

get this training incorporated into each shift.

Based on a demonstrated need, the canine unit may attend outside training facilities to increase the effectiveness and efficiency in meeting current or extended departmental goals. Training is the responsibility of the handler and is to be documented on the Canine Training report. The handler will conduct a minimum of sixteen hours of in service training each month.

The department canine handler will ensure canine training is not video recorded, unless under the instruction of an authorized departmentally approved certified canine trainer. Video recording of apprehension or corrective training is expressly prohibited.

The canine officer is authorized to conduct public demonstrations at schools, community events, and when other opportunities would enhance community relationships. **No demonstration of canine apprehensions will be displayed to the public.**

Whenever a canine is used, whether as part of a police operation or a public presentation, a Canine Utilization report will be completed. All reports and/or training records are to be forwarded to the Field Operations Lieutenant.

If a request is made for the assistance of a canine team to search for illegal substances, the canine handler should be given as much advanced notice as possible about the location of the search and the type of substance(s) which may be encountered. This in accordance with **UNITED STATES v. PLACE**, 462 U.S. 696, 103 S.Ct. 2637, 77L.Ed.2d. 110 (1983).

A canine search of a vehicle stopped during issuance of a traffic citation or at an authorized roadblock shall not significantly extend the time normally needed to process a traffic violator or conduct the vehicle check at a roadblock. **ILLINOIS v CABALLES, 543 U.S. 405, 125 S. Ct. 834** (2005) *State v Miller*, 367 N.C. 702, 796 S.E. 2d 289 (2014)

**NOTE:** The Lead Canine Officer/Supervisor will be interviewed for this category regarding the above listed dimensions.

Officer Name: Corporal Bradley Solomon, 9 years in LE, 5 years with department and 5 years as a K-9 Officer.

**Interview Comments:**

Certifications: K9 Laws, Supervising the K9 Team, NCPDA and Decoy Training.

Training Cycle: Training on the second Wednesday of every month for 8 years. At least an hour of training during each patrol shift. Patrol Dogs are certified in handler protection obedience, narcotics detection, criminal apprehension, tracking, and evidence searches. Everything is the K9 patrol vehicle works and functions Vehicle inspections are conducted every month. The vehicle is equipped with an AceK9 hot-n-pop pro with a door. Under Policy 300-12 Canine Operations all Officers are required to review and sign off on this policy.

## 12. SWAT /SRT/Tactical, Special Operations Teams: (If Applicable)

This category refers to any organized group of officers who operate as a “tactical unit” for the purposes of high-risk apprehensions, structural entries, hostage situations, warrant services, or any other “high-risk” activity that would require increased training and experience.

- Team members are properly equipped to include tactical vests, radio systems, and approved weapons and uniforms
- The department has established fitness standards for team members
- Annual training is required on issued specialized equipment
- Department adheres to member selection standards
- Team tactics are based on accepted best practices
- Department maintains an initial training of officers - (40-hour Basic SWAT training Course)
- Monthly team training- (minimum of 8 hours of training per month)
- Sniper requirements include an initial training course
- Snipers are at a minimum required to qualify quarterly separate from the mandated team training schedule

### **A. Tactical team Call-Out Procedures**

- Clear policies and procedures exist regarding when, and under what criteria, tactical teams should be used: Agency or Mutual-Aid
- Notification procedures should designate which command staff members should be notified.

### **B. Command Notification**

- Standardized procedures should specify when supervisor notification and tactical team service are required

### **C. High-Risk Warrant Service:**

- The department maintains specific training and procedures regarding warrant-service such as the proper tactics involving a residence or structure
- Planning - completion of search warrant operational plan prior to service including, but not limited to: photographs/video taken of target location, diagram, criminal records checks, past-history of location, etc.
- Written operational plans are completed and maintained for any high-risk service, detailed and team-briefed by the operational leader
- Officers involved in the operation review the operations plan during the briefing process
- When Possible, the operational team completes a practice “dry-run” of the operation prior to actual operation

Accomplished?	<input type="checkbox"/> Y <input type="checkbox"/> N	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
<b>Related Agency Policy Number(s): N/A</b>		
<b>In addition to the relevant policies, please indicate how the category dimensions are met or exceeded:</b>		

**NOTE:** The Tactical Commander/Team Leader will be interviewed for this category regarding the above listed dimensions.

