



# MEETING AGENDA

District 1  
Matthew Wilson

District 2  
Raevan Howard  
*Chairperson*

District 3  
Norman Crow

District 4  
Lee Busby  
*Alternate*

District 5  
Kip Tynor

District 6  
John Faile  
*Vice Chairperson*

District 7  
Cassius Lanier  
*Member*

## Council Public Safety Committee Meeting Agenda

Tuesday, June 28, 2022 Daugherty Conference Room 4:00 p.m.

TOPIC	PRESENTER	SUPPORTING MATERIAL
<b>Approval of Minutes</b>		
<b>NEW BUSINESS</b>		
1. Ordinance amending Section 1-8(a) of the Code of Tuscaloosa	<b>Chief Brent Blankley</b> <b>Scott Holmes</b>	<b>2</b>
2. Resolution authorizing 10-hour shifts for certain positions in the Tuscaloosa Police Department	<b>Chief Brent Blankley</b>	<b>3-4</b>
3. Resolution authorizing the Tuscaloosa Police Department to sign an Interagency Agreement for the Review of Child Abuse Cases in Tuscaloosa County	<b>Chief Brent Blankley</b> <b>Scott Holmes</b>	<b>5</b>
4. Ordinance amending Sections 19-61(c) and 19-145 of the Code of Tuscaloosa	<b>Scott Holmes</b>	<b>6-7</b>
5. Creation of Auxiliary School Resource Officer job classification	<b>LaShonda Kemp</b> <b>Chief Brent Blankley</b>	<b>8-11</b>
6. Independence Day Briefing	<b>Chief Randy Smith</b> <b>Scott Holmes</b>	
<b>ADJOURN</b>		

APPROVED AS TO FORM

Prepared By: SBH/rd

Requested: Public Safety Date: 06-28-2022

Council Presentation on: 07/12/2022

Suspension of Rules: No

\_\_\_\_\_  
Office of the City Attorney

ORDINANCE NO. \_\_\_\_\_

ORDINANCE AMENDING SECTION 1-8(a)  
OF THE CODE OF TUSCALOOSA  
(A22-0614)

BE IT ORDAINED BY THE CITY COUNCIL OF TUSCALOOSA that Section 1-8 of the Code of Tuscaloosa is hereby amended to read as follows:

**“Sec. 1-8. General penalty; continuing violations.**

- (a) Whenever in this Code, or in any ordinance of the city, an act is prohibited or is made or declared to be unlawful or an offense or a misdemeanor, whenever in such code or ordinance the doing of any act is required, or the failure to do any act is declared to be unlawful, where no specific penalty is provided therefor, the violation of any such provision of this Code or any such ordinance shall be punished **as prescribed by Alabama Code 11-45-9**. The penalty for the offense of driving under the influence of alcohol shall be as prescribed by Sections 32-5A-191 and 32-5A-191.1, Code of Alabama, 1975. The penalty for operation of a vessel under the influence, Section 32-5A-191.3, [Code of Alabama, 1975,] shall be as prescribed by Section 32-5A-191.3, Code of Alabama, 1975. Each day's violation of this Code or any ordinance shall constitute a separate offense.”

FUNDING REQUIRED: Yes No

COUNCIL ACTION

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Resolution \_\_\_\_\_  
Ordinance \_\_\_\_\_  
Introduced \_\_\_\_\_  
Passed \_\_\_\_\_  
2<sup>nd</sup> Reading \_\_\_\_\_  
Unanimous \_\_\_\_\_  
Failed \_\_\_\_\_  
Tabled \_\_\_\_\_  
Amended \_\_\_\_\_  
Comments: \_\_\_\_\_

By: \_\_\_\_\_  
Chief Financial Officer

APPROVED AS TO FORM

\_\_\_\_\_  
Office of the City Attorney

Prepared By: J. Woodson

Requested: Pub. Safety 6/28/22

Council Presentation: 7/5/22

Suspension of Rules: \_\_\_\_\_

RESOLUTION

RESOLUTION AUTHORIZING 10-HOUR SHIFTS FOR  
CERTAIN POSITIONS IN THE TUSCALOOSA POLICE DEPARTMENT  
(A22-0619)

BE IT RESOLVED BY THE CITY COUNCIL OF TUSCALOOSA that pursuant to Act 22-407 the City implements the scheduling of four 10-Hour shifts per week rather than five 8-Hour shifts for patrol division positions as designated by the chief of police. Officers working four 10-hour shifts will be paid overtime for hours worked in excess of 10 during any one day or in excess of 40 in a single week.

