

# BVRPD Annual Report

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Presented to the Buffalo Valley  
Regional Police Commission

Chief Paul Yost

2019



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 2019.

## Table of Contents

<b>Executive Summary</b>	Page 3
<b>Agency Description</b>	Page 4
<b>Legal Authority</b>	Page 5
<b>BVRPD Agency Mission - Values</b>	Page 6
<b>BVRPD Structure</b>	Page 7
<b>Organizational Chart</b>	Page 8
<b>Support Services</b>	Page 9
<b>BVRPD Officer Staff Listing</b>	Page 10
<b>BVRPD Years of Service Chart</b>	Page 11
<b>Specialized Training Education</b>	Page 12
<b>Agency Training Services Summary</b>	Page 13
<b>BVRPD Policy Objectives &amp; Formulation</b>	Page 14
<b>BVRPD Infrastructure - Agency Technical Capabilities</b>	Page 15
<b>Fleet Services Resources</b>	Page 18
<b>BVRPD Human Resources</b>	Page 19
<b>BVRPD Current Resource Allocation Schedule</b>	Page 20
<b>Police Protection Unit (PPU) Values - Time</b>	Page 21
<b>Municipal Cost Analysis Actual and Projected Cost 2012-2019</b>	Page 23
<b>Advantages of Regional Policing</b>	Page 24
<b>Administrative Areas of Specialization</b>	Page 25
<b>Measurable Activity &amp; Charts</b>	Page 26
<b>Public Outreach</b>	Page 32
<b>Attachment (A) Calls for Service by Type of Call 2019</b>	



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## Executive Summary

The Buffalo Valley Regional Police Department (BVRPD) has completed the Eighth (8<sup>th</sup>) year of agency operations. This has allowed for the collection of data that supports meaningful comparative analysis of activity and the agency's response to community police service needs.

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

This report details the BVRPD by an examination of the agency from a perspective of what we have done 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.

This agency and its membership have continued to be involved in community outreach and interaction. We continue to strive to be accessible and approachable.

Chief Paul Yost

## 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.

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 multi-purpose fleet of eight vehicles, four (4) of which are Sport Utility Vehicles that have 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 or appointed officials from each of the participating municipalities.

**The 2019 Commissioners were:**

- Matt Schumacher, Chairman, (East Buffalo Township)
- Dr. Jack Malloy, Vice-Chairman (East Buffalo Township)
- Susan Mahon, Secretary (Lewisburg Borough)
- Char Grey, Treasurer (East Buffalo Township)
- Judith T. Wagner, Commissioner (Lewisburg Borough)
- Jim Murphy, Alternate Commissioner (East Buffalo Township)
- Jordi Comas Alternate Commissioner (Lewisburg Borough)

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 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.

