Michigan Association of Chiefs of Police

MICHIGAN LAW ENFORCEMENT ACCREDITATION PROGRAM

Onsite Final Report

Marysville Police Department
August 14 – 15, 2023

Team Leader: Scott Zonnebelt

Team Member: Robert Manar

A. Agency Name, CEO and AM:

Marysville Police Department
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Thomas Konik
Public Safety Chief

Edward Gerrow
Deputy Chief/Accreditation Manager

B. Dates of the On-Site Assessment:

Monday, August 14, 2023 – Tuesday, August 15, 2023

C. Assessment Team:

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D. Community and Agency Profile:

1. Community Profile

Marysville has come a long way since the first days of the logging industry and saw mills to the Wills-Sainte Claire automobile and Gar Woods boat building era.

The Village of Marysville was incorporated December 12, 1919. Prior to this date, Marysville was known as “Vicksburg”. On March 13, 1924, Marysville became a city with a council, manager, and home rule form of government.

The Police Department, was formed in October of that year when city council passed a resolution creating their own police department separate from the County Sheriff. Marysville’s first Police Chief was Fred C. Snay.

The department initially shared space in the newly constructed fire station, located off

Huron Boulevard where the FCA property is today. The wooden structure consisted of no more than a two-car garage where the fire engine was kept. Full-time Fire Fighter James Nelson and family lived to the rear of City Hall (located across the street) would answer the telephone, then a light would be turned on outside the station where the patrolling officer would know to stop in and obtain the information on the call for service.

In 1935, the fire department moved into a new station across the street. The 30' x 50' two story cement block and brick structure held a holding cell for law breakers. (The jail cell was carried over from the old Fire Station).

The Police Department moved in to an old converted bank in1970, located next to the fire station and for the first time had their own home. We would remain in this location until 1974 when the City and School district constructed a new joint administration building. The Police Department moved in this building in an attempt to streamline city operations.

September of 1976, the City of Marysville became the first community in St. Clair County to initiate the "911" emergency number.

On, April 15, 1998, the police and fire departments move into a dedicated public safety complex. This newly designed building was purposefully designed for public safety operations and provided both departments office space for administration, staff locker rooms, garage space for patrol vehicles and fire apparatus along with training facilities.

Today the combined public safety departments provide an all-hazard response capability protecting a wide variety of critical infrastructure including all buildings for the Marysville Public School District, St. Clair County Reginal Education Services Administration, U.S. Border Patrol Station, U.S. Customs inspection facility, Water treatment, gas storage and telecommunications facilities, two state highways and over 20 international transmission pipelines along an international waterway.

Currently the department's staff is working diligently at becoming accredited through the Michigan Law Enforcement Accreditation Commission.

The average household income in Marysville is $59,504 with a poverty rate of 6.7%. The median rental costs in recent years comes to $863 per month, and the median house value is $144,500. According to Michigan Demographics online, the racial composition of Marysville is: White 97.1%, Hispanic .7%, and Black or African American .4%.

2. CEO Biography

Public Safety Chief Konik has more than 30 years' experience as police officer, firefighter and paramedic He is a NFPA certified instructor with the Michigan State Firefighters Training Council. In teaching law enforcement, fire and rescue techniques across the country, he has focused on responder safety issues.

Tom is actively involved with numerous local, regional and state committees and organizations including:

- Chairperson St. Clair County Central Dispatch Board
- St. Clair County Criminal Justice Association
- St. Clair County Fire Chief's Association

- St. Clair County Medical Control Authority
- Committee Member of the Southeast Michigan Urban Area Security ICWG
- Former Deputy Director St. Clair County Office of Homeland Security/Emergency Mgt.
- Former Secretary/Treasurer St. Clair County Association of Fire Chiefs
- Former Committee Member of DHS Emergency Services Section IRWG
- Presented on cross border response issues at Visual Analytics for Public Safety Professionals
- Presented on Public/Private partnerships at 6th Annual National Homeland Security Conference
- Presented on bridging the information gap at 2012 Great Lakes Homeland Security Summit
- Presented at DHS S&T Workshop on Next Gen Communications Interoperability 2011
- Presented on traffic safety issues at 2004 Fire Department Instructors Conference
- Presented on injury prevention education at 2003 Michigan Fire Inspector's Fall Conference
- Presented on vehicle crash rescue at 1999 Michigan EMS expo
- Participated in DHS Stakeholder Engagement on Active Shooter Incidents 2014

He is a graduate of the Eastern Michigan University School of Fire Staff and Command, a graduate of Ferris State University, Member International Association of Fire Chiefs, Michigan Chiefs of Police and Fire Chiefs association, International Association of Arson Investigators and National Fire Protection Association.

