

**RILEY COUNTY LAW ENFORCEMENT AGENCY
LAW BOARD MEETING
City Commission Meeting Room
1101 Poyntz Avenue
Manhattan, KS
February 19, 2013 12:00 p.m.
Minutes**

Members Present: Dave Lewis Barry Wilkerson (arrived at 12:27 p.m.)
Richard Jankovich Robert Boyd (arrived at 12:03 p.m.)
Ron Wells Wynn Butler

Absent: John Matta

Staff Present: Director Schoen Assistant Director Doehling
Captain Hooper Captain Moldrup
Captain Nelson Captain Hegarty
Captain Fink

I. Establish Quorum: By Vice Chairman Lewis at 12:00 p.m.

II. Pledge of Allegiance: Led by Director Schoen

III. Consent Agenda:

- A. Approve January 14, 2013 Law Board Meeting Minutes
- B. Approve 2012 & 2013 Expenditures
 - a) 2012 Budget Expenditures
 - b) 2013 Budget Expenditures
 - c) Juvenile Transports
 - d) Seizure Expenditures
- C. County Inmate Medical, Facilities, Maintenance & Repairs Expenditures- (*Review*)
- D. Riley County Jail Average Daily Inmate Population- (*Review*)
- E. 4th Quarter Reports- (*Review*)
 - a) 82.1.4 Crime Statistics
 - b) 1.3.13 Use of Force 4th Qtr./Annual Report
 - c) 52.1.5 IA/AA 4th Qtr./Annual Report
 - d) 61.1.1 A&C Traffic Accident & Enforcement Analysis
 - e) 84.1.8 Seizure & Forfeiture Report

Lewis inquired about the increase in salaries-overtime for the month of January.

Schoen stated that the increase was chiefly due to an arson/homicide that occurred in January which required additional resources.

Jankovich referred to the 4th Quarter Seizure and Forfeiture Report. According to the report, a few seizure cases were sent to legal council in 2006, 2007 and 2008 that are still awaiting final resolution. He wished to know if the cases remain active and if any progress is being made.

Schoen explained that previously the Department had a number of seizure cases that became somewhat stagnant. Attorney Michael Gillespie took over the cases for the Department and he continues to work to resolve them. In the past, seizure cases have not moved as quickly as they are now. Occasionally there are complications when attempting to contact the individual from whom the Department seized the property in order to further the case through the court. The aforementioned is not always the circumstance, and it is not an explanation for all of the older cases, but the Department is making progress to resolve them.

Wells addressed voucher #14215 to Pathfinder, Inc. in the amount of \$3,144.13. He wished to know if the total cost was for the purchase of the two bicycles, or if it included additional equipment.

Schoen stated that the cost was for two bicycles and rear racks.

Butler inquired if the Department sought competitive bids for the purchase of the bicycles.

Schoen responded that the Department alternates between Pathfinder, Inc. and Big Poppi Bicycle Company when purchasing bicycles for the Bike Unit. Maintenance for the bicycles is also handled by the business from which they were purchased. He recalled that there was a very minimal price difference for the bicycles when he compared the two companies.

Jankovich moved to approve the consent agenda as presented. Wells seconded the motion. The motion passed 5-0.

IV. General Agenda:

F. Additions or Deletions: None.

G. Public Comment: None.

H. Review of 2012 RCPD Goals: Provided as part of the Law Board packet was a memo outlining the 2012 RCPD goals and progress indicators. Director Schoen provided the Board with a review of each of the goals, progress indicators, and action items.

Lewis said that there has been relatively little discussion this year regarding Fake Patty's Day. He wished to know if the Department foresees any changes in the way the event will be handled this year compared to 2011 or 2012.

Moldrup stated that aside from a few minor tweaks to ensure operations run smoother there are no major changes to how the event will be managed this year compared to last year. He and staff have met with, and continue to meet with the Aggieville Business Association and emergency service providers to plan for the event. Additionally, input was sought from bar and business owners of the area. In speaking with the bar owners they appear to be excited about the event and they are looking forward to it. Moldrup stated that in his estimation the event went fairly well last year and he has the same hope for this year. He encouraged members of the Law Board to visit the command post the day of the event to take a tour of the area with the officers.

Lewis requested a post Fake Patty's Day report at the regularly scheduled March Law Board Meeting.

I. 2013 Proposed RCPD Goals: Director Schoen provided the Board with the proposed 2013 RCPD goals and progress indicators. Following review, and at the direction of the Law Board, the below recommendations were made and action were items added.

Goal- Improve Traffic Safety on our Roadways (A Safe Community)

Progress Indicator 1: Reduce the incidence of non-weather/non-animal related motor vehicle accidents per 1,000 residents during the period of January 1, 2013 through December 31, 2013 by 2% to 13.9 from the previous three-year average of 14.2.

Goal- Reduce Crime (A Safe Community)

Progress Indicator 1: During the period January 1, 2013 through December 31, 2013, reduce the incidence of Part 1 crimes per 1,000 residents 2% to 22.8 from the previous three-year average of 23.3.

