



**PUBLIC SAFETY COMMISSION MEETING  
TUESDAY, JUNE 22, 2021  
8:30 AM  
300 WEST WAUGH ST**

**A G E N D A**

**Call to Order**

**Agenda Approval**

**Personnel Matters**

1. Fire Department - Firefighter of the Year Michael Sams

**Approval of Minutes**

- [2.](#) May 25, 2021

**Police Department**

- [3.](#) Crime/Crash Statistics May 2021
- [4.](#) Financial Statistics May 2021
- [5.](#) Written Directives

**Fire Department**

- [6.](#) Statistical Report for May, 2021
- [7.](#) Financial Report for May, 2021
- [8.](#) Reviewed SOP; ENF-1 Enforcement of Fire Lane Violations
- [9.](#) Reviewed SOP: C-2 Radio Check
- [10.](#) Reviewed SOP: ENF-2 Enforcement of False Nuisance Alarms

**Adjournment**

CITY OF DALTON  
PUBLIC SAFETY COMMISSION  
MINUTES  
MAY 25, 2021

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

AGENDA APPROVAL

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

PERSONNEL MATTERS

Police Department – Life Saving Award

Police Chief Cliff Cason presented the life-saving award to Officer Richard Cook. A description outlining Officer Cook's accomplishment is a part of the minutes. No motion needed.

MINUTES

The Commissioners were presented written copies of the regular called meeting minutes of April 27, 2021. On the motion of Commissioner Whitfield, second Commissioner Weaver, the minutes were approved. The vote was unanimous in favor.

(2) 2021 ALCOHOL APPLICATIONS

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

- |                    |   |
|--------------------|---|
| 1. Business Owner: | Unik Sweet Delights, LLC                  |
| d/b/a:             | Unik Sweet Delights                       |
| Applicant:         | Jose Jimenez Lopez                        |
| Business Address:  | 238 N. Hamilton St Suite 1                |
| License Type:      | Pouring Beer (Limited Service Restaurant) |
| Disposition:       | <b>License Addition</b>                   |

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

- |                    |  |
|--------------------|--|
| 2. Business Owner: | PMK Business Inc   |
| d/b/a:             | Citgo Food Mart  |
| Applicant:         | Tahmina Khatun   |
| Business Address:  | 1246 North Thornton Ave                                      |
| License Type:      | Package Beer, Package Wine (Convenience Store   Gas Station) |
| Disposition:       | <b>New</b>   |

POLICE DEPARTMENT

Crime and Crash Statistics for April 2021

Police Chief Cliff Cason gave a written and oral summary of the Crime and Crash Statistical Reports for the month of April, 2021. As noted in the written summary, Police Chief Cason reported the rate of Year to Date Part I crimes, decreased by 4.1% when compared to the same month in 2020. Police Chief Cason further reported that traffic crashes have increased by approximately 17.1% compared to last year.

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

POLICE DEPARTMENT

...Continued

Financial Statistics for April 2021

Police Chief Cliff Cason presented the Financial Report for all divisions within the Dalton Police Department for the month of April, 2021. Police Chief Cason reported the department has expended 30% of their 2021 budget and are under budget and on track for the end of the 2021 fiscal year.

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

FIRE DEPARTMENT

Monthly Statistical Report – April 2021

Fire Chief Todd Pangle presented the April 2021 Statistical Report to the Commission. Chief Pangle outlined details of the complete report, that included the Incident Report with 327 Total Responses, a Dollar Value Saved & Loss Analysis, NFPA Fire Experience Survey, and Incident List by Incident Number, Training Division Monthly Report, Fire Safety Division Monthly Report, and the Inspection Summary.

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

Monthly Financial Report – April 2021

Fire Chief Todd Pangle presented the Financial Report for the month of April 2021 to the Commission. Chief Pangle stated the department is approximately 4% under budget for the month and on track for the end of the 2021 fiscal year.

On the motion of Commissioner Whitfield, second Commissioner Weaver, 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.

Annual Report for 2020

Fire Chief Todd Pangle presented to the Commission a copy of the 2020 Fire Department's annual report. Chief Pangle stated the report outlined accomplishments, statistical data, department overviews, training division reports, fire prevention division reports, and other items.

On the motion of Commissioner Whitfield, second Commissioner Weaver, the Commission approved the 2020 Annual Report for the Fire Department. The vote was unanimous in favor.

ADJOURNMENT

There being no further business to come before the Commissioners, on the motion of Commissioner Whitfield, second Commissioner Weaver, the meeting was adjourned at 9:39 a.m.

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Terry Mathis, Chairman

ATTEST:

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Anthony Walker, Secretary

**DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
JUNE 22, 2021**

**SUMMARY OF DATA AND CRIME STATISTICS FOR MAY 2021**

**General**

Part 1 crimes have decreased approximately 1.7% when compared to year to date numbers from May 2020. Part 2 crimes have increased by approximately 7.3% during the same time. Year to date calls for service are 20.4% lower than in 2020. Traffic crashes have increased by approximately 21.5% when compared to last year.

<b>DALTON POLICE DEPARTMENT CRIME STATISTICS</b>												
	<b>INCIDENTS</b>				<b>CLEARANCES</b>				<b>ARRESTS</b>			
			<b>2021</b>	<b>2020</b>			<b>2021</b>	<b>2020</b>			<b>2021</b>	<b>2020</b>
	<b>05/21</b>	<b>05/20</b>	<b>YTD</b>	<b>YTD</b>	<b>05/21</b>	<b>05/20</b>	<b>YTD</b>	<b>YTD</b>	<b>05/21</b>	<b>05/20</b>	<b>YTD</b>	<b>YTD</b>
<b>Part I Offenses</b>												
Homicide	0	0	1	0	1	0	0	1	1	0	1	0
Rape	1	0	7	4	0	0	4	2	0	0	1	0
Robbery	0	2	1	7	0	0	1	4	0	0	0	4
Aggravated Assault	7	1	30	24	3	1	12	17	2	1	13	16
Burglary	11	5	38	36	2	0	9	2	1	7	10	12
Larceny - Theft	42	50	221	261	16	18	82	88	12	15	74	72
Motor Vehicle Theft	6	2	51	23	0	0	17	6	0	0	7	5
Arson	0	0	0	0	0	0	0	0	0	0	0	0
<b>PART I SUBTOTAL</b>	<b>67</b>	<b>60</b>	<b>349</b>	<b>355</b>	<b>22</b>	<b>19</b>	<b>125</b>	<b>120</b>	<b>16</b>	<b>23</b>	<b>106</b>	<b>109</b>

<b>Part 2 Offense</b>	<b>Total</b>
Code Violation	61
Controlled Substance Offense	26
Warrant Served	43
Traffic Offense	39
Battery/Assault - Non-aggravated	29
Trespass of Real Property	45
Juvenile Problem/Curfew	17
Forgery/Fraud	20
DUI	17

Controlled substance offenses decreased by approximately 51% in May 2021 when compared to April. Assault/battery violations decreased by 28% when compared to April 2021. Calls for service decreased by approximately 30% when compared to 2020. Citations showed a significant decrease when compared to 2020 numbers.
















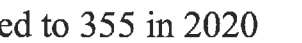

	<b>May 2021</b>	<b>May 2020</b>
Calls for Service	3,595	5,130
Traffic Crashes	131	94
Citations	702	1,592



# DALTON POLICE DEPARTMENT PUBLIC SAFETY COMMISSION MEETING JUNE 22, 2021

DALTON POLICE DEPARTMENT CRIME DASHBOARD YTD 2017-2021

May 2021

	2017	2018	2019	2020	2021	TREND
Part I Crimes YTD	523	493	463	355	349	
Homicides	0	0	0	0	1	
Rape	8	2	7	4	7	
Robbery	7	8	2	7	1	
Aggravated Assault	28	18	25	24	30	
<b>Violent Crime Totals</b>	<b>43</b>	<b>28</b>	<b>34</b>	<b>35</b>	<b>39</b>	
Burglary	64	68	44	36	38	
Larceny-Theft	376	365	364	261	221	
Motor Vehicle Theft	38	29	21	23	51	
Arson	2	3	0	0	0	
<b>Property Crime Totals</b>	<b>480</b>	<b>465</b>	<b>429</b>	<b>320</b>	<b>310</b>	
Violent Crime Clearance	77%	79%	97%	69%	44%	
Property Crime Clearance	39%	36%	49%	30%	35%	
Part I Arrests	187	155	199	109	106	
Citations	5,278	5,597	5,762	5,186	4,165	
Calls for Service	16,787	17,181	18,936	20,708	16,492	
Traffic Crashes	598	585	618	479	582	

## Analysis

In the year to date 2021 there have been 349 Part 1 crimes reported compared to 355 in 2020 which shows an approximate decrease of 1.7%. Motor vehicle thefts have increased significantly since last year.

There have been 39 violent crimes reported 2021 YTD compared to 35 reported violent crimes YTD 2020. There has been only one robbery reported in 2021 compared to seven last year. Year to date property crimes have shown a decrease of approximately 3.1% when compared to 2020 YTD statistics.

Based on the statistics from the previous five years, property crime numbers are lower than the average. Violent crime numbers are slightly above than the five-year average.

**DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
JUNE 22, 2021**

<b>DALTON POLICE DEPARTMENT CRIME STATISTICS</b>												
	<b>INCIDENTS</b>				<b>CLEARANCES</b>				<b>ARRESTS</b>			
			<b>2021</b>	<b>2020</b>			<b>2021</b>	<b>2020</b>			<b>2021</b>	<b>2020</b>
	<b>05/21</b>	<b>05/20</b>	<b>YTD</b>	<b>YTD</b>	<b>05/21</b>	<b>05/20</b>	<b>YTD</b>	<b>YTD</b>	<b>05/21</b>	<b>05/20</b>	<b>YTD</b>	<b>YTD</b>
<b>Part I Offenses</b>												
Homicide	0	0	1	0	1	0	0	1	1	0	1	0
Rape	1	0	7	4	0	0	4	2	0	0	1	0
Robbery	0	2	1	7	0	0	1	4	0	0	0	4
Aggravated Assault	7	1	30	24	3	1	12	17	2	1	13	16
Burglary	11	5	38	36	2	0	9	2	1	7	10	12
Larceny - Theft	42	50	221	261	16	18	82	88	12	15	74	72
Motor Vehicle Theft	6	2	51	23	0	0	17	6	0	0	7	5
Arson	0	0	0	0	0	0	0	0	0	0	0	0
<b>PART I SUBTOTAL</b>	<b>67</b>	<b>60</b>	<b>349</b>	<b>355</b>	<b>22</b>	<b>19</b>	<b>125</b>	<b>120</b>	<b>16</b>	<b>23</b>	<b>106</b>	<b>109</b>
<b>Part II Offenses</b>												
Other Assaults - not agg.	29	40	153	179	22	29	109	117	16	24	95	104
Forgery/Counterfeiting	6	5	25	22	0	0	3	8	0	0	2	3
Fraud	14	18	79	80	3	6	29	19	1	4	24	14
Embezzlement	0	0	0	0	0	0	0	1	0	0	0	1
Stolen Property	1	3	5	10	0	1	1	15	0	1	0	15
Vandalism	10	37	109	120	5	14	31	38	5	13	18	36
Weapons Violations	7	9	25	20	12	6	20	23	12	6	30	23
Commercial Sex	0	0	0	0	0	0	0	0	0	0	0	0
Other Sex Offenses	8	4	25	16	1	1	7	10	0	0	3	5
Drug Sales	4	2	42	22	7	2	31	39	7	2	38	34
Drug Possession	22	25	166	102	21	15	148	83	19	15	144	78
Gambling	0	0	0	0	0	0	0	0	0	0	0	0
Offenses Against Family/Children	5	4	24	27	4	2	13	19	4	2	15	18
Liquor Violations	5	6	27	21	5	6	17	14	5	6	21	13
Drunkenness	9	18	37	47	8	17	32	48	7	17	39	48
Other Disorderly Conduct	14	33	81	110	10	25	54	65	7	24	47	64
Curfew Violations	3	0	10	5	5	0	4	3	5	0	8	2
All Other Offenses	269	295	1253	1186	212	210	1035	697	176	205	1091	677
DUI	17	15	108	55	19	15	90	57	19	15	108	57
Human Trafficking	0	0	0	0	0	0	0	0	0	0	0	0
<b>PART II SUBTOTAL</b>	<b>423</b>	<b>514</b>	<b>2169</b>	<b>2022</b>	<b>334</b>	<b>349</b>	<b>1624</b>	<b>1256</b>	<b>283</b>	<b>334</b>	<b>1683</b>	<b>1192</b>
<b>PART I AND II TOTAL</b>	<b>490</b>	<b>574</b>	<b>2518</b>	<b>2377</b>	<b>356</b>	<b>368</b>	<b>1749</b>	<b>1376</b>	<b>299</b>	<b>357</b>	<b>1789</b>	<b>1301</b>
<b>Crashes</b>												
	<b>5/21</b>	<b>5/20</b>	<b>2021 YTD</b>	<b>2020 YTD</b>	<b>Enforcement</b>				<b>5/21</b>	<b>5/20</b>	<b>2021 YTD</b>	<b>2020 YTD</b>
Public Roadway	131	94	582	479	Citations				463	961	2,656	2,947
					Warnings				239	631	1,509	2,233
911 Calls	3,595	5,130	16,492	20,708	Totals				702	1,592	4,165	5,180

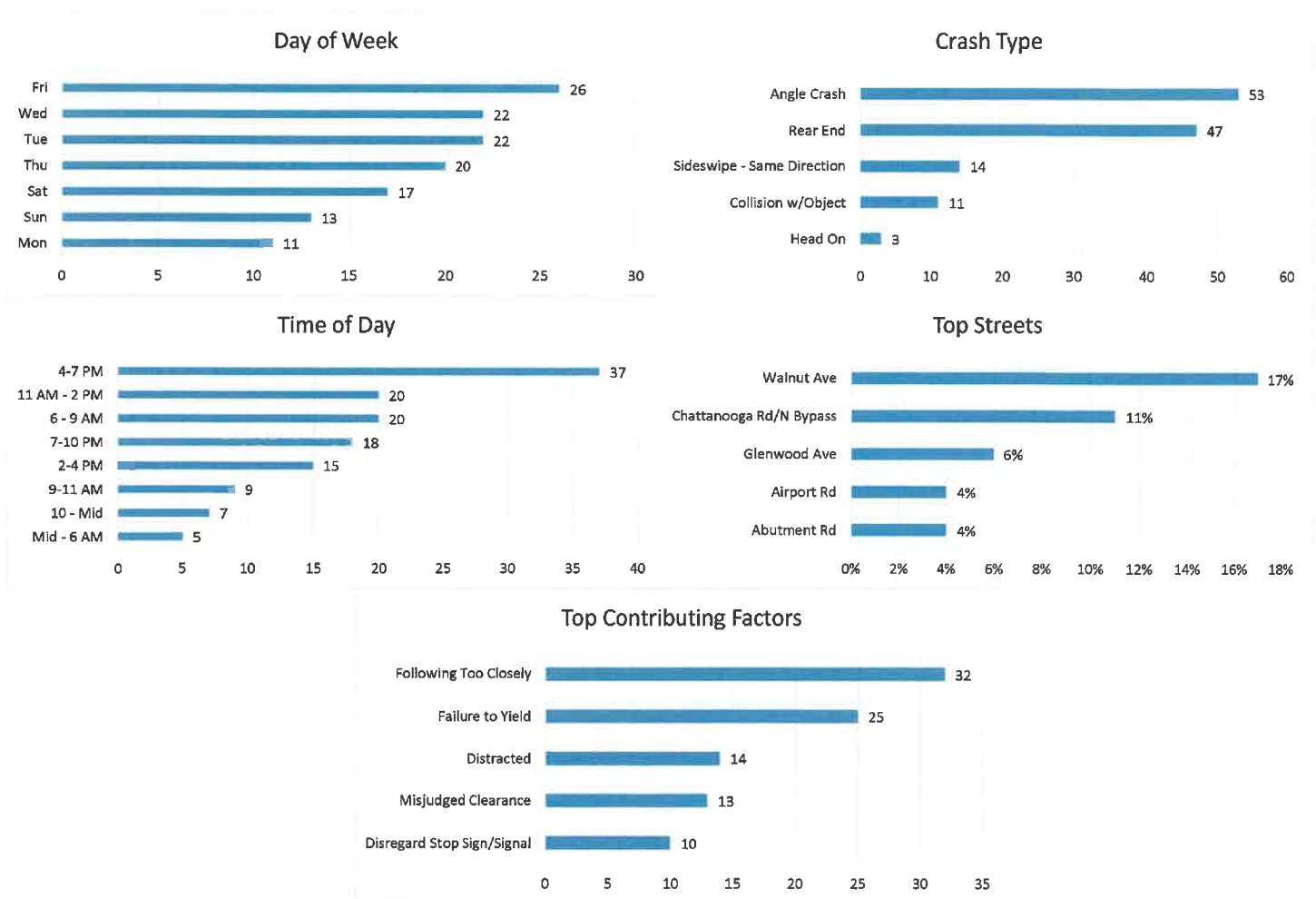
## Summary of Significant Events for May 2021

21-3147	Aggravated Assault/Reckless Conduct	Fairgrounds
<p>Officers were on scene in reference to a parking issue and extra patrol when they heard shots fired in the parking lot just west of the fair. They immediately responded and saw a subject run. They quickly apprehended this suspect. As they were doing this, an off duty GSP officer was trying to break up a fight in the area where the shots were fired. The GSP officer was then assaulted from behind. During this time, another person came and hit him in the back of the head, as well. This person was the suspect who had fired the shots. Several GSP officers responded from inside the fairgrounds and yelled for the assailant to stop. The suspect then fled on foot. The officer who had just caught the first suspect saw the second suspect running and gave chase after him. He then caught the second suspect. CID was notified and responded. Both subjects were interviewed and charged accordingly.</p>		

**DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
JUNE 22, 2021**

**May 2021 Crash Statistics**

In May 2021 there were 131 non-private property crashes reported. Injury crashes and total injuries increased when compared to April 2021. Angle and rear end crashes were the most prevalent during May 2021. Failure to yield was the leading contributing factor in injury crashes, while following too closely was the leading factor in non-injury crashes. Walnut Ave had the highest number of crashes and injuries.



**131 Crashes Reported in May 2021**

- There were 4 more crashes than in April 2021.
  - 25 crashes reported in which injuries occurred.
  - That is one injury crash for every 5.24 crashes reported.
  - Multiple injuries were reported in 4 crashes.
- Total Injuries Reported
  - 38 injuries were reported.
  - 1 serious injury was reported.
  - 2 fatalities were reported.

**DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
JUNE 22, 2021**

Top 5 Streets

- Walnut Ave
  - 22 Total Crashes
  - 16.8 % of Total Crashes
  - 15.8 % of Injuries Reported (6 Injuries Reported on the Roadway)
  
- Chattanooga Rd/N Bypass
  - 14 Total Crashes
  - 10.7 % of Total Crashes
  - 5.3 % of Injuries Reported (2 Injuries Reported on this Roadway)
  
- Glenwood Ave
  - 8 Total Crashes
  - 6.1 % of Total Crashes
  - 2.6 % of Injuries Reported (1 Injury Reported on this Roadway)
  
- Abutment Rd
  - 5 Total Crashes
  - 3.8 % of Total Crashes
  - 7.9 % of Injuries Reported (3 Injuries Reported on the Roadway)
  
- Airport Rd
  - 5 Total Crashes
  - 3.8 % of Total Crashes
  - 7.9 % of Injuries Reported (3 Injuries Reported on the Roadway)

Crashes Involving DUI

- 4 Reported Crashes involving DUI

Crashes Involving Speed

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

Crashes Involving Distracted or Inattentive Driver

- 14 Crashes Reported with Distracted or Inattentive Driver

Crashes Involving Drivers Following One Another Too Closely

- 32 Crashes Reported involving Following Too Closely

**DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
JUNE 22, 2021**

Crashes by Type

- Angle 53 / 40.46%
- Rear End 47 / 35.88%
- Sideswipe – Same Direction 14 / 10.69%
- Collision with an Object 11 / 8.40%
- Head On 3 / 2.29%

Days of the Week

- 11 crashes occurred on Mondays
- 22 crashes occurred on Tuesdays
- 22 crashes occurred on Wednesdays
- 20 crashes occurred on Thursdays
- 26 crashes occurred on Fridays
- 17 crashes occurred on Saturdays
- 13 crashes occurred on Sundays

Time of Day

- 0000-0559 - 5
- 0600-0859 - 20
- 0900-1059 - 9
- 1100-1359 - 20
- 1400-1559 - 15
- 1600-1859 - 37
- 1900-2159 - 18
- 2200-2359 - 7

Top Contributing Factors

- Following Too Closely: 32 (24.43 % of all crashes)
- Failure to Yield: 25 (19.08 % of all crashes)
- Distracted: 14 (10.69 % of all crashes)
- Misjudged Clearance: 13 (9.92 % of all crashes)
- Disregard Stop Sign/Signal: 10 (7.63 % of all crashes)

**DALTON POLICE DEPARTMENT  
PUBLIC SAFETY COMMISSION MEETING  
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Based on the crash data from April 2021, Selective Enforcement Details were conducted in the following areas in May 2021:

- **Walnut Ave**
- **Glenwood Ave**
- **M L King Jr Blvd**

There were 5 total Enforcement Details conducted in April 2021, resulting in 36 total violations being identified.

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

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

**DALTON POLICE DEPARTMENT**  
**PUBLIC SAFETY COMMISSION MEETING**  
**JUNE 22, 2021**

**SUMMARY OF THE FINANCIAL STATISTICS FOR MAY 2021**

The police department budget is on track for FY 2021, and at the time of this report we have expended approximately 38% of our 2021 budget. We are approximately 3.5% under budget for the year.

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



06/09/2021 08:44  
628mlope

The City of Dalton  
YEAR-TO-DATE BUDGET REPORT

FOR 2021 99

ACCOUNTS FOR:  
0010 GENERAL FUND - OPERATING

141501 PD ADMINISTRATION

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141501 000010 SALARIES-REGULAR	385,300	0	385,300	153,606.79	.00	231,693.21	39.9%
141501 000011 SALARIES OVERTIME	1,400	0	1,400	.00	.00	1,400.00	.0%
141501 000016 SALARY - BONUS	0	0	0	4,000.00	.00	-4,000.00	100.0%
141501 000020 FICA	29,600	0	29,600	12,060.52	.00	17,539.48	40.7%
141501 000030 PENSION	6,000	0	6,000	3,050.49	.00	2,949.51	50.8%
141501 000032 PENSION - STATE	175,200	0	175,200	61,847.70	.00	113,352.30	35.3%
141501 000040 HOSPITALIZATION I	1,000	0	1,000	600.00	.00	400.00	60.0%
141501 000045 EE LIFE & DISABIL	41,600	0	41,600	16,846.50	.00	24,753.50	40.5%
141501 000050 GENERAL INSURANCE	2,200	0	2,200	847.25	.00	1,352.75	38.5%
141501 000060 WORKER COMPENSATI	115,200	0	115,200	112,236.65	.00	2,963.35	97.4%
141501 000080 OFFICE EQUIPMENT	12,200	0	12,200	5,812.68	.00	6,387.32	47.6%
141501 000110 TELEPHONE	5,000	0	5,000	.00	.00	5,000.00	.0%
141501 000120 TRAINING EXPENSES	45,000	0	45,000	20,012.07	.00	24,987.93	44.5%
141501 000130 VEHICLE EXPENSES	12,000	0	12,000	1,697.70	.00	10,302.30	14.1%
141501 000140 COPIER RENTAL/SUP	2,000	0	2,000	33.00	.00	1,967.00	1.7%
141501 000150 PRINTING	9,000	0	9,000	2,018.98	.00	6,981.02	22.4%
141501 000160 POSTAGE	4,000	0	4,000	377.90	.00	3,622.10	9.4%
141501 000360 LEGAL FEES	3,500	0	3,500	334.12	.00	3,165.88	9.5%
141501 000410 GAS & OIL	15,000	0	15,000	1,461.15	.00	13,538.85	9.7%
141501 000440 SUPPLIES	5,800	0	5,800	985.56	.00	4,814.44	17.0%
141501 000450 CLEANING ALLOWANC	800	0	800	80.00	.00	720.00	10.0%
141501 000455 CLOTHING ALLOWANC	1,800	0	1,800	163.50	.00	1,636.50	9.1%
141501 001010 OFFICE SUPPLIES	1,800	0	1,800	.00	.00	1,800.00	.0%
141501 001030 COMPUTER SOFTWARE	2,000	0	2,000	651.20	.00	1,348.80	32.6%
141501 001300 MEALS	158,500	0	158,500	86,631.92	.00	71,868.08	54.7%
141501 001410 DUES/FEES/SUBSCRI	2,000	0	2,000	.00	.00	2,000.00	.0%
141501 001665 RADIO SUBSCRIBER	4,000	0	4,000	2,020.00	.00	1,980.00	50.5%
141501 001990 MISCELLANEOUS	25,000	0	25,000	.00	.00	25,000.00	.0%
141501 003226 CUSTODY OF PRISIO	2,000	0	2,000	664.79	.00	1,335.21	33.2%
TOTAL PD ADMINISTRATION	110,000	0	110,000	14,873.87	.00	95,126.13	13.5%
	1,178,900	0	1,178,900	502,914.34	.00	675,985.66	42.7%



IP 2  
lglytdbud

06/09/2021 08:44  
628mlope  
The City of Dalton  
YEAR-TO-DATE BUDGET REPORT

FOR 2021 99

ACCOUNTS FOR:  
0010 GENERAL FUND - OPERATING

ORIGINAL APPROP TRANSFRS/  
ADJUSTMTS REVISED BUDGET YTD EXPENDED ENCUMBRANCES AVAILABLE BUDGET PCT USED

141503 PD PATROL

141503 000010 SALARIES-REGULAR	3,466,600	0	3,466,600	1,252,473.29	.00	2,214,126.71	36.1%
141503 000011 SALARIES OVERTIME	85,000	0	85,000	18,130.68	.00	66,869.32	21.3%
141503 000016 SALARY - BONUS	0	0	0	5,000.00	.00	-5,000.00	100.0%
141503 000020 FICA	270,000	0	270,000	96,561.62	.00	173,438.38	35.8%
141503 000030 PENSION	177,000	0	177,000	62,256.09	.00	114,743.91	35.2%
141503 000032 PENSION - DB PLAN	291,000	0	291,000	130,100.54	.00	160,899.46	44.7%
141503 000033 PENSION - STATE	21,500	0	21,500	9,675.04	.00	11,824.96	45.0%
141503 000040 HOSPITALIZATION I	511,000	0	511,000	223,004.00	.00	287,996.00	43.6%
141503 000045 EE LIFE & DISABIL	20,900	0	20,900	6,998.85	.00	13,901.15	33.5%
141503 000060 WORKER COMPENSATI	111,700	0	111,700	53,219.22	.00	58,480.78	47.6%
141503 000120 TRAINING EXPENSES	109,000	0	109,000	20,294.06	.00	88,705.94	18.6%
141503 000130 VEHICLE EXPENSES	31,000	0	31,000	13,584.85	.00	17,415.15	43.8%
141503 000130 SHOP VEHICLE EXP -	106,200	0	106,200	40,897.09	.00	65,302.91	38.5%
141503 000400 EQUIPMENT MAINT &	10,000	0	10,000	1,014.32	.00	8,985.68	10.1%
141503 000410 GAS & OIL	159,000	0	159,000	48,224.24	.00	110,775.76	30.3%
141503 000440 SUPPLIES	5,500	0	5,500	1,319.03	.00	4,180.97	24.0%
141503 000450 CLEANING ALLOWANC	10,000	0	10,000	3,031.50	.00	6,968.50	30.3%
141503 000460 UNIFORMS	64,000	0	64,000	4,472.02	.00	59,527.98	7.0%
141503 001010 OFFICE SUPPLIES	3,000	0	3,000	1,217.52	.00	1,782.48	40.6%
141503 001300 MEALS	2,000	0	2,000	269.84	.00	1,730.16	13.5%
141503 001410 DUES/FEES/SUBSCRI	3,800	0	3,800	124.00	.00	3,676.00	3.3%
141503 001660 COMMUNICATION EOU	1,500	0	1,500	.00	.00	1,500.00	.0%
141503 001990 MISCELLANEOUS	5,000	0	5,000	475.50	.00	4,524.50	9.5%
141503 039980 CAPITAL OUTLAY <	24,500	0	24,500	22,128.06	.00	2,371.94	90.3%
TOTAL PD PATROL	5,489,200	0	5,489,200	2,014,471.36	.00	3,474,728.64	36.7%

06/09/2021 08:44  
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YEAR-TO-DATE BUDGET REPORT

IP 3  
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FOR 2021 99

ACCOUNTS FOR:  
0010 GENERAL FUND - OPERATING

141504 PD CRIMINAL INVESTIGATION DIV

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141504 000010 SALARIES-REGULAR	870,300	0	870,300	323,095.88	.00	547,204.12	37.1%
141504 000011 SALARIES OVERTIME	38,800	0	38,800	7,978.35	.00	30,821.65	20.6%
141504 000016 SALARY - BONUS	0	0	0	2,000.00	.00	-2,000.00	100.0%
141504 000020 FICA	69,500	0	69,500	24,923.27	.00	44,576.73	35.9%
141504 000030 PENSION	32,200	0	32,200	12,455.93	.00	19,744.07	38.7%
141504 000032 PENSION - DB PLAN	238,200	0	238,200	84,890.28	.00	153,309.72	35.6%
141504 000033 PENSION - STATE	4,500	0	4,500	2,150.00	.00	2,350.00	47.8%
141504 000040 HOSPITALIZATION I	152,000	0	152,000	72,974.00	.00	79,026.00	48.0%
141504 000045 EE LIFE & DISABIL	5,100	0	5,100	1,950.40	.00	3,149.60	38.2%
141504 000060 WORKER COMPENSATI	26,300	0	26,300	12,530.58	.00	13,769.42	47.6%
141504 000120 TRAINING EXPENSES	28,800	0	28,800	7,071.06	.00	21,728.94	24.6%
141504 000130 VEHICLE EXPENSES	7,000	0	7,000	2,087.80	.00	4,912.20	29.8%
141504 000400 EQUIPMENT MAINT &	1,500	0	1,500	.00	.00	1,500.00	.0%
141504 000410 GAS & OIL	19,400	0	19,400	5,646.64	.00	13,753.36	29.1%
141504 000440 SUPPLIES	3,000	0	3,000	634.06	.00	2,365.94	21.1%
141504 000450 CLEANING ALLOWANC	4,000	0	4,000	1,074.25	.00	2,925.75	26.9%
141504 000455 CLOTHING ALLOWANC	9,000	0	9,000	.00	.00	9,000.00	.0%
141504 001010 OFFICE SUPPLIES	4,000	0	4,000	2,612.15	.00	1,387.85	65.3%
141504 001300 MEALS	700	0	700	27.58	.00	672.42	3.9%
141504 001410 DUES/FEES/SUBSCRI	2,200	0	2,200	770.72	.00	1,429.28	35.0%
141504 001650 PURCHASE EVIDENCE	25,000	0	25,000	.00	.00	25,000.00	.0%
141504 001660 COMMUNICATION FOU	1,500	0	1,500	.00	.00	1,500.00	.0%
141504 001990 MISCELLANEOUS	5,000	0	5,000	241.84	.00	4,758.16	4.8%
141504 039980 CAPITAL OUTLAY <	1,800	0	1,800	1,512.86	.00	287.14	84.0%
TOTAL PD CRIMINAL INVESTIGATION DIV	1,549,800	0	1,549,800	566,627.65	.00	983,172.35	36.6%

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YEAR-TO-DATE BUDGET REPORT



IP 4  
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FOR 2021 99

ACCOUNTS FOR:  
0010 GENERAL FUND - OPERATING

141507 PD SUPPORT SERVICES

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141507 000010 SALARIES-REGULAR	524,500	0	524,500	223,916.09	.00	300,583.91	42.7%
141507 000011 SALARIES OVERTIME	7,500	0	7,500	564.74	.00	6,935.26	7.5%
141507 000012 SALARIES-PART TIM	7,200	0	7,200	490.05	.00	6,709.95	6.8%
141507 000016 SALARY - BONUS	0	0	0	9,000.00	.00	-9,000.00	100.0%
141507 000020 FICA	41,200	0	41,200	16,867.62	.00	24,332.38	40.9%
141507 000030 PENSION	27,600	0	27,600	5,874.32	.00	21,725.68	21.3%
141507 000032 PENSION - DB PLAN	94,900	0	94,900	54,005.97	.00	40,894.03	56.9%
141507 000033 PENSION - STATE	600	0	600	624.96	.00	-24.96	104.2%
141507 000040 HOSPITALIZATION I	88,400	0	88,400	51,067.00	.00	37,333.00	57.8%
141507 000045 EE LIFE & DISABIL	3,000	0	3,000	1,085.54	.00	1,914.46	36.2%
141507 000060 WORKER COMPENSATI	18,400	0	18,400	8,766.66	.00	9,633.34	47.6%
141507 000120 TRAINING EXPENSES	42,000	0	42,000	13,391.94	.00	28,608.06	31.9%
141507 000130 VEHICLE EXPENSES	3,000	0	3,000	35.20	.00	2,964.80	1.2%
141507 000330 UTILITIES	48,000	0	48,000	16,217.17	.00	31,782.83	33.8%
141507 000410 GAS & OIL	7,300	0	7,300	1,157.45	.00	6,142.55	15.9%
141507 000440 SUPPLIES	3,000	0	3,000	442.59	.00	2,557.41	14.8%
141507 000450 CLEANING ALLOWANC	2,400	0	2,400	362.25	.00	2,037.75	15.1%
141507 000455 CLOTHING ALLOWANC	600	0	600	.00	.00	600.00	.0%
141507 000460 UNIFORMS	4,000	0	4,000	514.37	.00	3,485.63	12.9%
141507 001010 OFFICE SUPPLIES	3,200	0	3,200	1,136.87	.00	2,063.13	35.5%
141507 001300 MEALS	500	0	500	.00	.00	500.00	.0%
141507 001410 DUES/FEES/SUBSCRI	2,100	0	2,100	682.15	.00	1,417.85	32.5%
141507 001415 CREDIT CARD & BAN	600	0	600	83.79	.00	516.21	14.0%
141507 001610 APPLICANT TESTING	8,500	0	8,500	550.00	.00	7,950.00	6.5%
141507 001880 COMMUNITY SERVICE	12,500	0	12,500	2,618.30	.00	9,881.70	20.9%
141507 001880 15048 COM SCVS - D	0	0	0	6,014.94	.00	-6,014.94	100.0%
141507 001990 MISCELLANEOUS	1,500	0	1,500	95.53	.00	1,404.47	6.4%
141507 039980 CAPITAL OUTLAY <	900	0	900	824.96	.00	75.04	91.7%
141507 084725 BUILDING/GROUNDS M	87,100	0	87,100	17,429.53	.00	69,670.47	20.0%
TOTAL PD SUPPORT SERVICES	1,040,500	0	1,040,500	433,819.99	.00	606,680.01	41.7%
TOTAL GENERAL FUND - OPERATING	9,258,400	0	9,258,400	3,517,833.34	.00	5,740,566.66	38.0%
TOTAL EXPENSES	9,258,400	0	9,258,400	3,517,833.34	.00	5,740,566.66	

The City of Dalton  
YEAR-TO-DATE BUDGET REPORT

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FOR 2021 99

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	9,258,400	0	9,258,400	3,517,833.34	.00	5,740,566.66	38.0%

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FOR 2021 99

ACCOUNTS FOR:  
0210 CONFISCATED ASSETS

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
210001 REVENUES							
210001 351102 JUSTI FORFEIT JUST	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
210001 351102 TREAS FORFEIT TREAS	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
210001 351103 STATE DRUG SEIZURE	-60,000	0	-60,000	-14,514.00	.00	-45,486.00	24.2%
210001 361100 STATE INTEREST EAR	-800	0	-800	-72.04	.00	-727.96	9.0%
210001 361100 TREAS INTEREST TRE	-200	0	-200	-17.67	.00	-182.33	8.8%
210001 392100 STATE PROCEEDS FRO	-10,000	0	-10,000	-7,350.00	.00	-2,650.00	73.5%
TOTAL REVENUES	-111,000	0	-111,000	-21,953.71	.00	-89,046.29	19.8%

06/09/2021 08:44  
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YEAR-TO-DATE BUDGET REPORT

IP 2  
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FOR 2021 99

ACCOUNTS FOR:  
0210 CONFISCATED ASSETS

210415 EXPENDITURES

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
210415 000070 STATE ADVERTISING	2,000	0	2,000	.00	.00	2,000.00	.0%
210415 000120 STATE TRAINING EXP	18,000	0	18,000	.00	.00	18,000.00	.0%
210415 000370 STATE COURT COSTS	12,500	0	12,500	1,595.20	.00	10,904.80	12.8%
210415 001990 JUSTI MISCELLANEOU	1,000	0	1,000	.00	.00	1,000.00	.0%
210415 001990 STATE MISCELLANEOU	7,000	0	7,000	.00	.00	7,000.00	.0%
210415 001990 TREAS MISCELLANEOU	500	0	500	.00	.00	500.00	.0%
210415 021910 STATE COMMUNICATIO	27,000	0	27,000	6,905.66	.00	20,094.34	25.6%
210415 021910 TREAS COMMUNICATIO	500	0	500	.00	.00	500.00	.0%
210415 039980 JUSTI CAPITAL OUTL	19,000	0	19,000	.00	.00	19,000.00	.0%
210415 039980 STATE CAPITAL OUTL	4,300	0	4,300	.00	.00	4,300.00	.0%
210415 039980 TREAS CAPITAL OUTL	19,200	0	19,200	.00	.00	19,200.00	.0%
TOTAL EXPENDITURES	111,000	0	111,000	8,500.86	.00	102,499.14	7.7%
TOTAL CONFISCATED ASSETS	0	0	0	-13,452.85	.00	13,452.85	100.0%
TOTAL REVENUES	-111,000	0	-111,000	-21,953.71	.00	-89,046.29	
TOTAL EXPENSES	111,000	0	111,000	8,500.86	.00	102,499.14	

06/09/2021 08:44  
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The City of Dalton  
YEAR-TO-DATE BUDGET REPORT



IP 3  
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FOR 2021 99

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	-13,452.85	.00	13,452.85	100.0%

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The City of Dalton  
YEAR-TO-DATE BUDGET REPORT

IP 1  
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FOR 2021 99

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0370 CAPITAL ACQUISITION FUND							
370005 EXPENDITURES							
370005 000350 20103 FACILITY REP	0	55,000	55,000	.00	53,857.98	1,142.02	97.9%
370005 000350 411 FACILITY REPAIR	0	155,000	155,000	.00	.00	155,000.00	.0%
370005 000350 414 FACILITY REPAIR	0	271,180	271,180	.00	.00	271,180.00	.0%
370005 000350 420 FACILITY REPAIR	0	40,000	40,000	.00	.00	40,000.00	.0%
370005 000350 610 FACILITY REPAIR	0	25,000	25,000	.00	.00	25,000.00	.0%
370005 001030 412 COMPUTER SOFTW	0	25,000	25,000	.00	.00	25,000.00	.0%
370005 039990 CAPITAL OUTLAY	800,000	-800,000	0	.00	.00	.00	.0%
370005 039990 414 CAPITAL OUTLAY	0	0	0	14,462.00	.00	-14,462.00	100.0%
370005 039990 420 CAPITAL OUTLAY	0	200,000	200,000	.00	.00	200,000.00	.0%
370005 039990 445 CAPITAL OUTLAY	0	295,000	295,000	.00	.00	295,000.00	.0%
370005 039990 610 CAPITAL OUTLAY	0	279,620	279,620	4,120.00	.00	275,500.00	1.5%
TOTAL EXPENDITURES	800,000	545,800	1,345,800	18,582.00	53,857.98	1,273,360.02	5.4%
TOTAL CAPITAL ACQUISITION FUND	800,000	545,800	1,345,800	18,582.00	53,857.98	1,273,360.02	5.4%
TOTAL EXPENSES	800,000	545,800	1,345,800	18,582.00	53,857.98	1,273,360.02	



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The City of Dalton  
YEAR-TO-DATE BUDGET REPORT

IP 2  
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FOR 2021 99

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	800,000	545,800	1,345,800	18,582.00	53,857.98	1,273,360.02	5.4%

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**DALTON POLICE DEPARTMENT  
REVENUE ACCOUNT DEPOSITS  
YEAR-TO-DATE**

