

Michigan Association of Chiefs of Police
MICHIGAN LAW ENFORCEMENT ACCREDITATION PROGRAM



Onsite Final Report

**Bloomfield Township Police Department
December 4, 2019**

Team Leader: Heather A. Bromley

Team Member: Matthew Silverthorn



A. Agency Name, CEO and AM:



Bloomfield Township Police Department
4200 Telegraph Road; PO Box 489
Bloomfield Hills, MI 48303-0489
plangmeyer@bloomfieldtwp.org
(248) 433-7750

Phil Langmeyer
Chief of Police

Sgt. Jason Murphy & Officer Robert Zaremba
Accreditation Managers

Additionally, other Bloomfield Township Police Department team members supported this accreditation through their participation on a committee oversee standards implementation. These members include Lieutenant Dan Brown, Detective John Huizdos, Officer John Schlabach, Officer April Switala, Officer Jennifer Overby, Officer Brian Kaschyk, Officer Bob Zaramba, Officer Ed Thomas and Sergeant Pete Matejcik. Many other department members not mentioned by name contributed directly to this initiative to help make the accreditation process successful.

B. Dates of the On-Site Assessment:

Monday, December 2, 2019 – Tuesday, December 3, 2019

C. Assessment Team:

1. Team Leader: Heather A. Bromley, Executive Sergeant
University of Michigan – Flint, Department of Public Safety
303 E. Kearsley Street
Flint, MI 48502
mcdonalh@umich.edu
(810) 237-6512
2. Team Member: Matthew Silverthorn, Sergeant
Whitelake Police Department
7525 Highland Road
Whitelake, MI 48383
msilversthorn@whitelakepolice.com
(248) 698-4400
3. Team Member: Brad Wise, Inspector
Battle Creek Police Department
34 N. Division Street
Battle Creek, MI 49014
bmwise@battlecreekmi.gov
(269) 966-3375



D. Community and Agency Profile:

1. Community Profile

Bloomfield Township is one of the oldest townships in Michigan. Bloomfield Township was granted its charter as a Township on April 12, 1827 when it was designated a 36 square mile area. In 1932, the City of Bloomfield Hills and Birmingham (1933) incorporated as separate cities, leaving Bloomfield Township with only 25 square miles. What started as an area known for its agriculture and vacation homes has turned into a thriving community of high-end residences and commercial establishments. What once were dirt roads and trails has become four lane boulevards and paved bike paths. Bloomfield Township may still be considered a bedroom community; but over the years, several nationally known businesses such as Costco, Best Buy and Penske Corporation have called Bloomfield Township home.

Bloomfield Township operates under the council-supervisor system of government. The Township Board consists of seven elected officials comprised of a supervisor, clerk, treasurer and four trustees. The supervisor is the presiding official of the board.

2. Agency Profile

Constables or Sheriff Deputies policed Bloomfield Township until its own Police Department was established in 1957. In 1971, Bloomfield Township hired its first female officer.

The Bloomfield Township Police Department is dedicated to providing the finest in professional law enforcement aimed to preserve the peace and protection of persons and property. To this end, the men and women of the Bloomfield Township Police Department aspire to be responsive to community safety needs, vigilant to public safety issues and trends, and respectful and courteous to residents and visitors of the Bloomfield Township community.



Bloomfield Township police officers meet rigorous pre-employment qualifications. They are required to possess a four-year college degree. After being hired, they are obligated to stay abreast of the latest in law enforcement technology as well as the constant changes in laws they have sworn to uphold. Police officers manage to blend a law and order philosophy with service to the citizen.

The Department is open 24 hours, 7 days a week, with police officers ready to respond to emergency calls, accidents, and other police-related matters. The Department boasts 70 sworn police officers and 19 civilian personnel are organized into two 12-hour shifts in order to provide full coverage for the people of Bloomfield Township. The Department includes a Canine Unit and oversees the Bloomfield Village Police Department.

The Bloomfield Township Police Department's Canine Unit is the longest standing unit in Oakland County. Formed in the mid-1960s when Bloomfield Township was more rural than suburban, the Unit reached its heyday in the 70's. At the time, the Bloomfield Township Police Department boasted a premier K-9 Unit comprised of seven dog-handlers and seven



dogs, which responded to service requests from all over the County and throughout Metro-Detroit. Over the course of the years, the Unit was downsized when other police departments, recognizing the value of a well-trained police dog, established their own units. Township residents are always welcome to visit the Department or to invite an officer to speak at a community meeting.

3. CEO Biography



Phil Langmeyer was appointed Chief of Police by the Bloomfield Township Board of Trustees on June 13, 2019. Phil replaced Chief Scott McCanham, who retired after 31 years of service.

Chief Langmeyer was hired by Bloomfield Township in April of 1992. He has previously served as Identification Technician, Field Training Officer, School Liaison Officer and Reality Based Training Instructor. During his career, Phil has supervised patrol shifts and the Detective Bureau. Chief Langmeyer has had the opportunity to lead both the Patrol and Investigations Divisions of the Police Department while serving as Captain.