Tom was awarded the 2011 Fire Officer of the Year by the St. Clair County Fire Fighters Association. His wife of 27 years Ann Marie, have two daughters Brooke and Jessica.

3. Accreditation Managers

Deputy Chief Gerrow began his career in Law Enforcement 34 years ago at the age of 17. In 1987 Edward began working as a Port Huron Police Cadet. During this time, he obtained an Associate Degree in Criminal Justice at St. Clair County Community College. After graduating from college, he was hired by the Detroit Police Department in 1989 as a Police Officer. In 1991 he was laid off by the Detroit Police Department and then hired by Port Huron Police. During his 8 years career with the Port Huron Police Department, Edward became a Field Training Officer, Hostage Negotiator, and an Undercover Narcotics Officer assigned to the St. Clair County Sheriff's Department. In 1999 he was approached by the Chief of Police of Marysville who offered him a position as Police Officer, which he accepted.

Edward's goal in his career has been one of leadership and advancement. He has worked hard to meet these goals by advanced training, including obtaining 100 credit hours towards his Bachelor's Degree in Police Administration through Columbia Southern University. In 2014 Edward was promoted to the rank of Sergeant. During his career he has held numerous positions with the department and has worked professionally with city administrators closely, on labor contract issues and the advancement of the department.

In 2017, Edward had the foresight to become cross trained in Public Safety enrolling himself in the St. Clair County Fire Academy obtaining Firefighter 1 & 2 certifications and

was elected Class Commander by his peers. Edward has taken an active role in forwarding the department by beginning a Police Explorers Program, developing and assisting in the K-9 Unit, developing Drug Forfeiture and Omnibus Management and taking a leadership role in the Marysville Police Departments State Accreditation as the Accreditation Manager. Currently, he is enrolled in a State Licensed E.M.T. Program and should be a licensed E.M.T. by September of 2023.

Edward's vision for policing has always been greater than just the department itself. He has a passion for community involvement. He has served his community through civic organizations such as Lions Club, Boy Scouts of America, Masonic Order and is the President of St. Clair County Fraternal Order of Police. Throughout his career he has been decorated with over 45 accommodations between all three departments. Edward has always been respected and trusted by the counties Law Enforcement Community and has endeavored throughout his career to be a leader and role model of his department.

4. Future Issues

The Marysville Police Department said they don't face the challenge of recruiting quality candidates to fill vacancies within the department. They are fully staffed. They would like to receive additional funding from the city to add positions within the police department for a community police officer and a traffic safety/e-unit officer. The department finds it difficult to dedicate the appropriate time needed to community policing and traffic safety due to calls for service.

The agency has taken the necessary steps with succession planning. Public Safety Chief Konik has plans to retire in the near future and he does delegate tasks to the deputy chief and other command staff, so they understand all the jobs related to the police department.

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 Tuesday, August 15, 2023, from 9:00 a.m. to 11:00 a.m. The telephone line was tested, found to be functional, and three calls were received.

Dr. Shawn Wightman-Superintendent of Marysville School District

There are 5 schools within the borders of Marysville: one high school, one middle school, and three elementary schools with a total student population of 2,800. Dr. Wightman highlighted the great working relationship that the school district has with the Marysville Police Department. There was a recent (September 2022) addition of a School Resource Officer to the school district, which is filled by a Marysville Police Officer. Dr. Wightman was very appreciative of this new position in the schools, and he believes that it has

strengthened the relationship between the city and the school district. He further believes that it has been a great experience so far.

Dr. Wightman said that any issues that come up in the school that need to be handled by the Marysville Police Department are addressed professionally. He described the working relationship with the police department as cooperative and supportive. Dr. Wightman believes that the Marysville Police Department has the necessary tools to commit to the accreditation process. He said that they are easily capable of acquiring accreditation and he believes they will have no issues.

