



**BE A FORCE**

**Milwaukee Police Department**  
Police Administration Building  
749 West State Street  
Milwaukee, Wisconsin 53233  
<http://www.milwaukee.gov/police>

February 1, 2016

**Edward A. Flynn**  
Chief of Police

(414) 935-7200

The Board of Fire and Police Commissioners  
200 East Wells Street, Room 706  
Milwaukee, WI 53202

Dear Commissioners:

I am submitting the attached organization chart for your review at the February 4, 2016 Board of Fire and Police Commissioners meeting. Under Milwaukee Police Department Rule 1, Section 010.05, I request that you review the attached information, including a revised General Order related to the Organization of the Milwaukee Police Department. I will be represented by Assistant Chief James Harpole on February 4, due to my attendance at the Major Cities' Chiefs Association meeting. Subsequent to your discussion, I intend to implement this organization chart on February 7, 2016.

The purposes of this reorganization include a realignment and streamlining of functional areas of responsibility into three Bureaus lead by Assistant Chiefs: Neighborhood Patrol; Investigations and Intelligence; and Risk Management. Noteworthy adjustments include the collection of the previous North, Central and South Commands into a single Neighborhood Patrol Bureau and the amalgamation of the previous Strategic Management Command into the existing Risk Management Command, resulting in a single Risk Management Bureau.

Additionally, I have established a Staff and Line Inspection function under Risk Management. This team of Inspectors of Police will better provide both nighttime inspections and oversight functions while enhancing our daytime staff inspection capacity. These efforts are all aimed at strengthening our focus on continual improvement throughout the Department. The additional Inspector of Police positions are made possible due to my decision not to fill any of the four Deputy Inspector of Police positions in our 2016 budget. This decision to flatten the chain of command puts additional appropriate responsibilities on my Assistant Chiefs and Inspectors while reducing the number of senior commanders within the Department.

I appreciate your review of these changes to the Department's organizational chart. If you should have any questions prior to the February 4 meeting, please contact my office. Otherwise, Assistant Chief Harpole will be present and prepared to address these issues at your meeting.

