

AGENDA

PUBLIC SAFETY COMMITTEE

6:00 p.m., Monday, November 14, 2016

COMMITTEE ROOM

Room 239, City Hall

*COMMITTEE MEMBERS: Council Member James Taylor, Jr., Chair
Council Member Vivian H. Burke, Vice Chair
Council Member Molly Leight
Council Member Jeff MacIntosh*

GENERAL AGENDA

- G-1. RECOGNITION OF THE WINSTON-SALEM FIREFIGHTER COMBAT CHALLENGE TEAM.
- G-2. RESOLUTION OF SUPPORT BY THE CITY COUNCIL FOR THE RECENTLY FORMED FORSYTH COUNTY INCIDENT MANAGEMENT TEAM AS AN INCIDENT SUPPORT MUTUAL AID RESOURCE FOR LOCAL AND STATE-WIDE EMERGENCY RESPONSE.
- G-3. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE MOBILE DOC, PLLC FOR THE PROVISION OF MEDICAL EVALUATION SERVICES FOR CERTAIN CANDIDATES FOR FIRE DEPARTMENT EMPLOYMENT. [*\$16,000.*]
- G-4. CONSIDERATION OF ITEMS REGARDING THE 2015 HUMAN EXPLOITATION RESCUE OPERATIVE/INTERNET CRIMES AGAINST CHILDREN ACT GRANT:
 - a. RESOLUTION AUTHORIZING ACCEPTANCE OF A 2015 HUMAN EXPLOITATION RESCUE OPERATIVE/INTERNET CRIMES AGAINST CHILDREN ACT (HERO/ICAC) GRANT PROGRAM AWARD.
 - b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2016-2017.
- G-5. WINSTON-SALEM POLICE DEPARTMENT VIOLENT CRIME INITIATIVES UPDATE.

CONSENT AGENDA

- C-1. ORDINANCE AMENDING SECTION 42-122(F) OF THE CITY CODE RELATING TO 25 MILES PER HOUR SPEED LIMITS (SOUTHEAST AND EAST WARDS) - *Chaucer Lane, Phillips Drive, and Old Linville Road.*
- C-2. SUMMARY OF THE WINSTON-SALEM POLICE DEPARTMENT TAKE-HOME VEHICLE POLICY AND COMPARISON TO OTHER JURISDICTION POLICIES.
- C-3. APPROVAL OF PUBLIC SAFETY COMMITTEE SUMMARY OF MINUTES - *October 10, 2016.*

Presentation to be made at the Public Safety Committee Meeting.

City Council – Action Request Form

Date: October 24, 2016
To: The City Manager
From: Melton Sadler, Emergency Management Director

Council Action Requested:

Adoption of a Resolution of Support by the City Council for the recently formed Forsyth County Incident Management Team as an Incident Support Mutual Aid resource for local and state-wide emergency response.

Summary of Information:

The Forsyth County Incident Management Team (FC-IMT) is designed to provide personnel who are trained and organized to support disaster response operations by assisting the Incident Commander/Unified Command (IC/UC) using incident support specialists and technical specialists. This personnel resource is composed of volunteers from city/county response agencies and their retirees who are specially trained for the team’s mission.

The FC-IMT may be used, but is not limited to, as follows:

- Incidents that may overwhelm the ability of the Authority Having Jurisdiction (AHJ) to adequately provide incident support due to the size, scope or complexity of an event;
- Incidents involving terrorism or the criminal use of hazardous materials that may require technical specialists or subject matter experts;
- Incidents that pose unique tactical and/or incident support requirements;
- Special events that may require the coordination of multiple agencies and organizations, or pose unique or significant response challenges; or
- Activation of State Emergency Management resources for apparatus, specialized equipment, or personnel.

Committee Action:

Committee	Action
For	Against

Remarks:

G-2. DRAFT

Members shall be selected to FC-IMT positions based on length, depth and scope of emergency service experience, including:

- a) Command and Staff experience
- b) Type and scale of incidents
- c) Formal Education
- d) Formal Training and Certification
- e) Ability to participate, based on employer requirements
- f) Approval by the FC-IMT Steering Committee
- g) Listed training requirements

The FC-IMT operates within the framework of the National Incident Management System (NIMS) and provides local, county and state government with an effective incident support resource that facilitates local, regional, and state adoption and use of NIMS, as specified in Homeland Security Presidential Directive-5.

ADOPTION OF A RESOLUTION OF SUPPORT BY THE CITY COUNCIL FOR THE RECENTLY FORMED FORSYTH COUNTY INCIDENT MANAGEMENT TEAM (IMT) AS AN INCIDENT SUPPORT MUTUAL AID RESOURCE FOR LOCAL AND STATE-WIDE EMERGENCY RESPONSE

WHEREAS, Federal, State of North Carolina and local emergency agencies must coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

WHEREAS, Forsyth County, as a whole, is committed to improving its emergency and disaster planning, response and recovery operations to better protect the health, safety and welfare of its citizens and business community; and

WHEREAS, the Forsyth County Incident Management Team (FC-IMT) is founded on the principles of the National Response Framework and the National Incident Management System and is designed to allow for maximum coordination and cooperation between responders from all levels of government; and

WHEREAS, FC-IMT will enable Winston-Salem/Forsyth County Emergency Management to provide assistance with managing preplanned public events and expanding incidents which require significant resources for preparedness, response and recovery, and provide mutual aid assistance as necessary; and

WHEREAS, FC-IMT will maintain first responder safety, streamline incident management processes and enhance the ability to utilize federal and state funding to improve local and state agency readiness.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Winston-Salem that the Director of the Winston-Salem/Forsyth County Office of Emergency Management shall establish and maintain a Forsyth County Incident Management Team with qualified and experienced first responders and emergency management personnel, which shall be recognized as the local standard for managing large and expanding incidents, and assisting with the management of

G-2. DRAFT

preplanned public events by all elements of the emergency response agencies within Winston-Salem/Forsyth County; and that necessary local financial and resource support shall be provided, as required, to complete the preparedness, planning, response and recovery processes for such incidents and events.