Chief Koach-Clay Township Police Department

Chief Koach is a 25-year veteran of the Clay Township Police Department, spending the last 8 years as Chief of Police. He is currently is the President of the St. Clair County Criminal Justice Association. Clay Township is located in St. Clair County about 15-20 miles away from Marysville. Chief Koach told me that they have a long history of working with the Marysville Police Department. He is very familiar with Public Safety Chief Konik (Marysville PD) and he has worked on several projects with him in the past. He described the Marysville Police Department as being the first to help when help is needed. Furthermore, he said that the Marysville Police Department is “hands down a top shelf department”.

Chief Koach feels that the Marysville Police Department is capable of attaining accreditation and does not believe that they will have any issues maintaining compliance. He feels that the department has integrity and conducts itself in a professional manner. The departments in St. Clair County were described as being “tight-knit” and this includes the Marysville Police Department. Chief Koach said that Public Safety Chief Konik has high standards and that shows through his department.

Chief Platzer-Port Huron Police Department

Chief Platzer is a 35-year veteran of the Port Huron Police Department. Port Huron shares a border with the city of Marysville. Chief Platzer feels that the Port Huron Police Department and the Marysville Police Department are partners. To exhibit that partnership, he told me that for the last 12 years the Marysville Police Department has had members of their agency assigned to the Port Huron Police Department Special Response Team. Additionally, the Marysville Police Department has one member assigned to the Port Huron Major Crimes Unit. Chief Platzer told me that the Major Crimes Unit is a nine-member unit that can provide substantial support to the Marysville Police Department in the event of a major crime investigation.

Chief Platzer advised that the Marysville Police Department and the Port Huron Police Department provide each other mutual aid and they are appreciative of the Marysville Police Department. Chief Platzer’s agency is accredited. He believes that the Marysville Police Department is capable of attaining accreditation. He said that he supports the Marysville Police Department being an accredited agency. He had no concerns with the Marysville Police Department or their ability to become accredited.

2. Correspondence

No emails were received from Marysville citizens concerning the Accreditation Assessment and the Marysville Police Department.

3. Media Interest

There were no inquiries from the media to assessors regarding the on-site.

4. Municipal Outreach Contacts

Randall Fernandez-City Manager and Kathy Hayman-Mayor

Mr. Fernandez is the City Manger for the Marysville and Ms. Hayman is the Mayor for Marysville. Both stated the citizens and employees of Marysville have high expectations for the police department. In terms of accreditation, they felt obtaining accreditation will enhance the image of the police department even further and solidify the department's reputation as of one being where everyone wants to work. Accreditation will also help the department to be more prepared to handle the future.

Mr. Fernandez and Ms. Hayman both trust the Marysville Police Department and would not want any other police department protecting them. They would like to see upper administration within the department to be more known out in the community. They reference this could be accomplished by attending more meetings of organizations within the community and surrounding areas.

5. Agency Ride-alongs

On Monday, August 14, 2023, Assessor Robert Manar rode with Officer Golembiewski, who is a 7-year veteran of the Marysville Police Department. Officer Golembiewski has 7 years of previous law enforcement experience with the Arlington County Sheriff's Office in Virginia.

Officer Matt Golembiewski is currently assigned to the Port Huron Major Crimes Unit, but occasionally fills in for road patrol duties in the city of Marysville. Officer Golembiewski is a commercial motor vehicle inspector, a field training officer, and is a firefighter academy graduate. Officer Golembiewski came off as a professional and knowledgeable member of the police department.

Assessor Manar was driven around the 8 square-mile city, which is mostly comprised of single-family homes and can be considered a bedroom community. There is some retail and some industrial presence, including several large automotive suppliers in the city. Due to the unique location of Marysville, there is critical infrastructure including crude oil and natural gas pipelines that run under Marysville, through the St. Clair River, and into Canada.

There is a two-officer minimum for on-duty patrol. There are no assigned districts or beats. All officers that are on patrol are responsible for calls in the entire city. As a matter of practice, the most junior officer on-duty is assigned the calls that come in. Other on-duty officers act as back-up units.

On Monday, August 14, 2023, Assessors Scott Zonnebelt and Robert Manar also rode with Public Safety Chief Konik and Deputy Chief Gerrow on the Marysville Police Department patrol boat. The City of Marysville is situated on the St. Clair River, with 4-5 miles of total river frontage. The St. Clair River is the international border between the United States and Canada and is a major thoroughfare for recreational boaters, as well as major water transportation (i.e., barges). As such, the Marysville Police Department utilizes a repurposed Coast Guard boat for law enforcement and firefighting operations on the river. The boat is stored in a secure boat house, directly adjacent to the city water treatment plant. It can be ready in a matter of minutes to launch for public safety operations.

