



COUNTY OF UNION

OFFICE OF THE COUNTY MANAGER
George W. Devanney, County Manager

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MEMORANDUM

TO: George Devanney, County Manager
FROM: Andrew Moran, Public Safety Specialist
CC: M. Elizabeth Genievich, Deputy County Manager
DATE: February 4, 2010
RE: Public Safety Findings

Over the past six months I have reviewed various aspects of the County's Department of Public Safety. The Department is expansive, comprehensive, and efficiently operated. However, I see many areas for potential growth and/or expanded service opportunities. Specific areas may include:

- Shared Services
- Police Department Accreditation
- County Emergency Medical Services
- Expanded Radio System

Attached please find a more detailed analysis in each of these areas as well as additional documentation as appropriate. I would be happy to discuss these findings with you further at your convenience. As always please contact me with any questions or for more information.

ADMINISTRATION BUILDING

Executive Summary

Public Safety Shared Services Forum

In October of 2009, Union County hosted a Public Safety Shared Services Forum that was held at Kean University. This was a half day interactive forum which focused on shared services in the area of public safety throughout the county. Additionally, there was a review of county services that are currently available to municipalities. While the conference was hosted by the County, a third party facilitator conducted the meeting which included representatives from every municipality in the County.

After brainstorming ideas for possible public safety shared services, the participants engaged in a process to prioritize the top eight ideas deserving additional attention and consideration. These ideas in order of priority are: county-wide coordination of bulk purchasing of public safety supplies; equipment and services (police, fire, EMT, emergency management); coordinated 911 dispatching services; county-wide EMS; OEM equipment sharing; a county-wide system for fire mutual aid, a county-wide firearms training range/facility, a dual role emergency services training academy; and a trunk radio system. Attached please find the full report of the summit.

As a follow up to ideas generated at this event, every participant has been mailed the report as well as a brief survey to judge each individual municipality's level of interest in the prioritized ideas. This will allow us to proceed with ideas that will be most effective and useful. Also, attached please also find a copy of this survey. In addition this survey can also be found online by visiting www.ucnj.org/publicsafetysurvey.

Police Department Accreditation

A review of the police manual and policies and procedures of the Union County Police Department indicates that the Police Department would benefit from its participation in the accreditation program offered by the New Jersey State Association of Chiefs of Police.

There are several benefits that come with accreditation including maintaining an organized system of policies and procedures, reducing the risk of litigation and improving services while reducing cost. The accreditation process will standardize all

department policies and procedures and assure that they are in compliance with state and federal standards. Once accredited, the department will be reassessed every three years assuring that the police manual and all department policies are reviewed, updated and inspected to maintain compliance with established professional standards. Maintaining department accreditation will also reduce the county's risk to lawsuits and may also reduce insurance costs.

It is my recommendation that an Accreditation Manager is chosen from within the department and a letter of intent be sent to the New Jersey Law Enforcement Accreditation Commission. This letter should be signed by the Police Chief and the County Manager. In addition, the letter should express the County's desire to seek accreditation and request that the Commission consider the Union County Police Department for participation in the accreditation program. The \$5,000 accreditation fee may qualify to be paid directly from the law enforcement forfeiture fund.

County Emergency Medical Service

On October 20, 2009 representatives of every municipality in Union County participated in a forum focusing on shared services in the area of Public Safety. The participants indicated a strong interest in the formation of a County wide Emergency Medical Service. It was noted that a county EMS program was ranked the third most popular of the public safety initiatives that were discussed. In response to the results of the public safety forum, a questionnaire was formulated to solicit additional information from Union County municipalities who were interested in participating in a county wide Emergency Medical Service. The information provided by these questionnaires will be used to establish a county wide EMS working group to further investigate the formation of a county wide EMS system. Specifically, this group will recommend whether the county should move ahead and establish a Union County Emergency Medical Service Bureau within the Office of Emergency Management. This new EMS Bureau, if established, could provide assistance to existing emergency medical services by responding to incidents that occur within the county that have the potential to strain the capabilities of the local emergency medical services. Specifically, the EMS Bureau would be available to respond throughout the county to incidents involving hazardous

materials and working fires. If recommend, this new bureau could be equipped with one basic life support ambulance and staffed by two full time EMTs. The cost of operating this new bureau would be offset by a combination of direct patient billing and the existing hazmat billing process. However, the viability of an EMS Bureau would be dependent on the number of municipalities that would commit to utilizing this service as a back up to their existing EMS system.

County Wide Radio System

The County currently operates a five channel 800MHz based communications system that provides emergency communications capabilities for the County Police, Sheriff's Department and Prosecutor's Office. This system is separate and distinct from the numerous communication systems employed by the municipal Police, Fire and EMS agencies across the county. In an effort to evaluate the benefits and identify any detriments of a County wide shared radio system, the county has signed a Memorandum of Understanding with the Borough of Mountainside to establish a shared services pilot program. This 3 month pilot program will provide the Mountainside Police Department with an opportunity to evaluate the county system and determine if the system will meet the needs of their department. In addition, during this period, the department and the county can research grants and funding opportunities to cover the costs of the department's conversion to the county system. While the County's current radio system can accommodate a limited number of additional users, it doesn't have the capacity to provide communications for the medium to larger size agencies. In January 2010, fifty-two emergency service agencies within Union County signed a letter indicating their interest in utilizing a 700 MHz trucked radio system if the system was available to their agencies. Due to this limitation of the existing system and the obvious interest on behalf of the county's emergency service agencies, on January 28, 2010 the county submitted an application to the FCC Region 8 for additional 700-MHz frequencies. If approved, these frequencies can be utilized to establish a county wide radio system that would be available to all the emergency service agencies within Union County. Copies of the application package are available upon your request.

County Court

Currently, summons issued by officers of the Union County Police are adjudicated in the municipal court where the offence occurred. This necessitates Union County officers and detectives to appear in each of the municipal courts within Union County. The fines received from all motor vehicle complaints issued within the county are divided between the municipality and the county and is referred to as the "Title 39 split." If established, a Union County Court could adjudicate motor vehicle, petty disorderly and disorderly person criminal complaints that are issued by the county police, sheriff's department and prosecutor's office.

In 1997, Bergen County established the Bergen County Central Court to adjudicate motor vehicle complaints and criminal complaints that are issued by the Bergen County Police, Sheriff's Office and Prosecutors Office. In addition, the court hears cases brought by the County Health Department and the Department of Weights and Measures. The Central Bergen County Municipal Court holds sessions four days a week and has three judges and three prosecutors, one court administrator and a Director. In addition, the court has a staff of approximately thirteen for data entry. In this court, the fines collected by the county court are not shared with the municipalities. Therefore, the County of Bergen retains twice the amount of the fines from motor vehicle summons that are issued by officers of their county police than Union County receives from summons that are issued by Union County officers.

Undoubtedly, establishing a Union County Court similar to the Bergen County Court would increase the county's share of fines which would in turn, increase revenue for the county. However, to establish such a court, the County would need to add staff and facilities to perform duties that are currently managed by municipal court administrators and staff. In addition, the municipalities within the county would see a reduction of approximately \$142,000 from the loss of their share of the Title 39 Split. Attached please find the breakdown of fines received from municipal courts for the first three quarters of 2009. Therefore, I do not advise that that the County establish a County Court system at the time of this report submission. However, I am currently

researching the feasibility and effect of utilizing existing county courts or a special court, to be named later, to adjudicate a limited number of summons issued by the County that are unique in nature.

Consolidated 9-1-1 Dispatch Center

Cherron Rountree and I have participated in several meetings with representatives from the municipalities of Berkeley Heights, New Providence and Summit to investigate the possibility of these communities sharing one 9-1-1 dispatch center. The municipal representatives who participated in the meetings include the Police Chiefs and Business Administrators from each of the three communities and the Summit Fire Chief. The group has made significant progress over the past several months to coordinate how these municipalities can move ahead with their endeavor to establish a consolidated dispatch center that would service police, fire and EMS for the three communities.

Specifically, the participants of this group agreed that each of their communities would benefit by sharing one dispatch center that would service the three communities. The group has also created three working subgroups that meet separately to discuss different aspects of forming a shared dispatch center. The first working group was tasked with identifying issues that included equipment, staffing and records management systems. The second group was tasked with investigating the governance of the center, the location of the facility and options for sharing the costs of operating the center. The final group would investigate funding opportunities that may be available to defray the startup cost of establishing a shared dispatch center. In addition, most of the group has toured the North Bergen Regional Dispatch Center which is located in Ridgewood, New Jersey. This regional dispatch center is nationally accredited and serves as the 9-1-1 public safety answering point for several towns in Bergen County. It was the general consensus that, like the North Bergen Regional Dispatch Center, the new center should be governed by a joint meeting comprised of representatives of all three municipalities and that the cost of the center should be shared by the three municipalities.

The next planning meeting is scheduled to be held on February 17, 2010. As this project continues, I will keep you advised of the developments of this shared 9-1-1 center.

Public Safety Shared Services Survey

**Office of the County Manager
County of Union**

On October 21, 2009, the County of Union held a Public Safety Shared Services Summit to brainstorm ideas for sharing county/municipal services in the public safety arena. Participating in the summit were local elected officials, municipal administrators, and representatives from local police departments, fire departments, EMS services, and emergency management offices. Every Union County municipality was represented at the summit.