Chief Langmeyer has a Bachelor of Science degree in Criminal Justice from Michigan State University and graduated from the second class of the Michigan State University School of Staff and Command in 2009. Since 2009, Phil has been a facilitator for the Michigan State University School of Staff and Command; and in 2011, he became the lead facilitator for MSU's First Line Supervisor course.

In 2013, Chief Langmeyer graduated from the 252nd class of the FBI National Academy. This is an exclusive, executive level training course held in Quantico, Virginia. This elite training program brings law enforcement executives from across the world together to share experiences and receive educational and physical training.

4. Future Issues

This past year saw a benefit funding change in Michigan to Other Postemployment Benefints (OPEB) providing retired employees with benefints principally including health care benefits, but also may include life insurance, disability, legal and other services. In August 2019 the Bloomfield Township voters, although very supportive of their police and fire departments, rejected a proposal that would have raised their taxes to largely fund retiree healthcare for township police and firefighters.

The Bloomfield Township Police Department CEO has had to take a close review of the department's operating budget with consideration to services provided. To date, BTPD has had to cease service operations associated with animal welfare services to the township.

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, December 3, from 10:00 a.m. to 11:30 p.m. The telephone line was tested, found to be functional, and thirteen (13) calls were received.

Lee Juett (248) 866-6629

Lee Juett is a township resident residing on the Oakland Hills Golf Course. He worked closely with the Bloomfield Township Police Department during a past PGA event. He states the staff of BTPD are professional and cordial in all of their interactions.

Mr. Juett fully supports the agency's efforts to become state accredited.

Jill Slocum (248) 705-0556

Jill Slocum is a township resident and found herself, hesitantly, contacting BTPD for service one evening when her husband was out of town. Her fears were unsubstantiated; however, BTPD officers made her feel at ease and reinforced they are always available to respond and assist.

BTPD officers also have worked diligently to assist her with a neighbor issue and have been instrumental in diffusing the situation and finding ways to promote proactive compliance.

Mrs. Slocum fully supports the agency's efforts to become state accredited.

Cathy O'Connor

Cathy O'Connor is a township resident. She is very appreciative of the staff of BTPD. She values their response to her son who deals with mental health issues. They have been polite and professional on traffic stops.

Mrs. O'Connor fully supports the agency's efforts to become state accredited.

Kim Hawes

Kim Hawes is a township resident, 5990 Orchard Bend, and is a real estate agent in the area. Hawes states that her mother Emma Minasian is also a long-time township resident. Mrs. Hawes stated that her experience with the department has always been good and she finds the dispatchers to be helpful and very responsive.

Mrs. Hawes fully supports the agency's efforts to become state accredited.

Gary Sikorski

Mr. Sikorski works for the Jewish Federation, and is the former Deputy Chief of the Westland Police Dept. Mr. Sikorski stated that working with the department has always been a positive experience. Mr. Sikorski stated that when the Jewish federation has special events the township is always willing to provide extra patrol and support. Mr. Sikorski spoke very highly of the school officers and his experiences with dispatch as being very helpful when he calls.

Mr. Sikorski fully supports the agency's efforts to become state accredited.



Carl Rose

Mr. Rose is the owner of Carl's Golfland, a large business located in the township. Mr. Rose spoke of how helpful dispatch has been when he or his employees call for assistance. Mr. Rose stated that officers are regularly called to his business for retail fraud; he praised the "quick response" and ability to conduct "great investigations". Mr. Rose also stated that the department does a good job with traffic when he has large events at his business.

Mr. Rose fully supports the agency's efforts to become state accredited.

Angela Banda

Mrs. Banda called on behalf of herself and her husband, David Banda. The Banda's are township residents, 3859 Miller Way South. Mrs. Banda states that she has called the department a couple of times and the dispatchers were "very good" and "responsive". Mrs. Banda described the township officers she had had contact with as "courteous and efficient".

The Banda's fully supports the agency's efforts to become state accredited.

Charlie Hollerith

Mr. Hollerith is the Principal of Bloomfield Hills High School. Mr. Hollerith stated that he has had a great experience working with Officer Donberger and Officer Vankerkhove, and considers them valuable assets. Mr. Hollerith states that the school have had a good relationship and have trained together with active shooter training and ALICE training, which was very well received by the teachers at the school. Mr. Hollerith stated that the department and the school had participated in two table top scenario drills that everyone found beneficial. Mr. Hollerith stated that the department is very helpful with traffic assistance during large events such as football games. Mr. Hollerith found dispatch to be very good and helpful when he has called.

Mr. Hollerith fully supports the agency's efforts to become state accredited.

