

Staffing Levels

206.1 PURPOSE AND SCOPE

The purpose of this policy is to ensure that proper supervision is available for all shifts. The Department intends to balance the employee's needs against the need to have flexibility and discretion in using personnel to meet operational needs. While balance is desirable, the paramount concern is the need to meet operational requirements of the Department.

206.2 MINIMUM STAFFING LEVELS

Patrol

Minimum staffing levels should result in the scheduling of at least one patrol supervisor and two patrol officers on duty whenever possible.

Dispatch

Minimum staffing levels should result in the scheduling of at least one Service Officer to serve as a Dispatcher.

Jail

A second Service Officer should be scheduled whenever there is someone in-custody. If there is an in-custody and only one Service Officer on duty, an on-duty sworn officer shall assist to ensure proper supervision per Title 15 (Minimum Standards for Local Detention Facilities).

206.2.1 SUPERVISION DEPLOYMENTS

In order to accommodate training and other unforeseen circumstances, a corporal may be used as a Watch Commander in place of a sergeant.

With prior authorization from the Patrol Division Commander, an officer may act as the Watch Commander for a limited period of time.