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STATE DRUG SEIZURES (Funds)					
Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2020 Starting Balance
					107,968.86
1/22/2021	20-003790	Sparks Seizure	800.00		108,768.86
1/22/2021	20-007159	Sanchez-Romero Seizure	2,565.00		111,333.86
1/22/2021	20-005778	Storey Seizure	1,890.00		113,223.86
1/29/2021		Interest Credit	13.91		113,237.77
2/8/2021	PO 21020040	DA's Office - Bonds Seizure Court Cost		106.00	113,131.77
2/8/2021	PO 21020041	Clerk's Office - Bonds Seizure Court Cost		82.00	113,049.77
2/8/2021	PO 21020043	DA's Office - Denton Seizure Court Cost		89.40	112,960.37
2/8/2021	PO 21020044	Clerk's Office - Denton Seizure Court Cost		82.00	112,878.37
2/8/2021	PO 21020045	Verizon Wireless - Dec 10 - Jan 09 Cell Phones		1,684.94	111,193.43
2/8/2021	PO 21021001	DA's Office - Sparks Seizure Court Cost		80.00	111,113.43
2/8/2021	PO 21021002	Clerk's Office - Sparks Seizure Court Cost		82.00	111,031.43
2/8/2021	PO 21021003	DA's Office - Sanchez-Romero Seizure Court Cost		256.50	110,774.93
2/8/2021	PO 21021004	Clerk's Officer - Sanchez-Romero Seizure Court Cost		82.00	110,692.93
2/26/2021		Interest Credit	13.69		110,706.62
3/11/2021	PO 21021005	Verizon Wireless - Jan 10 - Feb 09 Cell Phones		1,703.39	109,003.23
3/12/2021	PO 21021006	DA's Office - Quinn Seizure Court Cost		62.60	108,940.63
3/12/2021	PO 21021007	Clerk's Office - Quinn Seizure Court Cost		82.00	108,858.63
3/12/2021	PO 21021008	DA's Office - Mendiola Seizure Court Cost		356.90	108,501.73
3/12/2021	PO 21021009	Clerk's Office - Mendiola Seizure Court Cost		82.00	108,419.73
3/26/2021	PO 21021010	Verizon Wireless - Feb 10 - Mar 09 Cells Phones		1,730.15	106,689.58
3/31/2021		Interest Credit	15.76		106,705.34
4/30/2021		Interest Credit	14.03		106,719.37
5/4/2021		GOV DEALS - Seized 1992 Chevrolet Camaro Sold	5,750.00		112,469.37
5/4/2021	20-003244	Bonds Seizure	1,060.00		113,529.37
5/4/2021	20-000886	Denton Seizure	894.00		114,423.37
5/4/2021	20-007482	Mendiola Seizure	3,569.00		117,992.37
5/4/2021	20-001146	Coleman-Anderson Seizure	458.00		118,450.37

**STATE DRUG SEIZURES  
(Funds)**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2020 Starting Balance
5/4/2021	20-007304	Quinn Seizure	626.00		119,076.37
5/4/2021	21-001423	Orr Seizure	847.00		119,923.37
5/4/2021	21-000981	Green Seizure	1,374.00		121,297.37
5/4/2021	21-001124	Bush Seizure	431.00		121,728.37
5/5/2021		GOV DEALS - Seized 2006 Mitsubishi Lancer Sold	1,600.00		123,328.37
5/5/2021	PO 21021011	Verizon Wireless - Mar 10 - Apr 09 Cell Phones		1,731.06	121,597.31
5/21/2021	PO 21021012	DA's Office - Green Seizure Court Cost		137.40	121,459.91
5/21/2021	PO 21021013	Clerk's Office - Green Seizure Court Cost		82.00	121,377.91
5/21/2021	PO 21021014	DA's Office - Orr Seizure Court Cost		84.70	121,293.21
5/21/2021	PO 21021015	Clerk's Office - Orr Seizure Court Cost		82.00	121,211.21
5/21/2021	PO 21021016	DA's Office - Bush Seizure Court Cost		43.10	121,168.11
5/21/2021	PO 21021017	Clerk's Office - Bush Seizure Court Cost		82.00	121,086.11
5/21/2021	PO 21021018	Verizon Wireless - Apr 10 - May 09 Cell Phones		1,741.06	119,345.05
5/21/2021		Interest Credit	14.65		119,359.70

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**Federal Forfeitures Fund**

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To: Public Safety Commission  
 From: Chief Cliff Cason  
 Date: June 22, 2021  
 Subject: Written Directive Review

<u>Number</u>	<u>Page</u>	<u>Title/Changes</u>
<b>2.9</b>		<b><u>Table of Organization</u></b> Restructured Patrol Shifts to add a 4 <sup>th</sup> shift with a new Lieutenant position Removed one Police Officer position from School Resource Unit Added 2 Police Officer positions to Community Relations Unit Created a new Social Media Specialist position Moved a Sergeant position from Patrol to Training
<b>2.17</b>	1	<b><u>Departmental Inspections</u></b> Updated Revision and Re-evaluation dates Section I – Rewording Section III – Rewording
	2	Section IV – Rewording, updated lettering and numbering
<b>2.20</b>	1	<b><u>Vehicle Fleet Maintenance</u></b> Updated Revision and Re-evaluation dates Section I – Rewording Section II – Rewording Section III – Rewording
	2	Section IV – Rewording Section V – Rewording
<b>2.28</b>	1	<b><u>Crime Analysis / Traffic Analysis</u></b> Updated Revision and Re-evaluation dates Section II – Rewording, new lettering
	1-3	Section III – Rewording, new numbering
<b>3.5</b>	1	<b><u>Physical Readiness Program</u></b> Updated Revision and Re-evaluation dates Section I – Removed last sentence Section III – Rewording Section IV – Rewording, removed two definitions, added one new definition, updated lettering
	3	Section VI – Rewording



	Section VII – Rewording, added new item (A), removed item (E), updated lettering
5	Section VIII – Rewording
6	Section IX – Removed entire section and replaced with items (A – D)
7	Section X – Rewording, removed five items, updated lettering
9	Section XI – Rewording
12	Appendix B – Rewording, removed items (1-6)
13	Appendix C – Removed entire section
19	Appendix D – Removed entire section
23	Appendix E – Removed form

## 5.2

### **Less-lethal Weapons**

1	Updated Revision and Re-evaluation dates
	Section I – Rewording
	Section II – Separated into two new definitions
	Section III – New section for De-escalation
2	Section IV (A) – New wording
	(B) – New sub-section
3	(C) – Rewording, updated numbering
	(D) – Rewording, updated numbering
4	(E) – Rewording, updated numbering, removed item (1)(g)
5	(F) – New sub-section
	Section V – New section
6	Section VI – Rewording
	Section VII – Rewording
	Section VIII – Rewording
7	Section IX – New section

## 5.3

### **Conducted Energy Weapons**

1	Changed the name of the policy
	Updated revision and re-evaluation dates
	Rewrote and restructured entire policy

## 6.3

### **All Hazards Plan**

1	Updated revision and re-evaluation dates
	Section I – Rewording
	Section II – Rewording, new lettering
1-4	Section III – Rewording
4	Section IV – Rewording, updated lettering and numbering
	Section V – Rewording, updated lettering and numbering
5	Section VI – Rewording, updated lettering and numbering
6	Section VII – Rewording
7	Section VIII – Rewording, updated lettering and numbering
8	Section IX – Rewording
	Section X – Rewording

	Section XI – Rewording, updated lettering and numbering
9	Section XII – Rewording
	Section XIII – New section
10	Section XIV – Rewording
11	Section XV – Rewording
	Section XVI – Rewording
13	Section XVII – Rewording
15	Section XVIII – Rewording, updated lettering and numbering
18	Section XIX – Rewording, updated lettering and numbering
23	Section XX – Rewording, updated lettering and numbering
25	Section XXI – Rewording
	Section XXII – Rewording
	Section XXIII – Rewording, new item (C)
	Section XXIV – Rewording, updated lettering

## 7.16

### **License Plate Recognition Systems**

This is a new policy.

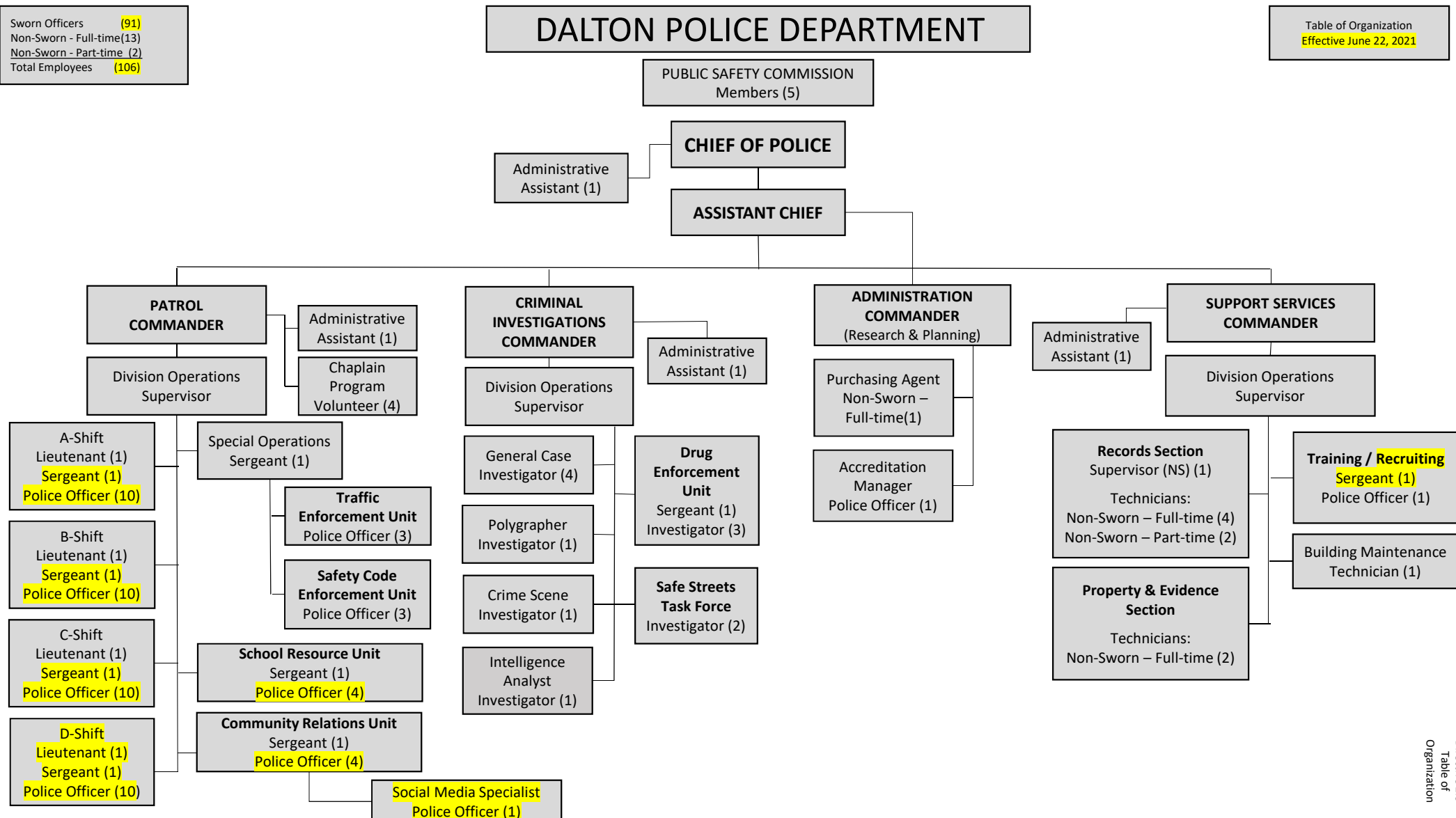
## 7.20

### **Volunteers in Police Service**

This policy is being removed.

Sworn Officers (91)  
 Non-Sworn - Full-time(13)  
 Non-Sworn - Part-time (2)  
 Total Employees (106)

Table of Organization  
 Effective June 22, 2021



# DALTON POLICE DEPARTMENT

		Effective Date <b>July 22, 2003</b>	Number <b>GO03-2.17</b>
Subject <b>Departmental Inspections</b>			
Reference <b>CALEA Standards – 53.1.1, 53.2.1</b>		Revised <b>June <del>25, 2019</del> 22, 2021</b>	
Distribution <b>All Personnel</b>	Re-evaluation Date <b><del>March-2024</del> June 2023</b>		No. Pages <b>3</b>

## I. Policy

~~Inspections~~ It is the policy of the Dalton Police Department ~~shall be to~~ conducted inspections on a regular basis to ensure ~~that efficient operation of~~ the Department, ~~is operating efficiently and in~~ compliance with established professional standards, ~~and to~~ promotion of the Dalton Police Department's mission, ~~maintain standards of ethical behavior, and ensure that~~ and fulfillment of the community's expectations regarding the critical services provided by the Agency Department. ~~meet community expectations.~~ Inspections enable the Department to assess its ability to perform its mission and provide the necessary information to plan for improvements.

## II. Definitions

- A. *Line Inspection* – The process by which any Supervisor can review and observe an employee's activity to ensure the proper compliance with Departmental procedures, rules, and regulations. These inspections are not limited to persons but also include all facility components used by the Department.
- B. *Staff Inspection* – An in-depth examination of a specific operational, administrative, or facility component of the Department.
- C. *Facility Components* – The physical structure of the Police Services Center and all Department-owned equipment and furnishings.

## III. Line Inspections

- A. All Department Supervisors are responsible for inspecting the general condition of personnel and facility components on a daily basis.
  - 1. Supervisors shall conduct inspections by observing assigned personnel during the Supervisor's scheduled work period. He / she shall ensure that the ~~agency~~ Department uniform, civilian attire, and appearance standards are maintained. As necessary, the Supervisor ~~will~~ shall take corrective actions.

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2. Supervisors ~~will~~ shall also observe their assigned facilities and office areas to ensure overall cleanliness, order, and the presence of necessary equipment and supplies. As necessary, the Supervisor ~~will~~ shall take corrective actions.
- B. At least once each quarter, Supervisors ~~will~~ shall be responsible for ensuring that a documented inspection of the personal appearance of all personnel under their command is conducted. This inspection of personal appearance ~~will~~ shall include an inspection of the uniform / civilian attire and personal equipment.
- C. Any Supervisor discovering a deficiency that could not be immediately corrected ~~will~~ shall follow-up to ensure that corrective action is taken within a reasonable length of time.

#### IV. **Staff Inspections**

- A. Staff inspections ~~will~~ shall be conducted at the discretion of the Chief of Police.

~~B.A.~~ Inspection Teams

1. All inspection teams ~~will~~ shall consist of a ~~Department~~ Supervisor and an adequate number of personnel to complete the examination of the component or function in question. It is recommended that inspection teams consist of members assigned to a division separate from the one being inspected.
2. During the inspection, the inspectors ~~will~~ shall be granted the necessary access to all facilities, records, reports, files, and personnel. This process may include on-site inspections, interviews, records research, or other observations required to obtain information upon which a factual report can be based.

~~C.B.~~ Areas Subject to Inspection

Staff inspections ~~will~~ shall be conducted within all organizational components at least once every ~~three~~ four (4) years. All Department functions and facility components ~~will~~ shall be subject to inspection at the discretion of the Chief of Police. Inspections may include, but are not limited to, one or more of the following areas:

1. Effectiveness of Departmental organization, i.e. functioning of command and supervision structure
2. Compliance with certification / accreditation standards
3. Compliance with local, state, and federal regulations
4. Adequate use of resources
5. Proper preparation and maintenance of reports and computer records

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6. Adequate intradepartmental communication
7. Uniform application of Department policies throughout the organization
8. Adequate recruitment and selection procedures
9. Accuracy and timeliness of written reports
10. Effectiveness of investigative procedures and case handling
11. Effective administration of Department training programs
12. Proper use and maintenance of facility components and equipment

**D.G.** Inspection Reports

1. The Supervisor of the inspection team shall prepare a written report of the inspection findings and submit the report to the Chief of Police. The report shall identify deficiencies and make recommendations for their improvement and / or correction. The report shall also include the positive aspects of the area being inspected.
2. All functions or components found to be deficient during the inspection shall be corrected. A follow-up written report for noted deficiencies that cannot be immediately corrected shall be completed. In some instances, the Chief of Police may direct a component or function to be re-inspected after corrections are made.

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

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**CHIEF OF POLICE**

**RESTRICTED LAW ENFORCEMENT DATA**

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# DALTON POLICE DEPARTMENT

		<i>Effective Date</i> <b>May 1, 1998</b>	<i>Number</i> <b>GO89-2.20</b>
<i>Subject</i> <b>Vehicle Fleet Maintenance</b>			
<i>Reference</i>		<i>Revised</i> <b>June <del>25, 2019</del> 22, 2021</b>	
<i>Distribution</i> <b>All Personnel</b>	<i>Re-evaluation Date</i> <b><del>May 2021</del> June 2023</b>	<i>No. Pages</i> <b>3</b>	

## I. Policy

It is the policy of the Dalton Police Department to maintain a fleet of vehicles that is safe and meets the operational needs of the Department at all times.

## II. Procedures

- A. Repairs, modifications, or adjustments shall first be requested on a ~~Dalton Police~~ Department work order.
- B. All work completed and all expenses incurred shall be recorded on the work order.
- C. All receipts and invoices shall be attached to the yellow copy of the work order and shall be given to a Property and Evidence Technician (PET) for entry into the Department's Records Management System.
- D. All work completed on each vehicle shall be entered into the computer by a PET.
- E. All invoices, receipts, and bills shall be submitted to the Purchasing Agent for payment.

## III. Requests for Repair

- A. When any member of the Department detects a problem with any vehicle, he / she shall complete a work order stating specifically what the problem is perceived to be. (If safety is an issue, tow or park the vehicle at the designated location.)
- B. The work order shall be placed in the vehicle on the driver side dash, and the vehicle shall be locked and parked at a designated location for the mechanic. For Patrol Division vehicles, the car number and required repairs shall be listed on the whiteboard in the Patrol Division roll call room.
- C. If any emergency repairs are necessary during the off-duty hours of the PETs or mechanic, the repairs shall be approved by a Supervisor. A work order shall be completed and submitted to a PET with a detailed description of the problem and

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the repairs made. Any invoice or bill shall also be attached.

- D. Any work performed by the Department mechanic, not initially listed on the work order, shall be added.
- E. Any work performed by an outside vendor shall also be accompanied by a ~~Dalton Police Department~~ work order.

IV. **Fuel Log**

- A. Fuel consumption ~~will~~ shall be recorded by entering the appropriate information into the fuel pumps at the City of Dalton Public Works facility.
- B. Any fuel or other fluids added while away from the City of Dalton shall be recorded on a credit card receipt, along with the vehicle mileage, and turned in to a PET.
- C. ~~The fleet maintenance~~ A PET ~~will~~ shall retrieve fuel consumption information from Dalton Public Works each month and maintain that information in the Department's RMS system.

V. **Preventive Maintenance**

- A. At the beginning of each tour of duty, and whenever refueling a vehicle, the driver of said vehicle shall:
  - 1. Check the service sticker and complete a work order if service is required.
  - 2. Check for body damage to the vehicle.
  - 3. Check all fluid levels, including:
    - a. Oil
    - b. Radiator fluid
    - c. Transmission fluid
    - d. Windshield washer fluid
  - 4. Check for interior damage to the vehicle, including radio, seats, ~~flashlights~~, etc.
  - 5. Check all tires.
  - 6. Check the interior for contraband and possible weapons
- B. Washing of Vehicles
  - 1. Vehicles not assigned to one person shall be kept free of trash and washed at the designated location on an as-needed basis.

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2. Vehicles assigned to one person shall be kept free of trash and shall be washed at least once weekly at the designated location.

C. Replacement of Tires

Tires shall be replaced when:

1. The tread wear reaches 3/32" depth.
2. A defect or damage is observed to the tread or the sidewall which makes the tire unsafe.

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

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**CHIEF OF POLICE**

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# DALTON POLICE DEPARTMENT

		Effective Date <b>February 24, 2009</b>	Number <b>GO09-2.28</b>
Subject <b>Crime Analysis / Traffic Analysis</b>			
Reference <b>CALEA Standards – 40.1.1, 40.2.1, 40.2.2</b>		Revised <b>June <del>25, 2019</del> 22, 2021</b>	
Distribution <b>All Personnel</b>	Re-evaluation Date <b>August 2021 June 2023</b>		No. Pages <b>4</b>

## I. Policy

It is the policy of the Dalton Police Department to provide crime analysis and traffic analysis information to the appropriate personnel within the Dalton Police Department to assist in meeting crime prevention and traffic safety objectives and departmental goals.

## II. Purpose

- A. Crime analysis and traffic analysis provide a system to collect, collate, analyze, and disseminate data for the purpose of supporting the ~~Dalton Police~~ Department in management and operational activities. In addition, through crime analysis and traffic analysis, estimates of future crime trends and traffic patterns may be based on inferences derived from crime and traffic data.
- B. Analysis of regularly collected information on crime activity is a very useful tool in the prevention and suppression of crime and the apprehension of criminal offenders. Analysis of regularly collected information on traffic activity is also beneficial for targeting traffic-related issues and reducing injuries and fatalities caused by motor vehicle collisions.
- C. All personnel ~~of the Dalton Police Department will~~ **shall** assist in this function by gathering complete and accurate data to be used by the Crime Analysis / Traffic Analysis function.

## III. Procedures

### A. Development of Crime Analysis Data

The Spillman Records Management System (RMS) shall be the primary tool used to obtain data on current and past crime trends.

1. This data is obtained through querying of tables in the RMS, including the law incident, field interview, non-custody arrest, names, and vehicles tables, allowing records to be sorted by date, time, beat number, nature of offense, etc.

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2. Crystal reports are available to automatically query the records from the RMS based on established parameters.
3. The reports are viewed, accessed, and printed using Crystal reports compatible viewing software.
4. The City of Dalton's Information Technology Department ~~and the Intelligence Analyst will~~ shall be responsible for maintaining the integrity of these reports, correcting any errors they may contain, and creating new reports as needed.

B. Development of Traffic Analysis Data

1. The Georgia Electronic Accident Reporting System (GEARS) shall be the primary tool used to obtain data on current and past motor vehicle collision trends.
  - a. This data is obtained through querying of pre-established reports within the GEARS program, allowing records to be sorted by day-of-week, time, location, etc.
  - b. The GEARS program provides advanced search and analytics features that allow the creation of charts, graphs, and maps.
  - c. The GEARS program is owned and maintained by Georgia Department of Transportation. GEARS is responsible for correcting any errors within their system and creating new reports as needed.
2. The Traffic Enforcement Unit shall be responsible for collecting, analyzing, and disseminating data pertaining to traffic violations, including the rates of safety belt usage, speeding vehicles, and distracted driving.

C. District Planning

By utilizing Crystal reports and GEARS, the District Commanders ~~will~~ shall develop plans to address any crime or traffic trends that have been identified in each district of the City. These plans may cover the following areas:

1. Present crime trends and problems
2. Present traffic issues or concentrations of motor vehicle collisions
3. Suspects and persons of interest
4. Plans for investigation, disruption, or arrest of offenders
5. Task assignments for specific Officers, ~~detectives~~ Investigators, etc.

D. District Planning Meetings

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1. District Meetings shall be used to evaluate the effectiveness of previous strategies to determine if there were any modifications or additions needed to the District Plans.
2. District Meetings shall also be used to discuss current trends and problems identified from analysis of data and the strategies / plans to be implemented to combat the issues in each district. These meetings ~~will~~ shall be regularly scheduled in advance.

E. Dissemination of District Plans

District Plans ~~will~~ shall be disseminated to:

1. All sworn Supervisors
2. Command Staff
3. Accreditation ~~/Certification~~ Manager
4. Intelligence Analyst

F. Specialized Requests for Information

1. The Intelligence Analyst shall, upon request, provide detailed crime analysis and traffic analysis information, including maps, graphs, charts, and bulletins.
2. The Intelligence Analyst shall also disseminate specialized information to the Chief of Police, Command Staff, District Commanders, and others, as necessary. This shall be accomplished using a combination of PDF files of crime maps, email, paper copies of crime maps, and electronic or digital copies of crime bulletins.

G. Evaluation of Process

In order to ensure feedback from vested parties, ~~Agency~~ Department personnel shall provide feedback to District Commanders and the Intelligence Analyst. This feedback ~~will~~ shall be utilized to adjust District Plans, change existing reporting methods, add new Crystal and GEARS reports, and to evaluate the overall effectiveness of the Crime Analysis / Traffic Analysis function.

H. Briefing ~~Agency~~ the Chief Executive Officer

On a weekly basis, the Patrol Division Commander or his / her designee shall brief the Chief of Police on crime patterns and trends, traffic patterns and trends, and plans implemented in each district.

*This policy supersedes any policies previously issued.*

**BY ORDER OF**

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***CHIEF OF POLICE***

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# DALTON POLICE DEPARTMENT

		Effective Date <b>May 1, 1998</b>	Number <b>GO91-3.5</b>
Subject <b>Physical Readiness Program</b>			
Reference <b>CALEA Standards – 22.2.1, 22.2.2, 22.2.3</b>		Revised <del>October 22, 2019</del> <b>June 22, 2021</b>	
Distribution <b>All Personnel</b>	Re-evaluation Date <del>October 2021</del> <b>June 2023</b>		No. Pages <b>23</b>

## I. Policy

It is the policy of the Dalton Police Department to provide a Physical Readiness Program (PRP) that will benefit the physical and emotional well-being of all members of the Department while providing reasonable assurance that each member can perform the essential functions of his / her job. ~~The Assessment and the Job Task Simulation Test are the official physical readiness tests for the Department, and they replace any prior physical fitness and / or physical readiness tests or standards.~~

## II. Background

It is beyond dispute that law enforcement job functions require physical readiness. All members shall be capable of safely and effectively performing all duty assignments without undue risk to themselves, other members, and the general public.

The components of physical readiness (cardiovascular endurance, anaerobic power, muscular strength and endurance, explosive leg power, and agility) underlie and predict the ability to perform job functions. Research indicates that a sound and vigorous personal health and exercise program is the most effective countermeasure against various maladies, such as sudden, fatal heart attacks. Members must accept the responsibility to develop and maintain healthy lifestyles that will enhance their ability to meet the physical and emotional demands of the job.

## III. Fit for Duty

It shall be the responsibility of each Member to maintain an "acceptable" level of physical readiness. "Acceptable" level means that a member, when reporting for duty or when called upon to take ~~police~~ **law enforcement** actions, be at a level of health and physical readiness necessary to perform job functions in an appropriate and effective manner without undue risk to his / her health and safety or that of the general public.

## IV. Definitions

- A. *Aerobic capacity* – A measure of the body's maximum ability to take in, transport, and utilize oxygen to sustain work activity, such as a sustained foot pursuit.

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- B. *Agility* – The ability to generate speed, start and stop, and to change direction. Agility is expressed during tasks such as foot pursuits.
- C. *Anaerobic power* – The body's ability to perform short, intense bouts of activity, such as short sprints, stair climbs, or use of force.
- D. *Applicant* – A person that has applied, and is currently testing, for a sworn position within the Department.
- ~~E. *Assessment* – A test that establishes the minimum physical fitness required by applicants or incumbents for the position of a sworn Officer.~~
- ~~E.F. *Explosive leg power* – The ability to generate force rapidly. This is expressed when jumping or vaulting over obstacles, for instance.~~
- ~~F.G. *Incumbent* – A person that is currently employed as an Officer by the Department.~~
- ~~H. *Job Task Simulation Test* – A test that measures the ability to perform specific physical tasks of the job, such as pushing a car, jumping a fence, etc.~~
- ~~G.I. *Muscular endurance* – The ability of a muscle to sustain a sub-maximal force. Muscular endurance contributes to successful performance of carrying objects or in sustained use of force encounters.~~
- ~~H.J. *Muscular strength* – The ability of a muscle to generate maximal force one time. This is important in lifting people or in pushing objects, such as a disabled vehicle.~~
- ~~I.K. *Physical readiness* – The state of having sufficient energy to efficiently and effectively carry out job functions on a daily basis, including the ability to respond effectively to emergency situations.~~
- ~~J.L. *Physical Readiness Program (PRP) Coordinator* – A Member trained and certified by an expert and / or an approved agency designated as a fitness coordinator for the program.~~
- ~~K.M. *Physical Readiness Program (PRP) Manager* – A physical readiness coordinator designated by the Chief of Police to oversee the physical readiness testing and programming.~~
- L. *Physical Readiness Program (PRP) testing* – The participation in an assessment or test that evaluates minimum physical fitness levels and / or measures the ability to perform specific tasks of the Officer job function, both for applicants and incumbents.
- M.N. *Physical readiness standards* – Those standards which measure a member's ability to perform essential job functions.
- N.O. *Pre-service applicant* – A candidate for employment who has successfully completed the Georgia Basic Law Enforcement Training Course through the pre-service training program.

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V. **Benefits of Physical Readiness**

A. Personal Benefits

1. Improved officer safety
2. Improved general health
3. Increased energy levels
4. Improved self-image and public respect
5. Confidence
6. Improved appearance; a noted psychological factor when interacting with the public
7. Better health and longevity
8. Better job performance

B. Management Benefits

1. Improved job performance
2. Reduced sick leave
3. Improved employee performance
4. Lower frequency of accidents
5. Improved morale of employees

C. Extended Capabilities of Law Enforcement Employees

1. Poise
2. Confidence
3. Stress management
4. Career survival

VI. **Responsibilities**

A. Training Instructors

It is the responsibility of any Training Instructor to monitor and evaluate a participant during his / her training and to report any potential challenges that a participant may be having that could adversely affect his / her ability to safely

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perform the training exercises and / or to safely perform the essential functions of his / her job.

B. ~~Police~~ Field Training Officers

It is the responsibility of ~~Police~~ Field Training Officers to identify, evaluate, and report any circumstance or behavior of ~~Recruits~~ Trainees that would be indicative of an apparent lack of fitness for duty.

C. Physical Readiness Program Coordinators

It is the responsibility of the PRP Coordinators to ensure a safe environment for physical readiness testing and to report any behavior that may indicate a lack of fitness for duty.

D. Physical Readiness Program Manager

It is the responsibility of the PRP Manager to ensure the overall effectiveness of the PRP and to exercise functional authority over the PRP Coordinators and the PRP.

E. Supervisors

It is the responsibility of Supervisors to document any circumstances or behavior by a member that may be indicative of a lack of fitness for duty.

VII. **Procedures**

A. The type of assessment or test required for the Physical Readiness Program for incumbents and applicants shall be designated by the Chief of Police.

~~B.A.~~ All sworn Officers are required to participate in the incumbent testing as part of the Physical Readiness Program.

~~C.B.~~ All sworn Officers that are assigned to positions in which their job description indicates that they must possess the physical capabilities to perform essential job-related tasks should strive to meet the established standards of the Physical Readiness Program ~~Assessment~~.

~~D.C.~~ The ~~Assessment~~ PRP testing shall take place annually at a time designated by the PRP Manager, unless directed otherwise by the Chief of Police.

~~E.D.~~ All applicants for a sworn position must meet the established applicant standards of the Physical Readiness Program before being considered for employment.

~~E.~~ Applicants must meet the applicant standards in all six (6) areas of the assessment to meet the standards of the PRP.

F. ~~Recruits that did not meet the incumbent standards during the selection process shall be required to participate in the Assessment no later than two (2) weeks after completion of the PTO Program. These Recruits shall be tested at the incumbent~~

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~~standards at that time.~~ Trainees in the FTO Program or new Officers that have completed the FTO Program shall be required to participate in the regularly scheduled incumbent testing for the PRP.

- G. Before ~~taking~~ participating in any PRP testing ~~assessment~~, all incumbents shall be required to complete a medical questionnaire (PAR Q) and be cleared to participate by a PRP Coordinator (Appendix A). If the incumbent is not cleared for testing, the incumbent shall obtain a medical release from a licensed physician stating that he / she is approved to participate in the ~~test or~~ assessment (Appendix B).
- H. Before ~~taking~~ participating in any PRP testing ~~assessment~~, all applicants shall be required to have a medical release form signed by a licensed physician stating that the applicant is approved to participate in the ~~test or~~ assessment (Appendix B).
- I. In lieu of the medical release form, all pre-service applicants may submit a Physician's Affidavit from their Peace Officer Application for Certification, affirming the candidate has no physical, emotional, or mental conditions that might adversely affect his / her ability to perform the duties of a peace officer or take part in training programs relative to law enforcement. The affidavit must have been signed by a licensed physician within six (6) months of the ~~PRP testing assessment~~.
- J. ~~Physical Readiness Assessment Score Sheets (Appendix E) shall be used to document each Member's Assessment results.~~ PRP testing results shall be documented on the appropriate form for each applicant and incumbent. Those forms shall be entered into the applicant file or the incumbent's training file.

#### VIII. Duty Status / Medical

- A. Members shall report for their PRP ~~testing assessment~~ at the time and place specified by the PRP Manager.
- B. Members unable to participate in the ~~PRP testing Assessment~~ for medical reasons shall be evaluated by a licensed physician to determine if they are able to perform the essential functions as listed in their job description.
- C. A member who returns from injuries / extended illnesses greater than thirty (30) days or returns from light duty shall be directed by the Chief of Police or his / her designee to submit a medical release form (Appendix B) indicating he / she is able to perform the essential functions, as listed in his / her job description, and ~~also must be cleared~~ clearing him / her to participate in the ~~PRP testing Assessment~~.
- D. Members who return from injuries, extended illnesses, or light duty shall be required to participate in the next regularly scheduled annual ~~Assessment PRP test~~ or as directed by the Chief of Police or his / her designee.

#### IX. Physical Readiness Standards

##### RESTRICTED LAW ENFORCEMENT DATA

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- ~~A. The "Standards" contained in the Physical Readiness Program have been validated and are established based upon the physical abilities necessary to perform the job functions of the Dalton Police Department.~~
- ~~B. The Assessment shall be comprised of the following tests and standards for incumbents:~~
- ~~1. Vertical jump — 13 inches~~
  - ~~2. Sit ups — 32 in one minute~~
  - ~~3. Push ups — 20, with no time limit~~
  - ~~4. 300 Meter Run — 73.8 seconds~~
  - ~~5. 1.5 mile run — 17 minutes, 48 seconds~~
  - ~~6. Bench press — 1 Repetition of 67% of body weight~~
- ~~C. A complete description of the testing process can be viewed in Appendix C.~~
- ~~D. Rating of Performance~~
- ~~1. When a Member takes the Assessment and passes all six (6) events, he / she shall be given a rating of Meets Standards (MS).~~
  - ~~2. When a Member takes the Assessment and fails less than three (3) of the tests, he / she shall be given the chance to retake the tests that he / she failed no later than ten (10) days after the initial Assessment. If the Member fails the retake, he / she shall be given a rating of Requires Improvement (RI).~~
  - ~~3. When a Member takes the Job Task Simulation Test and successfully meets the listed standards, he / she shall be given a rating of Meets Standards (MS). If a Members fails to meet the Job Task Simulation Test standards, he / she shall be given a rating of Requires Improvement (RI).~~
  - ~~4. Any Member that receives a rating of RI and has not been deemed unfit for duty by a licensed physician shall be afforded the opportunity to work with any of the Department's PRP Coordinators in an effort to improve his / her ability to pass the Assessment and improve his / her overall fitness level.~~
- ~~E. The ability or inability to participate in and pass the Assessment or Job Task Simulation Test may be considered as part of any promotional process or assignment to a specialized position.~~
- ~~F. The goal of the PRP is to encourage Members to keep their physical fitness at a satisfactory level and to assist those Members that wish to improve their physical readiness.~~

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- A. Any assessment or test utilized for the Physical Readiness Program shall be relevant and sufficient to measure the physical readiness of applicants and incumbents and assess their ability to perform essential job functions.
- B. The PRP Manager shall be responsible for maintaining the documented standards for each assessment or test utilized for the PRP.
- C. The PRP Manager shall make readily available to all members the standards required for any assessment or test to be taken as part of the PRP.
- D. The Chief of Police shall designate which assessment or test is to be completed for the annual PRP testing and any applicant testing.

X. **Assessment Testing Results / Appeal**

- A. Members who do not meet the established standards during any PRP testing shall be allowed to retake any portion of the test or assessment no sooner than twenty-four (24) hours and no longer than ten (10) calendar days after PRP testing, attempting only those tests parts that were not passed. The Member shall have only one opportunity to retake the Assessment tests parts of the PRP testing they he / she failed to pass.
- ~~B. Applicants who fail to meet the standards for three (3) or more of the established standards are not eligible to retake any portion of the Assessment.~~
- ~~B.C.~~ Applicants who do not fail to meet all of the established standards of the designated applicant PRP test shall be allowed to retake two (2) portions of the Assessment the applicant PRP test no sooner than forty-eight (48) hours and no longer than fourteen (14) calendar days after testing, attempting just those tests that were not passed.
- ~~D. If a Member is not able to meet the established standards, he / she may elect to participate in a Job Task Simulation Test. The Job Task Simulation Test shall be conducted within twenty (20) calendar days from the Member's initial Assessment test date. A Member shall only be able to participate in the Job Task Simulation Test once per calendar year.~~
- ~~E. The Job Task Simulation Test shall be comprised of the following tests and required completion times:~~
  - ~~1. Roadway Clearance: 36 seconds~~
  - ~~2. Victim Extraction: 23 seconds~~
  - ~~3. Fugitive pursuit and arrest: 2 minutes, 19 seconds~~
- ~~F. A complete description of the Job Task Simulation Test process can be viewed in Appendix D.~~
- ~~G. If the Member fails to meet the established standards of the Job Task Simulation Test, the Member may appeal to the Physical Readiness Program Manager or~~

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~~Chief of Police to retake the Assessment after ten (10) calendar days. If the Member is able to successfully complete the Assessment by passing all six (6) events, the Member shall be given a rating of Meets Standards (MS).~~

~~C.H.~~ If the Member is unable to successfully complete the ~~Assessment~~ PRP testing by ~~passing all six (6) events~~ meeting all required standards and ~~fails to pass the Job Task Simulation Test~~ after two (2) attempts, he / she shall be allowed to remain on active duty but shall be required to demonstrate improvement toward meeting the physical readiness standards.

1. Upon the member's failure to meet the physical readiness standards, he / she shall be provided with fitness and health guidelines intended to support improvement toward meeting the standards.
2. The Support Services Operations Supervisor shall notify the member's immediate Supervisor, the member's Division Commander, and the Chief of Police of the failure to meet the physical readiness standards.
3. The member shall receive counseling from his / her immediate Supervisor and the failure shall be documented in Guardian Tracking and noted in his / her annual performance evaluation.

~~D.I.~~ Upon failure to meet the established standards for any second consecutive ~~Assessment~~ annual PRP testing period, the member shall be subject to a staff review of physical readiness. The staff review shall include the Support Services Operations Supervisor, a PRP Coordinator, the member's direct Supervisor, and the member's Division Commander. The purpose of the review is to evaluate the member's physical readiness status, including, but not limited to, the following:

1. The member's recorded participation in the Physical Readiness Program
2. The member's progress toward meeting the physical readiness standards
3. The member's job performance as related to physical readiness
4. Any other factors relevant to the member's fitness level and the Member's inability to meet the physical readiness standards

~~E.J.~~ At the conclusion of the staff review, the member's Division Commander shall make a recommendation to the Chief of Police as to what, if any, action should be taken regarding the member's failure to meet the physical readiness standards. Possible actions include, but are not limited to:

1. Referral for fitness for duty exam
2. Participation in remedial fitness training

~~F.K.~~ If the member is unable to successfully complete the ~~Assessment~~ PRP testing by passing the established standards for more than two (2) consecutive annual PRP testing periods and ~~elects not to participate in the Job Task Simulation Test~~, he / she may be removed from Full-Duty Status and required to submit to a fitness for

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duty evaluation. This fitness for duty evaluation shall be conducted by a Department-approved physician. If the member is not deemed fit for duty by a Department-approved physician, he / she may be assigned to another position in the ~~Agency~~ Department for which he / she is qualified, if any exists, the member may apply for another position within the City, if any exists, or the member may be dismissed from the Department.

~~L. The appeal process described in this section applies to all Department members who are required to meet the standards established by this directive, and it replaces any prior appeal procedures related to physical fitness or physical readiness standards.~~

#### XI. **Assistance for Department Members**

The Department recognizes an obligation to provide assistance to members who wish to improve their physical fitness and / or have difficulty in meeting the physical readiness standards. The Department / City of Dalton offers the following assistance to members:

1. On-site fitness facility
2. On-duty exercise time
3. Employee Assistance Program (EAP) provided health and nutrition advice and recommendations
4. ~~Customized exercise plans to help improve PRP performance~~ Discounted memberships to exercise / training facilities, such as Bradley Wellness Center, to help improve PRP performance

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

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**CHIEF OF POLICE**

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## Appendix A

### PAR-Q Health Questionnaire

PAR-Q is designed to help you help yourself. For most people physical activity should not pose any problem or hazard. PAR-Q has been designed to identify the small number of adults for whom physical activity might be inappropriate or those who should have medical advice concerning the type of activity most suitable for them. Common sense is your best guide in answering these seven questions. Please read them carefully and check YES or NO for each question as it applies to you. In the space below each question, record the information about the "YES" response.

YES    NO

\_\_\_\_\_    \_\_\_\_\_ 1. Has your doctor ever said that you have a heart condition and that you should only do physical activity recommended by your doctor?

