

**MINUTES**

**PUBLIC SAFETY AD HOC COMMITTEE**

**LOWER ALLEN TOWNSHIP**

**REGULAR MEETING**

**APRIL 16, 2019**

**The following Committee Members were in ATTENDANCE:**

Dave Holl	Director of Department of Public Safety
H. Edward Black	Board of Commissioners- <i>arrived after meeting started</i>
Richard Schin	Board of Commissioners
Carolyn Holtzman	Board of Commissioners - <i>arrived after meeting started</i>
Dean Villone	Board of Commissioners- <i>left meeting early</i>
Tom Vernau	Township Manager
Leon Crone	Police Captain
Frank Wirth	Fire Captain - <i>arrived after meeting started</i>
Dave Murdoch	Fire Chief - Lower Allen Fire Company
Frank Williamson	Fire Chief - Lisburn Comm Fire Company
John Ortenzio	Select Capital Commercial Properties
Meghan Sheraw	West Shore School District- <i>left meeting early</i>
Dick Bonneville	Township Resident-Beacon Hill
Dick Hammon	Township Resident-Rossmoyne
Tom Kutz	Township Resident-Sheepford
Terry Lenker	Township Resident-Sheepford
Ped Young	Township Resident-Beaver Road Area

**There were no members of the public in attendance.**

**WELCOME:**

Director Holl called the April 16, 2019 meeting of the 2019 Public Safety Ad Hoc Committee to order at 6:04 pm in the EOC room at the Township Building, 2233 Gettysburg Road in Camp Hill.

**APPROVAL OF MINUTES:**

**Mr. Williamson made a motion to approve the minutes from the April 1, 2019 Public Safety Ad Hoc Committee meeting. Mr. Bonneville seconded the motion. Motion carried unanimously.**

**WEEKLY COMMITTEE FEEDBACK DOCUMENT:**

Director Holl introduced a Weekly Committee Feedback Document form. He discussed the purpose for feedback and notes during the meeting. This form can be given or sent to him after each meeting. He will send out an electronic copy with the minutes of this meeting. He explained each of the questions on the form. He explained the threats portion as things that are a hinderance to achieving an expectation, like the diminishing number of volunteer firefighters. These forms can be used for discussions at future meetings.

**MISSION STATEMENT:**

Director Holl discussed a concern brought forward on the mission statement with the statement of “expand the Public Safety Service Levels”. Mr. Vernau spoke about the concern and suggested the Committee discuss what the statement should include. He noted mission statement don’t normally set goals in them. He spoke about the word improve in the mission statement. Commissioner Schin believes a lot went into the original mission statement and doesn’t need to be rewritten. Mr. Lenker noted in 1997 there wasn’t FEMA/PEMA and emergency responses were the responsibility of the local government. The committee discussed changing the word from expand to improve.

**Mr. Hammon made a motion to change the word expand to improve in the mission statement. Commissioner Schin seconded the motion. Motion carried unanimously.**

**POLICE PRESENTATION:**

Captain Crone provided a presentation on Police Staffing which he noted is their biggest challenge. He read the Mission Statement of the Police Department. He noted the following changes between 1995 and 2019:

<u>Police Department</u>	<u>1995</u>	<u>2019</u>
Sworn Officers	18	22
Patrol Officers	12	12
Civilian Staff	11	7
Calls for Service	5,300	17,448

He discussed the challenges of increased call volumes and how they are doing less proactive work, less follow-up, and less community engagement than they would like. He spoke about the Capital City Mall and the officers assigned there on Friday and Saturday nights (paid for by the mall). He spoke about the CSOs role and how they can handle some non-emergency calls such as dog barking and roadway issues.

He spoke about the increased call volumes, the additional legal mandates, training and the downward trend in what behavior is acceptable in society. He discussed the results of these issues which include limited ability to work proactively, limited activities including traffic enforcement. He spoke about the Arcona buildout and the increased population expectations (19,253 by 2021).

