

AGREEMENT BETWEEN

THE CITY OF LATROBE

AND

ADELPHOI EDUCATION, INC.

FOR THE PROVISION OF A CAMPUS RESOURCE OFFICER

This Agreement is made this _____ day of _____, 2026, by and between the City of Latrobe, Pennsylvania (hereinafter referred to as the "City"), and Adelphoi Education, Inc., for its Robindale Headquarters Campus (hereinafter referred to as "Adelphoi" or "Campus").

WHEREAS, Adelphoi Education, Inc. operates educational, behavioral health, residential, administrative, treatment, and support programs at its Robindale Headquarters Campus; and

WHEREAS, Adelphoi desires to enhance the safety, security, emergency preparedness, law enforcement resources, and crisis response capabilities available to its students, residents, staff, visitors, and facilities through the assignment of a Campus Resource Officer; and

WHEREAS, the City of Latrobe is willing to provide a sworn police officer to serve as a Campus Resource Officer in accordance with the terms and conditions contained herein;

NOW, THEREFORE, in consideration of the mutual promises, covenants, and obligations contained herein, the parties agree as follows:

ARTICLE I

TERM OF AGREEMENT

1. The term of this Agreement shall commence on August 1, 2026, and continue through July 31, 2029, unless sooner terminated pursuant to the provisions of this Agreement.
2. If neither party provides written notice of termination prior to July 31, 2029, this Agreement shall automatically renew on a year-to-year basis until terminated by either party pursuant to this Agreement.

ARTICLE II

APPOINTMENT OF CAMPUS RESOURCE OFFICER

1. The City shall assign one sworn police officer to serve as the Campus Resource Officer ("CRO") for the Adelphoi Robindale Headquarters Campus.
2. The CRO shall remain an employee of the City of Latrobe Police Department and shall remain under the supervision, direction, and control of the Chief of Police or his designee.
3. The officer assigned to the position shall be subject to the reasonable approval of Adelphoi administration.

4. The CRO shall be assigned to the Campus eight (8) hours per day on days and hours mutually agreed upon by Adelphoi administration and the City of Latrobe Police Department.
5. Any hours worked beyond eight (8) hours per day or forty (40) hours per week shall be compensated in accordance with the applicable Collective Bargaining Agreement. Except during emergencies or critical incidents, overtime shall be approved by both Adelphoi and the City.
6. Upon request of Adelphoi, the CRO may attend educational, behavioral health, crisis intervention, trauma-informed care, emergency preparedness, de-escalation, or other specialized training programs. Costs associated with Adelphoi-requested training shall be the responsibility of Adelphoi.
7. The City shall ensure that the officer maintains all certifications, qualifications, and training required by Pennsylvania law and Municipal Police Officers' Education and Training Commission standards.
8. The City shall provide the officer with all standard police equipment, uniforms, firearms, communications equipment, and other law enforcement resources necessary to perform assigned duties.
9. Adelphoi shall be billed monthly for the costs associated with the provision of CRO services under this Agreement.
10. In all matters involving law enforcement authority, criminal investigations, arrests, use of force, emergency response, police operations, and employment matters, the CRO shall remain under the command and supervision of the City of Latrobe Police Department.
11. Nothing contained herein shall create an employer-employee relationship between Adelphoi and the assigned officer.
12. The City reserves the right to temporarily reassign the CRO to other law enforcement duties during emergencies, critical incidents, staffing shortages, major public events, natural disasters, or circumstances affecting public safety, provided reasonable notice is given to Adelphoi whenever practicable.

ARTICLE III DUTIES AND RESPONSIBILITIES

The Campus Resource Officer shall serve as a law enforcement officer assigned to the Adelphoi Robindale Headquarters Campus and shall provide safety, security, emergency preparedness, crisis intervention, resource, and law enforcement services in support of the Campus' educational, behavioral health, residential, treatment, and administrative operations.

SECTION A Behavioral Health and Campus Resource Responsibilities

1. Develop and implement crime prevention, safety awareness, and personal responsibility programs for students, residents, staff, and campus participants.
2. Assist with behavioral health crisis intervention, conflict resolution, de-escalation, and emergency response activities consistent with the officer's training and legal authority.
3. Serve as a liaison between Adelphoi administration and local, county, state, and federal law enforcement agencies.

4. Investigate criminal incidents and suspected violations of law occurring on campus property.
5. Provide guidance and support to students and residents experiencing crisis situations or involvement with the criminal justice system.
6. Participate in treatment team meetings, safety committees, staff meetings, and planning sessions when requested by campus administration.
7. Foster positive relationships with students, residents, families, staff, visitors, and community stakeholders.
8. The CRO shall not serve as a disciplinarian and shall not become involved in routine disciplinary matters that do not involve criminal conduct, threats to public safety, or violations of law.
9. Maintain strict confidentiality regarding all student, resident, patient, treatment, and campus matters in accordance with applicable federal and state laws.

