



**PUBLIC SAFETY COMMISSION
TUESDAY, FEBRUARY 22, 2022
8:30 AM
CITY HALL - COUNCIL CHAMBERS**

A G E N D A

Call to Order

Agenda Approval

Personnel Matters

- [1.](#) Police Department Employee of the Month - Officer Chase Jenkins
- [2.](#) Dalton Police Department 2021 Employee of the Year - Jason Robinson

Approval of Minutes

- [3.](#) January 25, 2022

Alcohol Applications

- [4.](#) (2) New 2022 Alcohol Applications

Police Department

- [5.](#) Crime/Crash Statistics January 2022
- [6.](#) Financial Statistics January 2022
- [7.](#) Written Directive Review February 2022

Fire Department

- [8.](#) Statistical Report for January, 2022
- [9.](#) Financial Report for January, 2022
- [10.](#) RMS Bid Packet

Adjournment

William C Cason III
Chief of Police
CCason@daltonga.gov
www.daltonga.gov



Public Safety Commission
Terry Mathis
Bill Weaver
Anthony Walker
Truman Whitfield
Alex Brown

DALTON POLICE DEPARTMENT
301 Jones Street, Dalton, Georgia 30720
Phone: 706-278-9085

February 4, 2022

Officer Chase Jenkins
Dalton Police Department
301 Jones Street
Dalton GA 30720

Dear Officer Jenkins,

I am happy to inform you of your selection for the Dalton Police Department Employee of the Month for January, 2022. Your selection was based on your actions January 15, 2022 with a traffic stop at Tibbs Rd. When an armed robbery call at Kroger was dispatched, you spotted the vehicle and conducted a felony stop. This led to three arrests with multiple charges.

You did an excellent job paying attention to the radio traffic, your surroundings and being active in high activity areas.

In addition to this letter and certificate, you are awarded one day off with pay. Your name will also be submitted to the Elks' Lodge of Dalton, which will send a gift to you in the near future.

Best Regards,

A handwritten signature in blue ink that reads "Cliff Cason". The signature is stylized and cursive.

Cliff Cason
Chief of Police

EMPLOYEE of THE MONTH
DALTON POLICE DEPARTMENT



Officer Chase Jenkins

For the actions you demonstrated January 15, 2022 with a traffic stop at Tibbs Rd. When an armed robbery call was dispatched, you spotted the vehicle and conducted a felony stop. This led to three arrests with multiple charges. Excellent job paying attention to radio traffic and your surroundings.

February 4, 2022

Date

Chief of Police

William C Cason III
Chief of Police
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On behalf of the Dalton Police Department and the Citizens of the City of Dalton, I would like to congratulate Detective Jason Robinson as the Dalton Police Department Employee of the Year. Detective Robinson has served the Dalton Police Department since 2006 and has served in several roles within the agency. Detective Robinson began his career as a patrol officer and was quickly recognized by his supervisors and peers as someone who possessed all the qualities of a professional and dedicated member of the organization. Detective Robinson also showed a knack for using data and information to guide his daily activities and as a result, was always one of the most active officers in the division. Not only did he understand the use of data and technology to guide efforts to solve crimes, but he was always willing to help other officers gain information to help with their cases.

This willingness to help other officers and an acute understanding of the importance of using a data driven approach to solving crime made Detective Robinson the clear choice for the role of Intelligence Analyst in 2017. Since his appointment to the Criminal Investigation Division in 2017, Detective Robinson has played a vital role in many cases. His ability to use intelligence and data to help deploy department assets has given the department a tool to help both prevent and solve cases that would have gone unsolved in the past.

In 2021, there were multiple examples of the excellent work that have led to this nomination. In January of 2021, Detective Robinson investigated some online scams that seemed to be originating in Dalton. Using his skills, he located the suspect and was able to identify additional victims. In February, he was made aware of a burglary ring that had targeted businesses near the I-75 area and was able to put together a strategy for patrol officers to try to prevent the suspects from committing similar crimes in Dalton. He provided a detailed plan that included the method of operation and likely targets based on information gathered from previous incidents in the area. The suspects did not commit a burglary in our area although they continued in other areas. In

September, Detective Robinson assisted the patrol division in identifying the owners of stolen property recovered from a suspect who was removing catalytic converters from vehicles at a local car dealership. Also, in September, Detective Robinson was asked to follow up on a case that involved some suspicious activity surrounding potential fraud. Detective Robinson was able to take limited information and discover a group of suspects that were using multiple stolen identities to purchase high value items including vehicles and guns. His investigation has led to a case being prosecuted in Federal Court because it covers multiple states and a large group of suspects. In December, Detective Robinson investigated an online threat against schools made through a social media app. He was able to track the origin of the threats and assist in identifying the suspect responsible for making them.

Detective Robinson's contributions to the success of the department are an everyday event and too numerous to name them all. He is a highly motivated and skilled investigator and is the Dalton Police Department's Employee of the Year.

CITY OF DALTON
PUBLIC SAFETY COMMISSION
MINUTES
JANUARY 25, 2022

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

AGENDA APPROVAL

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

PERSONNEL MATTERS

Police Department – Promotion Recommendations

Police Chief Cliff Cason presented the following promotion recommendations to the Commission:

- Police Officer 1st class, Mollie Parker to the rank of Sergeant.

On the motion of Commissioner Whitfield, second Commissioner Weaver, the Commission approved the promotion recommendation. The vote was unanimous in favor.

Police Department – Employee of the Month – Ricky Long

Assistant Police Chief Chris Crossen presented Lieutenant Ricky Long with the December, 2021 Employee of the month award for his outstanding job in planning and coordinating the 2021 “Shop with a Hero” event with several partners, including Walmart, Dalton Fire Department, and Dalton Public Schools.

ELECTION OF OFFICERS

- Chairman
On the motion of Commissioner Whitfield, second Commissioner Brown, Terry Mathis was nominated to be the Chairman of the Public Safety Commission of the City of Dalton for 2022. The vote was unanimous in favor.
- Secretary
On the motion of Commissioner Whitfield, second Commissioner Brown, Anthony Walker was nominated to be Secretary of the Public Safety Commission of the City of Dalton for 2022. The vote was unanimous in favor.

MINUTES

The Commissioners were presented written copies of the regular meeting minutes of December 28, 2021. On the motion of Commissioner Weaver, second Commissioner Whitfield, the minutes were approved. The vote was unanimous in favor.

POLICE DEPARTMENT

Crime and Crash Statistics for December 2021

Police Chief Cliff Cason gave a written and oral summary of the Crime and Crash Statistical Reports for the month of December, 2021. As noted in the written summary, Police Chief Cason reported the rate of Year to Date Part I crimes, are approximately 27.5% lower when compared to the past 5-year average. Police Chief Cason further reported there were 126 non-private property crashes reported for the month. Injury crashes increased from 23 in November, to 25 in December 2021.

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

POLICE DEPARTMENT

.....Continued

Financial Statistics for December 2021

Police Chief Cliff Cason presented the Financial Report for all divisions within the Dalton Police Department for the month of December, 2021. Police Chief Cason reported the department has expended 92% of their 2021 budget and are on track to be under budget for the end of the 2021 fiscal year.

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

FIRE DEPARTMENT

Monthly Statistical Report – December 2021

Fire Chief Todd Pangle presented the December, 2021 Statistical Report to the Commission. Chief Pangle outlined details of the complete report, which included the Incident Report with 322 Total Responses, a Dollar Value Saved & Loss Analysis of \$42,800.00, NFPA Fire Experience Survey, and Incident List by Incident Number, Training Division Monthly Report, Fire Safety Division Monthly Report and the Inspection Summary.

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

Monthly Financial Report – December 2021

Fire Chief Todd Pangle presented the Financial Report for the month of December, 2021 to the Commission. Chief Pangle stated the department is approximately .3% under budget for the month of December and are on track to come under budget for the end of the 2021 fiscal year.

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

Revised S.O.P

On the motion of Commissioner Weaver, second Commissioner Whitfield, the Commission approved the revised S.O.P GP-12 titled “On Duty Injury/Workers’ Compensation Procedures” as presented by Fire Chief Todd Pangle. A copy of the S.O.P is a part of these minutes. The vote was unanimous in favor.

ADJOURNMENT

There being no further business to come before the Commissioners, on the motion of Commissioner Whitfield, second Commissioner Weaver, the meeting was adjourned at 9:27 a.m.

Terry Mathis, Chairman

ATTEST:

Anthony Walker, Secretary

2022 ALCOHOL BEVERAGE APPLICATION

PSC TUESDAY FEBRUARY 22, 2022

M&C MONDAY MARCH 7, 2022

(2) 2022 ALCOHOL APPLICATIONS

1. Business Owner: The Gallant Goat, LLC
d/b/a: The Gallant Goat
Applicant: John H. Wilson
Business Address: 307 South Hamilton St
License Type: Pouring Beer, Pouring Wine, Pouring Liquor (Lounge)
Disposition: **New**

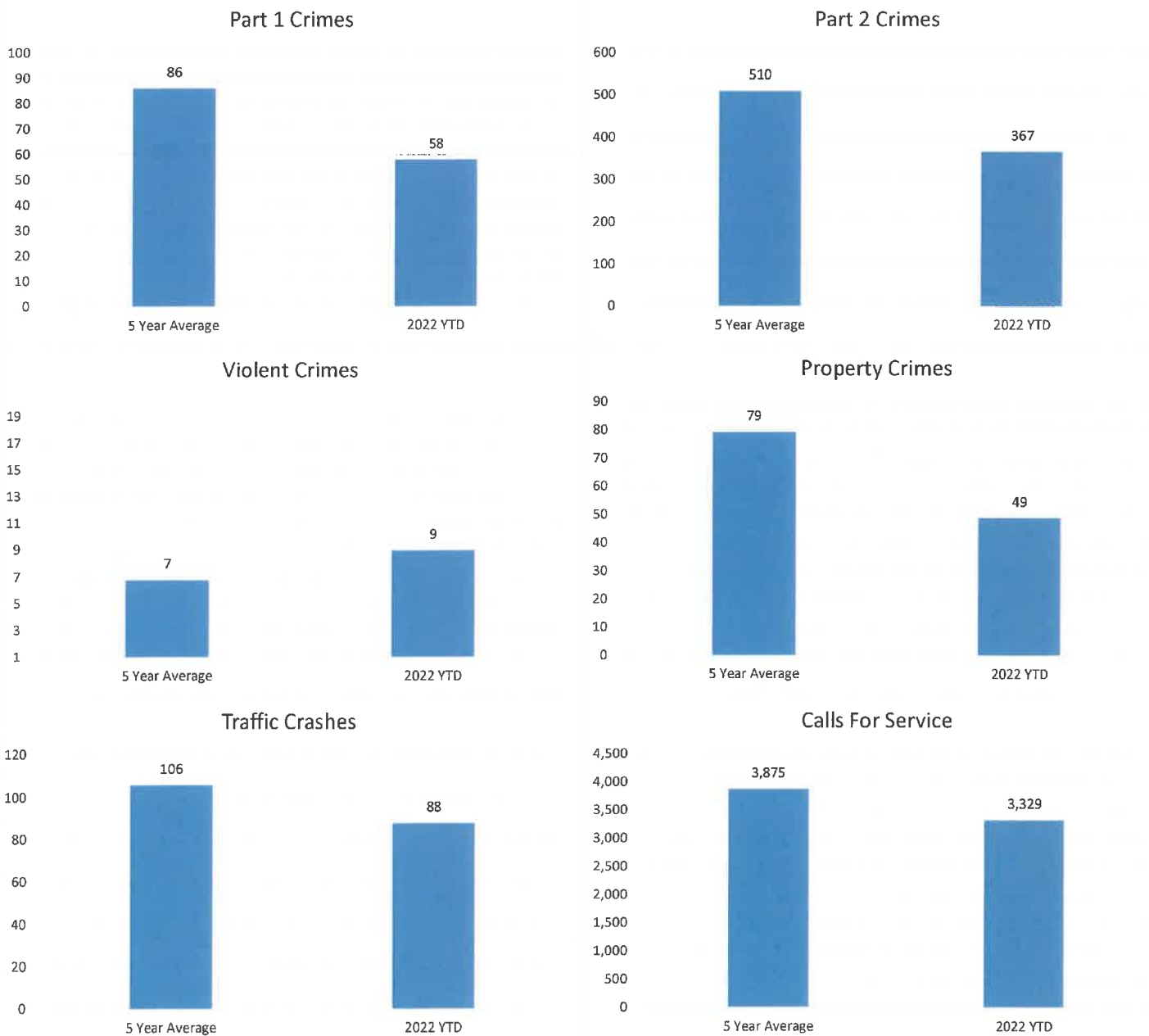
2. Business Owner: Underwood Market 532, LLC
d/b/a: Supermercado Escondida
Applicant: Bibi Kanwal Rashdi
Business Address: 532 Underwood St. Ste B
License Type: Package Beer, Package Wine (Convenience Store)
Disposition: **New**

