

Memorandum



DATE: August 14, 2009

TO: Members of the Public Safety Committee

SUBJECT: **Dallas Police Department Early Intervention Program**

Attached is briefing material on the "Dallas Police Department Early Intervention Program" to be presented to the Members of the Public Safety Committee on Monday, August 17, 2009.



Ryan S. Evans
First Assistant City Manager

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Attachment

CC: Honorable Mayor and Members of the Dallas City Council
Mary K. Suhm, City Manager
Deborah Watkins, City Secretary
Tom Perkins, City Attorney
Craig Kinton, City Auditor
Victor Lander, Administrative Municipal Judge
Jill A. Jordan, P.E., Assistant City Manager
A.C. Gonzalez, Assistant City Manager
Forest E. Turner, Assistant City Manager
Dave K. Cook, Chief Financial Officer
Helena Stevens-Thompson, Assistant to the City Manager Mayor/City Council



Dallas Police Department Early Intervention Program

Public Safety Committee

August 17, 2009



Goals of the Program

- To identify employees in need of intervention and assist them in becoming successful employees
- To strengthen the organization through its personnel
- To increase supervisor accountability

Entry Into The Program

There are 2 ways an employee can be inserted into the program

- Supervisory Referral – documentation of serious negative performance or behavior.
- Established thresholds
 - 3 Use of Force complaints in two years
 - 3 Summary disciplinary actions in one year
 - 4 Complaints of any kind within a 12 month period that result in an Internal Affairs or Divisional Investigation
 - A Criminal Complaint that has been adjudicated by the Criminal Justice system
 - Any Combination of 5 of any of the above thresholds within a year

Early Intervention Board

- A Division Commander – Chairperson (Appointed yearly by the Administrative Bureau Commander)
- A Lieutenant
- A Sergeant from the Patrol Bureau
- An Investigative Sergeant
- A Detective/Investigator
- A Senior Corporal (FTO) from the Patrol Bureau
- A Police Officer from the Patrol Bureau

The **Preliminary Board** will be made up of the Lieutenant (Chairperson) and any other two members of the board of any rank.



Insertion into the Program

- Once an employee reaches a threshold or a supervisor requests the employee be evaluated, the Program Administrator will prepare a comprehensive study of the employee's past and current history and will then present the case to a Preliminary Board for Review.
- The Preliminary Board will evaluate the employee with supervisory input and make a recommendation to the Chairperson. The Chairperson will determine if it should be forwarded to the full Board.

Plan of Action Options

- Temporary Transfers
- Permanent Transfer to another sector, watch or assignment
- Additional Training
- Counseling
- Monitoring of calls and assignments by the Immediate Supervisor
- Assignment to work with Senior Officer
- Temporary Two Man Assignment
- Temporary One Man Assignment

Training and Counseling Options

- Training Options
 - Communications Skills Development
 - PVOC Training
 - Motor Vehicle Law Enforcement
 - Search and Seizure Training
 - Ethics Training
- Counseling Options
 - Departmental Counselors
 - Departmental Chaplains
 - Peer Support Program
 - Employee Assistance Program

Employee restrictions while in the program can include:

- No voluntary transfers while in the program.
- Employees will be prohibited from working any overtime assignments or extra employment for the duration of the program.
- Promotions delayed

Duration of Program

- The employee will be inserted into the program for a minimum of 30 days
- The sworn employee's immediate supervisor monitors their progress while in the program and reports the findings in a detailed weekly report to the employee's Division Commander
- A monthly progress report will be forwarded to the Board and Program Coordinator
- Based on the progress reported, the Board will determine if the employee has successfully completed the program or is in need of further behavior modification

Questions?