

**MINUTES OF THE STROUD AREA REGIONAL POLICE COMMISSION
REGULAR MEETING OF MARCH 15, 2023**

The regular meeting of the Stroud Area Regional Police Commission was held on Wednesday, March 15, 2023, in the Stroud Area Regional Police Meeting Room. Commission members in attendance were: Armand Martinelli, Mary Pat Quinn, Daryl Eppley, Joanne Kochanski, Rod Baechtold, and Victor Brozusky. Commission member Rick Staples and Erica McCabe attended via Zoom. Also in attendance were: Chief Jennifer Lyon, Tracie Kresge, and Solicitor John Prevoznik. Brian Bond was absent

PLEDGE OF ALLEGIANCE

Mr. Martinelli led the Pledge of Allegiance.

CALL TO ORDER

Mr. Martinelli called the March 15, 2023 regular meeting of the Stroud Area Regional Police Commission to order at 7:03 p.m. and called roll.

SPECIAL NOTE

Mr. Martinelli announced that due to the COVID-19 pandemic and to meet the requirements established by the Office of Open Records for virtual meetings, this meeting was being audio and video recorded via Zoom from the initial announcement of the meeting until its end. The meeting Zoom link was posted on the SARPD's website where the public could join the Zoom meeting, interact, and ask questions in real time.

EXECUTIVE SESSION

Solicitor Prevoznik reported that an Executive Session was held prior to the meeting. The Executive Session began at 6:17 p.m. and ended at 6:55 p.m. All members of the Commission were present except Mr. Bond. Mr. Staples and Ms. McCabe attended via zoom. Also in attendance were Chief Jennifer Lyon and Solicitor John Prevoznik. Attorney John Mills attended via zoom until 6:32 p.m. Discussed were contract negotiations as well as a data security update. After Attorney Mills left, personnel matters were discussed until the conclusion of the Executive Session. No decisions were made.

MINUTES OF FEBRUARY 08, 2023 REGULAR COMMISSION MEETING

Motion by Mr. Eppley, seconded by Ms. Quinn to accept the Minutes of February 8, 2023 as submitted. Mr. Baechtold abstained due to absence. Mr. Eppley then took roll, and the remaining members all voted aye. Motion carried.

PUBLIC COMMENTS – AGENDA ITEMS

Gary Hoffman, Director of the Monroe County Control Center, and employees Matt Kislak and Angie Henning spoke about their experience with current and past IT vendors, the transition process to a new vendor, and the importance of data security between the control center and SARPD.

Eleanor Rideout spoke about her experience recently where her neighbor called 911, when her husband was in crisis regarding his ALS diagnosis. She wanted to communicate with SARPD and the hospital network her dissatisfaction with the response to mental health calls. The Chief gave the family her contact information to schedule a follow-up meeting to discuss her incident in detail.

CORRESPONDENCE

None

CHIEFS REPORT

Grant

Chief Lyon reported she is continuing to work with Pennsylvania Commission on Crime and Delinquency (PCCD) on the budgetary issues and expects to have the Local Law Enforcement Grant rectified as soon as possible.

Tyler RMS Project

Chief Lyon reported that the Department is still moving forward with the implementation of the new RMS. She stated that SARPD received certification from the State for IBR reporting on 3/9/23, which means as of January 1, 2023 SARPD us reporting IBR instead of UCR to the state.

Body Cameras

Chief Lyon report that the Body Cam policy was completed and has been reviewed by the Operations Committee, District Attorney and the Union. The policy is in the packet for the Commission to review tonight. The Department is still on track for training and deployment in the next few months.

DEPARTMENT REPORT FOR THE MONTH OF FEBRUARY 2023

Motion made by Mr. Brozusky, seconded by Mr. Baechtold, to table the February 2023 monthly report due to not being able to obtain accurate data as a result of the continued implementation process for the new RMS system.