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
FEBRUARY 22, 2022**

Summary of Data and Crime Statistics for January 2022

General

The following statistics compare 2022 year-to-date statistics with the previous five years. Part 1 crimes are approximately 32.6% lower than the five-year statistics. Part 2 crimes have decreased by approximately 15% during the same time. Property crimes show a decrease of approximately 38.3% from the five-year average. There have been 9 violent crimes year-to-date compared to the five-year average of 6. Traffic crashes are approximately 17% lower than the five-year average. Calls for service show a decrease of approximately 14.1% during the same time.



**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
FEBRUARY 22, 2022**

DALTON POLICE DEPARTMENT CRIME DASHBOARD YTD 2018-2022
January 2022

	2018	2019	2020	2021	2022	TREND
Part I Crimes YTD	109	101	83	80	58	
Homicides	0	0	0	0	0	
Rape	0	2	1	2	0	
Robbery	3	1	0	0	3	
Aggravated Assault	2	1	5	8	6	
Violent Crime Totals	5	4	6	10	9	
Burglary	18	12	4	3	7	
Larceny-Theft	77	81	67	59	40	
Motor Vehicle Theft	8	4	6	8	2	
Arson	1	0	0	0	0	
Property Crime Totals	104	97	77	70	49	
Violent Crime Clearance	120%	200%	150%	60%	178%	
Property Crime Clearance	25%	48%	47%	56%	61%	
Part I Arrests	25	47	43	32	33	
Citations	1,185	1,867	1,494	1,053	1,162	
Calls for Service	3,680	4,485	4,480	3,402	3,329	
Traffic Crashes	112	112	116	102	88	

Analysis

In the year to date 2022 there have been 58 Part 1 crimes reported, which is approximately 27.5% lower than 2021. There have been four more burglaries reported in 2022, while total property crime numbers are down.

There have been 9 violent crimes reported 2022 YTD compared to 10 reported violent crimes 2021 YTD. There have been three robberies reported in 2022 compared to none in January of 2021. Year to date property crimes have shown a decrease of approximately 30% when compared to 2021 YTD statistics.

Based on the statistics from the previous five years, property crime numbers are lower than the average of 79. Violent crime numbers are slightly above the five-year average of 7.

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
FEBRUARY 22, 2022**

**DALTON POLICE DEPARTMENT
CRIME STATISTICS**

	INCIDENTS				CLEARANCES				ARRESTS			
			2022	2021			2022	2021			2022	2021
	01/22	01/21	YTD	YTD	01/22	01/21	YTD	YTD	01/22	01/21	YTD	YTD
Part I Offenses												
Homicide	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	2	0	2	0	1	0	1	0	0	0	0
Robbery	3	0	3	0	14	1	14	1	14	0	14	0
Aggravated Assault	6	8	6	8	2	4	2	4	1	4	1	4
Burglary	7	3	7	3	2	0	2	0	1	0	1	0
Larceny - Theft	40	59	40	59	27	31	27	31	17	25	17	25
Motor Vehicle Theft	2	8	2	8	1	8	1	8	0	3	0	3
Arson	0	0	0	0	0	0	0	0	0	0	0	0
PART I SUBTOTAL	58	80	58	80	46	45	46	45	33	32	33	32
Part II Offenses												
Other Assaults - not agg.	34	28	34	28	28	17	28	17	19	13	19	13
Forgery/Counterfeiting	11	4	11	4	4	0	4	0	4	0	4	0
Fraud	16	21	16	21	4	1	4	1	3	0	3	0
Embezzlement	0	0	0	0	0	0	0	0	0	0	0	0
Stolen Property	2	0	2	0	2	0	2	0	2	0	2	0
Vandalism	15	29	15	29	5	7	5	7	3	2	3	2
Weapons Violations	3	5	3	5	2	3	2	3	2	3	2	3
Commercial Sex	0	0	0	0	0	0	0	0	0	0	0	0
Other Sex Offenses	1	7	1	7	5	1	5	1	0	1	0	1
Drug Sales	1	7	1	7	1	5	1	5	0	5	0	5
Drug Possession	17	39	17	39	19	38	19	38	15	34	15	34
Gambling	0	0	0	0	0	0	0	0	0	0	0	0
Offenses Against Family/Children	3	3	3	3	2	2	2	2	2	2	2	2
Liquor Violations	5	15	5	15	3	9	3	9	3	8	3	8
Drunkenness	12	3	12	3	11	4	11	4	11	4	11	4
Other Disorderly Conduct	11	10	11	10	13	4	13	4	10	2	10	2
Curfew Violations	0	1	0	1	0	1	0	1	0	1	0	1
All Other Offenses	224	288	224	288	255	302	255	302	233	262	233	262
DUI	12	37	12	37	12	35	12	35	12	35	12	35
Human Trafficking	0	0	0	0	0	0	0	0	0	0	0	0
PART II SUBTOTAL	367	497	367	497	366	429	366	429	319	372	319	372
PART I AND II TOTAL	425	577	425	577	412	474	412	474	352	404	352	404

Crashes	2022		2021		Enforcement	2022		2021	
	01/22	01/21	YTD	YTD		1/22	1/21	YTD	YTD
Public Roadway	88	102	88	102	Citations	642	658	642	658
					Warnings	520	395	520	395
911 Calls	3,329	3,402	3,329	3,402	Totals	1,162	1,053	1,162	1,053

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
FEBRUARY 22, 2022**

Summary of Significant Events for January 2022

During the month of January 2022, there were six reported aggravated assaults. Half of the reported aggravated assaults were the result of three separate shooting incidents at the same residence. Two subjects were arrested and charged for these offenses. There were two reported motor vehicle thefts in January 2022. One of the stolen vehicles was a rented U-Haul that was not returned and later recovered in the Atlanta area, the other was a camper that was later discovered to have been borrowed by a family member. There were three reported robberies during this time. Two of the robberies have been closed by arrest, the other is still active.

22-000301/22-000318/22-000334 Aggravated Assault 104 W Matilda St.
There were multiple reports taken in reference to subject shooting at this residence. Officers conducting extra patrol in the area located multiple subjects in the area after the third shooting. After investigation, two of the subjects were charged with aggravated assault and other offenses.

22-000283 Robbery 1365 W Walnut Ave
Three male subjects attempted to take a purse from a female victim while inside the store. While responding to the scene, an officer observed the suspect vehicle on Tibbs Rd. Officers conducted a felony stop with the vehicle, which led to the detention of four suspects. Three of the suspects were charged with multiple offenses, including robbery.

22-000292 Robbery 207 N Bogle St
A juvenile male was robbed by strong arm of cash and Apple Air Pods. The victim knew some of the suspects by name from the Community Center. Nine gang members were located by officers and were detained on suspicion of the crime. Detectives responded to assume the investigation due to the gang related activity. The investigation is pending and the cash was recovered by officers in the possession of one of the suspects. The investigation concluded with the result of twelve individuals charged with several offenses ranging from robbery to participating in street gang activity.

22-000030 Aggravated Assault 508 Benton St
Officers were dispatched to the above location in reference to a person being assaulted and stabbed. The suspect fled the scene prior to the arrival of officers. The victim stated the offender was her nephew. She said that he came over so she could help him fill out a job application. She stated that she caught him trying to steal silver dollars and that he became irate at this. The suspect threw her TV on the ground breaking it and then punched her in the face several times causing her to bleed. He then stabbed her in the leg with a cross. Officers searched the surrounding area for a while with no luck locating him. Warrants will be sought for the suspect.

22-000134 Fraud/Obstruction 1365 W Walnut Ave
Officers responded to the Kroger on W. Walnut Ave in reference to a male subject attempting to pick up a forged prescription. He was located attempting to exit the store. When officers attempted to arrest him, he resisted. He was taken down and quickly handcuffed. He was then found to be in possession of a Glock 9mm. The vehicle he arrived in was located, which returned stolen out of Iowa. The offender is suspected to have been involved with a group in other forged prescriptions at Kroger as well as various locations throughout the state. The case was turned over to detectives.

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
FEBRUARY 22, 2022**

January 2022 Crash Statistics

In January 2022 there were 88 non-private property crashes reported. Injury crashes decreased from 25 in December 2021 to 19 in January 2022. Angle and rear end crashes were the most prevalent during January 2022. Failure to yield was the leading contributing factor in injury and non-injury crashes. Glenwood Ave had the highest number of crashes. Walnut Ave had the highest number of crash related injuries.

