



Texas Law Enforcement Best Practices Recognition Program

October 2012

Texas Police Chiefs Association

Volume 4 Number 4

Recognition Committee

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Two Agencies re-Recognized in third Quarter

Pampa and Mount Pleasant Police Departments gained re-Recognized status during the third quarter this year. Three other agencies are due for re-recognition later this year. Please send your congratulations to these departments.

Pampa Police Department

The city of Pampa was incorporated in 1902 when oil and agriculture were the major industries. It continues to provide a diverse economy as a major oil field supply point with allied industries, a marketing center for agriculture and livestock, and an industrial center. Pampa is the second largest city in the panhandle of Texas with a population of just under 18,000 and it is the county seat of Gray County. Pampa has a commissioner/manager form of government, and the city covers eight square miles.

The city charter established the Pampa Police Department on November 8, 1927. The police department has an authorized staff of 26 sworn officers and 10 non-sworn employees (with eight personnel in communications and two non-sworn clerks). The Pampa Police Department is a full service police department with four major divisions of patrol, criminal investigation, administration and special services.



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New Program Staff Member

Chief Richard Reff (retired) has recently joined the Recognition Program staff to assist with the daily reviews of electronically submitted proofs of compliance. Richard has over 40 years of law enforcement experience and retired in 2008 from the La Porte Police Department after serving there for eight years as chief. He is also a trained assessor for the Recognition Program.



Richard began his law enforcement career after serving our country in Vietnam with the 101st Airborne. He completed his service as a captain in 1972 and joined the University of Texas Police System at Houston M.D. Anderson. In 1973 he moved to the Baytown Police Department where he served

26 years, advancing through the ranks to captain and served as the director of the Harris County Organized Crime and Narcotics Task Force.

Richard has a Bachelor of Science and holds a Master Peace Officer Certificate. He is also a TCLEOSE instructor, polygraph examiner, certified hazardous devices technician and SWAT officer.

He established the Bay Area Regional Bomb Squad in conjunction with La Porte, Baytown and Pasadena bomb technicians and remains active in the analysis and study of law enforcement response to hazardous devices in the Houston area as well as Houston area Chiefs Associations.

Richard and his wife Patricia live in La Porte. ★

Standard 5.01 Security of Records Clarification

The Recognition Committee, at the request of a Recognized Agency head, recently reviewed the meaning of the Standard’s statement that “Records must be kept in a secure manner.” Over time, the Program Assessors had understood this requirement to be similar to the security required for Property and Evi-

dence facilities. Property and Evidence facilities must be shown to be secure to include walls that extend above any false ceiling to the next level. If they do not then the agency will need to install some manner of barriers which, if entry is made through that opening, it would be immediately apparent.

The Recognition Committee determined after consideration that Records storage facility does not reach to that level and that a room with a locked door, or locking cabinets was sufficient. If the room has a false ceiling, the walls do not have to extend to the next level as they do for Property and Evidence facilities. ★

New Information Posted on the Website for Download

The latest version of the Standards Manual with updated Discussion Sections has been posted. While none of the standards themselves have changed, the discussion sections of many of the standards have been updated to provide agencies with more information regarding the requirements. Program managers are encouraged to download a new

copy and review the discussion sections prior to submitting proofs.

Also posted are many new copies and examples of annual use of force and pursuit analysis, as well as a “how to” for putting together an analysis for pursuits, use of force and employee accident and injuries. These “how to” documents are fill in the blank editable documents that

will show step by step instructions on how an agency should do a basic analysis of these functions. Using these downloads and following the instructions will allow any agency to complete a thorough and useful analysis of these incidents within your agency. ★

[Click to go to TPCA Downloads!](#)

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Police Chief Kelly Rushing was appointed chief of police in 2009. Under Chief Rushing the Department has added an assistant chief and public information officer, and promoted two lieutenants and four sergeants. Chief Rushing started his law enforcement career as a police officer 39 years ago in Elk City, Oklahoma. He later worked for the Amarillo Police Department. In 1977 he began working for the Gray County Sheriff's Office. In 1981 he was hired as a special ranger for the Southwestern Cattle Raisers Association. After 20 years of service as a Special Ranger, he returned to the Gray County Sheriff's Office. Eight years later he was hired as the Pampa chief of police.



Mount Pleasant Police Department

Mount Pleasant was incorporated on September 17, 1900 and is centrally located in the northeast Texas region. The city continues to have a healthy economy based on agri-business, industry, tourism and wholesale and retail

trade. The city population is estimated at approximately 15,400 people with daytime commuters bringing that total up to over 50,000 people. The largest employers continue to be Pilgrim's Pride, Mount Pleasant Independent School District, Luminant, Priefert Manufacturing and Big Tex Trailers.

Since the department's Recognition Award in 2008, the Mount Pleasant Police Department has been able to maintain their authorized positions and equipment. The department consists of three major areas. The patrol division includes patrol, tactical team, training, community services and K-9. The investigative/operations division consists of criminal investigations, property/evidence and the narcotics/special crimes unit. Both the patrol and investigative division commanders report to the captain; who also manages communications, personnel, reserves and animal



control. Current authorized positions include 30 sworn and 15 non-sworn, which include communication personnel and animal control staff.

