



# MEDINA POLICE DEPARTMENT

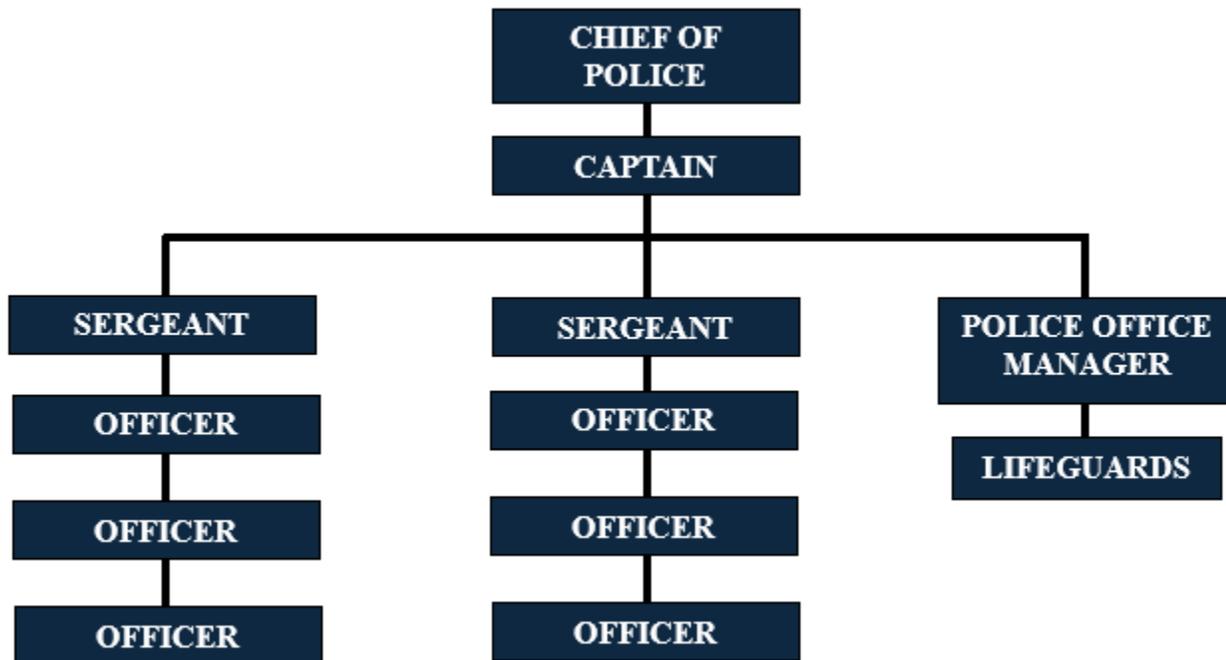


## HB 2015

### Law Enforcement Personnel Resource Expansion

Public Safety Funding Program ESHB 2015 is a statewide public safety funding law that establishes a funding source strictly for local and tribal law enforcement agencies to be used for criminal justice purposes. Municipalities are granted the opportunity to establish a new 0.1% sales and use tax to be utilized in conjunction with a \$100 million grant program to support hiring, training and retaining officers at local law enforcement agencies in Washington State.

Currently, the structure of the Medina Police Department consists of six patrol officers, two patrol Sergeants, the Captain and the Chief of Police (shown below).