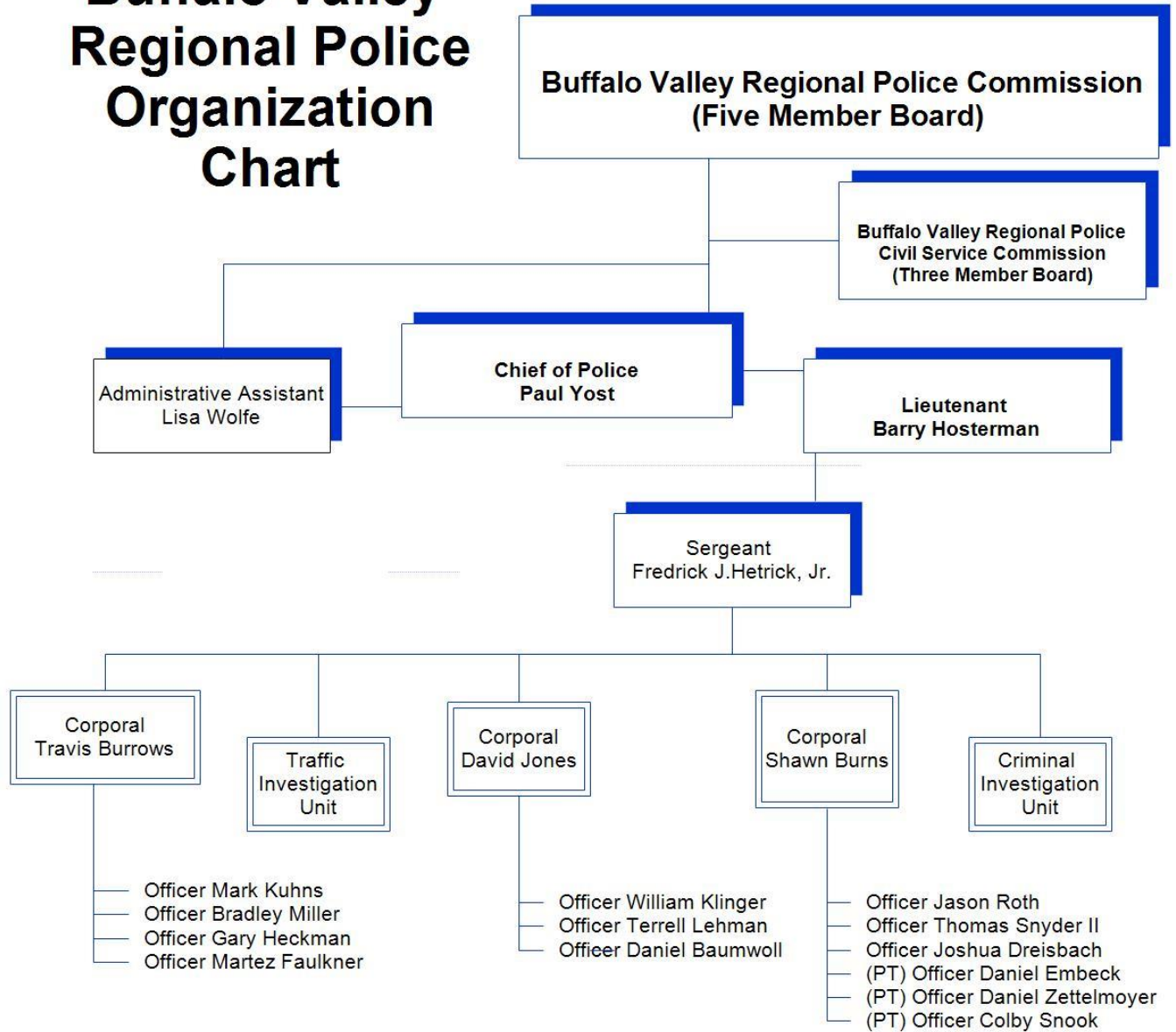
**Records and Support Services Function** – This is the records and information management and data services component of the agency. This function is responsible for information request fulfillment

**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.

# Buffalo Valley Regional Police Organization Chart





## **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 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 when requested.

## **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 agency’s response to crime its investigation and prosecution.

## **Commercial Vehicle Enforcement**

The Department has two officers certified for Motor Carrier Enforcement. In 2019 the Department conducted 134 Safety Inspections of Commercial Motor Vehicles.

## BVRPD Agency Members

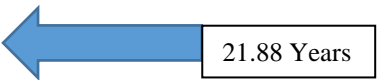
(12-31-2019)

Status	Call Designator	Last Name	First Name	Department Position	Current Years' Service	Years' Law Enforcement Experience
<b>Full Time</b>						
Active	Bravo-4	Burrows	Travis	Corporal	29	29
Active	Bravo-5	Klinger	William	Patrolman	28	28
Active	Bravo-8	Jones	David	Corporal	26	28
Active	Bravo-9	Hetrick, Jr	Frederick	Sergeant	23	25
Active	Bravo-10	Burns	Shawn	Corporal	19	19
Active	Bravo-12	Roth	Jason	Patrolman	18	18
Active	Bravo-13	Snyder II	Thomas	Patrolman	18	20
Active	Bravo-14	Kuhns	Mark E.	Patrolman	15	27
Active	Bravo-15	Miller	Bradley	Patrolman	15	24
Active	Bravo-19	Baumwoll	Daniel	Patrolman	5	19
Active	Bravo-25	Lehman	Terrell	Patrolman	4	5
Active	Bravo-22	Heckman	Gary	Patrolman	4	24
Active	Bravo-26	Faulkner	Martez	Patrolman	3	3
Active	Bravo-23	Dreisbach	Joshua	Patrolman	1	6
<b>Part-Time</b>						
Active	Bravo-17	Embeck	Daniel	Patrolman	13	24
Active	Bravo-24	Zettelmoyer	Daniel	Patrolman	5	7
Active	Bravo-26	Snook	Colby	Patrolman	2	2
<b>Administrative</b>						
Active	Bravo-1	Yost	Paul	Chief	15	40
Active	Bravo-2	Hosterman	Barry	Lieutenant	34	35
<b>Civilian</b>						
Active	N/A	Wolfe	Lisa K.	Administrative Assistant	8	17



**Years Law Enforcement**

40  
35  
29  
28  
28  
27  
25  
24  
24  
  
20  
19  
19  
18  
6  
5  
3



**Total 350 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.



## 2019 Training & Career Development – Summary

The BVRPD participated in a wide array of training in 2018 that spanned more than 1,220 hours of training time for agency members. These figures include a required basic level of MPOETC updates and firearms training hours calculated at 512 hours, and over 495 hours of training provided by the agency at various locations. The agency also provided in-house / in-service training in excess of an additional 80 hours. The BVRPD continues to participate in the “Narcan” (drug response protocols) program requiring updated on line training. BVRPD agency members attended training in 2019 in some of the following fields:

