

A. Agency name, CEO and AM

Glocester Police Department
Chief of Police, Joseph S. DelPrete
Lieutenant Matthew Fague, Accreditation Manager

B. Dates of the On-Site Assessment

September 12, 2019

C. Assessment Team

1. Team Leader: Executive Director Christine Crocker
Rhode Island Police Accreditation Commission
PO Box 7877
Cumberland, RI 02864
2. Team Member: Lieutenant Russell Ridge III
North Smithfield Police Department
575 Smithfield Road
North Smithfield, RI 02896

D. Type of On-site

First RIPAC reaccreditation, (20 fulltime personnel; authorized 15 sworn and 5 non-sworn and 2 part-time non-sworn)

The agency is currently using PMAM accreditation management software.

E. Community and Agency Profile

Community profile

The Town of Glocester is located in Northwestern Rhode Island bordering eastern Connecticut with the Town of Burrillville to the North; Smithfield to the East, and the Town of Scituate to the South. It is connected to these communities by Route 44 which runs east-west, and intersecting with Route 102, which runs north-south. The state capital Providence is approximately 20 miles to the East from the historic village of Chepachet. Glocester is a rural community comprised of 56 square miles with a population which has fluctuated over the past three years to approximately 10,000 residents.

Governmental Organization

The Town of Glocester is governed by a five member Town Council which administers the government from the Town Hall located on historic Main Street, in Chepachet.

Agency profile

The Glocester Police Department is comprised of 15 sworn police officers, 1 Captain, 1 Lieutenant, 2 Sergeants, 10 full time patrolmen, an executive assistant, 4 full time

dispatchers, and 2 part-time dispatchers. The St. Eugene Church parish priest is the designated chaplain for the police department. The Public Safety Complex is located at 162 Chopmist Hill Road and responds to more than 24,000 calls for service annually which includes police, fire and emergency services. Over the past three years the Gloucester Police Department has been designated the safest community in Rhode Island by the Safe-Wise Insurance Institute after review of Rhode Island Police Department FBI crime statistics data. A new full time School Resource position was added during the past year for the Ponaganset Regional School system with emphasis at the high school campus. This past year, the agency was awarded a Code 1 grant for an anonymous addiction help hot line and program through police department for any residents in need of substance abuse assistance.

Gloucester Police Demographics Report

	Service Population		Available Workforce		Current Sworn Officers		Current Female Sworn Officers		Prior Assessment Male Sworn Officers		Prior Assessment Female Sworn Officers	
	#	%	#	%	#	%	#	%	#	%	#	%
Caucasian	9477	96.6	6460	98	15	100	1	6.7	15	100	1	6.7
African American	26	.27	9	.2	0	0	0	0	0	0	0	0
Hispanic	51	.53	19	.30	0	0	0	0	0	0	0	0
Other	251	2.6	82	1.5	0	0	0	0	0	0	0	0
Total	9805	100	6570	100	15	100	1	6.7	0	100	1	6.7

*The Census Bureau does not consider Hispanic a race, but rather an ethnic group

*Percentage-approximate

The agency currently has a staff of 15 sworn officers, 5 full time civilian employees and 2 part time civilian employees. The agency has one sworn female employee which equates to 6.7% of its total sworn personnel. As depicted in the demographics report, minorities account for approximately 2% of the department's available workforce population which continues to make the recruitment of minorities a constant challenge.

Future issues

With the increasing number of calls for service, the Gloucester Police Department is faced with many challenges in today's policing environment. This includes maintaining continuous professional development, school safety programs and keeping up with the ever changing technological and investigative needs confronting a small town, rural police department. This includes more narcotics investigations and opioid addiction related investigations which have plagued almost every city and town.

Professional development and training will be essential to keep up with the changing policing, investigative, and technological requirements that will be needed as the police department moves forward. Over the past several years, the number of applicants during recruitment drives has decreased significantly which will continue to be an issue

in seeking qualified candidates. The Gloucester Police Department will attempt to meet this challenge by expanding recruit advertisement and activities seeking to hire qualified candidates with a focus on the personnel needs of a rural/suburban policing agency.

