



# Public Safety Committee Meeting

## Law Enforcement Agenda

### July 28, 2020



1. Personnel
2. Technology Upgrade Statues
3. Grants
4. Solo-Source Letter Approval
5. Stats
6. Calls For Service Report

#### 1. Personnel:

We presently have six (6) open L.E., and two (2) civilian positions, three of the L.E. positions are from the C.O.P.s Grant and the remainder are unfilled positions left open to purchase the technology upgrades under the 2019-2020 budget year. Interviews for these positions are this week, and several of our applicants are P.O.S.T. Certifiable.

	Personnel		
	Present	Vacant	Full Staff
Chief	1	0	1
Captain	1	0	1
Lieutenant	2	0	2
Sergeant	4	0	4
Corporal	3	0	3
Detectives	6	0	6
SRO's	2	0	2
Patrol Officer	13	6	19
Civilian	1	2	3
<b>Total</b>	<b>33</b>	<b>8</b>	<b>41</b>

## **2. Technology Upgrade Statues**

Watsons' R.M.S. upgrade is complete, and the officers are utilizing all elements of the upgrade. Laptops and mobile printers are installed in all the cars, and the Mobile C.A.D. software installation is in the process of being installed.

I have received a tremendous amount of positive feedback from the officers on the new technology upgrades and how it has dramatically improved their ability to maximize their time and effectively do their job better.

We have received the cell phones for all the officers, and once we have the security software for the phones configured, we will begin deploying them and the officers will be able to utilize much of the new technology from their cell phones.

## **3. Grants**

We have received a total of three new grants in the last few months. The C.O.P.s Grant \$375,000, the D.O.J. COVID-19 Equipment Grant \$35,000, and a T.H.S.O. Grant (Overtime) \$20,000. The C.O.P.s Grant will fill the first three L.E. positions. We have begun the process of purchasing the equipment from the D.O.J. Grant, and we need the committee's approval to accept the T.H.S.O. Grant.

## **4. Sole Source Letter Approval**

We have two sole-source letters for equipment needing to be purchased and are requesting approval from this committee to move forward with these purchases.

The first is to purchase two All Traffic Solutions Traffic Sign Board Trailers. The Grant required quotes to be submitted with the grant application, and the funding was designated for that equipment. Additionally, All Traffic Solutions uses proprietary technology, making them a sole-source vendor.

The second is for the Flock Camera System approved for purchase in the Finance and Administration Committee meeting last week. The Flock Camera System uses proprietary software technology and is also the system used by other local L.E. Agencies in our area. By purchasing these cameras, we will be able to share and have access to over 150 Flock Cameras deployed across Tipton and Shelby County. Both letters are attached to this report.

## 5. Stats

<a href="#">Offense Category</a> ^	<a href="#">Previous Yr Qty</a>	<a href="#">Current Yr Qty</a>	<a href="#">Change</a>
Homicide	0	0	0.0%
Sex Offenses, Forcible	3	3	0.0%
Assault	12	15	25.0%
Domestic Offenses	14	11	-21.4%
Kidnapping/Abduction	0	1	100.0%
Weapon	2	1	-50.0%
Counterfeiting/Forgery	1	3	200.0%
Burglary	4	3	-25.0%
Fraud	2	3	50.0%
Motor Vehicle Theft	0	1	100.0%
Larceny/Theft	20	29	45.0%
Vandalism	7	6	-14.3%
Drug/Narcotic	10	9	-10.0%
Miscellaneous Reports	35	46	31.4%
Sex Offenses, Nonforcible	0	1	100.0%
Memo	78	126	61.5%

Records found: 16

<a href="#">Arrest Type</a> ^	<a href="#">Previous Yr Qty</a>	<a href="#">Current Yr Qty</a>	<a href="#">Change</a>
Adult (On-View Arrest)	26	34	30.8%
Adult (Summoned/Cited)	26	14	-46.2%
Adult (Taken Into Custody)	23	32	39.1%
Juvenile (On-View Arrest)	2	1	-50.0%
Juvenile (Summoned/Cited)	4	4	0.0%

Records found: 5

## 6. Total Calls For Service

[illegible]

**Re: Sole Source Letter for Flock Safety Cameras and Solution****To: Covington, TN. PD****Date: Jul 23, 2020**

Flock Safety is the sole manufacturer and developer of the Flock Safety Camera. Flock Safety is also the sole provider of the comprehensive monitoring, processing, and machine vision services which integrate with the Flock Safety Camera.

