

Michigan Association of Chiefs of Police  
MICHIGAN LAW ENFORCEMENT ACCREDITATION PROGRAM



# Onsite Final Report

City of Grand Blanc Police Department  
May 4-5, 2022



**Team Leader: Patrick M. Reinke**  
**Team Member: Kevin Cisler**



**A. Agency name, CEO and AM:**



City of Grand Blanc Police Department  
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**B. Dates of the On-Site Assessment:**

Wednesday May 4, 2022 – Thursday May 5, 2022

**C. Assessment Team:**

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## **D. Community and Agency Profile:**

### **1. Community Profile**

The City of Grand Blanc is located in southeast Genesee County 10 miles south of Flint and 60 miles north of Detroit. The City occupies an area of approximately four (4) square miles.



"Grand Blanc", which literally means "Great White", was originally settled by Chippewa Indians. French traders arrived before 1800

and gave the town its name. By 1823, pioneer families began setting up trading posts and settling on the abundant farmland which sold for \$1.25 an acre. The railroad added more work and growth to the small community in 1862. The village of Grand Blanc was the first in the state to consolidate its schools in 1904. Grand Blanc adopted its City Charter on March 4, 1930.

The U.S Census Bureau has released demographic data from the 2020 US Census. The information shows that, over the last decade, the City of Grand Blanc's population has remained relatively stable, with relatively minor decreases in overall population and housing units, and an increase in community diversity. Highlights from the 2020 census data, and recent versions of the American Community Survey, include:

- The population of Grand Blanc remained fairly stable decreasing only 2.3% from 8,276 in 2010 to 8,091 in 2020.
- Median age of the population is 39.1 years.
- The population in the city became slightly more diverse over the last decade. The minority population increased from 17.6% in 2010 to 22.6% in 2020.
- 2020 census data shows that the racial makeup as 77.4% White, 12.8% Black/African American, 2.7% Asian, 0.4% Native American, 0.9% from other races and 5.8% from two or more races.
- Housing units remained stable increasing slightly by 33 from 3,784 in 2010 to 3,817 in 2020. Housing occupancy remained stable in the same period from 94.2% to 94.4%. Approximately 61.6% of homes are owner-occupied while 38.4% are renter-occupied units. The average household size is 2.20 and average family size is 2.95.
- Unemployment decreased from 8.9% in 2010 to 5.0% in 2020.
- 93.6% of residents have a high school diploma/GED or higher. 39.1% have a bachelor's degree; 15.3% have a graduate or professional degree or higher.



- The estimated median household income is \$62,784 with an average income of \$95,121. Median income for a family is \$93,906. The poverty rate of city residents is 8.1%, lower than both the state poverty rate of 13% and the county poverty rate of 18%.

The City of Grand Blanc operates under a council-manager system of government and thus is governed by a City Council consisting of a Mayor with six council members. The City Council appoints a City Manager who manages the day-to-day operation of the city.

Today, residents of Grand Blanc are fortunate to have many services and programs available to them. Parks and Recreation activities, Senior Citizen services, McFarlen Public Library programs, and Community Education courses are available to satisfy many diverse interests. The Heritage Museum preserves the history of the area. The Grand Blanc Community School District is rated as one of the best in the State of Michigan and is home to the 5<sup>th</sup> largest High School in the State of Michigan, in terms of student population, which is located within the city limits. Opportunities for shopping and dining are available in the City, as well as medical and dental facilities. Churches of all denominations are present throughout the area. Bus, train, and air transportation are easily accessible.



## 2. Agency Profile



Grand Blanc City Police Department was created at the same time the city was incorporated in 1930. The department consists of 19 personnel, seventeen of which are sworn and 2 civilian support techs. The department is organized in three major areas, administration, operations, and support services.

The police department is a full-service, 24-hour operation.

Operational services include patrol and community policing. Support services include Records, Investigations, and School Resource. The Records department is open Monday through Friday, 8 a.m. to 5 p.m. The department has an annual operating budget of over \$2.2 million for the current year.

Sworn personnel consists of the chief of police, one lieutenant, two patrol sergeants, one of which also serves as the department's K9 officer, one detective sergeant who oversees Investigations and School Resource, two school resource officers, and 10 road patrol officers. Of the two civilian support techs, one is assigned to Records and one to Investigations.

### 3. CEO Biography



Chief of Police Brian Lipe began his service with the City of Grand Blanc in September 2014.

Chief Lipe graduated from Flint Holy Rosary High School and received a Bachelor's degree in Criminal Justice from Ferris State University. He is a graduate of Michigan State University's School of Staff and Command and the FBI National Academy 244<sup>th</sup> Session. Additionally, Chief Lipe is the recipient of a Masters of Public Administration Degree from the University of Michigan - Flint.

While serving eight years in the U.S. Army Reserve, he was called to active duty in 1997 and deployed to Augsburg, Germany in support of the Operation Joint Guard mission in Bosnia.

Chief Lipe's previous police experience includes over 20 years in the Saginaw Police Department, serving as Officer, Sergeant, Lieutenant, Deputy Chief, and finally Chief of Police. Additionally, he served on the Saginaw Emergency Services Team (S.W.A.T), a multi-jurisdictional unit that specialized in high-risk situations such as barricaded gunmen, hostage situations, and serving warrants to homicide and armed drug dealer suspects. During his 14 years with this unit, Chief Lipe progressed from Basic Operator to Team Leader to Tactical Commander.

Chief Lipe is a member of numerous law enforcement professional organizations including the FBI National Academy Associates, the International Association of Chiefs of Police, and the Michigan Association of Chiefs of Police and serves on their Legislative Advisory Committee. In addition, he also serves on the Grand Blanc City Fire Department and is a member of the Grand Blanc Optimist Club.

Chief Lipe is married to his wife, Cathy, who is the Evidence Tech for Burton Police Department. They have 2 daughters: Olivia a pharmacy graduate student at Ferris State University and Audrey a senior at Flushing High School.

### 4. AM Bio



D/Sgt. Bryan Byarski has been with the Grand Blanc City Police Department for almost 26 years. In addition to being the Accreditation Manager, D/Sgt. Byarski is also the supervisor of the Investigations bureau. He has been in Investigations for nine years serving as the school resource officer and then solely as the supervisor. D/Sgt. Byarski was a patrol sergeant for one year before moving to Investigations. The remainder of his time he was a road patrol officer and a detective when there was a rotating detective position.



D/Sgt. Byarski has a Bachelor's degree from Michigan State University and is also a graduate of Michigan State University's 10<sup>th</sup> School of Staff and Command. He attended the National Computer Forensics Institute in 2016 where he became a certified Mobile Device Examiner.

Along with serving on the police department, D/Sgt. Byarski also serves on the City of Grand Blanc Fire Department. He is on the Board of Directors for the Grand Blanc Chamber of Commerce, a hockey coach with the Grand Blanc Varsity Hockey team, and team leader of the Guardian Angels, which is a security team for Mount Hope Church.

## **5. Future Issues**

The agency cited the following issues or challenges facing the department now and in the near future:

As with many municipal employers, the department has seen a lack of applicants for available positions when jobs are posted. During the last hiring process for police officer, the department received a total of 3 applications for 2 open positions. Despite these relatively low numbers, the department was satisfied with the quality of the applicants who applied and believes they are still attracting high quality prospective employees to the agency.