---

---

YES    NO

\_\_\_\_\_    \_\_\_\_\_ 2. Do you feel pain in your chest when you do physical activity?

---

---

YES    NO

\_\_\_\_\_    \_\_\_\_\_ 3. In the past month, have you had chest pain when you were not doing physical activity?

---

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YES    NO

\_\_\_\_\_    \_\_\_\_\_ 4. Do you lose your balance because of dizziness or do you ever lose consciousness?

---

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YES NO

\_\_\_\_ 5. Do you have a bone or joint problem (for example, back, knee, or hip)  
that could be made worse by a change in your physical activity?

---

---

YES NO

\_\_\_\_ 6. Is your doctor currently prescribing drugs (for example water pills) for  
your blood pressure or heart condition?

---

---

YES NO

\_\_\_\_ 7. Do you know of any other reason why you should not do physical  
activity?

---

---

I have read, understood, and completed this questionnaire. Any questions I had were  
answered to my full satisfaction.

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

Signature: \_\_\_\_\_

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

Blood Pressure: \_\_\_\_\_

Cleared for Testing: YES \_\_\_\_\_ NO \_\_\_\_\_

Physical Readiness Program Coordinator: \_\_\_\_\_

Comments: \_\_\_\_\_

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## Appendix B

### MEDICAL RELEASE FORM

Individual's Name \_\_\_\_\_

Dalton Police Officers are required to perform a variety of essential physically demanding tasks, including the following:

- Walking for extended periods
- Short sprints
- Long pursuits lasting over 2 minutes
- Running up and down stairs
- Pushing heavy objects
- Jumping over and around obstacles
- Lifting and carrying heavy objects, sometimes up and down stairs
- Using hands and feet in use of force situations
- Using force in short and long term (greater than 2 minutes) efforts
- Bending and reaching
- Dragging people and objects

To measure an individual's capability to perform these critical tasks, all applicants and incumbents must undergo a physical readiness ~~assessment~~ testing, ~~consisting which may consist~~ of the ~~following performance of or simulation of the previously listed tasks items~~.

- ~~1. 1.5 mile run to measure aerobic power~~
- ~~2. 300 meter run to measure anaerobic power~~
- ~~3. Maximum push-ups to measure upper body muscular endurance~~
- ~~4. 1 repetition maximum bench press to measure upper body strength~~
- ~~5. Maximum sit-ups test to measure trunk muscular endurance~~
- ~~6. Vertical jump test to measure the explosive power of the lower extremities~~

Your professional opinion is requested as to whether the individual can safely participate in physical fitness testing and exercise training.

PLEASE CHECK ONE:

\_\_\_\_\_ There are **no contraindications** to the individual either 1) being capable of performing the essential physical tasks and 2) being capable of undergoing the physical readiness ~~assessment items~~ testing.

\_\_\_\_\_ There are contraindications and it is not recommended that the individual participates in the physical readiness ~~assessment~~ testing or exercise training at this time.

Physician's signature \_\_\_\_\_

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

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## Appendix C

### Physical Readiness Assessment Sequence

#### Briefing on Testing Process and warm-up

1. ~~Vertical Jump Test~~  
~~5 minute rest/warm-up~~
2. ~~1 RM Bench Press~~  
~~5 minute rest/warm-up~~
3. ~~Sit Up Test~~  
~~5 minute rest/warm-up~~
4. ~~300 M Run~~  
~~5 minute rest/warm-up~~
5. ~~Push up Test~~  
~~30 minute rest~~  
~~Warm-up~~
6. ~~1.5 Mile Run~~  
~~Cool down~~

#### Test Procedures

##### Initial Briefing

~~"Today you shall complete a battery of physical readiness or fitness tests. These tests measure the underlying factors necessary to perform the essential and critical physical tasks performed by Dalton Police Department Officers. You shall do the vertical jump, a bench press, a 300 meter run, push-ups, sit-ups, and a one and a half (1.5) mile run. If at any time you don't feel well, immediately inform one of the fitness coordinators. Do you have any questions?"~~

##### **1. ~~Vertical Jump~~**

~~"The first event is the vertical jump, a measure of lower body explosive power. It is an important area for pursuit tasks that require jumping and vaulting."~~

~~"Watch this demonstration. Stand under the test apparatus and reach up as high as you can. The instructor shall mark your standing reach. Take one step back with either foot. Then step forward and jump, reaching as high as possible. Instead, you may jump from both feet without taking a step. Your score is the difference between your standing and jumping reach and shall be recorded to the nearest half inch. You shall have three attempts for this event. Are there any questions?"~~

##### Equipment

Vertec

##### Procedural tasks

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- ~~1. The subject shall stand immediately under the apparatus and reach up as high as possible, keeping the bicep of the raised arm next to the ear.~~
- ~~2. The PRP Coordinator shall raise the tabs so they just touch the tips of the fingers of the subject and then the PRP Coordinator will move approximately 10-12" of tabs to the side with the Vertec adjusting tool.~~
- ~~3. The subject may use either approach to jumping as detailed above. In the process of reaching, the subject is instructed to lightly push the tabs to one side; the PRP Coordinator shall move all effected tabs out of the way, and the subject shall be given three attempts.~~
- ~~4. The best of three attempts is indicated by the tabs moved.~~

## ~~2. One Repetition Bench Press~~

~~"This is a maximum weight pushed from the bench press position and measures the amount of force the upper body can generate. It is an important area for performing tasks requiring upper body strength, such as pushing and use of force situations."~~

~~"You shall first warm up by performing 3 to 5 repetitions with a light weight. If you do not know how much weight you should warm up with, we suggest that women press the bar and men approximately half of their body weight. (Demonstrate the warm up) After the warm up, you shall be given successively heavier weights until you cannot push the bar. Watch this demonstration. Lie on the bench with your feet flat on the floor. If your feet do not reach the floor, use one of these boxes. Be sure your back is flat against the bench. You may receive a "lift off" or you may remove the bar from the uprights by yourself. Lower the bar until it is just touching your chest, and hold it in this position. The instructor will say, "Ready, lift." (This will be conducted on a 1-2 cadence.) On the command to "Lift", push the weight up to arms-length, exhaling as you perform the movement. The spotters will not touch the bar if it stalls on the way up; they will take the weight if the bar begins to move downward or if you ask them to take it from you. You should reach your maximum attempted weight in approximately five attempts. Are there any questions?"~~

### Instructor tips

~~Use three spotters. The spotter behind the bar shall give all commands. Increase the weight in ten pounds or more increments to achieve the maximum weight that can be bench-pressed. Be careful when helping return the bar to the rack so that you do not get your face in the way. Be sure the individual does not arch their back. If the lifter is experienced and has an estimate of his / her maximum weight, allow him / her to move right to that weight after the warm up, if he / she desires. Everyone must at least do the warm up before attempting their maximum weight.~~

### Equipment

~~Bench  
Bar and weights~~

### Procedural Tasks

- ~~1. Use three spotters.~~
- ~~2. Ask the subject if he / she has any idea how much weight he / she can press in one maximum effort.~~
- ~~3. If there is an estimated maximum weight, start with about one-half of that estimated maximum weight. If not, for males, start with one-half of the body weight, and for females, start with 45 pounds (the weight of the bar).~~

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- ~~4. The person warms up for 3-5 repetitions with a light weight.~~
- ~~5. The person receives a "lift off" by the spotters or may remove the bar from the uprights by himself / herself.~~
- ~~6. The person lowers the bar until it is just touching his / her chest and holds it in this position. The instructor says, "Ready, lift." (This will be conducted on a 1-2 cadence.) On the command to "lift", the person pushes the weight up to arms-length, exhaling as the movement is performed.~~
- ~~7. Increase the weight in ten pound or more increments to the maximum attempted weight. Instruct the person to lift each additional weight increment. The first three-to-four repetitions serve as warm-up lifts in order to prevent muscle injury and to prepare the person for a maximum lift on the fifth or sixth effort.~~
- ~~8. The score for this test is the maximum number of pounds lifted in one repetition.~~
- ~~9. Take the 1RM score and divide by body weight to get 1RM ratio score.~~

### **3. One Minute Sit-Up Test**

~~"The third event is the one minute sit-up test, a measure of the muscular endurance of the abdominal muscles, an important area for many physical tasks and injury prevention."~~

~~"Lie on your back with your knees bent at approximately a 90-degree angle and your heels on the ground. Your feet may be together or apart, but the heels must stay in contact with the ground. Your partner will hold your ankles. Place your hands behind your head. Your fingertips must remain behind the back of your ears. When the instructor says, "GO", lift your upper body (head and torso) by bending at the waist and touch your elbows to your knees. Return to the starting position with your shoulder blades touching the surface. That will constitute one repetition. If you arch your back, lift your buttocks from the mat, move your fingertips forwards of the back of your head, fail to touch the knees with your elbows, stop to rest in the down position, or fail to touch your shoulders to the mat, you will receive a warning. For any subsequent violation, the repetition will not count. You shall have one minute to do as many sit-ups as possible. I will announce 45, 30, 15 seconds, and count out the last ten seconds. Your score is the number of correct sit-ups completed in one minute. Watch this demonstration...Are there any questions?"~~

#### Instructor Tips

~~Have a demonstrator execute several correct sit-ups while you are reading the directions. Repeat the demo after finishing the instructions. During the second demo, point out common errors. Divide the participants into as many groups as there are PRP Coordinators. The PRP Coordinator shall collect the score sheets for his / her group. PRP Coordinators should position themselves at a 45-degree angle to the left front of the participant being tested. From that position, you should be able to observe that the face breaks the vertical plane, the fingers remain behind the ears, the shoulders touch the mat, the heels remain in contact with the floor, and the buttocks remain on the mat.~~

#### Equipment

~~A mat and stopwatch~~

#### Procedural Tasks

- ~~1. The subject starts by lying on his / her back, knees bent, and heels flat on the floor. Fingertips stay behind the ears.~~

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- ~~2. A partner holds the feet down.~~
- ~~3. The subject then performs as many correct sit-ups as possible in one minute.~~
- ~~4. In the up position, the individual should have their face breaking an invisible plane, perpendicular to the surface, and touch the knees with the elbows then return to a full lying position before starting the next sit-up.~~
- ~~5. The subject cannot raise his / her buttocks from the ground, and when returning to the down position, the shoulder blades must touch the ground.~~
- ~~6. The score is the total number of correct sit-ups completed in 1 minute.~~

#### ~~4. 300 Meter Run~~

~~"The 300 meter run is a test of anaerobic capacity. This is an important area for performing short, intense bursts of effort, such as sprinting. The score is the time it takes to complete a 300 meter course."~~

~~"You will start here (point out starting line), and at the command "Go," run as fast as possible to the end of the course (point to finish line). You must complete the run without help. Are there any questions?"~~

#### Instructor Tips

~~Allow a five minute warm up. For each group, start as many participants as there are PRP Coordinators. Each PRP Coordinator will record the time for one participant.~~

#### Equipment

~~A marked course of 300 meters or 984 feet. (On a 400 meter track, this will be 3/4ths of the track. On a 440 yard track, the 300 meter line would be 112 yards (336ft) from the finish line.)  
Stop Watch~~

#### Procedural Tasks

- ~~1. Spend five minutes warming up.~~
- ~~2. At "Go," the subject runs the 300 meter course as fast as possible.~~
- ~~3. The time to complete the course is recorded.~~

#### ~~5. Maximum Push-Up Test~~

~~"The push up measures the muscular endurance of the upper body (chest, shoulders, and triceps). This is an important area for many tasks involving use of force, lifting, carrying, and pushing."~~

~~"Looking straight ahead, assume the front leaning rest position by placing your hands on the floor surface just outside a straight line down from the shoulders. The back, buttocks, and legs must be in a generally straight line from the head to the heels. They may be together or up to 12 inches apart. When the instructor says, "Go," lower your body by bending the elbows until the tops of the upper arms, shoulders, and lower back are aligned and parallel to the ground. Return to the starting position by soft locking your elbows. This constitutes one repetition. If you do not keep your body relatively straight, arch your back, or lock out your elbows, you will receive a warning. For any subsequent violation, the repetition will not count. There is no time limit. Do as many correct repetitions as possible. Your score is the number of correct push-ups. Watch this demonstration...Are there any questions?"~~

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### Instructor Tips:

~~Have a demonstrator execute several correct push ups while you are reading the directions. Repeat the demo after finishing the instructions. During the second demo, point out common errors. For persons with well-defined biceps, lightly touch the back of the elbow to ensure they are locking out. PRP Coordinators should position themselves at a 45-degree angle to the left front of the participant being tested. From that position, you should be able to observe that the body remains in a generally straight line, the shoulders are parallel to the ground in the down position, and the elbow locks out upon returning to the starting position.~~

### Procedural Tasks

- ~~1. The subject starts in the front leaning position. Hands are slightly more than shoulder-width apart; feet are 12" apart or less.~~
- ~~2. The subject lowers himself / herself until the upper arms are parallel to the ground then pushes up again.~~
- ~~3. The back must be kept straight throughout the exercise.~~
- ~~4. There is no time limit.~~

### ~~6. 1.5 Mile Run~~

~~"The 1.5 mile run measures your cardiovascular endurance or aerobic power. This area is important in order to sustain activity, such as a foot pursuit or a use of force encounter. It should be run at a consistent pace."~~

~~"You shall line up behind the starting line. At the command, "Go," start running at a sub-maximal pace. To complete the run, you shall run 1.5 miles on a preset course (describe the course, i.e., the number of laps if run on a track, or the turnaround point if run on an out and back course). Your goal is to complete the 1.5 miles in as fast a time as you can. As you complete each lap, your time and number of laps to go shall be announced. You may walk, but try to keep running for the entire distance. You may run alongside another runner for help with the pace, but you may not physically assist or be assisted by another runner. After the run, do not sit down or stand still, but walk slowly for a lap. Are there any questions?"~~

### Instructor Tips

~~Have a monitor on the other side of the track. If you are running an out and back course, ensure there is a trail vehicle. Divide the group evenly amongst the PRP Coordinators, who shall record times for each person in their group. If no numbers are available, have each person call out their name as they complete each lap.~~

### Equipment

~~On a 440-yard track, the course is six complete laps.~~  
~~On a 400-meter track, the course is six complete laps plus 46 feet.~~  
~~If using another type of course, ensure that it is marked and level.~~  
~~Stopwatch~~  
~~Numbered vests, if available~~

### Procedural Tasks

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- ~~1. Have subjects warm up.~~
- ~~2. Subjects should be instructed to cover the distance as fast as possible.~~
- ~~3. At the command "Go," time is started.~~
- ~~4. The score is the time to run the course.~~
- ~~5. A cool down is required after running.~~

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## Appendix D

### Job Task Simulation Test Sequence

#### 1. ~~Roadway Clearance~~

Situation — ~~The Officer comes across a stalled car and debris in a busy intersection of a roadway. He / she must get the debris and vehicle off the roadway.~~

#### Tasks:

1. ~~On the command of "Go," the Officer runs 10 feet to the debris (a barbell weighing 50 pounds) in the road.~~
2. ~~The Officer picks up the barbell and carries it as fast as possible 50 feet to the edge of the roadway.~~
3. ~~The Officer runs back to the car and drags a 110-pound sack 20 feet to the edge of the roadway.~~
4. ~~The Officer runs 20 feet back to the car and pushes the car with an occupant inside it 50 feet to the edge of the roadway. The 50-foot distance is measured from the front bumper of the vehicle. When the front bumper crosses a line 50 feet away, the scenario is complete.~~

#### Equipment:

##### ~~Officer to be tested:~~

1. ~~Dressed in a sweat suit or duty uniform~~
2. ~~Duty belt, firearm, radio, vest, and baton~~

##### ~~Setting the testing situation:~~

1. ~~1 vehicle with an empty trunk~~
2. ~~50-pound barbell beside the vehicle~~
3. ~~110-pound sack beside the vehicle~~
4. ~~4 traffic cones to mark where to start, where the barbell and sack should be positioned, and where the car should be pushed to.~~
5. ~~Stopwatch~~

#### Administration

1. ~~Walk the Officer through the test situation.~~

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- ~~2. Explain that time is the measure—the faster the better.~~
- ~~3. At the command of “Go,” the Officer starts.~~
- ~~4. When the Officer pushes the car to the 50-foot finish line (marked by a traffic cone), the time is recorded~~

~~Measurement—The time is recorded in seconds and tenths of seconds.—~~

## ~~2. VICTIM EXTRACTION~~

~~Situation—The Officer comes across the scene of a traffic crash and must pull out an injured victim from the back seat of the car and drag the victim to a safe distance because there is spilled gasoline surrounding the vehicle.~~

### ~~Tasks:~~

- ~~1. On the command of “Go,” the Officer runs 10 feet to the victim’s car.~~
- ~~2. The Officer pulls out a 175-pound dummy from the vehicle. The Officer must open the car door and drag the dummy out the door.~~
- ~~3. The Officer drags the dummy 20 feet away.~~

### ~~Equipment:~~

~~Officer to be tested:~~

- ~~1. Dressed in a sweat suit or duty uniform~~
- ~~2. Duty belt, firearm, radio, vest, and baton~~

~~Setting the testing situation:~~

- ~~1. 1 vehicle~~
- ~~2. 175-pound dummy~~
- ~~3. 3 traffic cones at the start and at the 20-foot mark~~
- ~~4. Stopwatch~~

### ~~Administration~~

- ~~1. Walk the Officer through the test situation.~~
- ~~2. Explain that time is the measure—the faster the better.~~
- ~~3. At the command of “Go,” the Officer starts.~~

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- ~~4. When the Officer crosses the 20-foot line (marked by a traffic cone) while dragging the dummy, the time is recorded.~~

~~Measurement—Time is recorded in seconds and tenths of seconds.~~

### ~~3. FUGITIVE PURSUIT AND ARREST~~

~~Situation—The Officer is charged with pursuing and restraining a fugitive. The various obstacles are simulations of barriers that may need to be surmounted in a pursuit situation.~~

#### ~~Tasks:~~

##### ~~Pursuing~~

- ~~1. The Officer starts at a traffic cone and runs 30 feet to a fence.~~
- ~~2. The Officer climbs over a 6-foot high fence and runs 50 feet to stairs that are marked by a traffic cone.~~
- ~~3. The Officer runs up and back down 12 stairs.~~
- ~~4. The Officer runs 150 feet to a track.~~
- ~~5. The Officer runs 350 feet on the track to a traffic cone.~~
- ~~6. The Officer turns and runs 50 feet then jumps a 4-foot wide ditch that is marked by 4 traffic cones.~~
- ~~7. The Officer runs 60 feet.~~
- ~~8. The Officer serpentine around 10 cones that are spaced 10 feet apart, for a total distance of 100 feet.~~
- ~~9. The Officer turns and runs 80 feet.~~
- ~~10. The Officer crawls under a 4-foot high sawhorse or hurdle.~~
- ~~11. The Officer runs 30 feet and jumps over a 2.5-foot high sawhorse or hurdle.~~
- ~~12. The Officer turns and runs 80 feet to a 175-pound dummy.~~

##### ~~Restraining~~

- ~~13. The dummy is positioned on its back.~~
- ~~14. The Officer rolls the dummy onto its stomach.~~
- ~~15. While down on one knee, the Officer simulates cuffing the dummy by pulling resistance tubing with each arm to the mid-line of the dummy's back.~~

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~~16. The Officer stands up and lifts the 175-pound dummy up to a knees-up position.~~

Equipment:

~~Officer to be tested:~~

~~1. Dressed in a sweat suit or duty uniform~~

~~2. Duty belt, firearm, radio, vest, and baton~~

~~Setting the testing situation:~~

~~1. Fence adjacent to a track~~

~~2. 440-yard or 400-meter track~~

~~3. 3-foot sawhorses or hurdles~~

~~4. 18 traffic cones~~

~~5. 2 rubber resistance bands or tubing~~

~~6. 175-pound dummy~~

~~7. 2 assistants to hold the rubber tubing and blocking bag~~

~~8. Stopwatch~~

Administration:

~~1. Walk the Officer through the testing situation.~~

~~2. Explain that time is the measure—the faster the better.~~

~~3. At the command of "Go," the Officer starts.~~

~~4. When the Officer lifts the dummy up, the time is recorded.~~

Measurement: ~~Time is recorded in minutes and seconds.~~

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## Appendix E

### Physical Readiness Assessment Score Sheet

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Weight: \_\_\_\_\_

1. **Vertical Jump** Results: \_\_\_\_\_

Incumbent 13 inches P F

Applicant 10.5 inches P F

2. **1 Repetition Maximum Bench Press** Results: \_\_\_\_\_

Incumbent 67% of body weight P F

Applicant 55% of body weight P F

3. **Sit Up Test** Results: \_\_\_\_\_

Incumbent 32 / 1 minute P F

Applicant 24 / 1 minute P F

4. **300 Meter Run** Results: \_\_\_\_\_

Incumbent 73.8 seconds P F

Applicant 83 seconds P F

5. **Push-Up Test** Results: \_\_\_\_\_

Incumbent 20 / no time limit P F

Applicant 16 / no time limit P F

6. **1.5 Mile Run** Results: \_\_\_\_\_

Incumbent 17:48 min/sec P F

Applicant 21 minutes P F

Participants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PRC Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PRC Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

TRA PFA 090319

#### RESTRICTED LAW ENFORCEMENT DATA

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# DALTON POLICE DEPARTMENT

		Effective Date <b>January 27, 2004</b>	Number <b>GO04-5.2</b>
Subject <b>Less-lethal Weapons</b>			
Reference <b>CALEA Standards – 1.2.2, 4.1.4, 4.1.5, 4.3.1, 4.3.2, 4.3.4</b>		Revised <b>May 28, 2019 June 22, 2021</b>	
Distribution <b>All Personnel</b>	Re-evaluation Date <b>April 2021 June 2023</b>		No. Pages <b>6</b>

## I. Policy

It is the policy of ~~this~~ the Dalton Police Department to use only that level of force reasonably necessary to control or otherwise subdue individuals and only ~~carry~~ utilize less-lethal weapons authorized by ~~the agency~~ this Department.

## II. Definitions

- A. *Less-lethal Force* – Any use of force other than that which is considered deadly force that involves physical effort to control, restrain, or overcome the resistance of another.
- B. *Less-lethal Weapon* – Any weapon that is not specifically designed as a lethal weapon or lethal force option.

~~Less Lethal Weapons or Force – the use of any weapon or instrument, or any physical action taken by an Officer which is not likely to cause death.~~

## III. De-escalation

- A. De-escalation tactics and techniques are actions used by Officers, when safe and feasible without compromising law enforcement priorities, that seek to minimize the likelihood of the need to use force during an incident and increase the likelihood of voluntary compliance.
- B. When safe, feasible, and without compromising law enforcement priorities, Officers shall utilize de-escalation tactics in an attempt to reduce the need to use force.
- C. De-escalation tactics include, but are not limited to:
  - 1. Utilizing verbal persuasion
  - 2. Providing clear instructions

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3. Using verbal techniques to calm an agitated subject and promote rational decision-making
  4. Avoiding language of a taunting or insulting nature that could escalate the situation
  5. Considering whether the lack of compliance is a result of a medical condition, mental impairment, developmental disability, language barrier, mental crisis, or drug interaction
  6. Making contact with the person's caregiver or family member, if identity and contact information is available
  7. Attempting to slow down the situation so that more time, options, and resources are available to resolve the incident
  8. Stabilizing the scene by limiting access to unsecured areas, limiting mobility, and preventing bystanders from becoming unnecessarily involved
  9. Calling for extra resources, such as less-lethal options or Officers that have received Crisis Intervention Team training
  10. Maximizing tactical advantage by increasing distance to allow for greater reaction time
  11. Placing barriers or utilizing natural barriers between Officers, the subject, and others
- D. Officers should utilize a contact and cover approach to de-escalation tactics in which one Officer focuses on communication with the subject while other Officers are positioned to quickly respond with lethal and / or non-lethal force, if necessary.
- E. The Watch Commander or other Supervisor shall respond to any incident in which prolonged attempts to de-escalate a situation are occurring.
- F. De-escalation tactics shall not be attempted if the safety of Officers or others may be jeopardized.

IV. **Types of Less-lethal Weapons and their use**

- A. Prior to an Officer carrying a weapon, it shall be reviewed, inspected, and approved by a qualified weapons instructor. The Officer being issued a less-lethal weapon shall demonstrate proficiency in the use of the weapon prior to being approved to carry it on duty.
- B. Each Officer that is issued a less-lethal weapon shall be issued a copy of and receive instruction on policy GO88-5.1, Use of Force, and any other policy that specifically pertains to the type of weapon. Receipt of the policies and instruction provided to the Officer shall be documented and that documentation forwarded to the Training Coordinator. ~~The Officer shall also be issued a copy of and instructed on the policies that pertain to that weapon. This shall be documented and~~

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~~forwarded to the Training Coordinator. Officers shall also show proficiency in the use of a weapon prior to being approved to carry it.~~

**C.A. Oleoresin Capsicum (O.C.) Spray**

1. O.C. spray with 10% pepper solution, as issued by the Department, is an appropriate less-lethal weapon that can be effectively used in situations falling between physical strength (hands, fists, feet) and impact ~~tool~~ **weapons** to control persons who demonstrate they intend to do violence to an Officer or third party. It is to be used to avoid physical combat and possible injury to an Officer and / or suspect by making it difficult or impossible, for an otherwise violent person, to fight effectively.
- ~~2.4.~~ All persons sprayed or exposed to O.C. spray shall be provided with a list of instructions on decontamination (see Appendix A).
- ~~3.2.~~ Officers are only authorized to carry and use O.C. spray issued by the Department.
- ~~4.3.~~ O.C. spray is not to be used against persons who are **only** offering passive resistance.
- ~~5.4.~~ Reporting requirements:
  - a. A Supervisory Review of Use of Force shall be completed anytime O.C. spray is used **against a person**, except in training.
  - b. **The incident report shall** document the circumstances which led to the use of **O.C. spray**, as well as any care provided **to the person**.  
~~in the Supervisory Use of Force Review.~~
- ~~6.5.~~ Issuance
  - a. O.C. spray shall **only be issued to Officers that have received training on this directive and the proper use of O.C. spray, which includes an exposure. not be used until an Officer has read and understands this directive.**
  - ~~b. Training and certification are required prior to issuance.~~
  - ~~b.c.~~ Only water based O.C. spray ~~will~~ **shall** be issued.

**D.B. Impact Weapon**

1. Officers are authorized to carry the Department-issued impact ~~tool~~ **weapon**, the ASP collapsible baton. (See Appendix B)
- ~~2.4.~~ The impact ~~tool~~ **weapon** is generally used against an aggressive, unarmed suspect or when lesser levels of control have failed or have been determined by the Officer to be inadequate.

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- 3.2. The impact ~~tool~~ weapon, when properly used, is capable of delivering extremely powerful blows to stun and incapacitate an aggressive opponent. It is also capable of delivering lethal or permanently disabling blows. Blows to the head, throat, side of the neck, armpit, or chest cavity ~~must~~ shall be avoided, whenever possible.
- 4.3. Officers ~~will~~ shall carry only impact ~~tools~~ weapons authorized by the Department ~~or ASP~~. Only those Officers trained and / or certified ~~will~~ shall be authorized to use impact ~~tools~~ weapons.
- 5.4. Reporting requirements:
- a. A Supervisory Review of Use of Force shall be completed anytime the ASP is used against a person, except in training. Photographs of marks or injuries, along with any medical reports, shall be attached to the review.
  - b. The incident report shall document the circumstances which led to the ASP use of the impact weapon, as well as any care provided to the person. ~~in the Supervisory Use of Force Review.~~

#### ~~E.G.~~ Less-lethal Shotgun

1. The 12-gauge less-lethal shotgun is a shoulder-mounted weapon capable of firing a projectile to immobilize a suspect by means of pain compliance. Its use can assist an Officer in the protection of life and property and / or the restoration of order. The less-lethal shotgun shall be considered whenever the use of less-lethal options would assist in an arrest, restoring order, and / or reducing the risk of a more serious injury.
- 2.4. Deployment:
- a. The less-lethal 12-gauge shotgun ~~will~~ shall primarily be used by Supervisory personnel with the rank of Sergeant or above.
  - b. The weapon ~~must~~ shall be used in accordance with agency Department training and the manufacturer's instructions.
  - c. The less-lethal shotgun may be used in emergencies that require deployment of personnel in dangerous situations or as considered alternative to the use of more lethal force.
  - d. The weapon is normally used ~~in~~ during tactical operations planned assaults, which require the temporary disabling, maneuvering, or capturing of target individuals, ~~or facilitate maneuver or capture.~~
  - e. Only personnel trained in the use of the less-lethal 12-gauge shotgun shall ~~expend this device~~ be authorized to deploy this weapon.

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f. Officers assigned to deliver these rounds ~~should~~ **shall** be backed up by other Officers armed with Departmental-approved firearms.

~~g. Officers trained in emergency medical response or medical personnel will assist after the deployment of the weapon to provide emergency first aid, if applicable.~~

2. Reporting **requirements**:

a. After using a 12-gauge less-lethal shotgun in tactical incidents, an incident report ~~will~~ **shall** be completed that includes:

(1)~~a.~~ The name of the Supervisor using the less-lethal shotgun or authorizing the use of the weapon.

(2)~~b.~~ Identification of Officer(s) deploying the weapon.

(3)~~c.~~ Number of rounds expended.

(4)~~d.~~ Effects on targeted person(s) and injuries.

(5)~~e.~~ Any collateral or unintended injury or damage.

~~b.f.~~ A Supervisory Review of Use of Force ~~will~~ **shall** be completed. **Photographs of marks or injuries, along with any** medical reports, shall be attached **to the review**.

**F. Conducted Energy Weapon**

Refer to policy GO10-5.3, Conducted Energy Weapons.

**V. Rendering Medical Aid**

A. Following the use of force against another person who sustains injuries, Officers shall render appropriate medical aid as quickly as reasonably possible, recognizing scene safety, control of the individual, and environmental circumstances that may influence these actions and the timing of the response.

B. Appropriate medical aid includes, but is not limited to:

1. Increased observation to detect obvious changes in condition

2. Flushing chemical agents from the eyes

3. Applying first aid

4. Requesting an evaluation from EMS personnel

C. If it is determined that the individual has obvious severe or life-threatening injuries, is in medical distress, or is unconscious, Officers shall immediately request

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assistance from EMS and the Dalton Fire Department by notifying Whitfield County 911.

- D. While awaiting the arrival of EMS and / or Dalton Fire, Officers shall administer immediate medical aid, consistent with their level of training, for any obvious severe injury or unconsciousness.

#### VI. Unsafe Weapons

- A. If a weapon is determined to be unsafe or unserviceable, the Officer ~~will~~ shall notify his / her Supervisor of the deficiency.
- B. If another weapon is available, the Officer ~~will~~ shall be issued a replacement weapon after it has been reviewed, inspected, and approved by a qualified weapons instructor.
- C. If there is not a replacement available, the Supervisor ~~will~~ shall determine if the Officer can continue to work in a sworn capacity without the weapon. The Officer ~~will~~ shall be issued a replacement weapon as soon as ~~a qualified weapon~~ one becomes available.

#### VII. Safety Considerations

- A. Officers are prohibited from loaning Department less-lethal weapons to ~~another~~ any person that is not a sworn Department member. Less-lethal weapons may be handed-off or loaned to another sworn Department member only in emergency situations.
- B. Officers, to whom a Department less-lethal weapon are issued, are responsible for the safety and security of the weapon while in Officers' possession.
- C. Officers ~~should~~ shall secure their Department-issued less-lethal weapons out of the reach of children and others not familiar with the use and danger of the weapons to prevent possible injury to family members and others.
- D. Officers should be aware of the great burden of responsibility and liability that accompany the issuance of Departmental less-lethal weapons.

#### VIII. Training

- A. All Officers shall receive refresher and / or in-service training at least annually concerning less-lethal weapons that they are authorized to use.
- B. This training ~~will~~ shall require the Officer to demonstrate proficiency with all less-lethal weapons they are authorized to carry.
- C. This training ~~will~~ shall be conducted by a certified weapons instructor. This training shall be documented, the documentation forwarded to the Training Coordinator, and the documentation entered into the Officer's training file.

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- D. If an Officer fails to demonstrate proficiency with any less-lethal weapon, the Officer shall not be authorized to carry the weapon until remedial training is completed and proficiency achieved. The Training Coordinator shall contact the Officer to arrange for remedial training as outlined in [policy](#) GO88-2.11, Training.

IX. Records

- A. The Property and Evidence Section shall maintain a complete record of all weapons, including less-lethal weapons, approved by the Department through the Records Management System and the Property Issue / Return Form.
- B. The record shall include the type, description, and any other identifying information for the weapon, such as a serial number, inventory number, manufacturer name, or model number, as well as the identity of the Officer being assigned the weapon.

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

---

**CHIEF OF POLICE**

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## Appendix A

### OLEORESIN CAPSICUM (OC) EXPOSURE

You are receiving this document in order to answer some of your questions regarding your exposure to an Oleoresin Capsicum (OC) aerosol spray. You were exposed to an OC aerosol spray with a 10% concentration. This is a form of Pepper Spray. This product does not contain CN, CS, or MACE. OC is a natural pepper derivative.

You need to know the following:

1. If you experience difficulty breathing, you should seek competent medical attention immediately.
2. The severe symptoms of the OC exposure should dissipate within 45 minutes after exposure. If the severe symptoms do not substantially dissipate within 45 minutes, you should seek competent medical attention immediately.
3. You may experience the following for up to 36 hours:
  - a. **Redness of the affected skin areas**
  - b. **A burning sensation to the affected skin areas. The sensation may return while shaving, wetting the skin with warm water, etc.**
  - c. **Reddened, sensitive eyes**
4. You should:
  - a. **NOT TOUCH any sensitive body areas without first THOROUGHLY cleansing your hands with soap and water. Should you unthinkingly touch your genitalia or other sensitive body part(s) with OC contaminated hands, you will experience excruciating pain.**
  - b. **Remove all OC exposed clothing as soon as practical to do so. Wash the clothing as you normally would to remove any remaining OC particles.**
  - c. **Thoroughly wash all OC exposed body areas as soon as practical. Before showering/bathing, thoroughly wash any exposed hair and facial area. This is very important because if you take a shower without first thoroughly washing your hair and facial area, the shower will cause the OC particles to be washed from your head down your body's natural channels to your lower level mucous membranes and your genitalia. This will cause you EXCRUCIATING PAIN.**
5. Do **NOT** rub your eyes - you may only cause any remaining OC particles to become more deeply embedded. Rinse your eyes with sterile water or other appropriate clear, clean, fresh water.
6. Do **NOT** apply any salve, lotion, lanolin, cold cream, etc., to OC exposed body areas. The salve may result in holding the OC particles against the skin and cause further irritation.

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## Appendix B

### Dalton Police Department Specifications for issued Less-lethal Weapons

- Item: *ASP Baton*
- Description: Expandable metal baton used as an impact weapon. Overall length is 21 - 26 inches.
- Item: *Oleoresin Capsicum (OC) aerosol spray*
- Description: A natural pepper derivative with a 10% concentration of active material. The spray, when exposed, causes tearing and irritation of the mucus membranes and is intended to reduce the effectiveness of the offender's attack.
- Item: *Department-issued 12-gauge Less-lethal Pump-Action Shotgun and projectile*
- Description: A designated less-lethal shotgun capable of firing a projectile that impacts the person causing disabling of the individual to facilitate capture.
- Projectile: A 12-gauge bean bag round.

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# DALTON POLICE DEPARTMENT

		Effective Date <b>November 23, 2010</b>	Number <b>GO10-5.3</b>
Subject <b>Electronic Control Devices Conducted Energy Weapons</b>			
Reference <b>CALEA Standards – 1.2.2, 4.1.4, 4.1.5, 4.3.1, 4.3.2, 4.3.4</b>		Revised <b>May 28, 2019 June 22, 2021</b>	
Distribution <b>All Personnel</b>	Re-evaluation Date <b>April 2024 June 2023</b>		No. Pages <b>7</b>

## I. Policy

It is the policy of the Dalton Police Department to utilize conducted energy weapons as a less-lethal option for responding to resistance to lawful law enforcement activities.

## II. Definitions

- A. *Active Resistance* – The use of non-assaultive physical measures by an unarmed person, including flight, to resist and or prevent an Officer from gaining control.
- B. *Conducted Energy Weapon (CEW)* – A hand-held, battery-operated device designed to deliver electrical pulses across two electrodes to over-stimulate the motor nerves causing uncontrollable muscle contractions and reduced ability to perform voluntary movements.
- C. *Elevated Risk Population Groups* – Individuals who are potentially at greater risk of injury or death following an exposure to a CEW, including those who reasonably appear or are known to be elderly, medically infirm, pregnant, users of internal cardiac devices, or who have low body mass, such as small children.
- D. *Exigent Circumstances* – Those circumstances that would cause a reasonable person to believe that a particular action is necessary to prevent physical harm to an individual, the destruction of relevant evidence, the escape of a suspect, or some other consequence improperly frustrating legitimate law enforcement efforts.
- E. *Passive Resistance* – A refusal by an unarmed person not reasonably perceived to be an immediate threat or flight risk to comply with an Officer's verbal commands or physical control techniques that does not involve the use of physical force, control, or resistance of any kind.
- F. *TASER* – The brand of CEW, produced by Axon Enterprise, Inc., that is utilized as a less-lethal weapon by the Department.

## III. Authorized Users and Training Requirements

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- A. Officers that have successfully completed the Department-approved CEW training shall be authorized to carry and use the Department-issued CEW in compliance with this directive.
- B. All Department CEW training shall be taught by a certified CEW instructor and documented in each Officer's training file.
- C. Officers attending initial CEW training shall be issued a copy this policy to be reviewed by the certified CEW instructor. This instruction shall be documented, and the documentation shall be forwarded to the Training Coordinator.
- D. Prior to an Officer carrying a CEW, the weapon shall be reviewed, inspected, and approved by a certified CEW instructor.
- E. All Officers that are issued a CEW shall receive annual refresher / in-service training. This training shall require the Officer to demonstrate proficiency in using the CEW.
- F. If an Officer fails to demonstrate proficiency with the CEW, the Officer shall not be authorized to carry the CEW until remedial training is completed and proficiency achieved. The Training Coordinator shall be responsible for coordinating the remedial training with the Officer, as outlined in policy GO88-2.11, Training.

#### IV. Weapon Readiness

- A. All Department-issued CEWs shall be carried in a Department-approved holster.
- B. Uniformed Officers shall carry the CEW holster on the support side (opposite of the duty firearm) of their duty belts in a cross-draw position.
- C. Non-uniformed Officers shall carry the CEW holster on their support side (opposite of the duty firearm) or on a tactical vest in a cross-draw position.
- D. The CEW shall be carried fully armed, with the safety switch placed in the safe position, in preparation for immediate use.
- E. The CEW shall be inspected and tested prior to each tour of duty to ensure the operability of the device. The testing procedure shall consist of a full, five-second spark test of the CEW.
- F. The CEW shall be pointed at the ground in a safe direction, with the safety switch placed in the safe position, during loading, unloading, handling, or inspecting of the device. During the testing procedure, the CEW shall be pointed at the ground in a safe direction.
- G. If a CEW is determined to be unsafe or not operational, the Officer shall immediately notify his / her Supervisor.
  - 1. If another CEW is available, the Officer shall be issued a replacement weapon after it has been reviewed, inspected, and approved by a certified CEW instructor.

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2. If there is not a replacement available, the Supervisor shall determine if the Officer can continue to work in a sworn capacity without a CEW.
  3. The Supervisor has the authority to allow the Officer to borrow an operable CEW from another Officer or Supervisor until a replacement becomes available.
- H. Modifications and repairs to the CEW shall only be performed by a trained technician and consistent with the manufacturer's recommendations. Only manufacturer-approved battery power sources shall be used in the CEW.

V. **Unintentional Discharge**

- A. An unintentional discharge of the CEW shall be immediately reported to the Officer's Supervisor, and a report of the incident shall be made within twenty-four (24) hours.
- B. After an unintentional discharge, the Officer shall turn over the CEW to his / her Supervisor. The Officer is not authorized to carry a CEW until he / she demonstrates proficiency with the weapon during a documented remedial training session conducted by a certified CEW instructor.
- C. After completing the remedial training session, the documentation shall be forwarded to the Training Coordinator to be filed in the Officer's training file.

VI. **De-escalation**

- A. De-escalation tactics and techniques are actions used by Officers, when safe and feasible without compromising law enforcement priorities, that seek to minimize the likelihood of the need to use force during an incident and increase the likelihood of voluntary compliance.
- B. When safe, feasible, and without compromising law enforcement priorities, Officers shall utilize de-escalation tactics, such as those listed in policy GO88-5.1, Use of Force, in an attempt to reduce the need to use force.
- C. Officers are not authorized to point the subject with the CEW's lasers as a mere de-escalation tactic. The pointing of the CEW at another person is viewed by this Department as a use of force and shall be reviewed by a Supervisor as such.
- D. Officers should utilize a contact and cover approach to de-escalation tactics in which one Officer focuses on communication with the subject while other Officers are positioned to quickly respond with lethal and / or non-lethal force, if necessary.
- E. The Watch Commander or other Supervisor shall respond to any incident in which prolonged attempts to de-escalate a situation are occurring.
- F. De-escalation tactics shall not be attempted if the safety of Officers or others may be jeopardized.

