

1 WESTTOWN-EAST GOSHEN POLICE DEPARTMENT
2 POLICE COMMISSION MEETING
3 May 4, 2016
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6 In attendance were Chair Charles Proctor, Vice-Chair Mike Di Domenico, Chief of Police Brenda
7 Bernot, Business Manager Kathy Brill, East Goshen Township Manager Rick Smith and Thornbury
8 Township Manager Judy Lizza. Also present were East Goshen resident Dave Molnar, East Goshen
9 Township Supervisors Carmen Battavio, Marty Shane, Janet Emanuel, Westtown Supervisor Tom
10 Haws, Westtown-East Goshen Police Administration Marjorie Davidson and Mary Lee, Lieutenant
11 Bill Cahill, Detective Jon Stafford and PLEAC Accreditation Coordinator Richard Hammon.
12 Westtown Township Manager Rob Pingar and Commissioner Jim Benoit were not in attendance.
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14 **Call to Order**

15 Mr. Proctor called the May 4, 2016 Westtown-East Goshen Police Commission Meeting to order
16 and asked Mr. Marty Shane to lead the Pledge of Allegiance.
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18 **Moment of Silence**

19 Mr. Proctor asked for a moment of silence for our troops here and abroad, our first responders, our
20 police, our firemen and our ambulance people and asked for a blessing on them and their families for
21 the work they do in providing service and protecting us.
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23 **Accreditation Ceremony**

24 **Presentation to Mary Lee by Chief Bernot**

25 Chief Bernot stated: "On March 30, 2016 the PA Law Enforcement Accreditation Commission
26 (PLEAC) voted unanimously to award accreditation status to the Westtown-East Goshen Regional
27 Police Department. The achievement of accreditation was the culmination of a year of intense work
28 and places the Department among the eight percent of all law enforcement agencies in PA, which
29 have received accreditation through PLEAC. Although there are numerous benefits associated with
30 accreditation, few law enforcement agencies achieve accreditation due to the incredible amount of
31 work and commitment that are required. In order to become accredited an agency must demonstrate
32 that it meets the 132 standards developed by PLEAC. To meet these standards the agency must
33 present evidence to a team of assessors that the agency has a policy in place to address each standard
34 and that officers are stringently complying with the policy. In 2014 you were recruited to serve as
35 the Accreditation Manager for the Police Department. This position is an important one because the
36 Manager is responsible for overseeing the accreditation process. Although it takes most agencies
37 two to four years to achieve accreditation, the Department determined that it would attempt to
38 accomplish the accreditation in one year. Rather than view the compressed schedule as an obstacle
39 you chose to view it as a challenge. During the one year process you demonstrated extraordinary
40 organizational proficiency and time management skills. You encouraged the officers to see the
41 benefits of accreditation and to willingly participate in the Department's efforts. The Westtown-East
42 Goshen Police Department would not have become accredited without you and more importantly,
43 we would have not been able to make that step to an even higher level of professionalism without all
44 of your work. Thank you for all of your hard work and dedication." After the presentation, Richard
45 Hammon, PLEAC Accreditation Coordinator, explained Accreditation and congratulated Chief
46 Bernot, Mary Lee and the Westtown-East Goshen Regional Police Department on achieving
47 accreditation.
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53 **Chairman's Report**

