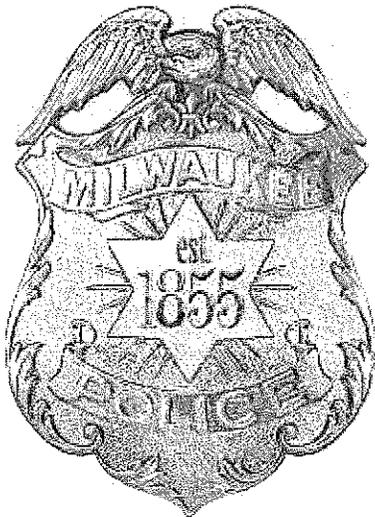

Milwaukee Police Department



Safety Division Transition Plan

February 2010

Safety Division Transition Plan

Background

The Milwaukee Police Department (MPD) was tasked to make significant budget cutbacks for the 2010 fiscal year. In order to ensure the department's key goals and its objective of reducing crime, fear and disorder in the City of Milwaukee was maintained, the department had to make difficult decisions.

After prolonged consideration, it was decided that there was enough redundancy and similarities between two Divisions within the department to combine them in order to save about \$395,000.

Starting January 2010, the Safety Division became part of the Community Services Division, which moved from the Neighborhood Patrol Bureau to the Professional Standards Bureau.

What follows is a detailed plan for the transition that has been vetted and approved by the Executive Command Staff of the Milwaukee Police Department. It requires various ordinance changes in order to codify the changes.

Safety Division Responsibilities

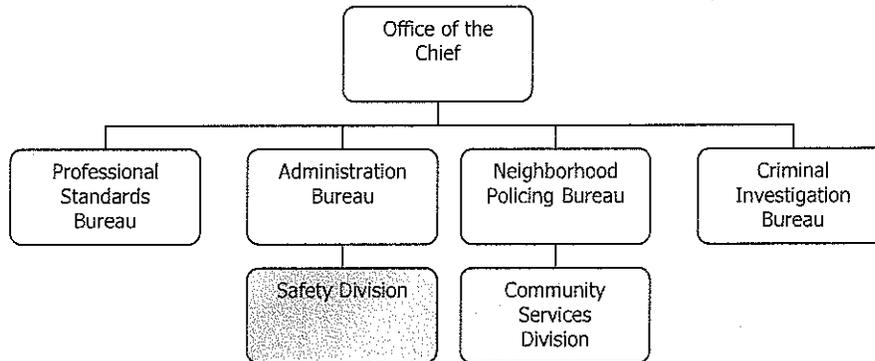
In 2009, the Safety Division had the following responsibilities:

- Crossing Guard Program/Traffic Studies
- Safety Cadet Program
- Safety Education Programming
- MPD Safety Plan
- Defensive Driving Course
- Public Passenger Vehicle Testing
- Line of Sight Investigations
- Speed Board Placement
- Car Seat Installation
- Traffic Safety/Crash Reports
- "Safe Routes to School" Program/News Conference
- Highway Safety, Red Cross and Safe Kids Association Memberships

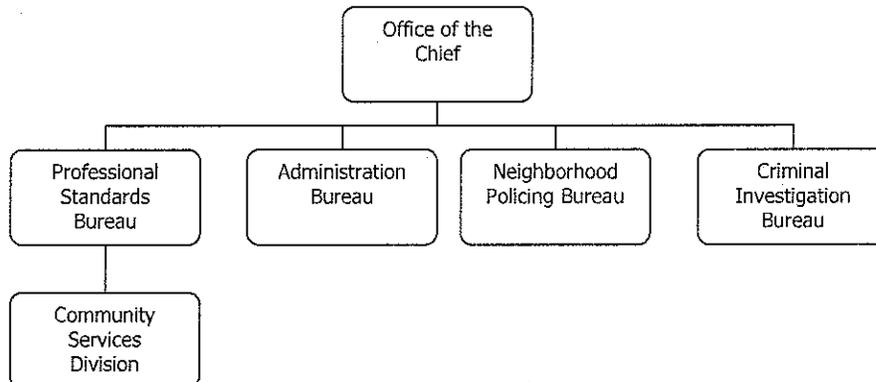
The department reviewed each program/responsibility area, and had in-depth discussions about each program: if it continued to be needed and was financially feasible, where it would fit, how it would be administered and managed, and what, if any, impact the changes would make on other City departments or private enterprise.