Please see Finance C-6 for printed material on this item.

Please see Finance C-4 for printed material on this item.



Winston-Salem
Police Department

Barry D. Rountree, MPA
Chief of Police

Public Safety Center
725 N. Cherry Street
P.O. Box 1707
Winston-Salem, NC 27102
brtree@wspd.org



Accredited by the Commission on Accreditation for
Law Enforcement Agencies, Inc.

Memorandum

TO: Mayor Allen Joines and Members of the City Council
FROM: Barry D. Rountree, Chief of Police
DATE: October 24, 2016
SUBJECT: Gun Violence and Violent Crime Initiatives
CC:

This information is being provided due to some concerns and questions about the increase in gun violence and violent crime in our city. This information is also being provided to better inform and educate the public. This response is being provided as information on the comprehensive strategies that are being employed by the Winston-Salem Police Department to reduce crime gun violence and violent crime.

Currently, Winston-Salem like most American cities has seen an increase in violent crime in 2016. Although our increase is not as significant as some of our neighboring cities, it has increased and it is concerning. Although the City's homicide rate has increased substantially this year, **the overall crime rate is down more than 5 percent through the third quarter of 2016 when compared with both 2015 and 2014.**

What is the cause for the increase in gun violence and violent crime? There is not a specific reason or any scientific data to pinpoint the exact cause, but I can share a few thoughts that I have and these same thoughts are shared by many law enforcement professionals nationally.

These increases are attributed to Human and Social influences

- ∨ Willingness to settle disputes with a firearm
- ∨ Acceptance of violence
- ∨ Easy Accessibility of weapons
- ∨ Substance Abuse
- ∨ Devaluation on human life

The Winston-Salem Police Department's Gun and Violent Crime Reduction Initiatives include the following:

- ▶ **Focused Deterrence-** Many of our efforts are "Focused Deterrence" based. Focused deterrence strategies (also referred to as "pulling levers" policing) are problem-oriented policing strategies that follow the core principles of deterrence theory. The strategies target specific criminal behavior committed by a small number of chronic offenders who are vulnerable to sanctions and punishment. Focused deterrence strategies generally target a specific type or group of offenders, such as repeat violent offenders, organized criminal enterprises, and criminal gang activity.

- ▶ **Data Analysis-** Data analysis forms the basis for deployment of resources. This provides the groundwork for evidence-based deployment decisions and purpose-driven enforcement efforts designed to prevent and reduce all criminal activity.
- ▶ **Social Media-** Use of social media for crime prevention. Using real-time social media information to anticipate public gatherings, discussion between rival groups, protests, etc. prepares WSPD in advance to maintain the peace and reduce crime.
- ▶ **Implementation of Overtime-** The WSPD implemented the *Community Priority Patrol (CPP) initiative*. This initiative is designed to put additional police officers and resources in “High Service Demand” communities based on historical crime trends and current data analysis. Officers assigned to CPP are required to conduct high visibility foot and vehicle patrol as well as conduct community contacts while on duty.
- ▶ **COPS Hiring Grant-** The WSPD applied for and received funding to hire ten police officers as part of the US Department of Justice COPS Hiring Program (CHP). The specific criteria for the grant is designed to reduce “Homicide/Gun Violence” with funding directly to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts.
- ▶ **Violent Crime Task Force (VCTF) -** The Winston-Salem Violent Crimes Task Force is a partnership between law enforcement (federal, state, local, probation and parole officers, the district attorney, and United States attorney), and the Winston-Salem (community members, clergy, service agencies, non-profit, private, governmental and educational agencies).
- ▶ **Zero Armed Perpetrator (ZAP) -** Collaboration with Forsyth County District Attorney’s Office - ZAP screens and gives special attention to individuals with chronic weapons violations.
- ▶ **FBI Safe Streets Violent Crimes Initiative-** Currently WSPD has an officer assigned to the FBI Safe Streets Task Force. This task force is focused on violent gangs, crimes of violence and the apprehension of violent fugitives.

National Best Practices that WSPD uses to reduce gun violence and violent crime include the following initiatives.

Public education and forums

Safe Surrender and Gun buyback programs

Multi-agency and community partnerships targeting gun violence.

Collaboration with State and Federal prosecutors.

Partnership and collaboration with local school districts

Reducing retaliatory shootings with criminal intelligence and information sharing.

Focusing on known gun offenders through investigation, surveillance, and warrant service.

Removing guns from the scene of domestic violence calls.

Encourage Local, State and Federal elected officials to collaborate to propose legislative changes to strengthen gun laws.

Assignment of local officers on Federal Task Forces

Enhanced Forensic Science Advances

- Integrated Ballistic Identification Systems- IBIS
- Enhanced Ballistic Testing & tool mark examination (Two employees hired)
- Major Crime response Unit
- Enhanced fingerprint testing-(AFIS, SPEX)

Community initiatives that are needed to reduce gun violence and violent crime in Winston-Salem include the following:

I am calling all of our community leaders to take action. It's time out for being silent. I need for leaders in the government, faith based, grass roots community leaders, business leaders to stand up and take action. We have to end this culture of violence, where individuals feel it is ok to settle a dispute with a weapon.

