



**PUBLIC SAFETY COMMISSION
TUESDAY, JANUARY 28, 2020
8:30 AM
300 WEST WAUGH ST**

A G E N D A

Call to Order

Agenda Approval

Personnel Matters

- [1.](#) Fire Department - Awards Presentation
 1. Engine 4 A Unit Citation
 2. Certificate of Recognition
 3. 2020 Firefighter of the Year

Election of Officers

- [2.](#) Election of Chairman
Election of Secretary

Approval of Minutes

- [3.](#) December 17, 2019

Alcohol Applications

- [4.](#) (4) 2020 New Alcohol Applications

Police Department

- [5.](#) Crime/Crash Statistics December, 2019
- [6.](#) Financial Statistics December, 2019
- [7.](#) Policy Review, December 2019

Fire Department

- [8.](#) Statistical Report December, 2019
- [9.](#) Financial Report December, 2019

Adjournment



City of Dalton Fire Department UNIT CITATION

Presented to

Engine 2/A

Lt. J. Viens
FF. J. Cole
FF. C. Manly

Incident # 19-3579

Location: 1210 Ludie St.

On Sunday, December 1, 2019 at 1457hrs, Dalton Fire Department Engine 2 was dispatched to an unconscious male patient at 1210 Ludie Street. Upon arrival, Engine 2 discovered CPR in progress on an unresponsive male patient. Engine 2 promptly reassessed the patient, applied an AED, and resumed CPR. After one shock was delivered by the AED, the patient regained a pulse, was responsive to pain, and began breathing on his own. The swift and skillful actions of Engine 2 ultimately resulted in the timely provision of life-saving care and contributed to a successful patient outcome. These actions reflect great credit upon the individuals involved, their assigned company, and the City of Dalton Fire Department.

12/17/2019

Date

Chairman, Public Safety Commission

Fire Chief



Certificate of Recognition

Matt Asbell

On December 30, 2019, the City of Chatsworth Fire Department received a call for a reported structure fire at 69 Emerald Parkway. FF3 Matt Asbell was off-duty driving in the area when he noticed a column of smoke near him and went to investigate. When he arrived, he found smoke coming from a house at the above listed address. FF3 Asbell got out of his vehicle and talked to neighbors, asking them if anyone was at home. The neighbors were unsure, so Matt checked the doors on the house and discovered they were locked. He then kicked in the front door to make entry. It was a split level house, so FF3 Asbell proceeded downstairs to division 1. He performed a primary search of division 1 and found it was all clear. He then proceeded to division 2 where he was met by heat and fire which prevented him from completing the search. FF3 Asbell then exited the structure at the same time units from Chatsworth FD were arriving on scene. Matt did a face-to-face briefing with Captain Joey Torres to inform him division 1 was all clear. Chatsworth FD then took control of the operation. Captain Torres had high praise for FF3 Asbell and stated Matt's actions in clearing division 1 enabled them to go straight to division 2 to locate and extinguish the fire. FF3 Asbell's decision to enter a hostile environment while off-duty to try and save a life reflects great credit on Matt as an individual and the City of Dalton Fire Department and is an example of the dedication and professionalism frequently exhibited by our personnel.

1/28/2020

Date

Todd Pangle, Fire Chief



Certificate of Recognition

2020 Firefighter of the Year

D. Justin Rishel

Firefighter Rishel has been a member of Dalton Fire Department since January 2003. During his time with the department, he has proven to be a valuable asset through his tireless work ethic and drive to become a better firefighter.

Since joining the department, Justin has proven himself to be a very well-rounded firefighter. He has a passion for the fire service which has led him to a love for everything related to the profession. He has involved himself in and become proficient training, technical rescue, investigations, and fire prevention. When Justin was recently reassigned to the Training Division, his company officer stated that “losing him to another assignment will create a void that will not easily be filled”. Justin has also helped instruct multiple subjects in our recruit program over the years. While on shift, he served as A-shift’s hazmat representative and routinely planned and delivered training on the various topics within that arena. He also delivered instruction to all three shifts on the use of thermal imaging cameras and various techniques for their use. It has been said by the leadership on A-shift that Justin is widely regarded as the “senior firefighter” on the shift. Having this designation does not come via a promotion. Instead, this term of endearment is earned through the respect of his peers due to his knowledge and work ethic.

During his short tenure in the Training Division, Captain Dempsey stated that Rishel has exhibited excellence in the performance of his assigned duties. Captain Dempsey also stated the following: “he has performed above expectations while continuing to learn more about the Training Division, interpersonal dynamics, and teambuilding strategies. In addition, his passion for the job and thirst for knowledge are second to none”. While serving in the Training Division, Justin has assisted with the delivery of Recruit Class 2019-01, training at the Underwood Circle acquired structures, and numerous other programs.

Firefighter Rishel sets an example for others to follow and is eager to help others become better within our chosen profession. For all of these reasons, Firefighter Rishel has been nominated and voted on by his peers as Dalton Fire Department’s 2020 Firefighter of the Year.

CITY OF DALTON
PUBLIC SAFETY COMMISSION
MINUTES
DECEMBER 17, 2019

The regular meeting for the Public Safety Commission was held today in the Council Chambers of City Hall at 8:30 a.m. Present were Chairman Bill Weaver, Commissioners Terry Mathis, Kenneth Willis, Anthony Walker, Keith Whitworth, Fire Chief Todd Pangle, Police Chief Cliff Cason, and City Attorney Gandhi Vaughn. Councilmember Annalee Harlan was absent.

AGENDA APPROVAL

On the motion of Commissioner Whitworth, second Commissioner Willis, the Public Safety Commission's Agenda was approved as presented. The vote was unanimous in favor.

PERSONNEL MATTERS

Police Department – Promotion Confirmation

Police Chief Cliff Cason presented Officer Samuel Bart Chandler for a promotion confirmation to the rank of Sergeant. On the motion of Commissioner Walker, second Commissioner Whitworth, the Commission approved the promotion. The vote was unanimous in favor.

Fire Department – Public Works Appreciation Presentation

Fire Chief Todd Pangle presented Public Work's director, Andrew Parker with an appreciation award for their excellent service with regards to a retaining and side wall built on the premises of Fire Station #1 parking lot at 404 School Street. Public Works director Andrew Parker thanked the Commission and Fire Chief Todd Pangle for their recognition.

2020 MEETING DATES

On the motion of Commissioner Walker, second Commissioner Willis, the Commission approved the following proposed 2020 PSC meeting dates as presented. The vote was unanimous in favor.

- | | |
|---------------------|----------------------|
| • January 28, 2020 | • July 28, 2020 |
| • February 25, 2020 | • August 25, 2020 |
| • March 24, 2020 | • September 22, 2020 |
| • April 28, 2020 | • October 27, 2020 |
| • May 26, 2020 | • November 17, 2020 |
| • June 23, 2020 | • December 15, 2020 |

MINUTES

The Commissioners were presented written copies of the regular called meeting minutes of November 26, 2019. On the motion of Commissioner Whitworth, second Commissioner Mathis, the minutes were approved. The vote was unanimous in favor.

POLICE DEPARTMENT

Crime and Crash Statistics for November 2019

Police Chief Cliff Cason presented the Crime and Crash Statistical Reports for the month of November, 2019. Chief Cason gave a written and oral summary of the crime and crash statistics. As noted in the written summary, Chief Cason reported the rate of Year to Date Part I crimes are down by 2.15% when compared to the same month in 2018. Chief Cason further reported that during the month there were 114 non-private property crashes and stated injury crashes decreased from November 2019.

On the motion of Commissioner Walker, second Commissioner Willis, 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 November 2019

Police Chief Cliff Cason presented the Financial Report for all divisions within the Dalton Police Department for the month of November, 2019. Chief Cason reported that the department expended 83% of their 2019 budget and are 9% under budget for the year.

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

Written Directives

Police Chief Cliff Cason presented the following directives for approval. On the motion of Commissioner Mathis, second Commissioner Walker, the Commission adopted the following Written Directives. The directives are a part of these minutes. The vote was unanimous in favor.

- 2.21 Contractual Agreements
- 2.24 Use of Computers, Phones, and Related Technology
- 2.25 Bias Based Profiling
- 2.29 Social Networking
- 7.23 Asset Forfeiture

FIRE DEPARTMENT

Monthly Statistical Report – November 2019

Fire Chief Todd Pangle presented the November, 2019 Statistical Report to the Commission. Chief Pangle outlined details of the complete report that included the Incident Type Report, Dollar Value Saved & Loss Analysis, NFPA Fire Experience Survey, Incident List by Incident Number, Training Division Monthly Report, Fire Safety Division Monthly Report, Engine Company Pre-Plan Updates, and the Inspection Summary.

On the motion of Commissioner Willis, second Commissioner Whitworth, the Commissioners approved the November, 2019 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 – November 2019

Fire Chief Todd Pangle presented the Financial Report for the month of November 2019 to the Commission. Chief Pangle stated the department is approximately 5% under budget for the month and on track for the end of the year.

On the motion of Commissioner Walker, second Commissioner Willis, 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.

Review SOG: FO-13 Rapid Intervention Teams / Crews

On the motion of Commissioner Walker, second Commissioner Mathis, the Commission approved SOG: FO-13 titled “Rapid Intervention Teams /Crews (RIT/RIC). A copy of the policy is a part of the minutes. The vote was unanimous in favor.

ADJOURNMENT

There being no further business to come before the Commissioners, on the motion of Commissioner Mathis, second Commissioner Willis, the meeting was adjourned at 9:23 a.m.

Bill Weaver, Chairman

ATTEST:

Terry Mathis, Secretary

2020 ALCOHOL BEVERAGE APPLICATION

PSC TUESDAY JANUARY 28, 2020

M&C MONDAY FEBRUARY 3, 2020

(4) 2020 ALCOHOL APPLICATION

1. Business Owner: Big's Axe Throwing, LLC
d/b/a: Big's Axe Throwing, LLC
Applicant: Roger Paul Melendrez, Jr.
Business Address: 825 Chattanooga Ave, Suite 13
Type: Pouring Beer
Disposition: **New**
2. Business Owner: Amtaj Enterprise, Inc
d/b/a: La Providencia
Applicant: Amin Tajuddin
Business Address: 1300 Underwood St
Type: Package Beer
Disposition: **New**
3. Business Owner: El Comal Tienda Y Cocina, LLC
d/b/a: El Comal Tienda Y Cocina, LLC
Applicant: Claudia Alvarez
Business Address: 616 Fourth Ave, Suite 4-6
Type: Pouring Beer, Package Beer
Disposition: **New**
4. Business Owner: MM&VE Investment, LLC
d/b/a: El Sabor de la Patrona
Applicant: Maria V. Estrada
Business Address: 603 Flemming St
Type: Pouring Beer, Pouring Wine, Pouring Liquor
Disposition: **New**

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
JANUARY 28, 2020**

SUMMARY OF DATA AND CRIME STATISTICS FOR DECEMBER 2019

General

There were 82 Part 1 crimes reported in December 2019 versus 102 in December of 2018. Year-to-date Part 1 crimes have decreased approximately 3.67% from 2018.

DALTON POLICE DEPARTMENT
CRIME STATISTICS

	INCIDENTS				CLEARANCES				ARRESTS			
		2019	2018			2019	2018			2019	2018	
	12/19	12/18	YTD	YTD	12/19	12/18	YTD	YTD	12/19	12/18	YTD	YTD
Part I Offenses												
Homicide	0	0	1	0	0	0	2	0	0	0	2	0
Rape	0	1	16	12	0	1	10	7	0	0	0	3
Robbery	2	0	10	29	0	0	8	12	0	0	8	12
Aggravated Assault	4	6	64	58	2	3	56	36	2	3	50	31
Burglary	5	8	108	122	2	1	35	30	1	1	30	24
Larceny - Theft	65	80	863	866	19	40	334	330	17	37	278	269
Motor Vehicle Theft	5	7	66	82	3	0	26	24	3	0	19	15
Arson	1	0	1	3	0	0	1	1	0	0	1	1
PART I SUBTOTAL	82	102	1129	1172	26	45	472	440	23	41	388	355

Part 2 Offenses	Total
Traffic Offense	52
Code Violation	40
Warrant Served	38
Batter/Assault - Non-aggravated	31
Public Peace Violations	26
Forgery/Fraud	24
Trespass of Real Property	22
Controlled Substance Offenses	20
Destruct/Damage/Vandalize Property	19
DUI	14

Controlled substance offenses decreased by approximately 62.96% in December 2019 when compared to November 2019.

Property damage and vandalism decreased by approximately 68.42% during the same time. Calls for service decreased by 4.71% when compared to December 2018.

	December 2019	December 2018
Calls for Service	3,380	3,547
Traffic Crashes	132	127
Citations	774	1,218

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
JANUARY 28, 2020**

DALTON POLICE DEPARTMENT CRIME DASHBOARD YTD 2015-2019
December 2019

	2015	2016	2017	2018	2019	TREND
Part I Crimes YTD	1392	1341	1189	1172	1129	
Homicides	1	0	0	0	1	
Rape	22	20	18	12	16	
Robbery	12	22	17	29	10	
Aggravated Assault	64	68	73	58	64	
Violent Crime Totals	99	110	108	99	91	
Burglary	192	210	130	122	108	
Larceny-Theft	1038	949	871	866	863	
Motor Vehicle Theft	63	64	76	82	66	
Arson	0	8	4	3	1	
Property Crime Totals	1293	1231	1081	1073	1038	
Violent Crime Clearance	75%	65%	79%	56%	84%	
Property Crime Clearance	42%	34%	35%	36%	38%	
Part I Arrests	508	391	379	355	388	
Citations	11,174	12,885	11,710	13,857	12,644	
Calls for Service	41,809	43,312	39,976	42,078	43,908	
Traffic Crashes	1,368	1,433	1,418	1,427	1,415	

Analysis

In the year-to-date 2019 there have been 1129 Part 1 crimes reported versus 1172 in 2018 which shows an approximate decrease of 3.67%. There have been 10 reported robberies in 2019, which is lower than the 5 year average. There have been 108 reported burglaries, which is an approximate decrease of 11.48% when compared to 2018.

There have been 91 violent crimes reported 2019 YTD compared to 99 reported violent crimes YTD 2018. Year-to-date violent crimes have shown a decrease of approximately 8.08% when compared to 2018 YTD statistics. Violent crimes in 2019 are approximately 11.65% less than the 5 year average.

Property crime numbers are approximately 13.72% lower than the average for year-to-date statistics in November based on the past five years. Year-to-date property crime numbers are in the normal range based on the past five years.

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
JANUARY 28, 2020**

**DALTON POLICE DEPARTMENT
CRIME STATISTICS**

	INCIDENTS				CLEARANCES				ARRESTS			
			2019	2018			2019	2018			2019	2018
	12/19	12/18	YTD	YTD	12/19	12/18	YTD	YTD	12/19	12/18	YTD	YTD
Part I Offenses												
Homicide	0	0	1	0	0	0	2	0	0	0	2	0
Rape	0	1	16	12	0	1	10	7	0	0	0	3
Robbery	2	0	10	29	0	0	8	12	0	0	8	12
Aggravated Assault	4	6	64	58	2	3	56	36	2	3	50	31
Burglary	5	8	108	122	2	1	35	30	1	1	30	24
Larceny - Theft	65	80	863	866	19	40	334	330	17	37	278	269
Motor Vehicle Theft	5	7	66	82	3	0	26	24	3	0	19	15
Arson	1	0	1	3	0	0	1	1	0	0	1	1
PART I SUBTOTAL	82	102	1129	1172	26	45	472	440	23	41	388	355
Part II Offenses												
Other Assaults - not agg.	32	25	431	391	14	19	286	270	13	18	213	221
Forgery/Counterfeiting	13	4	118	110	2	5	44	56	2	5	37	48
Fraud	15	18	265	291	5	2	76	69	5	2	61	48
Embezzlement	2	0	11	18	1	0	11	9	1	0	4	7
Stolen Property	0	0	24	24	0	0	14	12	0	0	14	11
Vandalism	19	18	373	361	4	4	108	94	4	4	83	81
Weapons Violations	3	2	59	51	2	1	59	51	2	1	48	50
Commercial Sex	0	0	3	3	0	0	2	2	0	0	2	2
Other Sex Offenses	3	7	72	70	0	3	24	42	0	3	13	22
Drug Sales	1	14	81	119	2	15	110	177	2	15	105	177
Drug Possession	12	63	480	670	8	65	479	715	7	65	475	712
Gambling	0	0	1	0	0	0	0	0	0	0	0	0
Offenses Against Family/Children	4	7	57	50	1	4	31	39	1	4	29	38
Liquor Violations	4	7	79	93	2	7	67	80	2	7	62	80
Drunkenness	10	10	130	106	9	10	123	105	9	10	114	103
Other Disorderly Conduct	21	23	290	230	13	17	161	103	13	17	137	91
Curfew Violations	3	1	47	55	2	1	60	38	2	0	54	35
All Other Offenses	225	253	3199	3323	219	183	2603	2522	216	179	2323	2453
DUI	14	15	191	154	16	15	193	143	16	15	177	143
Human Trafficking	0	0	0	0	0	0	0	0	0	0	0	0
PART II SUBTOTAL	381	467	5911	6119	300	351	4451	4527	295	345	3951	4322
PART I AND II TOTAL	463	569	7040	7291	326	396	4923	4967	318	386	4339	4677

Crashes	2019	2018	Enforcement		2019	2018
	12/19	12/18	YTD	YTD	12/19	12/18
Public Roadway	132	127	1,415	1,427		
911 Calls	3,380	3,547	43,908	42,078		
					Citations	405
					Warnings	669
					Totals	7,500
						5,144
						6
						11
						13,857

Summary of Significant Events for December 2019

19-008061	Aggravated Assault	1309 E Morris St.
<p>A victim with a gunshot wound to the abdomen arrived at the Emergency Room. They were driven by a family member after arriving home shot. The victim was not cooperative and all he advised was that he was shot at a "Salon" party. Units responded shortly after to a private party on Morris St. Multiple subjects fled on foot and in vehicles. Subjects were stopped and they advised that they saw on social media about a shooting. The subjects stated that two black males had an argument over money and one took out a gun firing it multiple times into the ground. Officers located a handgun and one spent bullet in the ground. A vehicle was impounded and detectives came to the scene and took over the case. The case is currently active.</p>		

19-008171	Armed Robbery	2201 Chattanooga Rd
<p>The complainant reported that she was robbed at gunpoint and several thousand dollars were taken. The suspects were quickly located on Willowdale Rd and several items of evidence were recovered. During the investigation, it appears that the complainant and suspects were involved in a drug activity. The case is currently active.</p>		

19-008261	Theft – Vehicle/Handgun	101 Huntington Rd
<p>The complainant reported that someone stole his 2006 Blue Dodge Ram truck sometime during the night. The keys were inside and the vehicle was unlocked. A SCCY 9mm handgun was also taken from inside the vehicle. The handgun was entered in GCIC as stolen. The vehicle was later recovered in East Ridge. Suspects have been identified and the case is currently active.</p>		

19-008345	Pornography	2103 E Walnut Ave
<p>An employee of Hobby Lobby, reported that a Hispanic male was walking in the store while showing images of a nude male to female customers in the store. Based on an online order that was picked up by the subject a suspect was developed. Hobby Lobby staff is working on retrieving the video footage from the time he was in the store. The case is currently active.</p>		

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
JANUARY 28, 2020**

19-008442

Missing Person

2325 Chattanooga Rd

A father reported his 23 year old handicap son missing. The father stated the family had been hiking on the Disney Trail and entered the trail behind the Nazarene Church. The family got separated from the son and the son had been missing about one hour prior to the report being made. Officers and Dalton Fire Department entered the trail from behind the church and from the Wilding Lane area. Contact was made with the son after about a 40 minute search. The missing person was slightly injured from a fall. EMS responded and transported the male to Hamilton Medical Center for treatment.

19-008500

Motor Vehicle vs. Pedestrian

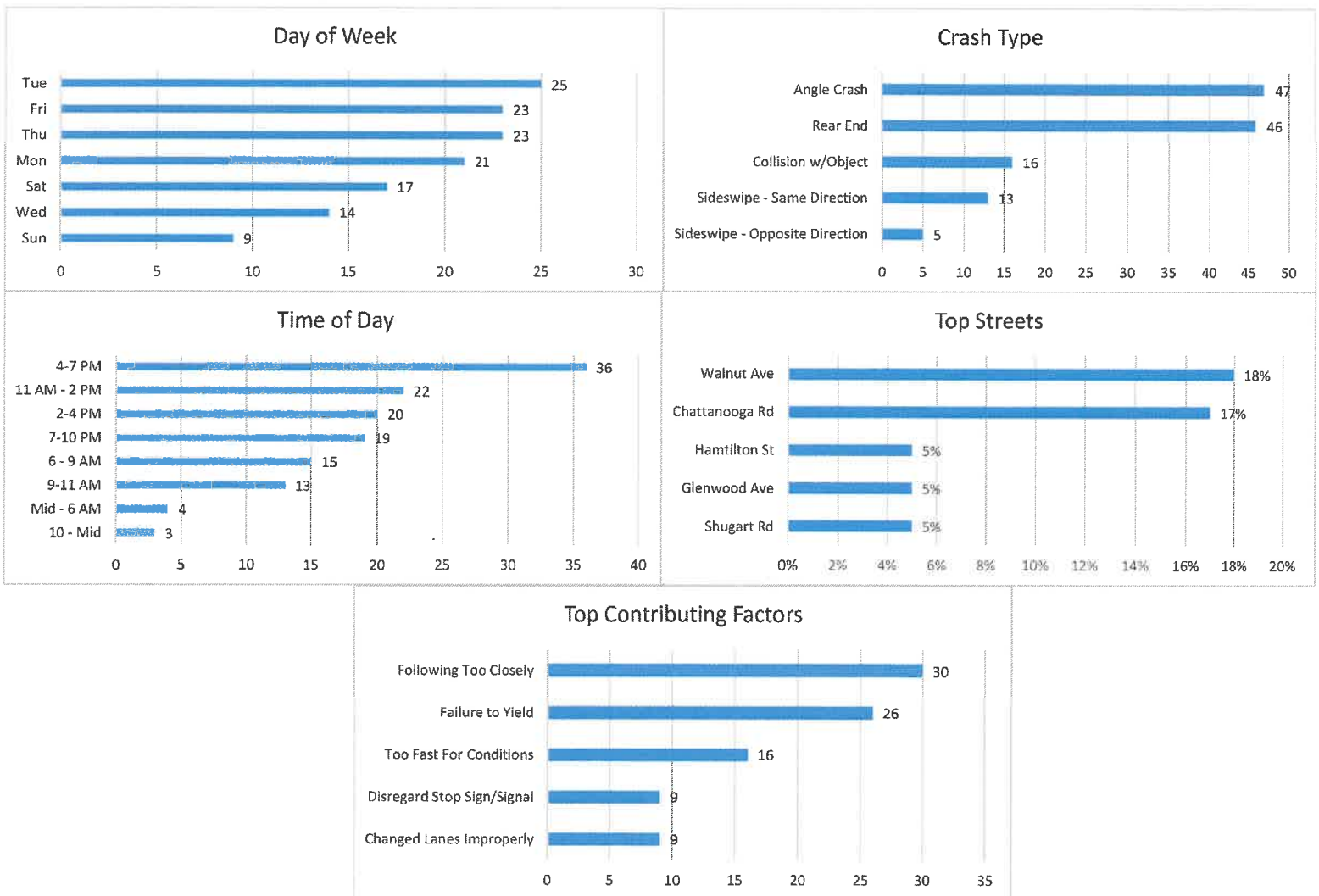
Chattanooga Rd / Tibbs Rd

An intoxicated pedestrian was struck while in the middle of the roadway in front of Los Pablos. He was struck on the left side which caused his lower leg to shatter and he also had a head injury. The TEU responded and the investigation was turned over to them. It was later determined that the male was taken to Erlanger due to the severity of his leg injury and they were awaiting the results of the CT scan to determine the severity of the head injury.

