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September 23, 2014

Chief Christopher Chew  
Evesham Township Police Department  
984 Tuckerton Road  
Marlton, NJ 08053

Dear Chief Chew:

Enclosed is the Assessment Report for the Evesham Township Police Department. Your agency is scheduled for a review committee hearing at the next Commission Conference in Albuquerque, New Mexico on Saturday, November 22, 2014.

You and/or other members of your agency are invited to attend the hearing and assist with the presentation. While the Commission does not require an agency representative's presence at the hearing, it invites their participation when they are available.

Contingent upon the recommendation of the review committee, formal presentation for Law Enforcement Accreditation to the full Commission will occur at the Awards Banquet, Saturday evening November 22, 2014.

We look forward to seeing you in Albuquerque, New Mexico.

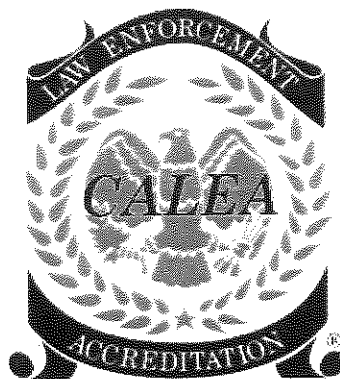
Sincerely,

A handwritten signature in black ink that reads "W. Craig Hartley, Jr." The signature is written in a cursive style.

W. Craig Hartley, Jr.  
Executive Director



**Assessment Report**  
**Evesham Township (NJ) Police Department**  
**2014**



## Table of Contents

A. Agency Name, CEO and AM .....	1
B. Dates of the On-Site Assessment.....	1
C. Assessment Team.....	1
D. CALEA Program Manager and Type of On-site .....	1
E. Community and Agency Profile .....	2
Community profile .....	2
Agency profile .....	2
Demographics .....	3
Future issues.....	4
CEO biography.....	5
F. Public Information Activities: .....	5
Public Information Session.....	5
Telephone Contacts .....	6
Correspondence.....	6
Media Interest .....	7
Public Information Material.....	7
Community Outreach Contacts .....	7
G. Essential Services .....	8
Law Enforcement Role, Responsibilities, and Relationships and Organization, Management, and Administration. (Chapters 1-17).....	8
Bias-Based Profiling .....	8
Use of Force.....	10
Personnel Structure and Personnel Process (Chapters 21-35).....	11
Disciplinary Matters and Awards and Recognition .....	11
Grievances .....	13
Recruitment and Selection .....	14
Training and Performance Evaluation .....	15
Promotions .....	16
Law Enforcement Operations and Operations Support (Chapter 41-61).....	17
Crime Statistics and Calls for Service .....	17

Vehicle Pursuits .....	18
Criminal Investigations and Juveniles .....	19
Crime Prevention / Community Involvement .....	20
Critical Incidents, Special Operations, Homeland Security.....	20
Internal Affairs and Complaints against Employees .....	21
Traffic.....	22
<b>Detainee and Court Related Activities; Auxiliary and Technical Services (Chapters 70-84).....</b>	<b>23</b>
Legal Process .....	23
Communications .....	24
Records.....	24
Property and Evidence.....	25
H. Applied Discretion Compliance Discussion .....	26
I. Standards Noncompliance Discussion:.....	26
J. 20 Percent Standards: .....	26
K. Future Performance / Review Issues.....	26
L. Table: Standards Summary .....	26
M. Summary.....	27
File Maintenance.....	28
Index of Appendices .....	28

**A. Agency Name, CEO and AM**

Evesham Township (NJ) Police Department  
984 Tuckerton Road  
Marlton, NJ 08053  
853.983.1116  
[www.eveshampd.org](http://www.eveshampd.org)

Christopher Chew, Chief of Police  
Captain Thomas Reinholt, Accreditation Manager

**B. Dates of the On-Site Assessment**

August 3-6, 2014

**C. Assessment Team**

1. Team Leader: B. A. (Jay) Murphy  
Chief of Police (Ret.)  
Cape Coral Police Department  
3130 SE 18<sup>th</sup> Ave  
Cape Coral, FL 33904  
239.229.0911  
[jmurph@comcast.net](mailto:jmurph@comcast.net)
  
2. Team Member: Lieutenant Virgil Hubbard  
Knoxville Police Department  
P. O. Box 3610  
Knoxville, TN 37927  
865.215.7522  
[vhubbard@cityofknoxville.org](mailto:vhubbard@cityofknoxville.org)

**D. CALEA Program Manager and Type of On-site**

Mr. Steve Mitchell, Program Manager  
First Re-Accreditation, B size, (80 personnel: 70 sworn, 10 non-sworn)  
5<sup>th</sup> edition Law Enforcement Advanced Accreditation  
Power DMS is being utilized for file management purposes.

## **E. Community and Agency Profile**

### **Community profile**

Evesham Township is a township in Burlington County, New Jersey, and can trace its history back to November 6, 1688, when it was formed as Evesham. It was incorporated as one of New Jersey's original 104 townships by an Act of the New Jersey Legislature on February 21, 1798. Portions of the township were later taken to form the townships of Washington, Medford, and Mount Laurel.

The township operates under the Council-Manager form of local government. The township council consists of five members, elected in at-large elections, including a directly elected Mayor. The council appoints the township manager who is responsible for the township's daily operations and hires department directors.

Marlton is a historic community located within Evesham Township. Marlton is often used in place of the township's name, even when referring to locations beyond the community's boundaries.

### **Agency profile**

At a public meeting in May of 1966, the ordinance known as "The Police Ordinance" was successfully passed by the Evesham Township Committee. The Police Ordinance allowed for the creation of Evesham's first full-time police department.

From its beginning in 1966 with the chief and five officers, the agency has grown to an authorized staffing of 70 sworn officers and 10 non-sworn personnel and is led by Chief Christopher Chew, its sixth police chief.