I am asking our elected officials to work with State, and Federal elected officials to develop stronger gun control policies. Law enforcement leaders across the country overwhelmingly agree on the need for stronger gun control policies to keep guns from dangerous persons. This includes starting with background checks on all gun sales and the need to temporarily remove firearms from high-risk individuals. I am asking our local and State elected officials for action.

Multi-level approach of informing the public and those involved in high risk life styles of the consequences of gun violence and its impact to the community.

Encourage the community to be a moral voice that speaks out against gun violence.

Engage gun violence survivors and their families in educating the public on the impact of gun violence.

Develop community support systems that provide life changing wrap around supportive services to those who want out of the cycle of violence.

Improve communication and coordination among multi-jurisdictional law enforcement agencies, judicial officials, community agencies, service providers, WSFC Schools, faith based community, and community leaders.

Please feel free to contact me if you have any questions or comments before the public safety committee meeting. Please contact me at 773-7760 or btree@wspd.org.

Regards,

Barry D. Rountree

Barry D. Rountree
Chief of Police

Winston-Salem Police Department Gun Violence-Update



Gun Violence-Update

- Violent crimes are defined in the FBI's Uniform Crime Reporting Program as those offenses which involve force or the threat of force.
- **Violent crime is composed of four offenses:**
 - Murder
 - Forcible Rape
 - Robbery
 - Aggravated Assault

Gun Violence-Update

The total annual cost of gun violence in the United States

\$229 BILLION

■ Direct costs: \$8.6 billion ■ Indirect costs: \$221 billion

Mother Jones

Gun Violence-Update

- Nationally, there also was a 10 percent increase in the number of homicides, according to FBI statistics.
- In 2014, there were 14,249 homicides in the U.S. while there were 15,696 in 2015.

Human Factors Influencing Gun Violence

- **Easy access to weapons**
 - Handguns
 - Assault style weapons
 - High capacity magazines
 - Acceptance & Glamorization to violent acts.

Human Factors Influencing Gun Violence

- Willingness to settle disputes with weapons.
- Depreciation of human life.
- Repeat Offenders and Convicted Felons possessing weapons.

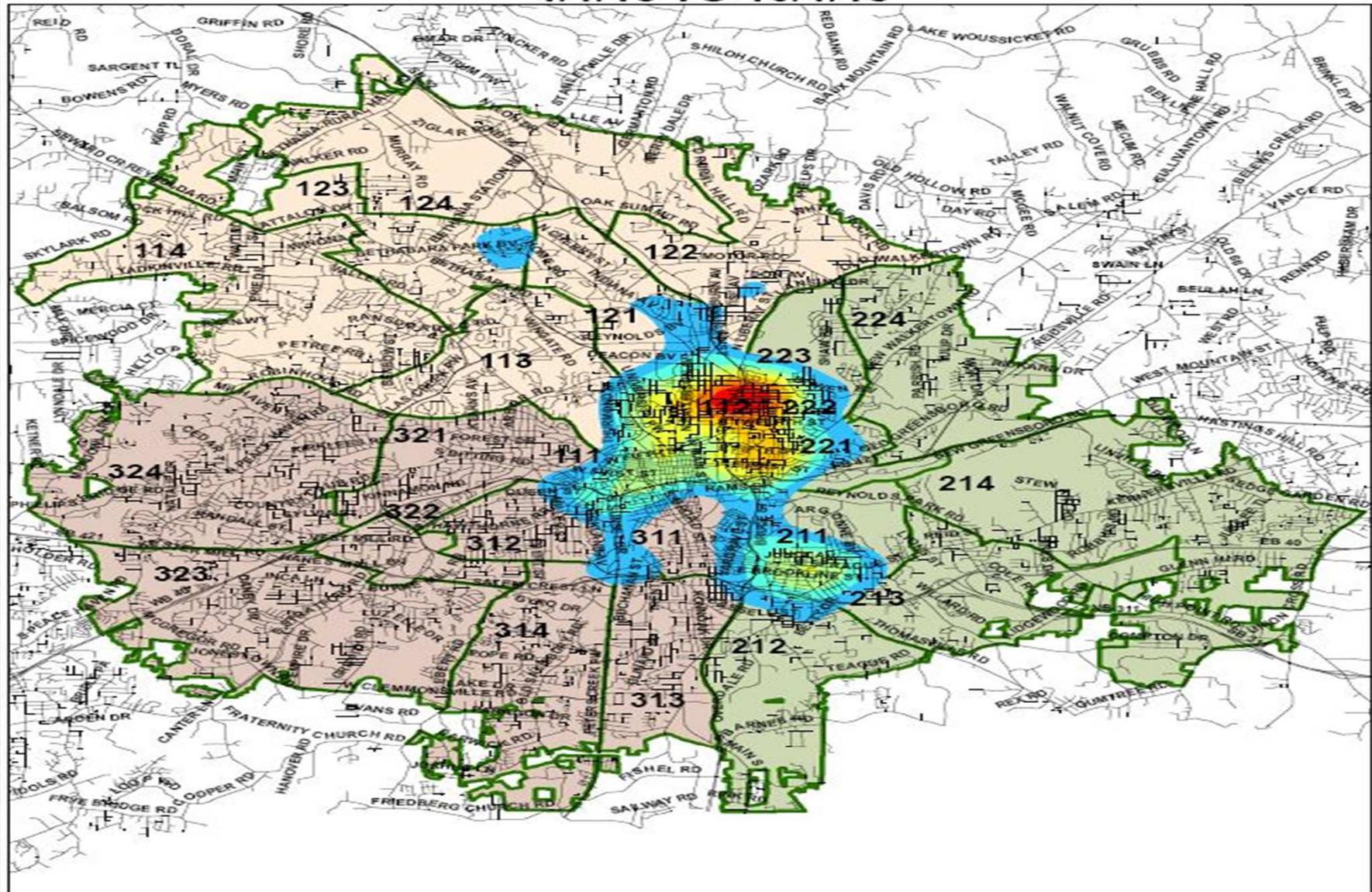
Social Issues Influencing Gun Violence

- Poverty/Economic Resources
- Education
- Drug Activity/Abuse
- Mental Illness
- Lack of Community Resources

