

**FAIRFIELD TOWNSHIP
RESOLUTION NO. 24-84**

**RESOLUTION AUTHORIZING THE ADMINISTRATOR TO SIGN A CONTRACT WITH
LEXIPOL FOR CONSULTING SERVICES IN ASSISTING THE FIRE DEPARTMENT WITH
AN INITIAL COST OF \$24,181.40.**

WHEREAS: It is necessary to ensure the fire department policies and procedures meet all applicable standards and laws; and

WHEREAS: With our current policy management, we have no way of ensuring our policies meet the legal thresholds or standards;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Fairfield Township, Butler County, Ohio, as follows;

SECTION 1: The Board hereby authorizes the Administrator to sign a contract with Lexipol for consulting services in assisting the Fire Department with an initial cost of \$24,181.40 and annual cost of \$16,472.40, contract attached hereto to Exhibit "A".

SECTION 2: The Board hereby dispenses with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and authorizes the adoption of this resolution upon its first reading.

SECTION 3 This resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.

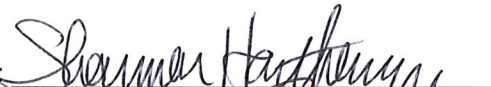
SECTION 4: That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.

SECTION 5: This resolution shall take effect at the earliest period allowed by law.

Adopted: May 14, 2024

Board of Trustees

Shannon Hartkemeyer:



Michael Berding:



Joe McAbee:



Vote of Trustees

Yes


Yes

Yes

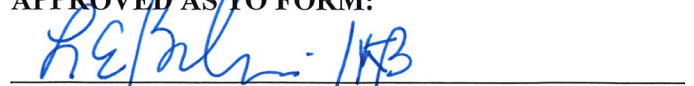
AUTHENTICATION

This is to certify that this is a resolution which was duly passed and filed with the Fairfield Township Fiscal Officer this 14th day of May, 2024.

ATTEST:


Shelly Schultz, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:


Lawrence E. Barbieri, Township Assistant Law Director



Fairfield Township Fire Department

6048 Morris Road Hamilton, Ohio 45011

Ryan D. Berter, Fire Chief

Phone 513-887-4402

To: Julie Vonderhaar, Administrator
From: Ryan Berter, Fire Chief
Date: 04/19/2024
Subject: Lexipol solutions

For the Boards Consideration

Attached you will find a request for purchase, Lexipol Solutions, a policy management, and training company.

This proposal will ensure the fire department policies and procedures meet all applicable standards and laws.

This proposal also replaces our current online training platform and includes the road department for OSHA required training.

Our current policy management is nonexistent, and we have no way of ensuring that our policies meet the legal thresholds or standards.

Attached is a proposal provided by Lexipol as well as cost breakdowns.

