Warren County Board of Supervisors

RESOLUTION NO. 106 OF 2021

RESOLUTION INTRODUCED BY SUPERVISORS DIAMOND, MAGOWAN, BRAYMER, FRASIER AND SHEPLER

ADOPTING THE WARREN COUNTY POLICE REFORM AND REINVENTION PLAN

WHEREAS, the Governor of New York State signed Executive Order 203 which requires local government entities that have a police agency operating with police officers to develop a plan to improve police deployment, strategies, policies, procedures and practices, and

WHEREAS, the Sheriff presented to the Public Safety Committee the Warren County Police Reform and Reinvention Plan, and

WHEREAS, the Public Safety Committee has reviewed the plan and has recommended that the same be advanced to the full Board of Supervisors for consideration, now, therefore, be it

RESOLVED, that the Warren County Police Reform and Reinvention Plan annexed hereto, be and the same hereby is, adopted as the official Plan for Warren County.

Warren County Sheriff's Office

Police Reform & Reinvention Plan

April 2021

TABLE OF CONTENTS

PREFACE 5
Mission Statement 6
Vision Statement 7
PERSONNEL 8
Deployment 8
Units/Assignments 9
STRATEGIES 11
NYS Law Enforcement Accreditation 11
Community Policing 12
Crime Prevention 13
Targeted Patrol Enforcement 14
Narcotics Enforcement 15
Website 15
Social Media 16
NY Alert 17
Offender Watch® 17
Project Lifesaver 18
Bigs in Blue 18
Yellow Dot Program 19
Operation Safe Child ID Program 19

POLICIES & PROCEDURES 21
Use of Physical Force 21
Standards of Professional Conduct 22
Recruitment, Selection, & Appointment 23
Discrimination 24
Training 24
Performance Evaluations 25
Employee Discipline 26
Handling Complaints 26
Investigating Hate Crimes 27
De-Escalation 27
Patrol Procedures 28
Prohibitions Against Racial Profiling & Bias Based Policing 28
PRACTICES 30
Zone 5 Law Enforcement Academy 30
Field Training Program 32
Agency Training 33
Less Lethal Options 34
Use of Physical Force Review Process 35
Community Outreach 36
School Resource Officer Program 37
Peer Support 38

WCSO COMMITTMENTS 39
Restorative Practices 39
CIT (Crisis Intervention Team/Training) 40
Law Enforcement Mental Health Referral System (LEMHRS) 40
Cultural Diversity & Sensitivity 41
Persons with Disabilities 41
Transparency 42
Substance Use & Addiction 42
Use of Physical Force - Virtual Training System 43
Training 44
Crime Prevention Through Environmental Design Program 45
Neighborhood Watch Program 45
Recruitment 46
Procedural Justice 47
LEAD 47
Resource Cards 48
Accreditation 48
Town Hall/Community Meetings 49
CONCLUSION 50
APPENDICES 51
Definitions 51
Figure 1 52
Figure 2 54
Figure 3 55
Figure 4 56
Figure 5 57
Figure 6 58

PREFACE

In light of recent events of civil unrest throughout our nation, NYS Governor Andrew Cuomo issued Executive Order 203 **(See Figure 1)** on June 12, 2020. The Executive Order requires each local government to adopt a policing reform plan by April 1, 2021.

The Governor realizes that maintaining public safety is imperative and a primary function of government. This order requires law enforcement agencies to conduct a comprehensive review of police force deployments, strategies, policies, procedures, and practices to ensure we are addressing the needs of the communities being served.

Through a collaborative effort with community stakeholders we will develop a plan to address points of concern in law enforcement which include, but are not limited to: evidence based policing, policies, procedural justice, implicit bias awareness training, de-escalation training, law enforcement assisted diversion programs, community based outreach, and problem-oriented policing.

Once our plan has been created we will offer it to the public for comment to all citizens in our locality. Upon completion of the review and comment, the plan will be presented to our County Board of Supervisors to be ratified and adopted by resolution.

MISSION STATEMENT

The mission of our Sheriff's Office is to provide for the peace and security of all residents, and visitors to, Warren County, with particular emphasis in those areas for which we are the primary law enforcement agency. This can best be accomplished by continually adjusting our responses to evolving needs in the community in an effective manner. Effectiveness is the ability to get the job done, including meeting the standards set for quality control. Affirmative action considerations will be an integral part of all office activities performed in the furtherance of our mission and in meeting our responsibilities to the community we serve.

VISION STATEMENT

The Warren County Sheriff's Office will provide the finest and most professional public safety services to the residents and visitors of Warren County. We will work in unison with the community and other law enforcement agencies. We shall demand of ourselves the highest standards of honesty and integrity as we uphold all laws for which we are responsible.

The Office of the Sheriff shall maintain safe, secure and cost effective operations that recognize the dignity of all individuals, while adhering to all constitutional standards and regulatory guidelines.

We are committed to preventing crime and protecting life and property; preserving peace, order and safety; enforcing laws and ordinances and safeguarding constitutional guarantees. We recognize that our employees are our most valued assets and must be provided continued support.

By utilizing the most extensive education and technology available, the Office of the Sheriff will faithfully serve the people of Warren County to the best of our ability with steadfast honor and dedication.

PERSONNEL

The Warren County Sheriff's Office consists of two Divisions, the Public Safety Division and Correction Division. Our plan to Reform and Reinvent Policing addresses the practices, procedures, strategies, policies, and operations of the Public Safety Division. A detailed overview of our Public Safety Division is provided to ensure a transparent and legitimate process.

The Public Safety Division is comprised of Patrol services, Criminal Investigations, Emergency Communications (Dispatch), Civil operations, Building Security, and specialized units. **(See Figure 2 and Figure 3)**

We have a total of 71 sworn police officers working within the Public Safety Division. The bulk of these sworn officers conduct patrol functions. Patrol Officers have jurisdiction throughout Warren County and provide law enforcement/patrol services to all townships. We also assist the City of Glens Falls Police Department as needed.

DEPLOYMENT

For Patrol assignments, Warren County is divided into 5 patrol zones. Each zone is comprised of a specific town or towns and Zone 1, the Town of Queensbury, is divided into two separate patrol sectors due to population and call volume. **(See Figure 4)**

At a minimum five patrol cars and one patrol supervisor are deployed for law enforcement service in Warren County. Our deployment strategy is based upon officer safety, call volume and available staffing. Additional patrols are assigned to areas having the largest call volume and activity. **(See Figure 5)**

UNITS/ASSIGNMENTS

Criminal Investigations is comprised of sworn officers who have been promoted to the rank of Investigator. This unit is responsible for investigating serious crimes throughout Warren County. The members are highly trained and tasked with investigating crimes ranging from burglary to homicide. Our Investigators work in conjunction with other local, state and federal law enforcement agencies.

The Warren County Sheriff's Office Narcotics Enforcement Unit (NEU) is comprised of highly trained and specialized members whose primary role is to address drug problems throughout Warren County and our region. Our NEU collaborates regionally with several local, state and federal law enforcement agencies.

The Warren County Sheriff's Office maintains an Emergency Response Team (ERT) comprised of highly trained tactical officers and specialized equipment. The unit is deployed for the protection of life in response to the most extreme critical emergency incidents.

The Warren County Sheriff's Office is fortunate to have two full-time members trained as handlers with canines in our K-9 Unit. Both canines are trained patrol dogs with certifications in tracking, drug detection, and handler protection. When not assigned to a specific canine function our handlers perform patrol functions.

Patrol Officers, Sergeants and Investigators can also receive training and provide services in several specialized units. These units include Traffic Safety, Motorcycle, SCUBA, Marine, Snowmobile and All Terrain Vehicle.