54 Mr. Proctor addressed Chief Bernot, Lieutenant Cahill, Ms. Brill, Ms. Davidson, Ms. Lee and all
55 the officers and the rest of the administrative staff stating: "On behalf of the Supervisors of East
56 Goshen, Westtown and Thornbury, we would like to congratulate you on this remarkable
57 achievement. Our involvement merely was when the Chief presented it to us to authorize the
58 spending of some money for the software and the program and what have you. But what is more
59 remarkable is even though there is a consideration of a slight decrease in the insurance, the Chief
60 was able to do this and the entire staff with complete professionalism, without missing a beat on the
61 street and still doing the extra work that was necessary to get this accomplished. And as you said
62 Mr. Hammon they did it in less than a year. We thought for sure it was going to take a year and a
63 half, I think the initial prognostication was a year and a half or something to that effect. It was done
64 in less than a year and all the work that had to be done, we were very much aware as Supervisors and
65 particularly when we had the final tour. Mr. Di Domenico will tell you that when we went through
66 the station and we saw the work that had been done to get ready for the accreditation, and we saw
67 and we spoke with the assessors and heard their comments, it was really, really incredible what had
68 been done and what had been accomplished and still maintain the high quality of service to our
69 residents and to the community. All of the officers were involved, this wasn't just the Chief and a
70 few people and Mary Lee, not take anything away from Mary Lee, but everybody had to get
71 involved in this to get it done. And we are very proud because here in East Goshen, Westtown and
72 Thornbury, we are very proud of the police force. We are very proud of the work they've done and
73 the reputation they have in the community and we are very proud going forward to be able to set this
74 standard for the rest of the area. There are a number of other initiatives that I won't bore you with
75 that we have to address and I think this may help us in some of those areas. So again, on behalf of
76 everyone, all the Supervisors, thank you so much for doing this and bringing honor to WEGO."

77
78 **Approval of Minutes**

79 Mr. Proctor asked for any corrections or comments on the minutes from March 22, 2016. There
80 were none. He called for a motion to approve the minutes for March 22, 2016.

81
82 **Mr. Di Domenico motioned to approve the minutes of March 22, 2016. Mr. Proctor**
83 **seconded the motion.**

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85 **There was no public comment or questions. All were in favor. The motion was**
86 **unanimously approved.**

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88 **Review of Approved Bills**

89 Mr. Proctor noted the review of approved bills from February 4th, February 22nd and March 23rd.
90 He added that Mr. Smith and Mr. Pingar have reviewed and approved them. Mr. Proctor and
91 Mr. Di Domenico also stated they had reviewed them. There were no comments on the bills.

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93 **Township Roundtable**

94 **Thornbury Township:** Ms. Lizza requested the opportunity of having a phone conversation with
95 Chief Bernot regarding clarification of the issue of PPU reports for Thornbury that was noted in the
96 minutes of a prior meeting that Ms. Lizza was unable to attend. Chief Bernot stated that was fine.
97 **Westtown Township:** Mr. Di Domenico noted the issue of a shredder truck that lost its shredded
98 paper on 202 and stated that a resident asked what to do if it happens again. Chief Bernot

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responded that the truck lost a significant amount of its load. She added the state was conducting an investigation however she believes the individual responsible has not been identified. She noted the state sent representatives out to clean up the debris and if it should happen residents should try to obtain and report as much information about the individual as possible. Regarding an inquiry Mr. Di Domenico received from a female resident on what to do when being stopped by an unmarked police car in an isolated area, Chief Bernot answered that this is a justified concern as people do impersonate officers. Her recommendation was to put on a turn signal or preferably your 4-way flashers to indicate to the officer that you are complying and then slowly proceed to a well-lit and well-populated area. Once stopped there, call 911 and explain you are being stopped but not sure if it is a legitimate officer and request that a marked car be sent. She also advised to only open your window enough to pass documents and inform the officer that you are uncomfortable and have called 911 to request a marked car be sent to the location. She added you should not just keep driving without putting on your turn signal or 4-way flashers as the officer will not know why are not stopping. A plan is to put this information out to residents in the newsletter. It was noted by Mr. Proctor that the 911 dispatcher should be able to verify the stop as officers are required to let the dispatcher know they are making a stop.

