

**SCOTCH PLAINS-FANWOOD
SHARED SERVICES STUDY**

**MONTHLY PROGRESS REPORT
JULY, 2009**

July 1, 2009----JPM Associates met with the Shared Services Study Committee.

July 8, 2009----JPM Associates met with the Court Administrators from both municipalities. They discussed the Shared Services project and the work they would be doing with the Courts. They also met individually with Court Administrators. They reviewed staffing and operations and took tours of both facilities.

July 13-17, 2009----The Police Team worked the entire week in both Fanwood and Scotch Plains with the following activities on specific days. Throughout the week they conducted on site interviews and observed operations at both Police Departments.

July 13, 2009----JPM Associates held kickoff meeting with the Scotch Plains Chief of Police. They discussed the purpose of the Shared Services Study and the process to work with the two Police Departments. They also conducted interviews with police officers.

July 14 and 15, 2009----The Police Team spent the entire day in Scotch Plains and Fanwood conducting interviews and observing operations.

July 16, 2009----The Police Team met with the Fanwood Police Chief and continued interviews with officers and observed operations.

July 17, 2009----The Police Team Leader continued on site interviews and observations and met with the Fanwood Mayor to discuss the Police portion of the Shared Services Study.

July 24, 2009----JPM Associates met with the Shared Services Study Committee to review progress and to discuss future activities.