Organizational Chart Changes

The MPD organizational chart housed the Safety Division under the Administration Bureau and the Community Services Division under the Neighborhood Policing Bureau:



The new organizational chart reflects the merger of the two divisions and transfer of it to the Professional Standards Bureau. The Fire and Police Commission approved this change in January of this year. It is to be determined whether Community Services will be a Division or Section. For the sake of brevity, "Community Services Division" will be used when referring to the group throughout this document. The new Assistant Chief in charge of the Professional Standards Bureau will determine this.



Eliminating Cost Drivers

It was found that a number of programs were no longer necessary to be offered by the police department, as private organizations offered the same service. In addition, these services *cost* the police department to offer them. Any monies received for services are funneled to the City's general fund.

MPD plans to eliminate the following programs:

Defensive Driving Course

Currently, Milwaukee Municipal Courts refer defendants being ordered to take Defensive Driving Courses to the Safety Division of MPD. Research shows that private companies and agencies could and do provide this service. The City Clerk, Municipal Courts and MPD will work to identify alternate providers.

MPD will continue with the course until March 2010 in order to provide time for the transition. The Municipal Court has agreed to take over this course with the assistance of MATC. MPD has offered support during transition.

In order to discontinue this program, MPD as taken or is taking the following actions:

- Advised Municipal Court that MPD was no longer going to provide course
- City Clerk will work to develop list of certified course providers
- Notification to current instructors that course will be terminated
- Municipal Court working on MOU with MATC
- Notification to State regarding change

Public Passenger Vehicle Testing

Common Council currently requires a Public Passenger Vehicle Test for someone to obtain a license to drive for hire in the City of Milwaukee. Private companies, such as MATC, also administer these tests.

In order to discontinue this program, MPD is taking the following actions:

- MPD will assist with transition
- Municipal Court is working with City Clerk to draft an MOU and Passenger License changes

Realigning Appropriate Responsibility

There were a number of programs that appeared to be assigned to the Milwaukee Police Department that may be better appropriated to other City Departments. Since MPD had a Safety Division, some responsibilities that may have, at first, seemed a fit, are better placed with other departments.

MPD plans to ask the City to transfer the following programs:

Line of Sight Program

This program administered the Vision Setback Ordinance (105-71-3) for the City of Milwaukee. In 2009, there were 35 requests for investigation of trees or other objects blocking line of sight for traffic or traffic signs. The Safety Division would go out and look at the problem and then contact the Department of Public Works to cut back the trees or shrubs if necessary.

It was also discovered after a call to Bob Bryson at DPW that the Ordinance was challenged in 2009, and deemed ineffective and unenforceable. So, at this point, this program should be deemed inactive until the ordinance is reviewed.

However, if the ordinance is revised, it is strongly suggested this program be re-assigned to the Department of Public Works (DPW). It seems only logical that the City foregoes the middleman (Safety Division) and that DPW take ownership of this program in its entirety.

MPD is taking the following actions:

- Advised the City Clerk (complete)

Water and Fireworks Safety Programs

The Safety Division formerly provided safety programs regarding Water Safety and Fireworks Safety. Both of these programs are best offered by the professionals in those fields. Ald. Witkowski suggested the Milwaukee Fire Department is the subject expert on fireworks and fire safety and could also do water safety. With the addition of two educational positions within MFD, it is hoped the fire department will take on the responsibility for these two important programs.

In order to transfer these programs, MPD is taking the following actions:

- Request the Fire Department take over Fireworks and Water Safety program
- Transfer any materials to MFD

MPD Safety Plan

The MPD Safety Plan management and administration has been reassigned to the Medical Section of the Human Resources Division in the Administration Bureau. Human Resources Personnel will work with the Medical Section to ensure the Plan is carried out as planned.

Action needed to implement this change:

- Files transferred to Medical Section (complete)

Grant Management

The Safety Division conducted its own research and grant writing. MPD has consolidated all grant management and administrative responsibilities to the Office of Management and Planning (OMAP).