STRATEGIES

The Warren County Sheriff's Office utilizes several strategies to effectively provide law enforcement services to our community. Many of those strategies are not only directed at targeting crime, but are also developed to ensure the community has the necessary resources offered by our Sheriff's Office. WCSO believes in transparency and sharing as much information as possible with the public. It has always been our goal to work together with the community to provide better service and promote public confidence and trust.

NYS LAW ENFORCEMENT ACCREDITATION

Law Enforcement Accreditation in New York State provides a framework of best practices and operational standards to be followed by the Public Safety Division of our Sheriff's Office. At the Sheriff's Office, accreditation has been achieved and is administered by New York State Department of Criminal Justice Services (DCJS). During the accreditation process our agency must submit to an independent, outside examination and review to ensure the following:

1 - WCSO maintains specific policies and procedures that address designated areas of the operational, administrative, and training processes within our agency.

2 - That our policies and procedures meet the standards that have been established by the NYS Division of Criminal Justice Services Law Enforcement Accreditation Council.

3 - That our agency has implemented and continues to adhere to all established DCJS LE Accreditation policies.

In addition to the process of becoming accredited, the Sheriff's Office has committed to maintaining accreditation by having a designated program manager continually monitor our operations to ensure compliance with all accreditation standards. This involves the regular review of policies and procedure as well as daily observations to ensure policies are followed.

When a policy is not being followed, training and/or corrective action occurs with the affected member and their supervisor. While not every situation can be accounted for in a policy, these provide the framework for guidance in most situations.

COMMUNITY POLICING

The Warren County Sheriff's Office has a long tradition of proud service to the citizens of Warren County. We take great pride in engaging with the community while increasing our transparency. The Sheriff's Office always puts the needs of the community first. We invite the community to work together with us to make Warren County a safe place to live, work and play. Our

members can frequently be seen at community events like Coffee with a Cop and youth bicycle rodeos.

Effective community policing requires far more than participation at events. Our members must engage and connect with the residents and visitors of Warren County. We strive to provide the best service possible and all our members make community policing a top priority.

CRIME PREVENTION

Crime prevention is a responsibility shared by all of our members. The Warren County Sheriff's Office collaborates with community groups and organizations to provide presentations addressing crime prevention. WCSO recently collaborated with Ring doorbell to receive community alerts and notifications through their Neighbors Portal. This program has proven quite valuable thus far.

WCSO is actively seeking new ways to enhance crime prevention in Warren County by examining and possibly implementing programs like Neighborhood Watch, Nextdoor, Crime Prevention Through Environmental Design. We hope to utilize these collaborative outreach efforts to effectively communicate with residents and deter criminal activities.

TARGETED PATROL ENFORCEMENT

The Patrol section of the Public Safety Division in our Sheriff's Office not only responds to calls for service, but also provides proactive patrolling as a deterrent to crime. These efforts can also lead to the interruption of crimes in progress. When not responding to service calls, Patrol Officers are encouraged to patrol their area of responsibility to look for suspicious activity. The patrol area for the Sheriff's Office is vast and we often lack the requisite manpower to place a patrol car in every area.

With coverage areas being so large, we utilize targeted and directed enforcement to combat problem areas. We receive complaints from the public regarding traffic concerns regularly. Those concerns are passed to the Patrol Sergeants for increased enforcement efforts.

Patrol Officers are also directed to patrol problem areas or high crime areas. The New York State Intelligence Center (NYSIC) provides crime data which allows us to quickly identify crime trends and divert additional resources to combat problems. These identified areas, called hot spots, receive additional Patrol attention and additional manpower to deter crime. Evidence-based and intelligence-led Patrol efforts allow WCSO to maximize the deployment of resources to specific problem areas throughout the county.

NARCOTICS ENFORCEMENT

The Narcotics Enforcement Unit (NEU) is comprised of highly trained and specialized members from our Public Safety Division. These members collaborate with local, state, and federal law enforcement agencies to combat drugs within and passing through our County. We recognize the importance of combatting this problem. Over the last several years Warren County has not been immune to the opioid epidemic facing so many communities. We have far too many families battling addiction and losing loved ones.

NEU responds to drug overdose calls attempting to cultivate leads to trace the origin of the drugs. We utilize specialized investigative techniques, technologies and tips to address these issues. Drug cases are often very complex and typically take several months to reach prosecution.

Drug dealers are not bound by County boundaries or geographical areas. Cases under investigation regularly lead investigators to other counties and often time outside New York State. NEU has cultivated great partnerships with outside agencies in a joint effort to combat the problem.

WEBSITE

The Warren County Sheriff's Office understands the importance of communication and information sharing. An

agency website will allow us to better connect with the residents and visitors of Warren County. Our website is currently being redesigned and we are committed to the launch of an updated website this year.

SOCIAL MEDIA

The Warren County Sheriff's Office has found great value in Social Media. We currently utilize Facebook and we are examining Twitter. With thousands of followers, social media has proven to be an invaluable outreach tool with regard to connecting with the residents and visitors of Warren County.

We utilize Facebook to share releases, photos of Patrol Officers out in our community, crime and safety tips, missing children, and highlight events that are occurring throughout Warren County. We plan to utilize social media to as a recruitment tool to reach more potential candidates. Most importantly, the use of social media has allowed our agency to be transparent in all we are involved in. We allow for community interaction on our pages and use feedback as a way to evaluate the needs of our community.

NY-ALERT

The Warren County Sheriff's Office utilizes NY-Alert to disseminate critical information and pertinent alerts relating to areas of concern throughout Warren County.

NY-Alert is a free service that disseminates critical information and emergency alerts to New York State residents on what is happening in their area. NY-Alert contains critical, emergency-related information including instructions and recommendations in real-time by emergency personnel. Information may include severe weather warnings, significant highway closures, hazardous material spills and other emergency conditions.

All areas of New York State are included in the system, and you can decide which area you would like to receive alerts about. Signing up is free by visiting www.alert.ny.gov. Messages can be received by phone, email, text and fax.

OFFENDERWATCH®

The Warren County Sheriff's Office utilizes OffenderWatch®, the nation's leading registered sex offender management and community notifications tool. The Sheriff's Office utilizes OffenderWatch® to manage and monitor the whereabouts, conduct and compliance status of registered sex offenders in Warren County. This program provides the most accurate and

timely information which is available on our website at https://warrencountyny.gov/sheriff.

There is no greater responsibility than protecting our children. The Sheriff's Office dedicates a deputy sheriff to this program who oversees and regularly monitors sex offenders to ensure they are in compliance. Our Sheriff's Office works closely with school districts throughout Warren County to communicate information about offenders who reside in that community.

PROJECT LIFESAVER

The Warren County Sheriff's Office utilizes the equipment and technology of the Project Lifesaver program to provide peace of mind for family members and caregivers of individuals "at risk" of wandering. The primary mission is to reduce search times, save lives and reduce potential injuries to adults and children with a propensity to wander due to a cognitive condition. Our Sheriff's Office offers this service to residents of Warren County free of charge.

BIGS IN BLUE

The Warren County Sheriff's Office has partnered with Big Brothers Big Sisters of the Southern Adirondacks in the Bigs in Blue program. Bigs in Blue is a one-to-one mentoring program focused on building relationships between law enforcement and the communities they serve. Members of our Sheriff's Office have

been matched with youth in our community to build strong, trusting, lasting relationships. These relationships can assist children to develop into confident adults and help to build stronger bonds between our agency and the families we serve.

YELLOW DOT PROGRAM

The Warren County Sheriff's Office partnered with the New York State Sheriffs' Association to offer Warren County residents the Yellow Dot program. This is a free program designed to help first responders provide life-saving medical attention during that first "golden hour" after a crash or other emergency. A Yellow Dot placed in the driver's side rear window of your vehicle or a designated location within your home will alert first responders that vital medical information is stored in the glove compartment. For more details about this free program visit: https://nysheriffs.org/public-safety-programs/.