The agency structure is similar to other contemporary law enforcement agencies. The Operations Division is directed by Captain Walt Miller and is comprised of the Investigative and Patrol Bureaus. The Investigative Bureau has a squad of detectives who are responsible for the criminal investigation of all crime that occurs within Evesham Township and the proactive enforcement of various narcotics and vice laws. The agency's criminal intelligence and school resource officers are also assigned to the Investigative Bureau. The Patrol Bureau is comprised of four platoons of two squads and two supplemental squads that provide additional officers during periods of highest demand based on workload analysis.

The Administrative Division, led by Captain Thomas Reinholt, encompasses the services provided by the Support Services Bureau and the Office of Professional Standards. The Support Services Bureau contains both sworn and civilian employees who work in a unified effort ensuring the bureau assists the agency in accomplishing its mission. Numerous responsibilities and duties fall within the Support Services Bureau; a partial list of tasks assigned to the bureau includes Traffic Unit, Records, Community Policing, D.A.R.E., Fleet Management, Quartermaster, Technology, and Court Liaison. The Office of Professional Standards maintains direct oversight of the Training Unit and is tasked with overseeing agency inspections, human resource concerns, and the accreditation process.

The third and final component is the Internal Affairs Bureau managed by Lt. Brian Rosenberg.

### Demographics

The demographic composition of the agency has remained static during this accreditation period. Minor changes have occurred, but the agency remains underrepresented in all of the protected classes it serves.

Demographics Report												
	Service Population		Available Workforce		2014				2011			
	#	%	#	%	Sworn		Female		Sworn		Female	
					#	%	#	%	#	%	#	%
Caucasian	40,545	91%	27,395	86%	63	97%	3	100%	63	97%	3	100%
African-American	1,367	3%	3,680	12%	1	2%	0	0%	0	0%	0	0%
Other	2,722	6%	622	2%	1	2%	0	0%	2	3%	0	0%
Hispanic**	911	2%	2,730	9%	3	5%	1	33%	2	3%	0	0%
Total	44,634	100%	31,697	100%	65	100%	3	4%	65	100%	3	4%

\*\* Hispanic is a protected class and not a race; therefore, it is present in all races and not included in total.

The agency cites the township's restriction on hiring only certified officers as a hindrance to attaining its goals in this area and is contemplating requesting an amendment to the local ordinance to allow the agency more flexibility in its hiring decisions.

While 25 percent of the agency hires during this period were members of protected classes, with only eight officers being hired in three years, these two individuals had little impact on the statistics.

### **Future issues**

Issues influencing the agency's future revolve around funding and recruitment efforts. In 2009, the agency was staffed with 76 full-time officers. Attrition since 2009 has resulted in a 10 percent reduction in staffing, as eight positions remained vacant due to the economic downturn. During this same period, the agency has seen a five percent increase in calls for service. An increase in citizens' desire for additional community policing activities, along with a heightened proactive effort in the prevention of the social harms affecting the township, has contributed to increased workload. The cumulative impact of decreased staffing levels is beginning to manifest itself in the agency's ability to respond to calls for service in a timely manner and balance the township's need to be involved in more community based events.

Another issue affecting future funding is the state legislature's decision to enact strict caps on tax rates, which have significantly influenced the township's fiscal flexibility in addressing changing needs.

The agency has identified its recruitment and selection process as a topic of concern. The current township ordinance requires all potential candidates for the position of police officer to have a full police certification from the New Jersey Police Training Commission.

Previously, candidates could sponsor themselves through a police academy and then chose where they wanted to be employed upon graduation. While this program worked well for over 15 years, the economic downturn and the resulting lay-offs created a dynamic situation with unemployed certified police officers outnumbering job openings. The New Jersey Police Training Commission (PTC) responded by suspending the Alternate Program to assist unemployed officers in regaining employment.

The local impact of the PTC policy change revealed itself in a recent recruitment process, wherein the agency was unable to attract a sufficient number of fully trained candidates. In response, the agency is considering amending the township's ordinance to allow for a local testing process in an effort to expand the pool of qualified candidates. The agency hypothesizes the larger candidate base will assist in increasing the organization's diversity and identifying higher quality academy candidates, all of which are for the community's betterment.



### **CEO biography**

Chief Chew began his career with the Lower Alloways Police Department (Salem County) in 1996 and served briefly there before accepting a position with the Evesham Township Police Department in February of 1997.

After joining the Evesham Township Police Department, Chief Chew served in various positions within the Evesham Township Police Department, including patrol officer, detective, patrol supervisor, patrol bureau commander, internal affairs commander, and served as the department's first accreditation manager. In February 2012, he was promoted to Captain and was assigned as the department's executive officer until his selection as Chief of Police in August 2013.

Chief Chew is a graduate of both the FBI Law Enforcement Executive Development Program and the 250<sup>th</sup> Session of the FBI National Academy.

Chief Chew was awarded a master's degree in Administrative Sciences, with certificates in law and public safety administration and global leadership from Faleigh Dickinson University.

### **F. Public Information Activities:**

Public notice and input are a cornerstone of democracy and CALEA accreditation. This section reports on the community's opportunity to comment on their law enforcement agency and to bring matters to the attention of the Commission that otherwise may be overlooked.

#### **Public Information Session**

The agency provided for a public hearing on Monday, August 4, 2014. The team opened the meeting at 5:30 p.m. Approximately 14 individuals were present for the hearing, with nine choosing to offer comments at the hearing.

The overwhelming theme of the public information session was the tremendous community involvement undertaken by the agency. Seven of the nine speakers present were part of an organized presentation that captured many, if not all, of the agency's community programs.

Ms. Lori Sobin spoke on behalf of the group and noted that the agency's Police Unity Tour cycling team and the Evesham Cycling Team served as a catalyst for many other events. Lane Davis, Bill Gelernt, Jay Levenson, Dan Morton, and Sandy Student joined Ms. Sobin as individual community programs were discussed.

Sam Student spoke about how a conversation with a SRO and his decision to volunteer at the police department subsequently led to his present day adult employment with an upstart digital media company. Richard Roemetz, a recent Citizen Police Academy (CPA) graduate, spoke about his CPA experience and the agency's efforts to maintain the township's high expectations of quality of life.

