



Richmond City Council  
**Public Safety**  
**Standing Committee Minutes**

**Meeting Date:** Tuesday, July 28, 2015

**Location:** Council Chamber, 900 E. Broad Street, 2<sup>nd</sup> Floor, City Hall

**Committee Members and Staff in Attendance**

The Honorable Reva Trammell ~ Chair  
The Honorable Chris Hilbert ~ Vice Chair  
The Honorable Charles Samuels ~ Member  
Jean V. Capel, City Clerk  
Greg Lukanuski, Assistant City Attorney  
Candice Reid, Deputy City Clerk  
Faye Smith, Sr. Assistant City Clerk  
Steve Taylor, Council Policy Analyst

**Call to Order**

The meeting was called to order at 5:16 p.m.

**Chamber Emergency Evacuation Plan Announcement**

Upon the Chair's request, Faye Smith, Sr. Assistant City Clerk, provided information on the appropriate manner in which the Council Chamber is to be evacuated in the event of an emergency along with citizen speakers' guidelines.

**Public Comment Period**

**William Pantele** representing Richmond Coalition of Police (RCOP), addressed the committee concerning police officers' salaries and benefits. Mr. Pantele stated that, in the police department, there are junior supervisors being paid more than senior supervisors which are causing morale problems in the department. He also stated that there are issues regarding planned retirement in the department, and he wants the assistance of the committee and city administration to resolve such issues.

*Committee member Charles Samuels stated that he would be willing to work with Mr. Pantele, staff and city administration to find solutions to the concerns Mr. Pantele addressed.*

*Chair Reva Trammell stated that, at the next committee meeting, she would like to know who in the police department has a take home vehicle and why.*

**Approval of Minutes**

The minutes of May 19, 2015 were approved ~ **Motioned by Committee member Charles Samuels and seconded ~ Vote 3/0.**

**Presentation(s)**

None

**Paper(s) for Consideration**

None

## Discussion Item(s)

### 911 Call Center

Stephen M. Willoughby, Director, Department of Emergency Communications (DEC), provided committee members with a '911 Briefing' presentation of the DEC. Mr. Willoughby reported that, in 2014, approximately 332,000 calls were answered and 98.68 % of all 911 calls were answered within 30 seconds, while 1.32% of calls were answered after more than 30 seconds. Mr. Willoughby stated that they are looking at ways to address the 1.32% call wait time by reviewing staffing levels and other potential resources. He reported that minimum staffing for 24/7 operation requires 4 to 5 communications officers on the police radio and one communications officer at each of the 4 precincts. Mr. Willoughby also reported that they are working on addressing retention issues by creating a better work environment, creating opportunities for the employees to advance in their careers and reevaluating overtime scheduling. He advised the committee that a lot of the department's budget is spent on overtime. Mr. Willoughby informed the committee that the DEC was created in 2014 as a result of two studies that the city commissioned regarding emergency communications.

*A copy of the information provided has been filed.*

*Chair Reva Trammell expressed dissatisfaction with the 911 Center dispatching calls to police officers and stated that there should be a police supervisor in the 911 Center to monitor calls.*

*Chair Trammell also inquired about listening to the audio recordings of her 911 calls on June 16<sup>th</sup>.*

Mr. Willoughby advised Chair Trammell that he will work with the police department to get authorization to release those calls.

Major Steve Drew, Richmond Police Department answered questions from the committee.

*Chair Trammell invited Major Drew to her August 20, 2015 community meeting to address questions regarding unanswered 911 calls.*

Major Drew advised Chair Trammell that he will gladly attend her August 20<sup>th</sup> community meeting.

*Vice Chair Hilbert asked if the study to create the DEC was done under the Office of the Chief Administrative Officer or in conjunction with various emergency services entities.*

Chief Robert Creecy, Fire Department, provided the committee with an overview of how the DEC became a stand-alone department. Chief Creecy stated that he initiated the study with the Ambulance Authority to compare notes between the Richmond Fire Department and the Richmond Ambulance Authority because they both respond to the same Emergency Medical Services (EMS) calls. He reported that the study was done by the Association of Public Safety Communications Officials (APCO) and the result of that study recommended that the 911 Center be its own department. Chief Creecy also stated that it was the consensus of the Public Safety Management Group, which consisted of the police chief, fire chief, chief of EMS, chief administrative officer and the fire marshal, to implement the recommendation.

Chip Decker, Chief Executive Officer, Richmond Ambulance Authority, answered questions from the committee.

### **Community Assisted Public Safety (CAPS) Update**

Steve Taylor, Council Policy Analyst, informed the committee that Keith Rogers, Senior Assistant, Office of the Chief Administrator, stated that an update regarding CAPS will be sent to the committee in writing and presented at the September meeting.

### **Board Vacancies**

Alexander Rawles, Broads & Commissions Administrator, reviewed the following board applications for the committee's consideration.

It was the consensus of the committee to continue consideration for the following applicants to the September 22, 2015 Public Safety Standing Committee meeting:

### **Capital Area Alcohol Safety Action Program Policy Advisory Board**

Carlton G. Edwards, Sr. – Reappointment  
Kelly S. Miles  
Robert J. Windle

It was the consensus of the committee to approve recommendations of the following board applicants:

### **Community Criminal Justice Board**

Susan D. Hansen (Public Defender) – Reappointment  
Kelly S. Miles

### **Richmond Ambulance Authority - Reappointments**

Terone Green  
Elizabeth Matish  
Jeffrey Odell

*A copy of the material provided has been filed.*

The committee requested written reports, twice yearly, from boards and commissions that are assigned to the Public Safety Standing Committee.

### **August Meeting**

It was the consensus of the committee to cancel the August 25, 2015 Public Safety Standing Committee meeting.

## **Other Business**

### **September 22, 2015 Meeting – Location Change**

It was the consensus of the committee to move the September 22, 2015 Public Safety Standing Committee meeting to the 2<sup>nd</sup> floor, large conference room of City Hall, 900 East Broad Street.

## **Staff Report**

Steve Taylor, Council Policy Analyst, distributed the September staff report to the committee.

*A copy of the material provided has been filed.*

## Adjournment

There being no further business, the meeting adjourned at 6:51 p.m.

**Next Meeting: Tuesday, September 22, 2015, 5:00 p.m., 2<sup>nd</sup> Floor, Large Conf. Room, City Hall**  
**Staff Contact: Faye Smith, 646-7955 or [faye.smith@richmondgov.com](mailto:faye.smith@richmondgov.com)**

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