OPERATION SAFE CHILD ID PROGRAM

Operation Safe Child was created in July 2005 to raise awareness about child safety. Through an historic partnership with the New York State Police, New York City Police Department, New York State Sheriffs' Association and the New York State Association of Chiefs of Police, the Division of Criminal Justice Services and its Missing and Exploited Children Clearinghouse have expanded

Operation Safe Child into a multi-pronged campaign teaching parents the tools to keep their children safe.

Statistics show that 34% of parents in the United States don't know their child's exact height, weight and eye color. When a child is reported missing, time can be the greatest adversary. Possessing up-to-date photos and important information about one's child are important proactive measures a parent can take to assist law enforcement should a child disappear.

WCSO regularly hosts free "Operation SAFE Child" ID events. Families who participate will receive a wallet-sized ID card containing a child's name, biographical information (date of birth, age, gender, height, weight, hair and eye color) and a fingerprint image of both index fingers. Cards are created in under two minutes.

POLICIES & PROCEDURES

As part of this endeavor, the Warren County Sheriff's Office extensively reviewed our policies and procedures to determine what revisions were necessary. We are required to review our policies regularly to ensure continued compliance with the New York State Law Enforcement Accreditation program. Additionally, each of the policies below were thoroughly reviewed as they specifically relate to the police reform and reinvention initiative.

USE OF PHYSICAL FORCE

The use of physical force by any member of the Warren County Sheriff's Office is governed by NYS Penal Law Article 35 which provides for the justification of such force. The policy of WCSO is more restrictive than the regulations established by NYS law. WCSO utilizes the Municipal Police Training Council (MPTC) model policy as the framework for our policy.

Following our review revisions were made to our policy to prohibit the use of a chokehold, unless deadly physical force is authorized, and to outline medical considerations following a use of physical force incident.

During the review of our policy the "#8CANTWAIT" campaign commenced and outlined eight specific use of physical force criteria that should be addressed in any law enforcement policy.

The WCSO policy on use of physical force properly addresses all eight of the campaign's recommendations.

WCSO is required to report specific use of force incidents to the DCJS repository if they meet certain criteria. The criteria include: the use of a chemical agent (pepper spray), the use of a firearm, the use of a controlled electrical weapon (Taser), the use of a chokehold, or any force which resulted in death or serious bodily injury, as defined by the NYS Penal Law. Our Sheriff's Office is compliant with the DCJS requirements.

STANDARDS OF PROFESSIONAL CONDUCT

It is an inherent goal of the Warren County Sheriff's Office to safeguard and maintain public trust and confidence. WCSO maintains a policy to provide clear and concise direction to all members of the Public Safety Division regarding professional conduct, both on-duty and off-duty.

Members of the Warren County Sheriff's Office Public Safety Division shall maintain a high degree of professionalism and integrity. Members who fail to correct individual deficiencies, or who violate our standards, will be subject to corrective action, which when applicable, shall include disciplinary sanctions.

RECRUITMENT, SELECTION, & APPOINTMENT

It is the policy of the Warren County Sheriff's Office to recruit and select the highest caliber of police officer candidates for the position of Patrol Officer and to do so in accordance with the New York State Civil Service Law as administered by the Warren County Civil Service Administration.

WCSO will hire qualified candidates utilizing fair and impartial recruitment practices which do not discriminate on the basis of sex, race, creed, color, age, religion, ethnic or national origin or physical impairment. Warren County is an Equal Opportunity Employer and shall maintain policies and procedures to ensure this result.

To be eligible for appointment, candidates must meet the prescribed standards set forth by the New York State Bureau for Municipal Police (BMP) and the Warren County Civil Service Administration. Eligible candidates must pass a written exam administered by Civil Service and must satisfactorily complete a physical agility test, which tests candidates using current, accepted standards as determined by DCJS.

Through our comprehensive review we identified recruitment as an area we can improve upon. We intend to utilize social media, community organizations, and other resources to recruit more qualified candidates to take our employment examinations and undertake the hiring processes described above.

DISCRIMINATION

The Warren County Sheriff's Office believes in the dignity of the individual and recognizes the rights of all people. In this regard, WCSO is committed to a policy of protecting and safeguarding the rights for all.

We will strive to ensure no person is subjected to harassment for any reason and/or discrimination based on race, color, gender, religion, religious affiliation, sex, familial or marital status, age, national origin or ancestry, physical or mental disability, genetic information/ predisposition or carrier status, military or veteran status, sexual orientation, self-identified or perceived sex, gender expression, gender identity and the status of being transgender, pregnancy (including childbirth and related medical conditions, and including medical conditions related to lactation), citizenship, domestic violence victim status or any other characteristic protected by applicable federal, state or local law.

TRAINING

The Warren County Sheriff's Office has long been committed to providing the best training possible for our sworn officers so they can deliver the best service to the community. NYS Law Enforcement Accreditation mandates not only initial training, but establishes mandatory annual in-service training requirements. At a minimum, police officers must receive twenty-one hours of in-

service training each year in the areas of Use of Force, Firearms, and Legal Updates. The requirements of WCSO training exceed these minimum requirements. All training is conducted by NYS certified instructors.

We identified several specific training needs during the comprehensive review of our operations. Specifically WCSO will seek out training courses and curriculum relating to Implicit Bias Awareness, Restorative Justice Practices, Addressing Systemic Racial Bias, Racial Justice in Policing, Restorative Justice Practices, Crisis Intervention (CIT), Crime Preventions Through Environmental Design (CPTED), and Responding to Persons with Disabilities.

PERFORMANCE EVALUATIONS

It is the policy of the Warren County Sheriff's Office to recognize the value of our employees and to stimulate them to excellence by evaluating their performance, recognizing their abilities and strengths and documenting their deficiencies.

Supervisors of the Warren County Sheriff's Office are required to conduct annual evaluations of their subordinates. Performance evaluations assist in the administration of the personnel performance system, principles of which include retaining employees on the basis and adequacy of their performance, addressing performance related issues, and separating employees whose inadequate performance cannot be corrected.

EMPLOYEE DISCIPLINE

Members of the Warren County Sheriff's Office who violate any federal, state, or local laws or ordinances, or who violate the policies and procedures of our agency are subject to disciplinary action up to and including termination.

The execution of disciplinary action is governed by NYS Civil Service Law. Any member whose employment is terminated for cause or who chooses to resign prior to facing disciplinary charges is subject to a decertification process by NYS law. When this occurs, the agency completes a submission to DCJS to remove the officer's certification, thereby preventing the officer's ability to be hired by another agency.

HANDLING COMPLAINTS

It is the policy of the Warren County Sheriff's Office that every complaint that can be properly resolved by our Patrol Officers, as the primary first responding member(s), should be so handled. Complaints that require extensive investigation, both in time and expertise for their solution, may necessitate investigation by a criminal investigator and/or specialized unit.

All complaints will be investigated without regard to race, color, gender, religion, religious affiliation, sex, familial or marital status, age, national origin or ancestry, physical or mental disability, genetic information/predisposition or carrier status,

military or veteran status, sexual orientation, self-identified or perceived sex, gender expression, gender identity and the status of being transgender, pregnancy (including childbirth and related medical conditions, and including medical conditions related to lactation), citizenship, domestic violence victim status or any other characteristic protected by applicable federal, state or local law.

INVESTIGATING HATE CRIMES

It is the policy of the Warren County Sheriff's Office to employ the necessary resources and necessary law enforcement action to identify and arrest hate crime perpetrators. Any acts or threats of violence, property damage, harassment, intimidation or other crimes motivated by hate and bias based upon race, religion, ethnic/national origin, gender, age, disability or sexual orientation, designed to infringe upon the rights of individuals are given a high priority by our Sheriff's Office.

