Draft Plan

THE SCOTIA POLICE DEPARTMENT COLLOBORATIVE REFORM COMMITTEE

4 North Ten Broeck Street

Scotia, NY 12302

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Introduction

The Scotia Police Department has 13 sworn police officers and 1 civilian employee and 8 part-time crossing guards and 2 seasonal park guards. The Scotia Police Department began in 1920, and we are approaching 101 years of service to our community. The Scotia Police Department has 3 tours which provide 24-hour coverage. The department is centrally located in the Village of Scotia and most of our residents can walk to our police station. The Village of Scotia is approximately 1.7 square miles with approximately 8000 residents. The department is continuing to build on our longstanding relationships we have developed with our community over the years.

Governor Cuomo has issued Executive Order 203, New York State Police Reform and Collaborations. This order requires every municipality to review and develop a strategic plan with the stakeholders in the communities they serve. The Scotia Police Department is honored to have this opportunity to come together with our community to be transparent and make our department better and our community a safer place.

The following is an overview of the Scotia Police Department. This will give the public an idea of the efforts that are made to provide professional police services to the public while trying to maintain and preserve their quality of life. I will attest, this department's footprint appears small, but our impact is much larger. As a newly appointed Chief I am personally committed to continue our long-held value of serving our residents and building on a legacy that will last another 100 years. I am looking forward to hearing from the committee and the public on anything we can do to make this department better.

Police Committee Members for the Village of Scotia

Chief Daniel Harrigan

Officer Shawn Coke

Dean Riggi -Assistant District Attorney

Heather Gray -Trustee/Public Defender

Dan May -Pastor of Our Redeemer Lutheran Church

Lynn Trudell - Community Member

Joshua Madej-Business Owner

Jesús Santiago -Community Member

Peter Bednarek- Principal of Scotia Glenville High School

John Geniti- Principal of Lincoln Elementary School

Tonya Federico-Principal of Sacandaga Elementary School

Dave Bucciferro- Scotia Glenville School Board President

Mission

"*The mission of the Scotia Police Department is to enhance the quality of life in Scotia by working in partnership with the community to enforce the law, thereby, protecting lives, preserving peace, maintaining order, and protecting the Constitutional rights of all people. "*

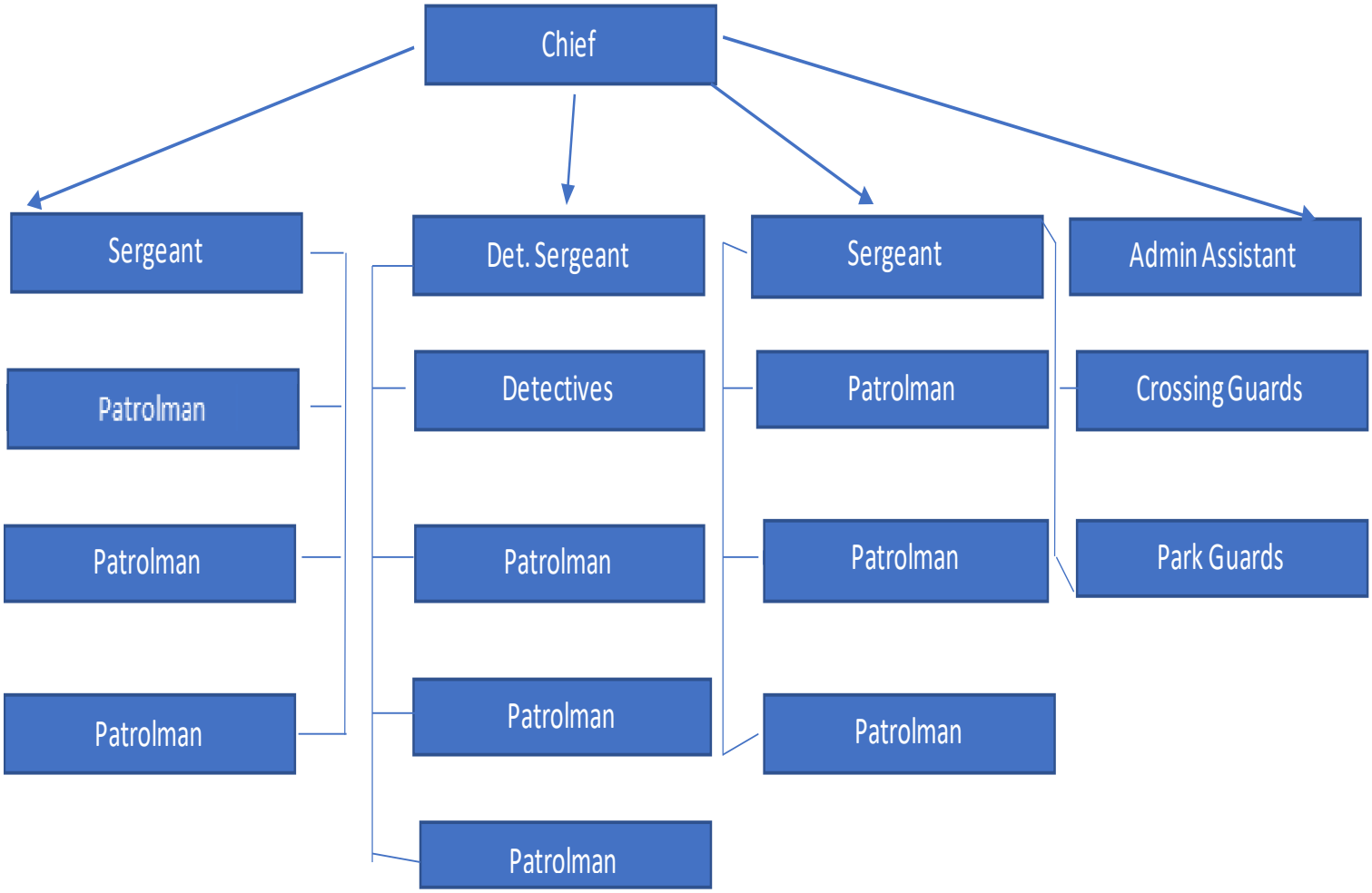
Core Values

Service Community Objective Trust Integrity Ambassador

Vision

The Scotia Police Department strives for a common goal to proactively reduce crime and maintain order to keep our residents safe and improve the quality of life for our community. We plan to accomplish this by establishing our Core Values along with implementing Community Policing and by using Modern Technological Advancements.

The Scotia Police Department Organizational Chart



Administration

The administrative staff is comprised of the Chief of Police and Administrative Assistant.

General Patrol

The 12 uniformed Police Officers which include 3 Sergeants, one on each tour, act as the boots on the ground in our operation and have the most interactions daily with the public. The primary duties of these officers are to protect and serve the public and enforce the law, consistent with the values and mission of the Police Department, and to protect the Constitutional rights of all people. These officers are consistently seen on patrol throughout the reaches of our community, which provides security for residents and serves as a deterrent to anyone looking to commit crimes. Although our agency is smaller in comparison to others within Schenectady County, we have had a huge impact and our residents have come to depend on us. The location of the department allows for faster response times and higher visibility within the community. The officers respond to a variety of calls for service from assisting with a lock out, to a robbery complaint, to covering a crossing guard post. The officers also must respond to several calls which can turn volatile in a matter of minutes. Patrol supports our community events such as, Holiday on the Ave, the annual Car Show on Mohawk Ave (Crusin on the Ave). The patrol division also provides security for Traffic Court held every Thursday a Village Hall.

Detectives

The department has 4 members within, which serve dual roles, Patrolman and Detective. The Detectives have an, on-call list that rotates on a weekly basis. They are on-call 24 hours a day for any major crime. We are proud to say our Scotia Detectives have solved several recent cases including Day-time Burglaries, Rape Investigations, and Child Sex Abuse cases. These Detectives serve in an especially important role and have done an excellent job with the cases they have been called to.

The Police Chief Responsibilities -The Deputy Chief's Position remains vacant

The Chief of Police shall be the executive and administrative head of the Department, directly responsible to the Board of Trustees for preservation of the public peace and enforcement of laws and ordinances within the Village. He shall issue and enforce all rules, regulations and orders of the Village Board and make a written report each month of the Department's activities. He shall be responsible for the behavior, conduct and efficiency of all members of the Department and shall consult with the Board on all major disciplinary matters.

Sergeants

Police Sergeants shall supervise and assist the Patrol Officers assigned to them in the performance of the activities and duties of any departmental section or division to which they may be assigned. They shall be responsible, at all times, tot he Chief or the Deputy Chief.

Appointments of Members

The Village Board shall appoint all members of the Police Department and approve promotions from the eligible list established by the Civil Service Commission**.**

Civilian Complaints

Complaints, both formal and informal, can be filed with Chiefs of Police. Complaints are taken in person or over the phone and can also be mailed or whatever method the complainant feels most comfortable with.

Hiring Practices

Our new recruits are selected from a list established by the Schenectady County Civil Service Commission. The eligible candidates are selected from the top three scores achieved on the current Police Officer Examination. The next step the candidate must pass is a physical fitness exam, which is comprised of push-ups, sit-ups and running. These are specified requirements set by the Cooper Standards. After the successful completion of the physical fitness test, there is an in-depth background check of each candidate, conducted by one of our detectives. An interview committee is then put together by the Chief of Police. The candidates are interviewed by this committee where all committee members actively participate. Each candidate is scored in several categories by committee members based on an Interview Questionnaire. The committee will make the selection based on questionnaire scoring and open and honest discussion about the candidates. The selected candidate later continues to the next phase in the process, which is a physical evaluation, done by an independent expert. The final phase of the process is when the candidate must take a polygraph examination given by a certified examiner. After successfully completing all phases of hiring, the recruit then must attend and successfully complete the Basic Course for Police Officers at Zone Five Regional Academy, located in Schenectady, NY.

Field Training Program

After successfully completing the Academy, the police recruit then must successfully complete the departments Field Training Program with a department certified Field Training Officer. The Field Training program is 12 weeks long. Following successful completion of FTO the recruit officially becomes a member of the department. The now PoliceOfficer is then on a probation period for a period of one year.

https://www.criminaljustice.ny.gov/

Partnership with Lexipol

Lexipol is a web-based policy manual which creates the framework for all operations and public service agencies. Lexipol provides a fully developed state specific policies which are written and researched by subject matter experts and vetted by attorneys. The policies are based on nationwide standards and best practices while incorporating state and federal laws where appropriate for each agency. The online KMS system provides an electronic policy acknowledgment tracking as well as automatic archiving of policy versions and efficient distribution of policies and training for employees via a web-based platform as well as mobile application. In addition, Lexipol is supported by User Training Bulletins to reinforce knowledge and training of the policies.

