



2017 VIRGINIA LAW ENFORCEMENT CHALLENGE APPLICATION

Applications are due to VLEC@vachiefs.org by **Friday, May 5, 2017, by 11:59 PM**

Click here for a copy of the LEC How-To Guide: <http://bit.ly/22aMcCW>

Agency (as it would appear on an award): Chesapeake Police Department
 Agency Category: Municipal Police
 Total Number of Sworn Personnel: 397 Total Number of Uniformed Officers on the Street: 274
 Submitter(s) (main point of contact for application): Sgt. Mike Barone
 Department: Chesapeake Police Department
 Address: 304 Albemarle Drive City: Chesapeake State: VA Zip: 23322
 Submitter Phone: 757-382-8456 Submitter Email: mbarone@cityofchesapeake.net
 Department Head: Chief K.L. Wright Email: KLWright@cityofchesapeake.net

APPLICATION ATTACHMENTS PACKET

CHECKLIST

Each attachment should be no longer or larger than 10 pages and 10 MB.

NLEC Application (required)	<u>X</u>
Speed Awareness Narrative (required)	<u>X</u>
Speed Awareness Policies (required)	<u>X</u>
Impaired Driving Narrative (required)	<u>X</u>
Impaired Driving Policies (required)	<u>X</u>
Occupant Protection Narrative (required)	<u>X</u>
Occupant Protection Policies (required)	<u>X</u>
State/Local Issue Narrative (required)	<u>X</u>
State Local Issue Policies (required)	<u>X</u>
Special Award Application(s) (1 attachment including narratives and policies for <u>each</u> award) (optional)	<u>X</u>

SPECIAL AWARD CONSIDERATIONS

Impaired Driving*	<u>X</u>
Occupant Protection*	<u>X</u>
Speed Awareness*	<u>X</u>
Bike/Pedestrian Safety	_____
Commercial Motor Vehicle Safety	_____
Distracted Driving	_____
Motorcycle Safety	_____
Technology	_____
Traffic Incident Management	_____
State/Local Issue is Special Award Consideration**	_____
X yes	<u>X</u>
no	_____
If yes, which one?	
<u>Red Light Violations</u>	_____

**Your agency is automatically considered for this Special Award upon submission of NLEC application*
***Cannot be Speed Awareness, Impaired Driving, or Occupant Protection; must be chosen from other Special Awards*

SUBMISSION DISCLOSURE QUESTIONS

Please answer the following questions to the best of your ability.

1. Total roadway crashes in 2014: 2618
2. Total roadway crashes in 2015: 2681
3. Total roadway crashes in 2016: 2216
4. Total fatal crashes in 2014: 9
5. Total fatal crashes in 2015: 18
6. Total fatal crashes in 2016: 13
7. Total injury crashes in 2014: 1174
8. Total injury crashes in 2015: 1209
9. Total injury crashes in 2016: 1050

IMPAIRED DRIVING

For guidance on completing your Impaired Driving attachments, please refer to page 5 of the How-To Guide:

<http://bit.ly/22aMcCW>

1. This agency has a written policy making impaired driving enforcement a priority: yes X no _____
2. Number of officers who received training in 2016 in impaired driving: 124
3. This agency participates in officer recognition programs for impaired driving detection and apprehension:
yes X no _____
4. Number of Impaired Driving Arrests in 2014: 704
5. Number of Impaired Driving Arrests in 2015: 613
6. Number of Impaired Driving Arrests in 2016: 581
7. Total number of fatal and injury crashes related to Impaired Driving in 2016: 110
8. Percentage of fatal and injury crashes related to Impaired Driving in 2016: 2.54%
9. This agency is allowed to conduct Impaired Driving Checkpoints: yes X no _____
10. Number of Special Enforcement Efforts in 2016 for Impaired Driving (saturation patrols, checkpoints, etc.): 60
11. Output Statistics: How many DUI citations were issued in target areas?: 325
12. Output Statistics: How many DUI citations were issued during the target times?: 371
13. Output Statistics: How many contacts were made? (total): 421
14. Output Statistics: How many contacts in target areas?: 385

OCCUPANT PROTECTION

For guidance on completing your Occupant Protection attachments, please refer to page 6 of the How-To Guide:

<http://bit.ly/22aMcCW>

1. This agency has a written policy making safety belt and child passenger safety enforcement a priority: yes no
2. This agency has a written policy requiring officer safety belt use: yes no
3. Does your state have a Primary Seat Belt Enforcement Law?: yes no
4. Your state's average safety belt use percentage rate in 2016: 79%
5. Your jurisdiction's safety belt use percentage rate at the beginning of 2016: 82%
6. Your jurisdiction's safety belt use percentage rate at the end of 2016: 83%
7. Number of officers who received training in 2016 in occupant protection: 0
8. This agency participates in Saved by the Belt/Air Bag (officer and/or citizen) awards programs: yes no
9. Number of Seat Belt Citations in 2014: 1950
10. Number of Seat Belt Citations in 2015: 1873
11. Number of Seat Belt Citations in 2016: 1477
12. Number of Child Seat Citations in 2014: 181
13. Number of Child Seat Citations in 2015: 295
14. Number of Child Seat Citations in 2016: 235
15. Number of Special Enforcement Efforts in 2016 for Occupant Protection: 115
16. Output Statistics: How many citations were issued in target areas?: 541
17. Output Statistics: How many citations were issued during the target times?: 541
18. Output Statistics: How many contacts were made? (total): 633
19. Output Statistics: How many contacts were made in target areas?: 633

SPEED AWARENESS

For guidance on completing your Speed Awareness Submission attachments, please refer to page 8 of the How-To

Guide: <http://bit.ly/22aMcCW>

1. This agency has a written policy making speed enforcement a priority: yes no
2. Number of officers who received speed-related training in 2016: 175
3. This agency participates in officer recognition programs for speed detection and apprehension: yes no
4. Number of Speeding Citations in 2014: 15889
5. Number of Speeding Citations in 2015: 17875
6. Number of Speeding Citations in 2016: 13151
7. Total number of 2016 fatal and injury crashes related to speed: 449
8. Percentage of 2016 fatal and injury crashes related to speed: 8.44%
9. Number of Special Enforcement Efforts in 2016 for Speed: 115
10. Output Statistics: How many citations were issued in target areas?: 803
11. Output Statistics: How many citations were issued during the target times?: 803
12. Output Statistics: How many contacts were made? (total): 958
13. Output Statistics: How many contacts were made in target areas?: 958

STATE/LOCAL ISSUE

Your State/Local Issue cannot be Impaired Driving, Occupant Protection, or Speed Awareness. For guidance on completing your State/Local Issue attachments, please refer to page 9 of the How-To Guide: <http://bit.ly/22aMcCW>

1. This agency has a written policy making this issue a priority: yes _____ no X
2. Number of officers who received training related to this issue in 2016: 1
3. This agency participates in officer recognition programs for this issue: yes _____ no 0
4. Number of citations issued involving this issue in 2014: 7796
5. Number of citations issued involving this issue in 2015: 8114
6. Number of citations issued involving this issue in 2016: 10,167
7. Total number of 2016 fatal and injury crashes related to this issue: 0
8. Percentage of 2016 fatal and injury crashes related to this issue: 0%
9. Number of Special Enforcement Efforts in 2016 for this issue: 0
10. Output Statistics: How many citations were issued in the target areas?: 9593
11. Output Statistics: How many citations were issued during the target times?: 9593
12. Output Statistics: How many contacts were made? (total): N/A
13. Output Statistics: How many contacts were made in target areas?: N/A
14. How many special team enforcement details were directed at the State/Local Issue (not routine patrol)?:
0



Chesapeake Police Department



2017 Virginia Law Enforcement Challenge

Speeding

City of Chesapeake Information

The City of Chesapeake is a diverse community consisting of a population of 236,538 people with over 175,000 registered vehicles and a land mass of 353 square miles. The City is bordered by the state of North Carolina on its southern border, Suffolk on the west, Virginia Beach on the east and Norfolk and Portsmouth on the north. With over 2,276 usable lane miles in the City, the 274 police officers of the Chesapeake Police Department's Operations Bureau strive to educate the motoring public and enforce the traffic laws in an effort to reduce traffic violations, such as Speeding. One of our highways, the Chesapeake Expressway, allows convenient access to the Outer Banks of North Carolina from points north and west of the vacation destination. The volume of traffic traveling upon the Chesapeake Expressway exceeds 4,400,000 vehicles per year. During the summer months, traditionally Memorial Day through Labor Day, our city will see an additional 17,000 vehicles a day traveling to and from the Outer Banks.



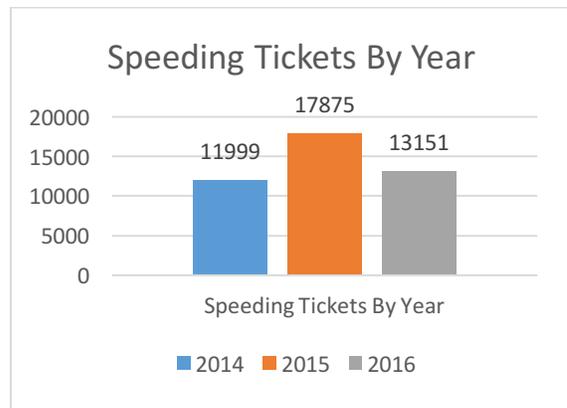
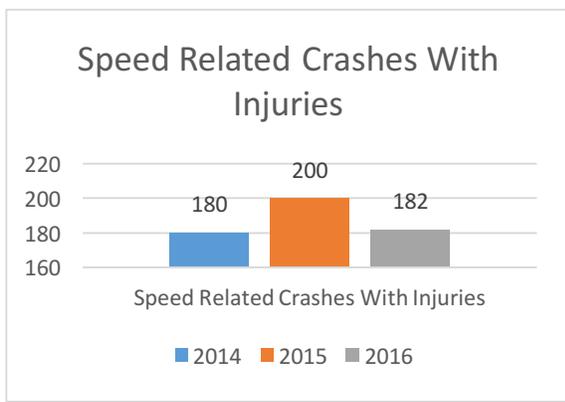
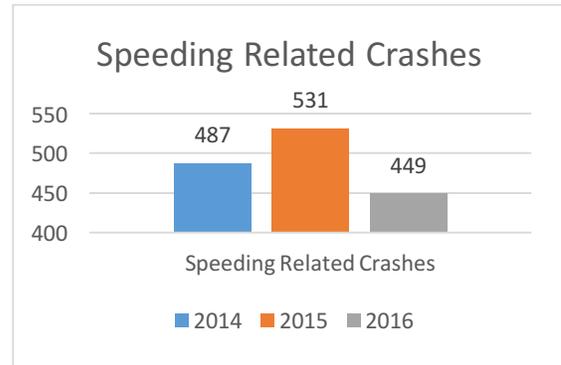
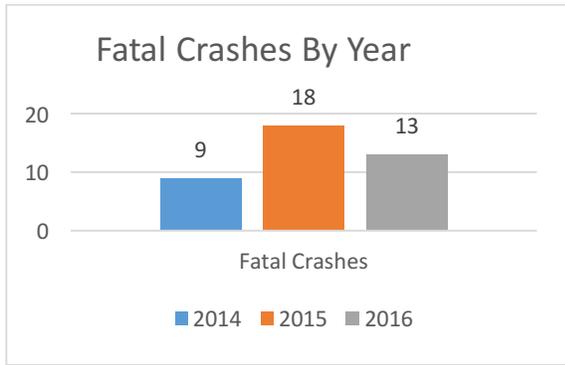
Above: Location of Chesapeake, Virginia

Crash Data

During the period from January 1, 2014 through December 31, 2016, there were a total of 7,515 crashes in the City. Of those, 3,433 were crashes with injuries and 40 with fatalities. Of the 40 fatal crashes, 11 were speed related (27.5%). Of the 3,433 injury crashes, 1,467 were speed related crashes. During 2016, Chesapeake police officers wrote 13,151 Speeding violations. The Chesapeake Police Department has identified the reduction of speeding violations as one of its top priorities. Besides using statistical information from our records management system, speeding complaints and speed surveys were also used to identify the problem locations, dates and times of speeding related traffic problems.



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Source: Traffic Records Electronic Data System (TREDS). Statistics provided throughout this report were obtained from TREDS, which includes interstate crashes not investigated by the Chesapeake Police Department.

Problem Identification

The Chesapeake Police Department works very closely with our Traffic Engineering Department, the Virginia Department of Motor Vehicles (DMV) and local colleges to ensure the issues, problems and concerns of speeding violations are addressed from more than just an enforcement prospective. Roadways where there are frequent crashes or unusual rate of speeding violations are cooperatively studied and discussed by our representatives and experts to determine the underlying factors. In some cases, speed limits, traffic patterns and directional or control devices are adjusted after such studies to properly address the problem beyond simple speed enforcement. Community input is routine when such changes are progressing and is always taken into account when looking at potential problem locations.

Conducting Surveys to Determine Severity and Temporal Factors

Surveys are completed utilizing various methods to determine the severity and temporal factors of speed related problems. One method, which is used nearly daily, is the placement of speed boxes, which gathers round the clock speed data for identified and suspected problem locations. Our speed boxes return information, such as direction, speed, time, lane, etc. Our city Traffic



Chesapeake Police Department



Engineering Department has more sophisticated equipment to provide more complete survey data when the speed box information is not conclusive. We also may request a local college to assist when other more specific information is required, such as lane-dependent traffic counts or other data, which is not collectable by standard equipment.

Policy

We have clearly written policies which govern the investigation of suspected drivers who are driving under the influence. In addition, we have department wide goals and objectives that stress the importance of promoting increased highway safety through an increased emphasis on traffic enforcement. These traffic enforcement efforts include focusing on DUI enforcement, speeding enforcement, and Occupant Protection enforcement.

See Attachments –

Chesapeake Police Department - Policy 2-7-1.pdf
Chesapeake Police Department - Policy 3-2-1.pdf
Chesapeake Police Department - Policy 3-2-2.pdf
Chesapeake Police Department - SOP 2-1-3.pdf

Written directives governing the use of speed-measuring devices

Chesapeake Police Department - SOP 2-1-3.pdf

Planning

Using crash data from the Virginia Department of Motor Vehicles, TREDIS and our own department's records management system as well as input from citizens in the way of traffic enforcement requests, town meeting comments and complaints, an operations plan was created to address Speeding Violations and other traffic problems in our city. The plan included many factors such as high frequency crash locations, high frequency speed-related crash locations, areas of frequent prior speed violations (i.e. speeding corridors), holiday dates and periods, time periods of frequent crashes and many other specifics to narrow and focus the Speeding Violations enforcement effort. The operations plan was dynamic in that it would be re-evaluated based on changes throughout the year, such as construction, evolving crash data, effectiveness of the plan, actual vs. expected results, availability of staff, equipment, funding and other changing criteria. The plan included information on each type of problem, objectives and goals with a means to measure results, various methods to address each problem and the statistical data on the best locations, dates, days, time periods, etc. to address each problem. There was ongoing analysis of the plan through periodic checks on the individual and group efforts, which assisted in the dynamic changes of the plan to ensure maximum effectiveness.



