

**RILEY COUNTY LAW ENFORCEMENT AGENCY  
LAW BOARD MEETING  
City Commission Meeting Room  
1101 Poyntz Avenue  
Manhattan, KS  
March 25, 2013 12:00 p.m.  
Minutes**

**Members Present:**

John Matta	Dave Lewis
Barry Wilkerson	Richard Jankovich
Wynn Butler	Robert Boyd
Ron Wells	

**Absent:**

**Staff Present:**

Director Schoen	Assistant Director Doehling
Captain Hooper	Captain Moldrup
Captain Nelson	Captain Hegarty
Captain Fink	

**I. Establish Quorum:** By Chairman Matta at 12:00 p.m.

**II. Pledge of Allegiance:** Led by Director Schoen

**III. Consent Agenda:**

- A. Approve February 19, 2013 Meeting Minutes
- B. Approve 2012 & 2013 Expenditures
  - a) 2012 Budget Expenditures
  - b) 2013 Budget Expenditures
  - c) Juvenile Transports
  - d) Statutory Registrations Fund
- C. County Inmate Medical, Facilities, Maintenance & Repairs Expenditures- (*Review*)
- D. Riley County Jail Average Daily Inmate Population- (*Review*)

Wilkerson moved to approve the consent agenda as presented. Jankovich seconded the motion. On a roll call vote, motion carried 7-0.

**IV. General Agenda:**

**E. Additions or Deletions:** None.

**F. Public Comment:** None.

**G. National Public Safety Telecommunications Week Proclamation:** Chairman Matta read the National Public Safety Telecommunications Week Proclamation proclaiming that all citizens of Manhattan and Riley County observe the week of April 14<sup>th</sup> through April 20<sup>th</sup>, 2013 as National Public Safety Telecommunications Week, in honor of the men and women whose diligence and professionalism keep the city, county and citizens safe. Communication Center

Manager Diane Doehling, Dispatch Shift Supervisor Tyler Siefkes and Dispatcher Kyle Soldani accepted the proclamation on behalf of the Department.

**H. Community Advisory Board Update:** Riley County Police Department Community Advisory Board (CAB) Chairman Trent Armbrust briefed the Law Board on CAB activities to date. He reported that CAB meetings are held on the first Tuesday of each month at Bluestem Bistro in Aggieville. Members of the Board for 2013 include Trent Armbrust, Scott Emley, Carl Friedrich, Mo Hosni, Michele Jones, Chad Joyce, Corey Leavell, Kevin Pierce, Don Slater, Gina Scroggs and Michelle White-Godinet.

Armbrust explained that the CAB routinely invites guest speakers to the monthly meetings. Recent guest speakers have included RCPD Division Commanders, now retired Fire Services Director Jerry Snyder, Emergency Management Director Pat Collins, Riley County Emergency Medical Services Director Larry Couchman, County Commissioner Dave Lewis, City Commissioner John Matta, Manhattan Convention and Visitors Bureau Director Karen Hibbard, Manhattan Convention and Visitors Bureau Sales Manager Christy Chase and Downtown Manhattan Inc. Executive Director Gina Scroggs.

Armbrust explained that the primary purpose of the CAB continues to be to serve as a liaison between the community and Riley County Police Department as well as act as a sounding board for the Department regarding the concerns and issues of the community. He stressed that the CAB does not intervene in individual cases/investigations and it is not a policy setting Board. The CAB is an avenue for members of the public who may not want to come before the Law Board or speak directly to RCPD to provide input and voice their concerns.

Members of the Law Board thanked Armbrust for the update.

**I. CALEA Assessment Report Summary:** The Riley County Police Department underwent an on-site assessment process in December 2012. During this time, assessors from the Commission on Accreditation for Law Enforcement Agencies (CALEA) inspected the Department, interviewed employees and reviewed files to determine if the Department met the requirements of the 480 national standards.

Director Schoen explained that during the week of March 17, 2013, he and two other representatives from the Riley County Police Department attended the CALEA Conference in Charleston, South Carolina. The Department, for a second time, was recognized for “outstanding performance” and received honors. During the conference, the Department maintained its Meritorious Service standing, and was also awarded Advanced Law Enforcement Accreditation with Excellence; only 6 of the 125 agencies being reaccredited at the conference were presented this award. Schoen noted that this is the highest award attainable by CALEA. He extended his appreciation to all RCPD employees, specifically Accreditation Manager Suellyn Hooper for their hard work throughout the process.

**J. 2013 Proposed RCPD Goals:** At the February 19, 2013 Law Board Meeting the Board reviewed the initial 2013 proposed RCPD goals. Discussion from the meeting resulted in the inclusion of additional action items for 2013. As part of the March Law Board Meeting packets, the Board was provided with an updated document containing the 2013 proposed RCPD goals.

Jankovich moved to approve the 2013 proposed RCPD goals as presented. Lewis seconded the motion. On a roll call vote, motion carried 7-0.

**K. Fake Patty's Day Review:** Director Schoen provided the Board with a summary of calls for service, reports filed, citations issued and arrests made during the 2013 Fake Patty's Day celebration compared to those in 2011 and 2012. Overall, activity for 2013 was remarkably similar to that in 2011 and 2012. Preliminary calculations indicate that overtime expenses for RCPD was approximately \$37,996.09. Schoen noted that the amount is an estimate at this time and it does not include expenses incurred from agencies that assisted with the event. He will provide the Board with more accurate figures at the regularly scheduled April Law Board Meeting.

Butler asked if the number of officers who actively patrolled the event this year was different from previous years.

Moldrup stated that there were roughly four less officers working the event this year.

Matta stated that he received comments from the public concerning undercover RCPD officers who were issuing citations the day of the event. He wished to know if the Department had officers functioning in that capacity.

Schoen said that to the best of his knowledge RCPD did not have officers working undercover during Fake Patty's Day. He believed perhaps Alcohol Beverage Control (ABC) had undercover officers working the event.

Moldrup concurred with Schoen. Moldrup stated that he was given to understand that ABC had ten officers working the event. Although he personally never interacted with ABC, he would presume that the officers would be dressed in a fashion which would allow them to blend in with the crowd.

**L. Executive Session:** At 12:35 p.m. Lewis moved to go in to executive session for the purpose of discussing attorney client privilege and non-elected personnel matters not to exceed 35 minutes. Jankovich seconded the motion. On a roll call vote, motion carried 7-0.

At 1:10 p.m. the open meeting reconvened.

Wilkerson moved to return to executive session to discuss non-elected personnel matters not to exceed 10 minutes. Boyd seconded the motion. On a roll call vote, motion carried 7-0.

At 1:21 p.m. the open meeting reconvened.

**M. Director's Contract:** Wilkerson moved to extend the Director's contract of employment with a salary adjustment placing him at step G on the 2013 salary schedule. He further moved to have the attorney for the Law Board, Michael Gillespie reduce the changes discussed during executive session to writing in the contract and authorize the Chair to sign. Jankovich seconded the motion. On a roll call vote, motion carried 7-0.

**N. Affirmation or Revocation of Discipline:** Lewis moved to affirm the Director's disciplinary actions. Boyd seconded the motion. On a roll call vote, motion carried 7-0.

**O. Adjournment:** Wilkerson moved to adjourn the meeting. Jankovich seconded the motion. On a roll call vote, motion carried 7-0. The March 25, 2013 Law Board Meeting adjourned at 1:23 p.m.