He explained Officer’s obligated time versus unobligated time as the following:

<u>Obligated Time</u>	<u>Unobligated Time</u>
Time on calls for service	Proactive Patrol
Transports	Proactive Traffic Enforcement
Hearings	Community Engagement
Initial Paperwork	Follow-ups on Criminal Cases

He stated the IACP (International Association of Chiefs of Police) recommends that 1/3 of an officer’s time be spent on obligated time which equates to 20 minutes per hour in obligated time. He stated the current ratio for staffing include a two-officer minimum staffing with four officers being considered full staffing. With two officers working nearly 90% of their time is obligated time versus 50% when fully staffed. His projections for 2021 with two officers working is that 100% of their time will be obligated. The planned staffing for 2021 will be a minimum of three officers per shift with five officers being a full shift.

He discussed different methodology used to determine the number of officers needed for shifts. He discussed each of the methodology listed below and how the numbers were calculated.

<u>Methodology</u>	<u>Needed Patrol Officers</u>
Simple Obligated Time	27
Obligated	27
Population	24
Patrol Activities	30
Average of methodologies	27

He discussed the how criminal incidents (UCR cases) and arrests are up 31% from 2011. He discussed the current situation, years 2021 and 2026 projections which are based on current staffing with obliged versus unobligated time. He stated to maintain the current work-rate, per officer, each platoon will need to consist of five officers, putting 20 Patrol officers on the street. This would mean hiring four officers by 2021 to maintain status quo. He discussed the projected population increase and increased call volumes for 2026 which would result in a need of six officer platoons to maintain the current work rate for a total of 24 officers.

He discussed the probability of saturation, which is the percentange that when someone calls for an officer, they will be unavailable due to being on another call. The 2021 projected numbers are listed below:

<u>Number of officers working</u>	<u>% an officer will be unavailable to respond to a call</u>
5	4.28%
4	13.41%
3	36.62%
2	87.2%

He discussed the statistics between the first 25 weeks of 2018 and 2019. He discussed the staffing levels of two, three and four officers. He discussed the pros and cons of maintaining the current staffing, increasing to five officer squads by 2021 and increasing to six officer squads by 2021. In each scenario, the cons of financial impacts were outnumbered by the pros.

In conclusion, he stated their goal was to have five officers per platoon by 2021 to cover the demands for services that currently exist along with anticipated demand with projected growth. He believes this will get the police officer staffing to a break-even level on workload per officer by 2021. With the Arcona growing and redevelopment continuing, by 2026, the analysis indicated eight additional officers would be required to maintain current service levels.

He stated the current plan is to have five patrol officer squads by 2021 which includes adding two officers this year, one in 2020 and one in 2021. He spoke about the financial impact that adding officers has to the Township. An exact cost needs to be verified with Mr. Grove as the number he was provided apperars to be inaccurate. He stated if they keep the current minimum two patrol officers per squad for 2021, there would be days where five hours' worth of calls would not be answered that day, and by 2026 it would be 13 hours a day.

## DISCUSSIONS

Mr. Bonneville asked the following questions about the Police and Captain Crone provided an answer:

- Hours worked = 12-hour shifts
- Vacation = 10 days a year – max out at 25 days – 8-hour days
- Drug Task force = one detective is assigned and works 40% for us – 60% for them. Mr. Kutz asked about who pays for this. Captain Crone stated they receive monies from drug seizures - \$10,000 in 2017 and \$20,000 in 2018.
- PSO/CSO=CSO work for the Police Department and PSO work mostly for the Fire & EMS.

Mr. Villone asked if the Bonton redevelopment was forecasted Police budget. He spoke about the impact Walmart has had on the Township and was wondering about the redevelopment of the Bonton. Captain Crone said the redevelopment wasn't in their radar wasn't in the budget presented to the Board. He stated the Bonton would increase traffic in the area.

Mr. Vernau stated crime and calls are going up. He asked if the unobligated time increased would there be a decrease in crime. Captain Crone stated there are different schools of thought on that but can't say one way or the other. However, it would help with the community outreach and the resident's calls about drivers not stopping for stop signs, dogs, and complaints about kids on the streets.