FUNDING REQUIRED:  Yes  No

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_

COUNCIL ACTION

Resolution \_\_\_\_\_

Ordinance \_\_\_\_\_

Introduced \_\_\_\_\_

Passed \_\_\_\_\_

2<sup>nd</sup> Reading \_\_\_\_\_

Unanimous \_\_\_\_\_

Failed \_\_\_\_\_

Tabled \_\_\_\_\_

Amended \_\_\_\_\_

Chief Financial Officer

Comments: \_\_\_\_\_

APPROVED AS TO FORM

\_\_\_\_\_  
Office of the City Attorney

Prepared By: KK/ cwe

Requested: Public Safety Date: 6/28/22

Council Presentation: 7/12/22

Suspension of Rules: No

RESOLUTION

RESOLUTION AUTHORIZING THE TUSCALOOSA POLICE DEPARTMENT  
TO SIGN AN INTERAGENCY AGREEMENT FOR THE REVIEW OF CHILD  
ABUSE CASES IN TUSCALOOSA COUNTY, ALABAMA  
(A22-0670)

BE IT RESOLVED that the Tuscaloosa Police Department is authorized to execute on behalf of the City the Interagency Agreement for the Review of Child Abuse Cases in Tuscaloosa County, Alabama which establishes cooperation between agencies within Tuscaloosa County to promote the protection and well-being of victims of child abuse.

FUNDING REQUIRED:  Yes  No

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_

Chief Financial Officer

COUNCIL ACTION

Resolution \_\_\_\_\_

Ordinance \_\_\_\_\_

Introduced \_\_\_\_\_

Passed \_\_\_\_\_

2<sup>nd</sup> Reading \_\_\_\_\_

Unanimous \_\_\_\_\_

Failed \_\_\_\_\_

Tabled \_\_\_\_\_

Amended \_\_\_\_\_

Comments: \_\_\_\_\_

APPROVED AS TO FORM

\_\_\_\_\_  
Office of the City Attorney

Prepared By: JPW/rd  
Requested: HR Date: 06/28/2022  
Council Presentation on: 07/05/2022  
Suspension of Rules: No

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING SECTIONS 19-61(c) AND  
19-145 OF THE CODE OF TUSCALOOSA  
(A22-0618)

BE IT ORDAINED BY THE CITY COUNCIL OF TUSCALOOSA as follows:

SECTION ONE. That Section 19-61(c) of the Code of Tuscaloosa be amended to read as follows:

**“Sec. 2-61. Overtime/compensatory time.**

- (c) *Calculation of overtime/compensatory time.* For all nonexempt covered employees, part-time employees and temporary employees compensatory time will be awarded and overtime will be paid for hours worked in excess of forty (40) hours in a work week, as defined by the city. Provided; however, the city may elect an alternative payment plan in regard to a specific segment of its workforce which may impact the method of accruing and calculating overtime in a manner different from that established by this policy. (For example, the 29 USC 207(K) exemption plan for the fire and rescue service and a four (4) day, ten (10) hour-a-day work week for portions of the environmental services department, **police department** and other city employees approved by the mayor). In addition, for police officers and firefighters not working a 29 U.S.C. 207(k) exemption plan, compensatory time shall be awarded or overtime paid for hours worked in excess of eight (8) hours a day.

Paid time off including, but not limited to, AVAIL, SAIL, compensatory time, city observed holidays occurring on an employee's regularly scheduled work day, workman's compensation, military pay, suspensions with pay, and any other paid time off for which compensation is received from the city will be included in the calculations of hours worked and credited toward overtime compensation or compensatory time.”

SECTION TWO. That Section 19-145 of the Code of Tuscaloosa be amended to read as follows:

**“Sec. 19-145. Hours of work—Generally.**

Subject to required overtime for nonexempt employees and additional required work for exempt employees, recognized city holidays, AVAIL, SAIL, and other paid and unpaid leave, all covered employees and other full-time city employees shall work eight (8) hours a day, five (5) days a week.

Each department head shall establish hours of operation in writing for his/her department and each division within the department.

Provided; however, the foregoing shall not apply to employees of the department of infrastructure and public services **and police department** working a schedule of ten (10) hours a day, four (4) days a week on an incentive task work program who may be released from duty each day by the head of the department or his designee when the employees assigned duties are completed or to nonexempt line personnel in the city fire and rescue services on a work schedule established pursuant to 29 U.S.C. § 207(k), as outlined specifically in subsection (b) or other city employees approved by the mayor and human resources director or designee for an alternative work week schedule.