DE-ESCALATION

It is the policy of the Warren County Sheriff's Office to employ non-violent de-escalation techniques and strategies to decrease the intensity of a situation, improve decision-making, improve communication, reduce the need for force, and increase voluntary compliance (e.g., attempting verbal persuasion, negotiation, conflict resolution, formulating a plan, and summoning additional resources). These techniques are invaluable

while interacting with suicidal persons, persons exhibiting irrational behavior, psychiatric patients, and any other situations that deal specifically with the needs of the mental health community and emotionally disturbed persons.

PATROL PROCEDURES

Patrol Officers are assigned to specific patrol areas on a daily basis. They perform their duties and conduct themselves at all times in a professional, courteous, polite and efficient manner.

PROHIBITIONS AGAINST RACIAL PROFILING & BIAS BASED POLICING

The Warren County Sheriff's Office prohibits racial profiling or other bias based policing. During our comprehensive review and plan development revisions to our Standards of Professional Conduct policy were made to expressly prohibit such conduct.

We are committed to observing, upholding, and enforcing all laws relating to the individual rights of all persons. Members will respect and protect each person's human rights and comply with all laws relating to human rights.

In addition to respect for those human rights prescribed by law, members will treat all persons with the courtesy and dignity which is inherently due to every person as a human being. Members will act, speak, and conduct themselves in a professional manner and maintain a courteous attitude in all contacts with the public.

It is a fundamental duty of every member to be vigilant in the investigation of unusual or suspicious occurrences, detect violations of the law, safeguard lives and property, guarantee all persons fair and equal treatment under the law, and ensure that the rights of all persons are protected. In meeting these duties, the Warren County Sheriff's Office remains committed to working actively with all communities throughout Warren County.

Members are expressly prohibited from engaging in racial profiling or bias based policing activities. Members making routine or spontaneous law enforcement decisions, such as investigatory stops, traffic stops and arrests, may not use race, ethnicity, color, national origin, ancestry, religion, disability, gender, gender identity, sexual orientation, marital status, parental status, military discharge status, financial status, or lawful source of income, except that officers may rely on the listed characteristics in a specific suspect description. Members will immediately report any observed violations of the policies and procedures established under this directive to a supervisor.

PRACTICES

As part of this process, the Warren County Sheriff's Office reviewed all existing practices within the Public Safety Division to ensure we will meet, and hopefully exceed expectations. The following detail several WCSO practices pertinent to EO-203.

ZONE 5 LAW ENFORCEMENT ACADEMY

One of the most important requirements of any police officer is training. Training will also be vital for our Sheriff's Office to ensure the plan we develop and future operations of are agency involve the best practices. The Warren County Sheriff's Office has always been committed to providing the most highly trained Patrol Officers. This commitment begins at the Zone 5 Regional Law Enforcement Academy.

The training required of a police officer is mandated by the NYS Division of Criminal Justice Services (DCJS). DCJS has established the Municipal Police Training Council (MPTC) to define the standards for training throughout NYS. Prospective police officers are required to attend an accredited law enforcement academy. The Zone 5 Regional Law Enforcement Academy trains not only Sheriff's Patrol Officer and Deputies, but police officers from the entire Capital Region and upstate New York.

The Zone 5 Regional Law Enforcement Academy is a premier law enforcement training program. Through its partnerships with

public and private entities, they are able to administer the highest level of training available to law enforcement agencies.

Training is one of the most important and vital functions of any law enforcement agency. The Basic Course for Police is often considered to be the most important learning experiences that a police officer completes during his or her career.

The Basic Course for Police has undergone a continual evolution since it was first established on July 1, 1960. It originally consisted of a minimum of 80 hours of instruction in specific areas. Today, the Basic Course for Police consists of a minimum standard of over 700 hours that is established through the New York State Municipal Training Council (MPTC). The Directors at the Zone 5 Regional Law Enforcement Academy as well as New York State Department of Criminal Justice Services routinely reviews the content of the Basic Course for Police Officers to ensure that the material remains relevant to criminal justice issues and best prepares officers to serve their communities. Today's Basic Course for Police Officers covers a wide range of topics including, but not limited to, Ethics & Professionalism, Cultural Diversity, Bias Related Incidents, Professional Communication, Persons with Disabilities, Crisis Intervention, Use of Physical Force & Deadly Force, Active Shooter Response and Decision Making. Today's police recruits are also mandated to complete numerous Reality Based Training Scenarios to better prepare them for the situations they will encounter on the job.

The Zone 5 Regional Law Enforcement Academy consistently exceeds the minimum standard number of hours during the Basic Course for Police. Additional time is allocated in critical areas of instruction such as Emergency Vehicle Operation, Firearms, Reality Based Training, Officer Wellness and Response and Investigative Skills.

FIELD TRAINING PROGRAM

A Patrol Officer's training does not end following graduation from the academy. They are then required to complete an extensive and elaborate Field Training Program administered by New York State DCJS certified training officers within our agency.

The Warren County Sheriff's Office has a Field Training Program where new recruits receive supervised training by a certified Field Training Officer (FTO). Recruits shadow senior Patrol Officers to ensure they are following proper policies and procedures, and that they are meeting expectations of the Sheriff and mission of our Sheriff's Office.

Agency FTO's make daily observations, provide guidance and complete daily reports to track and monitor recruit progress. Recruits are required to thoroughly review each directive of our agency so they have a good working knowledge of what is expected from them.

AGENCY TRAINING

A police officer's training is never complete. Law Enforcement officers are continuously learning new techniques and new methods of policing. They are also required to keep abreast of all legal updates and legislation impacting our profession.

The Warren County Sheriff's Office is a New York State Accredited Agency. In order to remain compliant with the Accreditation standards we must meet or exceed the established requirement. DCJS requires that all sworn personnel receive at least 21 hours of in-service training annually. This includes, at a minimum, firearms training, legal updates, a review of use of force and the use of deadly force.

The annual training curriculum of the Warren County Sheriff's Office exceeds these minimum standards, but we have identified several areas needing improvement and are preparing to meet these needs.

In addition, we regularly review training opportunities to further the education and certifications of our personnel. As trainings are identified, members can submit a request to attend. Efforts are made to seek out relevant trainings which allow attendees to share this information through train-the-trainer opportunities.

Our officers routinely receive a method of training called Reality Based Training (RBT). This is a scenario based training which allows officers to react to the situation as it is occurring. The scenarios are designed to achieve the desired training outcomes. Following the completion of each scenario, instructors provide immediate feedback to the student on their performance.

Our training opportunities are not limited to classroom trainings only. Supervisors meet with officers and take the opportunity to share information relating to current topics, review legal updates and address matters relating to policies and procedures.

LESS LETHAL OPTIONS

The Warren County Sheriff's Office believes in providing our officers with the proper tools to ensure their safety and that of the public. Our goal is to resolve any interaction using the least amount of force necessary to resolve the situation. While officers are required to carry a service weapon, often times the most valuable tools available to them are less lethal options. Patrol Officers are issued pepper spray, also referred to as Oleoresin Capsicum (OC). OC spray is designed to be applied to a subject's facial area to cause a burning sensation. Exposure to OC spray allows the officer to assist in gaining compliance from a resistant subject. Officers must decontaminate subjects following deployment of OC spray and ensure proper medical treatment is

provided. It should be noted that officers be must sprayed with OC spray and properly certified prior to authorization for use.

Another valuable less lethal option is a Conducted Electrical Weapon (CEW), often referred to as a Taser. The CEW is designed to deliver electrically charged probes into a resistant subject in an effort to incapacitate the neuromuscular system. The CEW has proven to be an effective tool. Studies have shown that the use of the CEW decreases the potential for injury to both the subject and the officer. Officers must be certified is CEW use prior to issuance and must receive in-service training to ensure proficiency. Officers must ensure medical care is provided to any subject who has been exposed to the CEW.

The Warren County Sheriff's Office also issues Patrol Officers impact weapons (batons). The baton provides Patrol Officers with an additional option for gaining compliance of physically resistant or combative subjects.

