

Seabrook Police Department



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Brett J. Walker
Chief of Police

Kevin M. Gelineau
Deputy Chief of Police

MEMORANDUM

TO: Town Manager
FROM: Chief of Police
DATE: August 11, 2020
RE: Request for funds—General Orders (policies) re-write by outside vendor

Having already been given approval by the Board of Selectmen to subscribe to PowerDMS software using funds provided by the Estate of Elmo D'Alessandro (more commonly known as the D'Alessandro Fund), I am requesting that I be allowed to spend up to \$10,000.00 (ten thousand dollars) to be funded through the D'Alessandro Fund to outsource a rewriting of our General Orders (policies). This rewrite will ensure that our General Orders are CALEA compliant and is Step 2 in our roadmap to accreditation as previously submitted to the Board and outlined below.

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 General Orders (policies). This work will likely involve some consultation work as we move into CALEA self-assessment. To date I have received two quotes, both of which are under \$10,000.00, for the rewrite with any subsequent consultation billed on an hourly basis.

As a reminder, we will be seeking accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA). 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.”

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.

Accreditation can take several years to achieve and we must start with a foundation of solid policies that implement best practices and are constantly evolving to reflect contemporary legal standards. Board approval for PowerDMS was an important first step. The review and rewrite of our General Orders, identified as Step 2, is the critical next step in this process.

Thank you for considering this request for up to \$10,000.00 from the D’Alessandro Fund.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "B. Walker", with a large flourish extending to the right that includes the number "760".

Brett J. Walker, Chief of Police