

Michigan Association of Chiefs of Police  
MICHIGAN LAW ENFORCEMENT ACCREDITATION PROGRAM



# Onsite Final Report

Grand Blanc Township Police Department  
May 22, 2019

Team Leader: John Blue

Team Member: David Livingston

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

**Grand Blanc Township Police Department**

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Ronald L. Wiles Jr.  
Chief of Police

Cheri Potter  
Accreditation Manager

**B. Dates of the On-Site Assessment:**

Wednesday, May 21, 2019 – Thursday, May 22, 2019

**C. Assessment Team:**

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**D. Community and Agency Profile:**

**1. Community Profile**

Grand Blanc Township is a local unit of government located in southeast Genesee County that currently serves more than 36,000 residents. The township has a land area of 32.1 square miles and sits approximately 60 miles north of the City of Detroit and five miles south of the City of Flint. Grand Blanc, which literally means “great white,” was originally settled by Chippewa Indians. The name came from French Traders who arrived prior to 1800. By 1823, pioneer families were settling on the abundant farmland. The Charter

Township of Grand Blanc was incorporated on April 1, 1833, as Genesee County's first unit of government. Currently, Grand Blanc Township is the 15<sup>th</sup> largest township in Michigan and is governed by an elected seven-person board, which includes: a supervisor, clerk, treasurer and four trustees. The day-to-day operations of the township are administered by an appointed township superintendent.

The Charter Township has a futuristic, innovative approach to development, while maintaining its rich history and heritage. The result has been structured commercial development, aesthetically pleasing neighborhoods, excellent public services and top rated schools. The Township still maintains a rural atmosphere with many distinctive housing options which include unique and historic home sites and subdivisions, as well as quality apartments, townhouses and condominiums. The Township is known for both its close access to recreational activities and proximity to the Detroit area, offering all the amenities of a larger metropolitan area. It is enhanced by an exemplary educational system in both public and private schools, as well as a premier library system. Quality health care is also provided by Ascension Genesys Hospital; one of the first medical centers of its kind built clinically and architecturally around a patient focused care philosophy. Grand Blanc Township is also home to the PGA Champions Tour Ally Challenge professional golf tournament.

The Charter Township of Grand Blanc has a diverse regional economy, anchored by major employers in the healthcare industry (Ascension Genesys Hospital), automotive industry (General Motors Customer Care and Aftersales World Headquarters), and manufacturing (Magna Electronics). The Townships workforce is also very diverse, including those skilled in manufacturing, retail, business, and healthcare services.

Even though some parts of the State of Michigan and Genesee County continue to experience economic tensions, Grand Blanc Township has experienced modest annual growth in taxable value over the last several years. The Townships close proximity to Oakland County, one of the wealthiest counties in the nation, I-475, and I-75/Automation Alley is beneficial to its growth.

According to the United States Census Bureau, the Grand Blanc Township median household income is \$66,537. The racial makeup of the community is 84% White, 10% African American, 4% Asian and 2% Hispanic. 96.7% of the residents are high school graduates or have completed a higher level of education. The Grand Blanc Township unemployment rate is 3.6%, which is below the State unemployment rate of 4.6% and the national average of 4.4%.

## **2. Community Profile**

The Grand Blanc Township Police Department is committed to its mission:

*The Grand Blanc Township Police Department is dedicated to providing a superior level of service through partnering with community, upholding the highest ethical standards, striving to provide a safe environment, while enhancing the quality of life through innovative and progressive law enforcement administered with justice and fairness.*

The department has proven to be a leader in providing professional policing services to the people who live, work, or visit our community. Our focus has been on developing well-rounded officers, creating a professional service oriented department, and building strong partnerships with our community members and business leaders. This is accomplished by adhering to our Core Values of: Integrity, Fairness, Respect, Honesty, Courage, and Compassion.

The department is responsible for providing a superior level of service to over 36,000 residents of the township and thousands more people that visit or pass through the township on a daily basis. We do this through a strong Community Policing philosophy and a commitment to traffic safety. The strength of our agency lies in our highly trained and committed staff. Because of their efforts, the department receives outstanding support from the Grand Blanc community and our elected officials.

The departments policing philosophies are carried out using highly trained officers in multiple capacities including; K9 Unit, Motorcycle Unit, Commercial Motor Vehicle Enforcement Unit, Accident Reconstruction Team, Crime Prevention Unit, School Resource Officers, and Drug Recognition Experts. The department uses several methods and programs to enhance our relationships and build stronger partnerships with the community including; Advocates and Leaders for Police and Community Trust, National Night Out, Crime Prevention Unit, School Resource Officers, Coffee with a Cop, Camp Safety, Operation Safe Arrival, Touch a Truck, and the Citizens Police Academy, just to name a few.

The Grand Blanc Township Police Department is authorized for 43 sworn officers. Currently, the department is comprised of 42 sworn officers, making us the largest municipal police department in Genesee County outside the City of Flint. In addition, we have 5 full-time clerical/radio operators, 1 full-time administrative assistant, 1 full-time property room/evidence technician, and 7 part-time clerical/radio operators.

