

# LAW ENFORCEMENT ACCREDITATION

## Burlington (NC) Police Department

### *Agency*

Burlington (NC) Police Department  
267 West Front Street, P.O. Box  
11358 Burlington, NC 27216  
Burlington, NC 27216

### *Chief Executive Officer*

Chief of Police  
J. Jeffrey Smythe

### *Methodology Overview*

CALEA serves as the premier credentialing association for public safety agencies and provides accreditation services for law enforcement organizations, public safety communication centers, public safety training academies, and campus security agencies. The standards are promulgated by a board of 21 commissioners, representing a full spectrum of public safety leadership. The assessment process includes extensive self-assessment, annual remote web-based assessments, and quadrennial site-based assessments. Additionally candidate agencies are presented to the Commission for final consideration and credentialing.

CALEA Accreditation is a voluntary process and participating public safety agencies, by involvement, have demonstrated a commitment to professionalism. The program is intended to enhance organization service capacities and effectiveness, serve as a tool for policy decisions and management, promote transparency and community trust, and establish a platform for continuous review.

CALEA Accreditation is the Gold Standard for Public Safety Agencies and represents a commitment to excellence.



### *Law Enforcement Accreditation*

CALEA standards reflect the current thinking and experience of Law Enforcement practitioners and researchers. Major Law Enforcement associations, leading educational and training institutions, governmental agencies, as well as Law Enforcement executives internationally, acknowledge CALEA's Standards for Law Enforcement Agencies© and its Accreditation Programs as benchmarks for professional law enforcement agencies.

#### **CALEA's Founding Organizations:**

- **International Association of Chiefs of Police (IACP)**
- **Police Executive ResearchForum (PERF)**
- **National Sheriffs Association (NSA)**
- **National Organization of Black Law Enforcement Executives (NOBLE)**

## **TABLE OF CONTENTS**

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<b>Executive Summary</b>
<b>Chief Executive Officer Profile</b>
<b>Community Profile</b>
<b>Agency History</b>
<b>Agency Structure and Function</b>
<b>Agency Successes</b>
<b>Future Issues for Agency</b>
<b>Second Annual Compliance Service Review</b>
<b>Site-Based Assessment Review</b>
<b>Community Feedback and Review</b>
<b>Standards Related Data Tables</b>

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## EXECUTIVE SUMMARY

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### *Overview:*

The Burlington (NC) Police Department Agency is currently commanded by J. Jeffrey Smythe. The agency participated in a remote assessment(s), as well as site-based assessment activities as components of the accreditation process. The executive summary serves as a synopsis of key findings, with greater details found in the body of the report.

### *Compliance Service Review:*

CALEA Compliance Services Member(s) Rob Sofie remotely reviewed 80 standards for the agency on 3/28/2018 using Law Enforcement Manual 5.23. These standards included specific time-sensitive issues, as well as all standards applicable to the agency by size and function. If standard issues are found they are listed below.

CALEA Compliance Services Member(s) David Hobson remotely reviewed 156 standards for the agency on 4/17/2019 using Law Enforcement Manual 5.23. These standards included specific time-sensitive issues, as well as all standards applicable to the agency by size and function. If standard issues are found they are listed below.

### *Site-Based Assessment Review:*

Site-Based Assessment Report was not completed.

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## CHIEF EXECUTIVE OFFICER PROFILE

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### *J. Jeffrey Smythe*

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Chief Jeffrey Smythe has been the police chief in Burlington for almost six years and leads a stellar agency of 139 sworn and 35 civilian professionals as they protect and serve Burlington's 50,000+ residents. He has been a police officer for over 32 years and has a Master's Degree from Northern Arizona University in Educational Leadership. He is married with three children and absolutely loves working here in Burlington.

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## COMMUNITY PROFILE

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The City of Burlington is located in Alamance County, North Carolina and is situated in the North Central part of the state. It is the principle city in the Burlington Metropolitan Statistical Area and has a population of approximately 53,000 residents. The 2010 MSA population was over 150,000 people living primarily in Alamance county. The primary employers within the city include textiles, retail, medical, and service related businesses. Both I-85 and I-40 converge in our area creating a "super highway" with an average daily traffic count of over 125,000 vehicles. These two major highways traveling both north/south and east/west are a source of revenue as well as visitors.

The median household income is \$42,097 and the per capita income is \$23,465. Approximately 19.6% of our population is below the poverty line. Approximately 85% of the population has a high school diploma and 22% of the population has a bachelors degree.

The City of Burlington operates under a council-manager form of government. The governing body consists of four council members, a mayor, and a city manager. The city manager, Hardin Watkins, is responsible for submitting and balancing the annual budget as well as the day to day activities within the municipality.

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## AGENCY HISTORY

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The City of Burlington was incorporated on February 14, 1893 and our City Manager form of government was instituted in 1945. It is believed that James A. Zachary was the first police chief and his name appears in Board of Alderman notes starting in 1894. The agency has grown slowly from employing only the chief in 1894, 37 officers in 1951, 85 officers in 1977, and now we have 139 sworn men and women protecting our 53,000+ residents.

In 1969 the department added a new division called the Training Division which consisted on one officer at the time. This was the starting point for professional training and the agency now staffs a Training Lieutenant, Sergeant, two Officers and a civilian staff member. During 2018, the Training Section managed, conducted, or assigned officers to over 22,000 of professional and career development training.

The Burlington Police Department has been accredited since 1989, and is positioned as an industry leader in policing in North Carolina.

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## AGENCY STRUCTURE AND FUNCTION

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The agency is organized into two bureaus: Operations and Support. Each bureau is lead by an Assistant Chief and the agency has 139 sworn and 36 full-time civilians. The key components of the agency are divided across four divisions, each commanded by a captain. These division include Criminal Investigations Division, Professional Standards Division, Community Relations Division, and Patrol.

## AGENCY SUCCESSES

### Training Division

The Burlington Police Department is committed to providing the best training to ensure fair and equitable policing for the citizens of Burlington. The police department utilizes best practices through training consistent with the concepts of the Police Executive Research Forum (PERF) and The President's Task Force Report on 21st Century Policing. The department mandates a total of 90 hours of training per officer each year which is well above the 24 hours mandated by the North Carolina Criminal Justice Training and Standards Commission. In 2018, the agency conducted the following mandated training topics:

- \* Leadership Through Community Partnership
- \* Arrest, Search Seizure/Prisoner Transport
- \* Intelligence Led Policing
- \* Suicide Prevention/Wellness
- \* Legal Updates/Bias Based Training
- \* Equality in Policing
- \* Mental Health First Aid
- \* Strategies to Improve LE Interaction Relationship w/ Minority Youth
- \* Communication Skills w/ Persons in Crisis/De-Escalation Training
- \* Firearms
- \* Safe Driving

All agency training is conducted as teams and scenario based training is prevalent, challenging, and realistic.

Additionally, the police department develops all staffing levels through our Leadership and Succession Plan. Under the plan, the department is strategically developing our executive staff through advanced level training across the state and country

using premiere programs such as North Carolina State University Administrative Officers Management Program (AOMP) and the FBI National Academy. Between our efforts with succession planning, on-going re certification training, as well as specialty certifications, the agency has conducted and documented officer training for 22,000 hours of training in 2018. This is indicative of our commitment to professional policing in a dynamic and litigious society.

**Officer Wellness-Physical Fitness Testing** All sworn officers at the Burlington Police Department are required to complete the Police Officers Physical Abilities Test (POPAT) on a semi-annual basis. This is a validated job related physical fitness test and since the inception of mandatory testing, the Burlington Police Department has seen a decrease of officers placed on

transitional duty. In 2018, 245 tests were conducted and the passing rate was over 99%. Only one officer was unable to complete mandatory in- service training due to injury compared to 4 officers in 2017 and 5 officers in 2016. Officers are provided with a 6,000 square foot training facility and personalized instruction from any of the physical fitness instructors

certified by the state in order to help achieve their fitness goals.

