

# LAW ENFORCEMENT ACCREDITATION

## Round Rock (TX) Police Department

### Agency

Round Rock (TX) Police Department  
2701 N. Mays St.  
Round Rock, TX 78665

### Chief Executive Officer

Chief of Police  
Allen J. Banks

### Methodology Overview

CALEA serves as the premier credentialing association for public safety agencies and provides accreditation services for law enforcement organizations, public safety communication centers, public safety training academies, and campus security agencies. The standards are promulgated by a board of 21 commissioners, representing a full spectrum of public safety leadership. The assessment process includes extensive self-assessment, annual remote web-based assessments, and quadrennial site-based assessments. Additionally candidate agencies are presented to the Commission for final consideration and credentialing.

CALEA Accreditation is a voluntary process and participating public safety agencies, by involvement, have demonstrated a commitment to professionalism. The program is intended to enhance organization service capacities and effectiveness, serve as a tool for policy decisions and management, promote transparency and community trust, and establish a platform for continuous review.

CALEA Accreditation is the Gold Standard for Public Safety Agencies and represents a commitment to excellence.



### *Law Enforcement Accreditation*

CALEA standards reflect the current thinking and experience of Law Enforcement practitioners and researchers. Major Law Enforcement associations, leading educational and training institutions, governmental agencies, as well as Law Enforcement executives internationally, acknowledge CALEA's Standards for Law Enforcement Agencies© and its Accreditation Programs as benchmarks for professional law enforcement agencies.

#### **CALEA's Founding Organizations:**

- **International Association of Chiefs of Police (IACP)**
- **Police Executive Research Forum (PERF)**
- **National Sheriffs Association (NSA)**
- **National Organization of Black Law Enforcement Executives (NOBLE)**

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## EXECUTIVE SUMMARY

### *Overview:*

The Round Rock (TX) Police Department is currently commanded by Allen J. Banks. The agency participated in a remote assessment(s), as well as site-based assessment activities as components of the accreditation process. The executive summary serves as a synopsis of key findings, with greater details found in the body of the report.

### *Compliance Services Review:*

CALEA Compliance Services Member(s) Mike Dickey remotely reviewed 72 standards for the agency on 11/9/2021 using Law Enforcement Manual 6.13. These standards included specific time-sensitive issues, as well as all standards applicable to the agency by size and function. If standard issues are found they are listed below.

CALEA Compliance Services Member(s) Jay Murphy remotely reviewed 116 standards for the agency on 1/20/2023 using Law Enforcement Manual 6.14. These standards included specific time-sensitive issues, as well as all standards applicable to the agency by size and function. If standard issues are found they are listed below.

CALEA Compliance Services Member(s) Phil Potter (CSM) remotely reviewed 182 standards for the agency on 11/12/2023 using Law Enforcement Manual 6.17. These standards included specific time-sensitive issues, as well as all standards applicable to the agency by size and function. If standard issues are found they are listed below.

- 1.2.8 – Strip/Body Cavity Search (LE1) (MMMM) – ISSUE: The first written directive (WD - 4/2.03.00 - Part 4 - Procedures) in the file was not highlighted and linked to the four bullets (a-d), and the PDMS label appears tied to 5th edition standard language with only three bullets. In the review of the written directive there was no language to address the 6th edition bullet b (provisions for privacy and search by, ..., gender identity and gender expression) and bullet c (provisions for circumstances involving juveniles). - AGENCY ACTION NEEDED: The agency should review its written directive and locate existing language that addresses all bullets and either highlight/link all language for all bullets a-d, or update the written directive accordingly. - AGENCY ACTION TAKEN: During the annual review the agency highlighted and linked the pertinent sections to the respective bullets and updated its written directive language through an Administrative Notice on search and seizure to provide additional language to address bullet c procedures on provisions for circumstances involving juveniles in regards to strip searches and body cavity searches. With this update of the policy, this written directive change is consistent with the standard language requirements in bullet c. The agency advised that they are still discussing provisions required in bullet b on gender identity and expression, and will not have updated written directive language on that issue until the close of the annual review. So, the written directive on bullet b still remains a standards issue, with correction required by the agency. The agency reports no occurrences of strip and body cavity searches during this accreditation period and that those are conducted by Williamson County Jail personnel at the Jail. This standard should be reviewed in future annual reviews to verify compliance.
- 21.2.2 – Job Description Maintenance and Availability\* (LE1) (M M M M) – ISSUE: This standard states "A written directive requires a documented review of job descriptions of all employees every four years, ensuring job descriptions are current and made available to all personnel." The highlighted written directive in file did not address the required four year documented review of all job descriptions and there was no documented proof of such. The documented proof of the link to the website accessible by all employees for job description is dated to 2020 and does not show all agency job descriptions. - AGENCY ACTION NEEDED: The agency should locate an existing written directive, or update the written directive accordingly, that addresses the documented four year review of all job descriptions, as well as a documented proof of such. The documented proof of employee access to job descriptions should be updated. - AGENCY ACTION TAKEN: During the annual review the agency updated its written directive and added language requiring the documented four year review of all agency job descriptions by the agency. The agency also located documented proofs from the Human Resources Department of annual documented annual reviews of all agency job descriptions occurring over the last four years, and updated the web-link to show access to all job descriptions for employees. In the future, the agency's written

directive requires the Assistant Chief of Support to complete this four year documented review. After a written directive language update during the annual review and locating existing documented proofs of the four year documented reviews and employee access to all job descriptions, the agency's written directive and documented proofs are now in compliance with the standard. The next documented review would be required in 2027. This standard should be reviewed in future reviews to verify continued compliance.

- 33.5.4 – Accreditation Manager Training – ISSUE: The agency's written directive language and documented proofs did not address the last part of the standard language of "...and shall be responsible for providing appropriate training to other agency personnel assigned to the accreditation process." - AGENCY ACTION NEEDED: The agency should locate existing written directives and documented proofing that address the missing standard language and add to the file, or update the written directive accordingly. - AGENCY ACTION TAKEN: During the annual review period the agency located several existing written directive language sections and documented proofs to address the cited issue, but these all governed new employee orientation, which is governed by the previous standard 33.5.3 (Accreditation Process Training). This part of the standard language (and shall be responsible for providing appropriate training to other agency personnel assigned to the accreditation process) refers to providing training to those current other employees beyond the Accreditation Manager who may be assigned to assist in the accreditation process, with the daily tasks of accreditation compliance, or others in the organization that may assist through providing documented proofs and complete time sensitive tasks. The agency then on November 9, 2023, added a Memo to the file that explained the historical perspective of this issue and included the updating of the Planning and Policy Section's written directives related to the responsibility of the accreditation manager to train other personnel assisting in the accreditation process. The agency will provide documented proofs of such moving forward. At this point the agency's written directive is now consistent with all standard requirements. This standard should be reviewed in future annual reviews to verify future compliance.
- 61.1.1 – Selective Enforcement Activities\* – ISSUE: In reviewing the agency's written directive, the language highlighted does not address bullet b (compilation and review of traffic enforcement activities data), and the language for bullet f (documented annual review of selective traffic enforcement activities) just requires "periodic" and does not specify at least an "annual" and "documented" review of selective traffic enforcement activities. In terms of documented proofs, only bullets d, e and f are in the file for 2021 (none for a, b and c) and there are no valid documented proofs in file for Years 2021, 2022 and 2023 for bullet f that meet those standard requirements. -AGENCY ACTION NEEDED: The agency should review the written directive and address the written directive language issues cited in bullets b and f, as well as address the missing proofing identified in Year 1 and with bullet f in all years. - AGENCY ACTION TAKEN: During the annual review the agency located existing documented proofs to address the missing proofs from Year 1 (2021) for bullets a, b and c. The agency did locate an existing documented proof from 2021 of a partial selective enforcement annual review report, but it addressed only DWI cases, no other selected traffic enforcement activists. The agency reported that the bullet f requirement was missed in all three prior years, but added a memo to the file signed by the Special Operations Commander outlining a correction plan, including the completion of this time sensitive task later in November 2023, for 2023 (Year 3), as well as adding this task to its annual management reports list to ensure it is completed annually moving forward. The agency did update its written directive language and added language to address bullet b on on traffic enforcement data and bullet f on the annual documented review of selective enforcement activities. By taking this action the agency's written directive is now in compliance with the standard language requirements in all bullets, including bullet b and f. The agency is committed to completing the annual documented review and has a workable plan in place. It is suggested that this standard be reviewed again in Year 4.
- 84.1.6 – Inspections and Reports\* (LE1) – ISSUE: The Year 1 CSM reviewed and signed off on this standard as in-compliance, so the Year 3 CSM reviewed only Year 2 and Year 3. The only issue identified was that the agency self-reported and documented a missed bullet d (unannounced inspection) for 2022 (Year 2). The accreditation manager found this issue, documented, and established a plan of using Microsoft Outlook scheduling to avoid the issue in the future. On October 25, 2023, a week prior to the Year 3 Annual Review the agency completed and documented an unannounced inspection for Year 3 that met all bullet d language requirements. As

such the agency is now in-compliance with 84.1.6 bullet d in Year 3, after missing the Year 2 inspection, which the agency cannot correct. The agency had accounted for and documented all required audits and inspections (a-d) for Year 2 and Year 3, except as noted on bullet d Year 2 . The Year 3 Annual Audit (bullet c) has not occurred as of this date (11-08-2023) and is scheduled to occur later in November 2023. - AGENCY ACTION NEEDED: There is no further action required by the agency as it self reported and corrected in Year 3 already this issue with Year 2 bullet d (unannounced inspection) prior to the Year 3 Annual Review. - AGENCY ACTION TAKEN: The agency should ensure that the bullet d unannounced inspection continues to be completed and documented timely in accordance with all standard language requirements in the future, as well as all audits and inspections. This standard should be re-reviewed in Year 4 (next year) to ensure continued compliance.

***Site-Based Assessment Review:***

From 11/12/2023 to 11/12/2023, visited the agency following a consultation with the chief executive officer regarding critical issues impacting the organization since the last assessment.

***Findings:***

During the Site-Based Assessment Review, the assessment team conducted 0 interviews regarding the topical areas previously defined. The interviews were with agency members and members of the community. The approach not only further confirmed standards adherence, but also considered effectiveness measures, process management and intended outcomes.

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## CHIEF EXECUTIVE OFFICER PROFILE

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### *Allen J. Banks*

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Round Rock Police Chief Allen Banks started with the City in March 2014 after a 21-year career with the Albuquerque (N.M.) Police Department capped by a term as interim Chief of Police. With his arrival in Round Rock, the Department enjoyed a re-energized approach to community policing. Major new events, Kutz4Kidz (now Back to School Celebration) and Junior Police Academy, were introduced for the City's youth. In addition, outreach events to the international, faith, and diverse communities have been introduced. The Bless the Badge Event conducted by area church pastors was initiated in 2016, and in 2015 the Department created the Be Alert of Residential K9s (BARK) program to allow citizens to alert the Department to presence of pets in a home.

In 2016, the Department established a privately funded K9 Memorial at the Department headquarters building. Also under Chief Banks' leadership, the Department's volunteer programs – from the Citizens Police Academy alumni to the Chaplains Program and Citizens on Patrol – have seen a greater emphasis. Because of these initiatives, the National Organization of Black Law Enforcement Executives (NOBLE) awarded him the Civil Rights Justice by Action Award in 2016. Earlier this year, he was named the Round Rock Chamber of Commerce's 2018 Citizen of the Year.

Chief Banks' time with Albuquerque PD exposed him to nearly every facet of municipal law enforcement. He started as a patrol officer in 1992, ran Internal Affairs and Criminal Nuisance Abatement as a Lieutenant, and served as a Shift Watch Commander for the busiest sector of that city. As a commander, he headed that agency's largest division, and he was promoted to Deputy Chief in 2009 before being tapped for Interim Chief in 2013 upon the prior chief's retirement.

He is a 2015 graduate of Leadership Round Rock. Chief Banks also is a graduate of the FBI National Academy and has a bachelor's degree from Wayland Baptist University. In 2022 Chief Banks received a master's degree from Sam Houston State University in Organizational Leadership. He is a member of International Chiefs of Police, National Organization for Black Law Enforcement Executives, and the Texas Police Chiefs Association.

## COMMUNITY PROFILE

The City of Round Rock is part of the Austin-Round Rock metropolitan statistical area. Located in South-Central Texas, the city comprises 37.9 square miles situated in two counties – Williamson and Travis. The City is the headquarters of Dell Technologies and two major hospitals, including two Level II Trauma Centers. In addition, Texas A&M Health Science Center, Texas State University-Round Rock, and Austin Community College offer higher education programs. The City has made major investments over the years in sports tourism and is home to the Round Rock Express, the Triple-A minor league baseball affiliate of the Texas Rangers. In addition, the city bills itself as the Sports Capital of Texas, and thousands of sports enthusiasts flock to the many fields and facilities operated by the City.

As of June 2023, the City estimated the population within its corporate city limits was 129,247. Current population shows a healthy jump in population of 9,779 (8.2 percent) from the 2020 Census count of 119,468 residents.

The 2020 Census data provides a racial/ethnic breakdown of those residents. That breakdown shows 53.8 percent of the population are White, while 29.9 percent are Hispanic-Latino of any race. Another 9.7 percent are African American/non-Hispanic, with the 6.6 percent balance composed of other races/ethnicities. The median age of Round Rock residents is reported in the 2020 Census as 35.0 years, with only 14.6 percent of the population being 60 years of age or older. Twenty-nine percent of the City's population is under 18 years.

According to the U.S. Census Bureau's 2021 American Community Survey (the most recent available), 38.3 percent of the City's population has a bachelor's or graduate-level degree. Another 6.7 percent has an associate degree, and 24.0 percent of the population have completed some college. The population share with a high school diploma is 22.5 percent in that survey, and 8.5 percent lacks a high school diploma or equivalent. That level of educational attainment is reflected in Williamson County's average household incomes. The median 2020 household income for Round Rock residents, per the ACS survey, was \$86,587.

Educational attainment also is evident in Round Rock's employment and business characteristics. An Economic Overview of Williamson County, Texas, prepared by JobsEQ for Rural Capital Area Workforce Development Board (2021) results indicate that 12.3 percent of the county's residents are employed in office and administrative support occupations. Another 11.5 percent are employed in sales and related occupations, and 9.2 percent in food preparation and serving-related occupations. Rounding out the top occupations in the county are management (7.2 percent), transportation and material-moving (7.2 percent), and education instruction and library (6.7 percent).

According to the Round Rock Chamber of Commerce, Round Rock is home to Dell Technologies, which employs 13,000 workers and is the City's largest employer. Other major employers listed by the Chamber include Kalahari Resorts & Conventions, which employs 1,000; destination retailer Round Rock Premium Outlets, 800 employees; Ascension Seton Williamson and Baylor Scott & White Health, each with 750; St. David's Round Rock Medical Center, 689; Emerson Automation Solutions, 682; Amazon, 600; United Parcel Service, 563; and Shop LC and AirCo Mechanical, each with 475.

The City operates under a council-manager form of government. The current Mayor is Craig Morgan. Council members are elected at-large in order to best serve the entire community. The Mayor Pro Tem is appointed annually by the council. The City Manager is Mrs. Laurie Hadley, who is responsible for the daily operations of the city. She has two Assistant City Managers, Brooks Bennet and Bryan Williams (who was the Chief of Police during the 2010 assessment.)

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## AGENCY HISTORY

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Round Rock has hired lawmen since its first incorporation in 1877. Throughout the late 1800s and through the first half of the 20th Century, the City maintained an elected Town Marshal and hired several night watchmen to keep an eye on the town overnight. At some point in the 1950s, the position became a City Council appointment, and in the late 1960s, the City hired multiple police officers for the first time. Kenny Langston was formally named Chief of Police in 1973, and the Department grew to four officers and hired round-the-clock dispatchers.

Upon Chief Langston's departure in mid-1977, former Williamson County deputy Gene Collier became Chief of Police. Under Collier's watch, the Blue Santa program was created (now in its 36th year) and the first policewoman was hired as the City's first juvenile officer.

Chief Collier resigned at the end of 1982 and was replaced by Wes Wolff, who was promoted from Lieutenant and quickly saw the police force grow to 24 officers. In 1986, the Department joined the then-fledgling National Night Out program. In the late 1980s, the Department assigned its first officer ever to Round Rock High School.

In 1995, Chief Wolff retired and was replaced by then-Assistant Chief Buster Kuhlman. A community policing program was initiated through funding from a federal grant. Paul Conner joined the Department from Las Vegas Metro PD as Chief upon Chief Kuhlman's departure in 1999, heralding additional changes in the Department. An Internal Affairs Detail was established, as was a renewed emphasis on community policing. The Department created a police cadet program with a partial intent of increasing the number of Spanish-speaking officers on the force.

Upon Chief Conner's retirement in 2004, the Department was next helmed by Bryan Williams, former Assistant Chief of McKinney PD. Under Chief Williams, the Department successfully completed a \$22.5 million, 123,000-square-foot new headquarters building when it renovated the former Tellabs building in North Round Rock. The Department completed the international accreditation process started under Chief Conner and participated in the development of the Austin Regional Intelligence Center.

Chief Williams was promoted to Assistant City Manager of Round Rock in 2011, and long-time Department member and Assistant Chief Tim Ryle followed in his footsteps. Under Chief Ryle's command, the Department made major strides in its communications system. The Communications Center successfully served as a back-up 911 call center for the City of Austin in 2013 during a major 911 outage in that city. A \$27.4 million bond issue was approved by voters for a new Police/Fire Training Facility.

Chief Ryle retired in early 2014, which ushered in the current era of Chief Allen Banks, previously interim Chief of Albuquerque, N.M. Chief Banks brought with him another renewed emphasis on community policing. Looking forward, the Department is now operating the Police/Fire Training Facility and continuing the progress laid out in its strategic plan.



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## AGENCY STRUCTURE AND FUNCTION

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Round Rock PD is commanded by Chief of Police, Allen J. Banks, who is appointed by the City Manager and confirmed by the City Council. The Chief has two appointed Assistant Chiefs, Willie Richards and Justin Carmichael. The Chief's Management Team consist of four sworn Division Commanders and one civilian Support Services Division Manager, Cliff Saylor. Commander Melissa Grubbs oversees Patrol, Commander Ben Hall oversees Criminal Investigations, Commander Andy McKinney is over the Training/Academy Division and Commander Jimmy Keyes is over the Special Operations Division.

The Patrol Division is a 24/7 operation and provides police services within the incorporated City limits of Round Rock. The city is separated into four sectors, each composed of two beats. Patrol officers focus closely on issues relevant to the community and provide general patrol duties for the specific geographic areas they are assigned. The division also operates a Threat Liaison Officer and K9 programs.

Special Operations Division is authorized 26 sworn positions with 13 dedicated for Traffic enforcement/investigation. This includes; motorcycles, intoxicated driver enforcement and commercial vehicle enforcement. Until January, the division also held 11 sworn positions dedicated to the School Resource Program; that program folded with the emergence of the Round Rock Independent School District Police Department. Also supporting the division are 14 non-sworn positions assigned to Animal Control, Law Enforcement Support Techs, and Victim Services.

Criminal Investigations is authorized 35 sworn investigators and 10 full-time equivalent (FTE) civilian employees. Investigators conduct investigations on misdemeanor and felony crimes. Six specialized investigative units provide officers in the field with a vast and diverse array of technical investigative expertise and are available after hours from an on-call list. Crime Scene and Evidence are also housed within CID. Crime Scene is also available after hours from an on-call list.

The Training/Academy has ten (10) authorized sworn positions and one administrative staff member. Among the tasks assigned to the Training/Academy Division is the management of the agency's recruitment activities, Basic Peace Officers Training Academy (BPOC), Advanced Officer Training (AOTA), in-service, and other training topics. The Round Rock Police Department attained its Law Enforcement Academy status from the Texas Commission on Law Enforcement in April of 2018.

The Support Services Division houses most of the Department's civilian personnel and is responsible for public safety communications for police and fire, Central Records, Logistics, and the Department's Volunteer and Chaplain programs.

## AGENCY SUCCESSES

In 2022, perhaps the Round Rock Police Department's biggest success was its response to an EF-2 tornado that caused more than \$32 million in damage that affected nearly 700 homes as it tore through our City. The storm hit just before 6 p.m. on March 21, and calls began to pour into our Communications Center of collapsed buildings, overturned vehicles, downed power lines, fires, and a gas leak. Police and Fire departments worked in tandem to triage calls for service and conduct door-to-door welfare checks. Within just a few hours, nearly all affected homes had been checked, and all Round Rock residents had been accounted for. From the moment the tornado hit, our City organization came together to help our residents and each other. Police Department members — including our police cadets — also volunteered at a March 26 cleanup event.

Similarly, our Department's response to COVID in recent years was very successful. We overcame early issues in obtaining personal protective equipment (PPE) and quickly developed an education vs. enforcement approach in its response protocol to incidents and complaints. Changing some response protocols and keeping the lobby open during the pandemic allowed us to keep our operations more normal for residents. Many regular community events were cancelled, but the Department's Trunk or Treat and Pops with a Cop events were well-received by the public. The Department also brought the Police-to-Citizens app online to allow residents to submit police reports. During the height of the pandemic, the Department protected hospitals, city facilities, and other critical businesses. Normal community program operations were slowly returning to normal during the first half of 2021, though some events were cancelled due to public health concerns.

Despite the pandemic, Round Rock Operation Blue Santa continued to expand its population service base, growing from 261 families served in 2019 to 308 families in 2020. This breaks down to 753 children provided with Christmas presents and gift cards in December 2020 from Blue Santa.

On Dec. 17, approximately 290 Round Rock families and 125 senior citizens received gifts as part of Operation Blue Santa. Participation in the program fell slightly from pandemic levels but still shows robust growth from the 261 families served in 2019. The Blue Santa program began in 1978 and is a joint initiative of the PD and FD, with help from staff from all City departments. Each family receives a box full of gifts and a gift card, while senior citizens receive a gift card.

Another 2022 success for which the Department continues to receive awards and accolades is its annual Holiday package theft prevention program, Operation Front Porch. The program allows Round Rock residents to have their online orders shipped directly to the PD for safekeeping until they pick them up. The PD received 158 packages in this year's iteration, and more than 1,100 packages have been received since the program began in 2017. Each package received is one less opportunity for package theft, which allows our Officers and civilian staff to focus on other calls for service.

The Department has since 2018 operated its own police academy with students from RRPD and surrounding agencies. On June 26, the largest class ever of Round Rock cadets started their Basic Peace Officer Course at our academy. Nineteen cadets from Round Rock began that program. Two of the previous year's college interns are among the cadets in that academy. In 2021, four cadets were former civilian employees at RRPD.

This program year, the Department continued to receive recognition for its Community and Communication programs. The Department received a "TAMIO" Award on June 8 from the Texas Association of Municipal Information Officers. The award honors "Nick Does It," a series of videos starring PD spokesman Nick Olivier as a layman doing many of the tasks that police officers face regularly – from officer-level driving to the physical ability course. The U.S. Department of Justice Community Oriented Policing Services (COPS) chose a RRPD photo as one of the 12 best examples nationally of community policing in 2022. The photo was taken by Multimedia Specialist John Estrada and it

depicts Officer Earin Jackson speaking to the cadets at our Junior Police Academy. The photo will be featured on the DOJ COPS website and social media. Officer Jackson and Chief Allen Banks were interviewed for a blog post to be featured on the DOJ COPS website and newsletter. The PD also won this award in 2019.

In August 2022, Sgt. Kris Mayo and Officers Alex Delarosa, Miguel Estrada, Bobby Garcia, and Josh Mackey were recognized by Mothers Against Drunk Driving for their DWI prevention and enforcement efforts. Officer Estrada that year took home the Enforcer of the Year award and Round Rock Municipal Court Judge Alan McGraw received the Judiciary Service Award.

