

**RILEY COUNTY LAW ENFORCEMENT AGENCY
LAW BOARD MEETING
City Commission Meeting Room
1101 Poyntz Avenue
Manhattan, KS
December 19, 2011 12:00 p.m.
Minutes**

Members Present: Karen McCulloh Jim Sherow
Barry Wilkerson John Matta
Loren Pepperd Dave Lewis
Wynn Butler

Absent:

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

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

II. Pledge of Allegiance: Led by Director Schoen.

III. Consent Agenda:

- A.** Approval of Minutes
 - a) November 16, 2011 Special Law Board Meeting
 - b) November 21, 2011 Law Board Meeting
- B.** Approve 2011 Expenditures
 - a) 2011 Budget Expenditures
 - b) Juvenile Transports
 - c) Seizure Expenditures
- C.** County Inmate Medical, Facilities, Maintenance & Repairs Expenditures- (*Review*)

McCulloh inquired about the expenditure payable to Mercy Regional Health Center for an employee's injury that appeared to be workers compensation related. It was her understanding that the medical expense would be paid by the health insurance provider.

Director Schoen explained that RCPD administration is working to resolve the matter with the workers compensation and insurance carriers. There are questions as to whether the employee's injuries are tied to the duty related motor vehicle accident that occurred some time ago. Recently the employee began experiencing issues. Since the Department could not get the insurance companies to agree on whose responsibility it is to pay for employee's care, the Department determined the right thing to do was to resolve the issue, and settle on who has to pay at a later date.

Lewis moved to approve the consent agenda as presented. Sherow seconded the motion. The motion passed 7-0.

IV. General Agenda:

D. Additions or Deletions: None.

E. Public Comment: None.

F. Community Advisory Board 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 Steve Hargrave and Kathleen Greene each with a plaque in recognition of their dedication and service to the citizens of Riley County, Kansas and men and women of RCPD.

G. Cops & Kids Fundraiser: Saturday, December 17, 2011 the Fraternal Order of Police (FOP) hosted Cops & Kids, formally Shop with a Cop. As part of the fundraising efforts leading up to the event, the FOP sponsored a chili cook off. Director Schoen reported that the winner of the cook off was Detective Dustin Weiszbrod. Second place was awarded to Records Management Systems Supervisor Jennifer Grieshaber, and the Belly Buster Award was presented to Officer Steve Fritzon. The event was a success and the FOP was able to raise approximately \$270.00 to fund next year's Cops & Kids event.

Cops & Kids provides an opportunity for low-income children to enjoy positive interaction with local law enforcement. Rod Cook, Chairman of Cops & Kids spoke briefly about the event. He reported that Cops & Kids was able to bring joy during the holiday season to approximately 30 local children. He noted that the program is funded chiefly through donations. All donations to Cops & Kids go to the children.

H. American Jail Association Jail Manager's Certification: Director Schoen recognized Correction Lieutenant Diahann Frazier who recently received national designation of Certified Jail Manager through the Jail Manager Certification Commission, by authority of the American Jail Association. Frazier is 1 of 339 jail professionals nationwide that have achieved this designation, and 1 of 7 Certified Jail Managers in the state of Kansas.

Frazier took a moment to thank her husband and children for their support. She also extended her appreciation to Director Schoen, Assistant Director Doehling, and Captain Grubbs for supporting her pursuit of this certification. She is excited to be among the select few Certified Jail Managers in the state and nation.

I. RCLEA Meeting Schedule: Discussion took place concerning the possibility of modifying the regular monthly meeting schedule of the Riley County Law Enforcement Agency (Law Board), as the schedule for 2012 may cause scheduling conflicts for some members of the Board. It was proposed that the Board meet at a later time such as 4:00 p.m. or 4:30 p.m. in an effort to accommodate not only the work schedules of some Board members, but also members of the public who would like to attend and provide input. After some discussion it was discovered that modifying the current meeting schedule would cause issues for other members of the Board who have evening work and childcare commitments.

Lewis moved to approve resolution 12-01 resolving that the monthly meeting of the Riley County Law Enforcement Agency be held in the City Commission Chambers at 12:00 noon on the third Monday of each month, provided that If Monday is a legal holiday or on a holiday specified by the agency, the regular meeting shall be held on the following day at the same hour. Wilkerson seconded the motion.

A roll call vote was taken and the results are as follows:

Wilkerson Yes
Lewis Yes
Matta No
McCulloh Yes
Sherow Abstain (later changed to yes, see below)
Pepperd No
Butler No

Sherow said given the fact that the meeting schedule was established at the time he asked for commitments to the Law Board, he would be willing to vote to approve the resolution at this time. He asked that Director Schoen return at the January 2012 Law Board Meeting with alternate meeting dates and times that meet the needs of the Board. Sherow asked that Director Schoen explore the matter thoroughly and see what can be done to accommodate the smooth operation of the Law Board.