### Officer Safety Handgun Safety

In 2018, the Burlington Police Department began an intentional process to evaluate our handgun weapon systems. We specifically evaluated the new Glock Generation 5 handgun in 9 mm format. After factoring in ballistic improvements in the 9 mm caliber over the last few years, we evaluated the specific features including accuracy (a marksman barrel), less felt recoil, new grip that better fits a variety of officers' hands and magazine capacity-holding six more total rounds in the duty configuration. In testing these firearms, the department noticed a ten percent improvement in qualifications scores among most officers. The department was able to completely transition all its .40 caliber handguns to the new Generation 5 9 mm handguns with no upfront cost to the agency by trading the current stock of .40 caliber ammunition.

We also realized significant savings on the price of ammunition and have recognized significantly shorter delivery times for the ammunition compared to .40 caliber. This transition allowed the department to improve officer safety by each officer carrying more ammunition on duty, by enhanced qualification scores, and by allowing our officers to carry the industry's best equipment.

#### Officer Safety Training Section -De-escalation

The Burlington Police Department has made a commitment to the agency wide adoption of de-escalation tactics and has developed an all-encompassing training program using policy revisions, formal classroom training, and scenario-based exercises that focuses on conflict resolution, especially when dealing with people in crisis. In 2018, the Burlington Police Department certified all employees, sworn and civilian, in Mental Health First Aid, which is an eight-hour course teaching crisis recognition and communication techniques when dealing with emotionally distressed people. The department works collaboratively with a mental health provider (Cardinal Innovations) to train officers and civilians in Crisis Intervention

Training (CIT). Twenty eight employees attended this forty hour class in 2018 and we have achieved an over 50% saturation rate for CIT trained officers. In addition, the agency conducted over 1600 hours of reality based scenario training which focused on concepts such as creating distance and space while seeking cover, allowing time for resources to get on scene, and engaging in tactical communication with the suspect. Many of these scenarios involved a person in crisis with a weapon other than a firearm. This training improved officers' critical decision-making skills and taught other techniques rather than resorting to using force as the first option.

The result of this cumulative training approach was reflected in the decrease of use of force incidents over the last few years. In 2018, the agency had 25 use of force incidents compared to 40 in 2017 and 53 in 2016. Also, the department was recognized by IACP in 2018 for completing the One Mind Pledge. We were the third agency in the state of NC to receive this award and 31st in the nation.

#### Criminal Investigations Division The

Criminal Investigations Division (CID) includes the work of staff in the Special Victims, Persons and Property, Gang and Violent Crime, Victims Assistance, and Special Operations units. The division saw great success in 2018 with the reduction of violent crime which resulted in a 21% reduction from the prior year. This success was due to the collaboration of efforts with CID and other divisions within the agency utilizing strong communication and partnerships to include Intelligence Led Policing models. Being the oversight of all major criminal investigation cases, CID was instrumental in the clearance of all six reported homicides, the enforcement and disbandment of over thirty illegal gambling businesses, and the reduction of human trafficking and prostitution cases. The Special Operations Unit was involved in many multilevel drug trafficking investigations that resulted in the significant seizures of illegal narcotics, property, and currency. Most importantly, the work of CID resulted in the reduction of crime victims and increased services offered to those victimized. The employees of CID were recognized locally, at the state level and nationally for the work that they accomplished.

#### Community Relations Division

The grant-funded Community Engagement Team (CET) began operation in July 2018 with the objective of addressing gun violence revolving around youth. CET is staffed with four officers and a supervisor and is aligned within the Community

Relations Division. These officers were tasked with setting the example of Community Policing within the department and in the community. CET has primarily focused on four geographic areas identified by their elevated levels of violent crime. While these are their assigned area of responsibility they are not limited to the areas they can operate. As crime is displaced

members of CET may be moved to different locations.

All current members of CET have been through the Community Oriented Policing (COP) school through the NC Justice Academy. They continue to receive training in advanced investigative techniques to better serve the communities where they are assigned. While CET does respond to normal calls for service within their communities,

they are requested to get to the root of the problem to prevent the crime from occurring again. CET has been able to do this through building relationships within the community. CET has been involved in pop up parties (in collaboration with City of Burlington Recreational Department), attendance in faith-based meetings throughout the city, community watch meetings, Dream Center (a faith-based community center) attendance, community surveys, Boys and Girls Club attendance, and other

community events. CET is not a quick fix to crime and the team has been together for less than a year. With that said the impact CET has had on the community is already providing exceptional results.

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## FUTURE ISSUES FOR AGENCY

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As we look forward to 2019/2020, our critical issues have not changed much. We continue to forecast problems with staffing (recruitment and hiring), space allocation (building issues), youth violence, and continued refinement of Intelligence-led policing strategy across all divisions.

For staffing, our focus has shifted a bit from trying to increase our overall allocated staffing to simply filling the positions we currently have. Recent staff inspections on Recruitment and on Hiring both indicated room for improvement. We will be implementing several significant changes in the coming year and hope to positively impact the long-range outcomes.

Over the last year we have concluded our Space Needs Assessment and will begin more formal planning for the construction of a new police facility. Our current facility was constructed in 1986 when the agency had 77 sworn officers. We now have 139 sworn staff and have displaced our Criminal Investigations and Community Relations Divisions to an offsite building. The next few years will be stressful as we search for property, select an architect and build a new facility to meet our demands.

Beginning in 2016 with a violent murder in City Park, the agency has been aware of a gradual increase in violent crimes, particularly related to African American youths. We have formed a variety of community and faith-based groups attempting to have a long-term impact on this problem. While we may have leveled out the data, one crime is too much, and we believe that culturally this will continue to be a problem in the future.

And then lastly, as mentioned above, we will continue to refine our process of Intelligence led policing. We have recently centralized our Crime Analysis Unit and will be purchasing additional software in the next budget year to assist them in this endeavor. We should be installing this software in the coming months and look for it to have a positive impact.

## YEAR 2 REMOTE WEB-BASED ASSESSMENT

Compliance Services Member: David Hobson

On 4/17/2019, the Year 2 Remote Web-based Assessment of Burlington (NC) Police Department was conducted. The review was conducted remotely and included 156 standards from the CALEA® Standards for Law Enforcement Manual. The following standards were reviewed and the findings are denoted:

Standards	Findings
1 Law Enforcement Role and Authority	
1.1.4 Consular Notification	<b>Compliance Verified</b>
1.2.1 Legal Authority Defined (LE1)	<b>Compliance Verified</b>
1.2.4 Search and Seizure (LE1)	<b>Compliance Verified</b>
1.2.5 Arrest with/without Warrant (LE1)	<b>Compliance Verified</b>
1.3.3 Warning Shots (LE1)	<b>Compliance Verified</b>
2 Agency Jurisdiction and Mutual Aid	
2.1.4 Requesting Assistance: Federal LE/National Guard	<b>Compliance Verified</b>
12 Direction	
12.1.1 CEO Authority and Responsibility	<b>Compliance Verified</b>
15 Planning and Research Goals and Objectives and Crime Analysis	
15.1.1 Activities of Planning and Research	<b>Compliance Verified</b>
15.1.2 Organizational Placement/Planning and Research	<b>Compliance Verified</b>
16 Allocation and Distribution of Personnel and Personnel Alternatives	
16.3.1 Program Description (LE1)	<b>Compliance Verified</b>
16.3.4 Uniforms and Equipment	<b>Compliance Verified</b>
16.3.5 In-Service Training (LE1)	<b>Compliance Verified</b>
16.4.1 Program Description	<b>Compliance Verified</b>
16.4.3 Uniforms	<b>Compliance Verified</b>
17 Fiscal Management and Agency Property	
17.1.1 CEO Authority and Responsibility	<b>Compliance Verified</b>
17.2.1 Budget Process and Responsibility Described	<b>Compliance Verified</b>
17.5.2 Issue/Reissue Procedures	<b>Compliance Verified</b>
17.5.3 Operational Readiness (LE1)	<b>Compliance Verified</b>
21 Classification and Delineation of Duties and Responsibilities	
21.2.2 Job Description Maintenance and Availability (LE1)	<b>Compliance Verified</b>