- Advanced CPR – First Aid
- Taser Updates
- Advance (Alert, Lockdown, Inform, Counter, Evacuate) ALICE
- Medical Marijuana Workshop
- Enforcement Pennsylvania Vehicle Inspections
- Basic Police Budgeting
- Conducting Complete Traffic Stops
- Advanced Homicide Investigation
- Emergency Preparedness
- Cellular Phone Investigations
- International Town and Gown
- DUI, Drug, Domestic Violence Case Investigation
- Active Shooter
- Emergency Support Team
- Basic Homicide Investigation
- NIK System
- Drug Recognition Expert
- Social Networking in Criminal Investigations
- Coroner-Law Enforcement-EMS Education Day
- Vehicle Search and Seizure
- In-Synch RMS Record System Updates

## 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.

## **B V R P D   I n f r a s t r u c t u r e**

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 (MACH) 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 2019 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.

In 2019 the Department upgraded our computer network and support systems with a new server software and computer work stations. We also upgraded our internet access speeds.

**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 lessens the change for data entry errors. The system also allows for the electronic data scan entry of driver's 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 multi-purpose fleet that currently includes a five (5) 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 122,000 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	0.78	0.61
2013	197,775	0.66	0.29
2014	112,105	0.77	0.49
2015	104,513	0.83	0.53
2016	108,716	1.87	0.59
2017	108,072	1.88	0.60
2018	112,542	0.88	0.57
2019	120,871	0.90	0.56
<b>Average</b>	<b>122,224.13</b>	<b>1.07</b>	<b>0.53</b>

The BVRPD fleet is composed of the following vehicles as of 12/31/2019:

Designation	Manufacturer	Year	Model	Type
40 *	Dodge	2017	Charger	Marked Sedan
39 *	Ford	2014	Interceptor SUV	Marked SUV
38 *	Ford	2014	Interceptor SUV	Marked SUV
37 *	Dodge	2019	Charger	Marked
36 *	Ford	2014	Interceptor SUV	Ghost Marked SUV
34 *	Ford	2017	Interceptor SUV	Marked
31 *	Ford	2020	Interceptor SUV	Marked
33 **	Ford	1998	Braun Special Unit	Marked

**\*\* Denotes four (4) wheel drive unit**

**\* Denotes all-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 (5) Sport Utility Vehicles with all-wheel drive. This provides an ability to respond to service demands over widely varying terrain and weather conditions.

## **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 2019 Municipal 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 originally distributed at 52% for East Buffalo Township and 48% for Lewisburg Borough. In 2019 East Buffalo Township requested only a 50% portion of the available PPU allocation.

### 2019

Municipality	Current Percentage Allocation	Current Number of PPUs	Number of Officers Assigned (current)
East Buffalo Township	50 %	26.55	8.22
Lewisburg Borough	48 %	25.49	7.89
Not Assigned	2%	1.06	.33
<b>Totals</b>	<b>100%</b>	<b>53.10</b>	<b>16.44</b>

## 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, if the monthly fund balance exceeds \$ 400,000.00.

Member municipality pay for services they receive. Every municipality purchase 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	Holidays	Sick	Other	Training	Total	Available PPU
Burrows	2080	200	40	96	24	8	56	424	1656
Klinger	2080	200	40	96	24	8	56	424	1656
Jones	2080	200	40	96	24	8	56	424	1656
Hetrick	2080	200	40	96	24	8	56	424	1656
Burns	2080	200	40	96	24	8	56	424	1656
Kuhns	2080	200	40	96	24	8	56	424	1656
Roth	2080	200	40	96	24	8	56	424	1656
Snyder	2080	200	40	96	24	8	56	424	1656
Kuhns	2080	200	40	96	24	8	56	424	1656
Miller	2080	200	40	96	24	8	56	424	1656
Baumwoll	2080	80	40	96	24	8	56	304	1776
Lehman	2080	80	40	96	24	8	56	304	1776
Heckman	2080	80	40	96	24	8	56	304	1776
Faulkner	2080	80	40	96	24	8	56	304	1776
Dreisbach	2040	40	40	96	24	8	72	280	1760
Embeck	200								200
Zettermoyer	200								200
Snook	200								200
Yost	2080	240		80	24	16	96	456	1624
Hosterman	2080	240		80	24	16	96	456	1624