DALTON POLICE DEPARTMENT PUBLIC SAFETY COMMISSION MEETING JANUARY 28, 2020

December 2019 Crash Statistics

In December 2019 there were 132 non-private property crashes reported. Injury crashes stayed the same as November 2019, while injuries increased. Rear end and angle crashes were the most prevalent during December 2019. Following too closely was the leading contributing factor in non-injury crashes. Failure to yield was the leading contributing factor for injury crashes. Chattanooga Rd and Walnut Ave were the roadways where the majority of the crashes occurred. In December 2019 approximately 18.18% of all crashes in the city occurred on Walnut Ave. In December 2019, Chattanooga Rd was the roadway with the most injury crashes.



132 Crashes Reported in December 2019

- There were 18 more crashes in December 2019 than there were in November 2019.
 - 21 Crashes reported in which injuries occurred.
 - That is one injury crash for every 6.29 crashes reported.
 - Multiple injuries were reported in 7 crashes.

DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
JANUARY 28, 2020

- Total Injuries Reported
 - 37 injuries were reported.
 - 1 serious injury was reported.
 - 1 fatality was reported.

Top 5 Streets

- Walnut Ave
 - 24 Total Crashes
 - 18.18% of Total Crashes
 - 13.51% of Injuries Reported (5 Injuries Reported on the Roadway)
- Chattanooga Rd / N Bypass
 - 23 Total Crashes
 - 17.42% of Total Crashes
 - 40.54% of Injuries Reported (15 Injuries Reported on this Roadway)
- Hamilton St
 - 7 Total Crashes
 - 5.30% of Total Crashes
 - 0% of Injuries Reported (0 Injuries Reported on this Roadway)
- Glenwood Ave
 - 7 Total Crashes
 - 5.30% of Total Crashes
 - 8.11% of Injuries Reported (3 Injuries Reported on the Roadway)
- Shugart Rd
 - 6 Total Crashes
 - 4.55% of Total Crashes
 - 5.41% of Injuries Reported (2 Injuries Reported on the Roadway)

Crashes Involving DUI

- 2 Reported Crashes involving DUI

Crashes Involving Speed

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

Crashes Involving Distracted or Inattentive Driver

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
JANUARY 28, 2020**

- 11 Crashes Reported with Distracted or Inattentive Driver

Crashes Involving Drivers Following One Another Too Closely

- 30 Crashes Reported involving Following Too Closely

Crashes by Type

- Angle Crash 47 / 35.61%
- Rear End Crash 46 / 34.85%
- Collision with an Object 16 / 12.12%
- Sideswipe – Same Direction 13 / 9.85%
- Sideswipe – Opposite Direction 5 / 3.79%

Days of the Week

- 21 crashes occurred on Mondays
- 25 crashes occurred on Tuesdays
- 14 crashes occurred on Wednesdays
- 23 crashes occurred on Thursdays
- 23 crashes occurred on Fridays
- 17 crashes occurred on Saturdays
- 9 crashes occurred on Sundays

Time of Day

- 0000- 0559-4
- 0600-0859-15
- 0900-1059-13
- 1100-1359-22
- 1400-1559-20
- 1600-1859-36
- 1900-2159-19
- 2200-2359-3

Top Contributing Factors

- Following Too Closely: 30 (22.73 % of all crashes)
- Failure to Yield: 26 (19.70 % of all crashes)
- Too Fast for Conditions: 16 (12.12 % of all crashes)
- Disregard Stop Sign/Signal: 9 (6.82 % of all crashes)
- Changed Lanes Improperly: 9 (6.82 % of all crashes)

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
JANUARY 28, 2020**

Based on the crash data from November 2019, Selective Enforcement Details were conducted in the following areas in December 2019:

- **Walnut Ave**
- **Glenwood Ave**

There were 7 total Enforcement Detail conducted in December 2019, resulting in 53 total violations being identified.

Comparing the crash data compiled and the enforcement activities conducted for the month of December 2019, details will be conducted in January 2020 in the following areas:

- **Walnut Ave**
- **Chattanooga Rd/N Bypass**

DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
JANUARY 28, 2020

SUMMARY OF THE FINANCIAL STATISTICS FOR DECEMBER 2019

The police department budget is on track for FY 2019, and we have expended approximately 95% of our 2019 budget at 100% of the way through the budget cycle. We are currently approximately 5% under budget for the year.

At this time, we believe sufficient funds are available within our existing budget to cover our operating cost for the remainder of the year. There remain some outstanding invoices to be paid from FY 2019 funds, but we anticipate finishing the year at approximately 4-5% below budget.

01/13/2020 10:23
628abrow

The City of Dalton
YEAR-TO-DATE BUDGET REPORT

FOR 2019 99

P 1
glytdbud

0010 GENERAL FUND - OPERATING

141501 PD ADMINISTRATION

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141501 000010 SALARIES-REGULAR	448,140	-54,399	393,741	389,024.52	.00	4,716.48	98.8%
141501 000011 SALARIES OVERTIME	2,600	-985	1,615	1,077.25	.00	537.75	66.7%
141501 000017 RAISE POOL - GROS	13,700	-13,700	0	.00	.00	.00	.0%
141501 000020 FICA	34,470	-4,517	29,953	28,287.30	.00	1,665.70	94.4%
141501 000030 PENSION	7,100	-2,816	4,284	4,241.23	.00	42.77	99.0%
141501 000032 PENSION - DB PLAN	181,400	3,615	185,015	170,388.63	.00	14,626.37	92.1%
141501 000040 HOSPITALIZATION I	63,600	-11,000	52,600	39,513.29	.00	13,086.71	75.1%
141501 000045 EE LIFE & DISABIL	2,575	-11	2,564	2,050.71	.00	513.29	80.0%
141501 000046 RAISE POOL - BENE	4,630	-4,630	0	.00	.00	.00	.0%
141501 000050 GENERAL INSURANCE	104,280	1,825	106,105	106,105.30	.00	- .30	100.0%
141501 000060 WORKER COMPENSATI	5,630	0	5,630	5,630.00	.00	.00	100.0%
141501 000080 OFFICE EQUIPMENT	5,000	-1,000	4,000	524.93	135.95	3,339.12	16.5%
141501 000110 TELEPHONE	45,000	0	45,000	41,624.43	2,584.28	791.29	98.2%
141501 000120 TRAINING EXPENSES	20,450	-7,000	13,450	8,348.14	.00	5,101.86	62.1%
141501 000130 VEHICLE EXPENSES	2,000	0	2,000	255.10	.00	1,744.90	12.8%
141501 000140 COPIER RENTAL/SUP	9,000	0	9,000	7,471.00	.00	1,529.00	83.0%
141501 000150 PRINTING	4,000	0	4,000	3,334.22	81.98	583.80	85.4%
141501 000160 POSTAGE	3,000	0	3,000	2,336.23	.00	663.77	77.9%
141501 000360 LEGAL FEES	15,000	-800	14,200	9,808.75	.00	4,391.25	69.1%
141501 000410 GAS & OIL	5,800	0	5,800	2,368.93	.00	3,431.07	40.8%
141501 000440 SUPPLIES	800	0	800	800.00	.00	.00	100.0%
141501 000450 CLEANING ALLOWANC	1,700	0	1,700	543.00	32.50	1,124.50	33.9%
141501 000455 CLOTHING ALLOWANC	2,400	-600	1,800	1,704.00	.00	96.00	94.7%
141501 001010 OFFICE SUPPLIES	1,500	1,000	2,500	1,942.75	127.02	430.23	82.8%
141501 001030 COMPUTER SOFTWARE	157,040	16,000	173,040	154,632.97	.00	18,407.03	89.4%
141501 001300 MEALS	2,000	0	2,000	1,581.37	104.64	313.99	84.3%
141501 001410 DUES/FEES/SUBSCRI	4,400	0	4,400	3,972.44	190.00	237.56	94.6%
141501 001665 RADIO SUBSCRIBER	22,460	-120	22,340	21,561.60	.00	778.40	96.5%
141501 001990 MISCELLANEOUS	2,000	2,000	4,000	2,918.90	971.25	109.85	97.3%
141501 003226 CUSTODY OF PRISIO	140,000	0	140,000	115,346.34	.00	24,653.66	82.4%
TOTAL PD ADMINISTRATION	1,311,675	-77,138	1,234,537	1,127,393.33	4,227.62	102,916.05	91.7%

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The City of Dalton
YEAR-TO-DATE BUDGET REPORT

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P 2
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FOR 2019 99

141503 PD PATROL

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141503 000010 SALARIES-REGULAR	3,287,945	-51,000	3,236,945	3,171,830.91	.00	65,114.09	98.0%
141503 000011 SALARIES OVERTIME	71,420	17,100	88,520	86,717.71	.00	1,802.29	98.0%
141503 000017 RAISE POOL - GROS	103,900	-103,900	0	.00	.00	.00	.0%
141503 000019 REIMB - CDBG	0	0	0	-676.03	.00	676.03	100.0%
141503 000020 FICA	257,120	5,680	262,800	231,571.47	.00	31,228.53	88.1%
141503 000030 PENSION	126,460	1,100	127,560	98,149.22	.00	29,410.78	76.9%
141503 000032 PENSION - DB PLAN	305,135	26,080	331,215	319,835.46	.00	11,379.54	96.6%
141503 000040 HOSPITALIZATION I	510,910	0	510,910	454,577.09	.00	56,332.91	89.0%
141503 000045 EE LIFE & DISABIL	19,420	540	19,960	17,133.17	.00	2,826.83	85.8%
141503 000046 RAISE POOL - BENE	33,400	-33,400	0	.00	.00	.00	.0%
141503 000060 WORKER COMPENSATI	51,490	0	51,490	51,490.00	.00	.00	100.0%
141503 000120 TRAINING EXPENSES	95,000	20,000	115,000	106,237.58	1,507.50	7,254.92	93.7%
141503 000130 VEHICLE EXPENSES	115,500	30,570	146,070	137,663.37	152.33	8,254.30	94.3%
141503 000400 EQUIPMENT MAINT &	12,500	-6,000	6,500	6,281.09	59.66	159.25	97.6%
141503 000410 GAS & OIL	173,990	-20,000	153,990	123,324.15	.00	30,665.85	80.1%
141503 000440 SUPPLIES	5,500	0	5,500	3,726.07	573.76	1,200.17	78.2%
141503 000450 CLEANING ALLOWANC	10,000	0	10,000	9,329.00	-558.00	1,229.00	87.7%
141503 000460 UNIFORMS	61,000	0	61,000	60,999.99	.00	.01	100.0%
141503 001010 OFFICE SUPPLIES	3,000	0	3,000	1,275.92	105.96	1,618.12	46.1%
141503 001300 MEALS	2,000	0	2,000	1,450.30	.00	549.70	72.5%
141503 001410 DUES/FERS/SUBSCRI	3,750	0	3,750	1,130.40	.00	2,619.60	30.1%
141503 001660 COMMUNICATION EQU	2,500	-2,000	500	.00	.00	500.00	.0%
141503 001990 MISCELLANEOUS	5,000	0	5,000	755.21	.00	4,244.79	15.1%
141503 039980 CAPITAL OUTLAY <	26,420	9,500	35,920	34,714.43	.00	1,205.57	96.6%
141503 039990 CAPITAL OUTLAY	0	4,500	4,500	4,455.32	.00	44.68	99.0%
TOTAL PD PATROL	5,283,360	-101,230	5,182,130	4,921,971.83	1,841.21	258,316.96	95.0%

01/13/2020 10:23
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The City of Dalton
YEAR-TO-DATE BUDGET REPORT

P 3
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FOR 2019 99

141504 PD CRIMINAL INVESTIGATION DIV

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141504 000010 SALARIES-REGULAR	776,290	73,919	850,209	793,959.59	.00	56,249.41	93.4%
141504 000011 SALARIES OVERTIME	32,540	1,835	34,375	17,682.16	.00	16,692.84	51.4%
141504 000017 RAISE POOL - GROS	24,500	-24,500	0	.00	.00	.00	.0%
141504 000020 FICA	61,840	5,252	67,092	57,291.94	.00	9,800.06	85.4%
141504 000030 PENSION	13,025	3,741	16,766	16,728.75	.00	37.25	99.8%
141504 000032 PENSION - DB PLAN	321,510	5,150	326,660	244,064.32	.00	82,595.68	74.7%
141504 000040 HOSPITALIZATION I	117,850	11,000	128,850	120,425.79	.00	8,424.21	93.5%
141504 000045 EE LIFE & DISABIL	4,580	4,411	4,991	4,024.71	.00	966.29	80.6%
141504 000046 RAISE POOL - BENE	7,700	-7,700	0	.00	.00	.00	.0%
141504 000060 WORKER COMPENSATI	12,145	0	12,145	12,145.00	.00	.00	100.0%
141504 000120 TRAINING EXPENSES	42,110	-7,000	35,110	27,055.27	.00	8,054.73	77.1%
141504 000130 VEHICLE EXPENSES	7,000	0	7,000	4,163.22	59.55	2,777.23	60.3%
141504 000400 EQUIPMENT MAINT &	1,500	-50	1,450	736.60	.00	713.40	50.8%
141504 000410 GAS & OIL	19,390	0	19,390	13,167.45	.00	6,222.55	67.9%
141504 000440 SUPPLIES	3,000	0	3,000	2,340.35	55.99	603.66	79.9%
141504 000450 CLEANING ALLOWANC	4,000	0	4,000	2,335.00	241.00	1,424.00	64.4%
141504 000455 CLOTHING ALLOWANC	8,400	600	9,000	7,800.00	.00	1,200.00	86.7%
141504 001010 OFFICE SUPPLIES	4,000	0	4,000	2,569.64	143.02	1,287.34	67.8%
141504 001300 MEALS	700	0	700	250.00	.00	450.00	35.7%
141504 001410 DUES/FEES/SUBSCRI	2,860	0	2,860	2,289.07	.00	570.93	80.0%
141504 001650 PURCHASE EVIDENCE	30,000	0	30,000	29,962.50	.00	37.50	99.9%
141504 001660 COMMUNICATION EQU	1,500	0	1,500	.00	.00	1,500.00	.0%
141504 001990 MISCELLANEOUS	5,000	0	5,000	1,282.07	.00	3,717.93	25.6%
141504 039980 CAPITAL OUTLAY <	5,445	7,000	12,445	9,561.38	.00	2,883.62	76.8%
TOTAL PD CRIMINAL INVESTIGATION DIV	1,506,885	69,658	1,576,543	1,369,834.81	499.56	206,208.63	86.9%

01/13/2020 10:23
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The City of Dalton
YEAR-TO-DATE BUDGET REPORT

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4

FOR 2019 99

141507 PD SUPPORT SERVICES

	ORIGINAL APPROP	TRANFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141507 000010 SALARIES-REGULAR	558,335	2,000	560,335	517,319.58	.00	43,015.42	92.3%
141507 000011 SALARIES OVERTIME	5,880	14,500	6,380	5,724.22	.00	655.78	89.7%
141507 000012 SALARIES-PART TIM	0	14,500	14,500	13,188.41	.00	1,311.59	91.0%
141507 000017 RAISE POOL - GROS	17,000	-17,950	0	.00	.00	.00	.0%
141507 000020 FICA	43,140	0	44,090	37,956.85	.00	6,133.15	86.1%
141507 000030 PENSION	15,040	190	15,230	8,654.29	.00	6,575.71	56.8%
141507 000032 PENSION - DB PLAN	149,840	4,370	154,210	147,540.94	.00	6,669.06	95.7%
141507 000040 HOSPITALIZATION I	97,150	-4,800	92,350	65,471.62	.00	26,878.38	70.9%
141507 000045 EE LIFE & DISABIL	3,150	90	3,240	2,640.00	.00	600.00	81.5%
141507 000046 RAISE POOL - BENE	5,600	-5,600	0	.00	.00	.00	.0%
141507 000060 WORKER COMPENSATI	8,470	0	8,470	8,465.00	.00	5.00	99.9%
141507 000120 TRAINING EXPENSES	42,000	3,500	45,500	42,730.32	864.50	1,905.18	95.8%
141507 000130 VEHICLE EXPENSES	2,000	0	2,000	987.50	.00	1,012.50	49.4%
141507 000330 UTILITIES	45,500	500	46,000	45,975.08	.00	24.92	99.9%
141507 000410 GAS & OIL	7,300	0	7,300	4,886.27	.00	2,413.73	66.9%
141507 000440 SUPPLIES	3,000	0	3,000	2,099.84	103.88	796.28	73.5%
141507 000450 CLEANING ALLOWANC	2,400	-200	2,200	924.00	87.50	1,188.50	46.0%
141507 000455 CLOTHING ALLOWANC	600	200	800	759.00	.00	41.00	94.9%
141507 000460 UNIFORMS	4,000	0	4,000	3,370.28	320.96	308.76	92.3%
141507 001010 OFFICE SUPPLIES	2,500	0	2,500	2,299.25	.00	200.75	92.0%
141507 001300 MEALS	500	0	500	250.00	.00	250.00	50.0%
141507 001410 DUES/FEES/SUBSCRI	2,100	0	2,100	1,592.14	.00	507.86	75.8%
141507 001415 CREDIT CARD & BAN	600	0	600	591.72	.00	8.28	98.6%
141507 001430 TRAVEL	0	0	0	-104.00	.00	104.00	100.0%
141507 001610 APPLICANT TESTING	6,500	2,000	8,500	8,001.35	24.75	473.90	94.4%
141507 001880 COMMUNITY SERVICE	12,500	-4,000	8,500	6,764.46	.00	1,735.54	79.6%
141507 001880 15048 COM SCVS - D	0	4,800	4,800	.00	4,849.27	-49.27	101.0%
141507 001990 MISCELLANEOUS	1,500	0	1,500	247.43	.00	1,252.57	16.5%
141507 084725 BUIDING/GROUNDS M	109,145	-2,000	107,145	83,127.44	2,308.91	21,708.65	79.7%
TOTAL PD SUPPORT SERVICES	1,145,750	0	1,145,750	1,011,462.99	8,559.77	125,727.24	89.0%
TOTAL GENERAL FUND - OPERATING	9,247,670	-108,710	9,138,960	8,430,662.96	15,128.16	693,168.88	92.4%
TOTAL EXPENSES	9,247,670	-108,710	9,138,960	8,430,662.96	15,128.16	693,168.88	
GRAND TOTAL	9,247,670	-108,710	9,138,960	8,430,662.96	15,128.16	693,168.88	92.4%

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01/13/2020 10:24
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The City of Dalton
YEAR-TO-DATE BUDGET REPORT



P 1
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FOR 2019 99

	ORIGINAL APPROP	TRANSFRS/ ADJSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0210 CONFISCATED ASSETS							
210001 REVENUES							
210001 351102 JUSTI FORFEIT JUST	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
210001 351102 TREAS FORFEIT TREA	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
210001 351103 STATE DRUG SEIZURE	-60,000	0	-60,000	-26,413.47	.00	-33,586.53	44.0%
210001 361100 JUSTI INTEREST JUS	-30	0	-30	.00	.00	-30.00	.0%
210001 361100 STATE INTEREST EAR	-600	0	-600	-849.28	.00	249.28	141.5%
210001 361100 TREAS INTEREST TRE	-30	0	-30	-202.24	.00	172.24	674.1%
210001 392100 STATE PROCEEDS FRO	0	0	0	-2,076.00	.00	2,076.00	100.0%
TOTAL REVENUES	-100,660	0	-100,660	-29,540.99	.00	-71,119.01	29.3%

01/13/2020 10:24
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The City of Dalton
YEAR-TO-DATE BUDGET REPORT



P 2
glytdbud

FOR 2019 99

210415 EXPENDITURES

210415 000070 STATE ADVERTISING
210415 000120 STATE TRAINING EXP
210415 000370 STATE COURT COSTS
210415 001990 JUSTI MISCELLANEOU
210415 001990 STATE MISCELLANEOU
210415 001990 TREAS MISCELLANEOU
210415 021910 TREAS COMMUNICATIO
210415 021910 TREAS COMMUNICATIO
210415 039980 JUSTI CAPITAL OUTL
210415 039980 STATE CAPITAL OUTL
210415 039980 TREAS CAPITAL OUTL