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## FUTURE ISSUES FOR AGENCY

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- Maintaining the City's low crime rate given the proliferation of mobile burglary groups, organized retail theft, violent crime, homelessness, and cyber crime
- Finding ways to keep and retain quality staff amid a tight labor market, aging workforce, and rise in retirement-eligible staff
- Ensuring that staff's mental health needs are met to reduce attrition and improve service
- Increasing demand on public safety to respond to mental health crises
- Responding to economic growth and new housing and related developments, such as the downtown district, Kalahari development, and additional apartment complexes

## YEAR 1 REMOTE WEB-BASED ASSESSMENT

Compliance Services Member: Mike Dickey

On 11/9/2021, the Year 1 Remote Web-based Assessment of Round Rock (TX) Police Department was conducted. The review was conducted remotely and included 72 standards from the CALEA® Standards for Law Enforcement Manual. The following standards were reviewed and the findings are denoted:

Standards	Findings
1 Law Enforcement Role and Authority	
1.1.2 Code of Ethics* (LE1) (MMMM)	<b>Compliance Verified</b>
1.2.6 Alternatives to Arrest (MMMM)	<b>Compliance Verified</b>
1.2.9 Biased Policing* (LE1) (MMMM)	<b>Compliance Verified</b>
1.2.10 Duty to Intervene (LE1) (MMMM)	<b>Compliance Verified</b>
3 Contractual Agreements for Law Enforcement Services	
3.1.1 Written Agreement for Services Provided (LE1) (MMMM)	<b>Compliance Verified</b>
3.1.2 Employee Rights (MMMM)	<b>Compliance Verified</b>
4 Use of Force	
4.1.1 Use of Reasonable Force (LE1) (MMMM)	<b>Compliance Verified</b>
4.1.2 Use of Deadly Force (LE1) (MMMM)	<b>Compliance Verified</b>
4.1.4 Use of Authorized Less Lethal Weapons (LE1) (MMMM)	<b>Compliance Verified</b>
4.1.5 Rendering Medical Aid Following Police Actions (LE1) (MMMM)	<b>Compliance Verified</b>
4.1.6 Vascular Neck Restrictions (LE1) (MMMM)	<b>Compliance Verified</b>
4.1.7 Choke Holds (LE1) (MMMM)	<b>Compliance Verified</b>
4.2.2 Written Use of Force Reports and Administrative Review* (LE1) (MMMM)	<b>Compliance Verified</b>
4.2.4 Analyze Reports* (LE1) (MMMM)	<b>Compliance Verified</b>
4.2.5 Assault on Sworn Officer Review* (MMMM)	<b>Compliance Verified</b>
4.3.2 Demonstrating Proficiency with Weapons (LE1) (MMMM)	<b>Compliance Verified</b>
4.3.3 Annual/Biennial Proficiency Training* (LE1) (MMMM)	<b>Compliance Verified</b>
4.3.5 Firearms Range (MMMM)	<b>Compliance Verified</b>
11 Organization and Administration	
11.4.1 Administrative Reporting Program	<b>Compliance Verified</b>
11.4.4 Computer Software Policy	<b>Compliance Verified</b>
15 Planning and Research, Goals and Objectives, and Crime Analysis	
15.1.3 Multiyear Plan	<b>Compliance Verified</b>

<b>Standards</b>	<b>Findings</b>
15.2.1 Annual Updating/Goals and Objectives* (LE1)	<b>Compliance Verified</b>
17 Fiscal Management and Agency Property	
17.4.3 Independent Audit	<b>Compliance Verified</b>
21 Classification and Delineation of Duties and Responsibilities	
21.2.3 Position Management System	<b>Compliance Verified</b>
22 Personnel Management System	
22.2.4 Off-Duty Employment	<b>Compliance Verified</b>
22.2.5 Extra-Duty Employment (LE1)	<b>Compliance Verified</b>
22.4.3 Annual Analysis*	<b>Compliance Verified</b>
26 Disciplinary Procedures and Internal Investigations	
26.1.3 Harassment (LE1)	<b>Compliance Verified</b>
26.1.6 Appeal Procedures	<b>Compliance Verified</b>
26.2.5 Annual Statistical Summaries; Public Availability*	<b>Compliance Verified</b>
31 Recruitment and Selection	
31.2.2 Annual Analysis	<b>Compliance Verified</b>
33 Training and Career Development	
33.1.2 Training Attendance Requirements	<b>Compliance Verified</b>
33.1.4 Lesson Plan Requirements	<b>Compliance Verified</b>
33.1.5 Remedial Training (LE1)	<b>Compliance Verified</b>
33.4.1 Recruit Training Required (LE1)	<b>Compliance Verified</b>
33.6.1 Specialized Training	<b>Compliance Verified</b>
35 Performance Evaluation	
35.1.2 Annual Evaluation* (LE1)	<b>Compliance Verified</b>
35.1.9 Personnel Early Intervention System* (LE1)	<b>Compliance Verified</b>
41 Patrol	
41.2.3 Roadblocks and Forcible Stopping* (LE1)	<b>Compliance Verified</b>
41.2.7 Mental Health Issues* (LE1)	<b>Compliance Verified</b>
41.3.5 Protective Vests (LE1)	<b>Compliance Verified</b>
41.3.8 In-Car Audio/Video/Body-Worn (LE1)	<b>Compliance Verified</b>
42 Criminal Investigation	
42.1.1 On-Call Schedule	<b>Compliance Verified</b>
42.2.6 Informants (LE1)	<b>Compliance Verified</b>

<b>Standards</b>	<b>Findings</b>
43 Vice, Drugs, and Organized Crime	
43.1.3 Confidential Funds	<b>Compliance Verified</b>
44 Juvenile Operations	
44.1.2 Policy Input, Others	<b>Compliance Verified</b>
45 Crime Prevention and Community Involvement	
45.2.2 Citizens Survey*	<b>Compliance Verified</b>
46 Critical Incidents, Special Operations, and Homeland Security	
46.1.2 All Hazard Plan (LE1)	<b>Compliance Verified</b>
46.1.9 All Hazard Plan Training* (LE1)	<b>Compliance Verified</b>
46.2.2 Tactical Team Selection	<b>Compliance Verified</b>
46.2.7 Special Events Plan (LE1)	<b>Compliance Verified</b>
55 Victim/Witness Assistance	
55.1.2 Review Need/Services*	<b>Compliance Verified</b>
55.2.6 Next-of-Kin Notification	<b>Compliance Verified</b>
61 Traffic	
61.1.2 Uniform Enforcement Procedures (LE1)	<b>Compliance Verified</b>
61.1.9 Impaired Driver Enforcement Program	<b>Compliance Verified</b>
61.2.2 Collision/Crash Scene Duties	<b>Compliance Verified</b>
61.4.3 Towing (LE1)	<b>Compliance Verified</b>
70 Detainee Transportation	
70.1.1 Pre-Transport Prisoner Searches (LE1)	<b>Compliance Verified</b>
70.1.2 Searching Transport Vehicles (LE1)	<b>Compliance Verified</b>
71 Processing and Temporary Detention	
71.2.1 Training of Personnel* (LE1)	<b>Compliance Verified</b>
71.4.2 Fire Prevention/Suppression (LE1)	<b>Compliance Verified</b>
71.4.3 Inspections* (LE1)	<b>Compliance Verified</b>
81 Communications	
81.1.2 Operations Meet FCC Requirements	<b>Compliance Verified</b>
81.2.7 Recording and Playback (LE1)	<b>Compliance Verified</b>
81.2.13 First Aid Over Phone (LE1)	<b>Not Applicable by Function</b>
81.3.2 Alternate Power Source* (LE1)	<b>Compliance Verified</b>
82 Central Records	

Standards	Findings
82.1.3 Records Retention Schedule	<b>Compliance Verified</b>
82.1.6 Computer File Backup and Storage* (LE1)	<b>Compliance Verified</b>
<b>83 Collection and Preservation of Evidence</b>	
83.1.1 24-Hour Availability (LE1)	<b>Compliance Verified</b>
83.3.2 Evidence, Laboratory Submission (LE1)	<b>Compliance Verified</b>
<b>84 Property and Evidence Control</b>	
84.1.2 Storage and Security (LE1)	<b>Compliance Verified</b>
84.1.6 Inspections and Reports* (LE1)	<b>Compliance Verified</b>

**Comments:**

No report comments provided.

**Response from Agency Regarding Findings:**

Thank you for your review of the Round Rock Police Department. It was a good process and we look forward to the next step.



## YEAR 2 REMOTE WEB-BASED ASSESSMENT

Compliance Services Member: Jay Murphy

On 1/20/2023, the Year 2 Remote Web-based Assessment of Round Rock (TX) Police Department was conducted. The review was conducted remotely and included 116 standards from the CALEA® Standards for Law Enforcement Manual. The following standards were reviewed and the findings are denoted:

Standards	Findings
1 Law Enforcement Role and Authority	
1.1.1 Oath of Office (LE1) (MMMM)	<b>Compliance Verified</b>
1.1.4 Consular Notification (MMMM)	<b>Compliance Verified</b>
1.2.4 Search and Seizure (LE1) (MMMM)	<b>Compliance Verified</b>
2 Agency Jurisdiction and Mutual Aid	
2.1.1 Geographical Boundaries (MMMM)	<b>Compliance Verified</b>
2.1.4 Requesting Assistance: Federal LE/National Guard (MMMM)	<b>Compliance Verified</b>
4 Use of Force	
4.1.3 Warning Shots (LE1) (MMMM)	<b>Compliance Verified</b>
4.2.1 Reporting Uses of Force* (LE1) (MMMM)	<b>Compliance Verified</b>
4.2.3 Removal from Line of Duty Assignment (LE1) (MMMM)	<b>Compliance Verified</b>
4.3.1 Authorization: Weapons and Ammunition (LE1) (MMMM)	<b>Compliance Verified</b>
4.3.4 Prerequisite to Carrying Lethal/Less Lethal Weapons (LE1) (MMMM)	<b>Compliance Verified</b>
11 Organization and Administration	
11.1.1 Description of Organization (LE1) (MMMM)	<b>Compliance Verified</b>
11.3.3 Notify CEO of Incident with Liability (LE1)	<b>Compliance Verified</b>
11.3.4 Police Action Death Investigations	<b>Compliance Verified</b>
11.4.2 Accountability for Agency Forms	<b>Compliance Verified</b>
11.5.1 Temporary/Rotating Assignments	<b>Compliance Verified</b>
12 Direction	
12.1.2 Command Protocol (LE1)	<b>Compliance Verified</b>
12.1.3 Obey Lawful Orders (LE1)	<b>Compliance Verified</b>
15 Planning and Research, Goals and Objectives, and Crime Analysis	
15.1.1 Activities of Planning and Research	<b>Compliance Verified</b>
15.1.4 Succession Planning	<b>Compliance Verified</b>
17 Fiscal Management and Agency Property	

<b>Standards</b>	<b>Findings</b>
17.2.2 Functional Recommendations to Budget*	<b>Compliance Verified</b>
17.4.1 Accounting System*	<b>Compliance Verified</b>
17.4.2 Cash Fund/Accounts Maintenance* (LE1)	<b>Compliance Verified</b>
17.5.1 Inventory and Control	<b>Compliance Verified</b>
21 Classification and Delineation of Duties and Responsibilities	
21.2.4 Workload Assessment*	<b>Compliance Verified</b>
22 Personnel Management System	
22.1.1 Salary Program	<b>Compliance Verified</b>
22.1.2 Leave Program	<b>Compliance Verified</b>
22.1.3 Benefits Program (LE1)	<b>Compliance Verified</b>
22.1.4 Personnel Support Services Program	<b>Compliance Verified</b>
22.1.5 Victim Witness Services/Line of Duty Death (LE1)	<b>Compliance Verified</b>
22.1.6 Clothing and Equipment	<b>Compliance Verified</b>
22.1.7 Employee Assistance Program	<b>Compliance Verified</b>
22.1.8 Employee Identification (LE1)	<b>Compliance Verified</b>
22.1.9 Military Deployment and Reintegration (LE1)	<b>Compliance Verified</b>
22.1.10 Bonding/Liability Protection (M M M M)	<b>Compliance Verified</b>
22.2.1 Physical Examinations	<b>Compliance Verified</b>
22.4.1 Grievance Procedures (LE1)	<b>Compliance Verified</b>
22.4.2 Coordination/Control of Records	<b>Compliance Verified</b>
26 Disciplinary Procedures and Internal Investigations	
26.2.1 Complaint Investigation (LE1)	<b>Compliance Verified</b>
26.2.2 Records, Maintenance and Security (LE1)	<b>Compliance Verified</b>
26.2.3 CEO Direct Accessibility	<b>Compliance Verified</b>
26.2.4 Complaint/Commendation Registering Procedures (LE1)	<b>Compliance Verified</b>
26.3.1 Complaint Types	<b>Compliance Verified</b>
26.3.2 CEO, Notification (LE1)	<b>Compliance Verified</b>
26.3.3 Investigation Time Limits (LE1)	<b>Compliance Verified</b>
26.3.4 Informing Complainant	<b>Compliance Verified</b>
26.3.5 Statement of Allegations/Rights (LE1)	<b>Compliance Verified</b>
26.3.6 Submission to Tests, Procedures	<b>Compliance Verified</b>
26.3.7 Relieved from Duty	<b>Compliance Verified</b>

<b>Standards</b>	<b>Findings</b>
26.3.8 Conclusion of Fact	<b>Compliance Verified</b>
<b>31 Recruitment and Selection</b>	
31.1.1 Agency Participation	<b>Compliance Verified</b>
31.4.1 Selection Process Described (LE1)	<b>Compliance Verified</b>
31.4.2 Job Relatedness	<b>Compliance Verified</b>
31.4.3 Uniform Administration	<b>Compliance Verified</b>
31.4.4 Candidate Information	<b>Compliance Verified</b>
31.4.5 Notification of Ineligibility	<b>Compliance Verified</b>
31.4.6 Records	<b>Compliance Verified</b>
31.4.7 Selection Criteria (LE1) (MMMM)	<b>Compliance Verified</b>
31.4.8 Sworn Appointment Requirements (M M M M)	<b>Compliance Verified</b>
31.5.2 Training	<b>Compliance Verified</b>
31.5.3 Truth Verification	<b>Not Applicable by Function</b>
31.5.4 Conducted by Certified Personnel	<b>Not Applicable by Function</b>
31.5.5 Use of Results	<b>Not Applicable by Function</b>
31.5.6 Medical Examinations	<b>Compliance Verified</b>
<b>33 Training and Career Development</b>	
33.1.1 Training Committee	<b>Compliance Verified</b>
33.1.3 Outside Training Reimbursement	<b>Compliance Verified</b>
33.1.7 Training Class Records Maintenance	<b>Compliance Verified</b>
33.4.4 Limited Function Alternate Training Requirements (LE1) (M M M M)	<b>Not Applicable by Function</b>
33.5.1 Annual In-Service Training Program* (LE1) (M M M M)	<b>Compliance Verified</b>
33.6.2 Tactical Team Training Program (LE1)	<b>Compliance Verified</b>
33.7.2 Non-Sworn Pre-Service and In-Service Training	<b>Compliance Verified</b>
33.8.1 Training for Career Development Personnel Training	<b>Compliance Verified</b>
33.8.2 Skill Development Training Upon Promotion (LE1)	<b>Compliance Verified</b>
33.8.3 Career Development Program	<b>Compliance Verified</b>
<b>34 Promotion</b>	
34.1.1 Agency Role, Authority and Responsibility (LE1)	<b>Compliance Verified</b>
34.1.5 Eligibility Lists	<b>Compliance Verified</b>
<b>35 Performance Evaluation</b>	
35.1.6 Unsatisfactory Performance	<b>Compliance Verified</b>

<b>Standards</b>	<b>Findings</b>
35.1.7 Employee Consultation	<b>Compliance Verified</b>
40 Crime Analysis and Intelligence	
40.1.1 Crime Analysis Procedures	<b>Compliance Verified</b>
40.2.1 Criminal Intelligence Data Collection	<b>Compliance Verified</b>
40.2.2 Intelligence Analysis Procedures	<b>Compliance Verified</b>
40.2.3 Criminal Intelligence Procedures* (LE1)	<b>Compliance Verified</b>
41 Patrol	
41.1.1 Shift/Beat Assignment	<b>Compliance Verified</b>
41.1.2 Shift Briefing	<b>Compliance Verified</b>
41.1.5 Police Service Canines (LE1)	<b>Compliance Verified</b>
41.2.1 Responding Procedures (LE1)	<b>Compliance Verified</b>
41.2.2 Pursuit of Motor Vehicles* (LE1)	<b>Compliance Verified</b>
41.2.4 Notification Procedures (LE1)	<b>Compliance Verified</b>
41.3.3 Occupant Safety Restraints	<b>Compliance Verified</b>
41.3.9 License Plate Recognition Systems	<b>Compliance Verified</b>
42 Criminal Investigation	
42.1.2 Case-Screening System	<b>Compliance Verified</b>
42.1.3 Case File Management (LE1)	<b>Compliance Verified</b>
42.2.2 Follow-Up Investigations Steps	<b>Compliance Verified</b>
42.2.10 Show-ups	<b>Compliance Verified</b>
43 Vice, Drugs, and Organized Crime	
43.1.2 Records, Storage and Security	<b>Compliance Verified</b>
44 Juvenile Operations	
44.1.3 Annual Program Review*	<b>Compliance Verified</b>
44.2.3 Custodial Interrogation and Interviews (LE1)	<b>Compliance Verified</b>
45 Crime Prevention and Community Involvement	
45.1.1 Crime Prevention Activities*	<b>Compliance Verified</b>
45.3.1 Program Description	<b>Compliance Verified</b>
45.3.2 Training	<b>Compliance Verified</b>
45.3.3 Uniforms	<b>Compliance Verified</b>
46 Critical Incidents, Special Operations, and Homeland Security	
46.1.3 Command Function* (LE1)	<b>Compliance Verified</b>

<b>Standards</b>	<b>Findings</b>
46.1.8 Equipment Inspection*	<b>Compliance Verified</b>
46.1.10 Active Threats* (LE1)	<b>Compliance Verified</b>
46.1.11 Personnel Identification	<b>Compliance Verified</b>
46.1.12 Crowd Control Response Training	<b>Compliance Verified</b>
54 Public Information	
54.1.3 Media Access (LE1)	<b>Compliance Verified</b>
54.1.4 Public Information Officer Training	<b>Compliance Verified</b>
61 Traffic	
61.1.5 Uniform Enforcement Policies (LE1)	<b>Compliance Verified</b>
61.1.6 Enforcement Practices	<b>Compliance Verified</b>
61.2.1 Crash Scene Response Reporting and Investigation	<b>Compliance Verified</b>
61.3.2 Direction/Control Procedures (LE1)	<b>Compliance Verified</b>
70 Detainee Transportation	
70.1.7 Procedures, Escape* (LE1)	<b>Compliance Verified</b>
74 Legal Process	
74.2.1 Procedure, Civil Process	<b>Compliance Verified</b>
82 Central Records	
82.2.2 Reporting Requirements (LE1)	<b>Compliance Verified</b>
82.3.5 Operational Component Record	<b>Compliance Verified</b>
83 Collection and Preservation of Evidence	
83.2.2 Photography, Video and Audio Evidence	<b>Compliance Verified</b>

**Comments:**

Area of Interest: Internal Affairs/Citizen Complaints

Executive Summary: Accountability is one of the agency's cornerstones. The Professional Standard's section oversees all concerns expressed by the community or internally. Specific duties are defined for persons receiving complaints, investigating complaints, and interacting with the concerned individual. Fair, objective, and equitable investigations are seen as a means of ensuring the agency's integrity is maintained. Transparency is embraced by the agency, who annually publishes the results of internal affairs concerns on its website.

Details of Review/Interviews: Sergeant Chris Mayo and Detective Camey Alvarez participated in the review. Sergeant Mayo was recently assigned to the unit. Detective Alvarez has been working in Professional Standards for three years. The unit is tasked with investigating complaints and maintaining a record of all complaints, formal or informal, to ensure its Guardian® program is properly maintained and evaluated.

The agency provides information on its website that allows individuals to notify the agency of a concern. Concerned parties may call the agency or meet with a supervisor at its building.

Every employee shall receive and properly document public concerns. All complaints are reviewed, evaluated, and categorized into one of the four categories of complaints based on the type and severity of the employee action. The evaluation process determines the proper assignment of the concern. Concerns of a serious nature shall be immediately reported to a supervisor, who will notify Internal Affairs. Supervisors or investigators must contact the citizen within three working days of receipt of the concern and complete the assignment within thirty days. Ongoing communications ensure concerned parties are kept abreast of the investigation, and final notice is sent to the individual upon completion.

Once the investigation is completed, the findings are reported to the entire command staff at its weekly meeting. Comments are solicited from all attendees, including non-sworn members, promoting differing viewpoints. The matter is finalized when an agreement is reached and the concerned parties are notified.

The number of concerns reported annually has remained consistent for the last six years (2017 - 19, 2018 -17, 2019 – 19, 2020 – 13, 2021 – 20, 2022 – 20). These concerns resulted in findings spanning all categories, including termination and suspension. However, no grievances were filed in response to these actions, which would suggest the agency’s members see the process as fair and equitable.

#### Area of Interest: Personnel Early Intervention

Executive Summary: The Department maintains a confidential, non-punitive Early Warning System (EWS) for its members. The system’s objective is to help identify early signs of performance decline, which, if not addressed, can lead to performance problems.

Details of Review/Interview: Sergeant Chris Mayo and Detective Camey Alvarez participated in the review of the EWS. Sergeant Mayo related that the EWS is integral to the agency’s overall performance and the Professional Standards unit efficacy. The agency describes the EWS as a systematic review of complaints, incidents of response to resistance or aggression, on-duty vehicle traffic accidents, and any combination of these incidents. The preferred outcome of using this system is to allow for a positive approach to behavior modification through training and assistance before it leads to performance concerns.

The Professional Standards Unit manages the EWS and tracks the supervisors’ entries into the Guardian® system. The unit then reviews the reports generated by the early warning system based on three-month and twelve-month triggers and will complete a memorandum identifying any member who meets or exceeds the criteria and forward the memorandum to the member’s division commander. Any recommended action resulting from this notification is presented to the Chief for final approval before the action is implemented.

Findings: The agency is in compliance with the standards that were reviewed relating to Internal Affairs, complaint processing, and the Personnel Early Intervention systems. The incumbents’ demonstrated expertise and overall law enforcement experience are an asset for the agency. The incumbents are well-versed in the accreditation requirements, and best practices, associated with the internal affairs.

Summary of Public Information Portal Feedback: Not available. The Portal was not yet available by CALEA.

Statistical Data Tables: The data tables provided by the agency are complete for the applicable years and consistent with the established reporting parameters.

Compliance Data Summary: All standards identified as Not Applicable by the agency during this annual review have been verified. There were no standards placed in the 20% category.

#### [Response from Agency Regarding Findings:](#)

I want to thank Jay Murphy for his efforts in ensuring our compliance with CALEA standards.

## YEAR 3 REMOTE WEB-BASED ASSESSMENT

Compliance Services Member: Phil Potter (CSM)

On 11/12/2023, the Year 3 Remote Web-based Assessment of Round Rock (TX) Police Department was conducted. The review was conducted remotely and included 182 standards from the CALEA® Standards for Law Enforcement Manual. The following standards were reviewed and the findings are denoted:

Standards	Findings
1 Law Enforcement Role and Authority	
1.2.1 Legal Authority Defined (LE1) (MMMM)	<b>Compliance Verified</b>
1.2.2 Legal Authority to Carry/Use Weapons (MMMM)	<b>Compliance Verified</b>
1.2.3 Compliance with Constitutional Requirements (LE1) (MMMM)	<b>Compliance Verified</b>
1.2.5 Arrest with/without Warrant (LE1) (MMMM)	<b>Compliance Verified</b>
1.2.7 Use of Discretion (MMMM)	<b>Compliance Verified</b>
1.2.8 Strip/Body Cavity Search (LE1) (MMMM)	<b>Standard Issue</b>
<p><b>Notes:</b> ISSUE: The first written directive (WD - 4/2.03.00 - Part 4 - Procedures) in the file was not highlighted and linked to the four bullets (a-d), and the PDMS label appears tied to 5th edition standard language with only three bullets. In the review of the written directive there was no language to address the 6th edition bullet b (provisions for privacy and search by, ..., gender identity and gender expression) and bullet c (provisions for circumstances involving juveniles). - <b>AGENCY ACTION NEEDED:</b> The agency should review its written directive and locate existing language that addresses all bullets and either highlight/link all language for all bullets a-d, or update the written directive accordingly. - <b>AGENCY ACTION TAKEN:</b> During the annual review the agency highlighted and linked the pertinent sections to the respective bullets and updated its written directive language through an Administrative Notice on search and seizure to provide additional language to address bullet c procedures on provisions for circumstances involving juveniles in regards to strip searches and body cavity searches. With this update of the policy, this written directive change is consistent with the standard language requirements in bullet c. The agency advised that they are still discussing provisions required in bullet b on gender identity and expression, and will not have updated written directive language on that issue until the close of the annual review. So, the written directive on bullet b still remains a standards issue, with correction required by the agency. The agency reports no occurrences of strip and body cavity searches during this accreditation period and that those are conducted by Williamson County Jail personnel at the Jail. This standard should be reviewed in future annual reviews to verify compliance.</p>	
2 Agency Jurisdiction and Mutual Aid	
2.1.2 Concurrent Jurisdiction (OOOO)	<b>Compliance Verified</b>
4 Use of Force	
4.2.4 Analyze Reports* (LE1) (MMMM)	<b>Compliance Verified</b>
11 Organization and Administration	
11.2.1 Direct Command, Component	<b>Compliance Verified</b>
11.3.1 Responsibility/Authority (LE1)	<b>Compliance Verified</b>
11.3.2 Supervisory Accountability	<b>Compliance Verified</b>
11.4.3 Accreditation Maintenance	<b>Compliance Verified</b>

Standards	Findings
11.4.5 Electronic Data Storage	<b>Compliance Verified</b>
12 Direction	
12.1.1 CEO Authority and Responsibility (LE1)	<b>Compliance Verified</b>
12.1.4 Functional Communication/Cooperation	<b>Compliance Verified</b>
12.2.1 The Written Directive System (LE1)	<b>Compliance Verified</b>
12.2.2 Dissemination and Storage (LE1)	<b>Compliance Verified</b>
15 Planning and Research, Goals and Objectives, and Crime Analysis	
15.1.2 Organizational Placement/Planning and Research	<b>Compliance Verified</b>
15.2.2 System for Evaluation/Goals and Objectives	<b>Compliance Verified</b>
17 Fiscal Management and Agency Property	
17.1.1 CEO Authority and Responsibility	<b>Compliance Verified</b>
17.2.1 Budget Process and Responsibility Described	<b>Compliance Verified</b>
17.5.2 Operational Readiness (LE1)	<b>Compliance Verified</b>
21 Classification and Delineation of Duties and Responsibilities	
21.2.2 Job Description Maintenance and Availability* (LE1) (M M M M)	<b>Standard Issue</b>
<p><b>Notes:</b> ISSUE: This standard states "A written directive requires a documented review of job descriptions of all employees every four years, ensuring job descriptions are current and made available to all personnel." The highlighted written directive in file did not address the required four year documented review of all job descriptions and there was no documented proof of such. The documented proof of the link to the website accessible by all employees for job description is dated to 2020 and does not show all agency job descriptions. - AGENCY ACTION NEEDED: The agency should locate an existing written directive, or update the written directive accordingly, that addresses the documented four year review of all job descriptions, as well as a documented proof of such. The documented proof of employee access to job descriptions should be updated. - AGENCY ACTION TAKEN: During the annual review the agency updated its written directive and added language requiring the documented four year review of all agency job descriptions by the agency. The agency also located documented proofs from the Human Resources Department of annual documented annual reviews of all agency job descriptions occurring over the last four years, and updated the web-link to show access to all job descriptions for employees. In the future, the agency's written directive requires the Assistant Chief of Support to complete this four year documented review. After a written directive language update during the annual review and locating existing documented proofs of the four year documented reviews and employee access to all job descriptions, the agency's written directive and documented proofs are now in compliance with the standard. The next documented review would be required in 2027. This standard should be reviewed in future reviews to verify continued compliance.</p>	
22 Personnel Management System	
22.2.2 General Health and Physical Fitness (LE1)	<b>Compliance Verified</b>
26 Disciplinary Procedures and Internal Investigations	



