

To: Mayor and Ross Town Council
From: Chief Erik Masterson
Re: Approval for Sharing of Supervision Agreement – Fairfax Police Dept
Date: November 29, 2011

I. Summary

Town Council action for approval of the agreement to share resources between the Ross Police Department and the Fairfax Police Department, by providing advice and direction for police personnel when a supervisor or Chief of Police, of our respective agencies is out of town and/or unavailable.

II. Introduction

Currently the Ross Police department does not staff supervisors on a 24 hour/ 7 day a week level. Supervisors for the Ross Police department are on duty during peak times with the exception of early morning hours, vacations, sick day and training. Each agency relies on their Police Chief or off duty supervisors to be available to the on duty staff when issues arise either necessitating a call out or advice on a specific incident.

The Ross Police Department has recently been reduced to a single working supervisor due to injury. This results in an increased responsibility by the front line supervisor to be available to on-duty personnel for questions and direction.

In the absence of the Chief of Police, due to vacation or training, the supervisors provide direction for department. There is currently no plan in place to assist the supervisors with management advice on critical incidents.

The Fairfax Police Department shares similar staffing limitations. Between the two agencies resources can be made available to provide for gaps in supervisory and administrative coverage.

III. Discussion

In the spirit of mutual cooperation and sharing of resources, the Fairfax Police and Ross Police Departments propose that the Police Chiefs' arrange for their counterpart to provide advice or direction during times that they may not be available. It would be a rare occasion that either Police Chief would be unavailable by telephone. It is however a very real scenario that the Chief would be unable to respond to an event when out of the area such as during scheduled vacations or training courses. In this scenario, the agency counterpart's Chief could be contacted to provide direction. The Chief's agree to make available telephone numbers at which they may be reached during duty and off-duty hours.

Additionally, the departments propose to provide supervisory advice and direction for one another when no supervisor is on duty or cannot be reached. The respective department personnel may contact supervisors from their counterpart agencies for advice and/or direction on simple field work issues, when their own supervisory staff is not available by telephone, or

when authority is granted by the respective Police Chief's to utilize the on duty supervisor from the neighboring agency. This agreement does not alter the chain of command and decision making authority when requesting advice or direction. The respective entities retain control of their personnel and event, unless they chose to relinquish control to the other entity. There is no cost to either entity.

Formal mutual aide agreements are already in place through the Marin County Sheriff's office to provide for assistance to smaller agencies. These mutual aid agreements however do not address the less formal supervisory advice as outlined here. Additionally, when the more formal mutual aid is requested, generally the agency providing the assistance assumes command and control of the event.

By sharing resources already in place, our intent is to bridge this gap and afford each agency the opportunity to utilize the expertise of each agencies personnel and help our employees to better serve the needs of each community.

IV. Recommendation

Staff recommends the approval of the agreement to share resources between the Ross Police Department and the Fairfax Police Department, by providing advice and direction for police personnel when a supervisor or Chief of Police, of our respective agencies is out of town and/or unavailable.