

Transition Task Force
Public Safety Subcommittee
Minutes
May 10, 2012

1. **B. Miller presented the group with copies of the Somerset County Prosecutor's Office Task Force Report on Regionalized Police. Just an FYI, no action requested.**
2. **Acting chief's position and TTF attorney's opinion related to email at the end of these minutes.**
 - After comments from a number of people present it became clear that what statutes applied to items like promotion, selection, rank now and later, etc., that we had various opinions based on somewhat loose knowledge of information and where the information was from.
 - Attorney Kearns was asked to review related statutes, members were asked to send Kearns whatever information they had (where it was from, etc.) so complete and accurate information could be presented to this group, the full TTF and the two governing bodies.
 - Concerning Kearns opinion included in the email below, he had consulted with the Township attorney on this also.
 - Member Altman asked if we should publicize this information. The feeling was that this subcommittee, or any subcommittee, should not be issuing press statements; but the meeting minutes would be posted and more information was still to be gathered that would be shared at other public meetings.
3. **Emergency management function.**
 - Dudeck and Morgan both reported that they agreed the EM function was better suited outside the PD.
 - Bob Gregory, the Boro Director of Emergency Services made a presentation on the EM function.
 - After discussion the following points were agreed to as part of a recommendation to be made:
 - The emergency management role would become part of the duties assigned to the Director of Emergency Services (DES).
 - This function would need the support of a full time staff person, to help with clerical work and field work.
 - The DES function and the Fire/Housing Inspection function should be wrapped into one department. So current DES responsibilities, EM and Fire/Housing would be one department. The two administrators were asked to work out a name for this department!
 - To provide the full time support person for EM/DES the administrators were asked to look at current Ft and PT admin positions in Fire/Housing, PD or elsewhere that should be used to fill this role. The administrators will have detail on all this for the full TTF meeting on 5/16.
4. **Civilian staffing in the PD.**
 - Reviewed current positions and numbers.
 - Dispatchers, Twp has 5 (one is a lead position), Boro has 4, all FT. The Twp also has 6 per diem to cover times FT staff is out.

- Records clerks, Twp has 2, Boro has 2.
- IT, Twp has 1, Boro has none.
- Meter officers, Twp has none, Boro has 2.
- Admin support, each department has one. Usually referred to as the Chief's admin; however Boro pointed out their position supports all four senior officers.
- Consolidation Commission recommended keeping all these positions in year 1 and dropping one dispatcher and one records clerk in year two.
- Recommendation so of Public Safety Subcommittee today:
 - Motion by Jo Butler, second by Bernie Miller: Dispatchers, keep all 9 in year 1, drop to 8 in year 2. However if one leaves between now and the end of 2013, do not fill that position. Aye from all 5 voting members present.
 - Motion by Bob Altman, second by Bernie Miller: Records Clerks, keep all 4 in year 1, 3 in year 2. Chief's admin positions, keep 2 in year 1, drop to 1 in year 2. However if one of these positions leaves between now and the end of 2013 do not replace with a FT employee; instead use PT/temporary or redistribute workload to meet the need. It was pointed out by the PD's that the two admin positions would be supporting six senior officers; how could one person do this in year 2?
 - Motion by Kevin Wilkes, second by Bernie Miller on the one IT position and the two meter positions, keep these three positions initially and going forward. It was noted that the technology position in the PD could end up in the new technology department for the consolidated town, either placement is acceptable.

5. Update on dispatch RFP.

- Kevin Wilkes has provided the RFI to both clerk's offices to be posted on the municipal websites, he will provide to CGR to post on their website. To be done, provide this to the firms that CGR has mentioned, see if CGR has contact information. Any other firms please let Kevin know.
- Freda brought up a question related to this. The Consolidation Commission had asked a representative of a firm that this RFI could be sent to, to help with some PD related discussions. Those discussions related to size and structure of the new PD and did not involve the idea of dispatch being outsourced. After further discussion around was there a conflict of interest in involving this firm in this RFI process, the discussion between the subcommittee and the TTF attorney opined that there was clearly no conflict of interest here.

Next regular meeting, May 18, assume it runs 8:30am to 11am.

Public Comments:

- None

Adjournment

Attending: Jo Butler, Bernie Miller, Kevin Wilkes, Administrators Bruschi and Monzo, Chief Dudeck, Lt. Morgan, Captain Sutter, Lt. Currier, Bob Gregory, Duncan Harrison (PU), Mark Freda, William Kearns.

[Related to item #2 above:](#)

On May 9, 2012, at 5:03 PM, Mark Freda wrote:

Bill, we have a question facing the Public Safety Subcommittee. When the two governing bodies choose a new chief, assume they choose the Boro chief; the Twp person is an acting chief, what rank is he treated as having after that selection as far as where he would fall in the pecking order of the new department? Does he go back to being a Lt? Is there a reason he would jump over the other Lt's and the captain that more years of service than he has?

Thanks.

From: William John Kearns, Jr. [mailto:wjk@kvklaw.com]

Sent: Wednesday, May 09, 2012 9:43 PM

To: Mark

Subject: Re: Public Safety Subcommittee Minutes from 5/4/2012

He is an acting chief, not a duly appointed Chief of Police. He would revert to his former rank, just as would happen if there were no consolidation and if the Township named a new Chief of Police.

William John Kearns, Jr.

Attorney-at-Law

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