vacation for more than five (5) days, the vehicle ~~should shall~~ be parked at the Police Services Center for use on an as-needed basis.
- I. Department vehicles ~~may shall~~ not be parked at lounges or bars or be used for the purpose of purchasing alcoholic beverages, unless performing an official ~~police~~ law enforcement function.
- J. Non-sworn personnel and members of the general public are not allowed to ride in ~~police~~ Department vehicles except for approved Departmental business. Any exceptions to this must be approved by the Chief of Police or his / her designee.
- K. The personal use of ~~police~~ Department vehicles is prohibited unless the use is incident to law enforcement functions and is approved by the Chief of Police or his / her designee.
- L. Any disciplinary action could cause the removal of this privilege.

#### IV. **General Provisions**

- A. Vehicles ~~will~~ assignments shall be ~~assigned by seniority and~~ contingent upon the number of vehicles authorized by the Mayor and City Council and the needs of the Department, as determined by the Chief of Police.
- B. Sworn members must live within a specified distance, as determined by the Chief of Police, from the Police Services Center ~~in order to drive an assigned vehicle home~~.

#### RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

- C. ~~Officers~~ Trainees may be assigned a vehicle ~~after completion of~~ while assigned to the ~~PTO~~ FTO Program. Trainees are not allowed to take assigned vehicles home until successful completion of the FTO Program and approval of the Patrol Division Commander. ~~with no disciplinary action.~~
- D. Officers are required to maintain all equipment and supplies assigned to the vehicle and report any problem to their immediate Supervisor.
- E. Officers ~~will~~ shall be responsible for monitoring fluid levels and other maintenance items between regularly scheduled maintenance. When an Officer's assigned vehicle is being repaired, ~~they will~~ he / she shall not drive another Department vehicle home, unless permission is granted by the Officer's Division Commander. ~~They must use pool vehicles for work assignments.~~
- F. Officers are responsible for keeping their vehicles clean and ensuring no modifications are made to the vehicle without prior approval from their Division Commander.

V. **Vehicle Inspection**

- A. Officers ~~will~~ shall conduct a daily inspection of their assigned vehicles. This ~~will~~ shall include the interior, exterior, tires, emergency lights, siren, and computer. ~~and for body and paint damage.~~ These inspections ~~should~~ shall include under the back seat and trunk of the vehicle. ~~This should~~ and shall be accomplished prior to the tour of duty. Any new body, paint, and equipment damage shall be immediately reported to the Officer's Supervisor.
- B. Supervisors ~~will~~ shall be required to conduct documented quarterly inspections ~~(at least quarterly)~~ of their subordinate personnel's assigned vehicles. ~~and~~ Random inspections of the vehicles may also be conducted, when necessary.

VI. **Loss of Privilege of Assigned Vehicle**

- A. The loss of an assigned vehicle ~~will~~ shall be at the discretion of the Chief of Police or his / her designee. The following are some examples of circumstances ~~which~~ that could result in the loss of an assigned vehicle, ~~but are not limited to these~~:
  - 1. One or more at-fault ~~accidents~~ motor vehicle crashes
  - 2. Disciplinary action taken by the Department for policy violations
  - 3. Suspension of ~~the~~ an Officer's driver's license by the Department of Driver Services
  - 4. Failure to properly maintain the vehicle
  - 5. Driving record
  - 6. Needs of the ~~Division~~ Department
  - 7. ~~Failure to comply with Department policies and orders~~

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

**7.8. When An Officer's** performance falls below satisfactory levels

- B. The ~~City of Dalton Police~~ Department reserves the right to treat each incident on a case-by-case basis without creating a binding precedent for other cases, which may arise in the future. Multiple or repeated violations may involve more severe time limits on loss of privileges.

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

---

**CHIEF OF POLICE**

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

# DALTON POLICE DEPARTMENT

		Effective Date <b>May 1, 1998</b>	Number <b>GO96-2.22</b>
Subject <b>Accident Review Procedures</b>			
Reference		Revised <b>September 25, 2018 22, 2020</b>	
Distribution <b>All Personnel</b>	Re-evaluation Date <b>September 2020 2022</b>		No. Pages <b>3</b>

## I. Policy

It is the policy of the Dalton Police Department to prevent accidents of any type involving Department vehicles and to reduce the injuries or damage to personnel, citizens, and city and private property.

## II. Procedures for Review of Traffic Accidents involving Department Vehicles

### A. Formation of the Accident Review Committee (ARC)

1. The Assistant Chief of Police or his / her designee ~~will~~ **shall** review all ~~departmental~~ traffic crashes **involving Department vehicles** to determine the personnel makeup of each session of the ARC. At each meeting of the ARC, the review and discussion of the case file(s) ~~will~~ **shall** be led by the Division Commander of the employee(s) whose actions are being reviewed.
2. Each session of the ARC shall be made up of the following:
  - a. At least two (2) **agency** Command Staff members, **including the involved employee(s)'s Division Commander**
  - b. **The** Assistant Chief of Police, or his / her designee
  - ~~c.b-~~ **If requested**, one (1) peer chosen by the employee(s) whose actions are being reviewed.

### B. Review of the Traffic Accident

1. The employee(s) whose involvement in a traffic accident that is being reviewed ~~shall~~ **may be required to** be present at meetings of the ARC when ~~their~~ **his / her** case is being reviewed. The employee's Division Commander ~~will~~ **shall** notify him or her of the time and place. The purpose

#### RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.



of the employee's presence is to provide further explanation about the incident and to ask / answer questions.

2. Traffic accident reports indicating no contributing factors by the employee ~~will~~ shall be reviewed by the ARC, but ~~will~~ the ARC shall not require the presence of the employee ~~involved at the session~~, unless some other issue is unresolved.
3. Any employee may attend ARC meetings.
4. The ARC shall meet and review cases no later than twenty (20) calendar days after the original report(s) ~~are~~ is completed, unless an extension is granted in writing by the Chief of Police.
5. The ARC shall review all information and make a determination of cause, responsibility, and applicable policy. The ARC shall also recommend changes in policy or suggestions to prevent the accident from occurring again.

C. Categories for Accident Review

1. Category A – Backing / Low-Speed Maneuver: Including, but not limited to, private property / parking lots, traffic stops, traffic crash investigation scenes, and incident scenes.
2. Category B – Moving: Including, but not limited to, turning maneuvers and normal driving operations in all light and weather conditions.
3. Category C – Emergency Driving: Including all emergency driving, preparing to engage in emergency driving, disengaging from emergency driving, and vehicle pursuits.

D. Employee Sanctions

1. Each employee's Division Commander ~~will~~ shall determine the appropriate sanctions, if any, for all Category A crashes / damage and the first Category B crash / damage within a three-year period.
2. The Chief of Police ~~will~~ shall determine sanctions, if any, for Category C crashes / damage and any ~~second or subsequent~~ Category B crash / damage ~~of two or more times~~ during a three-year period.

III. **Procedures for Review of On-the-job Accidents with Injuries and / or Damage to Department Property or Vehicles**

A. Formation of the Accident Review Committee (ARC)

1. The Assistant Chief of Police or his / her designee ~~will~~ shall review all on-the-job accidents with injuries and incidents ~~which~~ resulting in damage to

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police

Department property or vehicles to determine the personnel makeup of each session of the ARC. At each meeting of the ARC, the review and discussion of the case file(s) ~~will~~ shall be led by the Division Commander of the employee(s) whose actions are being reviewed.

2. Each session of the ARC shall be made up of the following:
  - a. At least two (2) ~~agency~~ Command Staff members, including the involved employee(s)'s Division Commander
  - b. The Assistant Chief of Police, or his / her designee
  - ~~c.b.~~ If requested, one (1) peer chosen by the employee(s) whose actions are being reviewed.

B. Review of the Accident / Incident

1. The employee(s) whose involvement in an accident / incident that is being reviewed ~~shall~~ may be required to be present at meetings of the ARC when ~~their~~ his / her case is being reviewed. The employee's Division Commander ~~will~~ shall notify him or her of the time and place. The purpose of the employee's presence is to provide further explanation about the incident and to ask / answer questions.
2. Any employee may attend ARC meetings.
3. The ARC shall meet and review cases no later than twenty (20) calendar days after the original report(s) are completed, unless an extension is granted in writing by the Chief of Police.
4. The ARC shall review all information and make a determination of cause, responsibility, and applicable policy. The ARC shall also recommend changes in policy or suggestions to prevent the accident / incident from occurring again. All documentation shall be forwarded to the Chief of Police for any further action.

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

---

**CHIEF OF POLICE**

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police

# DALTON POLICE DEPARTMENT

		Effective Date <b>June 27, 2000</b>	Number <b>GO00-2.24</b>
Subject <b>Use of Computers, Phones, and Related Technology</b>			
Reference <b>CALEA Standards – 11.4.4, 41.3.7</b>		Revised <del>December 17, 2019</del> <b>September 22, 2020</b>	
Distribution <b>All Personnel</b>	Re-evaluation Date <del>December 2021</del> <b>September 2022</b>		No. Pages <b>4</b>

## I. Policy

It is the policy of the Dalton Police Department to regulate the Department's computers and related technology and the manner in which they are used.

## II. Procedure

### A. Use of computers

1. Only the employees of the Dalton Police Department and other designated persons are authorized to use or access the Department's computer system, **including mobile data terminals.**
2. Employees shall only use computer software and related equipment in the direct performance of their assigned duties, unless authorized by their Division Commander.
3. Employees are required to submit a computer work order for all hardware or software problems and installations. Computer work orders are submitted through email to the City's Information Technology Department.
4. Any removable **data** storage device or other files introduced into the Department's computer system must be scanned for potential virus infection.
5. **Supervisors are responsible for reviewing electronic transmissions, such as submissions of incident reports, motor vehicle crash reports, and other information, from mobile data terminals.**

### B. Use of software

1. Requests for new software shall be made through the office of the Chief of Police or his / her designee.

#### RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

2. No unapproved software shall be brought into the Department and installed on Department computers.
3. No software from the Department shall be copied for personal use.
4. Employees shall not use Department computers to develop software to be used outside the Department without prior authorization by the Chief of Police or his / her designee.
5. Any software developed ~~on the Department's time~~ while employees are on-duty is the property of the Department and the City of Dalton.
6. All software shall be installed and / or uninstalled by a member of the City's IT Department and shall be subject to review at any time.
7. Employees shall comply with the copyright and licensing restrictions of all software applications.
8. Employees shall not manipulate or alter current software running on ~~Agency~~ Department-owned mobile, desktop, or handheld computers or other devices, unless legally authorized.

C. Use of electronic mail

1. Internet e-mail to and from the Department shall be for conducting business only. No personal messages are allowed.
2. All messages between mobile computers shall be business-related and for law enforcement purposes only.
3. All e-mail and messages are the property of the Department and the City of Dalton, may be retrieved at any time, and are subject to review.

D. Use of the internet

1. All employees who use the City of Dalton / Department's internet service shall use the service for official business only.
2. The internet service shall not be utilized to access any non-job-related website for personal use.
3. Personal use of the internet service is a privilege limited to the employee's personal time and must be pre-approved by the employee's Supervisor.
4. Employees should understand that sites visited, number of times visited, and total time connected to each site are maintained and are subject to review.

E. Security

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

1. Employees of the Department that need to access the Department's computer system have an individual passwords that allows them to access the system.
2. An employee shall not share or offer the use of his or her password so that anyone else may gain access to the system.
3. Unauthorized use of another employee's password is prohibited.
4. No personal computer hardware is authorized for use by employees on Department computers.
5. The City's IT Department may conduct administrative security inspections, as needed, to evaluate the effectiveness of the security system for the Department's computer system.

F. Expectation of privacy

1. All information generated, stored, or maintained by employees within the Department's computer system is the property of the Department and is subject to review.
2. Employees do not have a right to privacy regarding any personal or business-related information stored in the Department's computer system.
3. The e-mail system is the property of the Department and the City of Dalton. All messages are viewed as Department messages and not personal, confidential messages of the employee.

G. Telephone Use

1. Personal use of the Department's telephone system should not be excessive. Personal calls should be limited in frequency and duration and ~~should~~ shall not interfere with the employee's job performance.
  - a. Employees shall make long distance phone calls only when necessary and in the official performance of their duties.
  - b. Personal long distance calls shall not be charged to the Department.
2. Voicemail on all extensions may be subject to review by order of the Chief of Police or his / her designee.

H. Cellular Phone Use

1. Department-issued cellular phones

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

- a. Cellular phones that are the property of the Department are intended to be used by employees for the official performance of their duties.
- b. If personal calls are necessary, any charges incurred are the responsibility of the employee.
- c. Monthly cellular phone bills ~~will~~ shall be reviewed to ensure that the Department cellular phones are being used properly. If the calls exceed the number of minutes in the cellular phone contract, the employee shall be required to reimburse the Department for charges incurred for personal calls.

2. Personal cellular phone use

- a. Personal cellular phones may be used for official duties but are not required. The Department shall not be responsible for any costs associated with personal cellular phones.
- b. Personal cellular phones shall not be used while responding to calls for service.
- c. The use of personal cellular phones to conduct personal business (secondary employment) shall not be allowed during on-duty hours.
- d. The use of personal cellular phones, for personal calls, should be limited in frequency and duration and shall not interfere with the employee's job performance.
- e. An employee that is in possession of ~~their~~ his / her personal cellular phone while on duty ~~must~~ shall provide the number of that phone to his / her Division Commander upon request and may be required to make available any statements, invoices, or account information concerning the use of his / her cellular phone to the Chief of Police or his / her designee.

I. Use of ~~Agency~~ Department Materials

1. All photographs, images, recordings, or other materials captured, recorded, or secured by other means with Department-issued equipment or personal equipment, while used on duty, is the property of the Department.
2. ~~Agency~~ Department materials shall only be disseminated in an official capacity and only to persons that are authorized to receive such information.
3. Employees are prohibited from disseminating ~~Agency~~ Department materials for other than official ~~duties~~ purposes without permission from the Chief of Police.

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

---

**CHIEF OF POLICE**

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

# DALTON POLICE DEPARTMENT

		Effective Date <b>May 1, 1998</b>	Number <b>GO92-7.4</b>
Subject <b>Criminal Investigations Organization and Administration</b>			
Reference <b>CALEA Standards – 42.1.2, 42.1.3, 42.1.5, 42.2.2, 42.2.3, 42.2.4, 42.2.7, 82.2.4</b>		Revised <del>October 22, 2019</del> <b>September 22, 2020</b>	
Distribution <b>All Personnel</b>	Re-evaluation Date <del>October 2021</del> <b>September 2022</b>		No. Pages <b>7</b>

## I. Policy

It is the policy of the Dalton Police Department to maintain a Criminal Investigations Division (CID) for the purpose of conducting initial and follow-up criminal investigations and to gather intelligence related to violations of the law.

## II. Organization

- A. The Criminal Investigations Division Commander shall be responsible for managing the investigative operations of the ~~Dalton Police~~ Department. The Division Commander ~~will~~ **shall** regularly update the Chief of Police and Assistant Chief regarding all major case investigations. All personnel assigned to CID ~~will~~ **shall** be non-uniformed.
- B. The Division Operations Supervisor is responsible for planning, directing, **coordinating**, and evaluating the work activities of CID.
- C. The Drug Enforcement Unit (DEU) is responsible for conducting drug and vice investigations, making arrests, interviewing suspects and witnesses, managing intelligence information, and conducting surveillance. The DEU Sergeant shall oversee the day-to-day activities of the unit.
- D. Members of CID participate in the Conasauga Circuit FBI Safe Streets Task Force (SSTF). The SSTF is responsible for investigating major cases, organized crime, gang-related offenses and activity, and other assigned cases. CID members who are assigned to the SSTF are under the direct supervision of the DEU Sergeant.
- E. General Case Investigators are responsible for conducting follow-up criminal investigations, which may include responding to crime scenes, conducting interviews, collecting evidence, performing lawful searches, identifying suspects, and making arrests.
- F. The Polygraph Investigator is responsible for conducting pre-employment and criminal polygraph examinations for the ~~Agency~~ **Department**. This Investigator also conducts follow-up criminal investigations.

### RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.



- G. The Crime Scene Investigator is responsible for processing and documenting crimes scenes and collecting and analyzing evidence. This Investigator also conducts follow-up criminal investigations.
- H. The Intelligence Analyst is responsible for reviewing, analyzing, and interpreting data from sources, such as incident reports, field interviews, traffic citations, and other open and confidential sources, for the purpose of developing actionable intelligence for use in strategic and tactical operations. On a regular basis, ~~the person in this position~~ Investigator conducts and provides support to active criminal investigations and provides various statistical and crime analysis reports and information to members of the Agency Department.

### III. Case Management

- A. It shall be the responsibility of the Division Commander or his / her designee to assign cases and to review all incident reports. Cases ~~will~~ shall be assigned for follow-up investigation based on the following:
  - 1. Solvability factors
  - 2. The nature and seriousness of the case
  - 3. In cases requiring specialized skills and abilities (i.e., sex crimes, juvenile offenses, homicides, etc.), ~~the Division Commander or his / her designee may assign~~ the case may be assigned to a particular Investigator who possesses the special skills necessary to properly conduct the investigation.
- B. Once the assignment has been made, the assigned Investigator shall be designated as Lead Investigator. He / she is responsible for conducting a thorough and timely investigation and reporting case progress to his / her Supervisor through the Department's Records Management System (RMS) on a regular basis.
- C. The CID assigning Supervisor is responsible for monitoring and guiding the investigation of all cases he / she assigns. The Supervisor shall establish appropriate case review periods for case progress and shall determine whether investigations should continue or be closed / cleared.

### IV. Case Status

- A. The Division Commander or his / her designee shall maintain case control through the use of the Department's RMS case management function. This ~~should~~ shall reflect who is assigned the case, the date assigned, and the case status.
- B. Cases shall be assigned the following statuses:
  - 1. ~~A.~~ Active / Open Case

Any case that has workable leads that the Investigator or Supervisor believes could result in solving the case is considered an active / open

#### RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

case.

**2.B.** Inactive Case – Administratively Closed

The Division Commander or his / her designee may designate an investigation inactive if he / she is of the opinion that the follow-up investigation has exhausted all leads and there is not enough evidence for the case to be cleared.

**3.C.** Cleared Case

All cases may be cleared in one of the following ways:

- a.4.** Exceptionally Cleared – A case is considered cleared by exception when there is enough information to support an arrest, but there is some reason, outside the Investigator's control, that precludes the arrest.
- b.2.** Cleared by Arrest – A case is considered cleared by arrest when one or more persons are arrested in reference to the case.
- c.3.** Unfounded – A case is considered unfounded when the investigation yields no evidence to verify that a crime occurred **or it is determined that the crime occurred in a different jurisdiction.**

**V. Case File Management**

- A. Each investigator shall maintain his / her own case file for each assigned case.
- B. Current case files, which are case files for open / active cases, shall be maintained in a standard size file folder with, at a minimum, the case number written on the tab of the folder, electronically on the Department's CID server, or as a combination of both.
- C. Each case file shall be constructed of documents or digital files that are collected by the Investigator and deemed prudent to the investigation. Documents may include, but are not limited to, copies of original and supplemental reports, criminal histories, and copies of issued warrants and subpoenas. Digital files include photographs, audio recordings, video recordings, and digital data. An Investigative Checklist shall also be used by Investigators as a guide to aid in the investigative process.
- D. All original items of evidence shall be placed in the Property and Evidence Section in accordance with policy GO88-4.10, Property and Evidence Policy and Procedure. This includes, but is not limited to, physical evidence collected from crime scenes, suspects, victims, vehicles, or any other location.
- E. Upon the closure or clearance of a case, the Investigator shall upload all photographs, audio and video recordings, investigative notes, and all other items contained in the case file to **the Files section of the Case Management Table within** the Department's RMS. Any items that may be of a sensitive nature shall be placed

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

in Property and Evidence rather than uploaded into RMS.

