

Huntington Woods Department of Public Safety

PROFESSIONAL STANDARDS SUMMARY 2016

The Huntington Woods Department of Public Safety is committed to providing exceptional law enforcement services to the community. As part of that commitment, we perform an annual analysis of employee and Department performance in a number of critical areas. From those analyses we endeavor to gain insight into our performance that will enable us to make necessary improvements in our operations. Overall, we strive, as a nationally accredited police agency, to meet or exceed best practice standards as provided by the Commission on Accreditation for Law Enforcement Agencies. Summaries of those analyses are contained in this Professional Standards Summary report. The critical issues addressed in this report are the following.

1. Department Goals and Objectives
2. Performance Evaluation Program Analysis
3. Early Warning System Analysis
 - a. Complaints Against Officers
 - b. Use-of-Force
 - c. Vehicle Pursuits
 - d. Officer Involved Motor Vehicle Crashes
4. Bias Based Policing Analysis
5. Union Grievance Analysis

This report is an analysis of; 1) Department performance in each of the categories, and 2) processes associated with each performance category for 2016.

DEPARTMENT GOALS AND OBJECTIVES ANALYSIS

Reference CALEA Standards 15.2.1, 15.2.2

The Department reviews and updates our written Department Goals and Objectives, Mission Statement and Values Statements on an annual basis. This review constitutes the Department's system for evaluating progress made toward attaining the stated goals and objectives. A group comprised of all Department supervisors and the presidents of both employee unions conducted a comprehensive review at the end of 2016. The review led to no changes being made. The Goals and Objectives remained unchanged and accurately reflect the Department's direction at this time.

It is important that all employees and community members know and understand our Goals and Objectives, Mission Statement and Values Statements. To that end, all employees receive written copies and receive training from Department supervisory staff members. Community members may access these documents on our Department web site.

PERFORMANCE EVALUATION PROGRAM

The Department conducted its annual performance evaluation of all employees in January of 2017. All employees received written evaluations of their performance for 2016. Evaluators met with each employee and discussed their performance as reflected in the written evaluations. All employees received satisfactory performance evaluations for 2016.

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Following the evaluation process, we examined all policies, practices, procedures and documents associated with the process. We concluded that the current program meets or exceeds all best practice standards. We found no need to make changes in the program.

EARLY WARNING SYSTEM

In January 2017, we conducted an annual analysis of our formal Early Warning System. The system includes records of employee performance in a number of critical categories. The categories are:

1. Complaints Against Officers
2. Use of Force
3. Vehicle Pursuits
4. Officer Involved Motor Vehicle Crashes

A primary purpose of the early warning system is to identify potential problem employees. An analysis of 2016 entries to the system found no pattern of unsatisfactory conduct or overall performance problems.

The analysis included an evaluation of each of those categories as well as all practices, policies, procedures and documents associated with the system. We concluded that the current system meets or exceeds all best practice standards finding no need for significant changes.

The following summaries describe Department conduct and performance in each of the listed categories.

Complaints Against Officers

Reference CALEA Standard 35.1.9

The Early Warning System identified zero (0) complaints in 2016. That number compares to two (2) complaints in 2015, one (1) complaint in 2014, eight (8) complaints in 2013 and three (3) complaints in 2012.

Citizen Complaints 2016

Complaint Type	Number of Complaints	Sustained	Unfounded	Disposition: Counseling/ Training	Disposition: Formal Discipline
N/A	0	0	0	0	0

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Internal Complaints 2016

Complaint Type	Number of Complaints	Sustained	Unfounded	Disposition: Counseling/ Training	Disposition: Formal Discipline
Unsatisfactory Performance	1	0	0	1	Written Reprimand

We thoroughly investigated and resolved all complaints in a manner prescribed by General Order No. 36, Citizen Complaint Process, and General Order No. 60, Internal Affairs. The annual analysis of complaints found no patterns of improper conduct or unsatisfactory performance by individual employees. An evaluation of the early warning system practices, policies, procedures and documents found them in compliance with best practice standards.