**Interview Comments:**

**13. Search & Seizure of Persons, Vehicles, Residences, Structures, Property, and Electronic Devices:**

Policies direct the procedures and justification for searches, and the various types of property searches including direction involving the following options:

- Arrest Warrants
- Search Warrants
- Consensual searches and “Knock and Announce”
- Exigent/dynamic searches
- Vehicle searches
- Clear policies detailing legal detentions and guidelines of what constitutes the physical seizure of an individual
- Policies exist detailing consensual contacts, Terry Stops, and when frisks of individuals for weapons are legal, and how contacts should be documented
- Clear policies and procedures are instituted regarding strip searches to include: supervisor notification, location and requirements, and when a strip search would be justified.
- Policy gives guidance concerning the search warrant and trained medical staff requirements for the limited situations involving body cavity searches.
- The department maintains current policies and procedures regarding motor vehicle stops and searches (**Arizona v Gant**). The policy should include current case law regarding searches incident to arrest and when searches may be legally conducted.

Accomplished?	<b>Y</b>	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
	<b>N</b>	

**Related Agency Policy Number(s): RPD Policy #200.10 – Searched Force, #200.9 – Checkpoints, #200.7 – Vehicle Support Services, #300.2 – Traffic Enforcement**

Policy directs the proper guidelines for searching various types of property to include residences. Guidelines are in place for the proper warrant application and the proper steps required to apply for a search warrant and to execute the service and return. The department meets the dimensions within this category.

The department defines and directs the proper procedures for the detention and searches of vehicles. Policy has been updated and additionally identifies and gives direction in conducting vehicle searches incident to arrest in light of recent court decisions.

Comprehensive and detailed policies define the legal framework and application of search standards including consent and warrant considerations. Additionally, the policy clearly details procedures grounded in “Terry v. Ohio” and when a pat down for weapons is

appropriate under the legal precedent, regarding detention stops. The policy properly details the legal framework for strip and body cavity searches.

**14. Firearms qualification and training:**

- Range used for training is “purpose-built” reflecting best practices
- All range use includes the supervision of a certified range instructor
- Range use includes the utilization of safety officers
- A First-Aid kit is available during firearms related training
- Safety rules are posted and reviewed
- The physical address of range is visibly posted in the event of an emergency, or communications notified of range status in the event of an emergency
- No eating, drinking, or smoking is allowed on the range during training
- Eye and ear protection are provided to officers
- Officers wear ballistic vests while training/qualifying and in proximity to the range
- Training includes practical exercises, or scenarios, allowing officers to select appropriate weapon for the level of threat identified

Accomplished?	<b>Y</b> <b>N</b>	<p><b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b></p>
<p><b>Related Agency Policy Number(s): RPD Policy #100.5 – Training, #200.11 – Sidearm/Shoulder Mounted and #LEO Concealed Carry</b></p>		
<p><b>In addition to the relevant policies, please indicate how the category dimensions are met or exceeded:</b></p>		
<p>Policy provides for direction concerning on and off duty firearms carry. Qualification standards are included in policy according to N.C. Admin Code.</p>		
<p><b>NOTE:</b> The Lead Firearms Instructor will be interviewed for this category regarding the above listed dimensions.</p>		
<p>Officer Name: Sergeant Alfred Cox III/13 Yrs in LE/10 Yrs w/Department/4 Yrs Instructor</p>		
<p><b>Interview Comments:</b> I conducted an interview with Sgt Cox. The Department utilizes the Person County Sheriff’s Range. The Department currently has himself and two reserve officers that a qualified instructors. The reserve officer instructors assist with the Safety Officer role during firearms training. The training facility is clearly mark and posted. Communications/911 is aware when training is being conducted in case of an emergency. There are medical bags and trauma kits taken to the range each time that training is conducted. Safety rules are discussed prior to training. This is a top priority before training is conducted. De-escalation concepts are discussed during training. Decision makings and judgement drills are performed during practice days that are scheduled yearly and during yearly combat course training.</p>		

### 15. Vehicle Maintenance

- A record is maintained of maintenance provided to police vehicles
- Policy and practice provide a “pre-shift” vehicle inspection process and checklist
- The checklist should include visual checks for condition of tires, lights, emergency equipment, etc.