The agency has a goal of equipping their officers with body worn cameras (BWCs) for increased transparency and accountability. Despite best efforts, there was insufficient room in the budget to facilitate the purchase of a BWC system. The department is pursuing alternate funding sources, including available state and federal grants, to facilitate the purchase and implementation of a body worn camera program.

### **E. Public Information Activities:**

Public notice and input are cornerstones of democracy and MLEAC accreditation. This section reports on the community's opportunity to comment on their law enforcement agency and to bring matters to the attention of the commission that otherwise may be overlooked.

#### **1. Telephone Contacts**

The public telephone line was active on Thursday May 5, 2022 from 9:00 AM – 11:00 AM. The telephone line was tested and found to be functional. Fourteen (14) calls were received.

#### **Chris Douglas**

Chris Douglas is a city council member and has served on the council since 2015. During his entire time on the council he has served on the public safety committee. Mr.



Douglas reported that he has had nothing but positive experiences with the department. He indicated that the department has an excellent reputation in the community and that city council has only received positive comments from the community about the agency, never any negative complaints. He believes the department to be a “gold star” of the community and a reason why people move into the City. He described the department and chief as very responsive to the needs of the community or city council. He highlighted Chief Lipe's leadership stating that the Chief attends all city council and public safety committee meetings and is very responsive to any inquiries or requests made. Mr. Douglas highlighted a recent incident where he found a purse in a city park while out for a run and texted the Chief regarding his discovery. He received a response within minutes and an officer assisted him with the found property. Mr. Douglas stated he is “absolutely” in favor of the department obtaining accredited status and feels like it would be a testament to their hard work and dedication to the community.

### Ron Wiles

Ron Wiles is the Chief of Police for Grand Blanc Township. He stated that his agency has an outstanding relationship with the City of Grand Blanc Police Department. He indicated that both agencies work together as partners not just in issues related to policing but also on community events throughout the year. Regardless of whether a community event is held in the township or city, both departments always jointly participate in the event. As an example, he specifically highlighted that the City Police Department participates in National Night Out, which is hosted by the township every year, and conversely the Township Police are always invited and participate in the Grand Blanc Family Fun Fest, which is held in the city. Chief Wiles stated that he and Chief Lipe have always tried to focus on the entire Grand Blanc community and not just their individual municipalities. He is glad that the City Police Department is pursuing accreditation as, since the Township is also accredited by the commission, this will enhance law enforcement services to the entire Grand Blanc area. He fully supports their being awarded accredited status.

### Leigh LaForest

Ms. LaForest is the Chief Executive Officer of the Grand Blanc Chamber of Commerce. She described the department as “wonderful” and a great partner for the Chamber. She shared that Chief Lipe and the Department will always find a way to help with whatever she needs, no matter the request. Ms. LaForest has only been in her position with the Chamber for a little more than a year, but said that Chief Lipe and the members of the department were incredibly welcoming when she was first hired. Ms. LaForest highlighted the department’s involvement with the Grand Blanc Family Fun Fest, an event that draws over 30,000 people into the community each year. Ms. LaForest also added that the Chamber strongly believes in the work the department does and that they host two events each year that support both the City and Township police departments. She stated she is “100 percent” in support of their efforts to become accredited.



### John Creasey

Mr. Creasey is a member of the Grand Blanc City Council. He stated that the department does a great job and he frequently sees officers out and about in the community. He indicated that he rarely needs to call and formally request police services, but has had an overall positive experience with the department and its members. He supports the department's efforts to be awarded accredited status.

### Trevor Alward

Mr. Alward is the Superintendent of Grand Blanc Community Schools. He stated he feels very fortunate to have both the Grand Blanc City and Township police departments as partners with the schools. He shared that the largest school campus, Grand Blanc Community High School, is located within the city limits and currently has an enrollment of approximately 2,700 students. The district contracts with the department for 2 school resource officers (SROs). Staff regards the SROs as "great additions to the team" stating that they are willing to dive right in and work with students in a proactive manner. While the SROs do help with criminal matters on the campus, they do more than just criminal enforcement and work as part of the overall school administration team. He mentioned he is very impressed with Chief Lipe, stating he is "very involved as a community leader." The Chief and department has offered input on safety and security concerns with capital improvements being made by the schools and has found the feedback very valuable. He "definitely" supports accreditation.

### Andrew Nyquist

Mr. Nyquist currently serves on the Grand Blanc City Council and is also a Sergeant with the City Fire Department. As a council member, he works closely with the Chief who he indicated is always present at council meetings to talk about any police matters. He stated that the council and police department get along well. He indicated that the department is very active in the community and is always willing and able to help with community events. As a member of the Fire Department, Mr. Nyquist reported that the police department is a good public safety partner and that a number of officers also serve as paid on call firefighters for the fire department. Officers always respond quickly and provide whatever assistance is needed on scene. He described officers of the department as always being very caring, responsive and have a great relationship with the community.

### Mike Odette

Mike Odette is the Chief of Police for Mott Community College in Flint, Michigan. He stated that the City of Grand Blanc Police Department is an exceptional department. He shared that one thing that always stands out about the department is that their



community involvement is “second to none.” He relayed that the department is always present at events not just within the City of Grand Blanc, but throughout all of Genesee County. Mott Community College is an accredited agency and Chief Odette indicated that as he is aware the level of effort and dedication required to attain accreditation he knows that the department will represent the law enforcement and accreditation community well. He considers the department to be “one of the finest examples of law enforcement in Genesee County” and is “absolutely” supportive of their being awarded accreditation.

### Kailey Baker

Ms. Baker is a resident of Grand Blanc Township and a Crisis Intervention Team (CIT) Supervisor for the Genesee Health System. She reported that she has nothing both positive things to say about the department. She has worked to train law enforcement officers across the county in responding to mental health calls within the community and has worked with officers of all ranks. She commented that of all the police departments in the county, Grand Blanc City is one of the top supporters of the CIT program. She described officers as being “very willing to learn” and stated that the department has been extremely responsive toward working through any barriers or issues that have developed during the implementation of the CIT program. She is “absolutely” supportive of their obtaining accreditation.

### Barb Smith

Barb Smith has resided within the City of Grand Blanc for over 40 years. She has a great deal of contact with officers and staff of the Grand Blanc Police Department. She is a community volunteer and works on FISH which is a community outreach program that provides food and necessities to those less fortunate. The police are always there for them and provide the best service. If they are asked to assist with any community events they always help out. She has had nothing but good experiences with GBPD. She relayed that they provide excellent service and have quick response times. They are the best bunch of men and women and are very compassionate and there to help. She supports their efforts to be accredited.

### Amber Taylor

Amber Taylor is a Coordinator for the Back to the Bricks, an annual car cruise based out of Flint. She has had a lot of positive experiences with the GBPD. She described the department and its employees as “compassionate, professional and easy to work with.” They provide good leadership and always provide insight when she needs it for community events. She has dealt with other communities for events and has not had as positive experiences with them, further elaborating that Chief Lipe is an excellent individual to work with. Ms. Taylor stated that she believes people sometimes have a poor perception of law enforcement but that this has not been her experience with the



department or profession as a whole. She wishes the good work officers due received more attention. Ms. Taylor fully supports the department being awarded accredited status.

