



Assessment Report
Kankakee (IL) Police Department
2012



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Assessment Report
December 2012**

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A. Agency name, CEO, and AM

Kankakee Police Department
385 East Oak Street
Kankakee, IL 60901

Larry Regnier, Chief of Police
Lieutenant David Skelly, Accreditation Manager

B. Dates of the On-Site Assessment:

December 16-18, 2012

C. Assessment Team:

1. Team Leader: Neil R. FERDELMAN
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2. Team Member: Paul KOPRESKI
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D. CALEA Program Manager and Type of On-site:

Christie Goddard

First reaccreditation, C size (78 personnel; 69 sworn and 9 non-sworn)
5th edition Law Enforcement Accreditation

The agency utilizes the CACE-L software program.

E. Community and Agency Profile:

1. Community profile

The City of Kankakee, Illinois is 60 miles south of Chicago and was incorporated in 1865. Sitting on the Kankakee River, it is comprised of 14.6 square miles and has a

population of 27,500. It is a remarkably urban city for its size with typically bigger city problems that belies its smaller population. The city's mayor serves as the chief executive officer with direct administrative authority over city operations. Mayor Nina Epstein serves with 14 aldermen, who are elected from each of the city's seven wards. The Chief of Police reports directly to the mayor.

2. Agency profile

The Kankakee Police Department consists of 69 full-time sworn officers and nine civilian personnel. The department has experienced an 11 percent reduction in personnel during the assessment period due to the poor economy. Larry D. Regnier serves as the Chief of Police, and John M. Gerard is the Deputy Chief, overseeing all departmental operations as well as Support Services. Robin M. Passwater commands the investigative function, and Matt W. Adamson is the patrol commander.

3. Demographics

The demographic composition of the service area and agency are represented in the following table:

	Service Population		Available Workforce		Current Sworn Officers		Current Female Sworn Officers		Prior Assessment Sworn Officers		Prior Assessment Female Sworn Officers	
	#	%	#	%	#	%	#	%	#	%	#	%
Caucasian	12391	45%	13572	80%	54	78%	5	7%	59	81%	5	7%
African-American	11014	40%	1804	11%	11	16%	1	1%	10	14%	1	1%
Hispanic	4956	18%	1132	7%	4	6%	0	0%	4	5%	0	0%
Other	N/A	0%	561	3%	0	0%	0	0%	0	0%	0	0%
Total	28361*	100%	17069	100%	69	100%	6	9%	73	100%	6	8%

*Service population is shown as higher than the current population as some in the population groups classify themselves by identification with more than one race.

The Kankakee Police Department currently maintains a staff of 69 sworn officers, with an ordinance reflecting a staff of 74. Budget cuts and attrition account for the current reduced staff. Kankakee has a current population of 27,500, and an available workforce of 17,069. The racial composition of the Kankakee Police Department compared to the available workforce is proportionate.

4. Future issues

Kankakee is a small city with big city problems, confirms Chief Regnier. Poverty, unemployment, drug addiction, violent street crime, high dropout rate in the school system, lack of retail and industrial base, and aging housing stock, all contribute to community problems. Kankakee appears to be moving in a positive direction, however, and has made strides in attracting businesses, downtown redevelopment, and stability in city revenue and funding has added to a downward trend in crime.

Kankakee is a very racially diverse community with associated problems and advantages. Attracting minority police recruits from within the community remains a continuing effort. Distrust between the police and the minority community still exists, but significant steps have been taken as a result of citizen police academies and police participation in neighborhood organizations. Community policing is no longer viewed as a "program," but as the culture of the department. It predates the hiring of most of the officers, and they view community policing as the way the department conducts business.

Training and equipment needs, along with continued policy structure can be identified as department necessities. The next several years will see movement in key administrative positions within the department as officers retire or are reassigned to fill those positions. Nurturing existing partnerships with local, state, and federal law enforcement agencies, along with continued and expanded community involvement, are critical departmental challenges.

5. CEO biography

Larry D. Regnier was named Chief of Police of the City of Kankakee, Illinois on June 3, 2010. He has served his entire 30 year career with the Kankakee Police Department, starting in November of 1982. He worked his way through the ranks, serving in the Patrol and Investigations Divisions before being appointed Deputy Chief in 2000.