The summit produced eight suggested priorities for possible shared public safety services. This survey is intended to determine the collective local interest in moving forward with these ideas.

Please complete this survey and return it, ***no later than Monday March 1, 2010***, to:
Cherron Rountree
Director, Intergovernmental Relations
Office of the County Manager
Union County Administration Building
10 Elizabethtown Plaza
Elizabeth, New Jersey 07207

This survey can also be taken online by visiting www.ucnj.org/PublicSafetySurvey

Please include your contact information:

Name _____ Title/Position _____

What municipality do you represent? _____

Address:

Email address: _____

Phone Number: _____

Please note: The following questions are related to the eight suggested priorities as determined at the Public Safety Summit in rank order.

1) Priority #1: County-wide cooperative purchasing of public safety supplies, equipment, and services for police, fire, EMT, emergency management. The intent of this priority as expressed at the summit is to have the county organize a cooperative purchasing program specifically for public safety supplies, equipment and services.

What specific items would you be interested in cooperatively purchasing?

_____	_____
_____	_____
_____	_____
_____	_____

2) Priority #2: Coordinated 911 call-center/dispatching services. The intent of this priority is to have the county assume responsibility for 911 call center/dispatching services on either a county wide basis or a specific regional basis.

A. Would your municipality be interested in discussing and evaluating the feasibility of a *county* coordinated 911 call center for dispatching services? Yes
No

B. Would your municipality be interested in discussing and evaluating the feasibility of a *regional* 911 call center for dispatching services? Yes
No

C. If you answered yes above, what municipalities would you recommend for the regional initiative? Check all municipalities that you recommend should comprise the regional call center:

- | | | | |
|--------------|-----------------|-----------------|------------------|
| Berkeley | Garwood___ | New | Scotch Plains___ |
| Heights___ | Hillside___ | Providence___ | Springfield___ |
| Clark___ | Kenilworth___ | Plainfield___ | Summit___ |
| Cranford___ | Linden___ | Rahway___ | Union___ |
| Elizabeth___ | Mountainside___ | Roselle___ | Westfield___ |
| Fanwood___ | | Roselle Park___ | Winfield___ |

D. Would you be interested in serving on a task group to study the feasibility of a *county-wide* 911 call center? Yes
No

E. Would you be interested in serving on a task group to study the feasibility of a *regional* call center as suggested above? Yes
No

3) Priority #3: County-wide Emergency Medical Services. The intent of this suggestion is to improve EMS response times throughout the county.

- A. Would your municipality agree that the county should organize an initiative to develop a coordinated EMS service?
Yes No

- B. Would your municipality be interested in utilizing a county EMS unit to backup your current EMS services?
Yes No

- C. Would you agree to participate on a joint municipal/county EMS Response Task Force to conduct a needs analysis and assessment and to make recommendations?
Yes No

4) Priority #4: Development of a county-coordinated Office of Emergency Management Equipment Sharing Program. The New Jersey Resource Directory Database (RDDDB) is used to identify and catalog all resources available within the State of New Jersey for response to an emergency situation. It is designed to serve the needs of emergency management community, first responders, police, fire and homeland security. Cataloging into this already existing database could facilitate an equipment sharing program within the County.

- A. Would your municipality be interest in sharing some of its equipment?
Yes No

- B. Would you be interested in learning how to input data into the database?
Yes No
If yes, who is should be contacted?
Name _____
Phone Number: _____
Email: _____

5) Priority #5: County-wide system for fire mutual aid. The intent of this idea as proposed at the summit is to develop a comprehensive and standardized mutual aid agreement involving all Union County fire agencies, inclusive of administration, suppression, investigation, training, fire prevention and public education. Union County currently has an extensive fire mutual aide system.

- A. What, if any, improvements/suggestions would you have for the current Fire Mutual Aid system? _____

6) **Priority #6: A county-wide firearms training facility. The intent of this priority as expressed at the summit is have the county lead a coordinated planning effort to develop a firearms training facility for use by local and county police departments.**

A. Would your municipality agree that the county should coordinate an initiative to develop a county-wide firearms training facility?

Yes No

B. Would you agree to participate on a municipal/county task force to study the feasibility of a county-wide firearms training facility?

Yes No

7) **Priority #7: A county-wide emergency services training academy. This idea as proposed at the summit is for a centrally located training facility for police, fire and EMS.**

A. Would your municipality agree that the county should coordinate an initiative to develop a county-wide emergency services training facility for police, fire and EMS?

Yes No

B. Would you agree to participate on a task force to study the feasibility of this idea?

Yes No

8) **Priority #8: A County coordinated trunk radio system. This would be a trunk radio system providing interoperability for police, fire, EMS, emergency management with geographic capacity for regional groupings.**

A. Would your municipality agree that the county should coordinate an initiative to develop a coordinated trunk radio system?

Yes No

B. Would you agree to participate on a task force to study the feasibility of this shared service idea?

Yes No

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The following question is intended to determine your opinion as to the relative priority ranking of the ideas.

Please rank the following priorities on a scale of 1 to 9 with 1 representing Highest Priority for immediate attention (feasibility analysis and ultimate implementation) and 9 representing the least urgent priority.

1. Cooperative purchasing program for public safety supplies, equipment and services

Circle one: 1 2 3 4 5 6 7 8 9

2. County-wide 911 call center for dispatching services

Circle one: 1 2 3 4 5 6 7 8 9

- 3 A regional 911 call center for dispatching services as specified above

Circle one: 1 2 3 4 5 6 7 8 9

4. County-wide emergency medical services

Circle one: 1 2 3 4 5 6 7 8 9

5. County-coordinated Office of Emergency Management equipment sharing program

Circle one: 1 2 3 4 5 6 7 8 9

6. A county-wide system for fire mutual aid

Circle one: 1 2 3 4 5 6 7 8 9

7. A county-wide firearms training facility

Circle one: 1 2 3 4 5 6 7 8 9

8. A county-wide emergency services training academy

Circle one: 1 2 3 4 5 6 7 8 9

9. A county-coordinated radio trunk system

Circle one: 1 2 3 4 5 6 7 8 9

If you would like to comment on any of the shared service ideas set forth above, please provide your comments below:

If you would like suggest other shared service ideas that should be evaluated for possible implementation, please express your suggestion below:



OFFICE OF THE COUNTY MANAGER
George W. Devanney, County Manager

Memorandum

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NICOLE L. DIRADO,
R.M.C., M.P.A.
Clerk of the Board

To: George W. Devanney, County Manager
From: Andrew F. Moran, Public Safety Specialist
Date: December 18, 2009
RE: Union County Police Accreditation

I have completed my review of the police manual, policies and procedures and general orders of the Union County Police Department. This review has indicated to me that the Union County Police Department would benefit from its participation in the accreditation program offered by the New Jersey State Association of Chiefs of Police.

There are several benefits that come with accreditation including maintaining an organized system of policies and procedures, reducing the risk of litigation and improving services while reducing cost. The accreditation process will standardize all department policies and procedures and assure that they are in compliance with state and federal standards. Once accredited, the department will be reassessed every three years assuring that the police manual and all department policies are reviewed, updated and inspected to maintain compliance with established professional standards. Maintaining department accreditation will also reduce the county's risk to lawsuits and may also reduce insurance costs.

It is my recommendation that an accreditation manager be chosen from within the department and a letter of intent be sent to the New Jersey Law Enforcement Accreditation Commission. This letter should be signed by the Police Chief and the County Manager. In addition, the letter should express the County's desire to seek accreditation and request that the Commission consider the Union County Police Department for participation in the accreditation program. The \$5,000 accreditation fee may qualify to be paid directly from the law enforcement forfeiture fund. Please don't hesitate to contact me with any concerns or questions or if you require any additional information.

ADMINISTRATION BUILDING



OFFICE OF THE COUNTY MANAGER
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Memorandum

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R.M.C., M.P.A.
Clerk of the Board

To: George W. Devanney, County Manager
From: Andrew F. Moran, Public Safety Specialist
Date: September 25, 2009
RE: Pilot Program for Public Safety Radio Sharing

On September 17, 2009 I attended a meeting at Mountainside Police Department to discuss Chief Debbie's request to utilize the Union County radio system as the primary means of communication for his department. (See attached letter) Also in attendance were Lt. Al Attanasio of the Mountainside Police Department and Senior Communications Technician Paul Cuya of the Union County Division of Emergency Management.

Chief Debbie reaffirmed his interest in using the county's public safety radio system and provided a historical synopsis of the situation that necessitates the use of the county system. He explained that the Borough's fire department had been on low band for several years. However, the fire department's paging system needed to be upgraded and moved to a UHF frequency to increase the system's reliability. At the time, the police department was using the only UHF frequency that was licensed to the Borough. Therefore, with no other options available, the Mountainside police department decided to share its one UHF frequency with the Borough's fire department. Presently, this frequency is used for patrol operations, detective / administration bureaus and fire dispatch.

Granting Chief Debbie's request to utilize the county's public safety radio system would greatly improve the

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communications capabilities of all the Borough's emergency service agencies. In addition, it would increase the capabilities of the county's public safety agencies. Specifically, it would allow Union County Police Dispatch Center and its officers to communicate directly with Mountainside police officers and vice versa.

