

**BUFFALO VALLEY REGIONAL POLICE COMMISSION
MINUTES
April 23, 2025**

Commission Members

Chairman Jack Malloy
Secretary Janice Butler
Alternate Jordi Comas

Vice Chair Justin Madaus
Commissioner Katie Evans
Alternate Tom Zorn

Treasurer Jamie Grobes
Commissioner Kendy Alvarez

The regular scheduled meeting (No. 2025-4) 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, Evans, Grobes and Madaus; Alternate Zorn; Solicitor Neidig; Chief Embeck and Lisa Wolfe. Also present: Tina Prowant, Justin Strawser and Gawhara Abou-Eid.

CALL TO ORDER: Vice Chair Madaus called the meeting to order at 5:00pm, followed by the Pledge of Allegiance.

PUBLIC PARTICIPATION: Tina Prowant said the Officers and the Chief are doing a good job.

APPROVAL OF MINUTES: A motion was made by Commissioner Evans, seconded by Commissioner Grobes, to approve the minutes of the March 12, 2025 meeting. Motion was unanimously approved.

COMMITTEE REPORTS:

a. Finance: (Grobes)

Commissioner Grobes reported a balance of \$193,019.23 as of March 31, 2025 and a balance of \$293,595.93 as of April 23, 2025 in the Operating Account. Commissioner Grobes reported a balance of \$15,630.70 as of April 23, 2025 in the Payroll Account and a balance of \$141,861.77 as of April 23, 2025 in the Reserve Savings Account. A motion was made by Commissioner Zorn, seconded by Commissioner Butler, to approve the Treasurer's Report and payment of bills. Motion was unanimously approved.

The March Budget report as well as the year-to-date budget were also discussed.

ATTENDANCE

CALL TO ORDER

**PUBLIC
PARTICIPATION**

**APPROVAL OF
MINUTES**

**COMMITTEE
REPORTS**

Finance

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

c. Planning: (Butler)

Commissioner Butler stated Lisa will continue to work with Cup O' Code and Lewisburg Studios on the website.

Commissioner Butler stated Lisa is still researching the POS vendor to accept online payments as well as card payments in the office.

Commissioner Butler stated she gave Chief Embeck information regarding the Blue Envelope Program. This is a program designed to enhance communication between law enforcement and autistic drivers during traffic stops. The Blue Envelope is used to carry a driver's license, registration and insurance card.

Meet the Chief Event was held March 27th. Twenty-five (25) people attended the event and the feedback was very positive.

CHIEF'S REPORT

Chief Embeck presented the monthly call log and the Calls for Service report. The Officers handled 501 calls in the month of March. The Officers wrote 80 traffic citations, 14 non-traffic citations, issued 8 written traffic warnings and 149 parking tickets.

Chief Embeck stated the Abduction call we received was unfounded.

Chief Embeck stated the job descriptions for the Corporal and Sergeant are available for the Commission Members to see.

Chief Embeck stated the ad for a new hire has been placed in The Daily Item, on our website, our FaceBook page and on PA Chief of Police Associations website. The deadline for applications is May 9th.

Chief Embeck stated the Civil Service Commission met on Monday, April 21st. They approved the application, oral interview questions for the promotional testing, oral questions for new hires and the Oral Board plus a couple backups.

Pension

Planning

CHIEF'S REPORT

Promotioanl Testing took place April 22nd. The results should be here next Tuesday or Wednesday. Once they are received, Chief Embeck will send them to Jack Devine. Jack will let Chief Embeck know how to post the results for the Officers to see. Any Officer who passes the test will move on to the Oral Interviews. Oral Interviews will hopefully take place May 12th or 13th.

Chief Embeck requested approval to put the Special Unit on Muncibid. A motion was made by Commissioner Grobes, seconded by Commissioner Evans, to approve Chief Embeck's request to put the Special Unit on Municibid. Motion was unanimously approved.

Chief Embeck showed the Commission Members the Banner that was purchased from FASTSIGNS to be used at Community Events. It will be used at the Allenwood Prisons Emergency Preparedness Event on May 15th and at the Miller Center on May 28th.

Chief Embeck requested a chain of command for reaching out to the Commission in case of a major event. It was decided that Chief Embeck will contact Chiarman Malloy, if he is not available, Chief Embeck will reach out to Vice Chair Madaus, who will then pass it along to the rest of the Commission.

Chief Embeck stated Lisa and I met with Rick from CSR to discuss our IT needs. Chief Embeck stated we have some issues with Airiam that he is not thrilled with. These included not being able to reach them by phone and several computers that are still running on Windows 10 which will not be supported after Ocotber. After some discussion, it was decided Chief Embeck and Lisa will get more information and bring it to the next Commission Meeting.

Chief Embeck stated our Co-Responder has been hired by CMSU. His name is Shaun Gatewood. Shaun should be starting in the next 4 – 6 weeks.

Chief Embeck stated he received a request from Little League World Series Headquarters assistance. The wages are reimbursable and totally covered by Little League.

CHAIRMAN'S REPORT: Nothing new to report.

ATTORNEY NEIDIG'S REPORT: Nothing new to report.

UNFINISHED BUSINESS: Nothing new to report.

NEW BUSINESS: Nothing new to report.

**CHIEF'S REPORT
CONT'D**

**CHAIRMAN'S
REPORT**

**ATTORNEY
NEIDIG'S
REPORT**

**UNFINISHED
BUSINESS**

NEW BUSINESS

EXECUTIVE SESSION: A motion was made by Commissioner Evans, seconded by Commissioner Grobes. to recess the meeting for an Executive Session at 6:07pm regarding legal issues.

Commission Members returned to the regular scheduled meeting at 6:31pm.

ADJOURNMENT: There being no further business Vice Chair Madaus adjourned the meeting at 6:31pm.

Respectfully submitted,

Lisa K. Wolfe
Recording Secretary

**EXECUTIVE
SESSION**

ADJOURNMENT