

LEWISVILLE PUBLIC SAFETY COMMITTEE MEETING MINUTES

January 3, 2023

Town Hall Conference Room #201

- I. **Call to Order** - Chair Cobert called the meeting to order at 5:30 PM. In attendance were Harlan Cobert, Aaron Hutmacher, Warren McMahan, Annemarie Stanford, Sergeant Stringer and Town Manager James Ayers. Chris Cobert, Robert Fitzpatrick, Lewisville Fire Chief Darin Needham, and Vienna Fire Chief Tim Lasley were absent.
- II. **Agenda Approval** – Aaron Hutmacher moved to approve the agenda. The motion was seconded by Annemarie Stanford and motion was approved unanimously.
- III. **Minutes Approval** – Warren McMahan moved to approve the December 6, 2022 minutes. The motion was seconded by Aaron Hutmacher and passed unanimously.
- IV. **Public Safety Reports**
 - A. Forsyth County Sheriff's Office – Sergeant Stringer shared the November 2022 stats. He also reported that Sheriff Kimbrough will hold an open house at the Lewisville Library on January 11 from 6-7 PM.
 - B. Lewisville Fire Department – None
 - C. Vienna Fire Department – None
- V. **Old Business**
 - A. Emergency Operations Plan Update – Chair Cobert is working on coding issues. He will send the plan to the Town Clerk for staff review and then to Council for their approval.
- VI. **New Business**
 - A. CERT Training – It is hoped CERT training will be held in April 2023.
 - B. 2023-2024 budget requests
 - Once the Emergency Operations Center (EOC) is determined, an AuxComm-compatible antenna will be needed. It was noted that Kernersville has one and Clemmons is working towards one. The committee feels it is important for Lewisville to have one as well.
 - A second high-frequency antenna for regional and state-wide communications allowing interface with FCSO is also needed.
 - Approximate cost is \$1,000 for antenna alone, plus cost of coax cable and installation. It is thought total cost would be \$2,500-\$4,000.
 - Annemarie Stanford made a motion to recommend to the Town Council that the upcoming budget include \$2,500-\$4,000 to purchase an antenna, the necessary length of coax cable, and provide installation of the antenna at the EOC, once location is determined. Motion was seconded by Aaron Hutmacher and passed unanimously.
 - Harlan Cobert made a motion to recommend to the Town Council that \$300 be budgeted to purchase one polo-type shirt for each committee member. This would allow committee members to be identifiable at events and during an emergency/disaster. The shirt would have the Town logo and 'Public Safety Committee' embroidered on them. Shirt color would be determined once budget item is approved. The committee stressed they would leverage existing resources to purchase and embroider the shirts in a cost-effective manner. Motion was seconded by Annemarie Stanford and passed unanimously.

VII. **Clerk Report**

- A. The requests made last month related to the emergency communications system would be considered budget requests and will be a part of the upcoming budget process.

VIII. **For the Good of the Order**

- A. Next regular scheduled meeting is February 7 2023.

IX. **Adjournment** – The meeting adjourned at 6:05 PM.

ATTEST:

Harlan Cobert, Chair

Dora K. Moore, Town Clerk