Presented to the Buffalo Valley Regional Police Commission

Chief Paul Yost

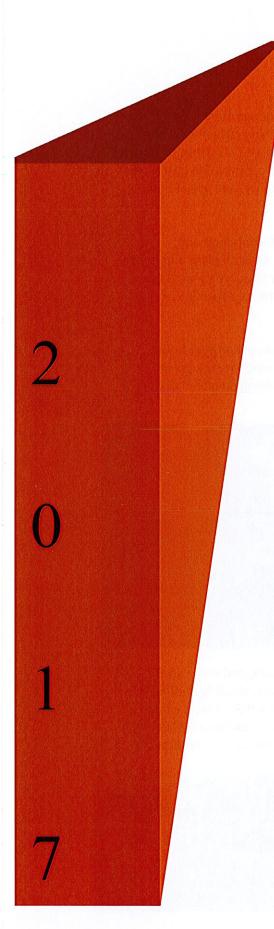
2017



This Reporting contains a description of the agency, scope of services, costs, and a summary of both the qualitative analysis of policing services and a quantitative analysis of policing services provided by the Buffalo Valley Regional Police Department during the year 2017.

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Executive Summary

The Buffalo Valley Regional Police Department (BVRPD) has completed the sixth year of agency operations. This has allowed for collection of data that supports meaningful comparative analysis of activity and agency response to community police service needs.

This annual report is the best means of transmitting this information to the public and elected officials of the performance, fiscal effectiveness and the development of agency capabilities for the delivery of high quality police services.

This reporting details the BVRPD in an examination of the agency from a perspective of what we did in the past year and explore where we hope to go in the future in the provision of high quality police services and the expansion of our community partnerships.

The agency and membership has continued to be involved in community outreach and interaction and continues to strive to be approachable and accessible.

Agency Descriptive Summary

The Buffalo Valley Regional Police Department (BVRPD) is a progressive police department consisting of nineteen (19) sworn staff members, and one unsworn administrative assistant that are responsible for the delivery police services and support service functions. The agency is currently enrolled in the Pennsylvania Police Accreditation process to achieve accreditation of the organization by a statewide review panel. This process assures risk management, standardization of policy, and use of best practices on a formalized level by agency members.

One of the most unique characteristics of the BVRPD is that the agency is a self- contained unit, responsible for the operations, administrative, budget, human resource, fiscal, physical plant and review functions of the police organization. This structure assures all costs for delivery of police services are realized in the budget and fiscal process and eliminates "hidden costs" for the police services function.

The Agency is housed in a modern facility that is centrally located, and is capable of handling future expansion of the BVRPD jurisdiction. The facility incorporates features to accommodate the police mission. The BVRPD police facility includes detention and process facilities featuring private interview rooms with recording capabilities.





The BVRPD utilizes a full range of marked and unmarked police fleet vehicles equipped with current technology to assist in the effective use of tools to maximize the police patrol and visibility of officers, while minimizing the time spent by officers away from the patrol function. The BVRPD fleet is a multipurpose fleet of ten vehicles, four (4) of which are Sport Utility Vehicles that have four or all-wheel drive capabilities, to assure delivery of services in a wide variety of weather and topographic environments. In addition, the agency has a special purpose utility vehicle.



Legal Authority

To comprehend the delivery of police services in the regional policing context, the reader must understand that a legal basis exists for such an organization and what these types of organizations are considered under the rules for government in the Commonwealth of Pennsylvania.

Definition - Consolidation of police services requires the abolishment of political subdivision boundaries for police services and the unification of existing police forces into one regional police department. The distinctive characteristic of this method of policing is that the operation of the police agency is outside the direct control of any one municipality. The police department operates under the guidance of a regional police commission consisting of elected officials from each of the participating municipalities.

The 2017 Commissioners were:

- Michael Daniloff, Chairman, (East Buffalo Township)
- Matt Schumacher, Vice Chairman (East Buffalo Township)
- Susan Mahon, Secretary (Lewisburg)
- Dr. Jack Malloy, Treasurer (East Buffalo Township)
- Judith T. Wagner, Commissioner (Lewisburg)
- Stacy Kifolo, Alternate Commissioner (East Buffalo Township)
- Michael Derman Alternate Commissioner (Lewisburg)

Legal Authority for Police Consolidation - Section 5 of Article IX of the Constitution of the Commonwealth of Pennsylvania serves as the legal and constitutional basis for consolidation of police services in the state. Section 5 of Article IX states: A municipality by act of its governing body may, or upon being required by initiative and referendum in the area affected shall, cooperate or agree in the exercise of any function, power or responsibility with or delegate or transfer any function, power or responsibility to, one or more other governmental units including other municipalities or districts, the federal government, any other state or its governmental units, or any newly created governmental unit.

Act 180, as passed by the General Assembly and signed into law by the Governor on 7/12/76, serves as the enabling legislation that makes cooperation of public services in the Commonwealth a legal process. Contained in the Act are the provisions for initiating the cooperation and identification of the necessary contents of the agreement. Section 1202, clause 34 and 35 of the Borough Code; Section 1502, clause 53 and 54 of the First-Class Township Code; and Section 702, clause 40 of the Second-Class Township Code also bestow authority upon municipal governments to enter into agreements for the purpose of intergovernmental cooperation.

Under an Intergovernmental Cooperation Agreement, The BVRPD is governed by a body identified as the Buffalo Valley Regional Police Commission. This body consists of two members from each of the participating municipalities, and one at large member. This provides for equal representation of each of the participating entities regardless of size, population, or number of police protection units purchased.

The Chief of Police reports directly to the BVRPD Police Commission, and is responsible for providing accurate and timely reporting on the direction of the agency. This reporting is completed during the monthly meetings of the Commission and entails statistical, operational, municipal time tracking and fiscal reporting.

BVRPD Agency Mission

The mission statement is a brief statement that an organization uses to define the agency core values and mission it intends to accomplish and embrace as the members strive to deliver professional police services. The BVRPD operates in a team-based environment with a chain of command and an emphasis of problem solving and community service.

Mission Statement: "The Buffalo Valley Regional Police Department is committed to the protection of life and the prevention of crime and disorder. With an emphasis on community policing, we will build partnerships and seek proactive approaches and innovative solutions to address crime and other safety issues in our community, which adversely affect our daily lives. Through prompt, efficient, and courteous service, we will strive towards our ultimate goal of creating a better quality of life for our citizens, visitors and ourselves."

BVRPD Agency Values

- Pride
- Respect
- Integrity
- Service



BVRPD Structure

The Buffalo Valley Regional Police Department (BVRPD) is a full-service police agency as defined by the Pennsylvania Department of Community and Economic Development (DCED). This means that the law enforcement agency (LEA) has incorporated within the agency the following elements:

Patrol Function – Performing seamless coverage for police patrol services/ field services on a twenty four-hour basis, seven days a week, three hundred and sixty-five days a year.