Chief Regnier oversees federal grant programs for the department, totaling over six million dollars, and administers the budget and fiscal planning of the eight million dollar police department budget. He remains active as a contact person for 14 community organizations. He holds an Associate Degree in Law Enforcement from Kankakee Community College, and is a graduate of the Northwestern University Traffic Institute School of Police Staff and Command.

F. Public Information Activities:

Public notice and input are a corner stone of democracy and CALEA accreditation. This section reports on the community's opportunity to comment on their law enforcement agency and to bring matters to the attention of the Commission that otherwise may be overlooked.

a. Public Information Session

A public information session was held at 5 PM on Monday, December 17, 2012 in the Council Chambers at the Kankakee Public Safety Center. Over 25 people were in attendance, with 16 making comments, all strongly supporting the agency and its staff. Speakers included the Kankakee County state's attorney, business leaders, and leaders from nearby law enforcement agencies. The majority of the speakers, however, were city residents, many of whom had graduated from the

department's Citizens' Police Academies (CPA). They personally attested to the professionalism of the department and the dedications of its officers.

b. Telephone Contacts

A public telephone call-in session was held from 2 PM until 4 PM on Monday, December 17, 2012. During this time, assessors received five telephone calls from a nearby police chief, a retired police chief, and three city residents. All were highly complementary of the agency. The residents were particularly supportive of the department's community policing initiatives.

c. Correspondence

One e-mail was received concerning the assessment. Its writer, a life-long resident of the city, was also a CPA graduate, and commented on the officers' community interaction, knowledge, and willingness to help the citizens they serve.

d. Media Interest

On December 11, 2012, the *Bourbonnais Herald* published an article about the on-site assessment, and the *Kankakee Daily Journal* ran a brief story about the assessment on December 15. It printed a follow-up story on December 18 after a reporter covered the public information session, noting all of the praise given to the department by those in attendance. The reporter interviewed Team Leader Ferdelman following the session.

e. Public Information Material

The agency distributed a public notice and a press release concerning the on-site. The public notice was posted at the Public Safety Center, the Public Library, the County Building, and at City Hall. The press release was distributed to the local media.

f. Community Outreach Contacts

Assessors spoke with varied representatives in the Kankakee community about the effectiveness of the department. The team met with Kankakee Mayor Nina Epstein, who was very supportive of the department. She is pleased with the direction taken by Chief Regnier, and believes the department is visible in the community and provides good citizen support. Team Leader Ferdelman interviewed a local radio news director, the editor of the local newspaper, and the senior alderman on City Council.

Ron Jackson, the News Director of local radio station WKAN finds the department to be very professional and easy to work with. He reported that the Chief and his officers are very accessible, and routinely provide reports, press releases, and public service announcements to benefit the community. He participated in the department's Citizen's Police Academy and was impressed with the department's professionalism and commitment to keeping the community safe.

Mike Fry, the editor of the *Kankakee Daily Journal*, said the newspaper has a fine relationship with the department. Although he stated 2012 has been a rougher year for the department because of dealing with six homicides, he views the agency as being very responsive in providing information. Most importantly, he felt, was a renewed commitment by the department to be a part of, rather than apart from the community. He sees this more visible presence manifested through increased bicycle patrols and foot patrols. He believes the community sees the officers more as human beings when they are out of their patrol cars.

Alderman Steven Hunter is the senior member of City Council and the chair of its Public Safety Committee. As such, he reports that he has worked with many police chiefs, and has witnessed the department evolve in the past 15 years as one committed to working effectively with the community in lieu of being adversarial. He observed that officers attend meetings of all community-based groups representing all segments of the city. He believes the foot patrol initiative allows officers to be seen in non-adversarial roles, and fosters a good working relationship with citizens.

G. Essential Services

Law Enforcement Role, Responsibilities, and Relationships and Organization, Management, and Administration (Chapters 1-17)

All sworn officers in the City of Kankakee must abide by an oath of office prior to assuming their duties as a law enforcement officer. Employees are guided by various agency rules and regulations, and each employee must adhere to a strict code of ethics. The agency works closely with federal, state, local, and public service agencies in the administration of criminal justice and social service diversion programs, both adult and juvenile. Assessors heard from representatives of these agencies and programs, who verified valued working relationships.

