



**Town of Bowling Green – Police Department
Council Monthly Report/Project Update
For March 2018**

Prepared By: Chief David Lipscomb	Date: March 30, 2018
Additional and/or Support Materials Attached: Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Activity Report:

Total Calls for service: 24

BGPD 18 total calls for service. One of which required an incident-based report. One mental subject turned

Officer Honeycutt:

- 6 none reportable calls for service**
- 1 reportable call for service. (Vandalism)**
- 1 attempted suicide transport**
- 7 summonses issued**

Chief Lipscomb:

- 17 calls for service (none reportable)**
- 70 Summonses issued (Speeding, Expired Inspections, Defective Equipment, Seat Belt)**
- 12 Verbal warnings given, 7 Fire Lane Warnings**
- 2 Driving Suspended**
- 2 Alarm call**
- 2 FMCSA commercial vehicle inspection was conducted with the vehicle being placed out of service for critical safety violations. One of which had to towed due to lack of brake application.**

Assisted Virginia State Police with a motor vehicle crash at the intersection of Rt. 301 and Broaddus Ave. Crash involved two vehicles with injuries requiring medical transport.

Attended weekly staff meetings.

Attended two-day in-service for commercial motor vehicle inspectors. Training was located in Chesterfield and was conducted by the Virginia State Police. All inspectors are required to attend this in-service once a year to remain certified

Conducted traffic enforcement throughout the Town.

Conducted extra patrols of Town resident's homes who advised they were on vacation.

Attended four-day training in Henrico. This training was specific to new chiefs / deputy chiefs. This training was conducted by the VACP. Focus areas included political environments, budget development & management, freedom of information, law and order, fair labor act, Americans with disabilities act, Family medical leave act, things to do first for new police chiefs, ethics & personnel actions, building organizational safety, media relations, and legislative updates.

Purchased new summons booklets for traffic enforcement. The last time these documents were ordered was in 2014. These booklets were purchased through a new vendor as a cost saving measure.

Met with CCSO personnel in reference to their armored personnel carrier and the toxic exhaust that has be emitted into the Town Police building when they start it up.

Started a log and sign-up sheet used for logging Town Hall events that include alcohol.

Continued process of refurbishing the Town's parking violation documents.

Advised a citizen in reference to his trailer being parked on Main St. The trailer was removed and the citizen was educated on the Town's ordnance requiring vehicles left more than 24 hours to be removed. No enforcement action was required.

Met with several candidates wishing to become auxiliary officers. Started the background process for one candidate.

Obtained several quotes for purchase of records management system. (See attached)

Washed and vacuumed patrol SUV three times per week.

Met with personnel in preparation of National Night Out in August.

Conducted more research in relation to 599 funding and specific requirements related to securing this funding.

Researched available grants available for federal, state, and corporate sources.

Began planning process for National Night Out.

Checked Virginia State Police sex offender registry for new entries. None located.

Surplus of Items no longer being utilized:

Nothing to report.

Pending Actions:

Secure funding for the purchase of police equipment to be utilized by auxiliary officers as we incorporate this program into existence.

Secure funding to revamp our parking summons. (Currently none exist)

Police building renovations still in progress.

Decisions Needed:

Ordinance for the acceptance of \$5 fee associated with summons fee for electronic software used for electronic summons equipment. State code allows this fee which is currently being charged on all summons issued by BYPD. This is money set aside by the state and not a cost issue to the Town. Currently these monies are going to the county. Forwarded county ordinance to Town Manager for review.

Decision needed on full time police chief position. See attached Virginia Code 9.1-165 (Definition of police department) This definition pertains to 599 funding which the town presently receives in the amount of \$26,000 a year.

Heads Up Items:

Working with Town Manager towards solution to a records management system. (RMS)

The employees of Bowling Green, Virginia are committed to providing the highest quality service to the community as directed by the Town Council within the constraints of the town's resources and will do so without regard to personal gain or privilege.

§ 9.1-165. Definitions.

"Police department" means that organization established by ordinance by a local governing body that is responsible for the prevention and detection of crime, the apprehension of criminals, the safeguard of life and property, the preservation of peace and the enforcement of state and local laws, regulations, and ordinances. Such department shall have a chief of police, which in the case of counties may be the sheriff, and such officers, privates, and other personnel as may be provided for in the ordinance, **one sworn member of which shall be a full-time employee**. All law-enforcement officers serving as members of such police department, whether full-time or part-time, and whether permanently or temporarily employed, shall meet the minimum training standards established pursuant to §§ 9.1-102 and 9.1-114, unless such personnel are exempt from the minimum training standards as provided in §§ 9.1-113 and 9.1-116. Any police department established subsequent to July 1, 1981, shall also have, at a minimum, one officer on duty at all times for the purposes set forth above.