Sincerely,

EDWARD A. FLYNN  
CHIEF OF POLICE

Attachment



CHIEF OF POLICE

OFFICE OF THE CHIEF  
CHIEF OF STAFF

PUBLIC RELATIONS  
CAPTAIN

OFFICE OF MANAGEMENT  
ANALYSIS AND PLANNING  
CAPTAIN

EXECUTIVE PROTECTION

BUDGET & FINANCE  
MANAGER

NEIGHBORHOOD PATROL  
BUREAU  
ASSISTANT CHIEF

NEIGHBORHOOD PATROL  
BUREAU  
INSPECTOR

FIRST DISTRICT  
CAPTAIN

SECOND DISTRICT  
CAPTAIN

THIRD DISTRICT  
CAPTAIN

FOURTH DISTRICT  
CAPTAIN

FIFTH DISTRICT  
CAPTAIN

SIXTH DISTRICT  
CAPTAIN

SEVENTH DISTRICT  
CAPTAIN

NEIGHBORHOOD  
TASK FORCE  
CAPTAIN

INVESTIGATIONS  
& INTELLIGENCE BUREAU  
ASSISTANT CHIEF

INVESTIGATIONS  
& INTELLIGENCE BUREAU  
INSPECTOR

SOUTH INVESTIGATIONS  
DIVISION  
CAPTAIN

NORTH INVESTIGATIONS  
DIVISION  
CAPTAIN

METROPOLITAN  
INVESTIGATIONS DIVISION  
CAPTAIN

SENSITIVE CRIMES  
DIVISION  
CAPTAIN

NARCOTICS DIVISION  
CAPTAIN

INVESTIGATIVE  
MANAGEMENT DIVISION  
CAPTAIN

INTELLIGENCE  
FUSION CENTER  
CAPTAIN

PROJECT SAFE  
NEIGHBORHOOD  
CAPTAIN

RISK MANAGEMENT  
BUREAU  
ASSISTANT CHIEF

RISK MANAGEMENT  
BUREAU  
INSPECTOR

INTERNAL AFFAIRS  
DIVISION  
CAPTAIN

INSPECTIONS  
CAPTAIN

POLICE ACADEMY  
CAPTAIN

HUMAN RESOURCES  
DIVISION  
ADMINISTRATOR

TECHNICAL COMMUNICATIONS  
DIVISION  
CAPTAIN

COURT ADMINISTRATION /  
CENTRAL BOOKING SECTION  
LIEUTENANT

OFFICE OF COMMUNITY  
OUTREACH & EDUCATION  
CAPTAIN

PROPERTY CONTROL  
SECTION  
MANAGER

FACILITIES SERVICES  
DIVISION  
MANAGER

INFORMATION SYSTEMS  
DIVISION  
DIRECTOR

RECORDS MANAGEMENT  
DIVISION  
ADMINISTRATIVE SPECIALIST

EARLY INTERVENTION  
PROGRAM

OPEN RECORDS  
SECTION

STAFF & LINE INSPECTIONS  
INSPECTOR (3)



MILWAUKEE POLICE DEPARTMENT  
ORGANIZATIONAL CHART  
FEBRUARY 7, 2016



# MILWAUKEE POLICE DEPARTMENT

## ORGANIZATION OF THE MILWAUKEE POLICE DEPARTMENT

<b>GENERAL ORDER:</b> 2016-06 <b>ISSUED:</b> February 7, 2016	<b>EFFECTIVE:</b> February 7, 2016	<b>REVIEWED/APPROVED BY:</b> Captain Mark Stanmeyer <b>DATE:</b> January 29, 2016
<b>ACTION:</b> Rescinds General Order 2015-23 (May 24, 2015)		<b>WILEAG STANDARD(S):</b> 1.3.2, 1.6.1

The Milwaukee Police Department shall be organized as indicated below, effective February 7, 2016.

The Chief of Police reserves the right to prescribe other duties or responsibilities upon any divisional component as deemed necessary.  
(WILEAG 1.3.2)

### OFFICE OF THE CHIEF OF POLICE

This office shall consist of the Chief of Police and such support staff as deemed necessary and shall include the following components:

#### A. OFFICE OF MANAGEMENT ANALYSIS AND PLANNING

This component shall be responsible for research, analysis, project management, and tactical planning for the department. This component shall also enter into communication and correspondence with other organizations, retain certain records, conduct research, and secure funding for department initiatives under the direction of the Chief of Police.

##### 1. Tactical Planning and Logistics

This component shall be responsible for scheduling, planning, and coordinating department personnel and resources for daily and special events such as concerts, sporting events, festivals, parades, large-scale charity events, conventions, and any other gatherings or events as determined by the Chief of Police. This component shall liaison with other work locations responsible for dignitary protection or Major Incident Response Team (MIRT) deployments to ensure the appropriate dedication of department personnel and resources. This component will also oversee contracts, planning, and scheduling for all extra duty assignments under the direction of the Chief of Staff.

##### 2. Policy, Research, and Development

This component shall be responsible for planning, coordinating, preparing, and publishing the department's standard operating procedures, code of conduct, operating instructions, annual reports, policies, guidelines, forms, and other information intended for department-wide dissemination. This does not preclude commanding officers of other work locations from establishing policy and disseminating department-wide information pursuant to their specialties and official duties. This component shall conduct research and surveys, corresponding with other agencies and organizations on behalf of the Chief of Police for this purpose. This component shall also conduct feasibility studies, coordinating with

vendors regarding initiatives, uniforms, equipment, and software.

### 3. Grant and Community Development Coordination

This component shall be responsible for grant research and applications and creating collaborative partnerships with community organizations and other government agencies to engage in the proactive and systematic examination of identified problems to develop and evaluate effective responses. The grant coordinator shall be responsible for oversight and approval of grants submitted by department members not assigned to the Office of the Chief, and shall monitor grant awards, expenditures, compliance, and reporting in conjunction with the Budget and Finance.