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Targeting Specific Areas

Specific target areas based on crash data and areas of frequent prior Speeding Violations, allowed officers to focus enforcement efforts in the most effective locations to enforce Speeding violations. A list of top crash locations was posted and emailed to all officers, which they could also use for individual unplanned enforcement actions during periods they were not handling calls for service or assigned to other duties. Specific target dates, days and time periods were also based on crash data and frequent prior Speeding Violations data from both the Virginia Department of Motor Vehicles records and our own records management system information. The dates, days and time periods were extremely important to the operations plan and they were critical in scheduling special saturation patrols targeting Speeding Violations.

State's Strategic Highway Safety Plan

The Chesapeake Police Department supports the Virginia Highway Safety plan by adopting many of its goals, including those related to Speeding Violations. Because of Chesapeake's population, size, travel rate and other factors, the City ranked as the 13th highest Virginia locality for speed-related crashes in 2012. While our officers work to remove our city from this status, we are working hand-in-hand with the Virginia Department of Motor Vehicles, who heads the state Strategic Highway Safety Plan, to find new strategies and improve traditional methods of Speeding Violation enforcement and education. As an example, in 2013, Chesapeake was one of two localities in the state involved in a Virginia DMV pilot program focused on increasing nighttime seat belt use and its impact on crashes with injuries and fatalities. Typically, speed enforcement plans are emailed to the appropriate patrol precinct and to the Traffic Enforcement Unit officers. We use both selective/proactive plans and reactive plans (for complaints). Attached is an example of an email to the Traffic Enforcement Unit (TEU). While it is a simple instruction from the Traffic Unit Commander for TEU officers to work on the complaint, we have found emailed plans and directed activities to be the most effective and efficient method as they are very timely to the problem and provide a reviewable log of both directed actions and results from each officer.

Outcomes

The operations plan was designed to be a dynamic plan and, as such, the re-analysis of crash data and of the effectiveness of specific location, date, time and other factors were done periodically in order to change, adjust or eliminate parts of the plan when needed. This changed many resources in the plan, from staffing numbers, hours, dates, etc., to ensure we were as effective and efficient as possible with available resources.

In the final analysis of the operations plan and the success of the objectives and goals of the plan, we did meet our goal of reducing speed related crashes when compared to 2015. In 2015, there were 531 speed related crashes compared to 449 speed related crashes in 2016. This was a



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decrease of 15.4%. The department's enforcement and education efforts have proven to be successful at reducing speed related crashes in the City of Chesapeake.

During the planned saturation patrols, there were several criminal arrests in addition to the traffic related offenses. Furthermore, the increased visual presence of active police officer on traffic stops and patrolling may have assisted in reducing an unknown number of criminal activities.

In 2016, several officers were recognized by receiving awards for their high performance, which included their traffic enforcement efforts related to DUI's, speeding, and occupant protection.

Public Information and Education

Officers and supervisors provided numerous educational/informational Traffic Safety presentations & activities in 2016 to educate citizens, military personnel and students, and establish avenues of communication. Some of the events include:

- Alcohol Awareness Campaign, Tidewater Community College – Traffic Safety & Impaired Driving
- Mayor's Youth Day - Demo of Traffic Enforcement equipment & procedures, DUI & Traffic Safety including Underage Drinking
- Driving Prevention Event – Interacting w/ Students and promoting traffic safety/DUI Prevention
- Distracted Driving Awareness Month campaign participation
- Citizens Police Academy - Traffic Enforcement & Impaired Driving
- "Click It or Ticket" campaign participation and data reporting
- Participated in and provided data for "Drive Sober or Get Pulled Over" campaign
- DUI prevention training at Great Bridge High School

Officers providing public educational talks and demonstrations specifically designed them to be relevant to the audience. As an example, when we speak to military personnel, the talk is geared toward Impaired Driving, Speeding, Distracted Driving, Seat Belts and other similar issues. When we speak to high school students, we may provide hands-on SFST demonstrations with Fatal Vision goggles, discussion of Underage Drinking, DUI, Speeding, Seat Belts and Texting while Driving.

The Chesapeake Police Department has forged strong partnerships with the local military bases, area high schools, Drive Safe Hampton Roads organization, Virginia DMV, local restaurant businesses and local insurance agencies. The military and high schools assist by allowing the talks to their personnel/students and to interact with them at various city events, which may help in reducing our traffic crashes. Drive Safe Hampton Roads is an organization that utilizes DMV grants to sponsor events for the public and allows us, other local law enforcement, private companies and others to work together on traffic safety issues, legislative items, etc. Virginia DMV is the primary pass through agency for federal and state traffic grants, which allows our officers to conduct saturation patrols, road checks and other enforcement activities. Local restaurants and businesses sponsor and donate services or provide locations for meetings and



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events for traffic safety related activities. In addition, the Traffic Enforcement Unit routinely places our speed trailer in target areas to educate the public of their speed.

Enforcement

The Chesapeake Police Department did not receive any Speed Enforcement grant-funded overtime for 2016. However, more than 640 hours of Alcohol Enforcement grant-funded overtime and Occupant Protection grant-funded overtime were utilized in 2016. Officers used speed and other traffic violations as primary reasons for stopping vehicles and checking for DUI and seat belt violations. Identified problem locations and timeframes are used when assigning officers to grant-funded overtime to maximize positive enforcement results.

Traffic Enforcement is a shared responsibility amongst the Chesapeake Police Department for enforcement of traffic laws. The uniform application of enforcement action for traffic violations is based upon principles of sound judgment and consideration of the circumstances and conditions surrounding the violations. Selective traffic enforcement is applied and directed to pre-selected times, locations, and toward types of traffic violations that are known to cause accidents.

Most of the 245 officers working patrol during day, evening and midnight shifts directed regular duty time towards speed enforcement when not assigned to calls for service. Each Traffic Unit Officer was assigned specifically to several speeding complaints each week. While the exact number of hours is unknown, it is estimated to be thousands of hours.

Several thousand speeding citations were issued in target areas during target times, but the actual number is not known as normal patrol operations likely issued speeding citations in target areas, but they are not tracked in a manner to retrieve that specific information. Several hundred speed contacts are made throughout the year but not tracked to retrieve the specific information.

The Chesapeake Traffic Enforcement Unit which is comprised of nine officers have the responsibility for the basic functions of traffic control and direction, which has a direct and immediate effect on traffic safety and flow. These activities include, but are not limited to, intersection control, parking control, school crossings, police escorts, special event traffic control, motor carrier safety and accident investigations.

Training

The Chesapeake Police Department utilizes initial training on Speeding Violation detection and enforcement for all new officers as well as offering RADAR and LIDAR/LASER training to officers who demonstrate skills and proficiency in traffic enforcement. Also, all officers receive training on legal updates, including those related to speed violation enforcement. Also, we provided Speeding Violation talks to our community, which included high schools, businesses and military personnel. The Chesapeake Police Department has over 200 officers trained as RADAR operators and 34 officers trained as LIDAR/LASER operators. In 2016, 14 officers



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received new RADAR operator training and 20 officers received new LIDAR/LASER operator training. 2016 Traffic Related Training:

Date	School/Course Name	Hours	Students
01/25/16 - 02/05/16	Fundamentals of Crash Investigation & Reconstruction	80.00	8.00
02/18/16 - 01/18/16	Crash Team Training	8.00	14.00
03/07/16 - 03/07/16	Intoxilyzer ECIR II Recertification	4.00	3.00
03/08/16 - 03/08/16	Intoxilyzer ECIR II Recertification	4.00	15.00
03/09/16 - 03/09/16	Intoxilyzer ECIR II Recertification	4.00	9.00
03/14/16 - 03/18/16	DUI/DUID SFST With The Basic Police School/62nd Session	40.00	1.00
04/14/16 - 04/14/16	Crash Team Training	7.00	12.00
04/14/16 - 04/14/16	TNT: Tactics In Traffic	8.50	4.00
04/14/16 - 04/18/16	DUI/DUID SFST With The Basic Police School/62nd Session	40.00	1.00
04/27/16 - 04/27/16	Traffic Incident Management Responder Training	4.00	1.00
05/03/16 - 05/03/16	Crash Team Training	7.00	19.00
05/05/16 - 05/05/16	Intoxiclock Training	2.00	1.00
06/16/16 - 06/16/16	Crash Team Training	5.00	14.00
07/18/16 - 07/29/16	Advanced Crash Investigation & Reconstruction	78.00	6.00
07/18/16 - 07/18/16	Intoxilyzer ECIR II Recertification	4.00	12.00
07/19/16 - 07/19/16	Intoxilyzer ECIR II Recertification	4.00	24.00
07/20/16 - 07/20/16	Intoxilyzer ECIR II Recertification	4.00	13.00
07/20/16 - 07/20/16	Radar Recertification	2.00	20.00
08/18/16 - 08/18/16	Radar Recertification	2.00	13.00
08/22/16 - 08/26/16	Crash Data Retrieval Data Analyst	40.00	3.00
08/25/16 - 09/30/16	Roll Call Training: TRNB16-17 Axon Video (Accident With Injuries)	0.25	354.00
08/25/16 - 09/30/16	Roll Call Training: TRNB16-16 DUI Procedures Post Birchfield	0.25	352.00
09/01/16 - 09/30/16	Legal Updates - 2016 - Power DMS	1.00	136.00
09/12/16 - 09/16/16	Total Station	36.75	9.00
09/27/16 - 09/27/16	Laser Recertification	2.00	17.00
09/27/16 - 09/27/16	Radar Recertification	2.00	24.00
09/29/16 - 09/29/16	Crash Team Training	7.00	10.00
09/29/16 - 09/29/16	Distracted Driving Summit: Learning from Distraction-Related Crash Investigations/Strategies to Con	1.00	1.00
09/29/16 - 09/29/16	National Traffic Incident Management Responder Course	4.00	1.00
10/01/16 - 10/30/16	Legal Updates - 2016 - Power DMS	1.00	113.00
10/06/16 - 10/07/16	Basic Radar Operator Course	16.00	14.00
10/13/16 - 10/13/16	Laser Recertification	2.00	13.00
10/13/16 - 10/13/16	Radar Recertification	2.00	10.00
10/24/16 - 10/24/16	Intoxilyzer ECIR II Recertification	4.00	10.00
10/25/16 - 10/25/16	Intoxilyzer ECIR II Recertification	4.00	14.00
10/26/16 - 10/26/16	Intoxilyzer ECIR II Recertification	4.00	7.00
11/01/16 - 11/30/16	Legal Updates - 2016 - Power DMS	1.00	94.00
11/10/16 - 11/11/16	Basic Laser/Lidar Operator Course	8.50	21.00
11/15/16 - 11/15/16	Laser Recertification	2.00	14.00
11/15/16 - 11/15/16	Radar Recertification	2.00	8.00
11/17/16 - 11/17/16	Crash Team Training	6.00	13.00
12/12/16 - 12/12/16	Intoxilyzer ECIR II Recertification	4.00	5.00
12/13/16 - 12/13/16	Intoxilyzer ECIR II Recertification	4.00	18.00
12/14/16 - 12/14/16	Intoxilyzer ECIR II Recertification	4.00	9.00
12/01/16 - 12/30/16	Legal Updates - 2016 - Power DMS	1.00	13.00



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Impaired Driving

Problem Identification

The Chesapeake Police Department is committed to traffic/transportation safety as indicated by one of our Department Goals of “Promote Increased Highway Safety and strive to educate the motoring public and enforce traffic laws in an effort to reduce traffic crashes on the roadways and aggressively enforce Impaired Driving statutes.

As even a single fatality or injury due to Impaired Driving is devastating to families and to the community, the Chesapeake Police Department has identified the reduction of Impaired Driving as one of its top priorities. Statistical information from our records management system was also used to identify Underage Drinking and other alcohol and drug related traffic problems.

Data Review

Many sources are used to identify, analyze, plan and evaluate the problem of Impaired Driving in the City of Chesapeake. Crash data is used from the Virginia Department of Motor Vehicles, TREDs and our own department’s records management system as some systems collect additional data and to ensure accuracy through cross-system validation. The information from the crash data provided insight on each problem area as well as the measurable level of the problem including high incident locations, dates, days and time periods. Input from citizens from traffic enforcement requests, community meeting comments and complaints were also used in the problem identification process.

Policy

See attached written directives that prioritize alcohol/drug impaired driving enforcement:

- Chesapeake Police Department - Policy 2-4-14.pdf
- Chesapeake Police Department - Policy 2-7-1.pdf
- Chesapeake Police Department - Policy 3-2-2.pdf

See attached written directives that mandate the arrest of alcohol/drug impaired drivers:

- Chesapeake Police Department - Policy 2-4-14.pdf
- Chesapeake Police Department - Policy 3-2-2.pdf

Officers are trained to enforce Impaired Driving statutes in accordance with the policies and procedures of the State, City and Department requirements. Numerous other alcohol related violations such as Underage Drinking, Open Container and others under various activities from citizen calls for service, self-

initiated encounters, selective enforcement, saturation patrols, targeted grant enforcement (overtime) and road checks are enforced as well.

See Attachment – ChesapeakePoliceDepartment_Chesapeake_VA_ImpairedDriving_FormDUI.pdf (Departmental Form – DUI Field Notes which is based on the training provided to all officers and the use of this form is mandated for uniformed processing of DUI offenders)

Planning

All officers are familiar with the Department’s Operations Bureau Goals; to include “Promote Increased Highway Safety” and direct efforts towards the following:

Increase traffic enforcement efforts at identified high accident locations

Increase emphasis on DUI enforcement activities

Maintain safety & inspection of commercial vehicles

Decrease the number of accidents involving injuries or death

Concentrate traffic enforcement in school zones and areas of pedestrian traffic

Increase emphasis on Occupant Protection Enforcement

Planning included many factors such as high frequency crash locations, high frequency alcohol-related crash locations, areas of frequent prior DUI arrests (i.e. DUI corridors), holiday dates and periods, time periods of frequent crashes and many other specifics to narrow and focus the Impaired Driving enforcement effort. Information/data was reevaluated based on changes throughout the year, such as construction, evolving crash data, effectiveness of the plan, actual vs. expected results, availability of staff, equipment, funding and other changing criteria. Identification and review was completed of each type of problem, objectives and goals with a means to measure results, various methods to address each problem and the statistical data on the best locations, dates, days, and time periods. There was ongoing analysis of plans/operations through periodic checks of the individual and group efforts, which assisted in the dynamic changes of the plan to ensure maximum effectiveness. Changes were implemented to many resources in the plan ranging from staffing numbers, hours, dates, etc., to ensure we were as effective and efficient as possible with available resources.

To ensure officers focused enforcement efforts in the most effective locations for Impaired Driving violations, target areas and days, times and dates were identified from consistent review of crash data and areas of frequent prior DUI arrests, campaigns and holidays and distributed to officers for individual unplanned enforcement actions during periods officers were not handling calls for service or assigned to other duties.

When writing grant requests, the dates, days and time periods were extremely important to validate the overtime hours requested and, ultimately, in the operations plan, it was critical in scheduling the saturation patrols for Impaired Driving enforcement actions.

