

**POLICE SERVICES STEERING COMMITTEE**  
**Wednesday August 2, 2006**  
 4:30pm – 6:00pm  
 110 North Fourth Avenue

**Members Present:**

Paul Bunten	Chief of Police, Saline
Jeff Irwin	County Commissioner
Ruth Ann Jamnick	Ypsilanti Township
Pat Kelly	Dexter Township
William McFarlane	Superior Township
Herb Mahony, Designee	County Under Sheriff
Michael Moran	Ann Arbor Township
Mark Ouimet	County Commissioner
Wes Prater	County Commissioner, Chair of Board
Steve Solowczuk	County Commissioner
Kenneth Unterbrink	Lima Township
Patricia Vaillencourt	Village of Manchester

**Members Absent:** Daniel Minzey, Brenda Stumbo

**Staff Present:** Mary O’Hare (Facilitator), Robert Guenzel, Tony VanDerworp,  
 Linda Wicks (Recording Secretary)

**1. Call to Order**

The meeting was called to order by Facilitator O’Hare, 4:35pm, at the Washtenaw County Annex Building, 110 N. Fourth Ave, first floor large conference room.

**2. Approval of Minutes**

Ouimet moved for approval of the July 5, 2006, Police Services Steering Committee meeting minutes; Kelly seconded; all in favor.

**3. Citizen Participation**

None.

**4. Committee Member Check-In**

- O’Hare reported that leadership from POAM and COAM have been invited to attend **PSSC** meetings (non-member participation). This action was per **PSSC** request from the June 2006 meeting. POAM/COAM designee representation will commence with the September 2006 **PSSC** meeting.
- Moran inquired about the current status of Union Sheriff contract negotiations for employees. Mahony stated that the first formal sessions are scheduled to start September 7, and that there have been a lot of preliminary discussions. He noted that a survey had been sent to members, and that the topic of one-year area assignment is an issue they are willing to explore; and that a willingness to look at other issues has been expressed. He confirmed that the current contracts expire December 2007.
- O’Hare indicated that she had connected with Labor Relations Manager Diane Heidt regarding the **PSSC** members who had volunteered to serve on a subcommittee working with Mahony and Heidt in a more

structured setting to discuss POAM/COAM contract issues. Heidt may contact these *PSSC* subcommittee members to use as a sounding board and/or to request information. McFarlane noted he had already connected with Heidt to submit some suggestions. O'Hare reissued the opportunity to invite Heidt back to an upcoming *PSSC* meeting to further discuss POAM/COAM contract issues.

- Moran inquired about specific Deputy shift information/concerns for Ann Arbor Township; indicating that this area has been overstaffed at times not necessary while understaffed for other shifts needed. He stated his desire to know which shifts have actually been filled (actuals) vs. which shifts are scheduled to be filled (proposed work roster), indicating that he has now asked for a weekly report showing which shifts were actually filled. Mahony replied that the overstaffed shift count may be impacted during a shift change; and that he would get the report information to Moran.
- Mahony announced the retirement of Lieutenant Ed Toth this month; with this position to be posted and a plan to refill the position by September. Mahony further noted that it is anticipated a Sergeant will be retiring within the next few months.
- Guenzel reported on the Police Services BOC action scheduled for tonight, indicating that in July the BOC had made two offers to the Townships that were in litigation (Ypsilanti Township, Augusta and Salem), with an August 18 deadline to respond. He stated that the offer inadvertently did not get officially mailed out to the townships, and therefore there is a BOC resolution on tonight's agenda to extend the deadline to September 1. Approval of agreements around the Wireless Washtenaw project are also scheduled for tonight's BOC agenda.
- *PSSC* members noted upcoming August millage proposals:
  - o Superior Township millage for Police Protection
  - o Dexter Township millages for Police and Fire
  - o Ann Arbor Township combined Police/Fire millage
  - o Scio Township combined Police/Fire millage

## 5. Review of Sheriff's General Road Patrol Report

Mahony provided a brief walk-through and discussion of the "*Staffing Analysis for General Patrol Services Provided by the Washtenaw County Office of the Sheriff*," report dated March 3, 2006. He noted that this staffing analysis was undertaken in response to the issues that were identified during the Sheriff's Office participation in the Law Enforcement Engagement Steering Committee; resulting in an option of general patrol services with 12 deputies and 1 sergeant. He noted that this *PSSC* group had prior discussions regarding what this 12/1 staffing meant, and how this would impact the communities.

Mahony noted that the data used for this report was obtained in most instances from the Washtenaw County Sheriff's Offices AS400 Legacy data system (2001 – 2004 data); and that the methodology used to provide estimates was based on the procedures developed for the "*Police Allocation Manual*" by the Northwestern University Traffic Institute, funded through the Department of Justice.