CEO biography

Chief Joseph DelPrete was a member of the Rhode Island State Police from 1986 to 2009 and served in both the uniform and detective divisions before being appointed to Chief of the Gloucester Police Department on April 8, 2010. Chief DelPrete holds a Bachelor of Science degree in criminal justice and a Master of Science degree in the Administration of Justice.

F. Public Information Activities

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

Telephone Contacts

The Public Information Telephone Session was conducted on Thursday, September 12, 2019, between 1:00 PM and 2:00 PM. The assessors did not receive any telephone calls.

Correspondence

The assessment team did not receive any correspondence during the on-site.

Media Interest

The assessment team did not interact with the media during the on-site.

Public Information Material

The agency ensured that citizens and the local media were informed of the on-site assessment and their quest to receive RIPAC reaccreditation. Distribution of the Public Notice and Press Release was coordinated by Chief DelPrete in advance of the on-site.

Community Outreach Contacts

The assessment team did not have any interaction with community members.

G. Essential Services

Law Enforcement Authority and Role, Management, and Work Conditions and benefits. (Chapters 1-3)

The Gloucester Police Department maintains a defined command organizational structure and the agency's authority, including the legal authority to carry and use

weapons, is defined by Rhode Island General Laws and within its written directive system.

The agency continues to recognize the importance of bias-based policing and strictly prohibits the use of profiling for traffic contacts, field contacts, and forfeiture efforts. Chief DelPrete reviews the traffic stop data for any bias disparities. There were no complaints of bias policing during this assessment period. The agency conducts an annual review of policy and practices, to include citizen complaints and training requirements to ensure compliance by agency personnel.

The agency maintains two cash accounts The confidential fund is maintained solely by the Chief of Police and is audited annually by the Finance Director. The petty cash account is maintained by the executive assistant, with all expenditures being approved by the Chief of Police. This account is audited on an annual basis.

The Gloucester Police Department has written directives in place addressing interrogations, as well as searches and seizures. The documentation provided as proofs verifies that these directives are being followed. The Gloucester Police Department maintains a comprehensive policy detailing the protocols for conducting strip searches, however, no strip searches were conducted during this assessment period. Individuals arrested by the Gloucester Police Department are afforded the right to counsel and a telephone call. Arrests are documented in an arrest report and the arrested party is processed as required.

The Gloucester Police Department documents each use of force incident and each report is then reviewed by the Captain. During this assessment period no officer was reassigned due to a use of force incident. In addition, no use of force incident was deemed to be inappropriate. During this assessment period no lethal use of force incidents occurred, however a procedure is in place detailing the procedure should a lethal incident occur, The Gloucester Police Department conducts an annual use of force review to identify any use of force trends, equipment needs or policy revisions.

Use of Force

	2016	2017	2018
Firearm	0	0	0
ECW	0	0	0
Baton	0	0	0
OC	0	0	0
Weaponless	2	5	0
Total Types of Force	2	5	0
Total Use of Force Arrests	2	5	0
Complaints	0	0	0
Total Agency Arrests	212	226	236

Officers reported the use of force was implemented in seven incidents which all resulted in an arrest. Force was implemented in less than .01% of the 674 arrests made during this assessment period. There were no complaints received concerning the use of

force. To ensure force is implemented in accordance with policy, the agency trains regularly and continually monitors each use of force incident.

Employee benefits are clearly defined for all personnel in their respective collective bargaining agreements. The agency reported that there were no formal grievances filed during this assessment period. The Chief works hard to ensure open lines of communication are maintained.

The agency's promotional processes continue to be governed by the collective bargaining agreement between the Town of Gloucester and IBPO Local 638. The process allows officers access to the promotional material, and to view their performance on each aspect of the promotional process. Once an officer is promoted the officer will be evaluated once in the first 6 months of service in their new assignment.

Recruitment and Selection, Professional Standards and Training (Chapters 4-6)

The agency maintains a recruitment plan, which is reviewed on an annual basis as required. During the recruitment drives conducted during this assessment, the agency made multiple efforts to attract a more diverse applicant pool by posting on numerous online job recruiters (ZipRecruiter, Glassdoor, AfterCollege.com, etc.) as well as posting on their town website and the Gloucester Facebook page. In addition, recruitment advertisements were posted at the Providence office of the NAACP, Progresso Latino, and numerous college campuses in the area.

