



MEMO

5/3/2011

City of Langley Police Department

From: Acting Chief Randy Heston

To: Mayor Paul Samuelson

Subj: 2011 Work Plan Goals and Objectives

The following is the Police Department's 2011 Work Plan.

COMMUNITY RELATIONS

The Langley Police Department's relationship with the community is of the utmost importance in promoting community policing. This close contact with the citizens builds long lasting relationships and is the cornerstone for gaining their respect and trust.

- It is my hope that the police department continue to maintain and improve on existing relationships and develop new ones with the local citizens, sharing ideas, concerns, methods of improvement and all the things we are doing is right.
- The City of Langley welcomes many special events that attract lots of people. This department is committed to maintaining a positive role in these events promoting safe and successful results. I would like to see the department continue this positive roll even though we are facing a three-man team.
- One of the most important groups that the police department is committed to establish and maintain a lasting relationship is with the young people. This department will continuously promote and build relationships with the youth of today as they will become the leaders of tomorrow. This is accomplished by just talking to them at their level in public and providing them with role models and problem solving tools through education.
- We will continue to maintain a positive working relationship with the Sheriff's Office, Fire District 3, Whidbey General Hospital, South Whidbey School District, citizen groups, businesses and state and federal agencies. With the reduction in staff of the police department it is now more important than ever that we work as a team with the staff and other agencies in the coming months with common goals to maintain the level of peace and safety we have all enjoyed in the past.

TRAINING & EDUCATION

Operating a small town Police Department has its challenges both financially and operationally. Having three police officers and limited reserve officer resources can be somewhat challenging so it is paramount that each officer have available to them the necessary training opportunities available. Not all training is free.

- Budget permitting, I would like all officers to attend as many training courses as possible.
- We currently have no Firearms Certified Instructors so we have to coordinate with the Sheriff's Office for all firearms training that is normally held in Coupeville. This impacts the schedule as well as training costs with the county. I would like to send an officer through all the Firearms Instructor courses so we can do our own training locally at a minimal cost to the department.
- The Rod & Gun Club has offered to allow the department to train at their range for the cost of one membership provided we have funds to purchase ammunition.

ADMINISTRATIVE DUTIES

There are several administrative and housekeeping responsibilities within the department and maintaining these duties is extremely important for the overall successful operation of the department.

- Without any clerical assistance the department has to maintain our own administrative duties, which are distributed among the three of us to keep the office running smoothly.
- The department has recently completed the National Information Based Reporting System (NIBRS) training that was mandated by the FBI to be implemented by 2012. We have completed the certification process and have received our national certification ten months ahead of schedule. NIBRS certification and submission will provide this department with greater crime reporting capabilities and now qualifies Langley PD for even more state and federal grant opportunities. The Sheriff's Office has a staff of three who complete all their NIBRS reports.
- This department plans to monitor and maintain the department budget.
- Maintain and provide continued training operating numerous department collateral duties.
- I have established a business recall database used to contact/educate local businesses, using email, to pass on routine or vital information that may concern them.
- I volunteered my own personal time to clean up the department spaces by discarding obsolete items and painting the offices.

EQUIPMENT

This department has been blessed with the ability to receive state and federal grant funds. We have purchased numerous equipment using grants funds and therefore this department has been lucky to outfit our vehicles with new laptop computers, crime scene investigation kits, portable breath testers, RADAR units and newly installed SECTOR equipment.

- Work with state and federal agencies to get grant money to procure newer equipment or replace worn, outdated or broken equipment.
- Equipment that can't be funded by external agencies it is my wish to request an increase in funding for essential equipment costs.

- Ballistic vests needs replaced after 5-year warranties expire. There are grant funds available starting May/June 2011 through the Bullet Proof Vest Partnership program.
- We have outdated AR-15 rifles. I have been with local dealers to upgrade this equipment.
- Work with local and state agencies procuring surplus equipment at a fraction of the cost, ie.. Radios.
- Pursue annual traffic grants to purchase or replace outdated traffic safety equipment.
- The department has recently retired all pagers as they have become obsolete with the age of cellular telephones saving the city approximately \$400 annually.
- The department has recently upgraded our wireless air cards for our vehicle laptops from Sprint to AT&T providing extended wireless service also saving the city approximately \$1000 annually.
- In the past 6 weeks the department has worked with a local firearms dealer trading several firearms for ammunition.
- The department has recently received a grant from the Washington State Patrol for the purchase of Statewide Electronic Collision and Ticket Online Records (SECTOR) equipment. This system is completely mobile and installed in a vehicle capable of scanning and completing traffic collisions and issuing traffic citations in the field and submitted electronically saving numerous hours preparing written reports and citations which have to be mailed to the courts saving the city unknown amounts of postage due.
- I have on hand numerous outdated equipment and it is my plan to surplus these items or sell them.

EMERGENCY PLAN

In light of recent disasters in Japan and in the southeast United States, more emphasis has been focused on our Emergency Plan. I have met with local agencies and reviewed the Emergency Plan, which received a passing grade. With the guidance of the Mayor I have set up a steering committee to bring together ideas to implement in order for our plan to remain current and proceed forward. This includes supplying the city's EOC, setting up neighborhood programs and working with local, state and federal agencies in the implementation of tabletop discussions and ultimately real scenario-based exercises.

FUTURE PLANS

If we had the funds and resources what would you like to see happen in the future?

- Increase in pay and benefits.
- 4th and 5th officers.
- Direct deposit.
- Bigger facilities with separate evidence and interview rooms.
- Clerical assistance.
- Trade in old rifles for new ones.
- Rod & Gun Club membership.
- Funds to be able to pay for training and lodging for all officers.
- That all of city hall work together in harmony.

- Replace aging uniforms.
- A guild contract that benefits everyone.
- An emergency shelter in or near city hall.
- Trunk repeater radio system.

ACCOMPLISHMENTS

The following are a list of accomplishments since I was sworn in as Acting Chief:

- Attended meetings and assisted with viable solutions resolving Langley's parking problems.
- Implemented SECTOR, including the installation and 24 hours of training. SECTOR enables officers to submit electronic reports and citations saving city postage fees.
- NIBRS state certified opening doors for even more state and federal grants.
- Traded several derelict firearms for department ammunition saving the department several hundred dollars.
- Terminated pager contract saving city \$400 in annual fees.
- Upgraded wireless air cards saving city \$1,000 annually.
- Resolved a citizen complaint that has been ongoing for several years.
- Solved great "Yarn Caper".
- Received four AED'S from state funded grant.
- AED/CPR training set up for city hall staff and city counsel. First ever.
- Officer Marks completed 16 hours ARIDE (Advance Roadside Impaired Driving Enforcement) course.
- Retired faulty color printer with new 3-In-One color printer.
- Coordinated the department's role in "Welcome the Whales Parade" which turned out to be a big success. A little help from the weather was nice.
- Painted department spaces on my own time.
- With coordination of Kathleen Landel, we updated Langley Police web site to include links for citizen statement and public disclosure forms. Also added "Current News" where I provided updated current laws of interest/changes.

CONCLUSION

In a nutshell. KEEP THE DOORS OPEN

R.M. Heston
Acting Police Chief

