Midnight Shift Supervisor Hot Springs Police Department 641 Malvern Ave Hot Springs, AR 71901 PH# 501-321-6789

Midnight Shift Guidelines 10-15-08

It has been a while now since I took over Midnight Shift. First I would like to say, I have been pleased not only with the work ethic, but also the attitude of the Officers (except Haywood). For the most part, I have not made any major changes. Most of the changes have been made with your Sergeants. You might not be aware of anything. Some of them might be painfully obvious. I have some ideas in mind and of course, certain ways I like things done. I am always open to any suggestions and actually welcome your comments. I have always been honest and quite forward. If it's not good for the shift or it cannot be that way, or I just plain don't like it (or you), I will tell you! Trust me!

The most important thing I demand is <u>Safety</u>. Above all else: we will go home at the end of the shift, **ALL** of us. I don't care if the bad guy gets away or if someone else (besides a public safety official) is getting hurt. We cannot! If you are hurt, how can you help someone else? This means, drive slower. Make sure we back each other up. Do not enter a building alone if at all possible. Never make a felony stop without back up. Remember your tactics. Just because this is the midnight shift does not mean it is safe. Actually, statistics show this is the most dangerous shift. "Embrace it and Feed the rush!"

If an Officer calls for help, WE ALL GO! Report calls can wait, we can return to them when it's over. WE ARE A TEAM. Remember, there is no one else here to help. We are it!

An old saying to remember is

"IT'S NOT YOUR EMERGENCY!!!!" P.S. When it is all rules are off!

HERE ARE THE 3 MAIN RULES FOR MIDNIGHT SHIFT

- 1. BE SAFE
- 2. HAVE FUN
- 3. DO YOUR JOB TO THE BEST OF YOUR ABILITY

STATS MEAN NOTHING. While they look good on paper, they are just numbers

A QUALITY ARRESTS IS EVERYTHING. Your professional reputation is more important in court, with administration, and with me. Stats will increase with quality automatically. Don't wait for someone else to make your arrest.

I believe there are some positive things that are going to happen to this shift and the department as a whole. This is not a pep talk and I do not necessarily represent the administration when I say this. I really mean it. A lot has changed in this department in the past several years. Those who have been here know. For you new guys, it does get better (and worse).

I think you know by now that I <u>expect</u> things. To demand less is weak. I believe in discipline, structure, chain of command, and uniformity. I cannot control what happens on other shifts and frankly, don't care. This is how we will work. This is gruff, straight forward, and redundant...oh well, sue me!

The following are some things I expect: (Not necessarily in order)

- We use the chain of command. See your Sergeants first. They run the shift. I am not saying this to limit our communication. I always have an open door policy. I am referring to day-to-day shift questions. This just shows respect to your first line supervisors. I have full confidence in Sgt. Bush and Sgt. Michau. We meet weekly to discuss shift concerns, and are constantly working to make things better. If the problem is with one of your Sergeants, please come to me so that we can discuss it privately.
- Please take all criticism as a learning tool, not poor performance. I expect your reports to be neat, complete, accurate, and professional. This shows pride in your work. To others, it shows your ability to understand the law, investigate and possibly solve the crime, and be able to testify in court. You are the first link in the Criminal Justice System. Take pride in it.
- Never argue with a Supervisor. If you have a question about the task given, complete the task, and then you may discuss it with your supervisor in a private setting. If that decision is wrong, that is the responsibility of your supervisor and they will answer to me, and I to the Patrol Commander and the Chief. That is what we (your supervisors) get paid for. I will not tolerate any kind of insubordination.

- The squad room is not a place to spread rumors or talk about another shift, officer, administration, politics, or any other derogatory comments. Talk among yourselves outside of the building, or come to me (this is not meant for a "bitch" session. I am not your mother nor your therapist, they have counseling and medications for that....I should know).
- Your cars, your uniform, and your gun should always be clean. This is <u>not</u> an option! We will have routine and surprise inspections. Be ready!
- Sleeping on shift is **Never** ok. Get your sleep at home. Any violations will result in <u>Time Off</u>. If you are so tired you cannot function, please call your supervisor and we will make some type of arrangements. This might include finding a safe place here for you to take a power nap. Safety first!
- When continually responding to an address, take action to end the persistence.
 Unless there is an unusual circumstance, two calls should be the limit. (Lock their butts up!)
- We <u>will not</u> pepper spray-handcuffed individuals. They are in custody and are under our care and protection, which now involves their constitutional rights as terds. You can get sued. Read the internet (which we have thanks to Al Gore).
- All off duty jobs must be approved by the division commander and logged by a supervisor for recall. A copy must be your personnel file. (Which your Sergeants will maintain, assuming you provide the copies).
- O.T. will not be authorized for any arrest made while working off duty. If pay is requested for acting while off duty, request it from your employer.
- If in doubt, or if it's something you think might, "come back to haunt you," make a report. Better said than not! At least make notes so that you can re-create the incident for a report later. I do not advocate making reports "just because." Use common sense. Again, do not get offended if we tell you to write a report. We might know things about the case you do not know at the time.
- Lets make every effort to provide customer service. Please treat people with
 respect and think of yourself in their situation. I realize this is a hard task (burfiend),
 but we are supposed to "Serve and Protect." However, <u>Do Not</u> take a "But
 Chewing," from any citizen. Call a supervisor and we will handle it.

- Work with each other. Again we are a team. We can accomplish more together and lessen our mistakes. "Two are better than one" (unless the 2 are idiots).
- Please know that "We have your back." Your Sergeants and myself will take full responsibility for our shift. Do not be concerned for doing your job correctly. We are not "out to get you." If I were, you would already be gone! Do your jobs and you won't have any worries. Please do not hold back for fear of retribution. This is not the old Graveyard (you know what I mean).
- We should live private lives. "What happens on midnights.... stay's on midnights." Rumors and talk will come back to haunt you. Everyone has ears somewhere else.
- Do not be afraid to take action. You are paid to make decisions. You don't have to call and get permission on everything. Certainly, if you have a question or are not sure call someone. Otherwise, handle it!
- I want you to have fun. Go out and do your job. Look for stuff. Be pro-active. When were short handed (as we have been), play defense. When we have enough, play offense. Develop your own plays and call an audible at the line. Find some dope, write a ticket, put someone in jail, do a DWI. If you don't enjoy your work, why stay here?
- So go harass a non tax paying shouldn't be breathing my air, scum sucking low life worm, dope smoking pot head, woman (or man) beating flea bag, alcoholic Ho, meth head, non working, disability check getting, suck off our government, free loading, no good son of a..... Again not stats, but quality arrest. Show me what you're made of. This is not the old graveyard where we don't do anything and sleep after 2am. This is a working shift just like any other. Lets be better than that.

If you want to be here, that's great. I want you here. If you like this shift, please follow these simple rules. If you do not want to be here, tell me, and you will be moved quickly! We have to be a team, and you must be a team player

I want you guys to go out and have fun. Lets put someone in jail, screw up someone's weekend, make an old lady happy, and all go home laughing at the dumb ass who fell into the street and pissed on himself. (P.S. call that one a cab)

LT.