Accomplished?	<b>Y</b> N	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
<b>Related Agency Policy Number(s): RPD Policy #200.5 – Assigned Vehicle Procedures</b>		
The purpose of this Order is to establish procedures for individualized assignment of the Department’s Police vehicles, implement specific guidelines and procedures to ensure inspection, proper maintenance and use of vehicles, and to list equipment required to be carried in marked patrol vehicles.		
First line supervisors conduct spot inspections of police vehicles. Policy directs officers to complete daily inspection of vehicles including all equipment. Random vehicles were inspected and found to be clean and orderly. All were equipped with proper safety equipment.		
Verified Vehicle Inspection document completed by Officer Solomon. Document supplied by the Department. 11/16/2021.		

### 16. Facility Security:

- Police facilities should be designed to be reasonably secure from physical attack or sabotage
- Sensitive areas should be secured from public access

Accomplished?	<b>Y</b> N	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
<b>Related Agency Policy Number(s): RPD Policy #100.31 – Facility Security</b>		
The police facility is a secure environment as confidential information is maintained and employees must feel safe within its walls. Only authorized individuals shall be allowed to access non-public areas. Certain areas shall have higher levels of security. This policy describes the facility security plan.		
Every member of the Roxboro Police Department has the responsibility to contact and question individuals within our facility who are not familiar to them, not displaying official law enforcement identification, or not wearing a law enforcement uniform, to ascertain their authority to be in the facility unescorted. Every member of the department shall adhere to the Facility Security Plan as outlined in this policy.		
Electronic card access is required to gain entry into the secured office areas of the department. The facility is equipped with video surveillance cameras that record 24/7 with a 30-day retention. I conducted an inspection of the facility on December 9 <sup>th</sup> , 2021.		

**17. First Aid Training:**

- Department provides first aid training and retraining for officers. Examples would include CPR and basic first aid for gunshot wounds

Accomplished?	<b>Y</b> <b>N</b>	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
<b>Related Agency Policy Number(s): RPD #100.10 – BBP and #100.25 – Naxolone Admin Program</b>		
<p>All department personnel will annually participate in a training program which will be provided at no cost to the member annually. This will generally be conducted as part of State mandated In-Service Training. The department will provide additional training when changes such as modification of tasks or procedures or institution of new tasks or procedures affect the member’s occupational exposure. Material appropriate in content and vocabulary to educational level, literacy, and language of employees will be used.</p> <p>Verified First Aid Training Certificate/CPR Certification completed by Officer Ryan Ford supplied by the Department. 11/16/2021.</p>		

**18. Safety Equipment**

The department directs that officers utilize safety equipment. This includes: Biohazard bags (red), face protection mask, latex gloves, disinfectant solution, sharps container, ballistic vest, traffic safety vest, fire extinguisher, North American Guide Book

- Vehicle is equipped with a reflective vest, PPE, equipment
- Each patrol car is equipped with a first-aid kit
- Each patrol car is equipped with roadway visibility devices such as cones or strobes, etc.

Accomplished?	<b>Y</b> <b>N</b>	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
<b>Related Agency Policy Number(s): RPD Policy #100.10 – Blood Bourne Pathogens and #100.19 – Uniforms and Equipment</b>		
<p>All patrol vehicles are equipped with a fire extinguisher. All sworn personnel have a reflective traffic safety vest. Patrol and CID vehicles are assigned a North American Guide Book. Administrative staff utilizes the Smartphone APP for the book. Random vehicles were inspected and found to be clean and orderly. All were equipped with proper safety equipment.</p>		

### 19. Ballistic Vest Policy:

- Agency requires a mandatory-wear policy for uniformed patrol officers

Accomplished?	<b>Y</b> <b>N</b>	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
<b>Related Agency Policy Number(s): RPD Policy #100.19 – Uniforms and Equipment</b>		
Policy requires all sworn personnel conducting field operations or wearing the department issued uniformed to wear a ballistic vest.		

