Ohio Collaborative
Law Enforcement Agency Certification

FINAL CERTIFICATION REVIEW

Agency Name, CEO and Agency Contact
Fairfield Police Department
5230 Pleasant Avenue, Fairfield OH 45014-3555

County: Butler

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CALEA: YES
Lexipol Customer: NO

Date of the Provisional Review
04/07/2016

Reviewed by:
Kathy Mahl, Criminal Justice Services

STANDARD 8.2015.1 Use of Force/Deadly Force

The agency maintains a use of force/deadly force written directive that includes:

- ☒ a. policy statements in support of the Ohio Collaborative guiding principles;
- ☒ b. when a written report shall be conducted;
- ☒ c. investigation/report reviews for policy compliance; and
- ☒ d. annual read and sign and testing over directive content for sworn agency personnel.

GUIDING PRINCIPLES:

USE OF FORCE Employees may only use the force which is reasonably necessary to effect lawful objectives including: effecting a lawful arrest or overcoming resistance to a lawful arrest, preventing the escape of an offender, or protecting or defending others or themselves from physical harm.

USE OF DEADLY FORCE The preservation of human life is of the highest value in the State of Ohio. Therefore, employees must have an objectively reasonable belief deadly force is necessary to protect life before the use of deadly force. Deadly force may be used only under the following circumstances: 1. To defend themselves from serious physical injury or death; or 2. To defend another person from serious physical injury or death; or 3. In accordance with U.S. and Ohio Supreme Court decisions, specifically, *Tennessee v. Garner* and *Graham v. Connor*.

Compliance feedback: The agency's policy is very thorough and directs that "Employees may only use the force which is reasonably necessary to effect lawful objectives including: effecting a lawful arrest or overcoming resistance to a lawful arrest, preventing the escape of an offender, or protecting or

defending others or themselves from physical harm. The agency's deadly force policy is written verbatim from the Ohio Collaborative's policy statements. A written use of force report is required when an officer applies physical force, applies force through any weapon system, takes an action that results in injury or death to another person, or discharges a firearm other than for training or recreational purposes. The agencies policy requires a written report when force is used. A dedicated form, completed in its entirety, provides reviewers with sufficient data to determine the validity of the force used. In addition to the Ohio Collaborative requirements, the agency completes an annual analysis of use of force incidents which provides valuable information for the agency in terms of patterns and practices. In 2015 agency personnel used force in 10 instances out of 924 arrests. Three instances involved the use of a Taser, all others were hands-on including takedowns, displacement, wrist lock or weaponless strikes. The agency provided completed use of force reports in support of the agency's directive to include documentation of supervisory reviews and annual read and sign and testing reports for applicable agency personnel, in support of agency compliance documentation.

Standard 8.2015.2 Recruitment and Hiring

The agency maintains a Recruitment and Hiring directive that includes:

- ☒ a. policy statements in support of the Ohio Collaborative guiding principles;
- ☒ b. establishment of an agency recruitment plan;
- ☒ c. establishment of agency EEO plan;
- ☒ d. identification of sworn officer applicant qualifications;
- ☒ e. identification of sworn officer application and selection process;
- ☒ f. annual review of agency hiring and recruitment process; and
- ☒ g. annual read and sign and testing over agency hiring and recruitment directive, for applicable personnel.

GUIDING PRINCIPLES:

The goal of every Ohio law enforcement agency is to recruit and hire qualified individuals while providing equal employment opportunity. Ohio law enforcement agencies should consist of a diverse workforce. Communities with diverse populations should strive to have a diverse work force that reflects the citizens served.

Non-discrimination and equal employment opportunity is the policy. Law enforcement agencies shall provide equal terms and conditions of employment regardless of race, color, religion, sex, sexual orientation, gender identity, age, national origin, veteran status, military status, or disability. This applies to all terms or conditions associated with the employment process, including hiring, promotions, terminations, discipline, performance evaluations, and interviews.

Agencies should utilize due diligence in ensuring that their prospective employees have the proper temperament, knowledge and attitude to handle this very difficult job. Agencies should have appropriate mechanisms in place in order to achieve this mission. Further, agencies should ensure their employment requirements are related to the skills that are necessary to be a successful employee.

Compliance feedback: Agency policy is supportive of the Ohio Collaborative guiding principles and includes this language as an introduction to the agency policy. All personnel are issued in trained on the

agency's hiring and recruitment policies. Completed tests on the policy content were reviewed for both the chief and the administrative assistant responsible for the agencies recruitment and hiring process. The agency's recruitment plan includes a statement of objectives, a plan of action, and a statement of the position responsible for implementation of the plan. All personnel are issued a copy of the plan and acknowledge receipt of the same. The agency maintains an EEO plan in compliance with state and federal regulations. Agency directive supported each requirement of the Ohio Collaborative recruitment and hiring standard. Agency job announcements were found to detail application and selection information as well as agency hiring qualifications. A review of the 2015 recruitment plan analysis was conducted. The 2015 analysis describes each of the agency steps taken in support of it hiring and recruitment goals. The agency determined that potential employees that did not have to relocate accept employment, and that this was a significant factor in applying and accepting a position with their agency. The agency concluded that its recruitment efforts might be more fruitful as attention was given to identifying candidates who did not have to relocate.

Summary: The agency is a 24/7 operation with 24 full time and 12 part time officers. There were no issues that required attention. The agency has a history of professionalism which is clearly evident in its documentation and policy and implementation of those policies. The agency has a clear understanding of the elements of the standard as was demonstrated through observation of the agency's read and sign and training and testing documentation. The vessel is a manic commitment to obtain and maintain Ohio Collaborative Certification was exhibited throughout the department. This report documents the on-site review findings and is being submitted to the OC JS executive director for review and to aid in making the decision to grant Ohio Collaborative Law Enforcement Agency Certification to the Fairfield Police Department.

Kathy Mahl, 614-512-6351 — 04/07/2016
Reviewed By — Date