

**BUFFALO VALLEY REGIONAL POLICE COMMISSION  
MINUTES  
December 13, 2023**

**Commission Members**

Chairman Jack Malloy  
Secretary Janice Butler  
Alternate Katie Evans

Vice Chair Justin Madaus  
Commissioner Jordi Comas  
Alternate Jamie Grobes

Treasurer Char Gray  
Commissioner Kendy Alvarez

The regular scheduled meeting (No. 2023-13) of the Buffalo Valley Regional Police Commission was held in the meeting room at the BVRP Office at 1610 Industrial Boulevard, Suite 500. Present: Commissioners Butler, Gray, Madaus and Malloy; Alternate Evans; Attorney Kerstetter; Chief Yost and Lisa Wolfe. Also present: Jo Helwig, Justin Strawser and Jenna Neidig.

**CALL TO ORDER:** Chairman Malloy called the meeting to order at 5:00pm, followed by the Pledge of Allegiance.

**PUBLIC PARTICIPATION:** None

**APPROVAL OF MINUTES:** A motion was made by Commissioner Gray, seconded by Vice Chair Madaus, to approve the minutes of the November 8, 2023 meeting. Motion was unanimously approved.

**REPORTS FROM COMMITTEES:**

a. Finance: (Malloy)

Commissioner Gray reported a balance of \$47,448.47 as of November 30, 2023 and a balance of \$156,079.77 as of December 11, 2023 in the Operating Account. Commissioner Gray reported a balance of \$7,195.88 as of December 11, 2023 in the Payroll Account and a balance of \$166,544.36 as of December 11, 2023 in the Reserve Savings Account. A motion was made by Chairman Malloy, seconded by Vice Chair Madaus, to approve the Treasurer’s Report and payment of bills. Motion was unanimously approved.

b. Pension: (Malloy) – Nothing to report.

c. Planning: (Butler)

Commissioner Butler gave an update on the Listening Tour.

**ATTENDANCE**

**CALL TO ORDER**

**PUBLIC  
PARTICIPATION**

**APPROVAL OF  
MINUTES**

**REPORTS FROM  
COMMITTEES**

**Finance**

**Pension**

**Planning**

Commissioner Butler also reported she had a conversation with Greg Bean regarding the PA Chiefs of Police Associations hiring services.

Commissioner Butler also reported that there is a Best Practices in Police Department Management Webinar on January 31, 2024.

**CHIEF'S REPORT**

Chief Yost presented the December Monthly Report.

Chief Yost requested approval to offer a conditional offer of employment to Quaylin Rice pending results of a physical exam, psychological evaluation and background check. A motion was made by Commissioner Gray, seconded by Commissioner Butler, to approve Chief Yost to give a conditional offer of employment to Quaylin Rice pending results of physical exam, psychological evaluation and background check. Motion was unanimously approved.

**CHAIRMAN'S REPORT:** Nothing to report.

**ATTORNEY KERSTETTER'S REPORT:** Attorney Kerstetter introduced Attorney Jenna Neidig to the Commission.

**UNFINISHED BUSINESS:**

Chief Yost stated the overall budget for 2024 will be \$2,253,000 after a few adjustments. A motion was made by Vice Chair Madaus, seconded by Commissioner Gray, to approve the 2024 Budget. Motion was unanimously approved.

Commission Members discussed an email they received from William Lowthert, Lewisburg Borough Manager, regarding amendments to the InterGovernmental Agreement. After much discussion, it was decided that Chairman Malloy will send an email to William Lowthert clarifying the amendments.

**NEW BUSINESS:**

The 2024 Meeting Schedule was discussed. The Commission will continue with the current meeting schedule. Regular meeting will be held the second Wednesday of each month at 5:00pm. Work session will be held the fourth Wednesday of each month, as needed, at 5:00pm. A motion was made by Commissioner Gray, seconded by Commissioner Butler, to approve the 2024 Meeting Schedule. Motion was unanimously approved.

**Planning Cont'd**

**CHIEF'S REPORT**

**CHAIRMAN'S  
REPORT**

**ATTORNEY  
KERSTETTER'S  
REPORT**

**UNFINISHED  
BUSINESS**

**NEW BUSINESS**

A motion was made by Vice Chair Madaus, seconded by Commissioner Gray, to hire Attorney Jenna Neidig as our new Solicitor at the same rate and conditions of employment as Attorney Kerstetter. Motion was unanimously approved.

**EXECUTIVE SESSION:** A motion was made by Vice Chair Madaus, seconded by Chairman Malloy, to recess the meeting for an Executive Session at 6:18pm regarding personnel issues.

Commission Members returned to the regular scheduled meeting at 6:50pm.

**ADJOURNMENT:** There being no further business Chairman Malloy adjourned the meeting at 6:51pm.

Respectfully submitted,

Lisa K. Wolfe  
Recording Secretary

**NEW BUSINESS  
CONT'D**

**EXECUTIVE  
SESSION**

**ADJOURNMENT**