Chief Loudon of the Evesham Fire Department spoke about the improved levels of cooperation during the present and immediate past administration. He also praised the agency for the leadership role it has taken in the public safety community of southern New Jersey.

#### **Telephone Contacts**

The agency provided the team with a direct, call-in line for the public. Telephone calls were received during the publicized telephone call-in hours of Monday, August 4, 2014 from 1 p.m. - 3 p.m.

Seven individuals, all law enforcement professionals, took advantage of the public call-in session. The common theme was probably best expressed by Acting Chief Perna of the Clayton Police Department who stated that he has watched the agency grow over the years; and today, the Evesham Police Department sets the standard instead of following the standard. Chief Meder of Medford Police echoed this by noting the agency is one reason he is a resident of Evesham.

Chief Sawyer of Mantua and Chief McKeown of Monroe Township, New Jersey, both added the willingness of the agency to share its successes with others who are striving to achieve accredited status. The former president of the area PAC, Lt. Finck of Monmouth County Sheriff's Office, and Peter Amico of Rowan University confirmed this in their comments.

Chief Investigator D'Ascentis of the Burlington County Prosecutor's Office called to express his agency's appreciation and support of the Evesham Police Department.

#### **Correspondence**

Mr. Reed Layton, Senior Director of Public Safety for Rowan University, provided his comments in writing to the Commission expressing his support for the agency and acknowledging the agency's willingness to assist others and its leadership role in the New Jersey law enforcement community.

### **Media Interest**

There was no interaction with the media during the on-site.

### **Public Information Material**

The agency's announcements were posted throughout the community at various community centers. In addition, a notice was given in the local paper informing the public of their ability to provide information to the process.

### **Community Outreach Contacts**

George Tencza, representative of Town Watch and National Night-Out, met with the team and commented about the positive change he has observed in the agency over the past four to six years. Mr. Tencza welcomed the agency's community engagement efforts as a refreshing change from the prior administration.

Ms. Dubravke Kolumbic, journalist with *The Central Record*, a local newspaper, for five years, was appreciative of the agency's transparency and willingness to work with the media and that this contributes to its high level of community support. She also noted the success the agency has enjoyed with social media and how her newspaper links to the agency's social media sites in order to provide photos and other information to its readers.

Alexander Selnek, a member of the current Junior Police Academy, met with the team along with his parents, Lori and James Selnek. Alexander was very excited about his experience at the weeklong event and particularly enjoyed the K-9 demonstration. He aspires to become an Evesham police officer.

The Honorable Karen Caplan, Evesham's Municipal Court Judge, commented on the teamwork exhibited by the officers and court employees. The officers' courtroom demeanor serves to credit the agency and the community they serve, and it has been her experience that officers assigned to court security are very professional and handled every situation that arose in an ideal manner.

Nash Rotter, a local businessperson and Rotarian, met with the team during the National Night Out event. Mr. Rotter has lived in many parts of the world and today calls Evesham his home. He was extremely complimentary of the agency and its outreach programs, noting that he became involved with the agency through its Coffee with a Cop program. Today, he counts himself as one of the hundreds of supporters that the agency can call upon at any time for assistance.

James Keohe, Director of Security, Cherokee High School, commented about the exceptional partnership the two entities enjoy. Mr. Keohe spoke about the annual threat assessment conducted by the agency and the SRO's willingness to assist at after-school events to ensure the student's safety.

#### **G. Essential Services**

##### **Law Enforcement Role, Responsibilities, and Relationships and Organization, Management, and Administration. (Chapters 1-17)**

The New Jersey Statutes Amended (NJSA) Chapter 40A provides the basis for the agency's existence and the role of the chief of police. All agency members are sworn to an oath of office prescribed by municipal code and to the International Association of Chiefs of Police (IACP) Code of Ethics.

Sworn personnel are afforded sufficient latitude that allows them to carry out their duties. Officers are encouraged to utilize established criminal justice or other social service diversionary programs when such is in the best interest of the community.

The classification of Special Law Enforcement Officer Class II (SLEO II) was established to supplement sworn officer staffing levels. SLEO II officers are appointed to temporarily, or intermittently perform, the duties of a regular officer. All SLEO II officers either completed a training program approved by the New Jersey Police Training Commission or previously served as a regular officer prior to their appointment as SLEO II. The selection and training requirements mirror those of a regular officer. Appointment to the position is for one year, and the chief may recommend to the appointing authority to renew the appointment.

A workload assessment is completed on a triennial basis that allows the management team to determine the future needs of the organization and evaluate the current structure and practices.

##### **Bias-Based Profiling**

The agency's biased-based program provides it with several means of detecting any trends that may be of concern. Enforcement data serves as the basis for the agency's semi-annual bias-based analysis, which is conducted to identify adverse or disproportional impact on members of a protected class.

The agency received three complaints of biased-based policing during the accreditation period. In each instance, the complaint was investigated; and the agency determined the officer's action was reasonable and without bias.

Biased Based Profiling			
	2011	2012	2013
Traffic Contacts			1
Field Contacts		1	1
Asset Forfeiture			

The agency's annual analysis addresses the three categories referenced in the table. The results are included in the agency's annual report. The agency findings suggest that there are no indications of bias based profiling for the accreditation period. The agency maintains a database that contains the race and ethnicity of the driver on traffic contacts. When first viewed, the data would suggest the presence of disproportionate traffic enforcement relative to African-Americans in Evesham Township.