Standards	Findings
26.1.1 Code of Conduct (LE1)	<b>Compliance Verified</b>
26.1.2 Employee Awards	<b>Compliance Verified</b>
26.1.4 Disciplinary System (LE1)	<b>Compliance Verified</b>
26.1.5 Role and Authority of Supervisors	<b>Compliance Verified</b>
26.1.7 Termination Procedures	<b>Compliance Verified</b>
26.1.8 Records	<b>Compliance Verified</b>
<b>31 Recruitment and Selection</b>	
31.1.2 Assignment/Recruitment	<b>Compliance Verified</b>
31.2.1 Recruitment Plan (LE1)	<b>Compliance Verified</b>
31.2.3 Equal Employment Opportunity Plan	<b>Compliance Verified</b>
31.3.1 Job Announcements	<b>Compliance Verified</b>
31.3.2 Notification Expectations	<b>Compliance Verified</b>
31.5.1 Background Investigations (LE1)	<b>Compliance Verified</b>
31.5.7 Emotional Stability/Psychological Fitness Examinations (LE1)	<b>Compliance Verified</b>
<b>33 Training and Career Development</b>	
33.1.6 Employee Training Record Maintenance (LE1)	<b>Compliance Verified</b>
33.5.2 Shift Briefing Training	<b>Compliance Verified</b>
33.5.3 Accreditation Process Orientation (LE1)	<b>Compliance Verified</b>
33.5.4 Accreditation Manager Training	<b>Standard Issue</b>
<p><b>Notes:</b> ISSUE: The agency's written directive language and documented proofs did not address the last part of the standard language of "...and shall be responsible for providing appropriate training to other agency personnel assigned to the accreditation process." - AGENCY ACTION NEEDED: The agency should locate existing written directives and documented proofing that address the missing standard language and add to the file, or update the written directive accordingly. - AGENCY ACTION TAKEN: During the annual review period the agency located several existing written directive language sections and documented proofs to address the cited issue, but these all governed new employee orientation, which is governed by the previous standard 33.5.3 (Accreditation Process Training). This part of the standard language (and shall be responsible for providing appropriate training to other agency personnel assigned to the accreditation process) refers to providing training to those current other employees beyond the Accreditation Manager who may be assigned to assist in the accreditation process, with the daily tasks of accreditation compliance, or others in the organization that may assist through providing documented proofs and complete time sensitive tasks. The agency then on November 9, 2023, added a Memo to the file that explained the historical perspective of this issue and included the updating of the Planning and Policy Section's written directives related to the responsibility of the accreditation manager to train other personnel assisting in the accreditation process. The agency will provide documented proofs of such moving forward. At this point the agency's written directive is now consistent with all standard requirements. This standard should be reviewed in future annual reviews to verify future compliance.</p>	
33.7.1 Non-sworn Orientation	<b>Compliance Verified</b>
33.8.4 Educational Incentives	<b>Compliance Verified</b>

<b>Standards</b>	<b>Findings</b>
34 Promotion	
34.1.4 Promotional Announcement	<b>Compliance Verified</b>
34.1.6 Promotional Probation	<b>Compliance Verified</b>
41 Patrol	
41.3.1 Patrol Vehicles Lights, Sirens	<b>Compliance Verified</b>
41.3.2 Equipment Specification/Replenishment (LE1)	<b>Compliance Verified</b>
41.3.4 Authorized Personal Equipment	<b>Compliance Verified</b>
41.3.6 Protective Vests/Pre-Planned, High Risk Situations (LE1)	<b>Compliance Verified</b>
42 Criminal Investigation	
42.1.4 Accountability, Preliminary/Follow-Up Investigations	<b>Compliance Verified</b>
42.2.1 Preliminary Investigations Steps (LE1)	<b>Compliance Verified</b>
42.2.3 Communication with Patrol Personnel	<b>Compliance Verified</b>
42.2.7 Cold Cases	<b>Compliance Verified</b>
43 Vice, Drugs, and Organized Crime	
43.1.1 Complaint Management (LE1)	<b>Compliance Verified</b>
43.1.4 Equipment, Authorization and Control	<b>Compliance Verified</b>
43.1.5 Covert Operations (LE1)	<b>Compliance Verified</b>
44 Juvenile Operations	
44.1.1 Juvenile Operations Policy (LE1)	<b>Compliance Verified</b>
45 Crime Prevention and Community Involvement	
45.2.3 Accreditation Public Comment (LE1) (M M M M)	<b>Compliance Verified</b>
46 Critical Incidents, Special Operations, and Homeland Security	
46.1.1 Planning Responsibility (LE1)	<b>Compliance Verified</b>
46.1.4 Operations Function (LE1)	<b>Compliance Verified</b>
46.1.5 Planning Function (LE1)	<b>Compliance Verified</b>
46.1.6 Logistics Function (LE1)	<b>Compliance Verified</b>
46.1.7 Finance/Administration Function (LE1)	<b>Compliance Verified</b>
46.1.13 Continuity of Operations Plan (LE1) (M M M M)	<b>Compliance Verified</b>
46.2.6 VIP Security Plan	<b>Compliance Verified</b>
46.3.1 Providing Awareness Information	<b>Compliance Verified</b>
46.3.2 Hazmat Awareness (LE1)	<b>Compliance Verified</b>
54 Public Information	

Standards	Findings
54.1.1 Activities	Agency Elected 20%
61 Traffic	
<p>61.1.1 Selective Enforcement Activities*</p> <p><b>Notes:</b> ISSUE: In reviewing the agency's written directive, the language highlighted does not address bullet b (compilation and review of traffic enforcement activities data), and the language for bullet f (documented annual review of selective traffic enforcement activities) just requires "periodic" and does not specify at least an "annual" and "documented" review of selective traffic enforcement activities. In terms of documented proofs, only bullets d, e and f are in the file for 2021 (none for a, b and c) and there are no valid documented proofs in file for Years 2021, 2022 and 2023 for bullet f that meet those standard requirements. -AGENCY ACTION NEEDED: The agency should review the written directive and address the written directive language issues cited in bullets b and f, as well as address the missing proofing identified in Year 1 and with bullet f in all years. - AGENCY ACTION TAKEN: During the annual review the agency located existing documented proofs to address the missing proofs from Year 1 (2021) for bullets a, b and c. The agency did locate an existing documented proof from 2021 of a partial selective enforcement annual review report, but it addressed only DWI cases, no other selected traffic enforcement activists. The agency reported that the bullet f requirement was missed in all three prior years, but added a memo to the file signed by the Special Operations Commander outlining a correction plan, including the completion of this time sensitive task later in November 2023, for 2023 (Year 3), ss well as adding this task to its annual management reports list to ensure it is completed annually moving forward. The agency did update its written directive language and added language to address bullet b on on traffic enforcement data and bullet f on the annual documented review of selective enforcement activities. By taking this action the agency's written directive is now in compliance with the standard language requirements in all bullets, including bullet b and f. The agency is committed to completing the annual documented review and has a workable plan in place. It is suggested that this standard be reviewed again in Year 4.</p>	<b>Standard Issue</b>
61.1.4 Informing The Violator (LE1)	<b>Compliance Verified</b>
61.1.7 Stopping/Approaching (LE1)	<b>Compliance Verified</b>
61.1.10 DUI Procedures (LE1)	<b>Compliance Verified</b>
61.1.11 License Reexamination Referrals	<b>Compliance Verified</b>
61.1.12 Parking Enforcement	<b>Compliance Verified</b>
61.3.3 Escorts (LE1)	<b>Compliance Verified</b>
61.3.4 School Crossing Guards*	<b>Not Applicable by Function</b>
61.4.1 Motorist Assistance (LE1)	<b>Compliance Verified</b>
61.4.2 Hazardous Roadway Conditions (LE1)	<b>Compliance Verified</b>
61.4.3 Towing (LE1)	<b>Compliance Verified</b>
61.4.4 Traffic Safety Materials	<b>Compliance Verified</b>
70 Detainee Transportation	
70.3.3 Special Situations	<b>Not Applicable by Function</b>
70.4.1 Vehicle Safety Barriers	<b>Compliance Verified</b>
70.4.2 Rear Compartment Modifications (LE1)	<b>Compliance Verified</b>
70.5.1 Prisoner ID and Documentation	<b>Not Applicable by Function</b>

Standards	Findings
72 Holding Facility	
72.1.1 Training User Personnel* (LE1)	<b>Not Applicable by Function</b>
72.1.2 Access, Nonessential Persons	<b>Not Applicable by Function</b>
72.2.1 Minimum Conditions	<b>Not Applicable by Function</b>
72.3.1 Fire, Heat, Smoke Detection System, Inspections*	<b>Not Applicable by Function</b>
72.3.2 Posted Evacuation Plan	<b>Not Applicable by Function</b>
72.3.3 Sanitation Inspection*	<b>Not Applicable by Function</b>
72.4.1 Securing Weapons (LE1)	<b>Not Applicable by Function</b>
72.4.2 Entering Occupied Cells	<b>Not Applicable by Function</b>
72.4.3 Key Control	<b>Not Applicable by Function</b>
72.4.4 Facility Door Security	<b>Not Applicable by Function</b>
72.4.5 Security Checks	<b>Not Applicable by Function</b>
72.4.6 Security Inspections*	<b>Not Applicable by Function</b>
72.4.7 Tool and Culinary Equipment	<b>Not Applicable by Function</b>
72.4.8 Alerting Control Point	<b>Not Applicable by Function</b>
72.4.9 Panic Alarms*	<b>Not Applicable by Function</b>
72.4.10 Procedures, Escape	<b>Not Applicable by Function</b>
72.4.11 Report, Threats to Facility*	<b>Not Applicable by Function</b>
72.5.1 Detainee Searches	<b>Not Applicable by Function</b>
72.5.2 Intake	<b>Not Applicable by Function</b>
72.5.3 Sight and Sound Separation (LE1)	<b>Not Applicable by Function</b>
72.5.4 Segregation	<b>Not Applicable by Function</b>
72.5.5 Procedure, Outside Detainees	<b>Not Applicable by Function</b>
72.5.6 Procedure, Exceeding Capacity	<b>Not Applicable by Function</b>
72.5.7 Identification, Released Detainees	<b>Not Applicable by Function</b>
72.6.1 Procedure, Medical Assistance	<b>Not Applicable by Function</b>
72.6.2 First Aid Kit*	<b>Not Applicable by Function</b>
72.6.3 Posted Access to Medical Service	<b>Not Applicable by Function</b>
72.6.4 Dispensing Pharmaceuticals	<b>Not Applicable by Function</b>
72.7.1 Procedure, Detainee Rights	<b>Not Applicable by Function</b>
72.8.1 Monitoring of Detainees (M M M M)	<b>Not Applicable by Function</b>
72.8.2 Audio/Visual Surveillance	<b>Not Applicable by Function</b>

<b>Standards</b>	<b>Findings</b>
72.8.3 Supervision, Opposite Gender	<b>Not Applicable by Function</b>
72.8.4 Receiving Mail/Packages	<b>Not Applicable by Function</b>
72.8.5 Visiting	<b>Not Applicable by Function</b>
<b>73 Court Security</b>	
73.1.1 Role, Authority, Policies* (LE1)	<b>Not Applicable by Function</b>
73.2.1 Facilities, Equipment, Security Survey*	<b>Not Applicable by Function</b>
73.3.1 Weapon Lockboxes (LE1)	<b>Not Applicable by Function</b>
73.3.2 Use of Restraints	<b>Not Applicable by Function</b>
73.4.1 Identification, Availability, Operational Readiness	<b>Not Applicable by Function</b>
73.4.2 External Communications (LE1)	<b>Not Applicable by Function</b>
73.4.3 Duress Alarms*	<b>Not Applicable by Function</b>
73.5.1 Training*	<b>Not Applicable by Function</b>
73.5.2 Detainee Searches	<b>Not Applicable by Function</b>
73.5.3 Detainee Property Security	<b>Not Applicable by Function</b>
73.5.4 Segregation	<b>Not Applicable by Function</b>
73.5.5 Procedure for Medical Assistance	<b>Not Applicable by Function</b>
73.5.6 First Aid Kit*	<b>Not Applicable by Function</b>
73.5.7 Access of Nonessential Persons	<b>Not Applicable by Function</b>
73.5.8 Minimum Conditions*	<b>Not Applicable by Function</b>
73.5.9 Fire Alarm System*	<b>Not Applicable by Function</b>
73.5.10 Evacuation Plan	<b>Not Applicable by Function</b>
73.5.11 Pest Control Inspection*	<b>Not Applicable by Function</b>
73.5.12 Securing Weapons (LE1)	<b>Not Applicable by Function</b>
73.5.13 Entering Occupied Cells	<b>Not Applicable by Function</b>
73.5.14 Key Control	<b>Not Applicable by Function</b>
73.5.15 Facility Door Security	<b>Not Applicable by Function</b>
73.5.16 Cell Security Checks	<b>Not Applicable by Function</b>
73.5.17 Facility Security Inspections*	<b>Not Applicable by Function</b>
73.5.18 Designated Control Point (LE1)	<b>Not Applicable by Function</b>
73.5.19 Panic Alarms*	<b>Not Applicable by Function</b>
73.5.20 Escape Procedures	<b>Not Applicable by Function</b>
73.5.22 Posted Access to Medical Service	<b>Not Applicable by Function</b>

<b>Standards</b>	<b>Findings</b>
73.5.23 Audio/Visual Surveillance	<b>Not Applicable by Function</b>
73.5.24 Supervision of Opposite Gender	<b>Not Applicable by Function</b>
<b>74 Legal Process</b>	
74.3.2 Arrest Warrants Require Sworn Service	<b>Compliance Verified</b>
<b>81 Communications</b>	
81.1.1 Agreements, Shared/Regional Facility	<b>Not Applicable by Function</b>
81.2.1 24 Hour, Toll-Free Service (LE1)	<b>Compliance Verified</b>
81.2.2 Continuous, Two-Way Capability (LE1)	<b>Compliance Verified</b>
81.2.3 Recording Information (LE1)	<b>Compliance Verified</b>
81.2.8 Local/State/Federal CJI Systems	<b>Compliance Verified</b>
81.2.10 Emergency Messages (LE1)	<b>Compliance Verified</b>
81.2.11 Misdirected Emergency Calls (LE1)	<b>Compliance Verified</b>
81.2.12 Private Security Alarms	<b>Compliance Verified</b>
81.3.3 Mobile/Portable Radios	<b>Compliance Verified</b>
<b>82 Central Records</b>	
82.1.4 Crime Reporting	<b>Compliance Verified</b>
82.1.5 Report Accounting System	<b>Compliance Verified</b>
82.2.3 Case Numbering System (LE1)	<b>Compliance Verified</b>
82.3.1 Master Name Index	<b>Compliance Verified</b>
<b>83 Collection and Preservation of Evidence</b>	
83.2.5 Procedures, Seizure of Electronic Equipment	<b>Compliance Verified</b>
83.2.6 Report Preparation (LE1)	<b>Compliance Verified</b>
83.3.1 Collecting from Known Source	<b>Compliance Verified</b>
<b>84 Property and Evidence Control</b>	
84.1.3 Temporary Security (LE1)	<b>Compliance Verified</b>
84.1.5 Records, Status of Property (LE1)	<b>Compliance Verified</b>

Standards	Findings
<p>84.1.6 Inspections and Reports* (LE1)</p> <p><b>Notes:</b> ISSUE: The Year 1 CSM reviewed and signed off on this standard as in-compliance, so the Year 3 CSM reviewed only Year 2 and Year 3. The only issue identified was that the agency self-reported and documented a missed bullet d (unannounced inspection) for 2022 (Year 2). The accreditation manager found this issue, documented, and established a plan of using Microsoft Outlook scheduling to avoid the issue in the future. On October 25, 2023, a week prior to the Year 3 Annual Review the agency completed and documented an unannounced inspection for Year 3 that met all bullet d language requirements. As such the agency is now in-compliance with 84.1.6 bullet d in Year 3, after missing the Year 2 inspection, which the agency cannot correct. The agency had accounted for and documented all required audits and inspections (a-d) for Year 2 and Year 3, except as noted on bullet d Year 2 . The Year 3 Annual Audit (bullet c) has not occurred as of this date (11-08-2023) and is scheduled to occur later in November 2023. - AGENCY ACTION NEEDED: There is no further action required by the agency as it self reported and corrected in Year 3 already this issue with Year 2 bullet d (unannounced inspection) prior to the Year 3 Annual Review. - AGENCY ACTION TAKEN: The agency should ensure that the bullet d unannounced inspection continues to be completed and documented timely in accordance with all standard language requirements in the future, as well as all audits and inspections. This standard should be re-reviewed in Year 4 (next year) to ensure continued compliance.</p>	<p style="text-align: right;"><b>Standard Issue</b></p>
91 Campus Law Enforcement	
91.1.1 Risk Assessment and Analysis* (LE1)	<b>Not Applicable by Function</b>
91.1.2 Out of Agency Budget Coordination	<b>Not Applicable by Function</b>
91.1.3 Campus Background Investigation (LE1)	<b>Not Applicable by Function</b>
91.1.4 Campus Security Escort Service (LE1)	<b>Not Applicable by Function</b>
91.1.5 Emergency Notification System (LE1)	<b>Not Applicable by Function</b>
91.1.6 Behavioral Threat Assessment (LE1)	<b>Not Applicable by Function</b>
91.1.7 Security Camera Responsibilities* (LE1)	<b>Not Applicable by Function</b>
91.1.8 Emergency Only Phones and Devices* (LE1)	<b>Not Applicable by Function</b>
91.1.9 Administrative Investigation Procedures (LE1)	<b>Not Applicable by Function</b>
91.2.1 Agency Role and Responsibilities (LE1)	<b>Not Applicable by Function</b>
91.2.2 Personnel Assigned to Medical Centers	<b>Not Applicable by Function</b>
91.2.3 First Responses Responsibilities	<b>Not Applicable by Function</b>
91.3.1 Agency Role and Responsibilities* (LE1)	<b>Not Applicable by Function</b>
91.4.1 Position Responsible for Clery Act* (LE1)	<b>Not Applicable by Function</b>

**Comments:**

No report comments provided.

**Area of Interest: Evidence/Property Operations**

Scott Cheshire, Crime Scene/Evidence Supervisor, was the agency staff member interviewed for this area of interest. The agency has four full-time employees and one volunteer assigned to the Evidence/Property Operations function of the agency, who provide in-person services Sunday through Friday during daytime hours. The agency has over 56,000 items of evidence and property in its system. The Commander of the Criminal Investigations Division (CID) has the overall management responsibility for the Evidence/Property Room Operations. The Crime Scene/Evidence Supervisor who reports directly to the Commander of the Criminal Investigations Division (CID) has the responsibility for supervising the day-to-day operations of this function. Furthermore, all agency supervisors are responsible for ensuring their officers and employees follow the written directive procedures on Evidence/Property Operations.

The review of the agency's standards file demonstrated that the agency has a high-quality structured policy, procedures, and processes that it uses for its administration of Evidence/Property Operations. The written directives address all standard language requirements and meet the applicable standards. New sworn officers, as well as non-sworn employees receive access and instruction to these written directives during the orientation process on the first day of employment, by receiving their access credentials to Power DMS. All of the agency's written directives are electronically stored by the agency in Power DMS. The new employees are required to read and sign off on all agency written directives, including Evidence/Property Operations during their initial training period. New officers receive a block of training on Evidence/Property Operations of 40 hours in the agency's basic academy. The new officers, after completing the orientation training, are then assigned to Field Training Officers (FTOs) and receive further training on many of these written directives over the course of their field training program, which includes being assigned to the Evidence Room with those employees reviewing collecting, packaging, labelling and submission of property and evidence. The agency reviews all agency written directives, including those related to the Evidence/Property Operations, at least annually, to see if there is any need to revise procedures. In the event there are any updates or revisions to any written directive, these are distributed electronically through PDMS to each employee to read, review and sign off acknowledging receipt of the revision. New personnel are tested on the critical written directives during their initial training and all personnel are annually tested on these critical written directives.

In terms of Evidence/Property Room Operations, the agency has one large evidence room used to store evidence and property held by the agency. The access to those areas is controlled by key card access and biometric access, so that only the Evidence/Property Room employees are granted access. The evidence room itself has several other areas used for the storage of high-risk items, such money, jewelry, narcotics, and firearms, and these areas are walled-off into separate secure rooms that require biometric identification to enter. The agency also has a secured and fenced storage lot adjacent to the main police facility for large items such as vehicles. For additional security, the evidence storage room and vehicle storage lot are covered by cameras and alarms, including infrared cameras. The agency also has 12 temporary refrigerator lockers for use by officers to submit evidence that needs refrigeration and currently has over 2,000 items of refrigerated evidence in a designated refrigerated area in the main evidence room. Officers complete a digital record of any evidence/property coming into their possession through the Records Management System, then package, and label the evidence in accordance with agency requirements, and place it into temporary evidence lockers. Once placed in these lockers only the Evidence Room Personnel can retrieve the items, through the secured back side of these temporary lockers on the Evidence Room side of those lockers.

Information on submitted items is entered into the Records Management System (RMS) by the submitting officer. Bar codes are created and affixed to them by the Evidence Room personnel, after removing and accepting the items from the temporary lockers. The chain of custody of the item is tracked electronically in the chain of custody records in the RMS System anytime the item is checked out of evidence. The Evidence Room personnel monitor the incoming evidence packages for compliance with agency accepted procedures, and if any are not, the evidence is not accepted and held for correction by the submitting officer until it meets standards. The agency has the ability to attach documents for evidence in its Records Management System, as well as the laboratory documentation. The agency also uses a records management system for its digital evidence. The agency completes the disposal of property and evidence on an annual basis and includes the original officer in the process of whether the property is ready to be returned to the owner or disposed of as required by law. The agency applies to the respective court for destruction orders in order to lawfully dispose of evidence held by the agency. The Crime Scene/Evidence Supervisor submits a comprehensive



report to his supervisor annually that documents the details from this annual destruction that includes the costs associated with the destruction.,

Other than the inspections and audits, there are no other special reporting systems, other than the entering of the information on evidence and property submitted in the agency's Records Management System. Audits and inspections are conducted throughout the year in accordance with the requirements of standard 84.1.6 and the agency's written directive. The Crime Scene/Evidence Supervisor completed the two semi-annual inspections (bullet a) of the evidence room and documented such in reports for the current year. When there is a changeover in the Evidence Custodian (bullet b) the agency completes a 100% audit of all items in the evidence and property system based upon the standard requirements, which last occurred in 2017. The agency completed the annual audit for bullet c, and this includes a sampling of high-risk property in amounts exceeding Appendix K requirements. The bullet c annual audit report was well documented by the agency, as well as prior years in this cycle. For unannounced inspections, Professional Standards personnel arrive unannounced, knock on the door, and present a list randomly selected items prepared by the Planning and Research Section for this inspection. The only issue identified with agency audit/inspections was that the agency self-reported and documented a missed unannounced inspection for 2022 (Year 2). The accreditation manager found this issue, documented, and established a plan of using Microsoft Outlook scheduling to avoid the issue in the future. On October 25, 2023, a week prior to the Year 3 Annual Review the agency completed and documented an unannounced inspection for Year 3 that met all language requirements. As such the agency is now in-compliance with 84.1.6 bullet d in Year 3. The Year 3 Annual Audit (bullet c) has not occurred as of this date (11-08-2023) and is scheduled to occur later in November 2023. Except, for the issue on bullet d from Year 2, the agency's written directives and its practices as reflected in the interview and file review, demonstrated that the agency has an excellent system in place for administration, management, and training in the Evidence/Property Operations, which meets the applicable CALEA standards.

### *Area of Interest: Communications*

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Chris Bakas (Support Service Division Manager), Leigh Carrico (Communications Manager), and Kim Rendon (Assistant Communications Manager) were the agency staff members interviewed for this area of interest. The Round Rock Police Department has its own Communication Center that is organizationally assigned to the Support services Division of the agency. The Communications Center has 31 fulltime non-sworn employees assigned as call takers, radio dispatchers, training officers and supervisors. The agency at one point this year had 12 vacancies due to retirements and resignations, but has seven new employees in training, with another four candidates in the selection process. The Communications Center is a Public Safety Answering Point (PSAP) and provides Communications services for the Police and Fire Departments of the City. The Support Service Division Manager, a non-sworn manager of the agency, has the overall management function of the agency's Communications operations. The Communications Center Manager, Assistant Communications Manager and the floor supervisors have the day-to-day responsibility for the function of Communications. All police supervisors are responsible for supervising their assigned sworn officers and employees to ensure that the agency employees follow the written directive guidelines on the Communications.

The agency has high-quality structured policy, procedures, and processes that it uses for its administration of Communications Operations. The written directives address all standard language requirements and meet the applicable standards. New sworn officers, as well as non-sworn employees receive access and instruction to these written directives during the orientation process on the first day of employment, by receiving their access credentials to Power DMS. All of the agency's written directives are electronically stored by the agency in Power DMS. The new employees are required to read and sign off on all agency written directives, including Communications Operations during their initial training period. The new Communications personnel, after completing the orientation training, are then assigned to certified Training Officers and receive further training on many of these written directives over the course of their on-the-job training program. The agency reviews all agency written directives, including those related to the Communications Operations, at least annually, to see if there is any need to revise procedures. In the event there are any updates or revisions to any written directive, these are distributed electronically through PDMS to each employee to read, review and sign off acknowledging receipt of the revision. New personnel are tested on the critical written

directives during their initial training and all personnel are annually tested on these critical written directives.