**Description**

- Wireless deployment of license plate reading cameras with integrated cellular communication
- Wireless ALPR camera in total weighing less than 5lbs and able to be powered solely by a solar panel of 60W or less with the ability to capture more than 30,000 images daily
- On device machine processing to limit LTE bandwidth consumption
- Covert industrial design for minimizing visual pollution
- Machine vision to analyze vehicle license plate, state recognition, vehicle color, and vehicle make
- Machine vision to capture and identify characteristics of vehicles with paper plates and in the absence of a plate
- Machine vision to detect persons, animals, vehicles, and other cars
- Privacy controls to enable certain vehicles to “opt-out” of being captured on film
- Cloud storage of footage
- Web based footage retrieval tool with filtering capabilities such as vehicle color, partial/full license plate, and object detection
- Performance monitoring software to predict potential failures, obstructions, tilts, and other critical or minor issues
- White glove, all inclusive pricing
- NCIC Integration
- Network accessibility to over 500 TN cameras, free of charge

Thank you,



Garrett Langley  
CEO, Flock Safety

July 8, 2020

Captain Jay Black  
Covington Police Department  
211 South Main Street  
Covington, TN 38019

Captain Black,

The speedALERT® radar and variable message sign is a proprietary product solely engineered and manufactured by Intuitive Control Systems, LLC, the parent company of All Traffic Solutions. All Traffic Solutions products are manufactured within the United States using domestic labor and components.

Unique speedALERT features include:

- Compact: Built for ease of installation, the sign can be mounted and removed in seconds.
- Portable: Designed specifically for quick deployment, it folds to fit in the trunk of a car for maximum portability (instALERT 24 only).
- Flexible: Permanent or portable, it mounts almost anywhere and accommodates almost any power source so a single sign can be used to address a wide range of situations.
- Simple to Use: Easily manage with onboard buttons, Bluetooth or remotely using web-based services.
- Web-based Apps Optional: User interface automatically updates to the most current, feature-rich version. Optional Smart Apps allow for centralized, web-based management of all signs and reporting functions, including GPS mapping and remote diagnostics. All Traffic Solutions holds the Patent for “collecting data on side of road, transmitting to a server, and reporting the data wirelessly”. US Patent 8,417,442

We appreciate your interest in All Traffic Solutions traffic safety products. Please direct further inquiries to my attention (Toll Free) +1 (571) 399-6081 or by e-mail at [jcole@alltrafficsolutions.com](mailto:jcole@alltrafficsolutions.com)

Sincerely,

James Cole  
Territory Sales Manager

Fire Chief  
Richard Griggs



Phone:(901) 476-2578

# City of Covington

OFFICE OF THE FIRE CHIEF

P.O. Box 768

Covington, Tennessee 38019

Mayor  
Justin Hanson



Fax: (901) 476-9800

Covington Fire Department

Report for July 28 ,2020

1. Community Events: Bicycle park grand opening
2. Volunteer Hours: 108 hours worked by Volunteers in the month of June.
3. Run Report for June 18th-July 23<sup>rd</sup> attached. Total calls for 2020.
4. County coverage area collections : \$79,495.00
5. The CFD was awarded a micro grant from FEMA to purchase Personal protective equipment related to our COVID-19 response. (see attached)
6. The CFD was contacted by a representative from FEMA assistance to firefighter grants and was asked to provide additional environmental information for each fire station. The environmental study should be completed in the coming weeks. This grant would allow us to install an exhaust removal system in each fire station, and additional turn out gear for our firefighters.
7. Covid-19 approved Fire Prevention.
8. Fireworks update.
9. Sick Time change
11. Care Report- (Free Smoke Alarms)