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VII. Procedures

- A. The Department-issued CEW is the X2 Advanced TASER. The specifications for the Department-issued cartridge are listed in Appendix A.
- B. The decision to use a CEW shall be dependent upon the actions of the subject, the threat facing the Officer or others, and the totality of the circumstances surrounding the incident. Because the CEW's function is to cause neuromuscular incapacitation, which leaves a subject unable to brace or soften falls, Officers shall weigh the risk of injury to the subject versus the need to secure the subject through the use of the CEW, especially if the subject is fleeing on foot.
- C. Officers must assess the effectiveness of each application of the CEW and determine whether further applications are warranted or a different tactic should be employed.
- D. The CEW is authorized to be used:
  - 1. To protect the Officer or others from a reasonably perceived immediate threat of physical harm from the subject to be exposed to the CEW
  - 2. To restrain or subdue an individual who is actively resisting or evading arrest
  - 3. To bring an unlawful situation safely and effectively under control
- E. The CEW shall not be used:
  - 1. On subjects who only offer passive resistance and are not reasonably perceived as an immediate threat or flight risk.
  - 2. On subjects in restraints, except as objectively reasonable to prevent their escape or prevent immediate bodily injury to the subject, the Officer, or another person; however, in these situations, only the minimal amount of force necessary to control the situation shall be used.
  - 3. When the Officer has a reasonable belief that deployment of the CEW may cause serious injury or death from situational hazards, such as falling, drowning, or igniting of a potentially explosive or flammable material or substance, except in situation where deadly force would be justified.
  - 4. When the subject's movement or body positioning prevents the Officer from aiming or maintaining appropriate body part targeting, unless the risk of increased injury to the subject is justified because of a reasonably perceived threat or flight risk.
  - 5. As a mere tactic for coercion or intimidation, to escort or prod subject, or to awaken unconscious or intoxicated subjects.

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6. In situations where deadly force is clearly justifiable, unless another Officer is present and prepared to use deadly force to protect the Officers and any bystanders, as necessary.
- F. Officers shall be aware of the general concerns present when a CEW is used on a member of an elevated risk population group. Officers are not prohibited from using a CEW on such persons but shall limit its use to those exceptional circumstances where the potential benefit of using the device reasonably outweighs the enhanced risks involved.
- G. Unless exigent circumstances exist, Officers shall not intentionally deploy more than one CEW simultaneously against a subject.
- H. Unless exigent circumstances exist, Officer shall not deploy the CEW at or from a moving vehicle.
- I. Unless exigent circumstances exist, Officers shall not deploy the CEW at a subject that is evading arrest by fleeing on foot while that subject is traveling across any terrain, such as asphalt, concrete, or gravel, that would present a greater risk of injury to the subject if that subject were to become incapacitated from the force used.
- J. In preparation of deploying the CEW probes, when reasonable to do so, the CEW shall be pointed in a safe direction, the safety switch placed into the armed position, and aimed at the subject.
  1. Fixed sights should be used as the primary aiming device and the laser dots used as the secondary aiming device.
  2. On a subject's rear, the preferred target zone is below the neck, which includes large muscle groups in the back. On a subject's front, the preferred target zone is the lower torso, which includes large muscle groups in the upper legs. If possible, the Officer should try to "split the beltline" to increase the potential for neuromuscular incapacitation.
  3. CEW probes shall not be intentionally fired at a subject's face, head, neck, chest area, groin, genitals, or known pre-existing injury areas unless the use of deadly force is justified.
  4. Prior to deploying the CEW probes, when reasonable to do so, a verbal warning shall be given to the subject and other Officers that the weapon is about to be used, and a reasonable amount of time shall be allowed for the subject to comply with commands.
  5. Immediately prior to deployment, the Officer shall visually and physically confirm that the device selected is a CEW and not a firearm.
- K. The X2 Advanced TASER is designed to load two (2) cartridges at the same time. If the first cartridge's wire leads break during engagement, the probes miss their target, or there are multiple subjects, the second cartridge may be deployed.

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- L. During and immediately after the initial five-second cycle of the CEW, the Officer shall verbally give instructions for the subject to follow.
  - 1. The Officer should be aware that a subject that is being exposed to a CEW might not be able to respond to commands during or immediately following the exposure.
  - 2. The Officer shall allow a reasonable amount of time to assess the effectiveness of the cycle and to give the subject the opportunity to comply with the instructions given.
  - 3. The Officer shall evaluate, under the totality of circumstances presented, whether additional cycles are reasonably necessary and whether additional cycles appear reasonably likely to be effective in accomplishing the Officer's lawful objectives. The evaluation shall include consideration of the enhanced risks to subjects exposed to multiple and / or prolonged CEW cycles.
  - 4. The Officer should consider deploying a second cartridge or transitioning to alternative force options if the Officer reasonably perceives that the subject has not responded to the CEW in the anticipated manner based on training and experience.
  - 5. To reduce the number of cycles and duration of exposure, the subject should be secured as soon as practical while exposed to the CEW cycle or immediately thereafter.
- M. Using the drive-stun application of the CEW is discouraged except in situations where the probe deployment is not possible. If the initial drive-stun application is not effective, the Officer shall reassess the situation and consider other available options.
- N. Additional Safety Considerations
  - 1. Officers are prohibited from loaning CEWs to any person that is not a sworn Department member that is certified to carry a CEW. CEWs may be handed-off or loaned to another sworn Department member only in emergency situations.
  - 2. Officers, to whom a Department CEW is issued, are responsible for the safety and security of the weapon while in the Officers' possession.
  - 3. Officers shall secure their Department-issued CEW out of the reach of children and others not familiar with the use and danger of the weapon to prevent possible injury to family members and others.
  - 4. Officers should be aware of the great burden of responsibility and liability that accompany the issuance of Departmental CEWs.

## VIII. Post-Deployment

### **RESTRICTED LAW ENFORCEMENT DATA**

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- A. Any subject that has been exposed to a CEW deployment, whether through the probes or a drive-stun, shall be evaluated by EMS, if in the field, or by trained medical staff, if at a medical facility.
- B. Any subject that has been exposed to a prolonged application of the CEW (more than fifteen (15) seconds), shall be transported to the hospital emergency room to be evaluated by trained medical staff. The medical staff shall be notified by Officers that the subject has been exposed to a prolonged CEW application.
- C. After the CEW has been deployed against a subject, the probes should be removed from the subject as soon as practical after the subject is handcuffed and secured.
  - 1. If there is an indication that there is a serious injury or complications from exposure to the CEW, EMS shall be summoned to the scene to evaluate the subject prior to the probes being removed.
  - 2. If the CEW probes have penetrated the subject's skin in a sensitive area, including the head, neck, groin, or breast of a female, or the Officer has difficulty removing all or part of the probes, the subject shall be transported to the hospital emergency room to have the probes removed.
  - 3. If the CEW probes are embedded in non-sensitive areas, a trained Officer may remove them.
  - 4. With the subject's consent, photographs of the affected areas, whether due to probe deployment or drive-stun, shall be taken. Those photographs shall be saved in the Department's Records Management System and copies attached to the Supervisory Review of Use of Force report.
- D. All subjects that have been exposed to an application of the CEW shall be monitored while in custody, even if the subject has received medical care.
- E. When the CEW probes have been deployed in a use of force incident, the Officer shall collect the used cartridge, wire leads, probes, and AFID tags as evidence and submit them to the Property and Evidence Section.
- F. Upon arrival at the Whitfield County Sheriff's Office, the transporting Officer shall notify detention personnel that the subject has been exposed to a CEW application, the type of CEW application used, if medical treatment has been provided to the subject, and if the subject has suffered any injuries or complications from the exposure.

#### IX. Reporting

- A. A Supervisory Review of Use of Force report shall be completed any time a CEW is deployed or pointed at a subject, except while in training. The review shall contain, at a minimum:
  - 1. The Officer's approximate range from the subject at which the CEW was deployed

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2. The point(s) of impact on the subject
  3. The number of five-second cycles used
  4. The type of clothing encountered by the probes
  5. The serial number of the CEW used
  6. The serial number of the cartridge(s) used
  7. The type of discharge by the CEW (probe deployment, drive-stun, or both)
  8. An evaluation of the effectiveness of the CEW
  9. Post-deployment actions taken by the Officer(s)
  10. If aware, a description of any injuries sustained by the subject or Officer(s) as a result of the response to resistance
- B. The Watch Commander or other Supervisor shall be notified, as soon as practical, of the deployment of a CEW. If available, a Supervisor shall respond to the location of the incident to conduct a review of the use of force, as outlined in policy GO88-5.1, Use of Force.
- C. As part of the review process, a Supervisor shall download the CEW prior to the end of the shift in which a CEW incident occurs and attach the recorded data to the review form.
- D. Officers shall document in an incident / supplement report the facts and circumstances that justified their use of the CEW. Specific justification shall be documented when the CEW has been used in any of the following manners:
1. In a drive-stun mode.
  2. The subject is exposed to more than three (3) cycles or longer than fifteen (15) seconds.
  3. The subject is exposed to more than one (1) simultaneous CEW exposure.
  4. The CEW is used on an individual in an elevated risk population group.
- E. A CEW may also be effective against aggressive animals. The same reporting protocols shall be followed when a CEW is deployed on an animal.

X. **Annual Download**

Supervisors shall annually download the data record of each CEW carried by those under their command, regardless of the usage of the CEW. The downloaded data shall be tabulated and a summary prepared for inclusion in the Department's annual use of force report.

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*This policy supersedes any previous policies issued.*

**BY ORDER OF**

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**CHIEF OF POLICE**

**RESTRICTED LAW ENFORCEMENT DATA**

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## Appendix A

### Dalton Police Department Specifications for Issued Conducted Energy Weapons and Cartridges

Item: X2 Advanced Taser

Description: A hand-held, battery-operated, conducted energy weapon designed to temporarily incapacitate a subject by delivering electronic pulses to the person.

Item: X2 Advanced Taser Cartridges

Description: A 21 ft or 25 ft cartridge manufactured by TASER International and designed for use with the X2 Advanced Tasers.

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~~I. Policy~~

~~It is the policy of this Department to use only that level of force reasonably necessary to control or otherwise subdue individuals and only carry electronic control devices authorized by the agency.~~

~~II. Definition~~

~~*TASER*—A device which is designed to temporarily incapacitate a subject by delivering electronic pulses to the person.~~

~~*ECD*—Electronic Control Device~~

~~III. Types of Authorized Electronic Control Devices and their use~~

~~A. The X2 Advanced TASER is a hand held battery operated unit designed to immobilize a suspect by means of an electrical current. The TASER may be used when a subject is displaying active, aggressive or aggravated aggressive resistance to an Officer attempting to conduct legal law enforcement activities. Deployment of the TASER will be evaluated using the criteria in this directive. Officers must assess the effectiveness of each application and determine whether further applications are warranted or a different tactic should be employed. The decision to use the TASER will be dependent upon the actions of the subject, the threat facing the Officer, and the totality of circumstances surrounding the incident.~~

- ~~1. A Department issued TASER device may only be utilized by Officers that have successfully completed the Department approved training in its use, taught by a certified instructor (See Appendix A). During the training, Officers shall be required to show proficiency with the Taser prior to being approved to carry it.~~
- ~~2. Uniformed Officers carrying the TASER shall carry it in a Department approved holster. The holster will be carried on the duty belt, on the side opposite the duty firearm, in a cross draw position. Non-Uniformed Officers carrying the TASER shall carry it in a Department approved holster. The holster will be carried in a cross draw position, on the side opposite the duty firearm.~~
- ~~3. The TASER shall be carried fully armed with the safety on in preparation for immediate use.~~
- ~~4. Officers approved to use the TASER shall be issued two cartridges. The TASER X2 is designed to load two cartridges at once. If the first cartridge's leads break during engagement, the probes miss their target, or there are multiple subjects, the second cartridge may be deployed.~~
- ~~5. Only agency approved battery power sources shall be used in the TASER.~~
- ~~6. The TASER should be inspected and checked prior to each tour of duty.~~

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- ~~7. The TASER shall be pointed at the ground in a safe direction with the safety on during loading, unloading, or when handled, other than in an operational deployment.~~
- ~~8. A Supervisory Use of Force Review shall be completed anytime a TASER is deployed at a subject, except in training. The review shall contain at a minimum:
  - ~~a. The Officer's approximation of the range at which the unit was employed~~
  - ~~b. The point(s) of impact on the subject~~
  - ~~c. The number of five second cycles used~~
  - ~~d. The type of clothing the probes encountered~~
  - ~~e. The serial number of the TASER used~~
  - ~~f. The serial number of the cartridge used~~
  - ~~g. The type of discharge (probe, drive stun, or both)~~
  - ~~h. Evaluation of the effectiveness of the device~~
  - ~~i. After discharge actions taken by the Officer(s)~~
  - ~~j. Any injuries that the Officer is aware suffered by himself / herself and / or the subject as a result of the use of the device~~~~

~~A Supervisory Use of Force Review shall also be completed anytime a TASER is pointed at a subject. The review shall include the same information as above, when applicable.~~
- ~~9. An unintentional discharge of the TASER will be reported to a Supervisor immediately, and a report of the incident shall be made within twenty-four (24) hours.
  - ~~a. After the unintentional discharge, the Officer will turn in the weapon to his/her supervisor and is not authorized to carry the weapon until demonstrating proficiency during documented remedial training conducted by a certified TASER instructor.~~
  - ~~b. After completing the documented remedial training, the documentation shall be forwarded to the Training Officer to be filed in the Officer's training file.~~~~
- ~~10. The TASER may only be used under the following circumstances:
  - ~~a. To overcome violent or assaultive behavior or its threat;~~~~

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~~b. To control persons in order to prevent them from harming themselves or others.~~

~~11. Use of the TASER under the following circumstances is prohibited, unless exigent circumstances are present:~~

~~a. Against handcuffed subjects~~

~~b. Against subjects fleeing on foot~~

~~c. At or from a moving vehicle~~

~~d. Against subjects known to be pregnant~~

~~e. Against children under fourteen (14) years of age and / or weighing less than ninety (90) pounds~~

~~f. Against subjects who are visibly elderly or physically disabled and / or suffering from a debilitating illness~~

~~g. Against subjects with known neuromuscular disorders such as muscular sclerosis, muscular dystrophy, or epilepsy~~

~~h. In a situation where deadly force is clearly justifiable, unless another Officer is present and capable of providing deadly force to protect the Officers and / or civilians as necessary~~

~~12. The TASER will not be used under the following circumstances:~~

~~a. For coercion or intimidation~~

~~b. To escort or prod subjects~~

~~c. To awaken unconscious or intoxicated subjects~~

~~d. Against subjects who are offering only passive resistance~~

~~e. When the Officer knows the subject has come in contact with flammable liquids or is in a flammable atmosphere~~

~~f. When the subject is in a position where a fall may cause substantial injury or death~~

~~13. Additional Safety Considerations:~~

~~a. Officers are prohibited from the loaning of a Department TASER to another person.~~

~~b. Officers to whom a Department TASER is issued are responsible for the safety and security of the TASER while in Officers' possession.~~

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- ~~c. Officers should secure his / her Department issued TASER out of the reach of children and others not familiar with the use and danger of a TASER to prevent possible injury to family members and others.~~
- ~~d. Officers should be aware that a great burden of responsibility and liability accompanies the issuance of a Department TASER.~~
- ~~14. In preparation of firing, when reasonable, the TASER shall be pointed in a safe direction, taken off safe and then aimed. Center mass of the subject's back is the primary aiming point. Low center mass of the subject's torso, below the chest, or his / her legs are the secondary targets.~~
- ~~15. Prior to use, when practical, a warning to the subject and other Officers should be given.~~
- ~~16. Fixed sights should be used as the primary aiming device and the laser dot(s) as the secondary aiming device.~~
- ~~17. TASER probes may not be intentionally fired at the face, head, neck, or groin, unless the use of deadly force would be justified.~~
- ~~18. Use of the "Drive Stun" is discouraged, except in situations where the "probe" deployment is not possible. If initial application is ineffective, the Officer will reassess the situation and consider other available options.~~
- ~~19. Officers should not intentionally activate more than one TASER at a time against a subject.~~
- ~~20. All subjects who have been exposed to a TASER application should receive a medical evaluation by emergency medical responders in the field or at a medical facility. Subjects who have been exposed to prolonged application, more than fifteen (15) seconds, should be transported to the emergency room for evaluation. Personnel conducting the evaluation should be made aware that the suspect has experienced prolonged TASER application.~~
- ~~21. If the TASER probes have penetrated the skin in a sensitive area (head, neck, groin, or breast of a female) or the Officers have difficulty removing the probes (i.e. probe/barb separation), the subject will be transported to the emergency room or other medical facility to have the probes removed. If the probes are embedded in non-sensitive areas, a trained Officer may remove them.~~
- ~~22. All subjects who have received a TASER application should be monitored regularly while in custody, even if they received medical care.~~
- ~~23. After the TASER is used, probes should be removed from the suspect as soon as possible, after the subject is handcuffed.~~

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- ~~a. If there is an indication that there is serious injury or any complications, EMS should be called to the scene before the probes are removed.~~
- ~~b. Photographs of the affected area should be taken after the TASER is used, with the subject's consent.~~
- ~~24. Jail / Detention personnel shall be notified at the time of booking that the subject has been exposed to a TASER application, whether through probe deployment or a drive stun.~~
- ~~25. A TASER may also be effective against aggressive animals. The same reporting protocols shall be followed when a TASER is deployed on an animal.~~
- ~~26. When the TASER has been used operationally, the Officer will collect the air cartridge, wire leads, darts, and AFID tags as evidence and process them as such.~~
- ~~27. Supervisors should respond to all incident scenes where a TASER was deployed and conduct a Supervisory Use of Force Review.~~
- ~~28. Supervisors shall also:~~
  - ~~a. Download the data record of the TASER prior to the end of the shift in which a reported use of TASER incident occurs, and save the data to the appropriate file.~~
  - ~~b. Download the data record of each TASER under their command annually, regardless of reported use.~~
  - ~~c. The downloaded data shall be tabulated and a summary prepared for inclusion in the Department annual use of force report.~~

#### ~~B. Unsafe TASERS~~

~~If a TASER is determined to be unsafe or unserviceable, the Officer will notify his / her Supervisor of the deficiency. If another TASER is available, the Officer will be issued a replacement weapon after it has been reviewed, inspected, and approved by a qualified weapons instructor. If there is not a replacement available, the Supervisor will make a determination if the Officer can continue to work in a sworn capacity without the TASER. The Supervisor has the authority to allow the Officer to borrow an operable TASER from another Officer / Supervisor until one becomes available. The Officer will be issued a replacement TASER as soon as one becomes available.~~

#### ~~IV. Training~~

~~Prior to an Officer carrying an ECD, it shall be reviewed, inspected, and approved by a qualified weapons instructor. The Officer shall also be issued a copy of, and instructed~~

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~~on, the policies that pertain to the ECD. This shall be documented and forwarded to the Training Officer.~~

~~All Officers that carry an ECD shall receive refresher and / or in-service training at least annually. This training will be provided by a certified ECD instructor and will be documented in the Officers' training file. The training will require the Officer to demonstrate proficiency with the ECD.~~

~~If an Officer fails to demonstrate proficiency with the ECD, the Officer shall not be authorized to carry the ECD until remedial training is completed and proficiency achieved. The Training Officer shall contact the officer to arrange for remedial training, as outlined in GO88-2.11, Training.~~

~~*This policy supersedes any previous policies issued.*~~

~~**BY ORDER OF**~~

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~~**CHIEF OF POLICE**~~

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## **Appendix A**

### **Dalton Police Department Specifications for Issued Electronic Control Devices and Cartridges**

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**Item: X2 Advanced Taser**

**Description:** A hand-held, battery-operated, electronic control device designed to temporarily incapacitate a subject by delivering electronic pulses to the person.

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\_\_\_\_\_  
**Item: X2 Advanced Taser Cartridges**

**Description:** A 21 ft or 25 ft cartridge manufactured by TASER International and designed for use with the X2 Advanced Tasers.

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# DALTON POLICE DEPARTMENT

		Effective Date <b>April 24, 2012</b>	Number <b>GO12-6.3</b>
Subject <b>All Hazards Plan</b>			
Reference <b>CALEA Standards – 46.1.1 – 46.1.7, 46.1.9, 46.2.1</b>		Revised <b>May 28, 2019 June 22, 2021</b>	
Distribution <b>All Personnel</b>	Re-evaluation Date <b>April 2024 June 2023</b>		No. Pages <b>23</b>

## I. Policy

It is the policy of the Dalton Police Department to ~~be~~ prepare **its personnel** to use the National Incident Management System and the Incident Command System model of response for command and control of **critical** incidents, such as natural and man-made disasters, pandemics, civil disturbances, mass arrests, bomb threats, hostage / barricaded person situations, acts of terrorism, and other unusual incidents, ~~In addition, the NIMS / ICS will be used for and~~ all planned events.

## II. Purpose

The purpose of this policy is to provide **guidelines for the planning for, response to, and initiatives on-scene responsibilities at and to expedite the mobilization of Department personnel in an effective and efficient manner to those critical** incidents and disasters that are considered extremely unusual in the range of ordinary **human experiences law enforcement activities**. ~~A~~ Disasters and **other** critical incidents include, but are not limited to:

- A. Natural Disasters – Earthquakes, flooding, severe weather, and large-scale fires
- B. Man-made Disasters – Mass transportation accidents, hazardous materials accidents, explosions, terrorism / weapons of mass destruction, violence at educational facilities, bomb threats, civil disturbances, hostage situations, barricade persons, and other unusual incidents
- C. Pandemics – Epidemics of infectious diseases that are spread through human populations across a large region

## III. Definitions

- A. *Agency Representative* – An individual assigned to an incident from an assisting or cooperating agency who has the authority to make decisions about that agency's participation.
- B. *Area Command* – ~~The purpose of Area Command is to oversee~~ **Oversight** of the management of multiple incidents, each being handled by a separate NIMS / ICS

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organization, or ~~to oversee~~ the oversight of the management of a very large or complex incident that has multiple incident management teams engaged. Area Command becomes Unified Area Command when incidents are multi-jurisdictional.

- C. *Assisting Agency* – An agency contributing tactical or other direct resources.
- D. *Base* – The location at which primary logistics functions for an incident are coordinated and administered. There is only one base for an incident. The base may be co-located with the Incident Command Post.
- E. *Casualty Collection Point (CCP)* – A location near the incident, which provides an area to triage, treat, and transport victims.
- F. *Check-In* – The process through which resources first report to an incident. Check-in locations include the incident command post, staging areas, or directly on site.
- G. *Chief* – The NIMS / ICS title for individuals responsible for command of the ~~five~~ six (6) basic ICS functional sections (Command, Operations, Planning, Logistics, Intelligence / Investigations, and Finance / Administration).
- H. *Command Staff* – The ICS title for a group, consisting of the Information Officer, Safety Officer, and Liaison Officer that ~~They~~ reports directly to the Incident Commander.
- I. *Cooperating Agency* – An agency assisting with other than tactical or ~~other~~ direct resources, including but is not limited to the Red Cross, the telephone company, power company, etc.
- J. *Critical Facility* – Infrastructure locations deemed so vital that destruction and / or disruption of all or part of them would threaten the ability of the governing authority to provide essential services and emergency assistance to the community.
- K. *Emergency Operations Center (EOC)* – ~~The EOC is~~ A pre-designated facility that is designed to provide broad, overall direction and support for an incident. Tactical control and on-scene management remains the responsibility of the Incident Commander.
- L. *Function* – Under NIMS / ICS, the structure includes Command, Operations, Planning, Logistics, Intelligence / Investigations, and Finance / Administration functional sections.
- M. *Incident Action Plan (IAP)* – An oral or written plan that contains objectives reflecting the overall strategy and specific tactical actions and supporting information for the next operational period. When written, there may be specific sub-plans for traffic, communications, safety operations, etc.
- N. *Incident Commander (IC)* – The individual responsible for the management of all incident operations at the incident scene.
- O. *Incident Command Post (ICP)* – The field location at which the primary tactical-

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level, on-scene command functions are executed. The ICP may be co-located with other incident facilities.

- P. *Incident Command System (ICS)* – An integral tool for managing a critical incident that is designed to control personnel, equipment, supplies, and communications at the scene of a critical incident involving one or more agencies for any emergency, regardless of type of size.
- Q. *Information Officer (IO)* – A member of the ICS command staff responsible for contact with the media or other agencies requiring direct information.
- R. *Liaison Officer (LO)* – A member of the ICS command staff responsible for coordinating with representatives from cooperating and assisting agencies.
- S. *National Incident Management System (NIMS)* – Provides a consistent nationwide approach for federal, state, local, and tribal governments, the private sector, and non-governmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity and for interoperability and compatibility among federal, state, local, and tribal capabilities.
- T. *Planned Event* – Any event that is likely to require deployment of significant resources and about which the Department has advance notice. Planned events include, but are not limited to:
  - 1. Parades
  - 2. Funerals
  - 3. Public Events
  - 4. Civil Demonstrations
  - 5. Special Details (Fireworks, etc.)
- U. *Safety Officer (SO)* – A member of the ICS command staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring the safety of assigned personnel.
- V. *Staging Area* – Location(s) during an incident where resources can be placed while awaiting tactical assignment.
- W. *Transfer of Command* – The process of moving the responsibility for incident command from one Incident Commander (IC) to another.
- X. *Unified Command* – An application of NIMS / ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through designated members of the UC to establish a common set of objectives and strategies and a single IAP.
- Y. *Weapon of Mass Destruction* – Any weapon or device that is intended or has the

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capability of causing death or bodily injury to a significant number of people and / or severe disruption of transportation, communication, agricultural, medical, or public facilities

IV. **All Hazard Procedures**

- A. Critical incidents must be managed by a sense of order, and, in most cases, the first responder / Incident Commander must achieve order from chaos before incident stabilization can occur.
- B. The first responding Officer must establish immediate control over all public safety responders, who in turn ~~will~~ shall assist in gaining control over the general public.
- C. The first responding Officer(s) shall perform the following functions when responding to any unusual or critical incident:
  - 1. ~~A.~~ Assess the situation
  - 2. ~~B.~~ Notify ~~communications~~ the Whitfield County 911 Center of the incident
  - 3. ~~C.~~ Request any necessary assistance from Officer resources or other agencies
  - 4. ~~D.~~ Establish a command post and staging area, if necessary
  - 5. ~~E.~~ Initiate the NIMS / ICS
  - 6. ~~F.~~ Assume the role of the Incident Commander until relieved by a Patrol Division Supervisor

V. **Incident Command System (ICS) All Hazards Plan**

- A. NIMS / ICS shall be used for planned events ~~or~~ and for a large range of critical incidents, such as natural and man-made disasters, civil disturbances, mass arrests, bomb threats, hostage / barricaded person situations, acts of terrorism, and other unusual incidents.
- B. NIMS / ICS operations are predicated upon the principles of:
  - 1. Protecting life and providing for the safety of emergency responders and the public.
  - 2. Stabilizing the incident by developing a strategy that will minimize the effect it has on the surrounding area.
  - 3. Conservation of property by minimizing the effect(s) on the environment while accomplishing the action plan that has been developed to bring closure to the incident.
- C. The NIMS / ICS allows for the transfer of command to a more senior Officer when a senior Officer deems necessary. In the event a transfer of command takes place,

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it should be done in person and only after a detailed briefing has taken place.

- D. The NIMS / ICS structure is extremely flexible and has the ability to expand or contract to meet demands faced in resolving an incident, regardless of size of complexity.
- E. The Incident Commander is responsible for overall incident management and oversees the functional areas of NIMS / ICS, which include:
  - 1. ~~A.~~ Command
  - 2. ~~B.~~ Operations
  - 3. ~~C.~~ Planning
  - 4. ~~D.~~ Logistics
  - 5. Intelligence / Investigations
  - 6. ~~E.~~ Finance / Administration

VI. **Incident Commander**

- A. All **planned** events **and critical incidents** shall have an Incident Commander who is responsible until authority is transferred to another. The role of Incident Commander ~~will~~ **shall** be assumed by the first Officer on scene.
- B. **The** Whitfield County 911 **Center** shall be notified as to who the Incident Commander is and of any subsequent transfers of command, as soon as practical. **The** Whitfield County 911 **Center** ~~will~~ **shall** also be notified of the location of the Incident Command Post.
- C. The Incident Commander is responsible for activating the NIMS / ICS, designating staff, as necessary, and the subsequent management of all incident operations at the incident scene, including, but not limited to:
  - 1. ~~A.~~ Ensuring incident safety
  - 2. ~~B.~~ Establishing an Incident Command Post
  - 3. ~~C.~~ Obtaining a briefing from the prior Incident Commander and / or assessing the situation
  - 4. ~~D.~~ Establishing immediate priorities and directing initially-arriving resources
  - 5. ~~E.~~ Determining incident objectives and **the** strategy(s) to be followed
  - 6. ~~F.~~ Establishing a staging area, when necessary, ~~and~~ maintaining accountability for the safety of personnel and the public, and ~~for-ensuring~~ tasks **are** accomplished

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7. ~~G.~~ Establishing the level of organization needed and continuously monitoring the operation and effectiveness of that organization
8. ~~H.~~ Maintaining an effective span of control
9. ~~I.~~ Managing planning meetings, as required
10. ~~J.~~ Approving and implementing the Incident Action Plan
11. ~~K.~~ Coordinating the activities of the NIMS / ICS Command and General Staff
12. ~~L.~~ Approving requests for additional resources or for the release of resources
13. ~~M.~~ Establishing a necessary liaison with other agencies
14. ~~N.~~ Directing the expansion or contraction of the NIMS / ICS organization based on the three priorities of life safety, incident stability, and property conservation and activating other sections, as needed, e.g. Operations, Planning, Logistics, **Intelligence / Investigations**, or Finance / Administrative Sections
15. ~~O.~~ Identifying contingencies which may affect ongoing operations and planning accordingly, making necessary notifications, and requesting resources that could reasonably be expected to offset contingent actions
16. ~~P.~~ Ordering demobilization of the incident, when appropriate
17. ~~Q.~~ Ensuring incident after-action reports are complete
18. ~~R.~~ Transferring the command in an orderly manner, and briefing the incoming commander on the incident status

VII. **Transfer of Command**

- A. The incoming Incident Commander should, if at all possible, personally perform an assessment of the incident situation with the existing Incident Commander.
- B. The incoming Incident Commander ~~must~~ **shall** be adequately briefed by the current Incident Commander. The briefing ~~will~~ **shall** cover the following:
  1. Incident history
  2. Priorities and objectives
  3. Current plan (written or oral, depending on incident size **and** requirements)
  4. Resource assignments
  5. Incident organization
  6. Resources ordered **and / or** needed

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7. Facilities established
  8. Status of communications
  9. Any constraints or limitations
  10. Incident potential
  11. Delegation of authority
- C. The current Incident Commander shall determine the appropriate time for transfer of command.
- D. At the appropriate time, notice of change in Incident Command shall be made to:
1. Chief of Police and ~~Dalton Police~~ Department Command Staff
  2. ICS Command Staff, if designated
  3. ICS General Staff, if designated
  4. All incident personnel
  5. Whitfield County 911 Center

VIII. ICS Command Staff

- A. ICS Command Staff ~~is~~ are assigned to carry out staff functions needed to support the Incident Commander and those not specifically identified in the General Staff functions. These positions include the designation of a Liaison Officer (LO), Safety Officer (SO), and an Information Officer (IO). Additional assistants and command staff positions may be assigned, as determined by the Incident Commander.
- B. The Command function addresses the following areas:
1. Activating the Incident Command System
  2. Establishing a Command Post
  3. Initiating the notification and mobilization of additional ~~agency~~ Department personnel
  4. Obtaining support from other agencies
  5. Establishing a unified command, if necessary
  - ~~6.5.~~ Establishing a staging area, if necessary
  - ~~7.6.~~ Providing public information and maintaining media relations
  - ~~8.7.~~ Maintaining the safety of all affected personnel

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~~9.8.~~ Preparing a documented after-action report

IX. ICS General Staff

ICS General Staff is comprised of the respective Section Chiefs who oversee the remaining ~~four~~ five functional areas of ICS: Operations, Planning, Logistics, Intelligence / Investigation, and Finance / Administration. The General Staff forms the incident management team and is responsible for reporting to the Incident Commander the status and needs of the functions under ~~their~~ its respective control.

X. Operations Function

The Operations Section Chief is responsible for overseeing:

- A. The establishment of perimeters
- B. ~~Ensuring~~ The safety of assigned personnel
- C. ~~Conducting~~ Evacuations
- D. ~~Maintaining~~ Command post and scene security
- E. ~~Providing for~~ Detainee transportation and processing
- F. Traffic direction and control
- G. ~~Conducting~~ On-going and post-incident investigations
- H. The direction and coordination of all tactical operations, as required by the primary mission
- I. The request for and the release of resources, with the acknowledgement of the Incident Commander
- J. The implementation of activities specified in the Incident Action Plan
- K. ~~Keeping~~ Status updates for the Incident Commander ~~advised of the status of~~ regarding the situation and resources

XI. Planning Function Responsibility

- A. The Chief of Police or his / her designee shall have the primary responsibility for the planning of responses to critical incidents within the ~~Dalton Police~~ Department's jurisdiction.
- B. The Whitfield County Emergency Management Agency is responsible for pre-incident coordinating, planning, and training and, in the event of a critical incident, the coordination of resources to recover from the incident.
- C. The Patrol Division Operations Supervisor ~~will~~ shall serve as liaison between the

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Department and the Whitfield County Emergency Management Agency.

- D. Actions taken by the Department during critical incidents ~~will~~ shall be consistent with the Whitfield County Emergency Operations Plan.
- E. The Planning Section Chief is responsible for the collection, evaluation, and dissemination and use of information about the development of the incident and the status of resources. The Planning Section ~~will~~ shall address the following:
  - 1. ~~A.~~ Preparing a documented Incident Action Plan that defines response activities and use of resources for a specified period of time
  - 2. ~~B.~~ Gathering and disseminating information and intelligence
  - 3. ~~C.~~ Gathering maps and situation maps of locations involved in the incident
  - 4. Participating in a Continuity of Operations Plan (COOP) / Continuity of Government Plan (COG)
  - 5. ~~D.~~ Planning post-incident demobilization

## XII. Logistics Function

- A. The Logistics Section provides manpower, facilities, services, and materials in support of the incident. The Logistics Section Chief shall address the following:
  - 1. Communications
  - 2. Transportation
  - 3. Medical support
    - a. Triage area
    - b. Casualty information
  - 4. Food services and supplies
  - 5. Specialized team and equipment need
- B. In large-scale and / or long-term incidents, the Section Chief ~~will~~ shall identify the logistical base of operation. The Logistics Section may be further divided into Support and Service Branches with subordinate units to provide facilities, ground support, and medical units for the care of assigned personnel.
- C. Logistics personnel shall develop a plan that will provide the necessary resources through the duration of the event / incident.

## XIII. Intelligence / Investigations Function

- A. The mission of the Intelligence / Investigations Section is to ensure that all

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intelligence/investigations operations and activities are properly managed, coordinated, and directed in order to:

1. Prevent / deter potential unlawful activity, incidents, and / or attacks
  2. Collect, process, analyze, secure, and appropriately disseminate information and intelligence
  3. Identify, document, process, collect, create a chain of custody for, safeguard, examine, analyze, and store probative evidence
  4. Conduct a thorough and comprehensive investigation that leads to the identification, apprehension, and prosecution of the perpetrators
  5. Serve as a conduit to provide situational awareness (local and national) pertaining to an incident
  6. Inform and support life safety operations, including the safety and security of all response personnel
- B. Prior to the start of a planned event, such as a parade, concert, or public event, the Intelligence / Investigations Function may be used to foster information sharing and collaboration. It can also provide the information and intelligence necessary to ensure that planning activities are fully informed.
- C. Those involved in the Intelligence / Investigations Function shall protect constitutional, victim, and privacy rights, civil rights, and civil liberties; restrict the dissemination of sensitive / classified information; and honor legally-imposed restrictions on investigative behavior that affect the admissibility of evidence and the credibility of witnesses.
- D. In large-scale and / or long-term incidents, the Section may be further divided into individual Investigative Operations, Intelligence, Forensic, Missing Persons, Mass Fatality Management, and Investigative Support Groups.

#### **XIV. Finance / Administration Function**

- A. The Finance / Administration Section oversees:
1. Recording of personnel time
  2. Procuring additional resources
  3. Recording expenses
  4. Documenting injuries and liability issues
  5. Any other cost analysis / recuperation activities and compensation / reimbursement claims
- B. The Finance Section Chief is responsible for tracking incident costs and

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reimbursement accounting.

- C. In large-scale and / or long-term incidents, the Section may be further divided into individual Time, Procurement, Compensation / Claims and Cost Units.

**XIV. Law Enforcement / Military Support**

- A. In accordance with the Department's plan for providing aid to other jurisdictions, the Department ~~will~~ shall request support as needs arise. Support agencies include, but are not limited to:
1. Whitfield County Sheriff's ~~Department~~ Office
  2. Georgia State Patrol
  3. Georgia Bureau of Investigation
- B. If it becomes necessary, the Chief of Police ~~will~~ shall notify the ~~City of Dalton~~ Mayor to request assistance from the National Guard by notifying the Governor of ~~Georgia~~. The Governor may then, in his / her discretion, if he / she deems the apprehension well founded or the disaster of sufficient magnitude, order into active service of the state, for such a period to such extent, and in such manner as he / she any deem necessary, all or part of the organized militia (O.C.G.A. 38-2-6).

**XVI. Activation of the NIMS / ICS**

With a decision to implement the NIMS / ICS, the Incident Commander shall:

- A. Identify a Safety Officer (SO), an Information Officer (IO), and a Liaison Officer (LO)
1. The Safety Officer is responsible for the immediate safety of assigned personnel and correcting unsafe acts through the chain of command; however, the SO may exercise emergency authority to stop unsafe acts when such action is immediately required to protect life.
  2. ~~The (IO) is responsible for:~~  
  
~~The agency's Public Relations Specialist will function as the agency's liaison whenever the Unified Area Command is activated.~~ The City of Dalton Communications Director shall be designated as the Information Officer for large-scale and critical incidents. When a Unified Area Command is activated, the IO shall be assigned to the Joint Information Center.
  3. The Liaison Officer is the primary contact for coordinating with agencies assisting in an incident. The LO ~~will~~ shall coordinate with the ~~agency's Legal Advisor (if not functioning in that capacity)~~ City Attorney, who shall function as the ~~agency's~~ Department's Court and Prosecutorial Liaison and advise the Chief of Police on all legal matters.

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- B. Ensure notifications to the chain of command are instituted in accordance with existing procedures.
- C. Retain the elements of the Incident Command process unto himself / herself or appoint one or more Section Chiefs to carry out the General Staff Functions, if necessary, for the coordination of incoming resources.
- D. Oversee the development and implementation of an Incident Action Plan to resolve the event / incident.
  - 1. Refer to existing written objectives and the Whitfield County Emergency Operations Plan.
  - 2. Consider the immediate implementation of emergency staffing configurations to better provide personnel and other resources.
  - 3. For short-term events, the Incident Action Plan need not be written. A written plan is required when:
    - a. Resources from multiple agencies from within or outside the county are used.
    - b. Several jurisdictions are involved.
    - c. The incident is complex; i.e. changes in shifts of personnel or equipment are expected or required.
- E. If not already operating in that mode, ensure that all radio communications take place in "plain talk".
  - 1. Direct ~~Communications~~ the Whitfield County 911 Center to establish a radio channel to initially handle the event.
  - 2. Ensure that ~~Communications~~ the Whitfield County 911 Center advises any responding agencies of the channel being used.
  - 3. Remain mindful that electronic data communications are not available to all agencies responding to a request of mutual aid assistance.
- F. Follow direction from Area Command, if activated. The Incident Commander is responsible at the scene, while the Area Commander is responsible for countywide or multiple jurisdictional activities. There can be more than one scene, and thus, more than one Incident Command Team reporting to the Area Command.
- G. Consider activation of tactical teams, as needed.
- H. At the appropriate time, plan for an orderly demobilization of all resources and the gathering of necessary documents and materials to provide the ability to closely review and evaluate operations.
- I. Ensure command protocol will exist at all stages of the NIMS / ICS command

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structure and during the administration of the incident.

- J. Assign commanders, as needed, to ensure adequate supervision and authority, considering the need for rest and recuperation.
- K. ~~Follow~~ principles of span of control, unity of command, and unified command ~~shall be followed~~ during NIMS / ICS operations.
- L. ~~Incident Commanders will~~ Cooperate fully ~~with other Incident Commanders~~ when functioning in a Unified Command ~~mode structure~~.