The Virginia Strategic Highway Safety Plan’s sole purpose is to significantly reduce crash deaths and severe injuries; deaths on Virginia’s highways and streets have dropped by 18% in the last decade. The Chesapeake Police Department supports the Virginia Highway Safety plan by adopting many of its goals, including those related to Impaired Driving. Our Executive Officer of the Special Operations Section/Traffic Unit and many officers are members of the Drive Safe program that works hand-in-hand with the Virginia Department of Motor Vehicles, who heads the state Strategic Highway Safety Plan, to find new strategies and improve traditional methods of Impaired Driving enforcement and education.

Training

The Chesapeake Police Department utilizes initial training on DUI/DUID detection and enforcement for all new officers as well as refresher/in service training on SFST, legal updates, etc. for current officers; in 2016, more than 200 Operations personnel attended various impaired driver training.

Training - 2016

Date	School/Course Name	Hours	Students
01/25/16 - 02/05/16	Fundamentals of Crash Investigation & Reconstruction	80.00	8.00
02/18/16 - 01/18/16	Crash Team Training	8.00	14.00
03/07/16 - 03/07/16	Intoxilyzer ECIR II Recertification	4.00	3.00
03/08/16 - 03/08/16	Intoxilyzer ECIR II Recertification	4.00	15.00
03/09/16 - 03/09/16	Intoxilyzer ECIR II Recertification	4.00	9.00
03/14/16 - 03/18/16	DUI/DUID SFST With The Basic Police School/62nd Session	40.00	1.00
04/14/16 - 04/14/16	Crash Team Training	7.00	12.00
04/14/16 - 04/14/16	TNT: Tactics In Traffic	8.50	4.00
04/14/16 - 04/18/16	DUI/DUID SFST With The Basic Police School/62nd Session	40.00	1.00
04/27/16 - 04/27/16	Traffic Incident Management Responder Training	4.00	1.00
05/03/16 - 05/03/16	Crash Team Training	7.00	19.00
05/05/16 - 05/05/16	Intoxiclock Training	2.00	1.00
06/16/16 - 06/16/16	Crash Team Training	5.00	14.00
07/18/16 - 07/29/16	Advanced Crash Investigation & Reconstruction	78.00	6.00
07/18/16 - 07/18/16	Intoxilyzer ECIR II Recertification	4.00	12.00
07/19/16 - 07/19/16	Intoxilyzer ECIR II Recertification	4.00	24.00
07/20/16 - 07/20/16	Intoxilyzer ECIR II Recertification	4.00	13.00
07/20/16 - 07/20/16	Radar Recertification	2.00	20.00
08/18/16 - 08/18/16	Radar Recertification	2.00	13.00
08/22/16 - 08/26/16	Crash Data Retrieval Data Analyst	40.00	3.00
08/25/16 - 09/30/16	Roll Call Training: TRNB16-17 Axon Video (Accident With Injuries)	0.25	354.00
08/25/16 - 09/30/16	Roll Call Training: TRNB16-16 DUI Procedures Post Birchfield	0.25	352.00
09/01/16 - 09/30/16	Legal Updates - 2016 - Power DMS	1.00	136.00
09/12/16 - 09/16/16	Total Station	36.75	9.00
09/27/16 - 09/27/16	Laser Recertification	2.00	17.00
09/27/16 - 09/27/16	Radar Recertification	2.00	24.00
09/29/16 - 09/29/16	Crash Team Training	7.00	10.00
09/29/16 - 09/29/16	Distracted Driving Summit: Learning from Distraction-Related Crash Investigations/Strategies to Con	1.00	1.00
09/29/16 - 09/29/16	National Traffic Incident Management Responder Course	4.00	1.00
10/01/16 - 10/30/16	Legal Updates - 2016 - Power DMS	1.00	113.00
10/06/16 - 10/07/16	Basic Radar Operator Course	16.00	14.00
10/13/16 - 10/13/16	Laser Recertification	2.00	13.00
10/13/16 - 10/13/16	Radar Recertification	2.00	10.00
10/24/16 - 10/24/16	Intoxilyzer ECIR II Recertification	4.00	10.00
10/25/16 - 10/25/16	Intoxilyzer ECIR II Recertification	4.00	14.00
10/26/16 - 10/26/16	Intoxilyzer ECIR II Recertification	4.00	7.00
11/01/16 - 11/30/16	Legal Updates - 2016 - Power DMS	1.00	94.00
11/10/16 - 11/11/16	Basic Laser/Lidar Operator Course	8.50	21.00
11/15/16 - 11/15/16	Laser Recertification	2.00	14.00
11/15/16 - 11/15/16	Radar Recertification	2.00	8.00
11/17/16 - 11/17/16	Crash Team Training	6.00	13.00
12/12/16 - 12/12/16	Intoxilyzer ECIR II Recertification	4.00	5.00
12/13/16 - 12/13/16	Intoxilyzer ECIR II Recertification	4.00	18.00
12/14/16 - 12/14/16	Intoxilyzer ECIR II Recertification	4.00	9.00
12/01/16 - 12/30/16	Legal Updates - 2016 - Power DMS	1.00	13.00

We consistently expand the knowledge and expertise of our officers through advanced and instructor certifications; in 2016 we had a senior DCJS SFST instructor and 8 fully accredited DCJS SFST Instructors. Officers and supervisors also attended the Annual Virginia Distracted Driving Summit and other courses (above) to obtain updates regarding statutes, procedures, enforcement tools, public education items, etc. The Chesapeake Police Department recently initiated ARIDE training in 2013 and currently has 7 officers who are ARIDE trained. Virginia does not have a current DRE program and officers that were previously certified in the past have no current certification.

Public Information and Education

Officers and supervisors provided numerous educational/informational Traffic Safety presentations & activities to educate citizens and establish avenues of communication:

- Alcohol Awareness Campaign, Tidewater Community College – Traffic Safety & Impaired Driving
- Mayor’s Youth Day - Demo of Traffic Enforcement equipment & procedures, DUI & Traffic Safety including Underage Drinking
- “Distracted Driving Awareness Month” campaign participation
- Citizens Police Academy - Traffic Enforcement & Impaired Driving
- Participated and provided data for “Click It Or Ticket” campaign
- Mayor’s Youth Day - Demo of Traffic Enforcement equipment & procedures, DUI & Traffic Safety including Underage Drinking
- Social media posts during campaigns are also made for citizen education efforts.

Officers providing public educational talks and demonstrations specifically designed them to be relevant to the audience. As an example, when we speak to military personnel, the talk is geared toward Impaired Driving, Speeding, Distracted Driving, Seat Belts and other similar issues. When we speak to high school students, we may provide hands-on SFST demonstrations with Fatal Vision goggles, discussion of Underage Drinking, DUI, Speeding, Seat Belts and Texting while Driving.

The Chesapeake Police Department has forged strong partnerships with the local military bases, area high schools, DriveSafe Hampton Roads organization, Virginia DMV, local restaurant businesses and local insurance agencies. The military and high schools assist by allowing the talks to their personnel/students and to interact with them at various city events, which may help in reducing our traffic crashes. DriveSafe Hampton Roads is an organization that utilizes DMV grants to sponsor events for the public and allows us, other local law enforcement, private companies and others to work together on traffic safety issues, legislative items, etc. Virginia DMV is the primary pass through agency for federal and state traffic grants, which allows our officers to conduct saturation patrols, road checks and other enforcement activities. Local restaurants and businesses sponsor and donate services or provide locations for meetings and events for traffic safety related activities.

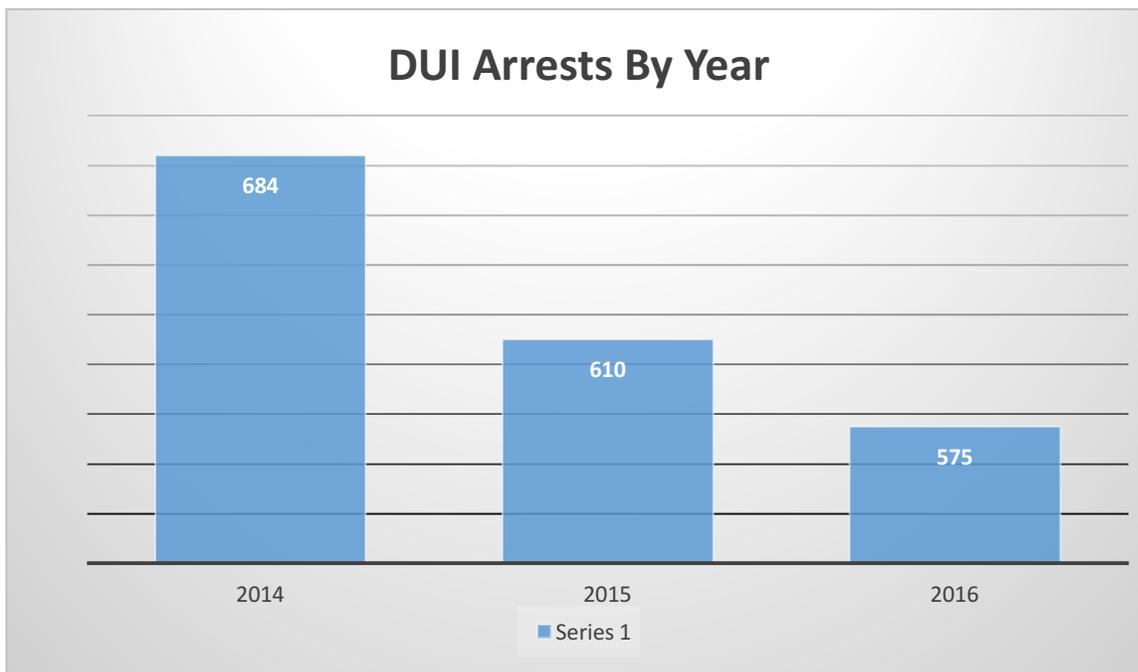
On April 14, 2016, the 3rd annual “Every 15 Minutes” program was conducted at Western Branch High School. It is a 2 day interactive program that focuses on high school students that challenges them to think about drinking, driving, personal safety and the responsibility of making mature decisions when lives are involved. The program consists of multiple segments including student selection, simulated drunk driving collision with police response/actions/arrest, visits to the morgue, jail and a mock court trial. It is a powerful program with a call to action for students to make responsible choices when alcohol is involved. The goal of the program is to reduce the number of teens involved in fatal crashes or injured in alcohol related incidents. The result is citizens and agencies working together in well-coordinated partnerships

comprised of the Chesapeake Commonwealth’s Attorney, Chesapeake Police, Fire and Sheriff’s Office, Chesapeake Public Schools, a local hospital, and Chesapeake Public Communications. It was coordinated by Chesapeake Police Department Chief and Traffic Unit supervisory personnel. The program was a resounding success with a lasting impact on everyone involved and the community. City and Region media coverage were televised. This program is conducted annually at a city high school on a rotating basis.

Enforcement

Emphasis was placed on the 274 “patrol” officers (we currently have a number of vacancies) working patrol during evening and midnight shifts to direct regular duty time toward Impaired Driving when not assigned to calls for service. Each Traffic Unit officer was assigned specifically to DUI enforcement details at least one week every two months. While the exact number of hours is unknown, it is estimated to be thousands of hours. During campaigns such as “Click It Or Ticket” and “Drive Sober Or Get Pulled Over”, emails were sent to all personnel advising of the campaign dates and purpose to further direct officers’ enforcement efforts.

To enable additional specific impaired driving patrols, added grant funding was requested and received in 2016 which enabled officers to spend over 500 hours of grant-funded overtime to focus alcohol enforcement efforts in the targeted locations during the specific days and times indicated from the analysis of data. In 2016, there were 575 Impaired Driving arrests made Department wide. Many of these arrests were made in the targeted areas, but are not tracked in a manner to retrieve that specific information.



Source: Traffic Records Electronic Data System (TREDS). Statistics provided throughout this report were obtained from TREDS, which includes interstate crashes not investigated by the Chesapeake Police Department.

We have maintained the significant reduction in the number of arrests since 2014; with the suggestion that due to the strong emphasis on patrolling and high visibility in DUI corridors, added Grant funded Alcohol Enforcement saturation patrols and extensive public education there has been the desired reduction of

impaired drivers on our roadways. Many local campaigns such as AAA free rides home during the holidays and the new Transportation Network Companies (Uber, Lyft) transportation/taxi services are also a contributing factor.

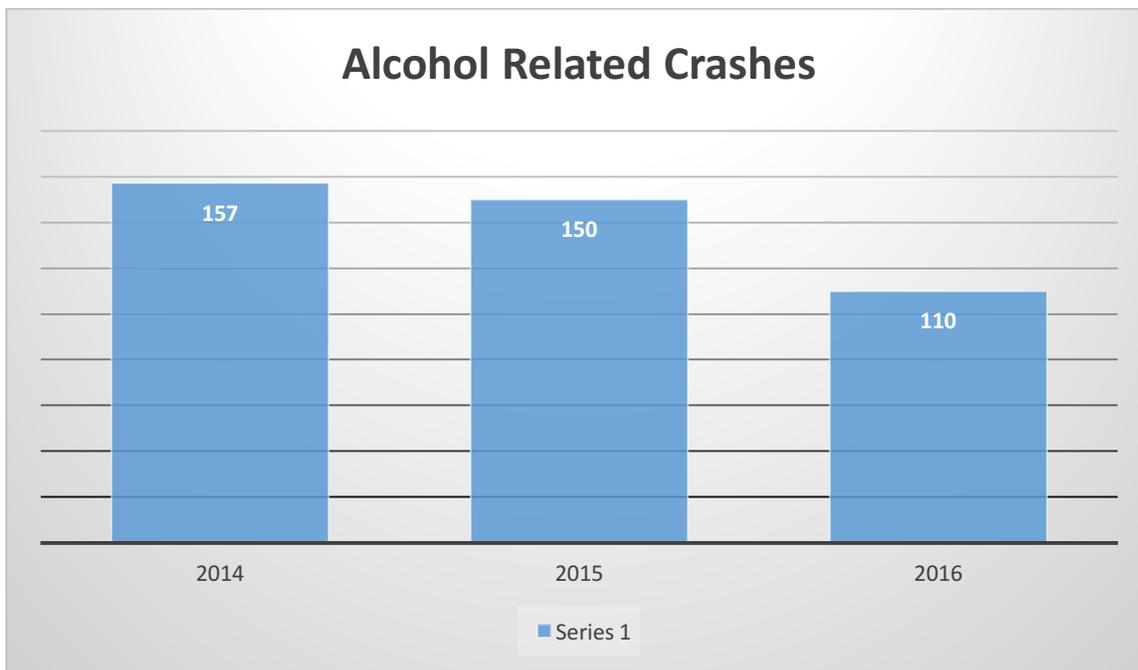
Throughout the year officers and supervisors coordinate special enforcement operations utilizing Department personnel and other jurisdictional personnel to amplify education and enforcement efforts. Officers are trained and encouraged to be vigilant in enforcement of other alcohol related violations.

Officers from Chesapeake joined efforts with NC Highway Patrol to conduct a multi-jurisdictional “Border to Border” annual checkpoint in Chesapeake, at the North Carolina state line on September 1, 2016; 467 vehicles were checked - 6 arrests and 30 summonses were issued.