TOTAL EXPENDITURES

TOTAL CONFISCATED ASSETS

TOTAL REVENUES
TOTAL EXPENSES

GRAND TOTAL

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	ORIGINAL APPROP	TRANSFRS/ ADJSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	2,000	0	2,000	.00	.00	2,000.00	.0%
	30,000	0	30,000	3,156.90	.00	26,843.10	10.5%
	12,500	0	12,500	4,433.95	.00	8,066.05	35.5%
	200	0	200	.00	.00	200.00	.0%
	6,150	0	6,150	6,101.47	.00	48.53	99.2%
	400	0	400	89.47	.00	310.53	22.4%
	26,380	0	26,380	18,463.30	.00	7,916.70	70.0%
	100	0	100	.00	.00	100.00	.0%
	1,700	0	1,700	.00	.00	1,700.00	.0%
	1,000	20,000	21,000	19,718.40	.00	1,281.60	93.9%
	2,300	0	2,300	.00	.00	2,300.00	.0%
	82,730	20,000	102,730	51,963.49	.00	50,766.51	50.6%
	-17,930	20,000	2,070	22,422.50	.00	-20,352.50	1083.2%
	-100,660	0	-100,660	-29,540.99	.00	-71,119.01	
	82,730	20,000	102,730	51,963.49	.00	50,766.51	
	-17,930	20,000	2,070	22,422.50	.00	-20,352.50	1083.2%

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

DATE	392100 392200 GAIN FROM SALES ON GOV DEALS	369097 COPIES/ CRIMINAL HIST.		369098 FALSE ALARM FEES	320505 DEFENSIVE DRIVING CLASS	MISCELLANEOUS ACCOUNT 369099:						334000 S. S. TASK FORCE OVERTIME ***	342101 DALTON PUBLIC SCHOOLS	PROPERTY DAMAGE	TOTAL DEPOSIT
		Records Unit	GEARS Reports			PARADE/ SOUND PERMITS	TAXI PERMITS	OPEN RECORDS	*	GRANT REIM. **	GRANT NAME				
CUM TOTALS	2,102.01	6,949.50	8,361.71	12,025.00	250.00	105.00	1,500.00	260.53	2,000.00	0.00	0.00	1,134.00	139,449.25	0.00	174,137.00
DECEMBER															
12/2/2019							25.00								25.00
12/3/2019		15.00		250.00			75.00								340.00
12/4/2019				150.00											150.00
12/5/2019	4,450.00						75.00					286.96			4,811.96
12/6/2019		15.00		125.00			125.00								265.00
12/7/2019							200.00								200.00
12/8/2019	1,251.00	45.00													1,296.00
12/10/2019		30.00					330.00								360.00
12/11/2019		30.00					150.00								180.00
12/12/2019		15.00					250.00								265.00
12/13/2019		30.00					125.00								155.00
12/16/2019		45.00		100.00			50.00								195.00
12/17/2019		60.00		100.00			100.00								260.00
12/18/2019		30.00					175.00								205.00
12/19/2019		45.00													45.00
12/20/2019							50.00								50.00
12/23/2019		90.00	565.00	425.00											1,080.00
12/26/2019		60.00					75.00								135.00
12/27/2019		15.00													15.00
12/30/2019		15.00		250.00											265.00
12/31/2019				100.00			25.00								125.00
DECEMBER	5,701.00	540.00	565.00	1,500.00	0.00	0.00	1,830.00	0.00	0.00	0.00	0.00	286.96	0.00	0.00	10,422.96
CUM TOTALS	7,803.01	7,489.50	8,926.71	13,525.00	250.00	105.00	3,330.00	260.53	2,000.00	0.00	0.00	1,420.96	139,449.25	0.00	184,559.96
JUSTICE - Federal Forfeiture Funds:				0.48										4,450.00	VEH #10-11
TREASURY - Federal Forfeiture Funds:				27,071.62										1,251.00	VEH #72-11
State Drug Seizure Funds:				98,123.31											
GOV DEALS SALE OF ASSETS MISCELLANEOUS											NONE		GOV DEALS SALE OF ASSETS VEHICLES		
													12/5/2019 4,450.00 VEH #10-11		
													12/9/2019 1,251.00 VEH #72-11		

**STATE DRUG SEIZURES
(Funds)**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2019 Starting Balance
1/31/2019		Interest Credit			122,073.56
2/4/2019	PO 21018091	Title Costs for Seized Honda Civic 18-003999			122,151.32
2/4/2019	PO 21018092	Verizon Cell Phones Nov 10 - Dec 09		18.00	122,133.32
2/4/2019	PO 21018093	DA's Office - Sanchez seizure court costs		1,484.21	120,649.11
2/4/2019	PO 21018094	Clerk's Office - Sancez seizure court costs		10.00	120,639.11
2/4/2019	PO 21018095	Verizon Cell Phones Dec 10 - Jan 09		82.00	120,557.11
2/4/2019	PO 21019001	DA's Office - Austin seizure court costs		1,398.05	119,159.06
2/4/2019	PO 21019002	Clerk's Office - Austin seizure court costs		46.00	119,113.06
2/4/2019	PO 21019003	DA's Office - McPherson seizure court costs		82.00	119,031.06
2/4/2019	PO 21019004	Clerk's Office - McPherson seizure court costs		100.00	118,931.06
2/28/2019	PO 21018024	DA's Office - Laplume Seizure Court Costs		82.00	118,849.06
2/28/2019	PO 21018025	Clerk's Office - Laplume Seizure Court Costs		81.50	118,767.56
2/28/2019		Interest Credit	68.58	82.00	118,685.56
3/29/2019		Interest Credit	70.76		118,754.14
4/19/2019	17-005790	Webb Seizure	1,648.00		118,824.90
4/19/2019	18-004242	Austin Seizure	460.00		120,472.90
4/19/2019	18-006817	Jacobo Seizure	949.00		120,932.90
4/26/2019	PO 21019005	Embassy Suites - (3) Lodging CALEA		990.90	121,881.90
4/26/2019	PO 2019006	Verizon - Jan 10 - Feb 9 Cell Phones		1,597.76	120,891.00
4/26/2019	PO 2019007	DA's Office - Webb Seizure Court Costs		164.80	119,293.24
4/26/2019	PO 2019008	Clerk's Office - Webb Seizure Court Costs		82.00	119,128.44
4/26/2019	PO 21019009	BB&T - CALEA Conference Registrations (3)		1,905.00	119,046.44
4/26/2019	PO 21019010	Verizon - Feb 10 - Mar 9 Cell Phones		1,481.16	117,141.44
4/26/2019	PO 21019011	GT Dist - (1) Glock 45 9MM		428.50	115,660.28
4/26/2019	PO 21019012	Whitfield Co. Tax Comm - Titles for 2 seized vehicles		36.00	115,231.78
4/26/2019	PO 21019013	Verizon - Mar 10 - Apr 9 Cell Phones		1,754.00	115,195.78
4/30/2019		Interest Credit	78.02		113,441.78
					113,519.80

**STATE DRUG SEIZURES
(Funds)**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2019 Starting Balance
5/9/2019	18-007116	McPherson Seizure	899.00		114,418.80
5/9/2019	19-001657	Cisneros Seizure	4,640.47		119,059.27
5/9/2019	19-001657	D. Smith Seizure	164.00		119,223.27
5/9/2019	19-001657	Molina Seizure	2,796.00		122,019.27
5/30/2019	PO 21019014	Clerk's Office - Molina, Cisneros, Smith Seizure		82.00	121,937.27
5/30/2019	PO 21019015	DA's Office - Molina, Cisneros, Smith Seizure		772.55	121,164.72
5/30/2019	PO 21019016	Baker - CALEA Meal Reimbursement		78.00	121,086.72
5/30/2019	PO 21019017	Scott - CALEA Meal Reimbursement		78.00	121,008.72
5/30/2019	PO 21019018	Crossen - CALEA Meal Reimbursement		78.00	120,930.72
5/31/2019		Interest Credit	76.28		121,007.00
6/28/2019	PO 21019019	Verizon Cell Phones - Apr 10 - May 09		1,629.18	119,377.82
6/28/2019	PO 21019020	DA's Office - Herman Seizure		69.20	119,308.62
6/28/2019	PO 21019021	Clerk of Court - Herman Seizure		82.00	119,226.62
6/28/2019	PO 21019022	DA's Office - A Davis Seizure		122.20	119,104.42
6/28/2019	PO 21019023	Clerk of Court - A Davis Seizure		82.00	119,022.42
6/28/2019	PO 21019024	DA's Office - Seal Seizure		250.00	118,772.42
6/28/2019	PO 21019025	Clerk of Court - Seal Seizure		82.00	118,690.42
6/28/2019	PO 21019026	DA's Office - Hoover Seizure		180.10	118,510.32
6/28/2019	PO 21019027	Whitfield Tax Comm - Title for 2006 Red Ford F150		18.00	118,492.32
6/28/2019	PO 21019028	Clerk of Court - Hoover Seizure		82.00	118,410.32
6/28/2019	PO 21019029	BB&T - Parking for CALEA Conference		27.00	118,383.32
6/28/2019	PO 21019030	CALEA - Annual Fee		4,595.00	113,788.32
6/28/2019	PO 21019031	DA's Office - S Davis seizure court costs		50.00	113,738.32
6/28/2019	PO 21019032	Clerk's Office - S Davis seizure court costs		82.00	113,656.32
6/28/2019	PO 21019033	DA's Office - Washington seizure court costs		22.40	113,633.92
6/28/2019	PO 21019034	Clerk's Office - Washington seizure court costs		82.00	113,551.92
6/28/2019		Interest Credit	69.47		113,621.39
7/31/2019		Interest Credit	77.04		113,698.43

**STATE DRUG SEIZURES
(Funds)**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2019 Starting Balance
8/7/2019	PO 21019035	Verizon Cell Phones - May 10 - Jun 09		1,667.49	112,030.94
8/7/2019	PO 21019036	Verizon Cell Phones - Jun 10 - Jul 09		1,714.88	110,316.06
8/23/2019	19-002201	Davis Seizure	1,172.00		111,488.06
8/23/2019	19-002335	Herman Seizure	692.00		112,180.06
8/23/2019	19-002564	Hoover Seizure	1,801.00		113,981.06
8/30/2019		Interest Credit	69.02		114,050.08
9/16/2019	PO 21019037	Verizon Cell Phones - Jul 10 - Aug 09		1,728.68	112,321.40
9/27/2019	PO 21019038	Verizon Cell Phones - Aug 10 - Sept 10		1,728.68	110,592.72
9/30/2019		Interest Credit	71.97		110,664.69
10/28/2019		Detective Edwards reimbursed personal data charges	252.64		110,917.33
10/31/2019		Interest Credit	70.51		110,987.84
11/15/2019	PO 21019039	Bob's Towing - 19-006312 Tow Seized Blue Camaro		115.00	110,872.84
11/15/2019	PO 21019040	Verizon - Sep 10 - Oct 09 Cell Phones		1,933.29	108,939.55
11/15/2019	PO 21019041	DA's Office - Garcia Seizure Court Costs		36.20	108,903.35
11/15/2019	PO 21019042	Clerk's Office - Garcia Seizure Court Costs		82.00	108,821.35
11/15/2019	PO 21019043	GT Dist - Glock 45 Duty Weapons (minus trade ins)		19,289.90	89,531.45
11/29/2019		Interest Credit	59.52		89,590.97
12/12/2019	19-002128	GOVDEALS; 4 Wheels & 5 Tires (Inside seized 2006 Ford F-150)	205.00		89,795.97
12/13/2019	PO 21019044	WC Tax Comm - Title for seized 1992 Camaro		18.00	89,777.97
12/13/2019	PO 21019045	Clerk's Office - Nunez-Madriz Seizure Court Costs		82.00	89,695.97
12/13/2019	PO 21019046	DA's Office - Bonds Seizure Court Costs		240.60	89,455.37
12/13/2019	PO 21019047	Clerk's Office - Bonds Seizure Court Costs		82.00	89,373.37
12/13/2019	PO 21019048	DA's Office - Folks/Pimentel/Hussein Seizure Court Costs		86.60	89,286.77
12/13/2019	PO 21019049	Clerk's Office - Folks/Pimentel/Hussein Seizure Court Costs		82.00	89,204.77
12/13/2019	PO 21019050	Verizon - Oct 10 - Nov 09 Cell Phones		1,650.57	87,554.20
12/13/2019	PO 21019051	Calhoun PD - Bonds Seizure Share		694.47	86,859.73
12/13/2019	PO 21019052	WCSD - Bonds Seizure Share		694.47	86,165.26
12/13/2019	PO 21019053	DA's Office - Cox Seizure Court Costs		59.60	86,105.66

STATE DRUG SEIZURES (Funds)					
Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2019 Starting Balance
12/13/2019	PO 21019054	Clerk's Office - Cox Seizure Court Costs		82.00	86,023.66
12/13/2019	PO 21019055	DA's Office - Nunez-Madriz Seizure Court Costs		142.30	85,881.36
12/13/2019	PO 21019056	Clerk's Office - Nunez-Madriz Seizure Court Costs		82.00	85,799.36
12/13/2019	18-002197	Nunez-Madriz Seizure	1,423.00		87,222.36
12/13/2019	18-000937	Perez Seizure	855.00		88,077.36
12/13/2019	18-002980	Cox Seizure	596.00		88,673.36
12/13/2019	18-008450	Ramos Seizure	1,071.00		89,744.36
12/13/2019	18-008764	Garcia Seizure	362.00		90,106.36
12/13/2019	19-006044	Marvuglio Seizure	3,408.00		93,514.36
12/13/2019	19-005072	Bonds Seizure	2,406.00		95,920.36
12/13/2019	19-004824	Folks, Pimentel, Hussein Seizure	866.00		96,786.36
12/24/19	PO 21019057	Daily Citizen News - GovDeals Ads		20.00	96,766.36
12/24/19	PO 21019058	DA's Office - Marvuglio Seizure Court Costs		340.80	96,425.56
12/24/19	PO 21019059	Clerk's Office - Marvuglio Seizure Court Costs		82.00	96,343.56
12/24/19	PO 21019060	DA's Office - Ramos Seizure Court Costs		107.10	96,236.46
12/24/19	PO 21019061	Clerk's Office - Ramos Seizure Court Costs		82.00	96,154.46
12/24/19	PO 21019062	DA's Office - Perez Seizure Court Costs		85.50	96,068.96
12/24/19	PO 21019063	Clerk's Office - Perez Seizure Court Costs		82.00	95,986.96
12/24/2019	18-003999	GOVDEALS; Seized 1995 Honda Civic Sold	600.00		96,586.96
12/24/2019	18-007116	GOVDEALS; Seized 2007 Honda Pilot Sold	1,476.00		98,062.96
12/31/2019		Interest Credit	60.35		98,123.31

**Federal Forfeitures Fund
Treasury Funds**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2018 Starting Balance
					26,869.38
1/31/2019		Interest Credit	17.12		26,886.50
2/28/2019		Interest Credit	15.47		26,901.97
3/29/2019		Interest Credit	16.03		26,918.00
4/30/2019		Interest Credit	17.70		26,935.70
5/31/2019		Interest Credit	17.17		26,952.87
6/28/2019		Interest Credit	15.51		26,968.38
7/31/2019		Interest Credit	18.29		26,986.67
8/30/2019		Interest Credit	16.64		27,003.31
9/30/2019		Interest Credit	17.20		27,020.51
10/31/2019		Interest Credit	17.21		27,037.72
11/29/2019		Interest Credit	16.11		27,053.83
12/31/2019		Interest Credit	17.79		27,071.62

**Federal Forfeitures Fund
Justice Funds**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2018 Starting Balance
					0.48
1/31/2019		Balance			0.48
2/28/2019		Balance			0.48
3/29/2019		Balance			0.48
4/30/2019		Balance			0.48
5/31/2019		Balance			0.48
6/28/2019		Balance			0.48
7/31/2019		Balance			0.48
8/30/2019		Balance			0.48
9/30/2019		Balance			0.48
10/31/2019		Balance			0.48
11/29/2019		Balance			0.48
12/31/2019		Balance			0.48

To: Public Safety Commission
 From: Chief Cliff Cason
 Date: January 28, 2020
 Subject: Written Directive Review

<u>Number</u>	<u>Page</u>	<u>Title/Changes</u>
3.7		<u>Harassment and Discrimination in the Workplace</u>
	1	Revision and Re-evaluation dates were changed Section I – Word changed Section II (A) (1), (2) – Wording added
	2	(A) (3) (a) – Word removed (A) (3) (b) – Word removed (A) (5) – Word changed (B) (1) (c) – Wording removed
	3	(B) (1) (e), (f) – Wording changed (B) (3) – Wording removed (B) (3) (b) – Word removed (B) (4) – Word changed (C) (2) – Word removed
	4	(C) (2) (b) – Word removed (C) (3) – Word changed (C) (3) (b) – Word removed (C) (3) (d) – Wording changed (C) (3) (e) – Wording removed, wording added (C) (4), (5) – Wording changed
	5	(D) (3) – Wording added
3.9		<u>Employee Assistance Program and Critical Incident Support</u>
	1	Revision and Re-evaluation dates were changed Section II – Acronym added Section II (A) – Changed to acronym
	2	(B) (2) – Word changed (B) (3) – Word added, wording changed (B) (4) – Word changed (C) (4) – Wording changed, wording added (D) (1), (2) – Wording changed, wording removed (D) (3) – Wording changed, wording added
	3	(E) (1) – Word changed (F) – Wording changed (F) (1) – Word added, change to acronym (F) (2) – Lettered this section with subsections (F) (2) (a), (d) – Word changed, word added (F) (2) (b) – Section was rewritten with new language
	4	(F) (2) (c) – Word changed

- (F) (2) (e) – Word changed
- (G) (1) – Changed to acronym
- (G) (2) – Word changed
- (G) (3) – Acronym added, word changed
- (G) (4) – Wording changed, word added
- (H) – Wording removed, changed to acronym, wording added, word changed
- (I) – Changed to acronym, word changed
- 6 Section III (B) – Lettered as a new section and added subsections
- (C) – Re-lettered, added wording
- 7 (C) (6) – Word changed
- (C) (9) – Word added
- (C) (10) – Wording removed
- (C) (12) – Word changed
- 8 Section IV (D), (E) – Word changed

3.11

Line-of-Duty Deaths or Serious Injuries

- 1 Revision and Re-evaluation dates were changed
- Section I – Wording changed, wording removed
- Section II (A) – Wording added, changed, and removed
- (B) – Word added
- Section III (A) – Wording changed
- (A) (2) – Wording changed
- 2 (A) (3) – Word added
- (A) (4) – Word changed, word added
- (A) (5), (6) – Wording changed
- 3 (C) – Word changed
- (D) – Wording changed
- (D) (2) – Word changed
- 4 (E) – Wording changed
- (F) – Wording added
- (F) (4) – Word added
- 5 (F) (5) – Word changed
- (H) (1) (a) – Word added
- (H) (1) (b) – Word changed, word added
- (H) (1) (c) – Word changed
- (H) (2) (a), (b) – Word changed
- 6 (H) (2) (c), (d), (e), (f), (g) – Word changed
- (H) (2) (g) (1) – Word changed, word added
- (H) (2) (g) (2), (3) – Wording changed
- (H) (2) (h), (j), (k) – Wording changed
- (H) (3) – Wording changed
- 7 (H) (4) (a), (b) – Wording changed
- (H) (4) (c), (1), (2), (3) – Wording changed
- (H) (4) (d) (1), (2) – Wording changed
- (I) – Re-lettered

3.12

Temporary Light Duty

- 1 Revision and Re-evaluation dates were changed
Section I – Wording changed
Section II – Word changed
Section III (A) – Word changed
(D) – Lettered as a new section, wording changed
- 2 Section IV (B) – Word changed
Section V (A) – Wording added
(B) – Wording changed, word added
(C) – Word added
Section VI (A), (B) – Word changed
Section VII (A), (B) – Word changed

3.16

Personnel Files

- 1 Revision and Re-evaluation dates were changed
Section II – Word changed
Section III (E) – Word added
- 2 Section IV (C) – Word changed
(E) – Wording added
Section V – Word changed
Section VI – Word added, wording changed

DALTON POLICE DEPARTMENT

		Effective Date December 1, 1998	Number GO96-3.7
Subject Harassment and Discrimination in the Workplace			
Reference		Revised January 23, 2018 28, 2020	
Distribution All Personnel	Re-evaluation Date January 23, 2020 2022		No. Pages 5

I. Policy

It is the policy of the Dalton Police Department that employees have the right to work in an environment free of all forms of unlawful harassment and discrimination. This Department ~~will~~ **shall** not tolerate, condone, or allow harassment by employees, whether sworn, civilian, volunteer (including Explorer Scouts), or other non-employees who conduct business with this Agency. This Department considers harassment and discrimination of others a form of serious employee misconduct. Therefore, the Department shall take direct and immediate action to prevent such behavior and to remedy all reported instances of harassment and discrimination. A violation of this Department policy can lead to discipline up to and including termination.

II. Procedures

A. Prohibited Activity

1. No employee shall, either explicitly or implicitly, ridicule, deride, or belittle any person because of the individual's race, color, creed, religion, gender, **sexual orientation**, national origin, age, disability, or status as a member of the United States armed forces, including the National Guard and Reserves.
2. Employees shall not make offensive or derogatory comments to any person, either directly or indirectly, which are based on race, color, creed, religion, gender, **sexual orientation**, national origin, age, disability, or status as a member of the United States armed forces, including the National Guard and Reserves. Such harassment is a prohibited form of discrimination under state and federal employment law and / or is also considered misconduct subject to disciplinary action by this Department.
3. Sexual harassment is defined as unwelcome words or behaviors, such as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:
 - a. Submission to such conduct is made, either explicitly or implicitly, a term or condition of employment; ~~or~~

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- b. Submission to or rejection of such conduct by an employee is used as the basis for employment decisions affecting the employee; ~~or~~
 - c. Such conduct has the purpose or effect of unreasonably interfering with an employee's work performance or creating an intimidating, hostile, or offensive working environment.
- 4. Both men and women are protected from sexual harassment. Prohibited conduct includes any gender-based harassment of any of the following types:
 - a. Harassment of females by males
 - b. Harassment of males by females
 - c. Harassment of males by males
 - d. Harassment of females by females
- 5. Individuals covered under ~~the~~ this policy include Department members, defined as employees and applicants for employment with the Department, whether sworn or civilian, and all volunteers including but not limited to Explorer Scouts.