### Claudnyse Hollman

Claudnyse Hollman is the director for Voices for Children Child Advocacy Center. She has had very positive experiences working with the officers of Grand Blanc. They are diligent in their investigations and attend the meetings. They are prepared to handle their cases and make sure that the children get the justice they deserve.

### Susan Soderstrom

Susan Soderstrom is the Mayor of the City of Grand Blanc. She feels that the GBPD is an excellent department, that they protect the community and are well respected. She relayed that residents feel safe in the community thanks to the efforts of the department and its officers. She described the department's officers are kind and respectful. She is thankful that the department was fortunate to recently hire two very good new officers to fill vacant positions. She holds Chief Lipe in high regard stating that he listens and takes care of concerns in a timely manner. She could not be prouder as a mayor with her police department and fully supports the accreditation process.

### William Harris

William Harris has been a city resident for thirty years and is a broadcast journalist for NBC 25 in Flint. He has had experiences with several community police agencies and stated that the City of Grand Blanc Police Department is the best. They are above average with community service and have a consistent presence and involvement within the schools. He described officers of the department as a "positive group." He fully supports the accreditation process.

### Cameron Henke

Cameron Henke is a resident of the City and retired as Detective Sergeant with the Michigan State Police. He also has experience as a federal investigator. Mr. Hanke has worked on several cases with Chief Lipe throughout his career and Chief Lipe has been invaluable to some of his major investigations. He was extremely excited when Lipe was chosen as the new Chief of Grand Blanc Police Department. He has had very good experiences with the officers of GBPD. Mr. Hanke approached Chief Lipe about the city exploring an ordinance that would permit residents to operate golf carts on local roads. Chief Lipe was receptive to his request and has been working with Mr. Hanke and the City Council to explore the issue. He does not have anything negative to say about GBPD. He fully supports the accreditation process.



## 2. Correspondence

The assessors received no copies of correspondence regarding the reaccreditation process.

## 3. Media Interest

There were no inquiries from the media to assessors regarding the on-site. A copy of the media release was provided to the onsite team. Internet search revealed that the story was covered by the Grand Blanc View and Mid-Michigan WEYI NBC 25.

## 4. Community Outreach Contacts

Wendy Jean-Buhrer, City Manager  
Christina Irwin, Assistant City Manager/HR Director  
John Graver, POAM Union President

### **Ms. Wendy Jean-Buhrer, City Manager**

Wendy Jean-Buhrer has been employed by the City of Grand Blanc for the past fifteen years and has served as City Manager for the past seven. She has an excellent relationship with GBPD and does not have any issues or concerns with the department. The city, department and police union worked really well together during recent contract negotiations and were able to reach agreement on new contract terms without requiring intervention from legal counsel or the union's business manager.

Ms. Jean-Buhrer stated that city council is very supportive of the police department. They have weekly meetings with the department heads to stay informed which are always attended by the Chief of Police. She relayed that she has a positive relationship with Chief Lipe, that she works very closely with him and that they freely discuss any issues of concern. She expressed confidence in the Chief's leadership abilities adding that he has an open door policy and he doesn't micromanage. She trust that the Chief is able to handle any issue that may arise within the department.

While "on paper" the City may seem to be mostly built out, Ms. Jean-Buhrer advised that a golf course within the jurisdiction recently closed and sold a significant amount of their property to a developer, which will result in the construction of over 100 homes on the former course property. While this will benefit the city by providing additional revenue, Ms. Jean-Buhrer stated they believe that the increase in population will require hiring additional officers to ensure the department is properly staffed. Ms. Jean-Buhrer stated that the only thing she wishes the department would do differently is that she would like to see them train more, however she is aware that there are budgetary and staffing considerations that hinder the ability to train. She was very pleased that the department was able to negotiate with the school district to add an additional school resource officer position, with the district agreeing to pay for the additional officer. She is excited about



the accreditation process, is confident they will get accredited and believes that accreditation will be beneficial to the department and the community.

### **Ms. Christina Irwin, Assistant City Manager/Human Resources Director**

Ms. Irwin has worked for the City of Grand Blanc for six years and has been the assistant city manager and human resources director for the last two years. She stated that City administration and government has a very positive relationship with the police department. She shared that Chief Lipe participates in weekly staff meetings with the other city department heads and maintains open communication with her office regarding any issues at the department, whether they involve police operations or personnel concerns. Ms. Irwin has received positive feedback from the community regarding the department and appreciates their interaction with the community. She feels that all of the officers are very approachable and friendly. She is extremely satisfied with Chief Lipe's leadership sharing that he openly discusses personnel issues with her and handles such issues immediately without delay.

Ms. Irwin stated she has no immediate concerns regarding the department's budget or manpower and does not foresee any issues in the near future. She did mention that, like many police departments, recruiting new employees can be challenging, highlighting that in their last hiring process for officers they only received 3 applications for 2 vacant positions. She feels that they are still able to attract high quality applicants however, citing that the pay and benefits officers receive is competitive to area departments. The City closed the defined benefit pension for the department 6 years ago, but they offer a competitive 401k match. She described Chief Lipe as being fiscally responsible and mentioned that he will pursue grants and alternative funding sources for projects when they are available. She indicated that one such project the department is working on is obtaining body worn cameras for its officers.

### **Ofc. John Graver, POAM Union President**

Officer John Graver is a 21 year veteran of the City of Grand Blanc Police Department and is currently serving as POAM Union President. He indicated that the union has very open communication with department administration. He stated that the union can bring issues forward to the Chief and usually work matters out without having to utilize grievance processes, explaining that grievances are "rare." He feels that officers' equipment and training needs are being met by the agency. He knows that recruitment is "challenging" but feels that the agency doesn't have any added challenges in recruitment than any other department in the area. Officer Graver stated that the union recently agreed to a new 3-year contract and that negotiations went very well and were an overall positive experience. He enjoys working for the department and says he is very appreciative of the support they receive from the community.

## 5. Agency Ride-along

On Wednesday May 4, 2022 Assessor Reinke conducted a ride along with Officer Craig Hose from 2pm to 4pm. Officer Hose is a 20 year veteran of the department and is currently assigned to road patrol on day shift. He has previously served as an FTO of the agency. While no runs were received during the ride along, Officer Hose highlighted several areas of the community, specifically noting the downtown area and Grand Blanc High School. When asked about typically call types or concerns, Officer Hose indicated that, in terms of criminal matters, day shift officers are called for domestic violence incidents while night shift officers deal more with property crimes such as larcenies from automobiles. He indicated that the volume of such calls seems to come more from the apartment complexes in the community rather than the single family home neighborhoods. He stated that over the last twenty years he has seen an increase in diversity with residents moving into the City from Flint and surrounding areas. Officer Hose indicated that he enjoys the support officers receive from the community.