Outcomes

Planning included the re-analysis of crash data and of the effectiveness of specific location, date, time and other factors to be completed periodically in order to change, adjust or eliminate parts of the plan when needed. This changed many resources in the plan, from staffing numbers, hours, dates, etc., to ensure we were as effective and efficient as possible with available resources.

In the final analysis of the operations plan and the success of the objectives and goals of the Department and the Virginia Strategic Highway Safety Plan purpose of the significant reduction of crash deaths and severe injuries, we found success in the reduction of alcohol related crashes in 2016.



Furthermore, the increased visual presence of active police officers on traffic stops and patrolling may have assisted in reducing an unknown number of criminal activities.

Department personnel are commissioners and members of the Chesapeake Transportation Safety Commission; meets monthly with civilian business owners, citizens and other City Departments (Public

Works, Traffic Engineering, Fire/EMS, and Mayor) to share ideas, information and procedures regarding transportation safety in our City. The Commission was awarded the 2015 Governor's Transportation Safety Award in the category of Public Transportation Safety in June 2015.

Finally, officers received the Department's DUI Enforcement Incentive Award in 2016 and our top DUI enforcement officer was recognized by MADD at the Regional Law Enforcement Recognition and Awards for their outstanding work in DUI detection/Impaired Driving efforts. Several other officers received recognition through awards for their overall high performance, which included their traffic-related activities such as DUI, Speeding and Occupant Protection enforcement.



Chesapeake VIRGINIA



Chesapeake Police Department
DUI Field Notes

Defendant's Name _____ Court Date _____
Address _____ SS/Cust: number _____
DOB _____ Race _____ Sex _____ Make of Vehicle _____
Type of Vehicle _____ License Number _____ State _____

Step A - Observation and Stopping Vehicle

- 1. I first observed the vehicle at _____ hours on _____
2. My first observation occurred at _____
3. During the observation period, I observed the vehicle:
If other (explain) _____
4. I stopped the vehicle at _____ hours at _____
5. I observed the defendant operating the vehicle (point to defendant)
6. Note any problems stopping the vehicle:

Accident Case Location of accident: _____

- 7. I arrived at the accident at _____ hours on _____
8. I verified that the accident time was _____ by:
9. I verified that the defendant was the operator by:
10. I verified that the defendant had consumed no alcoholic beverages since the accident by:

11. Witness Information.
Name _____ Address _____
Telephone _____ SS/Cust Number _____
Name _____ Address _____
Telephone _____ SS/Cust Number _____

Step B - Examination of Driver

- 1. I asked the defendant for his/her driver's license and registration. Explain;

2. I asked the defendant today's date and he/she stated: _____
3. I asked the defendant the present time and he/she stated: _____

Physical conditions of the driver:

- 4. His/her speech: _____
- 5. His/her odor of alcoholic beverage: _____
- 6. His/her eyes: _____
- 7. His/her face: _____
- 8. His/her clothing: _____
- 9. His/her ability to walk: _____
- 10. His/her ability to stand: _____
- 11. His/her actions: _____
- 12. I asked the defendant if he/she had taken any medication recently and if so, how long ago?

- 13. I asked the defendant if he/she had medically wrong with him/her?

- 14. I asked the defendant if he/she had any physical defects? _____
- 15. I asked the defendant if he/she had consumed any alcoholic beverages recently and if so, how much and how long ago?

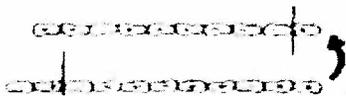
- 16. I asked the defendant where he/she was coming from? _____
- 17. I asked the defendant what he/she had eaten and when? _____
- 18. I asked the defendant if he/she is employed and how? _____
- 19. I advised the defendant that I suspected him/her of driving under the influence and asked him/her if he/she was willing to perform several coordination tests? _____
- 20. I explained and demonstrated all field tests.
- 21. Lighting _____ Terrian _____ Weather _____

Horizontal Gaze Test

Left Eye	Right Eye	Could not perform test
_____	_____	_____
Lack of smooth pursuit		

Nystagmus at maximum deviation		Additional comments
_____		_____
Onset prior to 45 degrees		

Walk and Turn

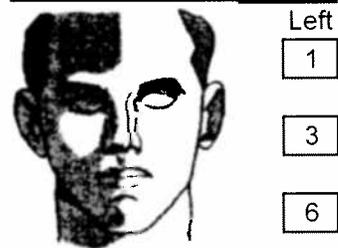


One legged stand



Finger to Nose Test

Describe actions:



Cannot keep balance _____

Starts too soon _____

	1st Nine	2nd Nine
Stops Walking		
Misses Heel-Toe		
Steps off line		
Rises arms		
Actual steps taken		

Additional comments _____

L	R	
<input type="checkbox"/>	<input type="checkbox"/>	Swaying while balancing
<input type="checkbox"/>	<input type="checkbox"/>	Uses arms to balance
<input type="checkbox"/>	<input type="checkbox"/>	Hoppin
<input type="checkbox"/>	<input type="checkbox"/>	Puts foot down _____ times
<input type="checkbox"/>	<input type="checkbox"/>	Counted to _____
		Footwear _____

Right	Left
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Finger Counting Test

1,2,3,4/4,3,2,1 _____ L/R Hand _____

Additional comments _____

Counting Test

Count backwards starting at _____ stop at _____

Additional comments _____

Alphabet Test

I asked the subject what was the highest level of education that he/she had completed. He/she stated _____

I advised him/her to recite the alphabet as fast as he/she could starting at _____ and stopping at _____

I asked if he/she understood and he/she stated _____

I asked the subject to begin. He/she stated _____

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Additional Comments:

[Empty box for additional comments]

Step C - Preliminary Breath Test.

18.2-267 of the State Code requires this test be offered to the defendant. I read the defendant his/her rights under 182.-276 of the Preliminary Breath Test at _____ hours.

- A. You have the right to take a Preliminary Breath Test
- B. You have the right to refuse the PBT
- C. You have the right to know if the test is positive or negative.
- D. The results of this test shall not be used as evidence in any prosecution.
- E. Nor shall the fact that you refuse the test, be used as evidence in any prosecution.

I offered the PBT to the defendant at _____ hours.

He/She

Results of test _____ BAC

If test was unavailable, explain

Step D - Arrest.

I arresting officer(s) _____ placed the defendant under arrest for DUI at _____ hrs.

Other officers on scene:

Step E - Miranda Rights

1. You have the right to remain silent. 2. Anything you say can and will be used against you in a court of law. 3. You have the right to talk to a lawyer and have him present with you while you are being questioned. 4. If you cannot afford to hire a lawyer one will be appointed to represent you before any questioning if you wish one. 5. If you decide to answer questions without your lawyer being present, you have the right to change your mind at any time, and request that your lawyer be present before you answer any further questions.

- 1. Do you understand each of these rights I have explained to you?
- 2. Having these rights in mind, do you wish to talk to us now?

Advised of Miranda Warning at _____ hours on _____

Departed arrest location at _____ hours on _____

Step F - Breath Test

- 1. We arrived at the _____ at _____ hrs. on _____
- 2. Breath test operator _____ performed the test. His/her card number is _____
- 3. The observation period began at _____ hrs.
- 4. The sample was taken _____ hrs.
- 5. I stayed with the defendant during the entire observation period. He/she did not drink, vomit, belch or place his/her hands in his/her mouth.
- 6. The accused _____ elect the opportunity to observe the process of analysis and to see the blood-alcohol reading on the equipment used to perform the breath test. Place initials on Certificate of Analysis.
- 7. The breath test operator gave the defendant a copy of the test results at _____ hrs.

Note: If the BAC is less than .08 but the field tests suggest greater intoxication, the defendant should be taken for a blood test. If the defendant refuses, follow Refusal procedures.

Step G - Refusal

1. We arrived at the magistrate's office at _____ hrs.
2. Magistrate _____ was on duty.
3. Officer _____ advised the defendant of the Implied Consent law from the form and asked the defendant if he/she understood. He/she stated _____
4. After having read the Implied Consent Law from the form, the defendant was offered the breath/blood test, and refused.
(Explain Below)

-
5. Officer _____ then acknowledged reading the Implied Consent Law Refusal Form before magistrate _____ at _____ hrs.

Step H - Drug Influence

I have reasonable cause to believe that the subject was under the influence of drugs or a combination of drugs and alcohol based on _____ (Explain below)

I advised the subject he/she was required to submit to a blood test.

The defendant was transported to _____ by _____

Step I - Blood Test

1. I arrived at the hospital at _____ hrs. on _____
2. Blood was taken from the defendant's _____ arm by _____ who is a _____ whose State card number is _____ and expires on _____
3. Under the direction of _____, I did the following:
4. I washed my hands _____
5. I confirmed _____ washed his/her hands.
6. The defendant's arm was cleaned with soap and water, or polyvinyl pyrrolidone iodine, or benzalkonium chloride.
7. I filled in the vial labels _____
8. 10cc of blood were placed in each vial by Penny Smith _____
9. I corked and sealed each vial _____
10. I completed the certificates of blood withdrawal forms and attached one to each vial.
11. I placed both vials of blood in the container and sealed it.
12. I left the hospital at _____ hrs. The defendant was _____ at _____
13. The defendant's blood vials were kept in my possession during the entire DUI process.
14. I placed the box in the mailbox at _____ at _____ hrs on _____

Additional Comments:



Chesapeake Police Department



2017 Virginia Law Enforcement Challenge

Occupant Protection

Problem Identification

The City of Chesapeake measured the occupant protection usage rate using two different methods. First, Traffic Unit officers were used at specific locations throughout the City to perform occupant protection counts. The counts were done under similar conditions as frequently as once a month, but at least quarterly. The second method is completed by a local university using student trained to measure the occupant protection usage rates. Those usage studies were performed on date and times planned by their research professor.

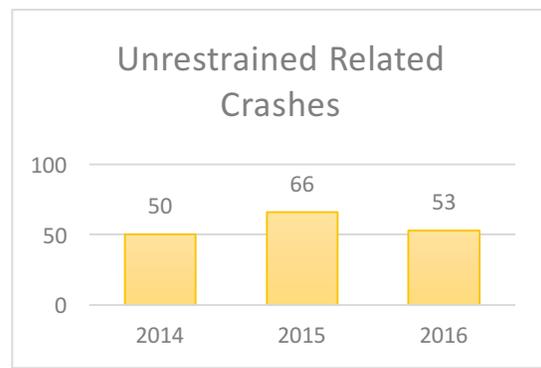
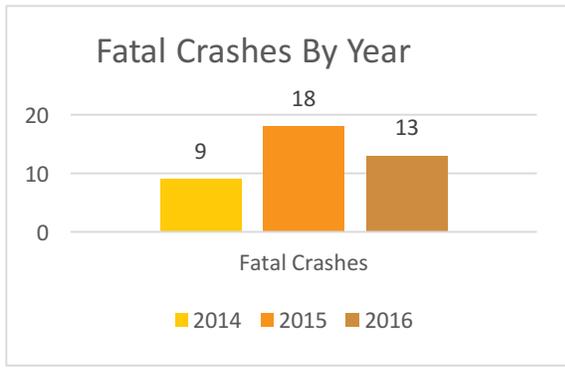
We believe public surveys are not as accurate as actually measuring occupant protection usage as described above. It was found that either the people who participate in surveys are the ones more likely to use seat belts or they are not truthful in their reporting as the survey rates are much higher than measured rates. Instead, we rely primarily on the two methods described above to provide information on various areas, days, times and the severity of the occupant protection problem. We have found through our traffic studies that occupant protection usage is lower during the evening and overnight hours and in the rural areas of our city. As such, we have educated our officers on these factors so they may be proactive in public education talks and in their enforcement efforts.

Additionally in our Problem Identification, we offer the following: The City of Chesapeake is a diverse community consisting of a population of 236,538 people with over 175,000 registered vehicles and a land mass of 353 square miles. The City is bordered by the state of North Carolina on its southern border, Suffolk on the west, Virginia Beach on the east and Norfolk and Portsmouth on the north. With over 2,276 usable lane miles in the City, the 274 police officers of the Chesapeake Police Department's Operations Bureau strive to educate the motoring public and enforce the traffic laws in an effort to reduce traffic violations, such as Occupant Protection. One of our highways, the Chesapeake Expressway, allows convenient access to the Outer Banks of North Carolina from points north and west of the vacation destination. The volume of traffic traveling upon the Chesapeake Expressway exceeds 4,400,000 vehicles per year.

During the period from January 1, 2014 through December 31, 2016, there were a total of 7,515 crashes in the City. Of those, 3,433 were crashes with injuries and 40 with fatalities. In 2016, Chesapeake police officers issued 425 adult seat belt tickets and 65 child restraint tickets. As even a single fatality or injury due to an unrestrained person is devastating to families and to the community, the Chesapeake Police Department has identified the Occupant Protection as one of its top priorities.



Chesapeake Police Department



Source: Traffic Records Electronic Data System (TREDS). Statistics provided throughout this report were obtained from TREDS, which includes interstate crashes not investigated by the Chesapeake Police Department.

Policy

See Attachments –

Chesapeake Police Department - Policy 2-7-1.pdf

Chesapeake Police Department - Policy 3-2-2.pdf

Chesapeake Police Department - Policy 1-1-5.pdf

Please see attached department policy and procedure regarding seat belt use for police officers. Compliance is ensured through supervisory checks and inspections of personnel and through accident reviews where seat belt use is determined and may be part of the disciplinary process when not used.

Planning

Using occupant protection usage studies, crash data from the Virginia Department of Motor Vehicles, TREDS and our own department’s records management system as well as input from citizens in the way of traffic enforcement requests, town meeting comments and complaints, an operations plan was created to address Occupant Protection and other traffic problems in our city. The plan included many factors such as information from occupant protection studies showing area, date and times that would be best for enforcement, high frequency crash locations, high frequency alcohol-related crash locations, holiday dates and periods, time periods of frequent crashes and many other specifics to narrow and focus the Occupant Protection enforcement effort. The operations plan was dynamic in that it would be re-evaluated based on changes throughout the year, such as construction, evolving crash data, effectiveness of the plan, actual vs. expected results, availability of staff, equipment, funding and other changing criteria. The plan included information on each type of problem, objectives and goals with a means to measure results, various methods to address each problem and the statistical data on the best locations, dates, days, time periods, etc. to address each problem. There was ongoing analysis of the plan through periodic checks on the individual and group efforts, which assisted in the dynamic changes of the plan to ensure maximum effectiveness.

Specific target areas based on occupant protection studies and crash data, allowed officers to focus enforcement efforts in the most effective locations to enforce Occupant Protection violations. A list of top crash locations was posted and emailed to all officers, which they could also use for individual unplanned enforcement actions during periods they were not handling calls for service or assigned to other duties. Specific target dates, days and time periods were also based on occupant protection studies and crash data



Chesapeake Police Department



from both the Virginia Department of Motor Vehicles records and our own records management system information. When writing grant requests, the dates, days and time periods were extremely important to validate the overtime hours requested and, ultimately, in the operations plan, it was critical in scheduling the saturation patrols for Occupant Protection enforcement actions.