Commissioner Schin asked about the command staff. Captain Crone spoke about the administrative things they take care of including required reports and reporting, training, developing future initiatives/training, alarms, abandon vehicles and other such things to keep the patrol staff on the streets. Director Holl added that they also transport prisoners to court.

Mr. Kutz and Mr. Bonneville spoke about the coffee with cops' events. Captain Crone stated sometimes there is only one officer, depending upon the call volume, but they like to try and have four if possible. Mr. Ortenzio asked what the patrol officers could do if they had more time. Captain Crone stated they could do more with speeding, patrolling the parks, trash cans in the right of way, and other type of citizen complaints. He stated the CSOs can write parking tickets, but citations need to be done by a sworn officer.

Mr. Murdoch spoke about his concern for other first responders when there is an accident. EMS and firefighters need Police help to keep an accident scene safe for all. If they aren't available 87% of the time, that is a risk to them. He noted they need to make sure the scene is safe because of the risk it puts the first responders in at the scene. Captain Crone agreed it can be an issue.

Mr. Kutz spoke about the officers and timing and asked if more officers could be put on during the busy times. Captain Crone spoke about the 12 hour shifts 6am to 6pm. He spoke about the day shift dealing with lighter calls but doing paper work, accident reports and other such items. He stated the evening shift is 6pm to 6am and how at times they will schedule someone from 4pm to 4am for that shift. He noted that four officers are scheduled for each shift but because of vacation, training and sick time, it could be two or three officers working that particular shift.

Mr. Williamson asked if Captain Crone could provide numbers for the number of calls the CSOs do, the number of calls at the schools and the impact of a school officer being at the school, Arcona build out

numbers, and what resources would be needed if the Township had to do the booking and labs currently being done by Cumberland County. Captain Crone stated they had 130-150 calls to Cedar Cliff High School. He noted if they had to do booking at the Township versus the County, it would be at least two additional officers for 24/7 coverage. He noted it seems like Arcona is building out steadily and Mr. Vernau stated they decreased the number of homes from the original plans. Commissioner Schin noted Arcona will be bringing in businesses to the development. Captain Crone spoke about the items sent to the PSP lab and how his Staff does an excellent job processing a scene.

Mr. Ortenzio asked about the tracking and frequency of calls and how staffing is done. Captain Crone spoke about how they track things and know the busy times. He spoke about fairness to the officers, so some aren't working every weekend.

Mr. Kutz spoke about a school officer and how that is a priority of his and he would like to see West Shore School District (WSSD) help financially with this officer. Director Holl noted they have had discussing with them about an officer and nothing came out of them. He stated maybe an elected official to elected official may provide better discussions. Captain Crone noted that Trinity is much different as they handle their issues internally versus calling the Police. Mr. Williamson noted they tried grants in the past to fund a school officer and he knows this issue hasn't been take to the full Board of WSSD. Mr. Kutz would like to hear more discussions on this issue at the next meeting.

Mr. Bonneville asked about the costs of the officers to the Township budget. Mr. Vernau noted it is about 70% of the total budget. He encouraged the Committee to look at the options on their own merit, agree to a service level, and then look at the costs. He spoke about the Police contract and what an officer can make over the first five years. Mr. Williamson spoke about Fairview Township and Carlisle and the number of officers they have versus the calls they do. He also spoke about codes enforcement. Director Holl noted that Captain Wirth could do a presentation on how the PSO and CSOs are going to help with this process and the unique model they are working.

Captain Crone stated for the next meeting he would work on a list of things they do, decisions to make on continuing or discontinuing tasks, and keeping in mind some are regulated versus internal policies.

#### **AUDIENCE/PUBLIC PARTICIPATION:**

There was no response

#### **ADJOURNMENT:**

The next meeting will be held on Tuesday April 29<sup>th</sup> at 6:00 pm in the Christ Community Church Youth Center meeting area, 1201 Slate Hill Road, Camp Hill. Mr. Kutz suggested making a Facebook event for the meetings so it can be shared, and people can respond if they are attending. Director Holl noted the tour of the Police Department could happen at another time.

**Commissioner Schin made a motion to adjourn the meeting at 8:02 pm. Mr. Kutz seconded the motion. Motion carried unanimously.**