

SUBMITTED BY: Rocio Garcia-Pedroza, HR Manager

MANAGEMENT TEAM REVIEW: Ana Urquijo, City Manager

FOCUS AREA: Organization Improvements

**ORGANIZATIONAL
IMPROVEMENTS:**

SUBJECT: **SECOND READING OF ORDINANCE NO. 23-1171**, an Ordinance of the Mayor and Council of the City of Douglas, Cochise County, Arizona, to undertake a **DEPARTMENTAL REORGANIZATION** affecting the **POLICE DEPARTMENT** and **AMENDING** the Ordinances No. 631, 673, 728, 848, 04-871, 09-954, 13-1027, 18-1086, 19-1103, 19-1108, 21-1133, 22-1142 and 23-1159; establishing severability of components of ordinance; and establishing an effective date thereof.

EXECUTIVE SUMMARY:

Staff is bringing forward a reorganization affecting the City of Douglas Police Department for Mayor & Council's approval.

BACKGROUND:

Through the budget process, we currently have a limited status Accreditation Manager position approved for this fiscal year. The Douglas Police Department recognizes the benefits that accreditation status brings to the agency through peer review of internal policies, procedures, operations and training intended to promote industry best-practices and improved transparency with the community that the department proudly serves. The Arizona Law Enforcement Accreditation Program (ALEAP) was established by the Arizona Association of Chiefs of Police (AACOP) in 2018. ALEAP worked tirelessly to tailor industry-best practices for law enforcement throughout the great state of Arizona.

The accreditation process is information intensive and time sensitive. The police department is proposing instead of hiring a limited status Accreditation Manager, to eliminate the one vacant Police Sergeant position (1 of 6) and create a fulltime permanent Police Administrative Programs Coordinator position. This position will be in charge of the initial and ongoing accreditation process along with other administrative programs such as the body worn cameras.

DISCUSSION:

Below are the areas that require action as part of this reorganization:

Police Department

- Reduce the number of Police Sergeants from 6 to 5. (*approximate annual savings \$93,000*).
- Create a full-time equivalent permanent status Police Administrative Programs Coordinator position, range 26 (*approximate annual cost \$87,000*).

The attached documents include an organizational chart of all positions in the City.

FISCAL IMPACT:

Approximate annual net savings of \$6,000.

“...I MOVE THAT THE MAYOR AND COUNCIL APPROVE THE SECOND READING OF ORDINANCE NO. 23-1171 BY NUMBER AND TITLE ONLY.”