Public Safety Policy & Training Solutions | Risk Management | Lexipol

Police One Academy Partnership

Police One Academy is a web-based training platform which offers the largest list of on line training libraries of online Law Enforcement Training content with over 375 courses and over 1,100 on line videos delivered for In-Service Training, Field Training, and can upload self-paced format. This training helps municipalities to meet annual training mandates, Improve Officer Safety, Decrease Department Liability, reduce training related costs, and helps to develop future leaders through leadership development courses as well as centralizing documentation.

Police Officers, Cops & Law Enforcement | Police1

Police Performance Evaluations

The PBA and the Chief as well as the Village board worked this year to negotiate Performance Evaluations for the department. This is brand new to the department and we will be beginning this process this year.

Child Safety Seat Installations

In partnership with the New York State Governor's Traffic Safety Committee the Village of Scotia Police Department is available for the installation of Child Safety Seats. This service is provided by Sergeant Daniel Bean, and Officer Michael Spaulding. Sergeant Bean and Officer Spaulding have been working extremely hard on improving this program. Sergeant Bean has worked in partnership with Glenville Police Department to host several events over the years to help improve our relationship with the community through this program.

Bicycle Patrol

The Police Department has a bicycle patrol which is primarily used during Village events to increase visibility and for the ease of responding to emergencies in large crowds. The department currently has four certified bicycle patrol officers. The department is hoping to utilize bike patrol more in the future for general patrol.

Department Development through Communication and Outreach

The department currently has added Public Information Officer to help develop and communicate more effectively with the public and the news media directly and transparently. The department PIO is Officer Danielle Peck. I have been working with Officer Peck on the Departments Facebook page and different types of Community Outreach programs. During the pandemic, the department, along with other Village departments participated in Birthday Parades and community outreach to help build up the children and families in our community.

The department has also bid three Community Coordinators Positions in the department to help support and build on our relationship with the community. These positions are new to the department are they're in the infancy stage.

Bicycle Helmets Program/Ice Cream Ticket Program

The Police Department participates in the Ice Cream ticket program sponsored by Stewarts to help reinforce kids wearing their helmets while riding their bikes. This also helps to reinforce positive relationships with our Police Officers. The Police Department also participates in a program sponsored by Martin Harding & Mozzotti which the department can give helmets to families who need it.

Vacation/Vacant House Check List

The department provided house checks for our resident while they're away from their homes on vacation or for an emergency reason. The department is also working with our Code Enforcement Department to help assist with checks on vacant or abandoned properties in the village.

Drug Take Back Day

The Scotia Police Department has actively participated in Drug Take Back Day. This program works in conjunction with DEA where the public can dispose of unneeded medications. This has been a successful initiative and residents have appreciated this service.

Elementary School Visits

The Scotia Police department primary responsibility is public safety and traffic safety in and around the schools during the day. On the day tour, prior to the pandemic, officers on the day-tour have been visiting our Elementary Schools, both Sacandaga and Lincoln Elementary Schools in the mornings and around recess time to help with community engagement.

MEETING WITH THE SCOTIA POLICE DEPARTMENT POLICE REFORM COMMITTEE,THE COMMITTEE OUTLINE

1. **Executive Order #203:** In order to comply with Governor Cuomo's Executive Order the Mayor has requested the Chief of Police and the stakeholders in the community to undergo a comprehensive review of current police force deployments, strategies and policies, procedures, and practices, for the purposes of addressing the particular needs of the communities served by such police agency and promote community engagement to foster trust, fairness, and legitimacy, and to address any racial bias and disproportionate policing in communities of color.

2. **Committee Members:** Mayor Thomas Gifford, Chief Daniel Harrigan, Officer Shawn Coke, Assistant District Attorney Dean Riggi, Trustee Heather Gray, Pastor Dan May, Community Member Lynn Trudell, Principal of Scotia Glenville High School Peter Bednarek, Principal of Lincoln Elementary School John Geneti, Principal of Sacandaga Elementary School Tonya Federico, Community Member Dave Bucciferro, Business Owner Joshua Madej, Community Member Jesus Santiago Jr.

3. **Objectives of the Committee**: The overall objective of this community committee is for its members to come together to evaluate the Scotia Police Department's current operations, as well as how effective our current strategies for policing are. The committee should strive to honestly evaluate and recommend ways for the Police Department to better serve the public. The recommended discussion topics: Role of Police Officers, Police Officers in Schools, Budgeting, Crowd Control Tactics, Community Policing, Tracking, and Identifying Misconduct, Internal Accountability and Misconduct, Technology Transparency, Recruitment, Training and Continuing Education, Officer Wellness, Traumatic Events and Mental Health.

4. **Discussion:** The committee was given an overview of Executive Law#203. The committee was proved with a complete overview of the Scotia Police Department's overall operations. The committee reviewed Uniformed Crime Data from 2014-2020, the arrest data compiled by Race and Crime from 2014-2019, the Mission Statement, Civilian Complaint Practices and Procedures, Hiring Practices, Department Training, Community Outreach Programs.

5. The attached questions were used by the committee to evaluate Scotia Police Department current operations. These questions were recommended for the collaborative process by the Executive Chamber.

MEETING WITH THE SCOTIA POLICE REFORM COMMITTEE, MEETING HELD ON MONDAY, FEBRUARY 1, 2021,AT 6:00p.m AT VILLAGE HALL or Via WEB-EX

1. **Committee Members:** Chief Daniel Harrigan, Officer Shawn Coke, Assistant District Attorney Dean Riggi, Trustee Heather Gray, Pastor Dan May, Community Member Lynn Trudell, Principal of Scotia Glenville High School Peter Bednarek, Principal of Lincoln Elementary School John Geneti, Principal of Sacandaga Elementary School Tonya Federico, Community Member Dave Bucciferro, Business Owner Joshua Madej, Community Member Jesús Santiago Jr, Mayor Thomas Gifford-Observing.

2. **Objectives of the Committee:** The overall objective of this community committee is for its members to come together to evaluate the Scotia Police Department's current operations, as well as how effective our current strategies for policing are. The committee should strive to honestly evaluate and recommend ways for the Police Department to better serve the public. The recommended discussion topics are: Role of Police Officers, Police Officers in Schools, Budgeting, Crowd Control Tactics, Community Policing, Tracking and Identifying Misconduct, Internal Accountability and Misconduct, Technology Transparency, Recruitment, Training and Continuing Education, Officer Wellness, Traumatic Events and Mental Health.

3. **Discussion:** Committee members were introduced. Committee was given Power Point Presentation with background regarding Governor Cuomo's Executive Order #203. Committee requested UCR data for the following meeting. Committee also reviewed Chief's newly created survey.

4. **Committee's Recommendations:** Committee recommended possibly shortening the survey tomake it easier for residents.

5. **Report Submitted by:** Barb Becker

MEETING WITH THE SCOTIA POLICE REFORM COMMITTEE, MEETING HELD ON MONDAY, FEBRUARY 8, 2021, AT 6: 00p.m ATVILLAGE HALL or ViaWEB-EX

1. **Committee Members:** Chief Daniel Harrigan, Officer Shawn Coke, Assistant District Attorney Dean Riggi, Trustee Heather Gray, Pastor Dan May, Community Member Lynn Trudell, Principal of Scotia Glenville High School Peter Bednarek, Principal of Lincoln Elementary School John Geneti, Principal of Sacandaga Elementary School Tonya Federico, Community Member Dave Bucciferro, Business Owner Joshua Madej, Community Member Jesús Santiago Jr, Mayor Thomas Gifford-Observing.

2. **Objectives of the Committee**: The overall objective of this committee is for the members of the community committee to come together to evaluate the Scotia Police Department's current operations as well as how effective our current strategies for policing are. The committee should strive to honestly evaluate and recommend ways for the Police Department to better serve the public.

3. **Discussion:** Committee was given Power-Point Presentation with background regarding Governor Cuomo's Executive Order #203. The committee was emailed data from 2014-2020 requested by committee. The committee was given template survey to evaluateand give feedback.

4. **Committees Recommendations:** Committee given more background on Executive Law #203via Power Point Presentation and had discussion of survey.

5. **Report Submitted by:** Barb Becker

MEETING WITH THE SCOTIA POLICE REFORM COMMITTEE, MEETINGS HELD ON MONDAY, FEBRUARY 15,2021, AT 6: 6: 00p.m AT VILLAGE HALL or Via WEB-EX

1. **Committee Members:** Chief Daniel Harrigan, Officer Shawn Coke, Assistant District Attorney Dean Riggi, Trustee Heather Gray, PastorDan May, Community Member Lynn Trudell, Principal Peter Bednarek, Principal John Gennetti, Principal Tonya Federico, Community Member Dave Bucciferro, Business Owner Joshua Madej, Community Member Jesús Santiago Jr, Mayor Thomas Gifford-Observing.

2. **Objectives of the Committee**: The overall objective of this community committee is for its members to come together to evaluate the Scotia Police Department's current operations, as well as how effective our current strategies for policing are. The committee should strive to honestly evaluate and recommend ways for the Police Department to better serve the public. The recommended discussion topics: Role of Police Officers, Police Officers in Schools, Budgeting, Crowd Control Tactics, Community Policing, Tracking, and identifying Misconduct, Internal Accountability and Misconduct, Technology Transparency, Recruitment, Training and Continuing Education, Officer Wellness, Traumatic Events and Mental Health.

3. **Discussion:** Committee member Dave Bucciferro was elected to facilitate the discussionsfor the committee.

4. **Committees Recommendations:** The committee recommendations were as follows:

   a) Officers standing with the Crossing Guards before and after school forvisibility.

   b) Officers doing more Walking Beats and Bicycle Patrol

   c) Cameras- Locations, Cost, Access Control

   d) Uniformed Crime Data (UCR) data was discussed

5. **Report Submitted by:** Barb Becker

MEETING WITH THE SCOTIA POLICE COMMITTEE REPORT, MEETINGS HELD ON MONDAYS, THROUGH FEBRUARY 22, 2021, AT 6: 00p.m AT VILLAGE HALL or Via Webex

1. **Committee Members:** Chief Daniel Harrigan, Officer Shawn Coke,AssistantDistrict Attorney Dean Riggi, Trustee Heather Gray, Pastor Dan May, Community Member Lynn Trudell, Principal Peter Bednarek, Principal John Gennetti, Principal Tonya Federico, Community Member Dave Bucciferro, Business Owner Joshua Madej, Community Member Jesus Santiago, Mayor Thomas Gifford-Observing.