Assessor Lt. Kevin Cisler did a ride along with Sergeant Josh Edwards who is a 9 year veteran of GBPD. This took place from 2pm to 4pm on Wednesday May 4, 2022. During the ride along, Sgt. Edwards pointed out the city limits and explained the demographics of the city. Most of the city patrolled was residential including some very high income houses. He advised that there are three officers on patrol during the day and they can average anywhere from 0 to 6 calls a day and an average of 3 or 4. During the ride along there were no calls for service. There was one traffic stop for a vehicle displaying an expired/improper plate that also had a defective brake light and a vision obstruction. The driver was determined to also be in violation of a temporary instruction permit. Sgt. Edwards was very professional and kind to the driver. She was cited for violation of the instructional permit and improper plate. The plate was confiscated and she called a friend to come pick her up. Sgt. Edwards believes in the accreditation process and enjoys working for GBPD.

## 6. Community Involvement

The City of Grand Blanc Police Department has embraced the community policing philosophy and as such participates in many community activities. Some of the activities in which the department participates include:

- Sponsor and assist each year with the Grand Blanc Chamber of Commerce Family Fun Fest, which is a weekend of rides, games, family “drive-in” movie night, and concerts held on the high school grounds.
- Partners with the Grand Blanc Township Police Department for National Night Out during the first



Tuesday of every August.

- Support FISH, which is a local food pantry. Participate in the “Feed the Bus” events to help gather food to fill a school bus to be used for local families. The department sponsors 2-3 families each year at Christmas to purchase presents and food.



- Team up with the local Kroger store for the First Responders Food Drive.
- Partners with a local credit union each year to help with “Stuff a Blue Goose” which is a toy drive in December and ABC Channel 12 for a “Diaper Drive” for gathering supplies for new mothers who are suffering financially.

- Participates in “Shop with a Hero” every year around the holidays. One at the Grand Blanc Walmart and one at the Burton Meijer Store.

- During the Black Lives Matter marches in 2020 and 2021, the Department met with Grand Blanc High School students to help them plan and organize a march. The department provided feedback on safety issues and the best route to take in order to ensure a smooth event.



- The City of Grand Blanc Police Association offers two \$1,000 scholarships at Grand Blanc High School for students interested in going into Criminal Justice. The Association also sponsors many of the sports teams and clubs at the high school, along with local youth sports teams and other organized youth activities.



- When the department was seeking to redesign its patrol vehicle graphics, they partnered with art program at Grand Blanc Community High School to host a contest for students to submit their designs. Designs from two students were selected and combined to create the current graphics displayed on the department’s patrol cars.



- Personnel are also involved with the community personally. Several are coaches with the Grand Blanc High School teams and other local youth sports. Some employees belong to local groups, such as the Board of Directors with the Grand Blanc Chamber of Commerce, Rotary Club, Optimist Club, the 100 Club of Genesee, Shiawassee, and Lapeer, and others.

## **F. Essential Services:**

### **Chapter 1 – The Administrative Function:**

#### **Direction of Personnel**

The Chief of Police has the authority to issue, modify, repeal or approve the department's written directives. Written directives are issued to all agency personnel and changes to written directives are disseminated to all affected employees. In the absence of the Chief of Police, a designated Department Coordinator may temporarily issue or alter written directives in response to emergencies or legal mandates. The agency's written directives were systematically organized and constructed in a logical manner with employee duties and responsibilities clearly defined, including any constraints or restrictions on employee actions. The written directive system is contained within PowerDMS, which allows it to be searchable and alerts employees to any changes or updates. Employee receipt of new or updated directives is tracked within the PowerDMS system via electronic signature. Repealed directives or previous versions of directives is retained both in PowerDMS program as well as the department's server in accordance with retention requirements.

The agency maintains a mission, vision and values statement within its directives.

#### **Fiscal Control**

The City of Grand Blanc Police Department does not maintain any cash accounts. All transactions for services (payment for reports, fingerprints, etc.) are processed through city administration. The payee then provides a receipt to the Department showing proof of payment.

#### **Internal Affairs**

The City of Grand Blanc Police Department accepts and investigates all complaints alleging misconduct on the part of the agency or its employees, including complaints which are made anonymously. The responsibility for investigating personnel complaints primarily rests with the employee's immediate supervisor unless the Chief of Police determines that circumstances warrant assigning the complaint to another supervisor. Any command officer investigating a complaint against an employee or the agency has the authority to communicate directly with the CEO as may be necessary. The CEO makes a final determination of all internal complaint investigations and is required to notify the complainant on the final disposition of the complaint.



Upon the conclusion of an investigation the disposition will be categorized as one of the following:

**Sustained:** Evidence is sufficient to prove the allegation.

**Not Sustained:** Insufficient evidence exists to either prove or disprove the allegation.

**Exonerated:** The incident occurred but was determined to be lawful and proper.

**Unfounded:** The allegation is false or not factual.

Department supervisors have the authority to immediately suspend employees from active duty pending further investigation of a complaint, particularly for incidents resulting in serious bodily injury and/or death, or an allegation of criminal conduct.

The CEO completes a written annual analysis of all employee misconduct. The analysis examined potential trends or patterns associated with the complaints filed. The annual analysis indicated that the agency received 5 complaints alleging employee misconduct in 2021 (4 received from the public, 1 initiated internally). 3 of the complaints were sustained, 1 was unfounded and the last resulted in an exoneration. Documented corrective action was noted on the sustained complaints.