# Covington Fire Department

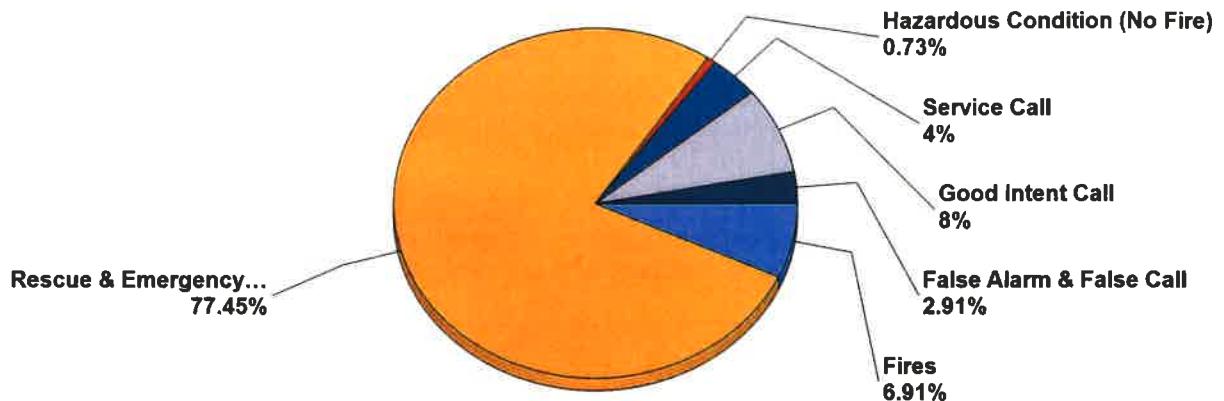
Covington, TN

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 06/18/2020 | End Date: 07/23/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	19	6.91%
Rescue & Emergency Medical Service	213	77.45%
Hazardous Condition (No Fire)	2	0.73%
Service Call	11	4%
Good Intent Call	22	8%
False Alarm & False Call	8	2.91%
<b>TOTAL</b>	<b>275</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	3	1.09%
112 - Fires in structure other than in a building	1	0.36%
113 - Cooking fire, confined to container	1	0.36%
118 - Trash or rubbish fire, contained	1	0.36%
123 - Fire in portable building, fixed location	1	0.36%
131 - Passenger vehicle fire	1	0.36%
142 - Brush or brush-and-grass mixture fire	3	1.09%
143 - Grass fire	4	1.45%
153 - Construction or demolition landfill fire	1	0.36%
154 - Dumpster or other outside trash receptacle fire	2	0.73%
162 - Outside equipment fire	1	0.36%
311 - Medical assist, assist EMS crew	54	19.64%
320 - Emergency medical service, other	6	2.18%
321 - EMS call, excluding vehicle accident with injury	135	49.09%
322 - Motor vehicle accident with injuries	11	4%
323 - Motor vehicle/pedestrian accident (MV Ped)	3	1.09%
324 - Motor vehicle accident with no injuries.	4	1.45%
421 - Chemical hazard (no spill or leak)	1	0.36%
445 - Arcing, shorted electrical equipment	1	0.36%
510 - Person in distress, other	6	2.18%
511 - Lock-out	1	0.36%
520 - Water problem, other	1	0.36%
554 - Assist invalid	3	1.09%
600 - Good intent call, other	1	0.36%
611 - Dispatched & cancelled en route	17	6.18%
622 - No incident found on arrival at dispatch address	2	0.73%
651 - Smoke scare, odor of smoke	2	0.73%
700 - False alarm or false call, other	1	0.36%
715 - Local alarm system, malicious false alarm	1	0.36%
734 - Heat detector activation due to malfunction	1	0.36%
743 - Smoke detector activation, no fire - unintentional	4	1.45%
744 - Detector activation, no fire - unintentional	1	0.36%
<b>TOTAL INCIDENTS:</b>	<b>275</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