2. **Objectives of the Committee**: The overall objective of this committee is for the members of the community committee is to come together to evaluate the Scotia Police Department's current operations as well as how effective our current strategies for policing are. The committee should strive to honestly evaluate and recommend ways for the Police Department to better serve the public. The recommended discussion topics: Role of Police Officers, Police Officers in Schools, Budgeting, Crowd Control Tactics, Community Policing, Tracking, and identifying Misconduct, Internal Accountability and Misconduct, Technology Transparency, Recruitment, Training and Continuing Education, Officer Wellness, Traumatic Events and Mental Health

3. **Discussion:** Recruitment, Training Practices, Continuing Education for department personnel, Officer Wellness, Traumatic Events, Mental Health, The Village of Scotia Police Department Survey.

4. **Committees Recommendations:** The committee recommendations were as follows:

   a) **Recruitment-** The committee recommends partnership with Scotia Glenville High School for an Internship,Recruitment at Schenectady County Community College.

   b) **Training Practices-** The committee was satisfied with current training protocol and practices.

   c) **Continuing education for department personnel**-The committee was satisfied with current standards for continuing education considering resources.

   d) **Officer Wellness-Traumatic Events-Mental Health-**The committee recognizes this is an extremely important and emerging issue. The committee was satisfied with the department's standards for providing resources to assist officers. The Chief is going to continue to work on building on these already established programs.

   e) **The Scotia Police Department Survey-** The committee liked the survey. The committee gave ideas about distributing the survey to the public. The suggestions were the Village of Scotia website, Facebook, a bulk mailing utilizing a post card with a phone number on it, Fliers in local stores with a QCR code, as well as having them available at the station. The committee recommended getting the survey out immediately to the public.

   f) The committee agreed that it was satisfied with the recommendations from the meetings. The committee agreed to meet and go over the draft of the Plan prior to presentation to the Village Board of Trustees.

5. **Report Submitted by** Barbra Becker

MEETING WITH THE SCOTIA POLICE DEPARTMENT COMMITTEE REPORT, MEETINGS HELD ON MONDAY, MARCH 1, 2021, AT 6: 00p.m AT VILLAGE HALL or Via Webex

1. **Committee Members:** Mayor Thomas Gifford, Chief Daniel Harrigan, Officer Shawn Coke, Schenectady County Assistant District Attorney Dean Riggi, Trustee Heather Gray, Pastor Dan May, Community Member Lynn Trudell, Principal of Scotia Glenville High School Peter Bednarek, Principal of Lincoln Elementary School John Geneti, Principal of Sacandaga Elementary School, Tonya Federico,Community Member Dave Bucciferro, Business Owner Joshua Madej, Community Member, Jesús Santiago Jr.

2. **Objectives of the Committee:** The overall objective of this committee is for the members of the community committee to come together to evaluate the Scotia Police Department's current operations as well as how effective our current strategies for policing are. The committee should strive to honestly evaluate and recommend ways for the Police Department to better serve the public. The recommended discussion topics: Role of Police Officers, Police Officers in Schools, Budgeting, Crowd Control Tactics, Community Policing, Tracking, and identifying Misconduct, Internal Accountability and Misconduct, Technology Transparency, Recruitment, Training and Continuing Education, Officer Wellness, Traumatic Events and Mental Health.

3. **Discussion:** Overview of previous meetings recommendations, discussion of survey results

3. **Committees Final Recommendations for Plan:** The committee recommendations were as follows:

   a) Survey
   b) Community engagement & Interactions & Visibility
   c) Walking Beats & Bicycle Patrol
   d) Exploring internship with SGHS for students
   e) Building on officer wellness programs
   f) Appoint community member to Hiring Committee
   g) Chief meetings quarterly with committee as needed
   h) Chief to review plan with committee prior to the plan being submitted to the Village Board at March's board meeting.

2. **Report Submitted by:** Barbara Becker

The Scotia Police Department

353 responses

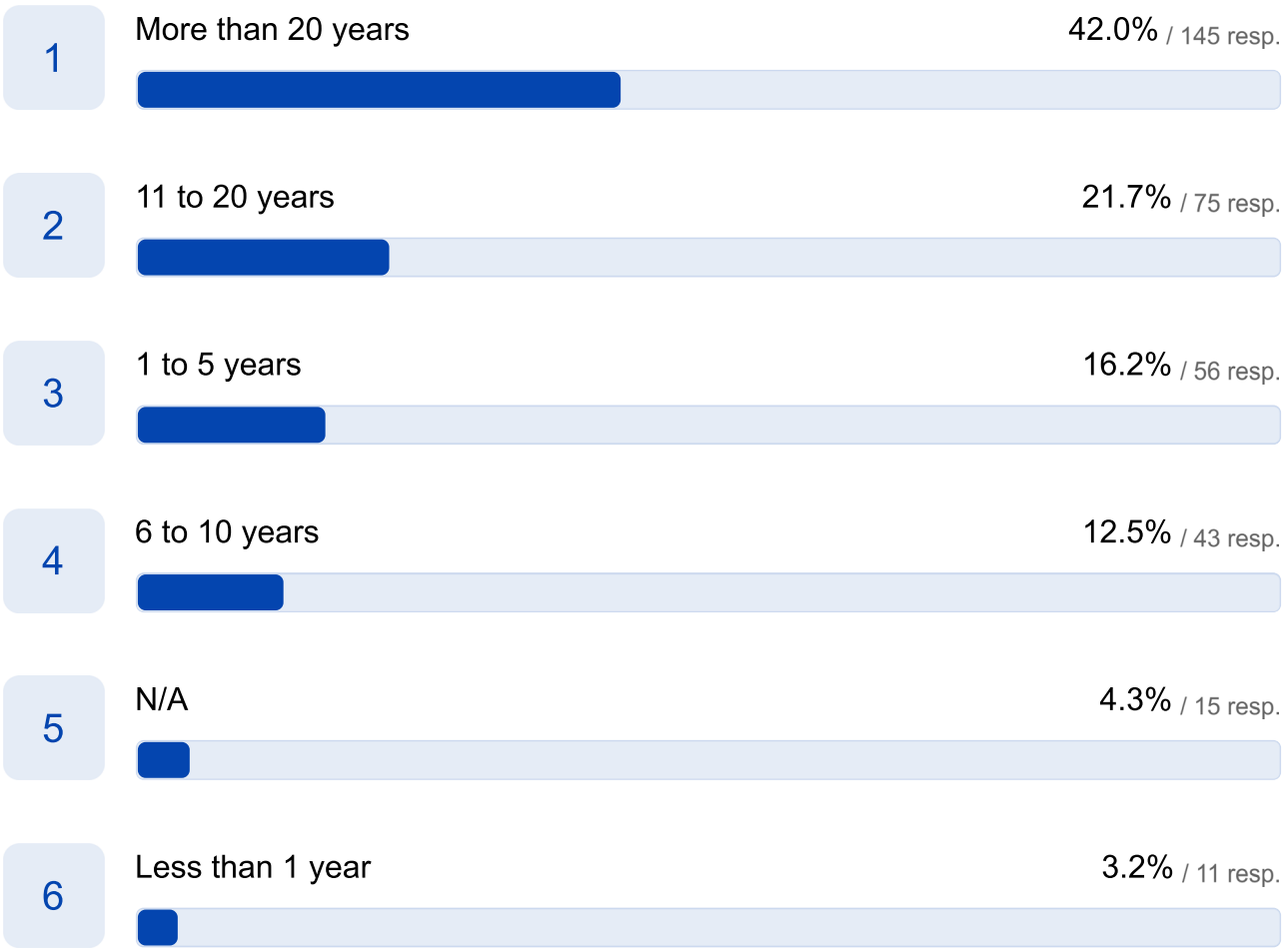
1. My connection to Scotia is:

345 out of 353 answered

1	I am a resident of Scotia	89.3% / 308 resp.
2	I have friends and family that live in Scotia	4.1% / 14 resp.
3	I work in Scotia but live elsewhere	3.8% / 13 resp.
4	All Other – Please specify below	2.9% / 10 resp.

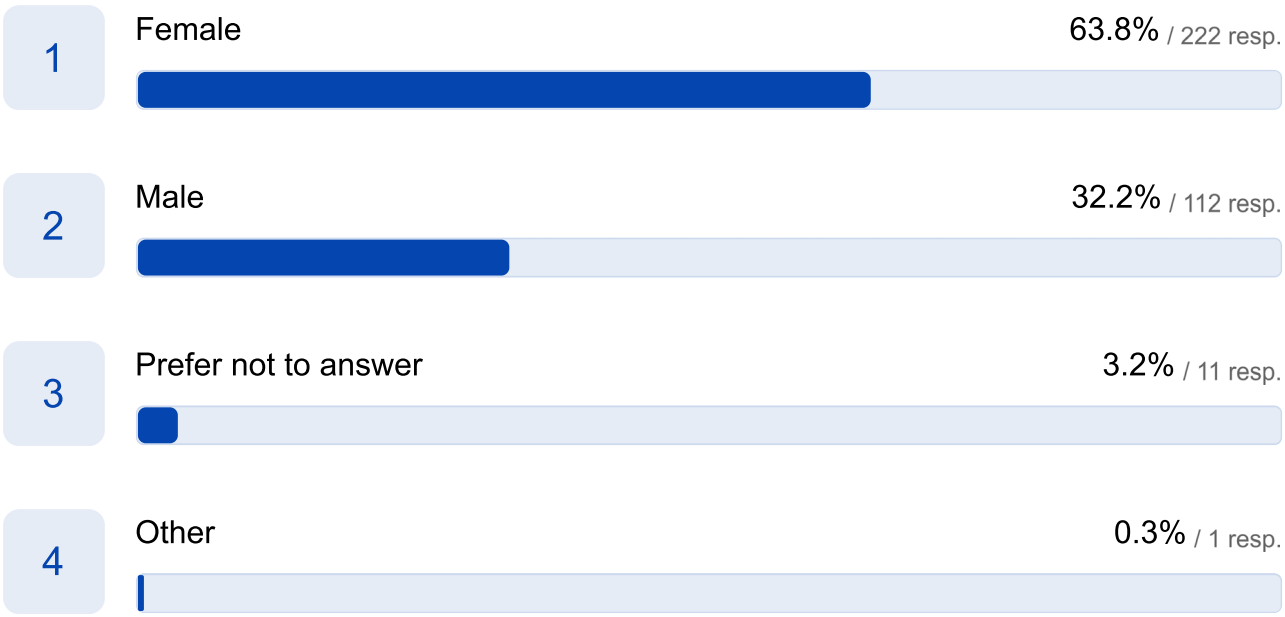
About how many years have you lived in Scotia?

