

CENTRAL BUCKS REGIONAL POLICE COMMISSION

Minutes

September 28, 2015

The monthly meeting of the Central Bucks Regional Police Commission was called to order by Chairman Ron Strouse at 7:30 PM. All Commission members were present except Mr. Det Ansinn. Also present were Chief James Donnelly, Lt. Pat Penecale, Mr. David Sander, Ms. Caroline Brinker, Mr. Joe Flood, Ms. Marilyn Jacobson and Ms. Marilyn Becker.

APPROVAL OF MINUTES: A motion was made by Mr. Bill Macklem to approve the meeting minutes of August 24, 2015; seconded by Mr. David Holewinski. Motion approved.

FINANCE: The financial reports were reviewed by the Commission. Chief James Donnelly highlighted August expenditures totaling \$246,949.97 with YTD total of \$2,270,818.80 representing 62.02% of the budget. Chief Donnelly stated the Department is doing very well and may be under budget by year end barring any unforeseen circumstances. Overtime savings have contributed greatly to the under-budget status. Notwithstanding several officer injuries and medical leaves in 2015, the 12-hours shift schedule has contributed to the reduction in overtime. Chief Donnelly intends to reduce the overtime line item for 2016. The Commission discussed adjusting Doylestown and New Britain Boroughs contribution in December should cash reserves exceed \$100,000. It is currently estimated

Budget 2016 - Mr. Strouse advised the Commission that the Finance Committee will be meeting on October 22, 2015 at 4:30 PM to discuss the 2016 Budget line by line in preparation for the October 26, 2015 Police Commission meeting.

POLICE ACTIVITY: Chief Donnelly reported August incidents for Doylestown totaled 1,044; New Britain 443. Reportable accidents for Doylestown totaled 7; New Britain 1. Non-Reportable accidents for Doylestown totaled 27; New Britain 3.

NEW BUSINESS:

Body-Worn Camera Grant – Chief Donnelly informed the Commission that CBRPD has been awarded the BWC Pilot Implementation Program Grant. CBRPD formed a coalition of nine Bucks County law enforcement agencies and has been named the lead department by the Department of Justice to administer this grant. The coalition consists of the Bucks County Sheriff's Department and police departments including CBRPD, Chalfont, Buckingham, Warrington, Warminster, Northampton, Lower Southampton and Plumstead. This grant will secure the purchase of 120 BWC's amongst the combined agencies (federal funds \$52,805, match funds \$54,595). The first meeting of the coalition will be held in the next three weeks to begin addressing several issues including policy, working with the DA's office, operational procedures, storage capacity and types of cameras. The capital budget for 2016 will reflect CBRPD's participating match.

Disclosure of 2016 Minimum Municipal Obligation to Pension Plan – Ms. Caroline Brinker informed the Commission through a memorandum that the law requires reporting to the governing body its financial obligation for the coming year. The calculation of the 2016 cost, or the Minimum Municipal Obligation (MMO), required an estimate of the 2015 W-2 wages of the employees covered by the plan. The projected 2016 Police Pension Obligation is \$365,460. Ms. Brinker explained the

Commission will be writing the check to satisfy this commitment, however, there will be revenue from Doylestown and New Britain Boroughs to fund the expense. Mr. Strouse inquired and received clarification if another municipality joins the Commission, once the State recognizes that municipality, their percentage share will be included.

Civil Service Vacancy – As of December 31, 2015, Mr. Dennis McCauley will be resigning from the Civil Service Commission. At such time, the Commission will have a recommendation for replacement.

Promotional Testing – Chief Donnelly announced and informed eligible Officers of CBRPD and Chalfont on September 9, 2015 that promotional testing will be taking place for Sergeant and Corporal. An intent to test was required by September 25, 2015 and Chief Donnelly received a positive response excluding three eligible Officers. The positions are needed, regardless of the impending merger, due to the 12-hour shift schedule that has been adopted. The Civil Service Commission has been advised and approved of the promotional testing. A reading/study list will be distributed to Officers tomorrow which will provide a 60-day time period for studying prior to test taking. The test will be administered by an outside company and includes a written and oral exam. A 70 or greater must be obtained on the written exam in order to be considered for the oral exam. A 70 or greater must be obtained on the oral exam in order to be considered for the position. Based on those results, a civil service list will be established. The Commission will be presented with the top three names on the list at which time they will make the final selection at the December Commission meeting.

Union Negotiations – The Commission discussed its representation and experience regarding union negotiations. Mr. David Holewinski made a motion to appoint Mr. Ron Strouse as a representative of the Police Commission at union negotiations; seconded by Mr. Jack O'Brien.

OLD BUSINESS:

Directive 2.1.5 Criminal Case Management – The purpose of this policy is to establish a guideline for the thorough and consistent handling of criminal investigations, crime scenes, and evidence so the case can be efficiently prepared for prosecution. The Commission discussed amending the Directive to establish timeline for collection and logging of evidence. A motion was made by Mr. O'Brien to approve Directive 2.1.5 Criminal Case Management, amended as stated; seconded by Mr. Holewinski. Motion approved.

PUBLIC COMMENT:

Mr. Russell Desmond, President of Delaware Valley University Government Board, addressed the Commission regarding the desire to improve relations with each municipality. Mr. Strouse and Mr. Holewinski stated they individually met with University officials in the Spring to promote public safety and their communities. Contact information will be obtained from Mr. Desmond and the Mayors of each Borough will be in contact with him.

Mr. Joe Flood mentioned that he is attempting to have Doylestown Borough Council meetings videotaped and believes the Commission meetings should be as well. He stated he feels people should know our officers are highly professional.

EXECUTIVE SESSION: It was determined by the Commission that the Executive Session would be held upon adjourning the Police Commission meeting and no action would be taken.

ADJOURNMENT: A motion was made by Mr. Macklem to adjourn at 8:03 PM; seconded by Mr. Holewinski. Motion approved.

Respectfully submitted,

James Donnelly
Chief of Police