

## LEWISVILLE PUBLIC SAFETY COMMITTEE MEETING MINUTES

November 7, 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, Chris Cobert, Aaron Hutmacher, Warren McMahan, Annemarie Stanford, Veronica Thomas, Fire Chief Darin Needham, Fire Chief Tim Lasley, Town Manager James Ayers and Public Works Director Jon Hanna. Robert Fitzpatrick and Matthew O'Connor were absent. Lewisville Assistant Fire Chief Jesse Livey was also in attendance.
- II. **Agenda Approval** – Aaron Hutmacher moved to approve the agenda. Motion was seconded by Chris Cobert and motion was approved unanimously.
- III. **Minutes Approval** – Aaron Hutmacher moved to approve the October 3, 2023 minutes to include a correction that the FEMA grant for Lewisville Fire Department was \$250,000 not \$25,000. Motion was seconded by Veronica Thomas and motion was approved unanimously.
- IV. **Public Safety Reports**
  - A. Forsyth County Sheriff's Office – None
  - B. Lewisville Fire Department – Chief Needham shared current year-to-date stats. The department worked with the Town to host the first community CPR class in November with 25 participants. The next classes will be January 19 at 1 PM, April 27 at 8 AM and August 10 at 8 AM. All CPR classes are held at the Mary Alice Warren Community Center. Jesse Livey was promoted to Assistant Fire Chief and among his duties, he will serve as Recruitment/Retention Coordinator. This is the position being funded by the FEMA grant. As part of the restructuring, Mr. Needham stated that other administrative staff members may attend future committee meetings.
  - C. Vienna Fire Department – Chief Lasley shared current year-to-date stats. The new 3,000 gallon Freightliner tanker has had some suspension trouble and training is still being conducted with the truck; therefore, the truck has not officially been placed in service yet. He noted the truck has responded to calls when the truck has been out in the community for training. Chief Lasley, as well as the current assistant chiefs, were all reelected to serve in 2024. Chief Lasley also reported that he receives an MIH report from Forsyth County that he will share with Manager Ayers for distribution as appropriate.
- V. **Old Business**
  - A. Emergency Operations Plan – Chair Cobert thanked everyone who worked hard on developing the proposed Emergency Operations Plan for the Town. He reported that Forsyth County desires to have all municipal plans to have a uniform template, of which Chair Cobert understands the importance of such; therefore, the committee developed plan will not be used. Manager Ayers shared that statutorily this type of plan falls under county departments. Manager Ayers and Forsyth County have had multiple discussions and Town staff will work with Forsyth County on the plan development. Manager Ayers also thanked Chair Cobert and the committee for their time and effort on the proposed plan. It was noted that if the committee has a role during an emergency, it will be addressed in the plan.
  - B. 2024 Plan of Work – After discussions with Mayor Horn and Manager Ayers, Chair Cobert shared that the committee will take a more proactive approach in terms of outreach and programs. The committee will focus more on educating the community through outreach at events, the Town newsletter, and the Town website. For example, the Town can host CERT training classes;

however, deployment of CERT volunteers is done by Forsyth County. A lot of discussion was held by the committee on how to implement this new initiative including regular articles in the Town newsletter, disseminate information at Town-sponsored events, and the Town sharing information provided by Forsyth County and the Sheriff's Office through social media. Chair Cobert also thinks easily identifiable shirts for committee members would be beneficial. The committee also discussed potential newsletter topics and outreach items.

VI. **New Business** – None

VII. **Clerk Report**

A. Upcoming holiday events

- i. Holiday Open House – December 1, 5-6:30 PM, MAWCC
- ii. Christmas Tree Lighting – December 1, 6:30 PM, Shallowford Square
- iii. Christmas Movie Night – December 8, 7:00 PM, MAWCC (Santa Claus)
- iv. Christmas Parade – December 10, 3:00 PM

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

- A. No December meeting.
- B. If the proposed 2024 Meeting Schedule is approved by Council, the January 2, 2024 and all 2024 meetings will be held at 6 PM.

IX. **Adjournment** – Chris Cobert moved to adjourn the meeting. The motion was seconded by Annemarie Stanford and approved unanimously.

ATTEST:

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Harlan Cobert, Chair

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Dora K. Moore, Town Clerk