Last year, department members responded to approximately 19,000 calls for service, took over 4,300 reports, and made 7,782 traffic stops. The department is proud of the level of service and safety that we help provide our residents. In 2018, the violent crime rate was 1.8 incidents per 1000 residents and the property crime rate was 13.06 incidents per 1000 residents. In addition, the department has not had an alcohol or drug impaired traffic fatality in over three years. The hard work of the staff and the strong partnerships that have been established have resulted in Grand Blanc Township being one the safest and most desired communities to live and work in Genesee County.

### **3. Organizational Structure**

Grand Blanc Township Police Department is organized to accommodate staffing needs with the Chief as CEO over the departments day-to-day operations. The Chief reports to the Township Supervisor who is hired by a township Board of Trustees. The Chief prepares an annual budget for the department and it is given to the Township Supervisor.

The Police Department organizational structure is divided into two sub-units. Reporting to the Chief is a Captain of Support Services. Below the Captain are (2) Lieutenants. Patrol has (5) Sergeants and there is (1) Detective Sergeant. Under the Patrol Sergeants there are (28) Patrol Officers, (2) K-9 Officers, (3) Motorcycle Officers, (1) FANG (narcotics) Officer, and (4) Accident Reconstructionists.

Under the Detective Sergeant there are (2) Detectives, (2) School Resource Officers, (2) Arson Investigators, (1) Computer Forensics Investigator, (5) Radio Operator/Clerks, and (1) Property Room Technician.

#### **4. Significant Programs/Community Involvement**

The Grand Blanc Police Department engages the community in several highlighted programs. The most significant is the commitment to traffic safety and enforcement. Officers are trained in ARIDE (Advanced Roadside Impaired Driving Enforcement) and the DRE (Drug Recognition Expert) programs. In addition, the Grand Blanc Police Department hosts a Citizen's Police Academy, ALPACT (Advocates and Leaders for Police And Community Trust group), Pastors and Police group, Explorers, Coffee with a Cop, Motorcycle Safety, Camp Safety, and the STRIVE program which provides real-life job experience to at-risk youth. The Grand Blanc Township Police Department has successful schools because of the ability of the School Resource Officers (SRO) to reach out to children of all socio-economic backgrounds and educate them on good behaviors, starting with building good relationships with the SRO's and showing the side of law enforcement officers that people do not typically see.

#### **5. CEO Biography**

A 22-year veteran of the Grand Blanc Township Police Department, Chief of Police Ronald L. Wiles Jr. joined the organization in July 1996. Throughout his tenure he has served as a Police Officer, Field Training Officer, Detective, Sergeant, Lieutenant and Captain. He was appointed to the Chief of Police in 2016. As the Chief of Police he is responsible for the direction and leadership of the Grand Blanc Township Police Department and its outstanding officers as they strive to provide the highest level of service to the community. Chief Wiles earned a Bachelor of Science Degree from Michigan State University. He is a graduate of the Northwestern University School of Police Staff and Command, as well as the Northwestern University Executive Management Program. He has also successfully completed the Michigan Police Executive Development Seminar, sponsored by the Federal Bureau of Investigation National Academy.

Chief Wiles is an active member and leader within the community. He currently serves as the 3<sup>rd</sup> Vice President of the Michigan Association of Chiefs of Police (MACP) and is a member of the International Association of Chiefs of Police (IACP). He was appointed by the Governor to serve as a commissioner on the Governors Traffic Safety Advisory Commission (GTSAC). He proudly serves as a board member on the Genesee County Association of Chiefs of Police and the Voices for Children organization. In addition, he is the Vice-Chair of the Flint Area Narcotics Group (FANG) Operational Board, a member on the Genesee County 911 Advisory Board and the Mott Community College Criminal Justice

Advisory Board. Chief Wiles serves as the Chairperson of the Greater Flint – Advocates and Leaders for Police and Community Trust and the Pastors and Police organizations. Chief Wiles is honored to be a facilitator through the IACP where he presents “Leadership in Police Organizations” (LPO) to new and developing law enforcement executives.

Chief Wiles is passionate about developing others, building strong relationships, and representing the law enforcement community with the utmost professionalism. He takes great pride in leading a trusted and professional service oriented organization that builds strong community partnerships. Chief Wiles is married to Dawn, and has two children.

## **6. Future Issues**

Future issues facing the Grand Blanc Police Department are consistent with agencies throughout the United States. Hiring and retaining quality personnel are always a top priority. Currently, Chief Wiles states that he is only one officer/opening short of full staffing. Changes in laws and practices related to the legalization of marijuana and what might be next in this area is also something the department is keeping a focus on.

## **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 Wednesday, May 22, 2019, from 9:00 a.m. to 11:00 a.m. The telephone line was tested, found to be functional, and six calls were received:

#### **Clarence Garner – School Superintendant at Grand Blanc Township (810) 397-3275**

Mr. Garner has been superintendant for about three years and indicates the school district has a great relationship with the Grand Blanc Township Police Department. He credits Chief Ronald Wiles with the success they have had with utilizing two School Resource Officers (SRO) in the district. Although recent events have led to a more negative view of police officers in general, the positive relationships now being fostered with the SRO program has parents in the community wanting to send their children to Grand Blanc schools.