### 4. Strategic and Administrative Analysis

This component shall be responsible for collecting, collating, analyzing, disseminating, and evaluating crime data to identify emerging trends, patterns, and changes in criminal activity, using mapping and other analytical software. This component shall prepare data used to make recommendations for deployment and resource allocation. This component shall measure and forecast long-term public safety activity related to problem solving, intervention, and crime reduction efforts. This component maintains statistical reports that detail the results of analysis, conclusions, and recommendations; and prepares periodic statistical reports for executive and district commanders.

### 5. Performance Measures/Compstat

This component shall be responsible for developing the department's administrative and operational performance measures to be presented at regular meetings of the command staff. This component shall maintain detailed knowledge of the department's information systems, reporting processes, and crime analysis, and shall conduct research and provide statistical data and information to the Chief of Police upon request.

### 6. Licensing Unit

This component shall be responsible for the investigation and processing of city license applications, requests and renewals as well as serving as the central repository for records and reports pertaining to license investigations. This component shall also appear as the Chief of Police's representative before the common council's licensing committees.

## B. PUBLIC RELATIONS

This component shall be responsible for promoting the dissemination of information concerning the department and its activities to the citizens of Milwaukee through all available media, including the department's web site, as well as coordinating internal communications and other activities as directed by the Chief of Police.

## C. BUDGET AND FINANCE

This component shall be responsible for the preparation and justification of department budgets, monitoring operating and grant expenditures and developing financial policy relating to the

department's goals and objectives.

#### D. EXECUTIVE PROTECTION UNIT

This component shall be responsible for on-going mayoral protection and security for the city hall complex.

### **NEIGHBORHOOD PATROL BUREAU (WILEAG 1.6.1)**

#### A. FIRST DISTRICT

Shall comprise all that territory bounded on the north by the city limits and the middle line of West Walnut Street from the Milwaukee River to North 6<sup>th</sup> Street, to West McKinley Avenue and to Interstate 43; on the south by the middle line of Florida Street (between South 6<sup>th</sup> Street and the Menomonee River); on the east by Lake Michigan; and on the west by the Milwaukee River (between the city limits and West Walnut Street), and West Walnut Street to North 6<sup>th</sup> Street, to West McKinley Avenue and Interstate 43 to the Menomonee River.

(WILEAG 1.6.1.1)

##### 1. Marine Operations Unit

This component shall be responsible for providing a visible presence on Milwaukee's navigable waterways, performing search and rescue operations, investigating boating accidents and providing coverage at events that impact the area waterways such as lakefront festivals and fireworks displays. Specially trained personnel assigned to this section, or serving in an on-call capacity, shall be responsible for underwater searches for weapons, bodies and other evidence.

##### 2. Mounted Patrol Unit

This component shall be responsible for patrol and enforcement duties which offer high visibility to the community in targeted areas and other areas that have been identified as requiring additional enforcement resources.

#### B. SECOND DISTRICT

Shall comprise all that territory bounded on the north by the southernmost east/west Canadian Pacific railroad line (between State Highway 41 and Interstate 43; on the south by the east/west Union Pacific railroad line (between approximately South 43<sup>rd</sup> Street and approximately South 4<sup>th</sup> Street) and the middle line of West Rosedale Avenue to South Chase Avenue, and the middle line of East Becher Street (between South 1<sup>st</sup> Street and South Kinnickinnic Avenue) and the middle line of East Bay Street (between South Kinnickinnic Avenue and Lake Michigan); on the east by the city limits and on the west by the city limits.

(WILEAG 1.6.1.1)

#### C. THIRD DISTRICT

Shall comprise all that territory bounded on the north by the north city limits and the middle line of West Center Street (between North 92<sup>nd</sup> Street and Interstate 43); on the south by the south

city limits and by the southernmost east/west Canadian Pacific railroad line (between State Highway 41 and Interstate 43); on the east by Interstate 43; and on the west by the city limits.  
(WILEAG 1.6.1.1)

#### D. FOURTH DISTRICT

Shall comprise all that territory bounded on the north by the city limits; on the south by West Hampton Avenue (between North 124<sup>th</sup> Street and North 91<sup>st</sup> Street) and the middle line of West Villard Avenue (between North 91<sup>st</sup> Street and Lincoln Creek, following Lincoln Creek to the Milwaukee River); on the east by the city limits; and on the west by the city limits.  
(WILEAG 1.6.1.1)