Action needed to implement this change:

- Files transferred to OMAP
- Highway Safety Coordinator contact changed to NTF Commander

Sustaining Safety Programs

The remaining programs will move from the now-defunct Safety Division to the Community Services Division. Currently, the Community Services Division oversees various community and volunteer programs such as the Police Athletic League (PAL) and Police Explorers.

School Crossing Guard Program

The School Crossing Guard Program will now be overseen through the Community Services Division. The program has a number of aspects that will be managed throughout the department – making it more effective and less redundant.

Recruiting & Hiring

MPD's Human Resources Division will now conduct recruiting and hiring of School Crossing Guards. Personnel within this division are very familiar with the requirements and needs of this aspect of the program. It is understood that hiring efforts should ramp up by July 1.

Training & Uniforms

MPD's Training Academy will handle the issuing of uniforms and training, to bring the Crossing Guard Program in line with all other training and uniform assignment throughout the department. The Academy will also work with the Community Services Division regarding the Crossing Guard recognition program (conducted in mid-January).

Daily Monitoring & Program Coordination

With the help of the two (2) Safety Specialists that the department will retain for the next twelve months, the commander of the Community Services Division will oversee these positions that have been subdivided into a north and south area. In addition, the daily contact between the Crossing Guards and their dispatchers and operators will not change, as those positions were not eliminated. The dispatchers and operators are responsible to ensure guards are on post and to provide substitutes if a guard cannot make it to duty.

In addition, patrol squads and area sergeants, will conduct periodic duty checks to ensure guards are on post and are following the regulations.

During the summer of 2010, the Community Services Division will create a plan to divide the responsibilities of the two Safety Specialists among CSD officers and staff.

Safety Cadet Program

The Community Services Division will oversee the Safety Cadet Program in association with local schools. Consideration will be given to working with city schools to turn this program over to the schools to administer.

Packets will continue to be distributed at the beginning of each school year.

Traffic Studies/Crossing Guard Placement

The Community Services Division with the input of the District Commanders and DPW Traffic Engineers will coordinate this important duty. Requests for traffic studies would come in to the Community Services Division, and will be worked on with the help of the District Commanders for evaluation and follow-up.

In addition, the Neighborhood Policing Bureau will review the current traffic study materials provided by the Safety Division (circa 1986), and will research current best practices and update our practices accordingly. Traffic Engineers from DPW, namely Dave Schlabowski, can be helpful in these studies as well.

The Safety Commission may be used, as in the past, to review and make a final determination of placement if there is no consensus on where guards should be placed.

Speed Board Program

The Speed Boards have been assigned out to each of the Districts and each District Commander now oversees their placement.

Educational Programming

The Community Services Division will be tasked to review the educational material currently being used by MPD. Upon cursory review, much of the material is dated, and is costly to print. Consideration will be given to placing materials on-line where end-users can download PDFs at will, and print at their own cost. Going this route will save the department money in costly printing and it will also make it much easier to update information about safety issues, and negate the waste of throwing away old pamphlets and information with outdated information.

The programs that the Community Services Division will review are the traffic safety program, pedestrian safety and bicycle safety. The Community Services Division will also take over the "Safe Routes to School" event that is held each September.

Action needed to implement these changes:

- Revision of City Ordinance 312-23 Community Safety and City Ordinance 312-25 School Crossing Guards
- Movement of remaining Safety Division staff to Community Services Division (already in the same building)
- Provision of list of guards and their corners to the Neighborhood Policing Bureau (complete)
- Files provided by the Safety Division to the HR Section (complete)
- List of Guards for awards given to Training Academy

Timeline

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
General												
FPC Org. Chart Revision	Complete											
Move Safety staff to CSD	Complete											
Ordinance Changes												
Defensive Driving												
Public Passenger Vehicle												
Line of Sight Program												
Transition to DPW	Currently on hold											
Fireworks & Water Safety												
Transition to Fire Dept.												
MPD Safety Plan												
Transition to Medical Section	Complete											
Grant Management												
Transition to OMAP												
School Crossing Guards												
Recruiting & Hiring												
Payroll												
Training & Uniforms												
Lists of Guards to NPB	Complete											
Daily Monitoring												
Safety Cadet Program												
Traffic Studies												
Speed Board Program	Complete											
Education Programs												

LEGEND



Planning



Transition



Operational