- F. Access to case files is ~~restricted to Agency personnel~~ determined by the Georgia Open Records Act.
- G. Case files maintained on the Department's RMS shall not be purged without a court order or permission from the CID Division Commander.

## VI. **Conducting Follow-Up Investigations**

The nature and complexity of criminal investigations can vary greatly. The CID assigning Supervisor shall be responsible for coordinating Investigators' actions to ensure that appropriate investigate techniques and resources are used to conduct thorough investigations. A follow-up investigative guide provides the framework for basic investigations and includes the minimum sections listed below. CID Supervisors and Investigators ~~will~~ may utilize additional techniques and resources, as required by the nature of the case.

- A. Reviewing the Dalton PD Investigative Checklist and placing a copy into the case file.
- B. Identifying all persons involved in the case and arresting suspects, if facts support criminal charges.
- C. Reviewing all Department records, reports, and all previously-gathered documentation regarding the assigned case. Investigators should contact Patrol Officers who conducted the preliminary investigation to determine if additional information exists.
- D. Conducting interviews and / or interrogations of suspects, witnesses, and victims.
- E. Collecting, documenting, securing, and preserving physical evidence in the Department's Property and Evidence Section. Investigators shall arrange for timely evaluation and analysis of evidence items by the Department's Crime Scene Investigator and / or other outside laboratories. Investigators shall review and analyze findings to determine value to the investigation.
- F. Investigators shall use appropriate computerized records, including criminal histories, to locate relevant information on all persons involved in the case and to locate similar occurrences. Federal, state, and local databases, along with social media sites, are tools available to Investigators for advanced searches.
- G. Seeking additional information from Patrol Officers and / or Confidential Informants.
- H. Distributing information, such as lookouts, as appropriate.
- I. Planning, organizing, and conducting searches.
- J. Arranging for polygraph examinations.

### **RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

- K. Preparing cases for court presentation.
- L. Re-contacting victims / witnesses periodically to determine if their needs are being met.
- M. Explaining to victims / witnesses the procedures involved in the prosecution of their cases and their role in those procedures.
- N. Scheduling line-ups, interviews, and other required appearances at the convenience of victims / witnesses.
- O. Promptly returning victim / witness property taken as evidence, if feasible.

VII. **Roll Call Attendance**

In an effort to enhance the relationship between CID and the Patrol Division, and to provide for the exchange of information, Investigators ~~will~~ shall periodically participate in roll call sessions conducted for Patrol Officers.

VIII. **On-Call Status**

- A. ~~The Criminal Investigations Division~~ CID ~~will~~ shall maintain an “on-call” list of Investigators and make that list available to all Department personnel and the Whitfield County 911 Center.
- B. Investigators that have been called out are responsible for responding within one (1) hour of being notified by a Supervisor.
- C. Investigators unable to complete their on-call responsibilities are required to find a replacement and notify on-duty Supervisors and the Whitfield County 911 Center of the changes to the on-call list.
- D. The on-call Investigator’s typical working hours ~~will~~ shall be during second shift.

IX. **Major Case Investigations**

- A. Some criminal investigations may require an immediate mobilization of significant ~~Agency~~ Department resources, as well as resources of other agencies. Some examples include:
  - 1. Homicides, especially when multiple victims are involved
  - 2. Serial crimes, such as homicides, sexual crimes, etc.
  - 3. Crimes which, because of the unusual nature, may cause significant public alarm
  - 4. Other crimes deemed appropriate by the CID Division Commander or his / her designee.

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

- B. When the initial Investigator or Supervisor determines that a case, or series of related cases, may warrant the enhanced effort of a Major Case Investigation (MCI), he / she shall notify the CID Division Commander and the Chief of Police immediately.
- C. MCIs requires the designation of a Lead Investigator and ~~must~~ shall use an established method of managing leads to ensure a thorough and coordinated effort that will lead to a successful resolution and / or criminal prosecution.
- D. MCIs may require the establishment of more elaborate Incident Command post facilities, operations centers, and / or the associated communications and mechanical systems necessary to sustain the operation for multiple days.
- E. The CID Division Commander shall maintain a contingency plan for MCIs, based on the most likely scenarios, in order to heighten preparation for such cases.
- F. ~~Criminal~~ Investigators and ~~Department~~ Supervisors shall receive training on conducting Major Case Investigations within one year of appointment or promotion.

#### X. Investigative Task Forces

- A. The use of an investigative task force can be a valuable tool in combating crimes committed by organized groups or individuals committing crimes in multi-jurisdictional areas. Combining the efforts of several law enforcement agencies enhances the chances of being successful in combating the crime.
- B. In those instances where the Chief of Police decides that the Department will be involved in a task force, an agreement or a Memorandum of Understanding (MOU) shall be signed by all participating agencies. The Chief of Police is responsible for selecting members to be assigned to task forces.
- ~~C.B.~~ The initiating agency ~~should~~ shall take the ultimate responsibility for conducting the task force operations with the other participating agencies in a supporting role. In a federal or state-level task force, the initiating agency shall be responsible for the supervision of task force activities.
- ~~D.C.~~ Task Force Officers (TFOs) may have to operate outside their own jurisdiction. Authority to operate can be conferred by such means as a special deputation for the duration of the task force operation. After receiving a federal, state, or local deputation, a TFO is issued credentials that shall be carried at all times while on-duty, unless the TFO is in an undercover role.
- ~~D.~~ ~~In those instances where the Chief of Police decides that the Department will be involved in a task force, an agreement or a Memorandum of Understanding (MOU) will be signed by all participating agencies.~~
- E. TFOs shall share intelligence information, including information regarding threats to officer safety, with other members of the task force and their agencies. TFOs gathering intelligence information regarding criminal activity in another jurisdiction shall attempt to deconflict that information with the law enforcement agency in that jurisdiction prior to conducting further task force operations or activities.

#### RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

- F. TFOs are authorized to use their Department-issued equipment while conducting task force operations. TFOs may also be issued equipment, vehicles, and funds from the initiating agency for use in task force operations.
- G. TFOs are authorized to use the Department's Purchase of Evidence / Purchase of Information fund to support task force operations, in accordance with policy GO92-7.12, Confidential Expenditures.
- H.E. The CID Division Commander shall periodically evaluate the results of any task force and shall brief the Chief of Police on the task force's progress. The Chief of Police shall determine the necessity to continue or discontinue the Department's involvement in any task force.

## XI. **Cold Cases**

The term "cold case" refers to an inactive case that was initially investigated to the fullest extent possible and was unable to be cleared based on the information, evidence, or technology known at the time.

- A. The evaluation criteria for re-investigating a cold case will generally include, but is not limited to, the following:
  - 1. There is newly discovered evidence in the case.
  - 2. There are newly discovered witnesses to the events surrounding the investigation.
  - 3. Emerging technologies create a new way to examine previous evidence or aspects of the case.
  - 4. Personnel recognize some aspect of the case that was previously not fully explored.
- B. Cold cases that shall be annually evaluated for further possible investigative actions include, but are not limited to:
  - 1. Murder cases
  - 2. Kidnapping cases
  - 3. Missing Persons cases
  - 4. Rape cases (where the victim did not know the suspect)
- C. An Investigator assigned to a cold case shall document his / her investigative actions in a supplemental report.

## XII. **Identity Theft**

- A. Any Officer may initiate an incident report for crimes associated with identity theft.

### **RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

Recording all relevant information and data in such reports is essential for a follow-up investigation. Officers shall ask victims if they wish to have their information entered into the Federal Bureau of Investigation's Identity Theft File. If a victim wishes for his / her information to be entered into the file, the Officer shall provide ~~them~~ him / her with the GCIC Identity Theft File Consent Document and make sure all relevant information is gathered and forwarded to the Records Section.

- B. When taking reports of identity theft, Officers shall provide information and any assistance reasonably possible to help victims resolve their problem. Victims shall be instructed to follow up with one of the three major consumer reporting companies; Equifax, Experian, or TransUnion. These agencies share a common database so the victim does not have to notify all three.
- C. The Criminal Investigations Division ~~will~~ shall be responsible for follow-up investigations relating to identity theft crimes.
- D. If an Investigator is assigned an identity theft case, he / she shall coordinate with other applicable agencies and assist in any way possible.
- E. Identity theft prevention brochures ~~will~~ shall be provided to the public in the lobby of the Police Services Center. Additional information about identity theft ~~will~~ shall be provided to the public through social media or other public relations functions.

*This policy supersedes any policies previously issued.*

**BY ORDER OF**

---

**CHIEF OF POLICE**

**RESTRICTED LAW ENFORCEMENT DATA**

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

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

## **DALTON FIRE DEPARTMENT**

404 School Street  
Dalton, GA 30720



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

**August 2020**

### **Incident Response**

#### **Monthly Synopsis**

<u>Category</u>	<u>Responses</u>	<u>Percentage</u>
Fire	5	1.63%
Overpressure Rupture, Overheat	1	0.32%
Rescue/Medical	205	66.99%
Hazardous Condition	8	2.61%
Service Call	6	1.96%
Good Intent	38	12.41%
False Alarm	43	14.05%

<b>Total Responses</b>	<b>306</b>
<b>Average Response Time</b>	<b>3:24</b>
<b>Estimated Loss</b>	<b>\$5,900</b>



## Incident Type Report (Monthly Summary )

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>1 Fire</b>				
116 Fuel burner/boiler malfunction, fire	1	0.32%	\$0	0.00%
131 Passenger vehicle fire	3	0.98%	\$5,900	100.00%
151 Outside rubbish, trash or waste fire	1	0.32%	\$0	0.00%
	<b>5</b>	<b>1.63%</b>	<b>\$5,900</b>	<b>100.00%</b>
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>				
251 Excessive heat, scorch burns with no	1	0.32%	\$0	0.00%
	<b>1</b>	<b>0.32%</b>	<b>\$0</b>	<b>0.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
311 Medical assist, assist EMS crew	181	59.15%	\$0	0.00%
322 Motor vehicle accident with injuries	14	4.57%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	9	2.94%	\$0	0.00%
352 Extrication of victim(s) from vehicle	1	0.32%	\$0	0.00%
	<b>205</b>	<b>66.99%</b>	<b>\$0</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>				
424 Carbon monoxide incident	1	0.32%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	1	0.32%	\$0	0.00%
441 Heat from short circuit (wiring),	1	0.32%	\$0	0.00%
442 Overheated motor	1	0.32%	\$0	0.00%
444 Power line down	3	0.98%	\$0	0.00%
461 Building or structure weakened or collapsed	1	0.32%	\$0	0.00%
	<b>8</b>	<b>2.61%</b>	<b>\$0</b>	<b>0.00%</b>
<b>5 Service Call</b>				
500 Service Call, other	1	0.32%	\$0	0.00%
510 Person in distress, Other	1	0.32%	\$0	0.00%
551 Assist police or other governmental agency	1	0.32%	\$0	0.00%
553 Public service	2	0.65%	\$0	0.00%
561 Unauthorized burning	1	0.32%	\$0	0.00%
	<b>6</b>	<b>1.96%</b>	<b>\$0</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>				
611 Dispatched & cancelled en route	29	9.47%	\$0	0.00%
622 No Incident found on arrival at dispatch	6	1.96%	\$0	0.00%
631 Authorized controlled burning	2	0.65%	\$0	0.00%
651 Smoke scare, odor of smoke	1	0.32%	\$0	0.00%

## Incident Type Report (Monthly Summary )

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
6 Good Intent Call	<u>38</u>	<u>12.41%</u>	<u>\$0</u>	<u>0.00%</u>
7 False Alarm & False Call				
711 Municipal alarm system, malicious false	2	0.65%	\$0	0.00%
714 Central station, malicious false alarm	1	0.32%	\$0	0.00%
730 System malfunction, Other	1	0.32%	\$0	0.00%
733 Smoke detector activation due to	6	1.96%	\$0	0.00%
735 Alarm system sounded due to malfunction	12	3.92%	\$0	0.00%
741 Sprinkler activation, no fire -	3	0.98%	\$0	0.00%
743 Smoke detector activation, no fire -	4	1.30%	\$0	0.00%
744 Detector activation, no fire -	2	0.65%	\$0	0.00%
745 Alarm system activation, no fire -	11	3.59%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	1	0.32%	\$0	0.00%
	<u>43</u>	<u>14.05%</u>	<u>\$0</u>	<u>0.00%</u>

Total Incident Count: 306

Total Est Loss:

\$5,900

# DALTON

## Dollar Value Saved & Loss Analysis (Monthly)

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident Type	Count	Total Values	Total Losses	Total Saved	Percent Lost	Percent Saved
131 Passenger vehicle fire	3	\$9,600	\$5,900	\$3,700	61.46%	38.54%
Grand Totals	3	\$9,600	\$5,900	\$3,700		

Total Percent Lost: 61.46%

Total Percent Saved: 38.54%

## DALTON

## Incident List by Incident Number w/Est Loss(Month)

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
20-0001845	0	08/01/2020	03:53:02	203 Cuyler (west)	311 Medical assist, assist EMS crew	
20-0001846	0	08/01/2020	08:23:51	1500 Brandywine	311 Medical assist, assist EMS crew	
20-0001847	0	08/01/2020	12:47:42	1108 Thornton (South)	611 Dispatched & cancelled en route	
20-0001848	0	08/01/2020	15:19:29	Walnut (West)	631 Authorized controlled burning	
20-0001849	0	08/01/2020	18:05:07	1203 Acme	311 Medical assist, assist EMS crew	
20-0001850	0	08/02/2020	01:22:33	609 Thornton (South)	311 Medical assist, assist EMS crew	
20-0001851	0	08/02/2020	11:41:03	Walnut (East)	322 Motor vehicle accident with	
20-0001852	0	08/02/2020	14:43:48	900 Shugart	711 Municipal alarm system, malicious	
20-0001853	0	08/02/2020	16:16:28	411 Roberts	311 Medical assist, assist EMS crew	
20-0001854	0	08/02/2020	17:41:17	418 Spencer (North)	311 Medical assist, assist EMS crew	
20-0001855	0	08/03/2020	03:26:30	865 Holiday Inn	311 Medical assist, assist EMS crew	
20-0001856	0	08/03/2020	05:47:01	811 School	311 Medical assist, assist EMS crew	
20-0001857	0	08/03/2020	07:18:12	610 Olivia	311 Medical assist, assist EMS crew	
20-0001858	0	08/03/2020	08:01:01	513 Park Canyon	311 Medical assist, assist EMS crew	
20-0001859	0	08/03/2020	08:41:10	1617 Beechland	611 Dispatched & cancelled en route	
20-0001860	0	08/03/2020	10:14:14	1103 Valencia	311 Medical assist, assist EMS crew	
20-0001861	0	08/03/2020	13:26:52	North Bypass	324 Motor Vehicle Accident with no	
20-0001862	0	08/03/2020	14:10:28	808 Beirut	311 Medical assist, assist EMS crew	
20-0001863	0	08/03/2020	15:36:38	903 Cascade	622 No Incident found on arrival at	
20-0001864	0	08/03/2020	18:05:26	Glenwood (North)	324 Motor Vehicle Accident with no	
20-0001865	0	08/03/2020	21:21:16	1510 Walnut (West)	311 Medical assist, assist EMS crew	
20-0001866	0	08/04/2020	00:19:05	2403 Botany Woods	311 Medical assist, assist EMS crew	
20-0001867	0	08/04/2020	02:25:24	2214 Walnut (East)	311 Medical assist, assist EMS crew	
20-0001868	0	08/04/2020	07:35:19	1618 Beechland	311 Medical assist, assist EMS crew	
20-0001869	0	08/04/2020	09:00:46	1225 Broadrick	311 Medical assist, assist EMS crew	
20-0001870	0	08/04/2020	10:02:54	1010 Vista	745 Alarm system activation, no fire -	
20-0001871	0	08/04/2020	10:06:31	1750 Brighton	611 Dispatched & cancelled en route	
20-0001872	0	08/04/2020	11:26:28	1802 Brier	311 Medical assist, assist EMS crew	
20-0001873	0	08/04/2020	14:11:18	805 Professional	311 Medical assist, assist EMS crew	
20-0001874	0	08/04/2020	14:45:20	400 Wrinkle	311 Medical assist, assist EMS crew	
20-0001875	0	08/04/2020	16:01:12	808 Beirut	311 Medical assist, assist EMS crew	
20-0001876	0	08/04/2020	16:13:28	1218 Broadrick	733 Smoke detector activation due to	

## DALTON

## Incident List by Incident Number w/Est Loss(Month)

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
20-0001877	0	08/04/2020	18:56:19	Underwood	324 Motor Vehicle Accident with no	
20-0001878	0	08/04/2020	23:16:40	1116 Willowdale	311 Medical assist, assist EMS crew	
20-0001879	0	08/05/2020	01:38:02	1116 Willowdale	311 Medical assist, assist EMS crew	
20-0001880	0	08/05/2020	05:29:18	1012 May	311 Medical assist, assist EMS crew	
20-0001881	0	08/05/2020	05:57:22	219 Griffin	311 Medical assist, assist EMS crew	
20-0001882	0	08/05/2020	08:38:33	923 Elk	311 Medical assist, assist EMS crew	
20-0001883	0	08/05/2020	08:44:22	1002 Alabama	311 Medical assist, assist EMS crew	
20-0001884	0	08/05/2020	09:10:54	2200 Chattanooga	622 No Incident found on arrival at	
20-0001885	0	08/05/2020	14:08:09	1213 Applewood	311 Medical assist, assist EMS crew	
20-0001886	0	08/05/2020	15:30:48	187 Goose Hill (South)	611 Dispatched & cancelled en route	
20-0001887	0	08/05/2020	18:09:45	1405 Vann	311 Medical assist, assist EMS crew	
20-0001888	0	08/05/2020	21:07:24	612 Dantzler	311 Medical assist, assist EMS crew	
20-0001889	0	08/05/2020	21:13:41	1218 Broadrick	733 Smoke detector activation due to	
20-0001890	0	08/06/2020	01:03:54	Waugh (West)	611 Dispatched & cancelled en route	
20-0001891	0	08/06/2020	03:06:50	600 Walnut (West)	311 Medical assist, assist EMS crew	
20-0001892	0	08/06/2020	08:00:50	1904 Shields	444 Power line down	
20-0001893	0	08/06/2020	10:10:14	321 Grimes (North)	311 Medical assist, assist EMS crew	
20-0001894	0	08/06/2020	10:34:47	1115 Professional	733 Smoke detector activation due to	
20-0001895	0	08/06/2020	10:46:12	1308 Beverly	311 Medical assist, assist EMS crew	
20-0001896	0	08/06/2020	12:38:13	North Bypass	322 Motor vehicle accident with	
20-0001897	0	08/06/2020	13:32:19	316 Rowena	311 Medical assist, assist EMS crew	
20-0001898	0	08/06/2020	15:43:49	1001 Riverbend	735 Alarm system sounded due to	
20-0001899	0	08/06/2020	16:51:02	1001 Riverbend	735 Alarm system sounded due to	
20-0001900	0	08/06/2020	19:51:03	1010 Walnut (East)	311 Medical assist, assist EMS crew	
20-0001901	0	08/07/2020	07:10:57	1300 Waugh (West)	311 Medical assist, assist EMS crew	
20-0001902	0	08/07/2020	07:48:09	883 Shugart	311 Medical assist, assist EMS crew	
20-0001903	0	08/07/2020	08:50:28	1203 Lakeshore (West)	311 Medical assist, assist EMS crew	
20-0001904	0	08/07/2020	13:10:50	MM I-75 S. Bound	611 Dispatched & cancelled en route	
20-0001905	0	08/07/2020	13:22:47	3 Brothers	311 Medical assist, assist EMS crew	
20-0001906	0	08/07/2020	15:43:03	110 Pine Hill	311 Medical assist, assist EMS crew	
20-0001907	0	08/07/2020	17:13:23	1911 Wren	745 Alarm system activation, no fire -	
20-0001908	0	08/07/2020	17:36:41	519 Hawthorne (West)	311 Medical assist, assist EMS crew	