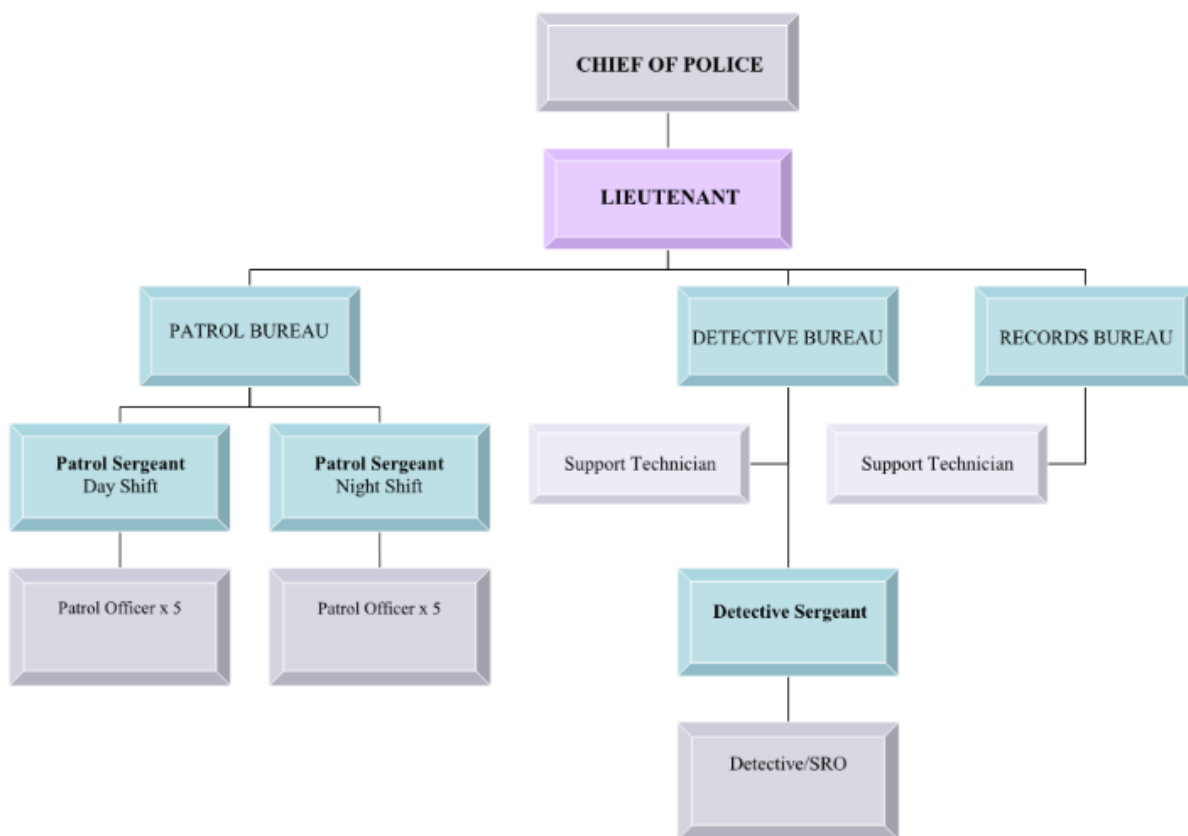
#### Disciplinary Procedures

The agency's written directive system details the rules, regulations and expectations for employee conduct. Supervisors have the authority to apply training and/or counseling in lieu of punitive employee discipline and the agency has proper procedures in place to facilitate and document training or counseling that is utilized. Written reprimands may be issued by the department's lieutenant or their designated sergeant. Suspensions or terminations resulting from disciplinary matters must be authorized by the Chief of Police. The agency has an appropriate appeal and grievance process in place with established timelines governed by a collective bargaining agreement. There were no grievances filed during the assessment period.

#### Organization

All sworn personnel take, sign and swear to abide by an oath of office. The oath includes a statement of support for the Constitution of the United States of America and the Constitution of the State of Michigan. All agency personnel acknowledge a code of ethics and receive ethics training every three years, with the most recent training occurring in 2020.

City of Grand Blanc Police personnel have a structured unity of command and an organizational chart is maintained. The Chief of Police is supported by a Lieutenant and 3 Sergeants. The Lieutenant oversees all divisions of the department: the patrol bureau, the detective bureau and the records bureau. The patrol bureau is divided into two shifts, a day shift and night shift, which are each overseen by a sergeant. The Detective Bureau has a Sergeant in command of the unit that supervises a detective/SRO and a civilian support technician, who is responsible for the evidence and property functions. The records bureau is supervised by the department Lieutenant and is staffed by a civilian support technician.



A supervisor is accessible to agency personnel on a 24-hour basis either by their presence on-duty or by telephone via an on-call scheduled maintained by the agency. In the absence of the Chief of Police, the Lieutenant oversees the agency. In the absence of the Lieutenant, the sergeants oversee the agency by seniority in rank.

Biased-based policing is strictly prohibited by the agency. There is a clear definition for biased-based policing that includes race, ethnicity, national origin, immigration status religion, gender, gender identity or expression, sexual orientation, socioeconomic status, age, disability, or political affiliation. Training of agency personnel on bias influence policing occurs a minimum of every three years, with the most recent training occurring in 2021. The agency requires that allegations of biased influenced policing occur in accordance with the Internal Affairs function. During this accreditation cycle, the agency did not receive any citizen complaints alleging biased policing/racial profiling.

The agency also prohibits unlawful workplace harassment, including sexual harassment. The written directives require that any employee who has knowledge of harassing conduct report the conduct to a supervisor, regardless as to whether or not they were a party involved. The directives outline a proper reporting mechanism in the chain of command, but permit an employee to bypass the chain of command, as an alternative reporting mechanism, if a conflict of interest exists or if the actor is in the complainant's unity of command. Harassment complaints can also be made with the Assistant City Manager or City Manager if the Chief Executive is an actor in the alleged harassment.



An investigation into any and all allegations of unlawful workplace harassment is required to occur in accordance with state law. There were no reported incidents of workplace harassment during the assessment period.

#### Agency Equipment and Property

Each employee is responsible to maintain all law enforcement-related equipment assigned to them in a state of operational readiness. Stored equipment not issued to individual employees such as unassigned weapons, civil disturbance gear, or other equipment is inspected by the department Lieutenant to ensure all items are maintained in a state of operational readiness.

The wearing of body armor is mandatory for all patrol personnel and there are additional requirements to wear body armor while engaged in pre-planned high-risk operations. Each employee is responsible for the care and maintenance of their body armor. Body armor is required to be replaced in accordance with the manufacturer's recommended replacement schedule or if the effectiveness or functionality of the body armor is compromised. Supervisors are responsible for ensuring that body armor is worn and maintained by their assigned personnel.

#### Public Information

The Chief of Police, or their designee, is the designated Public Information Officer (PIO) for the agency. Personnel may be assigned to author a media release, however all releases must be forwarded to the Chief for review prior to public release. The agency facilitates media access to scenes of law enforcement activity while ensuring appropriate precautions are implemented to control media access in order to prevent interference with investigations or on scene personnel.

#### Agency Records and Computers

The agency has a detailed written directive describing the field reporting system, follow-up investigations, and the approval of reports by supervision. The department controls access to agency records electronically with records management passwords via PremierOne RMS. Paper copies of records are secured in the Records Bureau area which is secured via key access and only accessible to assigned records personnel. Juvenile records are kept separate and there are extra security measures for non-public records to include a lock on the office door and a cabinet lock. All freedom of information requests are handled by the records bureau and the agency abides by state retention and disposal requirements in accordance with Michigan Statute and Records Management.

The agency has procedures in place to protect its central records. The department participates in the Michigan State Police's Statewide Records Management System (SRMS), which is locally housed at the Saginaw County Information Technology Department. Backup data from SRMS is written to a Veeam disc and LTO-6 tapes daily. Once a week a disc and tape are transported to an offsite secured fireproof vault designated by MSP. Annual security and password audits were performed during the assessment period as required by standard and the agency's participation in SRMS. There were no breaches in security during the assessment period.



### Agency Training

The agency training records are current and are being maintained in accordance with applicable retention schedules. Training course content is outlined and lesson plans are utilized. In-house instructors are properly trained and experienced. The agency has a remedial training policy and requires that remedial training be documented. Newly promoted personnel receive training consistent with new responsibilities and tasks. A Sergeant is assigned as the training coordinator for the agency.

The written directive for the selection of field training officers (FTOs) outlined a process for selection of potential FTOs, a position within the agency to oversee the field training program, and list of required reports, evaluations and responsibilities. The department requires a minimum of 14 weeks of field training prior to solo assignment and rotates trainee assignments to provide exposure to various shifts and field training officers.

Specific required annual training topics were properly identified in the written directive and proof of compliance was documented. Annual training topics included Use of Force, Firearms, Less Lethal Devices, De-Escalation Techniques, Hazardous Material and Bloodborne Pathogens. CPR/AED, LEIN and Workplace Harassment training occurs every two years. Emergency Vehicle Operations, Mental Illness, Biased Influenced Policing, Ethics and Supervision of Detainee training occurs every 3 years.