345 out of 353 answered



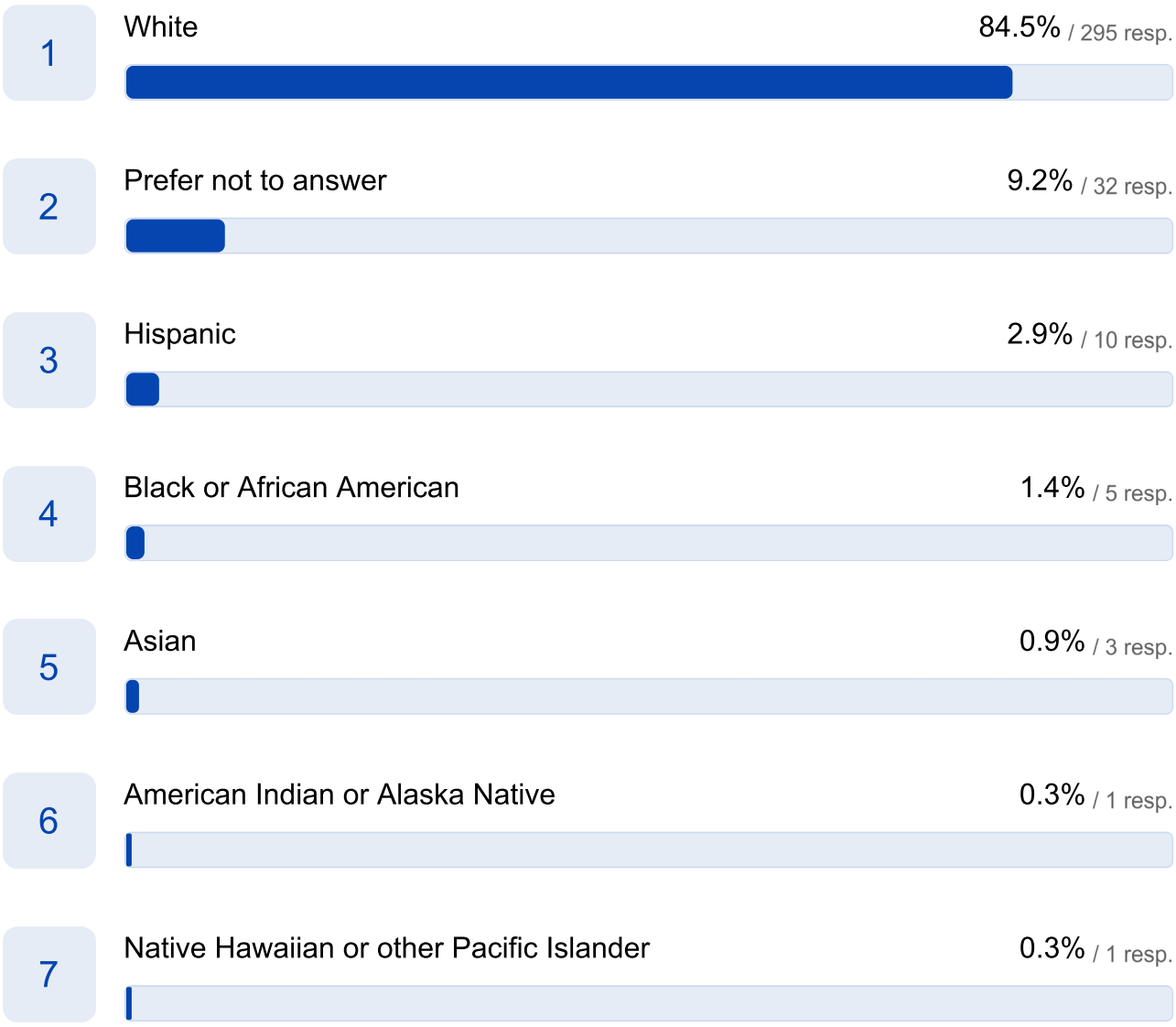
I am:

348 out of 353 answered



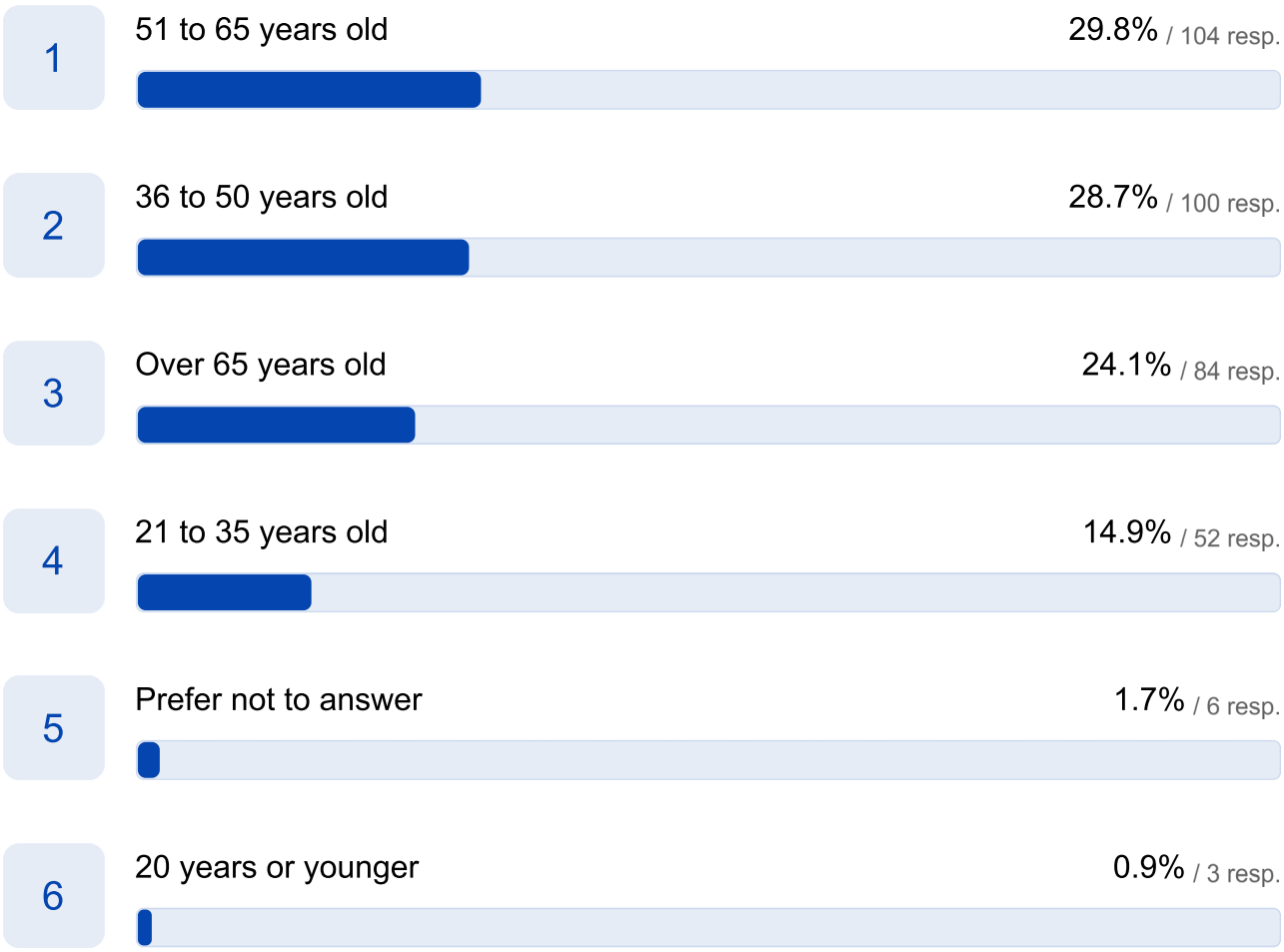
What is your race?

349 out of 353 answered



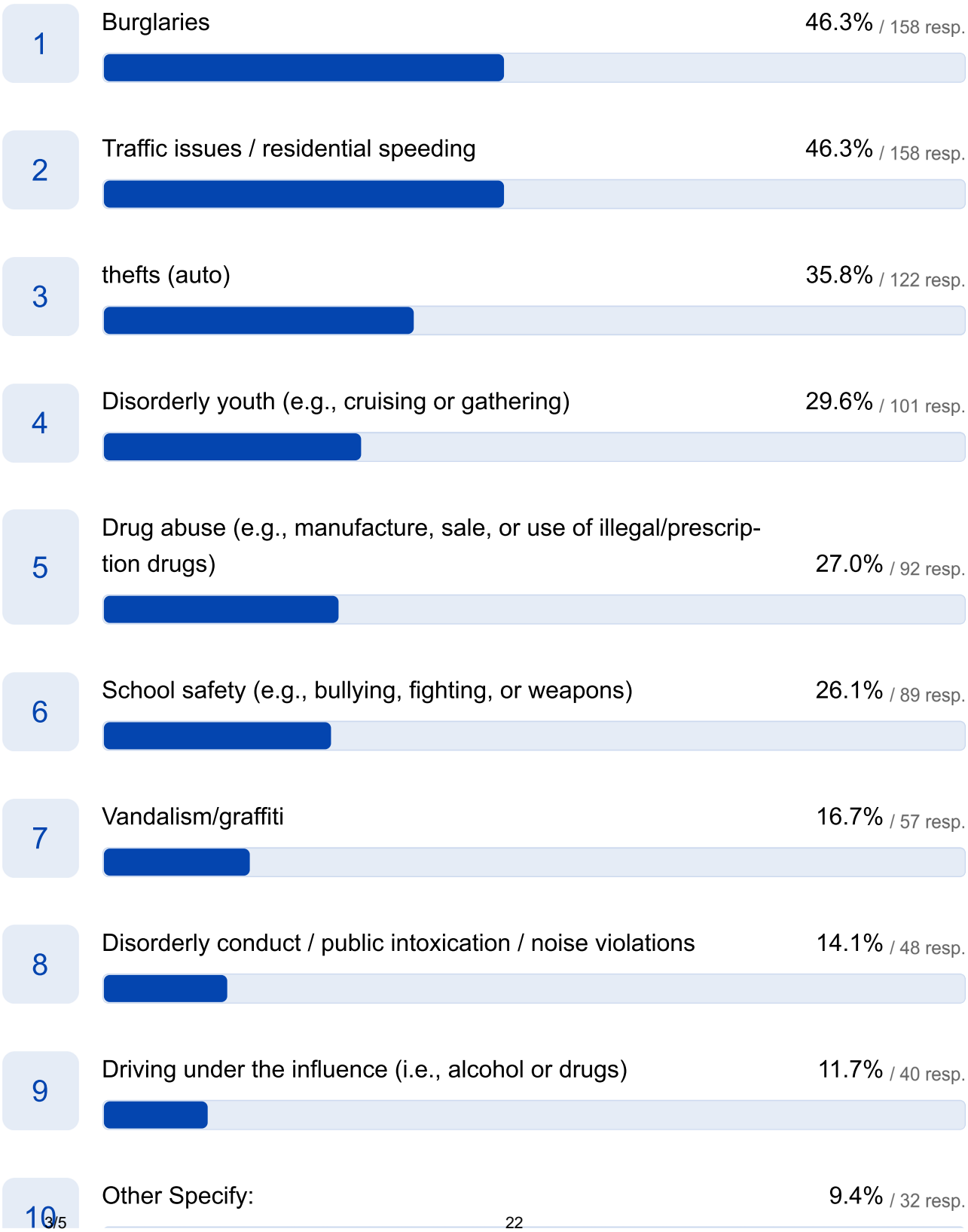
My age is:

349 out of 353 answered



Please select the three (3) issues you think are the greatest problems within our community.