Social Issues Influencing Gun Violence

- Acceptance and Glamorization of Violence
- Individuals belief they are “entitled” to other’s property.
- Inadequate Criminal Justice and Mental Health Systems.

PART I VIOLENT CRIME 1/1/16 TO 10/1/16



0 1.25 2.5 5 Miles

Winston-Salem Police Department
Information and Technology Division
Crime Analysis Unit
October 7, 2016



WSPD Strategies/Initiatives to Address Gun Violence

- Focused Deterrence
- Data Analysis-Current & historical crime trends.
- Targeted digital advertisement for witnesses.
- Assignment of officers on federal task forces
- Violent Crime Task Force- Collaboration with the US Attorney's Office, DA's Office, & State and Federal LE Partners.
- Collaboration with District Attorney's Office.

WSPD Strategies/Initiatives to Address Gun Violence

- Community Priority Patrol Overtime (CPP)
 - Area chosen based on crime data
 - High Visibility foot & Vehicle Patrol
 - Citizen contacts
- Patrol Augmentation Overtime
- COPS Hiring Grant- The WSPD applied for and received funding to hire ten police officers. The specific criteria for the grant is designed to reduce “Homicide/Gun Violence” Grant

WSPD Strategies/Initiatives to Address Gun Violence

- Study National trends & successful reduction strategies.
- Crime Stoppers
- Removing guns from the scene of domestic violence incidents.
- Public Education
 - Community Meetings
 - Public Service Announcements
 - Press Briefings/Media Releases

Other WSPD initiatives to reduce Gun Violence

Enhanced Enforcement and presence

- » Gang & Criminal Intelligence
- » Special Investigations
- » Street Crimes Units
- » School Resource Officer Engagement & Mentoring

Enhanced Forensic Science

- » Ballistic Testing (2employee certified-Fire arm/tool mark)
- » Major Crime response Team
- » Enhanced fingerprint Testing-(AFIS, SPEX)

Technology available to reduce Gun Violence

- Smart Weapons
- Enhancement of background system integration with mental health records.
- Gunfire detection technology
- Deployment of Cameras

Weapons used during 2016 Homicides as of October 22, 2016

- Physical striking with hands, feet, or choking – 1
- **Handgun – 10**
- Edged weapon - 1
- Blunt instrument – 1
- Vehicle-1
- **Long gun (shotgun or rifle) – 17**

- **Total Homicides – 21**

- ****Two Homicides were self defense****

Weapons used during 2016 Homicides as of October 22, 2016

Total Homicides – 21

- **Arrest have been made in 16 of 21**
- **2- Homicides were self defense**
- 5-Homicides arrests have not yet been made. Detectives are following good leads and arrests should be made.

Gun Activity -January-October 2016

Jan 01, 2015-Oct. 01, 2015

- Guns Reported Stolen-236
- Guns Recovered-58
- Guns Seized-350
- Guns Found-29

Jan 01, 2016-Oct. 01, 2016

- Guns Reported Stolen-261
- Guns Recovered-59
- Guns Seized-363
- Guns Found-38

What community action is needed to reduce gun violence?

- Local, State and Federal elected officials collaborating to propose legislative changes to strengthen gun laws.
- Public education and forums
- Multi agency and community partnerships targeting gun violence.
- Reducing retaliatory shootings with criminal intelligence and information sharing.

What community action is needed to reduce gun violence?

- Need for the community to “say something” share information with Law enforcement.
- Need for the law enforcement to better communicate with the community.



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Questions



City Council – Action Request Form

Date: November 14, 2016

To: The City Manager

From: Gregory M. Turner, Assistant City Manager

Council Action Requested:

Approval of an Ordinance Amending Section 42-122(f) of the City Code relating to 25 miles per hour speed limits (Southeast and East Wards).

Summary of Information:

The Department of Transportation has received a request to lower the speed limit from 35 miles per hour to 25 miles per hour on Chaucer Lane and Phillips Drive (Attachment A) and Old Linville Road (see Attachment B).