Public Safety Chief Konik piloted the boat to the northern and southern borders of the city. While on the boat assessor were able to see two of the major crude oil pipeline crossing areas. Additionally, assessors observed large vessels in the area along with recreational boaters. The boat appeared to be maintained very well and it is evident that a special piece of equipment like this is necessary to provide effective public safety efforts on the waterway. Given the unique positioning of Marysville across the river from Canada, they do encounter from time-to-time, smuggling (both human and drug). Fortunately, there is a Border Patrol station located in the City of Marysville, who are capable of handling these types of incidents. However, the Marysville Police Department is an important piece to this complex law enforcement puzzle further strengthening their need for this boat.

6. Community Involvement

C.A.P.S. Program-Stands for Citizens Assisting Public Safety. Throughout history, police services have used volunteers to help increase public safety responsiveness and service effectiveness. C.A.P.S. personnel are non-sworn citizens who perform service for the public safety departments without promise, expectation, or receipt of compensation for their service, truly assisting the general public as a way to give back to our great city. Volunteers will be trained for all the events they are utilized for by a C.A.P.S. supervisor.

Our Mission Statement is as follows “The mission of the Marysville Public Safety Department is to protect lives, create a safe environment and to provide quality police and fire services to all citizens in a professional manner. We will work in a problem-solving partnership with the community and treat all people fair and courteous through our ethics, morals and transparency as a department. Through teamwork with our residents, schools and businesses we will educate the community that the solution to crime and fire prevention comes from inside and outside of our department.”

The volunteers will assist both police and fire in Marysville with duties such as, Parade Security/Traffic control, Marysville Festival Days, Neighborhood Watch Lists, Proactive Patrol when needed, Concerts in the Park, Food Giveaways, and assisting Fire with equipment clean up after a fire, just to name a few. These volunteers are recognizable to the public as they have a C.A.P.S. program uniform.

R.E.P.O.R.T-Stands for Rising Enforcement to Prevent Offenses by Reporting Tips. This program allows citizens to use the internet through a link on the City of Marysville web page to report any type of crime, traffic problem, persons of interest, etc. They can remain anonymous or leave contact information when they report this tip. This tip will be

emailed to the entire police staff email list so that it can be addressed immediately. The on duty supervisor will handle the responses back to the citizen to report the outcome of their problem or tip.

A.L.I.C.E Training-Stands for Alert, Lockdown, Inform, Counter, and Evacuate
The Marysville Police Department has trained personnel in active shooter response tactics which we offer to train both public and private entities personnel within our community and surrounding community.

Operation Gift Away-Once a year local businesses and citizens donate funding through gift cards and gift certificates to the. These gifts are then given to patrol officers to gift to persons in need during the holiday season just before Thanksgiving. These unsuspecting persons are approached by police personnel and given much appreciated gifts of gratitude, which were donated. Officers can use their discretion when handing the gifts out, either for someone they believe is in need or they have caught being kind to another person.

Bike Rodeo-Every year the 4th grade students from the three elementary schools within the Marysville School District ride their bikes from the schools to the police department under police escort. They spend their entire school day at the police department learning safety tips from trained professional in areas such as, helmet safety, fire safety, hunter's safety, boating safety, etc. They are also given lunch by officers and have demonstrations on Special Response Team equipment, K-9, have a Border Patrol helicopter tour and a watch a BMX bike stunt team demo. They are again given a police escort back to their schools to end their fun filled day.

Odyssey House Outpatient Therapy-The Marysville Police Department has partnered with a federally funded program to get overdose patients help they desperately need by responding to their place of residence after an overdose occurs to standby in support of Odyssey House staff to talk with the victims and offering rehabilitation assistance. This program has had a 50 percent success rate for getting victims of drug abuse to sign up. In addition, the City of Marysville has installed a community "Narcan" distribution box within Marysville City Hall, which allows the ability for those in need to obtain naloxone for free.

Child Safety Seat Inspection and Installation-The Marysville Police Department has certified child safety seat installers. These officers are trained in inspecting the citizen's safety seat and instructing on the proper installation of the car seats. This is an advertised service offered for free by our department during day time hours of operation.