### 20. Off-Duty Action:

- This policy should detail off-duty response to police related matters
- Procedures regarding identification, limitations of when to respond, and what actions to be taken, such as neighborhood disputes, crimes in progress, etc.
- The policy should prohibit the carrying of a weapon while under the influence of alcohol

Accomplished?	<b>Y</b> <b>N</b>	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
<b>Related Agency Policy Number(s): RPD Policy #200.1 – Use of Force, #200.12 – LEO Concealed Carry and #100.3 – Code of Conduct</b>		
Policy directs the guidelines for off-duty decisions to intervene and in the proper response to responding on-duty officers. Policy directs that officers refrain from forcible police action with exceptions related to serious circumstances.		
Members, while off duty, shall refrain from consuming alcohol to the extent that it results in impairment, intoxication, or obnoxious or offensive behavior which discredits them or the Department, or renders the members unfit to report for their next regular assignment or tour of duty.		

### 21. Police Related Secondary Employment: (If Applicable)

- The department policy directs procedures for secondary employment
- Policy includes occupations or conditions that are not acceptable
- Off-duty employment is contingent upon approval by chief of police or designee
- Documentation includes: detailing the duties, type of business, uniform to be worn, date, time, number of hours, and if a departmental vehicle is to be utilized
- Workers Comp status and notification is made known to the officer

Accomplished?	<b>Y</b> <b>N</b>	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
<b>Related Agency Policy Number(s): RPD Policy #100.11 – Secondary Employment</b>		

The department has current policies established for secondary employment. The policy prohibits off-duty employment that include conflicts of interest or that might create a negative perception.

**22. Civilian Ride-Along program: (If Applicable)**

- Policy is established relating to civilian “ride-along” program
- The department has an established minimum age of participants
- Request should be made in writing and include a consent and waiver of liability
- The department policy should limit the number of times civilians are allowed to ride
- The policy should prohibit civilians being armed, driving police vehicles, accompanying officers during “high risk” encounters, accompanying officers inside homes on search warrants, domestic situations, and participating in pursuits
- Civilians are not permitted to wear “police-like” clothing
- A background check must be completed on participant

Accomplished?	<b>Y</b> <b>N</b>	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
<b>Related Agency Policy Number(s): RPD Policy #200.15 – Ride Along</b>		
Proper policies are established for ride-along participants and includes screening guidelines and requirements for participation.		

**23. Civilian Volunteers in Law Enforcement Service: (If Applicable)**

- This program should include its own policy manual specifying the duties that can be performed and those that are prohibited
- Specific disqualifiers shall be listed in the procedure manual.
- Background is conducted on applicants to include criminal history

Accomplished?	<b>Y</b> <b>N</b>	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
<b>Related Agency Policy Number(s): N/A</b>		

**24. Reserve and Auxiliary Officer Programs: (If Applicable)**

The department distinguishes between Reserve/Auxiliary NON-compensated sworn officers and “Part-Time” compensated sworn officers.

- The department adheres to the statutory requirements pertaining to reserve officer programs under NCGS 160A-282. The establishment of the program has been enacted by a municipal ordinance
- Reserve officers are required to adhere to all department policies and procedures.

- Reserve officers are required to attend and complete all annual in-service training requirements
- The department requires reserve officers to complete structured training prior to engaging in any assignments or activities

Accomplished?	<b>Y</b> N	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
Municipal Ordinance Established? <b>Yes</b>		
Municipal Ordinance Attached? Ord. passed 2-14-12		
<b>Related Agency Policy Number(s): RPD Policy #100.23 – PT Officer Program</b>		
The department has current policies established for the auxiliary program and details workers comp information. Reserve officers are required to complete the same training requirements as full-time officers.		