<b>Standards</b>	<b>Findings</b>
22 Compensation Benefits and Conditions of Work	
22.2.5 Clothing and Equipment	<b>Compliance Verified</b>
22.3.2 General Health and Physical Fitness (LE1)	<b>Compliance Verified</b>
22.3.4 Off-Duty Employment	<b>Compliance Verified</b>
24 Collective Bargaining	
24.1.1 Agency Role	<b>Not Applicable by Function</b>
24.1.2 Ratification Responsibilities	<b>Not Applicable by Function</b>
26 Disciplinary Procedures	
26.1.2 Employee Awards	<b>Compliance Verified</b>
26.1.6 Appeal Procedures (LE1)	<b>Compliance Verified</b>
26.1.8 Records	<b>Compliance Verified</b>
31 Recruitment	
31.1.1 Agency Participation	<b>Compliance Verified</b>
31.2.3 Equal Employment Opportunity Plan	<b>Compliance Verified</b>
31.3.3 Maintaining Applicant Contact	<b>Compliance Verified</b>
32 Selection	
32.1.6 Records	<b>Compliance Verified</b>
32.1.7 Selection Material Security	<b>Compliance Verified</b>
32.2.2 Training	<b>Compliance Verified</b>
32.2.3 Records Retention	<b>Compliance Verified</b>
32.2.4 Polygraph Examinations	<b>Compliance Verified</b>
32.2.7 Medical Examinations (LE1)	<b>Compliance Verified</b>
32.2.8 Emotional Stability/Psychological Fitness Examinations (LE1)	<b>Compliance Verified</b>
32.2.9 Records Retention	<b>Compliance Verified</b>
33 Training and Career Development	
33.1.3 Outside Training Reimbursement	<b>Compliance Verified</b>
33.2.1 Academy Administration and Operation	<b>Not Applicable by Function</b>
33.2.2 Academy Facilities	<b>Not Applicable by Function</b>
33.5.2 Shift Briefing Training	<b>Compliance Verified</b>
34 Promotion	
34.1.5 Promotional Announcement	<b>Compliance Verified</b>
34.1.7 Promotional Probation (LE1)	<b>Compliance Verified</b>

<b>Standards</b>	<b>Findings</b>
35 Performance Evaluation	
35.1.6 Unsatisfactory Performance	<b>Compliance Verified</b>
35.1.8 Rater Evaluation	<b>Compliance Verified</b>
41 Patrol	
41.1.2 Shift Briefing	<b>Compliance Verified</b>
41.3.2 Equipment Specification/Replenishment (LE1)	<b>Compliance Verified</b>
41.3.3 Occupant Safety Restraints	<b>Compliance Verified</b>
41.3.4 Authorized Personal Equipment	<b>Compliance Verified</b>
41.3.6 Protective Vests/Pre-Planned High Risk Situations (LE1)	<b>Compliance Verified</b>
42 Criminal Investigation	
42.1.2 Case-Screening System	<b>Compliance Verified</b>
42.2.4 Patrol Shift Briefing Attendance	<b>Compliance Verified</b>
42.2.6 Polygraph Examinations	<b>Compliance Verified</b>
43 Vice Drugs and Organized Crime	
43.1.2 Records Storage and Security	<b>Compliance Verified</b>
44 Juvenile Operations	
44.2.3 Custodial Interrogation (LE1)	<b>Compliance Verified</b>
44.2.4 School Liaison Program	<b>Compliance Verified</b>
44.2.5 Community Recreation Programs	<b>Compliance Verified</b>
45 Crime Prevention and Community Involvement	
45.2.4 Citizens Survey*	<b>Compliance Verified</b>
45.2.5 Survey Summary to CEO	<b>Compliance Verified</b>
46 Critical Incidents Special Operations and Homeland Security	
46.2.5 Search and Rescue	<b>Not Applicable by Function</b>
46.2.6 VIP Security Plan	<b>Compliance Verified</b>
46.2.7 Special Events Plan (LE1)	<b>Compliance Verified</b>
46.3.4 Hazmat Awareness (LE1)	<b>Compliance Verified</b>
52 Internal Affairs	
52.1.1 Complaint Investigation (LE1)	<b>Compliance Verified</b>
52.1.2 Records Maintenance and Security (LE1)	<b>Compliance Verified</b>
52.1.4 Complaint Registering Procedures	<b>Compliance Verified</b>
52.2.3 Investigation Time Limits (LE1)	<b>Compliance Verified</b>

<b>Standards</b>	<b>Findings</b>
53 Inspectional Services	
53.2.1 Procedures*	<b>Compliance Verified</b>
54 Public Information	
54.1.3 News Media Access (LE1)	<b>Compliance Verified</b>
55 Victim/Witness Assistance	
55.1.1 Summary of Rights	<b>Compliance Verified</b>
55.2.6 Next-of-Kin Notification (LE1)	<b>Compliance Verified</b>
61 Traffic	
61.1.4 Informing The Violator (LE1)	<b>Compliance Verified</b>
61.1.11 DUI Procedures (LE1)	<b>Compliance Verified</b>
61.3.4 Adult School Crossing Guards*	<b>Not Applicable by Function</b>
61.4.4 Traffic Safety Materials	<b>Compliance Verified</b>
70 Detainee Transportation	
70.1.2 Searching Transport Vehicles (LE1)	<b>Compliance Verified</b>
70.1.8 Notify Court of Security Hazard (LE1)	<b>Compliance Verified</b>
70.4.1 Vehicle Safety Barriers	<b>Compliance Verified</b>
70.4.2 Rear Compartment Modifications (LE1)	<b>Compliance Verified</b>
72 Holding Facility	
72.1.1 Training User Personnel* (LE1)	<b>Not Applicable by Function</b>
72.1.2 Access Nonessential Persons	<b>Not Applicable by Function</b>
72.1.3 Records Security	<b>Not Applicable by Function</b>
72.2.1 Minimum Conditions	<b>Not Applicable by Function</b>
72.3.1 Fire Heat Smoke Detection System Inspections*	<b>Not Applicable by Function</b>
72.3.2 Posted Evacuation Plan	<b>Not Applicable by Function</b>
72.3.3 Weekly Sanitation Inspection*	<b>Not Applicable by Function</b>
72.4.1 Securing Firearms (LE1)	<b>Not Applicable by Function</b>
72.4.2 Entering Occupied Cells	<b>Not Applicable by Function</b>
72.4.3 Key Control	<b>Not Applicable by Function</b>
72.4.4 Facility Door Security	<b>Not Applicable by Function</b>
72.4.5 Security Checks	<b>Not Applicable by Function</b>
72.4.6 Security Inspections*	<b>Not Applicable by Function</b>
72.4.7 Tool and Culinary Equipment	<b>Not Applicable by Function</b>

<b>Standards</b>	<b>Findings</b>
72.4.8 Alerting Control Point	<b>Not Applicable by Function</b>
72.4.9 Panic Alarms	<b>Not Applicable by Function</b>
72.4.10 Procedures Escape	<b>Not Applicable by Function</b>
72.4.11 Report Threats to Facility*	<b>Not Applicable by Function</b>
72.5.1 Detainee Searches	<b>Not Applicable by Function</b>
72.5.2 Intake Forms	<b>Not Applicable by Function</b>
72.5.3 Sight and Sound Separation (LE1)	<b>Not Applicable by Function</b>
72.5.4 Segregation	<b>Not Applicable by Function</b>
72.5.5 Procedure Outside Detainees	<b>Not Applicable by Function</b>
72.5.6 Procedure Exceeding Capacity	<b>Not Applicable by Function</b>
72.5.7 Identification Released Detainees	<b>Not Applicable by Function</b>
72.6.1 Procedure Medical Assistance	<b>Not Applicable by Function</b>
72.6.2 First Aid Kit*	<b>Not Applicable by Function</b>
72.6.3 Receiving-Screening Information	<b>Not Applicable by Function</b>
72.6.4 Posted Access to Medical Service	<b>Not Applicable by Function</b>
72.6.5 Dispensing Pharmaceuticals	<b>Not Applicable by Function</b>
72.7.1 Procedure Detainee Rights	<b>Not Applicable by Function</b>
72.8.1 24-Hour Supervision	<b>Not Applicable by Function</b>
72.8.2 Audio/Visual Surveillance	<b>Not Applicable by Function</b>
72.8.3 Supervision Opposite Sex	<b>Not Applicable by Function</b>
72.8.4 Receiving Mail/Packages	<b>Not Applicable by Function</b>
72.8.5 Visiting	<b>Not Applicable by Function</b>
<b>73 Court Security</b>	
73.1.1 Role Authority Policies (LE1)	<b>Not Applicable by Function</b>
73.2.1 Facilities Equipment Security Survey*	<b>Not Applicable by Function</b>
73.3.1 Weapon Lockboxes (LE1)	<b>Not Applicable by Function</b>
73.3.2 Use of Restraints	<b>Not Applicable by Function</b>
73.4.1 Identification Availability Operational Readiness	<b>Not Applicable by Function</b>
73.4.2 External Communications (LE1)	<b>Not Applicable by Function</b>
73.4.3 Duress Alarms	<b>Not Applicable by Function</b>
73.5.1 Training*	<b>Not Applicable by Function</b>