Carlos and Dominic Hesano

The Hesanos are brothers who both live in the township and own a business together in the township. Both the Hesanos praised the department for the quick response when they have alarms at their business. Both stated they had great experience with dispatch, Carlos described them as helpful and "A+ service", Dominic stated that the dispatchers were "phenomenal". Carlos stated that the great public service is the reason he lives and has his business in Bloomfield Twp., and he would never leave because of that reason. Dominic stated that during every contact he has had with township officers he found them to be "courteous and respectful".

The Hesanos fully supports the agency's efforts to become state accredited.

Lynn Dutton

Mrs. Dutton is a township resident and a resident of Bloomfield Village, 2723 Indian Mound South. When asked about her experience living in the village, Mrs. Dutton stated, "she is blessed to live here". Mrs. Dutton stated that whenever she has had occasion to call the department it has been a good experience. Mrs. Dutton stated that even when she called



for a non-police matter of an injured deer in her yard the officer was very helpful. Mrs. Dutton stated that she knows officers patrol near her home because she sees them "driving by a lot". Mrs. Dutton stated that she has dealt with both township and village officers, and it has always been positive.

Mrs. Dutton fully supports the agency's efforts to become state accredited.

Sean Shounewia

Mr. Shounewia is a township resident, 7415 Wing Lake Rd., and owns a restoration business in the township. Mr. Shounewia states that he has worked with the department at fund raising and charity events and praised their efforts. Mr. Shounewia stated that his wife had called the department because a vehicle pulled into their driveway, although it was minor, the department "responded quickly, was helpful, and very professional". Mr. Shounewia stated that whenever there is an alarm at his business the police always have a good response; he also stated that he sees officers patrolling at his business regularly.

Mr. Shounewia fully supports the agency's efforts to become state accredited.

Sally Savoie

Mrs. Savoie is a township resident, 3883 S. Miller Way, and is the wife of the Township Supervisor. Mrs. Savoie spoke highly of the department and how "wonderful" the dispatchers are when people call. Mrs. Savoie stated that she had an incident 25 years ago when her son was choking and police and fire responded, she stated she always remembers the incident, so she recognizes the importance of a professional department.

Mrs. Savoie fully supports the agency's efforts to become state accredited.

2. Correspondence

The assessors received three (3) copies of correspondence regarding the reaccreditation process:

Item 1 - Email Communication:

From: Eugenie Beall [mailto:eugenie.beall@gmail.com]

Sent: Monday, December 2, 2019 7:36 PM

To: Murphy, Jason

Subject: Township Police

It is my privilege to voice my appreciation for the services provided by the Bloomfield Township Police during the past ten years of residency in the Township.

My husband and I moved to the Foxcroft Condominium complex shortly after he suffered a stroke. Until his death five years ago, police officers visited our home on several occasions to provide assistance culminating with their official visit when he died at home under hospice care on October 22, 2014. I shall never forget the sensitivity of the officer who knelt before me at his bedside completing the obligatory death report. He dignified that occasion.

In the years that followed, Bloomfield Township Police have provided solutions, support, reassurance and recommendations as I dealt with challenges of maintaining my home alone.



In every instance, response has been prompt, comprehensive and -- yes -- compassionate. Officers never leave without checking my premises in their entirety, not just in regard to the reason I placed my call. Their concluding words are always the same, "Call us back whenever you need us." They mean it.

Dr. Eugenie Beall

Item 2 - Email Communication:

From: aboj5@comcast.net [mailto:aboj5@comcast.net]
Sent: Tuesday, November 26, 2019 4:42 PM
To: Murphy, Jason
Subject: Bloomfield Hills police & Detective's accreditation

To whom it may concern,

I have had the pleasure of living in Bloomfield Township for the last 33 years. I feel our Police Department and our Detective units are bar none the finest men and women I have ever encountered. I would like also to include the fire department as well. I experienced a burglary this spring and within six days Detective Barker and his fellow detectives were able to apprehend three of the suspects and my possessions that were stolen. This was such a timely manner and they were so thorough and careful with all the areas that may have fingerprints etc. I feel they are the finest men and women who Showed such a selfless manor during my investigation of the burglary. Detective Barker himself didn't go home for three days and slept in his car so that he was able to be there 24 seven to be able to pick up any leads that he might have any followed everyone of them so carefully that that's why we had such a positive outcome. I will never move out of Bloomfield township just because of the caring and very professional team of civil servants we have. I give them my highest And unequivocal Positive feedback and endorsement.

Thank you for your time and consideration,

Dennis and Andria Bojrab

Item 3 - Email Communication:

From: Ken Demark <ken@BTI.team>
Date: Sunday, December 1, 2019 at 11:15 AM
To: Neal Rossow <nrossow@michiganpolicechiefs.org>
Subject: Bloomfield Township Accreditation

Mr. Ken Denmark provided a written letter addressing grievances against the Bloomfield Township Police Department. Mr. Denmark is a former township resident. He has an open criminal case pending sentencing in which BTPD was one of several responding law enforcement agencies to his residence.