The Gloucester Police Department provided documentation demonstrating compliance with standard selection criteria, detailing the hiring process from job application/job requirements, to physical and written tests, as well as documentation highlighting the interview process and those individuals conducting the interview.

Sworn Officer Selection Activity in the Past Two Years

Race/Sex	Applications Received	Applicants Hired	Percent Hired	Percent of workforce population
Caucasian/Male	74	3	3.37%	6460
Caucasian/Female	7	0	0%	
African American/Male	0	0	0%	9
African American/Female	1	0	0%	
Hispanic/Male	1	0	0%	19
Hispanic/Female	1	0	0%	
Other	5	0	0%	82
Total	89	3	3.37%	

There was one recruitment process conducted during this assessment period. The agency received a total of 89 applications. There were 15 minority applicants and 9 of these applicants were female. The agency hired three Caucasian males at the completion of the recruitment process.

Sworn Officer Promotions

	2016	2017	2018
GENDER / RACE TESTED			
Caucasian Male	0	0	11
Caucasian Female	0	0	1
African American Male	0	0	0
African American Female	0	0	0
Hispanic Male	0	0	0
Hispanic Female	0	0	0
GENDER/ RACE ELIGIBLE AFTER TESTING			
Caucasian Male	0	0	11
Caucasian Female	0	0	1
African American Male	0	0	0
African American Female	0	0	0
Hispanic Male	0	0	0
Hispanic Female	0	0	0
GENDER/ RACE PROMOTED			
Caucasian Male	0	0	3
Caucasian Female	0	0	1
African American Male	0	0	0
African American Female	0	0	0
Hispanic Male	0	0	0
Hispanic Female	0	0	0

During this assessment, 12 officers participated in one promotional process. Three Caucasian males and 1 Caucasian female were awarded promotions.

The Gloucester Police Department conducted annual workplace harassment training and no instances of harassment or discrimination occurred during this assessment period. The Gloucester Police Department states in its policy that this type of behavior is strictly prohibited and will not be tolerated.

Personnel Actions

	2016	2017	2018
Suspension	2	0	0
Demotion	0	0	0
Resign In Lieu of Termination	0	0	0
Termination	0	0	0
Other	0	0	0
Total	2	0	0
Commendations	4	3	5

The Gloucester Police Department had one incident of verbal counseling for a sworn officer and one written reprimand with an 18-month probation for a civilian employee. Due to the lack of personnel actions it is evident that members of the Gloucester Police

Department continue to follow and maintain a good understanding of the rules and regulations, as well as the policies and procedures governing the police department.

Complaints and Internal Affairs Investigations

External	2016	2017	2018
Citizen Complaint	0	0	1
Sustained	0	0	0
Not Sustained	0	0	0
Unfounded	0	0	1
Exonerated	0	0	0
Internal			
Internal	2016	2017	2018
Directed complaint	2	0	1
Sustained	2	0	1
Not Sustained	0	0	0
Unfounded	0	0	0
Exonerated	0	0	0

The Chief of Police maintains all internal affairs investigations in a locked cabinet located in his office. The Captain handles all internal affairs investigations and reports his findings to the Chief of Police. All internal affairs investigations are required to be completed within 45 days of the complaint, unless an extension is granted by the Chief of Police. During this assessment period the Gloucester Police Department had no appeals in disciplinary actions and have a system in place that clearly articulates the procedures available for both civilian and sworn employees to appeal any disciplinary actions if desired. During this assessment period the Gloucester Police Department received one citizen complaint which was investigated and determined to be unfounded.

The Gloucester Police Department continues to provide detailed lesson plans for all department training. Training records are well maintained and updated after all training completed by all employees. The annual training includes legal updates.

Patrol, Investigations, Juveniles, Homeland Security and Traffic (Chapters 7-11)

The backbone of any police department is the patrol division. Without proper initial response and follow-up, case closer rates can be challenging. The Gloucester Police Department patrols their jurisdiction with authority and professionalism which keeps the citizens safe within the town limits.

