

## Quarterly Report Outline

Department:	Police Department
Date:	July 1, 2014

**Report on projects, activities and accomplishments** - Report on various projects, activities and accomplishments undertaken this past quarter in narrative form.

### 1. Last Quarter:

- Quarterly Activity

	4th Qtr, 2013	1st Qtr, 2014	2nd Qtr, 2014	3rd Qtr, 2014	4th Qtr, 2014
Vehicles Stopped	1447	1321	1360	1033	1395
Tickets Issued	286	280	365	223	362
Warnings Issued	888	461	801	503	682
Arrests	118	96	120	92	110
Offenses	149	123	157	109	151
Calls for Service	1317	1363	1133	1207	1359

- Completed first round of recruitment and selection process to fill the COPS Hiring Grant position. 4 finalist identified, 2 failed entrance tests to academy, 1 was disqualified following the polygraph, and final candidate was hired by another agency
- Signed into effect a new performance evaluation policy and steps are being taken to arrange initial training
- A total of 6 policies were placed into review status with revisions being implemented on two and the remaining are still being worked on
- Signed into effect the newly drafted job description for Dispatcher, to include criteria for being appointed Senior Dispatcher. Dispatcher Davis is currently performing the functions listed for Senior Dispatcher and has been collecting the enhanced pay pursuant to the Police Policy.
- Assigned Senior Dispatcher Davis to the role of NIBRS Auditor.
- Replaced base radio system and acquired 4 new portable radios pursuant to the Homeland Security Grant
- Replaced Bullet Proof Vest undergarment carriers to external carriers to reduce weight of equipment currently located on belts to carrier pockets on vest.
- Hosted Street Level Drug Investigation Course conducted by the Public Agency Training Council.
- Public Works installed the newly acquired speed sign. Temporary delays in getting it operational as one component had to be replaced.

- Complied with State mandated unclaimed property statutes. Turned over a total of \$1,776 and change to the State Treasurer for unclaimed money in our evidence room that was stored as found property
- Attended Annual Vermont Chief's/Sheriffs Meeting
- Renewed Bullet Proof Vest Grant Partnership with DOJ and the Vermont League of Cities and Towns.
- First range session on the calendar year completed using the newly adopted qualification standards implemented by the Vt. Criminal Justice Training Council.
- Conducted training for Vermont Works for Women – Step up to policing program on preparing for oral boards
- Conducted the mandated Community Oriented Policing survey to get a benchmark on community involvement/partnerships
- Participated in the National Drug Take Back day collecting 103 lbs. out of 1403 lbs. collected in the county.
- Ordering process for replacement cruisers is underway. Initial replacement for the first half of the FY is to replace our SUV and one car.
- In conjunction with the Chittenden County Law Enforcement Executives, implemented a shared training calendar to take advantage of local in-service training opportunities
- Enrolled one Patrol Sergeant in a rapidly growing, nationally recognized, leadership program developed by the International Association of Chiefs of Police entitled Leadership in Police Organizations. This is a 3 week program being utilized by numerous Vermont agencies as a fundamental leadership development framework.

## 2. Upcoming Quarter:

- Post Administrative Sergeant position and conduct selection process
- Assign Officer Logan Young to the 98<sup>th</sup> Basic Police Academy beginning Aug. 8<sup>th</sup>.
- Host department awards ceremony
- Update policy on Bias Free Policing to new standard adopted by the Vt. League of Cities and Towns by the legal unit of the Public Agency Training Council.
- Continue efforts to recruit for COPS Grant Position
- Review need for an investigator to be available during non-regular hours for call-in's.