341 out of 353 answered



11	Child sexual predators / Internet safety	8.2% / 28 resp.
12	Domestic violence (adult)	7.9% / 27 resp.
13	Underage drinking	5.0% / 17 resp.
14	Homeless- or transient-related problems (panhandling)	4.1% / 14 resp.
15	Child abuse	3.5% / 12 resp.
16	Fraud / identity theft	2.3% / 8 resp.
17	Hate crimes	1.5% / 5 resp.
18	Gun violence	0.9% / 3 resp.
19	Mugging	0.9% / 3 resp.
20	Homeland security problems	0.6% / 2 resp.
21	Physical assault	0.6% / 2 resp.

22 Prostitution 0.6% / 2 resp.

23 Sexual assault / rape (adult) 0.6% / 2 resp.

24 Homicide 0.3% / 1 resp.

To what extent do you feel safe in our community when you are outside alone during the day?

348 out of 353 answered

1 To a great extent 81.6% / 284 resp.

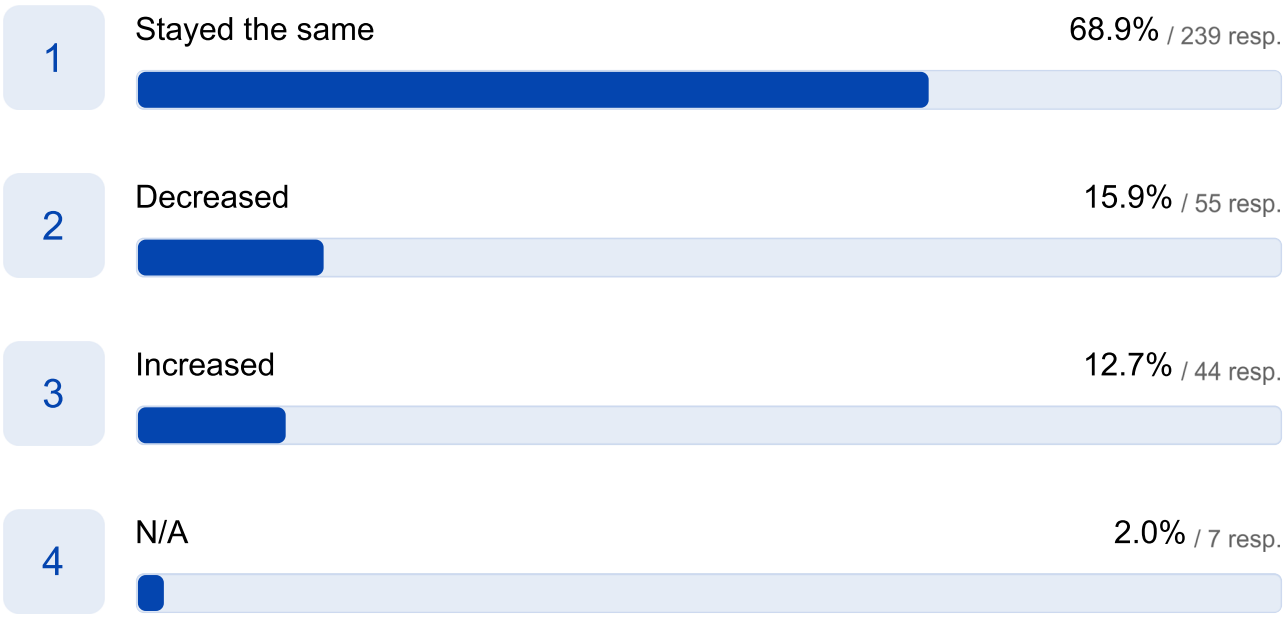
2 Somewhat 16.4% / 57 resp.

3 N/A 1.1% / 4 resp.

4 Not at all 0.9% / 3 resp.

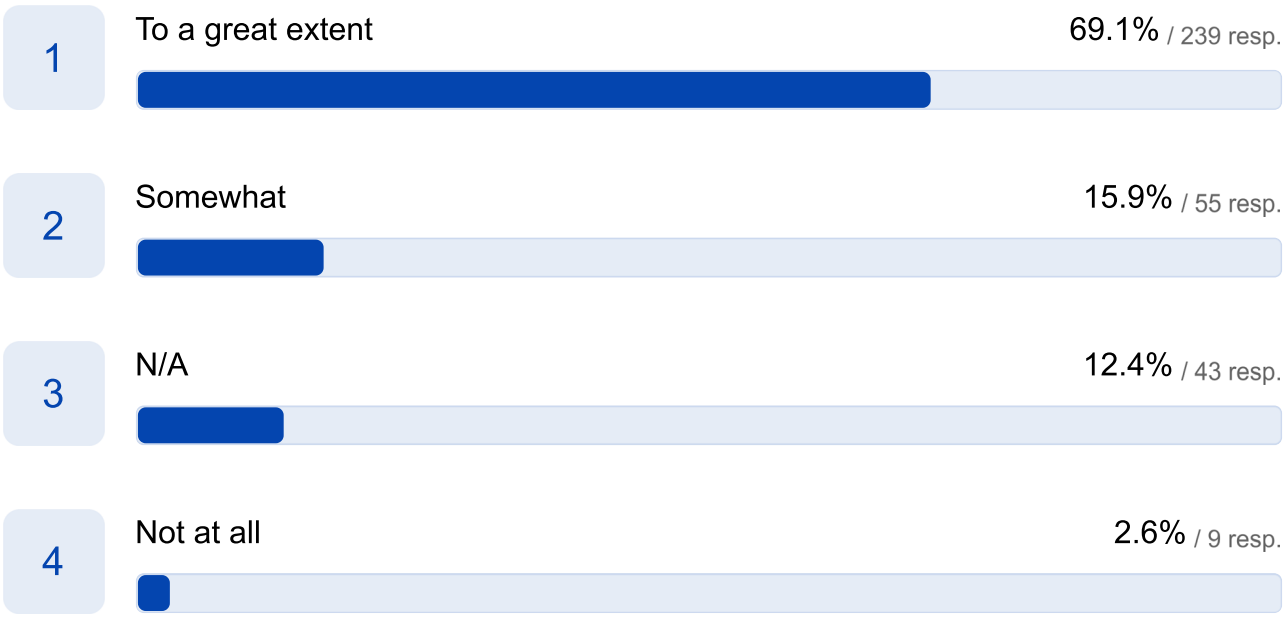
How have your feelings about safety in our community changed over the last 12 months?

347 out of 353 answered



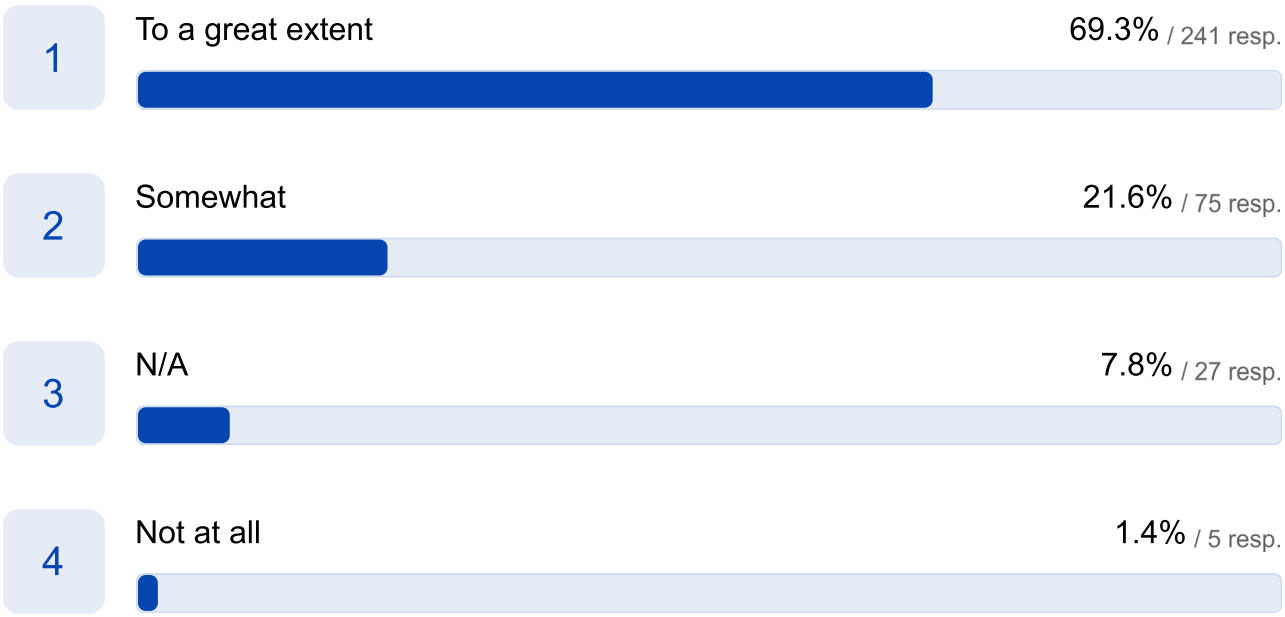
In your opinion do officers in our law enforcement agency treat people fairly?

