



The Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)
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CFAC Committee:

Chair:

John Schoenherr

Members:

Robert Ciolek
Ralph Krau
Lillian Woo
Joseph Mladinich
Allen Fullerton
Hector Guenther

Staff Liaison:

Mark Milne
Nathan Empey

Councilor Liaison:

Paula Schnepf

MEETING MINUTES

02.11.19

6:00 PM

Planning & Development Conference Room

Roll Call:

- CFAC Members Present: Hector Guenther, Allen Fullerton, Lillian Woo, Ralph Krau, John Schoenherr, and Joseph Mladinich
- CFAC Members Absent: Robert Ciolek
- Councilors Present: Paula Schnepf
- Staff Present: Mark Milne, Director of Finance; Nathan Empey, Budget Analyst; Matthew Sonnabend, Chief of Police; Anne Spillane, Director of Finance & Support Services Police Dept.
- Other Present: None

Call to Order:

John Schoenherr called the CFAC meeting to order at 6:00 PM in the Planning & Development Conference Room at Town Hall.

Act on Minutes:

The following minutes were approved by unanimous vote:

01.28.19

New Business:

The Chief of Police provided the committee with a list of FY20 operating budget request. These budget requests have been discussed with the Town Manager and Finance Director.

Comments & Takeaways from operating budget requests

Police Department's top request is to replace 8 vehicles. Chief noted it is the nature of the job. These vehicles typically are replaced between 130,000 to 160,000 miles. However, it is not just the mileage, but also long hours these vehicles are in operation. These vehicles idle for long periods, and the only downtime is during maintenance. In addition, the police department has a wide variety of vehicles. Hector G. asked do you trade in the vehicles? Chief responded we do, however, these vehicles don't hold much trade in value, sometimes receiving only \$100 to \$200. The department replaced 8 vehicles last year and anticipates to replace 8 this year. The Chief noted the price per vehicle is going up 12% for the 2020 model. Anne S. noted the police department has been keeping vehicles longer, so they don't hold a lot of trade in value. Joseph M. asked are these vehicles purchased through a competitive bid process? Chief responded there are two vendors through the state bid process.

The Chief emphasized that training is a key element of a police department. The Chief noted we have a new training coordinator, and that we are trying to do more in-house training instead of sending personnel elsewhere. It's more costly to send personnel elsewhere for training because of overtime, class costs, and travel costs. The Chief noted there could be savings if training is conducted in-house. In addition, in-house training has the potential to host training sessions for other police departments and potentially generate a small amount of free training seats for the department. John S. asked do other police departments on Cape provide in-house training? Chief noted that some do, but it's dependent of the size of the department. Lillian W. asked how many training courses and do you train all at once? Chief noted we stagger the training with shifts, and that a variety of courses are taught: field training, AED, CPR, fire arms, driving..etc. Joseph M. asked how many hours of training are conducted per officer? Chief responded there is a state mandate of 40hrs per officer per year. Joseph M. asked has there been any lawsuits against the police department? Chief noted in the industry you get them, but with good training and strict hiring practices, it helps mitigate those risks.

Upgrades in technology request. Chief noted the existing Microsoft Exchange needs to be upgraded to the latest version so that property is properly protected. In addition, all desktops are Windows 7, which is no longer being supported. Our connections need to support current technology in order to work with outside agencies. The police department is moving toward a virtual system, which will require less computer replacements, and thus has potential cost savings.

The joint dispatch center with Hyannis Fire Department was remodeled last year. This request is to replace obsolete equipment and cover licensing fees. John S. asked would there be further consolidation with the dispatch center? Chief responded it is a wait and see how this works, and that the future question is what would the town charge to other towns for the dispatch services? John S. asked how long has this new dispatch center been running? Chief responded since June, and that it is working well. The Chief noted as the new dispatchers gain experience it will get better. John S. asked what are the incremental costs to adding others to the dispatch center? Chief responded those costs would be on the other towns. Anne S. noted that there has been a discussion about consolidating regionally into a communication center, which we could qualify for more grants as a regional dispatch center. Hector G. asked would there be any cost savings consolidating the dispatch centers? Mark M. responded consolidating the dispatch centers would require looking into another facility and what those costs might be. Chief noted the dispatch operations have become more efficient by having the same employees do it on a daily basis rather than rotating patrol officers who don't normally do the job.

The police department is seeking to replace 65 Tasers. The existing tasers used are 2007 models, which are not supported anymore; software updates and batteries are obsolete. The Chief noted new police officers are already receiving the new models. Chief commented that tasers work really well and can reduce injuries.

School Resource Officer Overtime request. The police department currently has 4 officers in the schools, which they receive 1 hour of overtime daily to show up early before schools open. The school officers also show up to parent meetings and some school events, which include additional overtime. The Chief noted the school officers are getting into more investigations just from being at the schools. Paula S. asked are we seeing increased school officers because of what's going on nationally? Chief responded there is a state law that requires districts to have at least one police officer present in the school system.

Harassment training for all police department employees, which is required training. This request is mostly driven by overtime cost because only one-third of the staff works normal hours.

Use of force training is a virtual simulation program. This virtual system evaluates an officers reactions. The Chief noted this system is being used nationwide, and that these costs include maintenance and annual updates. The Chief noted there is potential savings from the training program because it can be conducted during shift hours.

SWAT Training request is based on the actual costs of conducting SWAT training within the department. These costs have normally been coming from other budgeted items. The police department currently has 10 people on the SWAT Team.

Purchase 6 AED's to support the expanded fleet of vehicles. The Chief noted these types of AED's are more robust because they are left in vehicles, which can experience extreme temperatures. The AED's will also be integrated with other emergency response services. Anne S. responded these AED's do have a shelf life and require a replacement program.

This request is to extend the Seasonal Community Service Officers program to Columbus Day. The Chief noted there were temporary monies in last year's budget, but this request is to add it permanently to the budget. Hector G. asked do you receive many applications for the positions? Chief responded yes. Anne S. noted colleges recognize the job experience as an internship. Anne S. noted that some training is covered by a mental health grant.

Health and wellness program is for post-traumatic stress on the job. The Chief noted this initiative is to help combat employees not properly maintaining themselves for the job to prevent injuries. This is also for identifying issues with post-traumatic-stress-disorder and ensuring those employees get the help they need.

Field training data system request would modernize our system to track milestones, so that input fields are not missed. This system will also help identify those officers weakness to focus on further training.

Community Police program request is to provide monies for overtime and materials to support the Citizens Police Academy staff.

Hector G. commented that the Chief did a thorough job presenting the police department budget requests.

Old Business:

None

Matters not reasonably anticipated by the chair:

None

Discussion of topics for the next meeting:

The committee will meet with the public works department to discuss operating budget request at the next meeting.

Adjournment:

CFAC's next meeting will be Monday February 25, 2019 at 6:00pm.

List of documents handed out

1. 01.28.19 minutes
2. Police Department Operating Budget Request List