All sworn officers are legally authorized and vested with the responsibility granted by Illinois Compiled Statutes, which define the scope and limits of law enforcement authority. Chapter 27 of the Municipal Code of the City of Kankakee establishes the powers and duties of the Chief of Police and its police officers.

Written directives applicable to all departmental personnel assure compliance with legal requirements. Rules and practice provide measures protecting the constitutional rights of both adults and juveniles. They ensure that citizens are properly safeguarded, to include during interviews, interrogations, and access to counsel. Agency personnel are well trained on the constitutional guidelines surrounding search and seizure. Assessors reviewed instances where agency personnel properly utilize protocols governing consent to search, search incident to arrest, and arrest with and without a warrant.

By policy, no search of any body cavity other than the mouth is conducted without a search warrant, unless it is a felony arrest and there is reason to believe that the person may be concealing drugs, weapons or other contraband. In that circumstance, the search must be authorized by a supervisor. No strip or body cavity searches were conducted by the department during the assessment period.

The Kankakee Police Department provides law enforcement services to the Kankakee School District by contract. The number of officers, their duties, and responsibilities is agreed upon between the parties. The agreement requires that police personnel remain under the control of the department.

The agency's structure is organized into three divisions: Patrol, Investigations, and Support. Patrol and Investigations are each supervised by division commanders. The Deputy Chief oversees each of these divisions and reports to the Chief of Police. In 2010, longtime Chief Michael Kinkade retired, and Deputy Chief Larry Regnier was promoted to Chief of Police. In the absence of the Chief, the command responsibility falls to the Deputy Chief, then to the Patrol Commander, and then to the Investigations Commander.

Incidents which may result in heightened community must be reported to the Division Commander or Deputy Chief. That officer subsequently notifies the Chief of Police, and appropriate press releases or briefings follow. News media representatives within the community confirm that information is released in a timely manner and departmental representatives are accessible.

The agency provides all personnel electronic accessibility to its policies via the department's computer system and a CD-ROM of the department's Standard Operating Procedures manual. Hard copies of the manual are located in the Patrol and Investigations Divisions. The accreditation manager ensures that the manual is distributed to all personnel. Employees acknowledge an understanding of all relevant policies of the agency after appropriate training.

The Deputy Chief is responsible for ensuring that all department-owned property is clean and in a state of operational readiness. The agency uses a departmental inspection process to document the inventory and the condition of the property.

Cash is received for copies of police reports, sexual offender registration, and administrative seizure and manages an investigative cash fund. Investigative Commander Passwater is responsible for the investigative cash fund, and the Administrative Assistant for Investigations is responsible for receiving cash fees. The Deputy Chief of Police audits the petty cash records quarterly and the Investigations Commander audits the investigative cash account. Monthly, the City of Kankakee Comptroller prepares a statement of funds expended and lists the remaining balance in each account.

Bias Based Profiling

Data is collected on vehicle traffic contacts, field contacts, and asset seizures. The Kankakee Police aggressively enforces a zero-tolerance policy prohibiting bias-based profiling.

2009 Traffic Warnings and Citations

Race/Sex	Warnings	Citations	Total
Caucasian/Male	118	856	974
Caucasian/Female	88	542	630
African-American/Male	134	1248	1382
African-American/Female	95	740	835
Hispanic/Male	42	460	502
Hispanic/Female	27	781	808
Asian/Male	5	3	8
Asian/Female	4	3	7
OTHER	5	19	24
TOTAL	518	4652	5170

2010 Traffic Warnings and Citations

Race/Sex	Warnings	Citations	Total
Caucasian/Male	211	1168	1379
Caucasian/Female	166	815	981
African-American/Male	191	1401	1592
African-American/Female	135	876	1011
Hispanic/Male	61	568	629
Hispanic/Female	28	215	243
Asian/Male	5	10	15
Asian/Female	1	7	8
OTHER	4	11	15
TOTAL	802	5071	5873

2011 Traffic Warnings and Citations

Race/Sex	Warnings	Citations	Total
Caucasian/Male	171	879	1050
Caucasian/Female	137	636	773
African-American/Male	187	1190	1377
African-American/Female	130	837	967
Hispanic/Male	48	397	445
Hispanic/Female	38	227	265
Asian/Male	0	2	2
Asian/Female	1	4	5
OTHER	2	13	15
TOTAL	714	4185	4899

Prohibition of profiling is based on race, ethnicity, gender, sexual orientation, religion, socio-economic status, or cultural group. All sworn personnel initially receive legal aspect training on bias based profiling during the basic academy. Periodic in-service training is conducted and includes a review of department policy on bias based profiling.