**Total  
Hours  
Total  
PPU's**                      **27,616  
  
53.10**

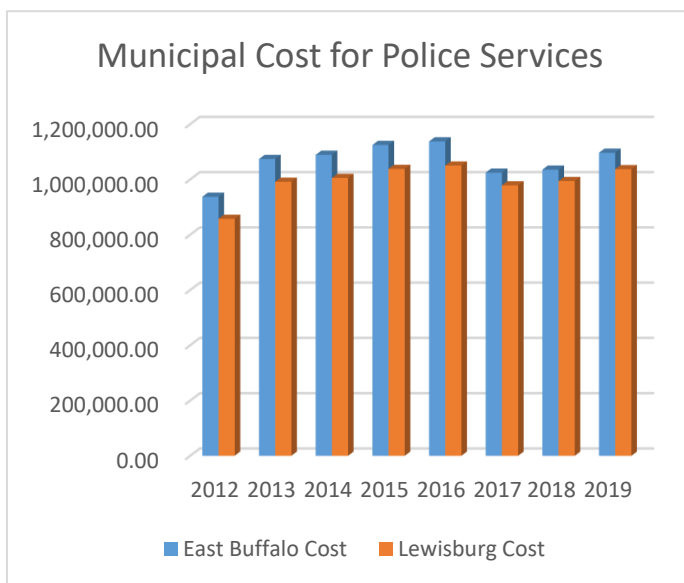
## Agency Distribution Time PPU Units – 2019

Month		East Buffalo Township	Lewisburg Borough	Totals
January-18	Hours	1,290.64	1,129.96	2,420.60
	PPU's	2.48	2.17	4.66
February-18	Hours	1,112.80	1,116.44	2,229.24
	PPU's	2.14	2.15	4.29
March-18	Hours	1,262.56	1,214.72	2,477.28
	PPU's	2.43	2.34	4.76
April-18	Hours	1,160.64	1,164.80	2,325.44
	PPU's	2.23	2.24	4.47
May-18	Hours	1,203.80	1,133.60	2,337.40
	PPU's	2.32	2.18	4.50
June-18	Hours	1,053.52	1,028.56	2,082.08
	PPU's	2.03	1.98	4.00
July-18	Hours	1,159.08	1,034.28	2,193.36
	PPU's	2.23	1.99	4.22
August-18	Hours	1,088.88	978.64	2,067.52
	PPU's	2.09	1.88	3.98
September-18	Hours	1,125.28	1,014.52	2,139.80
	PPU's	2.16	1.95	4.12
October-18	Hours	1,124.24	1,085.24	2,209.48
	PPU's	2.16	2.09	4.25
November-18	Hours	1,101.36	978.12	2,079.48
	PPU's	2.12	1.88	4.00
December-18	Hours	1,054.56	897.00	1,951.56
	PPU's	2.03	1.73	3.75
<b>Total</b>		<b>13,737.36</b>	<b>12,775.88</b>	<b>26,513.24</b>
	<b>PPU's</b>	<b>26.42</b>	<b>24.57</b>	<b>50.99</b>
<b>Contracted</b>		<b>Hours</b>	<b>13,808.60</b>	<b>13,254.80</b>
<b>Minimum 2019</b>		<b>PPU's</b>	<b>26.56</b>	<b>25.49</b>



## Municipal Service Cost Analysis 2012-2019 Inclusive

	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual
52% of 2% Unfunded						43,141.00	40,847.00	43,205.00
East Buffalo Cost	937,150.00	1,073,995.00	1,088,935.00	1,124,482.00	1,137,552.00	1,024,451.95	1,035,419.88	1,096,648.49
Lewisburg	857,370.00	991,380.00	1,005,170.00	1,037,984.00	1,050,046.00	978,631.00 Billing and Funding Change	994,003.06	1,036,911.00



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. 2019 was the eighth year of operations. The actual municipal percentage cost rate increases have averaged 1.7%. 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

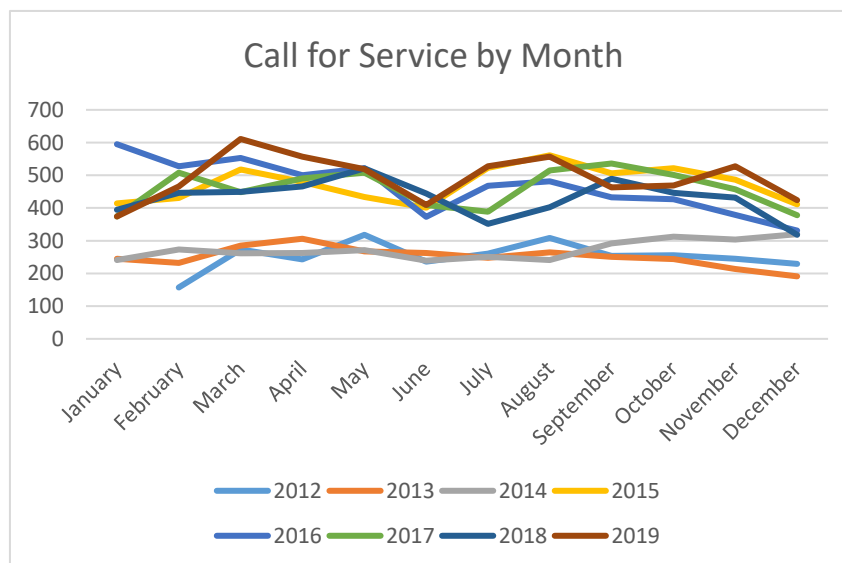
## Measurable Activity

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)