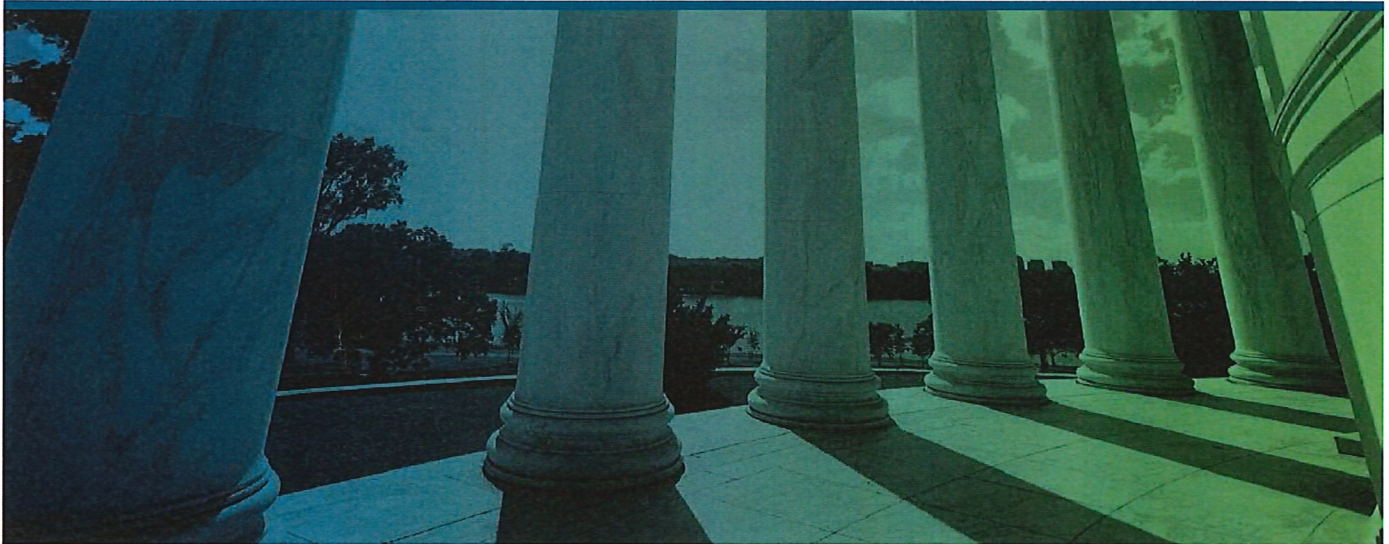
Initial Cost to Implement, \$24,181

Annual cost, \$16,472.40, *Policy management and Online training platform*

Ryan D Berter
Fire Chief



SOLUTIONS PROPOSAL



PREPARED FOR:

Fairfield Township Fire Department
Fire Chief Ryan Berter
rberter@fairfieldtwp.org
5137852240

PREPARED BY:

Jeff Schneider
jschneider@lexipol.com
(415) 318-3823

2611 Internet Blvd, Ste 100
Frisco, Texas 75034
(844) 312-9500
www.lexipol.com

Executive Summary

Public safety agencies and local government organizations today face challenges of keeping personnel safe and healthy, reducing risk and maintaining a positive reputation. Add to that the dynamically changing legislative landscape and evolving best practices, and even the most progressive, forward-thinking departments can struggle to keep up.

Lexipol's solutions are designed to save you time and money while protecting your personnel and your community. Our team consists of professionals with expertise in public safety law, policy, state and federal accreditation, training, mental and physical wellness and grants. We continually monitor changes and trends in legislation, case law and best practices and use this knowledge to create policies, training, wellness resources and funding services that minimize risk and help you effectively serve your community.

THE LEXIPOL ADVANTAGE

Lexipol was founded by public safety experts who saw a need for a better, safer way to run a public safety agency. Since the company launch in 2003, Lexipol has grown to form an entire risk management solution for public safety and local government. Today, we serve more than 10,000 agencies and municipalities and 2 million public safety and government professionals with a range of informational and technological solutions to meet the challenges facing these dynamic industries. In addition to providing policy management, accreditation, online training, wellness resources, and grant assistance, we provide 24/7 industry news and analysis through the digital communities Police1, FireRescue1, Corrections1, EMS1 and Gov1.

Our customers choose Lexipol to make an investment in the safety and security of their personnel, their agencies and their communities. We help agencies address issues that create substantial risk, including:

- Inconsistent and outdated policies
- Lack of technology to easily update and issue policies and training electronically
- Unchecked mental health needs of staff
- Difficulty keeping up with new and changing legislation and practices
- Inability to produce policy acknowledgment and training documentation
- Unfamiliarity of city legal resources with the intricacies of public safety law
- The need to secure grant funding for critical equipment, infrastructure and personnel

Lexipol is backed by the expertise of 440 employees with more than 2,075 years of combined experience in constitutional law, civil rights, ADA and discrimination, mental health, psychology, labor negotiations, Internal Affairs, use of force, hazmat, instructional design, federal and state grants and a whole lot more. That means no more trying to figure out policy, achieve accreditation, develop training or wellness content, or secure funding on your own. You can draw on the experience of our dedicated team members who have researched, taught and lived these issues.

We look forward to working with Fairfield Township Fire Department to address your unique challenges.

Scope of Services

FireRescue1 Academy

Training is key to improving safety and effectiveness in fire department operations. FireRescue1 Academy's online training platform combines high-quality content with time-saving features to help your training resources go further.

- 24/7 access to online learning, allowing your firefighters to train when it's convenient
- More than 1,000 courses and videos, including more than 440 hours of approved EMS CEUs
- Reports to help you monitor and track training completion, compliance and license renewal
- Features that allow you to automatically document and report ISO training for audits
- Ability to upload and build your own content and create personalized learning plans
- 360-degree customer support, including a personalized onboarding implementation plan, recurring services to help you maximize your training program, and a dedicated Customer Success Manager

EMS1 Academy

Training is key to improving safety and effectiveness in EMS operations. EMS1 Academy's online training platform combines high-quality content with time-saving features to help your training resources go further.