Traffic Warnings and Citations									
Race/Sex	2011			2012			2013		
	Warning	Citation	Total	Warning	Citation	Total	Warning	Citation	Total
Caucasian	5,387	5,522	10,909	8,747	7,844	16,591	8,402	8,513	16,915
<i>Male</i>	3,176	3,173	6,349	5,165	4,596	9,761	5,115	5,191	10,306
<i>Female</i>	2,211	2,349	4,560	3,582	3,248	6,830	3,287	3,322	6,609
African-American	823	787	1,610	1,285	1,045	2,330	1,342	1,224	2,566
<i>Male</i>	489	396	885	698	544	1,242	745	687	1,432
<i>Female</i>	334	391	725	587	501	1,088	597	537	1,134
Asian	163	235	398	419	411	830	408	383	791
<i>Male</i>	92	139	231	273	248	521	252	222	474
<i>Female</i>	71	96	167	146	163	309	156	161	317
Other	101	64	165	105	118	223	109	181	290
ETHNICITY**									
Hispanic	175	243	418	362	279	641	388	403	791
<i>Male</i>	111	173	284	289	219	508	273	304	577
<i>Female</i>	64	70	134	73	60	133	115	99	214
Other			0			0			0
<b>TOTAL</b>	<b>6,474</b>	<b>6,608</b>	<b>13,082</b>	<b>10,556</b>	<b>9,418</b>	<b>19,974</b>	<b>10,261</b>	<b>10,301</b>	<b>20,562</b>

\*\* Hispanic is a protected class and not a race; therefore, it is present in all races and not included in total.

However, the analysis must take into consideration the presence of two major transportation corridors that traverse the community and the related demographics of the communities these routes serve.

The agency's efforts to detect the occurrence of bias-based activity, coupled with its annual documented training on the topic, have resulted in the absence of any activity that results in an adverse impact on members of the various protected classes.

### Use of Force

Officers are provided a variety of tools to overcome an individual's resistance or threat of bodily harm. In addition to a firearm, oleo-capsicum (OC) spray and batons are issued to officers as less than lethal options. Officers are issued a Taser®, which the state of New Jersey only recently approved for use in 2011. The Taser®, or other conducted energy devices, is best described as a hybrid. While the use is seen as less-than-lethal by many states, New Jersey's legislative restrictions are synonymous with the restrictions placed on deadly force.

Agency policy prohibits the use of warning shots. The discharge of a firearm from or at a moving vehicle is prohibited unless the use of deadly force would be permitted and there are no other means to avert or eliminate imminent danger. Vascular Neck restraints are prohibited due to the potential of unintended injury or death.

As previously discussed, the use of a conducted energy device is restricted to those events when force is necessary to prevent a person from causing death or serious bodily injury to himself or others or prevent the flight of an individual who committed, or attempted to commit, an offense involving it.

The use of deadly force policies track a similar language and comply with all applicable provisions of the NJSA and CALEA standards.

Use of Force			
	2011	2012	2013
Firearm Used	0	0	0
ECW	0	0	1
Baton	1	0	0
K9	0	1	1
OC	3	3	0
Weaponless	26	42	24
Total Types of Force	30	46	26
Total Use of Force Arrests	30	35	22
Custodial Arrests	1458	1597	1339
Complaints	2	2	1

Officers are required to attend and complete agency approved training prior to being authorized to carry any agency issued or approved weapon. Semi-annual use of force training is provided to all sworn officers. In addition to demonstrating

proficiency during this training, policies and standards related to use of force issues are reviewed.

Agency personnel employed force at a rate of once every 50.5 arrests (1: 50.5) during the instant accreditation period, which is a slight increase over the initial accreditation period's rate of 1: 56. The increase is traceable to the anomaly in 2012 when the instances of weaponless use of force spiked 75 percent for that one-year period before returning to previous levels of mid-twenties.

The number of complaints filed with the agency has remained consistent throughout two accreditation periods. In each instance, the complaints were investigated, and the agency determined in all instances that the officers used that force which was necessary to overcome the resistance offered.

#### **Personnel Structure and Personnel Process (Chapters 21-35)**

The agency recognizes the value of its employees and provides for their well-being through comprehensive employee benefits that include an employee assistance program that is available to the employees and their families. The state of New Jersey also recognizes the importance of support for emergent cases resulting from a critical incident, stress or another crisis. The state's *Cop-2-Cop* program is a 24-hours a day, 7-days a week resource that is available for all law enforcement officers and their family members. Officers or family members seeking assistance have access to an 800 number staffed by retired law enforcement / clinicians who are available for peer support, critical incident stress management, and referral to clinical assessment and providers.

Until recently, the Fraternal Order of Police Lodge 143 and 143a served as the collective bargaining agent for sworn personnel up to the rank of lieutenant. The lieutenants have since separated and have entered into separate employment contracts with the township. Teamsters Local Union No. 676 represents civilian employees. The labor agreements govern the majority of personnel matters and serve as a guide in employee relations relative to compensation, benefits, hours of work and grievances.

#### **Disciplinary Matters and Awards and Recognition**

The agency acknowledges that the organizational discipline is crucial to the accomplishment of the agency's mission if it is to enjoy the public's trust. Supervisors are tasked with maintaining accountability for themselves and their

employees and are provided sufficient direction and latitude in dealing with corrective action. Concurrently, a balance must be achieved between discipline and accolades; and in January 2014 the agency acknowledged this need by publishing its first awards policy.

The Rules and Regulations define more than 120 specific violations and categorize them as one of five classes of violation. Class 1 violations result in dismissal. Class 2 through Class 5 provide for repeated violations and subsequent progressive discipline. The policy also sets forth the procedures for investigating violations, employing corrective action and appeal procedures.

Complaints Against Agency Personnel			
	2011	2012	2013
Total	64	83	84
Exonerated	26	32	23
Not sustained	5	6	10
Unfounded	1	1	4
Administratively Closed	1	1	15
Litigation Pending	2	2	2
Sustained	29	41	30
<i>Conduct Unbecoming</i>	1	0	0
<i>Other Rule Violation</i>	5	14	13
<i>Neglect of Duty</i>	0	0	0
<i>Unauthorized Employment</i>	0	0	0
<i>Misuse of Equipment</i>	18	9	9
<i>Procedural</i>	4	14	4
<i>Discourteous</i>	1	4	4

In accordance with its desire to be transparent and accountable to the community, the agency accepts all complaints of alleged employee misconduct. Each complaint is reviewed and assigned for investigation. Those investigating complaints are reminded to conduct thorough and objective investigations without violating the rights of the interested parties.