East Goshen Township: Mr. Smith had nothing to report. Mr. Proctor noted that since the last meeting, while traveling north on 202 he noticed two oversized vehicles that had no lead cars and trail cars. The load was sticking out on the side and way too high and possibly unsecure. He called 911 but did not feel the dispatcher addressed his concern as he was still in Delaware County and just approaching Chester County. He asked Chief Bernot what her best recommendation was for reporting such an incident. Chief Bernot stated her recommendation was to call 911 and indicate that the vehicle(s) in question are approaching Chester County. She added that 911 does have GPS capability and should know where the closet patrol car is in Chester County. Mr. Proctor next addressed the issue of Hibberd Lane being blocked from Line Road for road repairs. He noted that while Hibberd Lane is still accessible from Paoli Pike, he believed this could be a highly charged and emotional issue especially from Applebrook Preserve and Clocktower. Chief Bernot responded that an email has been sent to all officers stating that for the next two days to issue warnings and then move into issuing citations to anyone removing the barrier. Officers have also been instructed that when in that area to be sure to have their MVR (Mobile Video Recorder) on when making stops. The final issue Mr. Proctor brought up was regarding the pedestrian crossing at Paoli Pike to the park. He noted that while there are lights flashing and a push button to cross, he witnessed two women who were not able to cross because motorists would not stop to allow them to cross. Mr. Smith stated that on the last and current newsletter and also on the LED sign it has been noted to yield to pedestrians in this area. Chief Bernot believes the Township has done a good job making residents aware of their legal obligation to pedestrians crossing at that intersection and that the crossing is on the list of complaint areas and enforcement is being conducted there. Mr. Proctor added that he believes many motorists don't stop because they are just traveling through the area and are not aware of their obligation to stop for pedestrians. He also noted that due to this issue at the marked pedestrian crossing, many people are crossing at Taylor Avenue to get to the park, which has no markings or signs. He requested to Mr. Smith that the Taylor Avenue crossing area should be noted on the agenda at the next East Goshen meeting.

Chief Bernot – Complimentary Letters and Complaints/Issues

Mr. Proctor thanked Chief Bernot for getting caught up on all her complimentary letters. Chief Bernot stated that thanks to the elected officials allowing the hiring of two part-time administrative

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151 assistants, who did a great job helping with the workload, this was accomplished and the email was
152 sent out on April 30th. Regarding complaints, Chief Bernot noted that one officer has five Internal
153 Affairs investigations pending. The officer has been placed on suspension with pay pending the
154 resolution of all investigations. She noted this can be further discussed in Executive Session and
155 added that this evening there is a scheduled joint Board of Supervisors meeting to further discuss
156 this in detail. There are two new complaints since the last meeting. The first is a complaint by a
157 subject who claims to have been mistreated by two officers when arrested at Bellingham. This is
158 currently under investigation but has been hampered by the complainant's mental health issues.
159 After explaining the issue, Chief Bernot noted the Department is doing their best to give due
160 attention to the complaint and believes it will be unfounded due to witnesses there during the
161 interaction. The second complaint involves a subject who claims an officer cursed at her and was
162 rude to her and also three to four months prior claims officers mistreated her when they arrested her.
163 When she was originally contacted to obtain information she told officers she didn't have time to
164 talk with them. Complaint forms were sent to her and she was given the option to complete them
165 and email or mail them back. As of this date, she has not responded and Chief Bernot sent her a
166 letter on May 2nd informing her she has until May 30th to complete the forms or the complaint will
167 be closed with no further action.

168
169 **Old Business**

170 **Part-Time Officer Update**

171 Chief Bernot reported that on April 11, 2016 phase one, the written exam was given. Out of the
172 110 applications submitted 89 applicants took the test. Of those 89 who took the written test, 47
173 progressed to the next step, the written scenario exam, of which 46 took the exam on April 29,
174 2016. It will take about two to three weeks to grade the exams and approximately half of those
175 applicants will move on to the final stage, oral board interviews, which are expected to be held in
176 June. An eligibility list should be ready by the end of June and with the Commission's approval,
177 Conditional Offers of Employment will also be made approximately at the end of June. Chief
178 Bernot noted there was a diverse range of candidates. Ms. Lizza asked if military pass numbers are
179 weighted differently, to which the Chief responded we are only required to give preference points to
180 veterans if there is a tie because this is not civil service. In response to Mr. Smith's question
181 regarding mix of male/female and ethnic backgrounds, Chief Bernot answered that three or four
182 females moved to the second phase, however many of the minority applicants were lost after phase
183 one. She gave a brief description on how the process works and the importance of an applicant
184 having a good understanding of the law. The only requirement for submitting the initial application
185 was to have Act 120 certification; no prior experience was required.