#### E. FIFTH DISTRICT

Shall comprise all that territory bounded on the north by the city limits and West Hampton Avenue (between North Teutonia Avenue to North 32<sup>nd</sup> Street); on the south by the middle line of West Center Street (between North 30<sup>th</sup> Street and Interstate 43) and by the middle line of West McKinley Avenue to North 6<sup>th</sup> Street, to West Walnut Street and to the Milwaukee River; on the east by the city limits and the Milwaukee River (between West McKinley Avenue and West Hampton Avenue); and on the west by the north/south railroad line (between West Center Street and West Hampton Avenue).  
(WILEAG 1.6.1.1)

#### F. SIXTH DISTRICT

Shall comprise all that territory bounded on the north by the city limits and by the Union Pacific railroad line (between approximately South 43<sup>rd</sup> Street and approximately South 4<sup>th</sup> Street) and the middle line of West Rosedale Avenue to South Chase Avenue, and the middle line of East Becher Street (between South 1<sup>st</sup> Street and South Kinnickinnic Avenue) and the middle line of East Bay Street (between South Kinnickinnic Avenue and Lake Michigan); on the south by the city limits; on the east by Lake Michigan and the east city limits; and on the west by the city limits.  
(WILEAG 1.6.1.1)

#### G. SEVENTH DISTRICT

Shall comprise all that territory bounded on the north by the middle line of West Villard Avenue (between North 91<sup>st</sup> Street and Lincoln Creek, following Lincoln Creek to the Milwaukee River); on the south by West Center Street (between the west city limits and Interstate 43) and the railroad line (between North 27<sup>th</sup> Street to the east city limits) and West Hampton Avenue (between North 27<sup>th</sup> Street and North 33<sup>rd</sup> Street; on the east by the city limits and the railroad line (between West Center Street and West Hampton Avenue); and on the west by the city limits.  
(WILEAG 1.6.1.1)

#### H. NEIGHBORHOOD TASK FORCE

This component shall be responsible for providing a centralized proactive enforcement unit whose resources are deployed throughout the city to disrupt the criminal environment in areas of violent

crime or in hotspots that have been identified by district commanders, department intelligence and neighborhood contacts and sources and shall include the following components:

1. Canine Unit

This component shall be responsible for supporting other Milwaukee Police Department components by utilizing specially trained handlers and dogs.

2. Crash Reconstruction Unit

This component shall be responsible for conducting vehicular crash reconstructions, generally involving serious injuries or fatalities. This component shall also be responsible for conducting follow-up investigations of vehicular crashes where criminal charges and prosecution are warranted.

3. Fugitive Apprehension Unit

This component shall be responsible for arresting individuals wanted on outstanding warrants and locating other suspects who are not in warrant status.

4. Motorcycle Unit

This component shall be responsible for traffic enforcement in targeted areas and other areas that have been identified as requiring additional traffic enforcement resources.

5. Street Crimes Unit

This component shall be responsible for providing a proactive police presence in targeted areas aimed at driving down violent and street level crime and disorder through directed patrol and disruption of street level drug and gang activity in targeted area.

6. Tactical Enforcement Unit

This unit shall be responsible for providing a proactive police presence in targeted areas aimed at driving down violent and street level crime and disorder through directed patrol. This component shall also be responsible for all medium and high-risk search warrants and incident management including, but not limited to, hostage, terrorist, barricaded persons, armed suicidal and hazardous surveillance.

## **INVESTIGATIONS AND INTELLIGENCE BUREAU**

### **A. SOUTH INVESTIGATIONS DIVISION**

This component shall be responsible for the investigation, follow-up and case management of felony crimes within the boundaries of the First, Second, and Sixth Districts as well as the fire investigation unit which has citywide responsibility for all fires of suspicious or unknown origin.

## 1. Financial Crimes Unit

This component shall be responsible for preventing, reducing, and solving financial crimes of a complexity and magnitude that exceed the resources of police district personnel, as determined by investigative criteria and investigator availability, in order to better serve our community and citizens.