Subsequent to examining all information, the subject of the investigation shall be either exonerated or held responsible for the alleged misconduct. As previously discussed, the level of corrective action administered is directly related to the severity of the violation.



Personnel Actions			
	2011	2012	2013
Termination			
Demotion			
Suspension	7	9	9
Written Reprimand	9	7	9
Counseling	12	18	11
Training	1	7	1
<b>Total</b>	<b>29</b>	<b>41</b>	<b>30</b>
Commendations			5

The State of New Jersey provides guidelines for internal affairs (IA) that govern many discipline issues. A revision at the end of 2011, while not requiring significant changes, did result in greater emphasis on documenting all discipline. Prior to the state's revisions, the agency did not assign an IA number for minor discipline, such as Counseling Notices, but do so today to comply with the revision. A revision to the agency's sick time policy and its productivity policy in 2012 also contributed to a temporary increase in counseling notices.

**Grievances**

The agency is cognizant of the paramount importance that all employees realize the significance of the amicable resolution of differences and its effect on morale and departmental effectiveness.

Employees covered by a labor agreement are directed to the provisions of the agreement to seek relief from topics covered by the labor agreement. The grievance process for non-represented employees and those matters not addressed in the labor agreement for represented employees is governed in the agency's grievance policy.

Formal Grievances			
	2011	2012	2013
Grievances Filed	1	3	3

Seven grievances were filed during the instant accreditation period. Three of the grievances involved compensation issues, two involved attendance and leave, and one each related to a performance evaluation and hours of work. The final disposition of these grievances resulted with four being denied, two being resolved in favor of the aggrieved, and the last being presented to the New Jersey Public Employees Relation Commission for final consideration.

**Recruitment and Selection**

Recent budget concerns have severely restricted the agency's recruitment efforts as staffing levels have shrunk over the past five years. Today, the agency conducts limited recruitments for police officers as the need arises. The agency's recruitment plan is designed to identify qualified candidates who will assist the department in achieving its long-range goal of employing a workforce that is representative of the agency's service area. The Administrative Captain reviews and updates the Recruitment Plan annually.

The department has a number of objectives to help meet this goal. They include recruiting from the Alternate Route Programs, use of the Rice Bill (officers previously laid off from other agencies), and recruiting from other law enforcement departments. The agency distributes recruitment information to all New Jersey Police Academies. Employment opportunities are published with the New Jersey Chiefs of Police Association, the New Jersey Public Safety Accreditation Council, the New Jersey Women in Law Enforcement, and a myriad of police organizations representing minority officers. The agency has participated in several recruiting events during this assessment period to include a career day at Rowan University.

Job announcements are also posted in the township's two newspapers, on the town and police department websites, and on the department's Facebook page. A recent career day held at a local municipal facility attracted 135 applicants to fill one open position.

Sworn Officer Selection Activity 2011 - 2013				
Race/Sex	Applications received	Applicants hired	Percent hired	Percent of workforce population
Caucasian/Male	126	6	75.0%	86%
Caucasian/Female	7	0	0.0%	
African-American/Male	10	1	12.5%	12%
African-American/Female	4	0	0.0%	
Hispanic/Male	11	0	0.0%	9%
Hispanic/Female	3	1	12.5%	
Other	0	0	0.0%	2%
Total	161	8	100%	

Two of the eight sworn officers hired during the current accreditation period were members of a protected class. This represents 25 percent of new hires, which exceeds both the percentage of applications received and the available workforce demographic distribution of protected classes.

### **Training and Performance Evaluation**

Township personnel rules require all new officers to be previously certified by the state of New Jersey. Most candidates have put themselves through the academy, the majority (90 percent) attending Gloucester County academy, while the rest come from Camden County academy.

Once hired the officers are required to complete the agency's 11-week Field Training Officer (FTO) program, which may be extended to 12 weeks based on need. Interested officers must garner their supervisor's nomination to be considered for the position of FTO. Once nominated the command staff must accept the nomination and schedule the officer to attend an FTO instructor's course conducted by one of the county academies.

The agency's Training Committee, which meets during the monthly staff meetings, reviews all training requests that are submitted through the chain of command for approval. The committee also helps to identify departmental and individual training needs.

Much of the in-service training is presented using *PowerDMS*, especially mandatory training that comes from the county prosecutor's office. The county prosecutor prescribes all mandatory in-service training. Officers are required to attain a certain amount of hours training annually for specific courses. The number of hours depends on the topic. Additionally, officers are required to undergo semi-annual firearms qualifications, Taser qualifications, and use of force training. Instruction in the agency's vehicle pursuit policy also occurs on a semi-annual basis.

All personnel are evaluated on a semi-annual basis. The *Performance Management Plus System* (PMP) is utilized in the evaluation of department staff. This system provides for a fluid evaluation of staff throughout the evaluation period. Civilian probationary employees are subjected to a monthly evaluation for the six months of their probationary period. Newly hired full-time sworn officers receive a monthly evaluation for twelve months, and Special Law Enforcement Officers are evaluated monthly during their six-month probationary period.

The agency's Early Intervention System is designed to identify and assist employees who may be showing symptoms of job stress or personal problems. Once identified, the employee may be referred to the Cop-to-Cop or other

assistance program offered by Human Resources. Annually, an average of 19 interventions has occurred during this accreditation period. The Internal Affairs Bureau Commander evaluates the Early Intervention Program annually.

**Promotions**

The Chief of Police administers the promotional process as approved by the Township Manager. The Chief reports to the Township Manager on results of the promotional process. All promotions are made based on merit, experience, seniority, education or military service, ability, and performance on competitive examinations.

After the promotional announcement is posted advertising the position, potential candidates must submit a letter of interest. Each promotional process is designed for the position being filled. Promotions to corporal and sergeant involve a written test and oral interview, while the lieutenant's position requires a "written submission" involving ten job-related questions. The Chief of Police submits his recommendation to the Township Manager, who makes the final selection.