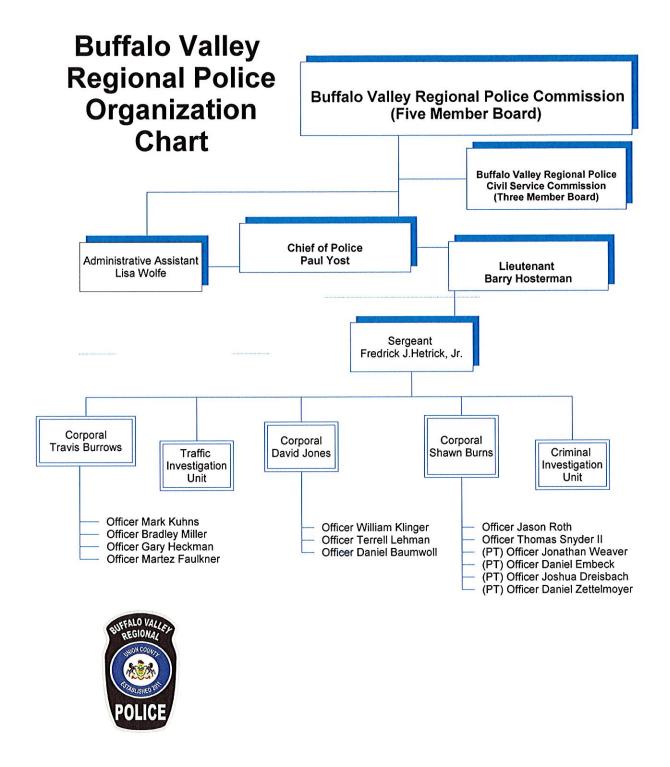
Criminal Investigations Function – A dedicated criminal investigations function with agency members designated as being responsible for the follow up function of the investigation of crimes and offenses.

Records and Support Services Function – This is the records and information management and data services component of the agency. This function is responsible for information request fulfillment

Administrative and Command Function – This function includes the management and direction of the agency from a command and executive function level. This means there is a requirement for the fiscal planning, budget administration, policy development, planning on both the strategic and tactical level and administration of the human resource function of the agency.

Police Protection Unit

The police protection unit is a concept by which various municipalities purchase police services from the Buffalo Valley Regional Police Department. A police protection unit is equivalent to 10 hours of police service per week. For example, one municipality may purchase 2 police protection units (20 hours of police service per week). While another municipality purchases 25 units (250 hours of police service per week). Each municipality also enjoys 24-hour per day, 7-day per week response to complaints as well as patrol. Clearly, the municipality purchasing 250 hours will have constant coverage, i.e., officers available for response in their municipality 24 hours per day, 365 days per year. The other municipality purchasing 20 hours per week will have officers there mostly during predetermined hours of need; however, with the ability of an officer to respond to emergency calls on a 24 hour per day basis.



Support Services Unit

The BVRPD currently employs one full time civilian staff member, "Administrative Assistant", who is responsible for the administration of the records and office functions of the organization. The BVRPD business office is open Monday through Friday from 8:00 AM to 4:30 PM.

Educational Support Services Unit

In 2017 the Lewisburg Area School District established their own School Police Organization (LASDPD). Prior to this the BVRPD was contracted to provide one (1) hour of security and patrol services to the District Facilities each day within the jurisdiction of the BVRPD. This included Linntown Intermediate School and Eichorn Middle School. Officers will now provide support to the LASDPD and additional security when requested to the Lewisburg Area School District. We will continue to provide educational programs within the District.

Animal Control Services

The BVRPD currently relies on sub-contracted private service who is responsible for the animal control functions of the organization. These services are paid by the participating municipalities and have proven to be an efficient and cost-effective method to handle animal related complaints. When the animal enforcement is not available BVRPD handles the incident.

Field Services - Patrol Operations

Providing Emergency Police Response to the public in seamless coverage of patrol operations and field services on a twenty-four hour, three hundred sixty-five-day basis. Responding to and adjusting to meet the current service demands of the community.

Criminal Investigation Services

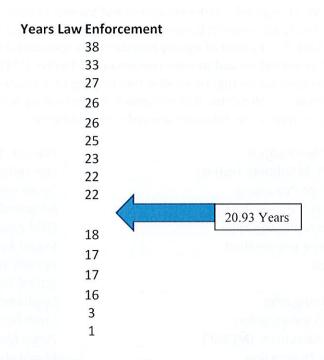
Provision for dedicated member(s) with advanced Criminal Investigative Services to the community in our agencies response to crime its investigation and prosecution.

BVRPD Agency Members

(01-01-2018)

Status	Call Designator	Last Name	First Name	Department Position	Current Years' Service	Years' Law Enforcement Experience
Full Time	Designator					
Active	Bravo-4	Burrows	Travis	Corporal	27	27
Active	Bravo-5	Klinger	William	Patrolman	26	26
Active	Bravo-8	Jones	David	Patrolman	24	26
Active	Bravo-9	Hetrick, Jr	Frederick	Sergeant	21	23
Active	Bravo-10	Burns	Shawn	Patrolman	17	17
Active	Bravo-12	Roth	Jason	Patrolman	16	16
Active	Bravo-13	Snyder II	Thomas	Patrolman	16	18
Active	Bravo-14	Kuhns	Mark E.	Patrolman	13	25
Active	Bravo-15	Miller	Bradley	Patrolman	13	22
Active	Bravo-19	Baumwoll	Daniel	Patrolman	3	17
Active	Bravo-25	Lehman	Terrell	Patrolman	2	3
Active	Bravo-22	Heckman	Gary	Patrolman	2	22
Active	Bravo-26	Faulkner	Martez	Patrolman	1	1
Part-Tin	ne					
Active	Bravo-16	Weaver	Jonathan	Patrolman	11	11
Active	Bravo-17	Embeck	Daniel	Patrolman	11	22
Active	Bravo-23	Dreisbach	Joshua	Patrolman	3	4
Active	Bravo-24	Zettelmoyer	Daniel	Patrolman	3	5
Adminis	strative			(See All See A		
Active	Bravo-1	Yost	Paul	Chief	13	38
Active	Bravo-2	Hosterman	Barry	Lieutenant	32	33
	Civilian					
Active	N/A	Wolfe	Lisa K.	Administrative Assistant	7	15





Total 314 Years' experience

This Chart depicts in total BVRPD full time police officer years of experience. The values were placed into the array and a median value was identified.

Specialized Training and Education of Agency Members

The BVRPD places an emphasis on the education and training of agency personnel. The BVRPD offers a full range of educational benefits to encourage employees to continue in the educational process. In addition to the formal education of agency members, the specialized training extends well beyond the mandatory update education and training component of Twelve (12) hours.

