

# CITY OF LYNDEN

## POLICE DEPARTMENT

Steve Taylor, Police Chief  
(360) 354-2828



### Online (Microsoft Teams) Public Safety Committee Meeting Agenda

Police Department - 203 19th Street  
4:00 PM December 03, 2020

#### **Call to Order**

#### **Roll Call**

#### **Approval of Minutes**

1. Approval of October meeting minutes
2. Approval of November meeting minutes

#### **Items from the Audience**

##### ***Scheduled***

##### ***Unscheduled (20 Minutes)***

*Audience members may address the Committee on any issue other than those scheduled for a public hearing or those on which the public hearing has been closed. Prior to commenting please state your name, address, and topic. Please keep comments under 4 minutes.*

#### **Committee Items**

3. Public distribution of Lynden COVID testing results
4. Lynden WATCH Update
5. Public Safety Overtime - October 2020

#### **Fire Department Items**

6. Assistant Fire Chief replacement process
7. Fire Monthly Report - November 2020

#### **Police Department Items**

8. Police Monthly Report - November 2020

#### **Added Items**

#### **Adjournment**

# CITY OF LYNDEN

## POLICE DEPARTMENT

Steve Taylor, Police Chief  
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### Public Safety Committee Meeting Minutes Police Department - 203 19th Street 4:00 PM October 02, 2020

#### Call to Order

#### Roll Call

Members present: Mayor Scott Korthuis and Councilors Mark Wohlrab, Gerald Kuiken and Gary Bode.

Members absent: Councilor Lenssen

Staff present: Chief Steve Taylor, Assistant Chief Thomas Hatley and Support Services Manager Holly Vega.

#### Approval of Minutes

**1. Approval of September meeting minutes**

The approval of the September 3, 2020 meeting minutes was deferred to the next Public Safety Committee meeting.

#### Items from the Audience

*None*

#### ***Unscheduled (20 Minutes)***

*None*

#### Committee Items

**2. Lynden WATCH Update**

Councilor Wohlrab stated Lynden WATCH continues to grow and is including Fire Department information encompassing more public safety topics.

**3. Public Safety Overtime - August 2020**

Assistant Chief Hatley reviewed the overtime hours for the Fire Dept, noting there was many vacation leave and comp time hours to cover. He noted the OT hours in September will be reduced significantly. Additionally, Hatley’s leave for wildland fires does not cause any overtime coverage.

Chief Taylor overviewed the overtime for Police, also noting a lot of vacation coverage in addition to BLM protest coverage, extra patrol at the Rotary Park area, and several other categories.

Councilor Kuiken suggested adjusting future budgets to account for the amount of public safety overtime as it is chronically overbudget, although the departments overall are staying reasonably within budget.

### **Fire Department Items**

#### **4. Fire Monthly Report – September 2020**

Asst Chief Hatley presented the monthly report for September noting an increase in volunteer hours and reduced OT hours. There were 2 possible COVID cases. Three volunteers currently attending the regional recruit academy will be graduating mid-November as certified firefighters.

The Mutual/Auto Aid agreement was discussed, as 'Aid Given' is typically much greater than 'Aid Received'. Hatley and Wohlrab explained that when we receive mutual aid it usually includes several units and more manpower hours, so it evens out in the end and remains mutually beneficial.

The renovation is on track to begin the first quarter of 2021. A temporary facility is still being finalized along with the construction plans.

### **Police Department Items**

#### **5. Police Monthly Report – September 2020**

Chief Taylor presented the monthly report for September noting call volume has remained static with a slight uptick in domestic violence calls, but still within a normal range. Several juvenile arrests were made at the Rotary Park for malicious mischief and drug possession. There were 2 auto theft reports, 1 of which was left unlocked with keys inside. The other auto theft report has questionable details to its validity.

### **Added Items**

6. Councilor Bode mentioned a traffic complaint of speeding vehicles on Aaron Dr at Bryce Park Loop. Public Works will be completing a traffic study to include speed and time of day statistics.
7. Councilor Wohlrab noted several recent publications regarding the Whatcom Sheriff's Office and Bellingham Police referencing how to make complaints and defunding police budgets. He expressed his support of our police department and hopes the City continues to show their support.

### **Adjournment**

Meeting adjourned at 4:34 p.m.

# CITY OF LYNDEN

## POLICE DEPARTMENT

Steve Taylor, Police Chief

(360) 354-2828



### **Public Safety Committee Meeting Minutes**

Police Department - 203 19th Street

4:00 PM November 05, 2020

#### **Call to Order**

#### **Roll Call**

Members present: Mayor Korthuis and Councilors Mark Wohlrab and Brent Lenssen.