It should be noted that the County's Communications Bureau did commission Tectron industries, the county's radio vendor, to conduct a radio traffic analysis study to evaluate and determine future system requirements if more users were added to the system. According to the report, TecTron projected that the current county radio system can accommodate approximately 179 additional users. There are currently 26 sworn officers on the Mountainside Police Department. (See the attached Tectron's report for details)

I recommend using the Mountainside Police Department as a pilot program for a Union County Public Safety Shared Communications Program. Initially, I suggest that the County provide 12 portable radios to the Mountainside Police Department for a 3 month trial. This trial period will provide the police department with an opportunity to evaluate the county system and determine if the system will meet the needs of their department. In addition, during this period, the department and the county can research grants and funding opportunities to cover the costs of the department's conversion to the county system. Lastly, this trial period will allow the county an opportunity to assess the real impact of the increase in radio traffic on the radio system.

ADMINISTRATION BUILDING

Memorandum of Understanding
Between
The County of Union (County)
And
The Borough of Mountainside (Borough)

This memorandum of understanding (MOU) executed this 19th day of January 2010 is an expression of intent among the participants to cooperate with each other on the implementation of a Communication Services Pilot Program which involves usage of the County Public Safety Radio System. The participants recognize that such cooperation and shared use of the County Radio System is critical to an effective response to emergencies.

WHEREAS, the primary functional component of the County Public Safety Radio System is the capability of notifying all emergency service agencies in the event of an emergency.

WHEREAS, the implementation of this communication services Pilot Program improves the communication capabilities of all Borough's emergency service agencies as well as increase interoperability.

WHEREAS, the core mission of the Communication Pilot Program is to eventually allow County municipalities the ability to utilize the County Public Safety Radio System as a primary means of communication to respond to emergencies.

WHEREAS, a radio traffic analysis study was completed, and it was determined that the current County Public Safety Radio System can accommodate the Borough's users at no additional cost to the County.

WHEREAS, the County Public Safety Radio System will remain under the management, and primary control of the County of Union.

NOW THEREFORE, it is mutually understood and agreed to by the parties that:

DEFINITIONS:

The following terms shall have the following meanings when used in this MOU:

County Public Safety Radio System- system which allows for delivery of voice and data services to support the ongoing public safety related activities in the County of Union.

Emergency Services Agencies – organizations which ensure public safety by addressing different emergencies.

Interoperability- ability of an emergency service agency to work with or use the parts or equipment of another emergency service agency.

MUTUAL AGREEMENT:

Both parties agree that the Communication Services Pilot Program will be implemented for three (3) month duration. During the three (3) month period the County will lend to the Borough twelve (12) portable radios. The radios that the County will be lending are model P5100 and P5400 and are manufactured by MA – Com. This pilot program may be extended beyond the 3 months by mutual agreement of both parties. The county may require the Borough to purchase their own radios if the Pilot Program is extended beyond three (3) months. If radios are returned damaged or not operable the Borough bears the loss and must reimburse the County for the cost of the radio. Only Borough representatives who are trained to use the County Public Safety Radio System shall be allowed to use the radios.

TERM OF MEMORANDUM OF UNDERSTANDING:

This agreement is effective as of the date reflected above and shall remain for three months, unless terminated sooner as provided herein.

INDEMNIFICATION:

The Borough agrees to indemnify and hold harmless the County, its officers, agents, and employees from any and all suits, liability, claims and demands of any nature or kind, including the costs of legal defense incurred by the County arising out of or in connection with this agreement, and all claims, demands, actions, liabilities, recoveries, payments, and judgments against the County arising from the negligence or omissions of any agent or representative from the Borough in connection with the activities set forth in this Agreement. In indemnifying the County, the Borough shall, if so requested by the County, defend against such claims at no cost and expense to the County. This provision shall survive any termination or expiration of this Agreement.


TERMINATION:

This MOU may be terminated at any time before the term expires by either party upon 10 days written notice.


MODIFICATION:

This MOU may be modified at any time by mutual written agreement of the Parties.

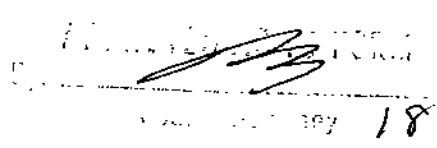
IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as follows.



UNION COUNTY MANAGER



BOROUGH OF MOUNTAINSIDE, MAYOR


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**BOROUGH OF MOUNTAINSIDE
POLICE DEPARTMENT**

1385 ROUTE 22 EAST
MOUNTAINSIDE, NEW JERSEY 07092-2699
TEL: 908-232-8100
FAX: 908-232-2234



JAMES J. DEBBIE, JR.
CHIEF OF POLICE

KEITH C. TURNER
POLICE COMMISSIONER

March 12, 2009

Deputy Director Christopher J. Scaturro
County of Union
Division of Emergency Management
300 North Avenue
Westfield, NJ 07090

Dear Deputy Scaturro,

A number of years ago municipal police cars could talk with any county police car and dispatch centers could monitor the county patrol cars to lend support when needed. Our police department, like most of the Union County police departments is unable to even monitor traffic between any of the county safety agencies since the county upgraded to the 800 trunking radio system.

The shooting of a County Sheriff some time ago is one example how surrounding towns where unaware of what was happening following the incident, thereby unable to lend support. Also, a few years ago a county officer had stopped a vehicle in Mountainside. The driver, armed with a pistol ran from the vehicle with the county officer in foot pursuit. Mountainside officers were unaware of the incident until they observed the county officer running through a parking lot almost a mile from the stop.

To that end, a few months ago I had occasion to speak with Paul from the county communication division. I understand that county communications now comes under OEM and somewhere in the near future there might be the possibility that the County would allow other departments to "piggy back" onto their 800 trunking radio system, thereby eliminating the above disasters. Our department would be very interested in an arrangement of that type of "shared services".

In this day and age of homeland security "interoperability" is the buss word for safely amongst the emergency responders. The ability to get that connection back into the patrol cars would a tremendous safety factor. I'm sure there may even be grant money available for such projects.

Please feel free to contact me if something of this nature would be viable and thank you for everything you do for the county.

Sincerely,


James Debbie
Chief of Police

Cc: County Manager George W. Devanney

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Union County Radio Traffic Analysis

Date:

April 24, 2009

Prepared By:



do

Union County EDACS System Traffic Analysis

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Union County EDACS System Traffic Analysis

Executive Summary

Union County has requested that TekTron perform a radio traffic analysis for its five (5) channel, three (3) site, 800MHz EDACS trunked simulcast system. As part of this report, TekTron will analyze current system information received from the Union County EDACS' system administrative software database and customer supplied user information to show forecasted system utilization under different growth conditions.

Analysis of Information

Union County currently has an EDACS 3-site Simulcast system with five 800 MHz channels. One channel is the control channel and four channels are available for voice. There are currently 1,221 radios including 860 portables, 300 mobiles, and 61 control stations.

Year-to-date, there have been 148,231 calls with 4 queued calls on the radio system. The average call length is 3.2 seconds. The average queue delay for calls that were queued was 1.0 seconds, while the maximum queued delay was 2.08 seconds. During the average hour, the system is used for 12 minutes, or 0.2 erlangs.

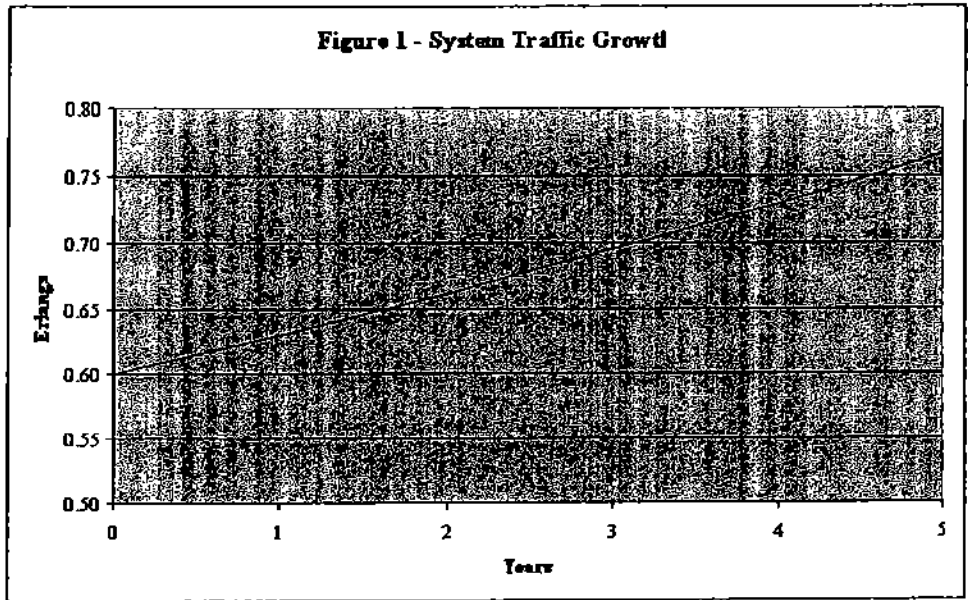
Based on other systems TekTron has experience with, it is noted that the system busy hour is approximately 3 to 4 times higher than the average hour. For use in this report, it will be assumed that busy hour traffic will be 3 times higher than the average hour traffic leading to 36 minutes of use, or 0.6 erlangs, with average call duration of 3.2 seconds.

