

**ORDINANCE NO. 2024-02**

**AN ORDINANCE AMENDING CHAPTER 3, ADMINISTRATIVE CODE, ARTICLE V, §3-31 OF THE CODE OF THE CITY OF LATROBE, COUNTY OF WESTMORELAND, COMMONWEALTH OF PENNSYLVANIA**

WHEREAS, the City of Latrobe has received recommendations from the Chief of the City of Latrobe Police Department with regard to amendments to the Code regarding the Civil Service Commission; and,

WHEREAS, Chapter 3, Administrative Code, Article V, §3-31, provides “The Civil Service Commission shall perform such functions and duties as may be set or directed by Council and all other functions and duties as may be required by law, ordinance, resolution or contract”; and,

WHEREAS, the Chief of Police recommended that §3-31 be augmented to empower the City of Latrobe to set its own mandates and standards that are in line with the Municipal Police Officers Training and Education Commissions (“MPOTEC”); and,

WHEREAS, the City of Latrobe Home Rule Charter provides the City with the authority to augment the Civil Service Commission with a Police Advisory Commission (“PAC”); and,

WHEREAS, the PAC will enhance the quality of the police force, strengthen community violators and uphold the highest standards of professionalism and accountability of law enforcement with the City of Latrobe while maintaining the due process rights of the members of the police force; and,

WHEREAS, following a public hearing, duly advertised as set forth in 53 P.S. §10609 and §10107 the City of Latrobe desires to make amendments to its Code.

NOW, THEREFORE, be it enacted and ordained by the Council of the City of Latrobe, and the City of Latrobe hereby ordains as follows:

SECTION 1. That Chapter 3, Administrative Code, Article V. Civil Service Commission §3-31 be amended to add:

**Formation of the Police Advisory Commission (PAC):**

The Civil Service Commission shall create a Police Advisory Commission (PAC) which shall assist and work with the Civil Service Commission to do the following:

Establish a committee consisting of diverse stakeholders including community members, legal experts, law enforcement professionals, and city officials.

Clearly define the roles and responsibilities of the PAC, ensuring it aligns with the home rule charter and MPOETC guidelines.

Empower the PAC to oversee the hiring process, develop hiring standard, and recommend qualified candidates for the police force.

### **Development of Hiring Standards and Processes:**

Collaborate with the PAC to devise updated hiring standards that prioritize professionalism, diversity, community engagement, and adherence to MPOETC regulations.

Create a transparent recruitment process that includes community input, background checks, rigorous interviews, and evaluations to ensure the selection of the most qualified candidates.

### **Training and Education Programs:**

Collaborate with educational institutions and training centers to provide continuous education and training programs for both new recruits and existing officers.

Emphasize ongoing learning in areas such as de-escalation techniques, cultural competency, mental health awareness, and community policing strategies.

### **Community Engagement and Accountability:**

Foster strong relationships between the police force and the community by encouraging regular dialogue, community forums, and outreach programs.

Establish mechanisms for the PAC to monitor police performance, investigate complaints, and ensure accountability in line with MPOETC guidelines and city mandates.

### **Implementation and Evaluation:**

Develop a timeline for the transition from the current civil service process to the new PAC-led hiring procedures.

Periodically assess the effectiveness of the new system by gathering feedback from the community, assessing officer performance, and making necessary adjustments to enhance efficiency and effectiveness.

**Legal Compliance and Documentation:**

Ensure all hiring procedures, standards, and activities of the PAC comply with state and federal laws, MPOETC regulations, and the city's home rule charter.

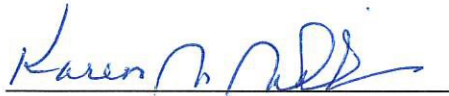
Maintain accurate records and documentation of the hiring process to ensure transparency and accountability.

SECTION 2. That the within Ordinance shall take effect on the date of publication of the post-enactment notice of passage of the same,

SECTION 3. That the City Manager, the City Secretary, Mayor, and any other proper City officer is authorized and directed to execute any and all documents and to take any and all action necessary in order to carry in effect the within ordinance.

ENACTED AND ORDAINED this 12th day of February 2024.

ATTEST:



Karen Meholic  
Secretary

COUNCIL OF THE CITY OF  
LATROBE

By:



Eric Bartels  
Mayor