Members absent: Councilor Gerald Kuiken.

Staff present: City Administrator Mike Martin, Chief Mark Billmire, Chief Steve Taylor, Assistant Chief Tom Hatley, Support Services Manager Holly Vega

#### **Approval of Minutes**

**1. Approval of September meeting minutes**

The minutes from the September 3, 2020 meeting were approved.

**2. Approval of October meeting minutes**

The approval of the October 2, 2020 meeting minutes was deferred to the next Public Safety Committee meeting.

#### **Items from the Audience**

*None*

#### ***Unscheduled (20 Minutes)***

*None*

#### **Committee Items**

**3. Lynden WATCH Update**

No update given, deferred to next month.

**4. Public Safety Overtime - September 2020**

Overtime for the Fire Dept was down in September from the previous month. Chief Billmire gave an overview of the vacation/Kelly day coverage needed for 2021, noting there are 265 (24-hr) leave shifts scheduled that will need to be filled. The floater position and volunteers provide coverage for some shifts; however, these figures may help estimate a more accurate overtime budget.

Police overtime in September comprised mostly of holiday hours for Labor Day, leave coverage, range training and other unpredicted events (rallies, demonstrations, etc.) Chief Taylor noted that since bringing on additional staff, overtime has dropped considerably since the beginning of the year.

### **Fire Department Items**

#### **5. Fire Monthly Report - October 2020**

Chief Billmire presented the monthly report of October noting consistent call volume but double the amount of transports. The recruit academy is in the final stages with 3 recruits graduating. Live fire training at District 1 went very well and had a great turnout.

#### **6. Lease Overview for Temporary Fire Station**

A lease agreement for a temporary fire station located at 1205 E Badger Rd was reviewed. The property includes 2 large apparatus bays, office space and a 3-bedroom apartment. A consultant provided the lease amount based on market standards for commercial, office and residential space. The Committee recommended Council approval at the next meeting.

### **Police Department Items**

#### **7. New CPL fingerprint process**

Chief Taylor overviewed a new process for fingerprinting CPL applicants using a private vendor, which other PDs are also using. Lynden residents can make an appointment to have their fingerprints taken by Tom Erickson, additional \$20 fee will apply. Citizens may also wait until WA State gives us the go ahead to resume fingerprinting.

#### **8. SCORE Inmate Housing Agreement - 2021 Amendment**

South Correction Entity (SCORE) provided an amendment to the inmate housing agreement to include a booking fee; however, the fee will be waived for the first year. SCORE is our secondary facility and not currently being utilized. The Committee recommended Council approval at the next meeting.

#### **9. Police Monthly Report - October 2020**

Chief Taylor presented the monthly report for October noting most crime categories were down. Several of the reported thefts were of campaign signs.

### **Adjournment**

Meeting adjourned at 4:33 p.m.

# October Overtime 2020

Org Level 1	Org Level 2	Earnings			Hours		
		FLSA Doubletime	FLSA Overtime	Earnings Totals	FLSA Doubletime	FLSA Overtime	Hours Totals
11 Streets	54230 Roadways			0.00		22.25	22.25
<b>11 Streets Total</b>		-	-	-	-	22.25	22.25
2 General Government	51420 Finance			-		5.75	5.75
2 General Government	51880 Information Te			-		14.00	14.00
2 General Government	55860 Planning			-		5.00	5.00
<b>2 General Government Total</b>		-	-	-	-	24.75	24.75
3 Police	52121 Police Investi			-		12.00	12.00
3 Police	52122 Police Patrol			-		95.50	95.50
<b>3 Police Total</b>		-	-	-	-	107.50	107.50
401 Water Operations	53480 Water Utilitie			-		5.50	5.50
401 Water Operations	53480 Water Utilitie			-			-
<b>401 Water Operations Total</b>		-	-	-	-	5.50	5.50
405 Sewer System	53580 Sewer Utilitie			-		21.50	21.50
<b>405 Sewer System Total</b>		-	-	-	-	21.50	21.50
5 Fire	52220 Fire Operation			-		360.00	360.00
<b>5 Fire Total</b>		-	-	-	-	360.00	360.00
<b>Grand Total</b>		-	-	-	-	541.50	541.50

	Earnings	Hours
OPSG:		