## B. NORTH INVESTIGATIONS DIVISION

This component shall be responsible for the investigation, follow-up and case management of felony crimes within the boundaries of the Third, Fourth, Fifth, and Seventh Districts.

## C. METROPOLITAN INVESTIGATIONS DIVISION

This component shall be responsible for the investigation of all homicides, suspicious deaths, in-custody deaths, critical incidents as defined by department policy, auto theft, recovered property and DNA evidence. This component shall also be responsible for a Bureau of Alcohol, Tobacco and Firearms (ATF) task force targeting violent crime and the investigation of street level drug/gang related offenses, bank robberies and other major crimes wherein links can be established between offenses.

## D. SENSITIVE CRIMES DIVISION

This component shall be responsible for the investigation of domestic violence, sexual assault, child abuse or neglect, interference with custody and crimes against children, missing persons, prostitution, human trafficking and other matters of a sensitive nature.

## E. NARCOTICS DIVISION

This component shall be responsible for the strategic long-term investigation of large-scale drug trafficking organizations utilizing a multi-agency, multi-jurisdictional approach through the Milwaukee High Intensity Drug Trafficking Area (HIDTA) and other task forces, including the Milwaukee Metropolitan Drug Enforcement Group (MMDEG), Wisconsin Division of Criminal Investigation (DCI) task force and the Drug Enforcement Administration (DEA) task force.

## F. INVESTIGATIVE MANAGEMENT DIVISION

This component shall be responsible for the administrative support for the north, central, and south investigations divisions, department teletypes, submission of letters of transmittal to the Wisconsin Crime Lab, logging and dissemination of WE Tip information, entry/removal of alerts (e.g. suspect) and temporary felony/misdemeanor wants, the extradition of prisoners from outside jurisdictions, court liaison personnel and clerical support staff.

### 1. Forensics Section

This component shall be responsible for the operation of all identification systems, the maintenance of criminal, fingerprint and photographic records, forensic examination of friction ridge skin impressions, documents and surveillance video as well as crime scene and other evidentiary support to the department. This component also oversees the forensic

investigators who are responsible for providing evidence collection and latent fingerprints for crime scenes and providing photographic services including forensic imaging.

## 2. Extradition Unit

This component shall extradite subjects wanted by the Milwaukee Police Department that have been arrested within and outside the state of Wisconsin. The Extradition Unit shall file the necessary documents, monitor and assist with the extradition of subjects wanted outside the state of Wisconsin, who have been arrested by the Milwaukee Police Department. The Extradition Unit shall compile and keep updated information on subjects wanted outside the United States for the application of a provisional warrant from the federal government.

## G. INTELLIGENCE FUSION CENTER

This component shall be responsible for regional intelligence operations, which serves the mission of the department and the Milwaukee Urban Area Security Initiative (UASI). The Intelligence Fusion Center shall consist of the following: a Predictive Intelligence Center, which supports the department's operations by identifying existing or emerging crime patterns or series; a High Technology Unit for electronic evidence analysis; and a Crime Gun Intelligence Center (CGIC) partnered with the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) task force, Wisconsin Department of Corrections (DOC), and state and federal prosecutors.

### 1. STAC

The Southeastern Wisconsin Threat Analysis Center (STAC) contains a multi-jurisdictional financial crimes unit and is associated with the Federal Bureau of Investigation Joint Terrorism Task Force (JTTF). STAC incorporates a real-time events center shall provide officers and detectives with up-to-date crime information for law enforcement response and proactive policing efforts to prevent, deter, and reduce crime in the city of Milwaukee.

### 2. Dignitary Protection Unit

This component shall be responsible for the planning and protection of dignitaries while visiting the city of Milwaukee. They will work closely with other components as necessary to properly prepare and manage dignitary safety.

### 3. Real-Time Events Center

This component shall provide officers and detectives with up-to-date crime information for law enforcement response and proactive policing efforts to prevent, deter, and reduce crime in the city of Milwaukee.