When new Communications Center operational personnel are hired by the agency, they are assigned to orientation training of city, police department, and communications center policies, procedures, processes, practices, and facilities/equipment for one to two weeks. After that training phase the new communications personnel are assigned to trained and certified Training Officers (APCO or NENA) and using the agency's own written training guidelines and procedures, commences the practical on-the-job training phase. This includes one month of call taking, one month of 9-1-1 call taking, two months of police radio operations, and one month of fire radio operations. After the completing this five months of on-the-job training, the new communications center personnel must attend an off-site basic Communications Operator Basic Course of at least 40 hours and successfully pass a written test to meet state licensing requirements for a Communications Operator. The agency utilizes a software system for tracking Daily Observation Reports (DORs) and Evaluation Reports on each new employee throughout the training program. The Supervisors and Training Officers closely monitor the work of new Communications Operators towards the end of the training and submit written recommendations for release to solo assignment to the Assistant Communications Manager and the Communications Manager for final approval.

The Communications Center has state-of-the-art facilities and equipment to assist in Communications Operations, and has a Universal Power System (UPS) System in its computer server room that ensures that the agency's computers and radios never lose power in the case of a power outage. The agency also has a large on-site backup diesel generator that has the capability of powering the Communications Center, Chief's Office, Conference Rooms, and Records for at least 24 hours without refueling. This system undergoes weekly and monthly inspections, as well as full load testing several times a year, including one annually where the Communications Center is taken off the electric grid and functions 30 minutes off the backup generator. The Communications Center does not monitor private security alarms, but dispatches police units to alarm calls monitored by private companies. The Communications Center does have the ability through its phone system for one button transfers of misdirected emergency calls to the correct agency in the area. The agency has modern radio consoles and other radio equipment capable of multi-channel capabilities that operates off the County and Regional Radio System.

The Communications Center provides various forms of reporting, but the primary method of documenting the Communications Center calls, activities and efforts is through the electronic CAD System through calls for service calls. The agency also has an electronic system that records radio traffic and phone calls, which also has the capability for immediate playback of the recordings, if necessary. The Communications Center submits reports quarterly to the Support Services Division Manager and also completes a comprehensive annual report on call volume, response times and other data related to the Communications Center Operations. The agency's written directives and its practices as reflected in documented proofs and the interview demonstrate that the agency has an excellent system in place for administration, management, and training in the for Communications that meets the applicable standards.

### *Area of Interest: Use of Force*

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Sgt. Nick Simpson and Det. Carey Alvarez, Professional Standards Unit, were the agency staff members interviewed for this area of interest. Sgt. Simpson was a Patrol Sergeant for a number of years previous to this assignment and has experience in completing both the officer's use of force report, as well as the Supervisory Review of a Use of Force incident. Det. Alvarez has prior experience in completing officer use of force reports while on the street prior to this assignment in Professional Standards, and her role is to review each use of force report, track all reports for trends and patterns, and conduct the annual use of force analysis reporting for the agency. The Professional Standards Unit in this agency is small, with a Lieutenant, Sergeant and a Detective assigned full-time. The Assistant Chiefs and Professional Standards Unit are responsible for the overall management of the agency's use of force function. The agency's first line supervisors are responsible for supervising the day-to-day operations of the agency's use of force activities and function. The agency's first line supervisors are assigned the responsibility of the first level line review of all use of force incidents and reports. The agency refers to use of force incidents as "Use of Force/Response to Resistance or Aggression (RTROA)."

The review of the agency's standards file demonstrated that the agency has a high-quality structured policy, procedures, and processes that it uses for its administration of the use of force function. The written directives address all standard language requirements and meet the applicable standards. New sworn officers, as well as non-sworn employees receive access and instruction to these written directives during the orientation process on the first day of employment, by receiving their access credentials to Power DMS. All of the agency's written directives are electronically stored by the agency in Power DMS. The new employees are required to read and sign off on all agency written directives, including all Use of Force related policies during their initial training period. The new agency officers receive further training in the use of force and the agency approved weapons during the Advanced Officers Training Academy (AOTA) including four weeks of agency specific training after basic police. The new officers, after completing this training, are then assigned to Field Training Officers (FTOs) and receive further training on many of these written directives over the course of their field training program, which includes all Use of Force related written directives. The agency provides annual training on the agency's use of force policies. The agency has provided practical and scenario training on an annual basis that includes de-escalation training related to use of force, built into those training scenarios. The agency also provides advanced use of force training to all sworn personnel annually, which includes defensive weaponless tactics, Controlled Electronic Weapons (CEW), Firearms and Batons. This includes reviewing all impact areas on the body that are within acceptable limits of the agency policy. The agency uses experienced in-house certified use of force instructors for its use of force training. The agency reviews all agency written directives, including those related to the Use of Force, annually as a part of the Annual Use of Force Analysis Report (CALEA standard 4.2.4), or when necessary, to see if there is any need to revise procedures. In the event there are any updates or revisions to any written directive, these are distributed electronically through PDMS to each employee to read, review and sign off acknowledging receipt of the revision.

The agency requires the reporting of any use of force as defined by the agency, which does not include the pointing or display of a weapon at a person. A use of force report is required whenever any weapon is used, a visible or complaint of injury by a suspect, and other physical use of force by an officer. If an officer is involved in a use of force incident that meets the policy definition, then the officer reports that incident immediately and a supervisor is dispatched to the scene of the incident. The officer initiates the use of force reporting, which includes the police incident report, and a supplement on Use of Force. The use of force report is comprehensive and collects a number of data points. The supervisor takes responsibility for the initial preliminary investigation, which includes photographs, interviews, reviewing Body Worn Camera (BWC) and In-Car video, if available, and any additional follow up interviews. The supervisor is responsible for reviewing the incident to ensure the use of force met the agency's reasonableness standard, as well as policy and training requirements. Once the first line supervisor completes the use of force review report it is submitted through that officer's chain of command for review and findings to include the Patrol Staff (Lieutenants) and then the Command Staff (Chief and Commander including Civilian Commanders, Professional Standards Unit, and the Training Unit). At each level, the use of force report is thoroughly reviewed, and the reviewers document their findings and recommendations. The agency does an excellent job in the individual use of force administrative reviews by supervisors and command staff looking for policy and training compliance, as well as the reasonableness of the use of force. Once the use of force report completes its final review by the Chief the initial supervisor is responsible for entering those reports in its electronic personnel software for tracking purposes. If there is remedial training, disciplinary action or other corrective measures required after the final review it is the officer(s) immediate supervisor responsible for that task.

The agency utilizes an electronic system to track all use of force incidents. The Professional Standards Detective has the responsibility of reviewing all these use of force incident reports and the also attends Command Staff Meetings for discussion on these cases. The Professional Standards Detective completes the Annual Use of Force Analysis Report as well as policy and procedure analysis, and uses that opportunity to review trends/patterns that are identified, looking for any need to adjust training and policy. The agency reported a total of 47 use of force incidents in the last annual use of force analysis report with the majority (27) involving soft empty-handed incidents. Only three of the 47 were determined not within policy and training requirements in 2022, and referred for corrective action. The analysis attempts to capture what the agency does well, as well as any areas of improvement needed in regard to the use of

force. The agency did note that communication between the officer and suspect involved in the use of force during the incident was determined to be key to a successful outcome through these analyses. There were no other trends of patterns reported in that annual analysis, with the numbers of reported use of force cases consistent over the last several years. The agency does an excellent job in the individual use of force administrative reviews by supervisors and command staff, as well as the annual analysis of use of force incidents, looking for trends and patterns that relate to policy, practices, training, and equipment. The agency's written directives and its practices as reflected in documented proofs and the interview demonstrate that the agency has an excellent system in place for administration, management, and training in the use of force that meets and, in some cases, exceeds the applicable standards.

### *Area of Interest: Internal Affairs/Citizen Complaints*

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Sgt. Nick Simpson and Det. Carey Alvarez, Professional Standards Unit, were the agency staff member interviewed for this area of interest. Professional Standards in this agency are small with a Lieutenant, Sergeant and a Detective assigned full-time. The Chief of Police is responsible for the overall management of the agency's Internal Affairs/Citizen Complaints Function. The agency's Professional Standards Unit reports directly to the Chief of Police and is responsible for the day-to-day supervision of the Internal Affairs/Citizen Complaint function of the agency. Furthermore, all first line supervisors are responsible for supervising their assigned officers and employees to ensure they abide by the written directives related to Internal Affairs/Citizen Complaints.

The review of the agency's standards file demonstrated that the agency has a high-quality structured policy, procedures, and processes that it uses for its administration of the Internal Affairs/Citizen Complaints function. The written directives address all standard language requirements and meet the applicable standards. New sworn officers, as well as non-sworn employees receive access and instruction to these written directives during the orientation process on the first day of employment, by receiving their access credentials to Power DMS. All of the agency's written directives are electronically stored by the agency in Power DMS. The new employees are required to read and sign off on all agency written directives, including all Internal Affairs/Citizen Complaints function related policies during their initial training period. The agency reviews all agency written directives, including those related to the Internal Affairs/Citizen Complaints, annually, or when necessary, to see if there is any need to revise procedures. In the event there are any updates or revisions to any written directive, these are distributed electronically through PDMS to each employee to read, review and sign off acknowledging receipt of the revision.

The agency accepts any complaint from the public or an employee, against the agency or any employee in any form, including anonymous complaints. Citizen complaints can be filed through the agency website, email, telephone, in-person, and paper forms. The agency's home web page has a link that provides the public with the procedure and mechanism for filing complaints, as well as downloading complaint forms. The agency categorizes complaints as formal or informal. Generally, formal complaints are serious allegations and filed in written complaint forms. Once a formal complaint is received by the agency it is forwarded to Professional Standards, who then review the complaint and allegations with the Chief. The Chief makes the final decision on whether to handle the complaint as a formal internal investigation, which are investigated by Professional Standards, or to refer to the internal investigation to the alleged employee's supervisor as an informal investigation. Almost all complaints from citizens are in writing and handled as a formal complaint. If the citizen does not want to make a formal complaint, then the matter is referred to the employee(s) supervisory chain of command (Sergeant and Lieutenant) to investigate, render findings and complete any follow-up corrective action. These incidents are reported and maintained at the Division level and not referred to or reviewed and tracked by Professional Standards. All agency supervisors receive training in conducting internal investigations and handling citizen complaints during a block of training in the agency's new supervisors' school.

In terms of the formal complaint process, those investigations are all handled by the Professional Standards Unit and all members of that unit have at least Basic Internal Affairs Training, or in some cases advanced training. On these cases the Professional Standards Unit makes all written notifications to the complainant and the involved officer/employee, including any administrative rights of employees. Once the Professional Standards completes those formal investigations they are then forwarded to the Chief of Police for final review and findings. Following the final disposition of the complaint, the complainant and involved employee receive written notification on the closure status

of the case. The Professional Standards Unit does not recommend or conduct any disciplinary recommendations, instead those are referred to the employee's chain of command to complete per the agency's disciplinary system and recommendations. Both Citizen Complaints and Internal Directed Complaints that are formal cases, are handled in the same manner, except internally employees are not required to complete and sign the complaint forms.

In terms of reporting, all citizen complaints and internal investigations are documented on hard copy or electronic (on-line) forms. Formal complaints are received and tracked by the Professional Standards Unit. The agency's Professional Standards Unit Detective completes a written annual summary and analysis of Internal Affairs/Citizen Complaints, based upon the cumulation of records tracked in its electronic personnel software system regarding formal complaints only. The summary results are posted for the public on the agency's website. The agency also reviews this data and complaint procedures with the public who attend their periodic Police-Citizens' Academies. The agency does an excellent job in the individual internal affairs and supervisory complaint investigations administrative reviews by supervisors, looking for trends and patterns that relate to policy and training. The agency reported that the most recent Internal Affairs/Citizen Complaint Annual Report reported numbers of cases that are consistent with previous years, with no other noticeable trends and patterns. The agency's written directives and its practices as reflected in the documented proofs and interview demonstrate that the agency has an excellent system in place for the administration, management, and training in the Internal Affairs/Citizen Complaints that meets the applicable CALEA standards.

### *Findings*

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Overall, a review of the four areas of interest reviewed during this Annual Review of the agency determined that the agency has well established and comprehensive written directives and practices that meet all of the standards' language requirements. In terms of Evidence/Property Operations, the agency has highly structured written directives that provide guidelines for processing, labelling, submitting and security/storage of all evidence items. The agency's use of an electronic Records Management System for evidence submittals and bar coding ensures the efficiency, effectiveness, and overall quality of these operations, especially considering the agency has over 50,000+ pieces of evidence in its system. In terms of Communications Operations, the center has state-of-the-art facilities and equipment to assist in Communications Operations. The agency has a comprehensive five-month basic training program for new Communications Operators that includes a 40-hour basic training course and state licensing. In terms of use of force, the agency takes an in-depth look at each individual use of force report to thoroughly review the officers' actions based on those individual circumstances, not only at the time of occurrence, but during the annual use of force analysis process, looking for trends and patterns that relate to policy, practices, training, and equipment. The agency's annual use of force analysis reports is comprehensive, and include data charts and narrative comments that address all trends and patterns for all bullets. The agency does an excellent job in the individual Internal Affairs and supervisory complaint investigations administrative reviews, looking for trends and patterns that relate to policy and training. The agency reported that the most recent Internal Affairs/Citizen Complaint Annual Report reported numbers of cases that are consistent with previous years, with no other noticeable trends and patterns.

The agency is in compliance with all standards related to Evidence/Property Operations; Communications; Use of Force; and Internal Affairs/Citizen Complaints. The agency has developed structured systems in terms of agency written directives and procedures that are supportive of the agency's priority to train personnel, enable its operations, manage agency employee performance during operations. The agency's written directives are of high quality and demonstrate the agency's frequent and thorough review of standard language changes, new trends/patterns, and new best practices. The agency periodically reviews conditions and actions to ensure compliance with agency written directives and standard requirements, as well as reporting any findings through the chain of command to permit data collection and analysis for review. All staff members interviewed demonstrated that they understand the agency's written directives, processes, and practices in order to provide quality and responsive services to their community, within the existing policies and procedures of the agency.

In those areas of interest that rely upon data collection (Evidence and Property Operations, Use of Force, and Internal Affairs/Citizen Complaints), the data collected and analyzed for command staff review, provided sufficient inclusive of

all relevant factors, and provided the agency with data and recommendations should there be a need to amend policy or processes or account for agency performance. The agency's annual use of force analysis report and Internal Affairs annual reports are timely, comprehensive, and all related standard requirements and issues on trends/patterns were addressed by these reports. The agency had completed all Evidence/Property Operations audits and inspections timely with comprehensive reports, except missing a Year 2 bullet d (unannounced inspection) that has already been corrected in 2023. Overall, the agency's written directives and its practices as reflected in the interviews, demonstrate that the agency has an excellent system in place for administration, management, and training in all four areas of interest this year that meets or exceeds the applicable CALEA standards. In conclusion, from this year's annual review it is evident that this agency has incorporated the culture of CALEA Accreditation practices into its everyday operations.

### ***Public Portal Summary***

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As of November 11, 2023, a total of 14 public portal comments were received regarding this agency during this Year 3 Annual Review. Of these 14 complaints, 12 of these were positive in nature and praised the agency for its community engagement events, quality training, professionalism, dedication, courtesy, and visibility in the community. One person commented that they moved to Round Rock due to the more visible presence of the agency's officers in the community. Another commenter repeated a quote from the Chief that has been used numerous times that the agency is responsible for "...putting 'unity' in the commUNITY." There were two comments that were critical of the agency based on actual incidents with the agency with one reporting being treated rudely by an officer at a crash scene over the complainant using his phone. Another comment alleged the agency has a history of excessive violence and inappropriate escalation; however, this was an anonymous complaint with no actual citations and not supported by the records in the agency's use of force files. None of these critical comments required any follow-up during the annual review by the CSM. There were no other public portal comments received regarding this agency.

### ***Statistical Data Tables***

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The CIMRS Data tables provided by the agency were reviewed during this process and were determined to be complete and consistent with the established reporting parameters, except three CIMRS DATA Charts date ranges were not corrected by the agency prior to the close of the Year 3 Annual Review to include: Traffic Stop Warnings, Pursuits and Sworn Officer Selection. In each case the start date is incorrect (should be July 1, 2022, not July 1, 2023), but the end date is correct and just an error in selecting the wrong date on the drop down menu. So, the date range for all CIMRS Charts of the agency should be July 1, 2022 through June 30, 2023 for the most recent 12-month data collection period on all charts. This was pointed out to the agency's Accreditation Manager, but was not corrected by the close date.

### ***Summary:***

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**Number of Interviews Conducted:** 8

**Compliance Services Member(s):** Phil Potter (CSM)

**Web-Based Assessment Start Date:** 11/03/2023

**Web-Based Assessment End Date:** 11/11/2023

<b>Standards Issues</b>	5
<b>Waiver</b>	0
<b>Applicable Mandatory (M)</b>	346
<b>Applicable Other-Than-Mandatory (O)</b>	57
<b>Not Applicable</b>	58
<b>Total:</b>	461
<b>Elect 20% (O)</b>	1

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**Percentage of applicable other-than-mandatory standards:** 98.246 %

***Response from Agency Regarding Findings:***

CEO Feedback not provided.

## YEAR 4 REMOTE WEB-BASED ASSESSMENT

Compliance Services Member: N/A

On 4/22/2024, the Year 4 Remote Web-based Assessment of Round Rock (TX) Police Department was conducted. The review was conducted remotely and included 0 standards from the CALEA® Standards for Law Enforcement Manual. The following standards were reviewed and the findings are denoted:

Standards	Findings
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**Comments:**

No report comments provided.

**Findings**

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**Public Portal Summary**

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**Statistical Data Tables**

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**Response from Agency Regarding Findings:**

CEO Feedback not provided.



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## SITE-BASED ASSESSMENT

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4/22/2024

*Summary:*

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**Number of Interviews Conducted: 0**

**Assessors' Names:**

**Site-Based Assessment Start Date: 11/12/2023**

**Site-Based Assessment End Date: 11/12/2023**

## STATISTICS AND DATA TABLES

### Overview

The following information reflects empirical data submitted by the candidate agency specifically related to CALEA Standards. Although the data does not confirm compliance with the respective standards, they are indicators of the impact of the agency’s use of standards to address the standards' intent

### Traffic Warnings & Citations - Reaccreditation Year 1

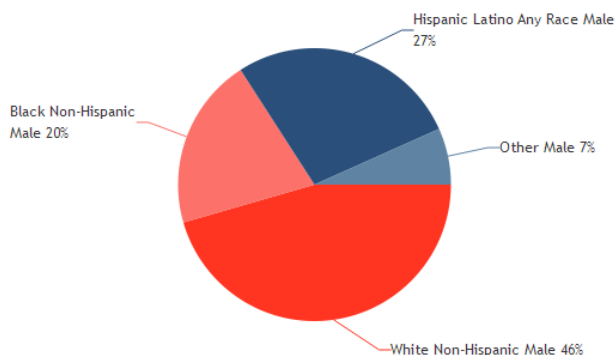
**Data Collection Period:** 7/1/2020 - 6/30/2021

Race/Sex	Warnings	Citations	Total
White Non-Hispanic Male	2987	1384	4371
Black Non-Hispanic Male	1336	589	1925
Hispanic Latino Any Race Male	1799	1272	3071
Other Male	439	232	671
White Non-Hispanic Female	2088	1110	3198
Black Non-Hispanic Female	866	411	1277
Hispanic Latino Any Race Female	866	678	1544
Other Female	182	116	298
<b>TOTAL</b>	<b>10563</b>	<b>5792</b>	<b>16355</b>

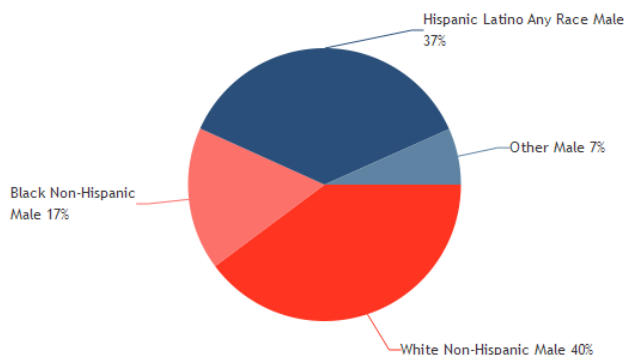
### Reaccreditation Year 1 Notes:

The data in the table above is collected and tracked by the OSSI Records Management System. Electronic Citation Writers are used exclusively, and the agency has thirty-one (31) in service. Warning citations are captured in the electronic writer as well. Verbal warnings are captured in CAD and downloaded to comply with Bias-Based Profiling requirements.

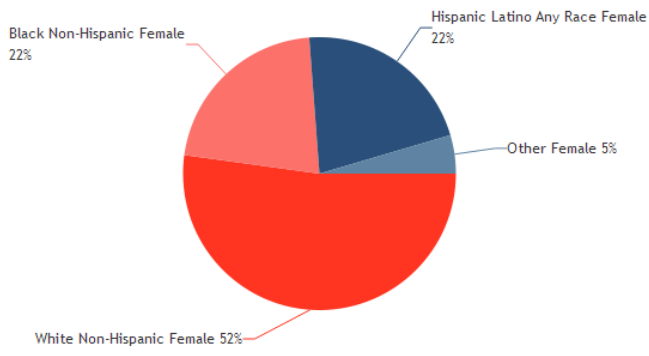
**Male Warnings**



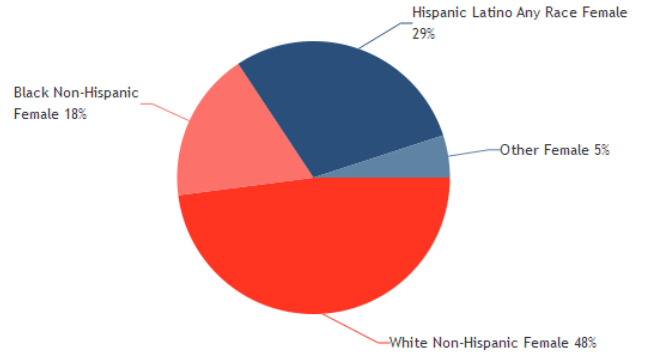
**Male Citations**



## Female Warnings



## Female Citations



### Legend

White Non-Hispanic Male	
Black Non-Hispanic Male	
Hispanic Latino Any Race Male	
Other Male	

## Traffic Warnings & Citations - Reaccreditation Year 2

Data Collection Period: 7/1/2020 - 6/30/2022

Race/Sex	Warnings	Citations	Total
White Non-Hispanic Male	3647	1603	5250
Black Non-Hispanic Male	1456	641	2097
Hispanic Latino Any Race Male	2018	1190	3208
Other Male	615	296	911
White Non-Hispanic Female	2583	1102	3685
Black Non-Hispanic Female	933	453	1386
Hispanic Latino Any Race Female	1045	673	1718
Other Female	291	144	435
TOTAL	12588	6102	18690

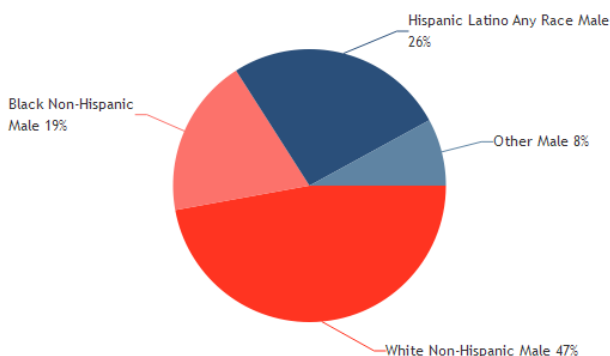
### Reaccreditation Year 2 Notes:

The data in the table above is collected and tracked by the OSSI Records Management System. Electronic Citation Writers are used exclusively, and the agency has thirty-one (31) in service. Warning citations are captured in the electronic writer as well. Verbal warnings are captured in CAD and downloaded to comply with Bias-Based Profiling requirements.

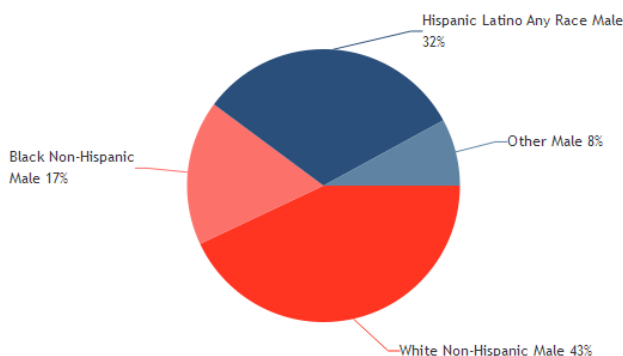
Enforcement is conducted mainly by the Patrol Division, with selective enforcement provided by its Traffic Unit. It should be noted that over the reporting cycle, the agency had just under 24,000 traffic stops. Weigh this stop data against citizen complaint data, and the ratio is less than 0.02 of a percent.

Note: Electronic Citation writers are signed out and the user must enter his/her login credentials prior to issuing any enforcement action.