The agency does not maintain a tactical team nor has any personnel assigned to such a team. A proper standard exemption was present in the agency's files. The Accreditation Manager (AM) has attended AM training provided by the Accreditation Program Director. Tactical Team services are provided by the Michigan State Police if required.

### Authorization and Use of Agency Weapons and Ammunition

The CEO is the authorizing authority for weapons and ammunition requirements, including both on- and off- duty weapons, mechanical force, enhanced mechanical force and specialized weapons. A listing of approved on- and off-duty weapons is maintained. While the agency does possess enhanced mechanical force weapons in the form of 12 gauge and 37mm less lethal devices, the devices are presently in storage and not utilized by the department due to a lack of certified instructors. The agency uses certified/qualified staff for armorer inspections, repair and replacement. Records of weapons are properly maintained with written guidelines for storage.

All sworn members are required to successfully meet the Michigan Commission on Law Enforcement Standards Active Duty Firearm Standard annually. Personnel are required to undergo training and proficiency assessment in less lethal weapons and unarmed subject control a minimum of every 2 years. All qualifications, training and/or proficiency assessments are monitored by a certified weapons or tactics instructors and are documented. Remedial training is required in the event personnel are unable to qualify with an authorized weapon system prior to resuming official duties. Members who are repeatedly unable to meet minimum proficiency standards are immediately removed from field assignment and may be subject to disciplinary action including potential extension or imposition of probation or dismissal of employment.



## **CHAPTER 2 – The Personnel Function:**

### Personnel Benefits and Responsibilities

The agency has a written directive outlining an employee assistance program (which is administered by the City's Human Resources Department), line-of-duty injury and death circumstances policy, and an employee collision and review process. During the assessment period there were no serious line-of-duty injury or death incidents. The agency also has an exposure control and reporting policy that ensures employees receive follow-up treatment as required medically. Off duty employment is allowed with approval from the CEO. Extra-duty employment is prohibited by policy.

The agency also has a written directive addressing critical incident stress. The directive stipulates that employees shall be relieved from duty and placed on administrative leave following a critical incident. Employees may also be required to participate in critical incident debriefs as deemed necessary by administration. Referral services and follow-up counseling are available to employees impacted by a critical incident. There were no documented critical incidents requiring relief from duty, debriefing or the use of referral services during this assessment period.

Personnel are required to complete stress recognition training. Such training occurred in 2021. The agency requires that all personnel complete stress recognition training every 2 years.

### Performance Evaluations

All agency personnel receive documented performance evaluations. Performance evaluations are required to be completed once a year for all personnel. The performance evaluation system has a well-defined purpose statement with established and defined criteria, scored on a rating scale from. Sworn personnel are evaluated in 10 different behavioral criteria and assigned a score on each criteria ranging from zero (needs improvement) to five (exceeds expectations). Civilian staff are also evaluated in 10 different behavioral criteria on a 5-step scale that ranges from Unacceptable to Excellent. The written directive defines rater responsibilities, including the use of forms. Training is provided to evaluators upon promotion and is documented. Evaluations are maintained according to the established retention schedule. If a supervisor and employee cannot resolve a dispute regarding an evaluation, the employee may appeal the evaluation through the next level chain of command by submitting a writing request within 10 days. Employees who still wish to contest the evaluation may then appeal to the Chief of Police. No evaluation appeals occurred during this assessment period.

The agency has an established early warning system. The written directive clearly defines the actions and/or behaviors that are to be monitored. When an early warning concern occurs, the shift sergeant is responsible for conducting a review and recommending what corrective action, if any, is required. The Chief of Police determines if fitness for duty evaluations are required. There were no alerts generated by the early warning system during this assessment cycle.



### Promotion of Sworn Personnel

The promotional process is detailed in agency policy. Eligibility requirements, written examination, oral examination and scoring of other criteria are all detailed in the policy. Upon completion of the testing process a pool of applicants from which the Chief of Police selects for promotion is identified and consists of the 3 highest scoring applicants. Applicants may review their performance at the conclusion of each segment of the process and can appeal their rating directly to the Chief of Police. Promotional lists are established and effective for a period of three years. Newly promoted personnel are assigned a probationary period of one year following promotion. The department executed a promotional process for the role of sergeant during this assessment period and provided proof that all steps in the process were executed as outlined in policy.

The selection criteria and process for special assignments is defined in agency policy. Interested parties apply by submitting a letter of interest detailing their desire for the assignment and applicable qualifications. Candidates are evaluated based on their relevant skills, knowledge, abilities, experience, training, education, past work records and previous performance evaluations. The Chief of Police makes the final decision on appointment to special assignments and reserves the right to require oral interviews or solicit input from the applicant's supervisor(s) if they determine such measures to be necessary. Special assignments available include, but are not limited to, detective bureau investigator, defensive tactics instructor, training officer, firearms instructor/range officer, field training officer, and school resource officer.

### Recruitment of Sworn Personnel

The recruitment plan contains a clear statement that the agency is committed to equal opportunity and will not discriminate on the basis of any actual or perceived classification or status protected by law. The stated goals and objectives for the plan are clear and understandable and emphasize a desire to achieve a workforce ethnic and gender composition that is reflective of the community. Activities for recruiting include attending college/university job fairs, providing job postings and testing information to police training academies and colleges/universities with criminal justice programs and utilizing online resources and partners to advertise job vacancies.

A review/revision of the recruitment plan occurs triennially, at a minimum. At present, the department's recruitment plan exists solely within its written directives. It is recommended that the department transition to a stand-alone plan that is supported by criteria established in policy. This will allow the department to develop a more comprehensive plan that can be updated without requiring a modification to written directives.

### Selection of Personnel

The agency has a complete written process for the selection of new full-time personnel, which includes a job-related written examination, two oral interviews, background investigation, oral interview, psychological evaluation and medical examination. The top scoring candidate(s) after the written examination and oral interviews are provided a conditional offer of employment and proceed to background investigation, psychological and medical examination.



Comprehensive background investigations are completed on all applicants who are provided a conditional job offer prior to employment. The department requires that background investigators be trained in relevant methods to conduct such investigations. Medical and psychological examinations are conducted by licensed professionals.

#### Reserve Officers and Civilian Volunteers

The City of Grand Blanc Police Department does not employ reserve/auxiliary officers or civilian volunteers. A proper standard exemption waiver was included in the agency's files.

### **Chapter 3 – The Operations Function:**

#### Arrest, Search and Seizure

The City of Grand Blanc Police Department is a full-service police agency with full arrest powers. The agency and its policies follow the U.S. Constitution and the Constitution of the State of Michigan in relation to arrest, and search and seizure practices. The agency recognizes the foundations set forth in the Fourth Amendment.

The agency policy outlines the warrantless search exceptions and the need for a court-authorized search warrant, when applicable. The agency officers bring arrests directly to the Grand Blanc Police Department for processing and then either release arrestees or transport them to the Genesee County Jail for lodging.

The Grand Blanc Police Department has appropriate policies in place for the care of temporary arrestee dependents.

The agency has a good strip search and cavity search policy in place indicating when and where these types of searches are to be conducted, by whom, and by what authority. During this assessment period there have been no occurrences of body cavity searches or strip searches.