Butler suggested the Department utilize analytic constructs known as control charts and run charts as both measuring tools to assist with focusing resources and calculating the success of the above progress indicators. Butler explained that over time, the charts can indicate not only whether the systems in place to reduce crime and motor vehicle accidents are stable, but whether or not the activity has made a positive impact.

Goal- Increase Public Satisfaction (Responsiveness)

Progress Indicator 1: Maintain public satisfaction with department employees and services to the 90th percentile as measured by Quality Service Audits conducted during the period from January 1, 2013 through December 31, 2013.

Lewis voiced his desire to increase public participation with the Department and Law Board. He would like the public to be better informed of upcoming Law Board Meetings, and have access to meeting agendas and minutes via the City of Manhattan, Riley County, and RCPD websites.

Schoen stated that Law Board Meeting agendas and minutes are available to view on the City of Manhattan and Riley County websites. The Riley County Police Department is currently in the process of revamping their website. The new website is anticipated to be fully functional by the end of 2013. He will ensure that Law Board Meeting agendas and minutes are posted to the new website.

Progress Indicator 2: Maintain a positive Quality of Life (nuisance crime) Index for the period from January 1, 2013 through December 31, 2013.

Goal- Strengthen Fair, Honest, and Ethical Relationships (Accountability)

Progress Indicator 1: Attain a positive (“Yes”) response rate of at least 85% on all relevant questions (2,3,4,5,6,7,8,9,10,12, and 13) on the Employee Attitude and Beliefs survey (as developed and employed initially in 2011) during the period January 1, 2013 through December 31, 2013, while realizing at least a 70% rate of return on the survey.

Goal- Improve Employee Wellness and Fitness for Duty (Innovation and Readiness)

Progress Indicator 1: Develop and institute by December 31, 2013 at least 2 separate (but potentially inter-related) wellness programs designed to improve the physical health of all department employees.

Progress Indicator 2: Design a new physical readiness test for sworn employees of the department based upon job requirements and baseline test 100% of the sworn employees of the department by December 31, 2013.

Progress Indicator 3: Design a new physical readiness test for non-sworn corrections employees of the department based upon job requirements and baseline test 100% of the corrections employees of the department by December 31, 2013.

Action Items for 2013

Action Item 1: Compile and present to the Law Board for approval (and forwarding to the Board of County Commissioners) a Certificate of Need regarding a new range facility.

Wells expressed his concerns with changes and potential budget cuts coming from the State of Kansas which will have an effect on local government. The cost to build a new range facility is rather sizeable, and the topic is something he feels should be discussed in greater detail. He would like to schedule a tour of the current range facility for the Board of County Commissioners. In addition, he would like to meet with the property owners of the existing facility and the owner of the adjacent property to determine exactly what the issues at hand are. He explained that if the property owner is willing to renew the lease at a reasonable cost, then that might be the more practical course of action.

Lewis concurred with the comments made by Wells. From the County's perspective, they are concerned about what is currently happening in Topeka. There are some very alarming scenarios that are being painted. Whether or not they will come to fruition is something the County will not know until the end of the session. At this time, the County Commission needs to have a better understanding of the existing range facility, and what the long term plan will be so that they can make an informed decision when the appropriate time comes.

Schoen will have his secretary contact the Board of County Commissioners to schedule a tour of the range facility.

Action Item 2: Identify and implement methods by which the department is better able to interact with the growing Hispanic population in our community.

Lewis would like the Department to remain engaged in discussions with the Mental Health Task Force regarding the handling of individuals with mental health issues in the community. He requested the subject be added as an action item for 2013.

Butler suggested an action item be added to address the possible installation of automated traffic enforcement systems in locations for which traffic violations cause a significant number of accidents.

Schoen will make the requested revisions to the 2013 proposed RCPD goals and report back at the March Law Board Meeting.

J. Schedule March Budget Workshop: Director Schoen asked if it would be the preference of the Board at this time to schedule a Special Law Board Meeting/Budget Workshop or wait to do so at the regularly scheduled March meeting.

It was the consensus of the Board to schedule a Special Law Board Meeting as soon as possible. The Board will look for communications from RCPD to establish the meeting date and time.

K. Executive Session: At 1:34 p.m. Wilkerson moved to go in to executive session for the purpose of discussing attorney client privilege and non-elected personnel matters not to exceed 20 minutes. Wells seconded the motion. The motion passed 6-0.

At 1:56 p.m. the open meeting reconvened.

Wilkerson moved to return to executive session for the same purpose mentioned above not to exceed 10 minutes. Boyd seconded the motion. The motion passed 6-0.

At 2:06 p.m. the open meeting reconvened.

L. Affirmation or Revocation of Discipline: Wilkerson moved to affirm the Director's disciplinary actions. Jankovich seconded the motion. The motion passed 6-0.

M. Adjournment: Jankovich moved to adjourn the meeting. Boyd seconded the motion. The motion passed 6-0. The February 19, 2013 Law Board Meeting adjourned at 2:07 p.m.