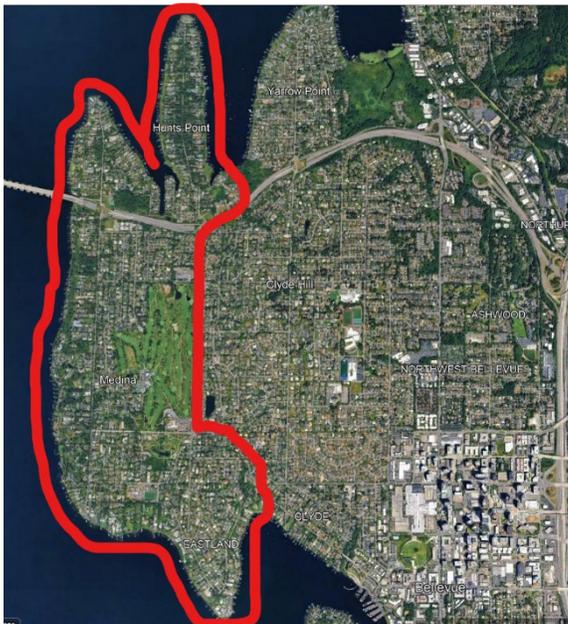


In order to provide police services 24 hours per day every day of the year, officers work 12-hour patrol shifts. In an effort to maximize our limited resources, responsibly utilize overtime funds, maintain consistent visibility within our community and ensure the health and safety of our officers, we employ a scheduling model that provides the greatest patrol coverage while offering reprieve for our personnel. The model below represents one patrol squad at full-staffing:

**24-hour Operational Period  
Full Staffing**

<b>Patrol Sergeant 12:00pm – 10:00pm</b>	
<b>Dayshift Officer 5:00am – 5:00pm</b>	<b>Nightshift Officer 5:00pm – 5:00am</b>
<b>Swing Shift Officer 12:00pm – 12:00am</b>	

At full staffing, the dayshift officer is completely alone on patrol for all of Medina and Hunts Point from 5:00am – 12:00pm when the swing shift officer arrives for their shift. The nightshift officer is completely alone on patrol for all of Medina and Hunts Point from 12:00am (midnight) – 5:00am when they are relieved from duty by the incoming dayshift officer.



Especially over the past several years, full staffing has become a rare circumstance within the Medina Police Department and every other law enforcement agency within the State of Washington. Short-term shift vacancies are frequently caused by mandatory trainings, illnesses, personal emergencies, vacations, etc. Long-term shift vacancies are attributed to newly-hired police personnel still in the police academy or in the field training program who cannot yet fill a solo patrol shift and vacancies due to resignations or retirements that have not yet been replenished by a new police officer. Under these circumstances, staffing levels for patrol shift to the minimum staffing model of one dayshift officer and one nightshift officer in a 24-hour period. This leaves both officers on patrol completely by themselves for the entirety of their shift. On weekdays, the dayshift officer generally has the Command and Administrative staff in the office. On weekends, however, the dayshift officer is completely alone for the entirety of their 12-hour patrol shift. Regardless of the day of the week, the nightshift officer is alone for all 12 hours of their patrol shift.

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**24-hour Operational Period  
Minimum Staffing**

<b>Patrol Sergeant 12:00pm – 10:00pm</b>	
<b>Dayshift Officer 5:00am – 5:00pm</b>	<b>Nightshift Officer 5:00pm – 5:00am</b>

A lateral officer with commissioned police experience from another agency is generally unable to fill a solo patrol shift until they complete the four-month field training program that starts on their date of hire. For example, a lateral officer hired on January 1<sup>st</sup> is unable to fill a patrol shift on the schedule until April 1<sup>st</sup> of that same year. So, an entire patrol shift remains vacant for those four months until the lateral officer has successfully completed the field training program. An entry-level officer with no previous law enforcement experience is unable to fill a solo patrol shift until they complete the six-month police academy and subsequent four-month field training program. An additional two months can easily be relinquished to time waiting for a police academy class availability to open and the multitude of required department-level training that must be completed before the officer can even start a training shift on patrol. In total, an entry-level police officer generally is not able to fill a solo patrol shift for one full year after date of hire.