## DALTON

## Incident List by Incident Number w/Est Loss(Month)

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
20-0001909	0	08/07/2020	21:35:51	Walnut (East)	322 Motor vehicle accident with	
20-0001910	0	08/08/2020	01:42:55	MM I-75 S. Bound	322 Motor vehicle accident with	
20-0001911	0	08/08/2020	01:55:16	805 Professional	311 Medical assist, assist EMS crew	
20-0001912	0	08/08/2020	03:00:27	609 Thornton (South)	311 Medical assist, assist EMS crew	
20-0001913	0	08/08/2020	10:03:30	1300 Waugh (West)	311 Medical assist, assist EMS crew	
20-0001914	0	08/08/2020	13:25:07	112 Green (South)	424 Carbon monoxide incident	
20-0001915	0	08/08/2020	14:46:41	1320 Winton	743 Smoke detector activation, no fire	
20-0001916	0	08/08/2020	19:52:21	865 Shugart	131 Passenger vehicle fire	\$500
20-0001917	0	08/08/2020	22:45:38	824 Shugart	311 Medical assist, assist EMS crew	
20-0001918	0	08/09/2020	10:46:32	1203 Acme	311 Medical assist, assist EMS crew	
20-0001919	0	08/09/2020	14:03:56	400 Mitchell	131 Passenger vehicle fire	\$5,400
20-0001920	0	08/09/2020	14:57:10	661 George Rice	311 Medical assist, assist EMS crew	
20-0001921	0	08/09/2020	15:12:48	Riverbend	611 Dispatched & cancelled en route	
20-0001922	0	08/09/2020	15:50:58	1101 Riverbend	611 Dispatched & cancelled en route	
20-0001923	0	08/09/2020	17:35:47	711 Stillwood	553 Public service	
20-0001924	0	08/09/2020	18:47:32	St. Charles	444 Power line down	
20-0001925	0	08/09/2020	19:25:53	1930 Dug Gap	311 Medical assist, assist EMS crew	
20-0001926	0	08/09/2020	21:46:54	805 Professional	311 Medical assist, assist EMS crew	
20-0001927	0	08/10/2020	07:21:15	305 Robinwood	311 Medical assist, assist EMS crew	
20-0001928	0	08/10/2020	11:55:24	1010 Doris	311 Medical assist, assist EMS crew	
20-0001929	0	08/10/2020	12:27:51	1508 Braiden	311 Medical assist, assist EMS crew	
20-0001930	0	08/10/2020	12:59:38	Chattanooga	611 Dispatched & cancelled en route	
20-0001931	0	08/10/2020	14:37:00	1200 Memorial	744 Detector activation, no fire -	
20-0001932	0	08/10/2020	14:44:59	342 Keith	611 Dispatched & cancelled en route	
20-0001933	0	08/10/2020	15:14:06	1510 Walnut (East)	611 Dispatched & cancelled en route	
20-0001934	0	08/10/2020	15:36:22	1900 Picadilly	311 Medical assist, assist EMS crew	
20-0001935	0	08/10/2020	15:59:35	1910 Sourwood	311 Medical assist, assist EMS crew	
20-0001936	0	08/10/2020	18:00:14	Waugh (West)	311 Medical assist, assist EMS crew	
20-0001937	0	08/10/2020	19:39:32	804 Jamestown	311 Medical assist, assist EMS crew	
20-0001938	0	08/10/2020	20:46:07	1000 Vista	741 Sprinkler activation, no fire -	
20-0001939	0	08/10/2020	21:54:06	1523 Walnut (West)	311 Medical assist, assist EMS crew	
20-0001940	0	08/10/2020	22:39:08	2170 Arbordale	311 Medical assist, assist EMS crew	

## DALTON

## Incident List by Incident Number w/Est Loss(Month)

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
20-0001941	0	08/11/2020	03:39:49	1304 Underwood	611 Dispatched & cancelled en route	
20-0001942	0	08/11/2020	13:04:46	939 Glenwood (North)	311 Medical assist, assist EMS crew	
20-0001943	0	08/11/2020	13:42:14	907 Hardwick	311 Medical assist, assist EMS crew	
20-0001944	0	08/11/2020	14:08:43	Dug Gap	324 Motor Vehicle Accident with no	
20-0001945	0	08/11/2020	16:04:06	1116 Willowdale	311 Medical assist, assist EMS crew	
20-0001946	0	08/11/2020	16:45:16	2106 Chattanooga	311 Medical assist, assist EMS crew	
20-0001947	0	08/11/2020	18:46:03	1012 Ponderosa	551 Assist police or other	
20-0001948	0	08/12/2020	06:42:22	2032 Dug Gap	733 Smoke detector activation due to	
20-0001949	0	08/12/2020	09:44:07	215 Crawford (West)	311 Medical assist, assist EMS crew	
20-0001950	0	08/12/2020	11:03:36	805 Professional	311 Medical assist, assist EMS crew	
20-0001951	0	08/12/2020	12:02:37	1515 Walnut (West)	311 Medical assist, assist EMS crew	
20-0001952	0	08/12/2020	15:38:51	Riverbend	322 Motor vehicle accident with	
20-0001953	0	08/12/2020	16:34:04	711 Hamilton (South)	611 Dispatched & cancelled en route	
20-0001954	0	08/12/2020	17:18:03	405 Virgil	116 Fuel burner/boiler malfunction,	
20-0001955	0	08/12/2020	17:52:07	506 Crawford (West)	500 Service Call, other	
20-0001956	0	08/12/2020	18:14:28	Griffin	311 Medical assist, assist EMS crew	
20-0001957	0	08/12/2020	20:55:55	1116 Willowdale	311 Medical assist, assist EMS crew	
20-0001958	0	08/12/2020	21:02:24	1222 MLK Jr.	311 Medical assist, assist EMS crew	
20-0001959	0	08/12/2020	21:18:44	1205 Georgian	311 Medical assist, assist EMS crew	
20-0001960	0	08/12/2020	22:04:42	1320 Winton	622 No Incident found on arrival at	
20-0001961	0	08/12/2020	23:19:38	409 Claude	311 Medical assist, assist EMS crew	
20-0001962	0	08/12/2020	23:22:45	1012 May	311 Medical assist, assist EMS crew	
20-0001963	0	08/13/2020	00:35:24	623 Campus	311 Medical assist, assist EMS crew	
20-0001964	0	08/13/2020	01:53:06	1218 Broadrick	733 Smoke detector activation due to	
20-0001965	0	08/13/2020	08:39:34	1116 Willowdale	311 Medical assist, assist EMS crew	
20-0001966	0	08/13/2020	10:09:13	1116 Willowdale	311 Medical assist, assist EMS crew	
20-0001967	0	08/13/2020	10:24:15	1903 Hamilton (South)	735 Alarm system sounded due to	
20-0001968	0	08/13/2020	14:31:07	North Bypass	322 Motor vehicle accident with	
20-0001969	0	08/13/2020	15:02:58	532 Glenwood (North)	131 Passenger vehicle fire	
20-0001970	0	08/13/2020	15:42:08	Underwood	322 Motor vehicle accident with	
20-0001971	0	08/13/2020	18:29:33	1100 Autumn	311 Medical assist, assist EMS crew	
20-0001972	0	08/13/2020	21:00:58	1006 Colorado	311 Medical assist, assist EMS crew	

## DALTON

## Incident List by Incident Number w/Est Loss(Month)

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
20-0001973	0	08/13/2020	22:08:08	1304 Underwood	611 Dispatched & cancelled en route	
20-0001974	0	08/14/2020	04:54:46	303 Lesley	611 Dispatched & cancelled en route	
20-0001975	0	08/14/2020	06:51:38	174 Callahan (East)	735 Alarm system sounded due to	
20-0001976	0	08/14/2020	13:27:19	1300 Underwood	311 Medical assist, assist EMS crew	
20-0001977	0	08/14/2020	16:15:36	2220 Chattanooga	311 Medical assist, assist EMS crew	
20-0001978	0	08/14/2020	17:17:45	1000 May	311 Medical assist, assist EMS crew	
20-0001979	0	08/14/2020	19:35:48	826 Shugart	311 Medical assist, assist EMS crew	
20-0001980	0	08/14/2020	19:39:18	913 MLK Jr.	311 Medical assist, assist EMS crew	
20-0001981	0	08/15/2020	01:10:31	1010 Walnut (East)	311 Medical assist, assist EMS crew	
20-0001982	0	08/15/2020	03:11:52	1899 Middle Summit	311 Medical assist, assist EMS crew	
20-0001983	0	08/15/2020	12:11:18	826 Shugart	611 Dispatched & cancelled en route	
20-0001984	0	08/15/2020	14:19:15	1701 Water Oak	611 Dispatched & cancelled en route	
20-0001985	0	08/15/2020	17:23:46	1307 Walnut (West)	311 Medical assist, assist EMS crew	
20-0001986	0	08/16/2020	01:30:02	601 Greenwood	311 Medical assist, assist EMS crew	
20-0001987	0	08/16/2020	02:20:53	104 Fort Hill	735 Alarm system sounded due to	
20-0001988	0	08/16/2020	07:05:24	1116 Willowdale	311 Medical assist, assist EMS crew	
20-0001989	0	08/16/2020	09:33:51	1903 Hamilton (South)	735 Alarm system sounded due to	
20-0001990	0	08/16/2020	17:31:23	115 Harvard	311 Medical assist, assist EMS crew	
20-0001991	0	08/16/2020	17:39:22	1306 Underwood	311 Medical assist, assist EMS crew	
20-0001993	0	08/17/2020	02:59:23	7 Brothers	311 Medical assist, assist EMS crew	
20-0001994	0	08/17/2020	05:00:01	466 Bear Creek	745 Alarm system activation, no fire -	
20-0001995	0	08/17/2020	05:03:34	1903 Hamilton (South)	745 Alarm system activation, no fire -	
20-0001996	0	08/17/2020	07:51:22	1104 Walston	311 Medical assist, assist EMS crew	
20-0001997	0	08/17/2020	09:15:42	1000 Vista	745 Alarm system activation, no fire -	
20-0001998	0	08/17/2020	10:40:18	310 Chestnut	311 Medical assist, assist EMS crew	
20-0001999	0	08/17/2020	13:57:32	1601 Beechland	311 Medical assist, assist EMS crew	
20-0002000	0	08/17/2020	15:40:52	MLK Jr.	322 Motor vehicle accident with	
20-0002001	0	08/17/2020	16:56:01	MLK Jr.	322 Motor vehicle accident with	
20-0002002	0	08/17/2020	17:50:06	Dawnville	322 Motor vehicle accident with	
20-0002003	0	08/17/2020	18:31:02	Fields	322 Motor vehicle accident with	
20-0002004	0	08/17/2020	21:05:25	818 Shugart	311 Medical assist, assist EMS crew	
20-0002005	0	08/18/2020	00:17:25	1310 Vann	311 Medical assist, assist EMS crew	



## DALTON

## Incident List by Incident Number w/Est Loss(Month)

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident	Exp	Alm Date	Time		Location	Incident Type	Est Loss
20-0002006	0	08/18/2020	09:06:41	1968	Springchase	311 Medical assist, assist EMS crew	
20-0002007	0	08/18/2020	09:12:36	1000	Vista	611 Dispatched & cancelled en route	
20-0002008	0	08/18/2020	11:04:16		Grace	622 No Incident found on arrival at	
20-0002009	0	08/18/2020	11:45:40	5	Brothers	311 Medical assist, assist EMS crew	
20-0002010	0	08/18/2020	15:54:35	1115	Professional	611 Dispatched & cancelled en route	
20-0002011	0	08/18/2020	21:11:41	703	Conway	151 Outside rubbish, trash or waste	
20-0002012	0	08/18/2020	21:12:30	500	Bluff Hill	311 Medical assist, assist EMS crew	
20-0002013	0	08/18/2020	22:46:19	306	Fairview	444 Power line down	
20-0002014	0	08/19/2020	00:52:10	1803	Southmont	441 Heat from short circuit (wiring),	
20-0002015	0	08/19/2020	07:22:35	809	Kenner	745 Alarm system activation, no fire -	
20-0002016	0	08/19/2020	08:37:10	1621	Beechland	311 Medical assist, assist EMS crew	
20-0002017	0	08/19/2020	09:58:49	704	Glenwood (North)	461 Building or structure weakened or	
20-0002018	0	08/19/2020	11:05:10	609	Thornton (South)	311 Medical assist, assist EMS crew	
20-0002019	0	08/19/2020	11:36:18		Underwood	311 Medical assist, assist EMS crew	
20-0002020	0	08/19/2020	15:23:17		Thornton (South)	622 No Incident found on arrival at	
20-0002021	0	08/19/2020	17:07:36		Willowdale	322 Motor vehicle accident with	
20-0002022	0	08/19/2020	19:14:34	1116	Willowdale	311 Medical assist, assist EMS crew	
20-0002023	0	08/20/2020	02:03:10	1308	Walnut (West)	735 Alarm system sounded due to	
20-0002024	0	08/20/2020	04:56:56	1310	Walnut (West)	735 Alarm system sounded due to	
20-0002025	0	08/20/2020	05:15:19	815	Shugart	745 Alarm system activation, no fire -	
20-0002026	0	08/20/2020	06:17:04	1500	Hale-Bowen	745 Alarm system activation, no fire -	
20-0002027	0	08/20/2020	06:20:46	421	Claude	311 Medical assist, assist EMS crew	
20-0002028	0	08/20/2020	07:29:50		Spring	311 Medical assist, assist EMS crew	
20-0002029	0	08/20/2020	10:15:22	1454	Westover	611 Dispatched & cancelled en route	
20-0002030	0	08/20/2020	10:30:14	200	Bryant	735 Alarm system sounded due to	
20-0002031	0	08/20/2020	10:58:28	2201	Industrial South	745 Alarm system activation, no fire -	
20-0002032	0	08/20/2020	11:09:11	251	Gillum	311 Medical assist, assist EMS crew	
20-0002033	0	08/20/2020	11:45:36	1300	Waugh (West)	711 Municipal alarm system, malicious	
20-0002034	0	08/20/2020	14:29:58	2000	Chattanooga	311 Medical assist, assist EMS crew	
20-0002035	0	08/20/2020	20:32:35	508	Morris (East)	735 Alarm system sounded due to	
20-0002036	0	08/20/2020	20:58:25	1621	Beechland	311 Medical assist, assist EMS crew	
20-0002037	0	08/20/2020	22:17:46	1822	Brady	311 Medical assist, assist EMS crew	

## DALTON

## Incident List by Incident Number w/Est Loss(Month)

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
20-0002038	0	08/21/2020	11:04:00	512 North View	311 Medical assist, assist EMS crew	
20-0002039	0	08/21/2020	17:16:39	101 Cappel	745 Alarm system activation, no fire -	
20-0002040	0	08/21/2020	20:49:42	308 Tarver	311 Medical assist, assist EMS crew	
20-0002041	0	08/22/2020	03:33:34	300 Hamilton (North)	311 Medical assist, assist EMS crew	
20-0002042	0	08/22/2020	04:44:30	2214 Walnut (East)	311 Medical assist, assist EMS crew	
20-0002043	0	08/22/2020	12:21:49	310 Chestnut	311 Medical assist, assist EMS crew	
20-0002044	0	08/22/2020	14:43:12	300 Autumn	311 Medical assist, assist EMS crew	
20-0002045	0	08/22/2020	18:22:09	1302 Moice	311 Medical assist, assist EMS crew	
20-0002046	0	08/23/2020	01:02:42	1000 Vista	730 System malfunction, Other	
20-0002047	0	08/23/2020	02:48:48	1107 Hair	311 Medical assist, assist EMS crew	
20-0002048	0	08/23/2020	06:01:27	1320 Winton	311 Medical assist, assist EMS crew	
20-0002049	0	08/23/2020	06:41:16	1766 Brighton	746 Carbon monoxide detector	
20-0002050	0	08/23/2020	07:28:29	580 Walnut (East)	311 Medical assist, assist EMS crew	
20-0002051	0	08/23/2020	10:58:16	1275 Cross Plains	311 Medical assist, assist EMS crew	
20-0002052	0	08/23/2020	15:21:03	1219 Emery (West)	311 Medical assist, assist EMS crew	
20-0002053	0	08/23/2020	17:57:40	433 Claude	311 Medical assist, assist EMS crew	
20-0002054	0	08/23/2020	20:45:14	325 Goodwill	510 Person in distress, Other	
20-0002055	0	08/24/2020	01:34:33	1203 Acme	311 Medical assist, assist EMS crew	
20-0002056	0	08/24/2020	03:14:13	1906 Meadowbrook	311 Medical assist, assist EMS crew	
20-0002057	0	08/24/2020	10:41:02	712 Glenwood (North)	311 Medical assist, assist EMS crew	
20-0002058	0	08/24/2020	10:56:03	2135 Walnut (East)	311 Medical assist, assist EMS crew	
20-0002059	0	08/24/2020	11:13:27	908 Rockdale	311 Medical assist, assist EMS crew	
20-0002060	0	08/24/2020	12:31:00	1499 Westover	311 Medical assist, assist EMS crew	
20-0002061	0	08/24/2020	14:53:00	98 Walnut (West)	311 Medical assist, assist EMS crew	
20-0002062	0	08/24/2020	14:56:49	810 Underwood	311 Medical assist, assist EMS crew	
20-0002063	0	08/24/2020	17:01:08	1306 Thornton (North)	324 Motor Vehicle Accident with no	
20-0002064	0	08/24/2020	17:58:38	900 Shugart	714 Central station, malicious false	
20-0002065	0	08/24/2020	19:03:02	1012 May	311 Medical assist, assist EMS crew	
20-0002066	0	08/25/2020	06:03:38	1701 Pin Oak	311 Medical assist, assist EMS crew	
20-0002067	0	08/25/2020	06:51:15	1010 Vista	741 Sprinkler activation, no fire -	
20-0002068	0	08/25/2020	11:07:39	1320 Winton	743 Smoke detector activation, no fire	
20-0002069	0	08/25/2020	12:44:23	1509 Chattanooga	311 Medical assist, assist EMS crew	