# Covington Fire Department

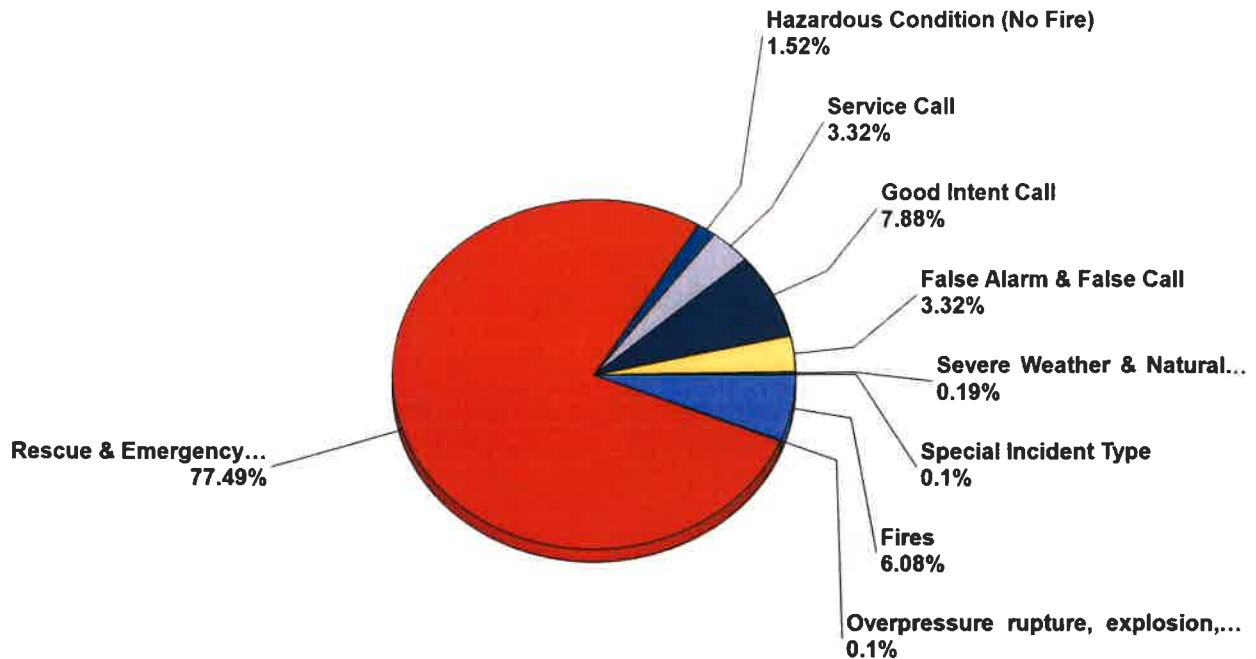
Covington, TN

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2020 | End Date: 12/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	64	6.08%
Overpressure rupture, explosion, overheating - no fire	1	0.1%
Rescue & Emergency Medical Service	816	77.49%
Hazardous Condition (No Fire)	16	1.52%
Service Call	35	3.32%
Good Intent Call	83	7.88%
False Alarm & False Call	35	3.32%
Severe Weather & Natural Disaster	2	0.19%
Special Incident Type	1	0.1%
<b>TOTAL</b>	<b>1053</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	13	1.23%
112 - Fires in structure other than in a building	1	0.1%
113 - Cooking fire, confined to container	7	0.66%
117 - Commercial Compactor fire, confined to rubbish	1	0.1%
118 - Trash or rubbish fire, contained	4	0.38%
123 - Fire in portable building, fixed location	1	0.1%
131 - Passenger vehicle fire	6	0.57%
132 - Road freight or transport vehicle fire	1	0.1%
140 - Natural vegetation fire, other	1	0.1%
142 - Brush or brush-and-grass mixture fire	7	0.66%
143 - Grass fire	18	1.71%
153 - Construction or demolition landfill fire	1	0.1%
154 - Dumpster or other outside trash receptacle fire	2	0.19%
162 - Outside equipment fire	1	0.1%
251 - Excessive heat, scorch burns with no ignition	1	0.1%
300 - Rescue, EMS incident, other	1	0.1%
311 - Medical assist, assist EMS crew	222	21.08%
320 - Emergency medical service, other	6	0.57%
321 - EMS call, excluding vehicle accident with injury	536	50.9%
322 - Motor vehicle accident with injuries	29	2.75%
323 - Motor vehicle/pedestrian accident (MV Ped)	6	0.57%
324 - Motor vehicle accident with no injuries.	12	1.14%
331 - Lock-in (if lock out , use 511 )	1	0.1%
352 - Extrication of victim(s) from vehicle	2	0.19%
357 - Extrication of victim(s) from machinery	1	0.1%
411 - Gasoline or other flammable liquid spill	1	0.1%
412 - Gas leak (natural gas or LPG)	4	0.38%
413 - Oil or other combustible liquid spill	1	0.1%
421 - Chemical hazard (no spill or leak)	1	0.1%
424 - Carbon monoxide incident	1	0.1%
441 - Heat from short circuit (wiring), defective/worn	1	0.1%
444 - Power line down	2	0.19%
445 - Arcing, shorted electrical equipment	2	0.19%
461 - Building or structure weakened or collapsed	3	0.28%
500 - Service Call, other	1	0.1%
510 - Person in distress, other	18	1.71%
511 - Lock-out	1	0.1%
512 - Ring or jewelry removal	1	0.1%
520 - Water problem, other	1	0.1%
551 - Assist police or other governmental agency	6	0.57%
552 - Police matter	1	0.1%
554 - Assist invalid	5	0.47%
561 - Unauthorized burning	1	0.1%