Wayne Isbell is the chief of police for the city of Mount Pleasant. He was appointed chief of police May 1, 2012. Chief Isbell previously worked as a commander with the CALEA Accredited Arlington Texas Police Department. He was a member of the Arlington Police Department from 1988 until appointed Chief in Mount Pleasant.



Chief Isbell has a Bachelor of Science in Law Enforcement and Police Science and a Master of Science in Criminal Justice Management and Leadership from the College of Criminal Justice at Sam Houston State University. He is a graduate of the Bill Blackwood Law Enforcement Management Institute, Institute for Law Enforcement Administration, FBI LEEDA, earned a Texas Master Peace Officer Certification and has studied criminal justice abroad with two tours in Poland with the International Police Program (IPP) Management Institute. ★

Systems for Staying Recognized Systems

At the mid-year training conference program managers from several recognized agencies discussed their methods of keeping up with the continuing requirements of the Recognition Program. The methods discussed boiled down to the program manager having a list of tasks that must be done, and in some manner, ensuring they get done, either by doing the tasks themselves or sending out a request for someone else to do an inspection or audit and report back when completed. Some agencies just used the list of continuing requirements available in the download section

of the website and others had developed other manual systems. Amarillo had developed a list of activities for each month and the program manager would send those out at the first of each month.

At present, no one was using any form of automated system to remind them of future audits, inspections or activities that needed to be completed. Microsoft Outlook Task Manager is very well suited to automate these tasks, but takes some time to set up. Once set up however, even if the program manager were to change, the agency would still be reminded when

these activities were required. In the download section of the program website, under *Staying Recognized*, there are step-by-step instructions for setting up the Outlook Task Manager to track, assign and remind agency employees when activities are required.

Our program is always interested in other means of accomplishing required tasks. Any agency which uses other automated systems to stay in compliance is encouraged to share those processes in this newsletter and in future conferences. ★

Program Training

The Sweetwater Police Department and the Texas Police Chiefs Association are presenting a free training program on the Texas Law Enforcement Best Practices Recognition Program. The training program is free and will be held from 1 PM to 4 PM on October 24, 2012. The training will be held at:

Sweetwater Police Department

Training Room, Water Treatment Plant

169 CR 217 (south of I-20), Sweetwater, Texas 79556

Police Chiefs are particularly invited and if they are interested in applying for the program. They should bring the person in their agency who would serve as Program Manager. *Formal applications for the Recognition Program require both the Chief and Program Manager to attend the training.* The training will include information on the newly available Sample Policy Manual and Sample Training Programs. Please RSVP by email to marlinrprice@sbcglobal.net. Agencies willing to host training for your area should contact the program coordinator. ★

Mid-Year Training Conference a Success

The Recognition Program is now officially five years old and has 66 Recognized Agencies and another 40 in the process. As the number of agencies involved increased, the need for more in depth training became apparent. Our first every Program Managers Training Conference was a great success. Held in July in San Antonio, the conference hosted over 80 program managers and chiefs from both recognized agencies and agencies seeking recognition. The conference was organized along two tracks, one for recognized agencies preparing for re-Recognition and one for new agencies just getting started. From the evaluations received the program was very well received.

Topics included using forms and checklists to improve compliance, the annual report process and systems for staying recognized.



The keynote address on Thursday was delivered by Chief Mark Hafner of the Keller Police Department and current vice-chair of the Recognition Committee. He provided the attendees with a chief's perspective of why we need to do detailed analysis of our operations

in order to continuously improve our operations.



A more formal user's group was also started and will work this next year in organizing and developing an organization and a network of users to assist each other with recognition program issues. Sergeant Mike Picha of Decatur and Vivian Montgomery of Longview are heading up the initial user group committee. The user group will also assist in developing the agenda and training programs for the next training conference. If you have ideas for topics for next year's conference, please send them a note.

A drawing was held from the evaluations submitted and Chief Kenny Seymour, Fulshear Police Department won the free registration to the next training conference. ★

Agencies must Plan Ahead for On-site Dates

The annual deadline for completing submissions of proofs of compliance in order to be recognized at the annual conference is February 28, 2013. This next year's conference is March 26 to 29 in Austin. This last year we had difficulty scheduling on-site Final reviews during the first two months of the year. In doing so, the program went far beyond what our capabilities will be in future years.

There are a fixed number of available on-site dates for both initial and re-Recognition. Available dates are posted in the News Section of the website. With so many agencies entering the program and those already recognized seeking re-Recognition, it is imperative that agencies do not wait until the last minute to complete the program. Agencies can not call and "reserve" a date until their electronic submissions have been completed.

Bottom line: Agencies can no longer plan on finishing the program and getting an on-site at the last minute before the Conference. There may not be on-site dates left at that point. Chiefs need to consult with their program managers and attempt to complete the program in the most expedient manner giving plenty of time for on-site scheduling. If you have any questions about this policy or the impact on you agency, please contact the program coordinator. ★

Program Status

Recognized Agencies	66
Agencies in Process	40