

LEET TOWNSHIP CIVIL SERVICE COMMISSION (CSC)

Meeting Minutes

194 Ambridge Avenue, Fair Oaks, PA 15003

Regular Meeting – October 11, 2022

Present: Donald S. Birnie, William C. Bubb, Katherine Longwell and Thomas Weber. **Voting members:** Mr. Birnie, Mr. Bubb, Mr. Weber. **Absent:** Jack Mook

LT-CSC Solicitor: Robert McTiernan (by telephone)

Members of the Public: Donna Adipietro, Emily Bennett, Jeff Besong, and April Martin

Mr. Weber called the meeting to order at 7:00 pm, and began the meeting with the Pledge of Allegiance.

Mr. Weber read a first draft of **Leet Township Civil Service Commission – House Rules**. It was written by Mr. Weber in consultation with Mr. McTiernan. The purpose of the document was to outline the manner of conduct expected in all meetings / hearings in the future. Mr. Bubb and Ms. Longwell questioned the legality of the first point regarding weapons. Mr. Weber will address this point with the BOC Solicitor, Mr. Chesney.

Public Participation

Mr. Weber asked for comments from the members of the public present on the House Rules. There were no comments on the house rules, or any other comments from the members of the public present.

Approval of September 29, 2022 Special Meeting Minutes

Motion: Mr. Bubb moved to approve the minutes for the September 29, 2022 Special Meeting, Seconded by Mr. Birnie. Messrs. Birnie, Bubb and Weber voted in favor.

Entry Level Testing for Police Officers

Report on Action Points from Sept 29 Meeting

Mr. Weber – During the last meeting it was decided that we would respond to the BOC's request for us to develop part-time and full-time lists by the end of 2022. A key element for this process is Physical Agility Testing. Mr. Weber talked to Bob Cifrulak

from ACPA about doing the Physical Agility Testing for us in early December in the same manner that they did our testing in July. Two potential problems surfaced; 1) they can not do testing indoors in the event of bad weather, and 2) their 1.5 mile running course is done on a trail that is not level.

On another matter, ACPA agreed to circulate our advertisement for entry level officers to the students at the academy. Also, District Justice Bob Ford will post our advertisement in his office.

Mr. Birnie – Agreements were made by the Beaver and Allegheny County Courthouses to post our advertisement in their witness rooms, where police officers wait to participate in court proceedings. Also, William Petures, Director of CCBC Police Academy, will distribute our ad to the students there.

Because CCBC had conducted physical agility testing using their indoor track for the running tests in the past, Mr. Birnie asked Mr. Petures if they could do our testing in December. Mr. Petures said that they discontinued doing this testing when COVID developed, and he doesn't believe they will start again. Their indoor track would have allowed this PA Testing to be done any time of the year. Mr. Petures was not familiar with anyone that was currently doing this indoor testing in our region. Furthermore, only universities have indoor tracks in southwestern PA. He was familiar with ACPA and indicated they had a hilly track, which was not consistent with MPOETC's recommendation that 400-meter oval running tracks be used for these running tests. They also stipulate that any test course needs to be level.

Mr. Birnie asked if Mr. Petures could conduct our testing at another facility. He said he had several MPOETC instructors, who were certified to run PA Test, and promised to see if any of them would be interested.

Mr. Birnie called Robert Morris to inquire if we could use their track but has not received a response yet.

Mr. Birnie contacted Mike Mastroianni, Athletic Director at Quaker Valley High School to see if Leet could use their outdoor competition track. Mr. Mastrian agreed with some scheduling restrictions.

Mr. Birnie asked one of the members of the public in attendance, Mr. Jeff Besong (Chief of Police at Point Park University) if he could recommend a location to do testing indoors on a level track. He recommended the Police Academy at Robert Morris and set up a contact for Leet Twp with Tom Rutkowski there.

The consensus of the LT-CSC was to develop the conditions/capabilities for PA Testing at; 1) Robert Morris Police Academy, 2) Quaker Valley and 3) ACPA, in order to support decision making on Oct 25.

Public Comments on Testing

Ms. Bennett asked if a candidate could be tested before they graduate from the police academy. **Mr. Besong** clarified that a police academy graduate can not be hired by a municipality until they passed their certification test in Harrisburg and received their MPOETC Number. Therefore, it was recommended that we don't test anyone that didn't already have their MPOETC Number. This should be clear when we advertise for applicants.

Advertising for Applicants – Entry Level Police Officers

Mr. Bubb reviewed where we stand with our plan for advertising. He and Betsy Rengers are working developing information for on-line job boards. Mr. Bubb also raised the possibility of considering on-line newspapers like the Pittsburgh Post-Gazette, or the Tribune Review. According to **Ms. Martin**, young people looking for a job would probably go first to one of job boards preferentially, since the on-line newspapers require a subscription. **Mr. Bubb** also mentioned SPIN, and the Allegheny County Police Academy. He indicated that the PA Police Chiefs website (\$200 fee) had the disadvantage that part-time officers did not have access to it, and they are an important target audience for our advertising. **Mr. Weber** asked that **Mr. Bubb** and **Mrs. Rengers** develop a proposal for the on-line job boards to present at the next BOC meeting or workshop.

Motion: There being no further business, Mr. Bubb moved we adjourn at 8:35 pm. Mr. Birnie seconded. Messrs. Bubb and Weber and Birnie voted in favor.

/s/Donald S. Birnie

/s/Thomas P. Weber