Review of Discrepancies

The data provided reflecting the average call length for Union County's system is lower than other systems used in a similar demographic. TekTron has observed an average of 6.2 seconds per call on similar systems under various conditions. As part of this report, TekTron will compare how Union County's system loading would change if usage on the system changed to 6.2 seconds per call.

Voice and Data Requirements

In determining future system requirements for Union County, TekTron assumed that system voice traffic usage would increase by 5% each year. No considerations were given for growth on the control channel. Figure 1 shows that after 5 years of growth, the system is estimated to increase to 0.77 erlangs of traffic, or 46.2 minutes of use during busy hour.



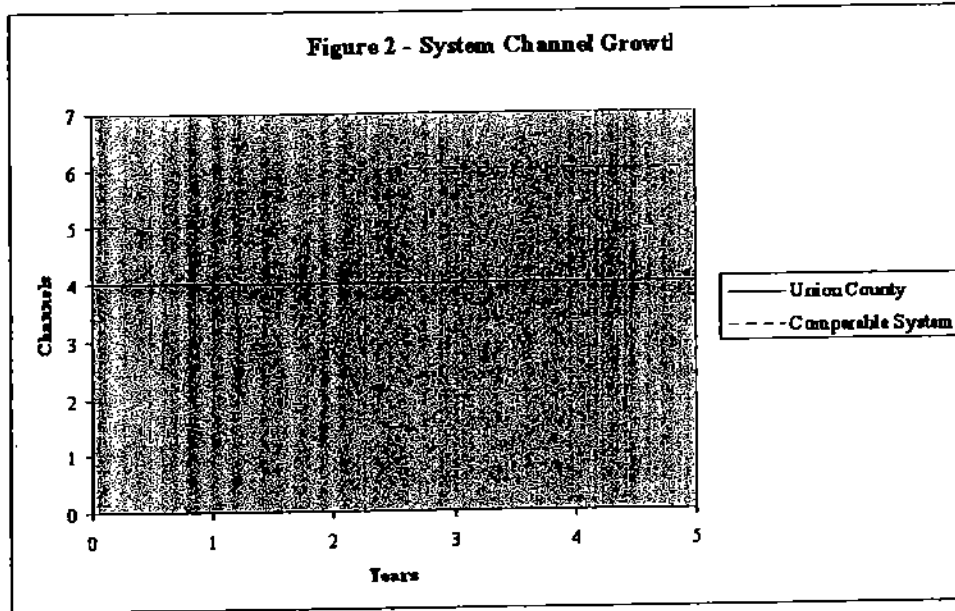
To determine total voice channels needed, the Erlang C table is used. Table 1 has an excerpt of the Erlang C table for 0.5% and 1.0% of calls going into a queue. From the table it can be seen that at 1.0% of calls going into the queue, 4 voice channels can support 0.809 erlangs of traffic. Since Union County is not anticipated to grow beyond this within 5 years, no additional voice channels are currently forecasted.

Table 1 – Excerpt of Erlang C Table

% of Calls Delayed	0.5%	1.0%	0.5%	1.0%
Number of Channels	4	4	5	5
Maximum Erlangs	0.663	0.809	1.064	1.258
Avg. Delay on Queued Calls	0.96	1.0016	0.8128	0.8544

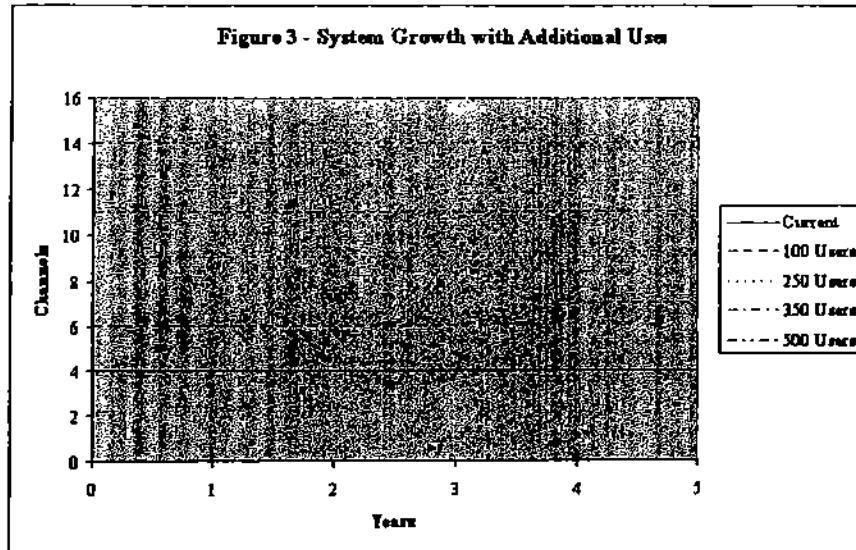
Union County EDACS System Traffic Analysis

TekTron also forecasted the required voice channels if the usage profile shifted to 6.2 seconds per call as seen in similar systems. Figure 2 shows the required voice channels for both the current system usage and similar system usage with 5% growth over 5 years accounted for across both samples. In both sets of data, the number of calls made during busy hour is the same.



Lastly, TekTron reviewed the effect of adding additional users to the system with the user profile from similar systems while maintaining the profile of the existing users already on the system. The profile for these additional users is 6 calls per hour at 6.2 seconds per call, or 37.2 seconds per user per hour.

Figure 3 shows the required channels when adding groups of users in varying amounts to the existing users already on the system during busy hour traffic. There is no growth accounted for in users being added to the system. From Figure 3, it can be seen that if any significant number of users are added to the busy hour traffic, additional voice channels will be required to support the additional usage.



Recommendations

In this report, TekTron projected that the current system will do approximately 0.77 erlangs of traffic, which require no additional voice channels with the traffic and growth assumptions noted above. It must be noted that based on other systems used in similar demographics that TekTron has experience with, higher usage has been observed under various conditions. In Figure 2 it was shown how the same number of users on Union County’s system making longer calls would change the system voice channel requirements. And in Figure 3, the affect on the number of required voice channels due to new users being added to the system was examined. System Growth Tables have been attached using usage call durations of 3.2 seconds (Table 1) and 6.2 seconds, (Table 2), showing the number of users to channel requirement ratios.

In order to ensure the current system usage quality, TekTron recommends verifying the assumption made to determine the busy hour traffic. If busy hour traffic is higher than estimated, then additional voice channels may be needed within the 5-year forecasted period TekTron reviewed.

TekTron also recommends reviewing the traffic profile of any new group of users being added to the system to ensure the system does not exceed 1.0% of calls going to the queue. By reviewing the traffic profiles of any group of new system users, additional voice channels can be anticipated and the quality of service on the system can be maintained.

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UNION COUNTY eDACS SYSTEM
SYSTEM GROWTH TABLE 1

Total Users	BH %	BH Users	Sec/Call	Calls/user	BH Erlangs	Current Voice Channels	Current Control Channels	Required Voice Channels	Required Control Channels	Total Required Channels
1221	9.2%	112	3.2	6	0.597	4	1	4	1	5
1300	9.2%	119	3.2	6	0.635	4	1	4	1	5
1400	9.2%	128	3.2	6	0.683	4	1	4	1	5
1500	9.2%	138	3.2	6	0.736	4	1	4	1	5
1600	9.2%	147	3.2	6	0.784	4	1	4	1	5
1700	9.2%	156	3.2	6	0.832	4	1	5	1	6
1800	9.2%	165	3.2	6	0.880	4	1	5	1	6
1900	9.2%	174	3.2	6	0.928	4	1	5	1	6
2000	9.2%	183	3.2	6	0.976	4	1	5	1	6
2100	9.2%	193	3.2	6	1.029	4	1	5	1	6
2200	9.2%	202	3.2	6	1.077	4	1	5	1	6
2300	9.2%	211	3.2	6	1.125	4	1	5	1	6
2400	9.2%	220	3.2	6	1.173	4	1	5	1	6
2500	9.2%	229	3.2	6	1.221	4	1	5	1	6
2600	9.2%	238	3.2	6	1.269	4	1	6	1	7
2700	9.2%	248	3.2	6	1.323	4	1	6	1	7
2800	9.2%	257	3.2	6	1.371	4	1	6	1	7
2900	9.2%	266	3.2	6	1.419	4	1	6	1	7
3000	9.2%	275	3.2	6	1.467	4	1	6	1	7

Notes:
 - Calls/user assumed based on similar systems
 - BH is assumed to be 3 times the average hour