### Assumptions made in report development, in order to select appropriate data:

- Timely response to traffic crashes and calls for police service
- The area of primary responsibility would be jurisdictions that either do not have a local law enforcement agency, or contract for less than full time police services through the sheriff
- The Michigan State Police would continue to provide primary law enforcement services to all freeway and interstate highways
- Response to other contracting and law enforcement jurisdictions as backup support

- Response to County-owned property and buildings
- Two staffing analyses would be made:
  - o Recommended staffing
  - o Minimum staffing
- The deployment of general patrol services would begin in 2008

Major Findings from this report were presented in executive summary:

- Data indicates an average of 28% of the time traffic crashes and calls for service combined never had a unit assigned to respond in non-contract areas of the County. This compares to an average of a 5% no unit response rate in contracting areas and in Northfield and Pittsfield Townships
- Data indicates that major urban cities in the County are losing population, while Township, smaller Cities and Villages are experiencing consistent growth, and in some cases rapid growth
- The staffing analysis indicates that the provisions for general patrol, adopted by the County BOC on March 1, 2006, will NOT be adequate to provide for a professional law enforcement response.

Staffing Recommendations from this report were presented in executive summary:

- Recommended Staffing definition:
  - o Adequate patrol time will be available to handle all traffic crashes and calls for service
  - o Adequate patrol time will be available to meet the performance objectives for self-initiated and community-oriented policing
  - o Adequate patrol time will be available to meet the performance objectives for visibility and availability
  - o Adequate time will be available for agency administrative activities
- Minimum Staffing definition:
  - o Adequate time will be available to handle all traffic crashes and calls for service
  - o NO patrol time will be available to meet the performance objectives for self-initiated and community-oriented policing
  - o NO patrol time will be available to meet the performance objectives for visibility and availability
  - o Minimal time will be available for agency administrative activities

<b>Jurisdiction</b>	<b>Minimum Staffing</b>	<b>Recommended Staffing</b>
General Patrol Deputies	15.94	29.75
General Patrol Supervisors	2.66	4.96
<b>TOTAL</b>	<b>18.6</b>	<b>34.71</b>

*PSSC* members reviewed and discussed the report findings; exploring the report charts, graphs, data and Township specifics:

- Police response data only; response times were not included in report
- For non-contracting Townships, State Police data was used (Response data for responsible responding agency was used for report)
- Mahony indicated that the no unit response rate includes requests for service where multiple calls may be received; a homeowner may cancel the alarm and/or incorrect addresses may be supplied, along with calls that may have been dispatched to State Police

- Mahony noted that “calls for service and response” is different than crime activity level; and that for this staffing analysis it did not matter what the service request was for – it was counted as a police response
- Prater noted that it would be good for the *PSSC* to see a log sheet of all calls responded to within a 24 hour period (County-wide dispatch)
- McFarlane inquired regarding State Police numbers and the role/impact they might have on staffing and response. Mahony noted that the State Police handles the freeways/highways; but that they are overburdened also and can offer minimal support for additional services calls. He noted that State Police focus can shift; as resources become available in areas to cover calls they are currently servicing
- Mahony will provide additional information for Moran to reflect Ann Arbor Township’s statistics; collaborative time with Superior Township and full-time contracting (report used data only from the part-time contracting period)
- For recommended staffing levels, different variables may be plugged into the formulas, based on judgment decisions (e.g., to make a response available 100% of the time, this would drive the numbers way up). This report used an 85% of the time response rate for the recommended staffing level, 40% for the minimum staffing recommendation
- Mahoney stressed the need for expectations to be realistic regarding services that can be provided with staffing levels supported
- Kelly stressed that equity is an issue for townships; those paying more want to make sure they are receiving value for these monies – higher visibility and faster response needs to be demonstrated
- Mahony indicated he is currently working on individual township data/tables; noting that he is looking at different scenarios, resulting in different variables to work through data formulas. He indicated this analysis will take approximately another 40-60 hours to complete in finished form. McFarlane indicated that he would like to see information regarding the time Superior and Ann Arbor Townships collaborated
- Mahony inquired if Townships would like to see in their detailed report just what their area recommendations for Police Service are, or if they would like included recommendations regarding collaborations with neighboring units. McFarlane, Kelly and Vaillencourt all stressed the value in being able to review different options, recommending that the report include different combinations/variables

## **6. Other**

Tony VanDerworp (WC Director of Planning and Development) shared that a representative from the *Michigan Suburbs Alliance* will be attending the September *PSSC* meeting to provide a brief workshop regarding regional police services. This workshop will explore issues and opportunities in the Southeastern region with respect to regional services; collaborations that are occurring and national case studies.

## **7. Adjournment**

The meeting was adjourned by Facilitator O’Hare at 6:05 pm.

### **Next Meeting:**

Wednesday, September 6, 2006

4:30pm – 6:00pm

110 N. Fourth Avenue, Large Conference Room

Approved by Committee: 6 September 2006