All %'s below are approximate

<u>Police</u>	
Leave Coverage	79.6%
2hr Shift Ext.	2.1%
Holiday	
Court	17.3%
Outside Agency	
Other	
Rally	
Range	1.0%

<u>Fire</u>	
Leave Coverage	92.6%
Kelly Day Coverage	3.3%
Training	1.1%
Other	3.0%

## Overtime YTD October 2020

Org Level 1	Org Level 2	Earnings			Earnings Totals	Hours			Hours Totals
		FLSA Doubletime	FLSA Overtime	Special Events		FLSA Doubletime	FLSA Overtime	Special Events	
11 Streets	54230 Roadways					31.00	97.50		128.50
<b>11 Streets Total</b>		-	-	-	\$ -	31.00	97.50	-	128.50
2 General Government	51420 Finance						102.75		102.75
2 General Government	51880 Information Te						48.50		48.50
2 General Government	55860 Planning					1.50	45.00		46.50
<b>2 General Government Total</b>		-	-	-	\$ -	1.50	196.25	-	197.75
3 Police	52110 Police Adminis						28.00		28.00
3 Police	52121 Police Investi					1.00	210.50		211.50
3 Police	52122 Police Patrol					278.00	1,652.00	3.00	1,933.00
3 Police	55430 Animal Control						3.50		3.50
<b>3 Police Total</b>		-	-	-	\$ -	279.00	1,894.00	3.00	2,176.00
401 Water Operations	53480 Water Utilitie					35.00	36.75		71.75
401 Water Operations	53480 Water Utilitie					27.00	34.50		61.50
<b>401 Water Operations Total</b>		-	-	-	\$ -	62.00	71.25	-	133.25
405 Sewer Operations	53580 Sewer Utilitie					10.00	49.00		59.00
405 Sewer Operations	53580 Sewer Utilitie					25.50	94.50		120.00
<b>405 Sewer Operations Total</b>		-	-	-	\$ -	35.50	143.50	-	179.00
410 Stormwater	53180 Stormwater Uti						8.00		8.00
<b>410 Stormwater Total</b>		-	-	-	\$ -	-	8.00	-	8.00
5 Fire	52220 Fire Operation						3,068.00	13.00	3,081.00
<b>5 Fire Total</b>		-	-	-	\$ -	-	3,068.00	13.00	3,081.00
<b>Grand Total</b>		-	-	-	\$ -	409.00	5,478.50	16.00	5,903.50

	Earnings	Hours
OPSG:		



# Monthly Report November 2020





**Fire Prevention/Inspection:**

All fire life safety inspection cancelled until further notice.

11/3 Hydro test 610 Front St.

**Public Education/Community:**

All station tours and public education activities cancelled until further notice.

11/23 Recruit academy graduation

**Emergency Operations:**

Duty Officer

Billmire 11/3–11/9, 11/17–11/18, 11/26–11/30

Hatley 11/19–11/23

**Total Training Hours 205**

**Emergency Responses:**

EMS	103 (38 transports)
MVA	9
Illegal burn	1
Structure fire	1
Overheated motor	1
False Alarms	1
Electrical	1
CO	2
Cancelled	12
Service call	4
<b>Total</b>	<b>135</b>

EMS = 76% (5 possible COVID-19)

Aid Given = 13

Aid Received = 2 – none for no LFD unit

Overlapping calls = 26 (19%)

