

## **TOWNSHIP OF LOWER MERION**

### **POLICE COMMITTEE**

**Wednesday, July 31, 2024  
6:15 PM ( Approximately)**

Chairperson: Shawn Kraemer

Vice Chairperson: Joshua L. Grimes, Anthony C. Stevenson, V. Scott Zelov

### **AGENDA**

- 1. AUTHORIZATION TO ISSUE CONDITIONAL OFFERS OF EMPLOYMENT FOR OPEN POLICE POSITIONS**
  
- 2. AUTHORIZATION TO CONDUCT COMPETITIVE EXAMINATIONS FOR THE POSITION OF PROBATIONARY POLICE OFFICER**



## AGENDA ITEM INFORMATION

### ITEM: AUTHORIZATION TO ISSUE CONDITIONAL OFFERS OF EMPLOYMENT FOR OPEN POLICE POSITIONS

Consider for recommendation to the Board of Commissioners authorizing the Township Manager to make conditional offers of employment to up to two police applicants who have fulfilled the Civil Service requirements for eligibility.

## PUBLIC COMMENT

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> Issue Briefing	Issue Briefing

# TOWNSHIP OF LOWER MERION

## *Police Committee*

### Issue Briefing

**Topic:** Conditional Offers of Employment – Open Police Positions

**Prepared By:** Andrew J. Block, Superintendent of Police

**Date:** July 26, 2024

- I. Action to Be Considered by the Board:** Authorize the Township Manager to make conditional offers of employment to up to two candidates for hiring for the Police Department.
- II. Why This Issue Requires Board Consideration:** Filling vacant positions in the Police Department requires approval of the Board of Commissioners.
- III. Current Policy or Practice (If Applicable):** This request is consistent with past practice and Civil Service Regulations.
- IV. Other Relevant Background Information:** The 2024 budgeted authorized complement of sworn officers for the Police Department is 136. We currently have 121 active officers, with one resigning on August 1<sup>st</sup>. This will leave the Department with 16 open positions before the next academy class.

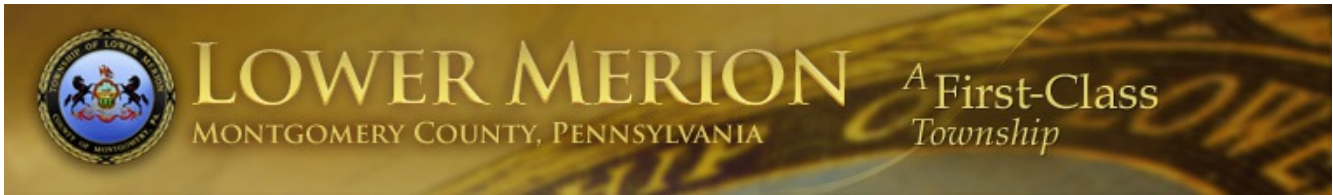
In addition to the 16 vacancies noted above, we currently have 11 officers eligible to retire as of today. One (1) of those 11 officers must retire in January 2025 due to their Deferred Retirement Option Program resignation date.

The next Police Academy Class begins on October 7, 2024, and two positions are reserved for new hires. To enroll candidates in this class, we need to make up to two conditional offers of employment to potential candidates in September to provide sufficient lead time to complete the academy's physical fitness testing requirement, a medical physical, a secondary polygraph examination, and other related tasks.

This action will fill up to two vacancies in the Police Department's ranks from the existing certified list of 29 police candidates, which the Civil Service Commission approved on July 1, 2024. Thorough background investigations are currently being conducted on these candidates.

If approved, the candidate(s) first date of employment will be on or about October 7, 2024. Those needing Act 120 certification will attend the academy, while those already certified will begin in-house training, followed by the Field Training Officer Program.

- V. **Impact on Township Finances:** These requested positions are included in the 2024 adopted budget.
- VI. **Staff Recommendation:** The recommendation is to authorize the Township Manager to make conditional offers of employment to up to two probationary police candidates.



## AGENDA ITEM INFORMATION

### ITEM: AUTHORIZATION TO CONDUCT COMPETITIVE EXAMINATIONS FOR THE POSITION OF PROBATIONARY POLICE OFFICER

Consider for recommendation to the Board of Commissioners authorizing the Civil Service Commission to conduct competitive examinations to establish an eligibility list for the position of Probationary Police Officer.

## PUBLIC COMMENT

### ATTACHMENTS:

Description	Type
 Issue Briefing	Issue Briefing

# **TOWNSHIP OF LOWER MERION**

## ***Police Committee***

### **Issue Briefing**

**Topic:** Police Recruitment - Entry Level Testing in 2024

**Prepared By:** Andrew J. Block, Superintendent of Police

**Date:** July 26, 2024

- I. **Action To Be Considered By The Board:** Authorize the Civil Service Commission to conduct competitive examinations for the position of probationary police officer in order to meet the current and future personnel needs of the Police Department.
- II. **Why This Issue Requires Board Consideration:** Under Civil Service Regulations, the Civil Service Commission is responsible for conducting the competitive examination process and certifying successful applicants as eligible for hire. The Board of Commissioners is then responsible for approving any eventual hires.
- 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 2024 budgeted authorized complement of sworn officers for the Police Department is 136. We currently have 121 active officers, with one resigning on August 1<sup>st</sup>.

In addition to the 16 vacancies noted above, we currently have 11 officers eligible to retire as of today. One (1) of those 11 officers must retire in January 2025 due to their Deferred Retirement Option Program resignation date.

The current Civil Service eligibility list has 29 applicants who are undergoing thorough background investigations, which will continue over the next several months. Hiring from this eligibility list will begin with the October 7, 2024, police academy class and again with the January 2025 academy class.

As this current list will likely not last past the above mentioned hiring cycles, a new Recruitment Campaign and Entry Level Test will need to occur this fall in order to maintain reasonable timelines for replacing vacant positions in the Police Department going into next year. If this request is granted, the recruitment process will begin immediately, with the written examination on November 16, 2024. Hiring from a new eligibility list will begin with the May 5, 2025, police academy class.

- V. **Impact On Township Finances:** The estimated cost of conducting the recruitment process is \$5,500 which is in the current Police Department Budget. From past

history, the application fee for the written examination will recover most, if not all of this cost of the testing process.

- VI. **Staff Recommendation:** Based on the need to fill current and future vacancies, it is recommended that the Board of Commissioners authorize a request to the Civil Service Commission to conduct competitive examinations and to create an eligibility list of qualified candidates.