

## **TOWNSHIP OF LOWER MERION**

### ***Police Committee***

#### **Issue Briefing**

**Topic:** Police Recruitment - Entry Level Testing in 2020

**Prepared By:** Michael J. McGrath, Superintendent of Police

**Date:** October 4, 2019

- I. Action To Be Considered By The Board:** The Board is being asked to authorize the Civil Service Commission to conduct competitive examinations for the position of probationary police officer in order to meet the future personnel needs of the Police Department.
- II. Why This Issue Requires Board Consideration:** Under Civil Service Regulations, approval from the Board of Commissioners is required in order for the Civil Service Commission to authorize and conduct a police entry level examination.
- III. Current Policy Or Practice (If Applicable):** This request is consistent with past practice and policy and Civil Service Regulations.
- IV. Other Relevant Background Information:** The authorized strength of the Police Department in the current 2019 and proposed 2020 budgets is 136 sworn officers. Currently, one position is vacant. There are 24 candidates remaining on the Civil Service Commission's existing list of certified candidates. It is anticipated that the existing vacancy will be filled with one of those candidates prior to the end of this year. Under Civil Service Regulations this eligibility list will expire in February 2020.

Currently, there are 14 officers eligible to retire and an additional four officers will become eligible next year. Because of the Deferred Retirement Option program, we anticipate few, if any, departures in 2020. However, we will begin to see the first of the deferred retirement enrollments completing the program in early 2021. The requested recruitment campaign and testing will provide us with a new candidate list from which to select hires for the January 2021 police academy class and beyond. Once certified by the Civil Service Commission, this list will remain valid for up to two years.

A Recruitment Campaign will be needed followed by an Entry Level Test conducted in the spring of 2020 in order to maintain reasonable timelines to fill the forecasted vacancies.

- V. Impact On Township Finances:** The estimated cost of conducting the recruitment process is \$14,150 which is accounted for in the 2019 and proposed 2020 Police Department budgets. From recent history, the application fee for the written examination will likely recover most, if not all the cost of the testing process.
- VI. Staff Recommendation:** Recommend that the Board of Commissioners authorize the Civil Service Commission to conduct competitive examinations and to create an eligibility list of qualified candidates.