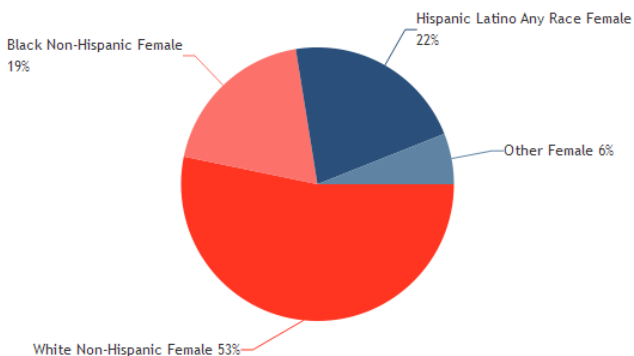
### Male Warnings



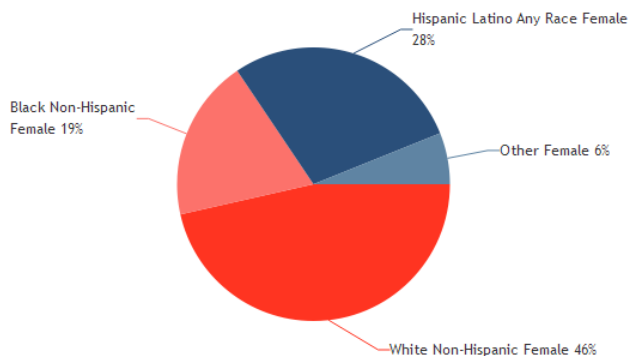
### Male Citations



### Female Warnings



### Female Citations



*Legend*

White Non-Hispanic Male	
Black Non-Hispanic Male	
Hispanic Latino Any Race Male	
Other Male	

## Traffic Warnings & Citations - Reaccreditation Year 3

Data Collection Period: 7/1/2020 - 6/30/2022

Race/Sex	Warnings	Citations	Total
White Non-Hispanic Male	3647	1603	5250
Black Non-Hispanic Male	1456	641	2097
Hispanic Latino Any Race Male	2018	1190	3208
Other Male	615	296	911
White Non-Hispanic Female	2583	1102	3685
Black Non-Hispanic Female	933	453	1386
Hispanic Latino Any Race Female	1045	673	1718
Other Female	291	144	435
TOTAL	12588	6102	18690

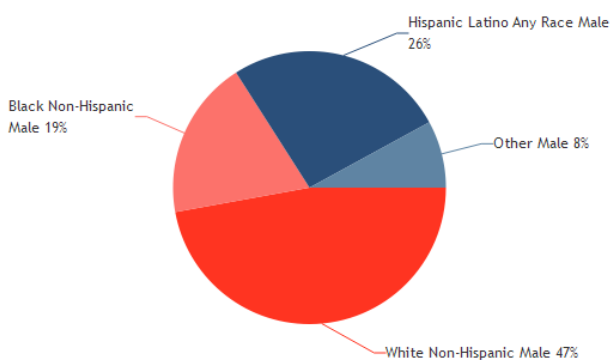
### Reaccreditation Year 3 Notes:

The data in the table above is collected and tracked by the OSSI Records Management System. Electronic Citation Writers are used exclusively, and the agency has thirty-one (31) in service. Warning citations are captured in the electronic writer as well. Verbal warnings are captured in CAD and downloaded to comply with Bias-Based Profiling requirements.

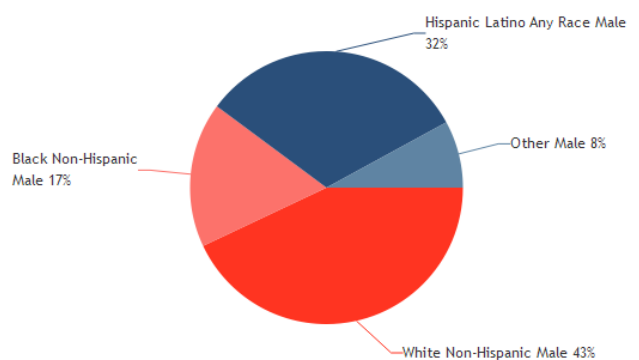
Enforcement is conducted mainly by the Patrol Division, with selective enforcement provided by its Traffic Unit. It should be noted that over the reporting cycle, the agency had just under 24,000 traffic stops. Weigh this stop data against citizen complaint data, and the ratio is less than 0.02 of a percent.

Note: Electronic Citation writers are signed out and the user must enter his/her login credentials prior to issuing any enforcement action.

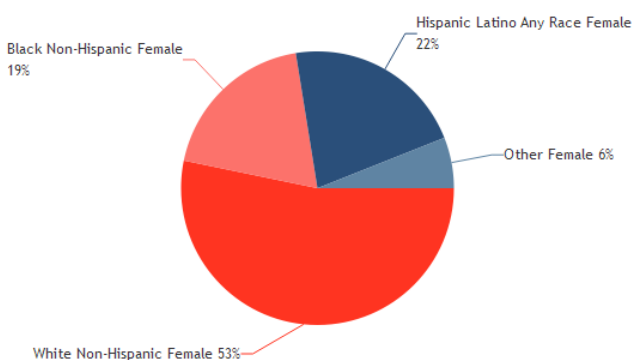
### Male Warnings



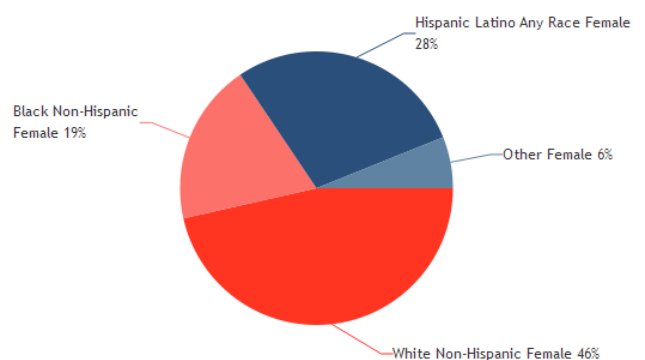
### Male Citations



### Female Warnings



### Female Citations



*Legend*

White Non-Hispanic Male	
Black Non-Hispanic Male	
Hispanic Latino Any Race Male	
Other Male	

### *Biased Based Profiling*

**Year 1 Data Collection Period:** 7/1/2020-6/30/2021

**Year 2 Data Collection Period:** 7/1/2020-6/30/2021

**Year 3 Data Collection Period:** 7/1/2022-6/30/2023

Complaints from:	Year 1	Year 2	Year 3
Traffic Contacts	0	1	0
Field Contacts	1	0	0
Asset Forfeiture	0	0	0

#### *Reaccreditation Year 1 Notes:*

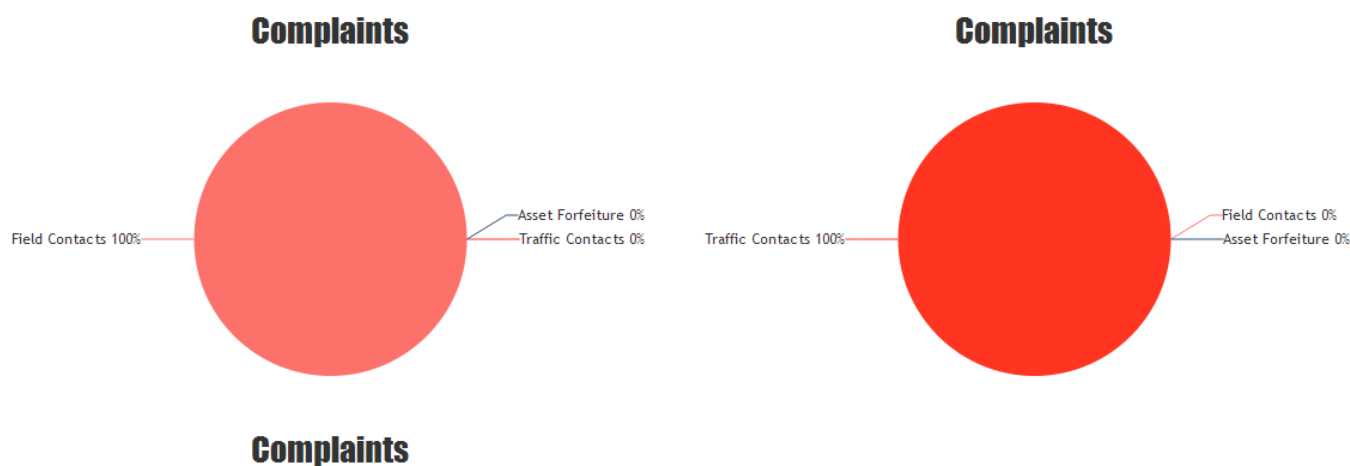
The agency received one (1) complaints of Bias-Based contact during the reporting cycle. This complaint was investigated by Internal Affairs and determined to be unfounded and, therefore, no action was taken.

#### *Reaccreditation Year 2 Notes:*

The agency received one (1) complaint of Bias-Based contact during the reporting cycle. This complaint was investigated by Professional Standards and determined to be an exonerated complaint, therefore, no action was taken.

#### *Reaccreditation Year 3 Notes:*

There have not been any bias-based complaints made that have resulted in an internal investigation.



#### *Legend*

Traffic Contacts	
Field Contacts	
Asset Forfeiture	



## Use Of Force - Reaccreditation Year 1

Data Collection Period: 7/1/2020 - 6/30/2021

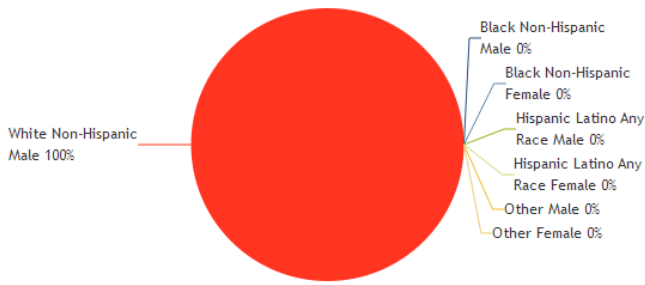
	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Firearm									1
Discharge	1	0	0	0	0	0	0	0	1
Display Only	0	0	0	0	0	0	0	0	0
ECW									16
Discharge Only	9	2	0	0	5	0	0	0	16
Display Only	0	0	0	0	0	0	0	0	0
Baton	0	0	0	0	0	0	0	0	0
Chemical/OC	1	0	0	0	0	0	0	0	1
Weaponless	43	1	3	1	9	0	2	0	59
Canine									0
Release Only	0	0	0	0	0	0	0	0	0
Release and Bite	0	0	0	0	0	0	0	0	0
Total Uses of Force	54	3	3	1	14	0	2	0	77
Total Number of Incidents Resulting In Officer Injury or Death	13	1	0	1	2	0	1	0	18
Total Use of Force Arrests	9	0	7	0	10	2	0	0	28
Total Number of Suspects Receiving Non-Fatal Injuries	11	0	9	2	9	3	0	0	34
Total Number of Suspects Receiving Fatal Injuries	0	0	0	0	1	0	0	0	1
Total Agency Custodial Arrests	783	341	413	140	676	244	42	17	2656
Total Use of Force Complaints	0	0	1	0	0	0	0	0	1

### Reaccreditation Year 1 Notes:

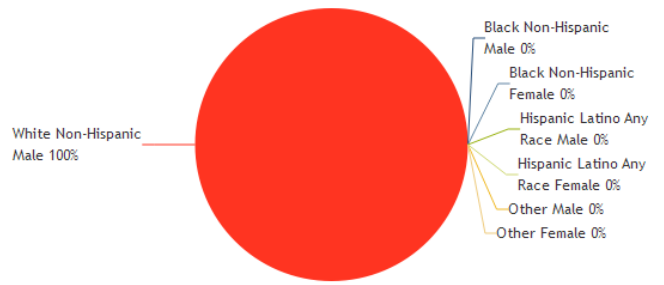
- The agency does not have or utilize Patrol apprehension canines.

- Internal Affairs records indicate one (1) Response to Resistance or Aggression investigation was conducted. This complaint was externally initiated and resulted in an exonerated finding.

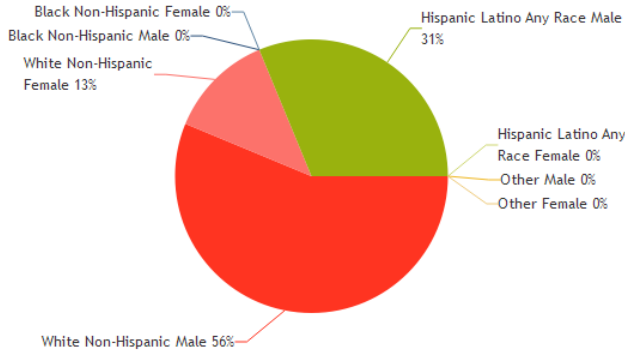
### Total Firearm



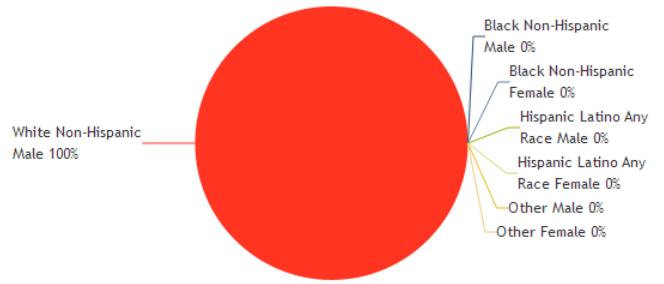
### Firearm Discharge



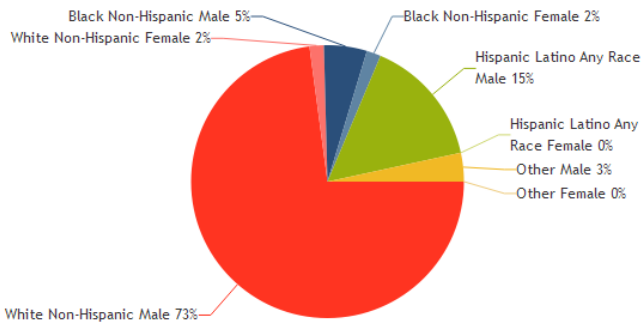
### ECW Discharge



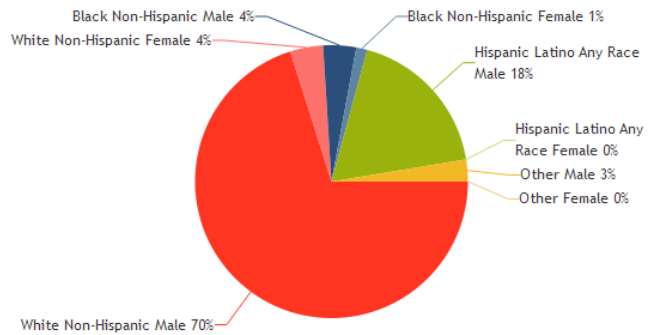
### Chemical/OC



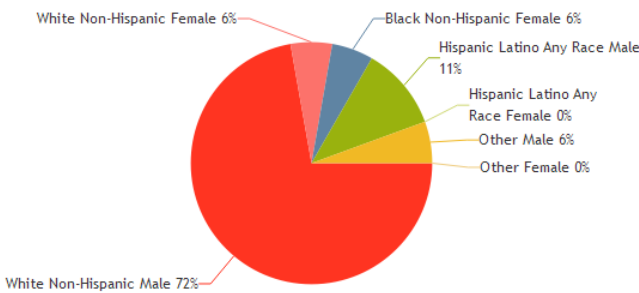
### Weaponless



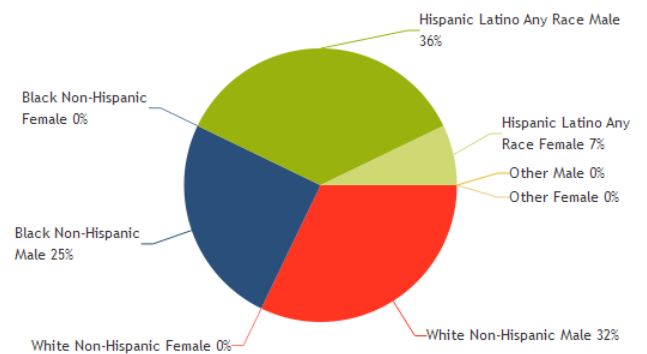
### Total Uses of Force



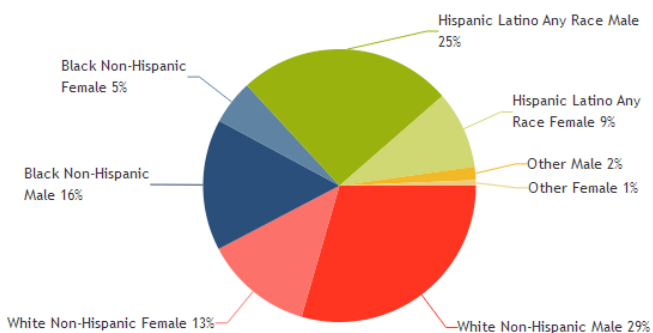
### Total Number of Incidents Resulting in Officer Injury or Death



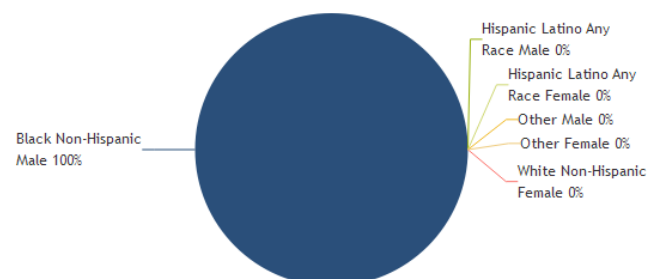
### Total Use of Force Arrests



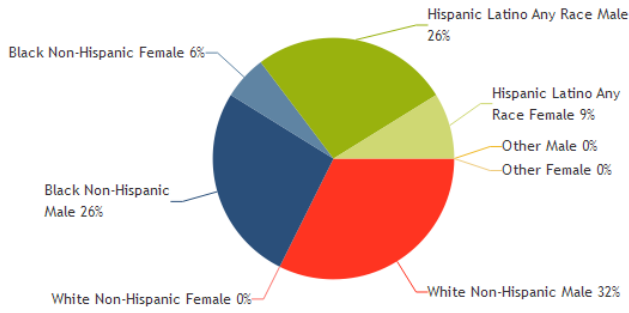
### Total Agency Custodial Arrests



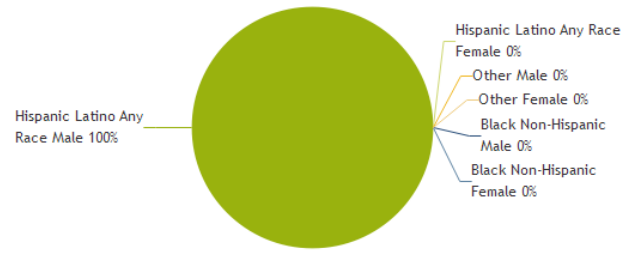
### Total Use of Force Complaints



## Total Number of Suspects Receiving Non-Fatal Injuries



## Total Number of Suspects Receiving Fatal Injuries



### Legend

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

**Use Of Force - Reaccreditation Year 2**

**Data Collection Period: 7/1/2020 - 6/30/2021**

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Firearm									3
Discharge	1	0	1	0	0	0	1	0	3
Display Only	0	0	0	0	0	0	0	0	0
ECW									7
Discharge Only	1	0	3	0	2	0	1	0	7
Display Only	0	0	0	0	0	0	0	0	0
Baton	0	0	0	0	0	0	0	0	0
Chemical/OC	2	0	1	0	0	0	0	0	3
Weaponless	12	2	4	2	6	2	1	0	29
Canine									0
Release Only	0	0	0	0	0	0	0	0	0
Release and Bite	0	0	0	0	0	0	0	0	0
Total Uses of Force	16	2	9	2	8	2	3	0	42
Total Number of Incidents Resulting In Officer Injury or Death	6	0	2	0	2	0	0	0	10
Total Use of Force Arrests	13	2	8	1	6	2	3	0	35
Total Number of Suspects Receiving Non-Fatal Injuries	10	0	5	2	5	1	1	0	24
Total Number of Suspects Receiving Fatal Injuries	1	0	0	0	0	0	0	0	1
Total Agency Custodial Arrests	783	341	413	140	676	244	42	17	2656
Total Use of Force Complaints	0	0	0	0	1	0	0	0	1

**Reaccreditation Year 2 Notes:**

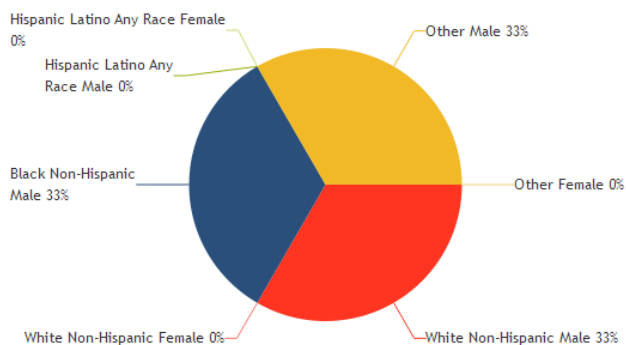
Within the last three years, the agency just changed vendors for the BWC and mobile video to Axon. One of their features is to track the removal from the holster of both firearms and Tasers. This is a feature we wish to include in phase 2 of the implementation of Axon. The agency does not have or utilize Patrol apprehension canines.

For the reporting cycle, three incidents in which firearm discharges occurred, which resulted in one fatality, one serious

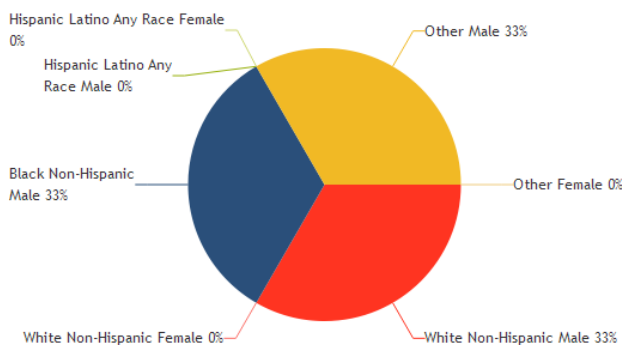
injury, and one resulted in no injury. There was a decrease in use of Taser from sixteen (16) Taser (ECW) incidents to seven (7) for this reporting cycle. A careful and thorough executive staff review was conducted on each incident. The use of a baton remained the same as the previous year at zero (0). OC or chemical agents were deployed in three (3) incidents, which is slightly higher than the previous year. Weaponless control has been reported in twenty-nine (29) incidents, a decrease from last year by 30. The change in this number may be due to not including multiple Officer usage from singular incidents.

Internal Affairs records indicate one (1) Response to Resistance or Aggression investigation was conducted. This complaint was internally initiated and resulted in a sustained finding. A total of thirty-five (35) arrests were made to which force was responded to.