January 2022 Crash Statistics						
Total Crashes	January 2022	December 2021	Change	YTD 2022	YTD 2021	Change
	88	126	-30.2%	88	102	-13.7%
Injury Crashes	Total	Complaint	Minor	Serious	Fatality	Multiple
	19	13	6	0	0	6
Total Injuries	27					
DUI Crashes	Speed Crashes	Distracted Crashes		Following Too Closely Crashes		
5	12	9		17		
Day of the Week	Total		Time of Day	Total		
Monday	12		0000 - 0559	6		
Tuesday	13		0600 - 0859	11		
Wednesday	10		0900 - 1059	8		
Thursday	15		1100 - 1359	9		
Friday	15		1400 - 1559	12		
Saturday	10		1600 - 1859	25		
Sunday	13		1900 - 2159	12		
			2200 - 2359	5		
Collision Type	Total		Contributing Factors	Total		
Angle	34		Failure to Yield	23		
Rear End	26		Following Too Closely	17		
Collision with an Object	16		Too Fast For Conditions	10		
Sideswipe - Same Direction	10		Distracted	9		
Sideswipe - Opposite Direction	2		Driver Lost Control	7		
Top Streets	Total Crashes	% Total	Injuries	% Injuries		
Glenwood Ave	15	17.0%	1	3.7%		
Walnut Ave	14	15.9%	10	37.0%		
Chattanooga Rd	9	10.2%	3	11.1%		
Thornton Ave	6	6.8%	1	3.7%		
E Morris St	5	5.7%	2	7.4%		
Selective Enforcement Details	Locations		Total Details	Violations		
January 2022	Walnut/Glenwood/Chattanooga		17	216		

DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
FEBRUARY 22, 2022

SUMMARY OF THE FINANCIAL STATISTICS FOR JANUARY 2022

The police department budget FOR FY 2022 is now in its implementation, and we have expended approximately 9% of our 2022 budget at this point in the budget cycle. We have transitioned into the new accounting categories being used across the city. We believe there will be sufficient funds to accomplish our 2022 goals and met the needs of the department. As the year progresses, we will adjust within the budget to better plan for the FY 2023 budget request.

The Police Department recently opened sealed bids for vehicles. The funding for these vehicles will come from the current SPLOST. Ford of Dalton has been awarded the bid for both patrol vehicles and unmarked administrative/investigative vehicles. The entire cost for the 6 patrol vehicles and 2 unmarked vehicles will be funded from the current SPLOST.

YEAR-TO-DATE BUDGET REPORT

FOR 2022 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND - OPERATING							
321000 PD ADMINISTRATION							
321000 511100 WAGES - REGULAR	454,750	0	454,750	43,614.00	.00	411,136.00	9.6%
321000 511300 WAGES - OVERTIME	1,500	0	1,500	.00	.00	1,500.00	.0%
321000 512100 GROUP INSURANCE	45,100	0	45,100	5,349.00	.00	39,751.00	11.9%
321000 512200 FICA & MEDICARE	35,000	0	35,000	3,890.62	.00	31,109.38	11.1%
321000 512401 RETIREMENT DCP	14,330	0	14,330	1,540.18	.00	12,789.82	10.7%
321000 512402 RETIREMENT DBP	57,100	0	57,100	6,587.85	.00	50,512.15	11.5%
321000 512403 RETIREMENT STATE	1,200	0	1,200	200.00	.00	1,000.00	16.7%
321000 512700 WORKERS COMPENSAT	10,100	0	10,100	.00	.00	10,100.00	.0%
321000 512900 OTHER EMPLOYEE BE	2,800	0	2,800	753.54	.00	2,046.46	26.9%
321000 512915 CLEANING ALLOWANC	1,800	0	1,800	.00	.00	1,800.00	.0%
321000 512916 CLOTHING ALLOWANC	1,800	0	1,800	.00	.00	1,800.00	.0%
321000 521210 PROFESSIONAL - LE	20,000	0	20,000	.00	.00	20,000.00	.0%
321000 521300 TECHNICAL CONTRA	4,000	0	4,000	.00	.00	4,000.00	.0%
321000 522220 EQUIPMENT MAINT &	5,000	0	5,000	.00	.00	5,000.00	.0%
321000 522230 VEHICLE REPAIRS &	2,000	0	2,000	.00	.00	2,000.00	.0%
321000 522320 RENTAL - EQUIPMEN	9,000	0	9,000	439.83	.00	8,560.17	4.9%
321000 523100 INSURANCE COMMERC	117,755	0	117,755	1,698.12	.00	116,056.88	1.4%
321000 523200 COMMUNICATIONS	47,000	0	47,000	1,211.87	2,615.77	43,172.36	8.1%
321000 523210 POSTAGE	3,500	0	3,500	.00	.00	3,500.00	.0%
321000 523400 PRINTING & BINDIN	3,000	0	3,000	123.80	239.00	2,637.20	12.1%
321000 523500 TRAVEL	4,000	0	4,000	.00	.00	4,000.00	.0%
321000 523600 DUES & FEES	4,000	0	4,000	851.00	165.00	2,984.00	25.4%
321000 523630 RADIO SUBSCRIBER F	25,000	0	25,000	.00	23,155.20	1,844.80	92.6%
321000 523700 TRAINING & EDUCAT	8,000	0	8,000	1,500.00	.00	6,500.00	18.8%
321000 523920 SOFTWARE LICENSES	158,500	0	158,500	19,956.66	61,608.66	76,934.68	51.5%
321000 531100 SUPPLIES - GENERA	800	0	800	.00	.00	800.00	.0%
321000 531110 SUPPLIES - OFFICE	2,000	0	2,000	.00	.00	2,000.00	.0%
321000 531250 OIL	800	0	800	.00	.00	800.00	.0%
321000 531270 GASOLINE	5,000	0	5,000	414.35	.00	4,585.65	8.3%
321000 531500 MEALS - FOOD	2,000	0	2,000	.00	.00	2,000.00	.0%
321000 531700 OTHER SUPPLIES	2,000	0	2,000	30.18	.00	1,969.82	1.5%
TOTAL PD ADMINISTRATION	1,048,835	0	1,048,835	88,161.00	87,783.63	872,890.37	16.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND - OPERATING							
322100 PD CRIMINAL INVESTIGATION DIV							
322100 511100 WAGES - REGULAR	1,031,800	0	1,031,800	83,565.77	.00	948,234.23	8.1%
322100 511300 WAGES - OVERTIME	46,000	0	46,000	1,681.11	.00	44,318.89	3.7%
322100 512100 GROUP INSURANCE	215,200	0	215,200	23,053.50	.00	192,146.50	10.7%
322100 512200 FICA & MEDICARE	82,450	0	82,450	7,937.98	.00	74,492.02	9.7%
322100 512401 RETIREMENT DCP	63,000	0	63,000	5,863.26	.00	57,136.74	9.3%
322100 512402 RETIREMENT DBP	81,800	0	81,800	9,696.43	.00	72,103.57	11.9%
322100 512403 RETIREMENT STATE	4,500	0	4,500	675.00	.00	3,825.00	15.0%
322100 512700 WORKERS COMPENSAT	26,880	0	26,880	.00	.00	26,880.00	.0%
322100 512900 OTHER EMPLOYEE BE	6,300	0	6,300	954.16	.00	5,345.84	15.1%
322100 512915 CLEANING ALLOWANC	4,000	0	4,000	.00	.00	4,000.00	.0%
322100 512916 CLOTHING ALLOWANC	9,000	0	9,000	.00	.00	9,000.00	.0%
322100 522220 EQUIPMENT MAINT &	3,500	0	3,500	.00	.00	3,500.00	.0%
322100 522230 VEHICLE REPAIRS &	7,000	0	7,000	19.39	.00	6,980.61	.3%
322100 523500 TRAVEL	14,400	0	14,400	123.50	.00	14,276.50	.9%
322100 523600 DUES & FEES	2,200	0	2,200	200.00	.00	2,000.00	9.1%
322100 523700 TRAINING & EDUCAT	14,400	0	14,400	1,400.00	795.00	12,205.00	15.2%
322100 523900 PEPI OTHER PURCHAS	25,000	0	25,000	.00	.00	25,000.00	.0%
322100 531100 SUPPLIES - GENERA	3,000	0	3,000	464.48	30.50	2,505.02	16.5%
322100 531110 SUPPLIES - OFFICE	4,000	0	4,000	.00	.00	4,000.00	.0%
322100 531250 OIL	3,400	0	3,400	.00	.00	3,400.00	.0%
322100 531270 GASOLINE	16,000	0	16,000	1,290.88	.00	14,709.12	8.1%
322100 531300 MEALS - FOOD	5,700	0	5,700	.00	.00	5,700.00	.0%
322100 531700 OTHER SUPPLIES	5,000	0	5,000	.00	.00	5,000.00	.0%
322100 542400 COMPUTERS & COMPU	28,000	0	28,000	1,229.94	.00	26,770.06	4.4%
TOTAL PD CRIMINAL INVESTIGATION DIV	1,697,530	0	1,697,530	138,175.40	825.50	1,558,529.10	8.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 12