The agency does not utilize animals and/or in-car audio/video recording in providing police services. The agency maintains clear and direct operational procedures for the incidents of missing persons and for those with possible mental illness or other debilitating conditions.

The agency maintains a detailed motor vehicle pursuit policy, which highlights under what criteria a pursuit may be initiated and details the responsibilities for the supervisor, dispatcher and officers involved in the pursuit. There is a comprehensive reporting and

review protocol in place. Roadblocks and Forcible Stops are allowed although no occurrence during this assessment period. The department does train its officers in the use of Stop-Sticks and implementation of roadblocks as per policy.

The agency provides all members with body armor and requires all personnel to wear the issued body armor at all times when engaged in field activities both on duty and during off duty employment.

Vehicle Pursuits

PURSUIITS	2016	2017	2018
Total Pursuits	0	0	1
Terminated by agency	0	0	0
Policy Compliant	0	0	1
Policy Non-compliant	0	0	0
Accidents	0	0	0
Injuries: Officer	0	0	0
: Suspects	0	0	0
: Third Party	0	0	0
Traffic offense	0	0	0
Felony	0	0	0
Misdemeanor	0	0	1

During this assessment period the Gloucester Police Department reported involvement in one motor vehicle pursuit, which was reviewed and found to be in compliance with policy.

The agency maintains a case screening process and the Captain determines which cases will receive further follow-up investigation and those that will not. Due to the size of the Gloucester Police Department the agency does not have a detective or investigative unit. The Captain will assign officers to follow-up on cases that need further investigation. Cases that involve investigative functions pertaining to vice, drugs and organized crime will have officers assigned to them by the Chief of Police.

The Gloucester Police Department does utilize informants which is managed by the Chief of Police. All informant files are stored in a locked cabinet in the Chief's office. The agency maintains a cash account to pay informants, which is managed by the Chief of Police. The agency does not utilize juveniles as informants.

The Gloucester Police Department does conduct undercover operations involving narcotics. The agency utilizes both physical and electronic surveillance to conduct such operations. There were no custodial interrogations for capital offenses conducted during this assessment period.

Year End Crime Stats

	2016	2017	2018
Murder	0	0	0
Forcible Rape	0	0	2
Robbery	0	0	0
Aggravated Assault	1	3	3
Burglary	7	6	6
Larceny-Theft	20	19	18
Motor Vehicle Theft	2	7	6
Arson	0	0	0
Total Calls For Service	27,537	28,198	28,865

Property crimes of larceny and burglary remain a significant issue for the agency. The total calls for service noted in the chart above do not include self-initiated activities such as motor vehicle stops, building checks, etc.

The Gloucester Police Department continues to maintain a well written policy governing juvenile procedures. The written directive clearly describes the juvenile operations function and clearly addresses release protocols, summonses or releases in lieu of custody and referral to the Gloucester Juvenile Hearing Board. The written directive address custody of juveniles with specific guidance for officers to ensure the constitutional rights of juveniles are protected and parents or guardians of juveniles receive prompt notification.

The agency has an "All Hazards" policy in effect to handle a multitude of potential situations, both planned and unplanned events, occurring within their town. During the assessment period, there were no activations of the plan. The agency has an All Threats Response directive in place however, it has not been activated for an actual incident. The agency does take part in regular active shooter related training.

Operational plans for special events are descriptive and comprehensive and agency personnel are well aware of their responsibilities during these events and any anticipated problems that may occur. An after-action report is required as a follow up for any planned special event. Information exchange is crucial and is disseminated through the Chief. The policy establishes guidelines for prompt reporting in which pertinent information will be passed down as necessary to those within the agency.

The Gloucester Police Department maintains a traffic enforcement policy which addresses enforcement actions with respect to physical arrest, notification of the offense or infraction and the issuance of warnings. Additional policies are in place to address uniform enforcement policies which cover procedures for a variety of traffic violations to include but not limited to driving under the influence, driving with a suspended, license, speeding, hazardous violations, equipment violations etc.

Traffic ancillary services governs how the agency responds to calls for motorist assistance. The policy provides guidelines for providing general assistance to motorists, mechanical assistance and/or towing services, ensures officers protect stranded motorists until the matter is safely rectified.

