



Office of the Town Manager
Frank Cassidy

STAFF REPORT

Warrenton Town Council

Carter Nevill, Mayor
Heather Sutphin, Ward 1
William Semple, Ward 2
Brett Hamby, Ward 3
James Hartman, Ward 4 Vice Mayor
Eric Gagnon, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Council Meeting Date:	September 10, 2024
Agenda Title:	Town of Warrenton Police Department Overview
Requested Action:	Receive the report from the Police Department
Department / Agency Lead:	Police
Staff Lead:	Timothy M. Carter, Chief of Police

EXECUTIVE SUMMARY

This staff report provides an overview of the Police Department, including highlights of recent accomplishments and current initiatives.

BACKGROUND

The mission of the Warrenton Police Department is to work in partnership with the residents and businesses of our community to provide a safe and secure environment. With community service as our foundation, we are driven to enhance the quality of life by providing effective law enforcement services through transparent and impartial policing

STAFF RECOMMENDATION

Receive the information provided. I encourage all constructive feedback.

Service Level/Collaborative Impact

The Warrenton Police Department has an authorized strength of 28 sworn officers and 4 civilian personnel. Currently sworn staffing is at 27 officers, two of which are in field training and one who will be attending the next law enforcement academy in October. It is anticipated that the remaining vacancy will be filled shortly.

Our goals are defined by our current strategic plan and include:

- Proactive Public Safety Strategies
- Community Partnerships and Collaboration

- Staffing and Recruitment
- Internal Resources
- Training and Development

We continue to develop strategies to reduce crime and improve the quality of life for those who reside in and visit Warrenton. Our motor officer, who is a member of the Traffic Safety Task Force, performs proactive traffic enforcement on a rotating basis in problem areas and in response to complaints, develops public safety announcements in partnership with our Public Information Office, and provides traffic safety education services to citizens, schools and businesses. We have been working with Fleet Services to maintain and upgrade our aging duo of police motorcycles with the goal of staffing a second motor unit to increase our traffic safety effectiveness. And we have utilized our motor officer to supplement our patrol division during lean staffing periods and to bolster our public safety initiatives and details, when necessary.

We use GIS, crime data, and police officer deployment towards hot spot policing strategies to address current and emerging crime trends in our community. This includes identifying key times for calls for service and moving resources to address those times. By doing so, we have been able to reduce our reportable traffic crashes and Part 1 crimes.

In our efforts to build community policing strategies that promote meaningful partnerships and opportunities for productive interaction with the community, we have continued to create and strengthen avenues of communication between the police department and the community. Our Community Action Team and Faith Coalition groups are vital components of our community outreach philosophy. We have expanded our Community Action Team to include local business owners. And we have recently assigned a police officer to each ward as their police department representative. We are also developing more opportunities for community engagement by expanding our use of our Volunteer Program in community events, rebuilding our internship program, and developing a Youth Community Academy with a target first class of summer 2025.

We are developing creative ways to attract and retain qualified candidates from across the country, while still focusing close to home, who represent the diverse community we serve. This included creating a new recruiting policy, laying out specific strategies to recruit a diverse workforce, and identifying and implementing a recruiting team. We have been working with the Human Capital Department to develop a career development plan designed to help our employees achieve their career goals by providing a roadmap to follow. This plan will benefit the Police Department and the Town by helping to retain top talent and foster a culture of life-long learning. We are also working with the Human Capital Department on an employee engagement initiative focused on developing an environment where employees feel passionate, energetic, and committed to their work. Such environments engage employees to give their hearts, minds, and talents to deliver a high level of performance. The by-products are a more fulfilling work experience and decreased turnover. We have taken other steps to improve the engagement and communication with our

employees to include the creation of committees focused on giving employees input into the decisions and direction of the department. Two of these committees are the Uniform & Equipment Committee and the Internal Policy Review Committee. Both have proven very successful in providing a voice for employees and in being a force multiplier for the department's efforts. We also created a Sergeant position in the Support Services Bureau to assist the bureau Lieutenant, provide oversight of the bureau's functions, and create an additional internal growth opportunity. Lastly, we are developing regular morale and welfare events for employees utilizing our Office of Public Information and Community Engagement as well as the Human Capital Department.

We have worked to identify, develop, and enhance our internal programs. As previously stated, we created an internal policy review committee which, in addition to our Community Action Team, reviews our internal policies and makes suggestions on changes based on current trends and best practices. This has the effect of providing additional insight into our policies by those most affected by them, our employees. We have updated our procedures to conduct annual staff inspections, up from the accreditation standard of three years, which has the effect of helping us more frequently evaluate performance, identify deficiencies, improve operations, ensure compliance, and ensure efficient use of resources.

We have created a succession planning strategy by creating a mentorship program and policy for potential leaders and new officers, and identifying key areas where the potential for lost knowledge is high, sometimes due to expected retirements, and creating plans to address these areas. We have created an officer wellness strategy by building upon our existing peer support program by adding members and increasing training opportunities, developing a physical fitness standard for current employees and providing incentives to participate, and adjusting scheduling while mandating employees stay within established leave caps to ensure they get sufficient time off each year.

We have identified and developed strategies for a well-trained workforce including continual development of leadership plans for all supervisors, training tracks for all disciplines, and field training standards for newly promoted sergeants. We have also identified key training personnel to fill specialty instructor roles such as Taser, firearms, defensive tactics, baton, and Project Lifesaver, to name a few. Having instructors trained in these specialties enhances their development, increases efficiency for the department over having to send our employees elsewhere for training, and helps fulfill our commitment to our regional law enforcement academy to assist them with training new recruits.

Policy Direction/Warrenton Plan 2040

The Police Department is focused on accomplishing the goals set forth in Plan Warrenton 2040. In particular, the Police Department meets goal CF-2 by its responsive nature, community engagement, and the effectiveness of its programs. Goal CF-2.1 is met through the Department providing an acceptable level of service through the proper staffing and acceptable response times. And Goal CF-2.5 is met through the Department's continued cooperative agreements with the Fauquier County Sheriff's Office, Fauquier County

Department of Social Services, and other County agencies to meet the public safety needs of the community.

Fiscal Impact

There is no fiscal impact to the Town at this time. The Warrenton Police Department is implementing the aforementioned programs and initiatives using current funding sources.

Legal Impact

There is no legal impact to the Town at this time.

ATTACHMENTS

None