The BVRPD is an organization that recognizes that training on a frequent and regular basis is an absolute necessity to execute a professional police response to community needs. The BVRPD maintains officers with specialized training in the following law enforcement fields:

DUI Operator Identification	Firearms Instructors		
Standardized Field Sobriety Testing	Less Lethal Force		
Basic Crime Scene Processing	Death investigations		
Advanced Crime Scene Processing	Advanced death investigations		
Basic Crime Scene Photography	Child Abuse investigations		
Latent fingerprint examination	Sexual Assault investigations		
Live Scan trainer	Identity Theft		
NIMS Training	School Safety & Resources		
Basic crash investigation	Crash Reconstructionist I		
Advanced crash investigation	Crash Reconstructionist II		
Large Truck Enforcement (MCSAP)	Police Media Relations		
Weapons Mass Destruction	Sexual abuse of children		
CLEAN JTAC	SFST Instruction – Chemical Testing		
Field Training Officer	Tactical Response Training		
Southern Police Institute Command Training	Pennsylvania State University Supervisor & Advance Executive Training		

Training & Career Development - Philosophy

The BVRPD understands the need to train officers beyond the minimal required standards as established by the Commonwealth of Pennsylvania for basic training of certified police officers. The agencies level of commitment extends beyond the minimal in-service annual training updates. The BVRPD adheres to the philosophy of providing officers meaningful training that will enhance both the career development of the officer and meeting the needs of the community for the quality and scope of police services being delivered. The BVRPD strongly believes that minimal training equates to minimal performance and sub-standard outcomes.





2017 Training & Career Development - Summary

The BVRPD participated in a wide array of training in 2017 that spanned more than 1,191 hours of training time for agency members. These figures include a required basic level of MPOETC updates and firearms training hours calculated at 350 hours, and over 680 hours of training provided by the agency at various locations. The agency also provided in-house / in-service training in excess of an additional 160 hours for firearms, Taser and bio-hazard training, First Aid-CPR. The BVRPD continues to participate in the "Narcan" (drug response protocols) program requiring updated on line training. As depicted in the following chart BVRPD agency members attended training in some of the following fields of training:

Rank	Assignment	Training
Chief of Police	Command Administration Operations	2017 MPOETC Update Firearms Qualification Emergency Medical Technician CPR – First Aid Taser Training PA Chiefs Conference – Training PA Governors Emergency Conf.
Lieutenant	Operations	2017 MPOETC Update Firearms Qualification JNET Updates CLEAN -TAC Taser Training CPR – First Aid
Sergeant	Patrol Supervision	2017 MPOETC Update Firearms Qualification Taser Training CPR – First Aid
	Chief of Police Lieutenant	Chief of Police Command Administration Operations Lieutenant Operations Sergeant Patrol Supervision

	BVR	PD Annual Report 2017	
Travis Burrows	Corporal	Patrol – Field Services	2017 MPOETC Update Firearms Qualification Taser Training CPR – First Aid
William Klinger	Patrol Officer	Patrol – Field Services	2017 MPOETC Update Firearms Qualification Taser Training CPR – First Aid
David Jones	Corporal	Patrol – Field Services	2017 MPOETC Update Firearms Qualification Taser Training Police Supervisor Training POSIT CPR – First Aid
Shawn Burns	Corporal	Patrol – Field Services	2017 MPOETC Update Firearms Qualification Taser Training Police Supervisor Training POSIT CPR — First Aid Sobriety Checkpoint-Refresher SFST Refresher Field Training Officer FTO Program
Jason Roth	Patrol Officer	Patrol – Field Services	2017 MPOETC Update Firearms Qualification Taser Training CPR – First Aid Sobriety Checkpoint-Refresher Improvised Explosive Devices Fundamentals of On-Scene Vehicle Collision Investigation
Thomas Snyder II	Patrol Officer	Patrol – Field Services	2017 MPOETC Update Firearms Qualification MCSAP Updates Taser Training CPR – First Aid
Mark Kuhns	Patrol Officer	Patrol – Field Services	2017 MPOETC Update Taser Training CPR – First Aid

Bradley Miller	Patrol Officer	Patrol – Field Services	2017 MPOETC Update Firearms Qualification Taser Training CPR – First Aid FBI Chemical Industry Outreach
Daniel Baumwoll	Patrol Officer	Patrol-Field Services	2017 MPOETC Update Firearms Qualification Taser Training CPR – First Aid
Terrell Lehman	Patrol Officer	Patrol-Field Services	2017 MPOETC Update Firearms Qualification Taser Training CPR – First Aid Drug Interdiction Conference
Gary Heckman	Patrol Officer	Patrol-Field Services	2017 MPOETC Update Firearms Qualification Taser Training CPR – First Aid Drug Interdiction Conference Traffic Patrol – Drug Interdiction
Martez Faulkner	Patrol Officer	Patrol-Field Services	2017 MPOETC Update Firearms Qualification Taser Training CPR – First Aid Laser Shot – Judgmental Training Speed Time Device Operator

Jonathan Weaver	Patrol Officer (Part-Time)	Patrol – Field Services	2017 MPOETC Update Firearms Qualification CPR – First Aid
Daniel Embeck	Patrol Officer (Part-Time)	Patrol – Field Services	2017 MPOETC Update Firearms Qualification CPR – First Aid
Joshua Dreisbach	Patrol Officer (Part-Time)	Patrol – Field Services	2017 MPOETC Update Firearms Qualification CPR – First Aid
Daniel Zettelmoyer	Patrol Officer (Part-Time)	Patrol – Field Services	2017 MPOETC Update Firearms Qualification CPR – First Aid

BVRPD Policy Objectives

Police policies and procedures organize the daily work of a police department and provide guidance for officers' decision-making in the field. Courts and the public look to departmental policies and procedures to determine whether an officer's actions were lawful and appropriate. All of the BVRPD policies have been reviewed revised and disseminated to the agency members since January 2014 and are current with revisions and memorandums of understanding. The BVRPD strives to be compliant with the best standards and practices of law enforcement agencies.

The BVRPD adheres to the practice of updating and drafting policies and procedures thoughtfully to encourage a law enforcement environment which meets community needs and withstands public and legal scrutiny. Policy review and formulation is an active and ongoing process. The process is critical to the professional development of officers to assure guidance and compliance with the most recent case law, legal standards, and best practices in risk management and complaint reduction.

In assessing appropriate objectives and priorities for police policy formulation and service delivery to local communities it should be recognized that most police agencies are currently given responsibility, by design or default, to:

- (a) Identify criminal offenders and criminal activity and, where appropriate, to apprehend offenders and participate in subsequent court proceedings;
- (b) Reduce the opportunities for the commission of some crimes through preventive patrol and other measures;
- (c) Aid individuals who are in danger of physical harm;
- (d) Protect constitutional guarantees;
- (e) Facilitate the movement of people and vehicles;
- (f) Assist those who cannot care for themselves;
- (g) Resolve conflict;
- (h) Identify problems that are potentially serious law enforcement or governmental problems;
- (i) Create and maintain a feeling of security in the community;
- (j)) Promote and preserve civil order; and
- (k) Provide other services on an emergency basis.

BVRPD Accreditation Objectives

The BVRPD is enrolled in and pursuing accreditation through the Pennsylvania Law Enforcement Accreditation Program. To achieve this goal, the BVRPD has implemented software designed to assure standard compliance, distribution of information and policy to agency members, and most importantly a demonstrated understanding of the policy requirements by agency membership.

