

**BUFFALO VALLEY REGIONAL POLICE COMMISSION  
MINUTES  
January 8, 2025**

**Commission Members**

Chairman Jack Malloy	Vice Chair Justin Madaus	Treasurer Jordi Comas
Secretary Janice Butler	Commissioner Katie Evans	Commissioner Kendy Alvarez
Alternate Jamie Grobes	Alternate Tom Zorn	

The regular scheduled meeting (No. 2025-1) 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 Alvarez, Evans, Grobes, Malloy and Zorn; Attorney Neidig; Chief Embeck and Lisa Wolfe. Also present: Tina Prowant, Jo Helwig, Justin Strawser, and Gawhara Abou-Eid.

**CALL TO ORDER:** Chairman Malloy called the meeting to order at 5:13pm, followed by the Pledge of Allegiance.

**PUBLIC PARTICIPATION:** None

**ELECTION OF OFFICERS**

Chairman Malloy asked for nominations for the position of Chairman. A motion was made by Commissioner Zorn, seconded by Commissioner Evans, to nominate Jack Malloy as Chairman. Motion was unanimously approved.

Chairman Malloy asked for nominations for the position of Vice Chair. A motion was made by Commissioner Alvarez, seconded by Commissioner Evans, to nominate Justin Madaus as Vice Chair. Motion was unanimously approved.

Chairman Malloy asked for nominations for the position of Secretary. A motion was made by Commissioner Grobes, seconded by Chairman Malloy, to nominate Janice Butler as Secretary. Motion was unanimously approved.

Chairman Malloy asked for nominations for the position of Treasurer. A motion was made by Commissioner Alvarez, seconded by Commissioner Evans, to nominate Jamie Grobes as Treasurer. Motion was unanimously approved.

**ATTENDANCE**

**CALL TO ORDER**

**PUBLIC  
PARTICIPATION**

**ELECTION OF  
OFFICERS**

**APPROVAL OF MINUTES:** A motion was made by Commissioner Zorn, seconded by Commissioner Grobes, to approve the minutes of the December 11, 2024 meeting. Commissioner Alvarez abstained due to being absent from the meeting. Motion passed.

**REPORTS FROM COMMITTEES:**

a. Finance: (Grobes)

Commissioner Grobes reported a balance of \$195,478.05 as of December 31, 2024 and a balance of \$116,456.13 as of January 8, 2025 in the Operating Account. Commissioner Grobes reported a balance of \$15,622.60 as of January 8, 2025 in the Payroll Account and a balance of \$140,644.50 as of January 8, 2025 in the Reserve Savings Account. A motion was made by Commissioner Alvarez, seconded by Commissioner Evans, to approve the Treasurer's Report and payment of bills. Motion was unanimously approved.

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

c. Planning: (Malloy)

Chairman Malloy presented the Planning Committee report.

The Planning Committee discussed the new website design. Lisa will reach out to Cup O' Code to give them some updates.

Chief Embeck proposed the promotions to include two sergeants and three corporals. Eligibility for testing was also discussed.

Chief Embeck also discussed with the Planning Committee his departmental priorities, which include training needs, schedule adjustments, and Lexipol Policy updates.

Corporal Burrows submitted a sample flyer that will be used to promote the reflective address signs being sold by William Cameron Engine Company.

**CHIEF'S REPORT**

Chief Embeck discussed the monthly call log. The Officers handled 336 calls in the month of December. The Officers wrote 28 traffic citations, 14 non-traffic citations and issued 5 traffic warnings.

**APPROVAL OF  
MINUTES**

**REPORTS FROM  
COMMITTEES**

**Finance**

**Pension**

**Planning**

**CHIEF'S REPORT**

Chief Embeck stated he attended the STOP meeting with Chief Yost on December 13<sup>th</sup>. Vicky, Victim/Witness Coordinator, stated at the end of 2024 the county had a total of 600 victims, 20% of those victims were related to domestic violence or sexual assault. The District Attorney's office stated the number of victims reflects no uptick in cases of domestic violence or sexual assaults within the county.

Chief Embeck stated all seven (7) cruisers have had some type service.

Chief Embeck stated we are having some issues with the camera system. We will work with Sharon Leon, Director of the Housing Authority, to see what we can do with the system since their cameras are tied to ours.

Chief Embeck stated radios are a big concern. Chief Embeck will look to see if there are any grants available.

Chief Embeck stated there are some concerns with the handguns the Officers are carrying. Chief Embeck will do some more research on the P320, which is the handgun in question.

#### **CHAIRMAN'S REPORT**

Nothing new to report.

#### **ATTORNEY NEIDIG'S REPORT**

Attorney Neidig had nothing new to report.

#### **UNFINISHED BUSINESS:**

A motion was made by Commissioner Grobes, seconded by Commissioner Alvarez, to approve Chief Embeck's revised department structure. Motion was unanimously approved.

#### **NEW BUSINESS:**

Chairman Malloy discussed the Committee Appointments.

Commission Grobes will be the Chair of the Finance Committee. Chairman Malloy will be Ex-Officio.

**CHIEF'S REPORT  
CONT'D**

**CHAIRMAN'S  
REPORT**

**ATTORNEY  
NEIDIG'S  
REPORT**

**UNFINISHED  
BUSINESS**

**NEW BUSINESS**

Heart and Lung Hearing Board is all voting Commission Members plus our Solicitor and Dr. David Zelechowski.

Commissioner Evans will be the Chair of the Labor Management Committee. Vice Chair Madaus and Commissioner Butler will be members of the Committee. Chairman Malloy will be Ex-Officio.

Chairman Malloy will be Chair of the Pension Committee. Commissioner Comas will be a member of the Pension Committee.

Commissioner Butler will Chair the Planning Committee. Commissioner Evans and Commissioner Grobes will be members of the Planning Committee. Chairman Malloy will be Ex-Officio.

Chairman Malloy received a letter from Buffalo Valley Regional Police Officers Association informing the Commission which Officer's hold which positions in the Association.

**EXECUTIVE SESSION:** A motion was made by Commissioner Evans, seconded by Commissioner Alvarez, to recess the meeting for an Executive Session at 6:02pm regarding personnel issues.

Commission Members returned to the regular scheduled meeting at 6:44pm.

**ADJOURNMENT:** There being no further business Chairman Malloy adjourned the meeting at 6:44pm.

Respectfully submitted,

Lisa K. Wolfe  
Recording Secretary

**NEW BUSINESS  
CONT'D**

**EXECUTIVE  
SESSION**

**ADJOURNMENT**