UNION COUNTY EDACS SYSTEM
SYSTEM GROWTH TABLE 2

Total Users	BH %	BH Users	Sec/Call	Calls/user	BH Erlangs	Current Voice Channels	Current Control Channels	Required Voice Channels	Required Control Channels	Total Required Channels
1221	9.2%	112	6.2	6	1.157	4	1	5	1	6
1300	9.2%	119	6.2	6	1.230	4	1	5	1	6
1400	9.2%	128	6.2	6	1.323	4	1	6	1	7
1500	9.2%	138	6.2	6	1.426	4	1	6	1	7
1600	9.2%	147	6.2	6	1.519	4	1	6	1	7
1700	9.2%	156	6.2	6	1.612	4	1	6	1	7
1800	9.2%	165	6.2	6	1.705	4	1	6	1	7
1900	9.2%	174	6.2	6	1.798	4	1	7	1	8
2000	9.2%	183	6.2	6	1.891	4	1	7	1	8
2100	9.2%	193	6.2	6	1.994	4	1	7	1	8
2200	9.2%	202	6.2	6	2.087	4	1	7	1	8
2300	9.2%	211	6.2	6	2.180	4	1	7	1	8
2400	9.2%	220	6.2	6	2.273	4	1	7	1	8
2500	9.2%	229	6.2	6	2.366	4	1	8	1	9
2600	9.2%	238	6.2	6	2.459	4	1	8	1	9
2700	9.2%	248	6.2	6	2.563	4	1	8	1	9
2800	9.2%	257	6.2	6	2.656	4	1	8	1	9
2900	9.2%	266	6.2	6	2.749	4	1	8	1	9
3000	9.2%	275	6.2	6	2.842	4	1	8	1	9

Notes:
 - Calls/user assumed based on similar systems
 - BH is assumed to be 3 times the average hour



FINES RECEIVED FROM MUNICIPAL COURTS - 1ST QUARTER 2007

Berkeley Heights Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$187.00	\$93.50	\$0.00	\$0.00
February	\$1,174.00	\$587.00	\$124.00	\$756.00
March	\$503.00	\$251.50	\$155.00	\$4.00
Totals	\$1,864.00	\$932.00	\$279.00	\$760.00

Clark Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$744.00	\$372.00	\$266.00	\$5.00
February	\$666.00	\$333.00	\$256.00	\$18.00
March	\$853.00	\$426.50	\$250.00	\$785.00
Totals	\$2,263.00	\$1,131.50	\$772.00	\$808.00

Cranford Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$444.00	\$222.00	\$363.00	\$58.00
February	\$1,297.00	\$648.50	\$604.00	\$368.00
March	\$2,176.50	\$1,088.25	\$1,065.50	\$605.00
Total	\$3,917.50	\$1,958.75	\$2,032.50	\$1,031.00

FINES RECEIVED FROM MUNICIPAL COURTS - 1ST QUARTER 2009

Elizabeth Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$4,393.50	\$2,196.75	\$1,632.00	\$430.50
February	\$4,110.00	\$2,055.00	\$1,785.00	\$615.00
March	\$6,970.00	\$3,485.00	\$2,283.00	\$1,843.00
Totals	\$15,473.50	\$7,736.75	\$5,700.00	\$2,888.50

Fanwood Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$0.00	\$0.00	\$0.00	\$0.00
February	\$260.00	\$130.00	\$180.00	\$455.00
March	\$260.00	\$130.00	\$180.00	\$455.00
Totals	\$520.00	\$260.00	\$360.00	\$910.00

Garwood Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$6.00	\$3.00	\$33.00	\$150.00
February	\$0.00	\$0.00	\$0.00	\$0.00
March	\$30.00	\$15.00	\$24.00	\$0.00
Totals	\$36.00	\$18.00	\$57.00	\$150.00

FINES RECEIVED FROM MUNICIPAL COURTS - 1ST QUARTER 2009

Hillside Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$524.00	\$262.00	\$232.00	\$25.00
February	\$291.00	\$145.50	\$156.00	\$53.00
March	\$497.00	\$248.50	\$166.00	\$278.00
Totals	\$1,312.00	\$656.00	\$554.00	\$356.00

Kenilworth Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$942.00	\$471.00	\$235.00	\$255.00
February	\$1,234.00	\$617.00	\$571.00	\$397.00
March	\$913.00	\$456.50	\$356.00	\$525.00
Totals	\$3,089.00	\$1,544.50	\$1,162.00	\$1,177.00

Linden Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$5,256.00	\$2,628.00	\$1,834.00	\$2,261.00
February	\$7,534.00	\$3,767.00	\$2,652.00	\$3,335.00
March	\$12,720.00	\$6,360.00	\$3,924.00	\$3,586.00
Totals	\$25,510.00	\$12,755.00	\$8,410.00	\$9,182.00

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FINES RECEIVED FROM MUNICIPAL COURTS - 1ST QUARTER 2009

Mountainside Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$1,663.00	\$831.50	\$497.00	\$254.00
February	\$1,634.00	\$817.00	\$496.00	\$368.00
March	\$1,353.00	\$676.50	\$630.00	\$997.00
Totals	\$4,650.00	\$2,325.00	\$1,623.00	\$1,619.00

New Providence Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$90.00	\$45.00	\$102.00	\$0.00
February	\$0.00	\$0.00	\$0.00	\$0.00
March	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$90.00	\$45.00	\$102.00	\$0.00

Plainfield Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$501.00	\$250.50	\$251.00	\$40.00
February	\$347.00	\$173.50	\$157.00	\$3.00
March	\$771.00	\$385.50	\$264.00	\$9.00
Total	\$1,619.00	\$809.50	\$672.00	\$52.00

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FINES RECEIVED FROM MUNICIPAL COURTS - 1ST QUARTER 2009

Rahway Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$231.00	\$115.50	\$200.00	\$13.00
February	\$610.00	\$305.00	\$272.00	\$63.00
March	\$272.00	\$136.00	\$211.00	\$7.00
Total	\$1,113.00	\$556.50	\$683.00	\$83.00

Roselle Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$1,784.00	\$892.00	\$503.00	\$1,113.00
February	\$1,671.00	\$835.50	\$1,013.00	\$447.00
March	\$1,108.00	\$554.00	\$542.00	\$812.00
Total	\$4,563.00	\$2,281.50	\$2,058.00	\$2,372.00

Roselle Park Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$299.00	\$149.50	\$90.00	\$250.00
February	\$81.00	\$40.50	\$24.00	\$0.00
March	\$2,377.00	\$1,188.50	\$468.00	\$1,750.00
Total	\$2,757.00	\$1,378.50	\$582.00	\$2,000.00

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FINES RECEIVED FROM MUNICIPAL COURTS - 1ST QUARTER 2009

Scotch Plains Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$482.00	\$241.00	\$186.00	\$2.00
February	\$2,477.00	\$1,238.50	\$310.00	\$555.00
March	\$1,397.00	\$698.50	\$588.00	\$617.00
Total	\$4,356.00	\$2,178.00	\$1,084.00	\$1,174.00

Springfield Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$459.00	\$229.50	\$205.00	\$185.00
February	\$698.00	\$349.00	\$361.00	\$855.00
March	\$613.00	\$306.50	\$551.00	\$483.00
Total	\$1,770.00	\$885.00	\$1,117.00	\$1,523.00

Summit Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$362.00	\$181.00	\$99.00	\$250.00
February	\$362.00	\$181.00	\$66.00	\$250.00
March	\$479.00	\$239.50	\$159.00	\$328.00
Total	\$1,203.00	\$601.50	\$324.00	\$828.00

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FINES RECEIVED FROM MUNICIPAL COURTS - 1ST QUARTER 20

Union Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$322.00	\$161.00	\$187.00	\$179.00
February	\$835.00	\$417.50	\$355.00	\$281.00
March	\$2,443.00	\$1,221.50	\$1,090.00	\$727.00
Total	\$3,600.00	\$1,800.00	\$1,632.00	\$1,187.00

Westfield Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
January	\$2,097.00	\$1,048.50	\$96.00	\$25.00
February	\$54.00	\$27.00	\$58.00	\$0.00
March	\$180.00	\$90.00	\$62.00	\$250.00
Total	\$2,331.00	\$1,165.50	\$216.00	\$275.00

Grand Total \$82,037.00 \$41,018.50 \$29,419.50 \$28,375.50

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FINES RECEIVED FROM MUNICIPAL COURTS - 2ND QUARTER 2009

Berkeley Heights Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$61.00	\$30.50	\$24.00	\$2.00
May	\$336.00	\$168.00	\$90.00	\$408.00
June	\$100.00	\$50.00	\$48.00	\$5.00
Total	\$497.00	\$248.50	\$162.00	\$415.00

Clark Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$610.00	\$305.00	\$180.00	\$250.00
May	\$185.00	\$92.50	\$120.00	\$6.00
June	\$96.00	\$48.00	\$102.00	\$6.00
Total	\$891.00	\$445.50	\$402.00	\$262.00

Cranford Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$1,493.00	\$746.50	\$1,017.00	\$374.00
May	\$974.00	\$487.00	\$716.00	\$404.00
June	\$759.00	\$379.50	\$413.00	\$308.00
Total	\$3,226.00	\$1,613.00	\$2,146.00	\$1,086.00

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FINES RECEIVED FROM MUNICIPAL COURTS - 2ND QUARTER 2009

Elizabeth Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$7,266.00	\$3,633.00	\$2,071.00	\$1,114.00
May	\$4,545.50	\$2,272.75	\$1,954.50	\$958.00
June	\$4,482.00	\$2,241.00	\$1,542.00	\$1,302.00
Totals	\$16,293.50	\$8,146.75	\$5,567.50	\$3,374.00

Fanwood Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$0.00	\$0.00	\$0.00	\$0.00

Garwood Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00
June	\$106.00	\$53.00	\$24.00	\$0.00
Totals	\$106.00	\$53.00	\$24.00	\$0.00