The Department of Transportation has conducted the necessary field investigations and traffic engineering studies of the roadways and is recommending the speed limit be reduced to 25 miles per hour.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____
Remarks:	_____		

**ORDINANCE AMENDING SECTION 42-122(f) OF THE CITY CODE
RELATING TO 25 MILES PER HOUR SPEED LIMITS ON CITY STREETS**

BE IT ORDAINED, by the City Council of the City of Winston-Salem as follows:

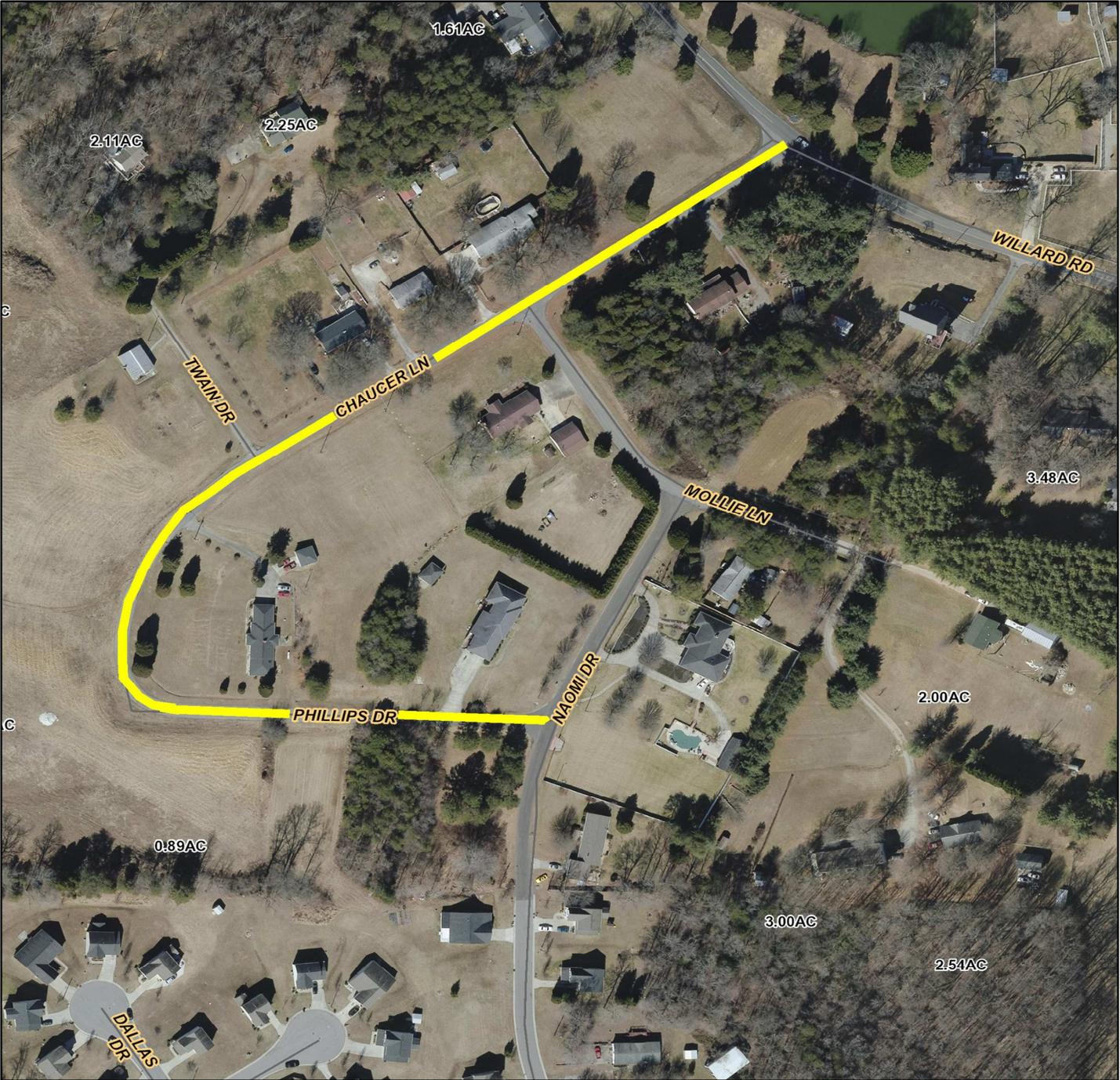
SECTION I. Section 42-122(f) of the City Code relating to 25 miles per hour speed limits is amended by adding the following subsection to the end thereof:

“Chaucer Lane from Willard Road to Phillips Drive.”

“Phillips Drive from Chaucer Lane to Naomi Drive.”

“Old Linville Road from Linville Road North to Dead End.”

SECTION II. This Ordinance shall be effective upon adoption by the City Council and upon the erection of appropriate signs giving notice thereof.



Attachment A
Chaucer Lane from Willard Road to Phillips Drive
Phillips Drive from Chaucer Lane to Naomi Drive
Proposed 25 MPH Speed Limits



Attachment B

Old Linville Road from Linville Road North to Dead End
Proposed 25 MPH Speed Limits



TO: Lee D. Garrity, City Manager
FROM: Stephen M. Hawryluk, Senior Budget and Evaluation Analyst
DATE: 10/26/2016
SUBJECT: Summary of the Winston-Salem Police Department Take Home Vehicle Policy and Comparison to Other Jurisdiction Policies
CC: Ben Rowe, Assistant City Manager
 Barry D. Rountree, Chief of Police

Budget and Evaluation

City of Winston-Salem
 P.O. Box 2511
 Winston-Salem, NC 27102
 CityLink 311 (336-727-8000)
 Fax 336-734-1224
www.cityofws.org

The Winston-Salem Police Department currently provides individually assigned police vehicles to sworn personnel whose normal assignment requires utilization of a vehicle. Participants in the assigned police vehicle program must be full-time sworn officers who have been released from training status. Members of specialized units (Traffic Enforcement Unit (TEU), K-9 Unit, SWAT, etc.) may be assigned vehicles at the discretion of the Chief of Police. Eligible officers have the option to decline an assigned vehicle.

Officers participating in the assigned police vehicle program must park their assigned vehicles during off-duty hours at the following approved locations:

- 1) At their residence located within Forsyth County.
- 2) At a business or residence parking location within the city limits of Winston-Salem, if residence is located outside Forsyth County.