Mr. Garner couldn’t be happier with things the way they are going and the outstanding relationships that have been forged under the current administration, in large part due to the positive relationship between the Chief and the Township Board.

Mr. Garner fully supports the agency’s effort to become state accredited.

Bob Burdette – Grand Blanc Township Fire Chief

Chief Burdette is also a resident of Grand Blanc Township and has been a resident for the past 57 years. He has met quite a few of the officers through his time as resident and Fire Chief. He has never had a negative issue with anyone from the police department. He describes the Grand Blanc Township Police Department as being very polite and professional and they always seem to be involved in the community on a regular basis. There is a healthy rivalry between the police and fire departments, which Chief Burdette describes as friendly, more so than with previous police and fire administrations. He noted the police and fire departments seem to work very well together.

Chief Burdette described Chief Wiles as someone who makes himself accessible and is easy and friendly to work with.

Chief Burdette fully supports the agency's efforts to become state accredited.

Jeremy Mitchell – Indian Hill Elementary School Principal (810) 423-4917

Mr. Mitchell has been principal for about four years and the school itself is actually within the confines of the City of Grand Blanc. He was chosen to sit on the interview panel to select a detective for an open detective position. Mr. Mitchell credits Chief Wiles with the success of the SRO program in the community. He also acknowledged the Chief's strong community involvement in a number of initiatives.

Mr. Mitchell would like to see more of a rotation of SRO's so that every officer would have the opportunity to showcase their skills and the children would get to know a variety of different police officers through the schools.

Mr. Mitchell is in complete support of the Grand Blanc Township Police Department's efforts to become state accredited.

Jet Kilmer –Grand Blanc Chamber of Commerce President (810) 695-4222

Ms. Kilmer spoke very favorably of the Grand Blanc Township Police Department in general, and of Chief Wiles in particular.

Ms. Kilmer indicated the Chamber meets monthly and Chief Wiles takes time to attend the meetings and provides advice to the attendees on how to keep safe. He spoke of keeping garage doors closed, of knowing your surroundings, and several other tips to stay safe, particularly around the holiday season.

The Chamber is involved in a Teddy Bear Patrol project that is part of a program to raise money to obtain Teddy Bears for Genesee County Police Department. Currently there are over 1,000 Teddy Bears that Chief Wiles has graciously agreed to house at the Police Department for the Chamber. The bears are handed out to children who are victims of domestic abuse, traffic crashes or as a lost child, etc. The bears are used to help comfort them in their time of stress.

Chief Wiles and the Grand Blanc Township Police Department are great partners to the whole community, including the Chamber of Commerce.

Ms. Kilmer also supports the agency's efforts to become state accredited.

Theresa Stephens-Lock – Mott Community College DPS Chief (810) 762-0311

Chief Lock knows Chief Wiles on a professional level as well as on a personal level.

Chief Lock is a resident of Grand Blanc Township and stated Chief Wiles is superior both professionally and socially. Chief Wiles is usually the first to volunteer to assist in or spearhead a cause. For example, he recently volunteered to train other Genesee County police agencies with a Handle with Care initiative. He also volunteered to hand out medals to finishers of a recent Super Heroes Run. Chief Wiles is also the chairperson of ALPACT which brings together representatives from several agencies, including the ACLU and various church organizations, to talk about current issues and how to handle them collectively.

Chief Lock stated that Chief Wiles is a dynamic leader who leads by example. Chief Wiles makes it a point to look at you when you are speaking and listens intently to what you have to say.

Officers of the Grand Blanc Township Police Department have responded to her home on a couple of occasions due to alarm issues and the responding officers were very caring and professional. They genuinely seem to be dedicated to the community.

Chief lock indicated she is very proud to be part of his community.

Chief Lock is fully supportive of the Grand Blanc Township's Police Department to become state accredited.

Todd Mapes – Lieutenant and MSP Post Cammander in Flint (989) 225-8886

Lt. Mapes has a very good working relationship with the Grand Blanc Township Police Department and in particular with Chief Wiles. Lt. Mapes describes Chief Wiles as "top notch" and a person who actively engages in community events that include a wide variety of topics but, in the end, are a source for educating the public, as well as the police, in the many aspects of police-community relations. Chief Wiles chairs the ALPACT meetings designed to bring conflict to a peaceful resolution. He invites several different entities to many of his meetings, including represntatives from the American Civil Liberties Union (ACLU). Local community organizations and local police departments are also invited and the results have been interesting in that the entities begin to see a different side to each other which they never knew. This has led to a better understanding and better reationships being built which leads to better dialogue and ultimately to better cooperation.

The Grand Blanc Township Police Department is always willing to open its doors to special groups and also for training opportunities for local law enforcement agencies.

Lt. Mapes strongly supports the Grand Blanc Townships effort to become accredited.

## **2. Correspondence**

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

## **3. Media Interest**

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

## **4. Municipal Outreach Contacts**

### Scott Bennett – Grand Blanc Township Supervisor

Mr. Bennett was interviewed on May 22, 2019, and was eager to discuss his relationship with Chief Wiles and his staff. Mr. Bennett additionally made himself available during the introductions of the on-site team on May 21, 2019. Mr. Bennett summarized the relationship as very good with a cohesive relationship. Budgets are completed within timelines and there has been no significant fiduciary issues. Mr. Bennett was supportive of the Chief's decision not to deploy body-worn cameras. In summary, Mr. Bennett feels that Chief Wiles and his staff are viewed very favorably by the residents of the Township.