B. Employee Responsibilities

- 1. Each Supervisor shall be responsible for preventing acts of harassment and discrimination. This responsibility includes:
 - a. Monitoring the unit work environment on a daily basis for signs that harassment may be occurring
 - b. Counseling all employees on the types of behavior prohibited and the Department procedures for reporting and resolving complaints of harassment
 - c. Stopping any acts that they observe that may be considered harassment and ~~by~~ taking appropriate steps to intervene, whether or not the involved employees are within his / her span of control; ~~and~~
 - d. Taking immediate action to prevent retaliation against the complaining party and to eliminate the hostile work environment where there has been a complaint of harassment, pending investigation
 - (1) If a situation requires separation of the parties, care should be taken to avoid actions that appear to punish the complainant / accused.

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- (2) Transfer or reassignment of any of the parties involved should be voluntary, if possible, and, if non-voluntary, should be temporary pending the outcome of the investigation.
 - e. Reporting every instance in which ~~they~~ he / she observes or receives a complaint about unlawful harassment to the Chief of Police or his / her designee.
 - f. Failure to carry out these responsibilities ~~will~~ shall be considered in any evaluation or promotional decision and may be grounds for discipline.
2. Each Supervisor has the responsibility to assist any employee of this Agency who comes to that Supervisor with a complaint of harassment in documenting and filing a complaint.
 3. Each employee ~~of this Agency~~ is responsible for assisting in the prevention of harassment through the following acts:
 - a. Refraining from participation in, or encouragement of, actions that could be perceived as unlawful harassment
 - b. Reporting acts of unlawful harassment to a Supervisor; ~~and~~
 - c. Encouraging any employee who confides that he or she is being unlawfully harassed or discriminated against to report these acts to the proper Supervisor.
 4. Failure of any manager, Supervisor, or employee to carry out the above responsibilities ~~will~~ shall be considered in any performance evaluation or promotional decision and may be grounds for discipline.

C. Complaint Procedures

1. Any employee encountering unlawful harassment is encouraged to tell the person that his or her actions are unwelcome and offensive. The employee is encouraged to document all incidents of unlawful harassment in order to provide the fullest basis for investigation.
2. Any employee who believes that he or she is being unlawfully harassed must report the incident(s) as soon as possible so that appropriate steps may be taken to stop the harassment, ~~and~~ to protect the employee from further harassment, and so that appropriate investigative and disciplinary measures may be initiated, if warranted. Where the employee does not feel comfortable reporting the unlawful harassment to the employee's own Supervisor, or where the source of the unlawfully harassing behavior is in the employee's chain of command, the employee may instead file a complaint with the appropriate Division Commander, the Chief of Police, the City of Dalton Human Resources Director, or the City Administrator.

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- a. The Supervisor, or other supervisory person to whom a complaint is made, shall meet with the employee and document the incident(s) complained of, the person(s) performing or participating in the harassment, any witnesses to the incident(s), and the date(s) on which it occurred.
 - b. The ~~agency~~ employee receiving the complaint must promptly submit a confidential memorandum documenting the complaint to the appropriate Division Commander.
 - c. The Supervisor or manager who becomes aware of such an unlawful harassment complaint has a duty to report the complaint to the appropriate Division Commander, even if the complaining employee does not wish to make such a report.
3. The Professional Standards Unit ~~will~~ shall be responsible for investigating any complaint alleging harassment or discrimination.
- a. The Investigator shall immediately notify the Chief of Police if the complaint contains evidence of criminal activity, such as battery, rape, or attempted rape.
 - b. The Investigator's report shall be in writing and shall include a determination as to whether other employees were unlawfully harassed by the accused person and whether other ~~agency~~ members participated in, encouraged, or ignored the harassment.
 - c. The Chief of Police shall inform the parties involved of the outcome of the investigation.
 - d. A file of harassment and discrimination complaints shall be maintained in a secure location by the ~~administrative-secretary~~ Chief of Police's Administrative Assistant.
 - e. Violation of this policy shall be handled in accordance with ~~the Department discipline~~ policy GO88-2.14, Rules of Conduct.
4. Each party's confidentiality ~~will~~ shall be maintained throughout the investigatory process to the extent practical and appropriate under the circumstances.
5. Employees found guilty of harassment may file a grievance / appeal in accordance with ~~Department-procedures~~ policy GO11-3.18, Grievance Procedures, when they disagree with the investigative report or with the disposition of a harassment claim.

D. Retaliation

1. Retaliation against any employee for filing a harassment or discrimination complaint, or for assisting, testifying, or participating in the investigation of

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such a complaint, is illegal and is prohibited by this Department and by federal statutes.

2. Such retaliation is a form of employee misconduct. Any evidence of such retaliation shall be considered a separate violation of this policy and shall be handled by the same complaint procedures established for harassment and discrimination complaints.
3. Monitoring to ensure that retaliation does not occur is the responsibility of the Chief of Police, Supervisors, and the appropriate Division Commander.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

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DALTON POLICE DEPARTMENT

		<i>Effective Date</i> May 1, 1998	<i>Number</i> GO97-3.9
<i>Subject</i> Employee Assistance Program and Critical Incident Support			
<i>Reference</i> Georgia Code 34-9-411 through 34-9-421		<i>Revised</i> January 23, 2018 28, 2020	
<i>Distribution</i> All Personnel	<i>Re-evaluation Date</i> January 23, 2020 2022		<i>No. Pages</i> 8

I. Policy

The City of Dalton provides a "broad-based" Employee Assistance Program for employees and covered family members of the Dalton Police Department. The Employee Assistance Program will provide employees and dependent family members with the necessary resources to assist in maintaining a higher level of work, home, or school functioning.

Due to the sometimes volatile nature of policing and accidental encounters, employees may be involved in traumatic events which may result in extreme stress levels. It is the policy of the Dalton Police Department to provide critical incident support to all Department employees involved in situations which result in the death or serious injury of another person.

II. Employee Assistance Program (EAP)

The City of Dalton contracts annually to provide the services as outlined in this policy.

A. Eligibility of Employees / Family Members

Any full-time employee, who has at least three (3) months of completed service, and / or their household members (including dependents and family members living with them) are eligible for services through the ~~Employee Assistance Program~~ EAP.

B. Employee Cost

1. The employee and / or family member is not charged for the initial assessment and five (5) counseling sessions.
2. Additional outpatient counseling sessions beyond the six (6) initial visits, including individual, group, or family therapy, ~~will~~ shall be the responsibility of the employee.
3. If it is determined by the treatment team that the covered employee needs a referral for the following services, which are not included in the six (6)

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free sessions, the referral will be made, and the services may be handled by ~~their~~ his / her personal health benefit plan.

- a. Intensive or specialized treatment, i.e., inpatient, intensive outpatient, day hospital
 - b. Services of a licensed Ph.D., clinical psychologist, or psychiatrist
 - c. Psychological and / or educational testing
4. The Employee Assistance Program Coordinator ~~will~~ shall work with the employee to manage cost effectiveness, insurance coverage concerns, the employee's ability to pay, and other treatment options, if necessary.

C. Counseling Information, Evaluation, and Referral

1. Counseling services shall be provided by a Masters-level qualified therapist.
2. Employees will be given an initial full evaluation to determine the type of treatment and / or counseling needed.
3. After the initial evaluation, the employee will be given recommendations. Recommendations can be, but are not limited to: short-term counseling, long-term counseling (more than three (3) visits), inpatient hospitalization, partial hospitalization, drug and alcohol education group, referral to one of the many community resources (i.e., Consumer Credit Counseling, etc.), or referral to a local support group (i.e., AA, Alanon, EAP, CODA, etc.)
4. Personal issues ~~which that~~ the ~~Employee Assistance Program~~ EAP can address include, but are not limited to, Alcohol and Drug use / abuse, depression, anxiety, child and adolescent issues, grief work, crisis intervention, marital problems, work stress, or divorce.

D. Training and Orientation Services

1. Training ~~will~~ shall be offered annually to all employees on drug / alcohol awareness. Training ~~will~~ shall consist of ~~single~~ one (1) hour sessions designed to satisfy requirements for the Drug-Free Workplace Program specified in 34-9-417 of the Official Code of Georgia Annotated.
2. New and existing employees ~~will~~ shall be continually informed of ~~Employee Assistance~~ EAP services through orientation, ~~and~~ in-service training, ~~as well as~~ and the employee newsletter.
3. Supervisors ~~will~~ shall be ~~offered~~ provided annual training in identifying, documenting, and referring employees with job performance behavior, which may be related to impairment by a controlled substance, alcohol, or other mood altering drugs (Refer to policy GO97-3.8, Drug Free Workplace Policy and Procedures on Substance Abuse, Contraband Articles, and Employee Assistance), or psychiatric and / or emotional disorders disabling

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them in the workplace. Training shall be for one (1) hour and shall be designed to satisfy requirements for the Drug-Free Workplace Program specified in 34-9-418 of the Official Code of Georgia Annotated.

E. Supervisory Consultation and Counseling

1. Supervisory consultation and counseling ~~will~~ shall be provided on request to individual Supervisors to assist in clarifying or identifying an individual or group job-performance problem.
2. Further areas of Supervisory consultation include clarification of the EAP referral process, recommendation of possible approaches to a problem situation, and identification of other resources for the Supervisor(s).

F. Procedures for Employees Obtaining Counseling Services

Supervisors and employees ~~will~~ shall be ~~offered~~ provided annual training regarding the nature (how to access and refer) and availability of EAP services.

1. Self-referral

Employees and family members may access EAP services by calling the EAP directly. The use of the self-referral service is strongly encouraged for employees and / or their family members. Early intervention is the goal of the ~~Employee Assistance Program~~ EAP.

2. Mandatory Supervisory Referral

- a. The Chief of Police shall have the option (but not the obligation) to make a mandatory Supervisory referral for an employee who has broken a work rule and / or ~~failed~~ violated the Drug Free Workplace Policy (Refer to policy GO97-3.8, Drug Free Workplace Policy and Procedures on Substance Abuse, Contraband Articles and Employee Assistance).

- b. ~~This option is available one time on a "last chance" basis. Employees may be offered a reprieve or reinstatement if he or she attends the Employee Assistance Program and participates completely with the EAP treatment plan and recommendations, including signing the necessary releases of information. If the employee refuses to enter the EAP, or having once failed, fails to complete the treatment plan and recommendations, the employee shall be terminated.~~

Mandatory participation in the EAP is available one time and on a "last chance" basis. An employee may be offered a reprieve in discipline or reinstatement of employment or position if he or she promptly enters and successfully completes the EAP program, treatment plan, and recommendations, including signing the necessary release of information forms. In the event an employee refuses to enter the EAP or fails to successfully complete the EAP

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treatment plan and recommendations, the employee shall be terminated.

- c. Upon making a referral to the EAP, the Supervisor ~~will~~ shall complete and fax the "Administrative Referral Form" to the EAP.
- d. The Supervisor ~~will~~ shall intervene immediately if the employee is suspected of using or being under the influence of alcohol and / or drugs (Refer to [policy](#) GO97-3.8, Drug Free Workplace Policy and Procedures on Substance Abuse, Contraband Articles and Employee Assistance.)
- e. The Supervisor ~~will~~ shall intervene immediately if the employee is displaying ~~psychiatric conditions~~ symptoms of a mental health condition or mental illness, which are causing disciplinary or productivity problems while working.
- f. Utilization of EAP services does not exempt the employee from the requirement of maintaining an appropriate job performance level or from the standard disciplinary action procedures. The EAP is not to be used for disciplinary purposes.

G. Referral / Rehabilitation and Re-entry

- 1. In utilizing the ~~Employee Assistance Program~~ EAP, if the employee is referred to an inpatient facility, or other treatment program in which they are required to be absent from work, the employee may be placed on leave in accordance with the City of Dalton's personnel policy.
- 2. Upon entering a rehabilitation program (i.e.: inpatient facility, partial hospitalization) the EAP Coordinator ~~will~~ shall maintain contact with the employee, employee's Supervisor, Chief of Police, Human Resource Director, and the treatment facility with appropriately signed releases.
- 3. The EAP Coordinator ~~will~~ shall participate in the treatment process, as appropriate and permitted and work with the employee and the treatment facility in developing a Return to Work Plan.
- 4. The employee's Supervisor and / or manager ~~will~~ shall also be involved in developing and implementing a Return to Work Plan, which ~~will~~ shall include details of the on-going recovery plan, performance expectations, random drug screens, and consequences of non-compliance (Refer to [policy](#) GO97-3.8, Drug Free Workplace Policy and Procedures on Substance Abuse, Contraband Articles, and Employee Assistance).

H. Program Reporting to the City of Dalton ~~Police Department~~

The ~~Employee Assistance Program~~ EAP ~~will~~ shall submit a report to the City's Human Resources Director documenting EAP usage while ensuring employee confidentiality by not listing names or identifying data, in accordance with state and

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federal confidentiality guidelines. The information in these reports ~~will~~ shall be governed by the policy on confidentiality.

I. Confidentiality

All disclosure of information is governed by federal and state confidentiality rules and regulations. Specifically, no information regarding the employee's diagnosis, details of his / her problems, or involvement with the ~~Employee Assistance Program~~ EAP ~~will~~ shall be released to anyone without the employee's / family members' prior written authorization, except as otherwise provided by law. The following exceptions to confidentiality apply:

1. If the employee plans to physically injure or kill another person or him / her self
2. If the employee discloses that a minor child is currently being physically or sexually abused
3. If the employee indicates that he / she may engage in activity which could be dangerous to other employees or the public
4. If the employee gives information which indicates that the employee has committed (or is planning to commit) a crime against the employer or its premises or the public

III. **Critical Incident Support for Use of Force Incidents**

A. When faced with a catastrophic life event or major change, an Officer may experience great difficulty in appropriately dealing with his / her feelings and emotions. Some of the signs of an Officer's inability to deal appropriately with a traumatic incident are:

1. Continuation and intensification of post-incident symptoms, such as:
 - a. Heightened sense of danger / vulnerability
 - b. Fear and anxiety about future encounters
 - c. Anger / rage
 - d. Nightmares
 - e. Flashbacks / intrusive thoughts of the incident
 - f. Sleep difficulties
 - g. Depression
 - h. Guilt
 - i. Emotional numbing

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- j. Isolation and emotional withdrawal
- k. Stress reactions (e.g., headaches, indigestion, muscle aches, diarrhea / constipation)
- l. Anxiety reactions (e.g., difficulty concentrating, excessive worry, irritability, nervousness)
- m. Family problems

- 2. Excessive stress and anxiety reactions
- 3. Continual obsession with the incident
- 4. Increased absenteeism, burnout / drop in productivity
- 5. Increase in anger and irritability
- 6. Under-reaction
- 7. Risk taking
- 8. Increase in family problems
- 9. Alcohol/drug abuse

B.40- Human beings go through five distinct phases in their coping process. These phases are:

- 1.~~a.~~ Denial and isolation
- 2.~~b.~~ Anger and resentment
- 3.~~c.~~ Bargaining
- 4.~~d.~~ Depression
- 5.~~e.~~ Acceptance

C.B. The following guidelines have been found to alleviate much of the stress associated with the aftermath of an officer-involved shooting. To enable the Officer to feel supported and to reduce the amount of overall trauma, these guidelines have been approved by the International Association of Chiefs of Police (IACP) Police Psychological Services Section:

- 1. At the scene, show concern and understanding. Give mental and physical first aid.
- 2. After obtaining necessary on-scene information, and with authorization of Investigators, provide a psychological break by getting the Officer some

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distance from the scene. The Officer should be with a supportive friend or Supervisor and return to the scene only if necessary.

3. With some Officers, it is important to explain what administrative procedures will occur during the next few hours and over the next day. This will help the Officer realize that the handling of the investigation of the incident is standard operating procedure.
4. If the incident involves the Officer's service weapon, it is to be taken (as evidence) and replaced with another weapon as soon as possible, if feasible.
5. Before undergoing a detailed interview, the Officer should have some recovery time in a secure setting where he / she is insulated from the press and curious Officers.
6. If the Officer is not injured, the Officer or Agency should contact the family (via phone call or personal visit) and let them know what happened before they hear rumors ~~and~~ ~~or~~ receive phone calls from others. If the Officer is injured, an Agency member familiar with the family should offer to transport the family to the hospital.
7. For the Officer(s) who fired a weapon, there should be a mandatory confidential debriefing with a knowledgeable mental health care professional prior to returning to duty. The debriefing should take place as soon after the shooting as is practical, ideally within 24 hours and no later than 48 hours. Fitness to return to duty and / or any need for follow-up sessions should be determined by the mental health care professional.
8. Everyone at the scene should have a separate debriefing. During this debriefing it should be noted that anyone at the scene could experience a significant emotional reaction and should consult with the mental health professional within 48 hours. Follow-up sessions for other personnel may also be appropriate.
9. The opportunity for family counseling (spouse, children, significant other, ~~etc.~~) shall also be made available.
10. An administrator or Supervisor should brief the rest of the ~~Agency~~ ~~Department~~, ~~or shift~~, about the incident. This should prevent the Officer from being inundated with questions and ~~it should~~ hold rumors in check.
11. Expedite the completion of administrative and criminal investigations, and advise the Officer of the outcomes.
12. The Officer, upon being placed on administrative leave, ~~will~~ ~~shall~~ automatically be assigned to the appropriate ranking Officer for the duration of his / her administrative leave. During this time, the Officer shall maintain regular contact with this ranking Officer.

IV. Critical Incident Support for Non-Use of Force Incidents

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- A. Any employee directly involved in actions (traffic crash, training accident, etc...) that result in death or great bodily injury shall be placed on administrative leave, pending investigation.
- B. The leave shall be without loss of pay or benefits and shall not be interpreted to imply or indicate that the employee acted improperly.
- C. While on administrative leave, the employee shall remain available at all times for official Departmental interviews during the investigation and shall be subject to recall at any time.
- D. The employee shall not discuss the incident with anyone except the assigned ~~Detective(s)~~ Investigator(s), the employee's immediate family and / or attorney, the District Attorney, the Chief of Police, or professional counselors.
- E. The employee shall undergo an evaluation by the Department-designated mental health care professional. If recommended by the mental health care professional, the employee ~~will~~ shall attend any recommended counseling or treatment/therapy.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

RESTRICTED LAW ENFORCEMENT DATA

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DALTON POLICE DEPARTMENT

		Effective Date May 1, 1998	Number GO95-3.11
Subject Line-of-Duty Deaths or Serious Injuries			
Reference		Revised January 23, 2018 28, 2020	
Distribution All Personnel	Re-evaluation Date January 23, 2020 2022		No. Pages 8

I. Policy

It is the policy of ~~this agency~~ the Dalton Police Department to provide liaison assistance to the immediate survivors of an employee of the ~~Dalton Police~~ Department who dies or is seriously injured in the line of duty and to provide tangible and emotional support during this traumatic period of readjustment for the surviving family. The Chief of Police may institute certain parts of this order for cases of an employee's natural death.

II. Definitions

- A. *Line-of-duty death or serious injury* - Any action, felonious or accidental, which claims the life of or seriously injures an active duty Officer who was performing police functions either while on or off duty. Also, any felonious action ~~felonious or accidental, which~~ that claims the life of or seriously injures a civilian employee who was performing his / her assigned duties.
- B. *Survivors* - Immediate family members of the deceased employee, to include spouse, children, parents, siblings, fiancé / fiancée, and / or significant others.

III. Procedures

A. Death or Serious Injury Notification

The following procedures ~~should~~ shall be adhered to in cases of line-of-duty deaths and in cases of seriously injured employees with poor prognoses of survival. These procedures should be followed whenever possible with the understanding that the wishes of the family take precedence over the desires of the Agency. Department members providing services and assistance to family members and survivors shall take all possible measures to accommodate their needs, wishes, and desires but ~~should~~ shall not make promises to family members that they are not sure can be met.

1. The name of the seriously injured or deceased employee shall not be released to the media or other parties before immediate survivors, living in the area, are notified.
2. The Chief of Police or Watch Commander ~~will~~ shall designate an Officer to inform the immediate family of the employee's condition or death. If not

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immediately available, the senior ranking Officer ~~will~~ shall make the appointment.

3. Notification of the immediate family should be made as soon as possible and, if possible, coincidental with command ~~staff~~ notifications.
4. Notification of family in the immediate area should be made in person and, whenever appropriate, with another person, such as ~~the~~ a police Chaplain. Whenever the health of immediate family ~~members~~ is a concern, emergency medical services personnel shall be requested to stand by.
5. If the opportunity to get the family to the hospital exists, notification Officers shall inform the hospital liaison Officer that the family is on its way. In such cases, immediate transportation ~~should~~ shall be provided for the family rather than waiting for any other members of the Departmental delegation to arrive. If the employee has died, notification ~~should~~ shall be made to the survivors in as forthright and empathetic a manner as possible.
6. Communication of information concerning the employee and the incident shall, whenever possible, be restricted to the telephone to avoid interception by the media or others. Should the media obtain the employee's name prematurely, the ranking Officer ~~should~~ shall request that the information be withheld until proper notification can be made.
7. The notification Officer shall be responsible for identification of additional family outside the area and shall make any notifications as desired by the immediate family. Such notifications shall be made by contacting the law enforcement agency in that jurisdiction and requesting that a personal notification be made.
8. The notification Officer shall submit a written report to the Chief of Police specifying the identity, time, and place of family notified.

B. Assisting Family at the Hospital

Whenever possible, the Chief of Police shall join the family at the hospital in order to emphasize the Agency's support. The next highest ranking Officer to arrive at the hospital shall serve as or designate a hospital liaison Officer who shall be responsible for coordinating the arrival of immediate family, Departmental personnel, the media, and others and assume the following responsibilities:

1. Arrange for waiting facilities for immediate family and a press staging area. The desires of the family should be followed with regard to their accessibility to other employees and friends.
2. Ensure that medical personnel provide pertinent medical information on the employee's condition to the family before any other parties.
3. Assist family members, in accordance with their desires, in gaining access to the injured or deceased employee.
4. Provide hospital personnel with all necessary information on billing for medical services. The liaison Officer should ensure that all medical bills

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are directed to the appropriate Departmental authority and that they are not forwarded to the employee's family or other survivors.