The operations plan included nighttime enforcement particularly because the City of Chesapeake was the focus city of a pilot project under the Virginia Department of Motor to study the impact of targeted occupant protection enforcement on nighttime seat belt usage rates. Old Dominion University performed occupant protection rate usage studies as part of this project. The operations plan was designed to be a dynamic plan and, as such, the re-analysis of occupant protection usage rate studies, crash data and of the effectiveness of specific location, date, time and other factors were done periodically in order to change, adjust or eliminate parts of the plan when needed. This changed many resources in the plan, from staffing numbers, hours, dates, etc., to ensure we were as effective and efficient as possible with available resources.

The Chesapeake Police Department supports the Virginia Highway Safety plan by adopting many of its goals, including those related to Occupant Protection. Because of Chesapeake's population, size, travel rate and other factors, the City tied as the top 13th Virginia localities for unrestrained fatalities. While our officers work to remove our city from this status, we are working hand-in-hand with the Virginia Department of Motor Vehicles, who heads the state Strategic Highway Safety Plan, to find new strategies and improve traditional methods of Impaired Driving enforcement and education. As an example, in 2013, Chesapeake was one of two localities in the state involved in a Virginia DMV pilot program focused on increasing nighttime seat belt use and its impact on crashes with injuries and fatalities.

Public Information and Education

In addition to the many television, radio and billboard public service messages, which were provided through the Virginia Department of Motor Vehicles, the Chesapeake Police Department provided many educational/informational activities. Here are a few examples:

- Mayor's Youth Day – Demo of Traffic Enforcement equipment and procedures including DUI SFSTs, Preliminary Breath Testing, etc. and talk on Traffic Safety including Seat Belt & Child Seat Use.
- Great Bridge High School - Talk on Traffic Enforcement including Seat Belt Use as a main topic.
- Citizens Police Academy - Talk on Traffic Enforcement including Seat Belt & Child Seat Use as a main topic.

Officers providing public educational talks and demonstrations specifically design them to be relevant to the audience. As an example, when we speak to military personnel, the talk is geared toward Impaired Driving, Speeding, Distracted Driving, Seat Belts and other similar issues. When we speak to high school students, we may provide hands-on SFST demonstrations with Fatal Vision goggles, discussion of Underage Drinking, DUI, Speeding, Seat Belts and Texting while Driving. The Chesapeake Police Department has forged strong partnerships with the local military bases, all of the high schools, the DriveSafe Hampton Roads organization, the Virginia DMV, several local restaurant businesses and several local insurance agencies. The military helps by allowing the talks to their personnel and to interact with them at various city events, which may help in reducing our traffic crashes. The high schools help by allowing us to talk to their students and interact with them at various city events, which may help in reducing our traffic crashes. DriveSafe Hampton Roads is an organization that utilizes DMV grants to sponsor events for the public and allows us, other local law enforcement, private companies and others to work together on traffic safety issues, legislative items, etc. Virginia DMV is the primary pass through agency for federal and state traffic grants, which allows our officers to work saturation patrols, road



Chesapeake Police Department



checks and other enforcement activities. The local restaurants and businesses are sponsors and donate services or provide a location for meetings and events for traffic safety related activities. The Chesapeake Police Department provides traffic safety talks at local organizations and groups with one of the main topics of these presentations being child seat/restraints.

Enforcement

Many of the 274 officers working patrol during evening and midnight shifts directed regular duty time toward traffic enforcement, including Occupant Protection, when not assigned to calls for service. Additionally, each officers are sent emails reminding them of the importance of Occupant Protection enforcement. While the exact number of hours is unknown, it is estimated to be thousands of hours. Grant-funded enforcement (overtime) was used to enforce and educate the public about occupant protection. Our analysis of Child Restraint violations & crash data did not indicate a definable pattern, we did not identify specific target areas for Child Restraint enforcement. As such, all Child Restraint tickets would have been in our city-wide effort.

Training

The Chesapeake Police Department utilizes initial training on Occupant Protection detection and enforcement for all new officers as well as specialized training, such as child restraint technician and numerous crash investigation courses (i.e. Basic Accident Investigation & Reconstruction, Advanced Accident Investigation & Reconstruction, Special Problems in Accident Investigation & Reconstruction, etc.) for current officers. Also, we provided Occupant Protection talks to our community, which included high schools, businesses and military personnel. The Chesapeake Police Department currently has 9 certified child restraint technicians. However, the 19 current members of our Crash Team have all been trained in seat belt and child restraint crash forensics or human dynamics.

2016 Training:



Chesapeake Police Department



Date	School/Course Name	Hours	Students
01/25/16 - 02/05/16	Fundamentals of Crash Investigation & Reconstruction	80.00	8.00
02/18/16 - 01/18/16	Crash Team Training	8.00	14.00
03/07/16 - 03/07/16	Intoxilyzer ECIR II Recertification	4.00	3.00
03/08/16 - 03/08/16	Intoxilyzer ECIR II Recertification	4.00	15.00
03/09/16 - 03/09/16	Intoxilyzer ECIR II Recertification	4.00	9.00
03/14/16 - 03/18/16	DUI/DUID SFST With The Basic Police School/62nd Session	40.00	1.00
04/14/16 - 04/14/16	Crash Team Training	7.00	12.00
04/14/16 - 04/14/16	TNT: Tactics In Traffic	8.50	4.00
04/14/16 - 04/18/16	DUI/DUID SFST With The Basic Police School/62nd Session	40.00	1.00
04/27/16 - 04/27/16	Traffic Incident Management Responder Training	4.00	1.00
05/03/16 - 05/03/16	Crash Team Training	7.00	19.00
05/05/16 - 05/05/16	Intoxiclock Training	2.00	1.00
06/16/16 - 06/16/16	Crash Team Training	5.00	14.00
07/18/16 - 07/29/16	Advanced Crash Investigation & Reconstruction	78.00	6.00
07/18/16 - 07/18/16	Intoxilyzer ECIR II Recertification	4.00	12.00
07/19/16 - 07/19/16	Intoxilyzer ECIR II Recertification	4.00	24.00
07/20/16 - 07/20/16	Intoxilyzer ECIR II Recertification	4.00	13.00
07/20/16 - 07/20/16	Radar Recertification	2.00	20.00
08/18/16 - 08/18/16	Radar Recertification	2.00	13.00
08/22/16 - 08/26/16	Crash Data Retrieval Data Analyst	40.00	3.00
08/25/16 - 09/30/16	Roll Call Training: TRNB16-17 Axon Video (Accident With Injuries)	0.25	354.00
08/25/16 - 09/30/16	Roll Call Training: TRNB16-16 DUI Procedures Post Birchfield	0.25	352.00
09/01/16 - 09/30/16	Legal Updates - 2016 - Power DMS	1.00	136.00
09/12/16 - 09/16/16	Total Station	36.75	9.00
09/27/16 - 09/27/16	Laser Recertification	2.00	17.00
09/27/16 - 09/27/16	Radar Recertification	2.00	24.00
09/29/16 - 09/29/16	Crash Team Training	7.00	10.00
09/29/16 - 09/29/16	Distracted Driving Summit: Learning from Distraction-Related Crash Investigations/Strategies to Con	1.00	1.00
09/29/16 - 09/29/16	National Traffic Incident Management Responder Course	4.00	1.00
10/01/16 - 10/30/16	Legal Updates - 2016 - Power DMS	1.00	113.00
10/06/16 - 10/07/16	Basic Radar Operator Course	16.00	14.00
10/13/16 - 10/13/16	Laser Recertification	2.00	13.00
10/13/16 - 10/13/16	Radar Recertification	2.00	10.00
10/24/16 - 10/24/16	Intoxilyzer ECIR II Recertification	4.00	10.00
10/25/16 - 10/25/16	Intoxilyzer ECIR II Recertification	4.00	14.00
10/26/16 - 10/26/16	Intoxilyzer ECIR II Recertification	4.00	7.00
11/01/16 - 11/30/16	Legal Updates - 2016 - Power DMS	1.00	94.00
11/10/16 - 11/11/16	Basic Laser/Lidar Operator Course	8.50	21.00
11/15/16 - 11/15/16	Laser Recertification	2.00	14.00
11/15/16 - 11/15/16	Radar Recertification	2.00	8.00
11/17/16 - 11/17/16	Crash Team Training	6.00	13.00
12/12/16 - 12/12/16	Intoxilyzer ECIR II Recertification	4.00	5.00
12/13/16 - 12/13/16	Intoxilyzer ECIR II Recertification	4.00	18.00
12/14/16 - 12/14/16	Intoxilyzer ECIR II Recertification	4.00	9.00
12/01/16 - 12/30/16	Legal Updates - 2016 - Power DMS	1.00	13.00



CHESAPEAKE POLICE DEPARTMENT

POLICY & PROCEDURE

1.1.5



Subject: Prohibited Acts

Effective Date: 11/19/2014

CALEA Standard(s): 12.1.3; 22.2.7; 22.3.2; 22.3.5; 26.1.1
Total Pages: 13

Issuing Authority: *Colonel Kelvin L. Wright*

Reviewing Authority: *Dana Sanford*

I. POLICY

This policy establishes principles for the management of the Department and includes standards of behavior to which every member of the Department is held accountable. Founded upon the laws of the Commonwealth, these standards are higher than what is expected of members of the general public in their work. Insomuch as the responsibilities of this Department are heavy and are assigned to no other agency in this City, the powers granted to police officers to fulfill these responsibilities also are given to no other persons or agencies. As a result, far more is demanded of the police officer in conduct and bearing, as well as in the faithful carrying out of Departmental policies and procedures.

Every person involved in the criminal justice system relies on police honesty: supervisors render decisions based on information received from officers, prosecutors depend on honest reports, statements, and affidavits when prosecuting criminals, judges rely on honesty in evaluating warrants, and jurors determine guilt or innocence and often liability based on an officer's investigation and testimony. It is undeniable that officers lie while working undercover and very often while conducting investigations and interrogations, as well as when using trickery for legitimate law enforcement purposes. However, a clear line can be drawn between sanctioned lying and prohibited lying. Police officers found to have lied intentionally in an official document such as a police report, statement, or affidavit or in an official proceeding such as an internal affairs investigation, administrative hearing, or in court will be terminated. Therefore, officers who are untruthful shall be subject to termination for a first offense. In our profession, to be persuasive, police officers need to be believable. To be believable, police officers must be truthful.

II. GENERAL PROVISIONS

- A. No member of the Department shall affiliate with, become, or remain a member of any organization, if such affiliation or membership would in any way interfere with or prevent the proper performance of duties as an officer or member of the Chesapeake Police Department.
- B. A member of the Department shall not:
 - 1. Engage in any transaction or have a financial or other private interest, direct or indirect, which is in conflict with, prevents, or otherwise hinders the proper discharge of his/her official duties.1.1.5.

2. Render service for private interests when such service is incompatible with the proper discharge of his/her official duties.
3. Invest or hold any investment, directly or indirectly, in any financial business, commercial, or other private transaction which creates a conflict with his/her official duties.
4. Be or become interested, directly or indirectly, in any manner, except where such dealings are specifically authorized or permitted by statute or ordinance, in any business dealings with the City.
5. Purchase or receive any real or other property belonging to, or taken by, the City which is offered for sale or other transfer at a public auction or otherwise by the City, an agency of the City, or by persons designated by the City.

Exceptions are to be made only with the prior written approval of the Chief of Police. (This covers any property that has been held or impounded by or for the Chesapeake Police Department. For example: lost personal property, abandoned or stolen automobiles, property that has been held as evidence, etc.).

6. Use, or attempt to use, his/her official position to secure unwarranted privileges or exemptions for himself/herself or others or give the appearance of such action.
7. By his/her conduct, give reasonable basis for the impression that any person can improperly influence him/her or unduly enjoy his/her favor in the performance of his/her official duties.
8. Be convicted of any misdemeanor/felony crime of Domestic Violence which would disqualify him/her from possessing any firearm and/or ammunition.
9. Pursue a course of conduct which will raise suspicion among the public that he/she is engaged in acts that are in violation of his/her trust.

C. Accepting Gifts, Gratuities, Fees, Rewards, Etc.

Employees shall not accept any gift, gratuity, or any form of material benefit, to include food, drinks, and/or meals, if the rendering of any such gift is accompanied by a known or perceived expectation of special consideration while involving the use of the employee's position of authority as a member of the Department.

1. Buying/Selling to Citizens Involved in Cases – Employees are prohibited from buying or selling anything of value from or to any complainant, suspect, witness, defendant, prisoner, or other person involved in any case which has come to their attention or which has arisen out of their Departmental employment, except as may be specifically authorized by the Chief of Police.

2. Free Admission and Passes – Employees shall not solicit or accept free admission to any event, entertainment venue, or place of business for themselves or others, except as authorized.
3. Refusal of Gifts – Department members who are approached by a person who desires to grant them or the Department an award, gift, or other compensation should inform the person in a businesslike manner that such grants may not be accepted by Department members without the expressed permission of the Chief of Police. If the person desires to make a contribution to the Chesapeake Auxiliary Police, he/she should be advised to make the contribution specifically to that organization.
4. Disposition of Gifts – When a member of the Department has no other choice than to accept money, a gratuity, gift, reward, or compensation, except from secondary employment, he/she shall report such acts, and the nature of the service performed, in writing, to his/her commanding officer. Any money, gratuity, gifts, reward, or compensation shall then be forwarded to the Chief of Police to be disposed of at his/her discretion.

D. Financial Irresponsibility

Financial irresponsibility is contrary to the special public trust granted all employees of the Department. Employees shall make every reasonable effort to pay all debts for which they are legally responsible. Persistent involvement in financial difficulties resulting in garnishment of an employee's salary may subject the employee to disciplinary action in accordance with the City's Administrative Regulation.

E. General Duty Requirements

In addition to the specific duties of each individual's rank and assignment, as set forth elsewhere in this manual, the following general duty provisions are applicable to all members of the Department and must be observed. A member of the Department shall:

1. Be prepared to assume active duty if so ordered by the proper authorities.
2. Report for duty at his/her regularly appointed time and not withdraw or absent himself/herself from duty without permission. Duty hours shall be established by the individual's Unit, Section, Precinct, or Bureau Commander, as approved by the Chief of Police.
3. Acquaint himself/herself before beginning his/her tour of duty with all important matters affecting his/her duties that have occurred since his/her last tour. Upon returning to duty from any absence, he/she shall inform himself/herself of all new orders, regulations, and memoranda governing his/her assignment.
4. Avoid all activities not relating directly to his/her police responsibilities during duty hours, unless authorized.