<b>Standards</b>	<b>Findings</b>
73.5.2 Detainee Searches	<b>Not Applicable by Function</b>
73.5.3 Detainee Property Security	<b>Not Applicable by Function</b>
73.5.4 Segregation	<b>Not Applicable by Function</b>
73.5.5 Procedure for Medical Assistance	<b>Not Applicable by Function</b>
73.5.6 First Aid Kit*	<b>Not Applicable by Function</b>
73.5.7 Access of Nonessential Persons	<b>Not Applicable by Function</b>
73.5.8 Minimum Conditions	<b>Not Applicable by Function</b>
73.5.9 Fire Alarm System*	<b>Not Applicable by Function</b>
73.5.10 Evacuation Plan	<b>Not Applicable by Function</b>
73.5.11 Sanitation Inspection*	<b>Not Applicable by Function</b>
73.5.12 Securing Firearms (LE1)	<b>Not Applicable by Function</b>
73.5.13 Entering Occupied Cells	<b>Not Applicable by Function</b>
73.5.14 Key Control	<b>Not Applicable by Function</b>
73.5.15 Facility Door Security	<b>Not Applicable by Function</b>
73.5.16 Security Checks	<b>Not Applicable by Function</b>
73.5.17 Security Inspections*	<b>Not Applicable by Function</b>
73.5.18 Designated Control Point (LE1)	<b>Not Applicable by Function</b>
73.5.19 Panic Alarms	<b>Not Applicable by Function</b>
73.5.20 Escape Procedures	<b>Not Applicable by Function</b>
73.5.21 Report of Threats to Facility*	<b>Not Applicable by Function</b>
73.5.22 Posted Access to Medical Service	<b>Not Applicable by Function</b>
73.5.23 Audio/Visual Surveillance	<b>Not Applicable by Function</b>
73.5.24 Supervision of Opposite Sex	<b>Not Applicable by Function</b>
<b>74 Legal Process</b>	
74.2.1 Procedure Civil Service	<b>Compliance Verified</b>
74.3.1 Procedure Criminal Process	<b>Compliance Verified</b>
74.3.2 Arrest Warrants Require Sworn Service	<b>Compliance Verified</b>
<b>81 Communications</b>	
81.1.1 Agreements Shared/Regional Facility	<b>Not Applicable by Function</b>
81.2.10 Alternative Methods of Communication	<b>Not Applicable by Function</b>
81.2.14 First Aid Over Phone (LE1)	<b>Not Applicable by Function</b>
<b>82 Central Records</b>	

Standards	Findings
82.2.3 Case Numbering System (LE1)	<b>Compliance Verified</b>
82.3.1 Master Name Index	<b>Compliance Verified</b>
84 Property and Evidence Control	
84.1.2 Storage and Security (LE1)	<b>Compliance Verified</b>

***Response from Agency Regarding Findings:***

CEO Feedback not provided.

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## SITE-BASED ASSESSMENT

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6/17/2019

*Planning and Methodology:*

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## STATISTICS AND DATA TABLES

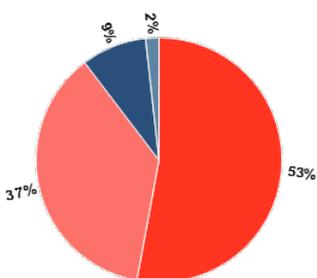
### Overview

The following information reflects empirical data submitted by the candidate agency specifically related to CALEA Standards. Although the data does not confirm compliance with the respective standards, they are indicators of the impact of the the agency’s use of standards to address the standards’ intent

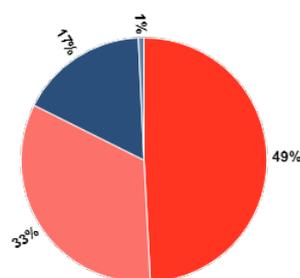
### Traffic Warnings & Citations - Reaccreditation Year 1

Race/Sex	Warnings	Citations	Total
White Non-Hispanic Male	1097	475	1572
Black Non-Hispanic Male	763	321	1084
Hispanic Latino Any Race Male	178	163	341
Other Male	36	7	43
White Non-Hispanic Female	847	333	1180
Black Non-Hispanic Female	765	294	1059
Hispanic Latino Any Race Female	137	106	243
Other Female	19	6	25
<b>TOTAL</b>	<b>3842</b>	<b>1705</b>	<b>5547</b>

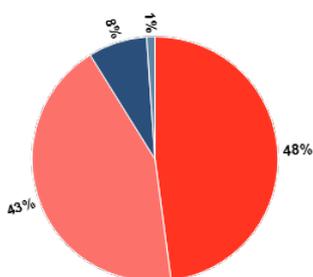
#### Male Warnings



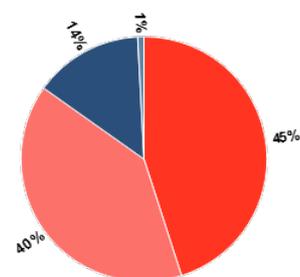
#### Male Citations



#### Female Warnings



#### Female Citations



#### Legend

White Non-Hispanic Male	
Black Non-Hispanic Male	

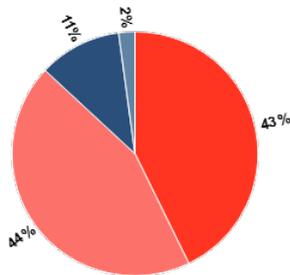
Hispanic Latino Any Race Male

Other Male

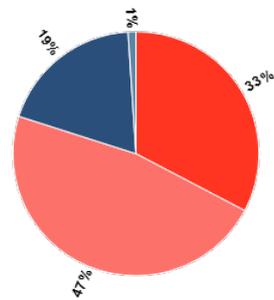
**Traffic Warnings & Citations - Reaccreditation Year 2**

Race/Sex	Warnings	Citations	Total
White Non-Hispanic Male	1008	320	1328
Black Non-Hispanic Male	1041	462	1503
Hispanic Latino Any Race Male	257	186	443
Other Male	50	10	60
White Non-Hispanic Female	794	251	1045
Black Non-Hispanic Female	980	355	1335
Hispanic Latino Any Race Female	180	111	291
Other Female	14	6	20
TOTAL	4324	1701	6025

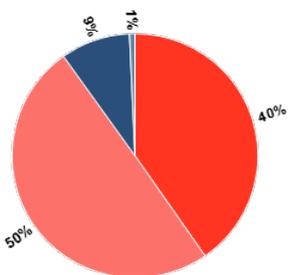
**Male Warnings**



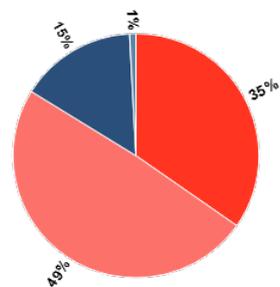
**Male Citations**



**Female Warnings**



**Female Citations**



**Legend**

White Non-Hispanic Male	
Black Non-Hispanic Male	
Hispanic Latino Any Race Male	
Other Male	