FINES RECEIVED FROM MUNICIPAL COURTS - 2ND QUARTER 2009

Hillside Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$513.00	\$256.50	\$237.00	\$379.00
May	\$903.00	\$451.50	\$224.00	\$27.00
June	\$737.00	\$368.50	\$289.00	\$304.00
Total	\$2,153.00	\$1,076.50	\$750.00	\$710.00

Kenilworth Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$1,013.00	\$506.50	\$421.00	\$189.00
May	\$1,335.00	\$667.50	\$411.00	\$366.00
June	\$870.00	\$435.00	\$387.00	\$259.00
Total	\$3,218.00	\$1,609.00	\$1,219.00	\$814.00

Linden Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$8,851.00	\$4,425.50	\$2,968.00	\$3,250.00
May	\$9,140.50	\$4,570.25	\$2,189.00	\$1,184.00
June	\$5,612.00	\$2,806.00	\$2,181.00	\$1,594.00
Total	\$23,603.50	\$11,801.75	\$7,338.00	\$6,028.00

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FEES RECEIVED FROM MUNICIPAL COURTS - 2ND QUARTER 2009

Mountainside Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$1,052.00	\$526.00	\$393.00	\$782.00
May	\$567.00	\$283.50	\$230.50	\$373.50
June	\$1,803.00	\$901.50	\$680.00	\$415.00
Totals	\$3,422.00	\$1,711.00	\$1,303.50	\$1,570.50

New Providence Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$0.00	\$0.00	\$0.00	\$0.00

Plainfield Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$363.00	\$181.50	\$174.00	\$2.00
May	\$572.00	\$286.00	\$191.00	\$0.00
June	\$822.00	\$411.00	\$451.00	\$264.00
Total	\$1,757.00	\$878.50	\$816.00	\$266.00

FINES RECEIVED FROM MUNICIPAL COURTS - 2ND QUARTER 2009

Rahway Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$402.00	\$201.00	\$241.00	\$19.00
May	\$75.00	\$37.50	\$86.00	\$6.00
June	\$1,082.75	\$541.38	\$409.00	\$217.25
Total	\$1,559.75	\$779.88	\$736.00	\$242.25

Roselle Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$2,381.00	\$1,190.50	\$896.00	\$1,292.00
May	\$1,913.00	\$956.50	\$928.00	\$412.00
June	\$3,179.00	\$1,589.50	\$1,663.00	\$436.00
Total	\$7,473.00	\$3,736.50	\$3,487.00	\$2,140.00

Roselle Park Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$650.00	\$325.00	\$132.00	\$500.00
May	\$0.00	\$0.00	\$33.00	\$0.00
June	\$275.00	\$137.50	\$64.00	\$250.00
Total	\$925.00	\$462.50	\$229.00	\$750.00

FINES RECEIVED FROM MUNICIPAL COURTS - 2ND QUARTER 2009

Scotch Plains Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$721.00	\$360.50	\$246.00	\$671.00
May	\$1,007.00	\$503.50	\$469.00	\$493.00
June	\$2,969.00	\$1,484.50	\$330.00	\$460.00
Total	\$4,697.00	\$2,348.50	\$1,045.00	\$1,624.00

Springfield Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$1,674.00	\$837.00	\$581.00	\$1,096.00
May	\$760.00	\$380.00	\$278.00	\$503.00
June	\$1,648.00	\$824.00	\$930.00	\$808.00
Total	\$4,082.00	\$2,041.00	\$1,789.00	\$2,297.00

Summit Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$0.00	\$0.00	\$0.00	\$0.00
May	\$61.00	\$30.50	\$48.00	\$0.00
June	\$560.00	\$280.00	\$413.00	\$1.00
Total	\$621.00	\$310.50	\$461.00	\$1.00

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FINES RECEIVED FROM MUNICIPAL COURTS - 2ND QUARTER 2009

Union Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$3,070.50	\$1,535.25	\$759.00	\$144.00
May	\$924.00	\$462.00	\$310.00	\$260.00
June	\$2,045.00	\$1,022.50	\$610.00	\$1,391.00
Total	\$6,039.50	\$3,019.75	\$1,679.00	\$1,795.00

Westfield Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
April	\$200.00	\$100.00	\$38.00	\$250.00
May	\$60.00	\$30.00	\$48.00	\$2.00
June	\$225.00	\$112.50	\$105.00	\$250.00
Total	\$485.00	\$242.50	\$191.00	\$502.00

Grand Total \$81,049.25 \$40,524.63 \$29,345.00 \$23,986.75

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UCPD - 3RD QUARTER MUNICIPAL COURT REPORT

Berkeley Heights Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$327.00	\$163.50	\$77.00	\$5.00
August	\$201.00	\$100.50	\$34.00	\$4.00
September	\$41.00	\$20.50	\$48.00	\$29.00
Totals	\$569.00	\$284.50	\$159.00	\$38.00

Clark Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$578.00	\$289.00	\$245.00	\$439.00
August	\$877.00	\$438.50	\$650.00	\$215.00
September	\$267.00	\$133.50	\$173.00	\$33.00
Total	\$1,722.00	\$861.00	\$1,068.00	\$687.00

Cranford Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$929.00	\$464.50	\$536.00	\$320.00
August	\$860.00	\$430.00	\$380.00	\$861.00
September	\$1,720.00	\$860.00	\$791.00	\$467.00
Total	\$3,509.00	\$1,754.50	\$1,707.00	\$1,648.00

Elizabeth Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$2,727.00	\$1,363.50	\$1,391.00	\$922.00
August	\$1,267.00	\$633.50	\$811.00	\$573.00
September	\$2,078.00	\$1,039.00	\$857.00	\$989.00
Total	\$6,072.00	\$3,036.00	\$3,059.00	\$2,484.00

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UCPD - 3RD QUARTER MUNICIPAL COURT REPORT

Fanwood Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$106.00	\$53.00	\$24.00	\$0.00
August	\$0.00	\$0.00	\$0.00	\$0.00
September	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$106.00	\$53.00	\$24.00	\$0.00

Garwood Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$0.00	\$0.00	\$0.00	\$0.00
August	\$0.00	\$0.00	\$0.00	\$0.00
September	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$0.00	\$0.00	\$0.00	\$0.00

Hillside Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$71.00	\$35.50	\$63.00	\$2.00
August	\$233.00	\$116.50	\$159.00	\$13.00
September	\$292.00	\$146.00	\$99.00	\$0.00
Total	\$596.00	\$298.00	\$321.00	\$15.00

Kenilworth Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$1,259.00	\$629.50	\$506.00	\$1,014.00
August	\$936.00	\$468.00	\$406.00	\$579.00
September	\$492.00	\$246.00	\$232.00	\$35.00
Total	\$2,687.00	\$1,343.50	\$1,144.00	\$1,628.00

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UCPD - 3RD QUARTER MUNICIPAL COURT REPORT

Linden Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$6,134.00	\$3,067.00	\$2,368.00	\$2,023.00
August	\$4,009.00	\$2,004.50	\$1,508.00	\$1,092.00
September	\$5,658.80	\$2,829.40	\$1,991.00	\$796.20
Totals	\$15,801.80	\$7,900.90	\$5,867.00	\$3,911.20

Mountainside Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$2,254.00	\$1,127.00	\$483.00	\$1,287.00
August	\$2,241.00	\$1,120.50	\$671.00	\$943.00
September	\$1,143.00	\$571.50	\$660.00	\$342.00
Totals	\$5,638.00	\$2,819.00	\$1,814.00	\$2,572.00

New Providence Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$0.00	\$0.00	\$0.00	\$0.00
August	\$0.00	\$0.00	\$0.00	\$0.00
September	\$106.00	\$53.00	\$43.00	\$0.00
Totals	\$106.00	\$53.00	\$43.00	\$0.00

Plainfield Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$676.00	\$338.00	\$275.00	\$43.00
August	\$771.00	\$385.50	\$221.00	\$6.00
September	\$483.00	\$241.50	\$206.00	\$8.00
Total	\$1,930.00	\$965.00	\$702.00	\$57.00

UCPD - 3RD QUARTER MUNICIPAL COURT REPORT

Rahway Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$569.00	\$284.50	\$331.00	\$20.00
August	\$870.00	\$435.00	\$696.00	\$47.00
September	\$462.00	\$231.00	\$388.00	\$53.00
Total	\$1,901.00	\$950.50	\$1,415.00	\$120.00

Roselle Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$2,950.00	\$1,475.00	\$1,317.00	\$1,508.00
August	\$2,734.00	\$1,367.00	\$1,208.00	\$1,130.00
September	\$3,415.00	\$1,707.50	\$1,228.00	\$926.00
Total	\$9,099.00	\$4,549.50	\$3,753.00	\$3,564.00

Roselle Park Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$1,055.00	\$527.50	\$298.00	\$275.00
August	\$125.00	\$62.50	\$39.00	\$0.00
September	\$167.00	\$83.50	\$48.00	\$5.00
Total	\$1,347.00	\$673.50	\$385.00	\$280.00

Scotch Plains Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$2,591.00	\$1,295.50	\$422.00	\$1,054.00
August	\$1,618.00	\$809.00	\$517.00	\$859.00
September	\$1,803.00	\$901.50	\$412.00	\$1,350.00
Total	\$6,012.00	\$3,006.00	\$1,351.00	\$3,263.00

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UCPD - 3RD QUARTER MUNICIPAL COURT REPORT