5. Promptly give aid to all persons requesting services if consistent with duty obligations.
6. In any civil case or dispute, remain neutral to both parties and act only to prevent a breach of the peace.
7. Assist, protect, and come to the aid of other members of the Department who, in the exercise of their duties, are in need of aid and/or assistance.
8. Avoid involvement in cases arising in other cities not under the jurisdiction of the Chesapeake Police Department, except by operation of law.
9. Promptly and accurately complete all reports, records, and forms as required by Departmental policy and procedure. Before leaving the precinct at the end of his/her tour, complete all reports, records, and forms that pertain to events occurring during the concluded tour.
10. Consistent with current Departmental procedures, maintain the chain of command for the communication of police business. Promptly notify one's immediate superior of information concerning police matters coming to his/her attention.
11. Cooperate with and assist other members of the Department in their Departmental work.
 - a. Any deliberate and unjustified withholding of police information from other members of the Department is considered gross neglect of duty.
 - b. However, in the absence of an explicit request or proper order, avoid interfering with or working independently on any case or other police matters not assigned to him/her by his/her Commanding Officer.
12. Give name, rank, position, and similar identifying information in a civil manner to any person who may inquire, including verbal identification over the telephone. This should not be construed to mean that officers must identify themselves only when requested by a citizen.
 - a. All officers not in uniform, whether on or off-duty, must identify themselves upon becoming involved in an incident or encounter.
 - b. Proper identification shall include the officer verbally identifying himself/herself **and** displaying his/her badge and police photo identification.
 - c. The only exception to this rule would be when the physical safety of a member of the Department or the public would be threatened by compliance with it.

13. Speak the truth at all times. In any case where policy, as defined in this manual, does not allow the divulging of all known facts, inform the other party of such, and refer the person to the member's Commanding Officer.
14. Any member who observes, or is made aware of, the use of unnecessary/excessive force by any other member of the Department is to promptly and, without hesitation, stop and/or report such use.
15. Any member who observes, or is made aware of, any illegal act(s) committed by any other member of the Department is to promptly and, without hesitation, stop and/or report such act(s).
16. After completion of his/her tour of duty, report to the immediate supervisor and the relief officer all the facts and conditions of relevant police business in order that the relief platoon/squad coming on-duty may know what police action has been taken and what remains to be done.
17. Members are to cooperate fully and to testify or state the facts, as they know them, when they appear before, or are involved in, any Departmental, judicial, or other official investigation, hearing, trial, or proceeding. This requirement is not intended, and does not operate to, modify or diminish a member's right against self-incrimination.

However, whenever a member decides not to provide information on the grounds he/she believes such information may incriminate him/her, the member must clearly communicate that this is the reason for not furnishing information. Failure to do so may result in disciplinary action for failure to cooperate as required.

- a. Moreover, if a member makes this communication and then is assured that the answers given shall not be used in any criminal investigation or prosecution of him/her, the member must respond to the questions asked and otherwise cooperate in the investigation or proceedings.
 - b. Failure to do so shall result in disciplinary action, up to and including termination.
18. While off-duty, perform necessary police service whenever and wherever he/she is aware of a felony being committed.
 - a. Those officers participating in the Department's Community/Resident Vehicle Program shall adhere to that agreement as it relates to responding to specific situations while in an off-duty status.
 - b. Refrain, whenever possible, from becoming directly involved in any response or investigation dealing with one's own relatives.

19. Refrain from insubordination or disrespect toward a superior officer or other members of the Department.
20. Refrain from abusing a subordinate in any manner. For instance, public reprimands and physical or verbal assaults are prohibited.
21. Always be in good physical and mental condition sufficient to carry out his/her duties in accordance with standards set by the Chief of Police. Submit to a physical or mental examination whenever called upon to do so by the Chief of Police to determine fitness for duty and, when necessary, participate in rehabilitative treatment.
22. Use the safety restraints (seat belt/shoulder harness) at all times while operating a city vehicle. The operator of a city vehicle shall ensure that all passengers also utilize the safety restraints.

EXCEPTION: When transporting prisoners, or at other times when wearing the safety restraints would be impractical or unsafe for the driver or passenger.

F. Individual Member Responsibility

Each member shares the responsibility to promote accountability within the Department and must assume the obligations of their position in the reporting of complaints or allegations of misconduct against Department members.

Any member observing an instance of misconduct or abuse or becoming aware of a complaint of misconduct or abuse is obligated to and must intervene to stop the misconduct or abuse. In all cases, the member shall take appropriate action to prevent intensification of the situation and/or loss of evidence that could prove or disprove the allegation.

G. Personal Conduct

The following acts are prohibited by any member of the Department:

1. Committing any felony, misdemeanor, or other criminal offense.
2. Showing discourtesy, rudeness, or insolence to any member of the public.
3. Using any drug that is illegal or illegally obtained.
4. Consuming alcoholic beverages while on-duty (with the exception of an undercover assignment with the permission of the Chief of Police).
5. Reporting for duty while under the influence of alcohol. Under the influence of alcohol is defined as having a blood alcohol concentration of .02 percent or greater.

6. Reporting for duty while under the influence of drugs, whether illegal, “over-the-counter”, or prescribed, where possible side effects of the medication are drowsiness, dizziness, hallucinations, blurred vision, mood changes, etc., unless such action has been previously reported to and approved by the member’s direct supervisor and attending physician.
7. Engaging in grossly immoral conduct.
 - a. While the private non-criminal conduct of employees, officers, and volunteers generally is not subject to regulation, the special public trust and high visibility of members of the Department require that both their on-duty and off-duty conduct be such as not to bring discredit upon the Department in the public eye.
 - b. Further, the special trust and close working relationships essential among officers while on-duty requires that their off-duty conduct not create dissension or distrust among them.
 - c. The same holds true for all members of the Department given their day-to-day interaction and collaboration. Therefore, grossly immoral conduct may be subject to disciplinary action.
8. Engaging in sexual activities while on-duty.
9. Sleeping while on-duty.
10. Uncleanliness in person or dress.
11. Changing his/her place of residence or telephone number without giving proper notice. Members must report these changes to their immediate supervisor within twenty-four (24) hours and make modifications to the City’s payroll system no later than their next scheduled work day in accordance with [Policy & Procedure 1.6.1: Reporting Changes In Personnel Data](#).
12. While in uniform, or after having informed the other party that he/she is a member of the Chesapeake Police Department, soliciting, collecting, or receiving money or other things of value, except as approved by the Chief of Police and in accordance with City Administrative Regulations.
13. Voluntarily maintaining or establishing an ongoing association or dealings with criminals or persons engaging in unlawful activities, except in the discharge of official duties and with the permission of the member’s Commanding Officer or the Chief of Police.

14. Except in accordance with procedures established by law, seeking to influence his/her own promotion or assignment, or that of any other member of the Department, through solicitations or other approaches to the City Manager, the City Council, State Representatives, or other public officials or through any other improper or unlawful means.
15. Except in transacting personal affairs, recommending, or suggesting in any manner, the employment or purchase of any particular professional or commercial service or product such as, lawyers, bondsmen, undertakers, towing services, burglar alarm companies, etc., or in any manner informing such business persons how, why, or where any service or product might be acquired. This rule does not affect a member's duty to inform people in need of municipal, county, state, or federal services for which they may qualify.
16. Advising any person, whether in detention or not, the amount or procedure that a professional bondsman will charge or use in assisting release of a person in lawful detention, advising anyone as to what type of papers are needed to secure a property bond, or telling anyone they can or will be released on their own recognizance.

Such information must be obtained directly from a Magistrate, legal source, or the professional bondsman. Members of the Police Department will not become involved in procuring such services and/or giving information as to their costs or availability.

17. Members are prohibited from using tobacco products while:
 - a. Engaged in official contacts with citizens, including while working in off-duty security related employment.
 - b. Inside a city owned vehicle.
 - c. Inside buildings operated by or under the purview of the Chesapeake Police Department.

NOTE: Also included in the above prohibition are those products which give the appearance of tobacco use, whether or not they contain tobacco.

18. Purchasing alcoholic beverages while in uniform, whether on-duty or off-duty.
19. Developing an alcohol or drug dependency.
 - a. While the off-duty consumption of alcohol and the proper use of professionally prescribed medications are not prohibited, the development of a dependency on alcohol or drugs presents a clear danger to a member's fitness and, as a result, to the public at large.

- b. Since such dangers may develop before a particular on-duty problem occurs, it is within the Chief's discretion to require testing and treatment for a member whose fitness is in question because of alcohol or drug use.

H. Conduct Unbecoming of an Officer/Member

The ability of the Police Department to perform its functions depends in large measure upon the trust of the public in the credibility and integrity of the Department's officers, employees, and volunteers. Moreover, the Department's efficiency and morale depend upon the ability of its members to trust and work cooperatively with each other.

Therefore, in addition to the conduct prohibited elsewhere in this policy, the below listed conduct by members, whether on-duty or off-duty, shall be subject to disciplinary action, and may be more specifically regulated or prohibited in the interests of the Department.

1. Conduct which tends to cause the public to lose confidence in the Department, or brings it or the member into disrepute.
2. Conduct which reflects unfavorably upon the individual as a member of the Department or causes dissension and distrust among Department members.
3. Conduct which otherwise impairs the efficient operation of the Department.

I. Prohibited Political Activity

General Provisions - Members of this Department shall not:

1. Solicit, aid in soliciting, or publicly sanction the soliciting of any assessments, contributions, or financial support for any political purpose from any officer, employee, or volunteer of the Police Department, when either member is on-duty or on the property of the Police Department.
2. In any way use, or attempt to use, the authority of his/her official position for influence or interfering with any candidate for nomination or election to public office.
3. Violate any provision of Local, State, or Federal laws regulating the holding of office or membership on any committee of any political party.
4. While on-duty or in uniform, make statements, distribute literature, wear or carry messages, or otherwise convey a position regarding a candidate for public office or a matter subject to public vote or referendum
5. Use a police vehicle or any publicly owned property in the custody of the member to convey a position regarding a candidate for public office or a matter subject to public vote or referendum.

EXEMPTIONS: Members of this Department are **not** prohibited or discouraged from joining Armed Forces reserve components or recognized civic, fraternal, and social police organizations or working through such organizations for the betterment of the same and for better public and civic relations between said organizations and the Police Department. It is through participation in such organizations that a closer understanding of the functions of the organization and problems of mutual interest can be discerned and resolved.

J. Orders

1. **Duty to Obey** – No member shall neglect to obey or willfully or intentionally disobey lawful orders from a superior officer.
2. **Orders from the Dispatcher** – All personnel shall promptly answer and execute all orders from the dispatcher. These orders shall be considered as direct orders from higher authority.
3. **Relayed Orders** – Orders relayed by a superior officer to an employee of the same or lesser rank are to be obeyed as if received directly from that superior officer.
4. **Unlawful Orders. The Duty to Disobey** – No member is required to obey, nor should they obey, any order which is contrary to State Law, Federal Law, or Local Ordinance. However, responsibility for refusal to obey rests with the member. He/she shall be strictly required to justify his/her action.
5. **Unjust or Improper Orders** – Members who are given orders which they feel to be unjust or contrary to the rules, procedures, or policies of the Department (as opposed to those orders which are unlawful) **must first obey the orders to the best of their ability**. Following this, they may proceed to appeal as provided in the next section.
6. **Reports and Appeals of Unlawful, Unjust, or Improper Orders** – A member receiving an unlawful, unjust, or improper order shall, at first opportunity, report the situation in writing to the Chief of Police through official channels. The report shall contain the facts of the incident and the action taken. Appeals for relief from such orders may be made at the same time.
7. **Conflicting Orders** – Should any order conflict with a previous order from any member superior in rank, the member receiving the order shall promptly and respectfully call to the attention of the member who gave the conflicting order the fact of the conflict. If the superior does not change his/her order to avoid the conflict, his/her order shall stand.
8. **Criticism of Orders** – Members shall not publicly criticize instructions and/or orders they have received.

K. Release of Information Concerning the Operations of the Department

1. All members of this Department shall handle as confidential the official business of the Chesapeake Police Department. They shall not communicate information of an official or confidential nature to anyone except to those for whom it is intended, or as directed by the Chief of Police, or under due process of law.
2. The confidential, official business of the Department includes but is not limited to the below listed items.
 - a. The identity of the following shall never be revealed except as required by law or by the approval of the Chief of Police:
 - (1) A person under 18 years of age taken into custody
 - (2) A complainant under 18 years of age
 - (3) An abused or neglected child
 - (4) A victim of a sex crime (including sexual assault and abuse)
 - (5) A person taken into custody in connection with mental illness
 - (6) Upon request of any crime victim, the address, telephone number and/or the place of employment of the victim or the victim's family
 - b. The identities of other persons that come to an officer's attention as complainants, suspects, informants, or friends and/or family of complainants, suspects, or informants. The needless or careless making known of the identities of such persons is considered a breach of police responsibility and neglect of duty.
 - c. Members shall not release to anyone information which may delay arrest or aid a person to escape, destroy evidence or remove stolen or embezzled goods, or which may in any other way frustrate the effective carrying out of police duties.
 - d. Members shall not speak or otherwise communicate with any person or agency outside the Department about cases in which they or other members of the Department are involved, except with the approval of their commanding officer.
 - e. Information relating to proposed or actual arrests (or cases investigated by the Department) is to be communicated either to the arresting officer, the officer assigned to the case, or to an officer of rank.
 - f. Members are prohibited from using confidential or official information to advance the financial or other private interests of himself/herself or others.

- (3) A member receiving a communication from a subordinate directed to a higher command shall endorse it indicating approval, disapproval, or acknowledgement.

c. Private Use of Police Street Address

- (1) Members shall not use the Department mailing address for private purposes.
- (2) The Department address shall not be used by a private individual on any motor vehicle registration or operator's or chauffeur's license.

L. Court Appearance

1. Members shall not become involved in any promise or arrangement between a defendant and his/her victim intended to affect the result of the defendant's trial.
2. Members shall not seek to obtain the dismissal of a case or leniency for the defendant in any court unless specifically authorized by their commanding officer.
3. Officers will not argue the merits of the "charge" or case with the alleged offender or the alleged offender's attorney except before the court.
4. A pretrial discussion with opposing lawyers either in or out of court is permitted under the following conditions:
 - a. In felony criminal matters involving the City of Chesapeake, only with the permission of, or in the presence of, the Commonwealth's Attorney or his/her representative.
 - b. In civil matters involving the City of Chesapeake, only with the permission of, or in the presence of, the City Attorney or his/her representative.

M. Strikes

Members of this Department are bound by Virginia State Codes §40.1-55, §40.1-56, §40.1-57, and §40.1-58 which restrict the authority of governmental employees to strike. All Departmental employees shall familiarize themselves with the provisions of these codes and abide by their mandates.



CHESAPEAKE POLICE DEPARTMENT
POLICY & PROCEDURE



2.4.14

Subject: Operation of Vehicle/Sobriety Checkpoints **Effective Date:** 12/21/2012

CALEA Standard(s): **Total Pages:** 3

Issuing Authority: *Colonel Kelvin L. Wright* **Reviewing Authority:** *Grady A. Palmer*

I. PURPOSE

The purpose of this policy is to provide guidelines for the operation of vehicle/sobriety checkpoints for Departmental personnel.

II. POLICY

It is the policy of the Department that the ranking on-duty field supervisor of the Traffic Enforcement Unit or the Special Operations Section preapprove vehicle/sobriety checkpoint sites and ensure the procedures established within this policy are monitored by supervisory personnel for effective court prosecution.