ACCOUNTS FOR:	GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANSFERS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
322300 PD PATROL								
322300 511100	WAGES - REGULAR	3,928,000	0	3,928,000	331,410.98	.00	3,596,589.02	8.4%
322300 511300	WAGES - OVERTIME	110,000	0	110,000	4,376.36	.00	105,623.64	4.0%
322300 512100	GROUP INSURANCE	662,500	0	662,500	73,141.00	.00	589,359.00	11.0%
322300 512200	FICA & MEDICARE	308,900	0	308,900	31,498.14	.00	277,401.86	10.2%
322300 512401	RETIREMENT DCP	330,000	0	330,000	33,826.00	.00	296,174.00	10.3%
322300 512402	RETIREMENT DBP	135,000	0	135,000	10,413.64	.00	124,586.36	7.7%
322300 512403	RETIREMENT STATE	21,500	0	21,500	2,900.00	.00	18,600.00	13.5%
322300 512700	WORKERS COMPENSAT	117,300	0	117,300	.00	.00	117,300.00	.0%
322300 512900	OTHER EMPLOYEE BE	23,800	0	23,800	3,684.23	.00	20,115.77	15.5%
322300 512915	CLEANING ALLOWANC	10,000	0	10,000	.00	.00	10,000.00	.0%
322300 522220	EQUIPMENT MAINT &	11,500	0	11,500	.00	.00	11,500.00	.0%
322300 522230	VEHICLE REPAIRS &	38,000	0	38,000	243.10	3,660.64	34,096.26	10.3%
322300 522230	SHOP VEHICLE EXP -	118,000	0	118,000	.00	.00	118,000.00	.0%
322300 523500	TRAVEL	59,000	0	59,000	1,570.00	325.00	57,105.00	3.2%
322300 523600	DUES & FEES	3,800	0	3,800	.00	62.00	3,738.00	1.6%
322300 523700	TRAINING & EDUCAT	50,000	0	50,000	2,482.78	.00	47,517.22	5.0%
322300 531100	SUPPLIES - GENERA	5,500	0	5,500	.00	.00	5,500.00	.0%
322300 531110	SUPPLIES - OFFICE	3,000	0	3,000	.00	.00	3,000.00	.0%
322300 531120	UNIFORMS	60,000	0	60,000	21.55	.00	59,978.45	.0%
322300 531250	OIL	3,000	0	3,000	.00	.00	3,000.00	.0%
322300 531270	GASOLINE	157,000	0	157,000	13,807.26	216.05	142,976.69	8.9%
322300 531300	MEALS - FOOD	2,000	0	2,000	.00	.00	2,000.00	.0%
322300 531600	SMALL EQUIPMENT <	26,000	0	26,000	5,985.12	.00	20,014.88	23.0%
322300 531700	OTHER SUPPLIES	5,000	0	5,000	.00	.00	5,000.00	.0%
TOTAL PD PATROL		6,188,800	0	6,188,800	515,360.16	4,263.69	5,669,176.15	8.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND - OPERATING							
322400 PD SUPPORT SERVICES							
322400 511100 WAGES - REGULAR	630,500	0	630,500	43,729.42	.00	586,770.58	6.9%
322400 511200 WAGES - PART TIME	4,800	0	4,800	.00	.00	4,800.00	.0%
322400 511300 WAGES - OVERTIME	8,500	0	8,500	13.48	.00	8,486.52	.2%
322400 512100 GROUP INSURANCE	152,700	0	152,700	12,861.00	.00	139,839.00	8.4%
322400 512200 FICA & MEDICARE	49,000	0	49,000	4,153.21	.00	44,846.79	8.5%
322400 512401 RETIREMENT DCP	48,000	0	48,000	1,420.64	.00	46,579.36	3.0%
322400 512402 RETIREMENT DBP	42,700	0	42,700	6,682.85	.00	36,017.15	15.7%
322400 512403 RETIREMENT STATE	1,200	0	1,200	150.00	.00	1,050.00	12.5%
322400 512700 WORKERS COMPENSAT	21,840	0	21,840	.00	.00	21,840.00	.0%
322400 512900 OTHER EMPLOYEE BE	3,900	0	3,900	510.08	.00	3,389.92	13.1%
322400 512915 CLEANING ALLOWANC	2,400	0	2,400	.00	.00	2,400.00	.0%
322400 512916 CLOTHING ALLOWANC	600	0	600	.00	.00	600.00	.0%
322400 521300 TECHNICAL CONTRAC	8,500	0	8,500	80.00	.00	8,420.00	.9%
322400 522140 LAWN CARE CONTRAC	13,500	0	13,500	.00	.00	13,500.00	.0%
322400 522210 BUILDING REPAIRS	40,000	0	40,000	201.92	230.92	39,567.16	1.1%
322400 522230 VEHICLE REPAIRS &	3,000	0	3,000	.00	.00	3,000.00	.0%
322400 523500 TRAVEL	21,000	0	21,000	.00	.00	21,000.00	.0%
322400 523600 DUES & FEES	2,700	0	2,700	300.00	.00	2,400.00	11.1%
322400 523700 TRAINING & EDUCAT	21,000	0	21,000	495.00	.00	20,505.00	2.4%
322400 531100 SUPPLIES - GENERA	3,000	0	3,000	27.00	.00	2,973.00	.9%
322400 531110 SUPPLIES - OFFICE	3,200	0	3,200	.00	.00	3,200.00	.0%
322400 531120 UNIFORMS	4,000	0	4,000	.00	.00	4,000.00	.0%
322400 531150 SUPPLIES - GROUND	2,500	0	2,500	.00	.00	2,500.00	.0%
322400 531155 SUPPLIES - BUILDI	28,000	0	28,000	.00	46.80	27,953.20	.2%
322400 531200 UTILITIES	50,000	0	50,000	3,276.68	.00	46,723.32	6.6%
322400 531250 OIL	300	0	300	.00	.00	300.00	.0%
322400 531270 GASOLINE	7,000	0	7,000	381.89	.00	6,618.11	5.5%
322400 531300 MEALS - FOOD	500	0	500	.00	.00	500.00	.0%
322400 531700 OTHER SUPPLIES	14,000	0	14,000	.00	.00	14,000.00	.0%
322400 542400 COMPUTERS & COMPU	2,000	0	2,000	.00	.00	2,000.00	.0%
TOTAL PD SUPPORT SERVICES	1,190,340	0	1,190,340	74,283.17	277.72	1,115,779.11	6.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 12

ACCOUNTS FOR:	GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
322600 CUSTODY OF PRISONERS								
322600 523900 OTHER PURCHASED S	105,000	0	105,000	.00	.00	105,000.00	.0%	
TOTAL CUSTODY OF PRISONERS	105,000	0	105,000	.00	.00	105,000.00	.0%	
TOTAL GENERAL FUND - OPERATING	10,230,505	0	10,230,505	815,979.73	93,150.54	9,321,374.73	8.9%	
TOTAL EXPENSES	10,230,505	0	10,230,505	815,979.73	93,150.54	9,321,374.73		

YEAR-TO-DATE BUDGET REPORT



FOR 2022_12

	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	10,230,505	0	10,230,505	815,979.73	93,150.54	9,321,374.73	8.9%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2022 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
0210 CONFISCATED ASSETS							
210001 REVENUES							
210001 351300 JUSTI CONFISCATION	-1,000	0	-1,000	.00	.00	-1,000.00	.0%
210001 351300 STATE CONFISCATION	-43,000	0	-43,000	-19,510.00	.00	-23,490.00	45.4%
210001 351300 TREAS CONFISCATION	-1,000	0	-1,000	.00	.00	-1,000.00	.0%
210001 361400 STATE INTEREST INC	-250	0	-250	-14.91	.00	-235.09	6.0%
210001 361400 TREAS INTEREST TRE	-50	0	-50	-3.71	.00	-46.29	7.4%
TOTAL REVENUES	-45,300	0	-45,300	-19,528.62	.00	-25,771.38	43.1%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 12

ACCOUNTS FOR: 0210 CONFISCATED ASSETS	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
210002 OTHER FINANCING SOURCES							
210002 392100 STATE SALE OF ASSE	-5,000	0	-5,000	.00	.00	-5,000.00	.0%
TOTAL OTHER FINANCING SOURCES	-5,000	0	-5,000	.00	.00	-5,000.00	.0%



YEAR-TO-DATE BUDGET REPORT

FOR 2022 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
0210 CONFISCATED ASSETS							
210415 EXPENDITURES							
210415 521100 STATE OFFICIAL/ADM	4,500	0	4,500	.00	.00	4,500.00	.0%
210415 523200 STATE COMMUNICATIO	17,000	0	17,000	.00	1,672.88	15,327.12	9.8%
210415 523300 STATE ADVERTISING	100	0	100	.00	.00	100.00	.0%
210415 523700 STATE TRAINING & E	5,000	0	5,000	.00	.00	5,000.00	.0%
210415 531600 JUSTI SMALL EQUIPM	500	0	500	.00	.00	500.00	.0%
210415 531600 STATE SMALL EQUIPM	21,650	0	21,650	.00	.00	21,650.00	.0%
210415 531600 TREAS SMALL EQUIPM	500	0	500	.00	.00	500.00	.0%
210415 531700 JUSTI OTHER SUPPLI	500	0	500	.00	.00	500.00	.0%
210415 531700 TREAS OTHER SUPPLI	550	0	550	.00	.00	550.00	.0%
TOTAL EXPENDITURES	50,300	0	50,300	.00	1,672.88	48,627.12	3.3%
TOTAL CONFISCATED ASSETS	0	0	0	-19,528.62	1,672.88	17,855.74	100.0%
TOTAL REVENUES	-50,300	0	-50,300	-19,528.62	.00	-30,771.38	
TOTAL EXPENSES	50,300	0	50,300	.00	1,672.88	48,627.12	

YEAR-TO-DATE BUDGET REPORT

FOR 2022 12

	ORIGINAL APPROP	TRANSFRS/ ADJSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	0	-19,528.62	1,672.88	17,855.74	100.0%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2022 12		ACCOUNTS FOR:	ORIGINAL	TRANSFERS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
0370	CAPITAL ACQUISITION FUND	APPROP	ADJSTMTS	BUDGET	EXPENDED	BUDGET	USED		
370005 EXPENDITURES									
370005	541400	INFRASTRUCTURE	396,600	0	396,600	.00	.00	396,600.00	.0%
		TOTAL EXPENDITURES	396,600	0	396,600	.00	.00	396,600.00	.0%
		TOTAL CAPITAL ACQUISITION FUND	396,600	0	396,600	.00	.00	396,600.00	.0%
		TOTAL EXPENSES	396,600	0	396,600	.00	.00	396,600.00	.0%

YEAR-TO-DATE BUDGET REPORT



FOR 2022 12

	ORIGINAL APPROP	TRANSFERS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	396,600	0	396,600	.00	.00	396,600.00	.0%

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

**STATE DRUG SEIZURES
(Funds)**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2022 Starting Balance
1/12/2022	PO 21021033	AT&T Nov 11 - Nov 28 Cell Phones		3,024.80	111,667.87
1/31/2022		Interest Credit	14.91		108,643.07
					108,657.98

Federal Forfeitures Fund
Justice Funds

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2022 Starting Balance
1/31/2022		Balance			0.00
					0.00

To: Public Safety Commission
 From: Chief Cliff Cason
 Date: February 22, 2022
 Subject: Written Directive Review

<u>Number</u>	<u>Page</u>	<u>Title/Changes</u>
3.7	1	<u>Harassment and Discrimination in the Workplace</u> Updated Revision and Re-evaluation dates
	2-5	Section I - Rewording Section II – Rewording
3.9	1	<u>Employee Assistance Program and Critical Incident Support</u> Updated Revision and Re-evaluation dates
	2-5	Section I – Rewording Section II - Rewording
	5-8	Section III – Rewording
3.11	1	<u>Line-of-Duty Deaths or Serious Injuries</u> Updated Revision and Re-evaluation dates
		Section II – Rewording Section III – Rewording
	7	(H)(4)(c) – New subsection, updated lettering
	8	(I)(2) – New item, updated numbering
3.12	1	<u>Temporary Light Duty</u> Updated Revision and Re-evaluation dates Section III – New subsection (E), rewording
3.16	1	<u>Personnel Files</u> Updated Revision and Re-evaluation dates
		Section III – Rewording
	2	Section IV – Moved item C to Section VI, rewording, updated lettering
		Section V – New item B, updated lettering Section VI – New items A, B, C, F, updated lettering

DALTON POLICE DEPARTMENT

	<i>Effective Date</i> December 1, 1998	<i>Number</i> GO96-3.7
<i>Subject</i> Harassment and Discrimination in the Workplace		
<i>Reference</i> CALEA Standards – 26.1.1, 26.1.3		<i>Revised</i> January 28, 2020 February 22, 2022
<i>Distribution</i> All Personnel	<i>Re-evaluation Date</i> January 2022 February 2024	<i>No. Pages</i> 5

I. Policy

It is the policy of the Dalton Police Department that employees have the right to work in an environment free ~~of~~ **from** all forms of unlawful harassment and discrimination. This Department shall not tolerate, condone, or allow harassment by employees, whether sworn, **civilian non-sworn**, volunteer (including ~~Explorer Scouts~~ **Public Safety Cadets**), or other non-employees who conduct business with this **Agency Department**. This Department considers **the** 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
 - 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 this policy include Department members, defined as employees and applicants for employment with the Department, whether sworn or ~~civilian non-sworn~~, and all volunteers, including, but not limited to, ~~Explorer-Scouts~~ Public Safety Cadets.

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 of the shift or unit 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 taking appropriate steps to intervene, whether or not the involved employees are within his / her span of control.
 - 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.

RESTRICTED LAW ENFORCEMENT DATA

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

- (2) 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 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 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 Department who comes to that Supervisor with a complaint of harassment in documenting and filing a complaint.
3. Each employee 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.
 - 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 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, 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.