Traffic Warnings and Citations - 2016

Race/Sex	Warnings	Citations	Total
Caucasian Male	518	1,042	1,560
Caucasian Female	439	534	973
African American Male	19	65	84
African American Female	17	33	50
Hispanic Male	-	-	Hispanic by sex data not captured
Hispanic Female	-	-	Hispanic by sex data not captured
Asian Male	2	3	5
Asian Female	1	4	5
OTHER	14	49	63
TOTAL	1,010	1,730	2,740

Traffic Warnings and Citations - 2017

Race/Sex	Warnings	Citations	Total
Caucasia Male	468	875	1,343
Caucasian Female	333	460	793
African American Male	11	58	69
African American Female	10	21	31
Hispanic Male	-	-	Hispanic by sex data not captured
Hispanic Female	-	-	Hispanic by sex data not captured
Asian/Male	2	8	10
Asian/Female	5	8	13
OTHER	15	45	60
TOTAL	844	1,475	2,319

Traffic Warnings and Citations - 2018

Race/Sex	Warnings	Citations	Total
Caucasian Male	402	864	1,266
Caucasian Female	335	427	762
African American Male	17	64	81
African American Female	15	23	38
Hispanic Male	-	-	Hispanic by sex data not captured
Hispanic Female	-	-	Hispanic by sex data not captured
Asian Male	3	9	12
Asian Female	5	4	9
OTHER	15	33	48
TOTAL	792	1,424	2,216

During this assessment period, the agency issued 7,275 traffic warnings and citations. The lack of bias policing complaints when compared to the number of motor vehicle contacts the agency conducted during this assessment, continues to demonstrate the professionalism displayed by the police officers of the Gloucester Police Department.

Prisoner and Court Related Activities, Communications, Records, Evidence Collection and Property Management (Chapters 12-16)

The Gloucester Department utilizes a barrier or “cage” system in marked units for the transport of prisoners. Prior to any prisoner transport, it is the policy of the department to search each prisoner. It is also the policy of the agency to search all units before and after prisoner transports.

The department’s holding facility meets standard requirements and protocols for the short-term holding of prisoners awaiting interview, arrest processing, transportation to court, or transfer to another agency. The safety of prisoners and department members are well maintained, and agency personnel are required to monitor the holding facility for any problems or conditions that compromise security, safety, or the well-being of detained prisoners.

The Gloucester Police Department continues to provide 24-hour voice access and TDD capabilities through 911. The agency has four full-time dispatchers and two part-time dispatchers who handle both police and fire dispatch/communications. The communications center is responsible for continuous communications with officers via a two-way radio system.

The Communications Center is equipped with IMC for CAD and Records Management, and computer software allowing access to the surveillance system and cell block monitoring. The agency utilizes IMC software to record all calls for service in a uniformed manner. All call logs including officers dispatched, code responses, and time on calls are tracked by the IMC dispatch software.

The Communications Center is equipped with a duty roster, the name of the officer in charge of the shift, along with tactical dispatch plans. The agency records all calls and radio transmissions and dispatchers have access to immediate play-back. The agency has a written directive addressing the procedure for handling any misdirected calls. The agency does not provide first aid over the telephone.

The Communications Center is a secured area within the police department and access is granted only to authorized personnel. The agency has an alternate power source, a generator located on the exterior of the police department. The alternate power source is secured, and tests are conducted weekly of the alternate power source.

The agency addresses records management and security through a comprehensive written directive. All warrants are stored securely within the Communications Center to allow for easy access and confirmation. The records room is in a secured area of the facility which is not accessible to the public.

The Gloucester Police Department utilizes IMC as a records management system to easily track and maintain records to include accidents, incident reports, arrest reports, warrants, and citations. The agency utilizes the e-citation system through IMC to generate and maintain all citation records. Juvenile records are documented using the

coding ability in the IMC records management system. Juvenile records are kept separate from adult records.

The agency maintains a written directive that provides guidelines for collecting, processing, and preserving physical evidence in the field. The directive includes the transfer of custody of physical evidence to include date and time, officer's identity, reason for transfer, name and location where it was transferred, and any examinations performed.