FUNDING REQUIRED: Yes No

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_

Chief Financial Officer

COUNCIL ACTION

Resolution \_\_\_\_\_  
Ordinance \_\_\_\_\_  
Introduced \_\_\_\_\_  
Passed \_\_\_\_\_  
2<sup>nd</sup> Reading \_\_\_\_\_  
Unanimous \_\_\_\_\_  
Failed \_\_\_\_\_  
Tabled \_\_\_\_\_  
Amended \_\_\_\_\_  
Comments: \_\_\_\_\_

**City of Tuscaloosa Human Resource Department  
Classification Specification**

**Class Code: 0062  
Grade: 5  
FLSA: Non-Exempt**

**AUXILIARY SCHOOL RESOURCE OFFICER**

---

**SUMMARY**

The purpose of this classification is to perform auxiliary school resource officer duties and school security work functions within the Tuscaloosa City Schools. Prior experience as a sworn law enforcement officer is required. An auxiliary school resource officer's sworn status and authority will be limited to only those hours and situations where they are in uniform and working directly for the Tuscaloosa Police Department, and in direct line with carrying out their duty as instructed by the Chief of Police.

Auxiliary School Resource Officers shall work the same days and hours each day as teachers or as otherwise directed by the Chief of Police or his designee. In addition, Auxiliary School Resource Officers shall attend all required training including when school is not in session as directed by the Chief of Police or his designee, which shall generally occur at the beginning or following the end of each school year. Auxiliary School Resource Officers may elect 12-month disbursement of their pay for the work during each school year.

Auxiliary School Resource Officers are not classified as a regular full time police patrol officer trainee, or a certified police officer or a rank thereof as defined in the Tuscaloosa Police and Fire Pension Plan and therefore are not eligible to participate in the Tuscaloosa Police and Fire Pension Plan. This position will be eligible to participate in the Retirement Systems of Alabama pension plan.

---

**ESSENTIAL FUNCTIONS**

**The following duties are normal for this classification. The omission of specific duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned. Specific duties listed may not be required for all positions within this classification, but are determined by the normal requirements for the particular position.**

Works at the direction of the Police Chief in ancillary positions to handle traditionally low risk situations, duties, and calls for service and must maintain sworn status by successfully completing annual firearms qualification and continuing education requirements per APOSTC and TPD regulations by attending prescribed training classes and qualifications through the TPD Training Division.

Enforces all city, state, and applicable federal laws, statutes, codes, ordinances and regulations in order to protect life and property and to prevent crime and promote security.

Provide support services to law enforcement personnel; to include responding to low priority calls for service and not self-generate calls for service or perform traditional patrol officer functions unless extreme circumstances exist.

Auxiliary school resource officers will not be subjected to being drafted for emergencies and special details, but can volunteer to work special details as approved by the Police Chief.

Auxiliary school resource officers are not allowed to work in plain clothes, as they are considered as having sworn, arrest powers only when in uniform and on duty for the Tuscaloosa Police Department; auxiliary school resource officers are not allowed to work off-duty in a sworn officer status.



Auxiliary school resource officers are present in order to facilitate immediate intervention during an Active Shooter or similar situation; providing a reduction in the loss of life or number of injuries by sounding the alarm and immediately isolating or eliminating threats.

Responds to requests and complaints from law enforcement agencies and the general public concerning school safety.

Operates a vehicle to patrol schools; locking/unlocking gates.

Logs incoming calls and forwards to appropriate personnel.

Take written reports as needed documenting incidents that occur on school property; maintains daily log of activity and patrols.

Open and secures buildings for authorized entries.

Utilize computers and computer related equipment, including but not limited to emails and Word documents.

Patrols schools as instructed, by foot and vehicle, looking for security issues; responds to various authorities as needed.

Monitors compliance by employees and visitors of policies and procedures regarding security of schools and laws pertaining to public order, security and safety of students and employees.

Participate in training programs as directed, pertaining to security procedures and policies.

Monitor feed from surveillance cameras, and acquire the operational ability to record and play back camera feeds.

Communicate with school officials, employees, students, and private citizens on a daily basis in a professional and polite manner.

Liaison with police officers on issues pertaining to the safety and security of persons on school property; assists police as appropriate and directed.

Assists vendors and other third parties with access to areas and other help as appropriate.

Maintains records and communicates information to other personnel using communications and computer equipment.

Investigates malfunctions observed or reported, including problems of temperature, lighting, open windows or security and contacts appropriate staff to correct the malfunctions.

Identifies building maintenance needs not requiring prompt attention and submits work orders to correct.

Greets the general public and answers incoming telephone calls; forwards calls and messages to staff members; provides specific information to the public regarding school operations, policies and procedures.

Performs general office duties and clerical tasks to include transcribes, edits, and types correspondence, memoranda, and minutes; compiles and completes standard administrative forms, reports and documents pertaining to school operations; maintains records; receives, copies and distributes documentation; files and retrieves records, data and documents from filing systems.