The ratio of warnings to citations has been relatively stable for all ethnic groups over the last three years and no bias based profiling complaints from traffic contacts were made during this assessment period.

The Deputy Chief conducts an annual administrative review of the departments' practices to assess bias profiling trends during the first quarter of each calendar year. The review includes a thorough examination of all personnel complaints as they relate to employee conduct as well as their annual training protocols on cultural diversity/bias based profiling. Deputy Chief Gerard reports the finding to Chief Regnier in the form of a written review. No bias based profiling complaints were received during the assessment period.

Use of Force

The agency's use of force policy is detailed and requires officers to use only the amount of force that is reasonable and necessary. A use of force report is prepared each time an officer discharges a firearm other than in training, uses a lethal or less lethal weapon, uses weaponless physical force to affect an arrest, or any action that results in injury or death. The Patrol Commander reviews all use of force incidents. If needed, the Patrol Commander submits a copy of the report recommendations to the Deputy Chief and the Chief of Police for additional review.

Only sworn officers who demonstrate proficiency in the use of department-authorized weapons are permitted to carry or use such weapons. The agency conducts annual training on its use of force policies and requires demonstrated proficiency with all approved weapons, including the Taser. Remedial training is required for any officer who does not complete the practical course after two attempts. No remedial training was required during the assessment period.

Officers may only carry authorized weapons and ammunition that is approved by the Chief of Police. Officers are required to have their weapons inspected semi-annually during firearm qualifications. The agency's authorized less than lethal weapons include Oleoresin Capsicum (OC) Spray, the ASP collapsible baton, short straight baton, and the Taser.

Annual analyses of the agency's use of force incidents disclosed a decrease in occurrences from 2009, and a relatively consistent number of occurrences over the last two year period as recorded in their arrest data and use of force reports. In 2009, the agency recorded 43 uses of force incidents, compared to 32 in 2010 and 31 in 2011.

Patrol Commander Adamson reviewed each use of force report during the assessment period and all incidents were found to be in compliance with directives. The use of force incident involving a firearm resulted from the need to destroy a sick or injured animal in compliance with departmental policy.

Use of Force

	2009	2010	2011
Firearm	1	0	0
ECW	37	34	17
Baton	2	3	3
OC	1	2	1
Weaponless	11	4	10
Total Uses of Force	52	43	31
Total Use of Force Arrests	40	32	29
Complaints	0	1	0
Total Agency Custodial Arrests	2075	2343	2068

Personnel Structure and Personnel Process (Chapters 21-35)

The City of Kankakee maintains a job classification for every position within the police department. The Deputy Chief reviews the job descriptions for all positions within the department annually for any changes. The city administers an employee benefits program. New applicants are required to pass a state-certified physical fitness examination, and current officers may take the Illinois Law Enforcement "Power Test" in consideration for additional compensation in the form of a bonus.

Agency personnel participate in the Illinois Municipal Retirement System. Health insurance benefits are outlined in the collective bargaining agreement for sworn non-supervisory employees, and in the City of Kankakee Employee Handbook for all other employees. Department employees are protected from liability under Illinois Compiled Statutes and the city provides legal counsel to employees involved in actions. The department encourages employees to pursue higher education, and allows shift schedule changes to assist the educational process.

Extra duty employment is permitted upon approval of the Deputy Chief, conditioned on the actual or potential use of law enforcement powers. Extra duty employment may be prohibited or limited if the employment constitutes a conflict of interest or would bring discredit to the department.

The Kankakee Police Department evaluation system includes a standardized comprehensive form that includes definitions for rating and the various dimensions across which an employee is rated. The performance appraisal system includes measurement of definitions, procedures for the use of forms, and rater responsibilities. The department annually trains supervisors on issues regarding appraisal of employee performance, proper use of the forms, and the determination of measurement definitions.