346 out of 353 answered



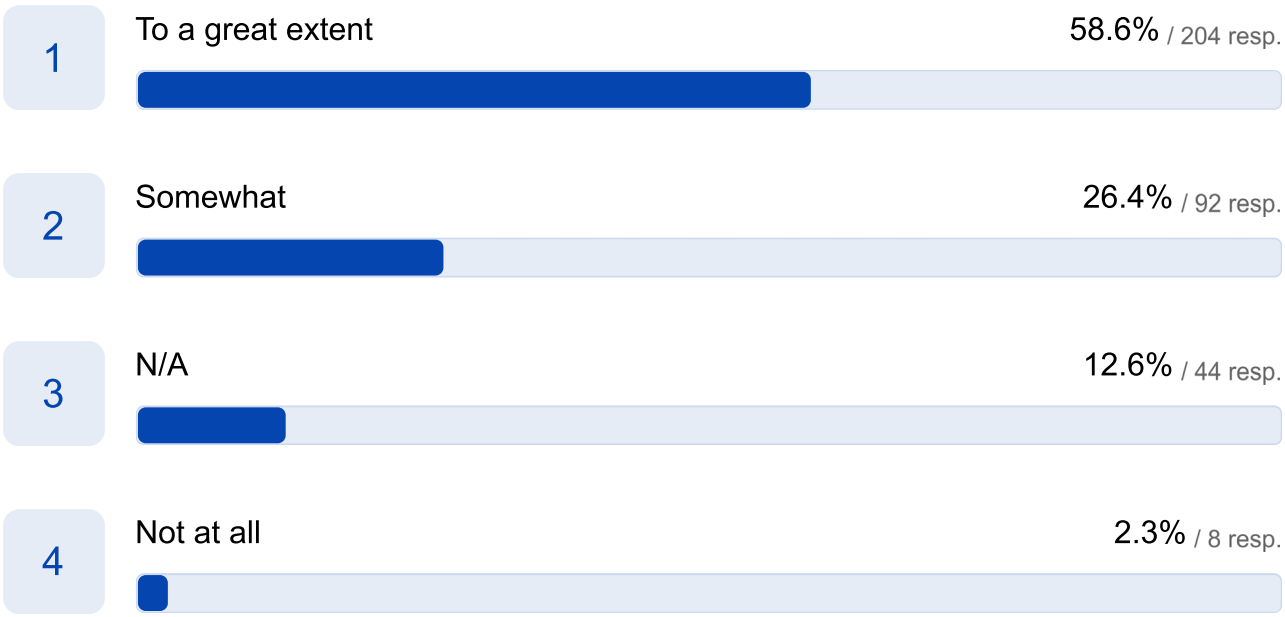
Do you feel officers in our law enforcement agency show concern for community members?

348 out of 353 answered



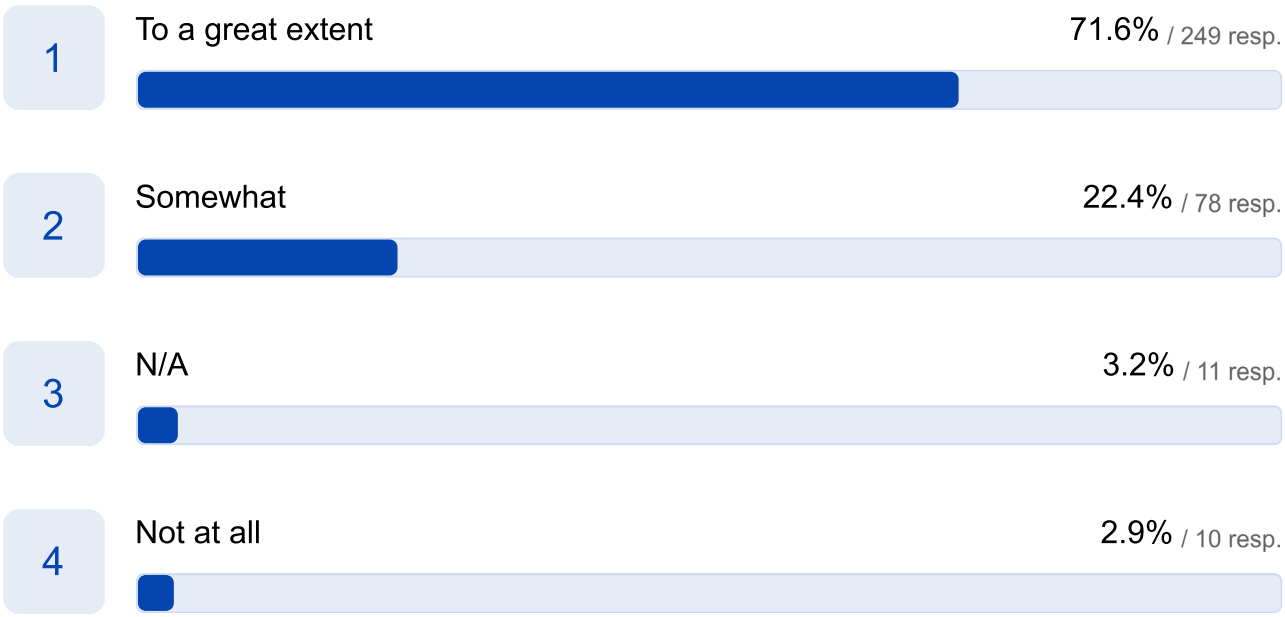
To what extent is our law enforcement agency responsive to the concerns of community members?

348 out of 353 answered



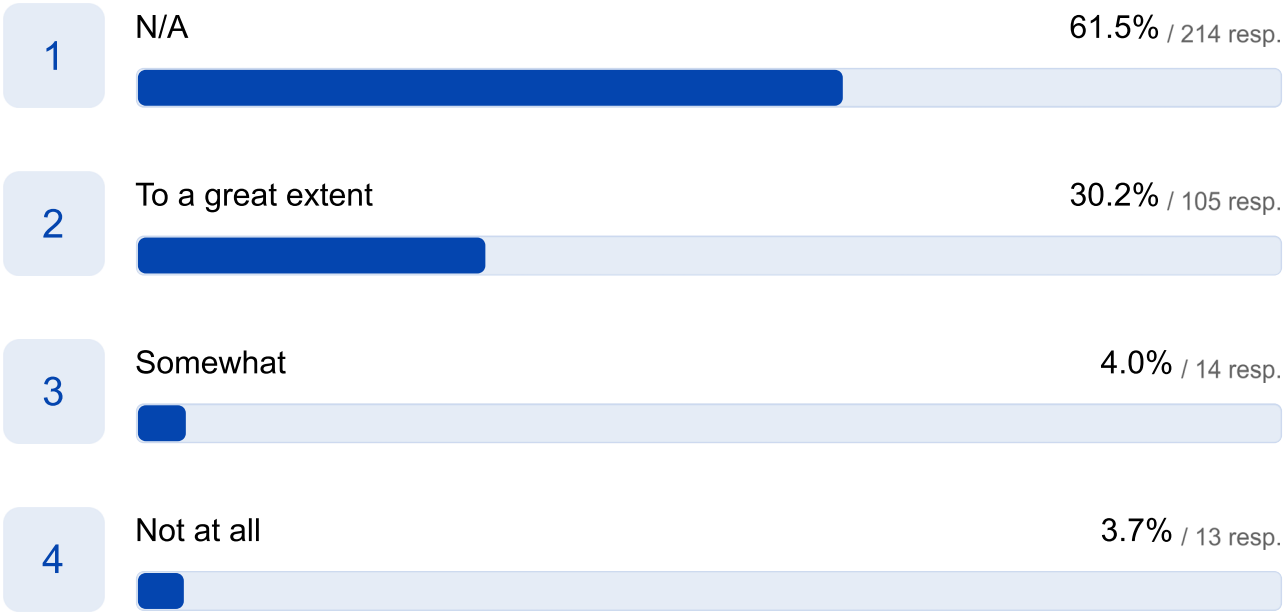
To what extent do you trust our law enforcement agency?

348 out of 353 answered



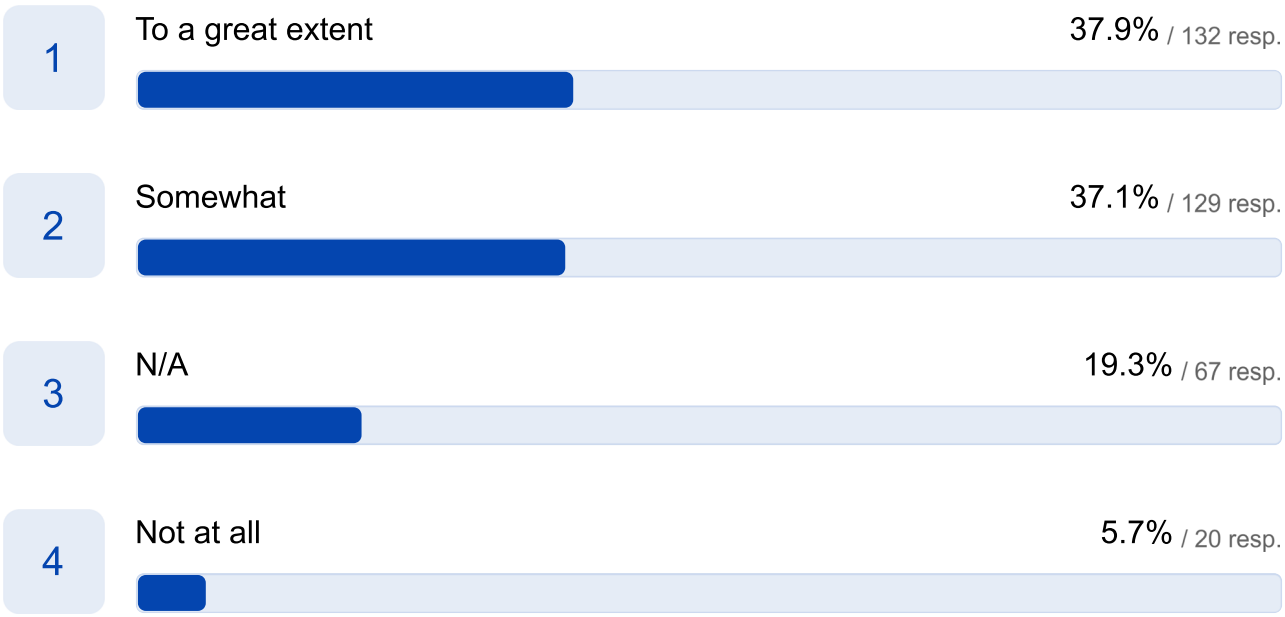
If you had contact with an officer in our law enforcement agency during the past 12 months, did the officer sufficiently explain his or her actions and procedures?