## DALTON

## Incident List by Incident Number w/Est Loss(Month)

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
20-0002070	0	08/25/2020	14:37:41	Underwood	322 Motor vehicle accident with	
20-0002071	0	08/25/2020	15:17:15	1000 Vista	741 Sprinkler activation, no fire -	
20-0002072	0	08/25/2020	15:51:03	2224 Chattanooga	311 Medical assist, assist EMS crew	
20-0002073	0	08/25/2020	16:59:16	818 Shugart	311 Medical assist, assist EMS crew	
20-0002074	0	08/25/2020	19:38:27	702 Red Clay	311 Medical assist, assist EMS crew	
20-0002075	0	08/25/2020	22:45:50	1116 Willowdale	311 Medical assist, assist EMS crew	
20-0002076	0	08/25/2020	23:51:20	100 Walnut (West)	311 Medical assist, assist EMS crew	
20-0002077	0	08/26/2020	06:29:46	321 Spencer (North)	611 Dispatched & cancelled en route	
20-0002078	0	08/26/2020	06:47:40	2032 Dug Gap	733 Smoke detector activation due to	
20-0002079	0	08/26/2020	06:55:41	907 Liddell	311 Medical assist, assist EMS crew	
20-0002080	0	08/26/2020	08:19:39	905 West Bridge	311 Medical assist, assist EMS crew	
20-0002081	0	08/26/2020	10:16:01	109 Morris (West)	611 Dispatched & cancelled en route	
20-0002082	0	08/26/2020	11:54:08	411 Roberts	311 Medical assist, assist EMS crew	
20-0002083	0	08/26/2020	12:05:58	1012 May	311 Medical assist, assist EMS crew	
20-0002084	0	08/26/2020	14:28:54	Walnut (West)	324 Motor Vehicle Accident with no	
20-0002085	0	08/26/2020	18:18:48	232 Henderson	311 Medical assist, assist EMS crew	
20-0002086	0	08/26/2020	19:26:37	479 Threadmill	311 Medical assist, assist EMS crew	
20-0002087	0	08/26/2020	19:55:39	612 Valley	311 Medical assist, assist EMS crew	
20-0002088	0	08/26/2020	20:18:52	404 Lesley	311 Medical assist, assist EMS crew	
20-0002089	0	08/26/2020	22:13:55	816 Walnut Square	611 Dispatched & cancelled en route	
20-0002090	0	08/27/2020	10:41:55	1275 Cross Plains	311 Medical assist, assist EMS crew	
20-0002091	0	08/27/2020	10:45:53	1115 Professional	611 Dispatched & cancelled en route	
20-0002092	0	08/27/2020	11:30:09	401 Fredrick (North)	311 Medical assist, assist EMS crew	
20-0002093	0	08/27/2020	11:30:47	1500 Brandywine	311 Medical assist, assist EMS crew	
20-0002094	0	08/27/2020	11:30:47	1500 Brandywine	311 Medical assist, assist EMS crew	
20-0002095	0	08/27/2020	11:52:42	2206 Mount Haven	311 Medical assist, assist EMS crew	
20-0002096	0	08/27/2020	14:20:45	Chattanooga	611 Dispatched & cancelled en route	
20-0002097	0	08/27/2020	15:59:29	724 Dug Gap Mtn. (West)	311 Medical assist, assist EMS crew	
20-0002098	0	08/27/2020	18:14:48	902 Crawford (West)	611 Dispatched & cancelled en route	
20-0002099	0	08/27/2020	22:07:28	1015 Lakeshore (East)	311 Medical assist, assist EMS crew	
20-0002100	0	08/27/2020	22:28:20	1315 May	311 Medical assist, assist EMS crew	
20-0002101	0	08/28/2020	05:09:52	1916 Meadowbrook	311 Medical assist, assist EMS crew	

## DALTON

## Incident List by Incident Number w/Est Loss(Month)

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
20-0002102	0	08/28/2020	06:19:04	1015 Lakeshore (East)	311 Medical assist, assist EMS crew	
20-0002103	0	08/28/2020	07:10:09	2475 Abutment	311 Medical assist, assist EMS crew	
20-0002104	0	08/28/2020	08:16:47	1107 Hair	311 Medical assist, assist EMS crew	
20-0002105	0	08/28/2020	10:06:02	865 Holiday Inn	311 Medical assist, assist EMS crew	
20-0002106	0	08/28/2020	10:18:23	921 Morris (East)	631 Authorized controlled burning	
20-0002107	0	08/28/2020	10:54:38	1812 Walnut (East)	311 Medical assist, assist EMS crew	
20-0002108	0	08/28/2020	10:57:46	785 College	744 Detector activation, no fire -	
20-0002109	0	08/28/2020	11:26:15	1529 Walnut (West)	311 Medical assist, assist EMS crew	
20-0002110	0	08/28/2020	12:46:55	1263 Glenwood (North)	311 Medical assist, assist EMS crew	
20-0002111	0	08/28/2020	15:09:30	1907 Chattanooga	311 Medical assist, assist EMS crew	
20-0002112	0	08/28/2020	16:11:14	1320 Winton	311 Medical assist, assist EMS crew	
20-0002113	0	08/28/2020	17:24:08	1320 Winton	743 Smoke detector activation, no fire	
20-0002114	0	08/28/2020	18:02:02	1261 Glenwood (North)	311 Medical assist, assist EMS crew	
20-0002115	0	08/28/2020	19:58:33	611 Sheridan	311 Medical assist, assist EMS crew	
20-0002116	0	08/28/2020	20:04:37	123 Grimes (North)	311 Medical assist, assist EMS crew	
20-0002117	0	08/28/2020	20:09:41	1116 Willowdale	311 Medical assist, assist EMS crew	
20-0002118	0	08/28/2020	21:11:18	I-75 N. Bound	611 Dispatched & cancelled en route	
20-0002119	0	08/28/2020	23:13:48	101 Thornton (North)	622 No Incident found on arrival at	
20-0002120	0	08/28/2020	23:36:00	Emery (West)	324 Motor Vehicle Accident with no	
20-0002121	0	08/29/2020	03:58:41	1320 Winton	311 Medical assist, assist EMS crew	
20-0002122	0	08/29/2020	04:48:51	2200 Chattanooga	311 Medical assist, assist EMS crew	
20-0002123	0	08/29/2020	05:15:09	1407 Vann	311 Medical assist, assist EMS crew	
20-0002124	0	08/29/2020	10:06:54	806 Croy	442 Overheated motor	
20-0002125	0	08/29/2020	11:47:01	285 Kraft	735 Alarm system sounded due to	
20-0002126	0	08/29/2020	12:43:27	402 Citadel	311 Medical assist, assist EMS crew	
20-0002127	0	08/29/2020	14:05:38	1320 Winton	743 Smoke detector activation, no fire	
20-0002128	0	08/29/2020	14:32:34	1322 Walnut (West)	311 Medical assist, assist EMS crew	
20-0002129	0	08/29/2020	15:39:54	1275 Cross Plains	311 Medical assist, assist EMS crew	
20-0002130	0	08/29/2020	15:57:27	1321 Walnut (West)	311 Medical assist, assist EMS crew	
20-0002131	0	08/29/2020	16:52:34	2220 Chattanooga	251 Excessive heat, scorch burns with	
20-0002132	0	08/29/2020	18:08:13	2315 Sir Lancelot	311 Medical assist, assist EMS crew	
20-0002133	0	08/29/2020	18:32:31	1020 Colorado	611 Dispatched & cancelled en route	

## DALTON

## Incident List by Incident Number w/Est Loss(Month)

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
20-0002134	0	08/29/2020	22:23:21	1008 May	311 Medical assist, assist EMS crew	
20-0002135	0	08/29/2020	22:37:32	504 Anderson	311 Medical assist, assist EMS crew	
20-0002136	0	08/30/2020	01:38:01	Hamilton (South)	553 Public service	
20-0002137	0	08/30/2020	09:44:39	Glenwood (North)	324 Motor Vehicle Accident with no	
20-0002138	0	08/30/2020	12:40:18	817 Hamilton (South)	745 Alarm system activation, no fire -	
20-0002139	0	08/30/2020	13:21:33	1016 Francis	561 Unauthorized burning	
20-0002140	0	08/30/2020	18:26:01	Tunnel Hill Varnel	611 Dispatched & cancelled en route	
20-0002141	0	08/30/2020	19:28:51	101 Walnut (West)	311 Medical assist, assist EMS crew	
20-0002142	0	08/30/2020	19:40:12	1311 Winton	352 Extrication of victim(s) from	
20-0002143	0	08/30/2020	23:49:09	508 Judson	311 Medical assist, assist EMS crew	
20-0002144	0	08/31/2020	00:41:02	2310 Ravine	311 Medical assist, assist EMS crew	
20-0002145	0	08/31/2020	08:16:11	921 Elk	735 Alarm system sounded due to	
20-0002146	0	08/31/2020	08:50:15	424 Underwood	311 Medical assist, assist EMS crew	
20-0002147	0	08/31/2020	13:37:30	Glenwood (North)	324 Motor Vehicle Accident with no	
20-0002148	0	08/31/2020	16:09:34	711 Sheridan	440 Electrical wiring/equipment	
20-0002149	0	08/31/2020	18:24:24	1407 Rosewood	311 Medical assist, assist EMS crew	
20-0002150	0	08/31/2020	20:00:45	Valley	651 Smoke scare, odor of smoke	
20-0002151	0	08/31/2020	20:10:53	222 Griffin	322 Motor vehicle accident with	
Total Incident Count		306			Total Est Loss	\$5,900

# DALTON

## Incident Type Period Comparisons

Alarm Date Between {08/01/2020} and {08/31/2020}

Incident Type	08/01/2020 to 08/31/2020	08/01/2019 to 08/31/2019	08/01/2018 to 08/31/2018	08/01/2017 to 08/31/2017
111 Building fire	0	3	1	2
112 Fires in structure other than in a building	0	1	0	0
113 Cooking fire, confined to container	0	1	1	0
116 Fuel burner/boiler malfunction, fire confined	1	0	0	0
131 Passenger vehicle fire	3	2	2	3
141 Forest, woods or wildland fire	0	0	0	2
142 Brush or brush-and-grass mixture fire	0	2	0	0
151 Outside rubbish, trash or waste fire	1	5	1	1
154 Dumpster or other outside trash receptacle fire	0	0	1	0
251 Excessive heat, scorch burns with no ignition	1	0	0	0
311 Medical assist, assist EMS crew	181	205	197	198
322 Motor vehicle accident with injuries	14	11	18	1
323 Motor vehicle/pedestrian accident (MV Ped)	0	1	2	0
324 Motor Vehicle Accident with no injuries	9	4	8	1
351 Extrication of victim(s) from building/structure	0	0	1	0
352 Extrication of victim(s) from vehicle	1	0	1	3
353 Removal of victim(s) from stalled elevator	0	2	0	0
411 Gasoline or other flammable liquid spill	0	0	0	1
412 Gas leak (natural gas or LPG)	0	2	1	1
413 Oil or other combustible liquid spill	0	1	1	0
424 Carbon monoxide incident	1	0	0	0
440 Electrical wiring/equipment problem, Other	1	0	0	1
441 Heat from short circuit (wiring), defective/worn	1	0	0	1
442 Overheated motor	1	0	0	1
443 Breakdown of light ballast	0	0	1	0
444 Power line down	3	3	2	2
445 Arcing, shorted electrical equipment	0	1	2	2
461 Building or structure weakened or collapsed	1	0	2	1
463 Vehicle accident, general cleanup	0	1	1	1
500 Service Call, other	1	2	2	0

# DALTON

## Incident Type Period Comparisons

Alarm Date Between {08/01/2020} and {08/31/2020}

Incident Type	08/01/2020 to 08/31/2020	08/01/2019 to 08/31/2019	08/01/2018 to 08/31/2018	08/01/2017 to 08/31/2017
510 Person in distress, Other	1	0	0	0
511 Lock-out	0	0	0	1
522 Water or steam leak	0	0	1	1
531 Smoke or odor removal	0	0	2	0
551 Assist police or other governmental agency	1	0	2	3
552 Police matter	0	0	0	1
553 Public service	2	0	1	1
554 Assist invalid	0	1	1	0
561 Unauthorized burning	1	0	1	1
611 Dispatched & cancelled en route	29	36	32	24
622 No Incident found on arrival at dispatch address	6	6	8	4
631 Authorized controlled burning	2	0	0	0
650 Steam, Other gas mistaken for smoke, Other	0	0	1	0
651 Smoke scare, odor of smoke	1	1	4	5
652 Steam, vapor, fog or dust thought to be smoke	0	0	1	0
671 HazMat release investigation w/no HazMat	0	0	1	0
710 Malicious, mischievous false call, Other	0	0	1	0
711 Municipal alarm system, malicious false alarm	2	1	1	0
714 Central station, malicious false alarm	1	0	0	0
715 Local alarm system, malicious false alarm	0	0	1	0
721 Bomb scare - no bomb	0	0	1	0
730 System malfunction, Other	1	0	0	1
731 Sprinkler activation due to malfunction	0	0	1	0
732 Extinguishing system activation due to	0	0	1	0
733 Smoke detector activation due to malfunction	6	0	7	3
735 Alarm system sounded due to malfunction	12	5	4	10
740 Unintentional transmission of alarm, Other	0	0	2	0
741 Sprinkler activation, no fire - unintentional	3	1	3	0
743 Smoke detector activation, no fire -	4	9	6	6
744 Detector activation, no fire - unintentional	2	1	2	0

DALTON

Incident Type Period Comparisons

Alarm Date Between {08/01/2020} and {08/31/2020}

Incident Type	08/01/2020 to 08/31/2020	08/01/2019 to 08/31/2019	08/01/2018 to 08/31/2018	08/01/2017 to 08/31/2017
745 Alarm system activation, no fire - unintentional	11	12	12	13
746 Carbon monoxide detector activation, no CO	1	1	0	0
900 Special type of incident, Other	0	0	0	3
Totals	<hr/> 306	<hr/> 321	<hr/> 342	<hr/> 299



## Dalton Fire Department

### Monthly Emergency Response Time Analysis

#### Emergency Responses

Response		Count	Percentage
Hrs	Mins		
	< 01	8	2.3%
	01	31	9.1%
	02	105	30.9%
	03	98	28.9%
	04	54	15.9%
	05	28	8.2%
	06	10	2.9%
	07	3	0.8%
	08	2	0.5%

Overall Average Response Time: 00:03:24

## Dalton Fire Department

### Monthly Non-Emergency Response Time Analysis

#### Non-Emergency Responses

Response		Count	Percentage
Hrs	Mins		
	< 01	2	3.9%
	02	10	19.6%
	03	6	11.7%
	04	16	31.3%
	05	10	19.6%
	06	2	3.9%
	07	3	5.8%
	08	1	1.9%
	09	1	1.9%

Overall Average Response Time: 00:04:28

**Dalton Fire Department  
Medical Incident Study  
EMS On scene/Not on scene Prior to DFD Comparison  
8/1/20 –8/31/20**

**Total incidents in time period – 205**

**EMS on-scene prior to DFD – 42**

**EMS not on-scene prior – 168**

**During the month of August, Dalton Fire Department arrived on-scene prior to Hamilton EMS on 82% of medical responses.**

# **Training Division Monthly Report**

## **August 2020**

### **Overview**

The department hosted the National Fire Academy's Leadership in Supervision series, consisting of three 16-hour courses focused on cultivating fire service leaders. Attendees enrolled in these courses represented numerous fire departments throughout the state. An 8-hour course on conventional forcible entry and response to hazardous materials incidents was delivered on 3 separate occasions to members of Dalton Police Department. The final sessions of the in-house 40-hour EMT/Paramedic refresher course were delivered to all licensed medical providers. Several members of the hazardous materials team took advantage of online course offerings delivered during the annual hazardous materials conference and symposium presented by the International Association of Fire Chiefs. 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 August totaled 3,433.

### **Outside Schools**

1 member of the department's technical rescue team attended the 80-hour NPQ Structural Collapse Rescue Technician course at GPSTC.

5 DFD personnel attended the National Fire Academy's Leadership in Supervision 1: Creating environments for professional growth.

5 DFD personnel attended the National Fire Academy's Leadership in Supervision 2: Perspectives in thinking.

5 DFD personnel attended the National Fire Academy's Leadership in Supervision 3: Frameworks for success.

### **Support Functions**

- 169 hours were spent completing apparatus checks and equipment replenishment
- Cleaning and maintenance activities accounted for 873 hours in August
- 41 hours were attributed to hydrant detail
- 2 hours were dedicated to fire investigation and related activities
- SCBA maintenance consumed 17 hours during the month

## Prevention Division Monthly Report

### August 2020

#### Inspections

Annual Inspections	Total:	85
Apartment Inspections	Total:	
Site Inspections	Total:	50
Fire Alarm Inspection	Total:	
Sprinkler System Inspection	Total:	1
New Kitchen Hood Inspections	Total:	
Knox Box Installation	Total:	1
Occupational Tax Certificate Inspections	Total:	21
Alcohol Inspections	Total:	2
50 Percent Inspections	Total:	
80 Percent Inspections	Total:	
100 Percent Inspections	Total:	
Pre-Incident Surveys	Total:	11
Plan Reviews	Total:	3
Addressing	Total:	6
<b>Total Inspections</b>		<b>180</b>

**DALTON**

**Monthly Prevention Inspections by Type**

**Date Completed Between {08/01/2020} And  
{08/31/2020}**

<b>Date</b>	<b>Time</b>	<b>Occupancy</b>	<b>Hrs</b>	<b>Fee</b>
<b>200 INSPECTION - Annual</b>				
08/03/2020	09:12	20540 Rue 21 816 Walnut Square BLVD /Suite 20	0.01	
08/04/2020	13:18	20657 Logans Roadhouse 811 Walnut Square BLVD	0.16	
08/04/2020	09:35	2P004 Ralston Management 511 Benjamin WAY /suites 100&102	0.01	
08/03/2020	09:11	20668 Brow Designs 816 Walnut Square BLVD /Suite 12	0.01	
08/04/2020	07:50	20688 Law office of W. Jeremy Salter 515 Benjamin WAY /suite 308	0.01	
08/04/2020	08:23	20681 Living Word Christian Church 513 Benjamin WAY /200, 202, & 204	0.04	
08/04/2020	07:51	20684 Response Reality 513 Benjamin WAY /210	0.01	
08/04/2020	10:23	20260 American Fiber Cushion 2668 Abutment RD	0.07	
08/04/2020	07:51	20265 STR 2680 Abutment RD	0.53	
08/03/2020	13:47	20536 Great Cutz & Tanning 816 Walnut Square BLVD /Suite 48	0.03	
08/04/2020	13:57	20478 Paniagua Auto Mall 1776 Walnut (East) AVE	0.18	
08/04/2020	10:08	20033 Allcove Ind. 315 Bear Creek RD	0.08	
08/04/2020	07:54	20809 Delta Nails #2 2514 Walnut (East) AVE /Suite 6	0.01	
08/03/2020	09:50	20538 Great American Cookie Co. 816 Walnut Square BLVD /Suite 13	0.01	
08/03/2020	09:13	20543 Chic-Fil-A 816 Walnut Square BLVD /Suite 54	0.01	
08/03/2020	09:12	20527 Bamboo Express 816 Walnut Square BLVD /Suite 59	0.01	
08/03/2020	09:12	20667 Aeropostale 816 Walnut Square BLVD /Suite 46	0.06	
08/03/2020	09:54	20561 Shoe Dept. 816 Walnut Square BLVD /Suite 1	0.01	
08/03/2020	09:15	20666 Rainbow 816 Walnut Square BLVD /Suite 14	0.01	
08/04/2020	09:40	20469 Express Auto Sales 1302 Walnut (East) AVE	0.16	