5. Arrange transportation for the family and other survivors upon their departure from the hospital.
6. Ensure that immediate family members are provided with appropriate assistance at the hospital.

C. Appointment of the Department Coordination Personnel

In the case of a line-of-duty death, the designated Departmental Officer(s) shall begin serving in the following capacities: Department liaison, funeral liaison, benefits coordinator, and family support advocate. In addition, the Chief of Police or his / her designee ~~will~~ shall:

1. Make additional personnel assignments to assist in handling incoming phone calls and inquiries and to direct the public to appropriate personnel
2. Ensure that the employee assistance program is implemented to assist surviving family members and emphasize the family's right to psychological services
3. Ensure that other employees are provided the opportunity to participate in critical incident stress debriefings

D. Department Liaison

The Department liaison Officer ~~will~~ shall serve as a facilitator between the family and the Department. The Department liaison Officer ~~will~~ shall be the Division Commander or his / her designee of the deceased employee's division. This Officer ~~will~~ shall work closely with the funeral liaison Officer to ensure that the needs and requests of the family are fulfilled. This includes, but is not necessarily limited to, the following:

1. Providing oversight of travel and lodging arrangements for out-of-town family members
2. Identifying alternative churches and reception halls that will accommodate the employee's funeral. These alternatives ~~will~~ shall be presented to the family who will make the final determination.
3. Coordinating all official law enforcement notifications and arrangements, to include the Honor Guard, pallbearers, traffic control, and liaison with visiting law enforcement agencies
4. Assisting family members in dealing with general media inquiries and informing them of limitations on what they can say to the media specifically
5. Providing liaison with the media, to include coordination of any statements and press conferences. The Department liaison shall also ensure that members of the Agency are aware of restrictions regarding release of any information that might undermine future legal proceedings.

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6. Ensuring that security checks of the survivors' residence(s) are initiated immediately following the incident and for as long as necessary thereafter

E. Funeral Liaison

The funeral liaison Officer ~~acts~~ shall serve as facilitator between the decedent employee's family and the Department during the wake and funeral. The funeral liaison Officer shall be the deceased employee's immediate Supervisor. The funeral liaison Officer is responsible for:

1. Meeting with family members and explaining his / her responsibilities to them
2. Being available to the family prior to and throughout the wake and funeral
3. Ensuring that the needs and wishes of the family come before those of the Department
4. Assisting the family in working with the funeral director regarding funeral arrangements
5. Relaying any information to the family concerning the circumstances of the decedent employee's death and appropriate information regarding any investigation
6. Determining the need for travel arrangements for out-of-town family members and any other special needs of the family during the funeral and reporting this information to the Department liaison
7. Briefing the family members on the procedures involved in the law enforcement funeral

F. Benefits Coordinator

The benefits coordinator shall be the Chief of Police's Administrative Assistant. The benefits coordinator is responsible for:

1. Filing workers' compensation claims and related paperwork
2. Presenting information on all benefits available to the family
3. Documenting inquiries and interest in public donations to the family and establishing a mechanism for receipt of such contributions, as appropriate
4. Preparing all documentation of benefits and payments due to survivors, to include the nature and amount of benefits to be received by each beneficiary, the schedule of payments, and the name of a contact person or facilitator at each benefit or payment office
5. Filing all benefits paperwork and maintaining contact with the family in order to ensure that benefits are being received. A copy of benefits

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documentation ~~should~~ shall be provided to all survivors affected and explained to each of them.

6. Advising the surviving family of the role of police associations and organizations and the nature of support programs that they sponsor for law enforcement survivors

G. Family Support Advocate

The family support advocate shall be a Department Chaplain. The family support advocate serves in a long-term liaison and support capacity for the surviving family. The duties of this individual include:

1. Providing contact with surviving family members in order to keep them abreast of criminal proceedings relating to the death of their family member
2. Accompanying surviving family members to criminal proceedings, explaining the nature of the proceedings, and introducing them to prosecutors and other persons, as required
3. Identifying all support services available to family members and working on their behalf to secure any services necessary
4. Maintaining routine contact with family members to provide companionship and emotional support and maintaining an ongoing relationship between the Department and the immediate family
5. Relaying the concerns and needs of the family to those individuals or organizations that may provide assistance and encouraging others to visit and help as necessary

H. General Funeral Procedures

1. Uniforms

- a. Class A – Official Dress Uniform described in policy GO89-3.3, Uniform and Employee Appearance Standards
- b. Members of the Honor Guard ~~will~~ shall wear the uniform described in policy GO89-3.3, Uniform and Employee Appearance Standards.
- c. A black sash ~~will~~ shall be worn across the badge.

2. Funeral Services

- a. Personnel who attend the funeral services ~~will~~ shall report to a pre-designated assembly point away from the place of services for inspection and briefing.
- b. From the assembly point, personnel ~~will~~ shall march to the place of service, timing their arrival to permit immediate entry.

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- c. Upon entering the building, personnel ~~will~~ shall remove their uniform hats, placing them under their left arm, hat brim forward, and move in an orderly manner to the place reserved for them.
- d. Members ~~will~~ shall remain standing until all members are in their places and the command, "*BE SEATED*," is given.
- e. Members ~~will~~ shall sit with their hats upright in their laps, maintaining a military-style bearing throughout the service.
- f. At the end of the service, personnel, upon receiving the command, "*OFFICERS RISE*," ~~will~~ shall rise in unison and place their hats under their left arm preparatory to filing past the casket. They ~~will~~ shall hold their hats in this position until they have passed the casket and arrived outside.
- g. Upon leaving the building, personnel ~~will~~ shall replace their hats and assemble in formation at right angles to the hearse.
 - (1) Two ranks ~~will~~ shall be formed facing each other, leaving an aisle through which pallbearers and the casket may pass.
 - (2) Personnel ~~will~~ shall be ~~formed~~ assembled by height. They will normally be dressed at extended intervals but may be dressed at close intervals if space is limited.
 - (3) While waiting in formation, personnel ~~will~~ shall stand at parade rest.
- h. When the casket comes into view, the formation ~~will~~ shall be called to attention. The next command ~~will~~ shall be "*PRESENT ARMS*." All personnel salute and hold this salute until the casket is placed into the hearse. At this time, the command, "*READY, TWO*" ~~will~~ shall be given, and personnel ~~will~~ shall return their hands to their sides.
- i. After the doors of the hearse are closed, the command "*FIRST RANK*, (passenger side of hearse) *RIGHT FACE*" and "*SECOND RANK*, (driver's side of hearse) *LEFT FACE*," is given so that the two columns are facing the hearse.
- j. With the command, "*OFFICERS DISMISSED*," the members ~~will~~ shall break ranks and leave in a quiet and orderly manner.
- k. Members ~~will~~ shall then take their assigned places in the motorcade and proceed to the cemetery.

3. Gravesite Services

Personnel ~~will~~ shall report to the places that have been reserved for them immediately upon arrival at the gravesite. If indoors, personnel ~~will~~ shall remove their hats and hold them under their left arm. All personnel ~~will~~

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~~shall~~ sit with hats in laps, throughout the services. If services are held outdoors, personnel ~~will~~ ~~shall~~ wear their hats.

4. Honors Accorded

- a. Any ~~Dalton Police Department employee~~ Officer who dies in the line-of-duty ~~will~~ ~~shall~~ be accorded full honors if requested by the survivors. This ~~will~~ ~~shall~~ include the casket watch during viewing, pallbearers, and motor escort.
- b. The Department liaison of the employee who died in the line-of-duty ~~will~~ ~~shall~~ be responsible for notifying the Commander of the Honor Guard and ~~will~~ ~~shall~~ coordinate and direct the actions of the casket watch, pallbearers, and rifle squad. The Department liaison ~~will~~ ~~shall~~ coordinate ~~the any~~ motor escort.
- c. Casket Watch
 - (1) The casket watch is usually comprised of Officers from the Honor Guard, however, volunteers may stand watch at the discretion of the Honor Guard Commander. Officers who are assigned to the casket watch must present an excellent uniform appearance and conform to all current grooming regulations. Any Officer standing casket watch ~~will~~ ~~shall~~ pass a visual inspection by the Honor Guard Commander or his / her designee prior to deployment.
 - (2) The Honor Guard uniform ~~will~~ ~~shall~~ be worn by members of the Honor Guard for the casket watch. If non-Honor Guard members are used, long sleeve shirt and tie, uniform hat, and white gloves ~~will~~ ~~shall~~ be worn.
 - (3) Officers ~~will~~ ~~shall~~ position themselves at or near the head and feet of the deceased Officer. The watch ~~will~~ ~~shall~~ be divided into shifts with two (2) Officers standing generally twenty (20) minutes at a time.
 - (4) If the family wishes, an informal watch can take place after the viewing has been concluded for the day.
- d. Pallbearers
 - (1) If pallbearers are requested by the family, the Honor Guard ~~will~~ ~~shall~~ serve in this capacity.
 - (2) Pallbearers ~~will~~ ~~shall~~ be under the direction of the Honor Guard Commander. They ~~will~~ ~~shall~~ report to the funeral home as directed for instructions and seating arrangements.

~~I.e.~~ Procedural Variations

The procedures outlined in this directive shall be followed in most cases. Any changes made necessary by a shortage of manpower, the unusual size of the

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funeral, the type of service, the physical arrangement of the place of service, or for any other reason shall be made by the Department liaison. Any additional honors to be accorded to deceased members or employees of the Department or to deceased members of other law enforcement agencies shall be at the discretion of the Chief of Police.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

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DALTON POLICE DEPARTMENT

		Effective Date May 1, 1998	Number GO96-3.12
Subject Temporary Light Duty			
Reference		Revised January 23, 2018 28, 2020	
Distribution All Personnel	Re-evaluation Date January 23, 2020 2022		No. Pages 2

I. Policy

It is the policy of ~~this~~ the Dalton Police Department to provide for and approve reasonable requests for temporary light duty assignments.

II. Definition

Licensed Health Care Provider - Any medical doctor, chiropractor, psychologist, or doctor of dentistry ~~recognized~~ **licensed** by the state of Georgia and practicing full time in their respective field.

III. Availability of Temporary Light Duty Assignments

- A. Light duty assignments are temporary and ~~will~~ **shall** not be made for longer than six (6) months.
- B. The Chief of Police or his / her designee may allow an employee to fill a temporary light duty assignment if there is work available.
- C. An employee may request one six (6) month extension for light duty with supporting documentation from a licensed health care provider.
- D. The Department may, at any time, require an employee serving on light duty to see a licensed health care provider of the Department's choice. Should the opinion of the second health care provider differ from that of the employee's health care provider, a third opinion ~~will~~ **shall** be received from a health care provider mutually agreed upon by the Department and employee. After the third opinion is received, the employee's status ~~will~~ **shall** be reevaluated, and the employee ~~will~~ **shall** either return to duty or light duty assignment.

IV. Limitations

- A. Nothing contained in this directive is intended to deprive any employee from seeking leave and / or requesting reasonable accommodations under the Family and Medical Leave Act, Fair Labor Standards Act, Americans with Disabilities Act, or other federal or state law.

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- B. Assignments to a temporary position ~~will~~ **shall** not affect any employee's pay classification, pay increases, promotional opportunities, retirement benefits, or bonuses.

V. **Employee Responsibilities**

- A. Employees must request temporary light duty assignments in writing to their immediate Supervisor, **submitted** along with supporting documentation signed by their **licensed** health care provider.
- B. Employees ~~will~~ **shall** be given a job description for the light duty position and ~~will~~ **shall** be responsible for having their **licensed** health care provider review **it** and approve them to complete the tasks contained therein.
- C. Employees requesting an extension for light duty assignment beyond the initial six (6) month period must resubmit their request in writing accompanied by further documentation from their **licensed** health care provider.

VI. **Types of Assignments**

- A. Employees requesting temporary light duty assignments ~~will~~ **shall** be assigned by the Chief of Police or his / her designee based on the current needs of the Department.
- B. The assignments ~~will~~ **shall** be to perform duties that are necessary to the overall operation of the Department.

VII. **Chain of Command**

- A. Employees assigned to light duty ~~will~~ **shall** follow the chain of command for the division to which they are temporarily assigned.
- B. Supervisors assigned to light duty ~~will~~ **shall** work under the direct supervision in the unit to which they are assigned.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

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DALTON POLICE DEPARTMENT

		Effective Date October 1, 1999	Number GO98-3.16
Subject Personnel Files			
Reference		Revised January 23, 2018 28, 2020	
Distribution All Personnel	Re-evaluation Date January 23, 2020 2022		No. Pages 3

I. Policy

It is the policy of the Dalton Police Department to maintain accurate files of personnel and to permit the dissemination and viewing of the files in accordance with state and federal law.

II. Personnel File Contents

The following items are not contained within Department personnel files:

- A. Medical or training records, except for records required for employment application purposes
- B. Citizen or Department complaint files, except for memoranda or letters indicating the finding of facts and final disposition

III. Personnel File Organization

An employee's personnel file is the property of the Dalton Police Department. Personnel files are organized into six sections:

- A. Section one shall be all pre-employment information, i.e., pretests, background investigation, etc.
- B. Section two shall be pay information and assignments.
- C. Section three shall be disciplinary action.
- D. Section four shall be commendations.
- E. Section five shall be the certification section.
- F. Section six shall be all required signed forms, i.e., GCIC, Drug-Free Workplace, etc.

RESTRICTED LAW ENFORCEMENT DATA

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

IV. **Personnel File Viewing**

- A. Employees must request in writing the reason for viewing their personnel file.
- B. Employees are not permitted to remove any items from the file.
- C. Personnel files of former employees ~~will~~ shall be transferred ninety (90) days after severance, or upon satisfaction of terms of the employee contract, into the Department's document imaging system.
- D. Employees are permitted to take notes of items in the file.
- E. Making copies of items in the file must be approved by the Chief of Police. Notations shall be made in the file of any items copied or when the file is viewed.
- F. The Chief of Police's administrative assistant, a Division Commander, or the Chief of Police must be present when employees view their files.
- G. Persons from outside the Department may view a current or former employee's file at the direction of the Chief of Police or his / her designee if in possession of written permission designating the part or parts which may be viewed.
- H. Georgia Peace Officer and Standards Training Council (POST) investigators are hereby granted access to personnel files of all current or former sworn employees, in accordance with O.C.G.A. 35-8-7.2. The Support Services Division Commander or his / her designee shall coordinate with POST investigators to view files.

V. **Challenges to File Contents**

Following a review of the personnel file, an employee may challenge any information in the file by filing a written objection for removal or correction with the Chief of Police. The Chief of Police ~~will~~ shall respond to the request, indicating the decision on the issue, within thirty (30) days.

VI. **Security of Personnel Files**

Requests for information for personnel records, other than for bona fide criminal investigations, ~~will~~ shall be forwarded to the individual whose records are requested for approval. The following information is considered non-confidential and may be released by the Chief of Police's administrative assistant without employee clearance: employment dates, position(s) held, duty stations, and wage and salary verification (only verification of amounts provided by requestor).

If additional information is requested in non-criminal cases, the employee ~~will~~ may give written consent, which ~~will~~ shall be retained in the employee's personnel file.

RESTRICTED LAW ENFORCEMENT DATA

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

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

RESTRICTED LAW ENFORCEMENT DATA

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

TODD PANGLE
Fire Chief
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tpangle@daltonga.gov

DALTON FIRE DEPARTMENT

404 School Street
Dalton, GA 30720



PUBLIC SAFETY COMMISSION
Bill Weaver
Keith Whitworth
Terry Mathis
Kenneth E. Willis
Anthony Walker

Monthly Synopsis

December 2019

Incident Response

<u>Category</u>	<u>Responses</u>	<u>Percentage</u>
Fire	8	2.35%
Overpressure Rupture, Overheat	0	0.0%
Rescue/Medical	242	71.38%
Hazardous Condition	8	2.35%
Service Call	6	1.76%
Good Intent	50	14.74%
False Alarm	25	7.37%
Total Responses	339	
Average Response Time	3:21	
Estimated Loss	\$26,100	

DALTON

Incident Type Report (Monthly Summary)

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	0.29%	\$22,000	84.29%
114 Chimney or flue fire, confined to chimney	1	0.29%	\$0	0.00%
131 Passenger vehicle fire	2	0.59%	\$4,100	15.70%
141 Forest, woods or wildland fire	1	0.29%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	1	0.29%	\$0	0.00%
143 Grass fire	1	0.29%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	0.29%	\$0	0.00%
	8	2.35%	\$26,100	100.00%
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	222	65.48%	\$0	0.00%
322 Motor vehicle accident with injuries	11	3.24%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	8	2.35%	\$0	0.00%
341 Search for person on land	1	0.29%	\$0	0.00%
	242	71.38%	\$0	0.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	3	0.88%	\$0	0.00%
441 Heat from short circuit (wiring),	1	0.29%	\$0	0.00%
442 Overheated motor	2	0.59%	\$0	0.00%
444 Power line down	1	0.29%	\$0	0.00%
445 Arcing, shorted electrical equipment	1	0.29%	\$0	0.00%
	8	2.35%	\$0	0.00%
5 Service Call				
522 Water or steam leak	1	0.29%	\$0	0.00%
531 Smoke or odor removal	1	0.29%	\$0	0.00%
551 Assist police or other governmental agency	2	0.59%	\$0	0.00%
553 Public service	1	0.29%	\$0	0.00%
561 Unauthorized burning	1	0.29%	\$0	0.00%
	6	1.76%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	36	10.61%	\$0	0.00%
622 No Incident found on arrival at dispatch	4	1.17%	\$0	0.00%
631 Authorized controlled burning	2	0.59%	\$0	0.00%
651 Smoke scare, odor of smoke	5	1.47%	\$0	0.00%

DALTON

Incident Type Report (Monthly Summary)

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
6 Good Intent Call				
652 Steam, vapor, fog or dust thought to be	1	0.29%	\$0	0.00%
671 HazMat release investigation w/no HazMat	2	0.59%	\$0	0.00%
	50	14.74%	\$0	0.00%
7 False Alarm & False Call				
731 Sprinkler activation due to malfunction	1	0.29%	\$0	0.00%
732 Extinguishing system activation due to	1	0.29%	\$0	0.00%
733 Smoke detector activation due to	5	1.47%	\$0	0.00%
735 Alarm system sounded due to malfunction	4	1.17%	\$0	0.00%
741 Sprinkler activation, no fire -	1	0.29%	\$0	0.00%
743 Smoke detector activation, no fire -	7	2.06%	\$0	0.00%
744 Detector activation, no fire -	1	0.29%	\$0	0.00%
745 Alarm system activation, no fire -	5	1.47%	\$0	0.00%
	25	7.37%	\$0	0.00%

Total Incident Count: 339

Total Est Loss:

\$26,100

DALTON

Dollar Value Saved & Loss Analysis (Monthly)

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident Type	Count	Total Values	Total Losses	Total Saved	Percent Lost	Percent Saved
111 Building fire	1	\$285,000	\$22,000	\$263,000	7.72%	92.28 %
131 Passenger vehicle fire	2	\$13,100	\$4,100	\$9,000	31.30%	68.70 %
Grand Totals	3	\$298,100	\$26,100	\$272,000		

Total Percent Lost: 8.76 %

Total Percent Saved: 91.24 %

DALTON

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

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
19-0003570	0	12/01/2019	04:27:45	1102 Cargal	311 Medical assist, assist EMS crew	
19-0003571	0	12/01/2019	05:59:37	1210 Applewood	311 Medical assist, assist EMS crew	
19-0003572	0	12/01/2019	08:10:15	701 Underwood	311 Medical assist, assist EMS crew	
19-0003573	0	12/01/2019	09:14:33	1212 Broadrick	311 Medical assist, assist EMS crew	
19-0003574	0	12/01/2019	10:11:59	580 Walnut (East)	311 Medical assist, assist EMS crew	
19-0003575	0	12/01/2019	10:13:52	501 Red Bird	311 Medical assist, assist EMS crew	
19-0003576	0	12/01/2019	10:55:37	403 Meeting	311 Medical assist, assist EMS crew	
19-0003577	0	12/01/2019	14:00:34	1225 Broadrick	311 Medical assist, assist EMS crew	
19-0003578	0	12/01/2019	14:19:36	Greenwood	441 Heat from short circuit (wiring),	
19-0003579	0	12/01/2019	14:57:41	1210 Ludie	311 Medical assist, assist EMS crew	
19-0003580	0	12/01/2019	17:05:33	600 Walnut (West)	114 Chimney or flue fire, confined to	
19-0003581	0	12/01/2019	17:27:46	1115 Professional	311 Medical assist, assist EMS crew	
19-0003582	0	12/01/2019	18:00:08	1009 Cargal	311 Medical assist, assist EMS crew	
19-0003583	0	12/02/2019	00:42:12	413 Third	733 Smoke detector activation due to	
19-0003584	0	12/02/2019	08:16:31	1300 Waugh (West)	311 Medical assist, assist EMS crew	
19-0003585	0	12/02/2019	08:34:28	Walnut (West)	324 Motor Vehicle Accident with no	
19-0003586	0	12/02/2019	08:41:00	1300 Waugh (West)	311 Medical assist, assist EMS crew	
19-0003587	0	12/02/2019	15:28:00	794 Bermuda	522 Water or steam leak	
19-0003588	0	12/02/2019	17:04:48	100 Walnut (West)	611 Dispatched & cancelled en route	
19-0003589	0	12/02/2019	18:06:43	422 Moore	311 Medical assist, assist EMS crew	
19-0003590	0	12/02/2019	18:35:43	805 Morton (East)	611 Dispatched & cancelled en route	
19-0003591	0	12/02/2019	21:09:01	2524 Walnut (East)	311 Medical assist, assist EMS crew	
19-0003592	0	12/02/2019	21:55:14	1702 Morris (East)	611 Dispatched & cancelled en route	
19-0003593	0	12/03/2019	07:46:48	961 Avenue E	311 Medical assist, assist EMS crew	
19-0003594	0	12/03/2019	12:43:42	1203 Acme	311 Medical assist, assist EMS crew	
19-0003595	0	12/03/2019	12:57:58	310 Chestnut	311 Medical assist, assist EMS crew	
19-0003596	0	12/03/2019	14:45:07	1907 Chattanooga	311 Medical assist, assist EMS crew	
19-0003597	0	12/03/2019	15:02:11	1205 Glenwood (North)	311 Medical assist, assist EMS crew	
19-0003598	0	12/03/2019	16:57:45	1118 Glenwood (North)	311 Medical assist, assist EMS crew	
19-0003599	0	12/04/2019	03:06:10	1713 Rio Vista	311 Medical assist, assist EMS crew	

