MINUTES

PUBLIC SAFETY AD HOC COMMITTEE  LOWER ALLEN TOWNSHIP
REGULAR MEETING         JULY 29, 2019

The following Committee Members were in ATTENDANCE:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dave Holl</td>
<td>Director of Department of Public Safety</td>
</tr>
<tr>
<td>Leon Crone</td>
<td>Police Captain</td>
</tr>
<tr>
<td>Tony Deaven</td>
<td>EMS Captain</td>
</tr>
<tr>
<td>Frank Williamson</td>
<td>Fire Chief – Lisburn Comm Fire Company</td>
</tr>
<tr>
<td>Dave Murdoch</td>
<td>Fire Chief – Lower Allen Fire Company</td>
</tr>
<tr>
<td>Frank Wirth</td>
<td>Fire Captain</td>
</tr>
<tr>
<td>Tom Vernau</td>
<td>Township Manager</td>
</tr>
<tr>
<td>H. Edward Black</td>
<td>Board of Commissioners</td>
</tr>
<tr>
<td>Dean Villone</td>
<td>Board of Commissioners</td>
</tr>
<tr>
<td>Carolyn Holtzman</td>
<td>Board of Commissioners</td>
</tr>
<tr>
<td>Don Smith</td>
<td>Capital City Mall</td>
</tr>
<tr>
<td>John Ortenzio</td>
<td>Select Capital Commercial Properties</td>
</tr>
<tr>
<td>Terry Lenker</td>
<td>Township Resident – Sheepford Area</td>
</tr>
<tr>
<td>Dick Hammon</td>
<td>Township Resident – Rossmoyne Area</td>
</tr>
<tr>
<td>Dick Bonneville</td>
<td>Township Resident – Beacon Hill</td>
</tr>
</tbody>
</table>

WELCOME
Director Holl called the July 29, 2019 meeting of the 2019 Public Safety Ad Hoc Committee to order at 6:10 pm in Room 704 at Christian Life Assembly, 2645 Lisburn Road, Camp Hill. Mr. Holl asked if there were any questions from previous meetings. There were none.

APPROVAL OF MINUTES
Mr. Holl stated that the minutes had been corrected to include a missing name. Mr. Bonneville moved to approve the minutes from the July 1, 2019 Public Safety Ad Hoc Committee meeting. Mr. Hammon seconded the motion. Motion carried unanimously.

QUESTIONS AND FOLLOW-UP DISCUSSIONS FROM PREVIOUS MEETINGS
There were none. Mr. Holl stated that he will go through a master copy of the Ad Hoc binder at the next meeting. This will allow the committee members to get any hand-outs that they may have missed from previous meetings.

PRESENTATION: DEVELOPING A STRATEGIC VISION FOR THE NEXT 5-10 YEARS
Mr. Holl stated that the original list of topic areas has been scaled down from six areas to four. Training and Equipment are considered operational items and are usually covered by the regular budget process. This leaves staffing, technologies, facilities, and regional solutions and partnerships. Fire apparatus
replacement must also be considered, however. Staffing is felt to be a critical component. Technology incorporates what is coming in the future. Facilities is an area which may benefit from a consultant study in 2020. This would show where the calls are coming from, how the appropriate service gets to these calls, and if staff is situated in the best location in the Township. Mr. Holl stated that one thing being considered is having an EMS unit at Station Two during the day to reach some of our higher call volume areas faster. He would like to consider the Committee reconvening if a consultant study is used to discuss the results of apparatus and station placement. The reconvening of the Ad Hoc Committee could occur late spring/summer after the study is complete. Regional solutions and partnerships have been discussed at the COG level. Mr. Holl said that everyone agrees there is a problem but no one moves forward to form partnerships. He feels that this may take a crisis for action to occur.

**PUBLIC SAFETY TECHNOLOGIES**

**Police - Current**
Mr. Holl stated that an example of valuable technology used by Police is the CODY Records Management System which is used for crime and incident management reporting. This allows the police department to be more efficient and saves money. The county will be switching from CAD, or 911 Computer Aided Dispatch, to Hexagon CAD and mobile which will be a more efficient system. Police can also access Alpine Fire software (RedNMX) when implemented, giving them access to information such as floor plans. The LPR (license plate reader) is currently being used in the Township to identify vehicles with expired registrations, stolen vehicles, or those involved in crimes. Crimewatch is another example of technology saving time and money as wanted persons are identified or turn themselves in.

**Police - Future**
Mr. Holl spoke about some technologies that may be considered in the future. Body CAMS for police officers is one of these. This has not yet been pursued due to cost of video storage and equipment but is becoming more desirable to have. Additionally, CrimeEye surveillance cameras may be valuable in high risk crime areas, WatchGuard 360° cameras on the vehicles, additional LPR cameras in more locations or on police cars, and GIS mapping and analysis are critical for crime analysis and optimum use of staff. Crimewatch is also a valuable resource that will aid in crime and incident mapping.

**Fire - Current**
Mr. Holl stated that the Fire Departments are close to going live with Alpine RedNMX which will replace their current system Firehouse. It will also benefit Property Maintenance Codes Enforcement and the Fire Inspection program. As mentioned, CAD Mobile Responder will be switching to Hexagon CAD and mobile by August of 2020.