186
187 **Part-Time Administrative Update**

188 Ms. Brill stated, Ms. Banta who was at the last meeting, has been training for two months and is
189 doing an incredible job. She is a fast learner and gets along very well with everyone. Ms.
190 Klimowicz started about a month ago and also is coming along very well. She has great knowledge
191 of Excel and Power Point, has excellent phone skills and gets along very well with everyone. Ms.
192 Brill noted by the end of the month both will have been introduced to all their job duties and a
193 Power Point will be available showing exactly what their duties are for the Department, after which
194 work will begin on a Power Point showing the duties of Ms. Lee, Ms. Davidson and Ms. Brill. Mr.
195 Di Domenico asked if a third individual is still being considered. Ms. Brill responded they are now
196 at 20 to 25 hours and would like to give it through the summer before deciding if a third person is

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200 necessary. Chief Bernot noted it is not just workload but also vacation load, which peaks in the
201 summer that will help make the determination for the necessity of a third individual.

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203 **Police Commission Meetings Frequency**

204 Ms. Brill explained the Commission meetings have always been once a month, however due to
205 scheduling conflicts, this could be changed. At Mr. Smith's suggestion, Ms. Brill stated she

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207 entered in the minutes a section from the Agreement that states the responsibilities of the
208 Commission. Mr. Proctor and Mr. Di Domenico discussed dates for June and July. It was agreed
209 upon that the next two meetings will be held June 15, 2016 at 3:00 PM and July 20, 2016 at 3:00 PM.
210 Ms. Brill will advertise future meetings on a monthly basis.

211
212 **12-Hour Assessment**

213 Chief Bernot noted the report being handed out was an abbreviated version and not a quarterly
214 update. In summary, she stated the report was all good news with no negatives associated with
215 going to 12-hour shifts. Her next report will be given approximately August 15, 2016. In response
216 to Mr. Proctor's question as to whether Chief Bernot has seen any signs of fatigue, she stated that
217 she hasn't seen anything that would indicate it is interfering with operations and everyone is
218 adjusting well especially with having the MOU which does put limits on back to back hours.

219
220 **Firearms Transition**

221 It was noted by Chief Bernot that never has she received such overwhelming, positive feedback
222 when implementing a change in the Department. She credits this to Lieutenant Cahill who was in
223 charge of vetting all the possible equipment options. She added his choice of a holster, tactical light
224 and weapon was outstanding and emphasized how much the officers love the equipment and loved
225 the training firearms instructors. Mr. Di Domenico asked Lieutenant Cahill about the new weapon,
226 its size and hours of training. Lieutenant Cahill replied the weapon purchased is a Sig Sauer P320,
227 40 caliber, which was purchased for each member of the Department. He noted the Administrative
228 staff received a compact version of the same full size weapon. Training was for 24 hours over two
229 consecutive days (Day 1: 12 hours at West Goshen for daytime training and Day 2: 12 hours at
230 Downingtown for nighttime training, which was necessary to have now that the weapons have
231 lights on them). Lieutenant Cahill added that all the officers did a great job during training and
232 noted that the weapon was just selected as the NRA pistol of the year. He expressed his gratitude
233 and stated the Department was very fortunate to have the Commission and the Townships approve
234 such a large purchase. Mr. Smith inquired if there were enough new weapons for all the proposed
235 new hires. Chief Bernot responded it depends on how many new people are hired. Mr. Smith
236 noted a recommendation by the Finance Committee on the number of new hires needs to be
237 acquired and addressed and put on an action list. In response to Mr. Proctor's inquiry about
238 whether officers leave their weapon at the station or take them home while off duty, Chief Bernot
239 responded it is up to each individual officer. She explained the different policies for those officers
240 who choose to take their weapon home and how these policies are applicable for carrying a weapon
241 as an off duty officer.

