

Shared Service Agreement Discussion

October 2017

Executive Summary

Objective

Evaluate the feasibility of entering into a Shared Services Agreement between Woodbury Heights and the Township of West Deptford in order to professionally, comprehensively and cost-effectively manage the provision of police services.

Goals



Ensure that the residents of both communities continue to be provided with dependable, cost-effective police services.

Institute a police program that will allow both communities to experience cost reductions and/or revenue growth that will have a positive affect on their respective municipal budgets.

Institute the police program in a way that is:

- > minimally disruptive to the residents of both communities;
- > cost-efficient; and
- > allows for adequate controls and safeguards to ensure long-term stability, service levels & cost containment

Solution

Utilize and leverage West Deptford's resources to service Woodbury Heights. Utilize West Deptford's experience in providing shared services to other municipalities within Gloucester County to ensure a comprehensive, well-managed approach to policing that will benefit the residents.



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Financial Summary

2017 Budget Basis:

Woodbury Heights Annual Costs 2017 - 2021 with no SSA*

2017	\$999,044
2018	\$1,019,024
2019	\$1,039,405
2020	\$1,060,193
2021	\$1,081,397
2022	\$1,103,025

*based on 2% increase per year

Note: *Under current budget, all costs for these services are located "inside" the municipal cap.*

Woodbury Heights Costs with Proposed SSA with West Deptford Township:

2018	\$775,000
2019	\$775,000
2020	\$790,500
2021	\$806,310
2022	\$822,436

Estimated Cost Avoidance Year 1: **\$244,024** during 2018 (year 1)

TOTAL COST AVOIDANCE 2018-2022:
\$1,333,798



Note: *All costs for these services would be placed "outside" the municipal cap, freeing significant budget cap space*

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Operational Overview:

West Deptford Police Department

Established – 1955

“Mission Statement”: Our mission at West Deptford Police is to provide quality police service to our community by promoting a safe environment through police and citizen interaction with an emphasis on integrity, fairness, and professionalism.

Current Staff: 43 sworn officers, 5 SLEO I Officers, and 4 support staff.



ADMINISTRATION

Chief of Police: Samuel DiSimone

Deputy Chief: Sean McKenna

Lieutenants: John Chambers (Detective Division); Grant Worrell (Patrol Division)

Internal Affairs: This unit is overseen by the Chief of Police and its primary function is to maintain the integrity of the police department and investigate **all** complaints of officer misconduct. Lieutenant Chambers and Lieutenant Worrell are the department's primary Internal Affairs Investigators, with the Chief of Police and Deputy Chief also trained to conduct internal affairs investigations if needed.

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PATROL DIVISION

Officers: 28 Patrol Officers



Shift Allocation: Four patrol squads (A, B, C, & D) made up of seven (7) members. Each shift consists of a Sergeant, Corporal, and five (5) patrol officers. Squads work a twelve (12) hour rotating schedule (two weeks of day work and two weeks of night work), this allows for constant coverage and greatly reduces the need for overtime.

Vehicles: Currently we have seven (7) primary patrol vehicles and two back-up patrol vehicles. Four of these vehicles are Ford SUV Interceptors and three are Ford Sedan Interceptors. Each vehicle is equipped with a Mobile Data Terminal, state of the art in-car video recording systems, and radar units. Each officer is equipped with their own body camera. We are in the process of researching with the intent to purchase three (3) Taser Conducted Electrical Weapons.



Patrol Calls for Service for 2016: 30,337

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DETECTIVE DIVISION

Officers: The Detective Unit consists of six (6) officers made up of a Detective Sergeant, Detective Corporal, and four (4) Detectives and a support staff member. The Detective Division has four (4) unmarked/undercover vehicles assigned to this unit.

Narcotics Investigations: Currently, all members of the Detective Unit are tasked with conducting narcotics investigations.

2016 Detective Statistics:

Total Cases –

- | | |
|---------------------------------|------------------------|
| • Homicides – 2 | Clearance rate = 100% |
| • Robberies – 8 | Clearance rate = 87.5% |
| • Sexual Crimes – 8 | Clearance rate = 62.5% |
| • Arson – 2 | Clearance rate = 50% |
| • Larceny – 24 | Clearance rate = 85% |
| • Burglaries (MV included) – 37 | Clearance rate = 83% |
| • Assaults – 18 | Clearance rate = 89% |
| • Narcotics Investigations – 30 | Clearance rate = 96% |

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Special Operations Unit

This unit was implemented to enhance the relationship between the police department and our community. It is our goal to be in the forefront of the community policing movement and maintain a strong bond with our citizens. This unit consists of four (4) K9 officers (one being a Sergeant), and a School Resource Officer. Although these officers are assigned to the unit full-time, all members of our department are expected to be involved with community relations. This unit has also been assigned a Special Operations vehicle which has been wrapped and is used at community events to promote community relations.