RESTRICTED LAW ENFORCEMENT DATA

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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 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 shall be responsible for investigating any complaint alleging harassment or discrimination.
- a. The ~~Investigator~~ Professional Standards Unit 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~~ Professional Standards Unit'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 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 Chief of Police's Administrative Assistant.
 - e. Violations of this policy shall be handled in accordance with policy GO88-2.14, Rules of Conduct.
4. Each party's confidentiality 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 policy GO11-3.18, Grievance Procedures, when they disagree with the investigative report or with the disposition of a harassment claim.

D. Retaliation

RESTRICTED LAW ENFORCEMENT DATA

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

RESTRICTED LAW ENFORCEMENT DATA

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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> CALEA Standards – 4.2.3, 22.1.2, 22.1.4, 22.1.7		<i>Revised</i> January 28, 2020 February 22, 2022
<i>Distribution</i> All Personnel	<i>Re-evaluation Date</i> January 2022 February 2024	<i>No. Pages</i> 8

I. **Policy**

The City of Dalton provides a broad-based Employee Assistance Program for employees of the Dalton Police Department and their covered family members. The Employee Assistance Program ~~will~~ provides 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 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, 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)

free sessions, the referral will be made, and the services may be handled by 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 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 that the 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 shall be offered annually to all employees on drug / alcohol awareness. Training shall consist of 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 shall be continually informed of EAP services through orientation, in-service training, and the employee newsletter.
3. Supervisors shall be provided annual training in identifying, documenting, and referring employees with job performance behaviors, 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 Policies and Procedures ~~on~~ for Elimination of Substance Abuse, ~~Contraband Articles,~~ and Employee Assistance), or psychiatric and / or emotional disorders disabling them in the workplace. Training shall be for one (1) hour and

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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 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 shall be 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 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 violated the Drug-free Workplace Policy (Refer to policy GO97-3.8, Drug-free Workplace Policies and Procedures ~~on~~ for Elimination of Substance Abuse ~~Contraband Articles~~ and Employee Assistance).
- b. 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 treatment plan and recommendations, the employee shall be terminated.
- c. Upon making a referral to the EAP, the Supervisor shall complete and fax the "Administrative Referral Form" to the EAP.
- d. The Supervisor 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 Policies and

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Procedures ~~on~~ for Elimination of Substance Abuse, ~~Contraband Articles~~ and Employee Assistance).

- e. The Supervisor shall intervene immediately if the employee is displaying symptoms of a mental health condition or mental illness, which is 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~~ shall not ~~to~~ be used for disciplinary purposes.

G. Referral / Rehabilitation and Re-entry

- 1. In utilizing the 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 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 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 shall also be involved in developing and implementing a Return to Work Plan, which 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 Policies and Procedures ~~on~~ for Elimination of Substance Abuse, ~~Contraband Articles~~ and Employee Assistance).

H. Program Reporting to the City of Dalton

The EAP 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 federal confidentiality guidelines. The information in these reports 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~~ conditions, or involvement with the EAP 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:

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1. If the employee plans to physically injure or kill another person or himself / herself
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 Deadly Force Incidents**

A. When faced with a catastrophic life event or major change, an **Officer employee** may experience great difficulty in appropriately dealing with his / her feelings and emotions. Some of the signs of an **Officer's employee'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
 - 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

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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. Human beings ~~go-through~~ are recognized generally to experience five distinct phases in their coping process. These phases are:
1. Denial and isolation
 2. Anger and resentment
 3. Bargaining
 4. Depression
 5. Acceptance
- C. The following guidelines have been found to alleviate much of the stress associated with the aftermath of an Officer-involved shooting or other deadly force situation. 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 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.

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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 designated employee** should contact the family (via phone call or personal visit) and let them know what happened before they hear rumors or receive phone calls from others. If the Officer is injured, a **Agency Department** member familiar with the family should offer to transport the family to the hospital.
7. For the Officer(s) who **fired a weapon was involved in the deadly force situation**, 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 incident** 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 Department about the incident. This should prevent the Officer from being inundated with questions and hold rumors in check.
11. Expedite, **so far as feasible and consistent with sound investigative practices**, the completion of administrative and criminal investigations, and advise the Officer of the outcomes.
12. **Subject to the circumstances of the deadly force incident and in the discretion of the Chief of Police**, the Officer, upon being placed on administrative leave, 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**

- 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. **Unless the circumstances of the incident warrant otherwise in the discretion of the Chief of Police**, the leave shall be without loss of pay or benefits and shall not be interpreted to imply or indicate that the employee acted improperly.

RESTRICTED LAW ENFORCEMENT DATA

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- 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 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 shall attend any recommended counseling or treatment / therapy.

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> GO95-3.11
<i>Subject</i> Line-of-Duty Deaths or Serious Injuries		
<i>Reference</i> CALEA Standards – 22.1.4, 22.1.5		<i>Revised</i> January 28, 2020 February 22, 2022
<i>Distribution</i> All Personnel	<i>Re-evaluation Date</i> January 2022 February 2024	<i>No. Pages</i> 8

I. Policy

It is the policy of the Dalton Police Department to provide liaison assistance to the immediate survivors of an employee of the 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 that claims the life of or seriously injures a ~~civilian~~ *non-sworn* 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 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*. Department members providing services and assistance to family members and survivors shall take all possible measures to accommodate their needs, wishes, and desires but shall not make ~~promises to family members that they are not sure can be met~~ *statements or commitments to family members that cannot 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, **Division Commander**, or Watch Commander shall designate an Officer to inform the immediate family of the employee's condition or death. If not immediately available, the senior ranking Officer **on duty** 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 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 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 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 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 Department'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, **and the media**.
2. Ensure that medical personnel provide pertinent medical information on the employee's condition to the family before any other parties.

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3. Assist family members, in accordance with their desires, **but subject to approval of medical providers**, 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 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 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 utilized, if necessary**, 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 shall serve as a facilitator between the family and the Department. The Department liaison Officer shall be the Division Commander or his / her designee of the deceased employee's division. This Officer 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 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 advising** them of **limitations on what they can say to the media**

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~~specifically~~ Department concerns on what they may say to the media specifically.

5. Providing liaison with the media, to include coordination of any statements and press conferences. The Department liaison Officer shall also ensure that members of the ~~Agency~~ Department are aware of restrictions regarding release of any information that might undermine future legal proceedings.
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 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~~ are known to the Department.
4. Assisting the family in working with the funeral director regarding funeral arrangements.
5. ~~Subject to executive privilege, as provided by law,~~ 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.

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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 documentation 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 shall wear the uniform described in policy GO89-3.3, Uniform and Employee Appearance Standards.
 - c. A black sash shall be worn across the badge.
2. Funeral Services

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- a. Personnel who attend the funeral services shall report to a pre-designated assembly point away from the place of services for inspection and briefing.
- b. From the assembly point, personnel shall march to the place of service, timing their arrival to permit immediate entry.
- c. Upon entering the building, personnel 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 shall remain standing until all members are in their places and the command, "*BE SEATED*," is given.
- e. Members 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*," shall rise in unison and place their hats under their left arm, preparatory to filing past the casket. They shall hold their hats in this position until they have passed the casket and arrived outside.
- g. Upon leaving the building, personnel shall replace their hats and assemble in formation at right angles to the hearse.
 - (1) Two ranks shall be formed facing each other, leaving an aisle through which pallbearers and the casket may pass.
 - (2) Personnel shall be 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 shall stand at parade rest.
- h. When the casket comes into view, the formation shall be called to attention. The next command 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*" shall be given, and personnel 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 shall break ranks and leave in a quiet and orderly manner.
- k. Members shall then take their assigned places in the motorcade and proceed to the cemetery.

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3. Gravesite Services

Personnel shall report to the places that have been reserved for them, immediately upon arrival at the gravesite. If indoors, personnel shall remove their hats and hold them under their left arm. All personnel shall sit with hats in laps throughout the services. If services are held outdoors, personnel shall wear their hats.

4. Honors Accorded

a. Any Officer who dies in the line-of-duty shall be accorded full honors, if requested by the survivors. This 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 shall be responsible for notifying the Honor Guard Commander and shall coordinate and direct the actions of the casket watch, pallbearers, and rifle squad. The Department liaison shall coordinate any motor escort.

c. Members from other public safety agencies may be used to staff the casket watch, rifle squad, and / or motor escort. The Honor Guard Commander shall be responsible for coordinating and assigning tasks to members from other public safety agencies.

~~d.e.~~ 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 shall pass a visual inspection by the Honor Guard Commander or his / her designee prior to deployment.

(2) The Honor Guard uniform 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 shall be worn.

(3) Officers shall position themselves at or near the head and feet of the deceased Officer. The watch 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.

~~e.f.~~ Pallbearers

(1) If pallbearers are requested by the family, the Honor Guard or other Department members shall serve in this capacity.

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- (2) Pallbearers shall be under the direction of the Honor Guard Commander. They shall report to the funeral home as directed for instructions and seating arrangements.

I. Procedural Variations

1. 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 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.
2. The Chief of Police may institute certain parts of this order for cases of an employee's natural death or the death of a retiree of this Department.
3. Any additional honors to be accorded to deceased ~~members or~~ employees of the Department or to deceased members of other ~~law enforcement~~ **public safety** 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

	<i>Effective Date</i> May 1, 1998	<i>Number</i> GO96-3.12
<i>Subject</i> Temporary Light Duty		
<i>Reference</i> CALEA Standards – 22.1.4, 22.2.1		<i>Revised</i> January 28, 2020 February 22, 2022
<i>Distribution</i> All Personnel	<i>Re-evaluation Date</i> January 2022 February 2024	<i>No. Pages</i> 2

I. **Policy**

It is the policy of 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 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 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. **Subject to the Georgia Workers' Compensation Act and Rules, as applicable,** 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 ~~shall~~ **may** be received from a health care provider mutually agreed upon by the Department and employee. ~~After If a the~~ **third opinion is received obtained,** the employee's status ~~shall~~ **should** be reevaluated ~~and to determine whether~~ **the employee shall either is able** to return to ~~regular duty or light duty assignment.~~ **regular duty**.
- E. **Employees that become injured or suffer illnesses while not on duty may request a temporary light duty assignment. However, priority for temporary light duty assignments shall be given to those employees that suffer injuries or illnesses while performing their job functions.**

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.
- B. Assignments to a temporary position 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 shall be given a job description for the light duty position and 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 shall be assigned by the Chief of Police or his / her designee based on the current needs of the Department.
- B. The assignments 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 shall follow the chain of command for the division to which they are temporarily assigned.
- B. Supervisors assigned to light duty shall work under the direct supervision ~~in~~ applicable to the unit to which they are assigned.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

RESTRICTED LAW ENFORCEMENT DATA

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

DALTON POLICE DEPARTMENT

	<i>Effective Date</i> October 1, 1999	<i>Number</i> GO98-3.16
<i>Subject</i> Personnel Files		
<i>Reference</i>	<i>Revised</i> January 28, 2020 February 22, 2022	
<i>Distribution</i> All Personnel	<i>Re-evaluation Date</i> January 2022 February 2024	<i>No. Pages</i> 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 job 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.