SECTION B

Campus Security Responsibilities

1. The CRO shall serve as the primary law enforcement and public safety resource for the entire Adelphoi Robindale Headquarters Campus.
2. Conduct regular patrols of all campus buildings, offices, educational facilities, treatment facilities, residential facilities, parking areas, grounds, and other properties owned, leased, or operated by Adelphoi.
3. Assist in the development, implementation, and review of emergency operations plans, active threat response plans, evacuation procedures, shelter-in-place procedures, and continuity of operations plans.
4. Conduct security assessments and provide recommendations concerning physical security measures, access control systems, surveillance systems, alarm systems, lighting, and crime prevention initiatives.
5. Coordinate emergency responses with local, county, state, and federal agencies.
6. Assist in planning and providing security for campus events, meetings, conferences, and special activities.
7. Investigate and assess threats, suspicious activity, workplace violence concerns, and other security risks affecting the campus.
8. Provide training and education to campus staff regarding emergency preparedness, threat recognition, situational awareness, de-escalation, and safety practices.
9. Remain available during assigned duty hours to respond to any law enforcement, safety, security, or behavioral crisis occurring anywhere on campus.
10. Work collaboratively with Adelphoi administration to maintain a safe, secure, and therapeutic environment while preserving the lawful authority and responsibilities of a sworn municipal police officer.
11. Conduct annual review of Emergency Operations Plan and make necessary adjustments.
12. Conduct quarterly Threat Assessment Team meetings.

ARTICLE IV MATERIALS AND FACILITIES

Adelphoi shall provide the CRO with:

- A private office suitable for confidential meetings and law enforcement activities.
- Telephone access.
- Secure storage for records and files.
- A workstation, desk, chair, filing cabinet, and necessary office supplies.
- Internet access and reasonable access to campus facilities necessary to perform assigned duties.

The City shall provide:

- A police department issued laptop computer.
- Access to police reporting systems and software.
- Law enforcement communications equipment.
- Standard police equipment and uniforms.

ARTICLE V DISMISSAL OR REASSIGNMENT

1. If Adelphoi administration believes the CRO is not effectively performing assigned duties, the President of Adelphoi Education Inc or designee shall notify the Chief of Police.
2. Upon request of either party, representatives of Adelphoi and the City shall meet to discuss concerns and seek resolution.
3. Adelphoi may request removal of the assigned officer from the Campus assignment. Final reassignment decisions shall remain the responsibility of the Chief of Police.
4. The Chief of Police may reassign the officer and appoint a replacement at his sole discretion.
5. Either party may terminate this Agreement, with or without cause, upon sixty (60) days written notice to the other party.

ARTICLE VI LAW ENFORCEMENT AUTHORITY, LIABILITY, AND INDEMNIFICATION

1. The CRO shall remain a sworn municipal police officer and shall exercise all powers and authority granted under Pennsylvania law.
2. Adelphoi personnel shall not direct, supervise, control, or influence the CRO regarding arrests, investigations, use of force decisions, charging decisions, searches, seizures, emergency responses, or other law enforcement functions.
3. All law enforcement decisions shall remain solely within the discretion of the CRO and the City of Latrobe Police Department.
4. The CRO shall remain solely an employee of the City.
5. Each party shall maintain all insurance coverage required by law.

6. To the extent permitted by Pennsylvania law, each party shall be responsible for the acts and omissions of its own officers, employees, agents, and representatives.
7. The City shall defend, indemnify, and hold harmless Adelphoi, its officers, directors, employees, and agents from claims arising from the negligent acts or omissions of the City or the CRO acting within the scope of employment.
8. Adelphoi shall defend, indemnify, and hold harmless the City, its elected officials, officers, employees, and agents from claims arising from the negligent acts or omissions of Adelphoi, its employees, agents, contractors, or representatives.
9. Nothing contained herein shall constitute a waiver of governmental, sovereign, official, qualified, statutory, or any other immunity available under federal or Pennsylvania law.
10. During emergencies, critical incidents, active threats, natural disasters, or circumstances requiring immediate police action, the CRO shall possess full authority to take any action reasonably necessary to protect life, property, and public safety.
11. This Agreement creates no rights or benefits in favor of any third party.

ARTICLE VII
ENTIRE AGREEMENT

This Agreement constitutes the complete understanding between the parties and supersedes all prior discussions, negotiations, and understandings relating to the subject matter herein.

Any amendment to this Agreement shall be in writing and signed by both parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives.

ATTEST: CITY OF LATROBE

Witness Susan Trout, City Manager

By: _____
Eric Bartels, Mayor

ATTEST: ADELPHOI VILLAGE, INC.

Witness

By: _____
Douglas Carlquist, President