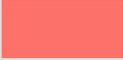
***Biased Based Profiling***

Complaints from:	Year 1	Year 2
Traffic Contacts	0	0
Field Contacts	0	0
Asset Forfeiture	0	0

***Reaccreditation Year 1***

***Reaccreditation Year 2***

***Legend***

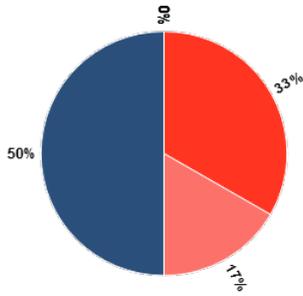
Traffic Contacts	
Field Contacts	
Asset Forfeiture	

*Use Of Force - Reaccreditation Year 1*

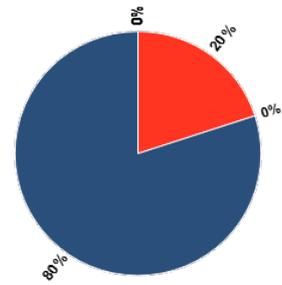
	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Firearm									0
Discharge	0	0	0	0	0	0	0	0	0
Display Only	0	0	0	0	0	0	0	0	0
ECW									6
Discharge Only	2	1	3	0	0	0	0	0	6
Display Only	0	0	0	0	0	0	0	0	0
Baton	0	0	0	0	0	0	0	0	0
Chemical/OC	1	0	4	0	0	0	0	0	5
Weaponless	7	2	17	3	0	0	0	0	29
Canine									0
Release Only	0	0	0	0	0	0	0	0	0
Release and Bite	0	0	0	0	0	0	0	0	0
Total Uses of Force	10	3	24	3	0	0	0	0	40
Total Number of Incidents Resulting In Officer Injury or Death	13	1	1	1	0	0	0	0	16
Total Use of Force Arrests	4	1	23	3	0	0	0	0	31
Total Number of Suspects Receiving Non-Fatal Injuries	6	2	13	1	0		1	0	23
Total Number of Suspects Receiving Fatal Injuries	0	0	0	0	0	0	0	0	0
Total Agency Custodial Arrests	504	262	835	296	68	15	12	5	1997
Total Use of Force Complaints	2	1	1	0	0	0	0	0	4

*Reaccreditation Year 1 Charts*

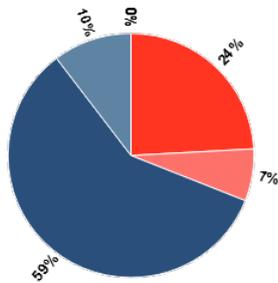
ECW Discharge



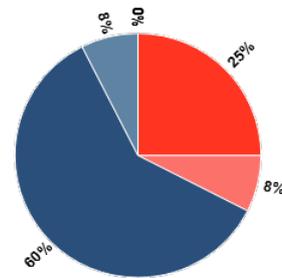
Chemical/OC



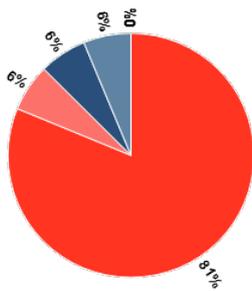
Weaponless



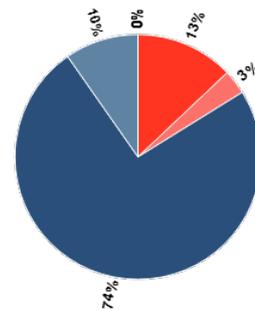
Total Uses of Force



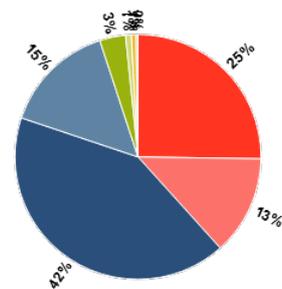
Total Number of Incidents Resulting in Officer Injury or Death



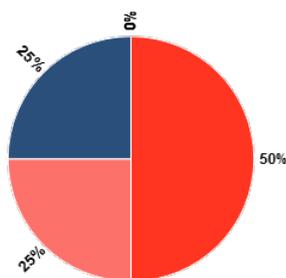
Total Use of Force Arrests



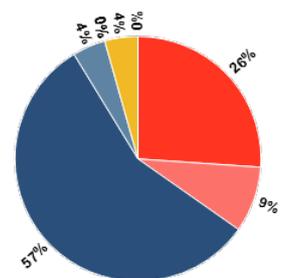
Total Agency Custodial Arrests



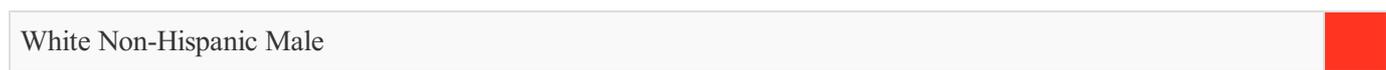
Total Use of Force Complaints



Total Number of Suspects Receiving Non-Fatal Injuries



Legend



White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

## Use Of Force - Reaccreditation Year 2

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Firearm									1
Discharge	0	0	0	0	1	0	0	0	1
Display Only	0	0	0	0	0	0	0	0	0
ECW									10
Discharge Only	3	0	4	1	2	0	0	0	10
Display Only	0	0	0	0	0	0	0	0	0
Baton	0	0	0	0	0	0	0	0	0
Chemical/OC	1	0	1	2	0	0	0	0	4
Weaponless	3	0	9	1	1	1	0	0	15
Canine									0
Release Only	0	0	0	0	0	0	0	0	0
Release and Bite	0	0	0	0	0	0	0	0	0
Total Uses of Force	7	0	14	4	4	1	0	0	30
Total Number of Incidents Resulting In Officer Injury or Death	5	0	0	0	1	0	0	0	6
Total Use of Force Arrests	2	0	12	2	1	0	0	0	17
Total Number of Suspects Receiving Non-Fatal Injuries	1	0	5	2	1	0	0	0	9
Total Number of Suspects Receiving Fatal Injuries	0	0	0	0	1	0	0	0	1
Total Agency Custodial Arrests	691	353	1178	472	118	33	19	9	2873
Total Use of Force Complaints	2	0	0	0	0	0	0	0	2

### Reaccreditation Year 2 Notes:

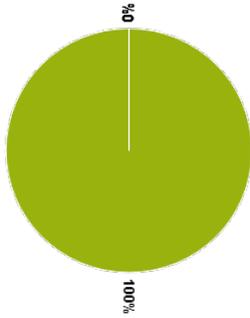
\* BPD Annual Use of Force Analysis: Total use of force incidents=25

\* Highest form of use of force used for each incident and multiple officers involved in each incident

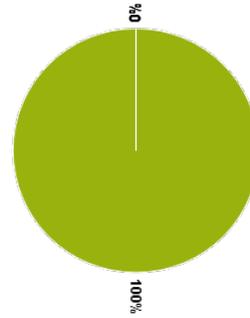
\* BPD will begin to track the display of firearms in 2019