3. Media Interest

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



4. Community Outreach Contacts

Bloomfield Township Board Members:

- Leo Savoie, Township Supervisor
- Jan Roncelli, Township Clerk
- Brian Kepes, Township Treasurer

Bloomfield Township Supervisor Savoie, Clerk Roncelli and Treasurer Kepes met with assessors as group to express their support of the Bloomfield Township Police Department. They identified the agency's professionalism and service to township residents as above par.

Bloomfield Township Supervisor Savoie, Clerk Roncelli and Treasurer Kepes fully support the agency's effort to become state accredited.

5. Agency Ride-along

On Monday evening, Assessor Bromley rode along with Officer April Switala. She was assigned to road patrol duties. Officer Switala gave an informative tour of the township and explained the various neighborhoods and issues surrounding the community's quality of life. She went to several key locations in the township, township borders, prominent neighborhoods, businesses, and housing complexes. Officer Switala was well-informed and was very polite and respectful. No calls for service were taken during the ride-along, and no citizen contacts were made. She is invested in her community and very knowledgeable in the workings of the police department, and spoke highly of the agency, her coworkers and the accreditation process as a whole.

On Monday evening, Assessor Matt Silverthorn rode along with Officer Brian Kaschyk. Officer Kaschyk was assigned to Patrol at the time. Kaschyk showed Silverthorn the boundaries of the township and the specifics of the village. As it was rush hour, Kaschyk showed the area of high traffic congestion and explained the challenges associated with those locations. No calls for service were taken during the ride-along, and no citizen contacts were made. Kaschyk has been with the department for 15 years, and seemed very pleased with his position as a member of the department. Kaschyk explained the department structure and had a very good understanding of the department's policies and procedures.

6. Community Involvement

The Bloomfield Township Police Department staff is extremely dedicated to the community. The agency is well-respected in the area as a professional full-service police department. Everyone spoke highly of the agency and its staff. Community members took time to specifically note BTPD's commitment to service.

The agency has a vibrant community engagement program. Their officers have created partnerships to include their residential communities, business communities, religious communities, school communities, and many others.

The community engagement program, in part, serves to provide the community with many educational training opportunities to include concealed weapons permit training, personal safety self-defense courses and Run/Hide/Fight active shooter response courses.



Additionally, they provide property safety assessments and vacant home checks for their township residents.

The Bloomfield Township Police Department provisions a school resource officer and a school liaison officer. Staff work directly in support of public and private k-12 learning institutions in the township.

The agency also provides an opportunity for community members to attend a citizen's police academy. The academy is a block of instruction designed to give the public a working knowledge of the police department's personnel and policies.

F. Essential Services:

Chapter 1 – The Administrative Function:

Direction of Personnel

The Chief of Police has the authority to issue, modify or approve any of the department's written directives. Written directives are issued to all agency personnel, and changes to written directives are disseminated to all affected employees. The overall written directive system was clear and understandable. The directives were constructed in a logical manner with employee duties and responsibilities clearly defined. Written directives are updated, canceled, or revised as needed. A review of policies is conducted annually. This system is managed and supported by PowerDMS.

Fiscal Control

The agency has three cash accounts, one in the Records section and two with the patrol operations function. The patrol operations supervisory staff oversee movement of the cash bond monies and PBT monies. At the close of each business day, monies are turned over to the township treasurer's office. There is no petty cash and confidential fund accounts at this time.