DALTON

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

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
19-0003600	0	12/04/2019	09:27:07	515 Parkside	311 Medical assist, assist EMS crew	
19-0003601	0	12/04/2019	09:33:52	405 North Oaks	445 Arcing, shorted electrical	
19-0003602	0	12/04/2019	09:45:50	1301 Crawford (West)	311 Medical assist, assist EMS crew	
19-0003603	0	12/04/2019	11:18:09	1200 Memorial	735 Alarm system sounded due to	
19-0003604	0	12/04/2019	14:15:43	1301 Pine Hill	151 Outside rubbish, trash or waste	
19-0003605	0	12/04/2019	14:21:30	229 Dogwood	311 Medical assist, assist EMS crew	
19-0003606	0	12/04/2019	18:28:46	1616 Morris (East)	611 Dispatched & cancelled en route	
19-0003607	0	12/05/2019	02:50:10	1529 Waring	311 Medical assist, assist EMS crew	
19-0003608	0	12/05/2019	05:01:20	319 Hamilton (North)	732 Extinguishing system activation	
19-0003609	0	12/05/2019	05:41:46	519 Hawthorne (West)	311 Medical assist, assist EMS crew	
19-0003610	0	12/05/2019	08:27:42	1220 Broadrick	311 Medical assist, assist EMS crew	
19-0003611	0	12/05/2019	08:39:56	North Bypass	322 Motor vehicle accident with	
19-0003612	0	12/05/2019	08:41:01	1200 Waugh (West)	311 Medical assist, assist EMS crew	
19-0003613	0	12/05/2019	09:07:50	319 Hamilton (North)	611 Dispatched & cancelled en route	
19-0003614	0	12/05/2019	09:45:03	1600 Mockingbird Hill	311 Medical assist, assist EMS crew	
19-0003615	0	12/05/2019	10:18:40	1116 Willowdale	611 Dispatched & cancelled en route	
19-0003616	0	12/05/2019	13:24:16	855 Abutment	311 Medical assist, assist EMS crew	
19-0003617	0	12/05/2019	13:40:39	405 School	743 Smoke detector activation, no fire	
19-0003618	0	12/05/2019	15:27:08	1203 Glenwood (North)	744 Detector activation, no fire -	
19-0003619	0	12/05/2019	17:15:57	1700 Brighton	142 Brush or brush-and-grass mixture	
19-0003620	0	12/05/2019	18:57:00	100 Thornton (South)	311 Medical assist, assist EMS crew	
19-0003621	0	12/05/2019	20:52:05	436 Cedar	311 Medical assist, assist EMS crew	
19-0003622	0	12/05/2019	22:11:03	1250 Walnut (West)	311 Medical assist, assist EMS crew	
19-0003623	0	12/06/2019	06:47:58	914 Brown	311 Medical assist, assist EMS crew	
19-0003624	0	12/06/2019	06:54:21	Chattanooga	311 Medical assist, assist EMS crew	
19-0003625	0	12/06/2019	07:15:28	520 Glenwood (North)	311 Medical assist, assist EMS crew	
19-0003626	0	12/06/2019	08:30:09	601 Conway	141 Forest, woods or wildland fire	
19-0003627	0	12/06/2019	12:09:21	815 Shugart	322 Motor vehicle accident with	
19-0003628	0	12/06/2019	13:12:10	1220 Broadrick	311 Medical assist, assist EMS crew	
19-0003629	0	12/06/2019	15:20:36	1010 Vista	745 Alarm system activation, no fire -	

DALTON

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

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
19-0003630	0	12/06/2019	21:01:09	1310 Walnut (West)	311 Medical assist, assist EMS crew	
19-0003631	0	12/06/2019	22:09:09	216 Fort Hill	311 Medical assist, assist EMS crew	
19-0003632	0	12/06/2019	23:38:13	1004 Cartwright	311 Medical assist, assist EMS crew	
19-0003633	0	12/07/2019	00:38:35	700 Hampton	111 Building fire	\$22,000
19-0003634	0	12/07/2019	01:47:00	3 Brothers	311 Medical assist, assist EMS crew	
19-0003635	0	12/07/2019	02:40:02	1420 Burgess	311 Medical assist, assist EMS crew	
19-0003636	0	12/07/2019	02:47:12	1010 Ponderosa	311 Medical assist, assist EMS crew	
19-0003637	0	12/07/2019	03:23:47	1309 Morris (East)	551 Assist police or other	
19-0003638	0	12/07/2019	07:23:26	519 Hawthorne (West)	311 Medical assist, assist EMS crew	
19-0003639	0	12/07/2019	08:07:07	902 Sandy Dunes	311 Medical assist, assist EMS crew	
19-0003640	0	12/07/2019	09:53:46	North Bypass	322 Motor vehicle accident with	
19-0003641	0	12/07/2019	11:43:50	1501 Augusta	311 Medical assist, assist EMS crew	
19-0003642	0	12/07/2019	13:32:36	1613 Beverly	311 Medical assist, assist EMS crew	
19-0003643	0	12/07/2019	14:32:39	1300 Hamilton (South)	311 Medical assist, assist EMS crew	
19-0003644	0	12/07/2019	16:02:04	North Bypass	131 Passenger vehicle fire	\$2,100
19-0003645	0	12/07/2019	16:07:26	523 Lester	311 Medical assist, assist EMS crew	
19-0003646	0	12/07/2019	16:56:52	422 Moore	311 Medical assist, assist EMS crew	
19-0003647	0	12/07/2019	18:14:04	Walnut (East)	322 Motor vehicle accident with	
19-0003648	0	12/07/2019	18:15:15	310 Chestnut	311 Medical assist, assist EMS crew	
19-0003649	0	12/07/2019	18:41:00	1300 Waugh (West)	311 Medical assist, assist EMS crew	
19-0003650	0	12/07/2019	19:39:52	1116 Willowdale	311 Medical assist, assist EMS crew	
19-0003651	0	12/07/2019	19:53:16	1213 Applewood	311 Medical assist, assist EMS crew	
19-0003652	0	12/07/2019	20:08:19	2209 Raintree	311 Medical assist, assist EMS crew	
19-0003653	0	12/08/2019	03:15:40	775 McGhee	311 Medical assist, assist EMS crew	
19-0003654	0	12/08/2019	09:35:24	701 Crawford (West)	311 Medical assist, assist EMS crew	
19-0003655	0	12/08/2019	10:22:32	Waring	311 Medical assist, assist EMS crew	
19-0003656	0	12/08/2019	11:00:26	1035 Abutment	311 Medical assist, assist EMS crew	
19-0003657	0	12/08/2019	12:09:27	519 Hawthorne (West)	743 Smoke detector activation, no fire	
19-0003658	0	12/08/2019	12:38:04	216 Keith	311 Medical assist, assist EMS crew	
19-0003659	0	12/08/2019	14:43:41	I-75 N. Bound	322 Motor vehicle accident with	

DALTON

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

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
19-0003660	0	12/08/2019	22:13:09	406 Bristol	311 Medical assist, assist EMS crew	
19-0003661	0	12/08/2019	23:15:55	225 Westerly	311 Medical assist, assist EMS crew	
19-0003662	0	12/09/2019	08:49:21	1508 Habersham	743 Smoke detector activation, no fire	
19-0003663	0	12/09/2019	10:47:27	1500 Manly	311 Medical assist, assist EMS crew	
19-0003664	0	12/09/2019	13:11:44	708 Trammell	311 Medical assist, assist EMS crew	
19-0003665	0	12/09/2019	15:32:17	1804 Kimberly Park	611 Dispatched & cancelled en route	
19-0003666	0	12/09/2019	15:36:21	820 Shugart	311 Medical assist, assist EMS crew	
19-0003667	0	12/09/2019	16:56:51	1908 Brookhaven (West)	311 Medical assist, assist EMS crew	
19-0003668	0	12/09/2019	16:59:10	1107 Memorial	611 Dispatched & cancelled en route	
19-0003669	0	12/09/2019	16:59:58	107 Spencer (South)	311 Medical assist, assist EMS crew	
19-0003670	0	12/09/2019	18:10:00	1116 Underwood	311 Medical assist, assist EMS crew	
19-0003671	0	12/09/2019	18:54:40	North Bypass	322 Motor vehicle accident with	
19-0003672	0	12/09/2019	20:58:42	1306 Underwood	311 Medical assist, assist EMS crew	
19-0003673	0	12/10/2019	02:44:36	312 Meeting	611 Dispatched & cancelled en route	
19-0003674	0	12/10/2019	03:04:03	312 Meeting	611 Dispatched & cancelled en route	
19-0003675	0	12/10/2019	04:16:15	2211 Dug Gap Battle	731 Sprinkler activation due to	
19-0003676	0	12/10/2019	06:38:12	1407 Vann	311 Medical assist, assist EMS crew	
19-0003677	0	12/10/2019	08:30:13	98 Walnut (West)	735 Alarm system sounded due to	
19-0003678	0	12/10/2019	10:29:30	4007 Woodspoint	311 Medical assist, assist EMS crew	
19-0003679	0	12/10/2019	10:36:30	North Bypass	322 Motor vehicle accident with	
19-0003680	0	12/10/2019	11:32:01	519 Hawthorne (West)	311 Medical assist, assist EMS crew	
19-0003681	0	12/10/2019	12:12:53	623 George Rice	311 Medical assist, assist EMS crew	
19-0003682	0	12/10/2019	14:00:07	1102 Waugh (West)	611 Dispatched & cancelled en route	
19-0003683	0	12/10/2019	14:41:30	MM I-75 N. Bound	611 Dispatched & cancelled en route	
19-0003684	0	12/10/2019	14:50:43	906 Waugh (West)	324 Motor Vehicle Accident with no	
19-0003685	0	12/10/2019	15:26:45	I-75 N. Bound	324 Motor Vehicle Accident with no	
19-0003686	0	12/10/2019	16:16:54	Chattanooga	611 Dispatched & cancelled en route	
19-0003687	0	12/10/2019	22:48:00	209 Griffin	311 Medical assist, assist EMS crew	
19-0003688	0	12/11/2019	05:12:45	1804 Shadow	442 Overheated motor	
19-0003689	0	12/11/2019	10:09:00	1502 Augusta	311 Medical assist, assist EMS crew	

DALTON

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

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
19-0003690	0	12/11/2019	10:19:13	North Bypass	311 Medical assist, assist EMS crew	
19-0003691	0	12/11/2019	15:04:01	1205 Glenwood (North)	311 Medical assist, assist EMS crew	
19-0003692	0	12/11/2019	16:25:27	815 Shugart	311 Medical assist, assist EMS crew	
19-0003693	0	12/11/2019	19:00:36	1112 St. Charles	412 Gas leak (natural gas or LPG)	
19-0003694	0	12/12/2019	00:41:42	300 Autumn	611 Dispatched & cancelled en route	
19-0003695	0	12/12/2019	04:55:58	301 Bogle (North)	311 Medical assist, assist EMS crew	
19-0003696	0	12/12/2019	07:09:35	Underwood	324 Motor Vehicle Accident with no	
19-0003697	0	12/12/2019	11:16:42	724 Skylark	311 Medical assist, assist EMS crew	
19-0003698	0	12/12/2019	11:17:32	Grade (North)	322 Motor vehicle accident with	
19-0003699	0	12/12/2019	13:18:26	1407 Thornton (North)	745 Alarm system activation, no fire -	
19-0003700	0	12/12/2019	17:16:15	1116 Willowdale	311 Medical assist, assist EMS crew	
19-0003701	0	12/12/2019	18:52:24	301 Bogle (North)	311 Medical assist, assist EMS crew	
19-0003702	0	12/12/2019	20:04:12	519 Hawthorne (West)	311 Medical assist, assist EMS crew	
19-0003703	0	12/12/2019	20:08:28	818 Shugart	311 Medical assist, assist EMS crew	
19-0003704	0	12/13/2019	00:29:19	1616 Beechland	311 Medical assist, assist EMS crew	
19-0003705	0	12/13/2019	06:04:06	1604 Underwood	311 Medical assist, assist EMS crew	
19-0003706	0	12/13/2019	10:04:58	511 Williamsburg	311 Medical assist, assist EMS crew	
19-0003707	0	12/13/2019	10:33:33	405 School	743 Smoke detector activation, no fire	
19-0003708	0	12/13/2019	10:38:42	311 Smith	311 Medical assist, assist EMS crew	
19-0003709	0	12/13/2019	11:30:19	1225 Broadrick	322 Motor vehicle accident with	
19-0003710	0	12/13/2019	11:55:47	2524 Walnut (East)	622 No Incident found on arrival at	
19-0003711	0	12/13/2019	13:04:08	404 School	311 Medical assist, assist EMS crew	
19-0003712	0	12/13/2019	14:48:09	1300 Waugh (West)	311 Medical assist, assist EMS crew	
19-0003713	0	12/13/2019	17:26:59	1394 Dug Gap	311 Medical assist, assist EMS crew	
19-0003714	0	12/13/2019	17:41:37	1394 Dug Gap	311 Medical assist, assist EMS crew	
19-0003715	0	12/13/2019	20:36:51	301 Waugh (West)	324 Motor Vehicle Accident with no	
19-0003716	0	12/13/2019	21:36:53	711 Hamilton (South)	311 Medical assist, assist EMS crew	
19-0003717	0	12/13/2019	23:12:08	1000 Autumn	311 Medical assist, assist EMS crew	
19-0003718	0	12/14/2019	01:25:35	1126 Richards	311 Medical assist, assist EMS crew	
19-0003719	0	12/14/2019	16:04:00	Veterans	611 Dispatched & cancelled en route	

DALTON

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

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
19-0003720	0	12/14/2019	17:35:28	904 Stoneleigh	444 Power line down	
19-0003721	0	12/14/2019	20:03:42	1210 Morris (East)	311 Medical assist, assist EMS crew	
19-0003722	0	12/14/2019	20:33:38	1212 Glenwood (North)	324 Motor Vehicle Accident with no	
19-0003723	0	12/14/2019	22:46:41	1523 Morris (East)	311 Medical assist, assist EMS crew	
19-0003724	0	12/14/2019	23:27:56	523 Rainsong	311 Medical assist, assist EMS crew	
19-0003725	0	12/15/2019	01:03:29	501 Lester	311 Medical assist, assist EMS crew	
19-0003726	0	12/15/2019	02:11:49	933 Market	311 Medical assist, assist EMS crew	
19-0003727	0	12/15/2019	02:42:29	1001 Market	622 No Incident found on arrival at	
19-0003728	0	12/15/2019	02:56:56	Walnut (East)	611 Dispatched & cancelled en route	
19-0003729	0	12/15/2019	05:50:04	1250 Walnut (West)	611 Dispatched & cancelled en route	
19-0003730	0	12/15/2019	08:41:26	306 Hightower	311 Medical assist, assist EMS crew	
19-0003731	0	12/15/2019	12:20:23	2007 Shields	311 Medical assist, assist EMS crew	
19-0003732	0	12/15/2019	16:18:47	102 Davidson	733 Smoke detector activation due to	
19-0003733	0	12/15/2019	17:16:11	I-75 N. Bound	143 Grass fire	
19-0003734	0	12/15/2019	17:53:05	Stacy	651 Smoke scare, odor of smoke	
19-0003735	0	12/15/2019	18:34:18	626 Fourth	531 Smoke or odor removal	
19-0003736	0	12/15/2019	23:46:36	1805 Shadow	311 Medical assist, assist EMS crew	
19-0003737	0	12/16/2019	08:53:58	1708 Westchester	311 Medical assist, assist EMS crew	
19-0003738	0	12/16/2019	11:04:43	1604 Underwood	311 Medical assist, assist EMS crew	
19-0003739	0	12/16/2019	13:18:17	818 J & J	745 Alarm system activation, no fire -	
19-0003740	0	12/16/2019	14:50:11	1225 Broadrick	311 Medical assist, assist EMS crew	
19-0003741	0	12/16/2019	16:17:25	1405 Vann	311 Medical assist, assist EMS crew	
19-0003742	0	12/16/2019	17:03:39	304 Water	311 Medical assist, assist EMS crew	
19-0003743	0	12/16/2019	17:10:53	I-75 N. Bound	322 Motor vehicle accident with	
19-0003744	0	12/16/2019	19:12:35	1405 Morris (East)	311 Medical assist, assist EMS crew	
19-0003745	0	12/16/2019	19:41:55	2000 Chattanooga	622 No Incident found on arrival at	
19-0003746	0	12/17/2019	02:53:19	2220 Hamilton Extension	735 Alarm system sounded due to	
19-0003747	0	12/17/2019	07:22:23	1300 Waugh (West)	311 Medical assist, assist EMS crew	
19-0003748	0	12/17/2019	09:23:58	1218 Broadrick	311 Medical assist, assist EMS crew	
19-0003749	0	12/17/2019	11:17:16	1203 Acme	311 Medical assist, assist EMS crew	

DALTON

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

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
19-0003750	0	12/17/2019	12:39:00	609 Thornton (South)	311 Medical assist, assist EMS crew	
19-0003751	0	12/17/2019	13:43:59	Picadilly	442 Overheated motor	
19-0003752	0	12/17/2019	17:08:31	1200 Memorial	651 Smoke scare, odor of smoke	
19-0003753	0	12/17/2019	19:58:15	1021 Foster	311 Medical assist, assist EMS crew	
19-0003754	0	12/17/2019	20:40:45	1108 Lakeshore (West)	311 Medical assist, assist EMS crew	
19-0003755	0	12/17/2019	21:46:24	1200 James	311 Medical assist, assist EMS crew	
19-0003756	0	12/17/2019	22:53:16	421 Underwood	311 Medical assist, assist EMS crew	
19-0003757	0	12/18/2019	11:25:38	500 Bluff Hill	311 Medical assist, assist EMS crew	
19-0003758	0	12/18/2019	14:18:52	1201 Burleyson	611 Dispatched & cancelled en route	
19-0003759	0	12/18/2019	20:15:01	MLK Jr.	324 Motor Vehicle Accident with no	
19-0003760	0	12/18/2019	20:18:10	826 Shugart	311 Medical assist, assist EMS crew	
19-0003761	0	12/18/2019	21:05:32	601 Central	311 Medical assist, assist EMS crew	
19-0003762	0	12/19/2019	07:45:31	Grade (South)	311 Medical assist, assist EMS crew	
19-0003763	0	12/19/2019	08:28:44	211 Kenemer	311 Medical assist, assist EMS crew	
19-0003764	0	12/19/2019	10:56:41	1503 Tibbs (North)	671 HazMat release investigation w/no	
19-0003765	0	12/19/2019	11:38:33	458 Birch	311 Medical assist, assist EMS crew	
19-0003766	0	12/19/2019	17:03:47	2204 Old Ivy	311 Medical assist, assist EMS crew	
19-0003767	0	12/19/2019	17:39:25	458 Birch	611 Dispatched & cancelled en route	
19-0003768	0	12/19/2019	20:34:29	1022 Riverbend	311 Medical assist, assist EMS crew	
19-0003769	0	12/19/2019	20:44:15	209 Griffin	611 Dispatched & cancelled en route	
19-0003770	0	12/19/2019	21:15:04	1220 Broadrick	311 Medical assist, assist EMS crew	
19-0003771	0	12/20/2019	00:24:54	526 Whitener	311 Medical assist, assist EMS crew	
19-0003772	0	12/20/2019	07:08:59	1631 Abutment	311 Medical assist, assist EMS crew	
19-0003773	0	12/20/2019	09:23:21	1900 Picadilly	311 Medical assist, assist EMS crew	
19-0003774	0	12/20/2019	10:09:49	105 Monte Vista	311 Medical assist, assist EMS crew	
19-0003775	0	12/20/2019	10:59:29	1202 Georgian	311 Medical assist, assist EMS crew	
19-0003776	0	12/20/2019	12:42:57	1115 Professional	733 Smoke detector activation due to	
19-0003777	0	12/20/2019	13:31:24	Underwood	311 Medical assist, assist EMS crew	
19-0003778	0	12/20/2019	14:16:00	400 Wrinkle	611 Dispatched & cancelled en route	
19-0003779	0	12/20/2019	14:32:49	1527 Walnut (West)	311 Medical assist, assist EMS crew	