Springfield Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$374.00	\$187.00	\$534.00	\$727.00
August	\$421.00	\$210.50	\$243.00	\$475.00
September	\$61.00	\$30.50	\$24.00	\$2.00
Total	\$ 856.00	\$ 428.00	\$ 801.00	\$ 1,204.00

Summit Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$0.00	\$0.00	\$0.00	\$0.00
August	\$588.00	\$294.00	\$116.00	\$253.00
September	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$588.00	\$294.00	\$116.00	\$253.00

Union Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$546.00	\$273.00	\$239.00	\$227.00
August	\$847.00	\$423.50	\$232.00	\$357.00
September	\$703.00	\$351.50	\$242.00	\$800.00
Total	\$2,096.00	\$1,048.00	\$713.00	\$1,384.00

Westfield Municipal Court

Month	Fines	County Entitlement	Costs	Misc.
July	\$226.00	\$113.00	\$116.00	\$4.00
August	\$902.00	\$451.00	\$268.00	\$372.00
September	\$56.00	\$28.00	\$24.00	\$50.00
Total	\$1,184.00	\$592.00	\$408.00	\$426.00

Grand Total **\$61,819.80** **\$30,909.90** **\$24,850.00** **\$23,534.20**

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The Union County Public Safety Shared Services Summit
October 20, 2009

Outcomes Report

Prepared

For

The Board of Chosen Freeholders
And
The Office of the County Manager

James M. Davy
James M. Davy Associates LLC
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JMDgov@hotmail.com
732-754-8969

Union County Public Safety Shared Services Summit

On October 21, 2009, the Board of Chosen Freeholders and the Office of the County Manager conducted a half day Public Safety Shared Services Summit. The event was held at Kean University in the President's meeting room.

Participants

Public safety officials from all Union County municipalities were invited to participate in the Summit. Invitations were sent to mayors, administrators, police chiefs and directors, fire chiefs, EMT captains and directors, emergency management coordinators, and health officers.

Participants:

Last Name	First Name	Position/Title	Entity
Berg	Walter	Chief	Township of Winefield
Bradley	Frank	Administrator	Township of Union
Braun	Eugene	Police Lt.	City of Linden
Buccelli	Anthony	Police Chief Council	Borough of New Providence
Bunk	Robert	President	City of Linden
Bush	John		OnTime Transport
		Bureau of Domestic Preparedness	
Carroll	Salena		County of Union
Cocca	Richard	Detective	Borough of Roselle Park
Connell	Dennis	Police Chief	Township of Clark Township of Berkeley Heights
Conway	Jack	Administrator	
Coyle	Kelly		County of Union
		Councilwoma n	
Dansereau	Christine		Borough of Roselle
Debbie	James	Police Chief Deputy Police Chief	Borough of Mountainside
Deegan	Jack		City of Elizabeth

Union County Public Safety Summit Outcomes Report
Summit held on October 20, 2009

Destefano		Police Captain	Borough of Garwood
Detrollio	Vincent	Under Sheriff	Union County
		County	
Devanney	George	Manager	County of Union
Dowd	William	Police Chief	Borough of Kenilworth
		Deputy Fire	
Ferrigno	Douglass	Chief	Township of Hillside
		Emergency	
		Management	
Fewkes	Jerry	Coordinator	Township of Clark
Fleming	Broderick		City of Plainfield
Fleyzor	Drew		OnTime Transport
Frankel	Bart	Mayor	Township of Springfield
Fretz	Fred	Fire Chief	Township of Union
		Deputy	
		County	
Genievich	Liz	Manager	County of Union
Gerbunka	Richard	Mayor	City of Linden
		OEM	
Green	Sheldon	Coordinator	City of Plainfield
Hanley	Kristina		Atlantic Ambulance
		Deputy Police	
Hildner	George	Chief	Township of Springfield
		Director/Chief	
		Fire	
Houck	Joseph	Department	City of Summit
Kelly	Daniel	Fire Chief	Town of Westfield
Landolfi	Rick		Township of Union
Malool	Nancy	Mayor	Township of Scotch Plains
		OEM	
Malool	Paul	Coordinator	Township of Scotch Plains
		Municipal	
Marion	Christopher	Manager	Township of Scotch Plains
Mason	Eric	Chief	Township of Cranford
		Deputy Police	
Mayer	Anthony	Chief	Township of Hillside
Meyer	Bruce	Rescue Squad	Borough of Mountainside

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Union County Public Safety Summit Outcomes Report
 Summit held on October 20, 2009

		Councilwoman/Police	
Mitchell	Kathy	Commissioner	Borough of Fanwood
		Public Safety	
Moran	Andrew	Specialist	County of Union
Morrison	Paul	Chief	Borough of Roselle Park
Naples	Dominick	Fire Chief	Township Hillside
Parks	David	Police Chief	Kean University
Porzio	Jen		County of Union
Rizzo	Joseph	Fire Chief	City of Linden
			County of Union
Romankow	Theodore	Prosecutor	
		Director,	
		Intergovernmental Relations	
Rountree	Cherron	Fire	County of Union
		Department	
Ruhl	Steven	Deputy Fire Chief/FMA	Township of Hillside
		Coordinator	
Sandoukas	Andrew	Fire Chief	City of Elizabeth
Sanford	James G.	Director,	Township of Springfield
		Division of	
		Emergency	
Scaturo	Christopher	Management	County of Union
Schulhafer	James	Police Captain	City of Linden
Sisk	Edward J.	Fire Chief	City of Elizabeth
Sullivan	Daniel	Rescue Squad	Township of Scotch Plains
Trigo	Richard	Police Lt.	Borough of Fanwood
Van Bergen	Joseph	Lieutenant	Township of Cranford
		OEM	
Van Natta	Rodney	Coordinator	Borough of Garwood
		Acting	
		Director of	
		Public	
Vaniska	Daniel	Safety/Police	County of Union

		Chief	
Vondenstein			
en	Richard	Fire Captain	Township of Hillside
White	Edward	Police Captain	Borough of Fanwood
Wright	David	Mayor	Township of Winfield
		Police	
Zeiser	Dan	Director	Township of Union
		Plainfield	
Tidwell	Frank	OEM	Plainfield
Bierbaum	Craig	Union FD	Union
Buresch	Tom	Sgt.	Winfield
		Deputy	
Siedel	Scott	Coordinator	Springfield
Harvanick	Joe	Councilman	Linden

The Agenda and Program Format

Refer to Appendix A. for the Program Agenda and Format.

Outcomes of the Public Safety Shared Services Summit

Refer to Appendix B. for a matrix of ideas generated at the Summit.

Prioritization of Public Safety Shared Services Ideas

After brainstorming ideas for possible public safety shared services, the participants engaged in a process to prioritize the top eight ideas deserving additional attention and consideration. The top eight ideas in order of priority are:

- 1) County-wide and coordinated of bulk purchasing of public safety supplies, equipment and services (police, fire, EMT, emergency management)
- 2) Coordinated 911 dispatching services
- 3) County-wide EMS
- 4) OEM equipment sharing
- 5) A county-wide system for fire mutual aid
- 6) A county-wide firearms training range/facility
- 7) A dual role emergency services training academy
- 8) Trunk radio system

Initial Planning Session for Top Eight Ideas

Following the identification of the top eight ideas, the participants organized into small groups for initial planning discussions related to each of the idea. Eight small groups were formed with each group discussion one idea. The groups were asked to review the idea with the following questions as the framework for discussion and planning:

- 1) What would a successful shared services arrangement look like for this idea?
- 2) What are the key action steps leading to the implementation of this shared service idea?
- 3) Who should be responsible for the action step?
- 4) What key partnerships, alliances and collaborations are needed to bring this idea to fruition?
- 5) What are key barriers to effecting this shared services idea and how might these barriers be overcome?

The outcomes from these planning discussions are as follows:

County-wide and coordinated of bulk purchasing of public safety supplies, equipment and services (police, fire, EMT, emergency management)

- 1) What would a successful shared services arrangement look like for this idea?

Key Points:

- All municipalities should participate
- There should be a co-op for the purchase of fleet vehicles, computers and telecommunication equipment

- 2) What are the key action steps leading to the implementation of this shared service idea?

Key Points:

- Survey municipalities for purchase history and practices
- Develop purchasing budget
- Coordinate competitive bidding/RFP processes for best prices

- 3) Who should be responsible for the action step?

Key Points:

- Each town must decide what equipment is needed
- Each town must determine budget for purchases
- The County Purchasing Manager should coordinate process

- 4) What key partnerships, alliances and collaborations are needed to bring this idea to fruition?

Key Points:

- The County Purchasing Manager needs to be fully integrated as the overall coordinator
- Each town must assign a local liaison

5) What are key barriers to effecting this shared services idea and how might these barriers be overcome?

Key Points:

- Home rule
- Towns insisting on preferred brands
- The best way to overcome barriers is to demonstrate cost savings.

Coordinated 911 dispatching services

- 1) What would a successful shared services arrangement look like for this idea?

Key Points:

- All municipalities should participate. Consider regional centers for police, fire, EMT 911/dispatch
- Establish basic infrastructure which could be expanded as additional municipalities join
- County needs to be the lead agency
- Coordinated and standardized policies, procedures, protocols, financing and labor

- 2) What are the key action steps leading to the implementation of this shared service idea?

