

**RILEY COUNTY LAW ENFORCEMENT AGENCY
LAW BOARD MEETING
City Commission Meeting Room
1101 Poyntz Avenue
Manhattan, KS
February 21, 2017 12:00 p.m.
Minutes**

Members Present: Craig Beardsley Mike Dodson
Usha Reddi (Left at 1:05 p.m.) Marvin Rodriguez
BeEtta Stoney Barry Wilkerson
Ben Wilson

Absent: Captain Fink

Staff Present: Director Schoen Assistant Director Doehling
Captain Hegarty Captain Hooper
Captain Kyle Captain Moldrup

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

II. Pledge of Allegiance: Led by Director Schoen.

III. Consent Agenda:

- A. Approve January 17, 2017 Law Board Meeting Minutes
- B. Approve 2016 & 2017 Expenditures/Credits
- C. Juvenile Transport Reimbursement
- D. County Inmate Medical, Facilities, Maintenance & Repairs Expenditures- (*Review*)
- E. Riley County Jail Average Daily Inmate Population- (*Review*)
- F. Monthly Crime Report- (*Review*)
- G. 4th Quarter Reports: Synopses- (*Review*)
 - a) 82.1.4 Crime Statistics
 - b) 52.1.5 IA/AA 4th Qtr./Annual Report
 - c) 61.1.1 A & C Traffic Accident & Enforcement Analysis
 - d) Annual Special Law Enforcement Trust Fund

Wilson noted one correction to the January 17, 2017 Law Board Meeting Minutes. Page seven, second paragraph of the minutes should read, "Gillespie said that he does not believe the clause applies to a ~~situation~~ *situation* where the Director is seeking guidance from the Chair."

Rodriguez moved to approve the consent agenda as amended. Wilson seconded the motion. On a roll call vote, motion carried 7-0.

IV. General Agenda:

H. Additions or Deletions: None.

I. Public Comment: Chairman Beardsley congratulated Riley County Police Department (RCPD) Detective Brian Johnson for being chosen as the 2016 Officer of the Year. Beardsley also noted that comments by the Fraternal Order of Police (FOP) Lodge #17 will be a recurring item on future Law Board Meeting agendas.

FOP President Johnson stated that the Riley County Police Department is truly a great agency. Non-sworn employees and police officers do a remarkable job every day. For that, they deserve recognition.

Johnson expressed his appreciation to the Board for allocating time on the monthly Law Board Meeting agenda to the FOP to discuss topics of interest. The FOP supports a number of charitable programs within the community to include the Special Olympics. This year, the FOP donated \$1,400.00 and raised an additional \$1,000.00 for the Special Olympics. The FOP is very proud to support the activities of such a great organization.

J. Board Member Comments: Reddi commented that she had the pleasure of attending the 24th Annual RCPD Awards Banquet on Sunday, February 19, 2017. Quite a number of employees were presented awards, which is just a small token of appreciation for all that they do in the community. There are a lot of individuals who do good work behind the scenes and put their lives on the line for the public on a daily basis. Their efforts are truly appreciated.

Reddi reminded the public that venues exist for them to become more familiar with RCPD. One such venue is the RCPD Community Advisory Board which meets on the first Tuesday of each month at 11:30 a.m. at Bluestem Bistro in Aggieville.

Beardsley echoed the comments made by Reddi. He asked RCPD administration to share his gratitude with the men and women who had to work the evening of the banquet and were unable to attend.

K. Law Board Member Recognition: On behalf of the Riley County Law Enforcement Agency and the Riley County Police Department, Director Schoen and Assistant Director Doehling presented Robert Boyd, Karen McCulloh and Ron Wells each with a plaque in recognition of their dedication and years of service to the citizens of Riley County, Kansas and men and women of RCPD.

Wynn Butler was unable to attend the meeting. Director Schoen will present Butler with a plaque in recognition of his service at a later date.

Boyd stated that it has been an honor to be associated with one of the finest police departments in the state of Kansas. The Department has developed good employees at the entry level and special leaders as they have gone forward. He was very proud of RCPD.

McCulloh said that has been great working with RCPD. She explained that it is important for the public to understand how vital the police are to public safety. With budget discussions approaching, it is also important to do as much as possible to maintain the safety of the community while still being very economical.

L. Community Advisory Board Member Recognition: On behalf of the Riley County Law Enforcement Agency, Riley County Police Department and Community Advisory Board, Director Schoen and Assistant Director Doehling presented BeEtta Stoney with a plaque in recognition of her dedication and service to the citizens of Riley County, Kansas and the men and women of RCPD.

Stoney thanked the Director, Assistant Director and members of the Law Board for the beautiful plaque. She said that though her time on the Community Advisory Board was short, it was great to be given the opportunity to represent the community. She appreciated the doors that were opened for her to learn more about the community in which she resides and how well it is protected.

M. Promotion Announcement Sergeant Curt Steel: Assistant Director Doehling announced the promotion of Police Officer Curt Steel to the position of Police Sergeant. Steel was accompanied by his wife, Jessica and father, Jack who assisted Director Schoen with the pinning.

N. Approval of General Order 2013-048 Salary Program: Provided to the Law Board as part of their packets was General Order 2013-048- Salary Program. At the request of Reddi, Schoen provided a brief history of the FOP bargaining unit and the current methods in which officers participate in the policy development process.

Schoen explained that in keeping with the commitment made to the FOP at the time the Board elected to opt out from under the provisions of the Public Employer-Employee Relations Act (PEERA), the Department begun moving items from FOP contract and incorporating them into policy. A Policy Review Committee (comprised of RCPD employees) was established to formulate and review all policy revisions prior to the Director's review. Items from FOP contract that were inserted into policy cannot be changed without the approval of the Law Board; however, the Director has the authority to make very minor policy changes, if needed. The Board knows by virtue of the color coding of the language in the policy what items derived from FOP sworn and non-sworn contracts.