Mr. Bennett fully supports the agency's effort to become state accredited.

### Cathleen Szostak – Grand Blanc Township Finance Director

Ms. Szostak was interviewed on May 22, 2019. Ms. Szostak describes the relationship with Chief Wiles and his staff as being attentive to finance needs and parameters. The budget process is interactive between the two township departments and the communication adds to the history of having no significant fiduciary issues.

Ms. Szostak fully supports the agency's effort to become state accredited.

### Spring Tremaine – Genesee County Communications Center Executive Director

Ms. Tremaine was contacted on May 21, 2019, as part of a scheduled tour of the Genesee County Central Dispatch PSAP. It should be noted that all 9-1-1 calls for police/fire/medical are handled through Central Dispatch. In addition, some service calls are received and dispatched through Grand Blanc Township Police Department directly. Grand Blanc Township radio/operator clerks receive and dispatch non-emergency calls and transfer others to the PSAP. Both the Central Dispatch and Grand Blanc Township assign separate call numbers for incidents.

Ms. Tremaine conducted a tour of the facility where all redundant systems, generators and back-up systems were evaluated. Ms. Tremaine notes the working relationship is strong with Grand Blanc Township Police. Any personnel issues are handled quickly with the respective entity and communications between dispatch personnel and officers are well established.

Ms. Tremaine fully supports the agency's effort to become state accredited.

## **5. Agency Ride-along and Interviews**

On May 21, 2019, at 5:30 p.m., the assessment team conducted a ride-along with patrol personnel. Assessor Team Leader S.D.C. Blue conducted an agency ride-along with Grand Blanc Sergeant Tom McCoy. Sergeant McCoy gave an informative tour of the Township, jurisdictional boundaries and explained the various neighborhoods and issues surrounding the community's quality of life. He went to several key locations in the township including neighborhoods and businesses. Sergeant McCoy was well-informed and very polite and respectful. No calls for service were taken during the ride-along and no citizen contacts were made.

On Wednesday evening, Assessor David Livingston rode with Officer Jerrell Webb. Officer Webb has over five years of law enforcement experience with the Grand Blanc Township Police Department. He currently works the afternoon shift and is assigned to one of the four patrol sectors in the Township. Officer Webb drove through several key locations in the city, including areas that are set for expansion and major traffic construction in the very near future. We looked at neighborhoods, businesses, residential developments and housing complexes.

Officer Webb backed a fellow officer on two traffic stops over the course of the ride-along. Officer Webb and the other officer were observed to wear their ballistic vests, they practiced good officer safety skills and in one situation where a subject was arrested on a warrant, a safe and proper street search was conducted. The officers were very professional in both practice and demeanor. A proper search of the rear seat of the vehicle was also observed after the subject was removed from the rear seat.

Officer Webb loves working for the Grand Blanc Township Police Department and has embraced his profession and what it has done for him as a person. He seemed very attached to his community, was very knowledgeable in the workings of the police department, and spoke highly of the agency, his coworkers and the command staff.

During the ride-along, Officer Webb made a traffic stop of a driver speeding through a construction zone. Officer Webb was very polite, practiced good officer safety skills and explained to the driver the reason for the stop and how the speed had been reduced recently due to the construction. Officer Webb used the Mobile Data Computer (MDC) to conduct a proper check of the individual. Officer Webb decided to issue a verbal warning to the driver. Officer Webb made sure the driver was safely able to get back into the flow of traffic following the traffic stop.

Assessor Livingston conducted several interviews of department personnel during the onsite and documented the following from those interviews:

Of the seven people interviewed, all of them loved to work with for the police department. The current administration is making great strides in the overall treatment and accommodation of the officers. The training is very good and offered on a regular basis. They just built a new shoothouse in the basement of the police department that will significantly help officer performance in the field.

Assessor Livingston spoke with two relatively new officers who really like working for the police department. They are learning a lot about the profession as well as about themselves and their abilities to help citizens and their fellow officers.

There were some frustrations stemming from practices outside the realm of their agency, such as having access to a video arraignment system through Genesee County, or being able to send their warrant requests electronically for approval rather than having to drive to the prosecutor's office. These two items alone would save time and frustration on the part of those involved in these processes. An available officer for talking to witnesses or others to maintain a private atmosphere would also help.

## **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.

#### Fiscal Control

The agency has three cash accounts, petty cash, records and a confidential informant (C.I.) fund. The three cash accounts are maintained separately and recorded. During the on-site, the written directive was moved into compliance with the addition of addressing "all" cash funds.

#### Internal Affairs

Internal Affairs is the responsibility of the Office of the Chief of Police. 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 the Captain of Support Service,

who reports directly to the Chief. The department 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 commended, inconclusive, improper conduct, marginal conduct, proper conduct, policy infraction, or unfounded. The Chief makes final determinations of all internal complaint investigations. All internal investigation files are properly secured with limited access.