**25. Mutual Aid:**

The department has established policies for the cooperation between law enforcement agencies in accordance with NCGS 160A-288.

- The department has proper authorization from the governing board or council to enter into mutual aid agreements in accordance with NCGS 160A-288
- The Department maintains up to date and current Mutual Aid Agreements between outside law enforcement agencies that are being assisted or who are providing assistance

Accomplished?	<b>Y</b> N	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
<b>Related Agency Policy Number(s): RPD Policy #100.6 – Mutual Aid</b>		
Policy on the use of Mutual aid is maintained and the proper procedures in place for request and documentation. Mutual aid documents were reviewed and are up to date.		

**26. Citizen Video Encounters and Police Response:**

Policy and training direct officers to the First Amendment protections of the rights of private citizens to record police officers during the public discharge of their duties, considering the recording-citizens:

1. Remain at a reasonable distance
2. Do not interfere with the officers' duties or create a safety concern for the officer, person detained, or another onlooker.

Accomplished?	<b>Y</b> N	<b>COMMENTS- Please Indicate how the department has met the category dimensions. Include policy numbers, directives, verification of training, or other validation of completion:</b>
<b>Related Agency Policy Number(s): RPD #300.18 -</b>		

Department personnel are prohibited from interfering with, threatening, intimidating, blocking, or otherwise discouraging a member of the public from observing, taking photographs, or recording video or audio (including photographs, video, or audio of police activities) police officers publicly discharging their duties as long as their presence is lawful and their activities, including verbal comments, do not obstruct, hinder, delay, or threaten the safety of another or compromise the outcome of legitimate police actions and/or rescue efforts. Such prohibited interference by employees of the Roxboro Police Department.

Members of the public, including media representatives, have an unambiguous First Amendment right to record police officers in public places, as long as their actions do not interfere with the officer's duties or the safety of officers or others. Photography and video or audio recording are common activities and are neither crimes nor indications of criminal activity nor constitute suspicious activity in and of themselves. Neither photography nor the recording of video or audio, standing alone, form the basis for a detention, an arrest, or a warrantless search. All Roxboro Police Department personnel should assume that they are being recorded at all times when on-duty and in a public place.

**FINAL AGENCY COMMENTS / RECOMENDATIONS:**

**The department meets or exceeds all of the recommended dimensions assessed: Yes**

If all of the standards have not been achieved, indicate the dimensions addressed and the steps being taken to meet the recommendations. \*Date of next review: N/A

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4.
5.

**FINAL COMMENTS:**


EVALUATER: Matthew A. Selves

DATE: February 8<sup>th</sup>, 2022



The findings of the Law Enforcement Risk Management Review have been explained in detail regarding how the department meets the categories defined.

Any changes to policy or procedures that are made, as recommended by the Risk Review Evaluator, will be published to departmental personnel, with training provided regarding any changes. Any updates and notification of changes will be memorialized in the employee's training/personnel file indicating the employees' receipt and understanding of any policy changes.

I have reviewed and understand the findings of the Law Enforcement Risk Management Review and further agree to maintain a policy review schedule to ensure that the department's policies, procedures, and training activities are reviewed and updated to comply with court rulings, general statutes, and industry best practices.

Chief of Police:

PRINT: Chief David Hess

SIGN: \_\_\_\_\_

RMS Evaluator:

PRINT: Matthew A. Selves

SIGN: \_\_\_\_\_

Date of Final Review: February 8<sup>th</sup>, 2022



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Chief of Police:

PRINT: Chief David Hess

SIGN: \_\_\_\_\_

A handwritten signature in blue ink, appearing to read "David Hess", written over a horizontal line.

RMS Evaluator:

PRINT: Matthew A. Selves

SIGN: \_\_\_\_\_

A handwritten signature in blue ink, appearing to read "Matthew A. Selves", written over a horizontal line.

Date of Final Review: February 8<sup>th</sup>, 2022