The Pennsylvania Chiefs of Police Association introduced the Pennsylvania Law Enforcement Accreditation Program to the Commonwealth in July of 2001. Since then, over 300 agencies have enrolled and 102 agencies currently have attained accredited status. Accreditation is a progressive and time-proven way of helping institutions evaluate and improve their overall performance. The cornerstone of this strategy lies in the promulgation of standards containing a clear statement of professional objectives. Participating administrators then conduct a thorough analysis to determine how existing operations can be adapted to meet these objectives. When the procedures are in place, a team of independent professionals are assigned to verify that all applicable standards have been successfully implemented. The process culminates with a decision by an authoritative body that the institution is worthy of accreditation.

The Pennsylvania Law Enforcement Accreditation Program was designed and developed by professional law enforcement executives to provide a reasonable and cost-effective plan for the professionalization of law enforcement agencies within the Commonwealth. The underlying philosophy of the program is to have a user-friendly undertaking for the departments that will result in a "success" oriented outcome. Union County to utilize this technology to meet agency goals.



- Policy issuance
- Policy review
- Memorandum of understanding issuance
- Tracking of memorandums of understanding for individual agency members
- Ability to measure policy understanding by actual testing and performance measures
- Ability to provide an entire accreditation assessment via automated submission
- Cost reduction of the accreditation process
- Policy revision and update capabilities are enhanced

BVRPD Accreditation Benefits

The benefits of becoming an accredited police agency include the following:

♣ Greater accountability within the agency

PLEAC standards give the Chief Executive Officer a proven management system of written directives, sound training, clearly defined lines of authority, and routine reports that support decision-making and resource allocation.

♣ Reduced risk and liability exposure

Many agencies report a reduction in its liability insurance costs and/or reimbursement of accreditation fees.

❖ Stronger defense against civil lawsuits

Accredited agencies are better able to defend themselves against civil lawsuits. Also, many agencies report a decline in legal actions against them, once they become accredited.

Staunch support from government officials

Accreditation provides objective evidence of an agency's commitment to excellence in leadership, resource management, and service-delivery. Thus, government officials are more confident in the agency's ability to operate efficiently and meet community needs.

♣ Increased community advocacy

Accreditation embodies the precepts of community-oriented policing. It creates a forum in which law enforcement agencies and citizens work together to prevent and control challenge

There are five general phases or steps in the accreditation process:

- ♣ Enrollment
- Self-Assessment
- On-Site Assessment
- Commission Review and Decision
- Maintaining Compliance and Reaccreditation

This process is important in the overall life and development of a professional police agency and provides a clear adherence to the best practices within law enforcement organizations. The fact the process requires reevaluation and reaccreditation on a three-year period of renewal assures leadership that policy is not written and forgotten. To be effective policy requires constant attention, reinforcement and review to the agency membership, and a focus of the importance of policy and procedure to the organization.

Capital Project - BVRPD Infrastructure Upgrades

The BVRPD is based in a modern facility that incorporates existing technology required to house and support a modern police agency. We maintain a security video system(CCTV) providing visual security of our facilities. In addition, we have three (3) investigative audio video systems in the facility. These are used to enhance the investigative and evidence gathering capacities of BVRPD.

All patrol vehicles have been equipped with in-car video systems, capable of recording field service activities and will provide both officer safety as well as evidentiary tools and field activity accountability.

Through a grant in 2017 patrol vehicles and the BVRPD Station have been equipped with software that allows communication with other area law enforcement agencies.

BVRPD Firearms & Less than Lethal Force Upgrades

In fiscal year 2016 the BVRPD upgraded our less lethal weapons. This followed the upgrades in 2014 and 2015 to our agencies police shotguns, patrol rifles and handguns. This has further standardized our equipment needs in patrol applications and emergency responses under a wide variety of circumstances, with enhanced capabilities to provide for greater user features for community and officer safety. In 2017 we continued to upgrade our tactical emergency response equipment to be prepared for emergency police responses.





Agency Technical Capabilities

In-Sync RMS - The BVRPD employs use of technology to facilitate the police mission. As an essential part of this process all reporting and time tracking is conducted electronically using various computer-based systems. The BVRPD has a records management system (RMS) which is a professionally designed, engineered, tested, and supported commercially available system for modern police records management. This allows the officer to report directly to the agency server from the patrol cruisers which in essence serves as the officer's office and workspace. This maximizes the time spent on patrol and minimizes the time spent obligated in non-patrol functions. This system has an automated

download of calls for service data from the Union County 911 Center. All calls for service received by BVRPD are uploaded automatically to our RMS system.

E-Citations – Allows officer so issue citations in the field that are electronically uploaded to the Pennsylvania State Records System and to our records management system. This cuts down on the time involved with this process and lessons the change for data entry errors. The system also allows for the electronic data scan entry of drivers license and vehicle registrations, eliminating manual entry of this data.

Live Scan – To assure the accurate processing of persons arrested for offenses, the BVRPD utilizes a Live Scan inkless fingerprinting system. This is a digital system that captures suspect's fingerprints and palm prints by digital means, and instantly submits the prints for identification and comparison purposes. Within moments the officer is provided a positive identification of the suspect and has a submission of prints for comparison purposes for wanted subjects, unknown subject prints, and for prints submitted for identification from other criminal investigations. This provides both the officer and the community a greater margin of safety by assuring wanted and dangerous subjects are identified properly at the time of arrest.

MOBILE ID Scan – Through a grant from the Pennsylvania Chiefs of Police the BVRPD has obtained a RAPID-ID device which will allow officers to perform a fingerprint record – identification in the field.

CPIN – This is the digital photography component to the identification process and is interfaced with the Live Scan system as a part of the standardized booking process. This includes facial recognition capabilities, and the generation of photo arrays for identification of suspects.

CCTV – The BVRPD headquarters facility is equipped with embedded technology for digital capture of arrestees and officer interactions. This assures officers and prisoners are captured in an accurate depiction of events and treatment of persons in custody.

Smart Keys – This allows the agency to provided levels of access to specific areas of the facility and tracks movement within the facility.

Fleet Tracking – The Department utilizes a commercially available package to track, locate, and analysis movement of agency vehicles. This is a means used to reduce unsafe driving and provide for a maximum margin of officer safety. The system allows for instant location of the patrol vehicle and recall capability of travel paths, average speed, and driver behavior analysis. The system also is instrumental in providing the BVRPD fleet managers with data to schedule service for the vehicles.



The BVRPD fleet is a multipurpose fleet that currently includes a total of eight (4) Sport Utility Vehicles that have all-wheel drive capabilities, to assure delivery of services in a wide variety of weather and topographic environments.









Police fleet management has to be knowledgeable in the selection of high quality, reliable vehicles designed to meet the demands of police service delivery. This means the selected vehicle must provide room for equipment, room for the operator's and passenger's comfort, high safety margins, and easy access to technology, while remaining economic to own and operate. The cost consideration associated with the fleet includes the cost for technology installation or transfer, fuel, markings, after market safety – prisoner restraint devices, audible systems, radios, and visual warning systems as well as secure weapons storage systems.