Sworn Officer Promotions			
	2011	2012	2013
TESTED			
Caucasian/Male	26		29
Caucasian/Female	2		1
African-American/Male			
African-American/Female			
Hispanic/Male	1		
Hispanic/Female			
ELIGIBLE AFTER TESTING			
Caucasian/Male	22		21
Caucasian/Female	2		1
African-American/Male			
African-American/Female			
Hispanic/Male	1		
Hispanic/Female			
PROMOTED			
Caucasian/Male	3		9
Caucasian/Female	1		
African-American/Male			
African-American/Female			
Hispanic/Male			
Hispanic/Female			

There were no promotions during 2012. There were 29 persons who tested for promotions to higher positions within the agency in 2011, and 30 persons tested in 2013. Those that tested were all Caucasian with the exception of one Hispanic.

Three Caucasian males and one Caucasian female were promoted in 2011, and nine Caucasian males were promoted in 2013. During this onsite assessment, a newly promoted lieutenant, Ron Ritter, was promoted and assigned as the department's Training Officer. The absence of protected classes from the eligibility list is a collateral issue of the previously discussed recruitment issue.

An eligibility list is developed for each promotion process using the final grade from the written examination and the other criteria developed for consideration during the process. The list remains in effect for one year after its development. The Chief of Police sends the list to the Township Manager for review and selection. All newly promoted personnel serve a six-month probationary period after which the Chief of Police may recommend to the Township Manager the transition of the officer's status from probationary to regular.

#### **Law Enforcement Operations and Operations Support (Chapter 41-61)**

Officers are deployed on a 12-hour shift pattern. The agency's patrol staffing levels are adjusted throughout the day by the use of power shifts that are designed to provide adequate staffing depending on time of day and day of the week. Employees are provided comprehensive guidelines in how to handle situations where they encounter persons suffering from mental illness. They receive initial training to assist them in properly identifying persons inflicted with mental illness and informing the officers of the appropriate options available to the resident and the officers.

#### **Crime Statistics and Calls for Service**

The residents of Evesham continue to enjoy the feeling of safety in their community. Their sense of safety is driven by an enviable Index Crime Rate that has decreased in each of the past three years. While reported incidents of violent crime have dropped 18 percent, reductions in reports of property crime are approaching 28 percent.

At a time when the U.S. Census Bureau estimates the population has remained unchanged, the demand for service has increased more than 14 percent. At the same time, the agency has experienced ongoing staffing reductions. The agency

has done an exceptional job in adjusting its staffing formulas to accommodate an increase in demand for service and the need to absorb the reductions in staffing attributable to budgetary concerns.

Offenses Known to Law Enforcement			
	2011	2012	2013
Murder	0	0	0
Forcible rape	11	2	8
Robbery	5	8	4
Aggravated assault	23	20	11
Burglary	122	114	71
Theft	597	561	444
Motor vehicle theft	18	9	16
Arson	0	0	1
<b>Total Index Crime</b>	<b>776</b>	<b>714</b>	<b>573</b>
Population	45,690	45,849	45,555
UCR Index Crime	1,698	1,557	1,258
<b>Calls For Service</b>	<b>23,944</b>	<b>25,755</b>	<b>27,315</b>
Source: FBI Annual Crime Statistics			

### Vehicle Pursuits

Pursuits are governed closely by agency policy. Officers are given the authority to evaluate the necessity to commence a pursuit. Officers are required to weigh the need for immediate apprehension against the risk created by the pursuit. Supervisors, upon being notified of the pursuit, must assess the situation to determine if the pursuit should continue. The supervisor has the authority to terminate the pursuit if he or she determines that the risk outweighs the benefits or the pursuit does not fall within agency policy.

Vehicle Pursuits			
	2011	2012	2013
<b>Total Pursuits</b>	<b>5</b>	<b>5</b>	<b>10</b>
Policy Compliant	3	3	8
Policy Non-compliant	2	2	2
<b>Crashes</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Injuries:</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Reason Initiated:</b>			
Traffic offense	4	5	5
Felony	1	0	5
Misdemeanor	0	0	0

The Internal Affairs Bureau Commander reviews all pursuit reports to determine compliance with applicable policy and procedures.

The agency's officers initiated 20 pursuits during this assessment period, or a 33 percent increase over the prior assessment period's 15 pursuits. The number of pursuits doubled in 2013 to ten after remaining constant for the first two years of the assessment period at five for each year. The majority (14) of the 20 pursuits involved traffic offenses. The balance of the pursuits was in response to a felony charge.

Six of the 20 pursuits in this accreditation period, or 30 percent, were found not to comply with agency policy, which when viewed against the prior accreditation period represents a slight increase when 27 percent were found out of compliance with policy. In each instance, the matter was later resolved through the agency's disciplinary process.

#### **Criminal Investigations and Juveniles**

The Captain of the Operations Division screens all criminal reports and initiates the agency's case management process. Investigators report the status of cases on the 3<sup>rd</sup> day, the 21<sup>st</sup> day, and then on the 30<sup>th</sup> day. The "Active Case List" is used by investigative supervisors to help keep up with the status of all active cases.

All members of the agency are tasked with gathering intelligence information on gang and criminal activity within the township. The Investigative Bureau supervisor and the Intelligence Analyst are responsible for reviewing, analyzing, and classifying the reports. Computerized databases are password protected, and data is limited to only criminal activity that directly poses a threat to Evesham Township.

The Chief of Police designates one or more Juvenile Detectives who will develop programs and initiatives designed to lessen the likelihood and opportunity for delinquent behavior. The Juvenile Detective is the agency's liaison with the Burlington County Prosecutor's Office on juvenile matters, the Lenape Regional School District, the Evesham Township School District, and social service agencies that work with juveniles.

Curbside warnings are used for minor offenses where the officer conducts a brief counseling session prior to releasing the juvenile. Stationhouse Adjustment is an

alternate method that is used to handle first-time offenders who have committed a minor juvenile delinquency offense. Summons and Release may be used for motor vehicle offenses and certain Township Code violations.