USE OF PHYSICAL FORCE REVIEW PROCESS

Although the significant majority of arrest made by our Sheriff's Office are made without incident, on occasion it becomes necessary for officers to use authorized and justified physical force to resolve a situation. As mentioned earlier, all WCSO physical force incidents are governed by agency policy and New York State Law. The Sheriff's Office closely examines all use of physical force incidents by agency personnel. WCSO has

established a review process for all incidents. Officers using physical force are required to complete additional agency reports to thoroughly document and memorialize the incident. Once the reports are completed, their supervisor must review the incident to determine if the amount of force used was reasonable under the circumstances, necessary, authorized under NYS law, agency policy, and current training standards.

Once the supervisor has completed his/her portion of the review process, the entire file is then reviewed independently by a member of the Sheriff's Administration. The Sheriff's Office retains records relating to all use of force incidents permanently.

The New York State Division of Criminal Justice Services requires our Sheriff's Office to report certain types of force incidents into a portal system. Any force involving the use of OC spray, the deployment of a CEW, the discharge of a weapon, when sustained pressure to the throat or airway of a person is applied in a manner that could have hindered breathing or reduce air intake, or any incident that results in serious bodily injury must be reported.

COMMUNITY OUTREACH

The Warren County Sheriff's Office attends many events throughout each year and works tirelessly to remain an active partner in every community within Warren County. We value our collaboration with community organizations and understand the

relationships built though this outreach builds trust, public confidence and helps to break down any barriers that may exist. Our long standing tradition of volunteering with community organizations exemplifies our commitment to maintaining these relationships and getting to know the residents and visitors we so proudly serve.

SCHOOL RESOURCE OFFICER PROGRAM

The Warren County Sheriff's Office deploys School Resource Officers (SRO) to almost every school district in Warren County. Initially, SROs were deployed in the wake of mass school tragedies throughout the country in an effort to provide additional safety measures. The role of additional security is beneficial, but certainly not the primary goal of our program.

We expect our SRO's to engage students and faculty to develop relationships and make connections. They remain proactive in keeping our children on the correct path and offer early intervention solutions. They are not involved in school district disciplinary actions, but rather remain positive role models encouraging healthy behaviors with the children. Investigations and official actions involving students or faculty within a school district are handled by officers assigned to a patrol zone, not the SRO's. This allows all interactions with the SRO's to remain positive.

PEER SUPPORT

The Warren County Sheriff's Office has long understood that the job of law enforcement can be very stressful. We have a Peer Support and Assistance Program with a full-time trained Peer Support Coordinator on staff. Members experiencing hardships can seek assistance through this program to receive counseling and a variety of beneficial services. The health and safety of our officers is paramount.

WCSO COMMITMENTS

The Warren County Sheriff's Office remains committed to ensuring the safety and security of all Warren County residents and visitors. This commitment has never wavered. We constantly review the operations of our agency and seek to improve the services we provide to the community. To that endeavor, WCSO is committed to effecting positive changes in our relationships with the community we are so proud to serve.

RESTORATIVE PRACTICES

Restorative Justice/Restorative Practices have proven to be quite effective in developing stronger communities. These justice processes have been shown to reduce recidivism, increase safety, and save money. Success with these practices is not measured by the level of punishment, but rather by how much harm has been repaired or prevented.

Our Administration has been meeting with experienced Restorative Justice practitioners in our region to explore opportunities for programs within our County. WCSO is committed to being an integral part in the development of a program and an active participant once restorative practices are in place.

WCSO intends to utilize restorative practices with adults in the criminal justice system, with juveniles and youth in our schools, to

resolve civil conflicts, and with civilian complaints involving our officers.

CRISIS INTERVENTION TEAM/TRAINING (CIT)

Interactions with Warren County Sheriff's Office Patrol Officers and persons with mental illness are increasing. Best practices for responding to these interactions have been established for years. WCSO will ensure these best practices are utilized, provide initial training and continuing education relating to proper crisis intervention response, and seek opportunities to collaborate with mental health services and professionals in our County. We are exploring opportunities to create a multidisciplinary Crisis Intervention Team that would be available to the public 24/7.

LAW ENFORCMENT MENTAL HEALTH REFERRAL SYSTEM (LEMHRS)

The Warren County Sheriff's Office will work to implement the Law Enforcement Mental Health Referral System [LEMHRS), which is an on-line referral system that allows officers to quickly and easily refer individuals with mental health and/or addiction use issues to the Office of Community Services for Warren and Washington Counties. The system will provide information for local treatment providers for outreach and engagement efforts.

CULTURAL DIVERSITY & SENSITIVITY

Warren County is home to residents of diverse backgrounds and cultures. Additionally, visitors from around the world come to our region year round. To provide the best possible service we need to be understanding of cultural differences and sensitive to the unique needs of all. "Lady Justice" may be blindfolded, but it is vital that we treat each person as an individual with clear and current expectations of law enforcement. We will collaborate with organizations like the Adirondack Diversity initiative to provide officers with cultural awareness, diversity, and sensitivity training.

PERSONS WITH DISABILITIES

The ability to respond to individuals with disabilities has posed varying challenges for police officers throughout our nation. High profile incidents have exposed the need for increased awareness and education regarding these interactions. Additionally, studies show that individuals with disabilities are seven times more likely to be the victim of a crime.

We recognized the need to provide our officers with education and strategies that promote effective interactions between law enforcement and persons with disabilities. We located and enrolled several members in the NYS DCJS Law Enforcement Disability Awareness Train-the-Trainer course and will continue to seek additional resources and training opportunities.

TRANSPARENCY

The effectiveness of a law enforcement agency and its officers depends enormously on the relationship the agency has forged with the community it serves. Community-police relationships, like all relationships, must be based on mutual trust and respect to thrive, and seasoned law enforcement personnel know trust and respect are rooted in transparency and accountability. We will continue to nurture our relationships with the community, but have identified the most effective way we could improve our transparency.

WCSO would like to purchase and issue body-worn cameras to all our Patrol Officers. We believe a law enforcement agency that deploys body-worn cameras is making a statement that they believe in the actions of their officers.

There is no better method to demonstrate transparency with our community than to create a recording that memorializes an officer's response and interactions with the public. WCSO is committed to face the challenges of purchasing body-worn camera systems and developing an effective program.

SUBSTANCE USE & ADDICTION

There has been a nationwide rise in opioid use and overdose despite significant investments of personnel and resources towards

drug law enforcement. As a result most police agencies, WCSO included, are seeking updated and innovative approaches.

WCSO equipped all Patrol and Correction Officers with nasal naloxone (Narcan ®) as a measure to potentially reverse the effects of an overdose. We collaborate with organizations like the Alliance for Positive Health, Hope & Healing, Conifer Park, Baywood Center, and Addictions Care Center of Albany. Hopefully through the development and implementation of this plan more opportunities will arise.

USE OF PHYSICAL FORCE - VIRTUAL TRAINING SYSTEM

Law enforcement is an inherently high-risk profession and little is more vital than ensuring our officers receive proper training. Skill mastery requires repetition and such training is challenging due to limitations with time, expenses and instructors to facilitate training.

The Warren County Sheriff's Office is exploring various reality based use of force training simulators to overcome these obstacles and provide much needed training to our members. These simulator systems submerse officers in scenarios; such as traffic stops, domestic disputes, or emotionally disturbed persons, designed to improve their de-escalation techniques and sharpen split-second decision making skills. Scenarios resolve based upon their communication with the virtual participant, the commands they provide and the use of force.

WCSO will also use this technology with the public to educate and raise awareness regarding the best practices and appropriate levels of physical force during various incidents in a safe and controlled setting.

TRAINING

The Warren County Sheriff's Office is committed to providing the most professional and honorable members to our community. Training is an integral component of this commitment and has always been a high priority for our agency.