III. PROCEDURE

A. Selection of Checkpoint Sites

1. Checkpoint sites will be selected from data generated by the Traffic Enforcement Unit that illustrates high crash intersections/non-intersections, top driving under the influence of alcohol (DUI) arrest locations and DUI travel corridors.
2. For each day/night that a checkpoint is scheduled, there will be a primary and a secondary site chosen. The selected sites shall be hand delivered to the field supervisor in charge of the checkpoint.
3. If the primary site cannot be used effectively, it will be the responsibility of the field supervisor in charge of the checkpoint to move the operation to the secondary location.
4. Police officers and/or field supervisors are not to set up any vehicle/sobriety checkpoints other than those set forth by these guidelines.

B. All checkpoint sites will be selected using the following criteria. Not all sites will meet all criteria, but only those sites that most nearly conform to the criteria below shall be chosen.

1. Checkpoint is in the immediate area of a high crash intersection/non-intersection.
2. The checkpoint location has a high incidence of alcohol-related traffic accidents.

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3. The checkpoint site is on a route known to be traveled by motorists driving under the influence of alcohol.
4. The location has adequate visibility to oncoming traffic and to the driving public in general.
5. The location has adequate space available to allow police officers to pull vehicles out of the traffic stream for further testing without creating a safety hazard.
6. The volume of traffic is appropriate to the number of police officers available at the checkpoint site.
7. There are no particular characteristics of the site location that will create a hazard for motorists and police officers.
8. The location has adequate space for police vehicles and personnel that will work the site.
9. The site location is in an area where motorists approaching the checkpoint will be unable to turn off or avoid the checkpoint.

C. Safety precautions shall be taken when setting up sobriety checkpoints.

1. When setting up the checkpoint, personnel should ensure that all precautions have been taken to afford the highest degree of safety to police officers, pedestrians, other personnel at the checkpoint, and motorists passing through the checkpoint by use of an appropriate number of lights, barricades and signs. Avoid using a large number of flares; one or two flares may be used to warn motorists approaching the checkpoint.
2. Police vehicles should be parked in an area that will not present a hazard to the police officers, pedestrians, or the general flow of traffic.
3. Prepare a safe place for those vehicles whose drivers will be examined further for DUI. This area should be out of the general flow of traffic, preferably off the highway with good access both to and from the highway. An effort should be made to have adequate lighting.
4. It shall be the responsibility of the field supervisor in charge of the checkpoint to see that all police officers and other personnel have the proper equipment and safety vests. The traffic safety vest shall be worn by all personnel working at the checkpoint.

D. Opening and closing the sobriety checkpoint operation

1. It shall be the responsibility of the field supervisor in charge of the checkpoint to open and close operations at the checkpoint.
2. When a shortage of police officers occurs due to arrests or a need to assist in other areas, the field supervisor in charge of the checkpoint will have the discretion to close or reopen the checkpoint.
3. When a checkpoint is in operation and traffic backs up to a preselected geographic point, the field supervisor in charge may temporarily release traffic to avoid further congestion.

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- E. The field supervisor in charge of the checkpoint shall complete the Vehicle/Sobriety Checkpoint Report (available on PowerDMS) and forward to the Special Operations Section Commander. The Special Operations Section Commander shall ensure the original report is hand-delivered to the Chesapeake General District Court, a file copy is maintained within the section and a copy is disseminated to each officer who worked the checkpoint.



CHESAPEAKE POLICE DEPARTMENT
POLICY & PROCEDURE



2.7.1

Subject: Traffic Stops

Effective Date: 03/28/2013

CALEA Standard(s): 61.1.7

Revision Date: 07/07/2016

Issuing Authority: *Colonel Kelvin L. Wright*

Reviewing Authority: *Dana Sanford*

I. PURPOSE

The purpose of this policy is to establish procedures to give officers guidelines for properly executing traffic stops.

II. POLICY

Although the Department maintains specialized Traffic units, every officer on the Department shares in the responsibility for traffic enforcement. Officers should take appropriate action whenever a violation is detected including provable violations determined through accident investigation, as well as those violations observed by the officer.

III. PROCEDURE

- A. Prior to stopping any vehicle, ECC should be notified of the location of the traffic stop and the license plate information. Depending on conditions, other information may be given also, (i.e., reason for traffic stop, number of occupants, make and model of vehicle, etc.). Officers who have Wearable Video Recorders (WVR's) shall activate them prior to stopping a vehicle.
- B. Motorist's Safety
1. The officer must use care in stopping a motorist, and ensure that the safety of the motorist and/or any passenger is not endangered by any action of the officer. For example, restraint should be used in the operation of horn and siren since sudden, unnecessary, or excessive use of either may startle an unsuspecting motorist and cause him/her to lose control of his/her vehicle. This does not in any way reduce the importance of an officer ensuring that he/she is close enough to a vehicle before activating the lights and siren to minimize the chances of a motorist attempting to flee.
 2. Activate the flashing blue light(s) to initiate the traffic stop. Use the horn or bright headlights to assist in gaining the motorist's attention. Use the siren briefly, when necessary.
 3. In stopping a motorist, the safety of the operation should take precedence over the speed of the operation. Care should be taken to select a location where a traffic stop may be made safely. If such a place is not readily available, the traffic stop should be delayed until a suitable place is found, if it is practical to do so.

4. Whenever possible, a location should be selected that will permit both vehicles to stop completely off the traveled roadway. Motorists should not be stopped at or near the crest of a hill, the point of a blind curve, or in or near intersections or congested areas.

B. General Public Safety

In addition to being concerned with the safety of the motorist being stopped, the officer must also be concerned with the safety of other motorists and pedestrians who may be affected by his/her actions and must take all precautions necessary to ensure their safety. The fact that an officer is in uniform and driving a police vehicle with flashing emergency lights and siren sounding gives him/her no right, legally or morally, to force other highway users off the road or otherwise endanger them.

C. Officer Safety

The officer's safety is of utmost importance. In order to protect himself/herself, as well as others, the officer should take the following precautions:

1. Avoid stopping motorists on high-speed highways unless both vehicles can be removed entirely from the roadway to a safe parking area.
2. If the stop must be made in a traffic lane, block the entire lane with the police vehicle. Attempt to make the stop in a well-lighted area at night.
3. Keep a close watch on the motorist for turning, stopping, slowing, or any other change of speed.
4. Stop at a safe distance behind the motorist's vehicle. The license plate of the motorist's vehicle should be readable and there should be a "safety zone" of approximately fifteen (15) feet. The police vehicle should be offset or angled by lining up the right headlight between the license plate and left taillight of the motorist's vehicle. The angle will provide cover and will not create a traffic hazard.
5. Maintain six (6) feet of shoulder to the left of the motorist for maximum safety.

D. Traffic Law Violations/Unknown Risk Stops

1. Standard stopping procedures require safe practices at all times. An officer should maintain a safe distance behind the vehicle being followed. When following another vehicle, maintain approximately one (1) vehicle length behind for each ten (10) miles per hour of speed. An easy way to remember this rule is that the following distance in feet should be twice the speed.
2. Direct the motorist to pull his/her vehicle over to the right side of the road. If possible, use hand motions or the P.A. to direct the motorist's vehicle to the shoulder or curb.
3. While most motorists will comply when signaled to stop by a police officer, **the officer should remain alert for abrupt stopping or acceleration movements.**

4. Once the motorist has made no attempt to escape, the officer should safely exit the police vehicle by first checking the rear traffic and then exiting from the driver's seat with the door opened halfway only.
 - a. Watch each occupant's hands, head, and shoulders for movement. It will be natural for motorists to reach for wallets or registrations.
 - b. Observe the vehicle for:
 - (1) Doors ajar
 - (2) Trunk ajar
 - (3) Engine still running
 - (4) Front wheels being turned
 - (5) Reverse lights coming on or a change in the brake lights
 - c. Keep both hands empty, if possible.
5. While moving into position, glance at the back seat, rear floor area, front seat, and front floor area.
6. Stop at a point just behind the rear of the driver/front passenger seat.
7. The officer can approach the motorist's vehicle from the passenger's side. (Officer preference)
8. Introduce yourself to the driver, including name and agency, advise them they are being audio and video recorded (if a Wearable Video Recorder is being used), and tell them the reason/Violation for the stop.
9. Ask for the driver's license and registration in a calm and courteous manner.
10. Disengage from arguments with the driver (or passengers), as they can escalate into conflicts. Wearable Video Recorders are to be used in accordance with Department policy.
11. Keep the driver informed during the process, explaining the citation and court appearance process clearly and calmly.
12. Explain that signing the summons is NOT an admission of guilt, but is merely a confirmation that they received it, and will remit payment or appear in court on the pre-determined date.
13. Be patient. Stay calm. Control your own emotions.
14. When walking away from the stopped motorist's vehicle, the officer should continually glance back over his/her shoulder for officer safety
15. If an escape attempt is made, the officer should immediately radio for assistance and give a full description of the fleeing vehicle, including the license plate number, location, and direction of travel. The procedures set out in Policy and Procedure 2.7.8, Vehicle Pursuits, should be followed in all vehicle pursuit incidents.

E. Increased Risk Stops

1. In situations where there is an increased risk already known to the officer(s) making the stop, certain precautions should be taken in addition to standard stopping procedures. Examples of such incidents include, but are not limited to: suspects of misdemeanors such as shoplifting or domestic assault and suicidal subjects.
2. These stops have a higher likeliness for danger/safety concerns for officers and require the following additional precautions be taken:
 - a. Project the stop: Minimal traffic, wait for additional officers, give additional suspect information to ECC
 - b. Increased distance between suspect and police vehicle
 - c. Maintain cover/contact officer positions and visual contact with subjects
 - d. Issue verbal commands
 - e. Use additional resources, as available (i.e. Electronic Control Device, K-9, etc.)

F. High Risk/"Felony" Stops

1. In situations where there is a known high risk to the officers making the stop, there are required additional precautions that need to be taken. Examples of such incidents include, but are not limited to: reason to believe the subject is armed or wanted, or the vehicle is stolen or was used in a violent crime.
2. These stops have a significant likeliness for danger/safety concerns for officers and the following precautions shall be taken in addition to those for increased risk stops:
 - a. Critical tasks divided among several officers, one person gives commands
 - b. More officers on scene than suspects
 - c. All occupants are treated as armed, removed one at a time, not approached until at a disadvantage
 - d. After removal from the vehicle, occupants should be handcuffed, thoroughly searched, and either remain in the custody of an officer, or be properly secured in a police vehicle.



CHESAPEAKE POLICE DEPARTMENT
STANDARD OPERATING PROCEDURES
PATROL OPERATIONS BUREAU



Subject: Precinct Radar Units

Number: 2.1.3 OPER

CALEA Standard(s):

Total Pages: 2

Authorized By: *Major T. R. Torres*

Effective Date: 11/01/2012

I. PURPOSE

The purpose of this directive is to establish procedures for the operation and use of radar units assigned to precincts.

II. POLICY

Officers using radar units should normally operate the unit in conjunction with their regularly assigned duties. Responding to assigned calls for service takes priority over radar traffic enforcement and its use is secondary to other major responsibilities.

II. PROCEDURE

A. Rules and Regulations

The following rules and regulations shall be followed when using the radar units assigned to precincts:

1. Radar units shall be stored in a location designated by the Precinct Commander, when not in use.
2. Authorized radar operators shall be responsible for logging out the radar units at the beginning of their shift and logging in the radar unit at the end of their shift, by use of the Precinct Radar Log. The Precinct Radar Log shall be kept at the precinct's Radar storage location and checked by shift supervisors to ensure accuracy, after officers have left the precinct subsequent to roll call training at the beginning of the shift.
3. The units shall be taken to the designated facility every six (6) months for calibration and/or repair.
4. Only trained personnel are permitted to check out and operate the radar units.
5. The radar units shall not be used when it is raining or when other conditions exist to make operation unsafe.
6. No alterations to the units shall be allowed.

7. Summonses issued using radar shall be set for the officer's regularly scheduled Traffic Court day. A copy of the radar calibrations shall be on file with the court.

B. Beginning Tour of Duty

1. If applicable, attach antenna to the rear of the module unit.
2. If applicable, mount read-out module unit securely.
3. Plug the power cable into the power source.
4. Mount and align the antenna in the proper position pointing straight ahead.
5. Turn the unit on.
6. Perform light segment check and internal circuit check.
7. Perform external tuning fork check.
8. Perform patrol speed verification check.
9. DO NOT USE LOCK FEATURES ON THE UNIT.
10. USE COMPLETE TRACKING HISTORY BEFORE ISSUING SUMMONSES.
11. IF THERE IS ANY DOUBT IN THE TARGET OR SPEED, DO NOT USE THE RADAR AS THE BASIS FOR ISSUING A SUMMONS.

C. End Tour of Duty

1. Perform patrol speed verification test.
2. Perform external tuning fork test.
3. Perform light segment check and internal circuit test.
4. Turn unit off.



CHESAPEAKE
POLICE
DEPARTMENT

DIRECTIVE: POLICY & PROCEDURE

NUMBER:
3.2.1

SUBJECT: TRAFFIC ENFORCEMENT UNIT

REVISED DATE:
06/29/11

REFERENCE:

TOTAL PAGES:
2

Reviewing Authority:

Wilfredo Bonilla, Jr
City Attorney

Issuing Authority:

Kelvin L. Wright
Chief of Police

06/29/11
Effective Date

I. PURPOSE

The purpose of this policy is to establish the functions, duties, and responsibilities of the Traffic Enforcement Unit.

II. POLICY

The Traffic Enforcement Unit will have the responsibility for the basic functions of traffic control and direction, which has a direct and immediate effect on traffic safety and flow. These activities include, but are not limited to, intersection control, parking control, pedestrian control, police escorts, special event control, hazard control, and accident investigations.

The Traffic Enforcement Unit will initiate selective enforcement action programs to prevent accidents and reduce traffic complaints.

III. PROCEDURE

A. The Traffic Enforcement Unit will have primary traffic responsibility for the following:

1. Selective Enforcement
2. Preventive Patrol (Accident Prevention)
3. Escorts:
 - a. Dignitary
 - b. Funeral
 - c. Wide Loads
 - d. House Moving

B. Personnel are divided into the following basic assignments and responsibilities:

1. Radar Enforcement

Traffic complaints, accidents, and general traffic law enforcement

2. Motorcycle Squad

Escorts, accident investigation, and general traffic law enforcement

3. Motor Carrier Enforcement

Weight and Measurement enforcement and general traffic law enforcement

4. School Guards

Pedestrian protection at specified locations



CHESAPEAKE POLICE DEPARTMENT

POLICY & PROCEDURE

3.2.2



Subject: Traffic Enforcement

Effective Date: 03/3/2013

CALEA Standard(s): 61.1.5

Total Pages: 2

Issuing Authority: *Colonel Kelvin L. Wright*

Reviewing Authority: *Richard C. Hartwick*

I. PURPOSE

The purpose of this policy is to establish the procedures for patrol and selective traffic enforcement action.

II. POLICY

All officers share in the responsibility for enforcement of traffic laws. The uniform application of enforcement action for traffic violations is based upon principles of sound judgment and consideration of the circumstances and conditions surrounding the violations. Police officer discretion is the key to equitable application of traffic law enforcement, with the ultimate goal being the voluntary compliance of traffic laws. Depending upon an officer's knowledge of the circumstances, and with the increase of highway safety as the main objective, an officer's enforcement action may consist of a verbal warning, issuance of a Virginia Uniform Summons, on-view arrest, or any combination thereof. Selective traffic law enforcement shall be applied and directed to pre-selected times, places, and toward types of traffic violations that are known to cause accidents.