Average Turnout Time = 1:42

**Average Response Time = 3:59**

Average Time on Scene = 21:45

Average Transport Time = 24:51

Average at Hospital Time = 15:32

**Overtime Hours: 190.0**

**Volunteer Hours: 353.0**



New recruits Scarlett, Gimmaka, Embree, and Sabo



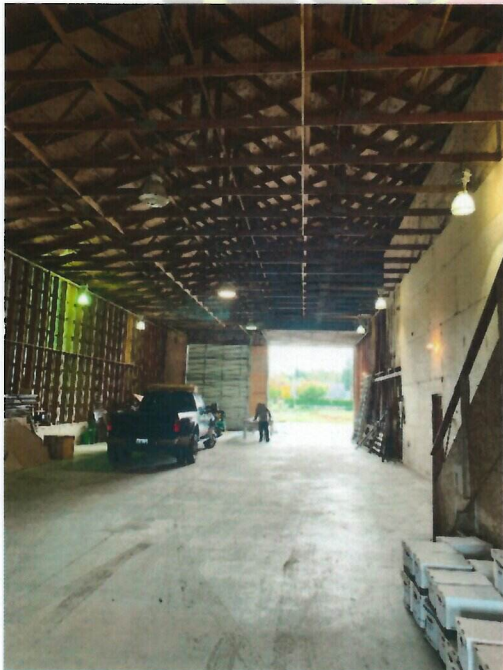
Stuck fire engine



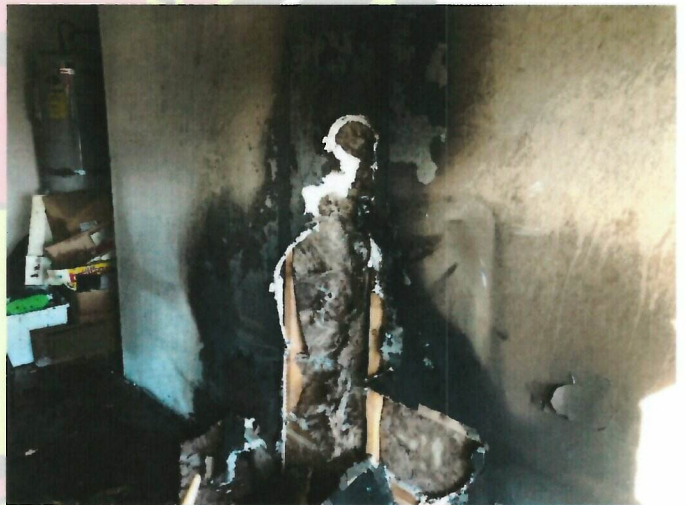
Temporary fire station



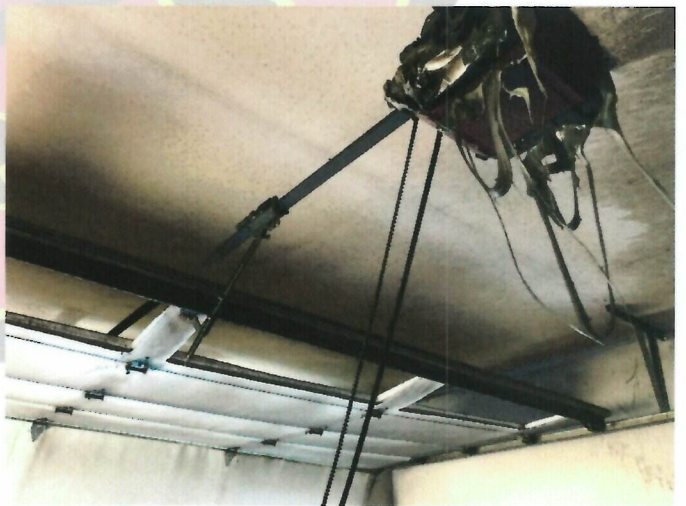
Trailer fire



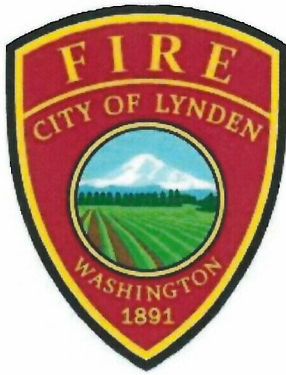
Temporary fire station



Bluestem garage fire



Bluestem garage fire



Incident Hour Range Of Day 24	Number of Runs	Percent of Total Runs
00:00:00 - 00:59:59	3	2.75%
01:00:00 - 01:59:59	7	6.42%
02:00:00 - 02:59:59	3	2.75%
03:00:00 - 03:59:59	3	2.75%
04:00:00 - 04:59:59	4	3.67%
05:00:00 - 05:59:59	7	6.42%
06:00:00 - 06:59:59	5	4.59%
07:00:00 - 07:59:59	5	4.59%
08:00:00 - 08:59:59	8	7.34%
09:00:00 - 09:59:59	3	2.75%
10:00:00 - 10:59:59	1	0.92%
11:00:00 - 11:59:59	5	4.59%
12:00:00 - 12:59:59	6	5.50%
13:00:00 - 13:59:59	6	5.50%
14:00:00 - 14:59:59	4	3.67%
15:00:00 - 15:59:59	5	4.59%
16:00:00 - 16:59:59	3	2.75%
17:00:00 - 17:59:59	6	5.50%
18:00:00 - 18:59:59	1	0.92%
19:00:00 - 19:59:59	4	3.67%
20:00:00 - 20:59:59	5	4.59%
21:00:00 - 21:59:59	5	4.59%
22:00:00 - 22:59:59	4	3.67%
23:00:00 - 23:59:59	6	5.50%
<b>Total: 109</b>		<b>Total: 100.00%</b>