### Reaccreditation Year 2 Charts

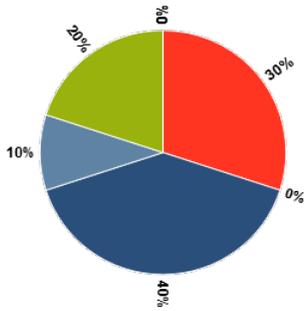
Total Firearm



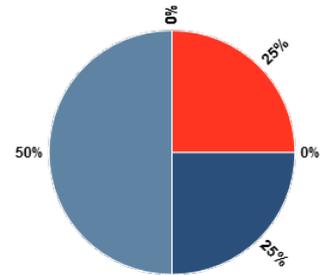
Firearm Discharge



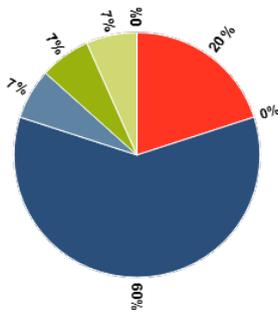
ECW Discharge



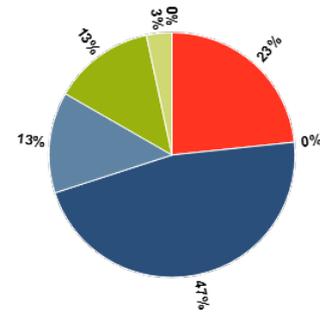
Chemical/OC



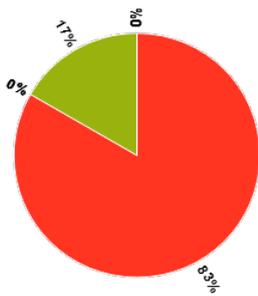
Weaponless



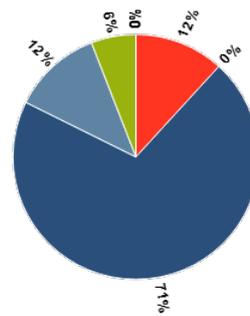
Total Uses of Force



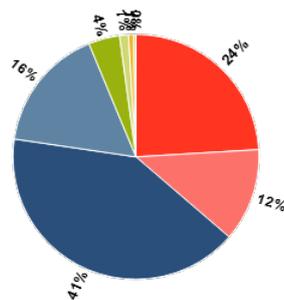
Total Number of Incidents Resulting in Officer Injury or Death



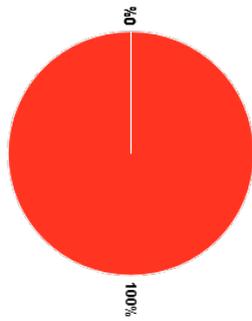
Total Use of Force Arrests



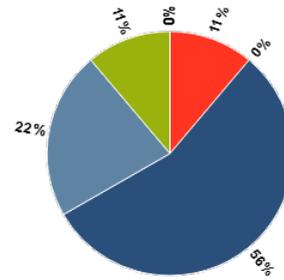
Total Agency Custodial Arrests



Total Use of Force Complaints



Total Number of Suspects Receiving Non-Fatal Injuries



Total Number of Suspects Receiving Fatal Injuries



Legend

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

## *Grievances*

Grievances	Year 1	Year 2
Number	0	0

***Personnel Actions***

	Year 1	Year 2
Suspension	0	0
Demotion	0	0
Resign In Lieu of Termination	1	0
Termination	1	3
Other	26	16
Total	28	19
Commendations	83	59

***Reaccreditation Year 1 Notes:***

\*Other- Letter of Counseling and Letter of Reprimand

***Reaccreditation Year 2 Notes:***

Other:

Letter of Counseling-7

Written Reprimand-9

*Complaints and Internal Affairs - Reaccreditation Year 2*

	Year 1	Year 2
<b>External/Citizen Complaint</b>		
Citizen Complaint	42	
Sustained	10	10
Not Sustained	11	9
Unfounded	10	8
Exonerated	11	11
<b>Internal/Directed Complaint</b>		
Directed Complaint	3	
Sustained	3	1
Not Sustained	0	1
Unfounded	0	0
Exonerated	0	2

*Calls For Service - Reaccreditation Year 2*

	Year 1	Year 2
Calls for Service	44213	64092
<b>UCR/NIBRS Part 1 Crimes</b>		
Murder	5	5
Forcible Rape	25	31
Robbery	121	64
Aggravated Assault	317	280
Burglary	530	494
Larceny-Theft	1783	1428
Motor Vehicle Theft	117	97
Arson	8	0

*Reaccreditation Year 2 Notes:*

Calls for Service : Dispatched: 43,908 and Self-Initiated: 20,184

### *Motor Vehicle Pursuit*

	Year 1	Year 2
<b>Pursuits</b>		
Total Pursuits	4	0
Forcible stopping techniques used	0	0
Terminated by Agency	0	0
Policy Compliant	0	0
Policy Non-Compliant	4	0
<b>Collisions</b>		
<b>Injuries</b>		
Total Collisions	2	0
Officer	0	0
Suspect	0	0
ThirdParty	0	0
<b>Reason Initiated</b>		
Traffic	2	0
Felony	1	0
Misdemeanor	1	0

### *Reaccreditation Year 2*

Based on a tight policy and extensive training, we have dramatically reduced our pursuits over the last two years.

**Agency Breakdown Report - Reaccreditation Year 1**

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
<b>Sworn Personnel</b>									
Executive	3	0	0	0	0	0	0	0	3
Command	11	1	2	0	0	0	0	0	14
Supervisory Positions	14	1	0	0	0	0	0	0	15
Non-Supervisory Positions	70	17	7	3	6	1	3	1	108
Sub Total									140
<b>Non Sworn Personnel</b>									
Executive	0	2	0	0	0	0	1	0	3
Managerial	0	0	0	0	0	0	0	0	0
Supervisory Positions	0	3	0	1	0	0	0	0	4
Non-Supervisory Positions	6	14	1	3	0	3	0	1	28
Sub Total									35
Total									175

**Reaccreditation Year 1 Notes:**

Supervisory: Sergeants

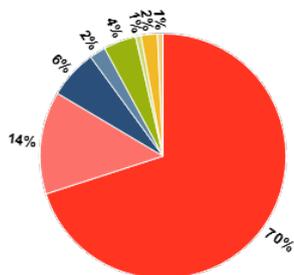
Command: Captains and Lieutenants

Executives: Chief of Police and Assistant Chiefs of Police

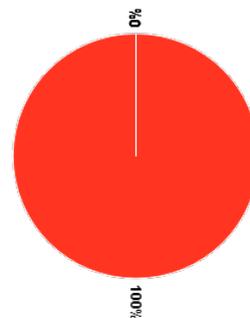
Civilian\*full time only

**Reaccreditation Year 1 Charts**

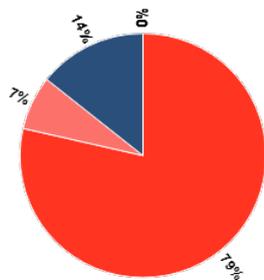
**Total Sworn Personnel**



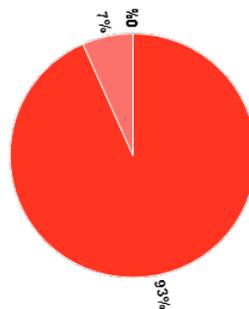
**Sworn Personnel: Executive**



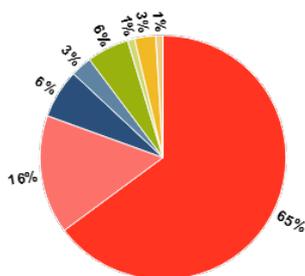
**Sworn Personnel: Command**



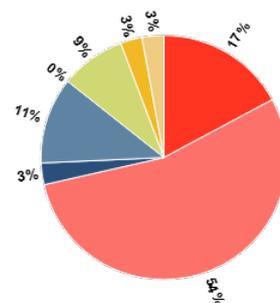
**Sworn Personnel: Supervisory Positions**



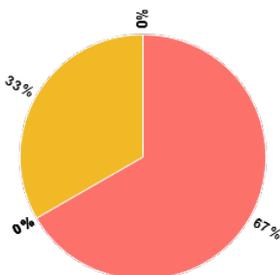
**Sworn Personnel: Non-Supervisory Positions**