Law Enforcement and Fire Community Training Facility-Our Public Safety Department has built a container training facility, which is in the early phase of use. We have a three-story building with multiple stair cases designed for different scenarios to be played out in training. The facility is open for use by any law enforcement or fire agencies in St. Clair County. The hope is to do realistic training with simulation firearms, as well as smoke rescue, and RIT training. This training facility being utilized by police and fire agencies in St. Clair County will benefit citizens of this county by increased training opportunities for these agencies.

Elder Fraud and Internet Safety-There is a 21.8 percent ratio of citizens over the age of 65 within the City of Marysville. The agency offers training seminars on Fraud

Awareness and Internet Safety against Fraud to the elderly of the community.

F. Essential Services:

Chapter 1 – The Administrative Function:

Direction of Personnel

The CEO or designee has sole authority to issue, modify, repeal, amend, revise or approve agency written directives. The agency has a written directive system. The overall written directive system was clear and understandable. The directives were constructed in a logical manner with employee duties and responsibilities clearly defined, including constraints on employee actions and expectations.

Fiscal Control

The agency maintains two cash accounts. One at the front desk where staff have the ability to take in cash for PBT's, reports, etc. All Records clerks, police officers, and police cadets are authorized to receive money from the public. The lieutenant and shift sergeants have access to cash, which is located in a locked filing cabinet drawer in the sergeants' office. The funds are for law enforcement operational purposes and purchases. Quarterly audits have been conducted on all cash accounts.

Internal Affairs

The Marysville Police Department CEO has oversight of all internal investigations, citizen complaint investigations, use of force reviews, and vehicular/foot pursuit reviews. The department does not have anyone assigned to a full-time internal affairs position. Based on the circumstances of individual complaints, or where deemed necessary, an investigation may be assigned to the Lieutenant, Deputy Chief or the Chief. The Lieutenant and Deputy Chief have direct access to the CEO to discuss ongoing investigations. The agency will accept and investigate all complaints, even those made anonymously. Upon completion of the investigation, a disposition is recommended to the CEO for approval/disapproval.

During 2022, the agency investigated five citizen complaints and three internal complaints. One complaint lead to the creation of a new harassment and gossiping policy. The agency did not identify any trends or patterns in the 2022 Internal Affairs Analysis. The agency uses training and counseling in lieu of discipline when appropriate.

Disciplinary Procedures

The agency's written directive system details the rules, regulations, and expectations for employee conduct. The agency is well-disciplined and has procedures to apply training and counseling in lieu of punitive employee discipline. The agency has an appropriate appeal and grievance process in place with established timelines. There were no appeals

and no grievances filed during the accreditation period for matters of discipline or corrective action. Only the CEO can authorize dissemination of agency disciplinary actions beyond a written reprimand.

Organization

All sworn personnel take, sign, and subsequently abide by an oath of office to enforce the law and uphold the Constitution of the United States and the Constitution of the State of Michigan. Bias-influenced policing is strictly prohibited by the agency. There is a clear definition for bias-influenced policing, including but not limited to race and ethnic background. There were no reports of bias-influenced policing during the accreditation cycle.

The agency also prohibits unlawful workplace discrimination and harassment, including sexual harassment. The written directive outlines a proper reporting mechanism in the chain of command, including an alternate reporting process for any conflict of interest. The directive requires employees to report any type of harassment and requires investigations to be conducted. There was one report of workplace harassment during the accreditation cycle,

The police personnel have structured unity of command at the Marysville Police Department, which includes the Public Safety Chief and a Deputy Chief, who is supported by (1) Lieutenant, (4) Sergeants, (2) Task Force Officers, (1) School Resource Officer and (7) patrol officers complete the sworn staff. The agency also employees (3) Records/Civilian staff members and (2) Cadets/Civilian staff members.

The agency also has access to supervisory personnel on a 24-hour basis; when a supervisor or acting supervisor is presented with a question/incident where a decision that needs to be made that falls above their required responsibility, they are required to contact the Lieutenant, Deputy Chief and then in turn, the Director if the Lieutenant or Deputy Chief is unavailable. In the absence of the CEO the Deputy Chief is appointed to act in the CEO's absence.