Business locations must be non-hazardous and highly visible, and the regulation and approval of parking locations is the responsibility of the Operational Support Division (OSD) Commander or his/her designee. Officers complete an Assigned Vehicle Parking Location Form whenever an initial or new parking location is selected.

The program provides visibility in areas around the city and its neighborhoods and is used as a tool for recruitment. Vehicles can also be used for permitted off-duty work.

Eligibility requirements for assigned police vehicle programs vary across the large cities in North Carolina. The below table compares the Winston-Salem Police Department's policy with policies/general orders from Greensboro, High Point, Charlotte, Raleigh, and Durham.

City	Eligibility	Take-Home Vehicle Program Requirements
Greensboro	All sworn officers except Patrol are eligible	No requirement. Parking locations outside county must be approved by Division Commanding Officer.
High Point	All sworn officers are eligible	Eligible officers must reside within city limits or within a 15 mile radius of city limits. Off-duty parking locations other than the officer's residence must be safe and preferably fenced in.
Charlotte	All sworn officers are eligible	Eligible officers must reside within the policing jurisdiction of the Charlotte-Mecklenburg Police Department. This includes Mecklenburg County.
Raleigh	All sworn officers with First Class Officer classification or higher are	Eligible officers must reside within the Raleigh city limits and have a safe and approved area for parking

	eligible. Must have two years of unbroken service.	the vehicle at home. Officers living outside city limits are not eligible for the take-home vehicle program.
Durham	*Sworn administrative, specialized units and sworn executive level officers are eligible.	Eligible officers must reside within Durham County. Officers living outside the City can receive written authorization from Assistant Chief for outside Durham County but within 25 mile radius of headquarters.
Winston-Salem	All sworn officers released from training status are eligible	No requirement. Residence outside Forsyth County requires parking in approved locations within city limits.

*According to the City of Durham, a new initiative is underway to entice sworn personnel to live within the city limits. Over the next three years, the City will be purchasing vehicles to provide patrol officers who live within city limits a take home vehicle.

If you have any questions or need additional information, please do not hesitate to contact me at 747-7093.

 <p style="text-align: center;"> WINSTON-SALEM POLICE DEPARTMENT WINSTON-SALEM, NORTH CAROLINA GENERAL ORDERS </p>	Issue Date	General Order #
	04-01-94	2.12
	Revision Date	
	R3/10-07-14	Approved By
	Barry D. Rountree, Chief of Police <i>BDR</i>	
Subject	CALEA References	
Assigned Police Vehicle Program	1.3.9 and 81.2.4	
	Index/Tag	
	Assigned Vehicles, take home cars, off-duty parking, parking location, vehicle maintenance, light duty	

PURPOSE: To establish eligibility guidelines, assignment criteria and program administration of an assigned police vehicle program. This program increases the visibility of police vehicles throughout the community to provide a crime deterrent effect and enhances operational readiness in the event of emergency mobilization or recall.

This General Order consists of the following numbered sections:

- I. Policy
- II. Eligibility Criteria
- III. Program Administration
- IV. Vehicle Maintenance
- V. Prohibited Practices
- VI. Duties and Responsibilities of Program Participants
- VII. Attachment

I. POLICY

Issuance of individually assigned police vehicles shall be limited to sworn personnel whose normal duty assignment requires utilization of a vehicle. **These assignments shall be construed as a privilege.** Personnel who violate the provisions of this or associated directives, orders or procedures may lose the privilege of a individually assigned police vehicle.

II. ELIGIBILITY CRITERIA

- A. Participants in the assigned police vehicle program must be full-time sworn officers must have been released from a training status.
- B. Members of specialized units may be assigned vehicles at the discretion of the Chief of Police.
- C. Any officer eligible for an assigned vehicle may decline to accept it.

III. PROGRAM ADMINISTRATION

- A. Officers shall complete an Assigned Vehicle Parking Location Form (Attachment A) whenever an initial or new parking location is selected. This form shall be forwarded to the Fleet Manager with distribution to the officer's chain of command and the Professional Standards Division. Officers participating in the program must park their assigned vehicle during off-duty hours at one of the following approved locations:
1. At their residence located within Forsyth County;
 2. At a business or residence parking location within the city limits of Winston-Salem.
- B. **Approved business parking locations must be non-hazardous and be highly visible.**
- C. Reasonable measures shall be taken to ensure the vehicle is secure.
- D. **Regulation and approval of parking locations is the responsibility of the OSD Commander or his designee.**
- E. No unauthorized passenger (civilian, family member, etc.) shall be permitted to ride in the assigned police vehicle. (Per General Order 2.20.)
- F. Use of an assigned police vehicle shall be limited to transportation to and from:
1. Departmental facilities (duty, meetings, administrative work, physical training, etc.);
 2. Off-duty court appearance;
 3. Vehicle maintenance and cleaning;
 4. Staff activities;
 5. In-service training courses upon the approval of the Bureau Commander (carpooling may be required).
- G. Officers are authorized to operate their assigned police vehicles enroute to and from police related off-duty work assignments within the city limits. Officers shall refer to [General Order 6.01, Radio Communications, Section X](#), reference procedures for notifying Communications of off-duty activity. Any off-duty employment using the assigned police vehicle must be approved by the employee's chain of command, and be on file with the Professional Standards Division.
- H. Personnel who are unable to report for normal duty for a **period of three (3) or more months** shall notify their immediate supervisor who will determine whether the assigned vehicle will be relinquished until the employee returns to normal duties. Assigned police vehicles are not to be operated by employees on a light-duty status.