**Report Filters**

Incident Date: is between '11/1/2020' and '11/30/2020'  
 Agency Name (Dagency.03): is in 'Lynden Fire Department'  
 Response Ems Shift (Iresponse.005): is in 'A Shift, B Shift, C Shift'  
 Response Type Of Service Requested (Eresponse.05): is in '911 Response (Scene)'



Incident Day Name	Number of Runs	Percent of Total Runs
Sunday	17	15.60%
Monday	25	22.94%
Tuesday	11	10.09%
Wednesday	12	11.01%
Thursday	17	15.60%
Friday	14	12.84%
Saturday	13	11.93%
<b>Total: 109</b>		<b>Total: 100.00%</b>

**Report Filters**

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 Response Type Of Service Requested (Eresponse.05): is in '911 Response (Scene)'

Patient Age Range In Years	Number of Runs	Percent of Total Runs
	2	1.83%
10 - 19	2	1.83%
20 - 29	6	5.50%
30 - 39	8	7.34%
40 - 49	5	4.59%
50 - 59	14	12.84%
60 - 69	10	9.17%
70 - 79	23	21.10%
80 - 89	30	27.52%
90 - 99	9	8.26%
<b>Total: 109</b>		<b>Total: 100.00%</b>

**Report Filters**

Incident Date: is between '11/1/2020' and '11/30/2020'  
 Agency Name (Dagency.03): is in 'Lynden Fire Department'  
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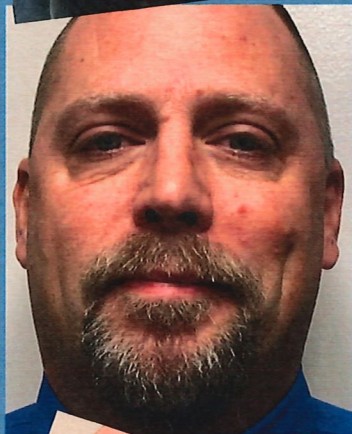
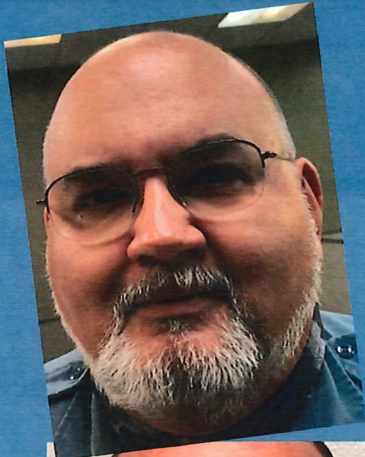
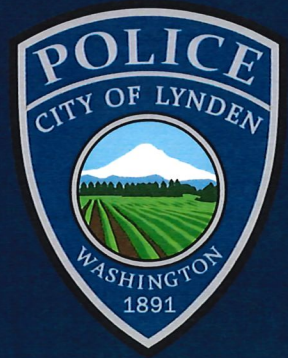


Incident Complaint Reported By Dispatch (eDispatch.01)	Number of Runs	Percent of Total Runs
Sick Person	21	19.27%
Falls	17	15.60%
Chest Pain (Non-Traumatic)	11	10.09%
Breathing Problem	10	9.17%
Traffic/Transportation Incident	6	5.50%
Fire/Non-EMS	5	4.59%
Heart Problems/AICD	5	4.59%
Hemorrhage/Laceration	5	4.59%
Unconscious/Fainting/Near-Fainting	5	4.59%
Abdominal Pain/Problems	3	2.75%
Back Pain (Non-Traumatic)	3	2.75%
Convulsions/Seizure	3	2.75%
Stroke/CVA	3	2.75%
Cardiac Arrest/Death	2	1.83%
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	2	1.83%
Unknown Problem/Person Down	2	1.83%
Carbon Monoxide/Hazmat/Inhalation/CBRN	1	0.92%
Diabetic Problem	1	0.92%
Headache	1	0.92%
Pregnancy/Childbirth/Miscarriage	1	0.92%
Transfer/Interfacility/Palliative Care	1	0.92%
Traumatic Injury	1	0.92%
	<b>Total: 109</b>	<b>Total: 100.00%</b>

**Report Filters**

Incident Date: is between '11/1/2020' and '11/30/2020'  
 Agency Name (Dagency.03): is in 'Lynden Fire Department'  
 Response Ems Shift (Iresponse.005): is in 'A Shift, B Shift, C Shift'  
 Response Type Of Service Requested (Eresponse.05): is in '911 Response (Scene)'