Calls for Service by Month								
	2012	2013	2014	2015**	2016	2017	2018	2019
January		245	241	414	595	374	394	372
February	157	232	273	431	528	508	446	466
March	273	285	261	518	553	448	449	611
April	243	306	262	480	500	490	466	557
May	318	267	271	434	522	508	521	519
June	236	262	239	401	373	409	444	409
July	260	248	251	523	468	389	351	528
August	308	264	241	561	482	515	402	557
September	254	251	292	506	433	536	489	463
October	256	244	312	522	427	501	446	469
November	245	214	304	486	379	457	432	528
December	229	191	320	411	331	378	318	424
<b>Totals</b>	<b>2779</b>	<b>3009</b>	<b>3267</b>	<b>5687</b>	<b>5591</b>	<b>5513</b>	<b>5158</b>	<b>5903</b>

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



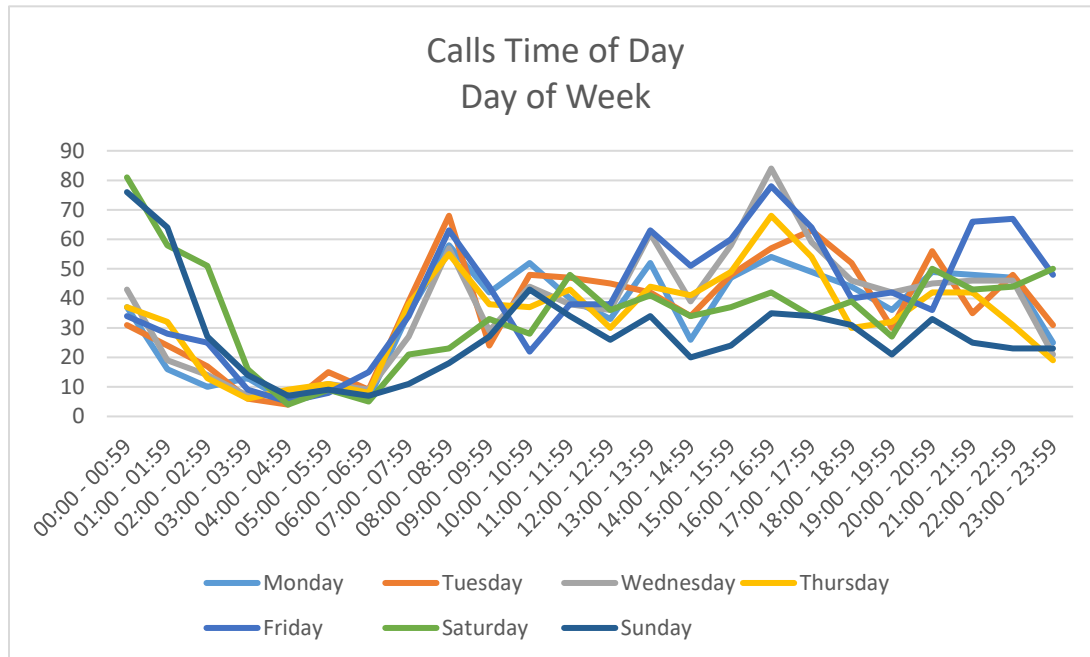
	2016	2017	2018	2019	Total	
East Buffalo Township	2,417	2,417	2,270	2,732	9,836	44.24%
Lewisburg Borough	2,776	2,776	2,666	2,792	11,010	49.52%
Other	321	321	368	379	1,389	6.25%
<b>Total</b>	<b>5,514</b>	<b>5,514</b>	<b>5,304</b>	<b>5,903</b>	<b>22,235</b>	

**BVRPD County Incident Reporting (Calls for Service – Time of Day 2019)**  
**Calls by Time of Day and Day of Week From: 1/1/2019 To: 12/31/2019**