IV. Personnel File Viewing

- A. Employees ~~must~~ shall request in writing ~~the reason for viewing~~ to view their personnel file.
- B. Employees are not permitted to remove any items from the file.
- ~~C. Personnel files of former employees shall be transferred ninety (90) days after severance, or upon satisfaction of terms of the employee contract, into the Department's document imaging system.~~
- ~~C.D.~~ Employees are permitted to take notes of items in the file.
- ~~D.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.
- ~~E.F.~~ The Chief of Police's Administrative Assistant, a Division Commander, or the Chief of Police ~~must~~ shall be present when employees view their files.
- ~~F.G.~~ Persons from outside the Department may view a current or former employee's personnel file ~~at the direction of~~ upon written request to the Chief of Police or his / her designee, ~~if in possession of written permission designating the part or parts which may be viewed~~ and provided not otherwise an exception to all or any portion under the Georgia Open Records Act or any other state or federal law.
- ~~G.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

- A. Following a review of ~~the~~ his / her personnel file, an employee may challenge any information in the file by filing a written objection ~~for~~ seeking removal or correction with the Chief of Police. The Chief of Police shall respond to the request, indicating the decision on the issue, within thirty (30) days.
- B. The written request from the employee and the documented response to the request from the Chief of Police shall be maintained within the personnel file.

VI. Storage and Security of Personnel Files

- A. The Chief of Police's Administrative Assistant shall be responsible for maintaining all personnel files and for entering documentation into the files.
- B. Personnel files shall be maintained in paper form in a physical file folder and / or in an electronic format saved on the Department's document imaging system.
- C. Personnel files in physical form shall be stored in a locked area within the Chief of Police's office, and access shall be restricted to this area.

RESTRICTED LAW ENFORCEMENT DATA

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- D. Requests for information ~~for~~ from personnel records, other than for bona fide criminal investigations, shall be forwarded to the individual whose records are requested for ~~approval~~ consent. The following information is considered non-confidential and may be released by the Chief of Police's Administrative Assistant without employee ~~clearance~~ notice or consent: employment dates, position(s) held, duty stations, and wage and salary verification (only verification of amounts provided by requestor).
- E. If additional information is requested in non-criminal cases, the employee may give written consent, which shall be retained in the employee's personnel file.
- F. Personnel files of former employees shall be transferred ninety (90) days after severance, or upon satisfaction of terms of the employee contract, into the Department's document imaging system.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

RESTRICTED LAW ENFORCEMENT DATA

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Dalton Fire Department

Dalton, GA

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



Incident Statistics

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

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

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

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

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

Dalton Fire Department

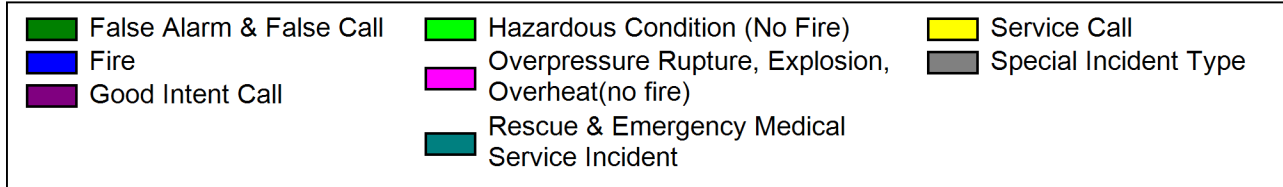
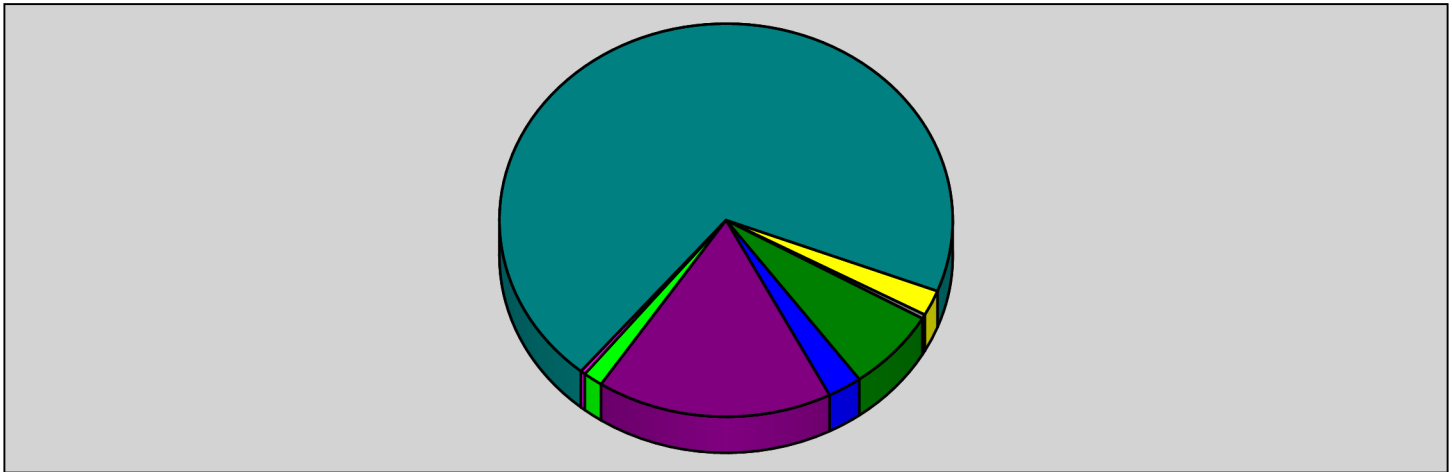
Dalton, GA

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Major Incident Types by Month for Date Range

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



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

Only REVIEWED incidents included



Dalton Fire Department

Dalton, GA

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



Incident Type Count per Station for Date Range

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

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

Incidents for 1 - Station 1: 113

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

Incidents for 2 - Station 2: 41

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

Only REVIEWED incidents included.



emergencyreporting.com
Doc Id: 857
Page # 1 of 2

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

Incidents for 3 - Station 3:

66

Station: 4 - STATION 4

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

Incidents for 4 - Station 4:

38

Station: 5 - STATION 5

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

Incidents for 5 - Station 5:

27

Only REVIEWED incidents included.



Dalton Fire Department

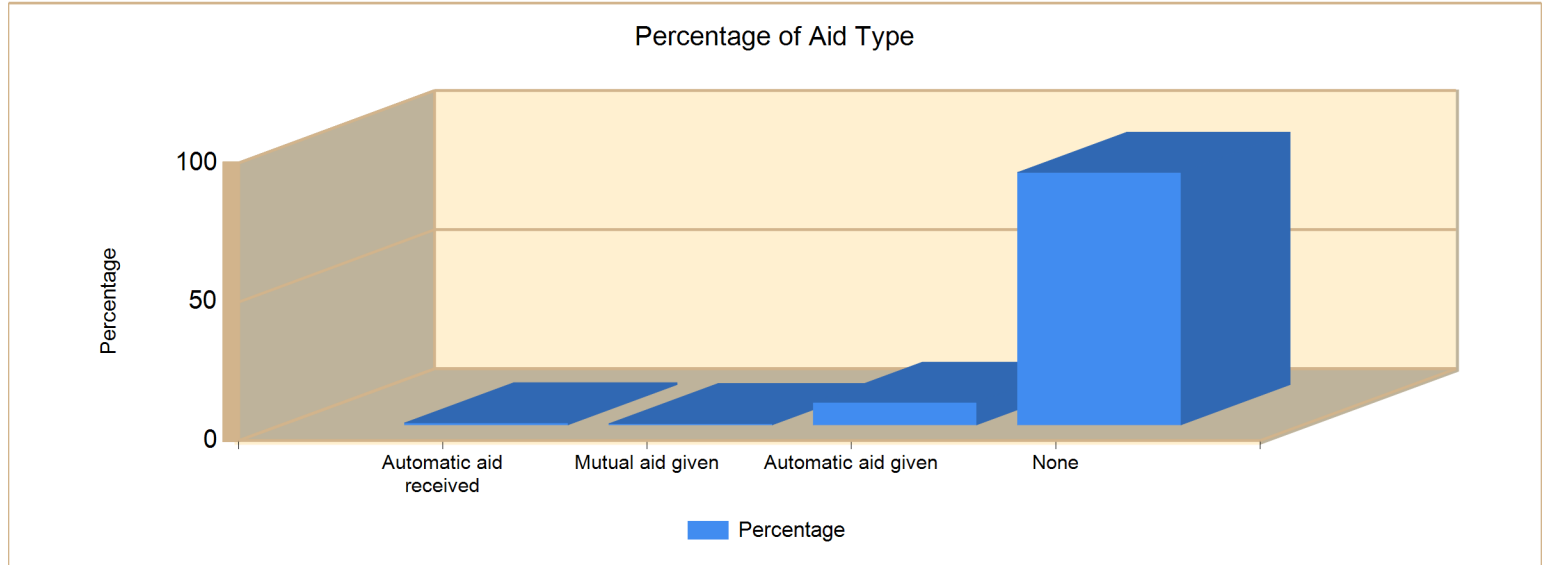
Dalton, GA

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Count of Aid Given and Received for Incidents for Date Range

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



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

Only REVIEWED incidents included



Dalton Fire Department

Dalton, GA

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



Incident Statistics

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

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		199	
FIRE		86	
TOTAL		285	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
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PRE-INCIDENT VALUE		LOSSES	
\$317,650.00		\$115,050.00	
CO CHECKS			
424 - Carbon monoxide incident		1	
TOTAL		1	
MUTUAL AID			
Aid Type		Total	
Aid Given		24	
Aid Received		2	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
53		18.6	
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Station	EMS	FIRE	
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Station 5	0:05:32	0:05:34	
AVERAGE FOR ALL CALLS		0:04:56	
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Station 5	0:00:56	0:01:31
AVERAGE FOR ALL CALLS		0:01:33
AGENCY	AVERAGE TIME ON SCENE (MM:SS)	
Dalton Fire Department	20:49	

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

Training Division Monthly Report

January 2021

Overview

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

Outside Schools

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

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

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

Dalton Fire Department

Dalton, GA

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



Completed Inspections per Inspection Type for Date Range

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

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

Total # Inspections for Alcohol: 2

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

Includes LOCKED inspections for both archived and unarchived occupancy records.



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

Includes LOCKED inspections for both archived and unarchived occupancy records.



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

Includes LOCKED inspections for both archived and unarchived occupancy records.



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

Total # Inspections for Annual: 58

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

Total # Inspections for Complaint: 2

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

Total # Inspections for Fire Alarm: 5

Includes LOCKED inspections for both archived and unarchived occupancy records.

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

Total # Inspections for Kitchen Hood Installation: 1

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

Total # Inspections for New Construction: 2

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

Includes LOCKED inspections for both archived and unarchived occupancy records.



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

Total # Inspections for OTC: 12

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

Total # Inspections for Plan Review: 8

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

Includes LOCKED inspections for both archived and unarchived occupancy records.



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

Includes LOCKED inspections for both archived and unarchived occupancy records.



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

Total # Inspections for Site Visit:

31

TOTAL # INSPECTIONS: 121

Includes LOCKED inspections for both archived and unarchived occupancy records.