A supervisor may relieve an employee from duty in severe cases. Examples of situations where such action may be deemed appropriate would be the arrest of an employee for a serious criminal offense, or a determination by the supervisor that the employee is so unfit for duty that such action is necessary. The decision rests with the supervisor in charge at the time of the incident, based on the circumstances.

During the on-site assessment, the written directive was moved into compliance with the addition of a correct timetable and proof of compliance.

### Disciplinary Procedures

The department'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 department's disciplinary procedure includes corrective actions for minor complaints, which include verbal warning and notice of infraction. As referenced, the written directive regarding timetable was moved into compliance during the on-site.

### Organization

All sworn personnel take an oath of office to enforce the law and uphold the Constitution of the United States, the Constitution of the State of Michigan, the Township of Grand Blanc Code of Ordinances, and the rules and regulations of the Grand Blanc Township Police Department. All department personnel acknowledge a code of ethics and receive ethics training. Bias-influenced policing is strictly prohibited by the department. There is a clear definition for bias-influenced policing, including but not limited to race, ethnic background, gender, sexual orientation, religion, economic status, cultural group or any identifiable groups. There were no reported incidents violating the policy during the accreditation cycle.

The department also prohibits unlawful workplace violence, discrimination, and harassment, including sexual harassment, threats, physical attack or property damage. 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 operates as the CEO of the organization. The department is allotted 43 sworn personnel and are currently staffed with 42 sworn. The Chief is supported by a Captain of Support Services,

two lieutenants and six sergeants. There are two collective bargaining unions that represent the patrol and command staff respectively.

The Police Department organizational structure is divided into two sub-units. Reporting to the Chief is a Captain of Support Services. Below the Captain are (2) Lieutenants. Patrol has (5) sergeants and there is (1) detective sergeant. Under the patrol sergeants are (28) patrol officers, (2) K-9 officers, (3) motorcycle officers, (1) FANG (narcotics) officer, and (4) accident reconstructionists.

#### Agency Equipment and Property

It is the responsibility of the employees to maintain all law enforcement-related equipment in an operational state and report any malfunctions, damage, or loss of equipment immediately to their supervisor. 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. The department participates in a federal grant program with 50% of the purchase cost assumed by the grant. The remainder is through the employee equipment allowance. All sworn personnel are responsible for the maintenance of agency-issued equipment.

#### Public Information

The Chief of Police or his "designee" is the departments' Public Information Officer (P.I.O.), and handles media contacts and releases. When the Chief is not available, the responsibility is given to the Captain of Support Services or his "designee."

#### Agency Records and Computers

The department 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. No original reports are removed from the Records Division without the approval of the Chief of Police. Juvenile records are kept separate, and there are extra security measures for non-public records. All Freedom of Information requests are handled by records personnel, and the department abides by the state retention and disposal requirements in accordance with Michigan Statute and Records Management.

The department 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.

During the on-site and tour of the Genesee Central Dispatch Center, it was learned that incident/complaint numbers are opened at both the Dispatch Center and by dispatch clerk/operators at the Police Department headquarters. It was demonstrated how the numbers were separately tracked through the department RMS.

### Agency Training

The department has a training plan. 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.

The department has a remedial training policy, however, the written directive lacked direction for required documentation of the remedial training. During the on-site, additional file supplement was needed to demonstrate proof requirements that “all” personnel were receiving required annual training. The annual required training topics were properly identified in the written directive.

### Authorization and Use of Agency Weapons and Ammunition

The Chief of Police is the authorizing authority for weapons and ammunition requirements, including specialized weapons. The department uses certified/qualified staff for armorer inspections, repair and replacement. During the on-site, the written directive was placed into compliance reflecting all weapons and training records.

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

### Personnel Benefits and Responsibilities

The agency has a written directive outlining line-of-duty injury and death circumstances policy. During the assessment period, there were no serious line of duty injury or death incidents. The agency also has a written directive for an employee collision and review process. Proofs were readily available to show that the collision and review policy is in fact being followed.

The agency has a written directive outlining an employee assistance program. 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 on how many police department employees utilized the service during the assessment period.

The agency has a comprehensive exposure control and reporting policy. The agency allows personnel to utilize a very well furnished exercise room during break times. Off duty employment is allowed with approval from the Chief. Extra employment is also allowed with approval of the Chief.

### Performance Evaluations

The performance evaluation system has a well-defined purpose statement with established and defined criteria and scored on a rating scale. The system also includes directives to raters regarding evaluation responsibilities and procedures on how to use

the required forms. Training for evaluators is documented and the evaluations are maintained according to the department's retention schedule. Evaluations are conducted on a regular basis by sergeants and lieutenants of both sworn and non-sworn employees under their command.

There was a minor file management issue that was corrected on-site and there were ample proofs shown that all agency personnel (sworn and non-sworn) performance evaluations were represented in the files.

The evaluation system has a clear appeal process, and no appeals of evaluations occurred during the assessment period.

The agency has an established early warning system. Supervisors use the system consistently and effectively. No employees were identified as needing assistance during the assessment period.

#### Promotion of Sworn Personnel

The promotional process is outlined in the collective bargaining agreements. The process includes a point system. During the promotional process, employee performance evaluations, training, and other requisite qualifications for promotions are listed and considered when deciding on advancement of personnel.