COMMITTEE REPORTS

Operations Committee

Mr. Martinelli reported there was a zoom meeting on 3/14/23 to discuss the Mobile Video / Audio Recording and Body-Worn Cameras – Policy #4.610. The Operations Committee is recommending the policy for approval.

Personnel

Mr. Eppley reported that the Personnel Committee met on 2/20/23 to discuss Meredith's Pelak-Rea's resignation. The position for the Court Liaison Assistant Position was open to current employees prior to advertising outside the Department.

Safety

No meeting due to lack of members availability.

Police Pension Board

Mr. Staples provided some handouts in the packet for valuations of the pension but stated the markets are very volatile right now.

Non-Uniform Pension Board

No report.

Budget/Finance

No report.

Negotiation Committee

No report.

SARPD Foundation

No report.

Solicitor

No report.

OLD BUSINESS

None.

TREASURER'S REPORT

Motion by Ms. Kochanski, seconded by Mr. Brozusky to accept the unaudited Treasurer's Report as submitted. All voted aye. Motion carried unanimously. The Chief also wanted to mention that between January and February we received another \$70,500.00 in DEA Seizure Funds so the balance in that account is \$188,000.00.

BILLS PAYABLE THROUGH MARCH 15, 2023

Motion by Mr. Brozusky, seconded by Ms. Quinn to accept and pay the bills payable through March 15, 2023. All voted aye. Motion carried unanimously.

NEW BUSINESS

Statement of Financial Interest

Due May 1st 2023. Mr. Brozusky verified that he did not need to fill out two Statements of Financial Interest and Mr. Prevoznik and Chief Lyon confirmed that one is technically fine, and we can confirm with the Borough Manager that they have it and we can get a copy if we need it.

Disposal of SARPd property

Motion made by Ms. Kochanski, seconded by Mr. Eppley to dispose of 4 AED's owned by the SARPd as per policy; a copy of property list shall be attached to the minutes. All voted aye. Motion carried unanimously.

2023 Housing Authority Agreement

Motion made by Ms. Kochanski, seconded by Mr. Brozusky to enter into a 2023 Agreement with the Housing Authority for up to \$25,000.00 of additional police services at a rate of \$75.00 per hour and receive a lump sum payment of \$4,500.00 upon signing of agreement with the same terms and conditions as last year. All voted aye. Motion carried unanimously.

GASB 75 Report

Motion by Ms. Kochanski, seconded by Mr. Eppley to accept the Actuarial Valuation for Other Postemployment Benefits Accounting report for fiscal year ending in 12/31/22 as prepared by Conrad Siegel. All voted aye. Motion carried unanimously.

Meredith Pelak-Rea Resignation

Motion made by Ms. Kochanski, seconded by Mr. Brozusky to ratify the Chief's acceptance of Meredith Pelak-Rea resignation from the SARPd effective 3/02/23. All voted aye. Motion carried unanimously.

Approval of Accrued Benefits- Meredith Pelak-Rea

Motion made by Ms. Quinn, seconded by Ms. Kochanski to approve payment of accrued benefits per the employee manual (Vacation: 107 hrs. = \$2,377.73, Personal 16 hrs. = \$355.55, Sick 20.50 hrs. @ 50% = \$227.77) in the amount of \$2,961.05 as per the employee manual. All voted aye. Motion carried unanimously.

Court Liaison Assistant Position

Motion made by Mr. Brozusky, seconded by Mr. Baechtold to fill the vacant position of Court Liaison Assistant with current employee, Bianca Corrado, at an hourly rate of \$20.68 (annual \$43,000.00) with all other benefits pursuant to the Employee Manual. All voted aye. Motion carried unanimously.

Secretary Position

Motion made by Ms. Kochanski, seconded by Ms. Quinn to authorize the Chief to begin the process to advertise for and hire a full-time police secretary at an hourly rate range between \$15.39 and \$18.27 (\$32,000.00 to \$38,000.00) depending upon candidate's qualifications and experience. All voted aye. Motion carried unanimously.