- 24/7 access to online learning, allowing your personnel to train when it's convenient
- More than 550 courses and videos totaling more than 440 hours of approved EMS CEUs
- Reports to help you monitor and track training completion, compliance and license renewal
- Courses accredited by CAPCE and recognized by the National Registry
- Ability to upload and build your own content and create personalized learning plans
- 360-degree customer support, including a personalized onboarding implementation plan, recurring services to help you maximize your training program, and a dedicated Customer Success Manager

Policy Manual

Constitutionally sound, up-to-date policies are the foundation for consistent, safe public safety operations and are key to reducing risk and enhancing personnel and community safety. Lexipol's comprehensive policy manual covers all aspects of your agency's operations.

- More than 155 policies researched and written by public safety attorneys and subject matter experts
- Policies based on State and federal laws and regulations as well as nationwide best practices
- Content customized to reflect your agency's terminology and structure

Daily Training Bulletins (DTBs)

Even the best policy manual lacks effectiveness if it's not backed by training. Lexipol's Daily Training Bulletins are designed to help your personnel learn and apply your agency's policy content through 2-minute training exercises.

- Scenario-based training ties policy to real-world applications
- Understanding and retention of policy content is improved via a singular focus on one distinct aspect of the policy
- Each Daily Training Bulletin concludes with a question that confirms the user understood the training objective
- Daily Training Bulletins can be completed via computers or from smartphones, tablets or other mobile devices
- Reports show completion of Daily Training Bulletins by agency member and topic

Policy Updates

Lexipol's legal and content development teams continuously review state and federal laws and regulations, court decisions and evolving best practices. When needed, we create new and updated policies and provide them to your agency, making it simple and efficient to keep your policy content up to date.

- Updates delivered to you through Lexipol's web-based content delivery platform
- Changes presented in side-by-side comparison against existing policy so you can easily identify modifications/improvements
- Your agency can accept, reject or customize each update

Web-Based Delivery Platform and Mobile App (Knowledge Management System)

Lexipol's online content delivery platform, called KMS, provides secure storage and easy access to all your policy and training content, and our KMS mobile app facilitates staff use of policies and training completion.

- Ability to edit and customize content to reflect your agency's mission and philosophy
- Efficient distribution of policies, updates and training to staff
- Archival and easy retrieval of all versions of your agency's policy manual
- Mobile app provides in-the-field access to policy and training materials

Reports

Lexipol's Knowledge Management System provides intuitive reporting capabilities and easy-to-read reports that enhance command staff meetings and strategic planning.

- Track and report when your personnel have acknowledged policies and policy updates
- Produce reports showing completion of Daily Training Bulletins
- Sort reports by agency member, topic and other subgroups (e.g., shift, assignment)
- Reduce the time your supervisors spend verifying policy acknowledgement and training completion

Supplemental Publication Service

Lexipol's Supplemental Publication Service (SPS) streamlines the storage of your agency's content, giving you one place to access procedures, guidelines, general orders, training guides or secondary policy manuals.

- Electronically links department-specific procedural or supplemental content to your policy manual
- Provides electronic issuance and tracking for your agency's procedural or supplemental content
- Allows you to create Daily Training Bulletins against your procedural content
- Designed for standard operating guidelines, procedures, general orders or field guides

Fire Procedures

Clear and accessible procedures are imperative to ensure safe, effective and consistent emergency response and personnel interactions. Lexipol's fire procedures, based on national best practices, give you critical operational and administrative procedures as well as a template to build on.

- More than 35 best practice procedures designed to support safe and effective operations
- Tactical procedures address the operations most often cited as contributing to firefighter injury or death as well as the most common call types
- Administrative procedures address the areas of highest legal liability as well as best practices for organizational success
- Scenario-based training reinforces live training
- Mobile-friendly decision trees and checklists prevent essential steps from being missed

Standard Policy Cross-Reference

Making the transition to Lexipol starts with understanding how your agency's current policy content compares with Lexipol's master policy content. Our Standard Policy Cross-Reference service provides a logical method to distinguishing between the two.