Agency Equipment and Property

Officers are responsible for reporting damage or excessive wear to approved agency equipment to their supervisor and the individual responsible for the equipment supply function. The wearing of body armor is required for all patrol sworn personnel and for non-uniformed officers engaged in field activities. There are additional requirements to wear body armor while engaged in pre-planned and high-risk operations. Agency personnel are responsible for all equipment assigned to them.

Public Information

A Command Officer designated by the Chief or Deputy Chief will be the Department Public Information Officer (PIO). When the PIO is not available, another Command Officer will be assigned as the PIO. At incident scenes, media personnel seeking information shall be referred to the senior ranking on duty Command Officer. The ranking supervisor shall be responsible for release of information in the absence of the PIO.

Agency Records and Computers

The agency has a detailed written directive system describing field reporting, follow-up investigations, and the approval of reports by supervision. The department controls access to agency records electronically with Courts Law Enforcement Management Information System (CLEMIS) passwords. Any hard copies of reports are stored locked file cabinets where only authorized department personnel have access. Juvenile records are kept separate, and there are extra security measures for non-public records. Freedom of information requests are handled by the Records staff and the agency abides by the state retention and disposal requirements in accordance with Michigan Statute and Records Management.

The agency has procedures to protect its central records. The data is stored and backed up electronically and is password protected. Annual security audits and password audits were performed during the assessment period. There were no breaches in security during the assessment period. Information technology and security for the agency is contracted through CLEMIS and St. Clair County RESA.

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. New sworn personnel are required to complete an extensive training program. Officers in field training rotate shifts and assigned field training officers to expose newly hired officers to all shifts. Field training officers are properly selected and trained through a documented process. The field training program is properly supervised by a sergeant. Newly promoted or specially assigned personnel will be provided with requisite training needed to accomplish new assignments, responsibilities and tasks. The agency has a remedial training policy. During the assessment period the agency provided remedial training. No other training needs were identified during the assessment period.

Specific required annual training topics were properly identified in the written directive. The agency conducts mandatory training annually with each patrol officer to accomplish the required training, review of material, and assessments. Annual training included defensive tactics, use of force, firearms, less-lethal force, hazmat/RTK, and Taser. Agency-authorized in-service is designed to enhance an employee’s basic training. It is intended to keep an employee’s skills proficient and behavior professional. The agency has three officers assigned to the Port Huron Police Department Special Response Team.

Authorization and Use of Agency Weapons and Ammunition

The CEO is the authorizing authority for weapons and ammunition, including specialized weapons. The agency uses certified/qualified staff for armorer inspections, repair, and replacement. Records of weapons are properly maintained with written guidelines for storage.

Chapter 2 – The Personnel Function:

Personnel Benefits and Responsibilities

The agency has a written directive outlining an employee assistance program, line-of-duty injury and death policy, and an employee collision and review process. The agency uses a third-party provider for the Employee Assistance Program (EAP). All city employees have access to the service, and it is kept confidential how many police department employees utilized the service during the assessment period. Also, during the assessment period, there were no serious line of duty injury or death incidents. The agency has a comprehensive exposure control and reporting policy. Off duty employment is allowed with approval from the CEO. Extra duty employment is prohibited by policy.

Performance Evaluations

The performance evaluation system has a well-defined purpose statement with established and defined criteria, scored on a rating scale. The system also includes directives to raters regarding evaluation responsibilities and procedures on how to use the required forms. The evaluation system has a clear appeal process. Training for evaluators is documented and the evaluations are maintained according to the department's retention schedule. The agency has an established early warning system, which reviews citizens complaints, use of force incidents, internal affairs investigations, inappropriate work behavior, etc.

Promotion of Sworn Personnel

The promotional process is outlined in the policy and procedure. The process is a performance based process. The scoring of the promotion process can include, but not limited to a written test and oral interviews. Other criteria can be included in the process per the Chief of Public Safety such as seniority, experience, overall performance evaluations and education. No promotions have taken place since 2021.

Recruitment of Sworn Personnel

The recruitment plan contains a clear statement that the agency is committed to equal opportunity. The stated goals and objectives for recruitment are clear and understandable. The agency has just implemented their recruitment plan in 2022. The ultimate goal of the plan is ensuring that the department has a well-rounded composition in the sworn and non-sworn law enforcement ranks. To meet hiring objectives, the department will recruit both inside and outside the agency's jurisdiction, attend career fairs, ask for assistance from community stakeholders, and publish job advertisements in periodicals aimed to follow the Equal Employment Opportunity Act. The department is currently fully staffed.