Answers telephone, takes and relays messages.

Attends meetings as assigned; assists with special projects.

Must accomplish the essential functions of the job, with or without reasonable accommodations, in a timely manner.

Incorporates continuous quality improvement principles in day-to-day activities.

Must meet regular attendance requirements.

Must be able to maintain good interpersonal relationships with staff, co-workers, managers and citizens.

**MARGINAL FUNCTIONS**

Performs other related duties as required.

**MINIMUM QUALIFICATIONS**

High school diploma or GED required. Must be at least 21 years old. Prior APOSTC certification and sworn law enforcement experience required. Retired law enforcement personnel preferred. Must meet and maintain minimum standards for law enforcement officers as established by the Alabama law. At the discretion of the department head or appointing authority, may be required to possess a concealed weapons permit, carry a City-issued handgun, and maintain sworn status by successfully completing annual firearms qualification and continuing education requirements per APOSTC and TPD regulations by attending prescribed training classes and qualifications through the TPD Training Division. Must possess and maintain a valid driver's license. This job classification is considered to be safety-sensitive and is subject to pre-employment and random drug screens. If a recent (within the last 90 days) retiree of the City of Tuscaloosa Police Department, some of the pre-employment requirements may be waived.

**MINIMUM REQUIREMENTS TO PERFORM ESSENTIAL JOB FUNCTIONS**

The following requirements are normal for this classification. Specific requirements may not apply to all positions within this classification, but are determined by the normal requirements for the particular position.

**PHYSICAL REQUIREMENTS:** Must be able to operate a service vehicle, telephone and two-way radio. Physical demand requirements are at levels of those for sedentary to moderate work such as walking and patrolling grounds. Some circumstances or situations could raise physical requirements to the heavy level.

**DATA COMPREHENSION:** Requires the ability to compare and/or judge the readily observable functional, structural, or compositional characteristics (whether similar to or divergent from obvious standards) of data, people, or things which may include forms, maps, and procedural manuals.

**INTERPERSONAL COMMUNICATION:** Requires the ability to speak with and/or signal people to convey or exchange information, including giving/receiving assignments and/or directions to/from co-workers, assistants, managers, or supervisors as well as communicating with law enforcement personnel and the general public.

**LANGUAGE ABILITY:** Requires ability to read a variety of documentation, directions, instructions, and methods and procedures. Requires the ability to write basic job related documentation and reports with proper format, punctuation, spelling and grammar, using all parts of speech. Requires the ability to speak with and before others with poise, voice control, and confidence using correct English and well-modulated voice.

**INTELLIGENCE:** Requires the ability to learn and understand law enforcement, radio communication, medical, court, and basic traffic maintenance principles and techniques, to understand departmental policies and procedures, to make independent judgments in absence of supervision, and to acquire and be able to expound on knowledge of topics related to primary occupation.

**VERBAL APTITUDE:** Requires the ability to record and deliver information, to explain procedures, and to follow verbal and written instructions.

**NUMERICAL APTITUDE:** Requires the ability to add, subtract, and determine time.

**FORM/SPATIAL APTITUDE:** Requires the ability to visually inspect items for proper length, width, and shape using job related equipment.

**MOTOR COORDINATION:** Requires the ability to coordinate hands and eyes in using a telephone, two-way radio, and to operate a motor vehicle.

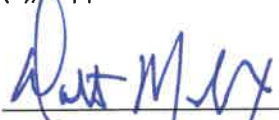
**MANUAL DEXTERITY:** Requires the ability to handle a variety of items, equipment, control knobs, two-way radio, switches, etc. Must have the ability to use one hand for twisting motion or turning motion while coordinating other hand with different activities. Must have average levels of eye/hand/foot coordination.

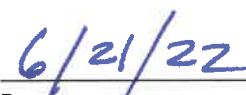
**COLOR DIFFERENTIATION:** May not require the ability to discern color.

**INTERPERSONAL TEMPERAMENT:** Requires the ability to deal with and relate to people beyond giving and receiving instructions. Must be able to adapt to and perform under considerable stress when confronted with an emergency.

**PHYSICAL COMMUNICATION:** Requires the ability to talk, express, or exchange ideas by means of spoken words and/or hear and perceive nature of sounds by ear.

Pursuant to Tuscaloosa City Code, Chapter 19, Section 19-54 (b) (3) c. and Alabama Act 2006-233 Section 3 (c), I approve this Classification Specification.

  
\_\_\_\_\_  
Walter Maddox, Mayor

  
\_\_\_\_\_  
Date