

## CENTRAL BUCKS REGIONAL POLICE COMMISSION

### Minutes

May 23, 2016

The monthly meeting of the Central Bucks Regional Police Commission was called to order by Vice Chairman Ron Strouse at 7:30 PM. All Commission members were present except Mr. David Holewinski and Mr. Det Ansinn. Also present were Chief James Donnelly, Captain Pat Penecale and Mr. David Sander. Mr. Ron Strouse led the Pledge of Allegiance.

**APPROVAL OF MINUTES:** A motion was made by Ms. Marilyn Becker to approve the meeting minutes of April 25, 2016; seconded by Mr. Jack O'Brien. Motion approved.

**FINANCE:** Chief Donnelly reported expenses for April YTD were \$1,422,198.73 which represents 29.33% of the annual budget (under budget by approximately 3%). Mr. Strouse reported the Finance Committee met on May 19, 2016 to review and accept the quarterly reports for uniform and non-uniform pension plans.

**POLICE ACTIVITY:** Chief Donnelly stated April's Police Activity report includes Chalfont Borough for the first time: 1,912 incidents for April (CB-401; DB-1086, NBB-425); reportable accidents totaled 7 (CB-1; DB-6; NBB-0); Part I Crimes totaled 10 (CB-0; DB-9; NBB-1); and Part II Crimes totaled 42 (CB-7; DB-28; NBB-7).

### **NEW BUSINESS:**

**Chalfont Borough Lease Agreement** was presented for Commission approval. The lease agreement is dated March 14, 2016 and has been approved by Chalfont Borough Council for space at 40 N. Main Street, Chalfont, to house the detectives division of CBRPD. The lease is consistent with other leases the Commission has entered into and requires insurance provisions to be placed in effect as soon as possible. In lieu of monetary consideration, the lease is in exchange for police services. The lease includes six parking spaces and the cost of snow removal; however, utilities will be at the expense of CBRPD. A motion was made by Mr. Jack O'Brien to approve the Lease Agreement between Chalfont Borough and the Central Bucks Regional Police Commission dated March 14, 2016; seconded by Ms. Robyne Kelemen. Motion approved.

### **OLD BUSINESS:**

**Civil Service Commission Alternate Members** – The current Civil Service Commission consists of Chairman Lou White, Vice Chairman Dennis McCauley, and Secretary Charla Bendas. Chief Donnelly explained, according to the Civil Service solicitor, alternate members from each borough are needed. There was some discussion regarding terms and equal representation from the Boroughs on the commission. Chief Donnelly explained the alternates will not have a vote unless a member is not in attendance; a quorum is three members. He further explained the terms of the existing members were in place prior to Chalfont joining, therefore, the next appointment would be Chalfont Borough's nomination in two years. Doylestown Borough and New Britain Borough will submit nominations at the next Commission meeting. A motion was made by Mr. O'Brien to nominate Mr. Greg Bustamante as an alternate member of the Civil Service Commission; seconded by Ms. Becker. Motion approved.

**Police Foundation** – Mr. Strouse reported the Articles of Incorporation are complete and were reviewed by the Solicitor. The legal filing will take place on May 24, 2016. The initial Board of Directors consist of Chairman Mr. Strouse, Vice Chairman Mr. David Holewinski, and Secretary/Treasurer Mr. John Abbott. The first Board meeting agenda covered the parameters of the foundation and steps needed to establish the 501(c)(3) designation. The Board of Directors is currently looking for appropriate candidates to serve on the Board which will total 15 members including Chief Donnelly as an ex-officio member. Mr. Strouse suggested conversations with Delaware Valley University and Doylestown Hospital as examples of appropriate candidates. Mr. Strouse further explained the Foundation is a separate entity from the Police Commission and will not regularly appear as an agenda item; however, from time to time, the Foundation may inform the Commission of its activities.

**Body Worn Camera Update** – Chief Donnelly stated WatchGuard is promoting an upgraded version of the BWC at a \$400/per camera cost increase from the originally stated grant application. CBRPD intends to purchase the 6-hour cameras at no additional cost and establish a sustainability plan for the cameras. One-third of the cameras will be deployed, one-third will be charging for the next shift, and one-third will be in reserve should a camera break or need repair. A line item will be added to future budgets to compensate replacement of 1-2 cameras per year (camera life is 3-4 years depending on wear/tear); at which time the upgraded cameras would be considered. Informational letters regarding BWC deployment were sent to the schools and the hospital. The District Attorney's office was informed and is working with the Department on uploading evidentiary video for prosecutorial purposes.

Chief Donnelly conveyed the BWC pilot deployment program would begin in June 2016 with three selected officers from CBRPD. This is in an effort to evaluate and make adjustments regarding usage and procedures prior to the full roll out in October 2016. There will be training on operational usage and policy/procedure. Officers who turn off the BWC will be required to narrate to the camera the reason for ending the recording.

Managing the video footage, retention and redaction are costly considerations. The District Attorney's office requires all video, including in-car, and station video camera footage, be uploaded to their office. Redaction is required when people who are not the subject matter are inadvertently captured on video footage. In addition, the DA's office may only require 7 minutes of video footage, which would also require redaction. Evidentiary recordings will be maintained by CBRPD through tagging and categorizing.

**Policy Review – Directive 9.2.2 Body Worn Cameras** – Chief Donnelly reported CBRPD's BWC Policy has been approved and meets the requirements of the Bureau of Justice as well as the District Attorney's office. All members are not in receipt of the BWC Policy, therefore, the review of the policy will take place at the June Commission meeting.

**PUBLIC COMMENT:** None.

**EXECUTIVE SESSION:** At 8:10 PM, the Commission adjourned to Executive Session and returned to Public Session at 8:27 PM.

A motion was made by Mr. Jack O'Brien to release Captains from be obligated to the Civil Service Commission Rules and Regulations; seconded by Mr. Peter LaMontagne. Motion approved.

**ADJORNMENT:** A motion was made by Mr. John Abbott to adjourn the meeting at 8:28 PM; seconded by Mr. Jack O'Brien. Motion approved.

Respectfully submitted,

James Donnelly  
Chief of Police