Dalton Fire Department

Dalton, GA

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



Occupancy Inspection History per Occupancy with Violations

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

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

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



The Frame Shop - 237 N Hamilton ST

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

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

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

Westwood Apartments - 721 Skylark PL #Office- 706.537.6584

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

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



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

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

Crutchfield's Furniture - 201 Hamilton (North) ST

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

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



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

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

Kellie Smith by Design - 200 Hamilton (North) ST

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

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

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



BDH Insurance Solutions - 247 Hamilton (North) ST

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

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

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

Citizens Finance - 320 Hamilton (South) ST

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

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

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

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



Domino's Pizza - 222 W Cuyler ST - 7062261008

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

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

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

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

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

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

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

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

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

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

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

St. Ives Realty - 200 Hamilton (South) ST

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

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

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



Vapors Alley - 204 Hamilton (South) ST - 7065298683

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

Engine 4 A Shift

Regal Nursing Services - 710 Hamilton (South) ST #Suite E- 7062722117

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

Engine 4 B Shift

Dorsett - 1130 Richards ST

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

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



Psychic Studio of Dalton - 1528 W Walnut AVE

01/07/2021	OTC	Corrective Action Plan Given		Does the selection, distribution, installation, and maintenance of portable fire extinguishers comply with NFPA 10?	Add an extinguisher to structure. Must be a licensed Georgia contractor.	FAIL
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Engine 5 B Shift

Klutch Beauty and Brow Bar Salon - 101 Walnut (West) AVE #Suite 21- 706-671-1003

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

Engine 5 C Shift

Autumn Ridge - 850 Autumn CT - 706-226-0404

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

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

Ladder 3 B Shift

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



Emeralds - Bridgewater PL

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

ACC - 100 Waugh (West) ST - 706-608-9563

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

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

01/15/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	FAIL
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Squad 1 A Shift

Beast Mode Gym - 215 Morris (East) ST

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

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

Browne, Draper, and Land Financial - 118 King (West) ST - 706-226-0144

01/12/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?		FAIL
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Cyra's - 126 King (West) ST - 706-913-0131

01/22/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	FAIL
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Dalton Brewing - 112 King (West) ST - 706-278-6508

01/04/2021	Annual	Corrective Action Plan Given		Are the fire extinguishers code compliant?	Out of date.	FAIL
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David H. Barbaree, CPA - 122 King (West) ST - 706-278-1127

01/12/2021	Annual	Corrective Action Plan Given		Has a Knox Box containing the property access keys been installed?	Add Knox Box to building.	FAIL
				Are the fire extinguishers installed in visible locations?	Add fire extinguisher to building.	FAIL

Squad 1 B Shift

Berry & Associates - 216 N Pentz ST - 706-278-4944

01/25/2021	Annual	Corrective Action Plan Given		Are the required number and type of fire extinguisher installed for the present hazard or condition?	Add extinguisher to building.	FAIL
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Studio 206 - 206 N Pentz ST

01/15/2021	Annual	Corrective Action Plan Given		Is a proper working space provided in front of electrical service equipment?	Must remove storage from in front of panel.	FAIL
				Are the size and distribution of fire extinguishers code compliant?	Add a fire extinguisher that has been tagged by a licensed Georgia contractor.	FAIL

Squad 1 C Shift

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



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

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



Dalton Fire Department

Dalton, GA

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



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

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

Locked inspections only.



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

Locked inspections only.



02/08/2021 08:12
628mcoke

The City of Dalton
YEAR-TO-DATE BUDGET REPORT

01/31/2021

P 1
glytdbud

FOR 2021 01

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

CITY OF DALTON
QUALIFIED VENDOR WRITTEN QUOTES
(Goods or Services with Aggregate Cost of \$2,500 - \$19,999)

Department: Fire
Date: 1/31/2022

Description of item: Records Management System
Includes NFIRS, station management, roster/scheduling,
fleet maintenance, CAD integration, training module,
inspections, mobile inspections, business analytics

Vendor	Quote Amount	Comments
Fireworks, EPR Systems	19,502.00	
ESO	30,280.00	
ImageTrend	30,500.00	

Note: Minimum of 3 written quotes. Attach form and quotes to purchase order for payment.

Approved by: _____

Date: _____

EPR Systems USA Inc.
We do IT all

1018 LaSalle Street
 Jacksonville, FL 32207
 Phone: 407-247-5512
 Bill To: Dalton Fire Department
 Name: Chief Todd Pangle



DATE: January 13, 2022
 Quotation #: 2022-113A-1
 Customer ID: Dalton Fire Department

Quotation valid until: February 12, 2022
 Prepared by: Jaime Metcalf

Comments or special instructions:

FireWorks Modules

Description	Included	Price
Fire Bundle (NFIRS Inspection Properties, Pre Plan, Hydrants Investigation)	<input checked="" type="checkbox"/>	\$ 9,486
Inventory & Maintenance & Work Order	<input checked="" type="checkbox"/>	\$ 490
Analytics (BI) Reporting Tool	<input checked="" type="checkbox"/>	Free
CAD Interface	<input checked="" type="checkbox"/>	\$ 1,198
Annual Cost		\$ 11,172

One time - Implementation Cost	
Data Conversion & Cloud System Configuration	\$ 5,000
Training - Daily On-site Training (3 Days On Site)	\$ 3,330
One time - Implementation Cost	\$ 8,330

EPR FireWorks is not liable or responsible for 3rd party side of the interface or any 3rd party costs.
 * Data conversion includes data conversion from 1 vendor

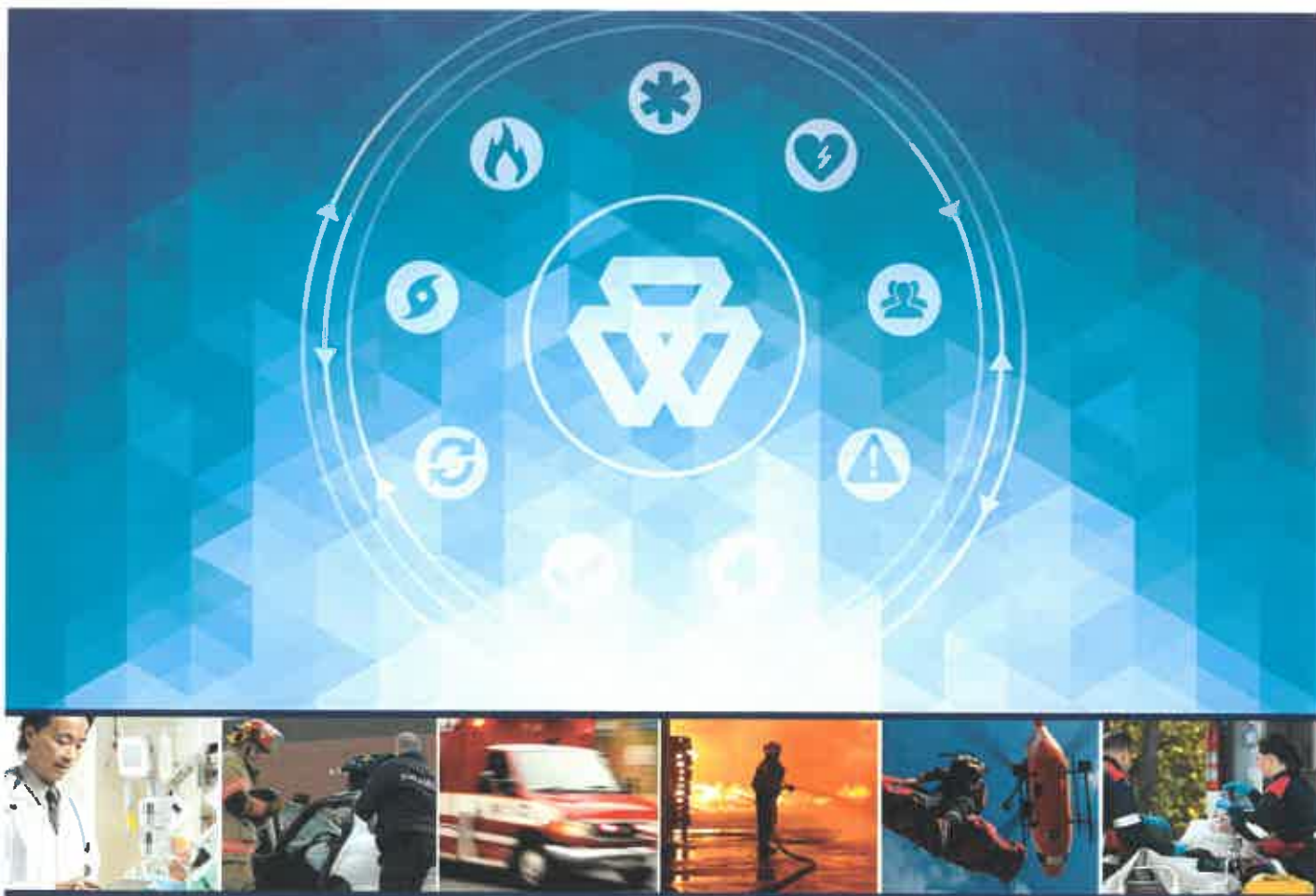
Payable via credit card, with a 3% price increase

Accepted by:

 Name Signature

 Title Date

 FDID Number



City of Dalton Fire (GA) Rescue/Slate

Prepared For

City of Dalton Fire Department
Todd Pangle
404 School St
Dalton, Georgia 30720

Prepared By

Brenon Larson-Gulsvig
Jan 27, 2022

IMAGETREND®

Prepared For

Todd Pangle
 City of Dalton Fire Department
 404 School St
 Dalton, Georgia 30720
 706-278-7363
 tpangle@daltonga.gov

Bill To

Todd Pangle
 City of Dalton Fire Department
 404 School St
 Dalton, Georgia 30720
 706-278-7363
 tpangle@daltonga.gov

Salesperson	Quote Number	Date		
Brenon Larson-Gulsvig, Sales Specialist,	QUO-12112-Q2M8B	Jan 27, 2022		
Description	Qty	Frequency	Unit Price	Total
One-Time Fees				
Elite™ Fire Setup	1	One Time	\$2,373.00	\$2,373.00
Webinar Training 2hr Session	4	One Time	\$350.00	\$1,400.00
Onsite Training Session - 8 Hours	1	One Time	\$1,400.00	\$1,400.00
Travel	1	One Time	\$1,750.00	\$1,750.00
Recurring Fees				
Elite™ Fire - SaaS	1	Recurring	\$6,327.00	\$6,327.00
Mobile Fire Inspections - SaaS	1	Recurring	\$1,870.00	\$1,870.00
Slate™	1	Recurring	\$4,980.00	\$4,980.00
Slate™ Text/SMS	1	Recurring	\$1,000.00	\$1,000.00
Investigations	1	Recurring	\$1,250.00	\$1,250.00
Permits	1	Recurring	\$1,250.00	\$1,250.00
CAD Distribution	1	Recurring	\$3,500.00	\$3,500.00
- CAD Vendor: Other CAD Vendor				
Continuum®	1	Recurring	\$2,400.00	\$2,400.00
- Continuum® Fire Content Package	1	Recurring	\$800.00	\$800.00
- Continuum® Geocoding	1	Recurring	\$200.00	\$200.00
TOTAL Year 1				\$30,500.00
*Annual Fees after Year 1				\$23,577.00

Prepared By: Brenon Larson-Gulsvig

Terms of Agreement: The above mentioned items will be invoiced upon Contract signature with payment terms of net 30 days.