# City of Lynden POLICE DEPARTMENT Monthly Report



# November 2020



# LYNDEN POLICE DEPARTMENT

## *Criminal and Other Activity*

### Top 10

September - November 2020

	Sept	Oct	Nov
Assault	5	5	1
Burglary (Residential)	2	0	1
Crimes Against Person	0	4	2
Domestic Violence	6	2	7
Drug Offenses	1	0	1
DUI	0	1	1
Sex Crime Reports	0	5	0
Theft	16	13	7
Traffic Accidents	4	5	5
Vehicle Prowls	2	0	1
Other Reportable Calls	92	83	61
Non-Reportable Calls	573	545	465



# LYNDEN POLICE DEPARTMENT

## *Criminal and Other Activity*

2020

	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Totals</i>
Alcohol Offenses	1	0	2	1	0	1	0	0	0	0	0		5
Assault (Felony)	0	1	0	0	0	0	0	0	0	2	0		3
Assault (Misdemeanor)	0	6	3	1	5	3	5	4	5	3	1		36
Auto Theft	0	0	0	1	1	0	0	0	2	1	0		5
Burglary (Residential)	0	6	6	2	2	2	3	4	2	0	1		28
Crimes Against Person	1	2	1	1	1	5	3	2	0	4	2		22
Crimes Against Property	1	1	4	0	2	3	5	3	2	3	2		26
Domestic Violence	9	5	11	7	5	6	4	4	6	2	7		66
Drug Offenses	2	0	1	0	1	1	0	1	1	0	1		8
DUI	1	6	2	3	2	3	2	5	0	1	1		26
Malicious Mischief	3	10	1	1	4	9	5	6	2	7	6		54
Public Order Maintenance	6	8	7	16	8	7	9	17	5	7	4		94
Service Calls	38	46	79	37	51	37	58	43	48	35	17		489
Sex Crime Reports	1	2	0	1	1	1	2	1	0	5	0		14
Theft	9	7	15	7	60	21	17	16	16	13	7		188
Traffic Accidents	9	4	6	3	8	9	5	8	4	5	5		66
Traffic Offenses/Complain	28	23	16	18	13	21	19	29	27	23	23		240
Vehicle Prowls	3	3	12	4	1	1	5	6	2	0	1		38
All Others	6	4	5	3	8	9	3	4	6	7	9		64
Non-Reportable Calls	458	534	454	313	413	438	557	560	573	545	465		5310

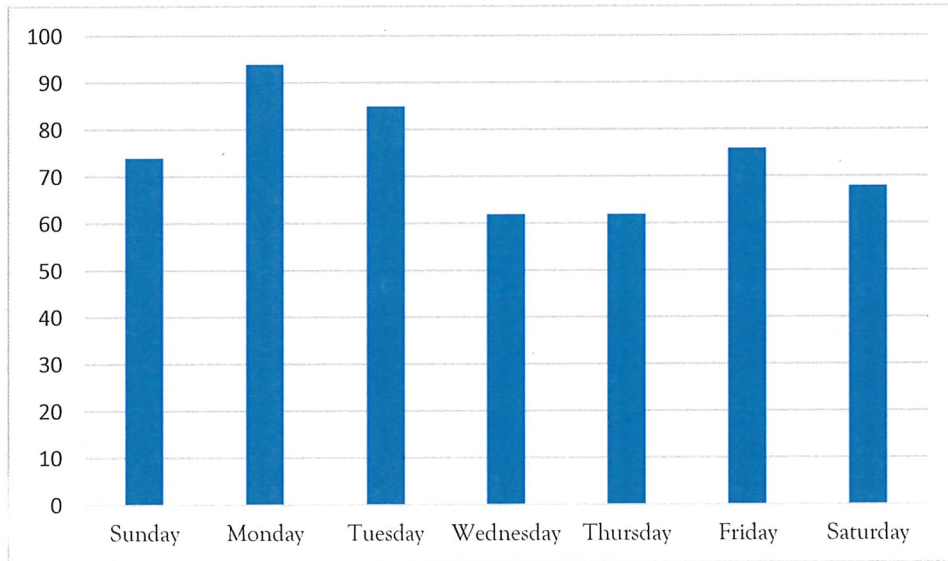




# LYNDEN POLICE DEPARTMENT

November 2020

### Calls by Day of the Week



### Calls by Hour