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249 **Vehicle Graphics**

250 As reported by Chief Bernot, all new vehicles should be totally equipped with the new graphics
251 within the next six weeks. They are in the process of having the accreditation seals put on the cars
252 and also purchased new lens covers for the light bars, which will be installed on the new vehicles.

253
254 There was no additional Old Business discussed.

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256 **New Business**
257 **Accreditation Seals**

258 Chief Bernot stated that Accreditation seals have been placed throughout the building, including
259 one on the front door. She noted that wood trim has been installed around the community TV and
260 there are plans in the works to add a WEGO Pride board.

261
262 **Gas Tank**

263 Ms. Brill stated that a quote has been received for \$1,800.00 to degrease the gas tank, sand it, paint
264 it and seal it, which is a two day process. They are waiting to receive a second quote.

265
266 **Pension Report**

267 A copy of the report was supplied to each member of the Commission in their packet by Ms. Brill.
268 Detective Jon Stafford reviewed and explained the report and noted that the market has not been
269 kind. He added that he has a scheduled meeting with Mr. Mike Glackin from INR. At this point,
270 Detective Stafford in not recommending any changes. He stated to Mr. Proctor that he believes INR
271 is doing a good job explaining their investment strategies and that Mr. Glackin is very receptive.

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273 **Signatures for Wells Fargo**

274 Ms. Brill stated that with approval by the Townships to move money from BB&T to Wells Fargo,
275 signatures are needed from Mr. Smith and Mr. Pingar. Mr. Smith signed the document as did Ms.
276 Brill and Chief Bernot. Mr. Pingar will sign the document upon his return on Monday.

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278 There was no additional New Business discussed.

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280 **Any Other Matters**

281 East Goshen resident, Dave Molnar, asked Chief Bernot if there was a planned unveiling ceremony
282 for the new graphics on the cars. Chief Bernot replied the intent is that once the new cars are
283 completed, a picture will be taken of an old car next to a new car with the two officers who served
284 as chairmen of the committee and then sent out a press release. She added that they are starting
285 with the three new vehicles and one SUV now and as other older vehicles are taken out of the fleet
286 over the years, the new vehicle replacements will reflect the new graphic design.

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288 Mr. Di Domenico asked Chief Bernot if the Chippy truck was repaired and if so the cost. Chief
289 Bernot responded the truck was repaired. Ms. Brill stated the cost was close to \$4,000.00 of which
290 \$2,900.00 of the cost was paid from forfeiture funds. She noted the truck is being driven every week.

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292 Ms. Brill noted a signed letter was needed for the auditor to do the 2015 audit. The cost is no more
293 than \$5,900.00, which is approximately an increase of three to five percent over last year. The
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298 auditor will have the audit to the Department by the end of July. The Commission granted Ms. Brill
299 permission to sign the letter and return it to the auditor.

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301 **Officer Comments**
302 No officers were present.

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304 **Police Reports**
305 Ms. Brill noted all the reports for February and March have been included in everyone's packet.
306 There were no questions. Regarding the Month End Report, Ms. Brill reported that as of March,
307 payroll was on target for the quarter; benefit expenses were down by 9%; vehicle expenses slightly
308 over but not unusual due to vehicle replacement costs; and other expenses were a little over. The
309 entire budget for the first quarter is a couple of percentages under. As for the PPU Report, Chief
310 Bernot reported that for February and March the PPU's are trending in the right direction after the
311 agreement reached between the Townships in November 2015. She added that Ms. Brill has been
312 supplying her with data regarding the April PPU's and those numbers look good and right on target.
313 There were no questions from the Commission.

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315 **Action Items**
316 No new actions items.

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318 **Public Comment**
319 No public comment.

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321 **Executive Session**
322 There was no Executive Session required for this meeting.

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324 **Adjournment**
325 Mr. Proctor called for a motion to adjourn.

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327 **Mr. Di Domenico made a motion for adjournment. Mr. Proctor seconded the motion.**

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329 Mr. Proctor called for any comments.

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331 **There were no other comments or questions. All were in favor. The motion was**
332 **unanimously approved.**

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334 Respectfully Submitted,
335 Linda Delia, Transcriber