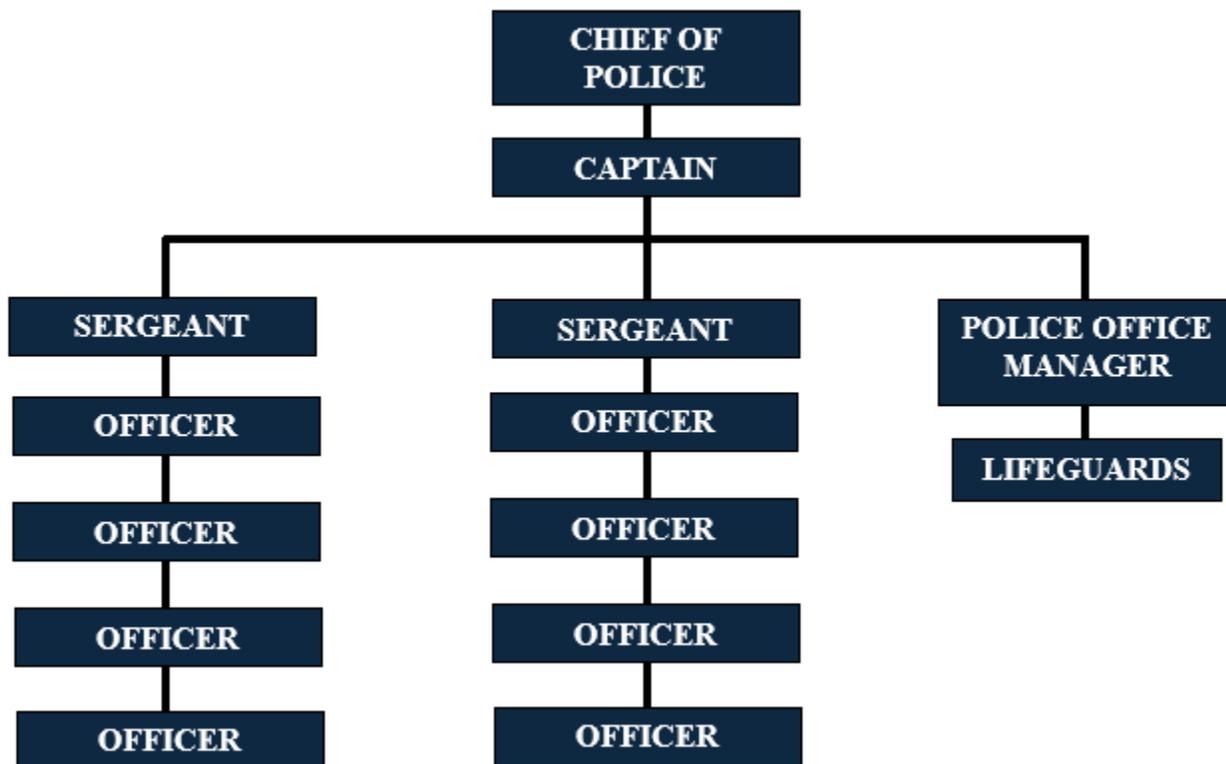
With enough advanced notice, absences by the dayshift or nightshift officer are filled by adjusting the swing shift officer to that vacant shift. In cases of personal emergencies or illness, the shifts must be backfilled by paying an officer overtime to work the shift on their day off. Not only can this practice become extremely costly, but the deprivation of respite can quickly lead to extreme fatigue, illness, injury, relationship issues and job dissatisfaction even amongst the most well-rounded police personnel.

**IDEAL STAFFING MODEL**

An ideal staffing model for the Medina Police Department would allow for two officers on every patrol shift (dayshift and nightshift). This would ensure no officer (especially nightshift) is forced to work by themselves for an entire 12-hour patrol shift. A model of an operational shift as well as the staffing model is shown below:

**24-hour Operational Period  
Full Staffing – Eight Patrol Officers**

<b>Patrol Sergeant 12:00pm – 10:00pm</b>	
<b>Dayshift Officer 5:00am – 5:00pm</b>	<b>Nightshift Officer 5:00pm – 5:00am</b>
<b>Dayshift Officer 5:00am – 5:00pm</b>	<b>Nightshift Officer 5:00pm – 5:00am</b>



In order to achieve this ideal staffing model, two additional patrol officers would need to be added to the Medina Police force. At an estimated \$200,000 per full-time police officer (including salary and benefits), that would require an additional \$400,000 upscale of the police department personnel budget.