During the comprehensive review of our operations and through the process of plan development we have identified several training needs and areas we intend to focus more in the future. We are actively exploring for training opportunities in the following areas:

- Implicit Bias Awareness;
- Crisis Intervention;
- Restorative Practices;
- Racial Justice in Policing;
- Crime Prevention Through Environmental Design;
- Responding to Persons with Disabilities; and
- Law Enforcement Assisted Diversion.

We will be designating a supervisor to serve as our agency Training Coordinator and will work diligently to provide current and effective training for our members.

CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN

Crime Prevention Through Environmental Design (CPTED) is a concept intended to enhance home and neighborhood safety that is based upon the principle that proper design, effective use of technologies (camera system and lighting), and environmental resources (landscaping) can serve to deter crime and improve the quality of life in our community.

WCSO will train officers in the CPTED principles and develop a program to assist residents, homeowners and businesses in making their properties safer. We intend to provide this as a free service to County residents, organizations, and businesses.

NEIGHBORHOOD WATCH PROGRAM

During this plan development process the Warren County Sheriff's Office received suggestions from community members that having an auxiliary group of citizens available to supplement our Patrol forces could prove beneficial. As a result of these requests and based upon the fundamental principle of policing that "the police are the public and the public are the police" the Warren County Sheriff's Office plans to develop and promote a Countywide Neighborhood Watch Program.

In essence, our Neighborhood Watch Program will serve as a crime prevention resource stressing education and a common sense approach. We will inform citizens on how they may best

help themselves by identifying and reporting suspicious activities in their neighborhoods. WCSO will not advocate watch members taking any action in response to suspicious activities, rather we hope that they will serve as additional "eyes and ears" in the community. This program will provide our residents with the opportunity to make their neighborhoods safer and improve their quality of life.

RECRUITMENT

While the Warren County Sheriff's Office has always looked for opportunities to improve our recruitment efforts, we are seeking new and innovative ways to recruit qualified minority candidates to take our employment examinations and submit to our hiring processes. Discussions about recruiting and hiring minorities and females have occurred in our agency for years, but we have not been successful.

WCSO will work to identify obstacles that may be preventing opportunities for diversity hiring. We will share information relating to employment opportunities with various community organizations to improve our recruiting efforts. We will offer recruitment presentations and participate in career days to identify and recruit potential candidates. Finally, we will continually seek public feedback and suggestions for ways we can improve our recruitment efforts.

PROCEDURAL JUSTICE

Procedural Justice focuses on the way police interact with the public, and how the characteristics of those interactions shape the public's views of the police, their willingness to obey the law, and actual crime rates. Mounting evidence shows that community perceptions of procedural justice can have a significant impact on public safety.

Procedural justice is based on four central principles:

- We must treat citizens fairly, with dignity and respect;
- We must remain neutral and impartial in our actions;
- We must allow citizens a voice during encounters; and
- Our motives must be trustworthy.

WCSO has embedded these principles in our operations and we are committed to shaping the service we provide to the residents and visitors of Warren County around them.

LEAD (LAW ENFORCEMENT ASSISTED DIVERSION)

The Warren County Sheriff's Office is seeking information and training relating to LEAD (Law Enforcement Assisted Diversion) programs. We hope to incorporate LEAD concepts in the programs that are developed for Restorative Practices.

If successful, the program would allow our officers to utilize discretion for low level arrests and encourage offenders to

participate in necessary treatment programs in lieu of criminal charges.

RESOURCE CARDS

Warren County, and our surrounding region, offer a wide variety of services and resources such as; mental health services, substance use, domestic violence, veteran services, meals, shelter, clothing, etc. Police officers are often the first point of contact for persons in crisis and in need of such services. Having detailed contact information readily available would be very beneficial.

WCSO will work with community organizations and providers to develop a resource card designed for quick, easy access to community resources with vital contact information. We welcome anyone interested in participating to join us in this effort.

ACCREDITATION

WCSO is committed to maintaining the standards set forth in our Accreditations. We recognize that our voluntary participating in this program demonstrates our commitment to law enforcement excellence by living up to a body of standards deemed essential for the protection of the life, health, safety, and rights of the citizens we serve.

TOWN HALL/COMMUNITY MEETINGS

The Sheriff is committed to participate in community meetings, Town Hall meeting, and meetings with local organizations who wish to learn more about the Warren County Sheriff's Office or want to share information about their group. If you would like to meet with the Sheriff or invite him to an event simply call (518) 743-2518. Community feedback and connection is critical for our success.

CONCLUSION

The Warren County Sheriff's Office is an agency comprised of highly trained men and women who are service oriented and reflect the ideals consistent with our mission, to provide the finest and most professional public safety services to the residents and visitors of Warren County.

In addition, we are committed to working in unison with the community and other law enforcement agencies and demand of ourselves the highest standards of honesty and integrity as we uphold all laws for which we are responsible.

The Warren County Sheriff's Office has always considered itself to be a progressive agency through technology, training and transparency. We are committed and stand ready to proudly serve the needs of Warren County.

The Sheriff's Office recognizes the importance of public safety throughout our community. We are committed to utilizing all resources available in order to ensure the safety of our citizens. We will continue to work closely with our partners in law enforcement as well as the community to ensure that Warren County remains a great place to live, work and play.

APPENDICES

DEFINITIONS

BMP - Bureau of Municipal Police

CEW - Conducted Electrical Weapon (Taser)

CIT - Crisis Intervention Training/Crisis Intervention Team

CPTED - Crime Prevention Through Environmental Design

DCJS - Division of Criminal Justice Services

ERT - Emergency Response Team

FTO - Field Training Officer

LEAD - Law Enforcement Assisted Diversion

MPTC - Municipal Police Training Council

NY-Alert - Platform to share emergency alerts and information

NYSIC - New York State Intelligence Center

OC - Oleoresin Capsicum (Pepper Spray)

SRO - School Resource Officer

WCSO - Warren County Sheriff's Office

FIGURE 1

No. 203

EXECUTIVE ORDER

NEW YORK STATE POLICE REFORM AND REINVENTION COLLABORATIVE

WHEREAS, the Constitution of the State of New York obliges the Governor to take care that the laws of New York are faithfully executed; and

WHEREAS, I have solemnly sworn, pursuant to Article 13, Section 1 of the Constitution, to support the Constitution and faithfully discharge the duties of the Office of Governor; and

WHEREAS, beginning on May 25, 2020, following the police-involved death of George Floyd in Minnesota, protests have taken place daily throughout the nation and in communities across New York State in response to police-involved deaths and racially-biased law enforcement to demand change, action, and accountability; and

WHEREAS, there is a long and painful history in New York State of discrimination and mistreatment of black and African-American citizens dating back to the arrival of the first enslaved Africans in America; and

WHEREAS, this recent history includes a number of incidents involving the police that have resulted in the deaths of unarmed civilians, predominantly black and African-American men, that have undermined the public's confidence and trust in our system of law enforcement and criminal justice, and such condition is ongoing and urgently needs to be rectified; and

WHEREAS, these deaths in New York State include those of Anthony Baez, Amadou Diallo, Ousmane Zango, Sean Bell, Ramarley Graham, Patrick Dorismond, Akai Gurley, and Eric Garner, amongst others, and, in other states, include Oscar Grant, Trayvon Martin, Michael Brown, Tamir Rice, Laquan McDonald, Walter Scott, Freddie Gray, Philando Castile, Antwon Rose Jr., Ahmaud Arbery, Breonna Taylor, and George Floyd, amongst others,

WHEREAS, these needless deaths have led me to sign into law the Say Their Name Agenda which reforms aspects of policing in New York State; and

WHEREAS, government has a responsibility to ensure that all of its citizens are treated equally, fairly, and justly before the law; and

WHEREAS, recent outpouring of protests and demonstrations which have been manifested in every area of the state have illustrated the depth and breadth of the concern; and