**DALTON**

**Monthly Prevention Inspections by Type**

**Date Completed Between {08/01/2020} And  
{08/31/2020}**

Date	Time	Occupancy	Hrs	Fee
<b>200 INSPECTION - Annual</b>				
08/04/2020	09:32	20643 Herb shop.com 1200 Walnut (East) AVE	0.06	
08/03/2020	09:14	20534 GNC 816 Walnut Square BLVD /Suite 6	0.01	
08/05/2020	10:14	20463 Inglesia Apostolica 1141 Walnut (East) AVE	0.03	
08/05/2020	10:04	20464 Dr. Germaine Garcia 1143 Walnut (East) AVE	0.14	
08/05/2020	10:19	20465 Latinos Income Tax 1145 Walnut (East) AVE	0.05	
08/05/2020	09:50	20466 ESR 1147 Walnut (East) AVE	0.13	
08/05/2020	10:14	20468 Salon Familiar 1137 Walnut (East) AVE	0.01	
08/05/2020	08:57	20474 Shaw #18 1400 Walnut (East) AVE	0.24	
08/03/2020	10:15	20023 Dalton International Soccer League 2705 Airport RD /112	0.01	
08/03/2020	14:59	20020 Oasis Salon 2705 Airport RD /107	0.01	
08/03/2020	14:40	20248 Dalyn Rug Co. 2386 Abutment RD	0.10	
08/05/2020	10:33	10227 A Touch Of Beauty 301 Hamilton (North) ST	0.04	
08/03/2020	09:17	20022 Cobb's Insurance Agency 2705 Airport RD /110	0.01	
08/03/2020	14:03	20026 Med Now 2705 Airport RD /103	0.01	
08/03/2020	09:19	30099 Hamilton Cardiology 1436 Broadrick DR /A & B	0.01	
08/03/2020	14:52	20034 Braun's Express 165 Bear Creek RD	0.16	
08/03/2020	14:07	20525 Gadget 816 Walnut Square BLVD /Suite 17	0.04	
08/03/2020	09:28	2P007 Dalton Mall 816 Walnut Square BLVD /Suite 2	0.01	
08/03/2020	10:27	20467 Vacant 1149 Walnut (East) AVE	0.00	
08/03/2020	09:06	20476 Fibro Chem 1521 Walnut (East) AVE	0.01	

**DALTON**

**Monthly Prevention Inspections by Type**

**Date Completed Between {08/01/2020} And  
{08/31/2020}**

<b>Date</b>	<b>Time</b>	<b>Occupancy</b>	<b>Hrs</b>	<b>Fee</b>
<b>200 INSPECTION - Annual</b>				
08/03/2020	09:07	20508 Jim's Slack Shack 1507 Walnut (East) AVE	0.01	
08/05/2020	09:40	50095 Boy's and Girls Club 1013 Underwood ST	0.52	
08/03/2020	14:00	20013 Brown Sample 1915 Abutment RD	0.24	
08/06/2020	16:20	20008 Barrett Properties 1515 Abutment RD	0.01	
08/06/2020	10:13	20631 Sonoco 2580 Abutment RD /Dalton, GA 30721	0.33	
08/06/2020	15:07	20473 Luau Pools 1315 Walnut (East) AVE /C	0.15	
08/06/2020	13:18	20665 Little Caesars 1501 Walnut (East) AVE	0.16	
08/03/2020	09:18	20811 Hamilton EMS Sta. 3 2514 Walnut (East) AVE /Suite 9	0.01	
08/03/2020	13:36	20006 Southern Chemical and Textile 1407 Abutment RD	0.16	
08/03/2020	10:56	20480 Sherwin Williams 1904 Walnut (East) AVE	0.03	
08/06/2020	13:11	20301 N.W. Ga Family Crisis Center 136 Nickie DR	0.11	
08/06/2020	13:28	20033 Allcove Ind. 315 Bear Creek RD	0.01	
08/06/2020	08:29	20469 Express Auto Sales 1302 Walnut (East) AVE	0.01	
08/06/2020	08:30	20478 Paniagua Auto Mall 1776 Walnut (East) AVE	0.00	
08/10/2020	10:25	20652 Holmes Welding Inc. 213 Boring DR	0.12	
08/10/2020	09:12	20657 Logans Roadhouse 811 Walnut Square BLVD	0.01	
08/10/2020	10:04	20377 STR 2670 Abutment RD	0.01	
08/10/2020	09:58	20265 STR 2680 Abutment RD	0.10	
08/10/2020	12:42	40014 Steak N Shake 1250 Walnut (West) AVE	0.16	
08/12/2020		20571 Carniceria LOA #1 1125 Walnut (East) AVE /E/F	0.00	

09/03/2020 14:28



**DALTON**

**Monthly Prevention Inspections by Type**

**Date Completed Between {08/01/2020} And  
{08/31/2020}**

<b>Date</b>	<b>Time</b>	<b>Occupancy</b>	<b>Hrs</b>	<b>Fee</b>
<b>200 INSPECTION - Annual</b>				
08/07/2020	10:37	40014 Steak N Shake 1250 Walnut (West) AVE	0.47	
08/13/2020		30117 Berry Plastics 1009 Poly Pac DR	0.00	
08/14/2020		20569 Panadaria and Tortilleria 1125 Walnut (East) AVE /H/Dalton, GA 30721	0.00	
08/14/2020		20570 Progressive 1125 Walnut (East) AVE /G	0.00	
08/14/2020		20454 Act A Fool 1117 Walnut (East) AVE	0.00	
08/14/2020		20456 Taqueria Paisanos 1113 Walnut (East) AVE	0.00	
08/14/2020		20461 Quality Staffing (QSI) 1105 Walnut (East) AVE /Suite ABC	0.00	
08/17/2020		20459 Salon De Belleza Curtes Latino 1109 Walnut (East) AVE /Suite A	0.00	
08/03/2020	10:04	20146 Andor 419 Glenwood (South) AVE /Dalton, GA 30719	1.12	
08/03/2020	15:55	10231 City Park Annex 105 Thornton (North) AVE	0.08	
08/04/2020	09:36	20003 Americhem 1015 Abutment RD	0.25	
08/04/2020	09:36	20685 Edge Hair Salon 513 Benjamin WAY /suites 212&214	0.01	
08/04/2020	07:52	20377 STR 2670 Abutment RD	2.40	
08/04/2020	09:58	20271 Decorative Concepts 1803 Abutment RD	0.07	
08/04/2020	07:55	20259 Emerald Carpets 2650 Abutment RD	0.01	
08/04/2020	08:02	20064 Revelation's Hair Designs 1104 Boylston ST	0.01	
08/05/2020	10:10	20462 The Baldwin Lawfirm 1139 Walnut (East) AVE	0.11	
08/06/2020	09:33	20484 Shaw's Furniture Place 1908 Walnut (East) AVE	0.01	
08/06/2020	13:29	20043 Specialty Textile Group 301 Brickyard RD	0.11	
08/06/2020	10:00	20009 Belmont Chemical Company 1629 Abutment RD	0.01	

**DALTON**

**Monthly Prevention Inspections by Type**

**Date Completed Between {08/01/2020} And  
{08/31/2020}**

<b>Date</b>	<b>Time</b>	<b>Occupancy</b>	<b>Hrs</b>	<b>Fee</b>
<b>200 INSPECTION - Annual</b>				
08/06/2020	13:28	20218 Essex Inc. 2450 Abutment RD /Suite 6	0.01	
08/06/2020	13:21	20007 Gill's Grill 1511 Abutment RD	0.10	
08/17/2020		20572 Disco Latin 1125 Walnut (East) AVE /C	0.00	
08/17/2020		20574 iRestore 1125 Walnut (East) AVE /B	0.00	
08/31/2020		20568 Gold Beer Store 1125 Walnut (East) AVE /A	0.00	
<b>Total Activities for Type: 85</b>			<b>9.42</b>	

**210 INSPECTION - Site Inspection**

08/31/2020		20180 Guadalajara of Dalton 817 Hamilton (South) ST	0.00	
08/31/2020		20799 Barron Resources Apartments 618 Fourth AVE	0.00	
08/05/2020	08:19	30269 Park Canyon Apartment Homes 284 Park Canyon DR	0.01	
08/28/2020		20164 Bob Byrd Judo 616 Hamilton (South) ST	0.00	
08/28/2020		10768 Eclectic 79 315 Morris (East) ST	0.00	
08/28/2020		10468 Titian Phone Repair 1104 Glenwood (North) AVE	0.00	
08/28/2020		2P014 ABC Apartments 1000 May ST	0.00	
08/24/2020		30269 Park Canyon Apartment Homes 284 Park Canyon DR	0.00	
08/31/2020		20813 Krystal's 1909 Walnut (East) AVE	0.00	
08/31/2020		20706 Tienda Tikal Y Cocina 616 Fourth AVE /Suites 4,5,6	0.00	
08/31/2020		10557 BB&T Bank 201 Waugh (West) ST	0.00	
08/05/2020	08:54	10484 Car Aid 1617 Morris (East) ST	0.32	
08/24/2020		10380 Tienda Tony 911 Morris (East) ST /suite A	0.00	

**DALTON**

**Monthly Prevention Inspections by Type**

**Date Completed Between {08/01/2020} And  
{08/31/2020}**

<b>Date</b>	<b>Time</b>	<b>Occupancy</b>	<b>Hrs</b>	<b>Fee</b>
<b>210 INSPECTION - Site Inspection</b>				
08/24/2020		20583 M David & Assoc., Inc 204 Dayton ST /Suite A	0.00	
08/24/2020		10518 Morgan & Associates Realty LLC 402 Thornton (South) AVE	0.00	
08/25/2020		30269 Park Canyon Apartment Homes 284 Park Canyon DR	0.00	
08/25/2020		30088 Aero Plastic Inc 1711 Kimberly Park DR	0.00	
08/25/2020		20164 Bob Byrd Judo 616 Hamilton (South) ST	0.00	
08/25/2020		30269 Park Canyon Apartment Homes 284 Park Canyon DR	0.00	
08/25/2020		10535 Carniceria Nacho 900 Underwood ST	0.00	
08/25/2020		20706 Tienda Tikal Y Cocina 616 Fourth AVE /Suites 4,5,6	0.00	
08/26/2020		10380 Tienda Tony 911 Morris (East) ST /suite A	0.00	
08/04/2020	08:03	20101 Servicios Latinos 908 Elk ST	0.02	
08/04/2020	13:00	10768 Eclectic 79 315 Morris (East) ST	0.04	
08/20/2020		50151 Hammond Creek Middle School 330 Plesant Grove DR NE	0.00	
08/20/2020		50004 Dalton Middle School 1250 Cross Plains TRL	0.00	
08/21/2020		10231 City Park Annex 105 Thornton (North) AVE	0.00	
08/21/2020		10005 Medical Arts Building 1109 Burleyson RD	0.00	
08/21/2020		20542 Vacant 816 Walnut Square BLVD /Suite 11	0.00	
08/21/2020		10505 The Weaving Room 851 Chattanooga AVE	0.00	
08/21/2020		40088 Moe's 1507 Walnut (West) AVE /Suite 1	0.00	
08/04/2020	07:59	50051 Dalton Golf & Country Club 333 Country Club WAY	0.01	
08/13/2020		20703 Tortilleria El Comal 616 Fourth AVE /Suite 1	0.00	

**DALTON**

**Monthly Prevention Inspections by Type**

**Date Completed Between {08/01/2020} And  
{08/31/2020}**

<b>Date</b>	<b>Time</b>	<b>Occupancy</b>	<b>Hrs</b>	<b>Fee</b>
<b>210 INSPECTION - Site Inspection</b>				
08/14/2020		20164 Bob Byrd Judo 616 Hamilton (South) ST	0.00	
08/17/2020		30097 Hamilton Physicians Group 475 Reed RD /Suite 101	0.00	
08/12/2020		20657 Logans Roadhouse 811 Walnut Square BLVD	0.00	
08/11/2020		30130 Dixie Group 475 Reed RD /Suite 100	0.00	
08/11/2020		20568 Gold Beer Store 1125 Walnut (East) AVE /A	0.00	
08/06/2020		20813 Krystal's 1909 Walnut (East) AVE	0.00	
08/03/2020	09:28	10771 American Import Auto Parts LLC. 412 Hamilton (North) ST	0.00	
08/07/2020		20657 Logans Roadhouse 811 Walnut Square BLVD	0.00	
08/07/2020		20180 Guadalajara of Dalton 817 Hamilton (South) ST	0.00	
08/07/2020		40014 Steak N Shake 1250 Walnut (West) AVE	0.00	
08/07/2020		40096 Fairfield Inn & Suites 786 College DR	0.00	
08/07/2020		20585 CSL Plasma 902 Abutment RD	0.00	
08/05/2020		40088 Moe's 1507 Walnut (West) AVE /Suite 1	0.00	
08/05/2020		40096 Fairfield Inn & Suites 786 College DR	0.00	
08/05/2020		40020 Holiday Inn Express 934 Market ST	0.00	
08/03/2020		10359 Hamilton Medical Center 1200 Memorial DR	0.00	
08/03/2020		10687 Blue Ridge Elementary Schools 100 Bogle (South) ST	0.00	
<b>Total Activities for Type: 50</b>			<b>0.40</b>	

**DALTON**

**Monthly Prevention Inspections by Type**

**Date Completed Between {08/01/2020} And  
{08/31/2020}**

Date	Time	Occupancy	Hrs	Fee
<b>222 INSPECTION - Sprinkler System</b>				
08/17/2020		40096 Fairfield Inn & Suites 786 College DR	0.00	
<b>Total Activities for Type:</b>			<b>1</b>	<b>0.00</b>
<b>251 INSPECTION - Knox Box Installation</b>				
08/24/2020		20007 Gill's Grill 1511 Abutment RD	0.00	
<b>Total Activities for Type:</b>			<b>1</b>	<b>0.00</b>
<b>261 INSPECTION - OTC</b>				
08/03/2020	09:35	20451 AJV Enterprises Inc. 710 Hartwood ST	0.00	
08/11/2020		20568 Gold Beer Store 1125 Walnut (East) AVE /A	0.00	
08/12/2020		20451 AJV Enterprises Inc. 710 Hartwood ST	0.00	
08/11/2020		10058 Archus Gaming 118 Crawford (West) ST	0.00	
08/12/2020		20573 Brite Labs 500 McGhee DR /suite 1	0.00	
08/13/2020		10279 Daffodil and Daisy Children's Boutique 308 Hamilton (South) ST	0.00	
08/07/2020	12:55	20445 Tinter Angel 417 Spencer (South) ST	0.05	
08/05/2020	08:54	10661 Underwood Cleaners 532 Underwood ST /A	0.13	
08/05/2020	10:40	10455 Proclaim Home Care Inc. 313 Selvidge St. (North) /Suite 301	0.17	
08/07/2020	14:36	10042 Big Rig Lending 101 Crawford (East) ST /Suite 400	0.09	
08/27/2020		20706 Tienda Tikal Y Cocina 616 Fourth AVE /Suites 4,5,6	0.00	
08/05/2020	10:32	10555 Vam's Printing & Design LLC 267 N Hamilton ST /Suite 103	0.02	
08/05/2020	10:22	10487 Cali Munchies 343 Hamilton (North) ST	0.03	
08/20/2020		10327 Dalton Nutrician 113 King (West) ST	0.00	

**DALTON**

**Monthly Prevention Inspections by Type**

**Date Completed Between {08/01/2020} And  
{08/31/2020}**

<b>Date</b>	<b>Time</b>	<b>Occupancy</b>	<b>Hrs</b>	<b>Fee</b>
<b>261 INSPECTION - OTC</b>				
08/20/2020		20816 Amtran Medical Transport 1011 Abutment RD /Suite 104	0.00	
08/05/2020		50069 Cold Point 1273 Glenwood (North) AVE	0.00	
08/05/2020		10539 Mundo Nutrition 430 Fields AVE /1	0.00	
08/03/2020	13:30	20802 Little Tokyo 2113 Walnut (East) AVE	0.01	
08/03/2020	09:08	10782 Cyra's 208 Pentz (North) ST	0.01	
08/03/2020	10:14	10277 Earth's Remedies 300 Hamilton (South) ST	0.03	
08/05/2020	10:29	10551 Bobby Pins Salon 106 Waugh (West) ST	0.01	
<b>Total Activities for Type: 21</b>			<b>0.55</b>	
<b>262 INSPECTION - Alcohol</b>				
08/12/2020		50125 JAS Tobacco 601 Flemming ST /Suite A	0.00	
08/12/2020		20568 Gold Beer Store 1125 Walnut (East) AVE /A	0.00	
<b>Total Activities for Type: 2</b>			<b>0.00</b>	
<b>501 PRE-INCIDENT SURVEY</b>				
08/24/2020	09:00	20585 CSL Plasma 902 Abutment RD	1.50	
08/24/2020		50104 Cricket 307 Smith Industrial BLVD /Suite A-1	0.00	
08/24/2020		50106 Dominican Barbershop 307 Smith Industrial BLVD /Suite B, B1	0.00	
08/24/2020		50108 La Bendicion 307 Smith Industrial BLVD /Suite C & D	0.00	
08/24/2020		50107 Herbalife 307 Smith Industrial BLVD /Suite E & F	0.00	
08/24/2020		50109 D.T. Nails 307 Smith Industrial BLVD /Suite G	0.00	
08/03/2020		50004 Dalton Middle School 1250 Cross Plains TRL	0.00	

DALTON

Monthly Prevention Inspections by Type

Date Completed Between {08/01/2020} And  
{08/31/2020}

Date	Time	Occupancy	Hrs	Fee
<b>501 PRE-INCIDENT SURVEY</b>				
08/03/2020		50089 Park Creek Elementary School 1500 Hale-Bowen DR	0.00	
08/31/2020		40064 Applebee's 1322 Walnut (West) AVE	0.00	
08/31/2020		40067 IHOP 1510 Walnut (West) AVE	0.00	
08/31/2020		40086 Longhorn Steak House 1315 Walnut (West) AVE	0.00	
<b>Total Activities for Type:</b>			<b>11</b>	<b>1.50</b>

**Grand Total Activities:** 171

**Grand Totals:** 11.87 0.00

# Prevention Division Monthly Report

## August 2020

### Inspections

Annual Inspections	Total:	85
Apartment Inspections	Total:	
Site Inspections	Total:	50
Fire Alarm Inspection	Total:	
Sprinkler System Inspection	Total:	1
New Kitchen Hood Inspections	Total:	
Knox Box Installation	Total:	1
Occupational Tax Certificate Inspections	Total:	21
Alcohol Inspections	Total:	2
50 Percent Inspections	Total:	
80 Percent Inspections	Total:	
100 Percent Inspections	Total:	
Pre-Incident Surveys	Total:	11
Plan Reviews	Total:	3
Addressing	Total:	6
<b>Total Inspections</b>		<b>180</b>



