

CENTRAL BUCKS REGIONAL POLICE COMMISSION

Minutes

January 14, 2016

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. Bill Macklem and Ms. Nancy Schuyler. Additionally, Chief James Donnelly, Chief Karl Knott, Mr. David Sander, Mr. Peter LaMontagne, Ms. Marilyn Becker, and Mr. John Abbott were present. Mr. Strouse led the Pledge of Allegiance.

PROMOTION: Mr. Ron Strouse administered the Oath of Office promoting Detective Wayne Jones to Sergeant.

APPROVAL OF MINUTES: A motion was made by Mr. David Holewinski to approve the meeting minutes of December 23, 2015; seconded by Ms. Robyne Kelemen. Motion approved.

REORGANIZATION: The reorganization of the Central Bucks Regional Police Commission was held.

Commission Chairperson - Mr. David Holewinski was nominated as Chairperson to the Central Bucks Regional Police Commission by Mr. Jack O'Brien; seconded by Ms. Robyne Kelemen. Motion approved.

Commission Vice Chairperson – Mr. Ron Strouse was nominated as Vice Chairperson to the Central Bucks Regional Police Commission by Mr. Det Ansinn; seconded by Mr. Holewinski. Motion approved.

Commission Secretary – Mr. Det Ansinn was nominated as Secretary to the Central Bucks Regional Police Commission by Mr. Strouse; seconded by Mr. Holewinski. Motion approved.

Commission Members - Mr. Strouse recognized Mr. Peter LaMontagne as a new Commission Member representing New Britain Borough and replacing Mr. Bill Macklem; Ms. Kelemen will continue on the Commission becoming an Alternate Member.

The Civil Service Commission currently has three members, including Mr. Dennis McCauley who has rescinded his letter of resignation pending Commission action. Alternate members have yet to be determined and the Commission will address this at a future meeting.

Commission Solicitor – A motion was made by Mr. O'Brien to re-appoint Mr. David Sander, Kilkenny Law Offices, as Solicitor to the Central Bucks Regional Commission; seconded by Mr. Ansinn. Motion approved.

Commission Auditor – A motion was made by Mr. O'Brien to re-appoint Mr. Ed Furman, Maillie, LLP, as Auditor to the Central Bucks Regional Police Commission; seconded by Mr. Holewinski. Motion approved.

Civil Service Commission Members – Mr. Lou White, Ms. Charla Bendas, and Mr. Dennis McCauley were nominated by Mr. O'Brien to serve as members on the Civil Service Commission; seconded by Mr. Holewinski. Motion approved.

Chief James Donnelly advised the Civil Service Commission will be conducting its reorganization meeting on February 1, 2016 at 7:30 PM, Burkhart Hall, New Britain Borough.

Finance Committee – A motion was made by Mr. Ansinn to nominate Mr. Strouse as Chairperson, Mr. Peter LaMontagne and Mr. Jack O'Brien as Finance Committee members, and Ms. Julie Davis as a public Finance Committee member; seconded by Ms. Kelemen. Motion approved. The Finance Committee meets on the third Thursday of each month at 4:30 PM in the Doylestown Borough municipal building. The first meeting of 2016 will be held on February 18, 2016.

FINANCE: Chief Donnelly reported expenses for December YTD were \$3,565,566.12 which is 97.38% of the annual budget. A year-end report will be distributed in the near future.

POLICE ACTIVITY: Chief Donnelly reported total number of incidents for 2015 were 18,933 (13,333 DB; 5,600 NBB); Reportable accidents total 98 (84 DB; 14 NBB); Non-Reportable accidents total 366 (305 DB; 61 NBB). Chief Donnelly reported although burglaries have increased from 8 in 2014 to 25 in 2015, 70% of burglaries have been cleared.

NEW BUSINESS: Policy Review – Four police policies were reviewed as described below:

Directive – Command Protocol and Lawful Orders Policy – The purpose of this policy is to establish a set of guidelines for direction, Chain of Command, and obedience to orders. The policy also establishes command protocol in the absence of the Chief of Police and in other situations, so that continuity is maintained at all times. A motion was made by Mr. Strouse to adopt Directive-Command Protocol and Lawful Orders Policy; seconded by Mr. Ansinn. Motion approved.

Directive – Directed Patrol – The purpose of this policy is to provide a consistent, systematic response to problem solving. Chief Donnelly explained the policy addresses chronic problems that need police attention or issues that need only a week of police attention. The Sergeant, at roll call, is responsible to assign Officers on each shift to patrol specific sites. The jurisdiction is divided by sectors, each Officer has a list of directed patrols for the assigned sector. Sectors are assigned with municipal boundaries. A motion was made by Mr. O'Brien to adopt Directive-Directed Patrol Policy; seconded by Mr. Ansinn. Motion approved.

Directive – Roll Call – The purpose of Roll Call formations is to inspect the Officers who are going on duty, to assign them to their patrol duties, to inform them of all complaints, vehicle assignments, traffic control locations and necessary information. This policy provides for Officers to perform their duties effectively and efficiently. In addition, it provides an opportunity for training, as the first ten minutes of each Roll Call will be dedicated to teaching from a Command Staff prepared lesson plan. The

10-minute learnings add up to approximately 50 hours of unscheduled training per year. A motion was made by Mr. Strouse to adopt Directive-Roll Call Policy; seconded by Mr. O'Brien. Motion approved.

Directive – Duties and Responsibilities – Patrol Officers, Sergeants, Corporals, OIC – The purpose of this policy is to outline the duties and responsibilities of sworn officers, sectors, subsectors, and squads. Each Officer has an area they are responsible for. Limiting responsibility to a small area allows for Officers to report everything that impacts that area (i.e. road sign damage). A motion was made by Mr. O'Brien to adopt Directive-Duties and Responsibilities – Patrol Officers, Sergeants, Corporals, OIC, including the correction of “abandon” to “abandoned” vehicles in Section IIIA2c; seconded by Mr. Strouse. Motion approved.

MERGER UPDATE: Mr. Holewinski advised the Commission that although the PBA Contract has yet to be signed, they are optimistic that the Chalfont Borough Police Department will merge with CBRPD. Mr. Holewinski explained once the contract is agreed, it will go before the Commission first and then to the respective municipalities for approval.

OLD BUSINESS: Town Hall Meeting – Chief Donnelly confirmed the Town Hall meeting will be held on February 16, 2016 at 7:30 PM, Life Science Building Auditorium at Delaware Valley University. There was some discussion around the date conflicting with previously scheduled meetings. Due to the availability of the venue and timing, it was determined the Town Hall Meeting will remain on February 16, 2016.

PUBLIC COMMENT: None.

EXECUTIVE SESSION: None.

ADJOURNMENT: A motion was made by Mr. Ansinn to adjourn at 8:12 PM; seconded by Mr. O'Brien. Motion approved.

Respectfully submitted,

James Donnelly
Chief of Police