K-9 Unit: We have four (4) K-9's, all are Belgian Milionis. Each squad is assigned a K-9, which assist the patrol division as well as performing proactive patrols. All K-9's are crossed-trained in patrol and narcotics detection. Each K-9 officer is assigned their own patrol vehicle which is specifically outfitted for their K-9. These vehicles, along with the K-9 Unit, are fully funded through outside donations. Each K-9 team is mandated to train at least two days per month to ensure they meet or exceed all certification requirements.



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School Resource Officer: The School Resource Officer is assigned full-time to the school districts and visits all schools and National Park's elementary school to assist Administration with legal issues. Our SRO maintains a presence in the schools to enhance school security and build positive relations between the students/parents and police.

Community Programs

Neighborhood Watch: Individual neighborhood groups that meet regularly to discuss issues that they feel are of importance. Officers are assigned to attend these meetings to address their concerns.

Junior Police Academy: A one-week summer program that offers a police academy experience to youth (6th-8th grade students) that reside in West Deptford and National Park.

L.E.A.D.: We offer a ten (10) week LEAD curriculum to 5th grade students and a four (4) week curriculum to 3rd grade students. This curriculum focuses on areas such as drug prevention, decision-making, and anti-bullying. It is culminated with a "LEAD Day" celebration, which includes a K-9 demonstration and bowling party for the LEAD graduates. This program can be expanded to the Woodbury Heights school system.

Community Events: Our Department hosts a National Night Out event each August to connect with our residents and display the resources we have to offer. We also take part in West Deptford Day, Boy Scout presentations, Senior Citizen group safety programs, and numerous school related programs and assemblies. We have offered drug education presentations to parents and community groups and

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will continue to do so, with the goal of reducing drug abuse in our communities.

Bike Patrol: We currently have twenty-four (24) officers certified to patrol on bicycles and four (4) police mountain bikes. This proactive style of policing has been found to be successful in our community and has allowed our officers to patrol our neighborhood settings more efficiently. We also deploy bike officers at community events that are frequented by our youth. This unit would be utilized to assist with patrols in Woodbury Heights and target any specific areas needed.

Child Safety Seat Installation: We have three (3) officers certified as Child Safety Seat Technicians. We offer this free service to the residents we serve.

Social Media: The West Deptford Police Department utilizes Facebook and Twitter to stay connected with the public. We have over 9,140 followers on Facebook and over 1,662 following on Twitter. We have found this is an effective way to get information out to our residents that we serve. We also have created a website that is continuously updated and provides citizens with forms and educational information. We continually update these sites to supply our residents with the most up to date information.

P.A.L.: Our Police Athletic League has expanded throughout the years and this program helps to keep our department connected with the youth of our community. We have sponsored programs such as fishing trips and sporting events.

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Training:

Firearms: Our department currently has seven certified firearms instructors that lead the bi-annual training sessions mandated for our officers. We also have twelve (12) rifles assigned to patrol officers, to ensure at least two rifles are available on patrol at any given time. Our firearms supervisor has implemented a Force on Force training program that involves simunition gear to enhance our current firearms training. This Force on Force training has made us only one of two departments that use such training in Gloucester County. This training helps better prepare our officers in the event there is ever an actual active shooter situation to the communities we serve.

Traffic: Our department currently has one officer certified as a Police Traffic Engineer, who can handle requests for traffic control within our jurisdiction. We have six (6) officers certified in motor vehicle crash reconstruction and they are tasked with handling any serious motor vehicle crashes.

Field Training Officer Program: We conduct an eight (8) week FTO program with all new officers to ensure they are properly trained and efficient in all aspects of their duties. Each officer is assigned a one-on-one training officer during the program, who monitors their progress and documents all standards or deficiencies. Depending on the level of experience of a newly hired officer, this program can be modified if certain standards are met. We currently have fifteen (15) officers certified as Field Training Officers.

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Physical Fitness Program: We require all officers to perform a bi-annual physical fitness test to ensure our officers maintain a high level of physical conditioning. Their performance is scored and has to meet a passing grade based on the Police Training Commission standards.

Future Programs:

Police Explorer Post: Our department is currently working on developing a Police Explorer program to be offered to the youth of our community and can be opened up to Woodbury Heights residents ages 14-21 years old who are interested in a possible career in law enforcement. Explorers would receive training in all aspects of law enforcement and be deployed at community gatherings or where needed to assist the patrol function.

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- 10 year agreement with (2) five year mutual options
- Initial rate for years one and two; 2 percent increase per year thereafter
- First year cost avoidance for Woodbury Heights of over \$240,000
- First 5 year cost avoidance to Woodbury Heights of over \$1,333,000
- Full-time patrol coverage 24 hours per day 7 days per week - Woodbury Heights becomes a new patrol zone with patrols stationed in the zone.
- Participation for Woodbury Heights in all Community Programs offered by the West Deptford Police Department
- Increased operational, investigative, training services and support