

**MINUTES OF THE STROUD AREA REGIONAL POLICE COMMISSION
SPECIAL MEETING OF MARCH 27, 2018 AT 8:30 A.M.
IN THE SARP MEETING ROOM, EAST STROUDSBURG, PA**

The special meeting of the Stroud Area Regional Police Commission was held on Friday, March 27, 2020, at 8:30 a.m., in the Stroud Area Regional Police Meeting Room. Commission members in attendance were: Mary Pat Quinn, Armand Martinelli, Daryl Eppley, Brian Bond and Joanne Kochanski. Four Commission Members participated via telephone; Rick Staples, Sonia Wolbert, Tara Probst, Rod Baechtold, in order to practice safe social distancing and to reduce the risk of all Commission Members being exposed to the Coronavirus COVID-19. Also in attendance: Chief Jennifer Lyon, Captain Paul Gasper and Solicitor John Prevoznik.

CALL TO ORDER/ROLL CALL

Mr. Martinelli called the meeting to order at 8:35 a.m. Mr. Eppley called roll. Mr. Martinelli announced that the notice of special meeting was advertised in the *Pocono Record* on March 26, 2020, posted at the SARP Headquarters as well as on the SARP website.

PLEDGE OF ALLEGIANCE

Mr. Martinelli led the Pledge of Allegiance.

RATIFY ADVERTISING OF SPECIAL MEETING

Motion by Ms. Kochanski, seconded by Ms. Quinn to ratify the special meeting called by the Chair for the purpose of declaring a state of emergency governing the operations of the Stroud Area Regional Police Department and establishing policies for the operations of the SARP during the Coronavirus COVID-19 Pandemic, and to consider any and all other business that may come before it at the time.

All voted aye. Motion carried unanimously.

PUBLIC COMMENTS – AGENDA ITEMS

Chief Lyon introduced the one public member in attendance as Eric Kerchner, Chief of the Monroe County Detectives.

CORRESPONDENCE

None.

NEW BUSINESS

Declaration of Disaster Emergency.

Discussion

The Solicitor reviewed the proposed Declaration of Disaster Emergency with the Commission. The Solicitor noted that the authority to make decisions vested in the Chief in consultation with the Chair or Vice Chair, in the Chair's absence, of the Commission. In addition, the authority in the Declaration gave the Chief the ability to: i) pay budgeted items as required; ii) redesignate un earmarked funds for emergency purposes only; iii) make non-precedential changes in agreement with the Union in order to best protect officers while preserving services to the area; iv) to suspend any rule, policy, or operation which may hinder an emergency response; v) implement the Department's Emergency Response Plan; vi) utilize personnel for any purpose as the Chief deems reasonable under the circumstances. In addition, the Declaration ratified the Chief's closing of the Department Headquarters to the public; suspending all meetings; and keeping the Right-to-Know Office open. The Declaration defined essential personnel of the Department and approved the SARP COVID-19 Teleworking Policy, the SARP COVID-19 Personnel Use Policy, and the SARP COVID-19 Response Policy. The Solicitor indicated that if passed, the Declaration had to be sent to PEMA, Monroe County Commissioners, Monroe County Control Center, the *Pocono Record*, Stroud Township, and the Boroughs of East Stroudsburg and Stroudsburg, as well as placed on the Department's website. During the discussion, Mr. Baechtold raised a concern about how the Teleworking Policy preserved requirements for the Police Department regarding confidentiality, chain of custody, and rules of evidence. Mr. Prevoznik commented that all current policies addressing those issue would remain in place and any personnel who teleworked were bound by same. The Chief acknowledged that the policies would remain in place but further stated that if the policies were passed, the Chief would put out a standing memo reminding all personnel of such obligations to preserve confidentiality, chain of custody, and rules of evidence.

After discussion, Motion made by Ms. Kochanski, seconded by Mr. Bond, to approve the SARPC Declaration of Disaster Emergency effective March 27, 2020 and to approve and ratify the policies attached thereto. To wit: SARPD Covid-19 Response Policy as applicable to both Sworn and Non-sworn personnel, SARPD COVID-19 Teleworking Policy with approval to add any requirements of Workmen's Compensation carrier if any, and the SARPD COVID-19 Personnel Use Policy as presented. The Declaration and policies are to be attached to the Minutes. The Declaration is to be forwarded to the entities listed in the discussion section above.

All voted aye. Motion carried unanimously.

PUBLIC COMMENTS – NON-AGENDA ITEMS

None.

ADJOURNMENT

Motion by Mr. Baechtold, seconded by Ms. Quinn to adjourn the meeting at 9:12 a.m.

All voted aye. Motion carried unanimously.

Mary Pat Quinn, Secretary