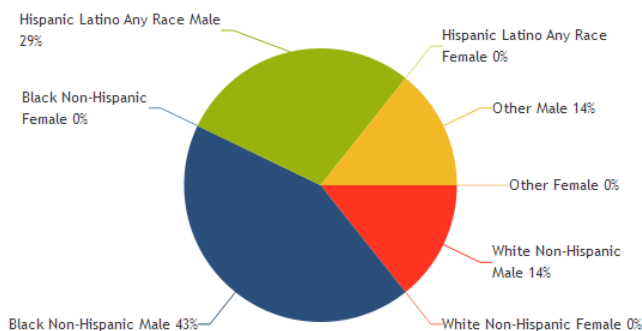
### Total Firearm



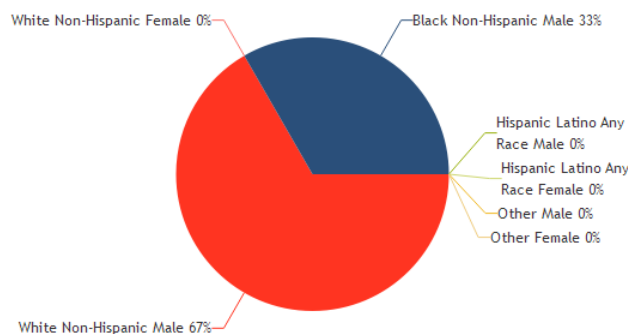
### Firearm Discharge



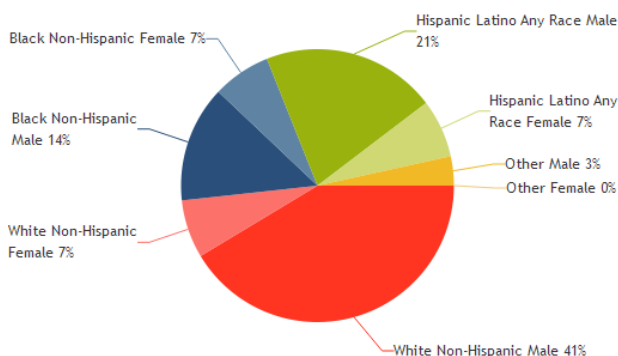
### ECW Discharge



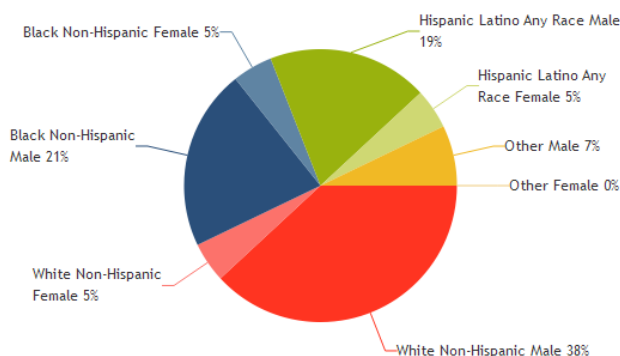
### Chemical/OC



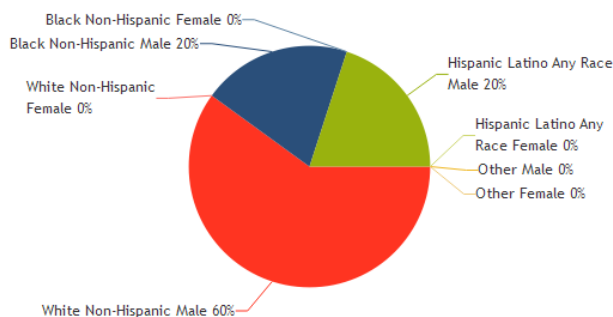
### Weaponless



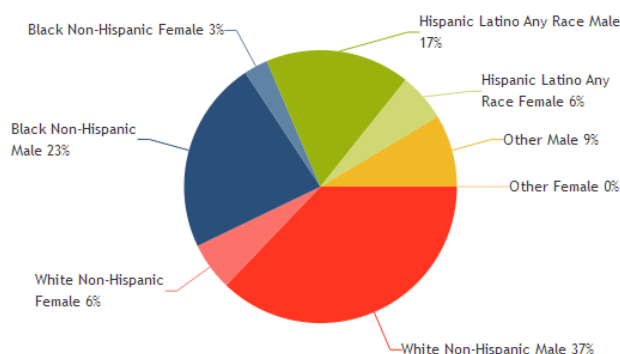
### Total Uses of Force



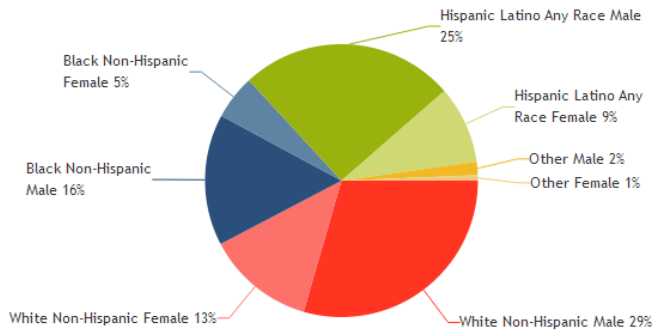
### Total Number of Incidents Resulting in Officer Injury or Death



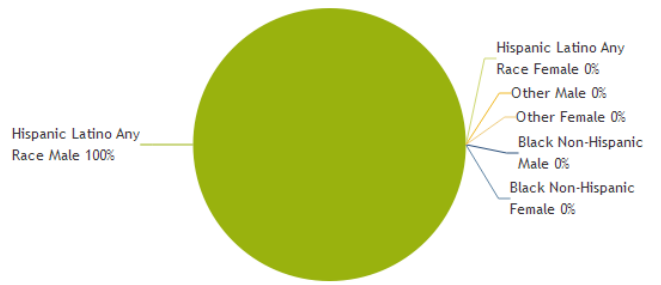
### Total Use of Force Arrests



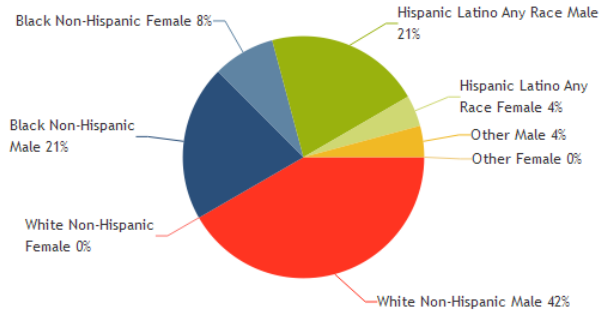
### Total Agency Custodial Arrests



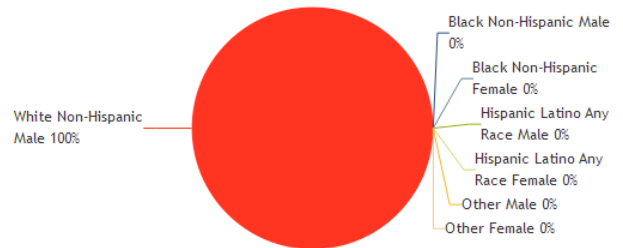
### Total Use of Force Complaints



### Total Number of Suspects Receiving Non-Fatal Injuries



### Total Number of Suspects Receiving Fatal Injuries



### Legend

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

**Use Of Force - Reaccreditation Year 3**

**Data Collection Period: 7/1/2022 - 6/30/2023**

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Firearm									1
Discharge	1	0	0	0	0	0	0	0	1
Display Only									
ECW									18
Discharge Only	5	3	7	1	2	0	0	0	18
Display Only									
Baton	0	0	0	0	0	0	0	0	0
Chemical/OC	0	1	0	0	1	0	0	0	2
Weaponless	11	8	5	3	7	1	0	0	35
Canine									0
Release Only	0	0	0	0	0	0	0	0	0
Release and Bite	0	0	0	0	0	0	0	0	0
Total Uses of Force	17	12	12	4	10	1	0	0	56
Total Number of Incidents Resulting In Officer Injury or Death	3	4	3	1	4	1	0	0	16
Total Use of Force Arrests	16	10	10	3	8	1	0	0	48
Total Number of Suspects Receiving Non-Fatal Injuries	15	12	9	2	9	1	0	0	48
Total Number of Suspects Receiving Fatal Injuries	1	0	0	0	0	0	0	0	1
Total Agency Custodial Arrests	0	0	0	0	0	0	0	0	0
Total Use of Force Complaints	0	0	1	0	0	0	0	0	1

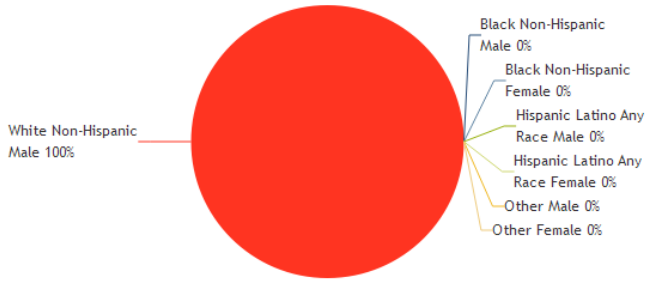
**Reaccreditation Year 3 Notes:**

Display of Firearm - Not Tracked

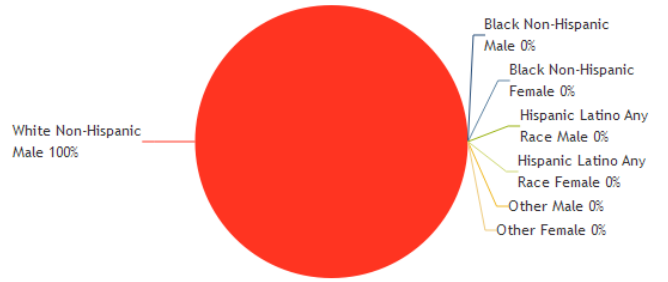
Display of ECW - Not Tracked

The Department does not utilize bite or track canines

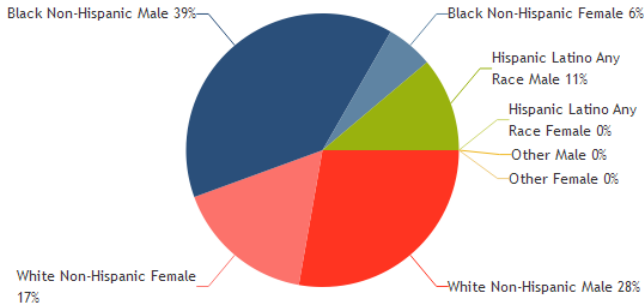
### Total Firearm



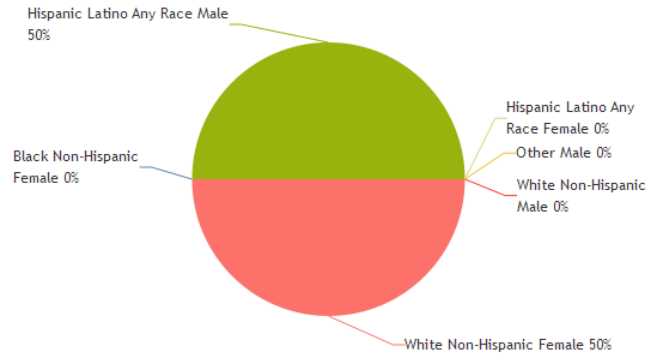
### Firearm Discharge



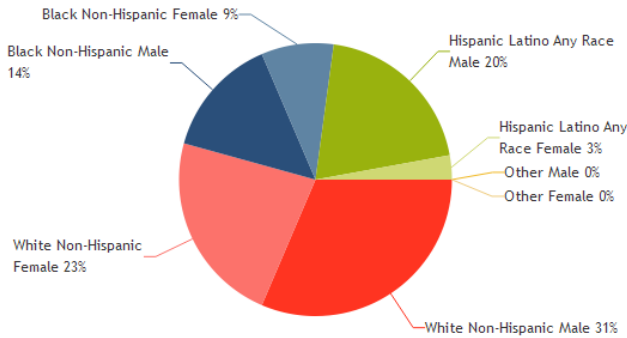
### ECW Discharge



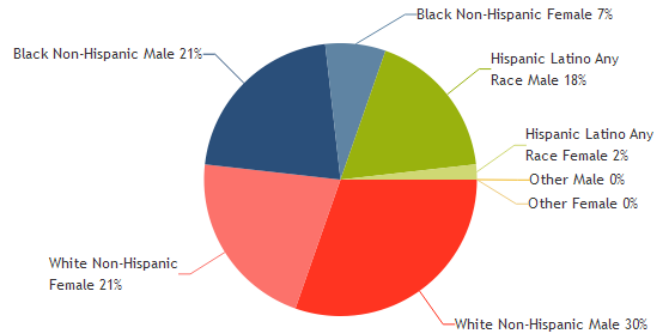
### Chemical/OC



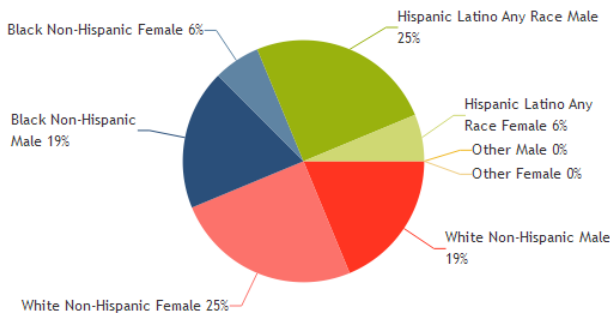
### Weaponless



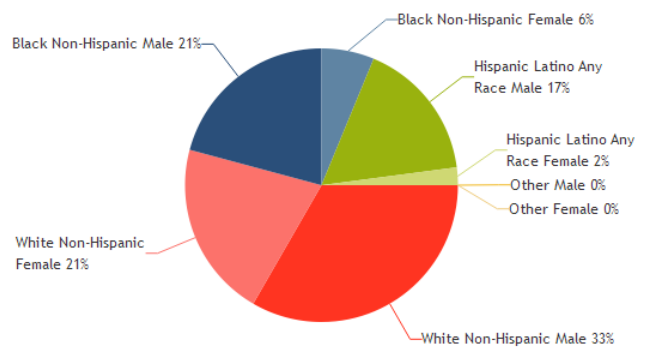
### Total Uses of Force



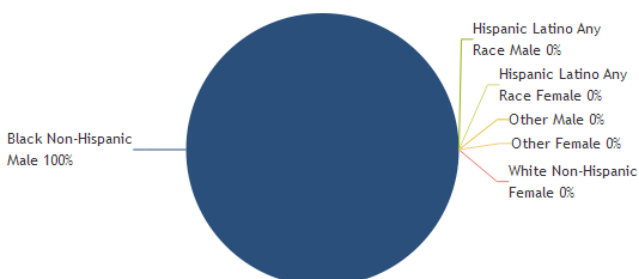
### Total Number of Incidents Resulting in Officer Injury or Death



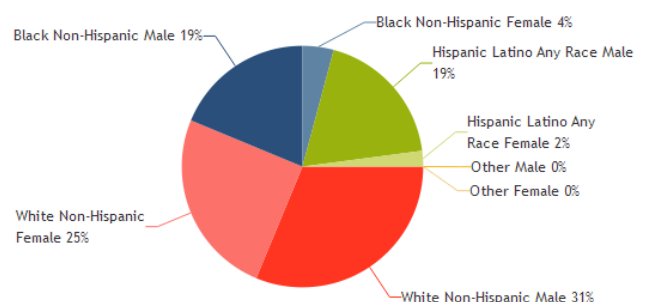
### Total Use of Force Arrests



### Total Use of Force Complaints

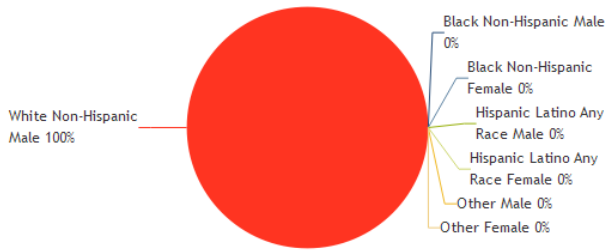


### Total Number of Suspects Receiving Non-Fatal Injuries





## Total Number of Suspects Receiving Fatal Injuries



### Legend

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

## ***Grievances***

**Year 1 Data Collection Period:** 7/1/2021-6/30/2021

**Year 2 Data Collection Period:** 7/1/2021-6/30/2022

**Year 3 Data Collection Period:** 7/1/2022-6/30/2023

Grievances	Year 1	Year 2	Year 3
Number	0	0	0

### ***Reaccreditation Year 1 Notes:***

The Round Rock PD enjoys a healthy working relationship with management, employees, and the bargaining agent for the officers. Chief Banks' open-door policy is shared with his command staff, which is felt to enhance employee relations.

### ***Reaccreditation Year 2 Notes:***

The Round Rock PD enjoys a healthy working relationship with management, employees, and the bargaining agent for the officers. Chief Banks' open-door policy is shared with his command staff, which is felt to enhance employee relations.

### ***Reaccreditation Year 3 Notes:***

The Round Rock PD enjoys a healthy working relationship with management, employees, and the bargaining agent for the officers. Chief Banks' open-door policy is shared with his command staff, which is felt to enhance employee relations.

***Personnel Actions***

**Year 1 Data Collection Period:** 7/1/2020-6/30/2021

**Year 2 Data Collection Period:** 7/1/2020-6/30/2022

**Year 3 Data Collection Period:** 7/1/2022-6/30/2023

	Year 1	Year 2	Year 3
Suspension	7	5	7
Demotion	0	0	0
Resign In Lieu of Termination	0	0	0
Termination	2	0	1
Other	2	1	0
Total	11	6	8
Commendations	686	712	891

***Reaccreditation Year 1 Notes:***

The Round Rock PD enjoys a healthy working relationship with management, employees, and the bargaining agent for the officers. Chief Banks’ open-door policy is shared with his command staff, which is felt to enhance employee relations.

***Reaccreditation Year 2 Notes:***

The “Other” category includes written disciplinary actions taken for both sworn and non-sworn.

***Reaccreditation Year 3 Notes:***

Termination was of a CADET in the Academy and was not a result of a complaint.

### Complaints and Internal Affairs - Reaccreditation Year 3

Data Collection Period: 7/1/2020 - 6/30/2023

	Year 1	Year 2	Year 3
<b>External/Citizen Complaint</b>			
Citizen Complaint	10	9	6
Sustained	1	1	0
Not Sustained	1	0	0
Unfounded	3	2	1
Exonerated	4	7	5
<b>Internal/Directed Complaint</b>			
Directed Complaint	10	11	10
Sustained	10	7	5
Not Sustained	0	5	2
Unfounded	0	1	1
Exonerated	0	4	2

*Calls For Service / Crime Data - Reaccreditation Year 3*

**Data Collection Period: 7/1/2021 - 6/30/2023**

	Year 1	Year 2	Year 3
<b>Calls for Service</b>			
Calls for Service	122541	123200	123200
<b>Crime Data</b>			
Murder	3	3	3
Forcible Rape	86	303	101
Robbery	41	39	39
Aggravated Assault	1444	1425	114
Burglary	189	169	169
Larceny-Theft	1993	2664	2666
Motor Vehicle Theft	155	191	191
Arson	3	7	7

### ***Motor Vehicle Pursuit***

**Year 1 Data Collection Period:** 7/1/2020-6/30/2021

**Year 2 Data Collection Period:** 7/1/2020-6/30/2022

**Year 3 Data Collection Period:** 7/1/2020-6/30/2022

	Year 1	Year 2	Year 3
<b>Pursuits</b>			
Total Pursuits	5	5	2
Forcible stopping techniques used	0	0	0
Terminated by Agency	4	5	2
Policy Compliant	3	4	1
Policy Non-Compliant	2	1	1
<b>Collisions</b>			
<b>Injuries</b>			
Total Collisions	1	0	0
Officer	0	0	0
Suspect	0	0	0
ThirdParty	0	0	0
<b>Reason Initiated</b>			
Traffic	2	3	1
Felony	2	0	0
Misdemeanor	1	1	1

### ***Reaccreditation Year 1***

Upon taking office, Chief Banks implemented a pursuit policy change along with additional training. These factors have lowered the vehicular pursuits during the last several reporting cycles for the agency.

### ***Reaccreditation Year 2***

Upon taking office, Chief Banks implemented a pursuit policy change along with additional training. These factors have lowered the vehicular pursuits during the last several reporting cycles for the agency.

### ***Reaccreditation Year 3***

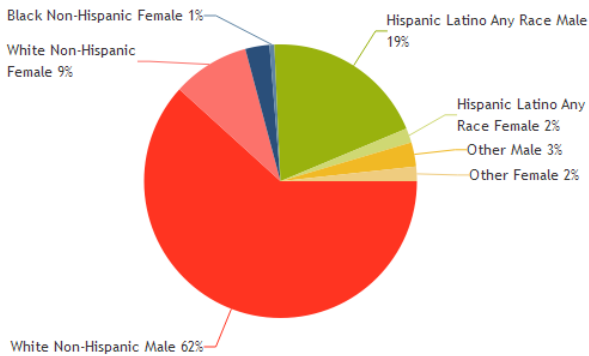
All pursuits are reviewed by Professional Standards and Command Staff.

**Agency Breakdown Report - Reaccreditation Year 1**

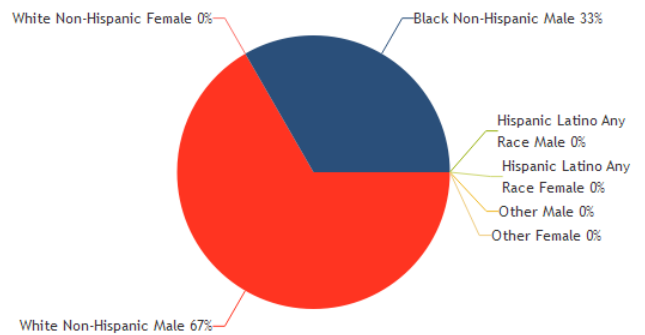
**Data Collection Period: 7/1/2020 - 6/30/2021**

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
<b>Sworn Personnel</b>									
Executive	2	0	1	0	0	0	0	0	3
Command	11	1	0	0	0	0	0	1	13
Supervisory Positions	20	2	1	0	3	0	0	0	26
Non-Supervisory Positions	75	13	3	1	31	3	5	2	133
<b>Sub Total</b>									<b>175</b>
<b>Non Sworn Personnel</b>									
Executive	0	0	0	0	0	0	0	0	0
Managerial	2	1	0	0	0	0	0	0	3
Supervisory Positions	2	3	0	1	0	1	0	0	7
Non-Supervisory Positions	9	33	3	3	5	10	0	3	66
<b>Sub Total</b>									<b>76</b>
<b>Total</b>									<b>251</b>

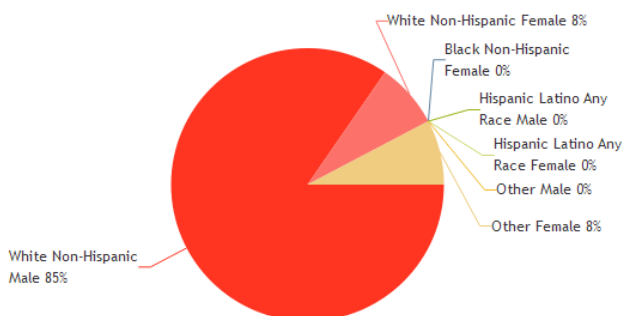
**Total Sworn Personnel**



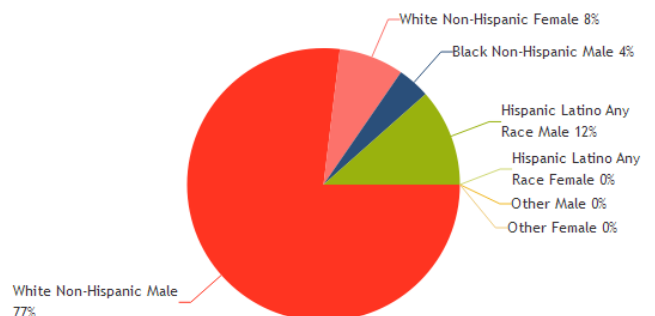
**Sworn Personnel: Executive**



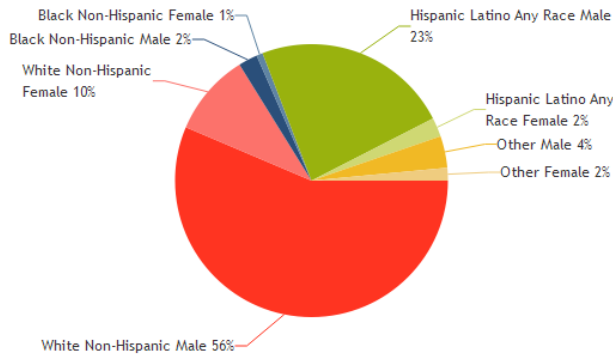
**Sworn Personnel: Command**



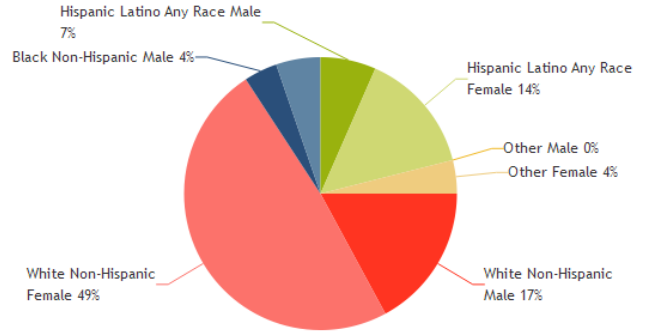
**Sworn Personnel: Supervisory Positions**



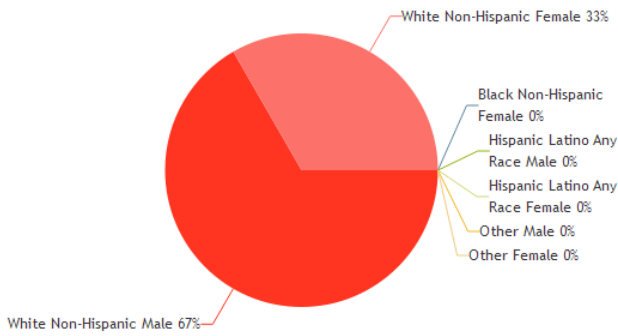
### Sworn Personnel: Non-Supervisory Positions



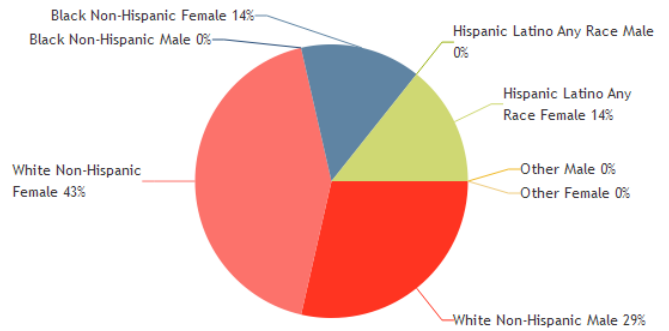
### Total Non-Sworn Personnel



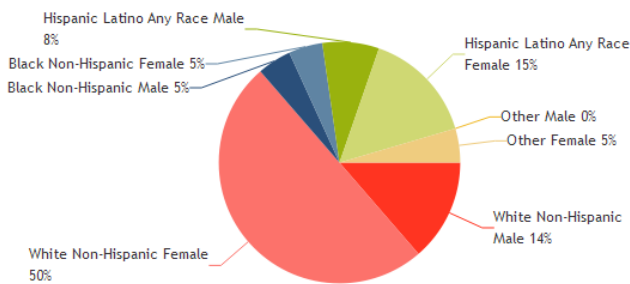
### Non-Sworn Personnel: Managerial



### Non-Sworn Personnel: Supervisory Positions



### Non-Sworn Personnel: Non-Supervisory Positions



### Legend

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	



## Agency Breakdown Report - Reaccreditation Year 2

Data Collection Period: 7/1/2020 - 6/30/2022

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
<b>Sworn Personnel</b>									
Executive	2	0	1	0	0	0	0	0	3
Command	10	1	0	0	0	0	0	0	11
Supervisory Positions	20	3	1	0	4	0	0	0	28
Non-Supervisory Positions	70	12	3	1	29	2	0	2	119
Sub Total									161
<b>Non Sworn Personnel</b>									
Executive	0	0	0	0	0	0	0	0	0
Managerial	2	1	0	0	0	0	0	0	3
Supervisory Positions	1	3	0	1	0	1	0	0	6
Non-Supervisory Positions	7	28	2	3	4	13	0	2	59
Sub Total									68
Total									229

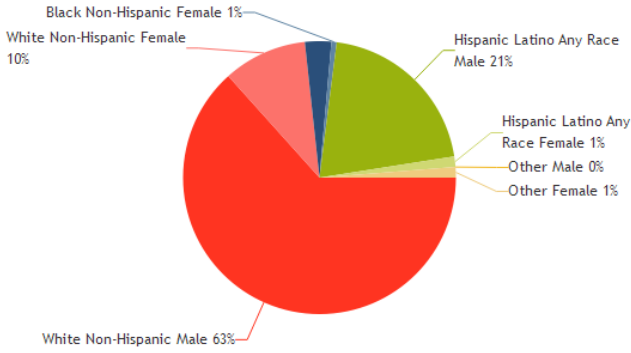
### Reaccreditation Year 2 Notes:

Data for the Service Population is from the U.S. Census Bureau, 2019 American Community Survey for the City of Round Rock. Census data for 2020 was unavailable in September 2021.