								<b>Total per</b>
<b>Time of Day</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>	<b>Hour</b>
00:00 - 00:59	37	31	43	37	34	81	76	339
01:00 - 01:59	16	24	19	32	28	58	64	241
02:00 - 02:59	10	17	14	13	25	51	27	157
03:00 - 03:59	13	6	7	6	9	16	14	71
04:00 - 04:59	5	4	8	9	5	4	7	42
05:00 - 05:59	9	15	11	11	8	9	9	72
06:00 - 06:59	6	9	9	8	15	5	7	59
07:00 - 07:59	35	39	27	38	34	21	11	205
08:00 - 08:59	58	68	57	55	63	23	18	342
09:00 - 09:59	42	24	29	38	44	33	27	237
10:00 - 10:59	52	48	44	37	22	28	43	274
11:00 - 11:59	40	47	38	43	38	48	34	288
12:00 - 12:59	33	45	36	30	38	36	26	244
13:00 - 13:59	52	42	62	44	63	41	34	338
14:00 - 14:59	26	34	39	41	51	34	20	245
15:00 - 15:59	47	48	58	49	60	37	24	323
16:00 - 16:59	54	57	84	68	78	42	35	418
17:00 - 17:59	49	63	59	54	64	34	34	357
18:00 - 18:59	44	52	46	30	40	39	31	282
19:00 - 19:59	36	30	42	32	42	27	21	230
20:00 - 20:59	49	56	45	42	36	50	33	311
21:00 - 21:59	48	35	46	42	66	43	25	305
22:00 - 22:59	47	48	46	31	67	44	23	306
23:00 - 23:59	25	31	21	19	48	50	23	217
<b>Total per Day</b>	<b>833</b>	<b>873</b>	<b>890</b>	<b>809</b>	<b>978</b>	<b>854</b>	<b>666</b>	<b>5903</b>
<b>Peak Periods</b>	<b>High Periods</b>				<b>Peak Day</b>			
> 60	> 50							