#### 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 a desire to increase agency diversity. The recruitment of qualified personnel based on the agency's minimum standards has become difficult. The agency is dedicated to creating a work force that is representative of the diversity of the community. The department is primarily caucasian, as is the community they serve. Recruitment activities include outreach to the local police academy, community service organizations, schools, and other media outlets.

Sworn staff includes males and females from various ethnic and economic backgrounds.

#### 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 medical and psychological exams. Background investigations are conducted by detectives within the ranks. Outside entities are used for the medical and psychological exams required for the hiring process. The selection process includes examinations, panel interviews, and an executive interview. The Chief makes the final decision on the selection of new personnel.

### Reserve Officers and Civilian Volunteers

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

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

### Arrest, Search and Seizure

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

Department policy outlines the warrantless search exceptions and the need for a court-authorized search warrant, when applicable. The agency takes in-custody arrests directly to their temporary holding facility for processing and lodging up to 6-hours. The facility also has the ability to house juveniles (separately) for the same duration. Breathalyzers for Operating While Intoxicated (OWI) arrests are also conducted at the department, along with full fingerprint and photo processing. During the on-site, the department added written directive content regarding foreign national arrests along with limited sight/auditory individuals.

It was observed during the on-site, there were no emergency call indicators or signage in the individual cells. Observation and demonstration of redundant staffing of support personnel, continually monitoring video/audio and direct inspection of occupied cells allowed for on-site acceptance of compliance.

Additional signage for limited english was placed in the processing areas during the assessment. It was recommended that emergency call indicators and signage directing those housed on how to summon emergency assistance are added to the facility.

### Interview and Interrogation

The department has established procedures for compliance with contemporary criminal procedural requirements related to interviews, investigative detention interviews, and interrogations. The department has an interview room located on the premises that has audio and video recording capability. The rooms are also monitored by officers and/or departmental personnel while occupied. The department has a system of notification in case of emergency, including radio emergency alarms, visual notification and observation. There is also a weapons secure area. They have a 4-person maximum capacity for the designated room. The agency's written directive indicates that investigative officers are required to use the agency's audio and video taping capabilities for purposes of recording statements and confessions in an overt or covert manner consistent with state law requirements.

### Use of Force

The department had no deadly force encounters during the assessment period and no one was removed from duty due to a use of force incident. The Chief completed a detailed, meaningful review of the 18 use-of-force incidents for the assessment period.

During the on-site, additional language to the written directive was added to reflect the review of “each” use-of-force incident and a determination if the application of force was “in-compliance” or “non-compliant” with policy and law. The process for involving supervisory responsibilities and review for each use of force incident were demonstrated and further explained in an interview during the on-site. A revised review form is being considered for future to more clearly document supervisory reviews of each use of force incident.

### Communications

Grand Blanc Township is part of the Genesee County Central Dispatch Authority that maintains a full PSAP for several county-wide agencies where all emergency calls for service, medical, fire and all after-hour calls for service. The Charter Township of Grand Blanc Police Department has contracted with the Genesee County 9-1-1 Dispatch Center for all of their emergency calls for service. Grand Blanc also maintains their own dispatch center for purposes of handling non-emergency calls for service.

On May 21, 2019, the onsite team toured the communications facility located within the jurisdictional county and spoke with Executive Director Tremaine regarding dispatch policy and procedures. All recordings are kept in storage for a minimum of 90 days unless requested by the department for longer retention. Review of the audio tapes are limited to personnel with a legitimate and official need. All recordings are retained in compliance with retention schedules and standards.

Assessors were able to view the facilities and see the steps taken in a medical emergency and the recommended charts used by dispatchers and call takers to render aid instructions over-the-phone while medical services are enroute.

The Dispatch Center has a back-up generator that was observed on-site. The generator will automatically engage if the main power supply is lost, thus supplying power to the Dispatch Center to maintain operations. The generator goes through a weekly function test. According to the facilities Director, there have been two short interruptions in service in recent memory and service continued flawlessly when power was switched to the generator. The Dispatch Center Director was asked to have documentation that a 100% load test was conducted on their back-up generator. The Director refused to have this done for purposes of the accreditation process.

Each dispatch station is set up identically, allowing for dispatchers to move from station to station seamlessly. All emergency medical dispatch is immediately transferred to area Emergency Medical Services working the area. The Dispatch Center provides dispatch services for several communities in the Genesee County area.

Grand Blanc Township has an emergency backup generator on their campus. Documentation was provided that they had a 100% load test completed on the generator.

Any medical emergency calls that come to the Grand Blanc Township dispatchers are immediately transferred to the Genesee County 9-1-1 Dispatch Center.

### Field Activities

During the assessment period, there were several motor vehicle and foot pursuits within the jurisdiction of Grand Blanc Township. The pursuits originated from minor traffic violations, to drug enforcement initiatives. The department policy allows for pursuits by officers who must follow the guidelines appropriately outlined in the policy. All pursuits that were reviewed during this on-site were compliant with established department policy and procedures, and conformed to the applicable accreditation standards.

The Grand Blanc Township Police Department has in-car computers available in each patrol vehicle, accessible to each patrol officer. The agency also has video recording equipment in their police vehicles. Each video is downloaded and retained for a designated time period unless there is some evidentiary value to the video and then it is kept until the disposition of the case. All other retention of video evidence follows the state retention guidelines.