Internal Affairs

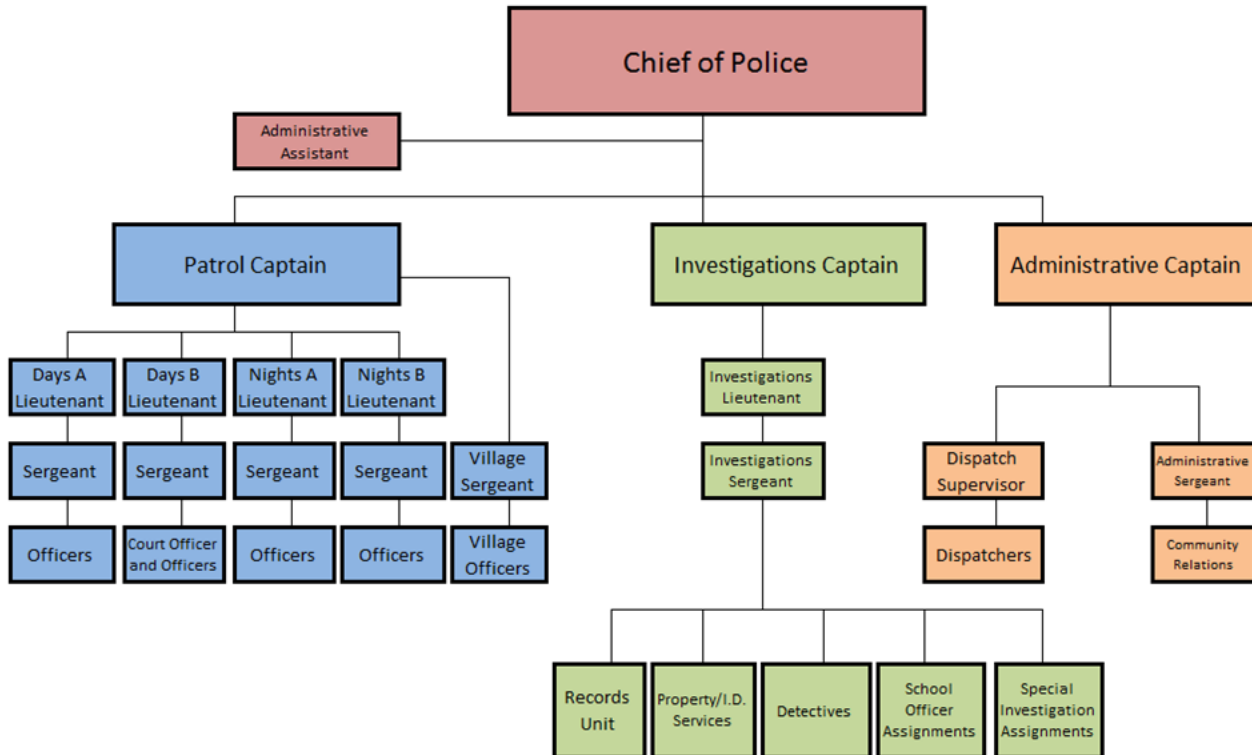
Internal Affairs is the responsibility of the office of the Chief. The Division Captain, delegated by the Chief, is responsible for the direction and control of the investigation of citizen complaints and the department's internal affairs function. If assigned an internal affairs investigation, the command officer will have the authority to report directly to the CEO. The agency accepts and investigates all complaints against the agency or its employees, including anonymous complaints. When the investigation is concluded, the disposition will be categorized as unfounded, exonerated, not sustained or sustained. The CEO makes final determinations of all internal complaint investigations. All internal investigation files are properly secured with limited access.

During this onsite, the agency written directive on completion of a written annual analysis of all employee misconduct complaints and dispositions (1.3.1) was wet ink; therefore, an analysis had not been completed.



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's disciplinary procedure includes corrective actions which may include counseling, remedial training, probationary period, oral reprimand, written reprimand, restitution or fees, reassignment, suspension without pay, demotion, or termination. The agency has an appropriate appeal and grievance process in place with established timelines.



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, the Constitution of the State of Michigan, and faithfully discharge the duties of their position for the Charter Township of Bloomfield. All agency personnel acknowledge a code of ethics and most recently received ethics training in March of 2019. Bias-influenced policing is prohibited by the agency. There is a clear definition for bias-influenced policing, including race, color, sex, sexual orientation, religion, national origin, age, disability (handicap), marital status, height, weight, or any other prohibited bias. There were no reported incidents violating the policy during the accreditation cycle.

Bloomfield Township Police Department prohibits workplace discrimination, and harassment, including sexual harassment, intimidating behavior, threats or physical attack.



The directive requires employees to report any type of harassment and requires investigations to be conducted in accordance with state law. There were no reported incidents violating the policy during the accreditation cycle.

The police personnel have structured unity of command. The Chief of Police is supported by three captains; both the chief and captains are at-will employees. The Bloomfield Township Police Department is organized into three bureaus: patrol operations, investigative operations and administrative operations. The captains have direct operational control over their respective bureaus. Each patrol and investigations section is commanded by a lieutenant(s) who reports to the captain. Patrol and Investigations lieutenants are assisted by a sergeant (s). Patrol teams are responsible for handling the majority of calls for service from the community. Administrative operations and dispatch operations report to the administrative captain. In the absence of the CEO, a captain is next in the line of authority based upon rank.

The police officers are members of one labor organization and are represented by the Police Officers Labor Council (POLC).

Agency Equipment and Property

It is the responsibility of the department personnel to maintain all law enforcement-related equipment in a state of operational readiness, safekeeping, and condition of department equipment assigned or entrusted to them. The wearing of body armor is mandatory for all sworn personnel, and there are additional requirements to wear body armor while engaged in pre-planned and high-risk operations.

Public Information

The investigative sergeant is designated by the Chief as the department Public Information Officer (P.I.O.), and is the designated point of contact for media relations. Each Division Captain has the right to act as the exclusive point of contact for the department concerning matters for which their division remains primarily responsible. All releases involving information of a sensitive nature about notorious incidents or people will be forwarded to the Office of the Chief prior to release.

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 records management passwords. CLEMIS is the electronic records management system of the Bloomfield Township Police Department.

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 by CLEMIS. There were no breaches in security during the assessment period.

Any copies retained in the Records unit will not be released without the approval following a completed written records request form or approved FOIA request. Juvenile records are kept secure, and there are extra security measures for non-public records. All freedom of



information requests are handled by records personnel, and the agency abides by the state retention and disposal requirements in accordance with the Bloomfield Township Schedule and the State of Michigan General Schedule.