Mobile Video/Audio Recording and Body Worn Cameras Policy

Motion made by Mr. Eppley, seconded by Mr. Baechtold to adopt and implement the new SARPd Mobile Video/Audio Recording and Body Worn Cameras Policy #4.610 and to rescind any former policy currently in effect. Policy reviewed and approved by the District Attorney's Office, Operations Committee and accepted by the Union. All voted aye. Motion carried unanimously.

Scott Raymond DROP Request

Motion made by Ms. Quinn, seconded by Ms. Kochanski to approve Captain Scott Raymond entering into a 5-year DROP on 4/01/23 contingent upon him signing the DROP settlement agreement and Release of Claims contract. All voted aye. Motion carried unanimously.

Kenneth Palmer DROP Request

Motion made by Mr. Brozusky, seconded by Ms. Kochanski to approve Corporal Kenneth Palmer entering into a 5-year DROP on 4/01/23 contingent upon him signing the DROP settlement agreement and Release of Claims contract. All voted aye. Motion carried unanimously.

Robert Transue DROP Request

Motion made by Mr. Eppley, seconded by Ms. Kochanski to approve Detective Robert Transue entering into a 5-year DROP on 4/01/23 contingent upon him signing the DROP settlement agreement and Release of Claims contract. All voted aye. Motion carried unanimously.

Statements of Work.

Epiq Statement of Work

Motion made by Ms. Kochanski, seconded by Mr. Brozusky to authorize the signing and approval of a Statement of Work in the amount of \$10,445.00 as recommended by special counsel and contingent upon approval by the insurance carrier. All voted aye. Motion carried unanimously.

Hilsoft Notifications Statement of Work

Motion made by Ms. Kochanski, seconded by Mr. Baechtold to authorize the signing and approval of a Statement of Work in the amount of \$2,285.00 as recommended by special counsel and contingent upon approval by the insurance carrier. All voted aye. Motion carried unanimously.

Add New Business Item On Agenda- Authorization of Retention Agreement

Motion made by Ms. Kochanski, seconded by Mr. Baechtold to add to the agenda consideration of the retention agreement of John Mills, Breach Council to negotiate the Computing Technologies LLC contract. The purpose of the amendment is a result of the termination of service with current IT provider and the critical need of continuity of IT services. All voted aye. Motion carried unanimously.

Authorization of Retention Agreement (Amended New Agenda Item)

Motion made by Mr. Baechtold, seconded by Ms. Kochanski to authorize signing the retention agreement of Gordon Rees Scully Mansukhani LLP, Attorney John Mills, to negotiate a contract with CTL, not to exceed 10 hrs. of work. All voted aye. Motion carried unanimously.

CTL Managed Services Contract.

Motion made by Mr. Brozusky, and seconded by Ms. Kochanski to table the acceptance of the CTL Managed Services contract. All voted aye. Motion carried unanimously.

PUBLIC COMMENTS – NON-AGENDA ITEMS

Two MCTI students introduced themselves as they are in the Criminal Justice Program and required to attend a public meeting.

Mayor Brozusky informed Chief Lyon that he has received multiple complaints of cars double parking on Crystal Street. Chief Lyon stated that she would pass the information onto patrol to look into.

EXECUTIVE SESSION

Motion made by Mr. Baechtold, seconded by Ms. Quinn to adjourn into executive session at 7:58 P.M. All voted aye. Motion carried unanimously.

Motion made by Mr. Baechtold, seconded by Ms. Quinn to end executive session at 8:00 P.M. All voted aye. Motion carried unanimously.

Mr. Prevoznik reported that Executive Session began at 7:58 p.m. and ended at 8:00 p.m., the purpose of which was to discuss security matters. All members of the Commission were present except Mr. Bond. Mr. Staples and Ms. McCabe participated via zoom. No decision was made.

ADJOURNMENT

Motion by Mr. Brozusky, seconded by Mr. Baechtold to continue the meeting to March 24th, 2023, at 12:00 p.m., and post notice on the meeting room, HQ, and the SARPD website. All voted aye. Motion carried unanimously.