



Texas Law Enforcement Best Practices Recognition Program

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Texas Police Chiefs Association

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Recognition Committee

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Chief Dan Shiner
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Chief Tim Jayroe
Rockport, Texas

Executive Director

James McLaughlin

Program Coordinator

Marlin Price,
817.676.3023

Designer

Lucky 13 Designs,
405.714.8809

<http://rp.TPCAF.org>

Quarterly Update Planned

This is issue number one of the Update for the Texas Law Enforcement Best Practices Recognition Program. While the Program is having great success, there has not been a good way to let Chiefs in Texas know about the program's success and status except through presentations at the Annual Conference. While we encourage all Chiefs to attend the annual conference, we understand that due to the economic conditions in the country, some Chiefs may not be able to attend. As a result we have developed a *Program Update* to keep Chiefs informed of the Program's success and any news related to Program operation. The *Update* is intended to be distributed quarterly but may be used to communicate important information about the Program at any time.

We are very appreciative of Sarah Price, of Lucky 13 Designs, who has developed our *Update* format.

To make this *Program Update* as useful as possible, we urge you to suggest issues and questions which should be addressed. We hope to identify and highlight agencies which receive recognition and have the Chiefs of those agencies discuss how the program has affected their agency.

For Recognition Program Managers, the *Update* will be a resource and will answer questions common to all agencies seeking Recognition. New Best Practices will also be highlighted and information provided about the history and reasoning behind each new standard. At some later point, we may add some advertising that is specifically beneficial to agencies in the Recognition process. Income from this advertising will help defray Program costs.

Please let us know your questions and concerns about the Recognition Program so we can make the *Update* as helpful as possible.

New Best Practices Standards and Program Manual Issued

A new *Best Practices Standards Manual and Program Manual* was issued in January. The new manuals, both identified as "2009" editions are available for download on the Program Web site. Individuals do not have to "Register" on the Web site in order to download any of the documents.

In the new *Best Practices Manual*, a number of standards have been reworded for a clearer understanding but without changing the content of the standard. In some cases, bullet points have been utilized to make the standard easier to understand. Expanded "Discussion" sections for some standards are also provided for clearer understanding.

Two new Best Practices (requiring agencies to maintain personnel files and requiring

a written directive on Sex Offender Registration for those agencies that are responsible for registering sex offenders) were added by the committee this year and will be required for agencies having their on-site review after January 1, 2010.

The new *Program Manual* reflects recent changes in actual program operations. If an agency has not had the opportunity to attend Recognition Program training and are wanting to get involved in the program, the *Program Manual* can provide an excellent description of how the program works and what an agency needs to do to get started. Interested agencies are always encouraged to contact the Program Coordinator for information about the Program.

Mount Pleasant Achieves Recognition

Congratulations are in order for Chief J. C. "Jay" Burch, Program Manager Sergeant Kyle Holcomb and the men and women of the Mount Pleasant Police Department. October was a busy month for the agency. Their On-Site Final Review took place October 15 and 16, and the Recognition Committee awarded them Recognized status on October 29. They became the ninth law enforcement agency in Texas to become Recognized. While the agency had been working on their policies and procedures for several months, they began the program formally on July 15 and completed all their submissions within two months.

Mount Pleasant is centrally located in the Northeast Texas region and has been named one of the "100 Best Small Towns in America." The city population is estimated at 16,000 with daytime commuters bringing that total up to approximately 70,000. Current authorized positions include 29 sworn and 14 non-sworn and one volunteer.



Chief Yost Zachary presents the Recognition Certificate to Chief Jay Burch and Program Manager Kyle Holcomb at Mount Pleasant's December Council Meeting.

December sees University of Texas at Houston and Decatur PD Recognized

University of Texas at Houston

Congratulations go out to Chief William Adcox, Program Manager Thomas Engells and the men and women of the UT Houston Police Department. The agency became the 10th Recognized agency in Texas and the first to be dually recognized as they are also Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) Accredited. The agency has grown from a 12 man police force in 1971, with a single motorized scooter, to an agency today that has an authorized strength of 381 personnel. UT Houston Police provide law enforcement services to the Texas Medical Center which is comprised of 46 non-profit institutions including the M.D. Anderson Cancer Center.

Chief William Adcox began his police career in 1978, as a police officer with the El Paso Police Department. In 1999, Chief Adcox became Chief of the University of Texas at El Paso Police Department and was appointed to his present position as Chief of the University of Texas at Houston Police Department in October 2004.

Decatur

Congratulations are also in order for the Decatur Police Department. Chief Rex Hoskins and Program Manager Mike Picha shepherded the department through the process and became the 11th Texas agency to achieve Recognized status on December 17. The men and women of the department should be very proud of their accomplishments. Decatur is one of the smaller agencies achieving Recognized status with 21 sworn officers and seven non-sworn and operates a full service law enforcement center including dispatch and holding facility operations. Decatur is about 40 miles north of Fort Worth on Highway 287 and is a growing community.

