



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

MEMORANDUM

To: Mayor Paxton and Assembly Members

From: Hugh Bevan, Interim Municipal Administrator *HB 2-5-20*

Date: February 5, 2020

Subject: Quarterly Management Report – Sitka Police Department

Attached is the first quarterly management report from the Sitka Police Department.

As you can see from Chief Baty's comments the Department is stretched very thin.

SPD QUARTERLY ADMINISTRATIVE REPORT

January 2020

To CBS Administrator:

AB 2-5-20

DEPARTMENT OVERVIEW:

The overall assessment of the Police Department is that it is healthy and moving along the path to recovery from prior lack of leadership, direction and accountability. Moral and attitudes are well on the way to recovery, the operations are what is currently suffering due to lack of personnel. Upon arrival at the Sitka Police Department it was not only expressed to me but it was also readily apparent that the department was lacking in basic fundamentals of law enforcement, as well as, a total lack of morale. When I arrived the Department was basically in the middle of a mass exodus because of the environment. Half of the personnel were actively in the process of searching for new jobs and can certainly be classified as disgruntled for various reasons. The remaining half of the personnel were thinking of leaving on a daily basis. It is my observation that all personnel that were dissatisfied with the department are now gone.

JAIL: Jail is currently fully staffed. There is potential for one of the staff moving out of state this year.

DISPATCH: We are currently two positions down. We have one new hire who is currently in training and is expected to be finished in the next several weeks. A job offer has been extended to another person with a report date of 2-12-20. Training on average for a new dispatcher is approximately two- three months. We only have enough staffing to train one person at a time. Provided that the upcoming trainee finishes the training it is expected that they will be finished by mid-May. Currently, with no other applicants, that would leave us at one position down. We currently have one part time temp dispatcher filling in. She has prior experience but does not want to work full time.

Our Dispatch Supervisor is expected to retire on June 1st. With her retirement, we will be down two positions again. Additional considerations are that one of our experience dispatchers may also be leaving to have better access to medical facilities. No one would be in a position to take over the Dispatch Supervisor role. Potential by June is that we will need three positions to be filled, including the Supervisor position. We potentially will have very limited experience left in dispatch.

PATROL: The Department is funded for 16 sworn positions. Currently the Department is staffed with four Sergeants, three Officers, one Officer in training, one lieutenant, one Chief. Staffing has been short since my arrival with two officers on administrative leave and several leaving within the first few weeks and months. One officer was in training when I arrived here and after completion of training decided it was not a field of work that he chose to be in. We have been able to recruit one experience officer and one person with no experience. Our recruitment efforts have not been able to keep up with the excessive turnover. The current state of affairs is at a critical mass. With personnel taking leave, military leave, sick leave and training we are finding ourselves unable to man a minimum shift staffing. Currently the Lieutenant is covering two to three patrol shifts a week to supplement patrol. We do not anticipate losing any more officers, but one Sergeant has made it clear for the last year, that he will be moving to pursue other career and family goals. His expected departure will be between March and May this year. His departure will place extra burden on our existing officers and we anticipate not only will Officers be working more overtime, but they will be working double time shifts as well.

To complicate matters, we have one officer that has an injury that will take him out of active service between four to twelve weeks. At that point I anticipate that the Lt. will be covering an exorbitant amount of patrol time.

SPECIAL PROJECTS:

Retired Sgt. Ray Majeski was hired as a Temp records reviewer last year. His assignment was to review all cases (approximately 70) that were left open by the absence of two officers on administrative leave. It was estimated that he would be able to complete the assignment in the span of three months. He initially was able to clear a very large open case which is being referred to the State Troopers. Health became an issue and he was only able to continue work on a sporadic basis. He was only able to work approximately 80 hours since hire. He has taken care of his health and is back to work. It is still expected that he will be able to complete the assignment in the same amount of time allotted.

RECRUITMENT AND TRAINING:

Currently we have no applicants for Police Officer. We have posted recruitment on Police One training sites, Discover Policing, Sportsman magazine, Alaska Peace Officer Association, Alaska Chiefs of Police, and State of Alaska job search. I am currently working with the Coast Guard to provide information and training to retirees and or enlisted personnel departing service to get potential applicants. We are also currently reworking our recruitment bulletin to focus on quality of life in Sitka, in the hopes of attracting applicants.

We currently have a weekly Supervisors meeting every Wednesday. During those meetings I spend time mentoring the Sergeants on leadership principles, expectations, and roles of a supervisor. We cover patrol issues, policy and procedure, principles of policing, and general issues within the community. The Sergeants pass the information on to the Officers and personnel. Additionally, Sergeants and officers conduct shift briefing trainings in which they review and train on topics such as arrest procedures, case law, search and seizure to name a few. Both the Lieutenant and I also conduct case reviews with personnel to discuss investigative procedures and opportunities to build a better case.

Personnel are being sent out to specialized training, such as sexual assault investigation, and domestic violence training.

PROJECTS:

We are currently in the process of implementing our RMS system. The Lt. and Richard Linn are spending time building up our system with training scheduled for the week of February 24th and a go live date around the 29th of February. The complete evidence audit has been on hold waiting on the new RMS. The evidence audit stands at about ¾ completion. Once the RMS is on line we can finish the rest of the audit. The new Dispatch consoles are expected to be installed by mid- March. E911 update was completed in December 2019. We are currently applying for a homeland security grant to add radio repeaters to help us with known dead zones, as well as, the new road extension. If we are successful in that grant application we are looking to have the project completed by next fall.

STATISTICS:

Statistics will be available after the new eForce RMS is online and the data from the beginning of the year is entered and data is accumulated.