An acceptable short-term solution to the current need for additional police personnel is the addition of one patrol officer to the agency. This additional officer would be utilized to bridge any staffing gaps and relieve the strain on officers filling shifts on overtime hours. This officer position would start their shift in the early afternoon in time for the post-lunch and rush hour commutes. Ending their shift at 2am would ensure that officer is available for the majority of priority calls for service that occur during the nightshift hours. The following model shows a two-week operational period showing full 24/7 patrol coverage with overlaps by the additional officer:

**Week 1**

		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>Squad 1</b>	<b>Day shift</b>	5a – 5p	5a – 5p			5a – 5p	5a – 5p	5a – 1p
	<b>Swing shift</b>	12p – 12a	12p – 12a			12p – 12a	12p – 12a	1p – 9p
	<b>Nightshift</b>	5p – 5a	5p – 5a			5p – 5a	5p – 5a	9p – 5a
<b>Squad 2</b>	<b>Day shift</b>			5a – 5p	5a – 5p			
	<b>Swing shift</b>			12p – 12a	12p – 12a			
	<b>Nightshift</b>			5p – 5a	5p – 5a			
	<b>Additional</b>	2p – 2a	2p – 2a	4p – 12a			2p – 2a	2p – 2a

**Week 2**

		<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>
<b>Squad 1</b>	<b>Day shift</b>			5a – 5p	5a – 5p			
	<b>Swing shift</b>			12p – 12a	12p – 12a			
	<b>Nightshift</b>			5p – 5a	5p – 5a			
<b>Squad 2</b>	<b>Day shift</b>	5a – 5p	5a – 5p			5a – 5p	5a – 5p	5a – 1p
	<b>Swing shift</b>	12p – 12a	12p – 12a			12p – 12a	12p – 12a	1p – 9p
	<b>Nightshift</b>	5p – 5a	5p – 5a			5p – 5a	5p – 5a	9p – 5a
	<b>Additional</b>				2p – 2a	2p – 2a		

**FUNDING OPPORTUNITIES  
THROUGH HB 2015**

The revenue generated from the sales and use tax of 0.1% is estimated to generate approximately \$25,000 in annual revenue and its use is restricted to criminal justice purposes only. The second provision of HB 2015 is a grant opportunity to support hiring, training and retaining officers. The grant awards up to \$125,000 to provide up to 75% of the entry-level salaries and benefits of full-time law enforcement officers. The requirements of the applying police agency are comprehensive and extensive. Owing to the high standards for training, policy management, professionalism and fiscal responsibility, the Medina Police Department meets all the requirements set forth in the provisions of the grant.

An additional police officer position would undoubtedly reduce the costs of overtime expenses, substantially diminishing the need to pay officers overtime to fill vacant shifts on their regularly-scheduled days off. Following an analysis of 2025’s overtime expenses and estimating the reduction in overtime costs assuming full staffing and an additional officer position, the Medina Police Department would save at least \$25,000 per year in overtime costs.

The remaining allocation required to fund this new position would be supplied through the contract for police services for the Town of Hunts Point as well as other grants and reimbursements secured by the Medina Police Department annually.

Assuming the aforementioned estimate of \$200,000 to fund a police officer position with salaries and benefits, the following estimations and calculations show the immediate feasibility of the additional police officer position for the Medina Police Department:

Sales & Use Tax	\$25,000 annually
Grant Award	\$125,000 annually
Overtime Savings	\$25,000 annually
Additional (annual grants, Hunts Point contract, etc.)	\$25,000 annually
<b>TOTAL</b>	<b>\$200,000 annually</b>

The grant award is available for a maximum of 36 months, so upon three years post award the Medina Police Department will have needed to have established a funding source to make up for the supplement \$125,000 annually in order to continue to fund the additional officer position. In a worst-case scenario, the Medina Police Department could simply not fill a vacancy that opens as the final months of the grant award draw to a close. Three years' of funding would provide the agency with increased officer morale, increased police service for the Medina and Hunts Point communities and an excellent case study to determine the realized benefits of a stronger Medina Police Department workforce.

The Medina Police Department encourages the Medina City Council to adopt the 0.1% sales and use tax allowed through HB 2015. We hope our unwavering dedication to providing professional and top-tier police services and our unparalleled approach to law enforcement has built the trust and appreciation of our community and shown that with more resources comes an exponentially greater level of operational distinction.