600 - Good intent call, other	2	0.19%
611 - Dispatched & cancelled en route	68	6.46%
622 - No incident found on arrival at dispatch address	5	0.47%
650 - Steam, other gas mistaken for smoke, other	1	0.1%
651 - Smoke scare, odor of smoke	6	0.57%
671 - HazMat release investigation w/no HazMat	1	0.1%
700 - False alarm or false call, other	6	0.57%
711 - Municipal alarm system, malicious false alarm	1	0.1%
715 - Local alarm system, malicious false alarm	3	0.28%
733 - Smoke detector activation due to malfunction	7	0.66%
734 - Heat detector activation due to malfunction	2	0.19%
735 - Alarm system sounded due to malfunction	3	0.28%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
741 - Sprinkler activation, no fire - unintentional	1	0.1%
743 - Smoke detector activation, no fire - unintentional	10	0.95%
744 - Detector activation, no fire - unintentional	1	0.1%
745 - Alarm system activation, no fire - unintentional	1	0.1%
813 - Wind storm, tornado/hurricane assessment	2	0.19%
911 - Citizen complaint	1	0.1%
<b>TOTAL INCIDENTS:</b>	<b>1053</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

# Award Letter

U.S. Department of Homeland Security  
Washington, D.C. 20472

Tina Dunn  
COVINGTON, CITY OF  
P O BOX 768  
COVINGTON, TN 38019



EMW-2020-FG-03036

Dear Tina Dunn,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year 2020 Assistance to Firefighters Grant Program - COVID-19 Supplemental (AFG-S) has been approved in the amount of \$2,580.95 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 5.00% of the Federal funds awarded, or \$129.05 for a total approved budget of \$2,710.00. Please see the FY 2020 AFG-S Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- FY 2020 AFG-S Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in blue ink, which appears to read "Bridget Bean".

Bridget Bean  
Assistant Administrator  
Grant Programs Directorate

<b>Object Class</b>	<b>Total</b>
Personnel	\$0.00
Fringe benefits	\$0.00
Travel	\$0.00
Equipment	\$0.00
Supplies	\$2,710.00
Contractual	\$0.00
Construction	\$0.00
Other	\$0.00
Indirect charges	\$0.00
Federal	\$2,580.95
Non-federal	\$129.05
Total	\$2,710.00
Program Income	\$0.00

## Approved scope of work

After review of your application, FEMA has approved the below scope of work. Justifications are provided for any differences between the scope of work in the original application and the approved scope of work under this award. You must submit scope or budget revision requests for FEMA's prior approval, via an amendment request, as appropriate per 2 C.F.R. § 200.308 and the AFG-S NOFO.