Fleet Services

The BVRPD maintains a diverse fleet of patrol and specialized vehicles to accomplish our agencies mission. The patrol fleet consists of marked and unmarked units for the day to day patrol operational function. The Department averages 127,000 patrol / road miles a year.

Operational cost of the fleet varies depending on vehicle purchase years and fuel price fluctuations. This chart provides a yearly cost comparison:

Year	Total Miles	Cost Mile with purchase price	Cost mile less vehicle purchase Price
2012	113,199	0.66	0.48
2013	197,775	0.45	0.35
2014	112,105	1.17	0.51
2015	104,513	0.83	0.52
2016	108,716	0.78	0.49
2017	108,072	1.88	0.60
Average	124,063	0.96	0.50

The BVRPD fleet is composed of the following vehicles as of 1/01/2018:

Designation	Manufacturer	Year	Model	Type
42	Dodge	2011	Charger	Marked Sedan
41	Ford	2011	Crown Victoria	Marked Sedan
40 *	Dodge	2017	Charger	Marked Sedan
39 *	Ford	2014	Interceptor SUV	Marked SUV
38 *	Ford	2014	Interceptor SUV	Marked SUV
37 **	Ford	2006	Explorer	Marked SUV
36 *	Ford	2014	Interceptor SUV	Ghost Marked SUV
35 *	Dodge	2017	Charger	Unmarked
34*	Ford	2017	Interceptor SUV	Marked
33 **	Ford	1998	Braun Special Unit	Marked

^{**} Denotes four (4) wheel drive unit

The BVRPD fleet management philosophy dictates that all fleet vehicles be maintained on a consistent schedule of care. This requires that mechanical, electrical, body, and other care providers for the fleet be maintained. The BVRPD has standards of appearance that require the fleet vehicles be maintained in a clean professional appearance for all occasions. Since the inception of the agency in 2012 a plan has been developed for the rotation of fleet vehicles into and out of the patrol fleet on a pre-planned basis. The BVRPD has embedded within the fleet at total of Eight (8) four wheel or all-wheel drive vehicles This provides an ability to respond to service demands over a widely varying terrain and weather conditions.

^{*} Denotes all-wheel drive unit

BVRPD Human Resource Function

The BVRPD has the ability for members to access the schedule remotely via hand held devices and computers to schedule vacation leave time, sick leave, and other time off as provided by the current BVRPA agreement. In addition to this capability all scheduling is done by electronic means, with the inclusion of court time, training time, and other impacts on scheduling completed electronically and available for remote notice and recall. The agency, by its nature, has a higher rate of risk for both worker's compensation and health insurance claims. We continue our efforts at wellness and accident avoidance to hopefully provide a lower rate of costs and higher returns for the organization from our service care providers.

Risk Reduction

Supervisors of the BVRPD periodically conduct safety inspections. The safety and cleanliness of the BVRPD facility is of high priority. These ongoing efforts cannot be minimized, we value our employees and strive to provide a safe and healthy workplace environment.

Instruction & Professional Outreach

This past year has provided various members of the BVRPD to become engaged in speaking at conferences, or participating in the instruction of other law enforcement and community members. This includes a wide variety of topical material including both administrative and operational areas of instruction. In addition to instructor and speaker roles, BVRPD members participate on various committees and serve in other professional leadership roles.

BVRPD Current Situation (2018 Allocations)

The BVRPD currently offers full police services to the communities of East Buffalo Township and Lewisburg Borough. The following are the current cost allocation percentages by municipality, current Police Protection Unit (PPU) distribution by municipality, and the current number of assigned officers based on current PPU distributions

The PPU allocation was determined by the Intergovernmental agreement and was based on research studies of the Regional Police Committee during the formation stages. As a result of reviewing the calls for service volumes, population, crime statistics, patrol miles. From this the allocation of PPU's were distributed at 52% for East Buffalo Township and 48% for Lewisburg Borough. In 2018 East Buffalo Township has requested only a 50% portion of PPU allocation.

Municipality	Current Percentage Allocation	Current Number of PPUs	Number of Officers Assigned (current)
East Buffalo Township	50 %	27.44	8.49
Lewisburg Borough	48 %	26.34	8.15
Not Assigned	2%	1.09	0.34
Totals	100%	54.88	16.98

Allocations subject to new officer hiring in 2018 and utilization of part-time staffing

Definition of Police Protection Unit Cost

The responsibility of the Board of Commissioners is to ensure that municipalities are compensating the police department at the same rate; that being said, the operational component (the police department) of the Board of Commissioners is tasked with insuring that each of the municipalities receives the police services they purchase.

In 2017 the Commission modified the billing process and now municipalities are billed on a monthly basis for their portion of actual operational cost of the BVRPD.

Simply put, no member municipality should pay for services they do not receive. Every municipality purchases units at the same cost. A unit (properly called a police protection unit or PPU) is an increment of time based on 10 hours of police service per week X 52 weeks in a year. Note: Each of the participating municipalities enjoys 24 hours per day, 7 days per week response to all emergency calls for police assistance. The hours purchased by a municipality include all departmental administrative time, (vacations, sick leave, training, etc.), investigative, patrol and community policing time. All time purchased is tracked daily and weekly to ensure each municipality is receiving their allotted time.

Available Police Protection Unit Calculations

Available PPU's are determined by taking the available hours of staff members and dividing that by 520 hours (hours in one PPU). This determines the allocation assignments for the year. The chart below reflects the anticipated PPU's available in 2018 (54.88) Therefore the allocations are 27.44 for East Buffalo Township (50%) and 26.34 for Lewisburg Borough (48%). The average officer will account for approximately 3.1 PPU's per year.

PPU hours are tentatively projected and do not consider short or long-term loss of an officer.

Last Name	Total Hours	Vacation	Personal		Sick	Training	Other	Total	Available PPU
Burrows	2080	200	40	96	24	96	16	472	1608
Klinger	2080	200	40	96	24	96	16	472	1608
Jones	2080	200	40	96	24	96	16	472	1608
Hetrick	2080	200	40	96	24	96	16	472	1608
Burns	2080	200	40	96	24	96	16	472	1608
Kuhns	2080	200	40	96	24	96	16	472	1608
Roth	2080	200	40	96	24	96	16	472	1608
Snyder	2080	200	40	96	24	96	16	472	1608
Kuhns	2080	200	40	96	24	96	16	472	1608
Miller	2080	200	40	96	24	96	16	472	1608
Baumwoll	2080	80	40	80	16	96	8	320	1760
Lehman	2080	80	40	80	16	96	8	320	1760
Heckman	2080	80	40	80	16	96	8	320	1760
Faulkner	2080	40	40	80	16	96	8	280	1800
New Hire	1380	20	40	72	16	96	8	252	<mark>1128</mark>
Weaver	200								200
Embeck	200								200
Dreisbach	200								200
Zettelmoyer	200								200
New Part Time	200								200
		(A) (3) (3)							
Yost	2080	240		80	24	96	16	456	1624
Hosterman	2080	240		80	24	96	16	456	1624