- Analysis of your existing policies and procedures to identify content similar to Lexipol's state specific master content, as well as content unique to your jurisdiction and not covered within the Lexipol manual
- Your existing policies returned with annotations and tips to integrate into the Lexipol master content
- One-on-one review with your agency to discuss the cross-reference report

Implementation Policy Tier I: High-Risk Policies

Benefit from our proven, systematic approach to implementing policies. Tier I represents about 20% of the manual, including foundational policies necessary to provide structure and authority to your policy manual, as well as policies addressing high-risk, low-frequency and high-risk, high-frequency incidents. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier II: High-Liability Policies

Benefit from our proven, systematic approach to implementing policies. Tier II represents about 20% of the manual, including policies that relate to common day-to-day calls for service that have a higher level of potential liability. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Proposal

Prepared By: Jeff Schneider
 Phone: (415) 318-3823
 Email: jschneider@lexipol.com

Quote #: Q-80257-3
 Date: 4/4/2024
 Valid Through: 7/3/2024

Overview

Lexipol empowers first responders and public servants to best meet the needs of their residents safely and responsibly. We are the experts in policy, training and wellness support, committed to improving the quality of life for all community members. Our solutions include state-specific policies, online learning, behavioral health resources, funding assistance, and industry news and information offered through the websites Police1, FireRescue1, EMS1 and Corrections1. Lexipol serves more than 2 million public safety and government professionals in over 10,000 agencies and municipalities. The services proposed below are designed to meet your agency's specific goals and needs.

Year 1 cost with included "Implementation Services"

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Fire Policy Manual & Daily Training Bulletins w/Supplemental Publication Service w/Fire Operations Procedures (12 Months)	USD 13,546.00	10%	USD 1,354.60	USD 12,191.40
63	Fire & EMS Learning Platform With Services - OH (12 Months)	USD 63.00		USD 0.00	USD 3,969.00
12	LMS Platform Only (no content)	USD 26.00		USD 0.00	USD 312.00
	Subscription Line Items Total			USD 1,354.60	USD 16,472.40
1	Fire Standard Policy Cross-Reference	USD 1,437.00		USD 0.00	USD 1,437.00
1	Fire Tier I Implementation	USD 2,913.00		USD 0.00	USD 2,913.00
1	Fire Tier II Implementation	USD 3,359.00		USD 0.00	USD 3,359.00
	One-Time Line Items Total			USD 0.00	USD 7,709.00
				USD 1,354.60	USD 24,181.40
Year 1 cost with included "Implementation Services" Discount:					USD 1,354.60
Year 1 cost with included "Implementation Services" TOTAL:					USD 24,181.40

Year 2 Cost for Illustration Purposes only

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Fire Policy Manual & Daily Training Bulletins w/Supplemental Publication Service w/Fire Operations Procedures (12 Months)	USD 13,546.00	10%	USD 1,354.60	USD 12,191.40

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
	Subscription Line Items Total			USD 1,354.60	USD 12,191.40
				USD 1,354.60	USD 12,191.40
Year 2 Cost for Illustration Purposes only Discount:					USD 1,354.60
Year 2 Cost for Illustration Purposes only TOTAL:					USD 12,191.40

*Fire pricing is based on 55 Fire Authorized Staff.

Discount Notes

** Discounted pricing is due to our Ohio Fire Chief's Association partnership

Notes

- ** Proposal shows first year subscription cost with included "implementation services"
- ** Includes the Service Dept members and Admin members
- ** Initial member count based on 75 that can change anytime
- ** Includes our "Fire Rescue 1" training platform covering Fire/EMS/OSHA training needs
- ** LMS Platform is including the "admin & service" staff members to also have full OSHA & Compliance training courses
- ** Single sign-on between both the Policy & Training platforms



MASTER SERVICE AGREEMENT

Agency's Name: Fairfield Township Fire Department
Agency's Address: 6048 Morris Rd
Hamilton, Ohio 45011

Attention: Chief Ryan Berter

Sales Rep: Jeff Schneider
Lexipol's Address: 2611 Internet Boulevard, Suite 100
Frisco, Texas 75034

Effective Date: (to be completed by Lexipol upon receipt of signed Agreement)

This Master Service Agreement (the "Agreement") is entered into by and between Lexipol, LLC, a Delaware limited liability company ("Lexipol"), and the department, entity, or organization referenced above ("Agency"). This Agreement consists of:

- (a) this Cover Sheet
(b) Exhibit A - Selected Services and Associated Fees
(c) Exhibit B - Terms and Conditions of Service

Each individual signing below represents and warrants that they have full and complete authority to bind the party on whose behalf they are signing to all terms and conditions contained in this Agreement.

Fairfield Township Fire Department
Signature: Ryan D Berter
Print Name:
Title:
Date Signed: 5/15/2024

Lexipol, LLC
Signature:
Print Name:
Title:
Date Signed: