

# Seabrook Police Department



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*Brett J. Walker*  
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Deputy Chief of Police

## MEMORANDUM

**TO:** Town Manager  
**FROM:** Chief of Police  
**DATE:** July 16, 2020  
**RE:** Request for funds—administrative tools/software & PEA raise

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Contemporary issues facing law enforcement have an increased focus on training and accountability. In our continued efforts to make the Seabrook Police Department the best that it can be I am requesting funding from the Estate of Elmo D'Alessandro (more commonly known as the D'Alessandro Fund) to purchase a 1-year subscription for PowerDMS software and enter into a 3-year contract for the product.

Similar to our recent implementation of software for scheduling and overtime, we need to step into the 21<sup>st</sup> century in the areas of retention, review, and auditing of training and policies. PowerDMS offers a variety of features to accomplish these tasks. It also allows us to offer and track training online. This will provide more efficient use of our training budget and, thus, more and better training to our staff.

PowerDMS requires an annual subscription. I am requesting **\$5,431.73** for the first year of the subscription. This price includes waiving the "on-boarding fee" for new customers. Subsequent annual payments will be added to the Police Department budget.

Our roadmap to accomplish accreditation is:

1. Obtain and implement PowerDMS for our training and policies.
2. Bring in an outside vendor familiar with CALEA accreditation to assist with policy revisions.
3. Begin the self-assessment phase of CALEA accreditation.
4. Achieve accreditation status from CALEA.

I have contacted three well-respected entities to provide quotes for review and revision of our policies. This work will likely involve some consultation work as we move into CALEA self-assessment. I will consult more with the Town Manager as I receive quotes for this vital piece of the process.

Another reason for the PowerDMS request is accreditation. Accreditation, specifically through the Commission on Accreditation for Law Enforcement Agencies (CALEA), is a tremendous accomplishment and, as they say on their website, “the gold standard in Public Safety”. From the CALEA website:

“The Law Enforcement Accreditation process focuses on standards that provide best practices related to life, health, and safety procedures for the agency. These standards are considered foundational for contemporary law enforcement agencies.

The program provides the framework for addressing high risk issues within a contemporary environment, and ensures officers are prepared to meet basic community service expectations and prepared to manage critical events.”

It can be a long road and take several years to accomplish and for us that journey will start with PowerDMS. PowerDMS is used in CALEA accreditation so it only makes sense to utilize the same tools for our training and policies.

CALEA lists the following benefits from accreditation:

- **Increased Community Advocacy:** Accreditation embodies the precepts of community-oriented policing. It creates a forum in which law enforcement agencies and citizens work together to prevent and control challenges confronting law enforcement and provides clear direction about community expectations.
- **Staunch Support from Government Officials:** Accreditation provides objective evidence of an agency’s commitment to excellence in leadership, resource management, and service-delivery. Thus, government officials are more confident in the agency’s ability to operate efficiently and meet community needs.
- **Stronger Defense Against Civil Suits:** Accredited agencies are better able to defend themselves against civil lawsuits. Also, many agencies report a decline in legal actions against them, once they become accredited.
- **Reduced Risk and Liability Exposure:** Many agencies report a reduction in their liability insurance costs and/or reimbursement of accreditation fees.
- **Greater Accountability within the Agency:** CALEA standards give the CEO a proven management system of written directives, sound training, clearly defined lines of authority, and routine reports that support decision-making and resource allocation.

I contacted Shelley Walts from Primex regarding benefits associated with accreditation and she stated, “Once the Department achieves the Certification a copy of the letter can be provided to Primex. The Town of Seabrook would then receive a 1% discount off the Property Liability program and a Half percent discount off the Workers’ Compensation program.” I believe that the expenses incurred as a result of accreditation will result in overall savings from Primex in the long run.

CALEA currently lists the following for New Hampshire:

**14 agencies awarded Law Enforcement accreditation**

- 12 Municipal Law Enforcement Agencies
- 1 Sheriff's Department
- 1 University/College Law Enforcement Agency

**Municipal Law Enforcement Agencies**

- Claremont Police Department
- Dover Police Department
- Durham Police Department
- Goffstown Police Department
- Hollis Police Department
- Hudson Police Department
- Keene Police Department
- Laconia Police Department
- Manchester Police Department
- Nashua Police Department
- Pelham Police Department
- Portsmouth Police Department

**Sheriff's Department/Office**

- Strafford County Sheriff's Office

**University/College Law Enforcement Agency**

- University of New Hampshire Police Department

**CALEA also lists 5 Agencies in self-assessment**

- 4 Municipal Law Enforcement Agencies
- 1 Other Agency

**Municipal Law Enforcement Agencies**

- Bedford Police Department
- Lebanon Police Department
- Londonderry Police Department
- Newington Police Department

**Other Law Enforcement Agency**

- New Hampshire Liquor Commission Division of Enforcement

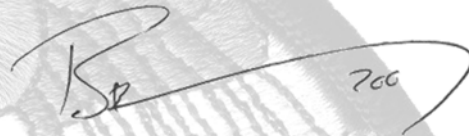
Our expected timeline would not, in all likelihood, have the Seabrook Police Department beginning the self-assessment phase of CALEA accreditation until sometime in 2021. For this reason we expect to request budgetary funds to cover CALEA and related expenses which include a one-time enrollment fee of \$11,450 (based on agency size) and a one-time fee of approximately \$5,500 which covers the costs of the initial web-based and on-site assessments. Once accredited, there is an annual continuation fee of \$4,665/year and reaccreditation every four years.

This accreditation also includes a “base model” of PowerDMS used for accreditation management but does not include the features to manage our policies and training as described earlier. Achieving accreditation can take several years, hence this request to start the necessary processes as soon as possible.

Unrelated to the aforementioned request, I am requesting a raise for our veteran parking enforcement agents. We currently have two parking enforcement agents with one being in his second year. We are budgeted for four PEA’s and rewarding them for returning to this job will help retain them in future years. They currently make \$11.50 per hour and I would request increasing this by \$1.00 per hour for returning PEA’s. This will not cause an overage in this line item.

Thank you for considering this request for \$5,431.73 from the D’Alessandro Fund as well as the \$1.00 per hour raise for returning parking enforcement agents.

Respectfully submitted,



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Brett J. Walker, Chief of Police