Total 35,660.00 Total PPU 28,536.00

Projected Hours Based on projected Hire Dates

Total Hours 28,536.00 Total PPU's 54.88

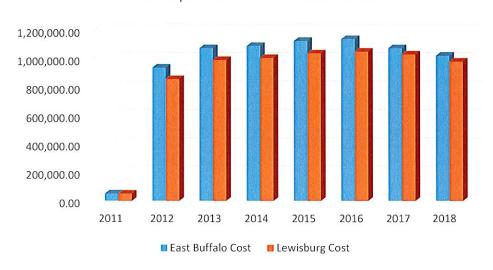
Agency Distribution Time PPU Units - 2017

Month	Tyt	East Buffalo Township	Lewisburg Borough	Totals
January-17	Hours	1,385.80	1,044.16	2,429.96
	PPU's	2.67	2.01	4.67
February-17	Hours	1,246.96	966.16	2,213.12
liantsA	PPU's	2.40	1.86	4.26
March-17	Hours	1,229.80	1,124.76	2,354.56
AT OLD DEST	PPU's	2.37	2.16	4.53
April-17	Hours	1,103.44	986.96	2,090.40
	PPU's	2.12	1.90	4.02
May-17	Hours	1,087.84	946.92	2,034.76
	PPU's	2.09	1.82	3.91
June-17	Hours	1,125.28	926.12	2,051.40
	PPU's	2.16	1.78	3.95
July-17	Hours	1,058.72	847.08	1,905.80
	PPU's	2.04	1.63	3.67
August-17	Hours	1,147.12	943.80	2,090.92
	PPU's	2.21	1.82	4.02
September-17	Hours	878.80	970.32	1,849.12
	PPU's	1.69	1.87	3.56
October-17	Hours	622.96	546.52	1,169.48
	PPU's	1.20	1.05	2.25
November-17	Hours	1,302.08	1,348.36	2,650.44
	PPU's	2.50	2.59	5.10
December-17	Hours	862.16	904.28	1,766.44
	PPU's	1.66	1.74	3.40
Total	Hours PPU's	13,050.96 25,10	11,555.44 22.22	24,818.00 47.32
Contracted	Hours	13,889.20	12,818.00	26,707.20
Minimum 2017	PPU's	25.26	24.25	49.51
	1103	25.20	21.23	17.51

Municipal Service Cost Analysis 2012-2018 Inclusive

	2011	2012	2013	2014	2015	2016	2017	2018	
	Start Up	Actual	Actual	Actual	Actual	Actual	Actual	Budget	
East Buffalo Cost	50,000.00	937,150.00	1,073,995.00	1,088,935.00	1,124,482.00	1,137,552.00	1,073,611.00	1,021,170.00	
Lewisburg Cost	50.000.00	857.370.00	991.380.00	1.005.170.00	1.037.984.00	1.050.046.00	1.030.849.00	980.323.00	

Municipal Cost for Police Services



In the negotiation phases of the formation of the Buffalo Valley Regional Police Department a lot of time and effort was placed on cost analysis and future cost projections. At that time a goal of five-percent (5%) municipal service cost rate increases for the first five years of BVRPD operation was set. 2017 was the fifth year of operations. The municipal percentage cost rate increases have averaged 2.21 %. Some of this was due to early grant funds that assisted in offsetting operational cost. Other factors were reductions in contracted personnel benefit costs.

Cost Containment Advantages of Regional Policing

In microeconomics, economies of scale are the cost advantages that enterprises obtain due to size, with cost per unit of output generally decreasing with increasing scale as fixed costs are spread out over more units of output. Often operational efficiency is also greater with increasing scale, leading to lower variable cost as well. Economies of scale apply to a variety of organizational and business situations and at various levels, such as a business or manufacturing unit, plant or an entire enterprise. This accounts for the stabilization and containment of costs associated with the administration of police services on a regional basis. The BVRPD has engaged in a series of budget review and pension oversight activities throughout the fiscal year, the results indicate a savings for the participating municipalities.

Advantages of Regional Policing

- > Increased police service providing
- Increased police staffing levels
- Increased specialization of services
- > Focused police response to problem solving
- Cost containment
- > Budget Development and examination as an ongoing process
- Reduction / Elimination of duplicated services
- > Uniformity and standardization of policy
- > Increased use of technology
- > Increased intergovernmental communication
- > Increased intergovernmental cooperation
- Increased planning for law enforcement services
- Increased accountability of police service delivery to governmental officials
- Increased training and career development for officers in the agency
- Upgraded equipment and technical applications to increase officer safety margins
- > Increase interaction between BVRPD agency members and the community / general public
- ➤ Increased public outreach and media programming
- Decreased risk exposure and agency risk factors
- > Increased administrative support and communication with member municipalities

Administrative Areas of Specialization

The BVRPD employs a full time Administrative Assistant that reports directly to the Office of the Chief of Police. This professional is responsible for the execution of process as directed by the Chief of Police. This includes all aspects of generally accepted business and accounting practices consistent with best practices for both business and government.

- Full-time administration
- Full-time planning
- Policy Development
- Policy Review
- Risk Identification
- Risk Reduction
- Full-time professional staff support, such as, clerical, personnel, fiscal, computer, etc.
- Computerized records keeping in following areas: Field operations such as Uniform Crime Reporting
- Citation control, Evidence control, Crime Analysis, Case Management, etc.
- Administrative operations such as budgeting, personnel, payroll, court liaison coordinator, and planning
- Command Services: Operations, investigations, in-field inspections
- Supervisory Services:
- Grant Application
- Grant Administration
- Grant Accountability Administration
- Payroll function
- Audit and accountability requirements
- Cost containment
- Strategic Planning

Measurable Performance Information

This portion of the annual report depicts the activities of the BVRPD and is an easy to read chart format for selected work measures. The comparison of data is one measure of agency performance and provides a standard for accurate models for agency use in planning, adjusting and reporting.