Agency Training

The agency has incorporated their training plan into their written directive. The 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. Field training officers are properly selected and trained. Newly promoted personnel receive training consistent with new responsibilities and tasks. BTPD is leveraging PowerDMS as their document management system and will be working to transition fully to this electronic platform for training management over the next year.

The agency has a remedial training policy. The written directive included criteria and direction for the use of remedial training.

Specific required annual training for agency personnel and topics were properly identified in the written directive. Annual in-service training for sworn officers includes, at minimum, firearms, taser, oc spray, hazmat, use of force, defensive tactics, mental illness, and cultural diversity/bias-influenced policing. Training aligned with standards compliance was found for civilian personnel.

Authorization and Use of Agency Weapons and Ammunition

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

One applied discretion is identified for the addition of guidelines for safe and secure storage of enhanced mechanical force weapons incorporated into a written directive.

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 circumstance 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 a comprehensive exposure control and reporting policy. Outside employment or business activities of agency employees are prohibited unless specific approval is obtained from the Chief. Extra-duty employment is expressly prohibited. The agency demonstrated compliance with their established policies associated with their early warning process.



Performance Evaluations

During this onsite, the performance evaluation system (2.2.1) written directive was wet ink; therefore had not been administered yet, and was not available for proof. The first evaluation process will be effected in Fall 2020 following employee training, orientation and review.

Promotion of Sworn Personnel

The promotional process is detailed in policy. The process includes a point system. The agency recently established a promotional list for promotion for the rank of sergeant. There are no probationary periods for promoted personnel. There were no promotions effected during the assessment period.

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 objectives include a desire to ensure the hiring pool of applicants is diverse and creates a sustainable diverse and multi-cultural workforce. Recruitment activities are currently suspended due to a hiring freeze due to budget considerations. The plan was implemented in 2019 and due for triennial review by the Administrative Captain in 2021/22.

Selection of Personnel

The agency has a complete written process for the selection of new full-time personnel, which includes a thorough background investigation, as well as a medical and psychological exam.

Reserve Officers and Civilian Volunteers

The agency does not have a reserve officer program or a civilian volunteer program.

Chapter 3 – The Operations Function:

Arrest, Search and Seizure

The Bloomfield Township Police Department is a full-service agency with arrest powers. The agency and its policies follow the U.S. Constitution in relation to arrest, search and seizure. In particular, the agency recognizes the foundation set forth in the Fourth Amendment.

Agency policy outlines the warrantless search exceptions and the need for a court authorized search warrant, when applicable. Policy regarding arrest included detail regarding the handling of foreign nationals and those with limited English proficiency.

The agency only conducts strip searches on an arrestee or detainee when there is reasonable cause to believe the suspect is concealing a weapon, controlled substance or evidence of a crime. This is consistent and in compliance with state statute. The person conducting the strip search does so under authorization of a supervisor who completes an incident report. Person of the same sex must conduct the strip search. Body cavity



searches are conducted within the constraints set forth in Michigan law, with a search warrant obtained prior to conducting the search.

The agency takes in-custody arrests directly to their temporary detention area. They are processed by the arresting officer or civilian booking employee. The Breathalyzer for OWI arrests are also conducted at the Bloomfield Township Police Department.

Interview and Interrogation

The Bloomfield Township Police Department has established procedures for compliance with contemporary criminal procedural requirements related to interviews, investigative detention interviews, and interrogations. The agency has one designated room for the sole purpose of interviews or interrogations located on the premises; however, interviews or interrogations may be conducted in the detention facility. Both spaces have recording (audio/visual) capabilities. The agency's written directive requires that all in-custody interrogations involving major felonies be recorded. During the on-site, Assessors were able to inspect and see the recording equipment for the interview/interrogation room.

Use of Force

In cases where an injury or death is the direct result from a use of lethal force, the Chief requires those officers who have discharged their firearm to undergo a debriefing with a psychologist. The purpose is to allow the officer(s) to express their feelings and to deal with the moral, ethical, and/or psychological after-effects of the incident. This debriefing shall not be related to any agency investigation of the incident and nothing discussed needs to be reported to the agency other than the officer's fitness to return to full duty.

The Bloomfield Township Police Department conducts a thorough internal affairs investigation for each use-of-force incident. Involved personnel shall be removed from duties pending evaluation but shall report as directed in an administrative role. Involved personnel will not return to duty until a meaningful review or investigation is complete.

At the time of the on-site, the annual use-of-force meaningful review was completed with 2018 data in summary form. Future meaningful reviews should indicate whether policy, training, equipment, or disciplinary issues should be addressed.

Communications

The Bloomfield Township Police has their own Public Safety Answering Point (PSAP) communications center for all emergency calls for service and after-hours calls for service. The onsite team toured the facility and spoke with the agency's telecommunicators regarding dispatch policy. All recordings are kept in storage for a period of 90 days unless requested by the department for longer retention. The agency has a process in place for requesting copies of stored recordings.