- J. Any damage to, or accident involving an assigned police vehicle shall be reported immediately to the Communications Division. Personnel shall refer to [General Order 1.41, Police Vehicle Operation Standards](#), [General Order 1.28, Vehicle Inspections](#), and the [WSPD Internal Investigations Manual](#) for information regarding police vehicle collisions or other damage.
- K. Officers shall adhere to [General Order 2.05, Response Procedures and Pursuit Driving](#), while operating their assigned vehicle off-duty. If a pursuit or other situation requiring the response of a field supervisor should occur, the on-duty field commander shall designate an on-duty field supervisor to respond and assume on-scene supervisory responsibility.
- L. If additional vehicles are required to meet manpower demands for a tour of duty or major special event, assigned police vehicles will be recalled as directed by the Field Services Bureau Assistant Chief.
- M. Unattended police vehicles shall be locked at all times.
1. Officers shall not leave the vehicle keys within the vehicle anytime the vehicle is unattended.
 2. Officers should continually assess the security of off-duty parking locations and take appropriate precautions, as necessary, to minimize or discourage potential damage or unauthorized entry into the vehicle. It is preferred that off-duty parking locations be at residences, or businesses that are in operation 24-hours a day (or located near such businesses).
 -  3. When parked off-duty, it is preferred that all issued equipment be removed from the vehicle's passenger area. In all public off-duty parking locations, to include apartment complexes and on-street parking, all readily removable items such as laptop computers and handheld speed measuring devices will be removed from the passenger area of the vehicle. All weapons, lethal and less lethal, will be removed from the passenger area. All items removed from the passenger area may be stored in the vehicle's trunk.
 4. Personnel will not store any items in the trunk of any vehicle if the interior trunk release mechanism can be utilized without the ignition key. Any officer issued an assigned police vehicle equipped with this mechanism, may have the mechanism disabled by the Fleet Manager.
- N. As representatives of the Police Department, off-duty officers utilizing their assigned police vehicles must be in a position to take police action if necessary. Accordingly, each officer when driving their assigned police vehicle shall:
1. Be appropriately attired to conduct police business should the occasion arise;
 2. Have all of their issued equipment in their vehicle; and

3. Possess their assigned radio and monitor the radio frequency assigned to the district being traveled.



- O. Whenever an off-duty officer in their assigned police vehicle becomes aware of a call for service within their territorial jurisdiction to which their immediate response may prevent loss of life or serious injury or would assist in securing the scene of a serious crime in progress, the officer shall, after advising Communications of their proximity to the incident, respond to the call.
 1. Officers shall notify communications of off-duty activities using the following radio procedure; "OD Unit (off duty), *Unit Call Number* to KLS, *Type of Activity*.
 2. All response codes shall be followed as if the officer were on duty.
 3. Off-duty personnel, who have been canceled by a supervisor or on-scene officer, shall not respond to the scene.
 4. Off-duty personnel shall document in an Incident Report or Supplement Report all actions taken and total time expended during the incident and forward copies to the investigating officer and the off-duty officer's immediate supervisor.
- P. Off-duty personnel in their assigned police vehicle encountering a traffic accident, stranded motorist or other traffic hazard shall notify Communications and render whatever assistance is required until an on-duty unit arrives. Appropriate safety equipment including reflective vests and orange gloves shall be worn during traffic assignments consistent with current on-duty policy.

IV. VEHICLE MAINTENANCE

- A. Cleanliness of an assigned police vehicle is the responsibility of the assigned officer. Supervisors will ensure the cleanliness, interior and exterior, of the vehicle is in proper order.
 1. All assigned vehicles should be washed as needed. All vehicles shall be waxed at least once annually.
 2. Routine maintenance shall be accomplished in a timely manner with an appointment when possible, at Fleet Services (City Garage).
 3. Potentially costly or repetitive repairs shall be approved in advance by the OSD/Fleet Manager.
 4. Time expended off-duty on emergency repairs is to be reported immediately after return to duty to the employee's immediate supervisor.

5. Officers who reside in a county contiguous to Forsyth County, may, upon their immediate supervisor's approval, take their assigned police vehicle home for quarterly cleaning or when deemed necessary by the officer (Officer must have supervisor's approval).

B. Officers shall ensure that emergency repairs are completed as soon as possible.

C. **Mechanical and/or electrical alterations to assigned police vehicles, and unauthorized addition or removal of equipment are specifically prohibited.** Decals and other markings are prohibited without approval from the Chief of Police.

D. Prior to any use of assigned police vehicles, personnel shall inspect their vehicles to determine cleanliness, state of repair, proper functioning and maintenance of equipment, safety hazards, etc... Inspection practices specified in [General Order 1.28](#) shall be followed.

V. PROHIBITED PRACTICES

A. Off-duty officers should avoid stopping at any commercial establishment to conduct personal business while operating their assigned police vehicle. Exceptions will be brief stops at banks, dry cleaners, and other locations for personal emergencies.

B. **Police vehicles shall not be used at any time for the purchase or transportation of alcoholic beverages (Unless it is during the course of an investigation) or after the operator has consumed alcoholic beverages.**

C. Assigned police vehicles shall not be driven outside the city limits except on authorized city business or as allowed by Departmental directives. Officers shall notify their immediate supervisor and request approval prior to operating their assigned police vehicle outside of the city limits during the course of an investigation.

VI. VEHICLE OPERATION OUTSIDE OF THE CITY LIMITS

A. Officers who engage in any situation where they render aid and/or protect the public as necessary and reasonable while operating their assigned police vehicle outside the city limits shall;

1. Stand by and await the arrival of the appropriate agency, if necessary.

2. Notify their immediate supervisor and/or the on-duty Field Commander as soon as possible. The supervisor will then notify the Public Safety Attorney as soon as possible.