#### XVII. Unusual Occurrences

Whenever any situation arises that constitutes an unusual occurrence within the City of Dalton, the following procedures ~~will~~ ~~shall~~ be followed:

- A. ~~Personnel notification:~~ Whenever an unusual occurrence arises, sufficient personnel ~~will~~ ~~shall~~ be notified and assembled to address the situation, based on its size, nature, and complexity. The Chief of Police shall be notified and his / her designee shall coordinate activities of all law enforcement personnel involved.
- B. ~~Equipment requirements:~~ Police personnel who respond to an unusual occurrence shall report wearing ~~the~~ full ~~duty~~ uniform, vest, and issued weapons. All equipment designated for use in any unusual occurrence shall be available for distribution.
- C. ~~Communications:~~ The Whitfield County 911 Center is designated as the primary communications center during any unusual occurrence.
- D. ~~Incident command post:~~ An Incident Command Post ~~will~~ ~~shall~~ be established in a safe location near the scene of the incident. The command post ~~will~~ ~~should~~ be staffed with at least one representative of each agency involved.
- E. If the Emergency Operations Center is activated, a representative from the ~~Police~~ Department ~~will~~ ~~shall~~ be sent to help staff the EOC.
- F. The incident commander ~~will~~ ~~shall~~ assess the situation and activate only needed sections of ~~the~~ Incident Command ~~System~~, including Command, Operations, Planning, Logistics, ~~Intelligence / Investigations~~, and ~~Administration / Finance~~.
- G. The Incident Commander ~~will~~ ~~shall~~ summon other resources as needed, e.g., EMS, fire, hazmat, Public Works, etc.
- H. ~~Perimeter traffic control:~~ Traffic / security check points shall be established at each entrance and exit of the affected area. All persons desiring entry into the affected area ~~will~~ ~~shall~~ be denied access except persons on official business.
- I. ~~Liaison:~~ The Chief of Police shall be responsible for establishing and maintaining liaison with the District Attorney's Office during an unusual occurrence. Legal advice on police procedures ~~will~~ ~~shall~~ be obtained through consultation with the District Attorney and the City Attorney. The Chief of Police or ~~their~~ ~~his~~ / ~~her~~ designee shall also be responsible for establishing and maintaining liaison with

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any other agencies who are notified during a unusual occurrence. In order to keep citizens informed, ~~the Public Relations Specialist will~~ **Communications Directors or other designated personnel shall** conduct briefings with the news media, as directed by the Chief of Police.

- J. ~~Public facility security:~~ Public facilities in the City of Dalton shall be afforded security, as directed by the Chief of Police.
- K. ~~Civil Disturbance:~~ The following actions ~~will~~ **shall** be taken by ~~Police~~ Department personnel to de-escalate adverse conditions as they arise during a civil disturbance:
1. Seal affected areas, except for an escape route.
  2. Notify Georgia State Patrol ~~Riot Squad tactical team~~ / National Guard / ~~Department of Corrections Riot Squad tactical team~~, if needed.
  3. Coordinate activities of all law enforcement agencies / support agencies involved.
  4. Control crowds, disperse **unlawful** assembly, and arrest persons, if necessary.
  5. Establish security patrols in affected areas.
  6. Assist in evacuations, if necessary.
  7. Post-occurrence duties include the continuance of security in affected areas and the maintenance of traffic / security checkpoints.
- L. ~~Arrests:~~ Any arrests made ~~will~~ **shall** be made following the guidelines in ~~the~~ written directive GO91-4.9, Arrests / Arrest Warrants.
- M. ~~Mass arrests:~~ If mass arrests have been affected, the following guidelines ~~will~~ **shall** be used:
1. Mass arrestees ~~will~~ **shall** be searched incident to arrest **and** prior to transport **with** hands cuffed behind **the** back. **The** arresting Officer shall make a positive identification of arrestees before transporting **them** to **the** detention facility, if possible.
  2. Contraband and illegal weapons / concealed firearms ~~will~~ **shall** be tagged and identified for additional charges against the arrestee(s).
  3. Transportation to the Whitfield County ~~Jail~~ **Sheriff's Office** shall be made either in police vehicles, the Whitfield County prisoner transport van, or by other means, as deemed appropriate by the Incident Commander.
  4. Persons arrested ~~will~~ **shall** be removed from the scene as soon as possible to a nearby holding area for initial processing and to await transportation to the Whitfield County ~~Jail~~ **Sheriff's Office**.

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- N. The Governor may, in his / her discretion, enact curfews, restrictions on sales of alcoholic beverages, gasoline, weapons, and ammunition, and restrictions on access in the affected area (O.C.G.A. Title 45-12).
- O. ~~Post-Occurrence Duties:~~ The Incident Commander, or his / her designee, shall ensure that any applicable post-occurrence duties are completed, as outlined in Section XXI of this directive.

## XVIII. **Bomb Threats**

- A. The ~~Dalton Police~~ Department is responsible for coordinating emergency services and establishing a command post for planning and initiating any action relating to bomb threats or other threats.
- B. The Watch Commander is the designated Incident Commander for law enforcement and security purposes. In his / her absence, his / her designee ~~will~~ shall assume Incident Command until relieved.

### ~~C.A.~~ Threat Evaluation

Information that should be obtained from the caller includes:

1. Location and type of bomb
2. Time of detonation
3. Caller's ~~sex~~ gender, age, and race
4. Caller's mood, voice characteristics, rate of speech
5. The exact language used
6. Background noises, if any
7. Origin of the call, if available (~~local, long distance, phone booth, etc.~~)
8. Caller's motive

### ~~D.B.~~ Responsibilities

1. Bomb threats shall be assigned to the nearest patrol or investigative unit.
2. The assigned unit and a Supervisor ~~will~~ shall proceed directly to the scene. Radio transmissions, including cellular phones, shall be discontinued within 300 yards of the threatened facility and a Command Post ~~will~~ shall be ~~set up~~ established.
3. ~~Command Post Responsibilities:~~

Access to the Command Post is limited to authorized emergency personnel

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who have a specific function, and a need to know. ~~A number of~~ The following duties and procedures are the responsibility of Incident Commander: ~~These include:~~

- a. Initiating a planned response to bomb threats and other potentially threatening disasters
  - b. Notifying and coordinating the activities of other personnel
  - c. Releasing authorized information to the news media
  - d. Evaluating factors for evacuation, search, and continuation of business
  - e. ~~Determining the~~ vulnerability and accessibility of target area
  - f. ~~Probable~~ Assessing the risks involved
  - g. Determining potential courses of action, including evacuation, selective evacuation, or no evacuation
  - h. Implementing searches
4. The Incident Commander ~~on the scene will~~ shall work with facility management to determine the possible need for evacuation. Particularly at schools and similar facilities, management will usually elect to evacuate rather than risk possible harm to individuals.
  5. The Incident Commander ~~will~~ shall develop a search plan and designate personnel to conduct a search of areas that are readily accessible. Personnel at the facility shall be solicited to assist in the search since they are familiar with the location and what might look suspicious. Special attention should first be given to utility rooms, waiting areas, restrooms, and areas where access is unlimited. As a practical matter, search secured areas where entry would be more difficult, last. ~~The incident commander will develop a search plan.~~
  6. It is important to check all items within a facility when conducting a bomb search. These items ~~will~~ shall include, but not be limited to:
    - a. Underneath chairs
    - b. In or on desks
    - c. In trash cans
    - d. Behind pictures
    - e. In or behind cabinets
    - f. Objects hanging on walls

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- g. In light fixtures
- h. Any item suspended from the ceiling (heater ducts, ceiling fans)

- ~~7.6.~~ If a bomb is located, immediately evacuate the location, establish a perimeter, and call the Georgia Bureau of Investigation (G.B.I.) at 1-800-282-8746 to request assistance from the Bomb Disposal Unit.
- ~~8.7.~~ Unqualified Officers should never attempt to move or render safe a suspected explosive device.
- ~~9.8.~~ The Criminal Investigations Division ~~will~~ ~~shall~~ be responsible for ~~conducting an~~ investigating to apprehend the bomb threat maker, gathering physical evidence, and coordinating the investigation with fire and other officials.

#### ~~E.G.~~ Search Procedures

- 1. A security perimeter ~~will~~ ~~shall~~ be established, ~~if possible~~, to contain the area to be searched and to prohibit unauthorized individuals from entering.
- 2. To minimize the risk of injury to both searchers and occupants, ~~begin~~ the search ~~shall begin~~ on an outside perimeter and work toward the inside. Once inside, ~~the search shall~~ begin at the lowest floor level and work up to the top floor.
- 3. ~~Frequent bomb targets, such as~~ utility and service areas, reception rooms, lobbies, and restrooms, ~~are frequent bomb targets and must~~ ~~shall~~ be examined closely.
- 4. ~~Marking areas after they have been searched will~~ ~~Areas that have already been searched should be marked to~~ eliminate duplication or omissions.
- 5. ~~Run~~ Elevators ~~should be run~~ through at least one cycle to prevent injury should an explosive device be set to be activated by the action of the elevator.
- 6. If possible, searchers shall be paired in teams to ensure a thorough search is made. A room search plan ~~will also~~ ~~should be utilized to~~ ensure thoroughness and minimize confusion and duplication.
- 7. If time is an element of the reported threat, search procedures should be discontinued thirty (30) minutes prior to the reported time of detonation and not be resumed until one (1) hour thereafter.
- 8. If the building or area searched fails to disclose any suspected items, the responsibility of returning persons to the area shall be up to facility management.
- 9. ~~If a suspicious object or suspected bomb is located~~, the area within 500 yards of the suspected device shall be evacuated and the scene completely

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secured.

10. The Incident Commander ~~will~~ shall adjust personnel assignments after conferring with members of the bomb disposal unit.
11. If an explosion does occur, the Incident Commander shall ensure additional resources are requested, as needed.
12. Immediately after an explosion, only personnel necessary to care for the injured ~~will~~ shall be allowed inside the perimeter, due to the possibility of a secondary device.

**~~F.D.~~ Search Team Equipment**

Field Supervisors shall make sure that necessary equipment is available to be used in search team operations.

**~~G.E.~~ Post Occurrence Duties**

The Incident Commander or his / her designee shall ensure that any applicable post-occurrence duties are completed, as outlined in Section XXI of this directive.

**~~XVII.~~ Hostage / Barricaded Persons**

A. The ultimate goal in a hostage situation is to trade the safe release of hostages in return for the safe surrender of the hostage-taker(s). In a barricaded person incident, it is the safe capture or surrender of the barricaded person.

**~~B.A.~~ Guidelines**

1. All Officers need to have a basic knowledge of hostage / barricaded person incidents and negotiation techniques, as specialists will not always be available.
2. Until relieved, the senior Officer at the scene ~~will~~ shall assume command of the incident.
3. No Officer shall commence an offensive action against the hostage-taker / barricaded person unless at least one of the following conditions exists:
  - a. Directed to do so by the Incident Commander ~~on the scene~~ or his / her designee.
  - b. There are clear and articulable circumstances that lead the Officer to believe his / her life or that of an innocent third party (hostage, for example) is in imminent danger and no other option is available.
4. Every means possible shall be used to prevent the incident from going mobile: containment is the primary initial objective.
5. The Incident Commander ~~will~~ shall create an open line of communication

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between tactical units, hostage negotiation personnel, and the Command Post to ensure all units are aware of the status of negotiations and status of tactical personnel. The Incident Commander retains the authority to determine when to commence an offensive action.

**C.B.** Patrol Response

1. In all situations:
  - a. Contain the scene
  - b. Establish communication with the hostage-taker
  - c. Obtain as much information as possible
  - d. Set the stage for further negotiations
  - e. Consume as much time as possible
  - f. Advise the Whitfield County 911 Center to ~~dispatch~~ request fire and ambulance units stage at a safe distance near the scene.
2. Direct and immediate intervention is only authorized when:
  - a. The suspect(s) does not physically control the scene and victims
  - b. Hostages have already been killed, and others' lives are in imminent danger
  - c. There is clear opportunity, minimal risk, and high probability of success in resolving the incident
3. First Responding Officer's Duties
  - a. Notify the Whitfield County 911 Center that a hostage / barricaded person situation exists, detail the location of the incident, request back-up and a Supervisor, and advise of approaches (streets / areas) which may be unsafe.
  - b. Implement ICS
  - c. Contain the scene
  - d. Assist injured persons and evacuate them
  - e. Evacuate bystanders, but detain witnesses for debriefing
  - f. Take a cover position and await back-up, if necessary

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- g. Keep the situation from escalating or going mobile, if at all possible
- 4. First Supervisor on-the-scene
  - a. If not already, implement ICS
  - b. Assess the situation
  - c. Contain the scene, if not already accomplished
  - d. Determine manpower requirements, and request more personnel, if needed
  - e. Establish and maintain inner and outer perimeters.
    - (1) The inner perimeter should confine and contain the suspect(s) to the immediate area of the incident.
    - (2) The outer perimeter should be set up beyond the line of sight of the incident location. Outer perimeter personnel shall prohibit unauthorized access to the area and shall contain the perimeter. Outer perimeter personnel shall maintain traffic flow around the outer perimeter and convert to a pursuit and control function, should the situation become mobile. The outer perimeter units ~~will~~ shall control the travel routes, if the scene becomes mobile. Unmarked police vehicles ~~will~~ shall be responsible for surveillance, if needed.
  - f. Establish an Incident Command Post. It should be set outside the inner perimeter and inside the outer perimeter. It should also be out of view of the incident scene.
  - g. Evacuate the area, if not already accomplished
  - h. Request a hostage negotiator be en route to the scene
  - i. ~~Advise Whitfield County 911 to~~ Notify the Patrol Division Commander
  - j. Keep the Whitfield County 911 Center informed of decisions and actions
  - k. Attempt to establish communication with the hostage-taker, if not already established
  - l. When requested, provide a briefing of the situation to the Command Staff
  - m. Notify the ~~Public Relations Specialist~~ Communications Director or other designated personnel to handle media inquiries, in

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accordance with policy GO88-2.8, News Media / Public Information. A location for media representatives should be established away from the scene and the ~~Field~~ Command Post.

#### ~~D.G.~~ Hostage Negotiator Response

1. The Incident Commander ~~will~~ shall be responsible for requesting a specially-trained hostage negotiator to respond to situations where a suspect(s) is believed to be barricaded or holding hostages. The Incident Commander or his / her designee ~~will~~ shall contact the Georgia State Patrol and request ~~that~~ one of their trained hostage negotiators, if the need arises.
2. If a trained hostage negotiator is not immediately available, the Incident Commander ~~will~~ shall designate someone to facilitate communications with the hostage taker until a trained negotiator becomes available.
3. Once on scene, the hostage negotiator's primary responsibility is to affect the release of hostages unharmed through a negotiation process.
- ~~4.1.~~ The hostage negotiator shall be briefed by the first Officer that made verbal contact with the suspect(s).
- ~~5.2.~~ The hostage negotiator shall attempt to establish a line of communication with the suspect(s), if not already established.
- ~~6.3.~~ The hostage negotiator shall coordinate all communications between the suspect(s) and law enforcement personnel.

#### ~~E.D.~~ Criminal Investigations Division (CID) Response

CID personnel called to the scene shall report to and be supervised by the Incident Commander. CID responsibilities ~~will~~ shall include:

1. Intelligence gathering and analysis of:
  - a. The setting and location of the hostage / barricaded person
  - b. Hostages
  - c. Hostage-takers / barricaded persons
2. Interviewing witnesses, hostages, suspects, and Officers
3. Conducting the follow-up investigation

#### ~~F.E.~~ Outside Agency Assistance

1. The Incident Commander is authorized to request assistance from other agencies, such as the Whitfield County S.O., the Georgia Bureau of Investigation, the Georgia State Patrol, and the Whitfield County District

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Attorney's Office.

- 2.4. If tactical units from other agencies are utilized, they are responsible for maintaining an open line of communication with the Incident Commander.
- 3.2. Tactical units ~~will~~ shall be responsible for the creation and implementation of tactical plans, including the use of chemical weapons, after obtaining the Incident Commander's approval to do so. The Incident Commander shall maintain all decision-making authority for operations utilizing tactical units.
- 4.3. The Incident Commander is authorized to request assistance of any needed person or agency in the community (DFACS, psychiatrist, minister, etc.)
- 5.4. All communications between the ~~Dalton Police~~ Department and other agencies ~~will~~ shall be coordinated through the Whitfield County 911 Center.

~~G.F.~~ Jurisdiction during Certain Circumstances

If the incident involves a foreign official or an official guest of the United States or the incident involves the commission of a federal crime (bank robbery, for example), the FBI has concurrent jurisdiction.

1. When control of the situation has been initiated by the Department, operational command is retained by the Department until the FBI clearly indicates a wish to assume Incident Command.
2. If the FBI assumes Incident Command, Department personnel and resources ~~will~~ shall shift to an assist mode, and responsibility for the termination or conclusion of the operation ~~will~~ shall shift to the FBI.
3. If the FBI desires the jurisdiction to remain concurrent, joint decision-making ~~will~~ shall be undertaken by the Incident Commander and the senior FBI agent at the scene. In the event that tactical intervention becomes necessary, every effort shall be made to ensure mutual agreement in the decision-making process prior to implementation.

~~H.G.~~ Mobilization of Hostage and / or Barricaded Person

If it becomes necessary to allow a suspect(s) to move from the original location of negotiations by vehicle or other means accompanied by a hostage(s), the following procedures shall be followed:

1. The Incident Commander ~~will~~ shall notify the Whitfield County 911 Center if there is to be a movement of the suspect(s) and hostage(s) and the proposed route and destination, if known.
2. Other Officers in the area shall not interfere with the progress of the convoy.
3. The Whitfield County 911 Center ~~will~~ shall notify other agencies, if

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pertinent.

~~I.H.~~ Post Occurrence Duties

The Incident Commander or his / her designee shall ensure that any applicable post-occurrence duties are completed, as outlined in Section XXI of this directive.

~~XIX.~~ **Pandemics**

A. A pandemic occurs in many localities - perhaps even worldwide - almost simultaneously. Because of this, much of the planning for a pandemic must be the responsibility of state and local governments. Community strategies that delay or reduce the impact of a pandemic (also called non-pharmaceutical interventions) may help reduce the spread of disease until a vaccine is available.

B. The ~~Dalton Police~~ Department ~~will~~ shall cooperate and support the Whitfield County ~~Local Emergency Planning Committee~~ (LEPC) in this endeavor. This support may include, after a court order has been issued, the enforcement of public health measures and quarantines.

~~C.A.~~ There are six phases concerning pandemic incident development. They are as follows:

1. Phase 1: Low risk of human cases
2. Phase 2: Higher risk of human cases (new virus found in animals but not humans)
3. Phase 3: No or very limited human-to-human transmission of virus (Pandemic Alert)
4. Phase 4: Evidence of increased human-to-human transmission (new virus causes cases in humans)
5. Phase 5: Evidence of significant human-to-human transmission
6. Phase 6: Efficient and sustained human-to-human transmission (Pandemic Incident at hand)

~~D.B.~~ Protective Measures

1. ~~Personnel:~~ The following measures ~~will~~ shall be taken to ensure that ~~our~~ ~~Department~~ personnel are proactively protected:
  - a. All employees shall be educated ~~officers~~ about transmission, vaccinations, and treatment.
  - b. ~~Provide~~ Personal protective equipment, such as N95 masks, gloves, eye protection, hand sanitizer, and sanitary wipes, shall be procured and made available to all employees.

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2. ~~Agency~~: The following measures **may be taken** to ensure that the ~~Dalton Police~~ Department ~~will~~ reasonably adjusts to the pandemic situation as it unfolds in a manner consistent with public expectations:
  - a. Prioritization of calls for service
  - b. Planning for reductions in staff **or working remotely**
  - c. Prioritization of job importance
  - d. Consolidation of units **or job functions**
  - e. Cross-training of job functions
3. **The following measures may be taken when** planning for reductions in resources (gas, food, electricity, water):
  - a. Stockpiling, purchase agreements
  - b. Redeployment of personnel, as necessary
  - c. Activation of alternate response methods / complaint-taking methods
4. ~~Protecting the Community~~: The following measures ~~will~~ **shall be taken to** assist in the protection of **the community and** those we are charged with protecting:
  - a. Work with existing partners in the community to discuss needs and resolve issues pertaining to the pandemic incident.
    - (1) Whitfield County Health Department
    - (2) Hospitals
    - (3) Mental health
    - (4) Local vendors, food suppliers
    - (5) EMS
    - (6) Other law enforcement jurisdictions
    - (7) Coroner's Office
    - (8) Court Administration
    - (9) City and county governments
    - (10) Churches

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- b. Meet and explain our ~~role concerning~~ response to pandemic issues with the community at large.

#### XXI. Post Occurrence Duties

The following post occurrence duties, if applicable, shall apply:

- A. All equipment resources ~~will~~ shall be inspected for maintenance needs.
- B. All incident-related documents shall be collected and bound for future reference.
- C. Personnel shall be debriefed, individually or in groups (whichever is applicable), based on the event.
- D. After-action reports ~~will~~ shall be completed, which shall include but not be limited to the need for additional training, required policy changes, or the revision of operational procedures.
- E. Departmental Command Staff ~~will~~ shall review ~~the Policy and Procedure Manual~~ applicable policies and the after-action report for possible revision of guidelines and policies.

#### XXII. GISAC

The Patrol Division Operations Supervisor ~~will~~ shall serve as a liaison with the Georgia Information Sharing and Analysis Center. The Patrol Division Operations Supervisor ~~will~~ shall email alerts and information received from the GISAC to ~~agency~~ Department personnel as needed.

#### XXIII. Training

- A. The ~~Department~~ Training ~~Officer~~ Coordinator shall provide documented annual training on ~~critical incidents / all hazard plans~~ this directive, including the Incident Command System, for all affected ~~agency~~ Department personnel.
- B. ~~In addition,~~ Department personnel ~~will~~ shall participate ~~annually~~ every two (2) years in ~~the~~ a tabletop or full-scale exercise to assess the Department's capabilities with the All Hazards Plan and the Incident Command System. ~~ICS planning exercise and field~~ Participation in the tabletop and full-scale exercises conducted by the Whitfield County LEPC shall fulfill this requirement. ~~These exercises include members from of public / private health care, fire services, and other public safety entities.~~
- C. At least every two (2) years, sworn personnel shall receive training in the tactics used in response to crowd control situations.

#### XXIV. Operational Readiness

- A. A documented quarterly inspection for the operational readiness of Officers' / Investigators' chemical protective gear and portable radio ~~will~~ shall be conducted by the appropriate Division Commander or his / her designee.

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- B. The Patrol Division Operations Supervisor shall conduct a documented quarterly inspection of all other ~~agency~~ Department equipment designed for use in the support of this plan.

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

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**CHIEF OF POLICE**

**RESTRICTED LAW ENFORCEMENT DATA**

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# DALTON POLICE DEPARTMENT

		<i>Effective Date</i> <b>May 25, 2021</b>	<i>Number</i> <b>GO21-7.16</b>
<i>Subject</i> <b>License Plate Recognition Systems</b>			
<i>Reference</i> <b>CALEA Standard – 41.3.9</b>		<i>Revised</i> <b>June 22, 2021</b>	
<i>Distribution</i> <b>All Personnel</b>	<i>Re-evaluation Date</i> <b>June 2023</b>		<i>No. Pages</i> <b>6</b>

## I. Policy

It is the policy of the Dalton Police Department to utilize license plate recognition systems to enhance investigations of crimes involving the use of vehicles and to collect data for use in crime analysis.

## II. Definitions

- A. *Alarm* – Also known as a ‘Hit’. A positive indication, by visual and / or audible signal, of a potential match between data on a hot list and a license plate scanned by the license plate recognition system.
- B. *Hot list* – A list of records extracted from criminal justice databases, such as NCIC and GCIC, or compiled by law enforcement agencies that is used by LPR technology to compare captured vehicle license plate information
- C. *License Plate Recognition (LPR) System* – A system of cameras and software that uses advanced technology to capture images of vehicle license plates, interpret the characters on the license plates, and compare the license plates to those listed in a file of records with law enforcement interest, such as stolen vehicles, stolen license plates, missing persons, wanted persons, etc.
- D. *LPR Coordinator* – The Assistant Chief of Police or his / her designee, charged with the administration, training, troubleshooting, repairing, and coordinating of all aspects of the Department’s LPR system program.

## III. Training

- A. The LPR Coordinator shall be responsible for overseeing the development and administration of the training program for LPR system operators.
- B. The training program shall consist of a combination of classroom instruction and hands-on use of the system. Training topics shall include:
  - 1. Manufacturer’s guidelines and recommendations

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2. Maintenance procedures
  3. Guidelines for the proper use of the system
  4. NCIC / GCIC regulations
  5. Legal issues regarding the use of the LPR
  6. Applicable Department policies
- C. All LPR system training shall be documented, and the documentation shall be forwarded to the Training Coordinator.
- D. Only Officers that have completed training and demonstrated proficiency in the use of the LPR system shall be assigned to operate the system.

#### IV. Procedures

##### A. Authority

1. Only authorized LPR systems shall be approved for use by the Department.
2. The LPR Coordinator shall be responsible for the selection of LPR systems to be used by the Department.
3. The LPR Coordinator shall be responsible for the selection of personnel to be trained for the operation of LPR systems.

##### B. Operations

1. Prior to operating a vehicle with an LPR device, Officers shall perform an inspection of the equipment. The inspection shall include ensuring cameras are positioned properly and securely, the system is working properly, and there is no damage to components.
2. While in operation, the LPR device passively captures the license plates of moving and parked vehicles and compares them to license plates entered in a hot list.
3. Officers shall exercise due care and caution when utilizing an LPR device and operating a vehicle.
4. An Officer shall not detain an individual based solely on an alert from the LPR system unless the Officer has reasonable suspicion to believe that such person is involved in criminal activity. Each incident should be weighed according to the totality of the circumstances presented therein.
5. The following are general guidelines only but should be used to assist the Officer in determining when reasonable suspicion exists concerning various types of LPR alerts.

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- a. The Officer shall visually verify that the scanned license plate matches the alert information regarding plate numbers, letters, and the issuing state.
- b. The Officer should always attempt to visually verify that the vehicle description and any other descriptors provided are consistent between the alert and the vehicle / person in question.
- c. Once the state and all characters of the license plate have been verified as accurate, the following information shall be utilized by the Officer in determining whether or not reasonable suspicious exists:
  - (1) For expired tags, insurance violations, and other license plate suspensions, Officers should verify the status of the tag through GCIC to establish reasonable suspension.
  - (2) For stolen vehicles and stolen license plates, an alert alone is generally sufficient to establish reasonable suspicion.
  - (3) For wanted persons, the alert may be utilized as reasonable suspicion unless the Officer has information that the wanted subject is not inside the vehicle.
  - (4) For lookouts (BOLOs) only, the alert is information only for Officers, and reasonable suspicion may or may not exist based on the alert alone. The narrative of the alert should assist Officers in determining the level of reasonable suspicion, and independent reasonable suspicion may or may not be required in order to detain.
  - (5) For alerts for officer safety, suspected gang member, sexual offender, past offender, associate only, and information only, the alerts are information only for Officers. Reasonable suspicion should be obtained in order to detain.
6. If an alert is determined to be invalid or out of date, the Officer shall notify the originating agency that their entry / records need to be updated or purged.
7. Officers that make arrests or issue citations based on alerts from the LPR system shall save, print, and / or export the LPR alert information for future court reference.

**C. Hot Lists and Databases**

1. The Department shall maintain a local hot list of vehicles and persons associated with specific vehicles that are sought in connection with criminal investigations. Examples of situations in which an entry to the local hot list may be made include missing persons, wanted persons, child abductions, overdue motorists, attempt to locate, and BOLOs.

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2. The Intelligence Analyst or other person that has been designated by the LPR Coordinator shall be responsible for maintaining and updating the local hot list.
3. If a license plate has been, or will be, entered into GCIC / NCIC or the Department of Revenue hotlist, it should generally not be entered into the local hot list, unless there are extenuating circumstances that dictate a faster entry.
4. Only complete license plate numbers shall be entered into the hot list. Requests to enter partial plate numbers shall be rejected.
5. Entries of license plate numbers into the local hot list shall be set with an expiration of no longer than thirty (30) days from the date of entry. Should the entry require renewal, the request shall be approved by a Supervisor.
6. Once an entry into the local hot list is determined to no longer be valid or required, the Intelligence Analyst or other designated personnel shall be notified to remove the entry from the system.
7. LPR databases may be queried only for official investigative and intelligence-gathering purposes, strictly related to criminal activity. Personal use of LPR-generated data is strictly prohibited and is subject to disciplinary action or other penalties, as applicable under law.

D. Fixed LPR devices

1. Fixed LPR devices may be mounted to a stationary object, such as a utility pole, in areas with high crime rates or significant amounts of traffic.
2. The mounting of fixed LPR devices shall be coordinated with Dalton Public Works or other applicable utility companies.
3. Fixed LPR devices shall only be moved after receiving approval by the LPR Coordinator and only by personnel who have been properly trained.

V. Maintenance

- A. The LPR system user shall conduct an inspection of his / her assigned LPR equipment prior to and after his / her tour of duty. The user is responsible for the general maintenance and cleanliness of the assigned LPR equipment.
- B. The user shall not modify the LPR equipment or software operating system without approval by the LPR Coordinator.
- C. Any time a mobile LPR unit is disconnected or removed from a vehicle, the unit shall be placed in a protective storage area or packaging to prevent damage.
- D. Mobile LPR cameras shall be removed from the exterior of the vehicle prior to entering an automatic car washing facility.

**RESTRICTED LAW ENFORCEMENT DATA**

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- E. LPR camera lenses may be cleaned with mild soap and water and a soft, non-abrasive cloth. Glass cleaners or other chemical products shall not be used to clean LPR camera lenses.
- F. Damage to LPR equipment shall be immediately reported to a Supervisor. The damage shall be documented, and the documentation shall be forwarded to the LPR Coordinator.
- G. The LPR Coordinator shall be notified of any LPR equipment in need of maintenance or repair and shall ensure that all maintenance and repairs are completed.
- H. Mobile camera mounts and focus shall not be adjusted, unless approved by the LPR Coordinator.

VI. **Data Security and Access**

- A. LPR systems shall be used and accessed for law enforcement purposes only.
- B. Officers who are assigned access to LPR devices and / or databases shall be issued a username and password specific to each individual.
- C. When conducting investigative queries into an LPR database, the requestor's name, case number (if available), and a reason shall be listed with the associated search. Queries regarding administrative or auditing purposes shall be excluded from the requirement to provide a case number.
- D. The LPR system creates a log of all user actions, including date and time, conducted within the database.
- E. Personnel shall not release any specific information obtained by the LPR devices that would be considered a privacy issue, or create the appearance of one, to non-law enforcement personnel, unless required by law. This shall not preclude personnel from releasing general information as to the effectiveness of the LPR program and other such communications.
- F. An audit shall be conducted at least annually to ensure compliance with these requirements. The Support Services Division Commander or his / her designee shall be responsible for conducting and documenting the annual audit.

VII. **Data Storage and Retention**

- A. The Department participates as a member agency in the Atlanta-Carolinas High Intensity Drug Trafficking Area (AC-HIDTA) LPRP Database program, which allows for information sharing between a number of local, state, and federal law enforcement agencies.
- B. All LPR data collected by the Department's LPR units is transmitted to the AC-HIDTA Operations Center via a fiber optic line through an encrypted Virtual Private

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Network. The data is maintained on the Operations Center server independent of any other law enforcement database housed at the AC-HIDTA Operations Center.

- C. All LPR data provided to AC-HIDTA shall be stored on the Operations Center server for a period of three (3) years. After the three (3) year period, the data shall be purged unless it has become, or it is reasonable to believe that it will become, evidence, including evidence that tends to inculcate or exculpate a suspect, in a specific criminal or other law enforcement investigation or action.

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

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**CHIEF OF POLICE**

**RESTRICTED LAW ENFORCEMENT DATA**

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# Dalton Fire Department

Dalton, GA

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## Incident Statistics

Zone(s): All Zones | Start Date: 05/01/2021 | End Date: 05/31/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		217	
FIRE		104	
TOTAL		321	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$32,787,000.00		\$28,950.00	
CO CHECKS			
424 - Carbon monoxide incident		1	
TOTAL		1	
MUTUAL AID			
Aid Type		Total	
Aid Given		15	
Aid Received		5	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
86		26.79	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1	0:03:51	0:04:40	
Station 2	0:04:53	0:05:36	
Station 3	0:04:27	0:05:04	
Station 4	0:04:30	0:06:00	
Station 5	0:04:23	0:05:02	
AVERAGE FOR ALL CALLS		0:04:34	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1	0:01:05	0:01:42	
Station 2	0:01:06	0:01:17	
Station 3	0:01:03	0:01:21	
Station 4	0:01:03	0:01:25	

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

Station 5	0:00:51	0:01:02
<b>AVERAGE FOR ALL CALLS</b>		<b>0:01:09</b>
<b>AGENCY</b>	<b>AVERAGE TIME ON SCENE (MM:SS)</b>	
Dalton Fire Department	20:13	

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



# Dalton Fire Department

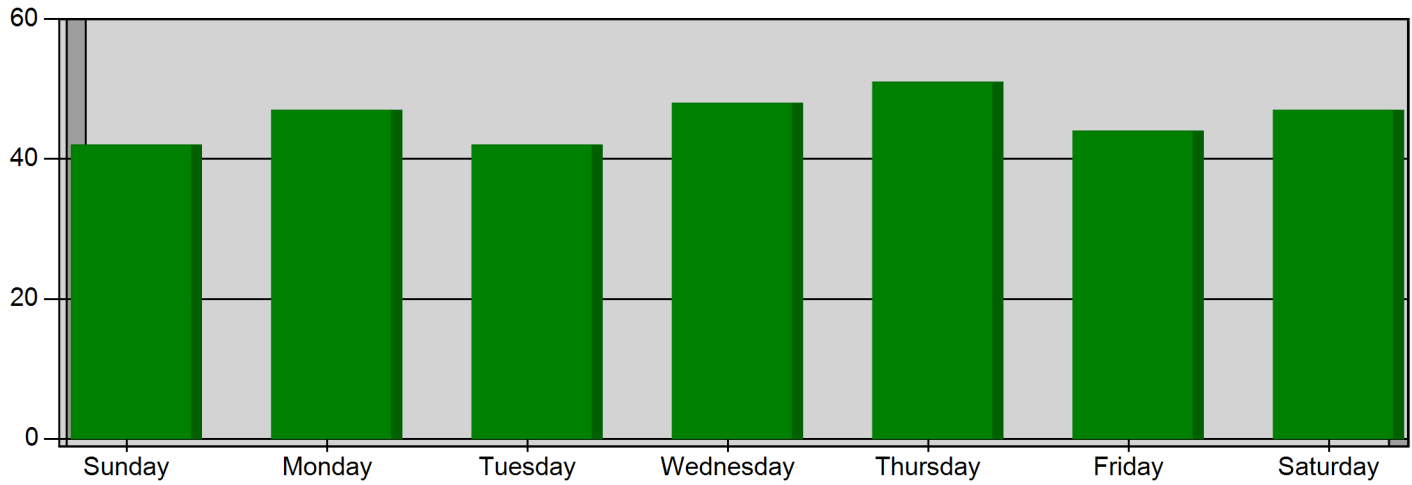
Dalton, GA

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## Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 05/01/2021 | End Date: 05/31/2021



DAY OF THE WEEK	# INCIDENTS
Sunday	42
Monday	47
Tuesday	42
Wednesday	48
Thursday	51
Friday	44
Saturday	47
TOTAL	321

Only Reviewed incidents included.



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Doc Id: 1284

Page # 1 of 1

125

# Dalton Fire Department

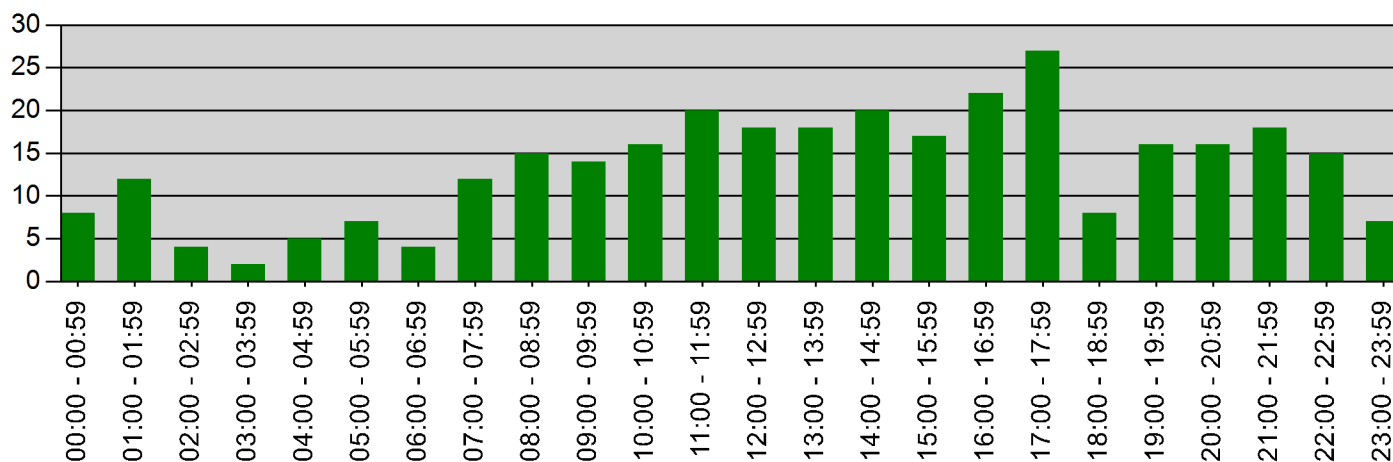
Dalton, GA

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## Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 05/01/2021 | End Date: 05/31/2021



Hour	# of CALLS
00:00 - 00:59	8
01:00 - 01:59	12
02:00 - 02:59	4
03:00 - 03:59	2
04:00 - 04:59	5
05:00 - 05:59	7
06:00 - 06:59	4
07:00 - 07:59	12
08:00 - 08:59	15
09:00 - 09:59	14
10:00 - 10:59	16
11:00 - 11:59	20
12:00 - 12:59	18
13:00 - 13:59	18
14:00 - 14:59	20
15:00 - 15:59	17
16:00 - 16:59	22
17:00 - 17:59	27
18:00 - 18:59	8
19:00 - 19:59	16
20:00 - 20:59	16
21:00 - 21:59	18
22:00 - 22:59	15
23:00 - 23:59	7
TOTAL:	321

Only REVIEWED incidents included.



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Page # 1 of 1

126

# Dalton Fire Department

Dalton, GA

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## Incident Type Count per Station for Date Range

Start Date: 05/01/2021 | End Date: 05/31/2021

INCIDENT TYPE	# INCIDENTS
<b>Station: 1 - STATION 1</b>	
111 - Building fire	2
132 - Road freight or transport vehicle fire	1
151 - Outside rubbish, trash or waste fire	1
251 - Excessive heat, scorch burns with no ignition	1
311 - Medical assist, assist EMS crew	74
322 - Motor vehicle accident with injuries	2
323 - Motor vehicle/pedestrian accident (MV Ped)	2
324 - Motor vehicle accident with no injuries.	2
351 - Extrication of victim(s) from building/structure	1
412 - Gas leak (natural gas or LPG)	2
444 - Power line down	1
445 - Arcing, shorted electrical equipment	1
461 - Building or structure weakened or collapsed	1
500 - Service Call, other	1
551 - Assist police or other governmental agency	1
561 - Unauthorized burning	2
611 - Dispatched & cancelled en route	10
622 - No incident found on arrival at dispatch address	4
651 - Smoke scare, odor of smoke	1
743 - Smoke detector activation, no fire - unintentional	3
744 - Detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	3
<b># Incidents for 1 - Station 1:</b>	<b>117</b>

<b>Station: 2 - STATION 2</b>	
111 - Building fire	1
116 - Fuel burner/boiler malfunction, fire confined	1
117 - Commercial Compactor fire, confined to rubbish	1
131 - Passenger vehicle fire	2
143 - Grass fire	1
311 - Medical assist, assist EMS crew	32
322 - Motor vehicle accident with injuries	8
324 - Motor vehicle accident with no injuries.	3
411 - Gasoline or other flammable liquid spill	1
461 - Building or structure weakened or collapsed	1
463 - Vehicle accident, general cleanup	1

Only REVIEWED incidents included.