Reddi addressed section 5. Hours of Work which states that police officers, correctional officers and dispatchers working 10 hour and 8 hour work days will receive a ½ hour paid meal break as the workload allows. She wished to know how much it would cost the Department if the meal time were extended an additional 15 minutes. She has a feeling that many of the officers are not taking their meal breaks.

Doehling stated that a ½ hour paid meal break is fairly typical for an 8 hour shift. The officers, correction officers and dispatchers are on the clock regardless. Though not always the case, there are times when the employee is too busy and he/she forsakes their mealtime.

Reddi said that the topic of shift differential pay had been raised in previous years, which was not addressed in this policy.

Doehling said that shift differential and education incentive pay were brought before the Law Board last year. The Department intends to renew the request in April during budget discussions.

Beardsley asked Johnson if he wished to comment.

Johnson explained that the FOP has representation on the Department's Policy Review Committee. They are also represented on a number of other internal committees that traditionally would have received FOP input through negotiations. Employees do have input in areas such as policy development. To what degree of influence that has absent negotiations might be a different discussion, but they certainly have input.

Beardsley opened for public comment and received none.

Wilkerson moved to approve General Order 2013-048 Salary Program as presented. Stoney seconded the motion. On a roll call vote, motion carried 7-0.

O. 2018 Budget Preparation Timeline: Provided to the Board was the proposed 2018 Budget Preparation Timeline developed in accordance with the statutes of the Riley County Police Department and the Riley County Law Enforcement Agency. The statutes call for final budget certification no later than the First Monday in July. As a result Director Schoen recommended the following:

At the February 21, 2017 Law board meeting, discuss, modify as necessary and approve the 2018 budget development timeline.

During the month of March conduct special Law Board meetings, as the Board deems necessary, to begin preliminary budget discussions and obtain Law Board guidance.

At the April 17, 2017 Law Board meeting, update the Board on budget development and provide a draft 2018 budget. Determine the need for additional special Law Board meetings as necessary for budget development.

At the May 15, 2017 Law Board meeting, approve a budget of expenditures for publication prior to the mandatory public hearing.

No later than June 9, 2017 publish the proposed 2018 budget of expenditures in the Manhattan Mercury.

At the June 19, 2017 Law Board meeting, conduct a public hearing on the 2018 budget of expenditures and formally adopt the budget.

On or before July 3, 2017 certify to the Riley County Board of County Commissioners and the City of Manhattan a budget of expenditures for the 2018 operation of the Riley County Law Enforcement Agency/Riley County Police Department.

P. Schedule Special Budget Workshops: Following a brief discussion, it was the consensus among the Board to begin preliminary budget discussions in March with Special Law Board Meetings/Budget Work Sessions to be scheduled as needed during the month of April.

Q. Fake Patty's Day Celebration: Captain Kyle explained that Fake Patty's Day is an event that has taken place in Manhattan for the last several years. This year, the event is scheduled for Saturday, March 11, 2017. The plan to handle Fake Patty's Day this year will be similar to that in 2016 with a few minor changes. The focus of the Department continues to be maintaining order in Aggieville and the surrounding neighborhoods through the enforcement of ordinances related to alcohol, illegal drugs and the public peace. A number of surrounding law enforcement agencies have agreed to assist RCPD officers during the event.

Beardsley wished to know if RCPD has approached the Aggieville Business Association (ABA) about starting the activities later in the morning.

Schoen said that historically speaking, efforts were made in that regard, but they were met with minimal success.

Stoney stated that the majority of Fake Patty's Day participants are students. She inquired about the relationship between RCPD and the Kansas State University Police Department (KSUPD) or other administrators on campus with respect to the event.

Kyle responded that it is not uncommon to find out 24 - 48 hours before the event that a particular officer who was scheduled to work has become unavailable or ill. KSUPD has been gracious enough to provide officer assistance to RCPD at the last minute, if needed, which is greatly appreciated.

Reddi inquired about the 2016 actual and 2017 anticipated expenditures for Fake Patty's Day.

Schoen did not have the exact figures readily available. He estimated 2016 RCPD expenses to be in the neighborhood of \$50,000 - \$60,000, which does not include fire or emergency medical service related expenses. He does not foresee costs in 2017 to increase significantly.

Reddi explained that it is important for the establishments and event participants to know the difference between social and binge drinking. She noted that Derek Jackson, Director of Housing and Dining Services at K-State is interested in educating individuals and certifying businesses on how to better identify binge drinking. She encouraged those participating in the event to be safe and look after one another.

R. Review of 2016 RCPD Goals: Provided as part of the Law Board packet was a review of the 2016 RCPD goals, progress indicators and action items. Director Schoen explained that not all of the goals were successfully completed. Those that were not accomplished in 2016 have been carried over and included in the proposed 2017 RCPD goals.

The Board had no questions or concerns regarding the 2016 goals.

S. 2017 Proposed RCPD Goals: Provided as part of the Law Board packet was a memo outlining the proposed RCPD goals, progress indicators and action items for 2017. The Board had no questions or concerns regarding the proposed goals.

Wilkerson moved to approve the 2017 RCPD goals as presented. Dodson seconded the motion. On a roll call vote, motion carried 6-0.

T. Executive Session: At 1:10 p.m. Wilkerson moved to go into executive session for the purpose of discussing non-elected personnel matters and attorney client privilege not to exceed 15 minutes. Dodson seconded the motion. On a roll call vote, motion carried 6-0.

At 1:25 p.m. the open meeting reconvened.

U. Adjournment: The February 21, 2017 Law Board Meeting adjourned at 1:25 p.m.