3. Initiate an Incident Report documenting the events and the actions taken. A copy of the report should be forwarded through the officer's chain of command with distribution to the Public Safety Attorney and the Professional Standards Division.

- B. Officers will not **initiate** any enforcement action from any point greater than one mile outside the city limits.

- C. **Officers who render assistance to stranded motorists and/or engage in non-enforcement activities will notify communications of their activity and ensure that the activity is captured within the Computer Aided Dispatch system (CAD), no incident report is necessary for stranded motorists, or standing by on accident scenes.**

VII. ATTACHMENT

- A. Attachment A - Assigned Vehicle Parking Location Memorandum

WINSTON-SALEM POLICE DEPARTMENT

GENERAL MEMORANDUM

TO:
(OSD/Fleet Manager)

DATE:

FROM:
(Officer)

DISTRIBUTION:
Chain of Command
Professional Standards Division

SUBJECT: Assigned Vehicle Parking Location Notification

Vehicle #:

Vehicle Make:

Vehicle Year:

Registration Plate #:

Assignment

Code #:

Home Phone #:

Cell Phone/Pager

PARKING LOCATION

Residential parking locations in the city limits of Winston-Salem are the preferred parking locations for vehicles that are assigned to officers living outside Forsyth County.

Residence ____ Business ____ Fire Station ____ Church ____

Beat #: ____ Facility/Business Name: _____

Address: _____

Property Owner: _____

Parking Permission Granted By: _____

Contact Person: _____ Contact Phone #: _____

Date: _____

Number of miles between this parking location and PSC: _____

SUMMARY OF MINUTES

PUBLIC SAFETY COMMITTEE

6:13 p.m., Monday, October 10, 2016

COMMITTEE ROOM

Room 239, City Hall

MEMBERS PRESENT: Council Member James Taylor, Jr., Chair
Council Member Vivian H. Burke, Vice Chair
Council Member Jeff MacIntosh

MEMBERS ABSENT: Council Member Molly Leight

Chair Taylor called the meeting to order and stated that without objection, the Committee would first consider the Consent Agenda and asked if any items needed to be removed for discussion. No items were removed.

Council Member MacIntosh made a motion to approve the Consent Agenda. The motion was duly seconded by Council Member Burke and carried unanimously.

CONSENT AGENDA

- C-1. ORDINANCE AMENDING SECTION 42-122(F) OF THE CITY CODE RELATING TO 25 MILES PER HOUR SPEED LIMITS (SOUTHEAST WARD) – *Hickory Creek Road and Hickory Creek Court.*
- C-2. APPROVAL OF PUBLIC SAFETY COMMITTEE SUMMARY OF MINUTES – *September 12, 2016.*

GENERAL AGENDA

- G-1. RECOGNITION OF THE WINSTON-SALEM FIREFIGHTER COMBAT CHALLENGE AND RESCUE TEAM.

Mr. Trey Mayo, Fire Chief, presented this item and recognized Dwayne Cheek, John Pennington, Bill Antonio, Brad Duncan and Ricky Brown as the Firefighter Challenge Team. He also recognized and acknowledged the younger members of the Firefighter Combat Challenge and Rescue Team. Travis Franklin, Chris Keesler, Captain Marcus Drone, Captain James Brinkley, and Justin Groves were recognized as members of the Rescue Team.

- G-2. WINSTON-SALEM POLICE DEPARTMENTS GANG UNIT AND GANG STEERING COMMITTEE’S ACTIVITIES

Mr. Barry Rountree, Police Chief, gave a brief introduction on this item.

Sergeant Scott Doss, Gang Unit Supervisor, Police Department, gave a brief report and presented follow-up information on this item.

In response to Council Member MacIntosh, Sgt. Doss stated gang membership is decreasing.

Mrs. Jemi Moore, Gang Steering Committee, 450 Huntinggreen Lane, Apt. A, gave a presentation on this item.

In response to Council Member Burke, Mrs. Moore stated there are several ways in which parents are involved. Positive Youth Engagement Activities is where the parents have to come in and go through an orientation and provide an assessment. Functional Family Therapy is provided in the homes.

In response to Council Member Burke, Sgt. Doss stated the Gang Unit communicates with the Gang Steering committee as soon as it discovers individuals that want out of the gangs.

G-3. RESTRICTION OF ANIMAL ACTS IN CIRCUSES WITHIN THE CITY. *[Item continued from the August and September meetings of the Public Safety Committee.]*

Mr. Gregory Turner, Assistant City Manager, gave the staff report on this item.

Ms. Collene Smith, 209 Gillian Lane, Holly Springs, presented and spoke of her support on behalf of this item.

Ms. Martha Cecil, 2026 Creekwood Drive, Greensboro, spoke in support of the City's consideration of this item.

Council Member MacIntosh suggested, if someone wanted to bring wild animals into Winston-Salem, they should have to be a part of an organization or group that demonstrates positive standards for these acts. He asked staff to research the types of groups involved in this process.

Chair Taylor asked the City Attorney to research and see if this option by would be acceptable to the Dixie Classic Fair.

Chair Taylor made a recommendation to continue to hold this item in Committee and bring it back to discuss in December.

Council Member Burke requested documentation be collected via polls on citizen positions on this item.

Chair Taylor suggest staff document polls and options via the City's social media outlets.

ADJOURNMENT 6:59 p.m.