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Page # 1 of 3

127

INCIDENT TYPE	# INCIDENTS
510 - Person in distress, other	1
611 - Dispatched & cancelled en route	7
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	1
733 - Smoke detector activation due to malfunction	2
735 - Alarm system sounded due to malfunction	3
741 - Sprinkler activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	3

**# Incidents for 2 - Station 2:**

**71**

**Station: 3 - STATION 3**

111 - Building fire	1
131 - Passenger vehicle fire	1
311 - Medical assist, assist EMS crew	38
322 - Motor vehicle accident with injuries	3
424 - Carbon monoxide incident	1
445 - Arcing, shorted electrical equipment	1
500 - Service Call, other	1
611 - Dispatched & cancelled en route	3
622 - No incident found on arrival at dispatch address	1
710 - Malicious, mischievous false call, other	1
735 - Alarm system sounded due to malfunction	3
741 - Sprinkler activation, no fire - unintentional	1
743 - Smoke detector activation, no fire - unintentional	2
744 - Detector activation, no fire - unintentional	1

**# Incidents for 3 - Station 3:**

**58**

**Station: 4 - STATION 4**

111 - Building fire	1
132 - Road freight or transport vehicle fire	1
143 - Grass fire	1
162 - Outside equipment fire	1
311 - Medical assist, assist EMS crew	23
322 - Motor vehicle accident with injuries	4
323 - Motor vehicle/pedestrian accident (MV Ped)	1
324 - Motor vehicle accident with no injuries.	1
441 - Heat from short circuit (wiring), defective/worn	1
551 - Assist police or other governmental agency	1
611 - Dispatched & cancelled en route	2
743 - Smoke detector activation, no fire - unintentional	1
744 - Detector activation, no fire - unintentional	3
745 - Alarm system activation, no fire - unintentional	1

**# Incidents for 4 - Station 4:**

**42**

Only REVIEWED incidents included.

INCIDENT TYPE	# INCIDENTS
<b>Station: 5 - STATION 5</b>	
311 - Medical assist, assist EMS crew	14
322 - Motor vehicle accident with injuries	7
324 - Motor vehicle accident with no injuries.	2
411 - Gasoline or other flammable liquid spill	1
444 - Power line down	1
445 - Arcing, shorted electrical equipment	1
522 - Water or steam leak	1
611 - Dispatched & cancelled en route	2
735 - Alarm system sounded due to malfunction	3
740 - Unintentional transmission of alarm, other	1

**# Incidents for 5 - Station 5:**

**33**

Only REVIEWED incidents included.



# Dalton Fire Department

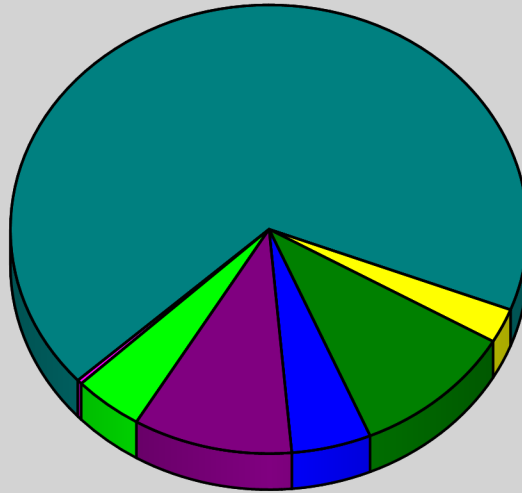
Dalton, GA

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## Major Incident Types by Month for Date Range

Start Date: 05/01/2021 | End Date: 05/31/2021



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

INCIDENT TYPE	MAY	TOTAL
False Alarm & False Call	33	33
Fire	16	16
Good Intent Call	32	32
Hazardous Condition (No Fire)	14	14
Overpressure Rupture, Explosion, Overheat(no fire)	1	1
Rescue & Emergency Medical Service Incident	217	217
Service Call	8	8
<b>Total</b>	<b>321</b>	<b>321</b>

Only REVIEWED incidents included



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Doc Id: 495

Page # 1 of 1

130

# Dalton Fire Department

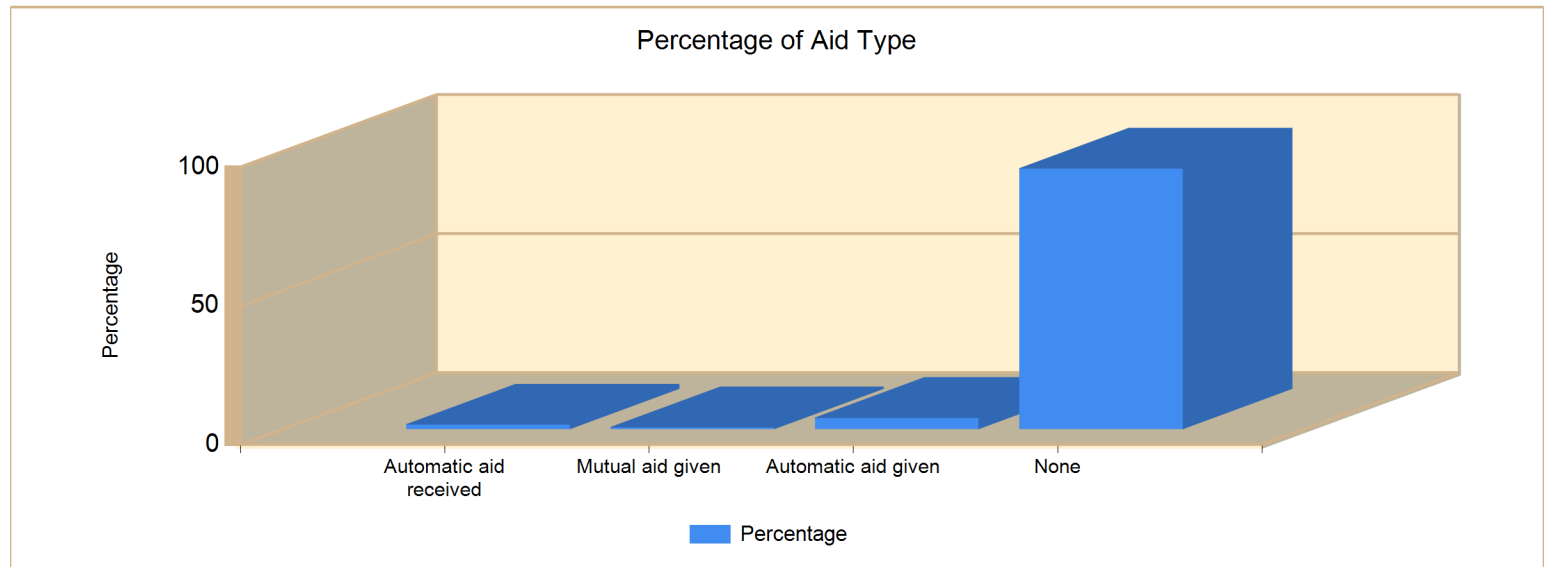
Dalton, GA

This report was generated on 6/16/2021 12:24:00 PM



## Count of Aid Given and Received for Incidents for Date Range

Start Date: 05/01/2021 | End Date: 05/31/2021



AID TYPE	TOTAL	% of TOTAL
Automatic aid received	5	1.6%
Mutual aid given	2	0.6%
Automatic aid given	13	4.0%
None	301	93.8%

Only REVIEWED incidents included



emergencyreport  
Doc Id: 549  
Page # 1 of 1

131

# Dalton Fire Department

Dalton, GA

This report was generated on 6/16/2021 12:25:10 PM



## Incidents for Zone for Date Range

Zone(s): All Zones | Start Date: 05/01/2021 | End Date: 05/31/2021

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2021 - 1173	111 - Building fire	05/01/2021	902 Cascade DR	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3,4 E-4
2021 - 1174	322 - Motor vehicle accident with injuries	05/01/2021	Underwood ST	1SQ-1,1TWR1
2021 - 1175	311 - Medical assist, assist EMS crew	05/01/2021	1365 W Walnut AVE	4 E-4
2021 - 1176	311 - Medical assist, assist EMS crew	05/01/2021	219 N Fredrick ST	1 E-1
2021 - 1177	311 - Medical assist, assist EMS crew	05/01/2021	502 Lakemont DR	2 E-2
2021 - 1178	311 - Medical assist, assist EMS crew	05/01/2021	1116 Willowdale RD	3 L-3
2021 - 1179	311 - Medical assist, assist EMS crew	05/01/2021	1005 Saint Charles ST	2 E-2
2021 - 1180	311 - Medical assist, assist EMS crew	05/01/2021	1116 Willowdale RD	3 L-3
2021 - 1181	311 - Medical assist, assist EMS crew	05/02/2021	1310 Vann PL	1 E-1
2021 - 1182	311 - Medical assist, assist EMS crew	05/02/2021	1116 Willowdale RD	3 L-3
2021 - 1183	311 - Medical assist, assist EMS crew	05/02/2021	212 N Spencer ST	1 E-1
2021 - 1184	322 - Motor vehicle accident with injuries	05/02/2021	Ravine WAY	1SQ-1,4 E-4
2021 - 1185	311 - Medical assist, assist EMS crew	05/02/2021	1300 W Waugh ST	1 E-1
2021 - 1186	311 - Medical assist, assist EMS crew	05/02/2021	1698 Red Oak DR	5 E-5
2021 - 1187	561 - Unauthorized burning	05/02/2021	109 Emma ST	1 E-1
2021 - 1188	311 - Medical assist, assist EMS crew	05/02/2021	1300 W Waugh ST	1 E-1
2021 - 1189	311 - Medical assist, assist EMS crew	05/02/2021	441 Benton ST	1 E-1
2021 - 1190	424 - Carbon monoxide incident	05/02/2021	2220 Chattanooga RD	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3
2021 - 1191	324 - Motor vehicle accident with no injuries.	05/02/2021	Riverbend RD	1SQ-1,2 E-2
2021 - 1192	311 - Medical assist, assist EMS crew	05/02/2021	2709 Airport RD	2 E-2
2021 - 1193	311 - Medical assist, assist EMS crew	05/03/2021	2200 Chattanooga RD	3 L-3
2021 - 1194	324 - Motor vehicle accident with no injuries.	05/03/2021	North Bypass	1SQ-1,5 E-5
2021 - 1195	311 - Medical assist, assist EMS crew	05/03/2021	1698 Red Oak DR	5 E-5
2021 - 1196	444 - Power line down	05/03/2021	201 W Cuyler ST	1 E-1

Only REVIEWED incidents included.



INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2021 - 1197	311 - Medical assist, assist EMS crew	05/03/2021	700 N Elm ST	1TWR1
2021 - 1198	311 - Medical assist, assist EMS crew	05/03/2021	1030 Vista DR	5 E-5
2021 - 1199	311 - Medical assist, assist EMS crew	05/03/2021	123 Huntington RD	4 E-4
2021 - 1200	311 - Medical assist, assist EMS crew	05/03/2021	205 Sims ST	1 E-1
2021 - 1201	411 - Gasoline or other flammable liquid spill	05/04/2021	334 I75 N	1SQ-1,2 E-2
2021 - 1202	611 - Dispatched & cancelled en route	05/04/2021	140 Eugenia DR	2 E-2
2021 - 1203	351 - Extrication of victim(s) from building/structure	05/04/2021	171 Keith ST	1SQ-1
2021 - 1204	445 - Arcing, shorted electrical equipment	05/04/2021	1116 Willowdale RD	3 L-3
2021 - 1205	111 - Building fire	05/05/2021	219 West AVE	1 E-1,2 E-2
2021 - 1206	611 - Dispatched & cancelled en route	05/05/2021	626 Lafayette ST	2 E-2
2021 - 1207	741 - Sprinkler activation, no fire - unintentional	05/05/2021	2230 S Hamilton EXT	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2
2021 - 1208	324 - Motor vehicle accident with no injuries.	05/05/2021	W Walnut AVE	1SQ-1,1TWR1
2021 - 1209	611 - Dispatched & cancelled en route	05/05/2021	104 Watts DR	1SQ-1
2021 - 1210	311 - Medical assist, assist EMS crew	05/05/2021	708 E Morris ST	2 E-2
2021 - 1211	311 - Medical assist, assist EMS crew	05/05/2021	900 Shugart RD	3 L-3
2021 - 1212	651 - Smoke scare, odor of smoke	05/05/2021	1118 Hill ST	2 E-2
2021 - 1213	311 - Medical assist, assist EMS crew	05/05/2021	722 Skylark PL	1 E-1
2021 - 1214	311 - Medical assist, assist EMS crew	05/05/2021	519 W Hawthorne ST	1 E-1
2021 - 1215	611 - Dispatched & cancelled en route	05/05/2021	319 N Hamilton ST	1 C-4
2021 - 1216	111 - Building fire	05/05/2021	1810 Woodvalley DR	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3,4 E-4
2021 - 1217	651 - Smoke scare, odor of smoke	05/05/2021	912 Park Canyon DR	1SQ-1,1TWR1,2 E-2,5 E-5
2021 - 1218	311 - Medical assist, assist EMS crew	05/05/2021	324 S Depot ST	1TWR1,5 E-5
2021 - 1219	311 - Medical assist, assist EMS crew	05/06/2021	404 Wrinkle ST	2 E-2
2021 - 1220	311 - Medical assist, assist EMS crew	05/06/2021	I75 N	3 L-3
2021 - 1221	311 - Medical assist, assist EMS crew	05/06/2021	801 Riverbend RD	2 E-2
2021 - 1222	744 - Detector activation, no fire - unintentional	05/06/2021	519 W Hawthorne ST	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3
2021 - 1223	745 - Alarm system activation, no fire - unintentional	05/06/2021	519 W Hawthorne ST	1 E-1,1TWR1
2021 - 1224	311 - Medical assist, assist EMS crew	05/06/2021	1015 E Lakeshore DR	1 C-4,1SQ-1,2 E-2
2021 - 1225	311 - Medical assist, assist EMS crew	05/06/2021	1696 Burnt Oak DR	5 E-5

Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2021 - 1226	311 - Medical assist, assist EMS crew	05/06/2021	2080 Chattanooga RD	3 L-3
2021 - 1227	311 - Medical assist, assist EMS crew	05/06/2021	1929 Sourwood DR	4 E-4
2021 - 1228	311 - Medical assist, assist EMS crew	05/06/2021	N Grimes ST	1 E-1
2021 - 1229	311 - Medical assist, assist EMS crew	05/06/2021	479 Cedar ST	1 C-4,2 E-2
2021 - 1230	611 - Dispatched & cancelled en route	05/06/2021	1212 N Glenwood AVE	5 E-5
2021 - 1231	311 - Medical assist, assist EMS crew	05/06/2021	206 Sims ST	1 E-1
2021 - 1232	311 - Medical assist, assist EMS crew	05/06/2021	1102 N Thornton AVE	1 E-1
2021 - 1233	311 - Medical assist, assist EMS crew	05/06/2021	609 S Thornton AVE	1 E-1
2021 - 1234	611 - Dispatched & cancelled en route	05/06/2021	S Hamilton ST	2 E-2
2021 - 1235	322 - Motor vehicle accident with injuries	05/06/2021	S Hamilton ST	2 E-2
2021 - 1236	500 - Service Call, other	05/06/2021	307 W Tyler ST	1 E-1
2021 - 1237	324 - Motor vehicle accident with no injuries.	05/07/2021	North Bypass	1SQ-1,5 E-5
2021 - 1238	311 - Medical assist, assist EMS crew	05/07/2021	729 W Tyler ST	1 E-1
2021 - 1239	311 - Medical assist, assist EMS crew	05/07/2021	702 Valley DR	1 E-1
2021 - 1240	311 - Medical assist, assist EMS crew	05/07/2021	419 Bailey AVE	2 E-2
2021 - 1241	311 - Medical assist, assist EMS crew	05/07/2021	1906 Chattanooga RD	3 L-3
2021 - 1242	311 - Medical assist, assist EMS crew	05/07/2021	1220 Broadrick DR	1 E-1
2021 - 1243	744 - Detector activation, no fire - unintentional	05/07/2021	2209 Rocky Face CIR	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3
2021 - 1244	311 - Medical assist, assist EMS crew	05/07/2021	808 Beirut PL	1 C-4,1SQ-1
2021 - 1245	311 - Medical assist, assist EMS crew	05/07/2021	842 McAfee ST	1SQ-1
2021 - 1246	311 - Medical assist, assist EMS crew	05/07/2021	707 Delta ST	1 E-1
2021 - 1247	117 - Commercial Compactor fire, confined to rubbish	05/07/2021	816 Walnut Square BLVD	2 E-2
2021 - 1248	311 - Medical assist, assist EMS crew	05/07/2021	815 Shugart RD	3 L-3
2021 - 1249	322 - Motor vehicle accident with injuries	05/07/2021	Callahan RD	1SQ-1,2 E-2
2021 - 1250	412 - Gas leak (natural gas or LPG)	05/08/2021	203 Dogwood DR	1 E-1,1SQ-1
2021 - 1251	445 - Arcing, shorted electrical equipment	05/08/2021	406 Sassafras ST	1 E-1
2021 - 1252	311 - Medical assist, assist EMS crew	05/08/2021	704 Moonraker PL	2 E-2
2021 - 1253	311 - Medical assist, assist EMS crew	05/08/2021	319 N Hamilton ST	1 E-1

Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2021 - 1254	251 - Excessive heat, scorch burns with no ignition	05/08/2021	708 E Morris ST	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2,4 E-4
2021 - 1255	322 - Motor vehicle accident with injuries	05/08/2021	Airport RD	1 C-4,1 E-1,2 E-2
2021 - 1256	311 - Medical assist, assist EMS crew	05/08/2021	1527 W Walnut AVE	4 E-4
2021 - 1257	444 - Power line down	05/08/2021	205 Beulah DR	5 E-5
2021 - 1258	551 - Assist police or other governmental agency	05/08/2021	1529 W Walnut AVE	1 C-4,4 E-4
2021 - 1259	745 - Alarm system activation, no fire - unintentional	05/08/2021	2222 S Hamilton EXT	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2
2021 - 1260	735 - Alarm system sounded due to malfunction	05/08/2021	1527 Waring RD	5 E-5
2021 - 1261	111 - Building fire	05/08/2021	908 Vernon AVE	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3,4 E-4
2021 - 1262	311 - Medical assist, assist EMS crew	05/08/2021	609 S Thornton AVE	1 E-1
2021 - 1263	510 - Person in distress, other	05/08/2021	708 E Morris ST	1 C-4,1SQ-1,2 E-2
2021 - 1264	311 - Medical assist, assist EMS crew	05/08/2021	227 Grace ST	1 E-1
2021 - 1265	311 - Medical assist, assist EMS crew	05/08/2021	618 5th AVE	2 E-2
2021 - 1266	311 - Medical assist, assist EMS crew	05/09/2021	825 Beirut PL	1 E-1
2021 - 1267	311 - Medical assist, assist EMS crew	05/09/2021	1918 Dug Gap RD	4 E-4
2021 - 1268	311 - Medical assist, assist EMS crew	05/09/2021	410 Jennifer CT	2 E-2
2021 - 1269	461 - Building or structure weakened or collapsed	05/09/2021	2001 E Morris ST	1SQ-1,2 E-2,4 E-4
2021 - 1270	611 - Dispatched & cancelled en route	05/09/2021	2125 E Walnut AVE	2 E-2
2021 - 1271	311 - Medical assist, assist EMS crew	05/09/2021	1300 Lakemont DR	1 C-4,4 E-4
2021 - 1272	311 - Medical assist, assist EMS crew	05/09/2021	1116 Saint Charles ST	2 E-2
2021 - 1273	311 - Medical assist, assist EMS crew	05/09/2021	1300 W Waugh ST	1 E-1
2021 - 1274	311 - Medical assist, assist EMS crew	05/10/2021	N Thornton AVE	3 L-3
2021 - 1275	322 - Motor vehicle accident with injuries	05/10/2021	North Bypass	1 C-4,1SQ-1,5 E-5
2021 - 1276	411 - Gasoline or other flammable liquid spill	05/10/2021	Veterans DR	1SQ-1,5 E-5
2021 - 1277	311 - Medical assist, assist EMS crew	05/10/2021	500 Bluff Hill DR	1 E-1
2021 - 1278	311 - Medical assist, assist EMS crew	05/10/2021	1218 Broadrick DR	1TWR1
2021 - 1279	311 - Medical assist, assist EMS crew	05/10/2021	1922 Sourwood DR	4 E-4
2021 - 1280	745 - Alarm system activation, no fire - unintentional	05/10/2021	505 Underwood ST	1 C-4,1 E-1,1SQ-1,1TWR1,5 E-5
2021 - 1281	322 - Motor vehicle accident with injuries	05/10/2021	Shugart RD	1SQ-1,3 L-3

Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2021 - 1282	412 - Gas leak (natural gas or LPG)	05/10/2021	629 S Hamilton ST	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2
2021 - 1283	611 - Dispatched & cancelled en route	05/10/2021	297 Hollywood DR	5 E-5
2021 - 1284	324 - Motor vehicle accident with no injuries.	05/10/2021	MM 332 I75 S	4 E-4
2021 - 1285	322 - Motor vehicle accident with injuries	05/11/2021	Cleveland HWY	1SQ-1,5 E-5
2021 - 1286	311 - Medical assist, assist EMS crew	05/11/2021	1899 Middle Summit DR	3 L-3
2021 - 1287	311 - Medical assist, assist EMS crew	05/11/2021	826 Beirut PL	1 E-1
2021 - 1288	311 - Medical assist, assist EMS crew	05/11/2021	205 N Selvidge ST	1 E-1
2021 - 1289	311 - Medical assist, assist EMS crew	05/11/2021	1124 Ridgeleigh CIR	4 E-4
2021 - 1290	132 - Road freight or transport vehicle fire	05/11/2021	Morningside DR	1 E-1,1TWR1
2021 - 1291	311 - Medical assist, assist EMS crew	05/11/2021	604 Stone ST	1 E-1
2021 - 1292	461 - Building or structure weakened or collapsed	05/11/2021	301 N Hamilton ST	1SQ-1
2021 - 1293	745 - Alarm system activation, no fire - unintentional	05/11/2021	881 College DR	1 C-4,1 E-1,1SQ-1,3 L-3,4 E-4
2021 - 1294	311 - Medical assist, assist EMS crew	05/12/2021	700 Autumn CT	5 E-5
2021 - 1295	323 - Motor vehicle/pedestrian accident (MV Ped)	05/12/2021	I75 S	4 E-4
2021 - 1296	311 - Medical assist, assist EMS crew	05/12/2021	1205 Georgian PL	1 E-1
2021 - 1297	311 - Medical assist, assist EMS crew	05/12/2021	1129 S Thornton AVE	2 E-2
2021 - 1298	322 - Motor vehicle accident with injuries	05/12/2021	580 E Walnut AVE	1SQ-1,2 E-2
2021 - 1299	611 - Dispatched & cancelled en route	05/12/2021	S Glenwood AVE	2 E-2
2021 - 1300	151 - Outside rubbish, trash or waste fire	05/12/2021	1003 Frazier DR	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3,5 E-5
2021 - 1301	745 - Alarm system activation, no fire - unintentional	05/12/2021	1306 Underwood ST	1 C-4,1 E-1,1SQ-1,1TWR1,5 E-5
2021 - 1302	745 - Alarm system activation, no fire - unintentional	05/12/2021	1005 S Thornton AVE	1SQ-1,2 E-2,3 L-3,4 E-4,C-5
2021 - 1303	311 - Medical assist, assist EMS crew	05/13/2021	205 Sims ST	1 E-1
2021 - 1304	311 - Medical assist, assist EMS crew	05/13/2021	2220 Chattanooga RD	3 L-3
2021 - 1305	311 - Medical assist, assist EMS crew	05/13/2021	824 Beirut PL	3 L-3
2021 - 1306	311 - Medical assist, assist EMS crew	05/13/2021	1116 Saint Charles ST	2 E-2
2021 - 1307	311 - Medical assist, assist EMS crew	05/13/2021	1116 Willowdale RD	3 L-3
2021 - 1308	733 - Smoke detector activation due to malfunction	05/13/2021	205 Boring DR	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2

Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2021 - 1309	744 - Detector activation, no fire - unintentional	05/13/2021	1905 Kingston CT	1 C-4,1 E-1,1SQ-1,1TWR1,4 E-4
2021 - 1310	311 - Medical assist, assist EMS crew	05/13/2021	1220 Broadrick DR	1 E-1
2021 - 1311	311 - Medical assist, assist EMS crew	05/13/2021	2106 Chattanooga RD	3 L-3
2021 - 1312	311 - Medical assist, assist EMS crew	05/13/2021	1212 N Glenwood AVE	5 E-5
2021 - 1313	311 - Medical assist, assist EMS crew	05/13/2021	803 Lumpkin ST	2 E-2
2021 - 1314	311 - Medical assist, assist EMS crew	05/14/2021	2216 Mount Haven DR	3 L-3
2021 - 1315	311 - Medical assist, assist EMS crew	05/14/2021	400 N Thornton AVE	1 E-1
2021 - 1316	311 - Medical assist, assist EMS crew	05/14/2021	I75 S	4 E-4
2021 - 1317	322 - Motor vehicle accident with injuries	05/14/2021	Airport RD	1 C-4,1SQ-1,2 E-2
2021 - 1318	322 - Motor vehicle accident with injuries	05/14/2021	W Walnut AVE	4 E-4
2021 - 1319	311 - Medical assist, assist EMS crew	05/14/2021	411 Park Canyon DR	3 L-3
2021 - 1320	311 - Medical assist, assist EMS crew	05/14/2021	875 College DR	4 E-4
2021 - 1321	311 - Medical assist, assist EMS crew	05/14/2021	421 Callahan RD	2 E-2
2021 - 1322	311 - Medical assist, assist EMS crew	05/14/2021	1308 W Walnut AVE	4 E-4
2021 - 1323	561 - Unauthorized burning	05/14/2021	1308 Stacy DR	1 E-1
2021 - 1324	611 - Dispatched & cancelled en route	05/15/2021	700 N Elm ST	1 E-1
2021 - 1325	311 - Medical assist, assist EMS crew	05/15/2021	1601 M L King Jr BLVD	1 E-1
2021 - 1326	322 - Motor vehicle accident with injuries	05/15/2021	N Glenwood AVE	1SQ-1,5 E-5
2021 - 1327	322 - Motor vehicle accident with injuries	05/15/2021	2750 Underwood RD	1SQ-1,5 E-5
2021 - 1328	311 - Medical assist, assist EMS crew	05/15/2021	1002 Market ST	4 E-4
2021 - 1329	311 - Medical assist, assist EMS crew	05/15/2021	205 Sims ST	1 E-1
2021 - 1330	745 - Alarm system activation, no fire - unintentional	05/15/2021	2207 S Hamilton EXT	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2
2021 - 1331	611 - Dispatched & cancelled en route	05/15/2021	MM331 I75 S	4 E-4
2021 - 1332	311 - Medical assist, assist EMS crew	05/15/2021	735 Mcghee PL	2 E-2
2021 - 1333	622 - No incident found on arrival at dispatch address	05/15/2021	1105 N Hamilton ST	1 E-1
2021 - 1334	311 - Medical assist, assist EMS crew	05/15/2021	843 McAfee ST	1 E-1
2021 - 1335	311 - Medical assist, assist EMS crew	05/15/2021	1246 N Thornton AVE	1 E-1
2021 - 1336	743 - Smoke detector activation, no fire - unintentional	05/16/2021	115 W Crawford ST	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2

Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2021 - 1337	611 - Dispatched & cancelled en route	05/16/2021	332 I75 N	4 E-4
2021 - 1338	735 - Alarm system sounded due to malfunction	05/16/2021	2207 S Hamilton EXT	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2
2021 - 1339	324 - Motor vehicle accident with no injuries.	05/16/2021	E Walnut AVE	1SQ-1,2 E-2
2021 - 1340	311 - Medical assist, assist EMS crew	05/16/2021	1517 E Morris ST	1 E-1
2021 - 1341	311 - Medical assist, assist EMS crew	05/17/2021	934 Market ST	4 E-4
2021 - 1342	116 - Fuel burner/boiler malfunction, fire confined	05/17/2021	2100 S Hamilton ST	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2,3 L-3,4 E-4
2021 - 1343	735 - Alarm system sounded due to malfunction	05/17/2021	1210 Royal DR	1TWR1,3 L-3,4 E-4,5 E-5,905
2021 - 1344	743 - Smoke detector activation, no fire - unintentional	05/17/2021	905 West Bridge	1 C-4,1 E-1,1SQ-1,1TWR1,4 E-4,5 E-5,905,907
2021 - 1345	311 - Medical assist, assist EMS crew	05/17/2021	8 Turrentine DR	3 L-3
2021 - 1346	311 - Medical assist, assist EMS crew	05/17/2021	2106 Chattanooga RD	3 L-3
2021 - 1347	311 - Medical assist, assist EMS crew	05/18/2021	1300 W Waugh ST	1 E-1
2021 - 1348	311 - Medical assist, assist EMS crew	05/18/2021	284 Park Canyon DR	1 C-4,3 L-3
2021 - 1349	311 - Medical assist, assist EMS crew	05/18/2021	606 Clark ST	1 E-1
2021 - 1350	324 - Motor vehicle accident with no injuries.	05/18/2021	Riverbend RD	1 C-4,2 E-2
2021 - 1351	743 - Smoke detector activation, no fire - unintentional	05/18/2021	519 W Hawthorne ST	1 C-4,1SQ-1,1TWR1,2 E-2,4 E-4,5 E-5
2021 - 1352	733 - Smoke detector activation due to malfunction	05/18/2021	501 Lester AVE	1 C-4,1SQ-1,1TWR1,2 E-2,5 E-5
2021 - 1353	311 - Medical assist, assist EMS crew	05/18/2021	1902 Dug Gap RD	4 E-4
2021 - 1354	322 - Motor vehicle accident with injuries	05/18/2021	2610 Abutment RD	1 C-4,1SQ-1,2 E-2
2021 - 1355	311 - Medical assist, assist EMS crew	05/18/2021	105 S Glenwood AVE	5 E-5
2021 - 1356	322 - Motor vehicle accident with injuries	05/18/2021	1528 W Walnut AVE	1 C-4,1SQ-1,4 E-4
2021 - 1357	311 - Medical assist, assist EMS crew	05/18/2021	300 Mccune ST	1 E-1
2021 - 1358	311 - Medical assist, assist EMS crew	05/18/2021	1744 Brighton WAY	5 E-5
2021 - 1359	463 - Vehicle accident, general cleanup	05/19/2021	S Thornton AVE	1SQ-1,2 E-2
2021 - 1360	611 - Dispatched & cancelled en route	05/19/2021	1300 W Waugh ST	1SQ-1
2021 - 1361	311 - Medical assist, assist EMS crew	05/19/2021	801 N Selvidge ST	1SQ-1
2021 - 1362	311 - Medical assist, assist EMS crew	05/19/2021	Forrest LN	4 E-4
2021 - 1363	740 - Unintentional transmission of alarm, other	05/19/2021	1000 VISTA DR	1 C-4,1SQ-1,2 E-2,4 E-4,5 E-5

Only REVIEWED incidents included.



INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2021 - 1364	322 - Motor vehicle accident with injuries	05/19/2021	CLEVELAND HWY	1 C-4,2 E-2,5 E-5
2021 - 1365	311 - Medical assist, assist EMS crew	05/19/2021	609 THORNTON AVE	1SQ-1
2021 - 1366	322 - Motor vehicle accident with injuries	05/19/2021	865 SHUGART RD	1SQ-1,3 L-3
2021 - 1367	311 - Medical assist, assist EMS crew	05/19/2021	1914 HEATHCLIFF DR	3 L-3
2021 - 1368	611 - Dispatched & cancelled en route	05/19/2021	DUG GAP RD	4 E-4
2021 - 1369	131 - Passenger vehicle fire	05/19/2021	148 GRACE ST	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2,4 E-4
2021 - 1370	710 - Malicious, mischievous false call, other	05/20/2021	900 SHUGART RD	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3
2021 - 1371	131 - Passenger vehicle fire	05/20/2021	208 E Walnut AVE	1 E-1,2 E-2
2021 - 1372	311 - Medical assist, assist EMS crew	05/20/2021	1806 BRIDGEWATER PL	4 E-4
2021 - 1373	111 - Building fire	05/20/2021	1801 SHADOW LN	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2,3 L-3,4 E-4
2021 - 1374	611 - Dispatched & cancelled en route	05/20/2021	1116 Roan ST	1 C-4,1 E-1,1SQ-1,1TWR1,5 E-5
2021 - 1375	311 - Medical assist, assist EMS crew	05/20/2021	2305 ABUTMENT RD	2 E-2
2021 - 1376	322 - Motor vehicle accident with injuries	05/20/2021	1365 W Walnut AVE	1SQ-1,4 E-4
2021 - 1377	322 - Motor vehicle accident with injuries	05/20/2021	UNDERWOOD ST	1 C-4,1SQ-1,5 E-5
2021 - 1378	311 - Medical assist, assist EMS crew	05/20/2021	879 HOLIDAY INN DR	4 E-4
2021 - 1379	611 - Dispatched & cancelled en route	05/20/2021	1507 N Tibbs RD	3 L-3
2021 - 1380	311 - Medical assist, assist EMS crew	05/20/2021	105 FAIRWAY DR	5 E-5
2021 - 1381	322 - Motor vehicle accident with injuries	05/20/2021	914 W Crawford ST	1SQ-1,1TWR1
2021 - 1382	311 - Medical assist, assist EMS crew	05/20/2021	410 ESTHER DR	3 L-3
2021 - 1383	311 - Medical assist, assist EMS crew	05/21/2021	1300 W Waugh ST	1 E-1
2021 - 1384	735 - Alarm system sounded due to malfunction	05/21/2021	1115 PROFESSIONAL BLVD	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3
2021 - 1385	132 - Road freight or transport vehicle fire	05/21/2021	329 I75 S	1 C-4,4 E-4
2021 - 1386	311 - Medical assist, assist EMS crew	05/21/2021	476 PONDERERS DR	2 E-2
2021 - 1387	311 - Medical assist, assist EMS crew	05/21/2021	879 HOLIDAY INN DR	5 E-5
2021 - 1388	622 - No incident found on arrival at dispatch address	05/21/2021	CHATTANOOGA RD	3 L-3
2021 - 1389	622 - No incident found on arrival at dispatch address	05/21/2021	705 BURCHFIELD AVE	1 E-1
2021 - 1390	311 - Medical assist, assist EMS crew	05/21/2021	E Emery ST	2 E-2
2021 - 1391	143 - Grass fire	05/21/2021	816 WALNUT SQUARE BLVD	2 E-2

Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2021 - 1392	322 - Motor vehicle accident with injuries	05/21/2021	2131 WALNUT AVE	1 C-4,1SQ-1,2 E-2
2021 - 1393	311 - Medical assist, assist EMS crew	05/21/2021	500 BLUFF HILL DR	1 E-1
2021 - 1394	323 - Motor vehicle/pedestrian accident (MV Ped)	05/21/2021	535 GLENWOOD AVE	1 C-4,1TWR1,T-11
2021 - 1395	311 - Medical assist, assist EMS crew	05/21/2021	1900 MOUNTAIN BROOK DR	4 E-4
2021 - 1396	311 - Medical assist, assist EMS crew	05/22/2021	324 DEPOT ST	1 E-1
2021 - 1397	311 - Medical assist, assist EMS crew	05/22/2021	2100 S HAMILTON ST	2 E-2
2021 - 1398	311 - Medical assist, assist EMS crew	05/22/2021	1205 NEW DORIS ST	2 E-2
2021 - 1399	322 - Motor vehicle accident with injuries	05/22/2021	NORTH BYPASS	1SQ-1,5 E-5
2021 - 1400	311 - Medical assist, assist EMS crew	05/23/2021	602 MORNINGSIDE DR	1 E-1
2021 - 1401	311 - Medical assist, assist EMS crew	05/23/2021	1704 Abutment RD	2 E-2
2021 - 1402	311 - Medical assist, assist EMS crew	05/23/2021	2220 CHATTANOOGA RD	3 L-3
2021 - 1403	311 - Medical assist, assist EMS crew	05/23/2021	1010 PONDEROSA PL	1 E-1
2021 - 1404	311 - Medical assist, assist EMS crew	05/23/2021	626 Lafayette ST	2 E-2
2021 - 1405	622 - No incident found on arrival at dispatch address	05/23/2021	805 N Selvidge ST	1 E-1
2021 - 1406	311 - Medical assist, assist EMS crew	05/24/2021	1218 Broadrick DR	1 E-1
2021 - 1407	611 - Dispatched & cancelled en route	05/24/2021	104 N Goose Hill RD	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3
2021 - 1408	611 - Dispatched & cancelled en route	05/24/2021	402 SEQUOYAH PL	1 E-1
2021 - 1409	311 - Medical assist, assist EMS crew	05/24/2021	606 CLARK ST	1SQ-1
2021 - 1410	311 - Medical assist, assist EMS crew	05/24/2021	1811 S Hamilton ST	1 E-1,2 E-2
2021 - 1411	311 - Medical assist, assist EMS crew	05/24/2021	825 BEIRUT PL	1 E-1
2021 - 1412	735 - Alarm system sounded due to malfunction	05/24/2021	1904 S Hamilton ST	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2,C-5
2021 - 1413	611 - Dispatched & cancelled en route	05/24/2021	1506 N THORNTON AVE	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3
2021 - 1414	311 - Medical assist, assist EMS crew	05/24/2021	509 N SELVIDGE ST	1 E-1
2021 - 1415	311 - Medical assist, assist EMS crew	05/24/2021	907 HARDWICK CIR	2 E-2
2021 - 1416	445 - Arcing, shorted electrical equipment	05/24/2021	VETERANS DR	5 E-5
2021 - 1417	311 - Medical assist, assist EMS crew	05/24/2021	1310 VANN PL	1 E-1
2021 - 1418	311 - Medical assist, assist EMS crew	05/25/2021	1310 VANN PL	1 E-1

Only REVIEWED incidents included.



INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2021 - 1419	735 - Alarm system sounded due to malfunction	05/25/2021	1904 S HAMILTON ST	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2
2021 - 1420	311 - Medical assist, assist EMS crew	05/25/2021	807 E MORTON DR	1 E-1
2021 - 1421	743 - Smoke detector activation, no fire - unintentional	05/25/2021	104 FORT HILL TER	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2
2021 - 1422	622 - No incident found on arrival at dispatch address	05/25/2021	201 S HAMILTON ST	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3,4 E-4
2021 - 1423	322 - Motor vehicle accident with injuries	05/25/2021	W WALNUT AVE	1SQ-1,4 E-4
2021 - 1424	311 - Medical assist, assist EMS crew	05/25/2021	824 BEIRUT PL	909
2021 - 1425	311 - Medical assist, assist EMS crew	05/25/2021	E Walnut AVE	1 C-4,2 E-2,4 E-4
2021 - 1426	311 - Medical assist, assist EMS crew	05/25/2021	640 S HAMILTON ST	1SQ-1,2 E-2,4 E-4
2021 - 1427	735 - Alarm system sounded due to malfunction	05/25/2021	1210 ROYAL DR	1 C-4,1SQ-1,3 L-3,5 E-5
2021 - 1428	500 - Service Call, other	05/25/2021	1500 THORNEBROOKE CIR	3 L-3
2021 - 1429	311 - Medical assist, assist EMS crew	05/25/2021	2225 S HAMILTON ST EXT	2 E-2
2021 - 1430	311 - Medical assist, assist EMS crew	05/25/2021	500 BLUFF HILL DR	1SQ-1
2021 - 1431	311 - Medical assist, assist EMS crew	05/25/2021	2211 DUG GAP BATTLE RD	902
2021 - 1432	311 - Medical assist, assist EMS crew	05/25/2021	821 FRAZIER DR	3 L-3
2021 - 01433	311 - Medical assist, assist EMS crew	05/25/2021	824 BEIRUT PL	1SQ-1
2021 - 01434	311 - Medical assist, assist EMS crew	05/25/2021	119 BROADVIEW TER	1SQ-1
2021 - 01435	311 - Medical assist, assist EMS crew	05/26/2021	805 PROFESSIONAL BLVD	3 L-3
2021 - 01436	441 - Heat from short circuit (wiring), defective/worn	05/26/2021	1515 W WALNUT AVE	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2,4 E-4,5 E-5
2021 - 01437	311 - Medical assist, assist EMS crew	05/26/2021	905 S Thornton AVE	2 E-2
2021 - 01438	735 - Alarm system sounded due to malfunction	05/26/2021	1210 Royal DR	1 E-1,1SQ-1,1TWR1,3 L-3,5 E-5
2021 - 01439	311 - Medical assist, assist EMS crew	05/26/2021	803 N Tibbs RD	1TWR1
2021 - 01440	311 - Medical assist, assist EMS crew	05/26/2021	1220 Broadrick DR	1 E-1
2021 - 01441	611 - Dispatched & cancelled en route	05/26/2021	1548 S Dixie HWY	2 E-2
2021 - 01442	311 - Medical assist, assist EMS crew	05/26/2021	805 Professional BLVD	3 L-3
2021 - 01443	131 - Passenger vehicle fire	05/26/2021	334 I75 S	3 L-3,4 E-4
2021 - 01444	611 - Dispatched & cancelled en route	05/26/2021	1102 N Thornton AVE	1 E-1
2021 - 01445	311 - Medical assist, assist EMS crew	05/26/2021	803 N Tibbs RD	3 L-3
2021 - 01446	311 - Medical assist, assist EMS crew	05/26/2021	609 S Thornton AVE	1 E-1

Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2021 - 01447	311 - Medical assist, assist EMS crew	05/26/2021	227 Grace ST	2 E-2
2021 - 01448	311 - Medical assist, assist EMS crew	05/26/2021	1507 N Tibbs RD	3 L-3
2021 - 01449	311 - Medical assist, assist EMS crew	05/27/2021	1539 ASHTON WOODS WAY	3 L-3
2021 - 01450	611 - Dispatched & cancelled en route	05/27/2021	1007 RICHARDS ST	2 E-2
2021 - 01451	611 - Dispatched & cancelled en route	05/27/2021	1200 JAMES ST	1TWR1
2021 - 01452	311 - Medical assist, assist EMS crew	05/27/2021	609 S THORNTON AVE	1 E-1
2021 - 01453	311 - Medical assist, assist EMS crew	05/27/2021	1200 N GLENWOOD AVE	1 E-1,5 E-5
2021 - 01454	311 - Medical assist, assist EMS crew	05/27/2021	1115 PROFESSIONAL BLVD	3 L-3
2021 - 01455	311 - Medical assist, assist EMS crew	05/27/2021	1607 BEVERLY DR	1 E-1
2021 - 01456	311 - Medical assist, assist EMS crew	05/27/2021	806 E MORTON DR	1 E-1,1TWR1
2021 - 01457	311 - Medical assist, assist EMS crew	05/27/2021	1257 N GLENWOOD AVE	5 E-5
2021 - 01458	743 - Smoke detector activation, no fire - unintentional	05/28/2021	1320 WINTON DR	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3
2021 - 01459	324 - Motor vehicle accident with no injuries.	05/28/2021	W Walnut AVE	1 E-1,1TWR1
2021 - 01460	744 - Detector activation, no fire - unintentional	05/28/2021	2016 BROOKVIEW DR	4 E-4
2021 - 01461	311 - Medical assist, assist EMS crew	05/28/2021	803 N TIBBS RD	3 L-3
2021 - 01462	143 - Grass fire	05/28/2021	625 S THORNTON AVE	1 C-4,1 E-1,1SQ-1,1TWR1,2 E-2,3 L-3,4 E-4,5 E-5
2021 - 01463	311 - Medical assist, assist EMS crew	05/28/2021	803 N TIBBS RD	3 L-3
2021 - 01464	735 - Alarm system sounded due to malfunction	05/28/2021	1411 CHATTANOOGA AVE	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3
2021 - 01465	311 - Medical assist, assist EMS crew	05/28/2021	2175 ARBORDALE PL	4 E-4
2021 - 01466	311 - Medical assist, assist EMS crew	05/29/2021	910 SANDY DUNES	5 E-5
2021 - 01467	162 - Outside equipment fire	05/29/2021	803 Lakemont DR	4 E-4
2021 - 01468	311 - Medical assist, assist EMS crew	05/29/2021	606 CLARK ST	1 E-1
2021 - 01469	311 - Medical assist, assist EMS crew	05/29/2021	1220 BROADRICK DR	1 E-1
2021 - 01470	311 - Medical assist, assist EMS crew	05/29/2021	100 W Walnut AVE	1TWR1
2021 - 01471	311 - Medical assist, assist EMS crew	05/29/2021	1000 May ST	2 E-2
2021 - 01472	744 - Detector activation, no fire - unintentional	05/29/2021	1702 Southmont DR	1 C-4,1 E-1,1SQ-1,1TWR1,4 E-4
2021 - 01473	311 - Medical assist, assist EMS crew	05/30/2021	541 Patton ST	1 E-1

Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2021 - 01474	311 - Medical assist, assist EMS crew	05/30/2021	907 Grandfield PL	1SQ-1
2021 - 01475	322 - Motor vehicle accident with injuries	05/30/2021	337 I75 S	3 L-3
2021 - 01476	522 - Water or steam leak	05/30/2021	700 AUTUMN CT	5 E-5
2021 - 01477	311 - Medical assist, assist EMS crew	05/30/2021	1700 BEECHLAND PL	5 E-5
2021 - 01478	311 - Medical assist, assist EMS crew	05/30/2021	313 SMITH ST	1 E-1
2021 - 01479	311 - Medical assist, assist EMS crew	05/30/2021	702 HAMPTON CT	3 L-3
2021 - 01480	323 - Motor vehicle/pedestrian accident (MV Ped)	05/30/2021	506 N SELVIDGE ST	1 C-4,1 E-1,1SQ-1
2021 - 01481	311 - Medical assist, assist EMS crew	05/30/2021	818 SHUGART RD	3 L-3
2021 - 01482	551 - Assist police or other governmental agency	05/30/2021	506 N Selvidge ST	1 C-4,1TWR1
2021 - 01483	311 - Medical assist, assist EMS crew	05/30/2021	1116 WILLOWDALE RD	3 L-3
2021 - 01484	311 - Medical assist, assist EMS crew	05/31/2021	503 BLUFF HILL DR	1 E-1
2021 - 01485	611 - Dispatched & cancelled en route	05/31/2021	1300 W Waugh ST	1 E-1
2021 - 01486	311 - Medical assist, assist EMS crew	05/31/2021	1210 NEW DORIS ST	2 E-2
2021 - 01487	311 - Medical assist, assist EMS crew	05/31/2021	652 HAIGMILL LAKE RD	3 L-3
2021 - 01488	743 - Smoke detector activation, no fire - unintentional	05/31/2021	1320 WINTON DR	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3
2021 - 01489	741 - Sprinkler activation, no fire - unintentional	05/31/2021	1001 POLY PAC DR	1 C-4,1 E-1,1SQ-1,1TWR1,3 L-3,5 E-5
2021 - 01490	311 - Medical assist, assist EMS crew	05/31/2021	1501 ELAINE WAY	4 E-4
2021 - 01491	622 - No incident found on arrival at dispatch address	05/31/2021	E. WALNUT AVE	2 E-2
2021 - 01492	311 - Medical assist, assist EMS crew	05/31/2021	1804 SHADOW LN	3 L-3
2021 - 01493	311 - Medical assist, assist EMS crew	05/31/2021	405 VALLEY DR	1 E-1

**Total # Incidents: 321**

Only REVIEWED incidents included.

# Dalton Fire Department

Dalton, GA

This report was generated on 6/16/2021 12:25:29 PM



## Detailed Fire Losses per Incident Type for Date Range

Start Date: 05/01/2021 | End Date: 05/31/2021

INCIDENT TYPE	COUNT	% OF INCIDENTS	TOTAL LOSSES (Sum of Property and Content Loss)	% OF TOTAL
111 - Building fire	4	44.44 %	\$21,450.00	74.09 %
116 - Fuel burner/boiler malfunction, fire confined	1	11.11 %	\$1,000.00	3.45 %
131 - Passenger vehicle fire	3	33.33 %	\$5,500.00	19.00 %
132 - Road freight or transport vehicle fire	1	11.11 %	\$1,000.00	3.45 %

Only REVIEWED incidents included.



emergencyreporting.com  
Doc Id: 1238  
Page # 1 of 1

# **Training Division Monthly Report**

## **May 2021**

### **Overview**

The department hosted an officer's meeting for all suppression officers within DFD and Whitfield County Fire Department for the purpose of discussing and planning automatic aid training. An NFPA 1670 compliant confined space rescue, rope rescue, and hazardous materials refresher was delivered to all suppression personnel. This training culminated with a scenario-based rescue evolution conducted at a local tank washing facility for over-the-road tankers and railcars. The department delivered its first ever NPQ Aerial Apparatus Operator Course for 12 relief driver candidates. All 12 successfully completed the 40-hour course and attained national certification as aerial apparatus operators. 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 May totaled 2,797.

### **Outside Schools**

4 firefighters attended an NPQ Fire Instructor 1 course hosted by Gordon County Fire Rescue and successfully attained national certification.

4 members of the department's Special Operations Team attended Swiftwater Rescue Technician – Levels 1 & 2 at the U.S. National Whitewater Center in Charlotte, North Carolina.

# Dalton Fire Department

Dalton, GA

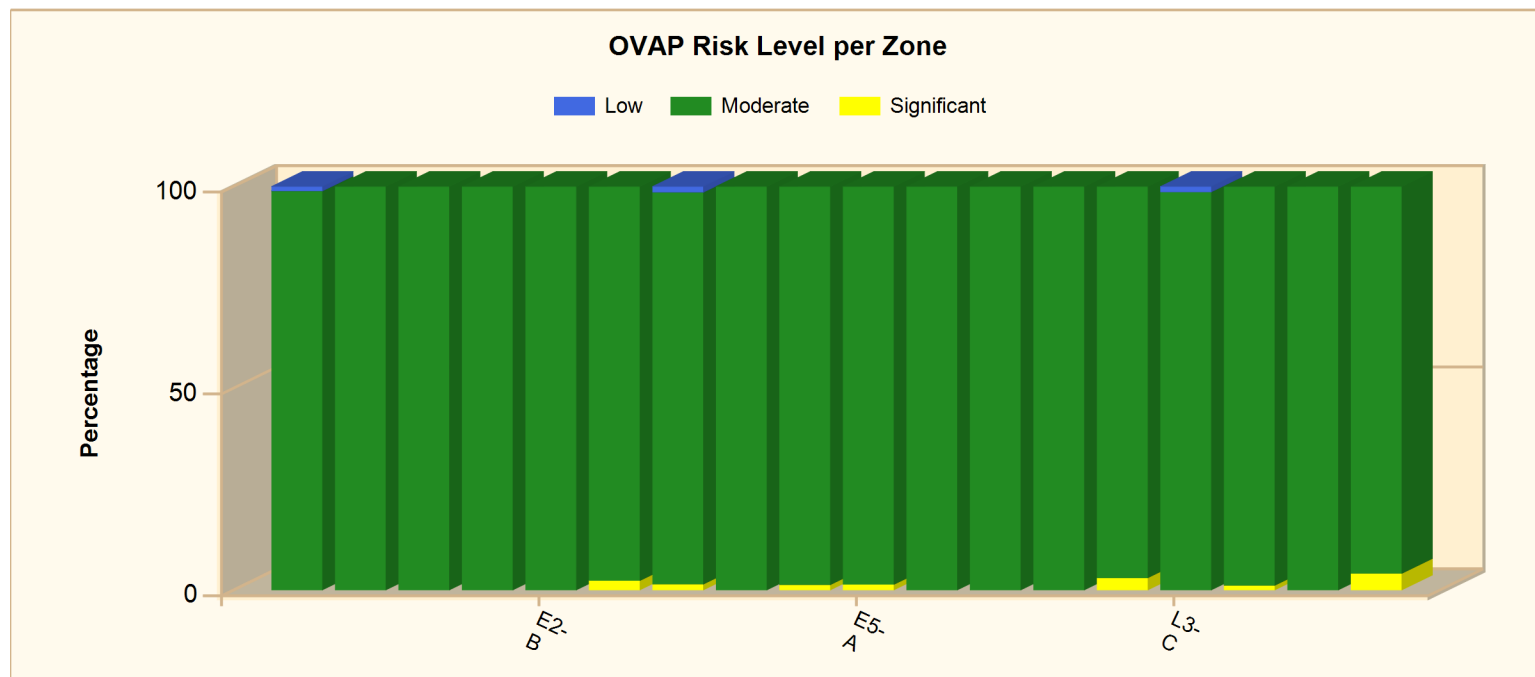
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March 18th was the start date for (OVAP) Occupancy Vulnerability Assessment Profile data entry. Data entry is a Prevention and Suppression joint effort with a projected end date of July 19, 2021.



## Hazard Statistics for Zone Occupancy Zone: All Zones

Initial data entry is 100% complete.



Risk Level	OVAP Score	Number Occupancies	Percent
ZONE : E1-A - Engine 1 A Shift			
Moderate	39.99 - 15.00	88	6.95%
Low	14.99 - 00.01	1	0.08%
ZONE : E1-B - Engine 1 B Shift			
Moderate	39.99 - 15.00	102	8.06%
ZONE : E1-C - Engine 1 C Shift			
Moderate	39.99 - 15.00	74	5.85%
ZONE : E2-A - Engine 2 A Shift			
Moderate	39.99 - 15.00	46	3.63%
ZONE : E2-B - Engine 2 B Shift			
Moderate	39.99 - 15.00	57	4.50%
ZONE : E2-C - Engine 2 C Shift			
Significant	59.99 - 40.00	1	0.08%
Moderate	39.99 - 15.00	42	3.32%
ZONE : E4-A - Engine 4 A Shift			
Significant	59.99 - 40.00	1	0.08%
Moderate	39.99 - 15.00	67	5.29%
Low	14.99 - 00.01	1	0.08%
ZONE : E4-B - Engine 4 B Shift			
Moderate	39.99 - 15.00	79	6.24%

Hazard Statistics for Zone.



emergencyreport  
Doc Id: 1166  
Page # 1 of 2

146

Risk Level	OVAP Score	Number Occupancies	Percent	
ZONE : E4-C - Engine 4 C Shift				
Significant	59.99 - 40.00	1	0.08%	
Moderate	39.99 - 15.00	75	5.92%	
ZONE : E5-A - Engine 5 A Shift				
Significant	59.99 - 40.00	1	0.08%	
Moderate	39.99 - 15.00	72	5.69%	
ZONE : E5-B - Engine 5 B Shift				
Moderate	39.99 - 15.00	71	5.61%	
ZONE : E5-C - Engine 5 C Shift				
Moderate	39.99 - 15.00	59	4.66%	
ZONE : L3-A - Ladder 3 A Shift				
Moderate	39.99 - 15.00	68	5.37%	
ZONE : L3-B - Ladder 3 B Shift				
Significant	59.99 - 40.00	2	0.16%	
Moderate	39.99 - 15.00	64	5.06%	
ZONE : L3-C - Ladder 3 C Shift				
Moderate	39.99 - 15.00	73	5.77%	
Low	14.99 - 00.01	1	0.08%	
ZONE : S1-A - Squad 1 A Shift				
Significant	59.99 - 40.00	1	0.08%	
Moderate	39.99 - 15.00	86	6.79%	
ZONE : S1-B - Squad 1 B Shift				
Moderate	39.99 - 15.00	60	4.74%	
ZONE : S1-C - Squad 1 C Shift				
Significant	59.99 - 40.00	3	0.24%	
Moderate	39.99 - 15.00	70	5.53%	
# Occupancies with Complete OVAP scores		1266	100.00%	
# Occupancies with Incomplete OVAP scores		0	0.00%	

Hazard Statistics for Zone.

# Dalton Fire Department

Dalton, GA

This report was generated on 6/4/2021 7:45:52 AM



## Completed Inspections per Inspection Type for Date Range

Occupancy Status: All | Start Date: 05/01/2021 | End Date: 05/31/2021

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
<b>Inspection Type: Alcohol</b>						
10036	Unik Sweet Delights	238 N Hamilton ST #Suite 1 Dalton, GA 30720	05/11/2021	Hearn, Scott Raymond	Passed	
10399 - 4	El Rey de Oro	1523 E Morris ST #Suite 4 Dalton, GA 30720	05/12/2021	Daniel, Matthew T.	Passed	Limited occupancy.
10378	Citgo Food Mart	1246 N Thornton AVE Dalton, GA 30720	05/12/2021	Daniel, Matthew T.	Passed	

Total # Inspections for Alcohol:

3

<b>Inspection Type: Annual</b>						
10056	State Farm Insurance/Brandon Combs	236 N Hamilton ST Dalton, GA 30720	05/10/2021	Hearn, Scott Raymond	Passed	
10408 - 1	Barrett Flower Shop	122-126 W Crawford ST Dalton, GA 30720	05/10/2021	Stratton, Dale Lee	Passed	
10182	Acree Jinright & Co. Pc.	212 W Gordon ST Dalton, GA 30720	05/10/2021	Stratton, Dale Lee	Corrective Action Plan Given	30 day extension to complete corrective actions.
10436	Whimsy in Black	250 N Hamilton ST Dalton, GA 30720	05/11/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10194	Dave and Pauli's Art Emporium	218 N Hamilton ST Dalton, GA 30721	05/13/2021	Hearn, Scott Raymond	Passed	
10026 - 1	Inventure IT	105 Depot ST Dalton, GA 30720	05/13/2021	Hearn, Scott Raymond	Passed	
10026 - 11	Maryville Jewelers	108 N Hamilton ST Dalton, GA 30720	05/13/2021	Hearn, Scott Raymond	Passed	
10026 - 15	Little, Bates, Kelchear, PC	101 E Crawford ST #500 Dalton, GA 30720	05/13/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10618	Lemon & Lavendar	327 S Hamilton ST Dalton, GA 30720	05/14/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10296	Whitecotton Leather	325 S Hamilton ST Dalton, GA 30720	05/14/2021	Hearn, Scott Raymond	Passed	

Includes LOCKED inspections for both archived and unarchived occupancy records.



emergencyreporting  
Doc Id: 1026  
Page # 1 of 7

148



ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
<b>Inspection Type: Annual</b>						
10179	Mayfield and Company	208 W Gordon ST Dalton, GA 30720	05/17/2021	Stratton, Dale Lee	Passed with Comments	
10265 - 1	Crescent City Tavern	324 S Depot ST Dalton, GA 30720	05/17/2021	Hearn, Scott Raymond	Passed	
10875	Tire Discounters	401 S Hamilton ST Dalton, GA 30720	05/17/2021	Stratton, Dale Lee	Passed with Comments	Complete corrective actions on commented items.
10742	Comfort Inn & Suites	905 West Bridge RD Dalton, GA 30720	05/18/2021	Stratton, Dale Lee	Corrective Action Plan Given	Should you complete the required corrective actions prior to 6/17/2021, Contact me via email at dstratton@daltonga.gov.
10074	Xtreme Audio and Accessories	400 S Hamilton ST Dalton, GA 30720	05/18/2021	Stratton, Dale Lee	Corrective Action Plan Given	Contact me should corrective actions be completed prior to the scheduled re-inspection date
10876	Lisa's Café	410 S Hamilton ST Dalton, GA 30720	05/19/2021	Stratton, Dale Lee	Corrective Action Plan Given	Contact me should corrective actions be completed prior to the re-inspection date.
11004	Katherine O'Gwin	109 W Morris ST Dalton, GA 30720	05/20/2021	Stratton, Dale Lee	Corrective Action Plan Given	Email photos of corrected actions to: dstratton@daltonga.gov
	B. Don James Ins.	109 W Morris ST Dalton, GA 30720	05/20/2021	Stratton, Dale Lee	Corrective Action Plan Given	Email photos of corrective action to: dstratton@daltonga.gov
10877	Dalton Public Schools Maint.	412 S Hamilton ST Dalton, GA 30720 2P022	05/20/2021	Stratton, Dale Lee	Passed	
10125	Big Brothers Big Sisters of Northwest Georgia Mountains	209 W Morris ST Dalton, GA 30720	05/20/2021	Stratton, Dale Lee	Corrective Action Plan Given	
10755	The Chop Shop	310 Dayton ST Dalton, GA 30720	05/21/2021	Stratton, Dale Lee	Passed with Comments	Send picture of installed fire extinguisher with current annual inspection tag.
10174	First National Community Bank	415 S Thornton AVE Dalton, GA 30720	05/21/2021	Stratton, Dale Lee	Corrective Action Plan Given	
10207	Chris Beck Welding	606 S Hamilton ST Dalton, GA 30720	05/24/2021	Blankenship, Donnie	Corrective Action Plan Given	
10104	El Sol Audio	800 E Morris ST Dalton, GA 30720	05/24/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10881	Supply of Dalton	608 S Hamilton ST Dalton, GA 30720	05/24/2021	Blankenship, Donnie	Corrective Action Plan Given	
10346	Chaplains Place	638 S Hamilton ST Dalton, GA 30720	05/24/2021	Blankenship, Donnie	Corrective Action Plan Given	
11023	Gene Rogers Builders	500 S Pentz ST Dalton, GA 30720	05/25/2021	Stratton, Dale Lee	Corrective Action Plan Given	Email a picture corrective actions taken.
11073	First Bank	401 S Thornton AVE Dalton, GA 30720	05/25/2021	Stratton, Dale Lee	Corrective Action Plan Given	Email photos of corrected actions to dstratton@daltonga.gov

Includes LOCKED inspections for both archived and unarchived occupancy records.

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
<b>Inspection Type: Annual</b>						
10276 - 1	Wells Fargo Bank	201 S Hamilton ST Dalton, GA 30720	05/25/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
11073 - 1	First Bank (drive thru)	401 S Thornton AVE Dalton, GA 30720	05/25/2021	Stratton, Dale Lee	Passed	
10227 - 1	Landmark Realty	407 S Thornton AVE #Suite 1 Dalton, GA 30720	05/25/2021	Stratton, Dale Lee	Corrective Action Plan Given	Email photos of corrected actions to dstratton@daltonga.gov
10227 - 3	DWCDC	407 S Thornton AVE #Suite 3 Dalton, GA 30720	05/25/2021	Stratton, Dale Lee	Corrective Action Plan Given	Email photos of corrected actions to dstratton@daltonga.gov
10227 - 5	Northwest Family Crisis Center	407 S Thornton AVE #Suite 5 Dalton, GA 30720	05/25/2021	Stratton, Dale Lee	Corrective Action Plan Given	Email photos of corrected actions to dstratton@daltonga.gov
10888	Hamilton Glass	646 S Hamilton ST Dalton, GA 30720	05/26/2021	Blankenship, Donnie	Corrective Action Plan Given	
10887	Crossfit Discernment	640 S Hamilton ST Dalton, GA 30720	05/26/2021	Blankenship, Donnie	Corrective Action Plan Given	
10276 - 5	Whitfield Country Administration	201 S Hamilton ST #500 Dalton, GA 30720	05/26/2021	Hearn, Scott Raymond	Passed	
10276 - 4	Whitfield County Administration 2	201 S Hamilton ST #400 Dalton, GA 30720	05/26/2021	Hearn, Scott Raymond	Passed	
11064	Providence Ministries	626 Spring ST Dalton, GA 30720	05/26/2021	Blankenship, Donnie	Corrective Action Plan Given	
10276 - 3	Whitfield County Public Defender	201 S Hamilton ST #300 Dalton, GA 30720	05/26/2021	Hearn, Scott Raymond	Passed	
10228	Robinson Door and Security	603 Oxford ST Dalton, GA 30720	05/26/2021	Blankenship, Donnie	Passed	
10201	A Cut Above	630 S Hamilton ST Dalton, GA 30720	05/27/2021	Blankenship, Donnie	Corrective Action Plan Given	
11080	Windstream	615 S Thornton AVE Dalton, GA 30720	05/27/2021	Blankenship, Donnie	Corrective Action Plan Given	
10133	Estes and Walcott	201 N Thornton AVE #Suite 100 Dalton, GA 30720	05/27/2021	Hearn, Scott Raymond	Corrective Action Plan Given	Add Knox Box to building and fire extinguishers to building.
11019	Vogue Carpets	611 Oxford ST Dalton, GA 30720	05/27/2021	Blankenship, Donnie	Corrective Action Plan Given	
10268	Christian Counseling Center	203 N Thornton AVE Dalton, GA 30720	05/27/2021	Hearn, Scott Raymond	Corrective Action Plan Given	Have extinguisher inspected and mounted. Add Knox Box to building.

Total # Inspections for Annual:

45

Includes LOCKED inspections for both archived and unarchived occupancy records.

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
<b>Inspection Type: Complaint</b>						
10610	Tandus	1210 Royal DR Dalton, GA 30720	05/25/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
Total # Inspections for Complaint:						1
<b>Inspection Type: Fire Alarm</b>						
11250	Holiday Inn Express	934 Market ST Dalton, GA 30720	05/07/2021	Hearn, Scott Raymond	Passed	
10441	M & M Building	412 School ST Dalton, GA 30720	05/27/2021	Hearn, Scott Raymond	Passed	
Total # Inspections for Fire Alarm:						2
<b>Inspection Type: Kitchen Hood Installation</b>						
10660	DPS-Dalton Middle School	1250 Cross Plains TRL Dalton, GA 30720 2P022	05/12/2021	Hearn, Scott Raymond	Passed	
Total # Inspections for Kitchen Hood Installation:						1
<b>Inspection Type: New Construction</b>						
10441	M & M Building	412 School ST Dalton, GA 30720	05/27/2021	Hearn, Scott Raymond	Passed	
Total # Inspections for New Construction:						1
<b>Inspection Type: OTC</b>						
10257	Coastal C Foods	400 N Hamilton ST Dalton, GA 30720	05/04/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10320 - 1	La Providencia	1300 Underwood ST Dalton, GA 30721	05/05/2021	Hearn, Scott Raymond	Corrective Action Plan Given	Have hood suppression system inspected. Add address numbers to building. Add Knox Box to building.
10191	Kellie Smith by Design	200 N Hamilton ST Dalton, GA 30720	05/10/2021	Hearn, Scott Raymond	Passed	
11218 - 7	Japanese Grill	816 Walnut Square BLVD #Suite 11 Dalton, GA 30720	05/11/2021	Hearn, Scott Raymond	Passed	This suite11
10036	Unik Sweet Delights	238 N Hamilton ST #Suite 1 Dalton, GA 30720	05/11/2021	Hearn, Scott Raymond	Passed	
10067	Indio Tula	624 S Hamilton ST Dalton, GA 30720	05/14/2021	Hearn, Scott Raymond	Passed	

Includes LOCKED inspections for both archived and unarchived occupancy records.

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
<b>Inspection Type: OTC</b>						
10338 - 4	Exit Premier Realty	101 North Oaks DR #3 Dalton, GA 30720	05/14/2021	Hearn, Scott Raymond	Passed	
11075 - 5	Buff City Soap	1513 E Walnut AVE #Suite 5 & 6 Dalton, GA 30721 4P006	05/18/2021	Blankenship, Donnie	Corrective Action Plan Given	Contact me once Knox Box has been installed to secure the key.
10003 - 2	Casa Frida	323 N Hamilton ST Dalton, GA 30720	05/18/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10030 - 11	Cali Bowls	825 Chattanooga AVE #Suite 8 Dalton, GA 30720	05/18/2021	Hearn, Scott Raymond	Passed	
10073	Vape Plug Exotic Snacks & Drinks	617 E Morris ST #Suite 1 Dalton, GA 30720	05/19/2021	Hearn, Scott Raymond	Corrective Action Plan Given	Add Knox Box to building.
11136 - 10	Royal Vape and Smoke	2514 E Walnut AVE #Suite 9 Dalton, GA 30720	05/20/2021	Hearn, Scott Raymond	Passed	
11142	Krystal	1909 E Walnut AVE Dalton, GA 30721	05/24/2021	Stratton, Dale Lee	Passed	
11138 - 10	Tac Mills	2705 Airport RD #Suite 109 Dalton, GA 30720	05/24/2021	Hearn, Scott Raymond	Passed	
10138	Krystal	301 W Waugh ST Dalton, GA 30720	05/24/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
11093 - 4	I Luv Nails	851 Shugart RD Dalton, GA 30720	05/24/2021	Hearn, Scott Raymond	Passed	
10784 - 19	Milly's Boutique and Salon	100 W Walnut AVE ##114 Dalton, GA 30720	05/27/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
11097 - 3	V.I.P. Tobacco Mart	785 Shugart RD #Suite 4 Dalton, GA 30720	05/28/2021	Hearn, Scott Raymond	Passed	

Total # Inspections for OTC:

18

<b>Inspection Type: Plan Review</b>						
10146	Under Construction	201 Boring DR Dalton, GA 30721	05/05/2021	Daniel, Matthew T.	Passed	Add water motor or electric bell and extra sprinkler head cabinet.
11176	Chic-Fil-A	1517 W Walnut AVE Dalton, GA 30720	05/11/2021	Daniel, Matthew T.	Passed	Sight and building plan review.
10068	Whitfield County Courthouse	205 N Selvidge St. Dalton, GA 30720	05/13/2021	Daniel, Matthew T.	Passed	1961 Addition building remodel plan review all issues resolved.
10289	Belk-Gallant Lofts	307 S Hamilton ST Dalton, GA 30721	05/17/2021	Daniel, Matthew T.	Passed	Final revisions made to plans and approved.

Includes LOCKED inspections for both archived and unarchived occupancy records.

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
<b>Inspection Type: Plan Review</b>						
10390	Coronita Market	1001 E Morris ST Dalton, GA 30720	05/20/2021	Daniel, Matthew T.	Passed	Submit kitchen hood suppression separately. Add emergency lighting in sales area.
10289	Belk-Gallant Lofts	307 S Hamilton ST Dalton, GA 30721	05/21/2021	Daniel, Matthew T.	Passed	Sprinkler plane review hydraulic calculations resubmitted.
10428	Dalton Aircraft	4465 Airport RD Dalton, GA 30720	05/24/2021	Daniel, Matthew T.	Passed	Textile Aviation hanger sprinkler plan review.

Total # Inspections for Plan Review:

7

<b>Inspection Type: Reinspection</b>						
10742	Comfort Inn & Suites	905 West Bridge RD Dalton, GA 30720	05/21/2021	Stratton, Dale Lee	Passed	Thank you for your diligence and devotion to the protection of the lives and property in your charge.

Total # Inspections for Reinspection:

1

<b>Inspection Type: Site Visit</b>						
10369	DPS-Hammond Creek Middle School	330 Pleasant Grove DR NE Dalton, GA 30721	05/03/2021	Stratton, Dale Lee	Passed with Comments	Met with Jeff Wells and placed the key for the cafeteria fire door in the Knox Box.
11218 - 7	Japanese Grill	816 Walnut Square BLVD #Suite 11 Dalton, GA 30720	05/03/2021	Hearn, Scott Raymond	Passed	
10772	Vacant	310 Brookhollow Ind. BLVD Dalton, GA 30720	05/05/2021	Daniel, Matthew T.	Corrective Action Plan Given	
10677- 1	Park Canyon Apartment Homes	2270 Park Canyon DR Dalton, GA 30720	05/06/2021	Stratton, Dale Lee	Passed with Comments	Met with Glenda Hoven and Danny Jones to discuss Knox Box placement
11250	Holiday Inn Express	934 Market ST Dalton, GA 30720	05/07/2021	Hearn, Scott Raymond	Complaint cleared by Contact	
11250	Holiday Inn Express	934 Market ST Dalton, GA 30720	05/07/2021	Hearn, Scott Raymond	Passed	
10535	Carniceria Nacho	900 Underwood ST Dalton, GA 30720	05/10/2021	Stratton, Dale Lee	Passed with Comments	Trailer has been removed; hood system has been inspected and cleaned by a GA licensed contractor; kitchen fire extinguisher and hood suppression system have been inspected by a GA licensed contractor and have a current annual inspection tag.
10348	Juicy Seafood	819 Walnut Square BLVD Dalton, GA 30721	05/13/2021	Hearn, Scott Raymond	Passed	
10779	Chilis	881 Holiday Inn DR Dalton, GA 30720	05/13/2021	Hearn, Scott Raymond	Corrective Action Plan Given	Add cover to pull station. Get three keys for pull station.
11250	Holiday Inn Express	934 Market ST Dalton, GA 30720	05/17/2021	Hearn, Scott Raymond	Passed	Reschedule for 5/7/21

Includes LOCKED inspections for both archived and unarchived occupancy records.



emergencyreporting  
Doc Id: 1026  
Page # 6 of 7

153

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
<b>Inspection Type: Site Visit</b>						
10348	Juicy Seafood	819 Walnut Square BLVD Dalton, GA 30721	05/18/2021	Hearn, Scott Raymond	Corrective Action Plan Given	
10441	M & M Building	412 School ST Dalton, GA 30720	05/18/2021	Blankenship, Donnie	Passed	Performed a walk thru with Station 1 personnel.
10441	M & M Building	412 School ST Dalton, GA 30720	05/19/2021	Daniel, Matthew T.	Passed	Hall fire door questions. Two doors do not require rating. HVAC room with return and closet to south of FACP room.
10770	Cargill Chemical	208 Brookhollow Ind. BLVD Dalton, GA 30720	05/19/2021	Daniel, Matthew T.	Passed	The sprinkler pit is over 6 foot deep the backflow preventer will be installed above ground in a hot box.
10254	Shaw Plant WM	902 N Hamilton ST Dalton, GA 30720	05/19/2021	Blankenship, Donnie	Corrective Action Plan Given	
00001 - 1	Single Family Dwelling 708 E Morris St	708 E Morris ST Dalton, GA 30720	05/19/2021	Daniel, Matthew T.	Passed	Single family dwelling used as quadplex. Structure is condemned verified structure is still unoccupied.
10302	Ramirez Property 305 E Hawthorne Street	305 E Hawthorne ST Dalton, GA 30720	05/20/2021	Stratton, Dale Lee	Passed	309 East Hawthorne Street; Suite A address must be changed to 305 East Hawthorne Street; suite A. Called Jose Barrera (property owner) and requested the change to addressing. Mr. Barrera stated that he would comply with the request.
10469	Dalton Village Apartments	1809 Shadow LN Dalton, GA 30720	05/20/2021	Hearn, Scott Raymond	Complaint cleared by Contact	
10738	Fairfield Inn & Suites	786 College DR Dalton, GA 30720	05/25/2021	Hearn, Scott Raymond	Passed	
11138 - 6	Med Now	2705 Airport RD #101,102,103 Dalton, GA 30720	05/27/2021	Daniel, Matthew T.	Passed	DPD requested an inspection due to a report of an individual living in the business. Informed the building owner of state and local laws prohibiting sleeping arrangements in their zoning district.
10443	North Georgia Fair	500 Legion DR Dalton, GA 30720	05/27/2021	Hearn, Scott Raymond	Passed	

Total # Inspections for Site Visit: 21

<b>Inspection Type: Sprinkler System</b>						
10441	M & M Building	412 School ST Dalton, GA 30720	05/27/2021	Hearn, Scott Raymond	Passed	

Total # Inspections for Sprinkler System: 1

**TOTAL # INSPECTIONS: 101**

Includes LOCKED inspections for both archived and unarchived occupancy records.



# Dalton Fire Department

Dalton, GA

This report was generated on 6/4/2021 7:44:45 AM



## Occupancy Inspection History per Occupancy with Violations

Inspection Observations: CORRECTIVE ACTION PLAN, FAIL | Occupancy Categories: All Categories | Start Date: 05/01/2021 | End Date: 05/31/2021

INSPECTION DATE	INSPECTION TYPE	RESULT	NOTES	QUESTION	REMARKS	OBSERVATION
Engine 1 A Shift						
A Cut Above - 630 S Hamilton ST - 7062784910						
05/27/2021	Annual	Corrective Action Plan Given		Are the size and distribution of fire extinguishers code compliant?	Install fire extinguisher.	CORRECTIVE ACTION PLAN
Chris Beck Welding - 606 S Hamilton ST - 7064638187						
05/24/2021	Annual	Corrective Action Plan Given		Does the business have a certificate of occupancy?	Apply for your business license.	CORRECTIVE ACTION PLAN
				Are there any identifiable electrical hazards?	Exposed electrical wiring should be in conduit or covered by a hard surface. Remove dead electrical wiring.	CORRECTIVE ACTION PLAN
				Are extension cords being used correctly?	Don't use extension cords for permanent power. Don't plug multiple extension cords together.	CORRECTIVE ACTION PLAN
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Install a 10lb fire extinguisher with ga licensed contractor tag.	CORRECTIVE ACTION PLAN
Christian Counseling Center - 203 N Thornton AVE						
05/27/2021	Annual	Corrective Action Plan Given	Have extinguisher inspected and mounted. Add Knox Box to building.	Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	CORRECTIVE ACTION PLAN
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Have current inspection by a licensed Georgia extinguisher contractor. Have extinguisher properly mounted.	CORRECTIVE ACTION PLAN

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



**Lemon & Lavendar - 327 S Hamilton ST - 706.618.8575**

05/14/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	CORRECTIVE ACTION PLAN
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Have extinguisher inspected by a licensed Georgia contractor.	CORRECTIVE ACTION PLAN

**Xtreme Audio and Accessories - 400 S Hamilton ST - 706-529-8736**

05/18/2021	Annual	Corrective Action Plan Given	Contact me should corrective actions be completed prior to the scheduled re-inspection date	Are there any identifiable electrical hazards?	1). Install appropriate switch covers and outlet covers. 2). Permanent electrical wiring shall be installed in electrical conduit or covered with the appropriate material.	FAIL
				Have extension cords been properly maintained?	Replace damaged extension cords.	FAIL
				Is a proper working space provided in front of electrical service equipment?	Clear obstructions from in front of electrical panels.	FAIL
				Are wiring splices concealed in a junction box and are open junction boxes covered with an approved junction box cover?	Install covers on all junction boxes. Open splices shall be installed in junction boxes.	FAIL
				Has a Knox Box containing the property access keys been installed?	Install Knox box	CORRECTIVE ACTION PLAN
				Unless otherwise permitted by code, are door openings in means of egress not less than 32 inches in clear width?	Maintain clear paths of travel.	FAIL
				Are the means of egress free of obstructions or impediments?		FAIL
				Are the required number and type of fire extinguisher installed for the present hazard or condition?	Install fire extinguishers as discussed.	FAIL

**Engine 1 B Shift**

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





**Acree Jinright & Co. Pc. - 212 W Gordon ST - 706-278-5853**

05/10/2021	Annual	Corrective Action Plan Given	30 day extension to complete corrective actions.	Are extension cords being used correctly?	Extension cords shall not be plugged into multi plug adapters. Extension cords shall not be plugged into extension cords. Extension cords shall not substitute permanent wiring. Extension cords shall not pass through walls or ceilings.	FAIL
				Are electrical rooms marked?		FAIL
				Is a proper working space provided in front of electrical service equipment?	Remove storage from in front of electrical panels.	FAIL
				Are multiplug adapters code compliant and in proper use?	Multi plug adapters shall not be plugged into multi plug adapters.	FAIL
				Are wiring splices concealed in a junction box and are open junction boxes covered with an approved junction box cover?	Open splices must be installed in approved junction boxes.	FAIL
				Is address signage correct and in place?	Install address signage.	FAIL
				Has a Knox Box containing the property access keys been installed?	Install Knox Box.	FAIL
				Are exits, or enclosures for stairways and ramps free of combustibles?		FAIL
				Are boiler rooms, mechanical rooms, electrical rooms, and fire command centers free of combustible material storage?		FAIL
				Is the headroom in the means of egress code compliant?	Repair stairwell ceiling.	FAIL
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Install fire extinguishers as discussed.	FAIL

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



**First National Community Bank - 415 S Thornton AVE**

05/21/2021	Annual	Corrective Action Plan Given		Are electrical rooms marked?	Install ELECTRICAL ROOM signage.	FAIL
				Is a proper working space provided in front of electrical service equipment?	Remove storage from in front of electrical panel.	FAIL
				Is address signage correct and in place?	Install address signage.	FAIL
				Has a Knox Box containing the property access keys been installed?	Install Knox Box.	CORRECTIVE ACTION PLAN
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Fire extinguishers require current annual inspection; must be conducted by a GA licensed contractor.	FAIL

**Krystal - 301 W Waugh ST**

05/24/2021	OTC	Corrective Action Plan Given		Does the emergency lighting system work correctly?	Exit lighting does not work.	CORRECTIVE ACTION PLAN
				Are exit signs properly illuminated?	Exit sign does not work.	CORRECTIVE ACTION PLAN
				Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	CORRECTIVE ACTION PLAN

**Mayfield and Company - 208 W Gordon ST - 706-226-5644**

05/17/2021	Annual	Passed with Comments		Are there any identifiable electrical hazards?	Exposed permanent electrical wiring shall be installed in conduit	CORRECTIVE ACTION PLAN
				Are multiplug adapters code compliant and in proper use?	1). Power strips shall be mounted 2). Power strips shall not be plugged into power strips	CORRECTIVE ACTION PLAN
				Has a Knox Box containing the property access keys been installed?	Install Knox box	CORRECTIVE ACTION PLAN

**Engine 1 C Shift**

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



**DWCDC - 407 S Thornton AVE #Suite 3**

05/25/2021	Annual	Corrective Action Plan Given	Email photos of corrected actions to dstratton@daltonga.gov	Are there any identifiable electrical hazards?	Blanks must be installed in the open spaces in the electrical panel.	FAIL
				Are extension cords being used correctly?	Extension cords shall not be plugged into multi plug adapters.	FAIL
				Are multiplug adapters code compliant and in proper use?	Multi plug adapters shall not be plugged into multi plug adapters. Multi plug adapter cords shall not pass through walls.	FAIL
				Are fire extinguishers mounted at the proper height?		FAIL
				Are the fire extinguishers installed in visible locations?		FAIL
				Are the size and distribution of fire extinguishers code compliant?		FAIL
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Install fire extinguisher.	FAIL
				Are the required number and type of fire extinguisher installed for the present hazard or condition?		FAIL
				Are the fire extinguishers unobstructed or unobscured from view?		FAIL
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Installed fire extinguishers require a current annual inspection; must be conducted by a GA licensed contractor.	FAIL
				Do the fire extinguishers have the appropriate inspection tag required by law?		FAIL
				Are the fire extinguishers code compliant?		FAIL

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



**Landmark Realty - 407 S Thornton AVE #Suite 1**

05/25/2021	Annual	Corrective Action Plan Given	Email photos of corrected actions to dstratton@daltonga.gov	Are there any identifiable electrical hazards?	Install blanks in open spaces in electrical panel.	FAIL
				Are fire extinguishers mounted at the proper height?		FAIL
				Are the fire extinguishers installed in visible locations?	Install fire extinguisher.	FAIL
				Are the size and distribution of fire extinguishers code compliant?		FAIL
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?		FAIL
				Are the required number and type of fire extinguisher installed for the present hazard or condition?		FAIL
				Are the fire extinguishers unobstructed or unobscured from view?		FAIL
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Installed fire extinguisher requires current annual inspection; must be conducted by a GA licensed contractor.	FAIL
				Do the fire extinguishers have the appropriate inspection tag required by law?		FAIL
				Are the fire extinguishers code compliant?		FAIL

**Little, Bates, Kelchear, PC - 101 E Crawford ST #500- 706-278-0525**

05/13/2021	Annual	Corrective Action Plan Given		Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Add extinguisher inspected by a licensed Georgia contractor.	CORRECTIVE ACTION PLAN
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Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.