#### Interview and Interrogation

The Grand Blanc Police Department has established procedures for standards compliance with contemporary criminal procedural requirements related to interviews, investigative detention interviews, and interrogations. The agency has a table located in the booking area for custodial interviews. There is one soft interview room just inside the entrance to the police department for victim and witness interviews. There is another soft interview room primarily used for juvenile interviews just outside the Detective Bureau.

The interview/interrogation rooms are monitored by surveillance video. They all have audio and video recording capability. Interviewing officers are able to summon assistance through loud, verbal requests, or by pushing the emergency call button on their portable radios.



The agency's written directive indicates that investigative officers are required to use the agency's audio and video taping capabilities for purposes of recording statements and confessions in an overt or covert manner consistent with state law. Recording is required for custodial interrogations. The policy also indicates that a maximum of four people are allowed in the interview rooms at any one given time, indicating that no more than two officers are permitted with a suspect.

### Use of Force

The Grand Blanc Police Department has appropriate use of force policies and procedures in place that meet the accreditation standards.

During the accreditation year of 2021 the agency responded to 5,286 calls for service that resulted in 112 arrest. Out of these incidents, four (4) resulted in the use of force meaning that force was used in just .076% of the calls in which the agency responded. Of those four incidents involving force, one involved an officer utilizing an arm bar take down, two involved the use of a Conducted Energy Weapon (Taser) and the last involved the display of a firearm toward a suspect who was suspected to be armed with a weapon. A report was completed for each force incident and reviewed by a supervisor. The department Lieutenant conducted a meaningful review of each incident. Reviews conducted determined that all four incidents were justified and in compliance with department policy, procedure and training. No remedial action or corrective action was required.

There were no occurrences of personnel being removed from duty pending investigation into a use of force and the agency does submit numbers to the National Use of Force Collection Data Base.

### Communications

The Grand Blanc Police Department utilizes Genesee County 911 Dispatch Authority (GCDA) as its Public Safety Access Point (PSAP). GCDA is attached to the Michigan State Police Flint Post. It provides dispatch and radio services to 27 police agencies, 20 fire departments and 7 emergency medical service providers in the county. The dispatch center uses Intergraph CAD software to record radio and phone traffic. All recordings are kept in compliance of the policy and state mandated retention schedules. All of the GCDA employees are trained in medical emergency dispatching, through APCO.

The GCDA has a procedure in place to handle abandoned 911 calls. They attempt to call back to get location and will send a car to do a check well-being. The PSAP has access to Phase II location information and RapidSOS to try and determine the location of abandoned calls.

The Dispatch Center has a back-up generator which powers the facility during loss of commercial power. During the assessment period the generator had a full load test on January 3, 2022. The generator will automatically engage if the main power supply is lost thus supplying power to the Dispatch Center to maintain operations. The generator goes through a weekly function test.



### Field Activities

During the assessment period, there were three motor vehicle pursuits within the City of Grand Blanc. The vehicle pursuits originated from minor traffic violations to a stolen vehicle. The Grand Blanc Police Department policy allows for pursuits by officers who must follow the guidelines appropriately outlined in the policy. Forcible stopping of vehicles and the use of roadblocks are permitted by policy and proper procedures are in place. Officers receive documented training on authorized forcible stopping and roadblock tactics and procedures.

The foot pursuit policy outlines guidelines for foot pursuits. Officers are permitted to pursue suspects on foot so long as the objectives of the pursuit outweighs the risks. Officers are not criticized for their decision not to pursue on foot, however there have been no occurrences of an officer choosing not to engage in a pursuit when warranted. Although no foot pursuits occurred during the assessment period, an annual analysis was still completed in accordance with policy and standards.

The Grand Blanc Police Department utilizes in-car mobile data computers to assist officers in the performance of their mission. There are clear policies in place as to how and when to secure the terminals during down times. The agency utilizes in-car camera systems. Clear policies are in place to address when cameras are to be activated and what contacts are to be recorded. Videos are retained in accordance with State law.

Officers are given departmental training both at time of hire and then on a triennial basis for dealing with people with mental illnesses.

The Agency mandates the use of seat belts for all occupants when riding in department vehicles. This includes a policy for the use child safety restraints when appropriate.

The City of Grand Blanc Police Department has a K9 unit which is staffed by appropriately trained personnel. There is a selection process and there are clear conditions to be observed for the use of K9 in various situations. K9 teams attend monthly training and the handler is tasked with the 24-hour care and maintenance of their K9 partner. The department has a listing of required equipment and maintains data on deployments of the K9 through Kats K-9, which includes any use of force involving the K9.

### Traffic Safety and Enforcement

The Grand Blanc Police Department has applicable policies in place regarding traffic violation enforcement, enforcement options, offenders, and traffic direction and control. The directive establishes procedures to conduct motor vehicle stops, including high-risk stops. The enforcement options include warnings, citations, and arrest when appropriate. Assessors observed several proofs of compliance to the standards in regard to the wearing of high visibility vests when working traffic details and crash investigations. Attention was given to check for policy updates following the implementation of Public Act 393 of 2020 on April 1, 2021. Policies were updated appropriately to direct officers to cite and release offenders and make custodial arrests when appropriate, per statute.



### Homeland Security/Critical Incidents

The agency has a critical incident system in place, which includes command, operations, planning, logistics, and fiscal responsibility. During the assessment period, the Agency only had to utilize ICS twice, during the 2021 year, which was for a planned Black Lives Matter protest/rally and a Homecoming Parade. Operational plans were developed and followed.

## **Chapter 4 – The Investigative Function:**

### Criminal Investigation

Officers perform preliminary investigations from initial contacts. The information is reviewed by a shift supervisor before being sent to the Detective Sergeant for further review before the case is assigned to a detective for follow-up and/or further investigation. Policies are in place for interviewing, interrogation and eyewitness identification. There was a good sample of a photographic line-up available and the proper procedure was followed. There were no show-up or live line-ups during the accreditation cycle.

### Crime Scene Processing

The agency has detectives, crime scene investigators and specialists available 24/7 and available to investigate a wide range of crimes including fatal or serious injury traffic crashes, homicides, arson, CSC cases, etc. The agency's detectives are trained in latent fingerprint recovery, photography and videography, crime scene sketching, collection and preservation of evidence, and other forensic procedures. For major crime scenes, Michigan State Police may be called for assistance. All evidence obtained are correctly processed, tagged and designated to the Michigan State Police (MSP) Crime Lab for analysis as needed.

Appropriate and standard compliant packaging requirements are in place and chain of custody is appropriately followed and documented.

### Storage of Evidence and Property

Policies are in place for property processing and evidence collection. The agency has a well-organized and equipped property room and secure storage area. Access to the property room is appropriately limited to the Civilian Property Custodian and the Lieutenant. By policy, no one else is authorized to be in the property room without an escort who is an authorized custodian.

Access to the property room is protected by a key/keypad lock, which can only be accessed by authorized personnel. There are several pass through lockers used for temporary evidence storage until property custodians are able to secure the evidence for long term. The agency has access to a large storage area and vehicle-bay that can be used and secured to limit access in case of confiscated, large items. Money, high value items, guns, and drugs are secured with an extra layer of protection. All evidence in need of processing is sent to the MSP crime lab. Chain of custody for these items was



well documented during this accreditation cycle. Time sensitive audits, inspections, and reviews were conducted as appropriate.