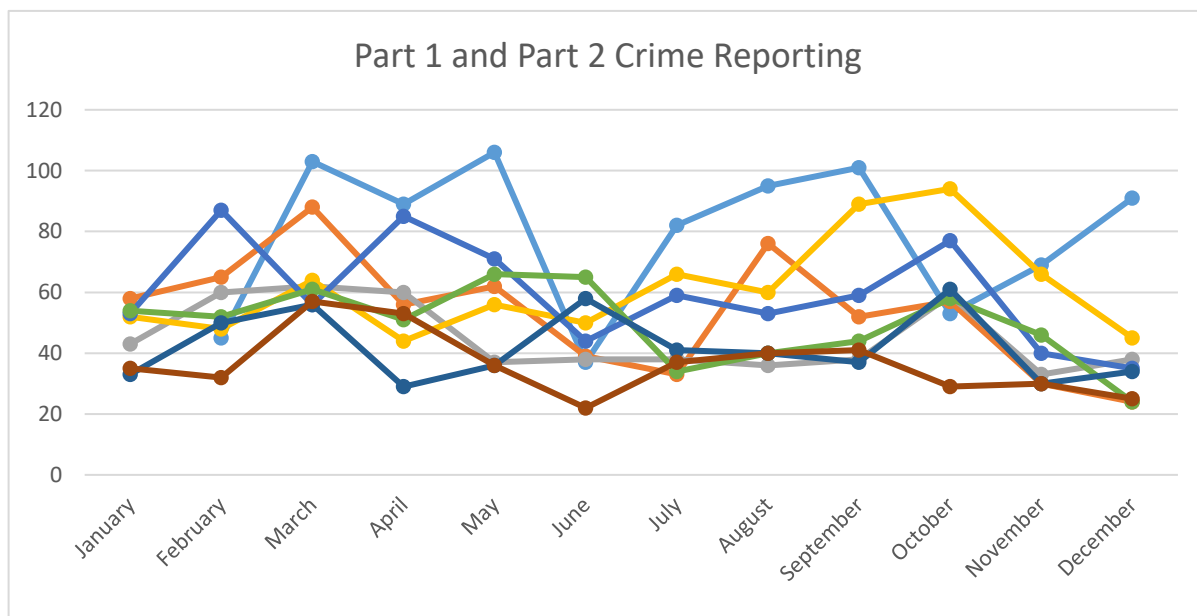
Peak Hour

# BVRPD Annual Report 2019



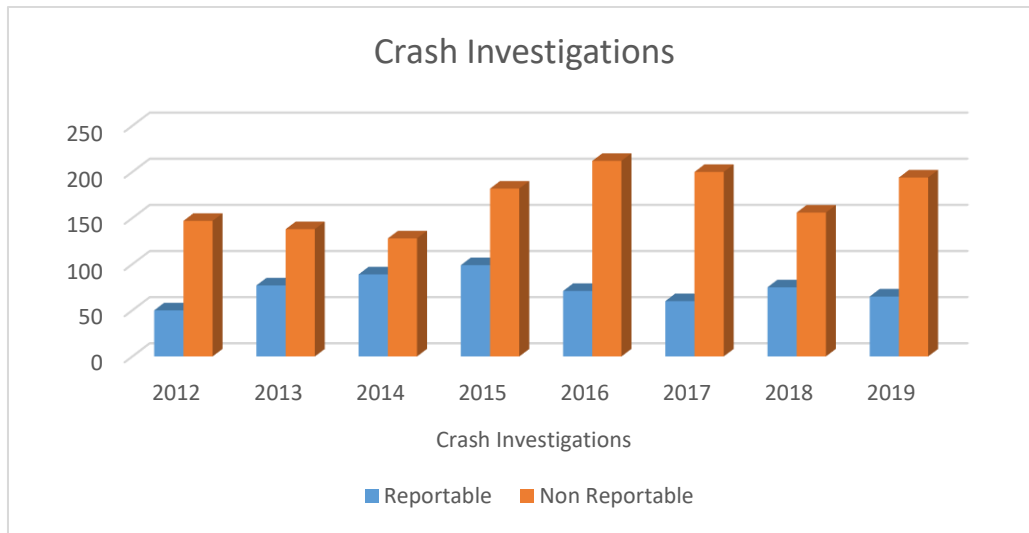
## BVRPD Incident Reporting (Crime Incidents) Combined Part 1 and Part 2

	2012	2013	2014	2015	2016	2017	2018	2019
January		58	43	52	53	54	33	35
February	45	65	60	48	87	52	50	32
March	103	88	62	64	56	61	56	57
April	89	56	60	44	85	51	29	53
May	106	62	37	56	71	66	36	36
June	37	39	38	50	44	65	58	22
July	82	33	38	66	59	34	41	37
August	95	76	36	60	53	40	40	40
September	101	52	38	89	59	44	37	41
October	53	57	59	94	77	58	61	29
November	69	30	33	66	40	46	30	30
December	91	24	38	45	35	24	34	25
<b>Totals</b>	<b>871</b>	<b>640</b>	<b>542</b>	<b>734</b>	<b>719</b>	<b>595</b>	<b>505</b>	<b>437</b>



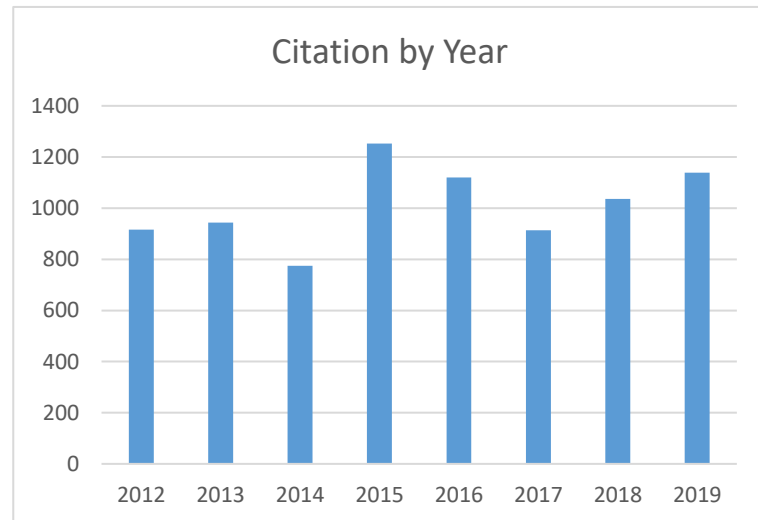
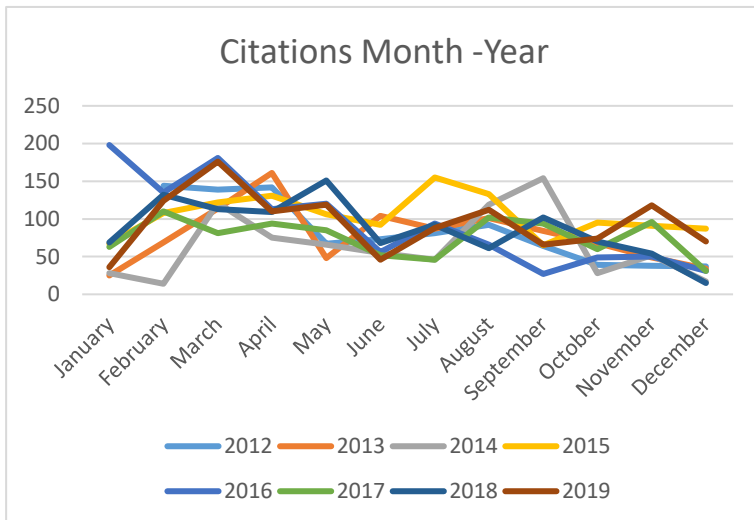
## BVRPD Incident Reporting (Vehicle Crashes)