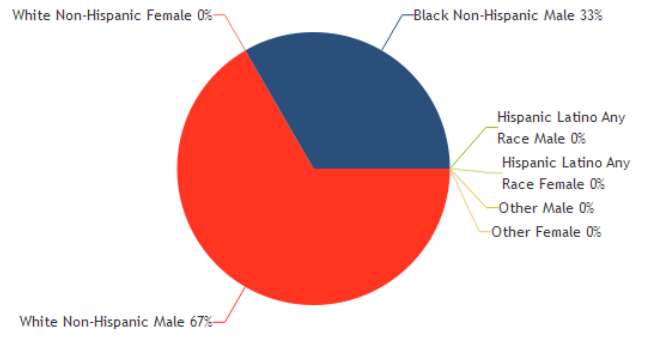
The agency's approved budget is for 185 sworn and 76 non-sworn full-time positions. At the reporting cycle's close, the sworn ranks had 19 vacancies, and 8 non-sworn were unfilled. In the most recently available American Community Survey from the U.S. Census Bureau, the workforce available in Williamson County is estimated at 293,193, with a total service population in the City of 119,468, per the 2020 Census. The City's population on a relative basis by ethnicity breaks down in the following manner: Caucasian, 53.8 percent; African American, 10.2 percent; Hispanic, 29.9 percent; and Other, 6.1 percent. The demographic make-up of agency personnel at the close of the reporting cycle was 72.6 percent Caucasian, 4.8 percent African American, 22.6 percent Hispanic, and 5.6 percent Other. The relative share of female officers in sworn positions fell slightly to 9.6 percent as compared to 10.7 percent reported in the last cycle.

A recruitment plan is currently in place with provisions for targeting qualified minority candidates. The Training Division has been aggressive in its efforts to recruit minority candidates for the hiring process.

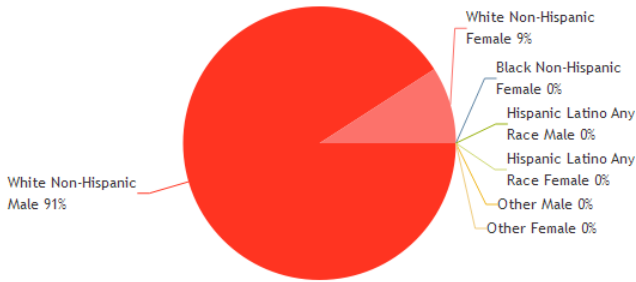
### Total Sworn Personnel



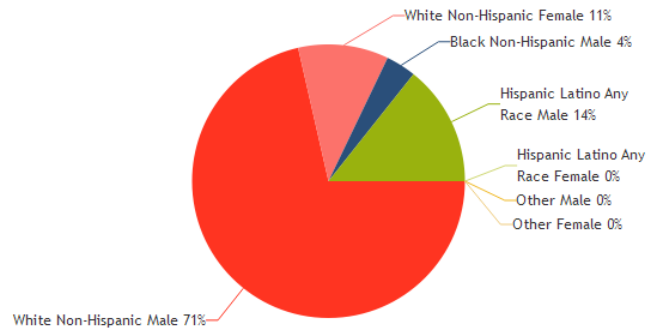
### Sworn Personnel: Executive



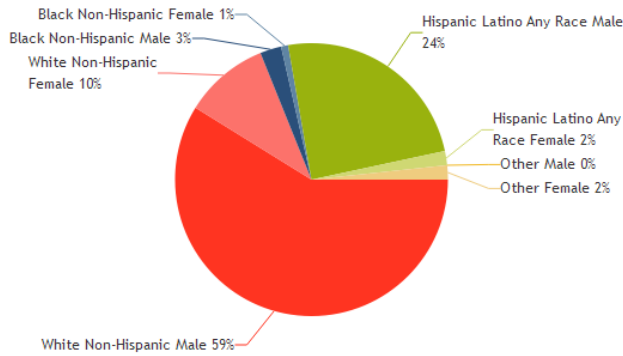
### Sworn Personnel: Command



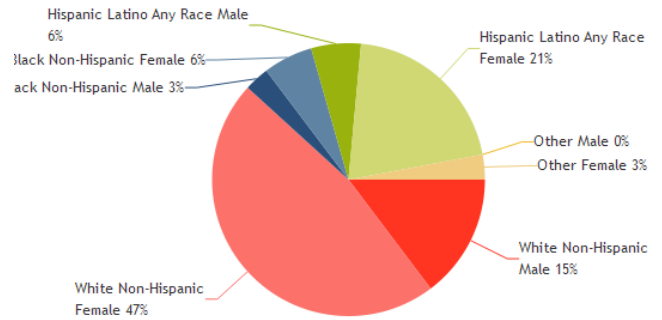
### Sworn Personnel: Supervisory Positions



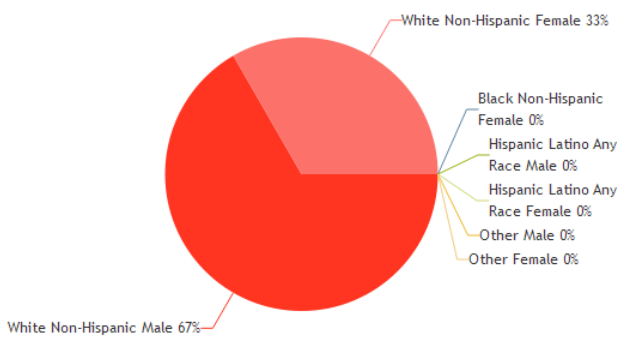
### Sworn Personnel: Non-Supervisory Positions



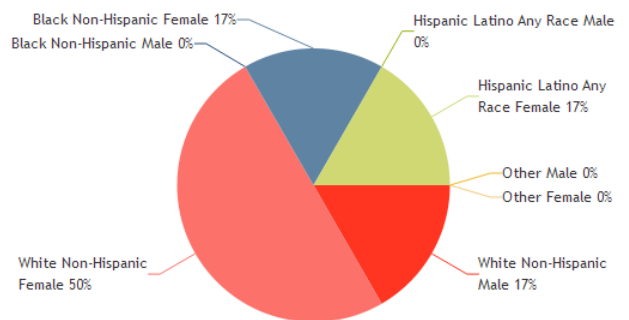
### Total Non-Sworn Personnel



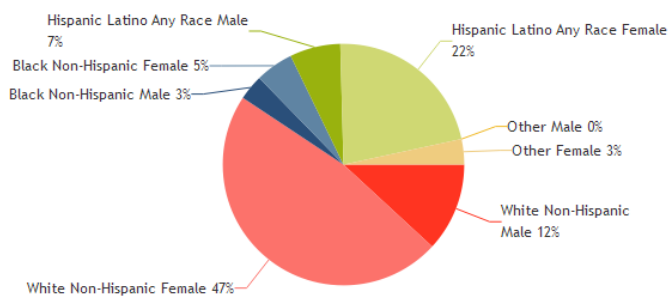
### Non-Sworn Personnel: Managerial



### Non-Sworn Personnel: Supervisory Positions



### Non-Sworn Personnel: Non-Supervisory Positions



*Legend*

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

## Agency Breakdown Report - Reaccreditation Year 3

Data Collection Period: 7/1/2022 - 6/30/2023

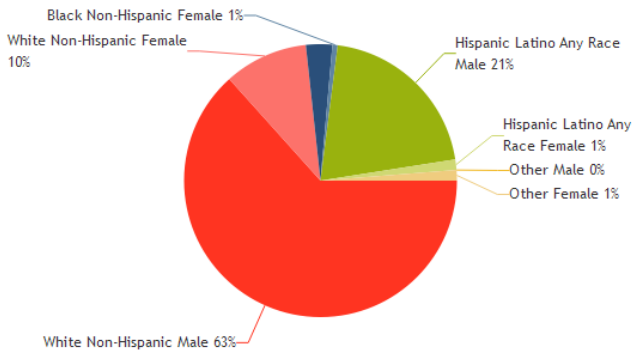
	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
<b>Sworn Personnel</b>									
Executive	2	0	1	0	0	0	0	0	3
Command	10	1	0	0	0	0	0	0	11
Supervisory Positions	20	3	1	0	4	0	0	0	28
Non-Supervisory Positions	70	12	3	1	29	2	0	2	119
Sub Total									161
<b>Non Sworn Personnel</b>									
Executive	0	0	0	0	0	0	0	0	0
Managerial	2	1	0	0	0	0	0	0	3
Supervisory Positions	1	3	0	1	0	1	0	0	6
Non-Supervisory Positions	7	28	2	3	4	13	0	2	59
Sub Total									68
Total									229

### Reaccreditation Year 3 Notes:

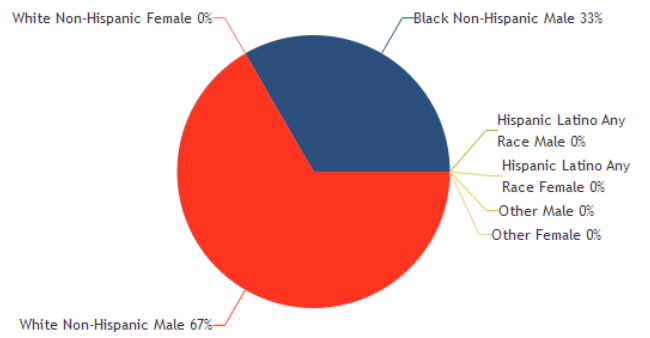
The agency's approved budget is for 199 sworn and 83 non-sworn full-time positions. In the most recently available American Community Survey from the U.S. Census Bureau, the workforce available in Williamson County is estimated at 293,193, with a total service population in the City of 119,468, per the 2020 Census. The City's population on a relative basis by ethnicity breaks down in the following manner: Caucasian, 53.8 percent; African American, 10.2 percent; Hispanic, 29.9 percent; and Other, 5.6 percent. The demographic makeup of agency personnel at the close of the reporting cycle was 73.3 percent Caucasian, 3.7 percent African American, 21.7 percent Hispanic, and 1.2 percent Other. The relative share of female officers in sworn positions rose a few points to reach 13.7 percent compared with 9.6 percent and 10.7 percent reported in the previous two cycles.

A recruitment plan is currently in place with provisions for targeting qualified minority candidates. The Training Division has been aggressive in its efforts to recruit minority candidates for the hiring process.

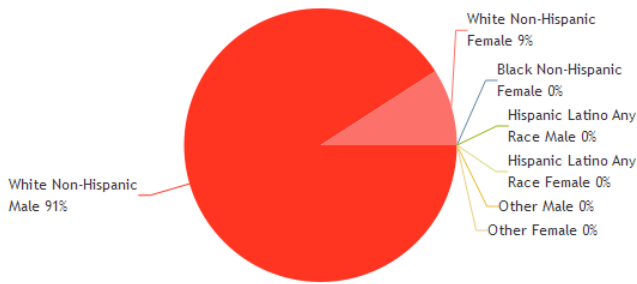
### Total Sworn Personnel



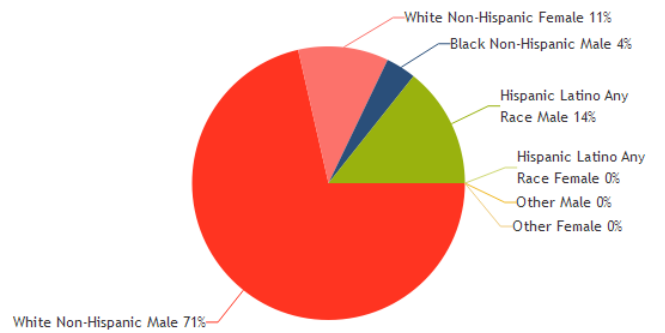
### Sworn Personnel: Executive



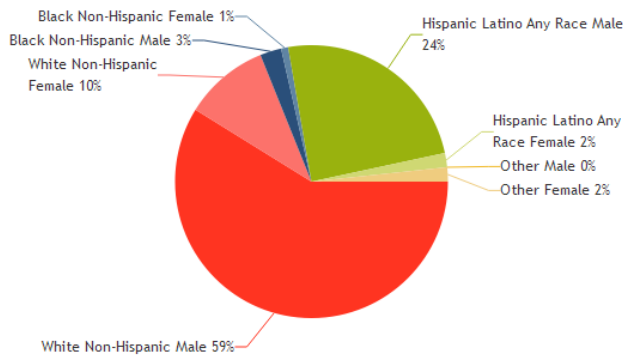
### Sworn Personnel: Command



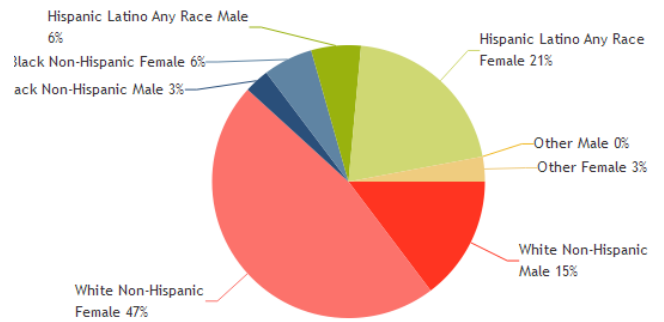
### Sworn Personnel: Supervisory Positions



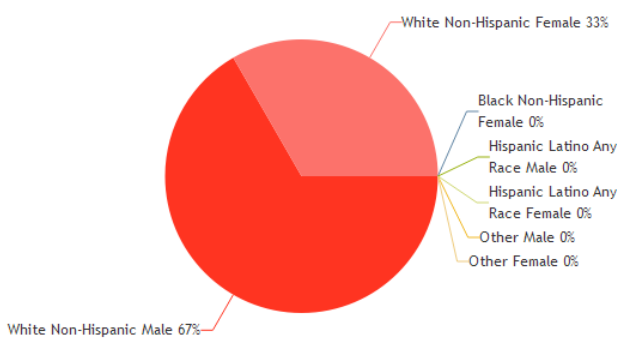
### Sworn Personnel: Non-Supervisory Positions



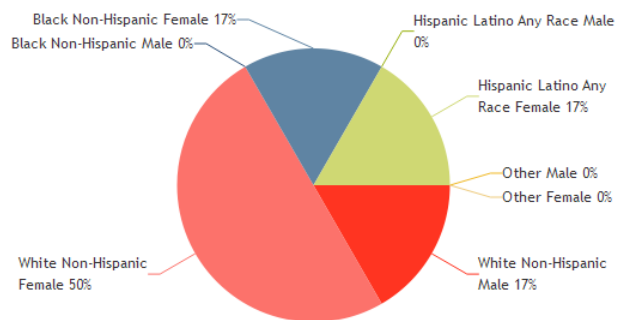
### Total Non-Sworn Personnel



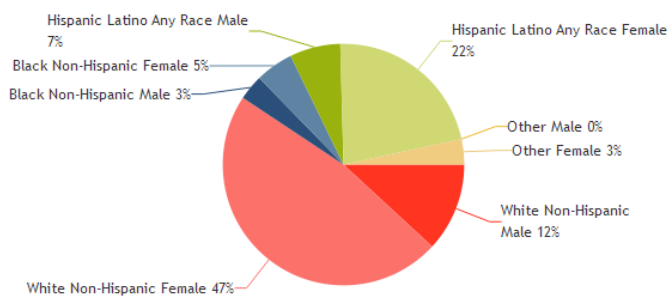
### Non-Sworn Personnel: Managerial



### Non-Sworn Personnel: Supervisory Positions



### Non-Sworn Personnel: Non-Supervisory Positions



*Legend*

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

## Agency Demographics Report - Reaccreditation Year 1

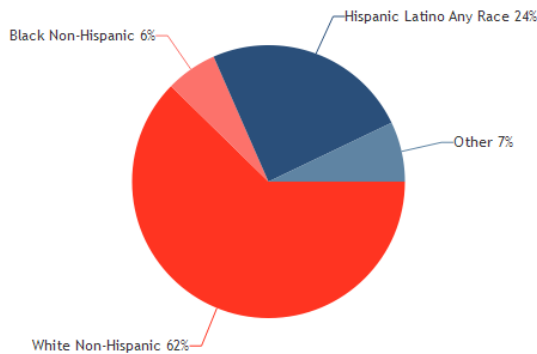
Data Collection Period: 7/1/2020 - 6/30/2021

	Service Population		Available Workforce		Current Sworn Officers		Current Female Sworn Officers		Prior Sworn Officers		Prior Female Sworn Officers	
	#	%	#	%	#	%	#	%	#	%	#	%
White Non-Hispanic	108447	62%	203184	57%	124	71%	16	9%	123	77%	11	7%
Black Non-Hispanic	10603	6%	25722	7%	6	3%	1	1%	7	4%	4	2%
Hispanic Latino Any Race	42588	24%	88046	25%	37	21%	3	2%	28	18%	1	1%
Other	12347	7%	37417	11%	8	5%	2	1%	2	1%	0	0%
<b>Total</b>	<b>173985</b>		<b>354369</b>		<b>175</b>		<b>22</b>		<b>160</b>		<b>16</b>	

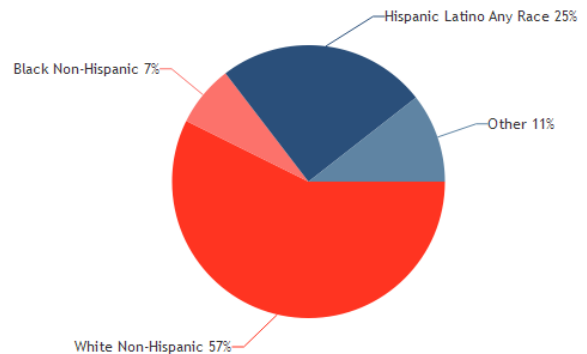
### Reaccreditation Year 1 Notes:

Survey tables of employment status by age and individual race categories are for the Austin-Round Rock Metropolitan Statistical Area.

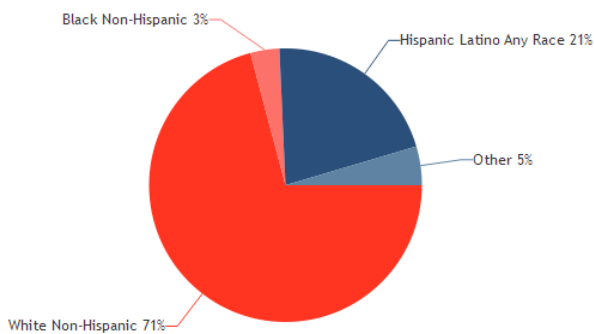
**Service Population**



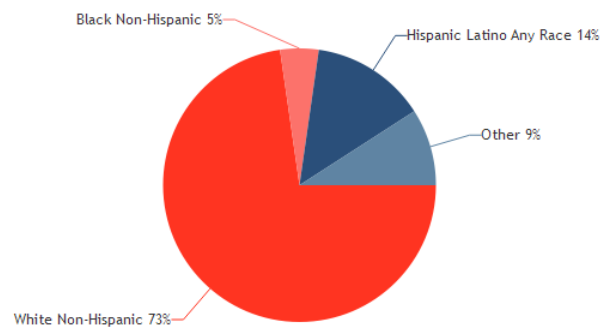
**Available Workforce**



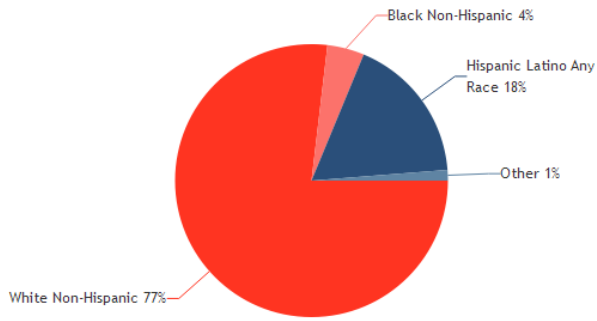
**Current Sworn Officers**



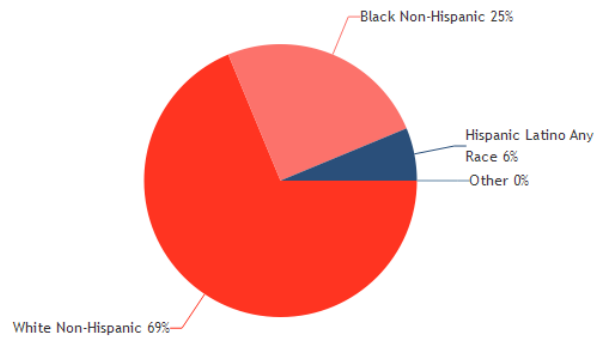
**Current Sworn Female Officers**



### Prior Sworn Officers



### Prior Sworn Female Officers



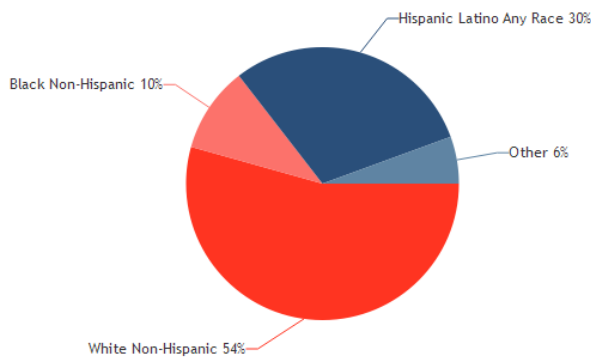


## Agency Demographics Report - Reaccreditation Year 2

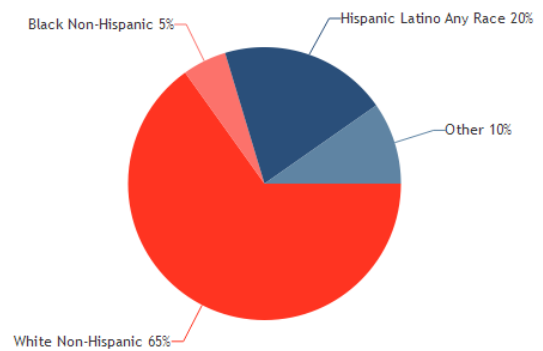
Data Collection Period: 7/1/2021 - 6/30/2022

	Service Population		Available Workforce		Current Sworn Officers		Current Female Sworn Officers		Prior Sworn Officers		Prior Female Sworn Officers	
	#	%	#	%	#	%	#	%	#	%	#	%
White Non-Hispanic	64920	54%	271483	65 %	118	71%	16	10%	124	71%	16	9%
Black Non-Hispanic	12145	10%	21800	5 %	6	4%	1	1%	6	3%	1	1%
Hispanic Latino Any Race	35744	30%	83114	20 %	35	21%	3	2%	37	21%	3	2%
Other	6659	6%	40535	10 %	7	4%	2	1%	8	5%	2	1%
<b>Total</b>	<b>119468</b>		<b>416932</b>		<b>166</b>		<b>22</b>		<b>175</b>		<b>22</b>	

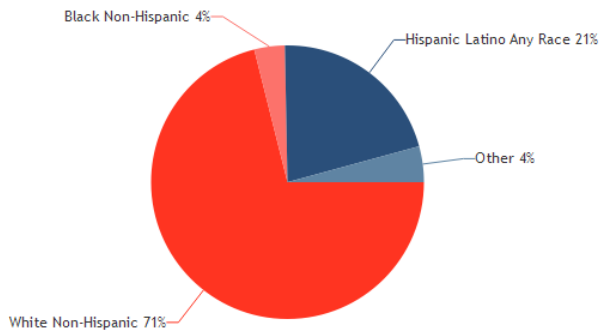
### Service Population



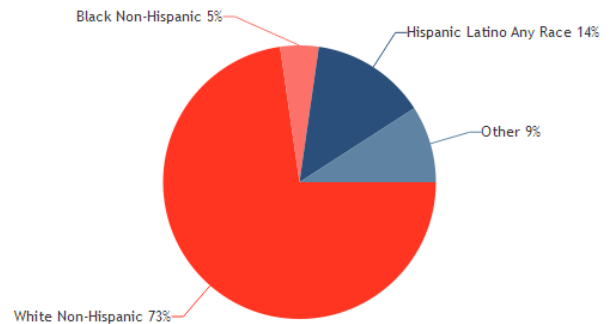
### Available Workforce



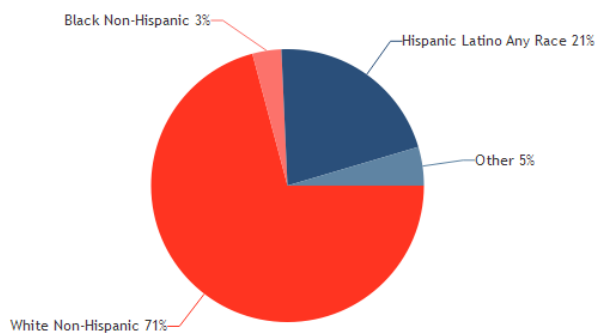
### Current Sworn Officers



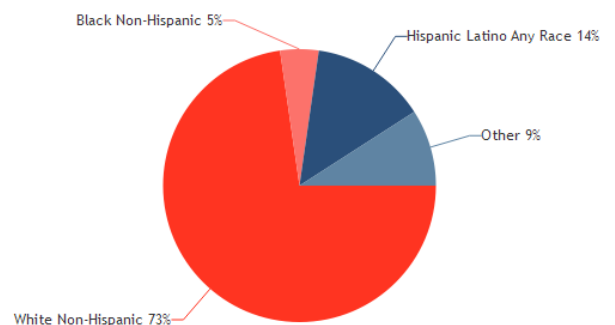
### Current Sworn Female Officers



### Prior Sworn Officers



### Prior Sworn Female Officers



## Agency Demographics Report - Reaccreditation Year 3

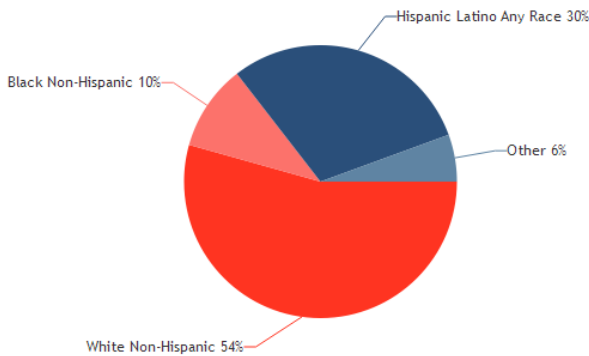
Data Collection Period: 7/1/2022 - 6/30/2023

	Service Population		Available Workforce		Current Sworn Officers		Current Female Sworn Officers		Prior Sworn Officers		Prior Female Sworn Officers	
	#	%	#	%	#	%	#	%	#	%	#	%
White Non-Hispanic	64920	54%	235458	55%	118	73%	16	10%	118	71%	16	10%
Black Non-Hispanic	12145	10%	32374	7%	6	4%	1	1%	6	4%	1	1%
Hispanic Latino Any Race	35744	30%	113613	26%	35	22%	2	1%	35	21%	3	2%
Other	6659	6%	50393	12%	2	1%	2	1%	7	4%	2	1%
<b>Total</b>	<b>119468</b>		<b>431838</b>		<b>161</b>		<b>21</b>		<b>166</b>		<b>22</b>	

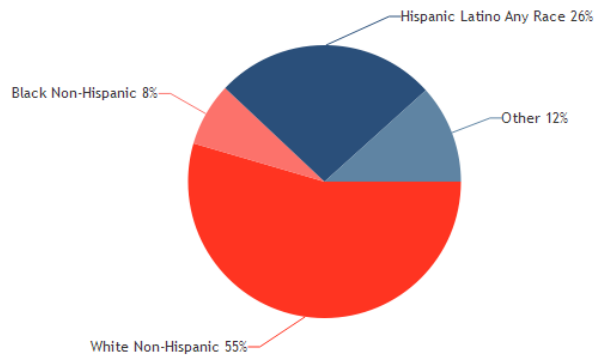
### Reaccreditation Year 3 Notes:

Survey tables of employment status by age and individual race categories are for the Austin-Round Rock Metropolitan Statistical Area.