### Approved request details:

## Personal Protective Equipment (PPE)



## Respirators

### DESCRIPTION

N-95 Respirators, disposable

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	20	\$9.00	\$180.00	Supplies

### CHANGE FROM APPLICATION

Cost 1 **Budget class from Equipment to Supplies**

### JUSTIFICATION

This award reflects a change in Budget class from Equipment to Supplies.

## Isolation Gowns

### DESCRIPTION

Isolation Gowns, disposable

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	60	\$9.00	\$540.00	Supplies

### CHANGE FROM APPLICATION

Cost 1 **Budget class from Equipment to Supplies**

### JUSTIFICATION

This award reflects a change in Budget class from Equipment to Supplies.

## **Agreement Articles**

**Program:** Fiscal Year 2020 Assistance to Firefighters Grant Program - COVID-19 Supplemental

**Recipient:** COVINGTON, CITY OF

**DUNS number:** 078591294

**Award number:** EMW-2020-FG-03036

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<b>Article 3</b>	<b>Acknowledgement of Federal Funding from DHS</b> Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.
<b>Article 4</b>	<b>Activities Conducted Abroad</b> Recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.
<b>Article 5</b>	<b>Age Discrimination Act of 1975</b> Recipients must comply with the requirements of the Age Discrimination Act of 1975, Pub. L. No. 94-135 (1975) (codified as amended at Title 42, U.S. Code, § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.
<b>Article 6</b>	<b>Americans with Disabilities Act of 1990</b> Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101–12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.
<b>Article 7</b>	<b>Best Practices for Collection and Use of Personally Identifiable Information (PII)</b> Recipients who collect PII are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.
<b>Article 8</b>	<b>Civil Rights Act of 1964 – Title VI</b> Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

**Article 14 Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX**

Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. No. 92-318 (1972) (codified as amended at 20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

**Article 15 Energy Policy and Conservation Act**

Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. No. 94- 163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

**Article 16 False Claims Act and Program Fraud Civil Remedies**

Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§ 3729-3733, which prohibits the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.)

**Article 17 Federal Debt Status**

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)

**Article 18 Federal Leadership on Reducing Text Messaging while Driving**

Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

**Article 19 Fly America Act of 1974**

Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

**Article 20 Hotel and Motel Fire Safety Act of 1990**

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a, recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, (codified as amended at 15 U.S.C. § 2225.)

**Article 26 Notice of Funding Opportunity Requirements**

All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.

**Article 27 Patents and Intellectual Property Rights**

Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.

**Article 28 Procurement of Recovered Materials**

States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. § 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

**Article 29 Rehabilitation Act of 1973**

Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. No. 93-112 (1973), (codified as amended at 29 U.S.C. § 794,) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

**Article 30 Reporting of Matters Related to Recipient Integrity and Performance**

If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

**Article 31 Reporting Subawards and Executive Compensation**

Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

**Article 39 Acceptance of Post Award Changes**

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to [ASK-GMD@dhs.gov](mailto:ASK-GMD@dhs.gov) if you have any questions.

**Article 40 Prior Approval for Modification of Approved Budget**

Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. § 200.308. DHS/FEMA is also utilizing its discretion to impose an additional restriction under 2 C.F.R. § 200.308(e) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the Federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

**Article 41 Disposition of Equipment Acquired Under the Federal Award**

When original or replacement equipment acquired under this award by the recipient or its subrecipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. § 200.313.

