



MEMORANDUM

To: Mayor and Members of the City Council

From: Montré Freeman, City Manager
James E. Avens, Jr., Interim Chief of Police

Date: August 23, 2024

Subject: Consideration - Accept the 2024 North Carolina Association Chiefs of Police Performance and Wellness Funding Grant

BACKGROUND:

The Elizabeth City Police Department submitted an application to the North Carolina Association of Chiefs of Police (NCACP) for the "Performance and Wellness Funding Grant" FY 2024-2025 grant opportunity in July 2024. The purpose of the grant was to allow for the purchase of the Essential Personnel Software and wellness equipment. Although funding was approved for the software, it was not approved for the wellness equipment.

ANALYSIS:

The software will cost \$7,140.00 over the grant duration. The City of Elizabeth City is not required to supply any matching funds. This provides us with a risk-free opportunity to implement and evaluate the system's benefits. Beyond the grant period, the long-term financial benefits of this investment will include reduced administrative overhead, minimized errors related to manual data management, and improved overall departmental efficiency. The return on the investment will be realized through enhanced operational effectiveness, better resource management, and improved officer performance and safety. The grant will be opened again for FY 2025-2026, whereupon the Police Department will reapply to seek funding for a second year. In the event the grant funding is not approved, the City will incur that cost each year moving forward. The grant funding makes this an exceptional opportunity to implement a state-of-the-art system without immediate financial impact on our budget.

This particular funding opportunity would help the Elizabeth City Police Department purchase software that provides comprehensive talent management tools that will significantly improve our ability to manage personnel records, track performance metrics, and maintain up-to-date training records of significant benefit to our sworn law enforcement personnel. This centralized system will streamline administrative processes, reducing the time spent on manual data entry and allow us to focus more on strategic

initiatives. Additionally, features such as career path publishing and job opportunity promotion will help in retaining top talent by clearly outlining growth opportunities within the department.

STAFF RECOMMENDATION:

By motion, approve the Elizabeth City Police Department's acceptance of the North Carolina Association of Chiefs of Police (NCACP) "Performance and Wellness Funding Grant" in the amount of \$7,140.00 to be used for the purchase the Essential Personnel Software.