348 out of 353 answered



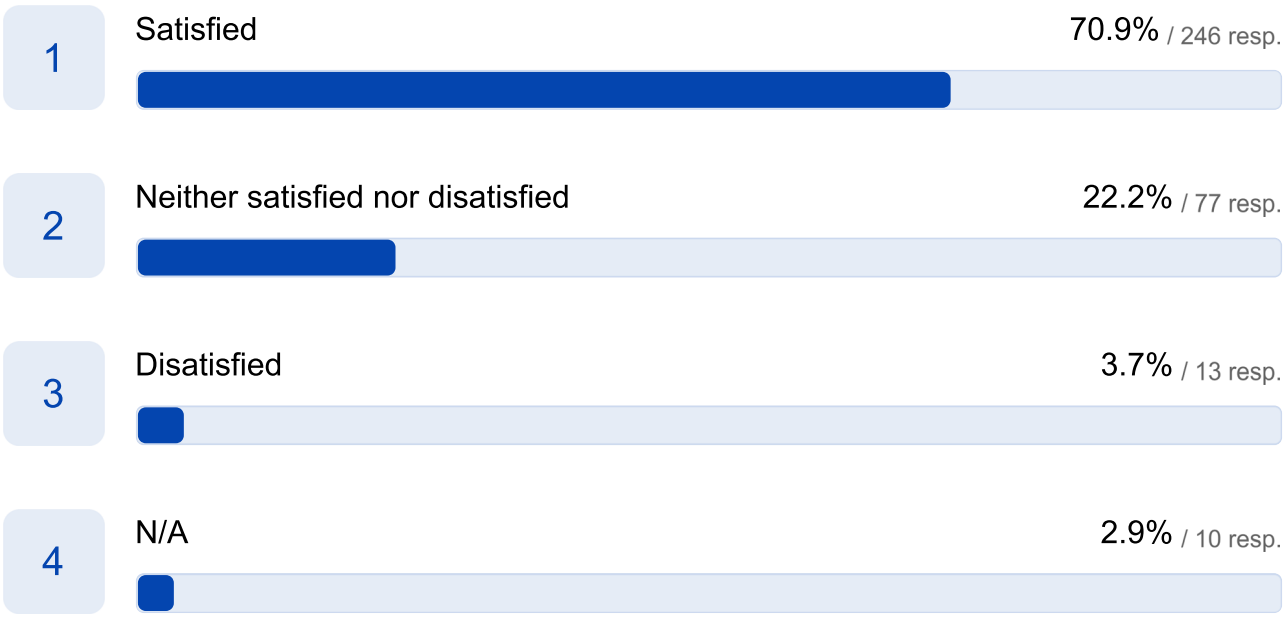
Do you feel that our law enforcement agency is addressing the problems that really concern you?

348 out of 353 answered



To what extent are you satisfied with the overall performance of our law enforcement agency?

347 out of 353 answered

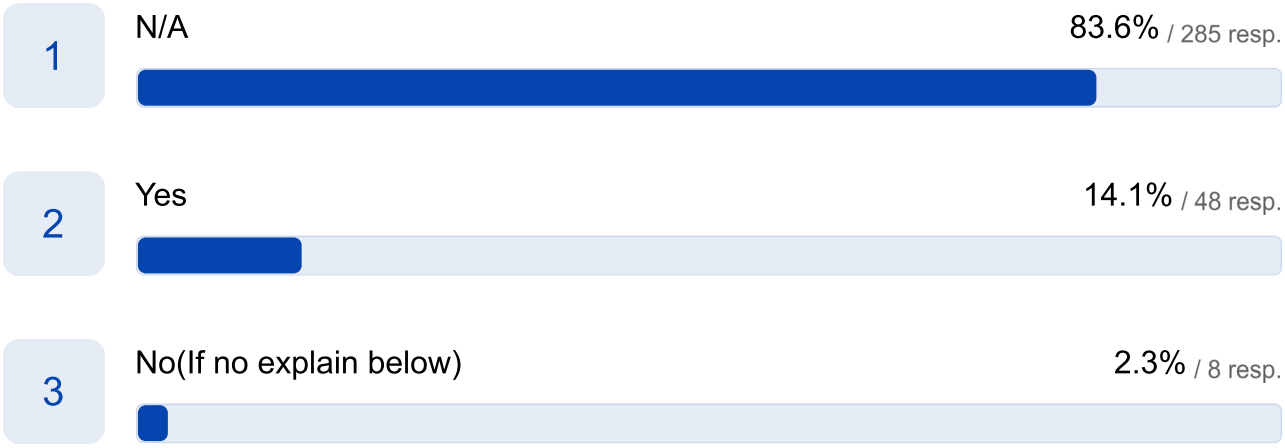


Have you had contact in the past 12 months with our law enforcement agency for traffic related issues, (e.g., citation, warning, or vehicle crash)?

349 out of 353 answered

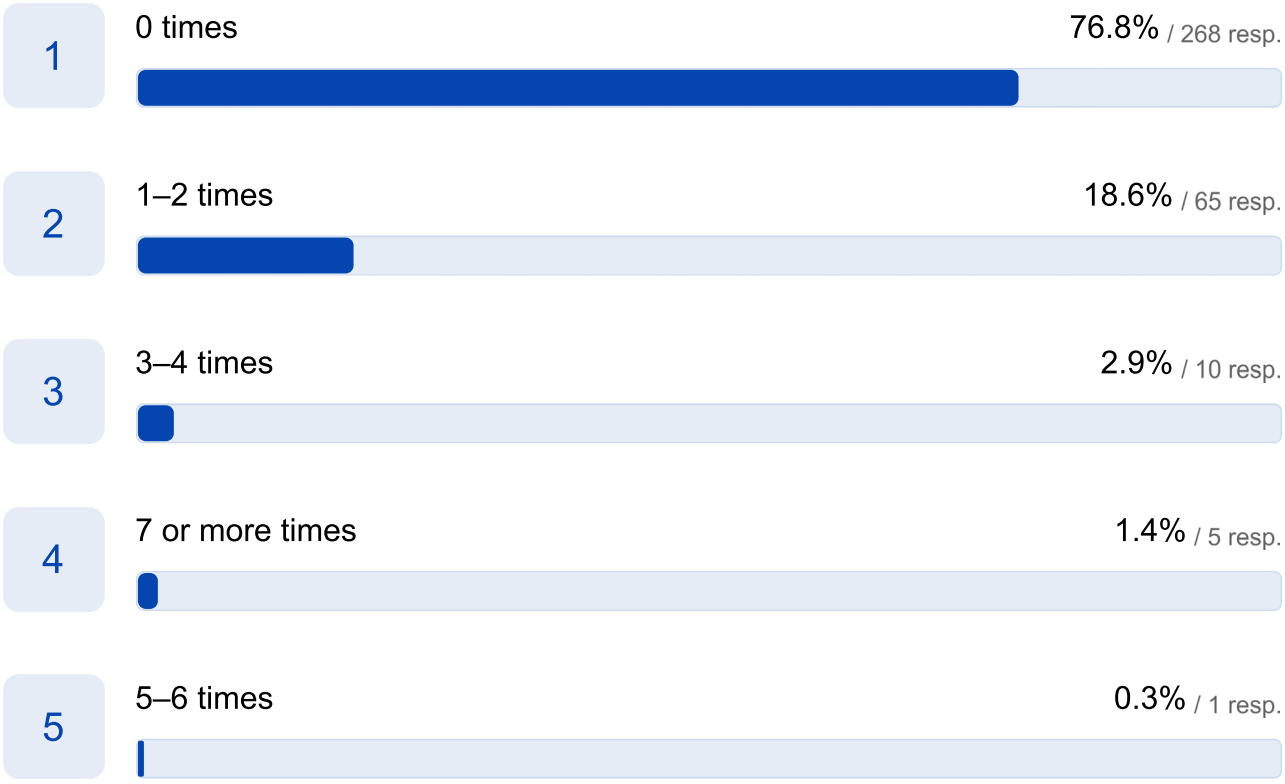
If you have had contact with our agency for a traffic related issue, do you feel the interaction was handled professionally by the officer?

341 out of 353 answered



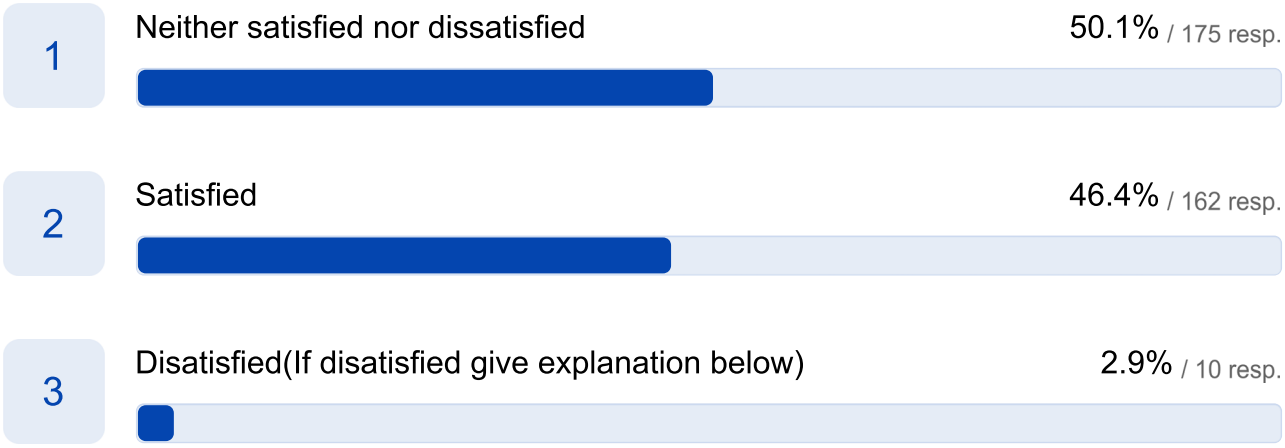
How many times in the past 12 months have you had contact with our law enforcement agency for 911 emergency calls?