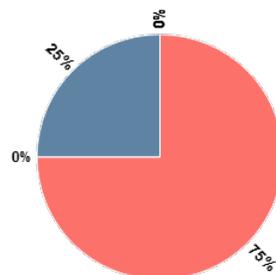
**Total Non-Sworn Personnel**



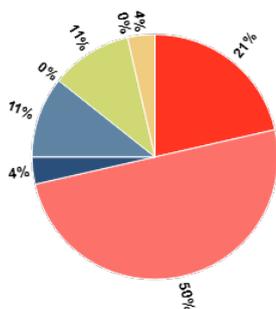
**Non-Sworn Personnel: Executive**



**Non-Sworn Personnel: Supervisory Positions**



**Non-Sworn Personnel: Non-Supervisory Positions**



**Legend**

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	

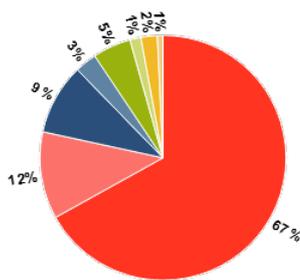


**Agency Breakdown Report - Reaccreditation Year 2**

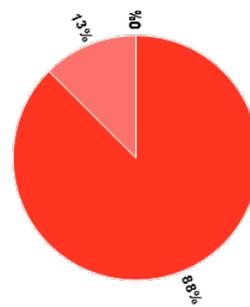
	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
<b>Sworn Personnel</b>									
Executive	7	1	0	0	0	0	0	0	8
Command	5	0	2	0	0	0	0	0	7
Supervisory Positions	16	2	0	0	0	0	0	0	18
Non-Supervisory Positions	65	13	11	4	7	2	3	1	106
Sub Total									139
<b>Non Sworn Personnel</b>									
Executive	2	1	0	0	0	0	0	0	3
Managerial	0	0	0	0	0	0	0	0	0
Supervisory Positions	0	3	0	1	0	0	0	0	4
Non-Supervisory Positions	5	17	1	2	0	2	0	1	28
Sub Total									35
Total									174

**Reaccreditation Year 2 Charts**

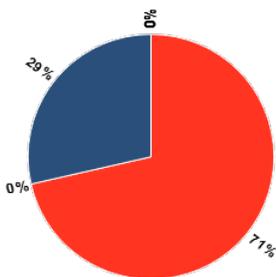
**Total Sworn Personnel**



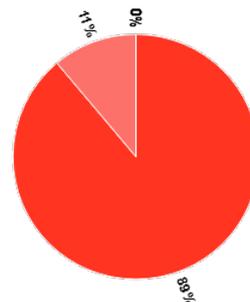
**Sworn Personnel: Executive**



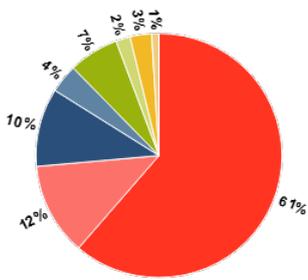
**Sworn Personnel: Command**



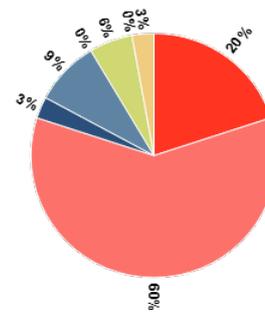
**Sworn Personnel: Supervisory Positions**



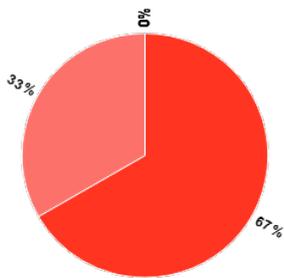
**Sworn Personnel: Non-Supervisory Positions**



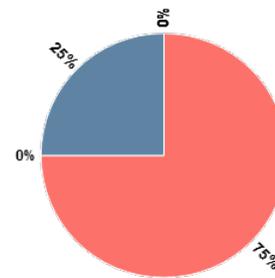
**Total Non-Sworn Personnel**



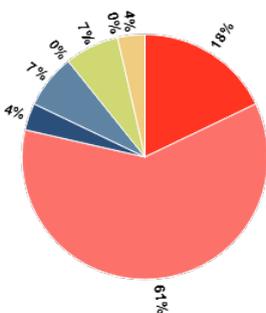
**Non-Sworn Personnel: Executive**



**Non-Sworn Personnel: Supervisory Positions**



**Non-Sworn Personnel: Non-Supervisory Positions**



**Legend**

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

**Agency Demographics Report - Reaccreditation Year 1**

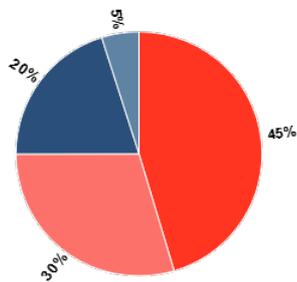
	Service Population		Available Workforce		Current Sworn Officers		Current Female Sworn Officers		Prior Sworn Officers		Prior Female Sworn Officers	
	#	%	#	%	#	%	#	%	#	%	#	%
White Non-Hispanic	25242	45%	550047	65%	116	83%	18	12%	105	86%	13	10%
Black Non-Hispanic	16449	29%	189587	22%	12	8%	3	2%	11	9%	1	0%
Hispanic Latino	11196	20%	69149	8%	7	5%	1	0%	4	3%	1	0%
Any Race												
Other	2721	4%	35816	4%	4	2%	1	0%	2	1%	0	0%
<b>Total</b>	<b>55608</b>		<b>844599</b>		<b>139</b>		<b>23</b>		<b>122</b>		<b>15</b>	

**Reaccreditation Year 1 Notes:**

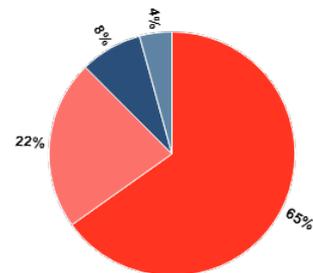
In 2013 the BPD had 22% white sworn workforce, compared to 18% white sworn workforce in 2018. The 4% decrease shows the BPD working towards diversity that represents our service population. These efforts are demonstrated in our Recruitment Plan.

**Reaccreditation Year 1 Charts**

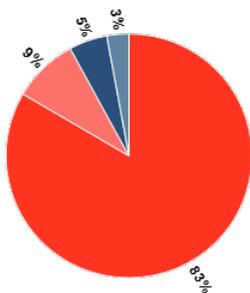
**Service Population**



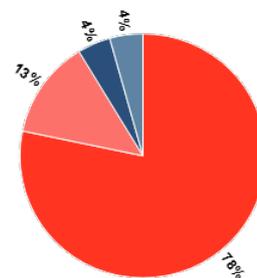
**Available Workforce**



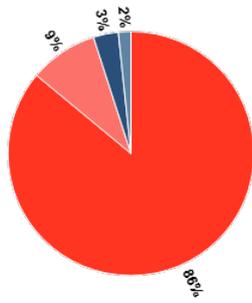
**Current Sworn Officers**



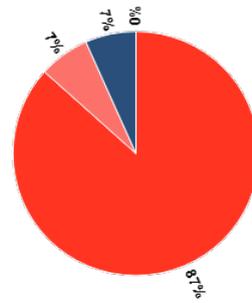
**Current Sworn Female Officers**



***Prior Sworn Officers***



***Prior Sworn Female Officers***



***Legend***

White Non-Hispanic	
Black Non-Hispanic	
Hispanic Latino Any Race	
Other	

## Agency Demographics Report - Reaccreditation Year 2

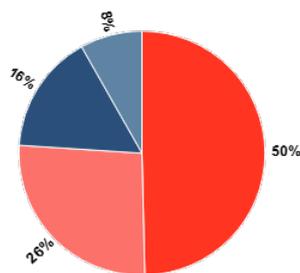
	Service Population		Available Workforce		Current Sworn Officers		Current Female Sworn Officers		Prior Sworn Officers		Prior Female Sworn Officers	
	#	%	#	%	#	%	#	%	#	%	#	%
White Non-Hispanic	29179	49%	411909	65%	108	80%	16	11%	109	83%	14	10%
Black Non-Hispanic	15522	26%	149666	23%	15	11%	3	2%	12	9%	2	1%
Hispanic Latino Any Race	9291	15%	51457	8%	8	5%	2	1%	5	3%	1	0%
Other	4797	8%	20640	3%	3	2%	0	0%	4	3%	1	0%
<b>Total</b>	<b>58789</b>		<b>633672</b>		<b>134</b>		<b>21</b>		<b>130</b>		<b>18</b>	

### Reaccreditation Year 2 Notes:

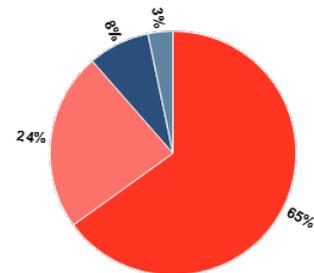
Prior Assessment: Stats are from 2017.