## Obligating document

<b>1. Agreement No.</b> EMW-2020-FG-03036	<b>2. Amendment No.</b> N/A	<b>3. Recipient No.</b> 626000274	<b>4. Type of Action</b> AWARD	<b>5. Control No.</b> WX03218N2020T		
<b>6. Recipient Name and Address</b> COVINGTON, CITY OF 200 W WASHINGTON COVINGTON, TN 38019		<b>7. Issuing FEMA Office and Address</b> Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 1-866-927-5646		<b>8. Payment Office and Address</b> FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20742		
<b>9. Name of Recipient Project Officer</b> Tina Dunn		<b>9a. Phone No.</b> 9014759996	<b>10. Name of FEMA Project Coordinator</b> Assistance to Firefighters Grant Program		<b>10a. Phone No.</b> 1-866-274-0960	
<b>11. Effective Date of This Action</b>  07/06/2020	<b>12. Method of Payment</b>  OTHER - FEMA GO	<b>13. Assistance Arrangement</b>  COST SHARING		<b>14. Performance Period</b> 07/13/2020 to 07/12/2021 <b>Budget Period</b> 07/13/2020 to 07/12/2021		
<b>15. Description of Action a. (Indicate funding data for awards or financial changes)</b>						
<b>Program Name Abbreviation</b>	<b>Assistance Listings No.</b>	<b>Accounting Data (ACCS Code)</b>	<b>Prior Total Award</b>	<b>Amount Awarded This Action + or (-)</b>	<b>Current Total Award</b>	<b>Cumulative Non-Federal Commitment</b>
AFG	97.044	2020-FC-GB01 - P431-xxxx-4101-D	\$0.00	\$2,580.95	\$2,580.95	\$129.05
Totals			\$0.00	\$2,580.95	\$2,580.95	\$129.05
<b>b. To describe changes other than funding data or financial changes, attach schedule and check here:</b> N/A						
<del><b>16. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)</b></del> This field is not applicable for digitally signed grant agreements						

ORDINANCE NUMBER 1684

AN ORDINANCE TO AMEND ORDINANCE 1576 WHICH ADOPTED THE "PERSONNEL RULES AND REGULATIONS" OF THE CITY OF COVINGTON.

WHEREAS, Title 4, Chapter 2, Section 4-204 of the Covington Municipal Code authorizes the Board of Mayor and Aldermen to establish Personnel Rules and Regulations by ordinance; and

WHEREAS, Title 4, Chapter 2, Section 4-208 of the Covington Municipal Code authorizes the Board of Mayor and Aldermen to amend the established Personnel Rules and Regulations by ordinance; and

WHEREAS, the Board of Mayor and Aldermen established the Personnel Rules and Regulations by Ordinance 1576 passed on 3rd and final reading on July 24, 2007; and

WHEREAS, Ordinance 1576 has not been codified as a part of the Covington Municipal Code but is maintained along with any amendments in the office of the city recorder-treasurer; and

WHEREAS, The Board of Mayor and Aldermen wish to amend the Personnel Rules and Regulations established by Ordinance 1576 upon the recommendation of the Fire Chief;

NOW, THEREFORE BE IT ENACTED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF COVINGTON, TENNESSEE, THAT:

**Section 1.**

Delete the Annual Leave section of the Fire Department hand book as adopted on the third and final reading on July 24, 2007 and replacing with the new Annual Leave section as described below:

**ANNUAL  
LEAVE**

- (a) Employees who regularly work more than thirty-two (32) hours per week and who have been notified that they have successfully completed their probationary period shall accrue annual leave beginning on the first day after the Employee has been notified that he/she has satisfied his/her probationary period at the following rate:

## 40 HOUR EMPLOYEES

<u>Term of Service</u>	<u>Benefit</u>
Six (6) months and one day – one (1) Year anniversary	Eight (8) hours per month for six (6) months for a total of forty-eighty (48) hours annually (Six (6) days)
One (1) year and one (1) day forward	
To ten (10) year anniversary	Eight (8) hours per month for twelve (12) Months for a total of ninety-six (96) Hours annually (twelve (12) days)
Ten (10) years and one (1) day forward	Twelve (12) hours per month for Twelve (12) months for a total of one Hundred forty-four (144) hours Annually (eighteen (18) days)
Twenty (20) years and one (1) day Forward to twenty nine (29) years	Sixteen (16) hours per month for twelve (12) months for a total of 192 hours annual lee twenty four (24) days
Thirty (30) years and over	Twenty (20) hours per month for twelve (12) months for a total of 240 Hours annually or 30 days

- (b) 40 hour Employees whose length of service is less than ten (10) years may accrue up to one hundred forty-four (144) hours of annual leave. Employees whose length of service is ten (10) years through nineteen (19) years may accrue up to two hundred sixteen (216) hours of annual leave. Employees whose length of service is Twenty (20) years through twenty nine (29) years may accrue up to two hundred eighty eight (288) hours of annual leave. Employees whose length of service is thirty (30) years and over may accrue up to three hundred sixty hours (360) of annual leave.