DALTON

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

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident	Exp	Alm Date	Time		Location	Incident Type	Est Loss
19-0003780	0	12/20/2019	18:12:02	100	North Oaks	131 Passenger vehicle fire	\$2,000
19-0003781	0	12/20/2019	18:17:17	328	Hamilton (South)	311 Medical assist, assist EMS crew	
19-0003782	0	12/20/2019	19:22:21	1601	MLK Jr.	745 Alarm system activation, no fire -	
19-0003784	0	12/20/2019	22:58:50	1894	Brady	311 Medical assist, assist EMS crew	
19-0003785	0	12/20/2019	23:55:54	1733	Threadmill	311 Medical assist, assist EMS crew	
19-0003786	0	12/21/2019	03:37:35	136	Nickie	311 Medical assist, assist EMS crew	
19-0003787	0	12/21/2019	05:18:00	1900	North Summit	311 Medical assist, assist EMS crew	
19-0003788	0	12/21/2019	18:07:09	1307	Georgian	311 Medical assist, assist EMS crew	
19-0003789	0	12/21/2019	18:22:08		Greenwood	311 Medical assist, assist EMS crew	
19-0003790	0	12/21/2019	18:49:59	904	Civic	311 Medical assist, assist EMS crew	
19-0003791	0	12/21/2019	20:21:06	103	Kyle	311 Medical assist, assist EMS crew	
19-0003792	0	12/21/2019	21:38:13		Hamilton (South)	611 Dispatched & cancelled en route	
19-0003793	0	12/22/2019	06:43:56	2681	Underwood	743 Smoke detector activation, no fire	
19-0003794	0	12/22/2019	10:13:31	609	Thornton (South)	311 Medical assist, assist EMS crew	
19-0003795	0	12/22/2019	11:26:24	901	Emery (West)	311 Medical assist, assist EMS crew	
19-0003796	0	12/22/2019	13:32:03	2518	Walnut (East)	311 Medical assist, assist EMS crew	
19-0003797	0	12/22/2019	15:59:42	1320	Winton	622 No Incident found on arrival at	
19-0003798	0	12/22/2019	16:12:08	906	MLK Jr.	311 Medical assist, assist EMS crew	
19-0003799	0	12/22/2019	17:21:39	2200	Chattanooga	311 Medical assist, assist EMS crew	
19-0003800	0	12/22/2019	19:47:05		Underwood	611 Dispatched & cancelled en route	
19-0003801	0	12/22/2019	20:14:08	814	Red Clay	311 Medical assist, assist EMS crew	
19-0003802	0	12/22/2019	22:49:12	1220	Broadrick	311 Medical assist, assist EMS crew	
19-0003803	0	12/22/2019	23:43:24	1320	Winton	311 Medical assist, assist EMS crew	
19-0003804	0	12/23/2019	00:15:23	1955	Oxford	311 Medical assist, assist EMS crew	
19-0003805	0	12/23/2019	02:35:40	503	Colter	311 Medical assist, assist EMS crew	
19-0003806	0	12/23/2019	09:53:39		Valley	311 Medical assist, assist EMS crew	
19-0003807	0	12/23/2019	10:08:12	1200	V.D.Parrott	311 Medical assist, assist EMS crew	
19-0003808	0	12/23/2019	12:05:40	1806	Bridgewater	311 Medical assist, assist EMS crew	
19-0003809	0	12/23/2019	13:30:38	337	I-75 S. Bound	611 Dispatched & cancelled en route	
19-0003810	0	12/23/2019	16:03:13	1010	Vista	611 Dispatched & cancelled en route	

DALTON

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

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
19-0003811	0	12/23/2019	16:12:45	Cleveland	611 Dispatched & cancelled en route	
19-0003812	0	12/23/2019	18:38:12	165 Bear Creek	651 Smoke scare, odor of smoke	
19-0003813	0	12/23/2019	19:40:41	1905 Courtland	311 Medical assist, assist EMS crew	
19-0003814	0	12/23/2019	23:49:15	609 Thornton (South)	311 Medical assist, assist EMS crew	
19-0003815	0	12/24/2019	01:14:34	303 Bogle (North)	311 Medical assist, assist EMS crew	
19-0003816	0	12/24/2019	02:44:09	807 Redwine	311 Medical assist, assist EMS crew	
19-0003817	0	12/24/2019	05:38:38	409 Bristol	311 Medical assist, assist EMS crew	
19-0003818	0	12/24/2019	05:39:35	1200 Memorial	412 Gas leak (natural gas or LPG)	
19-0003819	0	12/24/2019	08:28:30	2209 Raintree	311 Medical assist, assist EMS crew	
19-0003820	0	12/24/2019	10:43:46	604 Luckie	611 Dispatched & cancelled en route	
19-0003821	0	12/24/2019	10:57:04	1306 Woodsdale	311 Medical assist, assist EMS crew	
19-0003822	0	12/24/2019	11:51:26	129 Ella	611 Dispatched & cancelled en route	
19-0003823	0	12/24/2019	12:17:44	1116 Willowdale	741 Sprinkler activation, no fire -	
19-0003824	0	12/24/2019	16:56:57	Vista	311 Medical assist, assist EMS crew	
19-0003825	0	12/24/2019	16:58:17	2325 Chattanooga	341 Search for person on land	
19-0003826	0	12/24/2019	17:13:07	815 Shugart	311 Medical assist, assist EMS crew	
19-0003827	0	12/24/2019	17:17:22	1116 Willowdale	611 Dispatched & cancelled en route	
19-0003828	0	12/24/2019	17:27:36	508 Benton	611 Dispatched & cancelled en route	
19-0003829	0	12/24/2019	18:18:29	1125 Walnut (East)	671 HazMat release investigation w/no	
19-0003830	0	12/24/2019	20:51:25	310 Chestnut	311 Medical assist, assist EMS crew	
19-0003831	0	12/25/2019	00:00:29	1102 Cargal	311 Medical assist, assist EMS crew	
19-0003832	0	12/25/2019	04:40:28	1100 Walnut (East)	311 Medical assist, assist EMS crew	
19-0003833	0	12/25/2019	07:27:13	601 Brookview	311 Medical assist, assist EMS crew	
19-0003834	0	12/25/2019	09:49:43	Veterans	561 Unauthorized burning	
19-0003835	0	12/25/2019	11:46:40	136 Nickie	311 Medical assist, assist EMS crew	
19-0003836	0	12/25/2019	12:18:05	Waring	611 Dispatched & cancelled en route	
19-0003837	0	12/25/2019	13:34:06	905 Hamilton (South)	311 Medical assist, assist EMS crew	
19-0003838	0	12/25/2019	15:17:52	1701 White Oak	311 Medical assist, assist EMS crew	
19-0003839	0	12/25/2019	15:27:33	Hamilton (South)	311 Medical assist, assist EMS crew	
19-0003840	0	12/26/2019	00:23:20	801 Selvidge St. (North)	311 Medical assist, assist EMS crew	

DALTON

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

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
19-0003841	0	12/26/2019	11:53:59	1100 Riverbend	311 Medical assist, assist EMS crew	
19-0003842	0	12/26/2019	12:41:37	MLK Jr.	322 Motor vehicle accident with	
19-0003843	0	12/26/2019	13:48:49	105 Waterworks (East)	631 Authorized controlled burning	
19-0003844	0	12/26/2019	14:04:05	504 Thornton (South)	652 Steam, vapor, fog or dust thought	
19-0003845	0	12/26/2019	16:04:00	815 Shugart	311 Medical assist, assist EMS crew	
19-0003846	0	12/26/2019	20:37:06	300 Autumn	743 Smoke detector activation, no fire	
19-0003847	0	12/26/2019	21:15:32	415 Claude	651 Smoke scare, odor of smoke	
19-0003848	0	12/26/2019	21:36:51	1107 Hair	311 Medical assist, assist EMS crew	
19-0003849	0	12/27/2019	00:45:07	1212 Broadrick	311 Medical assist, assist EMS crew	
19-0003850	0	12/27/2019	01:38:18	211 Fields	311 Medical assist, assist EMS crew	
19-0003851	0	12/27/2019	04:33:57	406 Cuyler (west)	311 Medical assist, assist EMS crew	
19-0003852	0	12/27/2019	05:06:33	785 College	311 Medical assist, assist EMS crew	
19-0003853	0	12/27/2019	09:12:28	1213 Applewood	311 Medical assist, assist EMS crew	
19-0003854	0	12/27/2019	09:33:14	735 McGhee	311 Medical assist, assist EMS crew	
19-0003855	0	12/27/2019	09:45:50	604 Luckie	311 Medical assist, assist EMS crew	
19-0003856	0	12/27/2019	10:09:22	105 Waterworks (East)	631 Authorized controlled burning	
19-0003857	0	12/27/2019	11:28:25	1515 Cleveland	311 Medical assist, assist EMS crew	
19-0003858	0	12/27/2019	12:02:19	1107 Hair	311 Medical assist, assist EMS crew	
19-0003859	0	12/27/2019	13:11:48	719 Riverbend	311 Medical assist, assist EMS crew	
19-0003860	0	12/27/2019	14:35:54	711 Hamilton (South)	311 Medical assist, assist EMS crew	
19-0003861	0	12/27/2019	15:16:07	1100 Boylston	651 Smoke scare, odor of smoke	
19-0003862	0	12/27/2019	17:48:12	817 Hamilton (South)	311 Medical assist, assist EMS crew	
19-0003863	0	12/27/2019	19:09:40	601 School	311 Medical assist, assist EMS crew	
19-0003864	0	12/27/2019	19:46:47	416 Cedar	311 Medical assist, assist EMS crew	
19-0003865	0	12/27/2019	20:46:46	1320 Winton	311 Medical assist, assist EMS crew	
19-0003866	0	12/27/2019	21:41:21	1804 Shadow	611 Dispatched & cancelled en route	
19-0003867	0	12/27/2019	21:50:34	406 Eleventh	412 Gas leak (natural gas or LPG)	
19-0003868	0	12/28/2019	00:57:36	1406 Rosewood	311 Medical assist, assist EMS crew	
19-0003869	0	12/28/2019	03:14:53	1106 Brookwood	311 Medical assist, assist EMS crew	
19-0003870	0	12/28/2019	10:43:46	1301 Crawford (West)	311 Medical assist, assist EMS crew	

DALTON

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

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
19-0003871	0	12/28/2019	10:48:19	1700 West Oak	311 Medical assist, assist EMS crew	
19-0003872	0	12/28/2019	15:55:17	211 Fields	311 Medical assist, assist EMS crew	
19-0003873	0	12/28/2019	18:07:41	2204 Chattanooga	311 Medical assist, assist EMS crew	
19-0003874	0	12/28/2019	19:48:38	1215 New Doris	311 Medical assist, assist EMS crew	
19-0003875	0	12/29/2019	04:35:43	928 Redwine	311 Medical assist, assist EMS crew	
19-0003876	0	12/29/2019	11:47:54	2681 Underwood	311 Medical assist, assist EMS crew	
19-0003877	0	12/29/2019	12:36:18	924 Stoneleigh	311 Medical assist, assist EMS crew	
19-0003878	0	12/29/2019	14:23:59	636 Spring	311 Medical assist, assist EMS crew	
19-0003879	0	12/29/2019	15:01:20	1216 Hamilton (North)	311 Medical assist, assist EMS crew	
19-0003880	0	12/29/2019	17:24:57	2000 Chattanooga	611 Dispatched & cancelled en route	
19-0003881	0	12/29/2019	17:36:21	1306 Underwood	743 Smoke detector activation, no fire	
19-0003882	0	12/29/2019	17:59:51	Waugh (West)	324 Motor Vehicle Accident with no	
19-0003883	0	12/29/2019	18:02:45	475 Reed	735 Alarm system sounded due to	
19-0003884	0	12/29/2019	18:06:53	609 Thornton (South)	311 Medical assist, assist EMS crew	
19-0003885	0	12/29/2019	19:49:01	900 Shugart	311 Medical assist, assist EMS crew	
19-0003886	0	12/29/2019	19:49:44	427 Melinda	611 Dispatched & cancelled en route	
19-0003887	0	12/29/2019	22:29:05	1807 Shadow	311 Medical assist, assist EMS crew	
19-0003888	0	12/29/2019	22:54:04	318 Morningside	311 Medical assist, assist EMS crew	
19-0003889	0	12/30/2019	00:41:19	1312 Winton	311 Medical assist, assist EMS crew	
19-0003890	0	12/30/2019	01:18:37	1600 MLK Jr.	733 Smoke detector activation due to	
19-0003891	0	12/30/2019	08:29:27	1010 Ponderosa	311 Medical assist, assist EMS crew	
19-0003892	0	12/30/2019	09:27:56	400 Thornton (South)	733 Smoke detector activation due to	
19-0003893	0	12/30/2019	09:51:14	1502 Anthony	311 Medical assist, assist EMS crew	
19-0003894	0	12/30/2019	10:41:32	1004 Cartwright	311 Medical assist, assist EMS crew	
19-0003895	0	12/30/2019	10:48:20	1706 Violet	311 Medical assist, assist EMS crew	
19-0003896	0	12/30/2019	11:26:06	1413 Chattanooga	611 Dispatched & cancelled en route	
19-0003897	0	12/30/2019	12:12:34	1048 Factory	311 Medical assist, assist EMS crew	
19-0003898	0	12/30/2019	14:12:11	216 Keith	611 Dispatched & cancelled en route	
19-0003899	0	12/30/2019	14:13:54	1300 Waugh (West)	311 Medical assist, assist EMS crew	
19-0003900	0	12/30/2019	15:18:43	505 Whitener	311 Medical assist, assist EMS crew	

DALTON

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

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident	Exp	Alm Date	Time	Location	Incident Type	Est Loss
19-0003901	0	12/30/2019	21:02:50	1601 MLK Jr.	745 Alarm system activation, no fire -	
19-0003902	0	12/30/2019	21:25:37	1212 Maple	553 Public service	
19-0003903	0	12/30/2019	22:22:47	801 Rucky	311 Medical assist, assist EMS crew	
19-0003904	0	12/31/2019	04:33:06	906 Hardwick	311 Medical assist, assist EMS crew	
19-0003905	0	12/31/2019	09:25:39	905 Oneonta	311 Medical assist, assist EMS crew	
19-0003906	0	12/31/2019	12:09:02	815 Shugart	311 Medical assist, assist EMS crew	
19-0003907	0	12/31/2019	18:40:39	216 Keith	311 Medical assist, assist EMS crew	
19-0003908	0	12/31/2019	18:41:00	Suitcase Simpson	551 Assist police or other	
19-0003909	0	12/31/2019	22:14:44	421 Claude	311 Medical assist, assist EMS crew	
Total Incident Count 339						
						Total Est Loss \$26,100

DALTON

Incident Type Period Comparisons

Alarm Date Between {12/01/2019} and {12/31/2019}

Incident Type	12/01/2019	12/01/2018	12/01/2017	12/01/2016
	to 12/31/2019	to 12/31/2018	to 12/31/2017	to 12/31/2016
111 Building fire	1	1	10	3
113 Cooking fire, confined to container	0	1	1	1
114 Chimney or flue fire, confined to chimney or	1	0	0	0
131 Passenger vehicle fire	2	0	5	0
132 Road freight or transport vehicle fire	0	1	0	1
138 Off-road vehicle or heavy equipment fire	0	1	0	0
141 Forest, woods or wildland fire	1	0	0	0
142 Brush or brush-and-grass mixture fire	1	1	2	3
143 Grass fire	1	0	1	0
151 Outside rubbish, trash or waste fire	1	1	3	0
154 Dumpster or other outside trash receptacle fire	0	0	1	0
162 Outside equipment fire	0	0	0	1
251 Excessive heat, scorch burns with no ignition	0	1	5	1
311 Medical assist, assist EMS crew	222	213	212	177
322 Motor vehicle accident with injuries	11	13	3	10
323 Motor vehicle/pedestrian accident (MV Ped)	0	0	0	1
324 Motor Vehicle Accident with no injuries	8	11	0	5
341 Search for person on land	1	0	0	0
352 Extrication of victim(s) from vehicle	0	1	0	0
411 Gasoline or other flammable liquid spill	0	0	2	0
412 Gas leak (natural gas or LPG)	3	0	1	3
413 Oil or other combustible liquid spill	0	3	0	0
424 Carbon monoxide incident	0	0	0	1
440 Electrical wiring/equipment problem, Other	0	0	1	1
441 Heat from short circuit (wiring), defective/worn	1	0	2	0
442 Overheated motor	2	2	0	1
444 Power line down	1	4	0	0

DALTON

Incident Type Period Comparisons

Alarm Date Between {12/01/2019} and {12/31/2019}

Incident Type	12/01/2019	12/01/2018	12/01/2017	12/01/2016
	to 12/31/2019	to 12/31/2018	to 12/31/2017	to 12/31/2016
445 Arcing, shorted electrical equipment	1	0	1	4
461 Building or structure weakened or collapsed	0	0	3	0
463 Vehicle accident, general cleanup	0	1	0	1
500 Service Call, other	0	1	3	0
511 Lock-out	0	2	0	0
522 Water or steam leak	1	1	1	0
531 Smoke or odor removal	1	2	1	3
542 Animal rescue	0	1	0	0
551 Assist police or other governmental agency	2	0	3	0
553 Public service	1	2	1	2
561 Unauthorized burning	1	1	0	3
611 Dispatched & cancelled en route	36	26	32	15
621 Wrong location	0	0	0	1
622 No Incident found on arrival at dispatch address	4	2	5	7
631 Authorized controlled burning	2	0	0	1
651 Smoke scare, odor of smoke	5	1	4	4
652 Steam, vapor, fog or dust thought to be smoke	1	0	2	0
671 HazMat release investigation w/no HazMat	2	0	2	2
711 Municipal alarm system, malicious false alarm	0	0	1	0
715 Local alarm system, malicious false alarm	0	1	1	1
731 Sprinkler activation due to malfunction	1	0	0	2
732 Extinguishing system activation due to	1	0	0	1
733 Smoke detector activation due to malfunction	5	5	10	4
734 Heat detector activation due to malfunction	0	0	1	1
735 Alarm system sounded due to malfunction	4	0	13	2
736 CO detector activation due to malfunction	0	0	1	0
740 Unintentional transmission of alarm, Other	0	0	1	1

DALTON

Incident Type Period Comparisons

Alarm Date Between {12/01/2019} and {12/31/2019}

Incident Type	12/01/2019 to 12/31/2019	12/01/2018 to 12/31/2018	12/01/2017 to 12/31/2017	12/01/2016 to 12/31/2016
741 Sprinkler activation, no fire - unintentional	1	2	0	1
742 Extinguishing system activation	0	0	0	1
743 Smoke detector activation, no fire -	7	7	7	5
744 Detector activation, no fire - unintentional	1	3	5	4
745 Alarm system activation, no fire - unintentional	5	9	10	10
Totals	339	321	357	285

Dalton Fire Department

Monthly Emergency Response Time Analysis

Emergency Responses

Response		Count	Percentage
Hrs	Mins		
	< 01	18	4.6%
	01	47	12.2%
	02	116	30.2%
	03	103	26.8%
	04	46	12.0%
	05	34	8.8%
	06	11	2.8%
	07	3	0.7%
	08	1	0.2%
	11	3	0.7%
	21	1	0.2%

Overall Average Response Time: 00:03:21

Dalton Fire Department
Monthly Non-Emergency Response Time Analysis
Non-Emergency Responses

Response		Count	Percentage
Hrs	Mins		
	< 01	5	9.2 %
	01	5	9.2 %
	02	4	7.4 %
	03	4	7.4 %
	04	7	12.9 %
	05	9	16.6 %
	06	9	16.6 %
	07	3	5.5 %
	08	5	9.2 %
	09	1	1.8 %
	10	1	1.8 %
	20	1	1.8 %

Overall Average Response Time: 00:05:04

**Dalton Fire Department
Medical Incident Study
EMS On scene/Not on scene Prior to DFD Comparison
12/1/19 –12/31/19**

Total incidents in time period – 253

EMS on-scene prior to DFD – 55

EMS not on-scene prior – 198

During the month of October, Dalton Fire Department arrived on-scene prior to Hamilton EMS on 78% of medical responses.

Training Division Monthly Report

December 2019

Overview

Year-end audits were completed for each certified firefighter to ensure compliance with Insurance Services Office (ISO) annual training requirements and Georgia Firefighter Standards and Training Council mandates for certified personnel. 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 December totaled 951.

Outside Schools

5 firefighters attended Fire Department Supervision hosted by Fort Oglethorpe Fire Department and delivered by Georgia Fire Academy.

1 of the department's paramedics attended Pediatric Advanced Life Support at Hamilton Medical Center.

1 firefighter attended Initial Fire Investigation for First Responders at Georgia Public Safety Training Center.

2 company officers attended NPQ Fire Instructor 2 at Georgia Public Safety Training Center.

3 of the department's GSAR Task Force members attended a Search & Rescue Initial Actions course delivered by National Academy of Search and Rescue hosted by Whitfield County Emergency Management.

