

Present: President Stearn; President Pro-Tem Pfeifer, Members: Berndt, Koss, Oen, Peddie and Woodrow

Absent: None

Also Present: Village Manager, Spallasso
Assistant Manager/Clerk, Marshall
Director of Public Safety, Woodard
Finance Director, Wiszowaty

President Stearn called the special Council meeting to order at 10:00 a.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road for the purpose of discussing the Public Safety Department 12-hour shift trial.

Director Woodard made introductory comments and presented background on the 12-hour shift trial program initiated in March of 2005. The trial was implemented to determine whether the 12-hour shift works for the Department in terms of reduced attrition, less sick time use, more efficient in-service training, reduced overtime costs, flexibility of employee off time, and financial considerations. Woodard emphasized that there is no difference in the level of safety between the 8-hour shift with 26 people and the 12-hour shift with 25 people.

Woodard referred to a chart on display comparing staffing levels using an 8-hour shift compared to the 12-hour shift. He explained the differences and provided details on the utilization and scheduling of personnel. Woodard noted that the start of the 12-hour trial coincided with the reduction of personnel from 26 to 25 sworn positions due to the retirement of a lieutenant. In the first year of the trial period, the Department experienced reductions in sick time and overtime use generally; in-service training was provided more efficiently on the 12-hour shift.

Woodard remarked that there has been dialogue asserting that a Department operational review done in 2004 recommended staffing at 24 people. That report indicated that the Department could operate the 12-hour shift at 24 people with less money than it operates on an 8-hour shift with 26 people. That is a true statement.

Woodrow explained that the reason why the 12-hour shift trial has not demonstrated large savings or large expenditures is because the officers on the 12-hour shift work 104 hours extra per year and are compensated for that extra time worked. While a person was lost in terms of staffing and the accompanying salary and benefits, there are funds budgeted to pay the 104 hours worked, which amounts to about \$70,000-\$75,000 a year. Some of that is taken in comp time by the officer, which means that they can take a limited amount of that time off instead of being paid.

Finance Director Wiszowaty answered questions about comp time and the impact on overtime costs. He mentioned that the auditors have found that comp time can become a liability at year end.

There followed a question and answer session with Woodard and Wiszowaty addressing inquiries from Council. Topics included the number of command officers assigned to a platoon, how many officers (command officers and PSOs) are on duty daily and how that number can

vary, cost of staffing at different levels, overtime vs. comp time, and the use of three officers in the Detective Bureau. There was discussion on the function of the DEA Task Force and potential implications and/or benefits of assigning an officer from the detective bureau to that position. It was indicated that written procedures relative to the operation of the DEA liaison position will be researched if Council decides to consider this possibility.

Stearn presented staffing options under the 12-hour shift schedule: 24 officers; 25 officers at the current staffing scenario, or the current staffing situation less a PSO detective to be assigned to the DEA task force. Whether the Department is on a 12-hour or 8-hour shift schedule, Woodard preferred staffing the Department at a level that would be sufficient to allow a task force assignment. He indicated that his first choice would be to have 25 officers with one assigned to the DEA. Acquiring additional revenue would be a motivating factor for that choice. His fallback option would be 25 officers under the scenario he proposed to Council today. Questions on the Department's dispatch operation were addressed by Woodard.

There followed a lengthy discussion that focused on financial comparisons between the 8-hour and 12-hour shift and the variables that offset savings and impact expenses. The comparison is based on 26 officers on an 8-hour shift versus 25 officers on a 12-hour shift. It was noted that contract negotiations will have an effect on salary figures indicated on the worksheets and that overtime is difficult to calculate.

Council asked Wiszowaty to prepare a report showing the Department's expenses as of January 31, 2007. This will determine whether or not the Village is within the budget and will assist Council to view the big picture in terms of the operation of the Department. The Public Safety Department 12-hour shift operation will be an agenda item for the March 6, 2007 Council meeting.

Comments were taken from the public. Janet Mooney of 19111 Devonshire suggested that an advantage of assigning an officer to the DEA task force is that they would bring different experiences and ways of doing things back to Beverly Hills. Woodard addressed inquiries regarding comp time and overtime pay.

Bob Belaustegui of 32300 Lahser Road commended Council for its careful deliberation on these issues noting that all local governments will struggle fiscally over the next several years and will have less money available from the State. The operation of the Public Safety Department will be a big issue because it represents a large portion of the Village's budget.

Belaustegui thinks that the numbers support a 12-hour shift schedule; it also has the support of the officers and the Director. He did not think that there was a strong case for the third detective. Numbers on crime statistics in terms of the overall picture rather than percentage increases could be reviewed. There may be a case for the DEA task force liaison. This position needs to be explored with consideration given to whether it may help the Village over a longer period of time. Belaustegui commented on overtime and related costs, which effect the budget.

Belaustegui stated that the only overall benefit that the 12-hour shift provides to PSOs is a 5% increase in pension; they work for everything else they receive. On the pension side, it does not have a near-term big impact on Village cash flow in terms of paying accrued liability. There is an issue in terms of health care, which could be viewed as a negotiable action.

Belaustegui concluded that there are benefits to the 12-hour shift schedule that make sense. He suggested that a determination be made as to whether the Department needs a third detective and whether the third detective should be assigned to the DEA Task Force. More information is needed. Another question is whether to protect that position in the meantime. Belaustegui suggested that there is a need for deliberation and reorganization in terms of how the Department assigns and applies command positions.

Jill Sickles of 17171 Kinross questioned the wisdom of assigning an officer to the DEA task force when there is no guaranty with respect to its benefit to the Village. She expressed concern with paying health benefits to an individual assigned to the DEA when that officer is working outside of Beverly Hills for two to three years and may not return to the Village.

Doyle Downey of 30865 Lincolnshire West supported the 12-hour shift schedule and adequate staffing to keep the community safe. He encouraged the Department's participation in the DEA task force.

Pfeifer raised the issue of protocol and questioned which decisions should be made by Council as opposed to the Public Safety Department. Spallasso responded that it is Council's decision to decide the number of staff it will cover in the budget. Pfeifer concurred that Council controls the budget while the Director runs the Department.

Berndt commented on the importance of public safety to the Village.

Stearn concluded that Council will not make any decisions on Public Safety Department staffing or the 12-hour shift schedule at this meeting. He thanked administration and Council for their attendance.

The meeting was adjourned at 11:55 a.m.

Todd Stearn
Council President

Ellen E. Marshall
Village Clerk

Susan Bernard
Recording Secretary