

ON-SITE ASSESSMENT REPORT

ACCREDITATION



To: The Commission

From: Donna Taylor Mooers, Executive Director
Massachusetts Police Accreditation Commission

Subject **Waltham Police Department**
Assessment for Re-Accreditation

Chief Executive Officer

Chief Keith D. MacPherson

Accreditation Manager

Officer Danelle M. Hart

Agency Size

Total: 222

Sworn: 143

Non-Sworn: 79

JOB CATEGORIES	NO.	POSITIONS
Police Officer: Full-time	143	Chief Deputy Chief: 1 Captain: 3 Lieutenants: 9 Sergeants: 17 Officers: 112
Police Officer: Part-time	0	
Civilian: Armed	0	
Civilian: Unarmed / Uniformed / Field	47	Adult School Traffic Supervisors: 37 Auxiliary Officers: 9 Animal Control Officer: 1
Civilian: Unarmed / Administrative	32	E-911 Dispatchers: 22 Administrative Assistant: 1 Office Coordinator: 1 Principal Office Assistants: 2 Community Policing Coordinator: 1 Cadets: 5

County

Middlesex

Assessment Dates

June 28, 29 and 30, 2017

Assessment Team

ASSESSORS	AGENCY
Chief George McNeil (TL)	Somerset
Sergeant Timothy McDonough	Burlington
Sergeant Jeffrey Young	Concord

Commission: Paul Coughlin, Assessment Team Facilitator

Waivers 19 of the 257 Mandatory Standards are not applicable to the agency.

16.3 (7)	Part-time Police Officers <u>or</u> Armed Civilians
41.1.4	Agency Owned Animals
41.3.8	In-car Audio/Video
Chapter 71 (9)	Processing and Temporary Detention
81.1.1	Shared/Regional Communications Facility

Mandatory Standards Regarding the remaining 238 applicable Mandatory Standards, all requirements for re-accreditation have been met.

Optional Standards Required Minimum: 65% of 125 Optional Standards = 82 Standards

The Department demonstrated compliance with 73% of the Optional Standards (91 Standards) meeting the required minimum.

Notification Requirements Internal and external notification requirements were met.

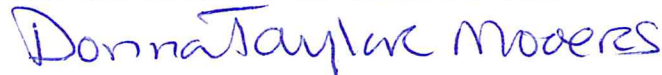
Awards

Accreditation	August 5, 1999
1 st Re-Accreditation	November 8, 2002
2 nd Re-Accreditation	December 7, 2006
3 rd Re-Accreditation	September 10, 2009
4 th Re-Accreditation	October 18, 2012
5 th Re-Accreditation	May 5, 2016
6 th Re-Accreditation	October 12, 2017

Recommendations

Assessment Team:	Re-Accreditation
Assessment Team Facilitator:	Re-Accreditation
Assessment Coordinator:	Re-Accreditation
Executive Director:	Re-Accreditation

Submitted on behalf of the Assessment Team:



Donna Taylor Mooers, Executive Director
Massachusetts Police Accreditation Commission

Date: 10-12-17

On-site Assessment Documents

- ☐ Assessment Checklists, Agency Tour Checklists, Compliance Log, Personnel Roster(s)
- ☐ Assessment Notification Documentation, Waivers, Audit Sheet, Activity Report, Repair Work

Massachusetts Police Accreditation Commission

AUDIT SHEET Accreditation Program

Agency: Waltham Police Department

CEO: Chief Keith D. MacPherson

Accreditation Manager: Officer Danelle M. Hart

Assessment Dates: June 28, 29 and 30, 2017

Assessment Team:

- (1) Chief George McNeil, Somerset (TL)
- (2) Sergeant Timothy McDonough, Burlington
- (3) Sergeant Jeffrey Young, Concord
- (4) Paul Coughlin, Assessment Team Facilitator



Mandatory										Optional	
	Chapter	Assessor	Waived	In Compliance	Activity	Chapter Total	In Compliance	Chapter Total	In Compliance	Chapter Total	
1	Law Enforcement Role and Authority	McDonough		25		25	1	1	1	1	
2	Agency Jurisdiction and Mutual Aid	McDonough		0		0	4	4	4	4	
3	Contractual Agreements for L.E. Services	N/A		0		0	0	0	0	0	
11	Organization and Administration	Young		5	1	6	3	3	3	4	
12	Direction	Young		3	1	4	1	1	1	1	
15	Planning & Research, G&O, Crime Analysis	McDonough		0		0	0	0	0	4	
16	Personnel and Personnel Alternatives	McDonough	7	3		10	3	3	3	5	
17	Fiscal Management and Agency Property	Young		2		2	6	6	6	7	
21	Classification and Delineation of Duties	McDonough		1		1	0	0	0	0	
22	Compensation, Benefits and Conditions of Work	McDonough		4		4	6	6	6	9	
24	Collective Bargaining	McDonough		1		1	0	0	0	0	
25	Grievance Procedures	McDonough		0		0	2	2	2	2	
26	Disciplinary Procedures	Young		6		6	2	2	2	2	
31	Recruitment	McNeil		1		1	3	3	3	3	
32	Selection	McNeil		7		7	5	5	5	5	
33	Training and Career Development	McDonough		14		14	4	4	4	4	
34	Promotion	Young		1		1	4	4	4	5	
35	Performance Evaluation	Young		0		0	0	0	0	8	
41	Patrol	McDonough	2	14		16	3	3	3	3	
42	Criminal Investigation	McNeil		6	1	7	6	6	6	10	
43	Vice, Drugs and Organized Crime	McNeil		2		2	2	2	2	2	
44	Juvenile Operations	McNeil		3		3	3	3	3	3	
45	Crime Prevention and Community Involvement	McDonough		0		0	1	1	1	6	

Massachusetts Police Accreditation Commission

AUDIT SHEET Accreditation Program

		Mandatory					Optional	
	Chapter	Assessor	Waived	In Compliance	Activity	Chapter Total	In Compliance	Chapter Total
46	Critical Incidents/Special Ops/Homeland Security	McDonough		14		14	6	6
52	Internal Affairs	McNeil		9		9	2	3
53	Inspectional Services	Young		0		0	0	2
54	Public Information	Young		2		2	0	0
55	Victim/Witness Assistance	Young		6		6	2	2
61	Traffic	Young		15		15	8	10
70	Detainee Transportation	McNeil		12	1	13	0	0
71	Processing and Temporary Detention	McNeil	9	0		9	0	0
72	Holding Facility	McNeil		32		32	3	3
73	Court Security	N/A		0		0	0	0
74	Legal Process	McNeil		6		6	0	0
81	Communications	McNeil	1	15		16	3	3
82	Central Records	Young		10		10	6	6
83	Collection and Preservation of Evidence	Young		8		8	2	2
84	Property and Evidence Control	Young		7		7	0	0
	TOTALS		19	234	4	257	91	125
						257		73%

Waiver(s): 16.3 (7), 41.1.4, 41.3.8, Ch. 71 (9), 81.1.1

Agency: Waltham Police Department

Optional Standards:
Required Minimum: 65% = 82 Standards