### 56 HOUR EMPLOYEES (24 HOUR SCHEDULE)

<u>Terms of Service</u>	<u>Benefit</u>
Over six (6) months – one (1) year	Twenty four (24) hours per month for six (6) months for a total of one hundred forty four (144) hours annually Total of six (6) shifts
Over one (1) year –ten (10) years	Twenty-four (24) hours per month for twelve (12) months for a total of Two hundred eighty eight (288) hours annually Total of twelve (12) shifts
Over ten (10) years	Thirty six (36) hours Per month for twelve (12) months for a total of four hundred thirty two (432) hours annually Total of eighteen (18) shifts
Over twenty (20) years	Forty eight (48) hours per month for twelve (12) months for a total of five hundred seventy six (576) hours annually Total of twenty four (24) shifts
Over thirty (30) years	Sixty (60) hours per Month for twelve (12) months for a total of seven hundred twenty (720) hours annually Total of thirty (30) shifts

Employees will not continue to accrue leave once the maximum hours are met.

(c) As a condition to being paid for annual leave, you must secure the approval of your Supervisor or Department Head prior to the leave being taken.

(d) The Department Head may deny an Employee's request for annual leave if to Grant the annual leave would cause the Department to be understaffed. However, in the event that the denies an Employee's annual leave request due to staffing considerations, the Department Head shall assign the Employee an alternative date on which the Employee may take annual leave. Under no circumstance will the Department Heads denial of an annual request have the effect of suspending the accrual of annual.

Accrual of annual leave.

For 40 hour Employees vacations may not be taken "back to back." i.e., if you use five (5) consecutive annual leave days you will not be permitted to use any additional annual leave days until you have worked at least five (5) consecutive days.

For 56 hour Employees vacations may not be taken "back to back," i.e., if you use four (4) consecutive shifts you will not be permitted to use any additional annual leave days until you have worked at least three (3) consecutive shifts.

- (e) Upon termination or retirement, you will be paid for all annual leave accrued but not used, up to the applicable maximum stated in Section (b) above.
- (f) Annual leave shall run concurrently with Family Medical Leave.

Section 2.

Delete the Sick Leave section of the Fire Department handbook as adopted on the third and final reading on July 24, 2007 and replacing with the new Sick Leave section as described below:

**SICK LEAVE**

**SICK LEAVE ACCUMULATION FOR 40 HOUR EMPLOYEES**

Eight (8) hours per month (docked eight (8) hours per occurrence).

**SICK LEAVE ACCUMULATION FOR 56 HOUR EMPLOYEES**

Sixteen hours per month (docked sixteen (16) hours per occurrence).

# Covington Fire Dept. CARE/911 Alternative Program

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## Monthly Report – July, 2020

- General Office Duties
- Gave - a Power Red – Blood donation to Vitalant. Test results also came back negative for COVID -19 antibodies
- COVINGTON TIPTON COUNTY CHAMBER of COMMERCE offered, and I completed a Certificate course for “How to Manage Problem Employees & Handle Difficult People”
- July monthly Inspection of Fire equipment – Medical – my Infection Control Officer Duties, all equipment passed
- Completed One AHA BLS recertification class
- Completed One AHA Heart Saver 1<sup>st</sup> Aid CPR AED recertification class
- Installed Twenty smoke Alarms
- Approximately Thirty-six welfare checks
- Two follow-up visits to PCS
- Delivered at this time approximately 2400 masks from the Tipton County Health Department to Churches and various citizens - Per Shenika Bonds
- Attended one Rotary Community civic meeting at the Covington Sports Plex
- Assisted on three EMS calls
- Five visits to Baptist Hospital Tipton Emergency Department
- Attended One via Zoom meeting with Anti-Drug Coalition