

**Cuyahoga Falls City Council
Minutes of the Public Affairs Committee Meeting
March 7, 2011**

Members: Mark Ihasz, Chair
Kathy Hummel
Jeff Iula

Mr. Ihasz called the meeting to order at 6:55 p.m. All members were present.

The minutes from the February 22, 2011 Committee meetings were approved as submitted

Legislation Discussed:

Temp. Ord. A-144

Temp. Ord. B-24

Discussion

Sub. Temp. Ord. A-144 (dated 2-22-11)

An ordinance adopting the Report on Staffing for the City of Cuyahoga Falls for calendar year 2011, and declaring an emergency.

Mr. Janis stated the annual staffing report has traditionally been prepared by the Law Department. During budget, there were some questions regarding usability, so he came up with a proposal that contains more detail. It will make the staffing process more flexible. He also moved the staffing report requirement to the Codified Ordinances so that Council will get a full report every year and updated reports if there are any additions or deletions. Mr. Ihasz commented that he liked the new style of report. It gives Council something to compare the numbers to. He asked about a replacement for Lori Visner in the Service Director's office. Mrs. Carr stated she just started a selection process. Mr. Ihasz asked about the new service representative position under Electric. Mrs. Carr stated that has always been there. It is currently vacant but they are looking to fill it this year. The vacancy was due to a retirement last year. Mrs. Hummel commented on language in the legislation and asked Mr. Janis if responsibility for the report was being shifted to the Finance Director. Mr. Janis stated that was the previous language so he left it in there. Mrs. Hummel stated that Section (a) under 123.07 calls for the report to be distributed at the same time the budget estimate is distributed, which is December 1, and there is an allowance of 30 days thereafter. She feels Council should have the report prior to voting on the budget because that is what it is tied to. Mr. Janis agreed and stated he would do that. Mrs. Hummel stated there would be one more column as indicated by 3(a) in the ordinance that would show the positions that are not filled. Mr. Janis agreed that next year's report will have four columns. Mrs. Colavecchio asked how many full-time and part-time employees there are. Mr. Janis stated the actual employment is the same as the last report. There was no way for him to total this report. As people move from one step to another during the year, it was possible they could be counted twice. The total employment as of the date of the original report at the beginning of December is accurate. Mrs. Colavecchio asked if there was a feel on how many retirements there were at the end of last year. Mrs. Carr believed it was 25. Mrs. Hummel asked if there was a potential number of retirees for 2011. Mrs. Carr stated she would have to look at employee years of service in order to make a guess and would have to get back to Council. Mrs. Hummel asked if it would be 25. Mrs. Carr stated she highly doubted it. Mrs. Hummel said if she could get a ballpark figure next week, that would be fine.

Mrs. Hummel moved to bring out Sub. A-144 with a favorable recommendation, second by Mr. Iula. Motion passed (3-0).

Temp. Ord. B-24

An ordinance authorizing the Mayor to enter into a mutual aid agreement with various political subdivisions located within Summit County in order to provide and receive police services including accident investigation services in participation with the Summit County Crash Response Team, and declaring an emergency.

Chief Pozza stated the trend is for individual law enforcement agencies to pool their resource power. The Summit County Crash Team was formed in 2004 and consists of Silver Lake, Stow, Tallmadge, Hudson, Twinsburg, Macedonia, Peninsula, Richfield, Copley, Norton, Bath and the MetroParks. They respond on a mutual aid basis in fatal or serious crash situations. There would be two members of the City's Police Department who would respond to calls for the crash team. In 2010, there were five callouts. The most they had in one year was 12. They do not respond to everyday traffic accidents. They only respond to those that have a high probability of death and need detailed investigations. This does not cost the City anything other than to pay its two members. The City does not have that many highly-trained accident reconstructionists. He feels it would be a good opportunity for the City to be involved in and to get two of its officers trained. It would also be good to receive help should something happen in the City. The officers would be called during off-duty hours and overtime would be involved. The City can always opt out if it desires. Mr. Ihasz stated this is a great opportunity and a win-win for everyone. Mr. James agreed. He asked who the two officers would be. Chief Pozza stated he has not yet selected them. He wanted to get Council's approval first before starting the selection process. There are a couple of officers who have advanced accident investigation experience that have expressed an interest. He pointed out that if a City police officer or fire personnel would be involved in an emergency while on duty, there would not be a conflict of interest because there would be an independent investigation as opposed to one done by the City's department. Mrs. Klinger asked if there was grant money available. Chief Pozza stated there was. In 2010, the Unit received an equipment grant from the federal government and purchased a tool to electronically document a crash scene. Most grant money is available to task forces. Mrs. Klinger thought it was great to pool resources instead of everyone having their own individual team. Mrs. Pyke asked how many Level 2 traffic investigators the City had. Chief Pozza stated two or three. Mrs. Pyke asked if someone was interested, would he be trained. Chief Pozza indicated if a Level 2 investigator would not be interested in being a part of the crash team, then training would be provided to an individual who needed it in order to become part of the team. He added that the cost of training is discounted. Mrs. Pyke asked what equipment the City would bring to the team. Chief Pozza stated not much in terms of high level technical stuff, but it would bring Level 2s, cameras, calculators and training.

Mr. Iula moved to bring out B-24 with a favorable recommendation, second by Mrs. Hummel. Motion passed (3-0).

Matt Butcher, 2957 Cedar Hill Road, believed there is an issue with the City's website. There was information from the website that was indexed by Google, specifically, CFO user files. There was also a hash bracket which he assumed was a password. He stated when entities open source, they must insure things are in place. There are vulnerabilities. He wanted to bring this to the City's attention. He was not happy to see this information out there. Mr. Konich stated he would get the information from Mr. Butcher and look into it. Mr. Butcher stated he sent an e-mail to the IT Department and copied the Mayor several weeks ago but did not hear back from anyone. He also asked about a privacy policy because he did not see one on the website. Mrs. Hummel asked if the City had a privacy policy posted on the web. Mr. Konich believed there was a privacy policy but was not sure whether it was posted on the website. Mrs. Klinger asked for an update next week with a resolution to this. She appreciated Mr. Butcher bringing this to Council's attention.

Meeting adjourned at 7:20 p.m.