### 4. Predictive Intelligence Center

This component supports the department's operations by identifying existing or emerging crime patterns or series.

#### 5. High Technology Unit

This component will be responsible for electronic evidence analysis and investigations.

#### 6. Crime Gun Intelligence Center

This component partners with the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) task force, the National Integrated Ballistic Information network (NIBIN) laboratory, Wisconsin Department of Corrections, and state and local prosecutors while providing analytical support of the Predictive Intelligence Center.

#### 7. Hazardous Devices Unit

This component shall be responsible for responding to confirmed calls of suspicious devices or improvised explosive devices (IED), investigating explosions and crimes related to explosives, and performing "render safe" procedures on suspicious packages or IEDs. The Hazardous Devices Unit shall be responsible for providing advice to districts and divisions regarding the proper procedures for handling suspected hazardous devices.

#### 8. Crisis Negotiation Unit

This component shall be responsible for responding to confirmed calls for hostage situations, barricaded subjects, and armed suicidal subjects.

### H. PROJECT SAFE NEIGHBORHOOD

This component shall be responsible for coordinating and focusing criminal justice resources (local, state, and federal) on the investigation, arrest, and prosecution of prolific offenders of gun violence. This component shall be responsible for collecting, vetting, producing, and sharing intelligence and analytic products with other agencies involved with this component.

## **RISK MANAGEMENT BUREAU**

### A. INTERNAL AFFAIRS DIVISION

This component shall be responsible for ensuring that all department members achieve and maintain the highest levels of professionalism and performance and shall include the following components:

#### 1. Civil Investigations Section

This component shall be responsible for servicing sensitive open records requests, assisting the city attorney's office with civil litigation proceedings and ensuring that these services provided by the department are performed in a manner consistent with the law, policies and procedures established by the Chief of Police.

#### 2. Internal Investigations Section

This component shall be responsible for investigating allegations of rule or procedural

violations against department members and the administrative review and investigation of police related critical incidents.

### 3. Special Investigations Section

This component shall be responsible for investigating criminal allegations against department members and any other sensitive criminal allegations as directed by the Chief of Police.

## B. INSPECTIONS DIVISION

The inspection process is an essential mechanism for evaluating the quality of the department's operations, ensuring that the department's vision, mission, and core values are being pursued, identifying the need for additional resources, fostering proper managerial controls, and ensuring accountability throughout the department.

### 1. Field Inspections Section

The field inspector provides oversight to all department operations in the absence of higher ranking personnel. They examine field operations for compliance with department policies and the intent of the Chief's strategies. They exercise command authority when required and provide risk management oversight.

### 2. Audits Section

This component shall be responsible for conducting scheduled and directed audits of departmental systems, operations, and assets. Audits are conducted in accordance with the United States Government Accountability Office Government Accounting Standards.

### 3. Inspections Section

This component shall be responsible for conducting inspections of departmental units, commands, and sections for compliance with internal and external authorities, departmentally promulgated policies, procedures, and standards.

### 4. Accreditations Section

This component supports the department's accreditations manager, and shall be responsible for managing the department's Wisconsin Law Enforcement Accreditation Group Accreditation Standards (WILEAG) accreditation and accreditation efforts. This component shall be responsible for ensuring the production and cataloging of proofs.

## C. POLICE ACADEMY

This component shall be responsible for in-service and recruit training, all other specialized training, the issuance and return of all equipment, maintenance of prescribed equipment, and record keeping and shall include the following components:

1. Safety Unit

This component shall be responsible for the oversight and management of school crossing protection.

2. Firearms Unit

This component shall be responsible for all firearms related training and firearms maintenance.

3. In-Service Unit

This component shall be responsible for the implementation, delivery and coordination of all training programs in the department.

4. Recruit Unit

This component shall be responsible for the training of recruit officers.

5. Recreation Association of the Milwaukee Police Department (RAMP)

RAMP is governed by an executive board appointed by the Chief of Police. RAMP is authorized to function by Standard Operating Procedure 015 *Membership in Authorized Organizations*. The mission of RAMP is to provide a variety of athletic, recreational and musical opportunities that contribute to the physical, social, mental, and emotional health of all department members. RAMP is responsible for the organization of department intramural athletic programs, the support of department workout facilities, and the police band. Additionally, it may host fundraising and social events as part of its mission.

