



Texas Law Enforcement Recognition Program

Texas Law Enforcement Recognition Program

Providing Recognition to
Texas Law Enforcement Agencies
who meet Best Practices in
Law Enforcement management
and operations



Texas Law Enforcement Recognition Program

Overview of the Texas Program

Program Requires Agencies to Prove
their Compliance with 168
Best Business Practices
for
Texas Law Enforcement
To Independent Assessors



Texas Law Enforcement Recognition Program

Overview of the Texas Program

What are Best Practices??



Best Practices

A compilation of practices which address the twelve critical areas of law enforcement that form basis of legal action against police.

Compliance with these Best Practices reduces risk.



Twelve Critical Issues

- Use of Force
- Emergency Vehicle Operation and Pursuits
- Search, Seizure, and Arrest
- Care, Custody and Restraint of Prisoners
- Domestic Violence and agency employee domestic misconduct
- Off-Duty Conduct
- Selection and Hiring
- Sexual Harassment
- Complaint and Internal Affairs Management
- Narcotics, SWAT, and High Risk Warrant Service
- Dealing with the Mentally Ill and Developmentally Disabled
- Property and Evidence



Sample Best Practice

Just to provide some context –

Here are a few examples of Best Practice Standards that are NOT in the Property and Evidence Section...



Sample Best Practice

2.11 Sexual and Other Unlawful Harassment

The Agency has a written directive with reporting procedures that include when it is appropriate to make a report outside the chain of command or outside the Agency, and training provided to all personnel, that prohibit sexual or other unlawful harassment.

Discussion: Training must be provided to all department personnel, not just sworn.

Proof of Compliance

- Copy of written directive, and
- Proof of Training is Required: Copy of training lesson plan and dated schedule, or
Copy of sign-in sheet.



Sample Best Practice

6.03 Use of Force Documentation and Review

The Agency has a written directive requiring completion of a specific administrative form for this purpose only to document the use of force by agency personnel, including a review process of each incident by supervisory personnel. The form may be electronic or paper and the format will be designated by the agency.

Discussion: This standard requires a special use of force form that is created by the department and used to report use of force at a level defined by the agency. Some agencies require use of the form any time an officer uses any form of physical force or higher, or points a firearm at a citizen. Others require reporting only when officers use a firearm or less-lethal weapon. The form must have a review process where supervisors review the actions to determine if the officer was appropriate in the use of force.

Proof of Compliance

- Copy of written directive, **and**
- Proof of training of officers in policy, **or**
- Proof of receipt of copy of policy by officers, **and**
- Copy of completed "Use of Force" form.



Program Philosophy

- Make Requirements Achievable
- Assist Agencies in Compliance
- Provide Resources such as a Sample Policy Manual



Program Goals

- Reduce risk and associated costs
- Improve the management and operations of Texas Law Enforcement Agencies
- Improve protection of citizens and officer safety



Texas Recognition Process

- Application
- Contract for Completion
- Internal Review of Policies and
- Procedures File Development (assembling proofs of compliance)
- Review by Independent Assessors
- Report to Recognition Committee
- Committee Review and Awarding of “Recognized” Status



Texas Recognition Process

Final Review (On-Site Assessment)

A specially trained Police Chief and Assessor from outside the local area conducts a Final Review visit where visual confirmation is made for all on-site proofs. This is typically a two day visit.



Texas Law Enforcement Recognition Program

Texas Recognition Process

Awarding Recognized Status

Agency is Recognized at TPCA Annual Conference

Certificate (may be awarded at Conference or local function in agency's city)



Program Costs

Depends on Agency Size

Sworn Officers	Annual Fee Amount
1 – 10	\$350
11 – 25	\$500
26 – 50	\$1,200
51 – 100	\$1,600
101 – 200	\$2,000
201 or more	\$2,400



Texas Law Enforcement Recognition Program

Program Benefits

Council, Mayor or Manager, and Citizens of City are assured that Police Department is complying with the Best Practices of Texas Law Enforcement.