08/31/2020 09:23  
 628mcoke

 The City of Dalton  
 YEAR-TO-DATE BUDGET REPORT

8/31/2020

 P 1  
 glytdbud

FOR 2020 08

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	4,886,425	0	4,886,425	3,360,648.55	.00	1,525,776.45	68.8%
141400 000011 SALARIES OVERTIME	434,400	0	434,400	243,664.55	.00	190,735.45	56.1%
141400 000020 FICA	412,300	0	412,300	275,342.53	.00	136,957.47	66.8%
141400 000030 PENSION	149,000	0	149,000	101,270.67	.00	47,729.33	68.0%
141400 000032 PENSION - DB PLAN	1,997,725	0	1,997,725	1,353,378.14	.00	644,346.86	67.7%
141400 000040 HOSPITALIZATION I	744,500	0	744,500	485,399.00	.00	259,101.00	65.2%
141400 000043 INSURANCE - FIRE	17,000	0	17,000	.00	.00	17,000.00	.0%
141400 000045 EE LIFE & DISABIL	30,060	0	30,060	18,554.39	.00	11,505.61	61.7%
141400 000050 GENERAL INSURANCE	28,500	1,510	30,010	30,008.52	.00	1.48	100.0%
141400 000060 WORKER COMPENSATI	91,255	0	91,255	60,836.68	.00	30,418.32	66.7%
141400 000095 50000 EQUIP MAINT	5,000	0	5,000	.00	.00	5,000.00	.0%
141400 000100 OFFICE EQUIPMENT	7,200	0	7,200	4,581.08	.00	2,618.92	63.6%
141400 000110 TELEPHONE	31,000	0	31,000	20,430.48	762.23	9,807.29	68.4%
141400 000120 TRAINING EXPENSES	42,000	0	42,000	4,823.51	437.00	36,739.49	12.5%
141400 000121 FIRE SAFETY/EDUCA	3,500	0	3,500	2,518.70	224.72	756.58	78.4%
141400 000123 HAZMAT MANAGEMENT	26,900	0	26,900	21,815.50	575.00	4,509.50	83.2%
141400 000330 UTILITIES	131,500	0	131,500	81,928.23	.00	49,571.77	62.3%
141400 000350 BUILDING MAINT &	60,000	0	60,000	26,508.53	298.26	33,193.21	44.7%
141400 000360 LEGAL FEES	4,800	0	4,800	4,657.50	135.00	7.50	99.8%
141400 000400 EQUIPMENT MAINT &	24,000	2,500	26,500	19,114.15	769.42	6,616.43	75.0%
141400 000410 GAS & OIL	65,000	-1,510	63,490	28,228.48	264.33	34,997.19	44.9%
141400 000440 SUPPLIES	30,000	0	30,000	13,712.71	48.03	16,239.26	45.9%
141400 000450 CLEANING ALLOWANC	49,920	0	49,920	5,313.93	.00	44,606.07	10.6%
141400 000460 UNIFORMS	140,000	0	140,000	90,120.66	274.88	49,604.46	64.6%
141400 000830 MAINTENANCE - APP	100,000	18,305	118,305	92,500.14	.00	25,804.86	78.2%
141400 001010 OFFICE SUPPLIES	8,200	0	8,200	2,451.59	.00	5,748.41	29.9%
141400 001030 COMPUTER-SOFTWARE	25,100	0	25,100	3,157.21	.00	21,942.79	12.6%
141400 001040 COMPUTER MAINTAIN	7,000	0	7,000	1,131.02	.00	5,868.98	16.2%
141400 001090 WELLNESS PROGRAM	4,000	0	4,000	.00	543.95	3,456.05	13.6%
141400 001300 MEALS	16,600	0	16,600	8,963.99	.00	7,636.01	54.0%
141400 001410 DUES/FEES/SUBSCRI	6,600	0	6,600	1,990.70	.00	4,609.30	30.2%
141400 001620 VEHICLE IMPACT FE	1,100	0	1,100	850.00	.00	250.00	77.3%
141400 001665 RADIO SUBSCRIBER	10,750	0	10,750	10,492.20	.00	257.80	97.6%
141400 001990 MISCELLANEOUS	16,000	0	16,000	2,595.79	31.00	13,373.21	16.4%
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	2,677.92	.00	6,322.08	29.8%
TOTAL FIRE DEPARTMENT	9,653,335	20,805	9,674,140	6,379,667.05	4,363.82	3,290,109.13	66.0%
TOTAL GENERAL FUND - OPERATING	9,653,335	20,805	9,674,140	6,379,667.05	4,363.82	3,290,109.13	66.0%
TOTAL EXPENSES	9,653,335	20,805	9,674,140	6,379,667.05	4,363.82	3,290,109.13	



8855 E BROAD ST  
REYNOLDSBURG, OH 43068

## SALES & SERVICE CENTERS

SALES@BREATHINGAIR.COM | SERVICE@BREATHINGAIR.COM

OHIO - CORP HQ  
614.864.1235

NORTH CAROLINA  
336.674.0749

FLORIDA  
352.629.7712

TENNESSEE  
423.634.3184

INDIANA/KENTUCKY  
614.986.1025

PENNSYLVANIA  
412.564.5756

MICHIGAN  
517.786.4060

ILLINOIS  
217.768.4408



a Subsidiary of Breathing Air Systems

210 LABRADOR DR.  
RANDELMAN, NC 27317

WWW.BREATHINGAIR.COM

THE NATION'S LARGEST DISTRIBUTORS OF **BAUER COMPRESSORS**

## Quote

Breathing Air Systems  
306 Ziegler Street  
SUITE B  
Chattanooga TN 37405  
United States

Requested By: Todd Pangle  
Title:  
Email: tpangle@cityofdalton-ga.gov  
Phone: (706) 278-7363

Page 1 of 2

Date 08/05/2020  
Quote # QUO-TN16  
Customer ID 800398

Bill To  
DALTON FIRE DEPARTMENT  
404 SCHOOL ST  
DALTON GA 30720  
United States

Ship To  
Todd Pangle  
DALTON FIRE DEPARTMENT  
404 SCHOOL ST  
DALTON GA 30720  
United States

Expires 10/04/2020  
Sales Rep Kevin Thompson  
Terms Net 30  
Shipping Method LTL Motor Freight  
FOB  
Estimated Delivery Time 8 to 12 weeks

Sales Rep: Kevin Thompson  
Sales Rep Email: kthompson@breathingair.com  
Sales Rep Phone: (423) 634-3184

A 3% CREDIT CARD CONVENIENCE FEE WILL BE ADDED TO ALL ORDERS AT TIME OF FULFILLMENT FOR ALL CREDIT CARD TRANSACTIONS EXCEEDING \$1,200.00. A WIRE FEE OF \$42.50 WILL BE ADDED TO ALL ORDERS PAID BY WIRE.

Item	Quantity	Description	Rate	Amount
UN4-13H-E1	1	Bauer Utilized Air System. 6000 psi., 13.0 cfm. charging rate. 67,000 cu ft purification system with SECURUS electronic cartridge monitor. Includes a three position NFPA compliant fill station, Control panel with lexan laminate fill schematic, two ASME storage cylinders, automatic condensate drain system and PLC controller with smart pad operator interface console. Entire electrical assembly is UL LISTED. All in an attractive sound attenuating enclosure. Single phase electric.	56,734.00	56,734.00
Discount 12%			-12.00%	-6,808.08
Subtotal				49,925.92
MNR-0029	1	CO monitor complete with calibration kit wired for alarm and shutdown	3,830.40	3,830.40
Discount 15%			-15.00%	-574.56
Subtotal				3,255.84
UN4/RF/REL-9	1	Remote fill hose with 100 ft. hose reel. Includes adjustable regulator - gauge and isolation valve added to a UN4 compressor.	3,369.00	3,369.00
Discount 15%			-15.00%	-505.35
Subtotal				2,863.65
SLP-HP-1X-INV	1	Single High Pressure Air Test	128.00	128.00
Labor	4	Service Labor to and from site, compressor startup, training and taking initial air quality test Extended Municipal Fire Department Warranty Provided.	119.00	476.00



8855 E BROAD ST  
REYNOLDSBURG, OH 43068

## SALES & SERVICE CENTERS

SALES@BREATHINGAIR.COM | SERVICE@BREATHINGAIR.COM

**OHIO - CORP HQ**  
614.864.1235  
**INDIANA/KENTUCKY**  
614.986.1025

**NORTH CAROLINA**  
336.674.0749  
**PENNSYLVANIA**  
412.564.5756

**FLORIDA**  
352.629.7712  
**MICHIGAN**  
517.786.4060

**TENNESSEE**  
423.634.3184  
**ILLINOIS**  
217.768.4408



a Subsidiary of Breathing Air Systems

210 LABRADOR DR.  
RANDELMAN, NC 27317

WWW.BREATHINGAIR.COM

THE NATION'S LARGEST DISTRIBUTORS OF **BAUER**  
COMPRESSORS

## Quote

Breathing Air Systems  
306 Ziegler Street  
SUITE B  
Chattanooga TN 37405  
United States

Page 2 of 2

**Date** 08/05/2020  
**Quote #** QUO-TN16  
**Customer ID** 800398

Item	Quantity	Description	Rate	Amount
		Years 1-2 Parts & Labor, Years 3-5 Compressor Block Parts Only. See Sales Rep for additional details.		

	<b>Subtotal</b>	56,649.41
<b>Shipping Cost (LTL Motor Freight)</b>		1,700.00
	<b>Total</b>	\$58,349.41

ALL QUOTES ARE VALID FOR A MAXIMUM OF 60 DAYS.

PAYMENT TERMS: UNLESS OTHERWISE NOTED, ALL PAYMENTS ARE DUE NET 30 WITHIN 30 DAYS OF DELIVERY. PAST DUE INVOICES ARE SUBJECT TO LATE CHARGES AT THE RATE OF 1.5% PER MONTH (ANNUAL 18%).

ALL PARTS RETURNS OR EXCHANGES MUST BE COMPLETED WITHIN 45 DAYS FROM INVOICE DATE. ALL RETURNS REQUIRE A RETURN MERCHANDISE AUTHORIZATION. ALL RETURNS ARE SUBJECT TO A 15% RESTOCKING FEE.

SHIPPING CHARGES WILL BE ADDED WHEN ORDERS ARE FULFILLED.

NOTE: PAYMENTS BY CREDIT CARD WILL INCUR A CONVENIENCE FEE TOTALING 3.0% OF THE INVOICE TOTAL ON ALL TRANSACTIONS EXCEEDING \$1,200.00.

Quote Approved By: \_\_\_\_\_ (Print Name)

Approved By Signature: \_\_\_\_\_

Approved Date: \_\_\_\_\_



QUO-TN16

### Charge Station and Cascade System

1. The charge station shall be a three position fill station with fill hoses within each fill station
2. The charge station shall completely enclose the SCBA or SCUBA cylinders during the filling process
3. The charge station shall come with a containment fragmentation shield
4. Safety pressure gauges
5. Comes complete with safety interlocks, safety gauges, charge and bleed valves
6. Must be capable of filling SCUBA cylinders up to 31" overall length
7. Equipped with, or have the ability to remote fill with regulator, pressure gauge, and line valve with 100' of high-pressure 6,000 psi hose
8. The system shall be set-up, installed , and checked out at the user's destination by the distributor/installer

### Air Storage

1. Meets all ASME, DOT, and CFR codes
2. Comes with a minimum of two cylinders
  - a. Cylinders shall have a minimum 3:1 safety factor at 6,000PSIG
  - b. Mounted in a vertical configuration in a rack that is integral to the air station's frame
  - c. The rack shall be designed to accommodate four identical receivers
  - d. Each cylinder shall be supplied with a manual drain valve, an isolation valve and safety valve
  - e. All drain valves shall be piped to one convenient location with the enclosure

### TRAINING

1. An operation manual (1 set minimum)
2. Training provided by the distributor on the operation and maintenance of the system

**Please list below warranties and pricing:**

Standard Warranty:

2 year full warranty ON All components

Extended Warranty Option(s)

5 year warranty ON compressor block



## **BID INSTRUCTIONS**

Dalton Fire Department is seeking proposals from qualified firms to provide for purchase a new NFPA 1989 (2019 Edition) compliant breathing air compressor, charge station, cascade system, and storage system as outlined herein. **City of Dalton reserves the right to accept or reject any or all bids.**

- I. Bids must be received by **August 12, 2020 at 5:00PM.**
- II. Bids must be delivered to (by mail or presented in person at Dalton City Hall):

City of Dalton  
Attn: Finance Office  
300 W. Waugh ST.  
Dalton, GA 30720-4268

NOTE: The City of Dalton will not pay any shipping or additional postage for packages

- III. Bids must be sealed and marked:

**“Breathing Air Compressor Fill Station DFD 2020-05”**

- IV. Vendor Information:

- A. System offered shall meet or exceed the detailed requirements listed in the specifications. Bidders shall indicate exactly what they are offering in response to the requirements of the bid. If primary and specific requirements are not met, your bid may be rejected.
- B. All parties submitting bids must be able to complete the City of Dalton Vendor Packet. Vendor information and vendor packets can be found on the city’s website [www.cityofdalton-ga.gov](http://www.cityofdalton-ga.gov), under “Policies and Forms” located in the Finance Department section.

- C. All bids submitted shall be subject to acceptance or rejection and the City of Dalton specifically reserves the right to accept or reject any or all bids, to waive any technicalities and formalities in the bidding.
- D. Bidder shall submit all required forms and information simultaneously with sealed bids, which forms and information become a part of the property of the City of Dalton and will not be returned to bidders unless a written request to withdraw is received prior to **August 12, 2020 @ 5:00PM.**
- E. Any bids received thereafter **will not** be considered.
- F. Bids will be opened and read at the City of Dalton Finance Department located at 300 W. Waugh St. on **Monday August 13, 2020 @ 10:00AM.**
- G. Unless stated on the bid form, the bid submitted will assume all specifications will be met. Please note on the bid form all exceptions.
- H. The purchaser may consider as non-responsive, any bid in which there is an alteration of, or departure from the bid form hereto attached.

V. Questions:

For any questions please direct to the following contact

Chief Todd Pangle

Email: [tpangle@daltonga.gov](mailto:tpangle@daltonga.gov)

Phone: 706-278-7363 ext.222



## **SPECIFICATIONS**

### **Summary**

Dalton Fire Department is seeking proposals from qualified firms to provide for purchase a new NFPA 1989 (2019 Edition) compliant breathing air compressor, charge station, cascade system, and storage system as outlined herein

### **GENERAL REQUIREMENTS**

Proposals shall include:

1. Full information on the make, model and specifications of the breathing air compressor, charge station, cascade system, and the storage system offered.
2. Information on warranty and service conditions.
3. Total cost for all equipment and installation
4. Expected date of delivery after contract is signed.

### **Specific Requirements**

Breathing air compressor, charge station, cascade system, and storage system proposed must meet the following minimum specifications:

#### **Breathing Air Compressor**

1. Connect to and operate on our current electrical supply (single phase, 230 volts)

2. In order to fit within our current space, and be easily operable, system must not exceed 115" in length, and must not exceed 45" in depth
3. The entire unit, to include fill station, cascade cylinders, and compressor, shall be enclosed within one single cabinet
4. Minimum 10 horsepower/13 cfm charge rate breathing air compressor
5. The breathing air compressor shall be capable of producing pressures up to 6,000 psi
6. Air quality monitors
7. Moisture indicators
8. Automatic condensate drain system with automatic "full" indication and compressor shutdown
9. Automatic drain system with muffler and reservoir
10. Automatic low-oil shutdown (with indicator)
11. Stage gauge panel
12. Emergency palm shutdown button
13. Operation time meter
14. Automatic high-temperature shut down (with indicator)
15. Automatic control and digital readout panel
16. Meets NFPA, and OSHA standards
17. Controller designed to monitor and control compressor's operations
  - a. Monitor the compressor's discharge air temperature and oil level
  - b. Measure the CO and/or dew point for maximum outputs and shuts the compressor down to ensure acceptable air quality
  - c. Low-oil and high-temperature alarms
  - d. Measure and alarms for high CO and dew point levels
  - e. Alerts for service and collects data of the compressor usage
  - f. Programmable and user-friendly

#### **Purification System**

1. Purification system capable of purifying 67,000 cubic feet of breathing air
2. Purification system shall deliver air that exceeds all recognized respiratory standards as set by OSHA, CGA, and NFPA
3. Cartridge monitoring indicating moisture levels shown on display
4. All systems shall deliver Grade E air



**BID FORM**

TO: City of Dalton – Finance Department ATTN:  
Cindy Jackson  
300 W. Waugh St.  
Dalton, Georgia 30120-4268

**BID PKG. "Breathing Air Compressor Fill Station DFD 2020-05"**

Total Cost: \$ 58,349.41

Warranty Cost(s):

NO additional COST  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

All bids submitted shall be subject to acceptance or rejection and the City of Dalton specifically reserves the right to accept or reject any or all bids, to waive any technicalities and formalities in the bidding.

Kevin Thompson  
Name of Individual, Partner or Corporation

Sales Mgr.  
Title

Kevin Thompson  
Authorized Signature

Breathing Air Systems  
Company

306 Ziegler STREET  
Address

CHATTANOOGA, TN 37405  
City, State, Zip Code

423-634-3184  
Company phone number

## BIDDERS DECLARATION

The bidder understands, agrees and warrants:

- That the bidder has carefully read and fully understands the full scope of the specifications.
- That the bidder has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.
- That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to **August 12, 2020 at 5:00PM**, but may not be withdrawn after such date and time.
- That the City of Dalton reserves the right to reject any or all bids and to accept that bid which will, in its opinion, best serve the public interest. The City of Dalton reserves the right to waive any technicalities and formalities in the bidding.
- That by submission of this bid the bidder acknowledges that the City of Dalton has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the bidder.

### BIDDER:

KEVIN Thompson  
Name

SALES Mgr.  
Title

Breathing Air Systems  
Name

\_\_\_\_\_  
Title

# UNICUS 4

The **TOTAL SYSTEM**, proven reliability after decades in the field.  
The **LOWEST** lifetime ownership cost of any high-pressure compressor!



## STANDARD FEATURES:

- BAUER Compressor from 10 cfm to 42 cfm
- ASME storage system, 2 cylinders
- 3-position containment-style fill station. NFPA Compliant! **Capable of filling 5500psi.**
- Cartridge-type purification system
- Electronic cartridge monitoring system
- PLC controller
- Graphic design control panels
- Audible alarm
- Emergency stop switch
- Automatic shutdowns both low-oil pressure & hi temp
- Priority Refill System, with storage bypass valve
- Interstage gauges mounted inside cabinet

*Shown with optional Fire Edition paint.*

*The standard color is hammertone grey and blue.*

*The Fire Edition paint scheme is an extra cost option.*

## Two Year On-Site Warranty!

### DESIGN YOUR OWN UNICUS III. TELL US WHAT OPTIONS WILL WORK BEST FOR YOU.

- Choose from 7 different-sized compressors, 5000 or 6000psi
- Electronic digital readout, carbon monoxide monitor. [Mandated by NFPA 1989]
- Cabinet-enclosed, spring rewind hose reel & 100-ft. hose, with fittings and an adjustable regulator
- ASME storage system: add 1 or 2 more cylinders, OR, change from ASME storage to DOT/ISO
- Regulated remote outlet with quick disconnect
- Refill hose to fill mobile systems



*Basic internal view of the UNICUS 4 and 4i.*

*Shown with optional four-cylinder ASME storage system.*

## UNICUS 4

### 4 AND 5-STAGE ALL-IN-ONE

#### HIGH PRESSURE BREATHING AIR COMPRESSORS

A modern upgrade with the simplicity of analog controls. Aesthetically pleasing yet robust design found only in the UNICUS 4 All-In-One platform. The system is available in either 5000 or 6000 psig with discharge capacities ranging from 13 scfm charge rate to 26 scfm charge rate. Unsurpassed maintenance accessibility abounds as we have provided all access doors with Snap pin technology – pull the pin and lift the door, no hand tools are required. Should you require accessibility to the back of the operations panel, no problem, we have your back, the panel flips forward. All requisite panels are equipped with sound attenuated material. An integral rack built to accommodate four (4) storage cylinders is standard, along with the piping. Additionally, we provide two (2) ASME coded air storage cylinders as a part of the standard scope of supply. If you want to dress your unit up in concert with the Fire Department theme, ask about our Fire Edition package. When your department needs the best All-In-One compressor system on the market today and backed by our global network of service Partners look to BAUER.