349 out of 353 answered



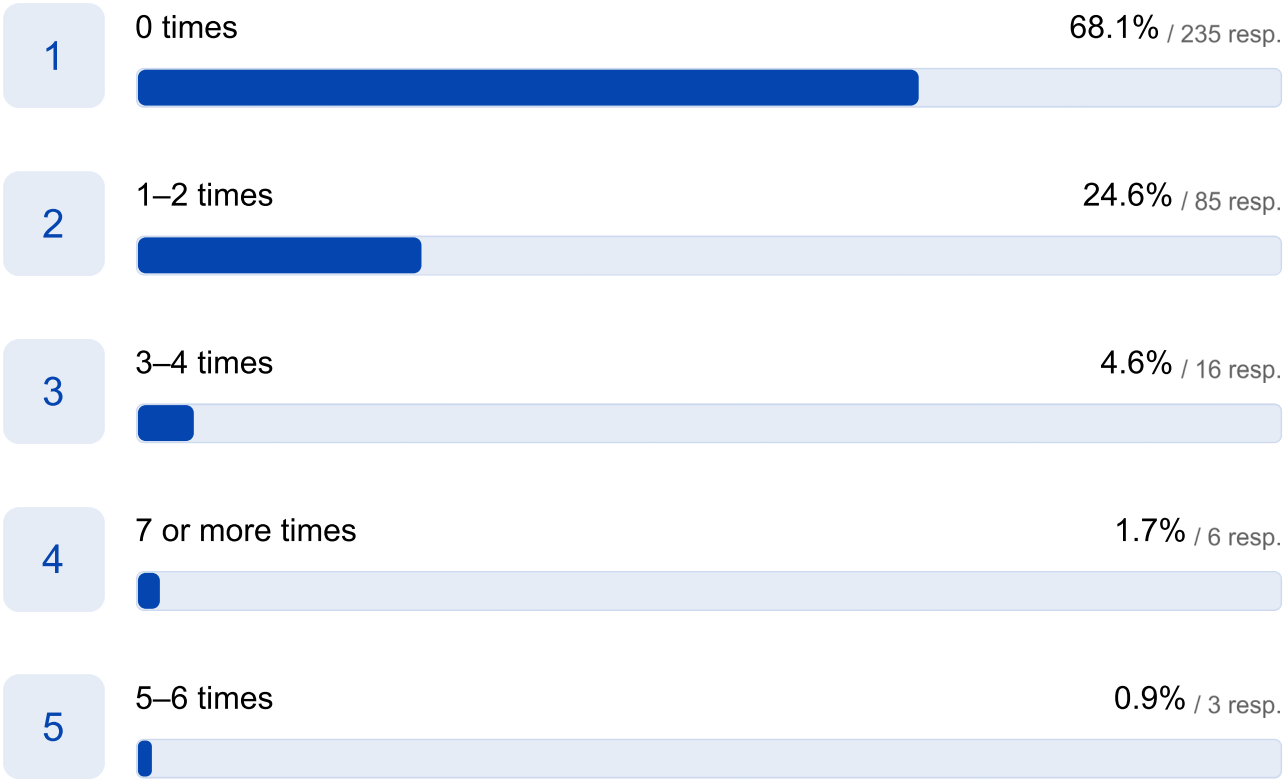
To what extent are you satisfied with your interaction(s) with our law enforcement agency for 911 emergency calls?

349 out of 353 answered



How many times in the past 12 months have you had contact with our law enforcement agency for non-emergency calls (e.g., to report a crime or suspicious activity)?

345 out of 353 answered



Mission

The mission of the Scotia Police Department is to enhance the quality of life in Scotia by working in partnership with the community to enforce the law, thereby, protecting lives, preserving peace, maintaining order, and Protecting the Constitutional rights of all people.

Core Values

Service
Community
Objective
Trust
Integrity
Ambassador

Vision

The Scotia Police Department strives for a common goal to proactively reduce crime and maintain order to keep our residents safe, and improve the quality of life for our community. We plan to accomplish this by establishing our Core values along with implementing Community Policing and by using Modern Technological Advancements.

Reduce Crime Through

Continuing to Proactively Police our Community

Community Engagement

Continued -Traffic Enforcement

Using Tech to help us identify offenders

Investigators Strategic Targeted Policing

Community Policing

Continuing to build on our relationship with our community through effective communication and by living out our core values in our actions everyday

Solving problems Collaboratively

Renewing our commitment to the community by collaborations through committee

Policy & Organization

Working Collaboratively with the Sergeants and Village Officials on Policies to strengthen organizational structure and Culture

1. Implementing Lexipol Policies
2. Create a more effective Organizational Structure
3. Growth origination via-Grantsfunding
4. Evaluate Neighborhood Policing-Model through-Police Reform Committee

Specialized Community Services

Determine what are most effective Services needed

1. Implement Police Committee-Recommendations
2. Car Seat Installations
3. Walking Beats
4. Bicycle-Patrol
5. Internship Program with Schools
6. Special Events Support
7. Property Checks

Training

Develop Training platform that supports Mission

1. Firearms Training
2. Use of Force Training
3. Partnering with Police One Academy
4. Working with Zone 5
5. Identify TrainingGaps
6. Training Policy

Developing Department

Recruiting & Hiring Setting clear expectations

1. Promote a Culture of Service and Community Service Investing in your personnel identifying Skills finding their individual goals andpushing then towards their goal.
2. Performance Evaluation
3. Appoint Community Member to Hiring Hiring Committee

Using Modernized Technology

Looking at funding Grant opportunities

1. Explore different options for cameras in the Village
2. Use of Intelligence Networks
3. Developing and building on Evidence Based Policies Strategies

Effective Communication

Get our Mission out there, demonstrating

1. More Communications to public through the Department PIO
2. Messaging Center
3. Website Development
4. Social Media Development
5. Developing PIO
6. Stronger Communication with surrounding agencies and collaboration on training opportunities
7. Community Policing-through Professionalism and Engagement

Community Relations

338.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for community relationship-building. This policy further establishes procedures for the agency's, crime prevention, and community outreach activities.

338.2 POLICY

It is the policy of the Scotia Police Department to promote positive relationships between department members and the community by treating community members with dignity and respect and engaging them in public safety strategy development and relationship-building activities, and by making relevant policy and operations information available to the community in a transparent manner.

338.3 MEMBER RESPONSIBILITIES

Officers should, as time and circumstances reasonably permit:

(a) Make casual and consensual contacts with community members to promote positive community relationships.

(b) Become reasonably familiar with the schools, businesses and community groups in their assigned jurisdictional areas.

(c) Work with community members and the department community relations coordinators to identify issues and solve problems related to community relations and public safety.

(d) Conduct periodic foot patrols of their assigned areas to facilitate interaction with community members. Officers carrying out foot patrols should notify an appropriate supervisor and Unified Communications Center of their status (i.e., on foot patrol) and location before beginning and upon completion of the foot patrol. They should also periodically inform Unified Communications Center of their location and status during the foot patrol.

338.4 COMMUNITY RELATIONS COORDINATORS

The Chief of Police or an authorized designee should designate a member of the Department to serve as the Community Relations Coordinator. These coordinators will assist with distributing crime prevention literature and other resource materials as dictated by the need or demand. The Chief working with the department Coordinators shall conduct a documented evaluation of crime prevention programs at a minimum of once every three years.

a. Obtaining department-approved training related to his/her responsibilities.
b. Responding to requests from department members and the community for assistance in identifying issues and solving problems related to community relations and public safety.

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(a) Organizing surveys to measure the condition of the department's relationship with the community.

(b) Working with community groups, department members and other community resources to:

1. Identify and solve public safety problems within the community.
2. Organize programs and activities that help build positive relationships between department members and the community and provide community members with an improved understanding of department operations.

(c) Working with the Chief of Police to develop patrol deployment plans that allow officers the time to participate in community engagement and problem-solving activities.

(d) Recognizing department and community members for exceptional work or performance in community relations efforts.

(e) Attending Village council and other community meetings to obtain information on community relations needs.

(f) Assisting with the department's response to events that may affect community relations, such as an incident where the conduct of a department member is called into public question.

(g) Informing the Chief of Police and others of developments and needs related to the furtherance of the department's community relations goals, as appropriate.

(h) Distributing crime prevention literature and other resource materials as dictated by the need or demand; and
Conducting a documented evaluation of crime prevention programs at least once every three years.

338.5 SURVEYS

The community relations coordinator should arrange for a survey of community members and department members to be conducted yearly to assess the condition of the relationship between the Department and the community. Survey questions should be designed to evaluate perceptions of the following:

(a) Overall performance of the Department

(b) Overall competence of department members

(c) Attitude and behavior of department members

(d) Level of community trust in the Department

(e) Safety, security or other concerns

A written summary of the compiled results of the survey should be provided to the Chief of Police.

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338.6 COMMUNITY AND YOUTH ACTIVITIES AND PROGRAMS

The community relations coordinators should organize or assist with programs and activities that create opportunities for department members and community members, especially youth, to interact in a positive setting. Examples of such programs and events include:

(a) Department-sponsored athletic programs (e.g., baseball, basketball, soccer, bowling).

(b) Police-community get-togethers (e.g., cookouts, meals, charity events).

(c) Youth leadership and life skills mentoring.

(d) School resource officer/Drug Abuse Resistance Education (D.A.R.E.®) programs.

(e) Neighborhood Watch and crime prevention programs.

338.7 INFORMATION SHARING

The community relations coordinator should work with the Chief of Police to develop methods and procedures for the convenient sharing of information (e.g., major incident notifications, significant changes in department operations, comments, feedback, positive events) between theDepartment and community members. Examples of information-sharing methods include:

(a) Community meetings.

(b) Social media (see the Department Use of Social Media Policy).

(c) Department website postings

Information should be regularly refreshed, to inform and engage community members continuously.

338.8 LAW ENFORCEMENT OPERATIONS EDUCATION

The community relations coordinators should develop methods to educate community members on general law enforcement operations so they may understand the work that officers do to keep the community safe. Community Coordinators are also responsible for completing surveys designed to obtain information from the public Examples of educational methods include:

(a) Development and distribution of informational cards/flyers.

(b) Department website postings.

(c) Presentations to driver education classes.

(d) Instruction in schools.

(e) Department ride-along’ s (see the Ride-A long’s Policy).

(f) Scenario/Simulation exercises with community member participation

(g) Publicizing agency objectives, community problems, and successes

(h) Conveying information received from citizen's organizations to the appropriate agency personnel

(i) Developing problem oriented or community policing strategies.

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(j) Mobilize assistance to help resolve specific community problems

(k) Offer guest speakers and other agency services in support of Crime Prevention Programs

(l) Obtain general feedback on overall agency performance

(m) The community survey shall be designed to obtain information concerning.

1. Overall agency performance.
2. Overall competence of agency employees.
3. Citizen's perception of officer's attitudes and behavior.
4. Community concern over safety and security within the Village of Scotia
5. Citizens' recommendations and suggestions for agency improvements.

Instructional information should include direction on how community members should interact with the police during enforcement or investigative contacts and how community members can make a complaint to the Department regarding alleged misconduct or inappropriate job performance by department members.

338.9 SAFETY AND OTHER CONSIDERATIONS

Department members responsible for community relations activities should consider the safety of the community participants and, as much as reasonably practicable, should not allow them to be present in any location or situation that would jeopardize their safety.

Department members in charge of community relations events should ensure that participating community members have completed waiver forms before participation, if appropriate. A parent or guardian must complete the waiver form if the participating community member has not reached 18 years of age.

Community members are subject to a criminal history check before approval for participation in certain activities, such as citizen academies.

338.10 TRAINING

Subject to available resources, members should receive training related to this policy, including training on topics such as:

(a) Effective social interaction and communication skills.

(b) Cultural, racial and ethnic diversity and relations.

(c) Building community partnerships.

(d) Community policing and problem-solving principles.

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(e) Enforcement actions and their effects on community relations

Where practicable and appropriate, community members, especially those with relevant expertise, should be involved in the training to provide input from a community perspective.

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