WHEREAS, black lives matter; and

WHEREAS, the foregoing compels me to conclude that urgent and immediate action is needed to eliminate racial inequities in policing, to modify and modernize policing strategies, policies, procedures, and practices, and to develop practices to better address the particular needs of communities of color to promote public safety, improve community engagement, and foster trust; and

WHEREAS, the Division of the Budget is empowered to determine the appropriate use of funds in furtherance of the state laws and New York State Constitution; and

WHEREAS, in coordination with the resources of the Division of Criminal Justice Services, the Division of the Budget can increase the effectiveness of the criminal justice system by ensuring that the local police agencies within the state have been actively engaged with stakeholders in the local community and have locally-approved plans for the strategies, policies and procedures of local police agencies; and

NOW, THEREFORE, I, Andrew M. Cuomo, Governor of the State of New York, by virtue of the authority vested in me by the Constitution and the Laws of the State of New York, in particular Article IV, section one, I do hereby order and direct as follows:

The director of the Division of the Budget, in consultation with the Division of Criminal Justice Services, shall promulgate guidance to be sent to all local governments directing that:

Each local government entity which has a police agency operating with police officers as defined under 1.20 of the criminal procedure law must perform a comprehensive review of current police force deployments, strategies, policies, procedures, and practices, and develop a plan to improve such deployments, strategies, policies, procedures, and practices, for the purposes of addressing the particular needs of the communities served by such police agency and promote community engagement to foster trust, fairness, and legitimacy, and to address any racial bias and disproportionate policing of communities of color.

Each chief executive of such local government shall convene the head of the local police agency, and stakeholders in the community to develop such plan, which shall consider evidence-based policing strategies, including but not limited to, use of force policies, procedural justice; any studies addressing systemic racial bias or racial justice in policing; implicit bias awareness training; de-escalation training and practices; law enforcement assisted diversion programs; restorative justice practices; community-based outreach and conflict resolution; problem-oriented policing; hot spots policing; focused deterrence; crime prevention through environmental design; violence prevention and reduction interventions; model policies and guidelines promulgated by the New York State Municipal Police Training Council; and standards promulgated by the New York State Law Enforcement Accreditation Program.

The political subdivision, in coordination with its police agency, must consult with stakeholders, including but not limited to membership and leadership of the local police force; members of the community, with emphasis in areas with high numbers of police and community interactions; interested non-profit and faith-based community groups; the local office of the district attorney; the local public defender; and local elected officials, and create a plan to adopt and implement the recommendations resulting from its review and consultation, including any modifications, modernizations, and innovations to its policing deployments, strategies, policies, procedures, and practices, tailored to the specific needs of the community and general promotion of improved police agency and community relationships based on trust, fairness, accountability, and transparency, and which seek to reduce any racial disparities in policing.

Such plan shall be offered for public comment to all citizens in the locality, and after consideration of such comments, shall be presented to the local legislative body in such political subdivision, which shall ratify or adopt such plan by local law or resolution, as appropriate, no later than April 1, 2021; and

Such local government shall transmit a certification to the Director of the Division of the Budget to affirm that such process has been complied with and such local law or resolution has been adopted; and

The Director of the Division of the Budget shall be authorized to condition receipt of future appropriated state or federal funds upon filing of such certification for which such local government would otherwise be eligible; and

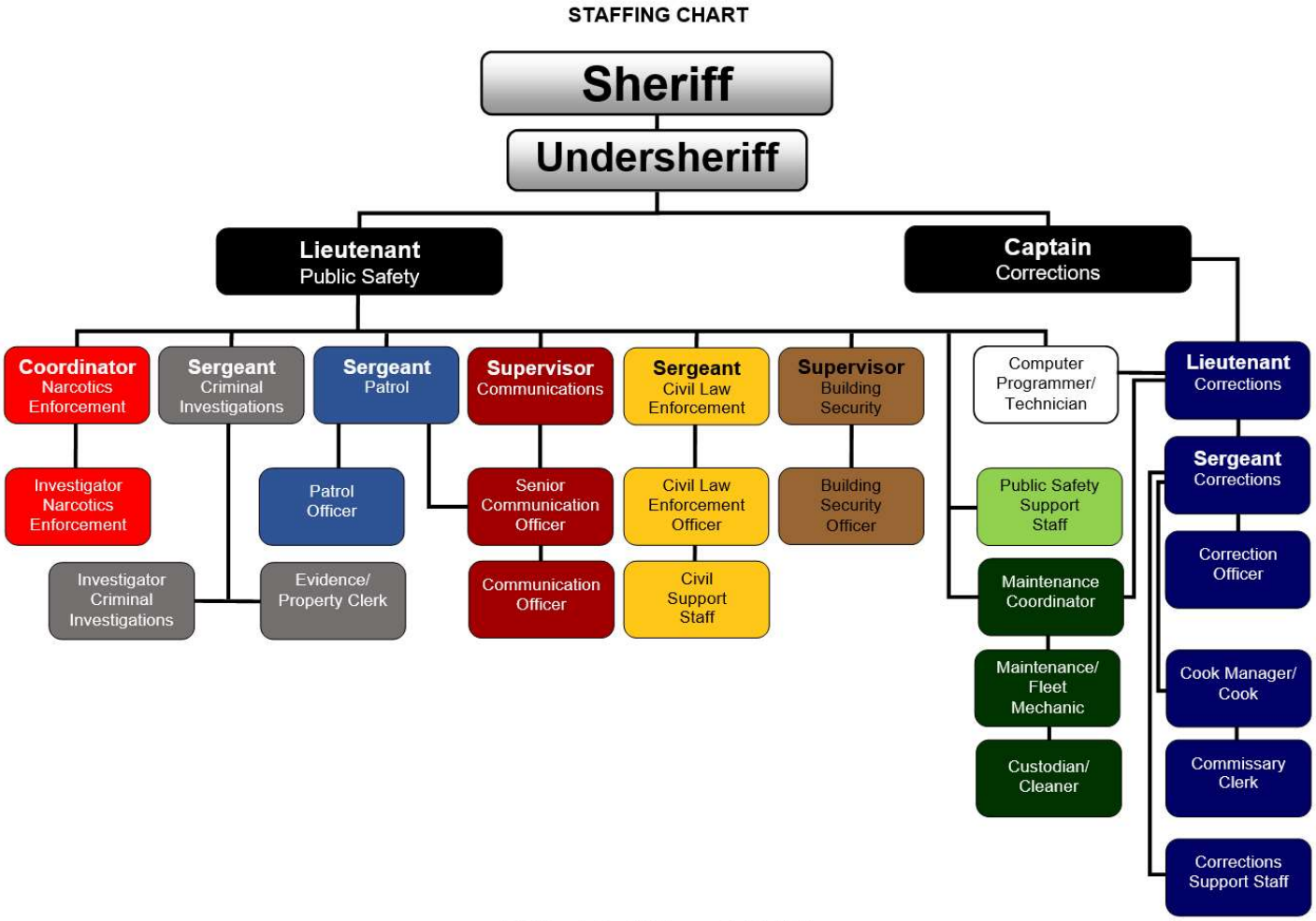
The Director is authorized to seek the support and assistance of any state agency in order to effectuate these purposes.

GIVEN under my hand and the Privy Seal of the State in the City of Albany this twelfth day of June in the year two thousand twenty.