Program Costs

Additional Costs

TPCA Membership for Chief of Police

(currently \$3.00 per every \$1,000 Chief's Annual Salary)

On-Site Fees (once every four years)

Final Review \$ 750 to \$1,200

(estimates, itemized expenses provided)



Texas Recognition Program

- Recognized Status awarded for four year period.
- Annual Reports required
- Process of proving compliance is repeated after four years to maintain “Recognized” status.



Current Status

Program is Fully Operational

140 Agencies Recognized

38 In the Program

15+ Preparing for Entry

Currently accepting applications



Let's Talk About Chapter 12

CHAPTER 12

PROPERTY AND EVIDENCE MANAGEMENT

The proper collection and preservation of evidence is crucial to the accomplishment of any law enforcement mission. Presentation of reliable evidence in court is required for successful prosecution of criminal defendants. The property control function of a department must be beyond reproach and frequent audits, inspections, and inventories are necessary to ensure these high standards are met.



Let's Talk About Chapter 12

12.01 Property and Evidence – Chain of Custody (V)

The Agency has a written directive for taking property/evidence into custody, including assets seized for forfeiture, to insure proper inventory, storage, and chain of custody.



Let's Talk About Chapter 12

Discussion: This written directive should cover the entire Property and Evidence process. It needs to include clear definitions of the types of property and evidence and how it is taken into custody.

Cont....



Let's Talk About Chapter 12

Discussion: The directive should also cover security of the actual property room, marking property for identification, the submission process, chain of custody process, intake process by the custodian, packaging and storage procedures, property sign-out procedures for court or laboratory exams, disposal guidelines as well as required inspections and inventories.

Cont....



Let's Talk About Chapter 12

Discussion: If asset forfeiture property or evidence is handled differently in the property room than other items, the procedures for that process should be detailed in the directive.



Let's Talk About Chapter 12

Proof of Compliance

- Copy of written directive, **and**
- Proof of training of officers in policy, **or**
- Proof of receipt of copy of policy by officers,
and
- Observation of property and evidence is properly stored, On-Site, **and**
- Observation of proper chain of custody for evidence, On-Site.



Let's Talk About Chapter 12

12.02 Access to Crime Scene Technicians **(EV)**

The Agency has on staff, or has access to, trained crime scene technicians to assist with major crime investigations when necessary.



Let's Talk About Chapter 12

12.03 Property/Evidence Submission (E)

The Agency has a written directive that requires all property/evidence seized by agency personnel to be submitted to the property/evidence technician or placed in the property/evidence area by the end of their tour of duty. Employees shall not personally retain property or evidence, except as part of an authorized chain of custody.



Let's Talk About Chapter 12

12.04 Property/Evidence Storage Area Security (V)

The Agency authorizes by written directive, personnel who can enter the Property/Evidence storage area. The Property and Evidence storage area will be secure and access will be restricted for any unauthorized personnel unless they are escorted, and sign in and out on an access log or other type of tracking system.



Let's Talk About Chapter 12

12.05 Disposal of Property/Evidence (V)

The Agency has a written directive for the documentation of the disposal of property/evidence stored in the Agency property/evidence storage area



Let's Talk About Chapter 12

12.06 Field Release of Property (E)

The Agency has a written directive for the release of property or evidence in the field. The policy should detail when and how items may be released to the complainant or owner when practical without compromising a case. All releases will be documented and signed for on a property/evidence release form.



Let's Talk About Chapter 12

12.07 Inspection of Property/Evidence (EV)

The agency has a system in place for a documented inspection of the Property/Evidence function and procedures at least every six months. An inspection should concentrate on how the policies, procedures, and practices are followed and have minimal individual inspections of items to verify procedures.



Let's Talk About Chapter 12

12.08 Inventory of Property/Evidence (EV)

The Agency has a written directive requiring a sampling of individual items stored in the property and evidence area at least annually, and when a new person is assigned who is in direct control of the property/evidence function. The sample must meet the requirements for sampling in Appendix A.

Cont....



Let's Talk About Chapter 12

12.08 Inventory Continued...

If the Agency stores items of evidence, such as body camera videos, in-car camera video, etc., on a server or in “the Cloud” or other electronic format, the Agency must provide a written directive that states how and where the items are stored and how the items are secured and accounted for by Agency personnel.



Texas Law Enforcement Recognition Program

Questions?

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