- **PRESSURE:**  
Up to 6000 PSIG  
(414 BAR)
- **CHARGING RATE:**  
13 to 42 SCFM  
(368 to 1190 L/MIN)
- **POWER:**  
10 to 30 HP  
(7.5 to 22 kW)



**UNICUS 4  
FIRE EDITION**  
OPTIONAL FIRE EDITION PAINT SCHEME  
(SHOWN HERE)

#### STANDARD SCOPE OF SUPPLY

- BAUER breathing air purification system with SECURUS
- BAUER PLC based controller with 7" color HMI touchscreen display
- NEMA 4 rated electrical enclosure with UL® listed control panel
- Compressor low oil pressure and high temperature safety shutdowns
- Emergency stop push button
- Hinged cascade fill control panel with Lexan laminate air flow/fill schematic
- Audible alarm on safety shutdowns
- Inlet filter maintenance indicator
- Automatic condensate drain system with non-corrosive condensate reservoir and integrated float sensor and automatic "Full" indication and compressor shutdown
- Two (2) ASME code stamped air cylinders installed in an integral rack designed to hold four cylinders
- Sound attenuating enclosure with slam-action latches and lift-off type hinges
- NFPA 1901 2016 edition compliant 3 position containment fill station accommodates SCBA or SCUBA cylinders up to 31" overall length

#### SYSTEM FOOTPRINT

##### UN 4/13H-E1/E3 - UN 4/26-E3:

**DIMENSIONS L X W X H inches (mm)**

- 101" x 38" x 78" (2565mm x 965mm x 1981mm)
- WEIGHT pounds (kg)
- 4350 - 4550 lb (1975 - 2064 kg)

#### AVAILABLE ACCESSORIES (FACTORY INSTALLED)

- CO monitoring system
- H<sub>2</sub>S monitoring system with audible alarm
- 100 ft high pressure cabinet enclosed hose reel
- Additional air storage cylinders
- Panel mounted remote fill hose connection
- Dual FILL/3 position
- Tri FILL/3 position

#### TECHNICAL DATA

Model	Charging Rate	Number of Stages	HP	kW	PSIG	Weight	Purification System
<b>Standard Series (2-2-3-3-3-3)</b>							
UN 4/20-E3	21	5/95	4	15	11	17.5	1300
UN 4/26-E3	26	6/68	6	20	18	22	1450
<b>3000 PSIG (21.4 MPa)</b>							
UN 4/13H-E1/E3	13	3/48	4	10	2.5	10.8	1450
UN 4/18H-E3	18	5/10	6	15	11	16	1525
UN 4/23H-E3	23.2	7/14	5	20	16	21	1300

Based on charging an ASME code hot and cold 200 to 6000 psig, 20 to 250 scfm (566 to 7079 L/min) at 100°F (37.8°C). Other voltages available on request. Dimensions and weights are approximate and are subject to change. E1 - Emergency pressure device, 200 WPD/00 Tri - 25-Three position device, 20H/23H/44H WPD/00 Tri - Other voltages available on request. Dimensions and weights are approximate and are subject to change.



City of Dalton, GA  
Attn: Finance Office

**Breathing Air Compressor Fill Station DFD 2020-05 PROPOSAL NARRATIVE**

Dear City of Dalton,

Phoenix Energy Corp is pleased to offer the following proposal to the City of Dalton Fire Department for the purchase of a new NFPA 1989 compliant breathing air compressor, charge station, cascade storage system and storage system.

**NEW EQUIPMENT AS FOLLOWS:**

**COMPLETELY ENCLOSED CENTAUR 3G2 10 HP 220/1/60 VAC 4 STAGE COMPRESSOR.  
13 CFM 6000 PSI COMPRESSOR  
3 POSITION FILL STATION WITH PURIFICATION CAPABLE OF PURIFYING 67,000CF @STP DEPENDENT OF  
AMBIENT CONDITIONS.  
MOISTURE MONITOR  
BULK ASME STORAGE SYSTEM 6000 PSI CYLINDERS (2) BASED ON 3:1 SAFETY FACTOR IN SPEC  
100' 7000 PSI RATED HOSE  
FILL ADAPTER VLVBLDGA  
SHIPPING  
INSTALLATION**

**WARRANTY:**

Twenty four (24) months from initial startup, thirty (30) months from shipment from manufacturer, or 500 running hours, whichever period occurs first. Additionally, there shall be a thirty six (36) month warranty on the compressor block. Full warranty information has been included with the equipment spec sheets.

**LEAD-TIME:**

A lead-time of 12 weeks is to be expected for the delivery of the equipment to the job site.

We appreciate the opportunity to submit our proposal for your project. Please contact me at (205) 338-6893 with any questions you may have.

Best regards,

Matt Hyde  
President, Phoenix Energy Corp

PHOENIX ENERGY CORP

FED ID #80-0095476  
164 LEWIS LAKE LANE  
PELL CITY, AL 35125

# Quote

Date	Quote #
8/12/2020	367

<b>Name / Address</b>
City of Dalton Fire Department

		Rep	Project
		MH	
Description	Qty	Total	
COMPLETELY ENCLOSED CENTAUR 3G2 10 HP 220/1/60 VAC 4 STAGE COMPRESSOR	1	45,000.00T	
13 CFM 6000 PSI COMPRESSOR WITH 3 POSITION FILL STATION WITH PURIFICATION. PURIFICATION CAPABLE OF PURIFYING 67,000CF @ STP DEPENDANT ON AMBIENT CONDITIONS			
CENTAUR CO MONITOR	1		
MOISTURE MONITOR	1		
BULK ASME SYSTEM 6000 PSI CYLINDER (2) BASED ON 3:1 SAFETY FACTOR IN SPEC			
HOSE 100FT 7000 PSI RATED	1		
FILL ADAPTER VLVBLDGA	1		
SHIPPING	1		
INSTALLATION	1	1,600.00T	
NOTE:			
1. The standard aux high pressure port shall be plumbed as regulated to accommodate the 100ft regulated hose and is included in the price.			
2. No cascade panel was requested. (2) ASME cylinders shall be plumbed as bulk storage.			
3. LEAD TIME IS 10-12 WEEKS ARO			
4. EQUIPMENT STANDARD FEATURES SHEETS ARE INCLUDED AND EQUIPMENT MEETS ALL CRITERIA IN LISTED SPECIFICATIONS			
TAX EXEMPT SALES-OUT OF STATE OR CERT. REQUIRED		0.00	
<b>Total</b>		<b>\$46,600.00</b>	



# Centaur

Stallion Centaur models integrate all components of a cylinder refill system into a single, turn-key package including a compressor, air storage vessel(s), purification system, air management panel and a containment fill station.

## Standard features include:

- 6000 psi system- select from 7.5 to 25 horsepower.
- "Bulk" air management panel, with remote fill port / valve
- 2 or 3 position containment fill enclosure
- Purification system matched to compressor output
- Fully enclosed cabinet for quiet operation
- Latching service access doors
- Color touch-screen operator interface for simple, automated operation and monitoring with shut-down alarms and on-screen status messages
- Stallion Sample Tap System (STS) for easy air sample retrieval

## Optional features:

- "Cascade" air management panel
- Stallion Auto-Fill system
- ASME or ISO Storage Vessels
- CO Monitor
- Moisture monitor
- Spring Rewind Hose Reel Module (50', 75' or 100')
- Comprehensive electronic interstage monitoring
- Connectivity package (email or text alerts for system status changes or malfunctions)
- Connections for remote storage cylinders

Centaur models are defined by the capacity of the fill station and the number of storage vessels that can be mounted in the cabinet. The Centaur 2 is the smallest of the series and is frequently chosen when space is a consideration. The Centaur 2-4 and Centaur 3 are equal in size, but offer expanded capabilities over the Centaur 2.

Centaur2G2

- 2 Position Fill Station
- Accepts up to 3 ASME or ISO Storage Vessels

Standard Dimensions

83-7/8"W 34-1/8"D x 74-5/8"H



Shown with optional Hose Reel

Centaur3G2

- 3 Position Fill Station
- Accepts up to 4 ASME or ISO Storage Vessels

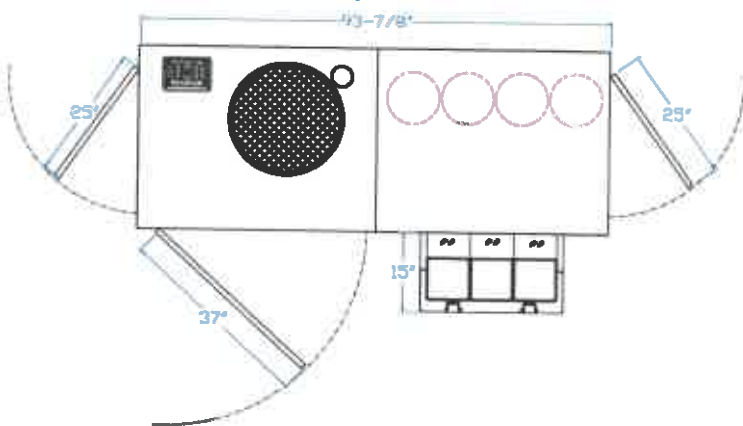
Standard Dimensions

93-7/8"W 34-1/8"D 74-5/8"H

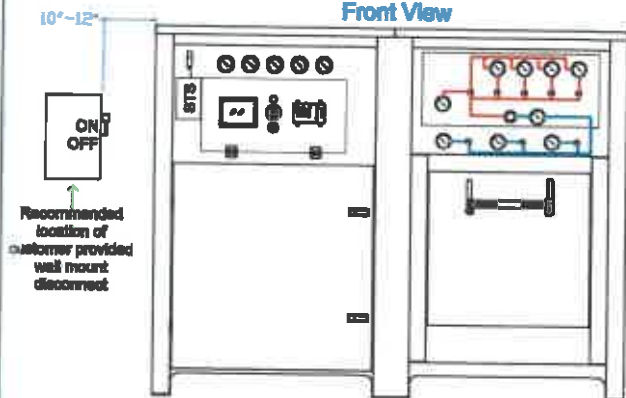




Top View



Front View



1. Model shown with:

- a) 7.5, 10, 15, 20 or 25 HP compressors
- b) UL Classified three position integrated fill enclosure
- c) integrated Sample Tap System (STS) air test circuit
- d) optional four bank integrated storage and sample access panel

2. Dotted lines indicate position of integrated four bottle storage system

3. It is recommended that the unit be placed between 6" - 12" away from the rear wall

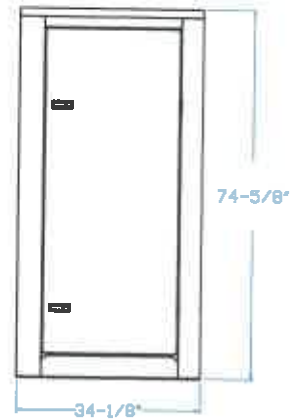
4. Compressor output:

- 7.5 HP = 8 scfm @ 6000 psi
- 10 HP = 13 scfm @ 6000 psi
- 15 HP = 18 scfm @ 6000 psi
- 20 HP = 24 scfm @ 6000 psi
- 25 HP = 29 scfm @ 6000 psi

5. If the integrated door mount spring rewind hose reel option is chosen add 6 5/8" to the overall width. Under normal conditions this option will be installed on the right hand end of the unit

6. Dimensions and specifications subject to change without notice

Side View



EXPLANATION: DIMENSIONS, THIS DRAWING AND ALL INFORMATION THEREIN IS THE SOLE PROPERTY OF STALLION AIR INCORPORATED. THE INFORMATION IS CONFIDENTIAL AND NOT BE TRANSMITTED OR REPRODUCED IN ANY WAY WITHOUT THE WRITTEN PERMISSION OF STALLION AIR INCORPORATED. THIS DRAWING IS CONSIDERED TO BE LOANED PROPERTY AND MUST BE RETURNED ON DEMAND. THIS DRAWING MAY NOT BE USED IN WHOLE OR IN PART IN ANY MANNER THAT WOULD BE DETRIMENTAL TO THE INTERESTS OF STALLION AIR INCORPORATED.

REVISIONS			
NO.	DATE	DESCRIPTION	BY

STALLION AIR INCORPORATED			
PACIFIC, A.C.			
SALES DRAWING			
DEN. ARRANGEMENT			
CENTAUR 1.07			
DATE	BY	DATE	BY

# CERTIFICATE OF COMPLIANCE

**Certificate Number** 20160915-EX27235  
**Report Reference** EX27235-20160915  
**Issue Date** 2016-SEPTEMBER-15


**Issued to:** STALLION AIR INC  
4675 US HWY 64 E.  
BUILDING 4  
FRANKLINVILLE, NC 27248

**This is to certify that** AUTOMOTIVE FIRE APPARATUS EQUIPMENT  
**representative samples of** See Addendum.

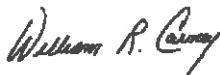
Have been investigated by UL in accordance with the  
Standard(s) indicated on this Certificate.

**Standard(s) for Safety:** Standard for Automotive Fire Apparatus, NFPA 1901-2016.  
**Additional Information:** See the UL Online Certifications Directory at  
[www.ul.com/database](http://www.ul.com/database) for additional information

Only those products bearing the UL Classification Mark should be considered as being  
covered by UL's Classification and Follow-Up Service.

The UL Classification Mark includes: UL in a circle: with the word "CLASSIFIED"  (as shown);  
a control number (may be alphanumeric) assigned by UL; a statement to indicate the extent of  
UL's evaluation of the product; and the product category name (product identity) as indicated in  
the appropriate UL Directory.

Look for the UL Classification Mark on the product.



William R. Carney, Director, North American Certification Programs  
UL LLC

Any information and documentation involving UL Mark services are provided on behalf of UL LLC (UL) or any authorized licensee of UL. For questions, please  
contact a local UL Customer Service Representative at [www.ul.com/contact](http://www.ul.com/contact)



# CERTIFICATE OF COMPLIANCE

Certificate Number 20160915-EX27235  
Report Reference EX27235-20160915  
Issue Date 2016-SEPTEMBER-15

This is to certify that representative samples of the product as specified on this certificate were tested according to the current UL requirements.

Model No./Name	Cylinder Type	Rated Pressure (psi)	No. of Cylinders
SACF2MG2	SCBA	5500	2
SACF2MG2	SCUBA	3000	2
SACF3MG2	SCBA	5500	3
SACF3MG2	SCUBA	3000	3
SACF2G2	SCBA	5500	2
SACF2G2	SCUBA	3000	2
SACF3G2	SCBA	5500	3
SACF3G2	SCUBA	3000	3
CEN2-xxxG2	SCBA	5500	2
CEN2-xxxG2	SCUBA	3000	2
CEN3-xxxG2	SCBA	5500	3
CEN3-xxxG2	SCUBA	3000	3

xxx - Denotes customer specific designations (horsepower, voltage, etc.)

All 2 cylinder models above utilize base unit SACF2MG2.

All 3 cylinder models above utilize base unit SACF3MG2.



William R. Carney, Director, North American Certification Programs  
UL LLC

Any information and documentation involving UL Mark services are provided on behalf of UL LLC (UL) or any authorized licensee of UL. For questions, please contact a local UL Customer Service Representative at [www.ul.com/customer-service](http://www.ul.com/customer-service)



## Limited Warranty

Stallion Air Inc. warrants this product to operate in accordance with its specifications free from defects in material and workmanship, under normal conditions described in its Operating and Maintenance Manual for twenty-four (24) months from initial startup, thirty (30) months from shipment by Stallion or 500 running hours whichever period occurs first. Additionally there shall be a (36) month extended warranty on the compressor block. This shall include defective parts only and not include any labor or travel charges. Replacement parts are warranted to be free from defects in materials and workmanship for the remainder of the applicable original warranty period for the original product, or ninety (90) days from date of shipment by Stallion, whichever period occurs later. The warranty does not cover operating failures caused damage due to abuse, accident, operation under abnormal conditions, or repair with non OEM parts or by persons not authorized by Stallion.

Stallions only obligation under the warranty is, at its option, to repair or replace any parts which are determined by it to have become defective during the applicable warranty period, provided the warranty claim is made within thirty (30) days after the end of the applicable warranty period. This is the buyer/owner's exclusive remedy for breach of the warranty. The owner/user assumes all risks of any other direct, indirect, incidental or sub-sequential loss or damages, and no claim for any such loss or damages based on (i) breach of warranty, (ii) negligence, strict liability or other tort, or (iii) breach of contract, will be asserted by the owner/user or accepted by Stallion. This warranty is made in lieu of the warranties or merchantability, fitness for particular purpose, and all other warranties, express or implied and may not be varied or extended except in writing by an authorized official of Stallion Air Inc.

### Safety

A Stallion Air Inc. Compressor has been designed to delivery safe breathing air up to 6000 psig working pressure depending upon the installed compressor block. However, no design can remove all possibilities for error and free the user of all responsibility for safe operating and maintenance practices. The following paragraphs are intended to be a reminder of some of the more important aspects of safe operation.

1. These machines are safe and will not present a risk to health when properly used in accordance with the correct oil and filtration suitable for breathing applications.
2. All ancillary equipment must be suitable for the pressures and capacities involved, such as pipe work, connections, additional devices, safety valves, fittings, etc. In addition, regulations applicable at site must be observed.
3. Before maintenance or dismantling, isolate all electrical supply from machine and auxiliary equipment, isolate it from storage pipe work and release all pressure from the machine, pipe work and storage vessels.
4. Read your manual carefully. If questions persist, call Stallion for any clarification needed.
5. If you have any doubt about the Quality of the air being drawn into the compressor, have it tested by a certified laboratory.

## Recommended Maintenance Schedule

<u>Action Required</u>	<u>Running Hours</u>									
	<u>50</u>	<u>500</u>	<u>1000</u>	<u>1500</u>	<u>2000</u>	<u>2500</u>	<u>3000</u>	<u>Or 6 Months</u>	<u>Or 12 Months</u>	<u>hs</u>
<u>Change Oil (Mineral -Based to Synthetic)</u>	X						X*			
<u>Change Oil and filter</u>		X	X	X	X	X	X	X		
<u>Replace Intake Filter</u>		X	X	X	X	X	X			X
<u>Hydrostatically Test Intercoolers and relief valves</u>							X			
<u>Change final stage piston rings</u>					X		X			
<u>Valve Maintenance Kits all stages</u>				X			X			
<u>Replace final Stage Piston/Liner</u>							X			
<u>Replace Piston Rings (1<sup>st</sup>, 2<sup>nd</sup>, &amp; 3<sup>rd</sup>, 4<sup>th</sup> Stages)</u>							X			

**\* Run unit non-synthetic, mineral-based compressor oil, Rotella T6 30w or equivalent for 25 hours to seat rings.**

## Compressor Service Conditions

In general an annual service is required. This is dependent on run hours of the unit and operating condition. Annual Service would consist of the following:

1. Oil inspection and/or oil change. Unit will require first oil and filter change at 25 hours.
2. Filter inspection/replacement. This will be determined based on condition of filtration.
3. See below service interval for Compressor.

Estimated Annual Service cost:      \$600.00 - \$800.00



## **SPECIFICATIONS**

### **Summary**

Dalton Fire Department is seeking proposals from qualified firms to provide for purchase a new NFPA 1989 (2019 Edition) compliant breathing air compressor, charge station, cascade system, and storage system as outlined herein

### **GENERAL REQUIREMENTS**

Proposals shall include:

1. Full information on the make, model and specifications of the breathing air compressor, charge station, cascade system, and the storage system offered.
2. Information on warranty and service conditions.
3. Total cost for all equipment and installation
4. Expected date of delivery after contract is signed.

