



GENERAL ORDER

MINOCQUA POLICE DEPARTMENT

SUBJECT: **SAFETY COMMITTEE**

SCOPE: All Department Personnel
DISTRIBUTION: General Order Manual

REFERENCE:

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INDEX AS: Committee, Safety
Safety Committee
Safety Issues
Traffic Crash Review

PURPOSE: The purpose of this General Order is to provide a process to consider, discuss, and make recommendations on matters concerning safe practices and equipment issues for the Minocqua Police Department. It also identifies the process for review of traffic crashes involving Department employees.

This General Order consists of the following numbered sections:

- I. SAFETY COMMITTEE
- II. SAFETY ISSUES
- III. TRAFFIC CRASH REVIEW

I. SAFETY COMMITTEE

A. Composition of Committee

1. A Safety Committee of four (4) representatives of the Department will evaluate safety issues and make recommendations to the Chief of Police.
2. The committee will include the following:
 - a) Lieutenant (1)
 - b) Detective Sergeant (1)
 - c) Patrol Officer (1)

- d) Dispatcher (1)
- 3. Members of the Minocqua Professional Police Association (MPPA) and the Minocqua Telecommunications Center (MTcC) for the Safety Committee will be selected by their members.
- 4. The Lieutenant will act as the chairperson of the committee.
- 5. Committee members will serve for a period of three years, with the exception of the administrative officer (Lieutenant). Terms will be staggered so that one-third of the committee is replaced each year.

B. Committee Functions and Responsibilities

- 1. The committee will meet quarterly or more often as needed, or as directed by the Chief of Police.
- 2. The committee will examine and evaluate all safety issues presented for consideration.
- 3. The committee will review all traffic crashes involving on-duty Department personnel, and make preventability determinations in compliance with Town policy.

II. SAFETY ISSUES

A. Process

- 1. The committee will evaluate safety considerations raised by Department members. Issues may include, but are not limited to:
 - a) Department-issued equipment
 - b) Vehicles/equipment
 - c) Department practices and procedures
 - d) Tactics/Training
- 2. Safety issues may be brought to the attention of the Chief, the chairperson, or any member of the committee.
- 3. Issues thus raised will be discussed at the next meeting of the Safety Committee.
- 4. The chairperson will present information and any recommendations to the Chief for consideration.

III. TRAFFIC CRASH REVIEW

A. Process

- 1. When a Department employee is involved in a traffic crash while on duty, all reports and documentation will be furnished to the Safety Committee. The reports will include a narrative description of the crash, crash causation factors, and what, if any, procedures were not followed that could have prevented the crash if they had been adhered to.
- 2. All crashes will be classified in one of two categories. These categories are:
 - a) Preventable
 - (1) A preventable crash is defined as: Any crash in which the employee failed to do everything he/she reasonably could have done to prevent it.

b) Non-Preventable

- (1) A non-preventable crash is defined as: A crash in which the employee did do everything he/she reasonably could be expected to do to prevent it from happening, but it still occurred.
3. A vote will be taken by secret ballot to determine preventability.
4. The Dispatcher member will not have a vote unless communications was somehow involved in the accident.
5. If a Safety Committee member is involved in a traffic crash, he/she will not have a vote on that crash.
6. The Safety Committee chairperson shall forward all determinations on preventability to the Chief.
7. Independent of the determination of the Safety Committee, the Chief will determine what, if any, discipline will be taken on any on-duty employee-involved crash.

David J. Jaeger

David J. Jaeger
Chief of Police

This General Order cancels and supersedes any and all written directives relative to the subject matter contained herein.

Initial 01/31/2020