- The recurring annual fees will be invoiced annually in advance.
- Project completion occurs upon receipt of the product.
- ImageTrend's license, annual support and hosting are based on up to 4,000 annual incidents as provided by Client. *IMAGETREND will perform price increases of the recurring fees. The first price increase will occur with the fees due for year two. These price increases will occur once a year and may not exceed 3% of the price then currently in effect.
- This proposal is valid for 90 days.
- This quote reflects ImageTrend's standard non-CJIS compliant framework, and is provided without any CJIS-related warranties, representations, or contractual commitments. Additional information and pricing for ImageTrend's advanced CJIS compliant offerings are available upon request.
- The estimates set forth herein do not constitute a binding offer or acceptance. This quote does not express the full agreement or understanding of the parties, is subject to additional due diligence and change, and shall not be binding on ImageTrend. The parties do not intend to be legally bound until they enter into definitive agreements regarding the subject matter hereof.

IMAGETREND will invoice sales tax to non-exempt CLIENTS where applicable

DISCLAIMER: This quote creates no legal obligations. This letter is intended to confirm the parties' current understanding of the terms, but it is not intended to create any legal obligations with respect to any of the terms. Neither party should rely on this quote and no legal or equitable remedy will arise from any such reliance. Instead, the parties must reach a final agreement. A final agreement will be a condition precedent to any binding obligations. A fully executed Contract Agreement will be required to be completed before an order is processed.

PRODUCT DESCRIPTIONS

Elite™ Fire - SaaS	Elite Fire is the offering for NFIRS compliance. With a platform-independent design and intuitive interface, Elite Fire gives you the power to manage operations data, import/export NFIRS files, dive into CQI, document locations and occupant pre-plans and inspections, asset tracking with the Inventory/Maintenance and Repairs module, perform on demand and scheduled daily checklists, use the Training/Activities module and streamline reporting with Report Writer.
Mobile Fire Inspections - SaaS	Elite Mobile Fire Inspections allows you to enter or edit location, occupant, and inspection records while offline and working in the field. It synchronizes all data bidirectionally with Elite Web. Note: Elite Fire or Rescue is required.
Investigations	Investigations is a separate module that allows your investigators to document all aspects of a fire-related investigation, including such things as witnesses, evidence grids and weather related information. Note: Elite Fire or Rescue is required.
Permits	The Permits module allows you to create, track and complete records, such as building or construction permits. Note: Elite Fire or Rescue is required.
Continuum®	<p>Continuum is an integrated solution designed to make monitoring your system easy. Continuum analyzes the data within your system as it is added or updated to provide you with notifications and easy-to-view charts, tabular reports, and maps based on the data you need without requiring you to build reports or manually check your system.</p> <p>The base Continuum offering includes the following primary components:</p> <ul style="list-style-type: none">• Monitors Continuum Monitors are predefined analytics, built by ImageTrend using industry-wide best practices and metrics. Groups of similar Monitors are organized in Continuum Domains. Within each Monitor, you can drill down and expand for more detail. The end result is easily accessible information that can help you turn your data into wisdom. Make more informed decisions, impact operations and improve patient care with Continuum.• Data Sets Following is a list of the available data sets that are currently available in Continuum to create new monitors based upon the information that you collect with your Elite system. New data sets are added to Continuum as they become available for Elite, Patient Registry, LMS and other ImageTrend products.<ul style="list-style-type: none">o Community Health Patientso Community Health Visitso Elite Agency Locationo Elite EMSo Elite Facilityo Elite Fireo Elite Personnelo EMS CADo Inspectionso Locationso Occupants• Domains In Continuum, a Domain is the term used to refer to dashboards and monitors related to different overarching subjects (e.g., Public Health Incidents). The following two domains are available by default as part of what is included with the base Continuum offering. These domains include the charts, maps, and tabular reports that you need for presentations to your system stakeholders.<ul style="list-style-type: none">o EMS Board Report The Continuum EMS Board Report domain includes dashboard content and monitors that pertain to the following types of information that is useful for presentations to your EMS Board and other stakeholders. Topics included in this domain include: Overall System Statistics, 911 Responses, Inter-facility Transfers, and Mutual Aid. The EMS Board Report domain is included as part of the base Continuum offering.o Fire Board Report The Continuum Fire Board Report domain includes dashboard content and monitors that pertain to various types of information that is useful for presentations to your Fire Board of Directors and other stakeholders. Information included in this domain include: Overall System Statistics, 911 Responses, Incident Types, Mutual Aid given and received, Fire and Civilian Casualties, Property Lost and Saved, etc. The Fire Board Report domain is included as part of the base Continuum offering.

Quote

Continuum® Fire Content Package

The Continuum Fire Content Package includes multiple Continuum Fire content domains. Each Continuum content domain can be purchased individually. The Continuum Fire Content Package allows you to purchase numerous Fire domains at a quantity discount versus purchasing them individually. The following Fire domains are currently included in this package:

- Arson
- Casualties
- Crew Participation / Call Attendance
- Data Quality and Completeness
- False Alarms
- Fire Information
- Fire Losses / Saves
- Fire Times
- Hazmat
- Historical Demand
- Incident Status
- Incident Types
- Mutual Aid
- Reliability (Overlapping Calls)
- Technical Rescue
- Utilization

Continuum® Geocoding

The Continuum Geocoding option generates latitude and longitude information from EMS and Fire scene location addresses. This option is available for those clients that don't currently have latitude and longitude information being added to their system via either a CAD integration or the ImageTrend MARS offering. Latitude and longitude information is required if you want to view map content in Continuum's numerous content domains.

CAD Distribution

The ability to easily integrate CAD data into run reports is very beneficial in ensuring accurate data. CAD data can be obtained via a file export, a query or it can be sent directly to the ImageTrend web service. Only fields listed in the CAD integration workbook are available for population through the integration.

Webinar Training 2hr Session

Training sessions that are completed via webinar (maximum of 2 hours per session). Topics can include administrator or user education, in-depth education on various modules or features of the system, or learning how to better use Report Writer.

Onsite Training Session - 8 Hours

Training that is to be completed onsite at the client's location. Training topics can range from administrator training to user education to in-depth Report Writer usage.

Slate™

Slate™ is a standalone operations management solution with the first-released module for scheduling with certification tracking. Engineered for flexibility, multiple schedule types and sub-groups can be utilized in a single solution with workflows that are defined by your department. With Slate, you get unlimited time off requests, shift trades, work requirements, seniority lists and fill rules. It is an ImageTrend-hosted solution that connects with the Aware app for end users to view and manage their own schedules, and can either integrate with ImageTrend Elite or work independently.

Slate™ Text/SMS

Provides the ability to send a variety of individual or bulk text/SMS notifications and alerts to your personnel directly from Slate.



Quote Date: 11/29/2021
 Customer Name: Dalton Fire Department (GA)
 Quote #: Q-54001
 Quote Expiration date: 02/27/2022
 ESO Account Manager: Sara Schryver

CUSTOMER CONTACT

Customer Dalton Fire Department (GA)
 Name Todd Pangle
 Email tpangle@daltonga.gov
 Phone (706) 260-9608

BILLING CONTACT

Payor Dalton Fire Department (GA)
 Name Todd Pangle
 Email tpangle@cityofdalton-ga.gov
 Phone 706-278-7363

Address 404 School St
 Dalton GA, 30720
 Billing Frequency Annual
 Initial Term 12 months

On Demand Learning

Product	Volume	Total	Fee Type
On Demand Learning	97 Employees	\$2,995.00	Recurring

Scheduling

Product	Volume	Total	Fee Type
ESO Scheduling Plus	97 Employees	\$5,595.00	Recurring
ESO Scheduling - Setup & Online Training	2 Sessions	\$1,190.00	One-time

Asset Management/Checklist

Product	Volume	Total	Fee Type
Assets-Checklist Bundle	7 Vehicles	\$2,095.00	Recurring
Asset Management and Checklist - Training and Implementation	7 Vehicles	\$950.00	One-time

Fire

Product	Volume	Total	Fee Type
Fire Incidents CAD Integration	3750 Incidents	\$1,995.00	Recurring
Fire Personnel Management	97 Employees	\$2,845.00	Recurring
ESO Properties	5 Stations	\$2,075.00	Recurring
ESO Inspections	5 Stations	\$2,375.00	Recurring
ESO Hydrants	5 Stations	\$1,695.00	Recurring
ESO Activities - Fire and Fire/EMS Agencies	5 Stations	\$1,195.00	Recurring
ESO Fire Incidents	5 Stations	\$5,275.00	Recurring
Fire Setup & Online Training	5 Sessions	\$0.00	One-time

*Additional fees may be applied by Customer's billing or CAD vendor for certain integrations or interfaces, and Customer is encouraged to discuss this with the applicable vendor.



Quote Date: 11/29/2021
Customer Name: Dalton Fire Department (GA)
Quote #: Q-54001
Quote Expiration date: 02/27/2022
ESO Account Manager: Sara Schryver

Total Recurring Fees	\$	28,140.00
Total One-Time Fees	\$	2,140.00
<hr/>		
TOTAL FEES	\$	30,280.00

DRAFT



Quote Date: 11/29/2021
Customer Name: Dalton Fire Department (GA)
Quote #: Q-54001
Quote Expiration date: 02/27/2022
ESO Account Manager: Sara Schryver

Fire

Product	Description
ESO Activities - Fire and Fire/EMS Agencies	Application for tracking non-response activities, including Operations and Community Risk Reduction and Daily Log.
ESO Hydrants	Inventory and document testing and status of hydrants.
Fire Setup & Online Training	Setup and Webinar Training Session for ESO Fire.
ESO Fire Incidents	Includes Auto EHR-Import or Auto-CAD Import, federal NFIRS data reporting, software updates and upgrades.
ESO Inspections	Includes the ability to manage multiple code sets, using those to developed customized Check-lists for inspections. The application allows you to schedule, manage, execute and finalize inspections as well as reschedule any required follow up inspections.
ESO Properties	Includes CAMEO Integration, Pre-Plan view. Stores property and occupant history (presence of chemicals and tanks, incidents, and previous inspections).
Fire Personnel Management	Includes tracking of Training classes, certifications, credentials, immunization records. Discounted as a part of the Fire Bundle.
Fire Incidents CAD Integration	Allows for integration of CAD data into the FIRE application. Ongoing maintenance included. Additional fees from your CAD vendor may apply.

Asset Management/Checklist

Product	Description
Assets-Checklist Bundle	Web-based asset management and apparatus checklist for Fire and EMS.
Asset Management and Checklist - Training and Implementation	Training and configuration to include; group admin training, agency specific web-based sessions, online training and pre-recorded end user training.

Scheduling

Product	Description
ESO Scheduling Plus	Online scheduling, messaging and detailed reporting, plus web-based time clock, attendance tracking, time off management and payroll output files.
ESO Scheduling - Setup & Online Training	Webinar Training Session.

On Demand Learning

Product	Description
On Demand Learning	Unlimited, online training for all ESO products.