There were no occurrences of breach of security, triggering a full inventory.

By agency policy, evidence may be used for department purposes or training, however to this date nothing has. This includes the use of confiscated narcotics for department K9 training.

### Juvenile Matters

The agency has established policies regarding juvenile status offenses, including runaway cases, unidentified children, and the safe delivery of newborns. There were no incidents where the agency needed to use Amber Alerts. There are designated areas where juveniles can be placed for temporary holding or detention. Appropriate forms are used for the petitioning of juveniles to court. Parental notification policies and practices for the release of juveniles are present with appropriate documentation including time limits associated with juvenile processing and holding. Reporting requirements were also observed that comply with accreditation standards. The agency make monthly reports to the Michigan Department of Health and Human Services regarding the detention or confinement of juveniles to insure compliance with the Juvenile Justice Delinquency and Prevention Act (JJDP). All juvenile cases are handled by the School Resource Officer who is a part of the Detective Bureau.

### Special Investigations and Operations

The agency has a special investigations policy. The written directives are in compliance with accreditation standards. The agency is well organized in keeping records of information shared with or received from another agency. The agency has appropriate deconfliction procedures in place. Any special investigations may be handled by Flint Area Narcotics Group (F.A.N.G.). Operational supervisors and detectives work together to keep each other informed regarding general investigations as well as special investigations or operations taking place including raids, decoy operations, etc.

While the agency does not presently utilize confidential informants, it does have the ability to maintain confidential informant files, with proper safeguards for security and to prevent unauthorized access or dissemination. At the present, the agency would forward any information regarding perspective informants to F.A.N.G., who routinely handles such informants.

## **Chapter 5 – The Arrestee/Detainee/Prisoner Handling Function:**

### Transporting/Processing/Holding of Arrestees/Detainees/Prisoners

The City of Grand Blanc Police Department has established procedures for the transportation of arrested subjects, to include searching vehicles prior to the beginning of each shift, prior to and following any transport, and the securing of arrested subjects in restraints during transport. Patrol cars have been modified so the door handles and windows do not operate, and a safety barrier separates the rear holding area from both



the officer's area and the rear equipment area. Safety belt use is required when transporting any arrestees, detainees or other subjects inside the patrol vehicle.

All custodial arrests are brought to, and processed at, the City of Grand Blanc Police Department booking area. The use of the holding facility is limited to short term use for arrestee processing and interviewing only with subjects only being held for a few hours at most and are never lodged overnight. Once processing and interviews are complete, arrestees are either released from custody or transported to the Genesee County Jail for lodging.

Policy is in place to prohibit weapons in the booking area and lock boxes are available at the entrances to the holding facility to accomplish this objective. The agency has a secure detention garage (sally port) to allow for secured transfer of prisoners from vehicles to booking. Officers have access to emergency buttons on their radios if they need to summon assistance. Detainees are monitor by CCTV and fall under the supervision of the on-duty supervisor. Detainees are visually inspected every 30 minutes. Should a detainee be determined to be at risk of suicide, checks are required every 15 minutes. There is a policy in place for the training of all personnel who are tasked with the monitoring of detainees, as well as refresher training on a triennial basis. Should the need arise to interview an arrestee that is in custody, the arrestee may be escorted to one of the two designated audiovisual recorded interview rooms or an interview area is present in the prisoner processing area.

There is a clearly established evacuation plan in place for the removal of detainees during emergency situations. The plan is visible and in the holding area. The facility is equipped with fire monitoring equipment, a sprinkler system and fire extinguishers.

All personnel utilizing the holding facility are responsible for reporting any security or sanitation issue they observe. Regular, comprehensive checks of the facility occur weekly by the night shift supervisor, who submits a written inspection form documenting the condition of the facility and any deficiencies observed.

#### **G. Applied Discretion Compliance Discussion:**

This section provides specific information on those standards found to be in compliance after on-site adjustments were made. Adjustments may include modifying agency policies and directives, creating documentation and alteration of the physical plant.

There were no standards that required applied discretion.

#### **H. Waivers of Standards:**

This section provides specific information on those standards which qualified for waivers. Waivers are available to agencies when it is impossible to comply with a specific standard. A request to waive standard compliance must be made to the Michigan



Association of Chiefs of Police Accreditation Program Director in writing, on official agency letterhead, signed by the CEO. The following standards were granted non-applicable waivers:

- *Standard 1.9.8 Tactical Team Training*  
The agency does not have a tactical team nor has any members that participate in such a team.
- *Standard 2.1.3 Extra-Duty Employment (bullets b,c &e)*  
The agency does not permit or participate in extra-duty assignments.
- *Standard 2.6.1 Reserve/Auxiliary Officers Program*  
The agency does not have a reserve/auxiliary officer program.
- *Standard 2.6.2 Civilian Volunteer Program*  
The agency does not have or intend to implement a civilian volunteer program.

#### **I. Standards Noncompliance Discussion:**

The agency had no standards in noncompliance.

#### **J. Future Performance / Review Issues:**

The agency was well prepared for the onsite assessment, as evidence by the absence of standards in noncompliance or in applied discretion.

The agency possesses Kinetic Energy Impact Projectile (KEIP) weapon systems but currently does not deploy these devices due to a lack of certified users and/or instructors. It is recommended that the agency consider obtaining training in the utilization of these devices to maximize the use of available equipment and provide officers with additional use of force options below lethal means.

The agency has previously sought to acquire body worn cameras (BWCs) for officers, but was unable to accommodate the purchase into the budget. The implementation of a BWC program is highly recommended to increase employee accountability as well as to promote transparency and trust with the community. The department is presently exploring grant funding opportunities to aid in the purchase of a BWC system. Should such a system be implemented, it is recommended that the department monitor the workload of their records bureau to ensure the added demand of processing Freedom of Information Act (FOIA) requests involving BWCs does not overwhelm their existing processing capabilities. Given the relatively low number of FOIA requests handled during a typical calendar year (approximately 30 requests) the added workload caused by BWCs may be manageable, but the situation should nevertheless be monitored.

The agency currently has surveillance cameras that monitor the entrance to the main property room, but does not have cameras monitoring the entrance to the large item storage room or the interior of the storage areas. It is recommended that the agency



place additional cameras in these areas as an added layer of security and integrity of their property functions. These cameras would provide valuable investigative information should a breach of the property areas ever occur or if the integrity of evidence storage were ever challenged during judicial proceedings. Further, it is recommended that signs be clearly posted on the doors to the evidence/property areas that access is restricted to authorized personnel only. Finally, it is recommended that the agency adopt a sign in log for the evidence/property storage areas to record the identification of anyone who enters these areas for an authorized purpose (e.g. inspections, facility maintenance, etc).

**K. Summary and Recommendation:**

A thorough review of the files for compliance was conducted, supported by observations and interviews. It was determined that the agency is in compliance with all of the established accreditation standards, with waivers noted. Accreditation is recommended.

Patrick M. Reinke, Team Leader  
May 9, 2022

Reviewed and approved to be scheduled for a hearing before the MLEAC.

A handwritten signature in blue ink that reads "Neal A. Rossow".

Program Director Neal Rossow  
Date: May 27, 2022