Patrol officers are assigned to four established enforcement areas as part of an overall patrol enforcement and crime prevention strategy, designed through analysis of data compiled through police reports and calls for service data.

The agency has a 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 permitted at the discretion of a supervisor if conditions change.

On Tuesday afternoon, both assessors attended a 3:00 p.m. patrol briefing. There was a free exchange of information regarding patrol activities and current neighborhood issues that needed to be addressed. The briefing room itself is new and the layout is conducive to effective roll call training. The roll call training for that day included a video of a traffic stop where an officer was ultimately shot at and suffered three gunshot wounds. The officer immediately self-administered a tourniquet to stop the bleeding after finding cover. The discussion following the training video was a reminder to officers to have their tourniquets on their person in case they were to find themselves in a similar situation.

The equipment room is located just off the roll call room where officers receive their tasers, long guns, radio, etc.

The Grand Blanc Township Police Department has a K-9 unit and motorcycle unit, and trained Commercial Motor Vehicle Enforcement Officers and Drug Recognition Experts (DRE's) to assist regular road patrol officers with their duties. All road patrol officers have received training in Advanced Roadside Impairment Driving Enforcement (ARIDE). This

may be a big reason why there have not been any alcohol or drug impaired fatalities in the township within the past three years.

### Traffic Safety and Enforcement

The Grand Blanc Township Police Department has applicable policies in place regarding traffic violation enforcement, enforcement options, offenders, and traffic direction and control. The directive establishes procedures to conduct motor vehicle stops, including high-risk stops. The enforcement options include warnings, citations, and arrest when appropriate. Assessors observed several proofs of compliance to the standards in regard to the wearing of high visibility vests when working traffic details and crash investigations. Assessor Livingston also observed a traffic stop during a ride-along which was appropriately handled by the officer.

### Homeland Security/Critical Incidents

The agency has a critical incident system in place, which includes command, operations, planning, logistics and fiscal responsibility. The agency used Incident Command System strategies effectively while working several events throughout the year, including their annual PGA golf tournament which is a major event the Police Department has successfully worked for a number of years when it was formally known as the Buick Open.

During this assessment, the Homeland Security portion of Chapter 3 was placed NTO compliance in a number of areas including: incident command system (ICS) structure, incident actions plans, after action reports, even evidence that the incident commander had way too many areas of responsibility to contend with that should have been pushed down to others to handle.

As a result of the changes made during the assessment period, the agency is more in compliance with the standards but some work still needs to be done in this area. Changes were made on how the 'template' used to chronicle and police this event, and others like it in the future, will bring the agency where it needs to be for future accreditations.

Assessors were advised that although debriefings routinely took place following a critical incident, they realize they were not documented as well as they should be. Assessors were told that future debriefings following critical incidents will be better documented in future after action reports.

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

### Criminal Investigation

Grand Blanc Township Police officers work many cases from initial report through final disposition. All cases and activities are reviewed and evaluated by the Detective

Sergeant who screens content and determines routing. Referred cases into the detective function for additional investigation is based on both on severity and solvability. The department effectively demonstrated the process of supervisory review, approval and referral.

Secured/restricted physical files and electronic files were observed and found compliant with standards and written directives. Photo lineup and show-up written directives were compliant with standard, with accurate documentation of eyewitness identification statements.

### Crime Scene Processing

Grand Blanc Township Police Department has staff trained in basic crime scene processing, including the Property Room Technician, who will respond to scenes and assist with processing. Scenes requiring additional or advanced methods are assisted by the Michigan State Police Crime Scene Unit.

Reports of evidence identification, preserving, processing and collecting reflected compliance with written directive and standard. Grand Blanc Township Police Department utilizes the Michigan State Police Crime Lab for evidence analysis.

### Storage of Evidence and Property

The Grand Blanc Township Police Department has sufficient policies in place for packaging and labeling property and evidence. Observation during the on-site demonstrated the department's commitment to preservation, separation of sensitive items, and ownership verification. In addition, standard compliance was verified through documentation and observation of how the department is recording property and evidence into the property control function.

The department maintains storage and long-term evidence at the facility. The duration of storage is determined on several factors including, but not limited to, case disposition, laboratory processing or property. The location has separate locked storage available for guns, drugs, valuable jewelry and money.

The facility also has a secured cage and garage on-site that is maintained for larger items. In addition, the facility maintains a secured dry-out location within the evidence and property room for items that are requiring drying.

All time-sensitive inspections, audits and inventories were conducted; no irregularities were identified. It was recommended that a sign-in log be kept for those who have escorted access to the evidence and property room. Additional camera monitoring to the evidence and property room is recommended.

### Juvenile Matters

The department has established policies regarding juvenile status offenses, including runaway cases. A safe delivery of newborns policy is in place.

### Special Investigations and Operations

The department has a special investigations policy and conducts limited decoy operations involving alcohol compliance. Additional special investigations involving Confidential Informant (C.I.) work is limited. Grand Blanc Township Police supplies an officer to a regional narcotics unit (FANG).