BY THE GOVERNOR

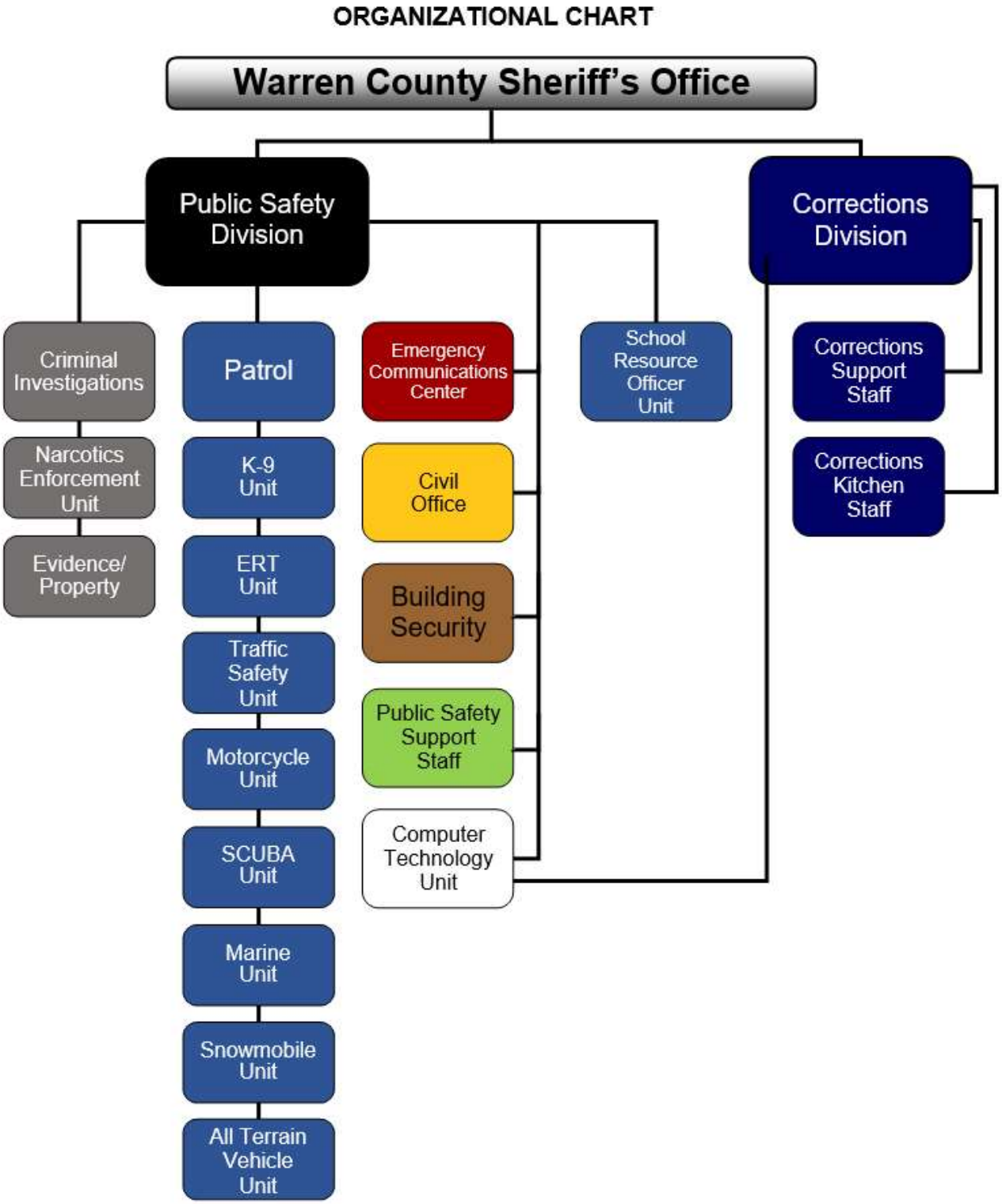
Secretary to the Governor

FIGURE 2



PSD Regulation 002-3, page 1 of 1, 2020

FIGURE 3



PSD Regulation 002-2, page 1 of 1, 2020

FIGURE 4

	WARREN COUNTY SHERIFF'S OFFICE	
DIRECTIVE 014: ZONES, SECTORS AND CALL ASSIGNMENTS		**EFFECTIVE DATE:** 01/01/20
AUTHORITY: SHERIFF JIM LAFARR		**PRIOR REVISION:** 05/01/12
ACCREDITATION STANDARDS: 2.5		**REVIEW DATE:** 03/01/17

Zones, sectors and stations for the patrol of Warren County are generally described as follows:

ZONES
Zone 1: Queensbury
Zone 2: Lake Luzerne & Lake George
Zone 3: Warrensburg & Bolton
Zone 4: Thurman, Stony Creek & Johnsburg
Zone 5: Horicon, Hague, & Chester

SECTORS
Sector 1: Zone 1 WEST of State Route 9
Sector 2: Zone 1 EAST of State Route 9

PATROL ASSIGNMENTS

1. Except for emergency situations, calls will be assigned to the unit responsible for the call location.

2. Patrols assigned to a zone and/or sector shall remain in their assigned areas.

3. Patrols shall not be in other patrol areas without authority from the Shift Commander, or as directed by Communications.

4. The parameters for zone/sector locations and the assignment of calls is not absolute. Shift Commanders shall have authority to make assignments and utilize patrols as needed at any given time. As a general rule, patrols will be assigned as follows:

Zone 1	**Zone 3**
Zone 1, sector 1	Zone 3, Warrensburg
Zone 1, sector 2	Zone 3, Bolton only
Zone 2	Zones 3, 4 and 5
Zone 2, Village of Lake George	**Zone 4**
Zone 2, Lake George (includes Village)	Zone 4 + Warrensburg
Zone 2, Lake Luzerne	Zones 4 and 5
	Zone 5
	Zone 5 + Bolton

5. Except under unusual or special circumstances, patrols will be given one of the above assignments on a daily basis based on staffing charts provided to the Shift Commanders by the Administration Office.

STATIONS

1. Stations are identified by name, not by number or the zone in which they are located.

FIGURE 5

	WARREN COUNTY SHERIFF'S OFFICE	
DIRECTIVE 012: MINIMUM STAFFING - PATROL		**EFFECTIVE DATE:** 01/01/20
AUTHORITY: SHERIFF JIM LAFARR		**PRIOR REVISION:** 11/06/13
ACCREDITATION STANDARDS:		**REVIEW DATE:** 02/28/17

1. The minimum number of Patrol Officers assigned to road patrol each shift, for scheduling purposes, is as follows:

A LINE	B-LINE
5	7

2. Minimum staffing levels may only be modified by authority of the Administration Office as defined in Regulation 001.

3. It is the responsibility of Shift Commanders, prior to leaving at the end of their tour of duty, to ensure all known minimum staffing vacancies are filled for the following 12-hour period (1 shift).

4. The B-Line Shift Commanders shall, on a daily basis, review the Patrol schedules one week ahead to ensure all known minimum staffing vacancies are filled in advance. Supervisors should be aware, and account for, pre-scheduled training, details and special events.

5. The Administration Office may waive or amplify upon minimum staffing at any time.

PSD Directive 012, page 1 of 1, 2020

FIGURE 6

NEW YORK STATE POLICE REFORM AND REINVENTION COLLABORATIVE PLAN CERTIFICATION FORM

I, Rachel Seeber, as the Chief Executive of the County of Warren, hereby certify the following pursuant to Executive Order No. 203 issued by Governor Andrew M. Cuomo on June 12, 2020:

- ☐ The Local Government has performed a comprehensive review of current police force deployments, strategies, policies, procedures, and practices;
- ☐ The Local Government has developed a plan, attached hereto, to improve such deployments, strategies, policies, procedures, and practices (the "Plan");
- ☐ The Local Government has consulted with stakeholders (including but not limited to: membership and leadership of the local police force; members of the community, with emphasis in areas with high numbers of police and community interactions; interested non-profit and faith-based community groups; the local office of the district attorney; the local public defender; and local elected officials) regarding the Plan;
- ☐ The Local Government has offered the Plan in draft form for public comment to all citizens in the locality and, prior to adoption of the Plan by the local legislative body, has considered the comments submitted; and
- ☐ The legislative body of the Local Government has ratified or adopted the Plan by Resolution No. _____ of 2021.

RACHEL SEEBER
CHAIRWOMAN
WARREN COUNTY BOARD OF SUPERVISORS

_____

Signature