

# Patrol Officer Justification Report

Submitted by: Oscar Dick  
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# Patrol Officer Report

The Manitowoc Police Department has a staff of 43 patrol officers in the patrol division. There are three shifts of patrol officers to provide 24 hour, 7day a week coverage the 188 square miles in the City of Manitowoc.

## History

The recent history of the patrol division reveals that the number of patrol officers employed by the city in the patrol division has traditionally been divided equally between dayshift, afternoon shift, and the midnight shift. The numbers have fluctuated from a high of 15 patrol officers per shift of the early 1980's to the current 12 officers per shift employed in 2012. Today 1<sup>st</sup> and 3<sup>rd</sup> shifts are budgeted for 12 officers per shift while 2<sup>nd</sup> shift is budgeted for 14 officers.

## Staffing Poll Data

A January 2010 poll from the Police Executive Group (PEG) shows that Wisconsin cities with a population between 20,000 and 40,000 have police departments that employ an average of 2.17 employees per 1000 residents. The average for cities with populations over 40,000 was 3.62 employees per 1000 residents. The City of Manitowoc Police Department employs 2.21 people per 1000 residents.

## Position or Job Description

The job description for the patrol officer position outlines the essential and non-essential job functions, desired qualifications and abilities, as well as the physical demands to perform this job for the City of Manitowoc. The latest revision to the patrol officer job description was done in 2004. Since that time there has been no need to overhaul this job description. The current job description is attached to this report.

The patrol officer is an entry level union position that works under the city's contract with the Law Enforcement Employee Relations Division of the Wisconsin Professional Police Association. Immediately after hire the patrol officer enters the 18 month probationary period.

The first 4 months of employment the officer works through the field training program. The new officer is assigned a Field Training Officer (FTO) whose primary duty is to provide individualized training and supervision to the new officer. During this time the officer is not allowed to patrol the city without the FTO.

The entry level position for patrol officer naturally starts at the lowest wage for that classification. As of January 1<sup>st</sup> 2013 starting wage for a patrol officer is \$3917 per month. There are five additional wage steps for the patrol officer employed by the City of Manitowoc. It takes 84 months for the patrol officer to obtain the top patrolman wage. As of January 1<sup>st</sup> 2013 the wage for top patrolman is \$4785 per month. If current negotiations produce a contract these wages will rise by 1% upon ratification and 1\$ on July 1<sup>st</sup> 2015.

## **Work Load**

In 2005 a new records management system was purchased giving us the ability for greater accuracy and consistency in recording calls for service. place.

In 2014 there were 33,399 Calls for service to the city of Manitowoc which resulted in 17,946 incidents reported to the police department.

The Police Officers of the Manitowoc Police Department have increased their Self Initiated Field Contacts (SIFC). While some of the SIFC can be the start of a case or incident, many end up as a field warning or verbal warning. Field warnings for loud noise, barking dogs, false alarms can also

lead to the creation of a case file and a citation. Officers from our police department wrote 4,148 field warnings in 2012.

Many times the patrol officer is the first point of contact the public has with city government. The patrol officer must interact with the public and cope with the varying degrees of frustration and anxiety that causes that person to need police intervention. They should be polite and courteous as they attempt to route the individual towards the correct solution.

## **Summary**

Please see the Manitowoc Police Department Statistics sheet provided for a comparison of case reports, incident reports, and field warnings from 2006 through 2014. While the statistical data provided may not reflect all internal changes that have taken place over the last few years, it does show an increasing work load during a difficult economy. The long term affects of new technology have not reduced overall demand on the patrol division. Short term projects and crime prevention efforts will continue to fill unallocated time for the patrol division. As you review the statistics provided, you may conclude that our patrol division is currently performing at an acceptable level.

There are currently 2 vacancies within the administration levels of the Police Department. Retirements will create a 3<sup>rd</sup> vacancy within a month. Filling these vacancies will create promotional opportunity within the police department patrol divisions. I strongly feel that the patrol officer positions in the police department staff be replaced as openings occur and as the budget allows.

### CAD Monthly Activity Log - Manitowoc Police Department

<u>Year</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>TOTAL</u>
2006	1947	1867	1913	2036	2401	2577	2695	2564	2271	2172	2029	2081	26553
2007	2162	1818	2328	2416	2650	2665	2650	2592	2254	2314	2191	2130	28170
2008	2233	2107	2180	2444	2697	2740	2723	2723	2459	2447	2134	2169	29056
2009	2112	2048	2550	2453	2556	2854	2849	2682	2625	3022	2929	2852	31532
2010	2645	2516	3116	2895	3128	3242	3355	3325	2890	3010	2758	2856	35736
2011	2652	2490	3032	2873	2975	3188	3135	3290	2975	2841	2569	2476	34496
2012	2606	2372	2704	2638	2690	2882	3001	3001	2590	2870	2581	2527	32462
2013	2597	2500	2632	2826	3044	2888	3036	3084	2824	2792	2681	2412	33316
2014	2694	2261	2605	2555	2990	2918	3215	3009	2893	3043	2592	2624	33399
2015													
<b>Average</b>	<b>2405</b>	<b>2220</b>	<b>2562</b>	<b>2571</b>	<b>2792</b>	<b>2884</b>	<b>2962</b>	<b>2919</b>	<b>2642</b>	<b>2723</b>	<b>2496</b>	<b>2459</b>	<b>31636</b>

<u>CAD Calls</u>	<u>CFS - Only No Report</u>	<u>Incident Reports</u>	<u>Case Reports</u>	
2006	26553	8875	17678	4716
2007	28170	9521	18649	4311
2008	29056	11389	17667	4030
2009	31532	14431	17101	3969
2010	35736	18289	17447	3810
2011	34496	16814	17682	4220
2012	32462	14447	18015	4430
2013	33316	15621	17695	3779
2014	33399	15453	17946	3977
2015				
<b>Average</b>	<b>31636</b>	<b>13871</b>	<b>17764</b>	<b>4138</b>