III. PROCEDURE

A. The Department will react to traffic complaints from the community, other government entities and statistical data by providing selective traffic enforcement. Patrol and selective enforcement may target the following violations:

1. Operation of a vehicle by a driver under the influence of alcohol/drugs
2. Operation of a vehicle after driving privileges have been suspended or revoked
3. Speeding
4. Off-road vehicle violations
5. Equipment violations
6. Public carrier/commercial vehicle violations
7. Multiple violations
8. Other hazardous/non-hazardous violations, as needed
9. Vehicle registration and licensing violations
10. Violations resulting in traffic collisions

B. Officers on patrol shall direct their efforts toward those areas in which they can have the maximum impact to effect a reduction in hazardous violations which cause or tend to cause traffic accidents.

- C. The criteria for establishing a selective enforcement action are based on information relating to the quality and quantity of traffic accident investigation and reporting. Selected information shall be analyzed to determine the need of enforcement for:
- 1) Particular Violations
 - 2) Particular Locations
 - 3) Particular Times
 - 4) Particular Frequency
- D. Spot maps and computerized records shall be consulted to determine needs for selective enforcement actions. In addition to such available records, officers on patrol shall offer additional information from their own experiences to determine needs for selective enforcement programs.
- E. Selective traffic enforcement shall be provided when specified by grants and state task force programs.
- F. Newly Enacted Laws/Regulations
- Prior to any concerted enforcement action, suitable public information campaigns should be conducted to increase awareness of newly enacted laws/regulations and impending enforcement action and to gain voluntary compliance.
- G. Pedestrian Violations
- When applicable, laws governing pedestrians shall be enforced when such action will tend to prevent accidents. Such enforcement action shall take place in those areas where pedestrian accidents have been frequent and/or severe.
- H. Bicycle Violations
- With the increasing use of bicycles by both juveniles and adults, the need for the enforcement of applicable laws has become a more serious police concern. The uniform and consistent application of enforcement will assist in reducing the frequency and severity of accidents involving bicycles:
1. In those areas where congestion and the frequency of traffic accidents involving bicycles have been predominant, laws pertaining to the proper operation of bicycles should be strictly enforced.
 2. In cases involving bicycle operation by young people who may not be fully aware of their responsibility in the safe operation of bicycles, a greater emphasis should be placed on prevention and instruction than on specific enforcement.

Automotive

No employee should be allowed to operate any motor driven equipment until such time as he or she has proven his or her qualifications. Anyone operating a City vehicle must have in his or her possession a valid operator's license.

The following automotive rules will be strictly enforced by supervisors and shall result in disciplinary action against any employee violating them. Disciplinary action shall range from reprimand to dismissal.

1. It shall be the duty of any employee responsible for the operation of any motorized equipment to inform his or her supervisor if they are taking any medication that would adversely impact the employee's ability to operate such equipment.
2. A supervisor shall not instruct or allow any employee suspected of being under the influence of intoxicating beverages or drugs to operate motorized equipment.
3. It shall be the duty of the employee to immediately advise his or her supervisor of the revocation or suspension of his or her operator's or chauffeur's license.
4. All accidents involving City-owned, motor driven equipment shall be investigated by the Police, Risk Management, Departmental Safety Representative or your supervisor. When practical, vehicles should not be moved until an investigation has been completed by the Police and if appropriate, the Risk Management Representative, Department Safety Representative or your supervisor.
5. Any employee involved in a vehicular accident or injured on the job shall make a written report explaining the circumstances and his or her actions to his or her supervisor within 24 hours of the accident.
6. Any employee who has been convicted or has charges pending of manslaughter in circumstances involving a motor vehicle shall not be allowed to operate City-owned motor driven equipment on the public streets and highways.
7. Seat belts shall be fastened before starting the motor and worn at all times when driving or riding in City vehicles. It is the driver's responsibility to ensure that all passengers gave their seat belts fastened before starting the vehicle.
8. The use of a shoulder harness is mandatory (when vehicle is so equipped).
9. Approved hard helmet is required while operating or riding a motorcycle.
10. Sunglasses should not be worn between sundown and sunup.
11. Keep a firm grip and foothold when getting into or out of vehicles. DO NOT JUMP.
12. It is the vehicle operator's responsibility to be sure vehicle is in working order. A vehicle with brake, steering or other safety problems should not be driven.

13. Keep the interior of the vehicle clean. Also keep any steps and handles clean of dirt and oil.
14. Keep equipment doors closed when vehicle is being driven.
15. When backing vehicle, keep spotter in view at all times. If sight is lost between driver and spotter, driver is to stop vehicle immediately. Be sure you know what is behind your vehicle before backing up. Sound horn before backing. Get out and look if necessary.
16. Watch out for people and machinery when in working area.
17. Avoid getting too close to any supports.
18. Never leave a piece of machinery or equipment with the motor running unless required for normal duties.
19. Make sure everyone is clear before starting or moving any machine or piece of equipment.
20. Only authorized mechanics are permitted to clean, repair, grease, or adjust any unit or part of equipment while it is in motion or while the engine is running. Other employees are not to adjust parts of motors or machinery while they are running unless it is done under the direct supervision of an authorized mechanic.
21. No operator shall allow any person to ride on the draw bar, bucket, or blade, or hang on the side of any part of any moving equipment. This equipment shall not be used as a substitute for a ladder.
22. Riding on running boards and getting on or off equipment while the equipment is moving is positively prohibited. Jumping from truck beds or equipment while vehicle is moving is prohibited.
23. Garbage truck helpers may ride on back of truck on platforms provided only while picking up garbage. Trucks must be operated in the forward direction only at a maximum speed of ten miles per hour. Warning and flashing lights must be on and slow moving vehicle emblem displayed. Trucks are to stay on right side of road. Trucks are not allowed to block a roadway or stop cross-ways.
24. All persons being transported in the back of a City truck shall sit down in the bottom of the body or on seats provided for the purpose, and no more persons shall be transported than can be safely seated. The truck bed shall be chained down when hauling personnel. All seats shall be secured to main body of the vehicle.
25. All equipment when parked will have hand or foot brakes applied.
26. No person shall be permitted to get under a truck bed that has been raised until after the safety bar has been securely placed.
27. All pull-type graders shall be equipped with soft metal shear pins and safety chains.

28. Persons riding on trucks shall not board or disembark until signaled to do so by the driver, and no persons shall be allowed to ride, sit, stand on any attached trailer.
29. Look and make sure way is clear, before unloading personnel or equipment.
30. Release load only when truck is in position.
31. Smoking is prohibited in all City vehicles.
32. Under no circumstances shall equipment motors or engines be operated or started when flammable liquid leaks are present.
33. Each operator is responsible for the safety of his or her motor vehicle and the proper functions of safety equipment assigned to the vehicle.
34. All equipment operators are to be properly instructed by their supervisor in the safety regulations necessary for the safe and efficient operation of motorized equipment and the proper maintenance thereof.
35. The vehicle or machine operator is responsible for insuring that all tools, equipment, and material carried are properly secured before the vehicle or machine is moved.
36. Employees operating City vehicles are subject to safety inspections by Risk Management or Departmental Safety Representatives and shall comply with their requests.
37. No vehicle shall be in motion with the tailgate in downward position.
38. When operating a forklift, keep the load as low as possible and tilted slightly back, maintain safe visibility, drive very slowly, avoid sharp turns, and never carry passengers.
39. A fully charged portable fire extinguisher shall be required on all City owned motor equipment. The extinguisher is to be mounted in such a manner so that it is easily accessible in case of a fire. It is the responsibility of the driver or operator to insure the presence of an extinguisher.
40. A vehicle/general use first aid kit should be kept in each City owned vehicle.
41. City employees must obey all regulations established by the Division of Motor Vehicles.
42. The following violations may be considered grounds for dismissal:
 - a. Operation of City owned motorized equipment while under the influence of intoxicating beverages or drugs. Exception: drugs prescribed for the employee by a physician or over-the-counter medicines, any of which must be used in accordance with directions.

- b. Operating City owned motorized equipment on public highways after operator's or commercial driver's license has been revoked or suspended.
- c. Deliberately breaking, defacing, destroying, or preventing the operation of any City owned equipment.
- d. Refusal to comply with request of a City safety officer or the Director of Human Resources (or his/her designee) to submit to a drug or breathalyzer or blood alcohol test when suspected of being under the influence (whether operating City equipment or not).

SEAT BELTS

All City employees must wear seat belts when they are driving or riding in the front seat of a City vehicle.

Seat belts must be fastened before starting the motor and must remain fastened until the motor is turned off. This applies to both licensed and off the road, non-licensed vehicles whenever seat belts are provided.

Persons other than City employees must also wear a seat belt when riding in a City vehicle.



Chesapeake Police Department



Local Issue – Red Light Violations

Problem Identification

The City of Chesapeake initiated its photo enforcement program, **PHOTO*Safe***, on August 28, 2010, with its first monitored intersection. The primary focus of the program is to reduce the number of red light running incidents through modifying driver behavior and public education. Our goal is to reduce red light running thus reducing crashes and injuries in targeted areas. Since its inception, the program has grown to encompass seven total intersections. Construction was completed on the last intersection in February 2012.

Data Review

Many sources are used to identify, analyze, plan and evaluate the problem in the City of Chesapeake. Crash data is used from the Virginia Department of Motor Vehicles, TREDIS and our own department's records management system as some systems collect additional data and to ensure accuracy through cross-system validation. We also include a Road Safety Audit (RSA) to determine strengths and weaknesses of an intersection. The information from the crash data provided insight on each problem area as well as the measurable level of the problem to include worst locations, dates, days and times. Input from citizens in the way of traffic enforcement requests, town meeting comments and complaints were also used in the problem identification process.

We conduct a RSA to determine strengths and weaknesses of an intersection. The information from the crash data provided insight on each problem area as well as the measurable level of the problem to include worst locations, dates, days and times. Input from citizens in the way of traffic enforcement requests, town meeting comments and complaints were also used in the problem identification process.

Policy

See Attachments-

Chesapeake Police Department - Policy 2-7-1.pdf

Chesapeake Police Department - Policy 3-2-2.pdf (vehicles failing to obey traffic signals are a primary factor of intersection crashes and is covered as such in this policy)

Planning

Specific target areas, based on crash data, allowed the program to focus enforcement efforts in the most effective locations. The Traffic Engineering and Police Department coordinated efforts and compiled a list of top crash locations. A detailed engineering analysis proved or disproved the validity of a location.

Red light running occurs throughout the day as well as enforcement efforts. The **PHOTO***Safe* program monitors intersections 24 hours a day and units were/are encouraged to patrol the areas during their shift.

Follow-up was conducted throughout implementation of the plan, the re-analysis of crash data and of the effectiveness of specific location, date, time and other factors are done periodically in order to change, or adjust parameters in order to ensure we were as effective and efficient as possible with available resources and equipment.

The Chesapeake Police Department supports the Virginia Highway Safety plan by adopting many of its goals, including those related to Red Light violations. Our **PHOTO***Safe* program adds to traditional patrol and selective Red Light enforcement to reduce the number of violations and crashes.

Training

When the program was initiated, several presentations were conducted to educate the department, city employees, Judges, Commonwealth Attorney's and the public about the program. We continue to educate the public about the **PHOTO***Safe* program in an ongoing effort to educate the public about running red lights and its direct effect to crashes. Numerous presentations about the program were conducted through the area to include college students, public, traffic engineers, and other specialized law enforcement units throughout the region.

Public Information and Education

We provide many educational/informational activities. Such as:

05/2016 – Citizens Police Academy - Talk on Traffic Enforcement including Red Light violations and the **PHOTO***Safe* program

The project manager of the program, an officer, as well as other department personnel provided public educational talks and demonstrations specifically designing them to be relevant to the audience. As an example, when we speak to military personnel, the talk is geared toward Impaired Driving, Speeding, Red Light violations and the **PHOTO***Safe* program, Distracted Driving and other similar issues. When speaking to high school students, we may provide hands-on SFST demonstrations with Fatal Vision goggles, Photo Enforcement, crashes, discussion of Underage Drinking, DUI and Texting while Driving. When speaking to the public, we may provide hands-on SFST demonstrations with Fatal Vision goggles, Red Light violations and the **PHOTO***Safe* program, crashes, discussion of Underage Drinking, DUI and Texting while Driving.

The Chesapeake Police Department has forged strong partnerships with the local military bases, all of the high schools, many different city agencies, the Drive Safe Hampton Roads organization, the VDMV, several local restaurant businesses and several local insurance agencies. The military helps by allowing us to talk to their personnel and to interact with them at various city events, which may contribute in the reduction of red light running and traffic crashes. The high schools help by allowing us to talk to their students and interacting with them at various city events, which may help in reducing our red light running and traffic crashes. Drive Safe Hampton Roads is an organization that utilizes DMV grants to sponsor events for the public and allows us, other local law enforcement, private companies and others to work together on traffic safety issues, legislative items, etc. The local restaurants and businesses are sponsors and donate services or provide a location for meetings and events for traffic safety related activities.

Enforcement

The Chesapeake Police Department has one dedicated officer directly assigned to the **PHOTOSafe** program. He serves as project manager.

In 2016, officers wrote 598 tickets for Red Light violations and the automated **PHOTOSafe** program produced 9,569 citations for Red Light violations. The resulting total was 10,167 citations. None of which was completed by grant-funded overtime. Because of the nature of the offense and the automated red light **PHOTOSafe** program, target times were 24 hours a day and all violations and resulting citations were included making the total 10,167 citations.

Outcomes

Review and analysis of crash data and of the effectiveness of specific location, date, time and other factors were done periodically in order to change, adjust or eliminate parts of the operations/plan if necessary. In the analysis of the operations plan and the success of the objectives and goals of the plan, we found the **PHOTOSafe** program data revealed a reduction of crashes at these specific locations.

Location	Crashes without Photo Enforcement	Crashes with Photo Enforcement	% Change
Battlefield Blvd/Atlantic Av at Campostella Rd	48	8	-17%
George Washington Hwy & Military Hwy	42	15	-36%
Military Hwy at Greenbrier Pkwy/Dunbarton Dr	20	11	-55%
Greenbrier Pkwy/Butts Station Rd & Kempsville Rd	35	3	-9%
Portsmouth Blvd & Gum Rd/Peek Trl	35	11	-31%
Indian River Rd and Sparrow Rd	15	7	-47%
Battlefield Blvd & Great Bridge Blvd/Kempsville Rd	50	9	-18%
Total	245	64	-26%

Our preliminary analysis reveals a downward trend in issued citations is having a direct positive affect on all of the **PHOTOSafe** locations. We are also observing fewer crashes in these locations, leading us to believe driver behavior is changing for the positive.

We have concluded our crash analysis of the program and have discovered an overall 26% decrease in crashes at the locations where we have photo enforcement. We have seven locations and every location has shown a decrease in crashes while traffic volume has remained nearly the same at all locations. The presence of the program is having a spill over affect in many of the non-monitored approaches as well as other intersections in the city.