

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on March 25, 2008**

1. David W. Sweigart, III called the meeting to order at 6:35 P.M. in the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022. Mr. Sweigart led the pledge of allegiance.
2. Roll call: Present – Don L. Bosserman, Gerald G. Cole, J. Clair Hilsher, and David W. Sweigart, III.
Absent – Roger M. Snyder.

Others Present: Chief Samuel Gatchell and Richard E. Forry.

3. Public Comment.

No public comment was offered at this time.

4. Consent Calendar:

- a. Approval and ratification of the minutes of the February 26, 2008 meeting.
- b. Accept and ratify the Treasurer's Report for the period of February 1, 2008 through February 29, 2008, subject to audit.
- c. Approve payment of all bills via Bill List #5-2008 in the amount of \$ 10,930.24; and Bill List #6-2008 in the amount of \$ 41,588.87; and ratify payment of all payrolls for the period of February 16, 2008 through March 14, 2008, inclusive, in the amount of \$ 80,390.74, which represents two pay periods.

A motion was made by Gerald G. Cole and seconded by Don L. Bosserman to approve the Consent Calendar as written. All members present voted in favor of the motion.

5. Part-time Secretary Position:

Chief Gatchell would like to do a study as to the number of calls and walk-ins that comes in from 3:00 to 5:00 p.m. before making a decision on hiring a replacement.

A motion was made by Gerald G. Cole and seconded by Don L. Bosserman to accept the resignation of Susan D. Melendez as part-time police secretary. All members present voted in favor of the motion.

6. Discussion Items:

- a. Pennsylvania Law Enforcement Accreditation Commission (PLEAC):

Chief Gatchell attended a seminar for PLEAC. The fee to join is \$100.00. The organization is recognized by the PA Chiefs of Association. PLEAC works with the national standards of policy and practices and each member is required to meet these standards to obtain accreditation. It is not an easy task and could take several years. Chief Gatchell feels the department should move in this direction. There are 1200 police departments in the state with only 54 which have obtained accreditation with 4 or 5 being in Lancaster County. The only additional cost would be the review process prior to being accredited.

A motion was made by Gerald G. Cole and seconded by J. Clair Hilsher to authorize the Northwest Regional Lancaster County Police Department to participate in the Pennsylvania Law Enforcement Accreditation Commission (PLEAC). All members present voted in favor of the motion.

b. Booking Center Memorandum Of Understanding and Authorization Letter:

This involves electronic processing of prisoners to be put on record and working in conjunction with Elizabethtown Borough, Susquehanna Regional and Mount Joy Borough Police Departments.

c. LIVESCAN/CPIN Demonstration:

This is a digital imaging process which will be a great asset in saving time during investigations. Chief Gatchell sees other states joining over the next several years. Future costs will be for the maintenance program. He invited the Commissioners to come in for a demonstration.

d. Lancaster County Chiefs of Police Association Joint Hiring Program – Detective Position:

There was some discussion about hiring a detective. The Commission asked staff to review past minutes on this item. The budget also should be reviewed to see if the wages for an additional officer is in the 2008 budget. Chief Gatchell would like to start the process of promotion with the Bargaining Unit.

A motion was made by Gerald G. Cole and seconded by Don L. Bosserman to authorize the Chief of Police to begin the process of promotion with the Bargaining Unit. All members present voted in favor of the motion.

e. Prom Crash Program:

This involves presentations given to students prior to the prom relative to driving under the influence and reckless driving. Also participating is Elizabethtown Borough Police Department, Northwest EMS and District Justice Jayne Duncan. It is Chief Gatchell's understanding the State will be looking very closely at this presentation and may be tapping it to use it state-wide. The presentation is scheduled for Friday, April 25, 2008 at 8:00 a.m. at the Elizabethtown Area High School.

A motion was made by Gerald G. Cole and seconded by Don L. Bosserman authorizing the Northwest Regional Lancaster County Police Department to participate in the Prom Crash Program to be held on April 25, 2008. All members present voted in favor of the motion.

7. Correspondence:

- a. Police Report – February 2008.
- b. Overtime Report – February 2008.

8. Other business:

Mr. Cole commended Chief Gatchell and the Police Department for the recent press releases. Chief Gatchell is also corresponding with the Elizabethtown Chronicle and The Merchandiser.

9. Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission **will be held on April 15, 2008, beginning at 6:30 P.M, at the West Donegal Township Municipal Building, 1 Municipal Drive, Elizabethtown, PA 17022.**

10. A motion was made by Gerald G. Cole and seconded by J. Clair Hilsher to adjourn the meeting at 7:02 P.M. All members present voted in favor of the motion.

Respectfully Submitted,

Richard E. Forry
Secretary
Northwest Regional Lancaster
County Police Commission