All employees are evaluated semiannually. The evaluating supervisor completes the employee's evaluation form, reviews it with the employee, and then forwards the evaluation to the division commander for review. Supervisors counsel employees on areas of concern and expected improvement. Supervisors provide a written explanation in the comments section of the form for any rating issued that is termed "Unsatisfactory" or "Outstanding," explaining them with specific examples. Supervisors use the goals/objectives section of the evaluation form to document career counseling relative to advancement or specialization.

The Kankakee Police Department uses an early warning system designed to identify employees who display specific behaviors that may require intervention efforts. The Deputy Chief serves as the early warning system coordinator. The system flags employees with three or more targeted incidents during the most recent twelve month period. When employees are identified, the coordinator meets with the employee's supervisor or division commander to discuss an appropriate intervention that is non-disciplinary in nature. Elements of the system were triggered in 2010, 2011, and 2012 resulting in outcomes ranging from extended medical leave to disciplinary action.

Grievances

Non-bargaining unit employees are covered by the City of Kankakee grievance process. Sworn officers grievance procedures are controlled by the collective bargaining agreements. Grievances must be filed with the Deputy Chief within 10 days and may be appealed to the Chief if not resolved. If the grievance is not resolved after the appeal it may be appealed to the Mayor of the City of Kankakee and may finally end up in arbitration after the Mayor's decision.

Formal Grievances

Grievances	2009	2010	2011
Number	2	4	3

Of the nine grievances filed during the assessment period, one was sustained and three were not. Another grievance was withdrawn, an additional one was resolved, and three were withdrawn and resolved. These instances involved collaboration between the patrol officer's union and the administration following changes in the collective bargaining agreement after economic concessions were made.

Disciplinary

The agency has a very comprehensive Code of Conduct that is clear and easy for officers to understand. The agency's sexual harassment policy is in conjunction with the city's policy against discrimination and sexual harassment. Employees are directed to report any incidents of harassment to their immediate supervisor. If a supervisor is involved in the incident, the employee must report the incident to that supervisor's immediate supervisor.

Supervisors are responsible for observing conduct and detecting instances when disciplinary actions are warranted for employees under their supervision. Division commanders are responsible for overseeing the investigation of all disciplinary matters brought to their attention.

Personnel Actions

	2009	2010	2011
Suspension	1	5	4
Demotion	0	0	0
Resign In Lieu of Termination	0	1	1
Termination	0	0	0
Other (Written Reprimands)	3	6	5
Total	4	12	10
Commendations	8	21	17

Disciplinary appeals for all full-time sworn personnel are conducted according to the rules and regulations of the Kankakee Fire and Police Commission and the bargaining agreement. Disciplinary appeals for all other employees are conducted according to the procedures set forth in each employee's labor agreement or contract.

The majority of disciplinary actions during the assessment period were the result of code of conduct violations. Two officers resigned in lieu of termination following the investigation of theft and use of force violations. There were no noticeable trends that tied the myriad of incidents together. An incident involving a Taser at a school resulted in the officer's resignation and litigation, all of which was settled out of court by the city. There was no media coverage of any significance of the department's disciplinary actions.

Recruitment and Selection

The racial composition of the Kankakee Police Department compared to the available workforce is proportionate. The department has five percent higher African-American composition and a one percent lower Hispanic composition than the available workforce. The percentages employed in both categories have increased during the assessment period. The department's female composition is at nine percent, one percent greater than the prior assessment. The agency's recruitment plan, updated for the assessment period, contains an objective to increase the number of females in the sworn ranks by attendance at job fairs and maintaining contact with local colleges and churches.

Sworn Officer Selection Activity in the Past Three Years (2009-2011)

Race/Sex	Applications Received	Applicants Hired	Percent Hired	Percent of workforce population
Caucasian/Male	206	5	2%	80%
Caucasian/Female	17	0	0%	
African-American/Male	32	0	0%	11%
African-American/Female	9	0	0%	
Hispanic/Male	16	0	0%	7%
Hispanic/Female	2	0	0%	
Other	5	0	0%	3%
Total	287	5	100%	100%

The population percentage is based on information from the US Census Bureau. The Percent of Workforce Population numbers were taken from census information for Kankakee County 20 to 34 year olds (19 percent). The racial makeup for Caucasian, African-American, Hispanic, and Other were all then divided by the 19 percent representing the 20 to 34 year old age group. Those numbers were then further divided by the graduation rates of the specific racial groups provided by the Manhattan Institute Civic Report, November 2002.