Key Points:

- Establish a 911 Call Center Task Force
- Benchmark best practices of other counties (i.e. Gloucester)
- Conduct a needs analysis
- Develop standard guidelines for response, training, quality assurance, and communications
- Develop a strategic plan and implement
- Gain commitment from all agencies

- 3) Who should be responsible for the action step?

Key Points:

- County should lead the strategic planning effort in conjunction with the guidance of the 911 Call Center Task Force

- 4) What key partnerships, alliances and collaborations are needed to bring this idea to fruition?

Key Points:

- Interested municipalities should be represented on the 911 Call Center Task Force encompassing: local officials, police departments and other emergency services

5) What are key barriers to effecting this shared services idea and how might these barriers be overcome?

Key Points:

- Home rule
- Cost (cost savings must be demonstrated)

County-wide EMS

- 1) What would a successful shared services arrangement look like for this idea?

Key Points:

- Timely response times across the county
- Coordination and dispatch with resource location in real-time with mutual aid back-up
- Formal contracts/agreements
- EMS covered by state law

- 2) What are the key action steps leading to the implementation of this shared service idea?

Key Points:

- Establish an EMS Response Task Force
- Conduct a needs analysis and county-wide assessment
- Develop a county-wide strategic plan and implement
- Gain commitment from all agencies

- 3) Who should be responsible for the action step?

Key Points:

- EMS Response Task Force

- 4) What key partnerships, alliances and collaborations are needed to bring this idea to fruition?

Key Points:

- Existing agencies ALS and BLS: paid, volunteer, and private
- County task force
- First Aid Council
- County OEM
- Local OEM's

- Fire agencies
- Police Departments

5) What are key barriers to effecting this shared services idea and how might these barriers be overcome?

Key Points:

- Seed money
- Home rule
- State laws
- Inertia
- Volunteers' resistance (mutual aid)
- County borders (i.e. out of county responses)

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OEM equipment sharing

- 1) What would a successful shared services arrangement look like for this idea?

Key Points:

- Development of a interlocal agreement or MOU between all Union County municipalities

- 2) What are the key action steps leading to the implementation of this shared service idea?

Key Points:

- Form a planning and implementation committee
- Inventory county and local OEM equipment and develop a centralized data base listing all equipment
- Secure access to the centralized data base (i.e. secure password system)
- Gain cooperation and commitment from all municipalities
- Develop agreement among all the parties

- 3) Who should be responsible for the action step?

Key Points:

- Form a planning and implementation committee with representation from the county and municipalities: police, fire, EMT and OEM

- 4) What key partnerships, alliances and collaborations are needed to bring this idea to fruition?

Key Points:

- Union County
- Local municipalities

- Public safety officials: Police Chiefs and Directors; Fire Chiefs; EMT Captains and Public Safety Committees
- Involve local businesses
- Community representation

5) What are key barriers to effecting this shared services idea and how might these barriers be overcome?

Key Points:

- Home rule and politics
- Money
- Community (need to communicate with and include the community)

6/2 FOREST ONE: COUNTY CORRUPTION

A county-wide system for fire mutual aid

- 1) What would a successful shared services arrangement look like for this idea?

Key Points:

- A comprehensive and standardized mutual aid agreement between all Union County fire agencies, inclusive of administrative, investigation, suppression, training, fire prevention, and public education
- Establish basic infrastructure which could be expanded as additional municipalities join
- County needs to be the lead agency
- Coordinated and standardized policies, procedures, protocols, financing and labor

- 2) What are the key action steps leading to the implementation of this shared service idea?

Key Points:

- Create a full-time Deputy Mutual Aid Coordinator
- Conduct county-wide training
- Improve the centralized training facility
- Create a full-time Fire Marshall/office

- 3) Who should be responsible for the action step?

Key Points:

- Fire Marshall and Deputy Mutual Aid Coordinator
- County Freeholders

- 4) What key partnerships, alliances and collaborations are needed to bring this idea to fruition?

Key Points:

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Union County Public Safety Summit Outcomes Report
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- Municipalities
 - County Freeholders
 - Local fire agencies
 -
- 5) What are key barriers to effecting this shared services idea and how might these barriers be overcome? No Discussion

A county-wide firearms training range/facility; a dual role emergency services training academy

- 1) What would a successful shared services arrangement look like for this idea?

Key Points:

- A centrally located training facility and range for police, fire, and EMS
- Funding support from municipalities, county, state and federal
- Funding support from private industry (i.e. insurance companies)

- 2) What are the key action steps leading to the implementation of this shared service idea?

Key Points:

- Find a central location (need to overcome NIMBY)
- Gain local acceptance (provide hosting incentives)

- 3) Who should be responsible for the action step? No discussion

- 4) What key partnerships, alliances and collaborations are needed to bring this idea to fruition? No discussion

- 5) What are key barriers to effecting this shared services idea and how might these barriers be overcome?

Key Points:

- Finding a central location
- Gaining local acceptance (overcoming NIMBY)

Trunk radio system

- 1) What would a successful shared services arrangement look like for this idea?

Key Points:

- All municipalities should participate
- The following services should be included: public works, police, fire, EMS
- The system must be interoperable
- The system must be capable of geographic groupings
- The channels must accommodate tactical; be secure; and have IC capability

- 2) What are the key action steps leading to the implementation of this shared service idea?

Key Points:

- There needs to be a coordinated needs assessment
- Existing resources must be evaluated and incorporated into the needs assessment
- Equipment specifications need to be developed
- The needs assessment must evaluate cost considerations
- There should be planning for personnel retention, training and coordination

- 3) Who should be responsible for the action step?

Key Points:

- A project manager needs to be identified
- Municipal liaisons (OEM) need to be assigned to work with the project manager
-

- 4) What key partnerships, alliances and collaborations are needed to bring this idea to fruition?

Key Points:

- Municipal officials
- Agency command staff
- Supervisors
- Rank and file
- Unions

5) What are key barriers to effecting this shared services idea and how might these barriers be overcome?

Key Points:

- Cost/money
- Home rule
- Public perception



*County of Union Public Safety
Shared Services Summit*

Kean University
October 20, 2009

9:00 AM **Welcome and Introductions**

- George Devanney, County Manager
- James M. Davy, Facilitator

Overview of County Public Safety Services

- Ted Romankow, Union County Prosecutor
- Daniel H. Vaniska, Chief of Police, County of Union
- Christopher J. Scaturo, Director, Division of Emergency Management

9:30 AM **Brainstorming Session**

Brainstorm as many ideas as you can for sharing public safety services in the areas of Police, Fire, EMT, Emergency Management, Health, and Cross Disciplines between: county and towns; volunteer agencies and towns; and towns to towns.

10:00 AM **Brainstorming Report Outs**

10:15 AM **Prioritizing Ideas**

10:30 AM **Planning Next Steps**

11:15 AM **Planning Steps Report Outs**

11:45 AM **Whole Group Discussion: Overall Observations**

12:00 PM **Conclusion and Lunch**

PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-44921

ACTION TO BE TAKEN

NEW HIRE

- Interim Temporary
- Permanent Unclass
- Provisional WIA

- PROMOTION IN POSITION
- PROMOTION TO VACANCY
- TRANSFER
- REPLACE VACANCY
- TEMPORARY APPOINTMENT
- INTERIM APPOINTMENT
- FUNDING ALLOCATION CHANGE
- SALARY CHANGE
- TITLE CHANGE
- OTHER

Certification #:

CURRENT POSITION INFORMATION

PROPOSED POSITION INFORMATION

DEPT/DIV 744-910 Public Safety/ Office of Director
 PREVIOUS EMPLOYEE VACANT (Childs Richard)
 TITLE Dir Public Safety
 SALARY \$113,470.00
 FUND ALLOCATIONS 100% County
 UNION/EXCLUSIONARY A50 Non-Contractuals
 GRADE G22 HOURS 70.00 Date Avail.: 5/16/2009

DEPT/DIV 744-910 Public Safety/ Office of Director
 PROPOSED EMPLOYEE Moran, Andrew F.
 TITLE Confidential Assistant ^{113,793}
 SALARY \$113,470.00 ⁵⁰¹⁰
 FUND ALLOCATIONS 100% County 5010/State
 UNION/EXCLUSIONARY A50 Non-Contractuals
 GRADE G22 HOURS 0.00 HIRE D

SELECTED CANDIDATE INFORMATION

NAME Moran, Andrew F. ^{113,793}
 STARTING/PROPOSED SALARY \$113,470.00
 GRADE G22 MIN: \$94,560.00 MAX: \$141,840.00
 EFFECTIVE DATE 8/8/2009
 PROMOTION IN POSITION PROMOTION TO VACANCY
 DATE OF LAST PROMOTION

EMPLOYEE'S CURRENT SALARY
 CURRENT GRADE PC#
 \$ Increase
 Current Title
 Current Union

AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD		ADMIN. SERVICES	7/31/09
PERSONNEL <i>D. Ladogata</i>	7/30/09	COUNTY MANAGER <i>Joseph H. ...</i>	7/30/09
FINANCE <i>P. ...</i>	7/31/09		

AUTHORIZE TO HIRE

COUNTY MANAGER

DATE

FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.

DATE ADOPTED

ADDITIONAL INFORMATION (including Position Funding with account numbers: x-x-x-xx-xx-xx-xx format)

EEO 4 FUNCTION CODE 4

6/27