The agency maintains liaison with Cherokee High School through its School Resource Officers. The duties of the School Resource Officers (SRO) include deterring unlawful or disruptive behavior on school property, while working closely with school officials to develop and share information regarding hazards at the school.

### **Crime Prevention / Community Involvement**

The agency has put forth a concerted community engagement effort through a number of programs over the past three years that are designed to build strong relationships between the police and community. *Coffee with a Cop* and *Cool Off with a Cop* are similar programs that provide for an informal atmosphere in the community for the residents and officers to interact. The agency's 2014 evaluation of its crime prevention programs concluded that all programs would continue into 2015.

The Citizen Police Academy and Junior Police Academy are designed for the township's adults and youth to educate them and allow them to experience some of the aspects of an officer's day, including traffic stops, arrests, booking criminals, and K-9 demonstrations. The team met with a Junior Cadet who was very excited about his experience at the weeklong event. His parents praised the program, noting that it helped their son understand many facets of government and the police and the overall mission to help and serve the community.

Throughout the year, the agency works with other groups hosting holiday events for the less fortunate, raising awareness of special interests, participating in the annual Police Unity Ride to Washington, and like events. When viewed in its totality, the agency is fully immersed in the community it serves.

### **Critical Incidents, Special Operations, Homeland Security**

The Operations Division Commander is responsible for planning the agency's response to critical incidents. The agency's All Hazard Plan is a comprehensive plan for responding to a variety of types of incidents and is closely based on the National Incident Management System (NIMS). The agency has had a number of



opportunities during the past three years to implement the All Hazard Plan. Training is conducted annually on the All Hazard Plan.

The agency's written directive, updated in July 2014 to comply with the new accreditation standard, addresses active shooting incidents that produce an imminent danger to persons and officers in public settings. Since its written directive has just incorporated the accreditation standard, the agency has not had the opportunity to conduct an annual review of its policy and training needs. Fortunately, the agency has not experienced any active shooter situations during this accreditation period.

The agency's Special Operations Team was disbanded in June 2012 in favor of a mutual aid agreement with the New Jersey State Police for tactical operations within the Township. While the State Police maintains tactical command of the incident, the ranking Evesham supervisor functions as the overall Incident Commander.

#### **Internal Affairs and Complaints against Employees**

The agency seeks to hold itself accountable to a high standard of conduct and performance. The department provides a page on its website for members of the public to give comments, whether positive or negative, on agency employees. In the pursuit of this goal, employees are expected to accept all, including anonymous, reports of employee misconduct from any person who wishes to file a complaint.

Minor complaints are assigned to the involved employee's supervisor. These investigations must be completed within 45 days of receipt of the complaint. Internal Affairs investigates major complaints. There is no statutory time limit on Internal Affairs investigations with the exception that the Chief must rule within 45 days of receiving the final report.

Pursuant to New Jersey state law, the Internal Affairs Bureau Commander completes quarterly internal affairs activity reports for the Burlington County Prosecutor's Office and annually submits the Professional Standards Report Form to the New Jersey Attorney General.

Complaints and Internal Affairs Investigations			
External	2011	2012	2013
Citizen Complaint	25	36	27
Sustained	2	7	3
Exonerated	15	20	12
Not Sustained	4	5	4
Unfounded	1	1	3
Administratively Closed	1	1	3
Litigation Pending	2	2	2
Internal			
Directed complaint	39	47	57
Sustained	27	36	27
Not Sustained	1	1	6
Unfounded	0	0	1
Exonerated	11	10	11
Administratively Closed	0	0	12

A spike in external complaints was experienced in 2012, but then dropped 25 percent in 2013. The percentage of sustained complaints increased two-fold from 8 percent to 19 percent in 2012, prior to dropping back to 11 percent of the 2013 complaints. Simultaneously there has been a steady increase in internally generated complaints. This increase is partially attributable to a change in state law and increased awareness of organizational accountability. Indicative of the level of organized labor's involvement is the relatively low percentage of sustained internal cases that dropped to less than 50 percent in 2013. At the same time, the agency added a new category of Administratively Closed to its listing that allowed the Chief more flexibility when dealing with personnel issues.

### Traffic

The agency is a proponent of Data-Driven Approach to Crime and Traffic Safety (DDACTS) deployment philosophy, and its recent analysis establishes the agency's success in reducing crime and crashes in the DDACTS zone. The Patrol Bureau Commander collaborates with the agency's analyst to plan and implement traffic enforcement operations.

The agency has an active alcohol enforcement program designed to remove impaired drivers from the township's roadways. The Selective Traffic Enforcement Program targeting impaired drivers is also driven by statistics related to alcohol-related crashes and arrests. Once the area is identified, depending on traffic patterns and density, the agency may choose one of several techniques to combat the problem.

**Detainee and Court Related Activities; Auxiliary and Technical Services  
(Chapters 70-84)**

The procedure by which arrested persons are handled and detained is fully compliant with Chapter 34 of the New Jersey Administrative Code entitled "New Jersey Municipal Detention Facilities" and accreditation standards. A panic alarm system is installed and can be activated from several points located throughout the facility. Gun lockers are provided for officers' weapons. The facility is secured with the means of electronic card readers and is designed with mantraps to prevent the inadvertent opening of two doors at the same time.

A Detainee Screening Form must be completed on every detainee prior to being housed in the facility. The form is designed to illicit information from a detainee in regards to his medical and psychological condition. Once a detainee is placed in a cell, the officer must immediately enter the information into the log. Physical cell checks are conducted a minimum of once every 30 minutes, unless exigent circumstances are present when the time is reduced to once every 15 minutes.

The agency is responsible for a safe and secure environment in municipal court. Minimally, four officers are assigned to security, and persons entering the courtroom pass through a magnetometer, when court is in session.