BVRPD County Incident Reporting (Calls for Service)

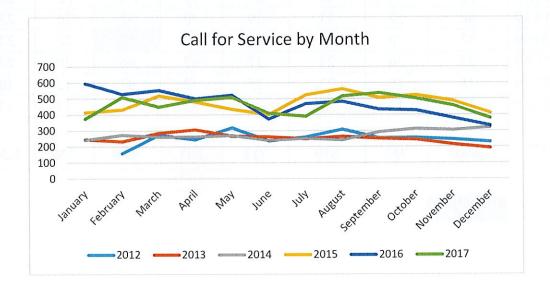
2779

Totals

** Denotes Change over year to Automated Union County Communications Center Call Uploads

	Calls for Serv	ice by Month				
	2012	2013	2014	**2015	2016	2017
January		245	241	414	595	374
February	157	232	273	431	528	508
March	273	285	261	518	553	448
April	243	306	262	480	500	490
May	318	267	271	434	522	508
June	236	262	239	401	373	409
July	260	248	251	523	468	389
August	308	264	241	561	482	515
September	254	251	292	506	433	536
October	256	244	312	522	427	501
November	245	214	304	486	379	457
December	229	191	320	411	331	378

3009



3267

5687

5591

5513

BVRPD County Incident Reporting (Calls for Service – Time of Day 2016) Calls by Time of Day and Day of Week From: 1/1/2016 To: 12/31/2016

Total per

Time of Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Hour
00:00 - 00:59	21	27	24	33	39	64	60	268
01:00 - 01:59	11	16	21	18	30	57	59	212
02:00 - 02:59	15	14	18	19	24	52	33	175
03:00 - 03:59	11	11	7	11	15	22	25	102
04:00 - 04:59	5	3	6	6	5	4	4	33
05:00 - 05:59	7	8	8	5	9	2	6	45
06:00 - 06:59	5	12	10	11	12	7	11	68
07:00 - 07:59	33	28	26	21	31	18	39	196
08:00 - 08:59	48	58	60	44	65	20	26	321
09:00 - 09:59	45	40	48	39	30	37	42	281
10:00 - 10:59	47	45	47	26	49	60	45	319
11:00 - 11:59	42	34	35	20	44	33	40	248
12:00 - 12:59	30	40	47	32	36	39	40	264
13:00 - 13:59	51	47	62	29	42	35	28	294
14:00 - 14:59	38	59	72	57	53	28	16	323
15:00 - 15:59	42	61	70	72	48	35	15	343
16:00 - 16:59	46	55	65	32	62	52	49	361
17:00 - 17:59	36	44	60	61	52	53	47	353
18:00 - 18:59	38	30	43	28	41	30	35	245
19:00 - 19:59	30	27	33	39	40	37	26	232
20:00 - 20:59	33	30	37	22	40	53	32	247
21:00 - 21:59	23	26	24	37	47	46	29	232
22:00 - 22:59	18	28	23	25	32	43	12	181
23:00 - 23:59	15	14	24	25	38	37	17	170
Total per Day	690	757	870	712	884	864	736	5,513
2,		I			Peak			

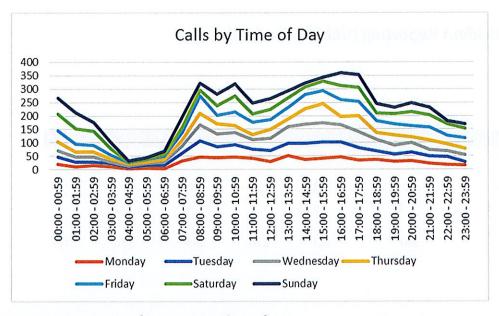
Day

Peak Periods > 60 Hig

High Periods > 50

Hour

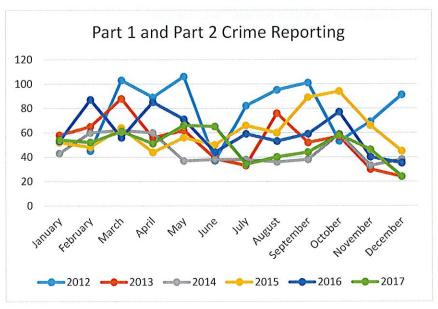
Peak



BVRPD Incident Reporting (Crime Incidents)

Part 1	and	Part 2	Crime	Reporting
Iaiti	anu	1 411 4	CITIL	IXCDOI UII2

	2012	2013	2014	2015	2016	2017
January	2012	58	43	52	53	54
	15					
February	45	65	60	48	87	52
March	103	88	62	64	56	61
April	89	56	60	44	85	51
May	106	62	37	56	71	66
June	37	39	38	50	44	65
July	82	33	38	66	59	34
August	95	76	36	60	53	40
September	101	52	38	89	59	44
October	53	57	59	94	77	58
November	69	30	33	66	40	46
December	91	24	38	45	35	24
Totals	871	640	542	734	719	595

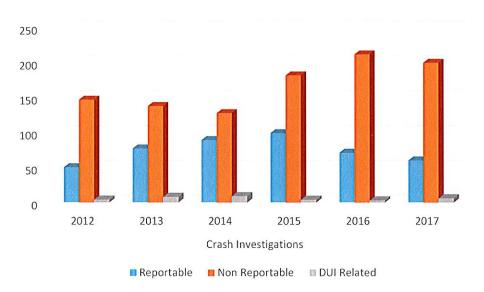


BVRPD Incident Reporting (Vehicle Crashes)

Crash Investigations

	2012	2013	2014	2015	2016	2017
Reportable Non-	50	77	89	99	71	60
Reportable	147	138	128	182	212	200
DUI Related	4	8	9	4	3	6
Totals	201	223	226	285	286	266

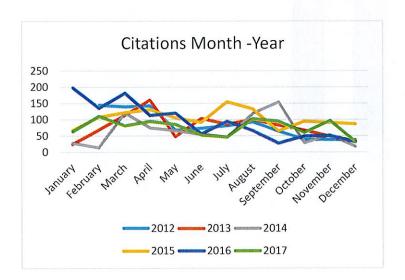
Crash Investigations

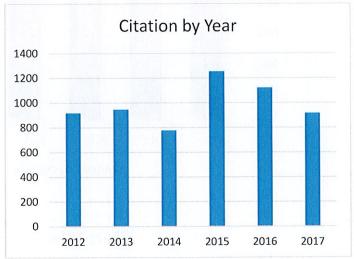


BVRPD Incident Reporting (Traffic Citations Issued)

Traffic Citations by Month

	2012	2013	2014	2015	2016	2017
January		25	28	67	198	63
February	144	69	14	108	135	110
March	139	114	121	122	181	81
April	142	161	75	131	113	94
May	67	48	66	106	120	85
June	73	104	55	92	56	52
July	81	87	46	155	94	46
August	92	101	119	133	66	102
September	64	84	154	65	27	94
October	39	68	28	95	49	60
November	38	49	52	91	50	96
December	37	34	17	87	31	31
Totals	916	944	775	1252	1120	914



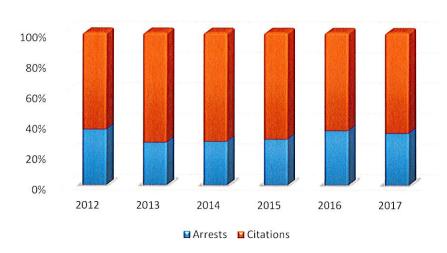


BVRPD Incident Reporting (Criminal Arrest-Summary Citations)

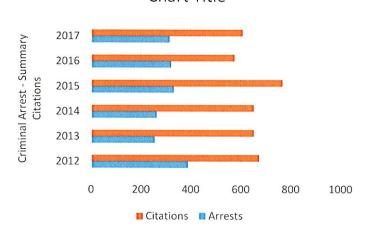
Criminal Arrest - Summary Citations
2012 2013 2014 2013

	2012	2013	2014	2015	2016	2017
Arrests	389	255	263	332	321	315
Citations	675	654	654	769	577	609
Totals	1064	909	917	1101	898	924