Selection of Personnel

The agency has a complete written process for the selection of new full-time personnel which is set forth in policy, and includes a thorough background investigation, as well as a medical and psychological exam. Background investigations are conducted by only sworn personnel trained in collecting the required background information. A background investigation will be completed on all candidates passing the written test, successfully

completing the packet and screening phase, and oral board. The CEO makes the final decision on selection of new personnel.

Reserve Officers and Civilian Volunteers

The agency utilizes cadets and civilian volunteers (Citizens Assisting Public Safety Program). Cadets are non-sworn employees of the department and have no legal authority, beyond that of any normal citizen, to enforce the law or make arrests. CAPS are non-sworn volunteer citizens who perform service for the department without promise, expectation, or receipt of compensation for services rendered.

Chapter 3 – The Operations Function:

Arrest, Search and Seizure

The Marysville Police Department is a full-service law enforcement agency with arrest powers. The agency has policies in place that cover searches in warrantless situations as well as when a search warrant is obtained. Agency policy recognizes the exceptions to the search warrant requirement and cautions officers that judicial preference advises that if it is possible to obtain a search warrant before proceeding with a search, they should do so.

The agency requires reports to be written in the case of an arrest. There are procedures in place for handling arrests of foreign nationals, as well as those with limited English proficiency and/or sight/auditory impairment. The vast majority of arrests made by the Marysville Police Department which require the person to be lodged are brought to the St. Clair County Jail. Photographing and fingerprinting are handled by jail personnel. Any instance of a strip search or body-cavity search requires supervisory approval as well as a valid search warrant in the case of a body-cavity search.

Interview and Interrogation

The agency has a dedicated interview room inside of the police department with hard-wired video/audio monitoring capability. Additionally, officers can mount their body-cameras to the walls of the interview room to record interviews or interrogations. Officers have the ability to call for assistance by using their prep radios. Interviews/interrogations can also be monitored via video/audio. Agency policy requires Miranda warnings for any interrogations, including juveniles.

Use of Force

The agency has a very minimal amount of use of force incidents. Only nine use of force incidents have occurred over a three-year period. Sworn staff who are authorized to use force are required to use only that force which is lawful and reasonable to accomplish law enforcement objectives. The agency has a duty to intervene as well as criteria for subject control, less-lethal use of force, and lethal use of force. Written reports are required in these instances and the agency has a meaningful review process in place.

Communications

The agency contracts with St. Clair County Central Dispatch. Central Dispatch has a two-

way radio system to communicate with field personnel. Central Dispatch utilizes CLEMIS CAD which captures necessary information for each call for service. There are procedures in place to identify personnel and to respond to emergency calls for assistance. Central Dispatch has procedures in place for handling misdirected or abandoned 911 calls, including the ability to transfer calls to Canadian law enforcement. Central Dispatch has the ability to immediately play back 911 calls and retains these calls for one year.

There are procedures in place to request such recordings for evidentiary or administrative matters. All dispatchers are EMD certified and provide medical dispatch for the agency.

St. Clair County Central Dispatch has an emergency backup generator which is tested under full load annually and has at least quarterly testing throughout the year.

Field Activities

The agency does allow vehicle pursuits and foot pursuits and has procedures in place for such events. There is a requirement for a supervisory/command review of each incident. Only two vehicle pursuits and two foot pursuits have occurred over the last three years. A meaningful review of one of the vehicle pursuits identified a policy discrepancy which was later rectified. Spike strips are authorized for use by the agency and users are required to be trained in their use. Each officer is outfitted with a body camera while on patrol. Each police vehicle has an in-car camera and mobile data computer, each of which are secured by password login.

Traffic Safety and Enforcement

The agency participates in traffic enforcement related activity and has procedures in place for handling varying types of traffic incidents and offenders. Officers are provided with reflectorized vests for traffic direction and control. There is one officer trained in commercial motor vehicle enforcement, however he is currently assigned out to a task force. The School Resource Officer is assigned to traffic enforcement during non-school times. Traffic warnings and traffic citations are utilized to educate the public on safe driving habits.

Homeland Security/Critical Incidents

The agency follows Incident Command protocols but has not had a major event which required a full activation of the ICS. The agency did put together a special operations plan for Summerfest, which utilized some components of the incident command system.