#### D. HUMAN RESOURCES DIVISION

This component shall be responsible for the administration of personnel, labor relations and related matters involving the department and shall include the following components:

1. Background Investigations Unit

This component shall be responsible for all pre-employment personnel investigations.

2. Medical Section

This component shall be responsible for monitoring the status of personnel on sick, injured, medical or FMLA leave, maintaining personnel medical records and maintaining records relating to ambulance conveyances and emergency detentions.

3. Payroll Section

This component shall be responsible for the administration of the department's payroll and related matters.

#### 4. Recruiting Unit

This component shall be responsible for recruiting applicants for employment by the department.

#### E. TECHNICAL COMMUNICATIONS DIVISION

This component shall be responsible for processing police department communications by telephone, teletype and other means, the dispatching of squads and the servicing of other city, county, state, federal and suburban emergency service radio communications through the department facilities.

#### F. COURT ADMINISTRATION / CENTRAL BOOKING SECTION

This component shall be responsible for processing selected state cases and monitoring the adjudication of state and municipal court proceedings. This component shall be responsible for security in the municipal courts and the city attorney's office prosecution division. This component will also monitor and administer officers' court related appearances and overtime. This component shall be responsible for the temporary holding, processing and transfer of juvenile detainees and adult prisoners.

#### G. OFFICE OF COMMUNITY OUTREACH AND EDUCATION

This component shall be responsible for providing services that assist the community in preventing crime through educational programs, security surveys and interaction with community-based organizations. This component shall augment the patrol force through the auxiliary police program and provide services to the youth of the community that promotes education, develops social skills and reduces the risk of involvement in criminal activity.

##### 1. Truancy Abatement and Burglary Suppression (TABS) Unit

This unit shall be responsible for identifying and removing truants from Milwaukee city streets as a tool in reducing daytime burglaries.

#### H. PROPERTY CONTROL SECTION

This component shall be responsible for all property coming into the possession of the department and the maintenance of records relating to property.

#### I. FACILITIES SERVICES DIVISION

##### 1. Fleet Services Section

This component shall be responsible for providing the maintenance of equipment and facilities and the administration and record keeping of vehicle fleet support.

##### 2. Printing and Stores Section

This component shall be responsible for printing all department forms and other printed

material, graphic design services and the ordering and distribution of office supplies and department forms.

#### J. INFORMATION SYSTEMS DIVISION

This office shall be responsible for the oversight and management of technology and information systems and shall include the following components:

##### 1. Technology Unit

This component shall be responsible for the electronic security, storage, retrieval and processing of all department data. This component shall also be responsible for the installation, set-up and maintenance of department computer systems and equipment.

##### 2. Radio Communications Section

This component shall be responsible for the installation and maintenance of radios, both portable and in vehicles, as well as vehicle computers and video cameras and other electronic equipment for the police department and other city departments as approved by the Chief of Police.

#### K. RECORDS MANAGEMENT DIVISION

This component shall be responsible for input and management of the automated reporting system and submission of crime statistics to the state of Wisconsin and Federal Bureau of Investigation. This component shall also be responsible for maintaining all records relating to traffic crashes, traffic citations and municipal citations. Records Management will process and disseminate crash reports requested through open record requests. This component will ensure compliance with the Wisconsin statutes relative to access and copying records in the custody of the Milwaukee Police Department. This component shall be further responsible for the gathering and storage of all reports and other data as it relates to criminal activity.

##### 1. Open Records

With the exception of crash reports, this component shall be responsible for the research, compilation, review and dissemination of department records as mandated by Wisconsin state statutes pursuant to the provisions of the Wisconsin public records law, applicable state and federal court decisions and department policies.

#### L. EARLY INTERVENTION PROGRAM

This component shall be responsible for providing a self-monitoring, proactive non-disciplinary management tool to enable the department's employees and management to track performance for better recognition of positive performance and identification of work deficiencies.