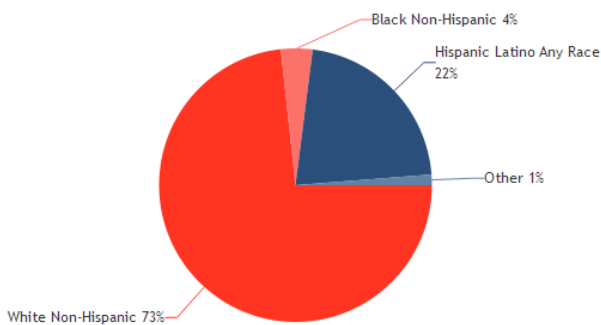
**Service Population**



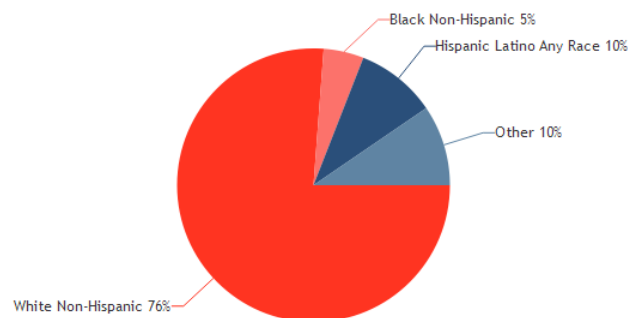
**Available Workforce**



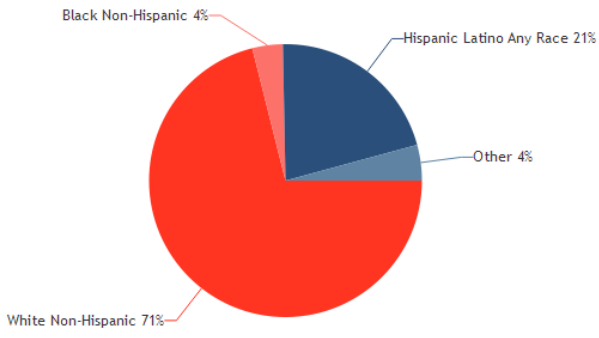
**Current Sworn Officers**



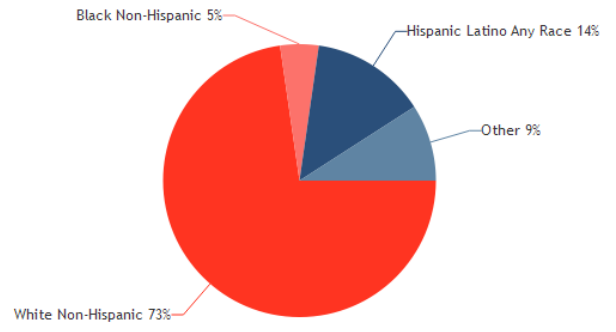
**Current Sworn Female Officers**



### Prior Sworn Officers



### Prior Sworn Female Officers



**Sworn Officer Selection - Reaccreditation Year 1**

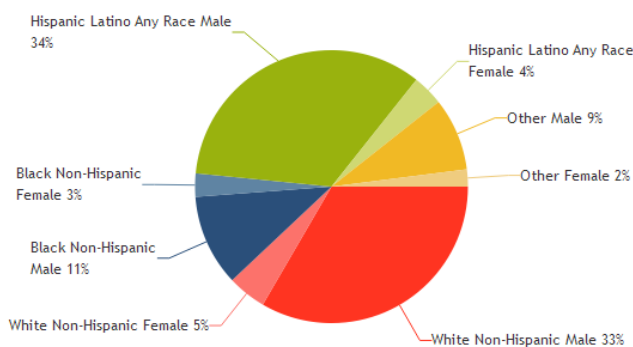
**Data Collection Period: 7/1/2020 - 6/30/2021**

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Applications Received	182	25	59	15	186	20	47	11	545
Applicants Hired	6	2	0	0	1	1	0	1	11
Percent Hired	3%	8%	0%	0%	1%	5%	0%	9%	N/A
Percent of Workforce Population	5%		0%		1%		1%		N/A

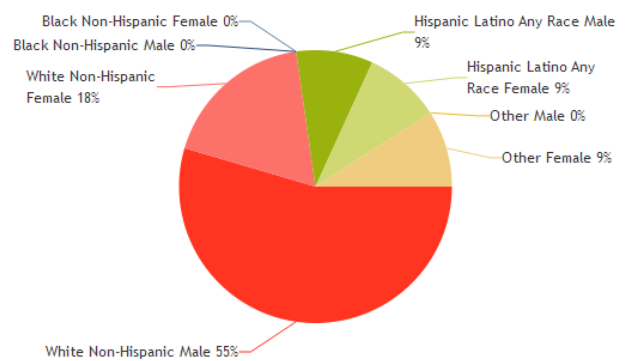
**Reaccreditation Year 1 Notes:**

The Round Rock PD has a Recruiting Plan in place, and efforts are made to actively recruit minority applicants. After each hiring process, actual hiring data is reviewed against the Recruitment Plan, and changes or updates are made, if necessary. In past years, the agency has primarily advertised for current or previously certified officers and offered relatively few cadet positions. This approach is in part largely due to available budget and demand for officers on the street. However, with our own training academy we have begun the process of running a Basic Police Officer Course (BPOC) once a year. In 2021 eleven new officers were added to the ranks of RRPD through this basic academy.

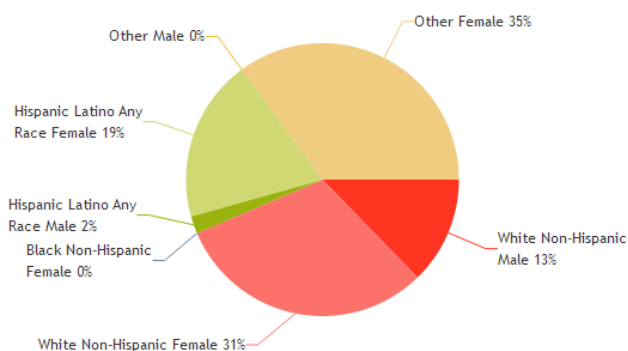
**Applications Received**



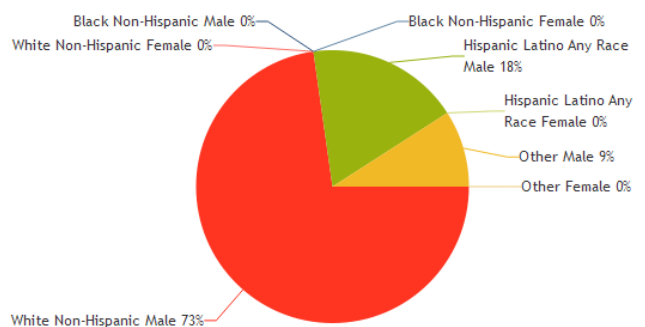
**Applicants Hired**



**Percent Hired**



**Percent of Workforce Population**



**Legend**

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

**Sworn Officer Selection - Reaccreditation Year 2**

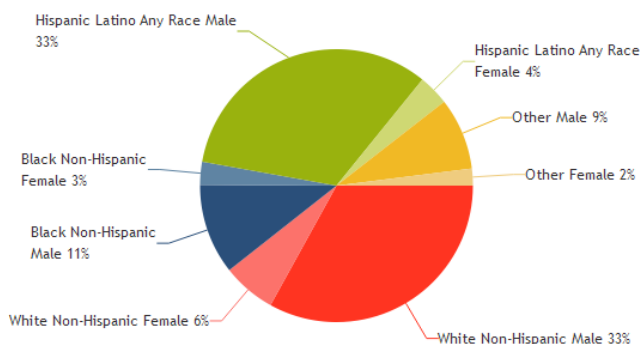
**Data Collection Period: 7/1/2020 - 6/30/2022**

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Applications Received	182	35	59	15	182	20	47	11	551
Applicants Hired	6	2	0	0	1	1	0	1	11
Percent Hired	3%	6%	0%	0%	1%	5%	0%	9%	N/A
Percent of Workforce Population	5%		0%		1%		1%		N/A

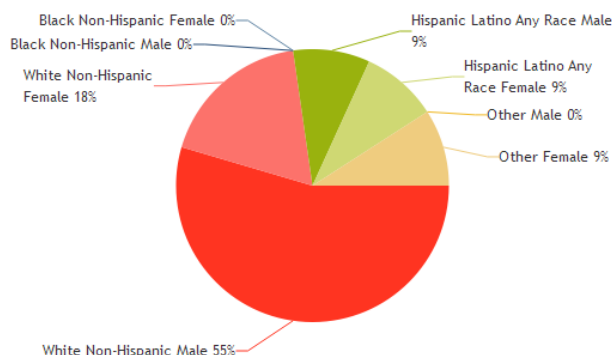
**Reaccreditation Year 2 Notes:**

The Round Rock PD has a Recruiting Plan in place, and efforts are made to recruit minority applicants actively. After each hiring process, actual hiring data is reviewed against the Recruitment Plan, and changes or updates are made, if necessary. In past years, the agency has primarily advertised for current or previously certified officers and offered relatively few cadet positions. This approach is part largely due to available budget and demand for officers on the street. The agency was in the process of accepting applications for position of cadet during last year’s report. In August 2019, the agency began the process of accepting applications for previously certified officers. This process closed 30 days later with only fifty (50) applicants. Both processes took in 555 total applications for eleven (11) openings. Two Applicants were accepted from the previous certified process and were sworn in December 2019 and began AOTA.

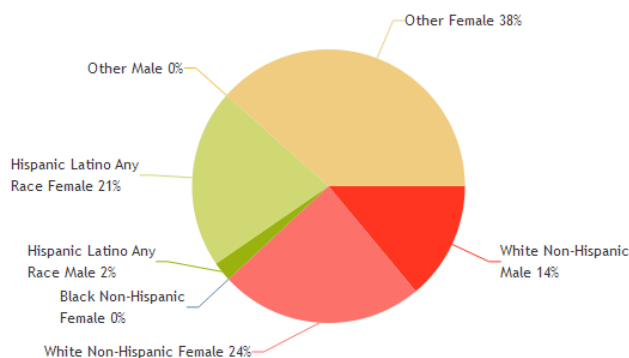
**Applications Received**



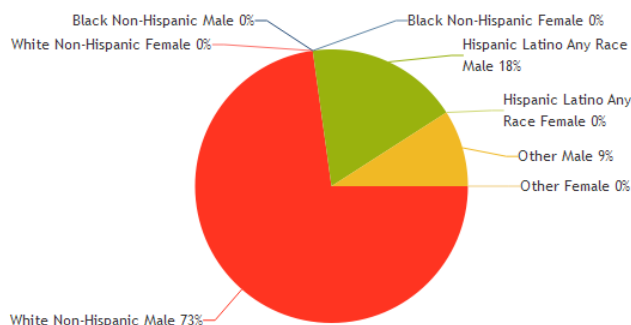
**Applicants Hired**



**Percent Hired**



**Percent of Workforce Population**



**Legend**

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

**Sworn Officer Selection - Reaccreditation Year 3**

**Data Collection Period: 7/1/2020 - 6/30/2022**

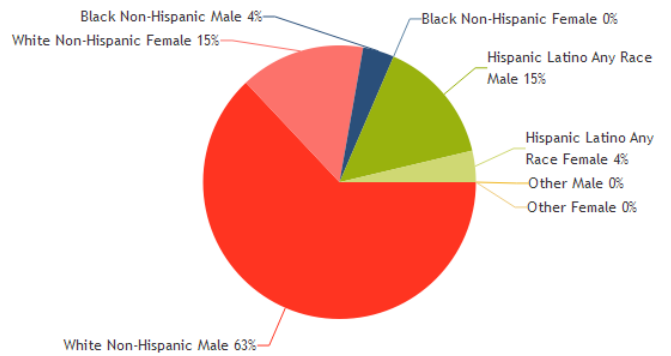
	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Applications Received									
Applicants Hired	17	4	1	0	4	1	0	0	27
Percent Hired	%	%	%	%	%	%	%	%	N/A
Percent of Workforce Population	13%		1%		3%		0%		N/A

**Reaccreditation Year 3 Notes:**

The Department does not track the demographics of applicants until they are hired on as cadets in the Academy.

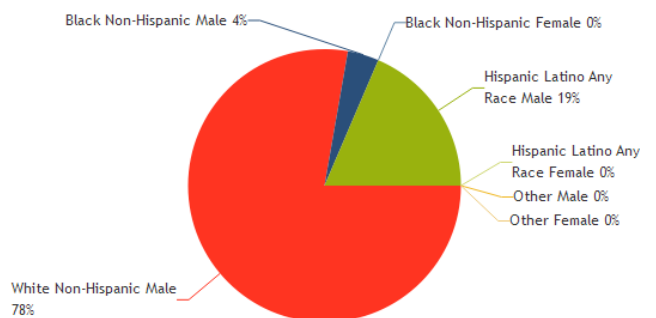
**Applications Received**

**Applicants Hired**



**Percent Hired**

**Percent of Workforce Population**



**Legend**



White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

**Sworn Officer Promotions - Reaccreditation Year 1**

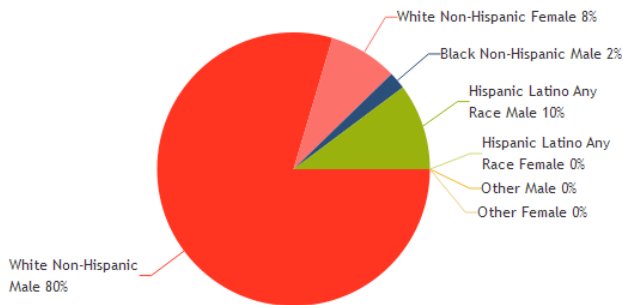
**Data Collection Period: 7/1/2020 - 6/30/2021**

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Tested	39	4	1	0	5	0	0	0	49
Eligible After Testing	18	2	0	0	0	0	0	0	20
Promoted	11	1	0	0	0	0	0	0	12
Percent Promoted	28 %	25 %	0 %	%	0 %	%	%	%	N/A

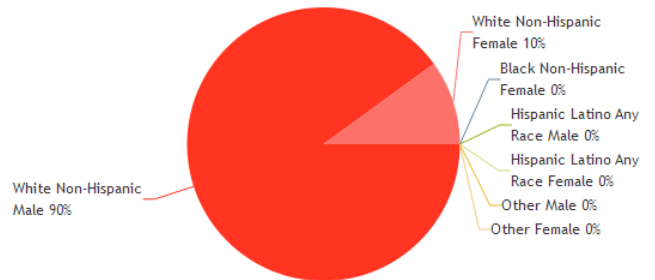
**Reaccreditation Year 1 Notes:**

In this reporting period the agency held a lieutenant promotional process and a sergeant promotional process. Candidates on the eligibility list are promoted in numerical order based upon total scores. Should an eligibility list be exhausted, and a vacancy exists, the agency conducts another promotional process.

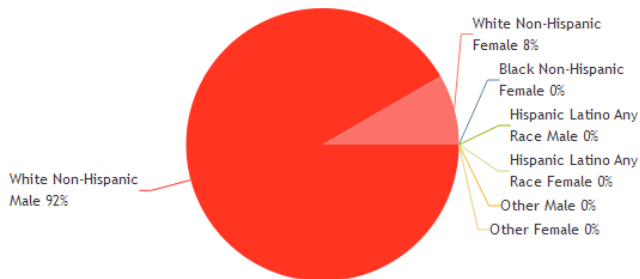
**Tested**



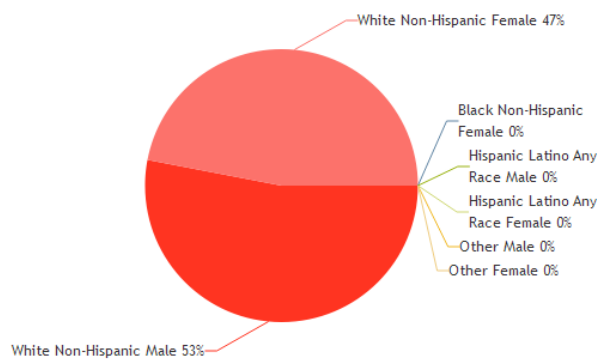
**Eligible After Testing**



**Promoted**



**Percent Promoted**



**Legend**

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

## Sworn Officer Promotions - Reaccreditation Year 2

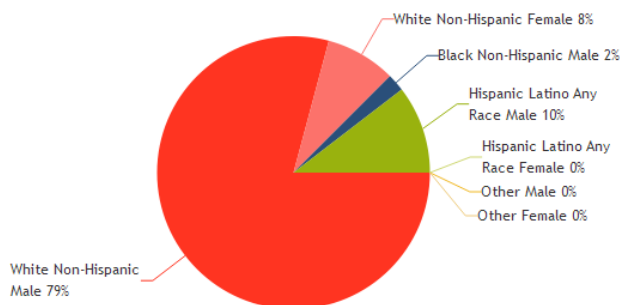
Data Collection Period: 7/1/2020 - 6/30/2022

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Tested	38	4	1	0	5	0	0	0	48
Eligible After Testing	18	2	0	0	0	0	0	0	20
Promoted	11	1	0	0	0	0	0	0	12
Percent Promoted	29 %	25 %	0 %	%	0 %	%	%	%	N/A

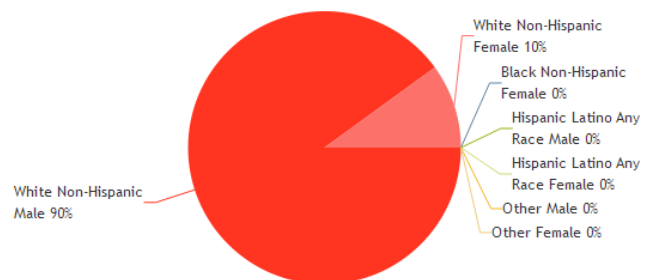
### Reaccreditation Year 2 Notes:

The agency conducted promotional testing for all ranks during this last cycle. In June 2019 promotional announcements were posted for the Sergeant and Lieutenant ranks. In October 2019 promotional announcements were posted for the Commander and Assistant Chief ranks. Promotional eligibility lists are good for two years with the exception of Assistant Chief, which carries a one-year eligibility term. Should an eligibility list be exhausted, and a vacancy exists, the agency conducts another promotional process. Candidates on the eligibility list are promoted in numerical order based upon total scores.

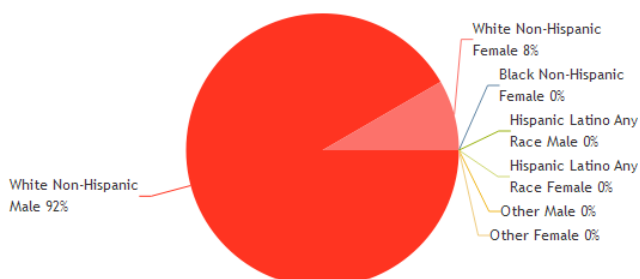
**Tested**



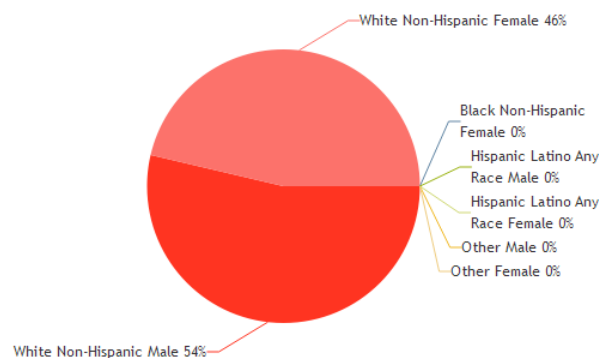
**Eligible After Testing**



**Promoted**



**Percent Promoted**



### Legend

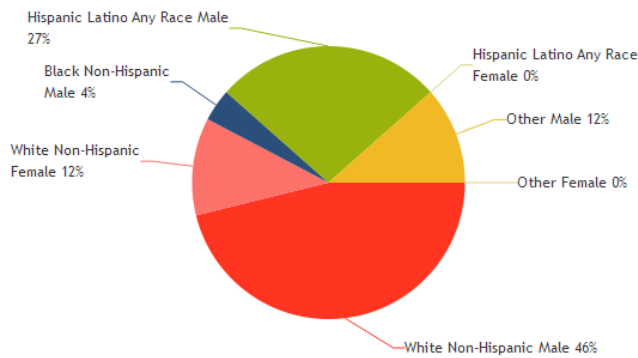
White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

## Sworn Officer Promotions - Reaccreditation Year 3

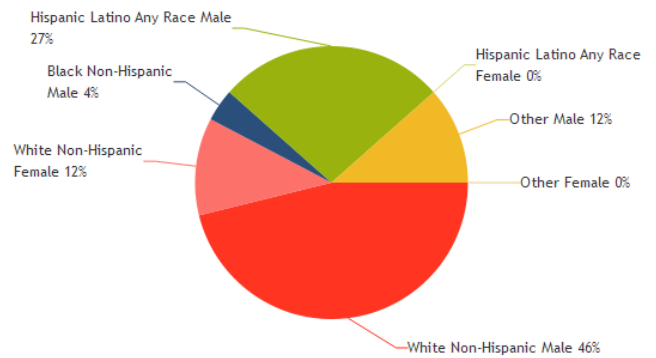
Data Collection Period: 7/1/2022 - 6/30/2023

	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Tested	12	3	1	0	7	0	3	0	26
Eligible After Testing	12	3	1	0	7	0	3	0	26
Promoted	5	2	0	0	1	0	0	0	8
Percent Promoted	42 %	67 %	0 %	%	14 %	%	0 %	%	N/A

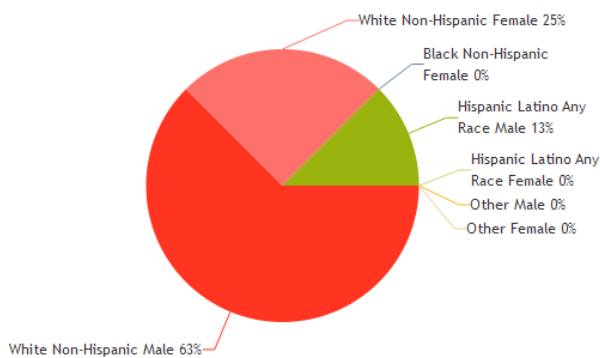
### Tested



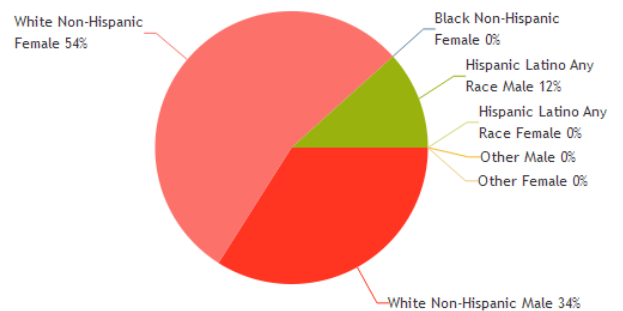
### Eligible After Testing



### Promoted



### Percent Promoted



### Legend

White Non-Hispanic Male	
White Non-Hispanic Female	
Black Non-Hispanic Male	
Black Non-Hispanic Female	
Hispanic Latino Any Race Male	
Hispanic Latino Any Race Female	
Other Male	
Other Female	