Chapter 4 – The Investigative Function:

Criminal Investigation

Since the Marysville Police Department is a small agency, there are no dedicated detectives. Officers are responsible for handling their case investigations. The agency is on the CLEMIS system which allows for case screening and the ability to restrict access to cases. There are procedures in place for live line-ups, show-ups, and photographic lineups though none had occurred during this assessment period

Crime Scene Processing

The agency has qualified personnel to process crime scenes on a 24-hour basis (evidence technicians). While the goal is to have trained evidence technicians on every shift, this is currently not the case. Should an incident require an after-hours response for crime scene processing, an evidence technician will be called in. The agency has evidence collection procedures in place and they utilize the Michigan State Police Crime Laboratory for any submissions for laboratory analysis

Storage of Evidence and Property

The agency has a very new evidence room and evidence lockers. There is plenty of temporary storage availability as well as an additional evidence garage on the property for any large evidence, including a vehicle. The evidence function has quality control measures in place with restricted access to the property room which is limited to two identified property personnel. The time-sensitive inspections have been completed. The evidence room is neat and orderly with a minimal amount of evidence in it. There are places to securely store sensitive items and/or items of value. In the event of the temporary storage lockers becoming full or encountering an item that cannot be properly secured, a property officer is contacted (even after hours) to come in and secure the evidence/property.

Juvenile Matters and Special Investigations/Operations

The agency has procedures in place for handling juvenile offenders. Parents are notified if a juvenile is in custody and the agency adheres to juvenile reporting requirements. The agency accepts and investigates missing person complaints. They have procedures in place for adult and juvenile missing persons including criteria for Amber Alert and Endangered Missing Advisory.

The agency has procedures in place for decoy and surveillance operations as well as using confidential informants. There have been no occurrences of the agency working with confidential informants during this assessment period. The agency has procedures for handling unidentified persons investigations.

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

Transporting/Processing/Holding of Arrestees/Detainees/Prisoners

The Marysville 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 security barrier separates the rear compartment. The department does have one designated processing area. The area is designed for processing of subjects not requiring lodging at the St. Clair County Jail. Arrested subjects requiring lodging are taken to the St. Clair County Jail for processing. The agency has no temporary detention areas where subjects are locked in and left unattended.

G. Applied Discretion Compliance Discussion:

This section provides specific information on those standards found to be in compliance

after on-site adjustments were made. During the three weeks prior to the assessment, the assessors completed file review remotely with the accreditation team via PowerDMS, and most compliance issues were resolved.

During this on-site, the agency had one standard in applied discretion.

Standard 1.2.1 Fiscal Control

ISSUE: Cash was dispersed from account other than for transfer of funds to the City Treasurer.

AGECNY ACTION: Agency updated policy to reflect that no cash is disbursed from account except for the transfer of funds to the City Treasurer or when change is made for monies taken in.

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 2.1.3 Extra Duty Employment
Standard 5.3.1 Temporary Detention Defined
Standard 5.3.2 Security Protocols
Standard 5.3.3 Training
Standard 5.3.4 Evacuation/Hazard Protocols
Standard 5.3.5 Inspections

I. Standards Noncompliance Discussion:

The agency had no standards in noncompliance.

J. Future Performance / Review Issues:

Agency written directives and proofs should be proof read for spelling errors, grammatical errors, and updated case law prior to submission. Although, technically in compliance, it would be in best practice to address the chicken wire in the vehicle storage garage. Also, historical police documents dating back to the 1950's should be purged based upon the records and retention schedule.

It will be important for the agency to be organized with the requirements of the ongoing audits and reviews that are required throughout the year during the three-year period leading up to re-accreditation. It was explained to the CEO of providing enough time to the accreditation team members to stay on top of these items yearly in gathering proofs to remain compliant with the standards. It was also suggested to decide as soon as possible if the department will continue to use a consultant as the department continues on with re-accreditation.

K. Summary and Recommendation:

A thorough review of the files for compliance was conducted, as well as observations of compliance; and, after interviews were conducted, it was determined that the agency was in compliance with all the established accreditation standards, with exceptions and waivers noted. Accreditation is recommended.

Scott Zonnebelt, Team Leader
Date: August 21, 2023

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

Program Director Ron Wiles
Date: August 23, 2023