The directive requires that persons who process a scene prepare a written report. This directive also describes the procedures for the submission of evidence to a forensic laboratory. This requires the identity of the person responsible for submission, transmitting and packaging of evidence along with required documentation and the requirement that lab results are documented and submitted in writing.

The tracking of all property is achieved through the agency's IMC police reporting software. All property and evidence is under the responsibility of the Captain and stored within secured designated areas. Exceptional items, such as guns, money, and narcotics are kept secure in their own designated area. Temporary evidence storage is available for personnel when the custodian is not available. Only property/evidence custodians have access to stored property/evidence which are secure and monitored by CCTV. The Gloucester Police Department takes great pride in maintaining the integrity of all property and evidence held by the agency and all required inspections were completed as required and well documented.

H. Applied Discretion Compliance Discussion

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

The agency had 2 standards in applied discretion.

6.6 Field Training Officer Program

The agency has a directive that requires newly hired officers to work under the direction of a designated field training officer (FTO). The directive should include, but is not limited to:

f. The process used to evaluate field training officers.

Issue - The agency did not have a process in place to evaluate the field training officers.

Agency Action - A process was developed, and the agency will ensure that this evaluation is conducted as required.

6.8 Accreditation Training

Familiarization with the State accreditation process is provided to agency employees and reinforced prior to on-site visits.

Issue – The agency provided documentation that all new hires receive training in RIPAC accreditation but did not provide the training before this assessment as required.

Agency Action - This appears to be an oversight as accreditation training does occur at the new hire level, however it did not occur prior to on-site visits. The agency assured the assessment team that this training will continue to occur at the entry level and will be conducted again prior to the next on-site.

I. Standards Noncompliance Discussion

This section does not apply.

J. Future Performance / Review Issues

10.8 Training – All Hazard Plan

Affected personnel are trained annually in the agency's All-Hazard Plan and Incident Command System.

The annual training has not been conducted on the agency's All Hazards Plan. However, the agency has been involved in numerous trainings during the assessment that address the incident command system which is consistent with their All Hazards Plan. Training on the actual plan is scheduled for the spring of 2020 and will be conducted on an annual basis as required.

K. Table: Standards Summary

	<u>TOTAL</u>
Compliance	<u>162</u>
Noncompliance	<u>0</u>
Waiver	<u>0</u>
Not Applicable	<u>42</u>
TOTAL	<u>204</u>

L. Summary

The agency's electronic files were found to be well organized and well documented. Three standards were returned for additional proofs of compliance that were already in possession of the agency. The agency had two standards identified in Applied Discretion. There were no standards found to be in non-compliance.

The assessors reviewed all applicable RIPAC standards and found this agency's policies and practices remain in compliance with the intent of the standards. The

Glocester Police Department continues to have no issues concerning bias-based policing, citizen complaints, excessive force or disciplinary matters. The lack of issues relative to these matters demonstrates the continued commitment to professionalism to the community they serve and to one another.

M. Recommendation

The Glocester Police Department continues to succeed because of the commitment and dedication of its employees. They are an extremely competent and professional law enforcement agency that provides exceptional services to the Town of Glocester. Chief DelPrete and his staff are to be commended for their dedication and commitment to those they serve.

The assessment team unanimously recommends that the Glocester Police Department be awarded RIPAC reaccreditation. It is understood; however, that the Commission will make the final accreditation decision and those specific recommendations may be modified or rejected.

Report Prepared and Submitted by,



Christine Crocker
RIPAC Executive Director

File Maintenance Report

2.25 Contractual Services

A written agreement exists governing any contracted law enforcement services provided by the agency,

Issue – The agency recently assigned an officer to serve as an SRO and the file was missing the written agreement.

Agency Action – The agency added a copy of the agreement to the file.

10.12 All Threats Response

A written directive provides procedures for responding to active threats to include:

f. An annual review of training needs and of any policy/plan with associated stakeholders.

Issue – The file did not have documentation that the annual reviews took place.

Agency Action – The appropriate documentation was added to the file.

15.4 Security of Computerized Records

The agency has a written directive describing security measures for the agency's computerized records, to include:

a. Annual password audit procedures.

Issue – The file was missing documentation that annual password audits were being conducted.

Agency Action – The agency added the necessary documentation to the file.