

Michelle Clark

2021-20

From: John W. Milner <opra+request-20694-1569ede2@requests.opramachine.com>
Sent: Sunday, February 28, 2021 3:58 PM
To: Clerk
Subject: OPRA request - Policemen on duty

Dear Atlantic Highlands Borough,

This is a request for public records made under OPRA and the common law right of access. I am not required to fill out an official form. Please acknowledge receipt of this message.

Records requested:

Please provide me with a list of the number of patrolmen on duty, in patrol cars, during a normal weekday, 10 hour shift.

Yours faithfully,

John W. Milner

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Please use deliver records electronically via email to the below UNIQUE address for all replies to this request:
opra+request-20694-1569ede2@requests.opramachine.com

Is clerk@ahnj.com the wrong address for OPRA requests to Atlantic Highlands Borough? If so, please contact us using this form:

https://opramachine.com/change_request/new?body=atlantic_highlands_borough

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:

<https://opramachine.com/help/officers>

View this OPRA request & responses online:

https://opramachine.com/request/policemen_on_duty_15

Please note that in some cases publication of requests and responses will be delayed.

If you find this service useful as an OPRA custodian, please ask your web manager to link to us from your organisation's website.

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**The Borough of Atlantic Highlands
POLICE DEPARTMENT**

**100 First Avenue
Atlantic Highlands, New Jersey 07716
732-291-1212
FAX 732-291-2996**



CHIEF DAVID W. ROSSBACH

March 9, 2021

John W. Milner

Dear Mr. Milner,

This agency has reviewed your request for specific records to be released under OPRA transmitted to us as follows *"Please provide me with a list of the number of patrolmen on duty, in patrol cars, during a normal weekday, 10-hour shift."*

Attached please find any information on file that this agency has that pertains to the request. The first document is a post on Facebook that provides information on the shift break down of this agency. The second document is page 8 of the Atlantic Highlands FBA contract that specifies how many officers shall be on duty at all times. Should you have any questions or concerns please contact us.

Sincerely,

Kristen Powell
Records Clerk
Atlantic Highlands Police Department

cc. Chief Rossbach AHPD
Captain Thomas Stone- AHPD
Michelle Clark- Municipal Clerk



Patrol officers work the "Pitman" fixed shift schedule which consists of 4 teams (squads) and 2 twelve-hour shifts to provide 24/7 coverage. It consists of a 2-week cycle where each squad works 2 consecutive days, followed by 2 days off duty, works 3 consecutive days, followed by 2 days off duty, works 2 consecutive days, followed by 3 days off duty.

The 12 hour "Day" shift runs from 7:00 A.M. until 7:00 P.M and the 12-hour "Night" shift runs from 7:00 P.M. until 7:00 A.M.

Each squad rotates from day shift to night shift every 28 days.

A squad consists of a Sergeant, 2 Patrol Officers, and a Dispatcher.

This years squads are as follows:

Squad 1: Sergeant Stephen Doherty, Patrolman Travis Morgan, Patrolman Patrick Anderson, and Dispatcher Paul Eremus.

Squad 2: Sergeant Brian Phair, Patrolman Travis Sodon, Patrolman Scott Chenoweth, and Dispatcher Ryan Duncan.

Squad 3: Sergeant Harry Murtha, Detective Jonathan Elmer, Patrolwoman Erica Hoffman (assigned to police academy), and Dispatcher Todd Gardiner.

Squad 4: Sergeant Michael Zudonyi, Patrolman Adam Curian, Officer TBD, and Dispatcher Nicholas Rybakowski.

While we would love to have a "full" squad on each shift, that is not always the case (most times not the case). On any given shift an officer may be using vacation/paid time off or assiged to training.

The Chief of Police, Captain of Police, and Detective Sergeant work an 8 hour shift with coverage 7 days a week between the hours of 7:00 A.M. to 11:00 P.M. or as needed.

Our Department is authorized by Ordinance to have 15 Police Officers, 4 Dispatchers, and a Records Clerk.

Borough as stated in the "Agreement to Implement Shift Schedule on Trial Basis", and the Borough retains its managerial rights and authority to revise the shift schedule in the future at its discretion as set forth in said December 2006 Agreement. The parties agree that the separate "Agreement" dated December 2006 --- and the effectiveness of the revisions and modifications set forth in that Agreement to various PBA Contract terms as referenced therein to convert various time references from days to hours --- will continue in effect so as to modify this Agreement as long as the Borough in its discretion continues the use of 12 hour shifts.

The existence or continuation of the 12 hour shift shall not constitute a "past practice" so as to create any claim or entitlement to the shift schedule being a term of employment or an entitlement under Article III "Retention of Benefits" or any other term of this Contract, or in any way detract from the Borough's managerial rights as set forth in the December 2006 Agreement to address or change the shift schedule in the future in its discretion.

C. Shift assignments for each officer shall be made uniformly as others are made in his Division and no officers shall be discriminated against in terms of his rotation of the shift assignments.

D. Every effort will be made to see that there shall be at least two officers on duty at all times.

E. Off duty employment shall be administered, limited and controlled by Borough Ordinance and other Departmental policies as determined by the Chief of Police.

F. If there is no supervisory personnel on a shift, the senior patrolman shall assume the duties of a sergeant and shall be paid at a sergeant's base rate of pay.

ARTICLE XI - OVERTIME

A. The Employer agrees that the overtime consisting of time and one-half (1 ½) shall be paid to all members of the bargaining unit covered by this agreement for hours worked in excess of the normal work day of eight (8)