# Northwest Family Crisis Center - 407 S Thornton AVE #Suite 5

05/25/2021	Annual	Corrective Action Plan Given	Email photos of corrected actions to dstratton@daltonga.gov	Are there any identifiable electrical hazards?	Install outlet cover.	CORRECTIVE ACTION PLAN
				Are multiplug adapters code compliant and in proper use?	Multi plug adapters shall be mounted according to manufacturers recommended specifications.	CORRECTIVE ACTION PLAN
				Are fire extinguishers mounted at the proper height?		FAIL
				Are the fire extinguishers installed in visible locations?		FAIL
				Are the size and distribution of fire extinguishers code compliant?		FAIL
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?		FAIL
				Are the required number and type of fire extinguisher installed for the present hazard or condition?	Install fire extinguisher.	FAIL
				Are the fire extinguishers unobstructed or unobscured from view?		FAIL
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Installed fire extinguishers require a current annual inspection; must be conducted by a GA licensed contractor.	FAIL
				Do the fire extinguishers have the appropriate inspection tag required by law?		FAIL
				Are the fire extinguishers code compliant?		FAIL

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

**Robinson Door and Security - 603 Oxford ST - 7062263039**

05/26/2021	Annual	Passed		Does the business have a certificate of occupancy?	Apply for a business license with City Hall.	CORRECTIVE ACTION PLAN
				Are extension cords being used correctly?	Extension cords should only be used for temporary power.	CORRECTIVE ACTION PLAN
				Is a proper working space provided in front of electrical service equipment?	Remove combustibles near electrical panel.	CORRECTIVE ACTION PLAN
				Are wiring splices concealed in a junction box and are open junction boxes covered with an approved junction box cover?	Install covers on electrical outlets.	CORRECTIVE ACTION PLAN
				Are compressed gas cylinders properly secured?	Secure compressed gas cylinders.	CORRECTIVE ACTION PLAN
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Have fire extinguishers serviced by a licensed contractor.	CORRECTIVE ACTION PLAN

**Vape Plug Exotic Snacks & Drinks - 617 E Morris ST #Suite 1**

05/19/2021	OTC	Corrective Action Plan Given	Add Knox Box to building.	Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	CORRECTIVE ACTION PLAN
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**Wells Fargo Bank - 201 S Hamilton ST**

05/25/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	CORRECTIVE ACTION PLAN
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**Engine 2 A Shift****Japanese Grill - 816 Walnut Square BLVD #Suite 11**

05/11/2021	OTC	Passed	This suite11	Is address signage correct and in place?	Add Suite numbers. This is Suite 11	CORRECTIVE ACTION PLAN
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Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.



**Vacant - 310 Brookhollow Ind. BLVD**

05/05/2021	Site Visit	Corrective Action Plan Given		Have all applicable code requirements been met?	Conducting a district review and noticed rolled carpet goods being moved into the structure. Informed the occupant that a business license was required and instructed him to contact City Hall.	CORRECTIVE ACTION PLAN
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**Engine 2 B Shift****EI Sol Audio - 800 E Morris ST**

05/24/2021	Annual	Corrective Action Plan Given		Are there any identifiable electrical hazards?	Put exposed wires in junction.	CORRECTIVE ACTION PLAN
				Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	CORRECTIVE ACTION PLAN
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Have extinguisher inspected by a licensed Georgia contractor.	CORRECTIVE ACTION PLAN

**The Chop Shop - 310 Dayton ST - 706-259-4161**

05/21/2021	Annual	Passed with Comments	Send picture of installed fire extinguisher with current annual inspection tag.	Are the required number and type of fire extinguisher installed for the present hazard or condition?	Install fire extinguisher. Fire extinguishers require current annual inspection inspection; to be performed by a GA licensed contractor.	CORRECTIVE ACTION PLAN
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**Engine 2 C Shift****Juicy Seafood - 819 Walnut Square BLVD**

05/18/2021	Site Visit	Corrective Action Plan Given		Have all applicable code requirements been met?	Discussed sprinkler system requirements, fire alarm system, and hood system.	CORRECTIVE ACTION PLAN
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**Engine 4 A Shift**

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

**Comfort Inn & Suites - 905 West Bridge RD - 706-259-2583**

05/18/2021	Annual	Corrective Action Plan Given	Should you complete the required corrective actions prior to 6/17/2021, Contact me via email at dstratton@daltonga.gov.	Does the breaker controlling the fire alarm have an approved locking device?	The breaker that services the Fire Alarm requires installment of a breaker lock.	FAIL
				Does the circuit controlling the fire alarm have a red marking?		FAIL
				Is a proper working space provided in front of electrical service equipment?	Remove storage from electrical room.	FAIL
				Are rooms containing fire protection equipment properly marked ?	1) Install an FACP sign on the door to the room containing the Fire Alarm Control Panel. 2) Install a sign on the door leading to the riser room/fire pump room. 3) Install a sign on the door containing the riser/fire pump.	FAIL
				Have inspections, testing, and maintenance of the fire pump been performed according to manufacturer's recommended specifications?	Fire pump requires current annual inspection.	FAIL

**Crossfit Discernment - 640 S Hamilton ST - 706-264-3098**

05/26/2021	Annual	Corrective Action Plan Given		Does the emergency lighting system work correctly?	Repair exit sign/ emergency light.	CORRECTIVE ACTION PLAN
				Are extension cords being used correctly?	Don't use extension cords for permanent power.	CORRECTIVE ACTION PLAN
				Is address signage correct and in place?	Install address signage.	CORRECTIVE ACTION PLAN
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Have a GA licensed contractor service fire extinguisher.	CORRECTIVE ACTION PLAN

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





**Dalton Public Schools Maint. - 412 S Hamilton ST - 706-226-3521**

05/20/2021	Annual	Passed		Are electrical rooms marked?	Install sign on ELECTRICAL ROOM.	CORRECTIVE ACTION PLAN
				Are multiplug adapters code compliant and in proper use?	Multi plug adapters shall be mounted according to manufacturers recommended specifications.	CORRECTIVE ACTION PLAN
				Are wiring splices concealed in a junction box and are open junction boxes covered with an approved junction box cover?	Install covers on electrical junction boxes. All spliced wiring shall be installed in electrical junction boxes.	CORRECTIVE ACTION PLAN

**Hamilton Glass - 646 S Hamilton ST - 706-227-0946**

05/26/2021	Annual	Corrective Action Plan Given		Are there any identifiable electrical hazards?	Install cover in electrical panel. Cover exposed electrical wiring.	CORRECTIVE ACTION PLAN
				Are extension cords being used correctly?	Extension cords should only be used for temporary power.	CORRECTIVE ACTION PLAN
				Is a proper working space provided in front of electrical service equipment?	Remove combustibles near electrical panels.	CORRECTIVE ACTION PLAN
				Are the fire extinguishers unobstructed or unobscured from view?	Remove items blocking fire extinguishers.	CORRECTIVE ACTION PLAN

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



**Lisa's Café - 410 S Hamilton ST - 706-278-1159**

05/19/2021	Annual	Corrective Action Plan Given	Contact me should corrective actions be completed prior to the re-inspection date.	Are extension cords being used correctly?	Extension cords shall not be plugged into extension cords or multi plug adapters. Extension cords shall not pass through walls. Extension cords shall not substitute permanent electrical wiring.	FAIL
				Are multiplug adapters code compliant and in proper use?	Multi plug adapters shall not be plugged into extension cords and extension cords shall not be plugged into multi plug adapters. Multi plug adapters shall not be plugged into multi plug adapters.	FAIL
				Is address signage correct and in place?	Replace faded address numbering.	CORRECTIVE ACTION PLAN
				Has a Knox Box containing the property access keys been installed?	Install Knox Box.	CORRECTIVE ACTION PLAN

**Supply of Dalton - 608 S Hamilton ST - 706-278-1265**

05/24/2021	Annual	Corrective Action Plan Given		Are there any identifiable electrical hazards?	Exposed electrical wiring should be in conduit. Install junction box covers as needed.	CORRECTIVE ACTION PLAN
				Are extension cords being used correctly?	Don't use extension cords for permanent power.	CORRECTIVE ACTION PLAN
				Is a proper working space provided in front of electrical service equipment?	Remove combustibles near electrical panels.	CORRECTIVE ACTION PLAN
				Are fire extinguishers mounted at the proper height?	Mount fire extinguisher.	CORRECTIVE ACTION PLAN

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



**Tire Discounters - 401 S Hamilton ST - 706-278-2233**

05/17/2021	Annual	Passed with Comments	Complete corrective actions on commented items.	Are there any identifiable electrical hazards?	Install blank in open space in electrical panel	CORRECTIVE ACTION PLAN
				Has a Knox Box containing the property access keys been installed?	Install Knox Box	CORRECTIVE ACTION PLAN
				Are fire extinguishers mounted at the proper height?	1) access to fire extinguishers must be maintained 2) fire extinguishers must properly mounted	CORRECTIVE ACTION PLAN

**Engine 4 B Shift**
**Gene Rogers Builders - 500 S Pentz ST**

05/25/2021	Annual	Corrective Action Plan Given	Email a picture corrective actions taken.	Does the emergency lighting system work correctly?	Repair or replace all non operational exit signage.	FAIL
				Are there any identifiable electrical hazards?	Rewiring in progress.	CORRECTIVE ACTION PLAN
				Are multiplug adapters code compliant and in proper use?	Multi plug adapters must be mounted.	CORRECTIVE ACTION PLAN
				Are wiring splices concealed in a junction box and are open junction boxes covered with an approved junction box cover?	Rewiring in progress.	CORRECTIVE ACTION PLAN
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Fire extinguishers require current annual inspection; to be conducted by a GA licensed contractor..	FAIL
				Do the fire extinguishers have the appropriate inspection tag required by law?	Fire extinguishers require current annual inspection tag; to be installed by a GA licensed contractor.	FAIL

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



**Vogue Carpets - 611 Oxford ST**

05/27/2021	Annual	Corrective Action Plan Given		Is required emergency lighting in place?	Install emergency lighting as needed.	CORRECTIVE ACTION PLAN
				Are exits, other than main exits properly marked?	Install exit signage above egress doors.	CORRECTIVE ACTION PLAN
				Are there any identifiable electrical hazards?	Exposed electrical wiring should be in conduit.	CORRECTIVE ACTION PLAN
				Are extension cords being used correctly?	Don't plug extension cords into other extension cords. Extension cords should only be used for temporary power.	CORRECTIVE ACTION PLAN
				Is a proper working space provided in front of electrical service equipment?	Remove combustibles near electrical panels.	CORRECTIVE ACTION PLAN
				Are wiring splices concealed in a junction box and are open junction boxes covered with an approved junction box cover?	Install cover on electrical junction box.	CORRECTIVE ACTION PLAN
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Have fire extinguishers serviced by a licensed contractor.	CORRECTIVE ACTION PLAN

**Engine 4 C Shift****Buff City Soap - 1513 E Walnut AVE #Suite 5 & 6- 706-275-9320**

05/18/2021	OTC	Corrective Action Plan Given	Contact me once Knox Box has been installed to secure the key.	Is address signage correct and in place?	Install suite numbers as discussed.	CORRECTIVE ACTION PLAN
				Has a Knox Box containing the property access keys been installed?	Install Knox Box.	CORRECTIVE ACTION PLAN

**Chilis - 881 Holiday Inn DR - 706-226-1011**

05/13/2021	Site Visit	Corrective Action Plan Given	Add cover to pull station. Get three keys for pull station.	Have all applicable code requirements been met?	Add cover to pull station	CORRECTIVE ACTION PLAN
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Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.



**First Bank - 401 S Thornton AVE - 706-226-5377**

05/25/2021	Annual	Corrective Action Plan Given	Email photos of corrected actions to dstratton@daltonga.gov	Is required emergency lighting in place?	Install emergency lighting in stairwells.	FAIL
				Does the emergency lighting system work correctly?	Repair or replace all non operational emergency lighting.	FAIL
				Does the breaker controlling the fire alarm have an approved locking device?	Install a breaker lock on the breaker that controls the fire alarm panel.	FAIL
				Does the circuit controlling the fire alarm have a red marking?	Breaker controlling the fire alarm control panel must be marked.	FAIL
				Is a detector present at the location of each control unit(s), notification appliance circuit power extender(s) and supervising station transmitting equipment of the fire alarm to provide notification?	Smoke detector must be installed above the fire alarm control panel.	FAIL
				Has a current annual inspection of the fire alarm system been performed by a GA licensed contractor?	Suppression system located in the server room requires current annual inspection; must be conducted by a GA licensed contractor.	FAIL
				Are electrical rooms marked?	Install electrical room signage.	FAIL
				Are multiplug adapters code compliant and in proper use?	Multi plug adapters shall be mounted according to manufacturers recommended specifications.	FAIL
				Are rooms containing fire protection equipment properly marked ?	Install FACP sign on the door accessing the fire alarm control panel.	FAIL
				Has a Knox Box containing the property access keys been installed?	Install Knox Box.	FAIL

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

**Providence Ministries - 626 Spring ST - 706-275-0268**

05/26/2021	Annual	Corrective Action Plan Given		Are there any identifiable electrical hazards?	Install cover on electrical box. Install blanks in electrical panel.	CORRECTIVE ACTION PLAN
				Are extension cords being used correctly?	Extension cords should only be used for temporary power.	CORRECTIVE ACTION PLAN
				Are wiring splices concealed in a junction box and are open junction boxes covered with an approved junction box cover?	Wiring should be covered properly in junction box.	CORRECTIVE ACTION PLAN
				Are the fire extinguishers unobstructed or unobscured from view?	Remove items blocking fire extinguishers.	CORRECTIVE ACTION PLAN

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



**Windstream - 615 S Thornton AVE - 706-279-7000**

05/27/2021	Annual	Corrective Action Plan Given	Does the emergency lighting system work correctly?	Repair emergency lighting.	CORRECTIVE ACTION PLAN
			Are exit signs properly illuminated?	Repair exit signage.	CORRECTIVE ACTION PLAN
			Have all applicable code requirements been met?	Install fire alarm signage on room containing the fire alarm panel. Install signage on sprinkler riser room.	CORRECTIVE ACTION PLAN
			Are penetrations that pass thru fire barriers protected by a fire stop system or device?	Properly seal penetrations in firewalls. Only approved fire stop material shall be used.	CORRECTIVE ACTION PLAN
			Have preparations of fire door assemblies been performed in accordance with the manufactures inspection service procedure and under label service?	Ensure fire rated doors shut properly.	CORRECTIVE ACTION PLAN
			Has a current annual inspection of the fire alarm system been performed by a GA licensed contractor?	Email a copy of the fire alarm inspection report.	CORRECTIVE ACTION PLAN
			Are wiring splices concealed in a junction box and are open junction boxes covered with an approved junction box cover?	Install cover on electrical box. Remove exposed electrical wiring.	CORRECTIVE ACTION PLAN
			Has a Knox Box containing the property access keys been installed?	Install Knox Box.	CORRECTIVE ACTION PLAN
			Are the means of egress free of obstructions or impediments?	Remove storage from stairwell.	CORRECTIVE ACTION PLAN
			Has the sprinkler system been inspected annually by a Georgia licensed contractor?	Email a copy of the current sprinkler inspection report.	CORRECTIVE ACTION PLAN
			Are all required areas of the building sprinkled?	Building is partially sprinkled. Large occupancy room is only partially sprinkled.	CORRECTIVE ACTION PLAN

**Engine 5 A Shift**

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



**Katherine O'Gwin - 109 W Morris ST - 7062602772**

05/20/2021	Annual	Corrective Action Plan Given	Email photos of corrected actions to: dstratton@daltonga.gov	Does the emergency lighting system work correctly?	Repair or replace all non operational emergency lighting.	FAIL
				Are exits, other than main exits properly marked?	Install stairwell exit sign.	FAIL
				Are exit signs properly illuminated?	Repair or replace all non operational exit signs.	FAIL
				Are electrical rooms marked?	Install ELECTRICAL ROOM sign.	FAIL
				Are multiplug adapters code compliant and in proper use?	Multi plug adapters shall not be plugged into multi plug adapters. Extension cords shall not be plugged into multi plug adapters. Multi plug adapters shall not be plugged into extension cords. Multi plug adapters shall be mounted according to manufacturers recommended specifications.	FAIL
				Has a Knox Box containing the property access keys been installed?	Install Knox Box.	CORRECTIVE ACTION PLAN
				Are the fire extinguishers installed in visible locations?		CORRECTIVE ACTION PLAN
				Are the size and distribution of fire extinguishers code compliant?	Install fire extinguisher at front exit.	CORRECTIVE ACTION PLAN
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Fire extinguishers require current annual inspection, to be performed by a GA licensed contractor.	FAIL

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





La Providencia - 1300 Underwood ST						
05/05/2021	OTC	Corrective Action Plan Given	Have hood suppression system inspected. Add address numbers to building. Add Knox Box to building.	Is address signage correct and in place?	Add correct address to building.	CORRECTIVE ACTION PLAN
				Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	CORRECTIVE ACTION PLAN
				Has the fire-extinguishing system and the listed exhaust hood been inspected by a Georgia licensed contractor at least every 6 months?	Have extinguishing system inspected.	CORRECTIVE ACTION PLAN
Milly’s Boutique and Salon - 100 W Walnut AVE ##114- 7062786850						
05/27/2021	OTC	Corrective Action Plan Given		Are there any identifiable electrical hazards?	Add blank to electric panel.	CORRECTIVE ACTION PLAN
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Add two extinguishers from a licensed Georgia contractor .	CORRECTIVE ACTION PLAN
Engine 5 B Shift						
Tandus - 1210 Royal DR - 800-899-8916						
05/25/2021	Complaint	Corrective Action Plan Given		Have all applicable code requirements been met?	Responded with Car 4 and Engine 5 for a water flow alarm. Advised maintenance that the sprinkler contractor needs to be contacted and the system repaired as soon as possible.	CORRECTIVE ACTION PLAN
Engine 5 C Shift						
Chaplains Place - 638 S Hamilton ST - 706-529-0470						
05/24/2021	Annual	Corrective Action Plan Given		Are the means of egress free of obstructions or impediments?	Remove items blocking egress doors.	CORRECTIVE ACTION PLAN
Ladder 3 C Shift						

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

**Dalton Village Apartments - 1809 Shadow LN - 706-226-6424**

05/20/2021	Site Visit	Complaint cleared by Contact		Have all applicable code requirements been met?	Responded with suppression personnel to 1801 Shadow Lane Unit 1 to a possible structure fire. Water leaking into the fuse panel was the issue. Power meter was removed and given to Dalton Utilities. Property manager and maintenance supervisor were advised to repair and have Dalton Utilities re-inspect to have meter replaced.	CORRECTIVE ACTION PLAN
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**Squad 1 A Shift****Big Brothers Big Sisters of Northwest Georgia Mountains - 209 W Morris ST - 706-280-0702**

05/20/2021	Annual	Corrective Action Plan Given		Does the emergency lighting system work correctly?	Repair or replace all non operational emergency lighting.	FAIL
				Are there any identifiable electrical hazards?	Electrical wiring must be installed in conduit or enclosed. Install switch plate cover.	FAIL
				Are electrical rooms marked?	Install ELECTRICAL ROOM signage.	FAIL
				Is a proper working space provided in front of electrical service equipment?	Clear storage from in front of electrical panel.	FAIL
				Are multiplug adapters code compliant and in proper use?	Multi plug adapters shall be mounted according to manufacturers recommended specifications.	FAIL
				Has a Knox Box containing the property access keys been installed?	Install Knox box.	CORRECTIVE ACTION PLAN
				Are the required number and type of fire extinguisher installed for the present hazard or condition?	Install fire extinguishers as discussed. Extinguishers must be annually inspected by a GA licensed contractor.	FAIL

**Casa Frida - 323 N Hamilton ST**

05/18/2021	OTC	Corrective Action Plan Given		Is address signage correct and in place?	Add address numbers to building.	CORRECTIVE ACTION PLAN
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Occupancy Inspection History per Occupancy with Violations where Remarks are recorded on Page 2 of Inspection.



**Coastal C Foods - 400 N Hamilton ST**

05/04/2021	OTC	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	CORRECTIVE ACTION PLAN
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**Ramirez Property 305 E Hawthorne Street - 305 E Hawthorne ST - 706-218-2035**

05/20/2021	Site Visit	Passed	309 East Hawthorne Street; Suite A address must be changed to 305 East Hawthorne Street; suite A. Called Jose Barrera (property owner) and requested the change to addressing. Mr. Barrera stated that he would comply with the request.	Have all applicable code requirements been met?	309 East Hawthorne Street; Suite A address must be changed to 305 East Hawthorne Street; suite A. Called Jose Barrera (property owner) and requested the change to addressing. Mr. Barrera stated that he would comply with the request.	CORRECTIVE ACTION PLAN
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**Shaw Plant WM - 902 N Hamilton ST - 706-532-2500**

05/19/2021	Site Visit	Corrective Action Plan Given		Have all applicable code requirements been met?	Sign is to close to hydrant and needs to be moved immediately.	FAIL
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**Squad 1 B Shift****Estes and Walcott - 201 N Thornton AVE #Suite 100**

05/27/2021	Annual	Corrective Action Plan Given	Add Knox Box to building and fire extinguishers to building.	Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	CORRECTIVE ACTION PLAN
				Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Add correct extinguishers to each floor supplied by a licensed Georgia contractor.	CORRECTIVE ACTION PLAN

**Whimsy in Black - 250 N Hamilton ST - 706-280-1980**

05/11/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	CORRECTIVE ACTION PLAN
				Has a Georgia licensed contractor performed the required annual external inspection, and a 6 year interval examination or hydrostatic test on the fire extinguishers?	Need to be inspected by a licensed Georgia contractor.	CORRECTIVE ACTION PLAN

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



# Dalton Fire Department

Dalton, GA

This report was generated on 6/7/2021 12:59:59 PM



StartDate: 05/01/2021 | EndDate: 05/31/2021

OCCUPANCY	COUNT
<b>INSPECTION TYPE: Alcohol</b>	
A-2 • Restaurants, cafeterias and similar dining facilities (including associated commercial kitchens)	1
A-3 • Pool and billiard parlors	1
M • Convenience stores	1
<b>INSPECTION TYPE: Annual</b>	
A • Assembly, (other)	1
A-2 • Bars, taverns, or nightclubs	1
A-2 • Restaurants, cafeterias and similar dining facilities (including associated commercial kitchens)	1
A-3 • Athletic/health club	1
B • Banks	3
B • Business office	12
B • Electronic data processing	1
B • Motor vehicle or boat sales, services, repair	3
B • Personal service, including barber & beauty shops	3
B • Professional services (architects, attorneys, dentists, physicians, engineers, etc.)	5
B • Professional supplies, services	1
B • Specialty shop	1
B • Telephone exchanges	1
F-2 • Metal products (fabrication and assembly)	2
M • Textile, wearing apparel sales	2
M: Mercantile (other)	4
R-1 • Hotels (transient)	1
S-1 • Warehouse	2
<b>INSPECTION TYPE: Complaint</b>	
F-1 • Manufacturing, processing	1
<b>INSPECTION TYPE: Fire Alarm</b>	
R-1 • Hotels (transient)	1
R-2 • Apartment houses	1
<b>INSPECTION TYPE: Kitchen Hood Installation</b>	
E • High school/junior high school/middle school	1
<b>INSPECTION TYPE: New Construction</b>	
R-2 • Apartment houses	1
<b>INSPECTION TYPE: OTC</b>	
A • Assembly, (other)	1
A-2 • Eating, drinking places, (other)	2

Locked inspections only.



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Doc Id: 1132  
Page # 1 of 2

176

OCCUPANCY	COUNT
A-2 • Restaurants, cafeterias and similar dining facilities (including associated commercial kitchens)	4
B • Business office	3
B • Business, (other)	2
B • Personal service, including barber & beauty shops	1
M • Convenience stores	1
M • General retail, (other)	1
M • Grocery store	1
M • Retail or wholesale stores	1
M: Mercantile (other)	1
<b>INSPECTION TYPE: Plan Review</b>	
A-2 • Restaurants, cafeterias and similar dining facilities (including associated commercial kitchens)	1
A-3 • Courthouse	1
B • Electronic data processing	1
M • Grocery store	1
R-2 • Multifamily dwelling	2
S-1 • Aircraft hangar (storage and repair)	1
<b>INSPECTION TYPE: Reinspection</b>	
R-1 • Hotels (transient)	1
<b>INSPECTION TYPE: Site Visit</b>	
A • Assembly, (other)	1
A-2 • Eating, drinking places, (other)	2
A-2 • Restaurants, cafeterias and similar dining facilities (including associated commercial kitchens)	3
B • Professional services (architects, attorneys, dentists, physicians, engineers, etc.)	1
E • High school/junior high school/middle school	1
F-1 • Carpets and rugs (includes cleaning)	1
F-1: Moderate-hazard factory industrial	1
H-4 • Highly toxic materials	1
R-1 • Hotels (transient)	4
R-2 • Apartment houses	3
R-2 • Multifamily dwelling	1
R-3 • 1 or 2 family dwelling	1
U • Mixed use	1
<b>INSPECTION TYPE: Sprinkler System</b>	
R-2 • Apartment houses	1

Total Inspections:101

Locked inspections only.

06/17/2021 08:46  
628mcoke

The City of Dalton  
YEAR-TO-DATE BUDGET REPORT

05/31/2021

P 1  
glytdbud

FOR 2021 05

ACCOUNTS FOR: 0010 GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141400 000010 SALARY REG	4,991,000	0	4,991,000	1,810,075.45	.00	3,180,924.55	36.3%
141400 000011 SALARY OT	446,000	0	446,000	146,345.86	.00	299,654.14	32.8%
141400 000011 COVID SALARY OT	0	0	0	10,922.50	.00	-10,922.50	100.0%*
141400 000016 SAL BONUS	0	0	0	9,000.00	.00	-9,000.00	100.0%*
141400 000020 FICA	416,000	0	416,000	148,031.80	.00	267,968.20	35.6%
141400 000020 COVID FICA-COVID	0	0	0	835.58	.00	-835.58	100.0%*
141400 000030 PENSION	238,100	0	238,100	68,452.09	.00	169,647.91	28.7%
141400 000030 COVID DB-DC-COVI	0	0	0	241.77	.00	-241.77	100.0%*
141400 000032 DB PLAN	1,345,000	0	1,345,000	498,185.09	.00	846,814.91	37.0%
141400 000032 COVID DB PLAN	0	0	0	3,378.25	.00	-3,378.25	100.0%*
141400 000033 PEN-STATE	28,800	0	28,800	11,350.00	.00	17,450.00	39.4%
141400 000040 HOSP INS	820,100	0	820,100	339,726.00	.00	480,374.00	41.4%
141400 000043 INS FIRE	17,500	0	17,500	.00	.00	17,500.00	.0%
141400 000045 LIFE & DIS	25,200	0	25,200	10,594.53	.00	14,605.47	42.0%
141400 000045 COVID LIFE & DIS	0	0	0	60.95	.00	-60.95	100.0%*
141400 000050 GEN INS	31,500	0	31,500	.00	.00	31,500.00	.0%
141400 000060 WC INS	104,700	0	104,700	41,623.65	.00	63,076.35	39.8%
141400 000100 OFF EQ REN	7,200	0	7,200	1,433.80	.00	5,766.20	19.9%
141400 000110 TELEPHONE	32,000	0	32,000	12,627.13	1,828.87	17,544.00	45.2%
141400 000120 TRAINING	42,000	0	42,000	15,608.38	77.75	26,313.87	37.3%
141400 000121 FIRE SA ED	3,500	0	3,500	-270.96	.00	3,770.96	-7.7%
141400 000123 HAZMAT MAN	17,500	0	17,500	2,218.15	.00	15,281.85	12.7%
141400 000330 UTILITIES	87,500	0	87,500	54,393.96	.00	33,106.04	62.2%
141400 000350 BLDG MTNCE	60,000	0	60,000	12,204.86	7,403.79	40,391.35	32.7%
141400 000360 LEGAL FEES	4,800	0	4,800	493.95	622.50	3,683.55	23.3%
141400 000400 EQ REPAIRS	24,000	0	24,000	3,080.22	564.70	20,355.08	15.2%
141400 000410 GAS/OIL	55,000	0	55,000	21,214.96	.00	33,785.04	38.6%
141400 000440 SUPPLIES	30,000	0	30,000	9,457.79	.00	20,542.21	31.5%
141400 000440 COVID SUPPLIES	0	0	0	3,109.52	.00	-3,109.52	100.0%*
141400 000450 CLEANING	49,900	0	49,900	1,575.00	.00	48,325.00	3.2%
141400 000460 UNIFORMS	140,000	0	140,000	33,055.59	.00	106,944.41	23.6%
141400 000830 MTN APP	100,000	0	100,000	27,011.78	1,434.25	71,553.97	28.4%
141400 001010 OFF SUPPLY	8,200	0	8,200	1,033.36	.00	7,166.64	12.6%
141400 001030 COM SW MTN	21,000	0	21,000	1,588.63	.00	19,411.37	7.6%
141400 001040 COM MTN/SU	7,000	0	7,000	1,553.51	.00	5,446.49	22.2%
141400 001090 WELLNESS	4,000	0	4,000	1,754.00	.00	2,246.00	43.9%
141400 001300 MEALS	16,600	0	16,600	5,784.80	.00	10,815.20	34.8%
141400 001410 DUES/FEES	6,600	0	6,600	705.00	.00	5,895.00	10.7%
141400 001620 IMPACT FEE	1,100	0	1,100	.00	.00	1,100.00	.0%
141400 001665 RADIO FEE	11,300	0	11,300	.00	.00	11,300.00	.0%
141400 001990 MISC	16,000	0	16,000	796.77	.00	15,203.23	5.0%
141400 039980 CO < \$5000	37,000	0	37,000	10,037.52	.00	26,962.48	27.1%
141400 039990 CAP OUTLAY	0	0	0	-3,466.99	.00	3,466.99	100.0%

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 The City of Dalton  
 YEAR-TO-DATE BUDGET REPORT

05/31/2021

 P 2  
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FOR 2021 05

ACCOUNTS FOR: 0010 GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">141400 039990 COVID CAP OUTLAY</a>	0	0	0	3,466.99	.00	-3,466.99	100.0%*
<a href="#">141400 084725 BLDG/GRNDS</a>	9,000	0	9,000	3,456.32	272.60	5,271.08	41.4%
TOTAL GENERAL FUND - OPERATING	9,255,100	0	9,255,100	3,322,747.56	12,204.46	5,920,147.98	36.0%
TOTAL EXPENSES	9,255,100	0	9,255,100	3,322,747.56	12,204.46	5,920,147.98	

# DALTON FIRE DEPARTMENT

## Standard Operating Procedure

**S.O.P.:**      **ENF-1**  
**Effective:**    **11/01/2000**  
**Revised:**     **06/27/2017**  
**Reviewed:**    **06/22/2021**

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

\_\_\_\_\_  
DATE

**Title:** Enforcement of Fire Lane Violations

**Scope:** All personnel

### **POLICY:**

This policy was created to establish a procedure for enforcement actions directed to violators of City Ordinance, Article VI, 114-396 through 114-407 titled “Fire Lanes” and to establish guidance in all other enforcement actions by the City of Dalton Fire Department.

It will be the policy of the City of Dalton Fire Department to ensure the safety of our citizens in areas of congestion due to traffic and other means by effectively policing those areas to provide for at least the minimum ingress and egress required for emergency vehicles at all times. This will be accomplished by citation to Municipal Court, where necessary, by designated officials of the City of Dalton Fire Department or uniformed officers of Dalton Police Department. This action is in conjunction with the authority listed in 114-407.

The officer engaged in the enforcement of the minimum standards acceptable shall evaluate the circumstance and make a determination if the property in question is listed in the ordinance 114-397 (c) for designation as a fire lane. Then a decision will be made as to what form of enforcement shall be effective to render a more safe condition. The officer anticipating enforcement actions shall notify the dispatcher by radio of his/her location and reason for possible corrective actions anticipated.

The following personnel have authority designated by the Fire Chief to enter into enforcement actions where needed:

- On-duty Battalion Chiefs
- All personnel assigned to the Fire Prevention Division for the purpose of code enforcement
- Deputy Fire Chief
- Fire Chief



## **Verbal communication with the violator**

Should contact be made with the operator of a vehicle, the officer will be professional in their approach and utilize a courteous manner. The officer shall identify themselves and the department he/she represents. The officer will then inquire if there is any justifiable reason for the violation committed. The officer will then notify the violator of the action to be taken. The officer will educate the violator as to why action will be taken and how to avoid future citations.

In the event a violator becomes confrontational, the officer shall remove himself/herself to a safe location (vehicle most likely) at the earliest possible time whereby he/she may summon assistance from uniformed police officers and/or supervisors with Dalton Fire Department. Officer safety is of utmost importance and should not be jeopardized under any circumstance.

## **Written Warnings**

The City of Dalton Fire Department generated form(s) pursuant to 14-261 shall indicate in the appropriate location whether a warning or citation is issued. Warning stickers may be utilized separate from a Citation/Warning ticket at the officer's discretion. The department or the court does not require that a Citation/Warning ticket be completed in conjunction with the orange warning sticker.

Should there be any doubt as to what action to take, the officer will educate the operator of the vehicle and a warning sticker issued without a citation/warning being completed. Upon exiting, the officer will thank them for their attention to this matter.

## **Citations**

Citations to Municipal Court as listed in 114-407 may be issued to the vehicle and it is not necessary for the driver/operator to be present. If the operator is not present, the citation may be left with the vehicle. In the event a citation to Municipal Court is issued, the vehicle shall be photographed and the photograph shall be printed and attached to the citation. The proper forms will be forwarded to an officer of the court for processing and disposition either by forfeiture or the fine amount listed during court hearing.

Issuance of citations is an adversarial situation and should be handled in a manner to promote officer safety at all times. In the event an unlicensed operator or an operator becomes hostile/belligerent, dispatch shall be notified via radio requesting Dalton Police Department who will take all necessary enforcement action upon their arrival.

# DALTON FIRE DEPARTMENT

## Standard Operating Procedure

**S.O.P.:** C- 2  
**Effective:** 06-12-2017  
**Revised:** 06-12-2017  
**Reviewed:** 06/22/2021

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

\_\_\_\_\_  
DATE

**Policy:** Radio Check

**Scope:** All Personnel

### PROCEDURE:

#### 1. Station Radios

- a. Station radios will be tested daily at 07:30. Dispatch will send the alert tones for each station and personnel from each station shall acknowledge the alert indicating receipt of the alert.
- b. Any station radio found inoperable or defective will be checked and turned in for repair immediately.
- c. After any repair or modification a check of the radio will be made by activating the station alert and confirming receipt of the alert.

#### 2. Apparatus Radios

- a. All first out and reserve apparatus radios shall be tested every Friday with the testing of the station radios.
- b. Any apparatus radio found inoperable or defective will be checked and turned in for repair immediately.
- c. After any repair or modification a check of the radio will be made by requesting a clarity check from the dispatch center.

**NOTE:** Portables are the responsibility of the person assigned. They should be checked daily for operation and battery condition. An example would be turning the radio on and keying it up ensures that it will transmit and receive.

# DALTON FIRE DEPARTMENT

## Standard Operating Procedure

**S.O.P.: ENF-2**

**Effective: 03/24/2003**

**Revised: 06/27/2017**

**Reviewed: 06/22/2021**

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

\_\_\_\_\_  
DATE

**Title:** Enforcement of False/Nuisance Alarms

**Scope:** All personnel

### **POLICY:**

This policy exists to govern fire alarm systems intended to summon fire department personnel by implementation of City Ordinance 46-30, allowing for assessment of fees for excessive false alarms and nuisance fire alarms, and providing for the severability of the parts hereof if declared invalid.

### **False/Nuisance alarms are defined as follows:**

False Alarm The willful and knowing initiation or transmission of a signal, message, or other notification of an event of fire when no such danger exists.

Nuisance Alarm An alarm caused by mechanical failure, malfunction, improper installation or lack of proper maintenance, or an alarm activated by a cause that cannot be determined.

### **Examples of alarms that are enforceable within this policy:**

- An alarm caused by improper installation or maintenance of the fire alarm system. This includes missing backup batteries, loose connections, smoke detectors mounted near air vents, or otherwise overly sensitive detectors
- An alarm caused by a power outage or storm, as long as there is no evidence that lightning hit the structure or traveled in on power or telephone lines
- An alarm caused by the alarm user or alarm company working on the system or testing the system
- A false alarm activated by the alarm user or an employee
- The occupant conducting a fire drill without notifying the fire alarm company

- An alarm caused by an employee of a business or a family member of a resident smoking near a detector
- An alarm caused by normal cooking where the alarm user could relocate a detector or provide better ventilation
- An alarm caused by dust from construction/demolition
- A burglar alarm reported by the alarm company
- An alarm for which there is no explanation. If a cause for the alarm cannot be identified, (no pull station was activated, smoke was not present, etc.), the alarm system will be assumed to have malfunctioned and the ordinance applies.

**Examples of alarms that are not enforceable within this policy:**

- An activation of the alarm caused by a fire, potential fire, or hazardous situation (e.g., smoke from an overheated stove producing a potential fire situation)
- A test by the fire department or other regulatory agency
- An alarm caused by someone who is not an employee of the alarm user smoking near a detector, unless the alarm user has not attempted to control smoking
- A malicious activation of a pull station by someone who is not an employee of the alarm user, unless management could relocate the pull station or provide protective covers to prevent easy activation
- An alarm caused by unauthorized tampering with an alarm system by someone other than an employee of a business or member of the family occupying a residence where the alarm activates
- A burglar alarm or elevator alarm that is reported as a fire alarm by an occupant. If an alarm company reports a burglar alarm as a fire alarm, the response qualifies under the policy
- A beeping smoke detector in a residence that the occupant wishes the fire department to check

## **Occupant Negligence**

In cases where someone's negligence causes a fire alarm to activate, it is important to determine who caused the alarm and his/her relationship to the alarm user. If an alarm is caused by a fire alarm user or an agent or employee, the policy applies. These would include the property manager and his/her staff, employees of the business occupying the building, and persons using the building under contract with the business. Occupants of a residence where an alarm occurs also qualify. This policy does not apply if the alarm is caused by someone who is not the alarm user or an agent or an employee unless the alarm user could have taken reasonable measures to prevent the false alarm.

## **Incident Commander Responsibilities**

This policy is intended to reduce the number of false alarm responses within city limits. Upon response to a false alarm, it will be the responsibility of the Incident Commander to determine (1) if the cause of the false alarm fits the definition of a false/nuisance alarm as defined above, (2) to see that the fire incident report is completed accurately with regard to the response so that proper warnings and/or citations can be issued, (3) to provide the Fire Safety Division with applicable incident reports for the calendar year (January 1 – December 31).

When deciding whether the policy applies to a false/nuisance alarm, the basic question to be answered is, "Could the alarm user (e.g., owner, occupant, or manager) have reasonably prevented the false alarm from occurring?" If the answer is yes, then the policy applies.

Reasonable prevention of false/nuisance alarms includes but is not limited to:

- having the system installed and maintained properly
- prohibiting smoking near detectors
- providing protective guards over pull stations that are prone to malicious alarms
- ensuring that smoke from normal cooking activities is ventilated
- ensuring that contractors working in a building take steps to prevent dust from setting off detectors
- notifying monitors of potential work/maintenance and instruction to disallow transmission of alarm notification until returned to active status when complete

## **Documenting False/Nuisance Alarms**

When a false/nuisance alarm fits the definitions listed above, it must be recorded as such. The Incident Commander should provide a brief description of what appears to have caused the alarm in the narrative section of the incident report. To ensure proper identification of the person(s) responsible for the fire alarm and the correct location of the alarm activation, it is important to include the owner/occupant name(s) in the incident report. In cases where there are several buildings at the same address, the specific building and business name must also be identified in the report.

## **Review of Incident Reports**

Incident reports will be reviewed regularly to identify recurring false alarms as defined by the code. When two false alarms have occurred at the same location within a calendar year, a certified letter with return receipt will be sent by the fire department to the alarm user informing him or her of the responses and of the code. This will be repeated after the third response. After the fourth response and any additional responses within the calendar year, the appropriate actions will be taken by Fire Safety Division.