At the time of the on-site assessment, the department had hired two additional officers in 2012, one African-American and another Caucasian. In filling a pending vacancy, a female candidate is at the top of the current list.

The selection process for civilian employee is documented in Kankakee Police Department policy. The specific elements and activities relating to the selection process of sworn officers are governed by the Rules and Regulations of the Board of Fire and Police Commissioners of the City of Kankakee. The department's probationary period for new hires is six months for civilian employees and 12 months for all sworn employees.

This process has procedures that include a written application, an orientation for testing, a tutorial session, a physical aptitude test called a "Power Test," and finally, a written and oral examination. The written and oral examination scores are combined to form the final score used for the ranking on the eligibility list. Appointments from the final eligibility list are subject to satisfactorily passing an in-depth psychological examination, background investigation, and a thorough medical examination.

Training

Lesson plans have a statement of performance and job-related objectives, content of training and specifications of the appropriate instructional techniques, and identification of any tests used. The agency has a form that documents all of these requirements.

Administrative Assistant Valarie Jaenicke maintains all training records, which include lesson plans for all training programs presented by the department's instructors, a roster of the attendees, and copies of all tests administered to officers. Training records are subsequently maintained in the officer's personnel file and are electronically entered into the Illinois State Police Learning Management System (LMS). In the last assessment report, deficiencies were noted in lesson plans requirements (33.1.4). This area was found to be in compliance during this assessment period.

The agency's Field Training Officer (FTO) program consists of three phases of training. Phase one starts with an orientation week prior to the police training academy. Phase two requires the officer to be assigned to different field training officers who evaluate his or her progress through Daily Observation Reports (DOR). During phase three, the officer is assigned a permanent shift to work and is monitored. This phase ends at one year from the officer's hire date. Each FTO is trained through the Illinois Law Enforcement Training and Standards Board.

Annually, all sworn personnel complete retraining, which includes legal update training. This training also includes specialized, advanced, or executive development training. Newly promoted personnel are provided the requisite training necessary to perform at the higher rank.

The department operates its own Special Weapons and Tactics (SWAT) team. Every officer assigned to the SWAT team annually receives a minimum of forty hours of readiness exercises and other specialized training.

Promotions

Lateral entry into the Kankakee Police Department is only allowed for the patrol level, and not for the ranks of sergeant or lieutenant. Entry level personnel must complete three years prior to eligibility for promotion. Evaluation of candidates is based on a written test, assessment center, and consideration of service points, longevity, and education. The Chief of Police communicates the expectations and job performance indicators of the position during the oral interview.

Any employee not selected for promotion may file for a review or appeal of the decision. All appeals are forwarded to the Board of the Fire and Police Commission, the final authority in the appeal process.

The Kankakee Police Department does not have a probationary status for newly promoted officers, pursuant to Illinois Statute that only allows probationary status for original appointments. Newly promoted officers are sent for any appropriate training not previously received and are subsequently evaluated by their immediate supervisor.

Sworn Officer Promotions

	2009	2010	2011
GENDER / RACE TESTED			
Caucasian/Male	0	0	17
Caucasian/Female	0	0	0

African-American/Male	0	0	5
African-American/Female	0	0	0
Hispanic/Male	0	0	2
GENDER/ RACE ELIGIBLE AFTER TESTING			
Caucasian/Male	0	0	17
Caucasian/Female	0	0	0
African-American/Male	0	0	5
African-American/Female	0	0	0
Hispanic/Male	0	0	2
GENDER/ RACE PROMOTED			
Caucasian/Male	3	0	2
Caucasian/Female	0	0	0
African-American/Male	1	0	1
African-American/Female	0	0	0
Hispanic/Male	0	0	0

By Illinois statute, the Kankakee Police Department offers promotional testing every three years for promotion to the ranks of Sergeant and Lieutenant. The promotions shown in 2009 were promoted from the 2008 promotional lists.