Support Functions

- 166 hours were spent completing apparatus checks and equipment replenishment
- Cleaning and maintenance activities accounted for 946 hours in December
- 4 hours were dedicated to fire investigation and related activities
- SCBA maintenance consumed 8 hours during the month

Prevention Division Monthly Report

December 2019

Inspections

Annual Inspections	Total:	20
Apartment Inspections	Total:	7
Site Inspections	Total:	15
Fire Alarm Inspection	Total:	
Sprinkler System Inspection	Total:	
New Kitchen Hood Inspections	Total:	
Knox Box Installation	Total:	2
Occupational Tax Certificate Inspections	Total:	9
Alcohol Inspections	Total:	
50 Percent Inspections	Total:	
80 Percent Inspections	Total:	
100 Percent Inspections	Total:	2
Pre-Incident Surveys	Total:	3
Plan Reviews	Total:	3
Addressing	Total:	2
Total Inspections		63

Public Relations

Fire Safety Education

Events	Total:	15
Staff Members Participated	Total:	55
Staff Hours	Total:	82
Number of Adults Reached	Total:	449
Number of Children Reached	Total:	1489
Total Residents Reached		1938

DALTON

Monthly Prevention Inspections by Type

Date Completed Between {12/01/2019} And
{12/31/2019}

Date	Time	Occupancy	Hrs	Fee
200 INSPECTION - Annual				
12/09/2019	14:35	30258 US Renal Care Dalton 1009 Professional BLVD	0.06	
12/10/2019	09:06	50120 Peak Fitness 1021 Riverburch PKY /Dalton, GA 30721	0.12	
12/13/2019	13:17	10652 Dalton Police Department 301 Jones ST	0.23	
12/13/2019	12:03	10808 The Lock Guys 417 Glenwood (North) AVE	0.08	
12/05/2019	12:55	30246 Center for Spine and Pain Medicine 1413 Chattanooga AVE	0.24	
12/19/2019	14:18	10303 Carter Hope Center 506 Hawthorne (East) ST	0.31	
12/02/2019	10:42	20449 Family Pharmacy 1100 Walnut (East) AVE /17	0.05	
12/02/2019	10:24	20448 Santa Rosa Clinic 1100 Walnut (East) AVE /15	0.27	
12/02/2019	10:21	20444 Dream Smile Dental 1100 Walnut (East) AVE /9	0.05	
12/02/2019	10:15	20442 TQ Nails 1100 Walnut (East) AVE /7	0.03	
12/02/2019	09:22	40132 Alliance Physical Therapy 1209 Walnut (West) AVE /Suite #5	0.01	
12/02/2019	10:09	20772 Vacant 506 Bear Creek RD /Suite 1	0.00	
12/02/2019	11:50	30015 HAMILTON DIAGNOSTIC 1407 Thornton (North) AVE	0.05	
12/04/2019	11:01	10653 City Hall 300 Waugh (West) ST	0.65	
12/04/2019	09:22	20161 Duke Properties 429 Hamilton (South) ST	0.11	
12/02/2019	10:54	30284 DFD STATION 3 159 Haigmill Lake RD	0.16	
12/09/2019	09:39	10106 DALTON PUBLICS WORKS DEPT. 532 Elm (500,600,700 blk) ST	0.02	
12/12/2019	10:43	30199 Champion Green 409 North Park DR /Suite A	0.04	
12/12/2019	10:58	30171 Solution Design Products 402 N Park DR /SUITE 106/106	0.11	

DALTON

Monthly Prevention Inspections by Type

**Date Completed Between {12/01/2019} And
{12/31/2019}**

Date	Time	Occupancy	Hrs	Fee
200 INSPECTION - Annual				
12/12/2019	10:38	30111 Power Heat-Set America 409 North Park DR /Suite C	0.05	
Total Activities for Type: 20			2.64	

205 INSPECTION - Annual Apartment				
12/03/2019	07:49	10305 Spencer St Appts 201 Spencer (North) ST	0.14	
12/04/2019	11:21	10742 Stone Ridge Apartments 1104 Walston AVE	0.01	
12/04/2019	10:44	5P008 Lago Vista Apartments 798 Bermuda ST	0.47	
12/18/2019	11:08	20798 ABC Apartments 620 Fifth AVE	0.34	
12/18/2019	09:11	20799 Barron Resources Apartments 618 Fourth AVE	0.32	
12/04/2019	10:20	20798 ABC Apartments 620 Fifth AVE	0.54	
12/05/2019	09:53	5P009 Lago Vista 1 799 Bermuda ST	0.57	
Total Activities for Type: 7			2.39	

210 INSPECTION - Site				
12/05/2019	08:04	10807 District 319 319 Hamilton (North) ST	1.11	
12/03/2019		2P007 Dalton Mall 816 Walnut Square BLVD	0.00	
12/03/2019		10355 Dalton High School 1500 Manly ST	0.00	
12/04/2019	11:22	10742 Stone Ridge Apartments 1104 Walston AVE	2.68	
12/04/2019	08:39	40020 Holiday Inn Express 934 Market ST	0.06	
12/09/2019	15:30	10321 Town Square Restaurant 116 King (West) ST	0.50	

DALTON

Monthly Prevention Inspections by Type

**Date Completed Between {12/01/2019} And
{12/31/2019}**

Date	Time	Occupancy	Hrs	Fee
210 INSPECTION - Site				
12/09/2019	10:42	30270 Stone Brooke Apartment Homes 1912 Heathcliff DR	1.74	
12/18/2019	09:00	10783 Peeples Cancer Center 1215 Memorial DR	1.00	
12/17/2019	13:38	20744 Heavenly Apartments 617-626 Fourth AVE	0.02	
12/17/2019		10783 Peeples Cancer Center 1215 Memorial DR	0.00	
12/17/2019		10005 Medical Arts Building 1109 Burleyson RD	0.00	
12/10/2019	12:25	30270 Stone Brooke Apartment Homes 1912 Heathcliff DR	0.04	
12/12/2019		10321 Town Square Restaurant 116 King (West) ST	0.00	
12/04/2019	09:29	20161 Duke Properties 429 Hamilton (South) ST	0.01	
12/10/2019	09:10	10783 Peeples Cancer Center 1215 Memorial DR	0.01	
Total Activities for Type: 15			7.17	

251 INSPECTION - Knox Box Installation

12/16/2019		20477 24 Hour Storage 1525 Walnut (East) AVE	0.00	
12/17/2019		10689 Hamilton Ambulatory Surgery Center 1250 Broadrick DR	0.00	
Total Activities for Type: 2			0.00	

261 INSPECTION - OTC

12/13/2019	12:34	40129 Physicians Care 1209 Walnut (West) AVE /Suite #1	0.25	
12/13/2019	12:16	20143 Pye Barker Fire and Safety 634 Glenwood PL	0.13	
12/10/2019	09:13	10783 Peeples Cancer Center 1215 Memorial DR	0.60	

DALTON

Monthly Prevention Inspections by Type

Date Completed Between {12/01/2019} And
{12/31/2019}

Date	Time	Occupancy	Hrs	Fee
261 INSPECTION - OTC				
12/04/2019	08:27	10809 Dalton Warehouse Associates 209 Easterling (South) ST	0.98	
12/05/2019		20161 Duke Properties 429 Hamilton (South) ST	0.00	
12/03/2019	13:44	20495 Alondra's #2 101 Walnut (West) AVE /Suite 9	0.04	
12/03/2019	13:55	10007 Discoteque El Veneno 600 MLK Jr. BLVD /A	0.01	
12/02/2019		20617 Semyx/Leading Edge Cutting Solutions 1010 Abutment RD	0.00	
12/02/2019		10304 Technicraft Services 111 Lamar ST	0.00	
Total Activities for Type:			9	2.01
290 INSPECTION - 100				
12/16/2019	11:47	20477 24 Hour Storage 1525 Walnut (East) AVE	0.06	
12/05/2019		10070 City Park School 405 School ST	0.00	
Total Activities for Type:			2	0.06
501 PRE-INCIDENT SURVEY				
12/09/2019	09:30	40158 Emeralds Bridgewater PL	1.00	
12/09/2019		50100 MADISON MILLS 1318 Underwood ST	0.00	
12/19/2019	09:00	10783 Peeples Cancer Center 1215 Memorial DR	2.00	
Total Activities for Type:			3	3.00
Grand Total Activities:			58	
Grand Totals:			17.27	0.00

DALTON

Monthly Prevention Violations by Occupancy

**Violation Date Reported Between {12/01/2019} And
{12/31/2019}**

20798 **ABC Apartments**
620 Fifth AVE
Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/04/2019	2012 IFC 605.5 Extension cord, Improper use Notes: Extension should not be used as permanent power supply.	1			0
12/04/2019	2012 IFC 605.5 Extension cord, Improper use Notes: Recheck violation record automatically created from a recheck request. Original Violation Remarks: Extension should not be used as permanent power supply.	1			0
12/04/2019	* 2012 NFPA 101 31.3.4.5.1 Apartments - Smoke Notes: Smoke alarms inoperable in multiple apartments.	1			0
12/04/2019	* 2012 NFPA 101 31.3.4.5.1 Apartments - Smoke Notes: Recheck violation record automatically created from a recheck request. Original Violation Remarks: Smoke alarms inoperable in multiple apartments.	1			0
12/04/2019	* 2013 NFPA 72 14.4.5 Single and multi-station Notes: Smoke alarms should be tested monthly.	1			0
12/04/2019	* 2013 NFPA 72 14.4.5 Single and multi-station Notes: Recheck violation record automatically created from a recheck request. Original Violation Remarks: Smoke alarms should be tested monthly.	1			0
12/04/2019	DFDFMO AHJ, Requirement Notes: Recheck violation record automatically created from a recheck request. Original Violation Remarks: 1) LPG gas cylinders should not be stored inside occupied residential dwellings. 2) Improper material used as ceiling cover. Due to numerous electrical issues a certified electrician shall inspect all apartments in all three buildings on property to ensure electrical service is in proper working condition and meets code requirements. The inspection shall be completed within 14 days of this report date.	1			0
12/04/2019	DFDFMO AHJ, Requirement Notes: 1) LPG gas cylinders should not be stored inside occupied residential dwellings. 2) Improper material used as ceiling cover. Due to numerous electrical issues a certified electrician shall inspect all apartments in all three buildings on property to ensure electrical service is in proper working condition and meets code requirements. The inspection shall be completed within 14 days of this report date.	1			0

* Denotes Violations Corrected or Variance Issued

01/13/2020 15:00

Pa

DALTON

Monthly Prevention Violations by Occupancy

**Violation Date Reported Between {12/01/2019} And
{12/31/2019}**

20798 ABC Apartments
 620 Fifth AVE
 Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
Total Individual Violation Codes for Occupancy: 8					

20799 Barron Resources Apartments
 618 Fourth AVE
 Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/18/2019	2012 NFPA 101 31.3.4.5.1 Apartments - Smoke Notes: Repair or replace smoke alarms.	1			0
12/18/2019	2013 NFPA 10 6.1.3.3.1 Extinguishers shall not be Notes: Replace extinguisher boxes.	1			0
12/18/2019	2013 NFPA 10 6.1.3.8.1 Fire extinguisher, Notes: Mount extinguishers.	1			0
12/18/2019	2013 NFPA 72 14.4.5 Single and multi-station Notes: Set a schedule for testing.	1			0
12/18/2019	DFDFMO AHJ, Requirement Notes: Smoke alarms must all work by Friday December 20th.	1			0
Total Individual Violation Codes for Occupancy: 5					

10303 Carter Hope Center
 506 Hawthorne (East) ST
 Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/19/2019	2012 NFPA 101 7.9.3.1.1 Emergency light, Notes: Replace at front door.	1			0
12/19/2019	2013 NFPA 72 10.6.5.4 Fire alarm, breaker lock Notes: Add lock.	1			0

* Denotes Violations Corrected or Variance Issued

01/13/2020 15:00

Pa

DALTON

Monthly Prevention Violations by Occupancy
Violation Date Reported Between {12/01/2019} And
{12/31/2019}

10303 Carter Hope Center
 506 Hawthorne (East) ST
 Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/19/2019	DFDFMO AHJ, Requirement	1			0
Notes: Add CO detectors 90 occupants maximum.					

Total Individual Violation Codes for Occupancy: 3

10809 Dalton Warehouse Associates
 209 Easterling (South) ST
 Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/04/2019	2012 IFC 506.1 Knox Box, requirements	1			0
Notes: Install Knox Box on building. Order at https://www.knoxbox.com/store/selectProduct.cfm?fdID=7992 . It should be installed near front door at a maximum height of 6 feet from ground. Make sure to put the sticker on the door. Ensure proper key is in place to access building.Install Knox Box on the building.					
12/04/2019	2012 IFC 605.1 Electrical panel, abatement of	1			0
Notes: Install blanks in open spaces in electrical panels.					
12/04/2019	2012 IFC 605.1 Electrical panel, abatement of	1			0
Notes: Electrical wiring should be installed in conduit or concealed with wall covering.					
12/04/2019	2012 IFC 605.5 Extension cord, Improper use	1			0
Notes: Extension cords shall not be used for permanent wiring.					
12/04/2019	2012 IFC 605.6 Electrical panel, cover not	1			0
Notes: Install covers on electrical junction boxes.					
12/04/2019	2012 IFC 605.6 Electrical panel, cover not	1			0
Notes: Install cover on electrical panels.					
12/04/2019	2012 NFPA 101 7.10.1.2.1 Exit, Obvious marking	1			0
Notes: Install additional exit signage in egress paths as discussed.					

* Denotes Violations Corrected or Variance Issued

01/13/2020 15:00

DALTON

Monthly Prevention Violations by Occupancy

Violation Date Reported Between {12/01/2019} And {12/31/2019}

10809 Dalton Warehouse Associates
209 Easterling (South) ST
Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/04/2019	2012 NFPA 101 7.10.1.8 Exit sign, not visible Notes: Install additional exit signage as discussed.	1			0
12/04/2019	2012 NFPA 101 7.2.1.4.2 Exit, door swing Notes: Exit door should swing in direction of travel.	1			0
12/04/2019	2012 NFPA 101 7.2.1.5.1 Exit, while building Notes: Exits are required to be open while the building is occupied.	1			0
12/04/2019	2012 NFPA 101 7.9.2.1 Emergency light, none Notes: Install additional emergency lighting as discussed.	1			0
12/04/2019	2012 NFPA 101 7.9.3.1.1 Emergency light, Notes: Repair or replace emergency lighting.	1			0
12/04/2019	2012 NFPA101 7.10.5.1 Exit sign, non functional Notes: Repair or replace exit signage.	1			0
12/04/2019	2013 NFPA 13 6.2.9.6 Sprinkler system, no head Notes: Add sprinkler wrench.	1			0

Total Individual Violation Codes for Occupancy: 14

10807 District 319
319 Hamilton (North) ST
Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/05/2019	DFDFMO AHJ, Requirement Notes: 1). Single sprinkler activation in the cooking area. 2). Water in light shrouds above the cooking systems. Have a GA licensed sprinkler contractor make necessary repairs prior to opening for business. - Carpet Capitol Fire Protection corrected issue while on site. Licensed electrician shall make electrical evaluation and repairs of hood system lighting.	1			0

* Denotes Violations Corrected or Variance Issued

01/13/2020 15:00

Pa

DALTON

Monthly Prevention Violations by Occupancy

Violation Date Reported Between {12/01/2019} And
{12/31/2019}

10807 District 319
319 Hamilton (North) ST
Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
Total Individual Violation Codes for Occupancy: 1					

5P009 Lago Vista 1
799 Bermuda ST
Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/05/2019	2012 IFC 505.1 Address, no suite	1			0
Notes: Address numbers should be a minimum of 4 inches tall and 1/2 inch wide. Numbers should be visible from road fronting the property, and be contrasting to the background.Ensure apartment numbers are visible.					
12/05/2019	2012 NFPA 101 31.3.4.5.1 Apartments - Smoke	1			0
Notes: Approximately 40% of smoke alarms were not working.					
12/05/2019	2013 NFPA 10 7.3.2.1 Extinguisher damaged/6yr	1			0
Notes: Have inspection performed.					

Total Individual Violation Codes for Occupancy: 3					

5P008 Lago Vista Apartments
798 Bermuda ST
Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/04/2019	2012 IFC 505.1 Address, no suite	1			0
Notes: Address numbers should be a minimum of 4 inches tall and 1/2 inch wide. Numbers should be visible from road fronting the property, and be contrasting to the background.Replace apartment numbers on doors.					
12/04/2019	2012 NFPA 101 31.3.4.5.1 Apartments - Smoke	1			0
Notes: Only 2 smoke alarms working in 36 apartments.					
12/04/2019	2013 NFPA 10 7.3.2.1 Extinguisher damaged/6yr	1			0
Notes: Need current inspection.					

* Denotes Violations Corrected or Variance Issued

01/13/2020 15:00

Pa

DALTON

Monthly Prevention Violations by Occupancy
Violation Date Reported Between {12/01/2019} And
{12/31/2019}

5P008 Lago Vista Apartments
 798 Bermuda ST
 Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/04/2019	2013 NFPA 72 14.4.5 Single and multi-station	1			0
	Notes: No testing.				
12/04/2019	DFDFMO AHJ, Requirement	1			0
	Notes: J2 missing alarm				
	J3				
	J4				
	I 3				
	I1				
	H4				
	H1				
	G3				
	G2				
	F3				
	M2				

Total Individual Violation Codes for Occupancy: 5

10783 Peeples Cancer Center
 1215 Memorial DR
 Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/10/2019	2012 IFC 505.1 Address, no suite	1			0
	Notes: Address numbers should be a minimum of 4 inches tall and 1/2 inch wide. Numbers should be visible from road fronting the property, and be contrasting to the background.Install appropriate address sign so that it's visible from the road fronting the building.				
12/10/2019	2012 IFC 506.1 Knox Box, requirements	1			0
	Notes: Install Knox Box on building. Order at https://www.knoxbox.com/store/selectProduct.cfm?fdID=7992 . It should be installed near front door at a maximum height of 6 feet from ground. Make sure to put the sticker on the door. Ensure proper key is in place to access building.Add Knox box keys.				

* Denotes Violations Corrected or Variance Issued

01/13/2020 15:00

Pa

DALTON

Monthly Prevention Violations by Occupancy
Violation Date Reported Between {12/01/2019} And
{12/31/2019}

10783 Peeples Cancer Center
 1215 Memorial DR
 Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/10/2019	2012 IFC 509.1 Riser room not marked Notes: Add riser room signage.	1			0
12/10/2019	2012 NFPA 101 8.3.5.1 Firewall, penetrations Notes: Numerous firewall penetrations on the fourth floor needs to be sealed properly.	1			0
12/10/2019	DFDFMO AHJ, Requirement Notes: Unapproved lock on egress door.	1			0

Total Individual Violation Codes for Occupancy: 5

20448 Santa Rosa Clinic
 1100 Walnut (East) AVE
 15
 Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/02/2019	2012 IFC 906.2 Fire extinguisher, Properly Notes: Need current inspection	1			0
12/02/2019	2012 NFPA 101 7.9.3.1.1 Emergency light, Notes: Repair or replace emergency lights.	1			0

Total Individual Violation Codes for Occupancy: 2

30270 Stone Brooke Apartment Homes
 1912 Heathcliff DR
 Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
12/09/2019	* DFDFMO AHJ, Requirement	1			0
12/09/2019	* DFDFMO AHJ, Requirement Notes: Recheck violation record automatically created from a recheck request. Original Violation Remarks:	1			0

* Denotes Violations Corrected or Variance Issued

01/13/2020 15:00

Pa

DALTON

Monthly Prevention Violations by Occupancy

Violation Date Reported Between {12/01/2019} And
{12/31/2019}

30270 Stone Brooke Apartment Homes
 1912 Heathcliff DR
 Dalton, GA 30720

Reported	Code/Description	Count	Article	Division	Page
Total Individual Violation Codes for Occupancy: 2					

Grand Total Violations: 48

* Denotes Violations Corrected or Variance Issued

01/13/2020 15:00

01/09/2020 10:48
628mcoke

The City of Dalton
YEAR-TO-DATE BUDGET REPORT

12/31/2019

P 1
glytdbud

FOR 2019 12

ACCOUNTS FOR: 0010 GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
141400 FIRE DEPARTMENT							
141400 000010 SALARIES-REGULAR	4,708,000	66,500	4,774,500	4,774,466.47	.00	33.53	100.0%
141400 000011 SALARIES OVERTIME	415,500	60,000	475,500	427,405.52	.00	48,094.48	89.9%
141400 000017 RAISE POOL - GROS	155,000	-155,000	0	.00	.00	.00	.0%
141400 000020 FICA	392,000	10,000	402,000	365,689.84	.00	36,310.16	91.0%
141400 000030 PENSION	141,100	-850	140,250	129,097.34	.00	11,152.66	92.0%
141400 000032 PENSION - DB PLAN	1,343,300	54,760	1,398,060	1,398,024.17	.00	35.83	100.0%
141400 000040 HOSPITALIZATION I	828,850	0	828,850	729,107.33	.00	99,742.67	88.0%
141400 000043 INSURANCE - FIRE	21,000	0	21,000	16,835.00	.00	4,165.00	80.2%
141400 000045 EE LIFE & DISABIL	29,200	0	29,200	24,493.85	.00	4,706.15	83.9%
141400 000046 RAISE POOL - BENE	63,910	-63,910	0	.00	.00	.00	.0%
141400 000050 GENERAL INSURANCE	28,500	425	28,925	28,925.75	.00	-.75	100.0%*
141400 000055 INSURANCE PROPERT	0	650	650	616.53	.00	33.47	94.9%
141400 000060 WORKER COMPENSATI	128,000	0	128,000	127,990.00	.00	10.00	100.0%
141400 000095 50000 EQUIP MAINT	5,000	0	5,000	.00	.00	5,000.00	.0%
141400 000100 OFFICE EQUIPMENT	7,200	0	7,200	7,060.82	.00	139.18	98.1%
141400 000110 TELEPHONE	31,000	1,700	32,700	32,692.50	.00	7.50	100.0%
141400 000120 TRAINING EXPENSES	36,500	1,875	38,375	37,773.90	541.84	59.26	99.8%
141400 000121 FIRE SAFETY/EDUCA	3,500	0	3,500	3,211.12	.00	288.88	91.7%
141400 000123 HAZMAT MANAGEMENT	18,000	0	18,000	14,640.61	1,178.49	2,180.90	87.9%
141400 000330 UTILITIES	131,500	0	131,500	125,370.74	.00	6,129.26	95.3%
141400 000350 BUILDING MAINT &	60,000	5,000	65,000	62,900.15	1,073.12	1,026.73	98.4%
141400 000360 LEGAL FEES	4,800	0	4,800	4,110.50	.00	689.50	85.6%
141400 000400 EQUIPMENT MAINT &	24,000	4,500	28,500	28,500.00	.00	.00	100.0%
141400 000410 GAS & OIL	65,000	-5,000	60,000	50,506.31	.00	9,493.69	84.2%
141400 000440 SUPPLIES	35,000	-850	34,150	28,545.72	1,554.39	4,049.89	88.1%
141400 000450 CLEANING ALLOWANC	49,920	0	49,920	22,803.49	21,577.47	5,539.04	88.9%
141400 000460 UNIFORMS	140,000	5,550	145,550	145,534.18	.00	15.82	100.0%
141400 000830 MAINTENANCE - APP	100,000	80,495	180,495	160,724.00	19,743.37	27.63	100.0%
141400 001010 OFFICE SUPPLIES	8,200	0	8,200	7,612.28	.00	587.72	92.8%
141400 001030 COMPUTER-SOFTWARE	21,000	0	21,000	16,926.37	.00	4,073.63	80.6%
141400 001040 COMPUTER MAINTAIN	7,000	-5,110	1,890	1,518.69	.00	371.31	80.4%
141400 001090 WELLNESS PROGRAM	8,000	0	8,000	7,525.57	.00	474.43	94.1%
141400 001300 MEALS	21,600	-5,000	16,600	14,738.31	737.59	1,124.10	93.2%
141400 001410 DUES/FEES/SUBSCRI	6,600	0	6,600	6,530.37	.00	69.63	98.9%
141400 001620 VEHICLE IMPACT FE	1,200	0	1,200	1,100.00	.00	100.00	91.7%
141400 001665 RADIO SUBSCRIBER	10,100	120	10,220	10,219.30	.00	.70	100.0%
141400 001990 MISCELLANEOUS	16,000	-840	15,160	11,135.94	2,413.93	1,610.13	89.4%
141400 039980 CAPITAL OUTLAY <	37,000	-11,950	25,050	19,634.71	.00	5,415.29	78.4%
141400 084725 BUIDING/GROUNDS M	9,000	0	9,000	7,465.36	1,241.25	293.39	96.7%
TOTAL FIRE DEPARTMENT	9,111,480	43,065	9,154,545	8,851,432.74	50,061.45	253,050.81	97.2%