The court holding facility is the same cellblock that is used for temporary detention. The cellblock is assessable to the courtroom from a mantrap hallway. The availability of teleconferencing precludes the need for the actual presence of a defendant in the courtroom; in fact, the Judge does not remember the last time that a prisoner was physically brought before her.

**Legal Process**

Officers regularly serve criminal arrest warrants and bench warrants within the township. Domestic Violence Restraining Orders are typically the only civil

documents served by the officers unless there is specific language in the body of the warrant directing the agency to execute the service.

Active warrants are entered into state and national crime information centers and are maintained on file in the shift commander's office for 24-hour access. Patrol supervisors are responsible for assigning warrants for service.

Prior to an officer applying to a Judge for the issuance of a Search Warrant the officer must first obtain the authorization of the Burlington County Prosecutor's Office duty prosecutor. The duty prosecutor may deny the application, approve the application, amend the application, or make approval of the application contingent upon additional action deemed necessary to satisfy the requirements of the Attorney General's directive. If the duty prosecutor declines to approve the application, the applicant or any other person representing the applicant's law enforcement agency must reveal to subsequent duty prosecutors that another prosecutor previously reviewed an application.

### **Communications**

The township has entered into a shared service agreement with Burlington County's Division of Central Communications and 9-1-1 Services. The center provides these services to 31 communities and public agencies throughout Burlington County, New Jersey.

Upon receipt of a 9-1-1 call or another request for service from the agency's jurisdiction, the center's *New World* Computer Aided Dispatch (CAD) system coordinates the resources, tracks all the information from the receipt of the call to the officer clearing the scene, and assigns unique incident numbers for agency reporting needs. The system also provides tactical dispatch plans for most events. The center has access to the National Crime Information Center (NCIC) and New Jersey's Criminal Information systems. The Centers data entries, telephonic and radio communications are digitally recorded and maintained in accordance with the state's public records law while data entry items become a permanent record of the call for service and are maintained accordingly.

### **Records**

The records function is located within police headquarters with after-hours access being facilitated through the patrol supervisors. All records are maintained in

compliance with the state's Division of Archives and Records Management records retention schedule.

The agency uses *New World's Records Management/Aegis Field Reporting System* to create and compile all incident reports. The system provides sufficient security protocols and enhanced security for juvenile records. Records are backed up on a daily basis. A full backup is run and transferred to a secure off-site storage facility on the last day of the month.

The *InfoCop* and *E-Ticket* software on the Mobile Computer Terminals (MCTs) in the patrol vehicles and the processing computer in the booking area at police headquarters is designed to generate electronic motor vehicle summonses and precludes the need to maintain a cache of paper citations. However, motor vehicle summons books are also available to members of this department requiring summons books through the staff of the Evesham Township Municipal Court Violations Bureau. Each member is required to sign the ledger book maintained by the Court Administrator acknowledging receipt of the specified summons books.

#### **Property and Evidence**

Seizing officers must complete a Property Description Report for each item of evidence or property being submitted for storage, which is then inspected by the officer's supervisor to ensure that all items are properly packaged and labeled and the Property Description Report is accurately completed. Once approved, the seizing officer submits the Property Description Report and property to the Property Officer for storage.

In the event that the Property Officer is not available to receive custody of the property, the property is placed in secure temporary storage that includes refrigerated storage. In these instances, the reviewing supervisor shall accompany the member submitting the evidence to one of the authorized temporary holding receptacles and observe the member secure the property. The property custodian removes the items on a daily basis and transfers the items to the evidence vault, which provides for enhanced security provisions for items of value, narcotics, and firearms.

The agency provides comprehensive direction on the final disposition of seized items. The evidence facility is subject to regular audits, and all necessary audits were accomplished in accordance with accreditation standards.

#### **H. Applied Discretion Compliance Discussion**

This section provides specific information on standards found to be in compliance after on-site "adjustments" were made. Adjustments may include modifying agency policies and directives, creating documentation and alteration of the physical plant.

This section is not applicable to the agency.

#### **I. Standards Noncompliance Discussion:**

This section is not applicable to the agency.

#### **J. 20 Percent Standards:**

CALEA agencies must comply with at least 80% of applicable other than mandatory (O) standards. The agency is free to choose which standards it will meet based on its unique situation.

The agency complied with 91 percent of applicable other than mandatory (O) standards.

#### **K. Future Performance / Review Issues**

The team did not identify any standards as a Future Performance / Review Issue.

#### **L. Table: Standards Summary**

Mandatory (M) Compliance	323
(M) Noncompliance	0
Waiver	0
Other-Than-Mandatory Compliance	90
(O) Noncompliance	0
(O) Elect 20%	9
Not Applicable	61
TOTAL	<u>483</u>

**M. Summary**

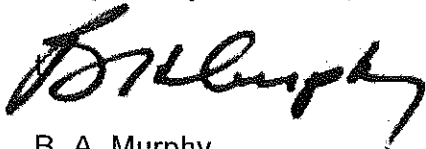
Evesham Township Police Department is a Community-Centric law enforcement agency. The resources the agency invests on community-based activities are returned ten-fold in support and a sense of pride and well-being by community members. The agency's community survey establishes the facts, but the team was able to witness it first hand during our participation in the agency's *National Night Out* celebration.

The agency enjoys an excellent relationship and professional reputation within the New Jersey law enforcement community. On multiple occasions, the same comment was offered about the agency's policies being used as a benchmark for the state of New Jersey. The team would concur that the policies are perhaps some of the finest that they have had the pleasure to work with during a CALEA on-site.

The Evesham Township Police Department entered into this process as a means of self-improvement and achieved an 85 percent compliance level, which today it has raised to 91 percent, another indicator of the agency's relentless pursuit of excellence. The four standards that were categorized as applied discretion remain in compliance, and no new standards were placed in applied discretion during this on-site.

At the conclusion of the onsite visit and the team's comprehensive review of the agency, it is apparent the Evesham Township Police Department wholly embraces CALEA's guiding principles and has successfully assimilated the principles into its daily operations.

Respectfully Submitted,



B. A. Murphy  
Team Leader

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