**Fire – Future**
GIS mapping and analysis currently do not exist on the fire side. Mr. Holl spoke about this helping to identify where the majority of fire calls are coming from. A consulting study would also aid in this in the short term.
**EMS - Current**
Mr. Holl spoke about ESO software. He stated that Captain Deaven is finding a lot more ways to use this system for data analysis. He stated that the move of CAD mobile responder to Hexagon CAD and mobile will also benefit EMS. Alpine RedNMX software will also be available for use by EMS.

**EMS - Future**
GIS mapping and incident location analysis capabilities will also be useful for EMS calls. Mr. Holl stated that another future technology that would benefit EMS services is video communication with medical direction. Cameras in the back of ambulances would allow for video contact with the medical director if needed. Telemedicine would allow for tests to be run in patient homes and transferred to medical personnel.

**REVIEW OF POLICE, FIRE, AND EMS PRESENTATIONS**

**Police**
Mr. Holl led a review of the data covered in Captain Crone’s presentation. He stated that as the population increases, the police force must be increased to handle the increased call volume and community risk. Based on the IACP (International Association of Chiefs of Police) model, an officer should have 1/3 of his or her time for “obligated” duties which is responding to and handling calls, and 2/3 of his or her time in “unobligated” time for administrative duties and proactive police work. In the future, a five officer squad is going to be necessary to ensure a minimum of three officers on duty at all times.

**Fire**
The review of the fire services centered on the various levels of preparedness which were explained by the fire chiefs and captain in their presentations. Mr. Holl stated that there are standards governing staffing for both volunteer and career fire fighters. Offensive Service Levels range from 1 to 4 as defined by PA Senate Resolution SR-6. Level 1 is the most desirable with 15 personnel, 2 pumper engines and 1 aerial or support truck, and both interior and exterior firefighting capabilities. They can be expected to arrive on the scene in 9 minutes 90% of the time. At the other end is Level 4 with 4 personnel, one pumper, and exterior defensive firefighting capabilities only. Mr. Holl spoke about volunteer fire fighters becoming scarce and it being especially hard to get them out for nighttime calls.

**EMS**
Mr. Holl spoke about increasing call volumes facing EMS due to increasing population and aging population, commercial development, the prison, and increased highway congestion. Demands on EMS staff including helping other municipalities with calls which causes them to miss their own calls sometimes.

**LEVELS OF SERVICE (LOS)**
Mr. Holl stated that LOS for public safety can mean increased volume in calls for service equals decreased response times in providing critical emergency services in a timely manner. On a scale of A – F, A is ideal and F is the worst level of service. What must be determined is what is acceptable for police, fire, or EMS responses.
Police LOS Levels A-F
The current level of service for the police force is a level C. Level C is defined as “Able to maintain less-than-ideal ratio of ½ obligated time, ½ unobligated time when at full staffing”. Mr. Holl stated that two new officers have been added this July and are in the orientation process. This is just maintaining the department at Level C. It is anticipated that 5 officers per platoon will be necessary by 2021 to keep up the level of service. This can be achieved by adding one officer in 2020 and 2021. Mr. Villone asked if this prediction is based on trends or specific known information. Captain Crone stated that it is based on calls per resident, or trends.

Fire LOS Levels A-F
The current level of service for the fire department is a level C. Level C is defined as “NFPA 1720 – Combination/Volunteer Fire Department (Residential and Commercial Occupancy, Interior Firefighting Response) (Meets current ISO requirements.)” The level of service required is based somewhat on the hazards that exist in a community. Goals for the fire LOS would be recruiting and retaining more volunteers and live-ins, increasing base salary for PSO’s and hiring 2 additional, and the ability to provide 24/7 fire protection with 1 PSO on duty at all times.

EMS LOS Levels A-F
The current level of service for the EMS department is a level D. Level D is defined as “Limited resources resulting in a high missed call volume during peak hours of demand.” Changes are being made to reach level C hopefully by 2020. Increased hours of operation and increased flexibility are needed. To achieve level C, 4 AEMT’s are needed (we currently have 2), part-time staff needs to be expanded, and staff retention based on salary scale and benefits will have to be factored in. Splitting ALS and BLS with a chase truck is also a favorable idea to the Committee members. Captain Deaven feels that the current payscale is appropriate.

Director Holl stated that most of the questions that we originally started out with have been answered except for how we can address our capability gaps. He said that the Committee needs to put together recommendations for presentation to the Board of Commissioners in September.

COMMITTEE QUESTIONS AND DISCUSSION
Committee members would like more specific financial information related to the changes that were presented to them by the police, fire and EMS departments. Mr. Vernau stated that Mr. Grove the Finance Director could go over the current financials as they are related to the taxes and what the increased spending could mean for future taxes. He would be able to figure out staffing costs if needed. This would enable the Committee to figure out what it would cost to reach the desired LOS. This would provide the Committee with enough data to make a recommendation to the Board of Commissioners. The Commissioners feel that raising taxes in smaller increments is going to be easier for residents than a large increase. Mr. Ortenzio requested to see the overall budget of the Township to get the full picture and help establish priorities. The Committee members would like an overview of the budget ahead of time of the next meeting. Future meeting dates were discussed to incorporate some financial presentations and discussions.
AUDIENCE PARTICIPATION
There was none.

CONCLUSION
Mr. Holl stated that he will rework the meeting schedule and get it sent out.

ADJOURNMENT
Mr. Hammon moved to adjourn the Ad Hoc Committee meeting at 8:40 pm and Mr. Williamson seconded it. The next meeting of the Ad Hoc Committee is on Monday August 5th at 6:00 pm in the EOC at the Lower Allen Township Municipal Building.