The agency has a backup generator on-site, if necessary. The generator goes through a weekly test. It is tested under full load annually. The Communications Center is equipped with an Uninterruptible Power Supply (UPS), which is designed to bridge the gap between the power outage and when the generator provides power. If catastrophic issues were present, a dispatch backup plan is in place.



Each dispatch station is set up identical, allowing for dispatchers to move station to station seamlessly. All emergency medical dispatch is being conducted by certified radio operators from contract ambulance companies. Dispatchers will be trained in the coming year in emergency medical dispatching.

Field Activities

The Bloomfield Township Police Department policy allows for pursuits by officers who follow the policy guidelines. Roadblocks are only to be used in the most extreme situations and legal intervention requires authorization from a supervisor outside of exigent circumstances.

All pursuits are reviewed individually with a formal process in place. The annual documented summary and written annual analysis of all pursuit incidents in the aggregate (3.5.2n) included total pursuits, primary reason identified and primary reason for termination. Future annual analyses should demonstrate a systematic, structured process for dissecting an event into its basic parts to identify any patterns or trends. Analyses should reveal patterns or trends that could be predictive or could indicate program effectiveness, training needs, equipment upgrade needs and/or policy modification needs.

The Bloomfield Township Police Department has in-car computers available in each patrol vehicle, accessible to each patrol officer. The agency has video recording equipment in their police vehicles. Each video is downloaded and retained from the date it was created plus 59 days. All other retention of evidence follows the state retention guidelines. Daily, the Command Officer assigns officers to a citywide enforcement. Officers are assigned a specific patrol geographical.

On Tuesday morning, Assessor Bromley attended a shift briefing. Shift briefings are held at the beginning of each of the 12-hour shifts in the patrol office. Officers obtain necessary shift equipment and meet to brief over agency activities, crimes, services, et. The shift supervisor took role call and documented issued equipment for the shift to include vehicle assignment, taser, radio, etc.

The agency has a new foot pursuit policy, which complies with the standard. The written directive has a section that states that the reinstatement of a previously terminated pursuit is if the conditions that required the pursuit to be terminated are no longer present.

During this onsite, the agency written directive on completion of a written annual analysis of all employee foot pursuits (3.5.7o) was wet ink; therefore, an analysis had not been completed.

Traffic Safety and Enforcement

The Bloomfield Township Police Department has a traffic services. The agency 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.



Homeland Security/Critical Incidents

The agency has a critical incident system in place, which includes command, operations, planning, logistics and fiscal responsibility. The agency did not note any occurrences for 2018 in which the Incident Command System (ICS) was activated or utilized.

The agency has a full service Emergency Operations Center.

CHAPTER 4 – The Investigative Function:

Criminal Investigation

Officers follow up on many of their own investigations during their work shift, depending on the severity of the complaint. The Bloomfield Township Police Department operates an internal investigative unit. This unit is staffed by a captain, lieutenant, 4 detectives, an officer assigned to OAKNET, an officer assigned to SIU, and officer assigned to VCTF, an officer assigned to the FBI Identity Theft Task Force, a school liaison officer (SRO), and a school security officer. The majority of the cases are handled by the detectives. The school liaison officer will handle the less involved cases, as well as swearing to warrants. Cases are reviewed and assigned by the unit's lieutenant. The detective position is a promotion and school positions are lateral assignments within the agency. The primary responsibility of the unit is conducting follow-up on unsolved incidents initiated by the agencies patrol officers. The Detective Lieutenant considers solvability factors when screening cases for follow-up assignment, which is done through the CLEMIS system. The department has a set standard of case disposition classes, and a procedure for eyewitness identification.

Crime Scene Processing

The agency has evidence technicians and accident investigators available 24-hours a day. The agency's personnel assigned to the detective bureau and several patrol officers are trained in latent fingerprint recovery, photography and videography, crime scene sketching, collection and preservation of evidence, and other forensic procedures. Officers who are not evidence technicians are trained to not disturb, touch or handle physical evidence unless a danger exists that the evidence will be lost or destroyed prior to the arrival of evidence technicians. Patrol officers may process some scenes including assaults, burglaries, recovered stolen vehicles, minor traffic crashes and other offenses at the discretion of the on-duty supervisor.

Storage of Evidence and Property

Appropriate policies are in place for property processing and evidence collection. The agency has a well-organized property room of adequate size. A property room clerk and the Detective Lieutenant which have access to the room. The door is key-locked with video outside the door, recording all access. A visual inspection found the property room and processing area were generally neat and organized. The processing area is stocked with an assortment of packaging materials. Upon packaging an item, it is secured in a temporary locker. There are several two-way lockers for officers to put large pieces of evidence into, along with smaller lockers in which evidence is placed and secured until removed by the property clerk. The agency also has an inside vehicle bay that can be secured to limit



access in case of a vehicle or large items that can't be secured in a locker. The agency has a locked safe inside the property room available for valuable jewelry and money. Evidence that needs lab submission is primarily sent to the Oakland County Sheriff's Office, if they are unable to process the evidence, the Michigan State Police Lab is utilized. An appropriate policy for transmission and chain of custody is in place. The agency has in place appropriate policy for converting property to department use. An appropriate policy is in place for the possession, transfer and destruction of property. All time-sensitive inspections, audits and inventories were conducted; no irregularities were identified. There was no change in the property custodians during the assessment period.