### **Specific Requirements**

Breathing air compressor, charge station, cascade system, and storage system proposed must meet the following minimum specifications:

#### **Breathing Air Compressor**

1. Connect to and operate on our current electrical supply (single phase, 230 volts)

2. In order to fit within our current space, and be easily operable, system must not exceed 115" in length, and must not exceed 45" in depth
3. The entire unit, to include fill station, cascade cylinders, and compressor, shall be enclosed within one single cabinet
4. Minimum 10 horsepower/13 cfm charge rate breathing air compressor
5. The breathing air compressor shall be capable of producing pressures up to 6,000 psi
6. Air quality monitors
7. Moisture indicators
8. Automatic condensate drain system with automatic "full" indication and compressor shutdown
9. Automatic drain system with muffler and reservoir
10. Automatic low-oil shutdown (with indicator)
11. Stage gauge panel
12. Emergency palm shutdown button
13. Operation time meter
14. Automatic high-temperature shut down (with indicator)
15. Automatic control and digital readout panel
16. Meets NFPA, and OSHA standards
17. Controller designed to monitor and control compressor's operations
  - a. Monitor the compressor's discharge air temperature and oil level
  - b. Measure the CO and/or dew point for maximum outputs and shuts the compressor down to ensure acceptable air quality
  - c. Low-oil and high-temperature alarms
  - d. Measure and alarms for high CO and dew point levels
  - e. Alerts for service and collects data of the compressor usage
  - f. Programmable and user-friendly

#### **Purification System**

1. Purification system capable of purifying 67,000 cubic feet of breathing air
2. Purification system shall deliver air that exceeds all recognized respiratory standards as set by OSHA, CGA, and NFPA
3. Cartridge monitoring indicating moisture levels shown on display
4. All systems shall deliver Grade E air



### Charge Station and Cascade System

1. The charge station shall be a three position fill station with fill hoses within each fill station
2. The charge station shall completely enclose the SCBA or SCUBA cylinders during the filling process
3. The charge station shall come with a containment fragmentation shield
4. Safety pressure gauges
5. Comes complete with safety interlocks, safety gauges, charge and bleed valves
6. Must be capable of filling SCUBA cylinders up to 31" overall length
7. Equipped with, or have the ability to remote fill with regulator, pressure gauge, and line valve with 100' of high-pressure 6,000 psi hose
8. The system shall be set-up, installed , and checked out at the user's destination by the distributor/installer

### Air Storage

1. Meets all ASME, DOT, and CFR codes
2. Comes with a minimum of two cylinders
  - a. Cylinders shall have a minimum 3:1 safety factor at 6,000PSIG
  - b. Mounted in a vertical configuration in a rack that is integral to the air station's frame
  - c. The rack shall be designed to accommodate four identical receivers
  - d. Each cylinder shall be supplied with a manual drain valve, an isolation valve and safety valve
  - e. All drain valves shall be piped to one convenient location with the enclosure

### TRAINING

1. An operation manual (1 set minimum)
2. Training provided by the distributor on the operation and maintenance of the system

**Please list below warranties and pricing:**

Standard Warranty:

(24) months from initial start-up, (30) months from shipment by manufacturer or 500 running hours, whichever period occurs first. (36) month extended on compressor block.

Extended Warranty Option(s)

N/A

## BID FORM

TO: City of Dalton – Finance Department ATTN:  
Cindy Jackson  
300 W. Waugh St.  
Dalton, Georgia 30120-4268

**BID PKG. "Breathing Air Compressor Fill Station DFD 2020-05"**

Total Cost: \$ 46,600.00

Warranty Cost(s):

N/A

All bids submitted shall be subject to acceptance or rejection and the City of Dalton specifically reserves the right to accept or reject any or all bids, to waive any technicalities and formalities in the bidding.

Matt Hyde  
Name of Individual, Partner or Corporation  
Owner / President  
Title  
  
Authorized Signature

Phoenix Energy Corp  
Company  
164 Lewis Lake Ln  
Address  
Pell City, AL 35125  
City, State, Zip Code

205-338-6893  
Company phone number

## BIDDERS DECLARATION

The bidder understands, agrees and warrants:

- That the bidder has carefully read and fully understands the full scope of the specifications.
- That the bidder has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.
- That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to **August 12, 2020 at 5:00PM**, but may not be withdrawn after such date and time.
- That the City of Dalton reserves the right to reject any or all bids and to accept that bid which will, in its opinion, best serve the public interest. The City of Dalton reserves the right to waive any technicalities and formalities in the bidding.
- That by submission of this bid the bidder acknowledges that the City of Dalton has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the bidder.

**BIDDER:**

Alan Wade  
Name

President  
Title

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

**Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)**

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A. § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

469186

Federal Work Authorization User Identification Number

2/27/2020

Date of Authorization

Phoenix Energy Corp

Name of Contractor

City of Dalton, GA

Name of Public Employer

Name of Project

I hereby declare under penalty of perjury that the foregoing is true and correct.

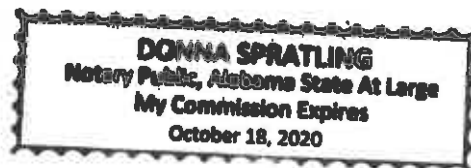
Executed on AUG 11, 2020 in Pell City (city), AL (state).

  
Signature of Authorized Officer or Agent

Matt Hyde President  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE 11th DAY OF Aug, 2020

Donna Spratling  
NOTARY PUBLIC  
My Commission Expires: 10/18/2020



PHOENIX ENERGY CORP

FED ID #80-0095476  
164 LEWIS LAKE LANE  
PELL CITY, AL 35125

# Quote

Date	Quote #
8/18/2020	369

Name / Address
City of Dalton Fire Department

Rep	Project
MH	

Description	Qty	Total
COMPLETELY ENCLOSED CENTAUR 3G2 10 HP 220/1/60 VAC 4 STAGE COMPRESSOR	1	49,460.00T
13 CFM 6000 PSI COMPRESSOR WITH 3 POSITION FILL STATION WITH PURIFICATION. PURIFICATION CAPABLE OF PURIFYING 67,000CF @ STP DEPENDANT ON AMBIENT CONDITIONS		
CENTAUR CO MONITOR	1	
MOISTURE MONITOR	1	
4 BANK CASCADE SYSTEM	1	
CASCADE ASME SYSTEM (2) 6000 PSI CYLINDERS BASED ON ASME 3:1 SAFETY FACTOR IN SPEC	1	
SPRING REWIND HOSE REEL. 100' WITH FILL ADAPTER ASSEMBLY. INTEGRATED DOOR MOUNT HOSE REEL.	1	
REFER TO NOTE #1 FOR REGULATION OF HOSE.		
FILL ADAPTER VLVBLDGA	1	
INSTALLATION	1	2,250.00T
NOTE:		
1. The standard aux high pressure port shall be plumbed as regulated to accommodate the 100ft regulated hose and is included in the price.		
2. System includes 4 bank cascade with 2 ASME cylinders with room to add (2) existing cylinders.		
3. LEAD TIME IS 10 WEEKS ARO		
4. EQUIPMENT STANDARD FEATURES SHEETS ARE INCLUDED AND EQUIPMENT MEETS ALL CRITERIA IN LISTED SPECIFICATIONS		
TAX EXEMPT SALES-OUT OF STATE OR CERT. REQUIRED		0.00
Quote for listed items above. Pricing good for 30 days.		
<b>Total</b>		<b>\$51,710.00</b>

PHOENIX ENERGY CORP

FED ID #80-0095476  
164 LEWIS LAKE LANE  
PELL CITY, AL 35125

# Quote

Date	Quote #
8/12/2020	367

Name / Address
City of Dalton Fire Department

Rep	Project
MH	

Description	Qty	Total
COMPLETELY ENCLOSED CENTAUR 3G2 10 HP 220/1/60 VAC 4 STAGE COMPRESSOR	1	49,460.00T
13 CFM 6000 PSI COMPRESSOR WITH 3 POSITION FILL STATION WITH PURIFICATION. PURIFICATION CAPABLE OF PURIFYING 67,000CF @ STP DEPENDANT ON AMBIENT CONDITIONS		
CENTAUR CO MONITOR	1	
MOISTURE MONITOR	1	
4 BANK CASCADE SYSTEM	1	
CASCADE ASME SYSTEM (2) 6000 PSI CYLINDERS BASED ON ASME 3:1 SAFETY FACTOR IN SPEC	1	
SPRING REWIND HOSE REEL. 100' WITH FILL ADAPTER ASSEMBLY. INTEGRATED DOOR MOUNT HOSE REEL. REFER TO NOTE #1 FOR REGULATION OF HOSE.	1	
FILL ADAPTER VLVBLDGA	1	
INSTALLATION	1	2,250.00T
OPTION: Send existing cylinders and relief valves to factory for installation into new equipment	2	300.00T
Cost for NOTE #2		
NOTE:		
1. The standard aux high pressure port shall be plumbed as regulated to accommodate the 100ft regulated hose and is included in the price.		
2. System includes 4 bank cascade with 2 ASME cylinders with room to add (2) existing cylinders. Option to send existing cylinders to factory so that they can be factory installed with new equipment.		
3. LEAD TIME IS 10 WEEKS ARO		
4. EQUIPMENT STANDARD FEATURES SHEETS ARE INCLUDED AND EQUIPMENT MEETS ALL CRITERIA IN LISTED SPECIFICATIONS		
TAX EXEMPT SALES-OUT OF STATE OR CERT. REQUIRED		0.00
Quote for listed items above. Pricing good for 30 days.		
<b>Total</b>		<b>\$52,010.00</b>

**In the space provided in each line item, please indicate if the proposal submitted includes the specified item by placing either yes or no. If there is an additional cost associated to include the item, include the additional cost for evaluation purposes.**

## **GENERAL REQUIREMENTS**

**Proposals shall include:**

1. Full information on the make, model and specifications of the breathing air compressor, charge station, cascade system, and the storage system offered.
2. Information on warranty and service conditions.
3. Total cost for all equipment and installation
4. Expected date of delivery after contract is signed.

## **Specific Requirements**

**Breathing air compressor, charge station, cascade system, and storage system proposed must meet the following minimum specifications:**

### **Breathing Air Compressor**

1. Connect to and operate on our current electrical supply (single phase, 230 volts) YES
2. In order to fit within our current space, and be easily operable, system must not exceed 115" in length, and must not exceed 45" in depth YES
3. The entire unit, to include fill station, cascade cylinders, and compressor, shall be enclosed within one single cabinet YES
4. Minimum 10 horsepower/13 cfm charge rate breathing air compressor YES
5. The breathing air compressor shall be capable of producing pressures up to 6,000 psi YES
6. Air quality monitors Yes (CO MONITOR)
7. Moisture indicators Yes (MOISTURE MONITOR)
8. Automatic condensate drain system with automatic "full" indication and compressor shutdown YES
9. Automatic drain system with muffler and reservoir YES
10. Automatic low-oil shutdown (with indicator) YES

11. Stage gauge panel YES
12. Emergency palm shutdown button YES
13. Operation time meter YES
14. Automatic high-temperature shut down (with indicator) YES
15. Automatic control and digital readout panel YES
16. Meets NFPA, and OSHA standards YES
17. Controller designed to monitor and control compressor's operations
  - a. Monitor the compressor's discharge air temperature and oil level YES
  - b. Measure the CO and/or dew point for maximum outputs and shuts the compressor down to ensure acceptable air quality YES
  - c. Low-oil and high-temperature alarms YES
  - d. Measure and alarms for high CO and dew point levels YES
  - e. Alerts for service and collects data of the compressor usage YES
  - f. Programmable and user-friendly YES

#### **Purification System**

1. Purification system capable of purifying 67,000 cubic feet of breathing air YES  
CAPABLE OF 67,000CF @ STP AND AMBIENT CONDITIONS
2. Purification system shall deliver air that exceeds all recognized respiratory standards as set by OSHA, CGA, and NFPA YES
3. Cartridge monitoring indicating moisture levels shown on display YES
4. All systems shall deliver Grade E air YES

#### **Charge Station and Cascade System**

1. The charge station shall be a three position fill station with fill hoses within each fill station YES
2. The charge station shall completely enclose the SCBA or SCUBA cylinders during the filling process YES
3. The charge station shall come with a containment fragmentation shield YES
4. Safety pressure gauges YES
5. Comes complete with safety interlocks, safety gauges, charge and bleed valves YES
6. Must be capable of filling SCUBA cylinders up to 31" overall length YES
7. Equipped with, or have the ability to remote fill with regulator, pressure gauge, and line



valve with 100' of high-pressure 6,000 psi hose YES

8. The system shall be set-up, installed , and checked out at the user's destination by the distributor/installer YES

#### **Air Storage**

1. Meets all ASME, DOT, and CFR codes YES ASME
2. Comes with a minimum of two cylinders
  - a. Cylinders shall have a minimum 3:1 safety factor at 6,000PSIG THIS IS AN ASME SPEC
  - b. Mounted in a vertical configuration in a rack that is integral to the air station's frame YES
  - c. The rack shall be designed to accommodate four identical receivers YES
  - d. Each cylinder shall be supplied with a manual drain valve, an isolation valve and safety valve YES
  - e. All drain valves shall be piped to one convenient location with the enclosure YES

#### **TRAINING**

1. An operation manual (1 set minimum) INCLUDED
2. Training provided by the distributor on the operation and maintenance of the system YES

FED ID #80-0095476  
164 LEWIS LAKE LANE  
PELL CITY, AL 35125

Date	Quote #
8/12/2020	367

Name / Address
City of Dalton Fire Department

Rep	Project
MH	

134

PHOENIX ENERGY CORP

FED ID #80-0095476  
164 LEWIS LAKE LANE  
PELL CITY, AL 35125

# Quote

Date	Quote #
8/18/2020	369

Name / Address
City of Dalton Fire Department

Rep	Project
MH	

Description	Qty	Total
COMPLETELY ENCLOSED CENTAUR 3G2 10 HP 220/1/60 VAC 4 STAGE COMPRESSOR	1	49,460.00T
13 CFM 6000 PSI COMPRESSOR WITH 3 POSITION FILL STATION WITH PURIFICATION. PURIFICATION CAPABLE OF PURIFYING 67,000CF @ STP DEPENDANT ON AMBIENT CONDITIONS		
CENTAUR CO MONITOR	1	
MOISTURE MONITOR	1	
4 BANK CASCADE SYSTEM	1	
CASCADE ASME SYSTEM (2) 6000 PSI CYLINDERS BASED ON ASME 3:1 SAFETY FACTOR IN SPEC	1	
SPRING REWIND HOSE REEL. 100' WITH FILL ADAPTER ASSEMBLY. INTEGRATED DOOR MOUNT HOSE REEL.	1	
REFER TO NOTE #1 FOR REGULATION OF HOSE.		
FILL ADAPTER VLVBLDGA	1	
INSTALLATION	1	2,250.00T
NOTE:		
1. The standard aux high pressure port shall be plumbed as regulated to accommodate the 100ft regulated hose and is included in the price.		
2. System includes 4 bank cascade with 2 ASME cylinders with room to add (2) existing cylinders.		
3. LEAD TIME IS 10 WEEKS ARO		
4. EQUIPMENT STANDARD FEATURES SHEETS ARE INCLUDED AND EQUIPMENT MEETS ALL CRITERIA IN LISTED SPECIFICATIONS		
TAX EXEMPT SALES-OUT OF STATE OR CERT. REQUIRED		0.00
Quote for listed items above. Pricing good for 30 days.		<b>Total</b> \$51,710.00

# DALTON FIRE DEPARTMENT

## Standard Operating Procedure

**S.O.P.: FO-14**  
**Effective: 06-26-2015**  
**Revised: 09-25-2018**  
**Reviewed: 09-22-2020**

\_\_\_\_\_  
Fire Chief Signature

\_\_\_\_\_  
DATE

**Title:** Mayday Procedures

**Scope:** All Personnel

**Reference:** NFPA 1561, 1407, 1500, 1561, 1001, 1982

### General Information:

- A. The term ***mayday*** will be used only when personnel are in an immediate life-threatening situation. The term “emergency traffic” will be used for other emergencies.
- B. All crews working in IDLH environments must have a radio and understand mayday procedures.
- C. A firefighter reporting mayday will have priority over all other radio traffic.
- D. In the event of a mayday, all unaffected personnel shall continue normal fireground operations unless otherwise advised by the IC.

### Procedure:

- A. A firefighter must recognize a mayday parameter and call for the mayday immediately. This shall happen as soon as he/she thinks they are in trouble. The mayday may be cancelled at any time once the situation is corrected and the firefighter is safe and accounted for.
- B. In the event of a Mayday, the following actions shall be taken by the firefighter that is endangered:
  - 1. Recognize the mayday parameter and remain calm.
  - 2. Press the orange emergency button on the portable radio or lapel mic. This will give 10 seconds of uninterrupted air-time to give the initial Mayday.

3. Notify command using “Mayday, Mayday, Mayday”.
4. Mayday shall be given using one of the following acronyms:

LUNAR

L – Location

U – Unit

N – Name

A – Air remaining in cylinder / Assignment

R – Reason for mayday / Resources needed

WWW

W – Where

W – Why

W – Who

5. Once mayday information is acknowledged by command, the firefighter will activate his/her PASS device.
6. Attempt self-rescue, if possible.

C. In the event of a mayday, the following actions shall be taken by the incident commander (IC):

1. Ensure a Rapid Intervention Team is assigned when firefighters are working in IDLH environments.
2. Once a Mayday is received, the IC will advise on the radio “stop all unnecessary radio traffic”.
3. Once a completed Mayday transmission is understood, command will advise the firefighter to activate his/her PASS device.
4. The IC will assign the Rapid Intervention Team to the rescue.
5. The IC will contact dispatch to acquire an additional channel for fire ground operations. They will also request dispatch to monitor the mayday channel and assist as needed. If unable to reach dispatch immediately, fire ground operations may move to DFD main.

6. The IC will move all other radio traffic to a different fireground channel. The person calling mayday, the Rapid Intervention Team, and the IC or his/her designee will continue to operate on the original channel.
  7. The IC or his/her designee will assume fireground operations on the newly assigned channel.
  8. An additional officer may be utilized in command to manage the mayday or the fire incident at the discretion of the IC. Additional alarms may be struck if the situation dictates.
  9. A PAR shall be conducted on the newly assigned channel.
  10. The IC shall request an ambulance to respond to the scene if one is not already on location. Additional ambulances may be required if the situation dictates.
  11. The chief of the department shall be notified after the mayday is resolved.
- D. If a mayday is transmitted on DFD Main and the firefighter is unable to change the channel, the IC will notify dispatch to hold all radio traffic on that channel. During this time, all subsequent calls will be dispatched via an alternate channel assigned by dispatch. If this situation occurs, dispatch will call all available stations to inform them of the change.
- E. After the incident, a thorough post-incident analysis and external review shall be performed in a timely manner. If needed, a critical incident stress debriefing may be conducted.

In the event of an inadvertent activation of the orange emergency button, the firefighter will advise "Status Orange" to confirm there is no true emergency.

# DALTON FIRE DEPARTMENT

## Standard Operating Procedure

**S.O.P.: FO- 16**  
**Effective: 08-07-2017**  
**Revised: 09-25-2018**  
**Reviewed: 09-22-2020**

\_\_\_\_\_  
Fire Chief Signature

\_\_\_\_\_  
DATE

**Policy:** Emergency Evacuation

**Scope:** All Personnel

### Procedure:

In the event an emergency evacuation order is required, the Incident Commander shall:

- Activate emergency evacuation tone using a portable radio
- Call for all personnel to evacuate the structure or area
- Repeat this process on all channels utilized on the incident
- Conduct a PAR to ensure personnel accountability

All Driver/Operators shall repeatedly sound their apparatus air horns.

If any personnel are unaccounted for or are have not evacuated, the process shall be repeated.

To activate the emergency evacuation tone on a Motorola APX portable radio:

- Select channel you wish to sound evacuation tone
- Key the microphone
- Press orange button after the microphone has been activated
- Hold the microphone button for the desired time, approximately 5 seconds