### Reaccreditation Year 2 Charts

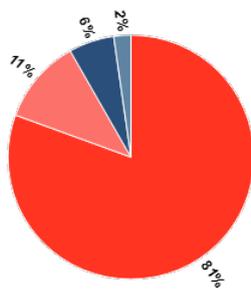
#### Service Population



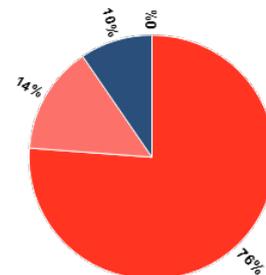
#### Available Workforce



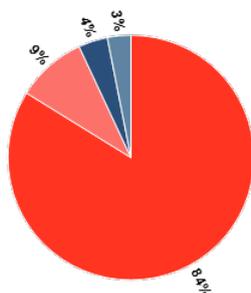
#### Current Sworn Officers



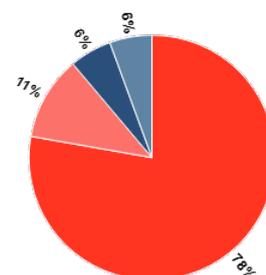
#### Current Sworn Female Officers



#### Prior Sworn Officers



#### Prior Sworn Female Officers



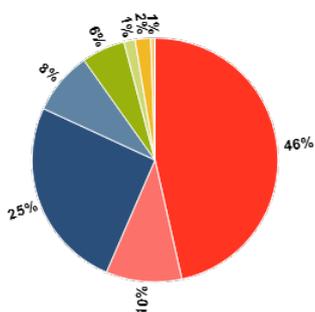
*Legend*

White Non-Hispanic	
Black Non-Hispanic	
Hispanic Latino Any Race	
Other	

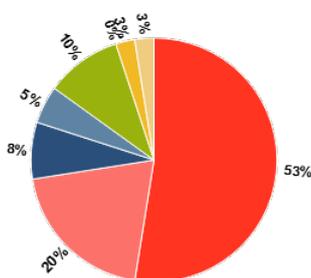
**Sworn Officer Selection - Reaccreditation Year 1**

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Applications Recieved	252	54	138	45	31	8	11	3	542
Applicants Hired	21	8	3	2	4	0	1	1	40
Percent Hired	8%	15%	2%	4%	13%	0%	9%	33%	N/A
Percent of Workforce Population	21%		4%		3%		1%		N/A

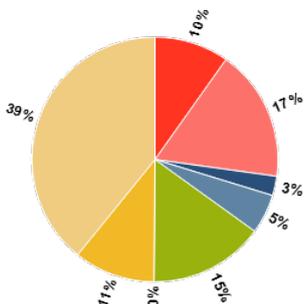
***Applications Recieved***



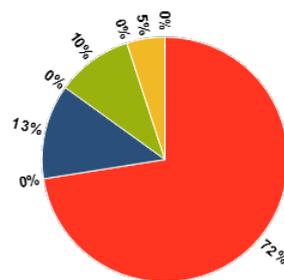
***Applicants Hired***



***Percent Hired***



***Percent of Workforce Population***



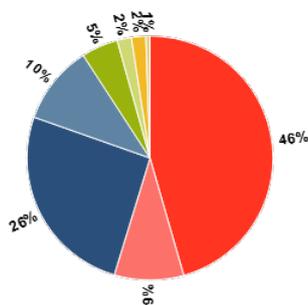
**Legend**

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

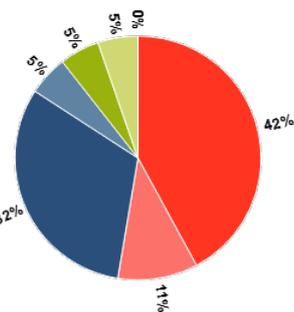
**Sworn Officer Selection - Reaccreditation Year 2**

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Applications Received	170	34	96	39	18	7	7	2	373
Applicants Hired	8	2	6	1	1	1	0	0	19
Percent Hired	5%	6%	6%	3%	6%	14%	0%	0%	N/A
Percent of Workforce Population	7%		5%		1%		0%		N/A

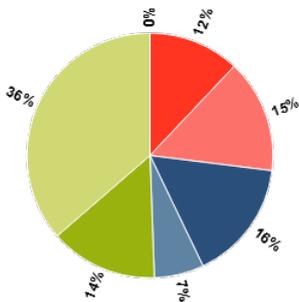
***Applications Received***



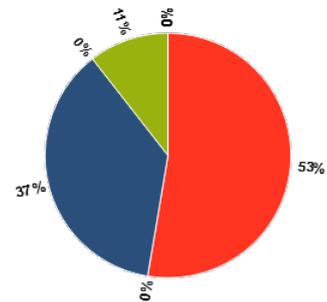
***Applicants Hired***



***Percent Hired***



***Percent of Workforce Population***



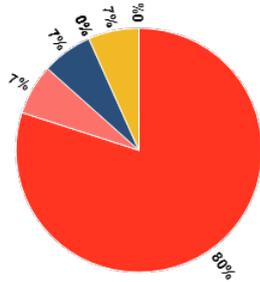
**Legend**

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

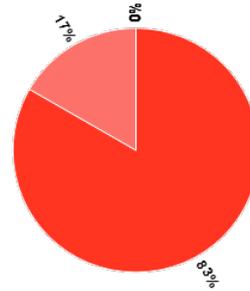
**Sworn Officer Promotions - Reaccreditation Year 1**

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Tested	12	1	1	0	0	0	1	0	15
Eligible After Testing	5	1	0	0	0	0	0	0	6
Promoted	3	1	0	0	0	0	0	0	4
Percent Promoted	25 %	100 %	0 %	%	%	%	0 %	%	N/A

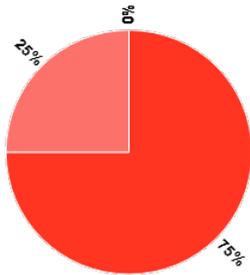
**Tested**



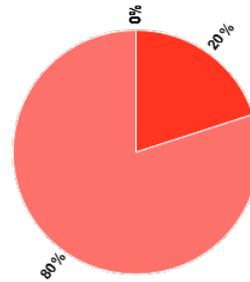
**Eligible After Testing**



**Promoted**



**Percent Promoted**



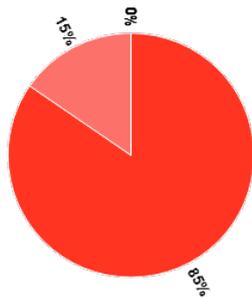
**Legend**

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

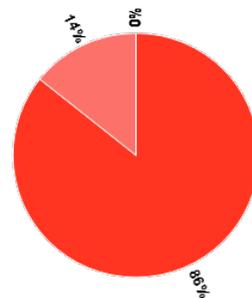
**Sworn Officer Promotions - Reaccreditation Year 2**

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Tested	11	2							13
Eligible After Testing	6	1							7
Promoted	4	1							5
Percent Promoted	36 %	50 %	%	%	%	%	%	%	N/A

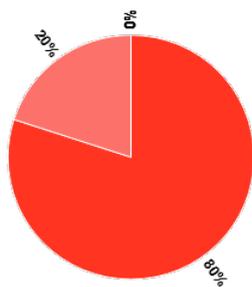
**Tested**



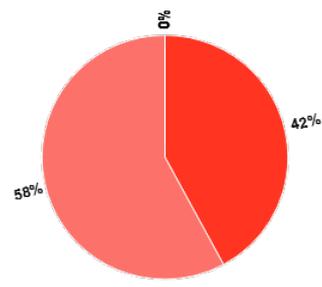
**Eligible After Testing**



**Promoted**



**Percent Promoted**



**Legend**

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