Crash Investigations								
	2012	2013	2014	2015	2016	2017	2018	2019
Reportable	50	77	89	99	71	60	75	65
Non-Reportable	147	138	128	182	212	200	156	194
<b>Totals</b>	<b>197</b>	<b>215</b>	<b>217</b>	<b>281</b>	<b>283</b>	<b>260</b>	<b>231</b>	<b>259</b>



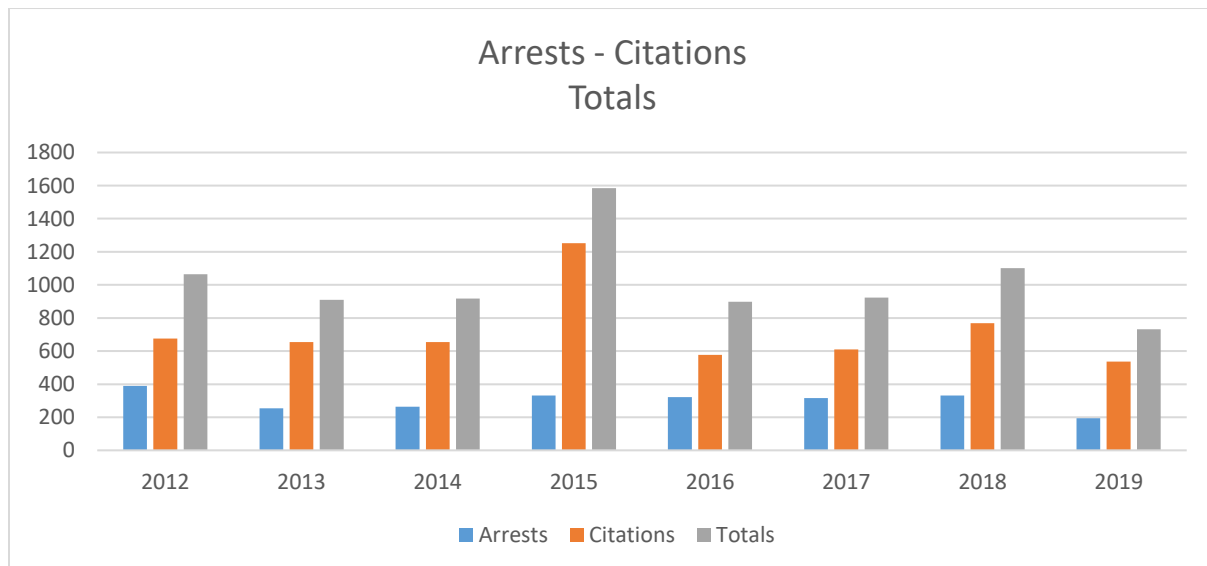
## BVRPD Incident Reporting (Traffic Citations Issued)

Traffic Citations by Month								
	2012	2013	2014	2015	2016	2017	2018	2019
January		25	28	67	198	63	69	36
February	144	69	14	108	135	110	132	124
March	139	114	121	122	181	81	113	176
April	142	161	75	131	113	94	109	110
May	67	48	66	106	120	85	151	119
June	73	104	55	92	56	52	68	46
July	81	87	46	155	94	46	92	88
August	92	101	119	133	66	102	61	112
September	64	84	154	65	27	94	102	66
October	39	68	28	95	49	60	70	74
November	38	49	52	91	50	96	54	118
December	37	34	17	87	31	31	15	70
<b>Totals</b>	<b>916</b>	<b>944</b>	<b>775</b>	<b>1252</b>	<b>1120</b>	<b>914</b>	<b>1036</b>	<b>1139</b>



## BVRPD Incident Reporting (Criminal Arrest- Summary Citations)

Criminal Arrest - Summary Citations								
	2012	2013	2014	2015	2016	2017	2018	2019
Arrests	389	255	263	332	321	315	332	195
Citations	675	654	654	1252	577	609	769	536
<b>Totals</b>	<b>1064</b>	<b>909</b>	<b>917</b>	<b>1584</b>	<b>898</b>	<b>924</b>	<b>1101</b>	<b>731</b>



## 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
- ❖ Emergency Services Day
- ❖ Union County 4<sup>th</sup> July Celebration Events
- ❖ Camp Cadet
- ❖ Buffalo Valley Recreation Events
- ❖ National Night Out
- ❖ Woolly Worn Festival
- ❖ Walk – Bike to School Day
- ❖ School Bus Safety Day
- ❖ Girls on the Run
- ❖ 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





Attachment A

Calls for Service by Type

2019