Chief Hoskins has been Chief of the department for 26 years. Chief Hoskins began his career with the Dallas Police Department in 1976 and served with the Wise County Sheriff's Office and Bridgeport Police Department before coming to Decatur in 1982. Chief Hoskins is a Past-President of the Texas Police Chiefs Association (2003-2004), and continues to serve the Association as Chairperson of the Conference Exhibit Committee and as a member of the Recognition Committee.

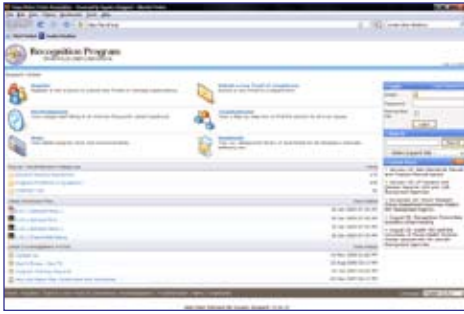
Program Web Site Redesign

There have been a number of changes to the Recognition Program Web site after the first of the year. The "Downloads" section has been reorganized and new downloads are available. The Recognition Committee added two new standards this year and one standard was modified. There are also some minor wording changes to some standards to make them clearer, more understandable and ensure all parts of the standard are addressed. These changes have been

incorporated into the *2009 Best Practices Manual* now available under the "Getting Started" section of the "Downloads" page. All the changes are explained on page 4 of the new *Standards Manual* under "Third Edition Changes."

The new Document Submission Forms are also available in the "Program Manager's Tools" section of the "Download" page. New agencies will also find their task easier in creating their elec-

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tronic files. Agencies can now download all the program files and the new DSFs forms are in the appropriate files. Most of the hard work getting your electronic files ready is already done for you.

Over the next year we will be expanding the "Sample Policy" section of the Web site. As we review policies that meet or exceed the standard requirements, we will post those online for use by other agencies. The "Sample Policy" section of the "Downloads" page should become your first stop when searching for a policy that will meet standards. The User's Group can also assist in forwarding policies to your agency for review and use.

When you get a few minutes, check out the Program Web site at <http://rp.tpcaf.org>. Remember, you don't "Register" on the Web site until formally accepted into the program. All downloads and other information on the Web site is available to you at no charge.

Is Recognition for Me?

A Letter from Chief J.B. McCaleb, Longview PD

I would like to take this time to tell you how excited we are to be the second agency (the first outside the pilot program) to receive Recognized status from the Texas Police Chief's Association Foundation. We began the process in May 2007 because we felt that the standardization of police policy guidelines across the state of Texas is critical for the protection of both officers and citizens. Most of the standards were covered in our policies, but there were a few that caused us to take another look at our procedures and plan a course of action to become compliant with the established guidelines. As a result, we now have more secure property and evidence areas, and we feel our policies encompass a broader range of protective measures for our officers and citizens.

The Recognition Program raises the bar of professionalism for any agency, regardless of size, by promoting best prac-

tices in the areas of administration and departmental organization, professional conduct, training, personnel, records and information management equipment, use of force and vehicle pursuit issues, general law enforcement operations, unusual situations, communications, arrest and transportation procedures, property and evidence management, and much more.

I would encourage any agency interested in providing exceptional law enforcement to their community to apply for and complete the Texas Police Chiefs Association Foundation Recognition Program. It is an important asset to law enforcement programs across the state of Texas.

Sincerely,
J.B. McCaleb
Chief of Police
Longview Police Department

Program Training

Recognition Program Training will be held during the Annual Conference in the Woodlands in April. Additional regional training programs are being planned for February and March. **If your agency is in need of training or would like to host a training program, please contact the Program Coordinator at MarlinRPrice@sbglobal.net.** As you are aware, training is

required before formally entering the program. Chief's Familiarization Training is only about an hour and Program Manager training (Chiefs encouraged to attend) is only about three hours but is necessary for a full understanding of the program process. Training of the Chief and Program Manager is required before formally entering the program.

Three Final Reviews in January—Waiting List Down

Three agencies are planning their On-Site Final Reviews in January. Victoria, Farmers Branch and Shenandoah are all scheduled and will be completing their Final Reviews this month. By the end of

the month it is anticipated that all agencies that have applied for the Recognition Program will have been accepted and in the process of submitting proofs. Additional staff time will also allow the addition

of more agencies in the program, so if your agency has been waiting for the list to go down, now is the time to apply. Program applications can be downloaded from the program Web site under "Getting Started."

Texas Recognized Agencies

- Texas City P.D.
- Longview P.D.
- Canyon P.D.
- San Angelo P.D.
- Texarkana P.D.
- Pampa P.D.
- Austin ISD P.D.
- UTHSC at San Antonio P.D.
- Mount Pleasant P.D.
- UT at Houston P.D.
- Decatur P.D.