Juvenile Matters

The Bloomfield Township Police Department has the physical capabilities and procedures outlined to identify juvenile offenders and hold a juvenile offender for a non-status offense if necessary. The outlined policies ensure the protection of the juvenile's Constitutional rights. Appropriate proofs were shown indicating standard compliance in regard to processing, parental notification, release, and reporting. If a juvenile is placed in locked detention at Bloomfield Township Police Department, the period of time will not exceed 6 hours. There were no incidents where the agency needed to issue an Amber Alert.

Special Investigations and Operations

The agency has a general investigations policy and a special investigations policy. The written directives are in compliance with standards. The agency is well organized in keeping records of information shared with or received from another agency. The Bloomfield Township Police Department has an officer assigned to OAKNET, SIU, FBI Identity Theft Task Force, and VCTF and most cases involving crimes related to those specific areas are units. All de-confliction is also managed by the OAKNET detective, but HIDTA and ISDC procedures are in place if needed.

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

Transporting of Arrestees/Detainees/Prisoners

BTPD has established policy and procedure in place to include searching vehicles and subjects prior to transport. Subjects are secured in caged vehicles, and exterior mount seat belts are utilized in compliance with State law.

Processing of Arrestees/Detainees/Prisoners

BTPD maintains a secure temporary holding facility with a processing area. There are 4 cells available to house prisoners and 1 for juveniles. This area is monitored by closed circuit cameras and have active emergency buttons on portable radios, both of which are monitored by the communications center.



Holding of Arrestees/Detainees/Prisoners

The area is designated as a weapon free area and there are lock boxes at each access point. The cells have been designated based on the sex of the offender, sight and sound restrictions are in place. There is a secure interview room within the lock up area.

The agency has a prisoner intake form documenting medical and suicide screening. This form is also used to document face to face checks. Procedures for the face to face checks of non-suicidal subjects in custody included video and visual inspection by dispatch, which meets the standard (5.3.2h). Currently, dispatch checks are not documented, it is a recommendation that a system be developed to document the checks.

This area is regularly inspected and the results of these inspections are reported to the administration. Policy is in place to ensure training and evacuation protocols.

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

- *Standard 1.10.1a Weapons and Ammunition*

ISSUE: The written directive did not address guidelines for safe and secure storage of enhanced mechanical force weapons.

AGENCY ACTION: The written directive was changed to include guidelines for safe and secure storage of enhanced mechanical force weapons.

H. Waivers of Standards:

This section provides specific information on those standards that 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 standard was granted non-applicable waiver:

Standard 1.9.8 Tactical Team Training

Standard 2.1.3 (b, c, e) Extra Duty Employment

Standard 2.3.1 (i) Newly Promoted Personnel

Standard 2.6.1 Reserve/Auxiliary Officers Program

Standard 2.6.2 Civilian Volunteer Program

I. Standards Noncompliance Discussion:

The agency had no standards in noncompliance.



J. Future Performance / Review Issues:

During this onsite, the performance evaluation system (2.2.1) written directive was wet ink; Therefore, evaluations had not yet been administered and were not available for proof. The first evaluation process will be effected in Fall 2020 following employee training, orientation and review.

The agency written directives on completion of a written annual analysis of all employee misconduct complaints and dispositions (1.3.1) and foot pursuit incidents (3.5.7o) were wet ink, therefore, no analyses were completed. The annual documented summary and written annual analysis of all (vehicle) pursuit incidents in the aggregate (3.5.2n) included total pursuits, primary reason identified and primary reason for termination.

- *It is recommended that all future annual analyses demonstrate a systematic, structured process for dissecting an event into its basic parts to identify any patterns or trends. Analyses should reveal patterns or trends that could be predictive or could indicate program effectiveness, training needs, equipment upgrade needs and/or policy modification needs (program glossary).*

At the time of the on-site, the annual use-of-force meaningful review (5.3.2h) was completed with 2018 data in summary form.

- *It is recommended that all future meaningful reviews should indicate whether policy, training, equipment, or disciplinary issues should be addressed (program glossary).*

Procedures for face-to-face checks of non-suicidal subjects in custody included video and visual inspection by dispatch, which meets the standard (5.3.2h). Currently, these checks are not documented.

- *It is recommended that all future that a procedure be developed to document existing face-to face checks of all in-custody, non-suicidal persons.*

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 of the established accreditation standards, with the one exception and waivers noted. Accreditation is recommended.

Heather A. Bromley, Team Leader
Date: December 3, 2019

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

Neal Rossow, Program Director
Date: December 5, 2019