Schoen asked that the Board give some thought to what would work with their personal schedules as well. He stated that another factor to be taken into consideration when attempting to schedule the monthly meetings is the availability of the City Commission Meeting Room. He will research other meeting dates and times and report back at to the Board.

Sherow voted to approve resolution 12-01 resolving that the monthly meeting of the Riley County Law Enforcement Agency be held in the City Commission Chambers at 12:00 noon on the third Monday of each month.

The motion passed 4-3.

J. Ka-Comm. Inc. Maintenance Agreement: Director Schoen explained that the Ka-Comm., Inc. Maintenance Agreement is renewed annually. The contract covers labor costs to repair Department hand-held radios, high-band repeaters and jail repeaters. One thing of note is the decrease in the proposed 2012 maintenance agreement to the tune of \$300.00 annually (\$25.00 monthly). There are new radios that remain under warranty; therefore, the Department does not have to pay for maintenance on them during the warranty period. The corollary to that is that during the next cycle the contract price will likely increase. Director Schoen recommended the Board approve the proposed agreement with Ka-Comm., Inc. for 2012.

Pepperd moved to approve the 2012 maintenance agreement between the Riley County Police Department and Ka-Comm., Inc. Sherow seconded the motion. The motion passed 7-0.

K. Substation Lease Agreement Renewal: Director Schoen explained that this is an annual lease agreement for the Aggieville Substation. The rental amount for 2012 has increased by \$300.00 annually (\$25.00 monthly) from last year's agreement. The agreement has been forwarded to, and approved by the County as it is considered a facilities issue. He simply wanted to bring it to the attention of the Board.

Lewis noted that at a recent County Commission Meeting Captain Hegarty made mention of the Department's desire to acquire a substation in the downtown area.

Schoen explained that the need for a police substation to the east side of town, specifically in the

area of the new 4th Street corridor had previously been discussed. It is frequently the case that police officers in that area, bicycle officers being one example, need a place to interact with individuals they encounter during the course of their duties. The Department had looked at a location in the Manhattan Town Center. There is still some interest in locating a space for a substation in the downtown area. The key factors are high visibility and ease of access to the public. Again, the Department has interest in an additional substation, but not to the extent that he is going to be coming to the Board with a recommendation that the County provide a facility. Right now the Department is just engaging in the discussion in a couple public forums so that if there is someone with space available that they are not using, maybe they could look at setting something up.

Lewis asked if the Department has had the opportunity to speak with Community Corrections. Perhaps they have space available.

McCulloh responded that the issue with officers operating out of the Community Corrections building is that it is not very visible to the public. In addition, it would be very cumbersome for police officers to bring arrestees in and out of that building.

L. CSI Lab Technician: Director Schoen explained that over the years as it happens with some regularity, but not a high degree of frequency, there are instances in which the need to modify positions within the Department become apparent. Until recently Detective Alan Riniker performed the majority of Crime Scene Investigation (CSI) and lab work for RCPD. Crime scene processing and lab work consumed the position. In considering the retirement of Detective Riniker, and where to go in the future, it became evident that the best thing to do would be to convert the position from a sworn position to a non-sworn position. In doing so, the Department would set the salary at a level that would enable RCPD to compete with other organizations. The pay grade determined is less than that of a police officer. In addition, the position will qualify for the Kansas Public Employees Retirement System (KPERS) instead of Kansas Police & Fire (KP&F) which is a less expensive retirement option for the Department. In essence the Department will pay less for the same work that was previously being done by a sworn officer. In terms of being responsible with the taxpayer's dollar, and from an organizational perspective, modifying the position seems to make sense.

Lewis moved to authorize the Department to delete 1 sworn officer position from the organizational chart and add 1 non-sworn CSI lab technician position. Sherow seconded the motion. The motion passed 7-0.

M. Executive Session: At 12:41 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 20 minutes. Sherow seconded the motion. The motion passed 7-0.

At 1:02 p.m. the open meeting reconvened. McCulloh moved to resume the open meeting. Sherow seconded the motion. The motion passed 7-0.

N. Affirmation or Revocation of Discipline: Lewis moved to affirm the Director's disciplinary actions. Matta seconded the motion. The motion passed 7-0.

O. Adjournment: Pepperd moved to adjourn the meeting. Matta seconded the motion. The motion passed 7-0. The December 19, 2011 Law Board Meeting adjourned at 1:03 p.m.