Criminal Arrest - Summary Citations







Public Outreach Initiatives

The BVRPD has continued the philosophy of being engaged in the community and being available for appearances at community functions. In addition to classroom visitations and tours of the BVRPD headquarters agency members were involved with or appeared at the following functions:

- Lewisburg Ice Festival Events
- Lewisburg Arts Festival Events
- Union County 4th July Celebration Events
- Camp Cadet
- Buffalo Valley Recreation Events
- National Night Out
- Wooly Worn Festival
- ❖ Walk Bike to School Day
- School Bus Safety Day
- Lewisburg Late Night Shoppers

School & Community Safety Initiatives

As an important part of the BVRPD patrol services best practices, officers are encouraged and expected to stop at each school within their assigned patrol zone and enter the building to conduct a safety / patrol check. In addition, the officers are stationed in school zones for traffic safety purposes during the arrival and departure of students while the school safety zones are activated. We also visit many of the Day Care facilities and provide safety programs



Lewisburg, PA 17837 570-524-4302

Total Calls by Call Type From: 1/1/2017 To: 12/31/2017

Call Type	Total Calls
911 HANG UP	25
ABANDONED VEHICLE	4
ACCIDENT - HIT & RUN	22
ACCIDENT (NON REPORTABLE DUI)	1
ACCIDENT (NON REPORTABLE)	12
ACCIDENT (REPORTABLE DUI)	5
ACCIDENT (REPORTABLE)	15
ACT 64	13
ALARM (FALSE BUSINESS)	17
ALARM (FALSE RESIDENTIAL)	2
ALARM (OTHER)	2
ALARM BURGLARY	156
ALARM OTHER	5
ALARM PANIC	7
ALCOHOL (PUBLIC INTOXICATION)	10
ALCOHOL VIOLATION (OPEN CONTAINER)	<u>_8</u>
ALCOHOL VIOLATION (UNDERAGE)	36
ALCOHOL VIOLATION	12
ANIMAL COMPLAINT	75
ANIMAL	2
ARSON	1
ASSAULT (PHYSICAL)	3
ASSAULT	12
ASSIST OTHER AGENCY (BUCKNELL PUBLIC SAFETY)	2
ASSIST OTHER AGENCY (FIRE/EMS)	119
ASSIST OTHER AGENCY (MENTAL HEALTH)	2
ASSIST OTHER AGENCY (OTHER)	2
ASSIST OTHER AGENCY (POLICE)	166
ASSIST OTHER AGENCY	84
ATTEMPT TO LOCATE	15
BAD CHECK	1
BURGLARY (BUSINESS)	1
BURGLARY (RESIDENTIAL)	4
BURGLARY	8
CHECK WELFARE (PERSON)	4
CHECK WELFARE	44
CHEST PAIN	1
CHILD ABUSE	16
CHILD FOUND	2
COMMERCIAL MOTOR VEHICLE INSPECTION	81
COUNTERFEIT	1

Total Calls by Call Type From: 1/1/2017 To: 12/31/2017

Call Type	Total Calls
COURT ORDER	16
CRIMINAL MISCHIEF	72
DISABLED VEHICLE	85
DISORDERLY CONDUCT	24
DISPUTE - CIVIL	22
DISPUTE - FAMILY	7
DISPUTE CHILD CUSTODY	9
DISPUTE FAMILY	11
DISPUTE- NEIGHBOR	10
DISPUTE	44
DISTURBANCE	92
DOMESTIC (NON ARREST)	4
DOMESTIC	33
DRUG LAW VIOLATION	5
DUI	9
FALLSB	1
FALLS	1
FALSE/CHECK IDENTIFICATION	22
FIGHT IN PROGRESS	2
FINGERPRINT	14
FIRE	3
FLOODING	2
FOOT PATROL	11
FRAUD	31
GPA	1
GPI	19
HARASSMENT BY COMMUNICATION	1
HARASSMENT	38
HOMICIDE	1
HOUSE CHECK	1
INTOXICATED PERSON	20
INVESTIGATION	2
JUVENILE PROBLEM	26
LITTERING	9
MEDICAL	12
MHMR	35
MISSING PERSON	10
MOTOR VEHICLE VIOLATION	10
MOTORIST LOCKOUT	71
MVA NO INJURY	174
MVA	6
NOISE COMPLAINT	9
OPEN DOOR	14
ORDINANCE (DISORDERLY GATHERING)	9

Total Calls by Call Type From: 1/1/2017 To: 12/31/2017

Call Type	Total Calls
ORDINANCE (LOUD NOISE)	2
ORDINANCE (OTHER BOATS, TRAILERS, WEEDS, DUMPING ETC.)	
ORDINANCE VIOLATION	55
OVERDOSEA	2
OVERDOSE	5
PARKING COMPLAINT	139
PEDESTRIAN STOP	19
PFA VIOLATION	22493311
POLICE INFORMATION	159
PRISONER TRANSPORT	13
PROPERTY (FOUND)	A21101 KRASIL 1
PROPERTY (LOST)	2
PROPERTY DAMAGED	19
PROPERTY FOUND	45
PROPERTY LOST	20
PROWLER	views in 13 (24 72)
PUBLIC SERVICE	50
PURSUIT	1
RECKLESS OPERATION	111
RECORD CHECK	3
REPO	7
ROAD HAZARD	58
ROBBERY	2
SEX OFFENSES	8
SHOTS FIRED	3
STOLEN VEHICLE	2
STRUCTURAL LOCKOUT	2
SUBPOENA SERVICE	4
SUICIDE THREAT	16
SUSPICIOUS (OTHER)	14
SUSPICIOUS ACTIVITY (PERSON)	18
SUSPICIOUS ACTIVITY (VEHICLE)	5
SUSPICIOUS CIRCUMSTANCE	128
SUSPICIOUS PERSON	59
SUSPICIOUS VEHICLE	65
TACTICAL ALARM	2
THEFT (BAD CHECK)	1
THEFT (OTHER)	14
THEFT (RETAIL)	2
THEFT (VEHICLE)	1
THEFT	123
THREATS	11
TRAFFIC COMPLAINT (ARREST)	11
TRAFFIC COMPLAINT (DUI ARREST)	6

Total Calls by Call Type From: 1/1/2017 To: 12/31/2017

Call Type	Total Calls
TRAFFIC COMPLAINT (NO ARREST)	1
TRAFFIC CONTACT (ARREST)	798
TRAFFIC CONTACT (DUI ARREST)	28
TRAFFIC CONTACT (WARNING)	1,299
TRAFFIC CONTROL	29
TRAFFIC SIGNAL MALFUNCTION	43
TRANSIENT	3
TRESPASS	6
TS	26
UNAUTHORIZED USE	1
UNCONSCIOUSA	1
UNKNOWN PROBLEM	2
UTILITY PROBLEM	14
VEHICLE (DISABLED)	3
VEHICLE ACCIDENT	27
WANTED PERSON	6
WARRANT SERVICE	18
WEAPONS VIOLATION	1

Total Calls: 5,513