The Grand Blanc Township Police Department has established procedures for missing adults. Documentation provided was compliant with standards. Compliance was also found with juvenile missing persons. There were no incidents where the department needed to use Amber Alerts.

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

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

The Grand Blamc Township 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 rear door handles and windows do not operate, and a safety barrier separates the rear compartment. Assessor Livingston was able to observe these while on a ride-along, including the checking of the back seat after removal of the arrested person.

All custodial arrests are lodged at either the City of Flint Jail or the Genesee County Jail, depending on availability. The Grand Blanc Township Police Department has a processing area where arrestees can be given a breathalyzer test prior to being transported to jail. The processing room is equipped with an emergency button that sounds an alarm throughout the entire department indicating there is an emergency in the processing area. This area is also visually (video) monitored by dispatchers in the call taker center of the Police Department.

The Police Department also practices having two officers in the processing room following an arrest and processing.

There is a secure sally port where lock boxes for weapons are available for use by the arresting officer(s). Access to the processing room is controlled by key fob. Officers have the ability to secure arrestees to the bench in the processing area if needed.

Prior to the on-site, the standard 5.3.2 (g) and (h) was amended with regard to the elements of 15- and 30-minute face-to-face checks. The standard now reads:

- g. *A determination whether 30-minute face-to-face checks, 15-minute face-to-face checks, or constant face-to-face observation is to be instituted based on suicide risk or other risk factors as determined by the agency;***
- h. *Use of audio and/or video surveillance system, if so equipped, to monitor detainees.***

The department was initially conducting 60-minute face-to-face checks and continuous audio/video monitoring checks. Approval from the MLEAC program manager and discussion with the on-site team granted compliance. The department will make changes to their written directive when the new amended standards are published.

Additional signage for limited English was placed in the processing areas during the assessment. It was recommended that emergency call indicators and signage directing those housed on how to summon emergency assistance are added to the facility.

During the on-site, the department added written directive content regarding arrests of foreign national along with limited sight/auditory individuals. It was recommended that

**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 6 standards in applied discretion.

*Standard 1.2.1 Fiscal Control*

ISSUE: Written directive did not discuss “all” cash funds to include records and C.I. funds.

AGENCY ACTION: The written directive was changed to include the records and C.I. funds. In addition, further access/control and auditing was established with regard to auditing/handling/dispursement of C.I. funds.

*Standard 1.4.1 Disciplinary Procedures*

ISSUE: Written directive did not discuss/reflect accurate timetable for investigations.

AGENCY ACTION: The standard was supplied with the adequate written directive to accurately reflect the timetable. In addition, further proof additions were added.

*Standard 1.10.2 Weapons and Ammunition*

ISSUE: Written directive did not address all agency weapons including Taser, shotgun and patrol rifle.

**AGENCY ACTION:** The written directive was changed to accurately reflect the other weapons. In addition, a more accurate listing of trained personnel and trained instructors was added.

*Standard 3.1.3 Adult Arrests*

**ISSUE:** Written directive did not address arrest and handling of foreign nationals, limited sight/auditory.

**AGENCY ACTION:** The written directive was changed to reflect Consular Notifications. In addition to the written directive change, postings of the mandatory and non-mandatory Consular notification countries were placed in the booking room. It was observed during the on-site there were no emergency call indicators or signage in the individual cells. Observation and demonstration of redundant staffing of support personnel, continually monitoring video/audio and direct inspection of occupied cells allowed for on-site acceptance of compliance.

Additional signage for limited English was placed in the processing areas during the assessment. It was recommended that emergency call indicators and signage directing those housed on how to summon emergency assistance are added to the facility.

*Standard 3.3.3 Meaningful Review Required*

**ISSUE:** The written directive did not address “each” use of force event review by supervisory personnel.

**AGENCY ACTION:** The written directive was changed to accurately reflect review of “each” use of force event. In addition, the use of force review form was updated to reflect a disposition of the use of force review.

*Standard 3.7.1 Critical Incident Response Plan*

**ISSUE:** The written directive did not address incident command system (ICS) structure, incident actions plans, after action reports, and Unity of Command responsibilities.

**AGENCY ACTION:** The written directive was changed to accurately reflect the involvement of incident command structure. In addition, changes were made on how the ‘template’ used to chronicle and police this event, and others like it in the future, will bring the agency where it needs to be for future accreditations.

**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 2.6.1 and 2.6.2 Reserve/Auxiliary Officers Program*

*Standard 2.6.2 Civilian Volunteers*

**I. Standards Noncompliance Discussion:**

The department had no standards in noncompliance.

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

Future issues for the department include:

Establishing a more accurate review and disposition process for Use of Force, Foot Pursuit, and Vehicle Pursuit incidents. Emphasis on meaningful supervisory reviews for each event with dispositions of compliance and/or non-compliance.

The Temporary Holding Facility would need an upgrade to their emergency call system and signage within the cells.

**K. Summary and Recommendation:**

A thorough review of the files for compliance was conducted, as well as observations of compliance. After interviews were conducted, it was determined that the department was in compliance with all of the established accreditation standards. Accreditation is recommended.

John Blue, Team Leader

Date: May 22, 2019

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



Neal Rossow, Program Director

Date: May 22, 2019