Use of Force Analysis

Reference CALEA Standards 1.3.6, 1.3.7, 1.3.13

In 2016, thirteen (13) uniformed officers submitted Use-of-Force Reports covering thirteen (13) separate police incidents. Immediate supervisors and the Director of Public Safety reviewed and approved all use of force incidents. There were no complaints filed regarding use of force incidents. Formal reviews found all use of force incidents in compliance with established Department policies and procedures. The review identified no trends or patterns suggesting misconduct by individual officers.

In addition to a review of individual incidents, Department administrators reviewed all policies, practices, procedures and training requirements related to the use-of-force. We concluded that our use-of-force policy is consistent with best practice standards.

The following chart provides detail of the types of force reported during 2016.

DATE	FORCE TYPE	JUSTIFIED Y/N	NATURE OF INCIDENT
01/31/2016	Physical Control	Y	Medical
02/03/2016	Taser	Y	Child Endangerment
02/15/2016	Drew Weapon (Pistol)	Y	Felony Arrest
03/21/2016	Drew Weapon (Pistol)	Y	Felony Arrest
03/22/2016	Physical Control	Y	AOD Arrest
06/27/2016	Drew Weapon (Pistol)	Y	Felony Arrest
07/13/2016	Physical Control	Y	Medical
07/18/2016	Physical Control	Y	OWI Arrest
08/29/2016	Taser	Y	Larceny Arrest
09/25/2016	Physical Control	Y	Attempt Suicide
12/25/2016	Drew Weapon (Pistol)	Y	UDAA/CCW
12/26/2016	Drew Weapon (Pistol)	Y	DV
12/31/2016	Drew Weapon (Pistol)	Y	CPL (Officer Safety)

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VEHICLE PURSUIT ANALYSIS

Reference CALEA Standards 41.2.2, 41.2.3

Officers were involved in one (1) vehicle pursuit during 2016. The incident was reviewed for procedural compliance by Department administrators. It was found to be compliant with Department procedures.

Department administrators reviewed all policies, practices, procedures and training requirements related to vehicle pursuits. We found all in compliance with current best practice standards.

DATE	REASON FOR PURSUIT	JUSTIFIED	DISPOSITION
08/17/2016	Traffic Offense	Y	Terminated by Officer per Policy

OFFICER - INVOLVED MOTOR VEHICLE CRASHES

Reference CALEA 35.1.9, 41.3.3

A review of administrative files and the Early Warning System identified one officer-involved motor vehicle crash during 2016. The officer was not at fault in the accident. A teenage child failed to yield for the officer while crossing the street riding a scooter. The child struck the side of the officer's patrol car. The child was not seriously injured.

Department administrators reviewed all policies, practices, procedures and training requirements related to emergency vehicle operations and found all to be in current compliance with best practice standards.

BIASED BASED POLICING - PROFILING AND DISCRIMINATION ANALYSIS

Reference CALEA Standard 1.2.9

The Huntington Woods Department of Public Safety prohibits, and does not tolerate bias based policing or discrimination of any kind by its employees. It is important to our standing in the community that we conduct business in an unbiased, fair manner. To that end, the Department has written policies and procedures addressing these issues and regularly conducts training designed to teach and reinforce our policies in this area. Further, we conduct an annual analysis that examines policies, practices, procedures, training and any complaints against officers or the Department related to discrimination of any kind.

Complaints of discrimination and profiling are recorded in the Department's Early Warning System. An examination of those records found no complaints of discrimination or bias based profiling during 2016.

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An evaluation of all related written policies, practices, procedures and training records found them to be in compliance with current best practice standards.

DEPARTMENT GRIEVANCE ANALYSIS

Reference CALEA Standard 25.1.3

A review of Department files found no union grievances filed during 2016.

In general, both the union and management continue to successfully work together in resolving contractual and other work related problems. The contracts and applicable General Orders were reviewed and we plan to continue the current procedures and practices since they have proven effective. A review will be conducted if a negative effect occurs. There is no identified need to modify the process at this time.