Law Enforcement Operations and Operations Support (Chapters 41-61)

The Kankakee Police Department has made a concerted commitment to community-oriented policing during the assessment period, a commitment that has been noticed across the board by community members and leaders. Officers are required to exit their patrol vehicle and walk or patrol in their areas on bicycle on a regular basis. The requirement is a department-wide philosophy, rather than just a program assigned to a small team of officers. It has resulted in overwhelming positive feedback and discernible satisfaction from the community.

Team Leader Ferdelman rode with Patrol Officer Brad Latham during the on-site assessment, and Officer Latham was knowledgeable about the community, the needs of the citizens, and had a positive outlook about the direction the department has taken in serving its citizens. He responded to several calls for service, including a coordinated response to a bank alarm at a downtown location.

The agency has guidelines for addressing all missing person cases. The investigating officer collects the initial description and information regarding the missing person. Information is immediately disseminated to surrounding agencies. The officer will generate a case report and notify the regional KAN-COM Telecommunications Center with the required information to enter the person as missing into the Illinois Law Enforcement Agencies Data System (LEADS), where it remains until the case is resolved. All follow up contacts with the complainant are logged on the initial Missing Person documentation form. A copy of all information is forwarded to the Investigations Commander for further investigation.

When a child is reported missing, the telecommunicator collects caller information and enters the youth's information into LEADS. Officers collect all information required for immediate notification of appropriate interagency coordination. If the missing child is believed to be abducted, officers notify the patrol supervisor immediately. The supervisor responds to the scene and notifies the Patrol Commander and the on-call investigator of the incident. The investigator activates the Amber Alert system if the incident meets the criteria. The agency has excellent guidelines to assist officers in providing information about available community resources to individuals suffering from mental illness. There are additionally specific guidelines for officers to follow when confronting persons suspected of suffering from mental illness.

All marked patrol vehicles are equipped with a water rescue disk, a first aid kit, and a blood borne pathogen decontamination kit. The Patrol supervisory vehicles are also equipped with flares and barricade tape. The vehicles have mobile data computers, which provide officer's access to the National Crime Information Center (NCIC), LEADS, and local records information system. Vehicles are also equipped with an in-car recording system (ICRS). The ICRS records whenever the vehicle's emergency lights are activated. Officers stop the recording only when the incident is considered completed, the arrestee is placed in the rear of the vehicle, or when an officer is at a traffic control scene with the vehicle lights activated. Recordings not secured as evidence are retained for 30 days in accordance with the department's retention schedule.

A case file management process and a control system help manage all criminal cases. The initial case report is maintained in the agency's computerized records system, affording access to officers on a need to know basis. Detectives maintain a case file on all investigations. The system identifies the type of record, who has access, and how the records are purged. All investigative case files remain in the system for two years, at which time the Investigations Commander reviews the files and determines which are to be purged dependent upon their status and agency policy.

Officers are trained and encouraged to seek, gather, and document information for the purpose of developing intelligence. All documented criminal intelligence is reported to a supervisor, and disseminated to the necessary components of the department. Intelligence is also disseminated from the Illinois State Police State Terrorism Intelligence Center (STIC) or LEADS.

The initial responding officer conducts the preliminary investigation for all incidents. Established steps to be followed in conducting preliminary investigations are in place and are being followed. Officers must observe and note all conditions and events upon their arrival at a scene. They also identify and locate witnesses to an event, protect the crime scene, locate and subsequently preserve all evidence. Officers conduct a preliminary interview with victims, witnesses, or subjects. If the crime is of a significant nature and evidence is present at the scene, the officer notifies a supervisor, who determines if a crime scene technician and/or detective will be dispatched to the scene.

All informant files are maintained under the direct control of the Investigations Commander, and no access is permitted without his permission. The commander assigns the Informant a confidential source number and if necessary, a code name. Juveniles are not used as informants unless their use is approved by the Investigations Commander and a waiver is signed by the juvenile's parents or guardian.

The department has two interview rooms in the Criminal Investigations Section. Officers must secure their firearms prior to entering the room with a criminal suspect. Officers in the interview rooms can use their assigned portable radios in the event assistance is needed. The rooms are also equipped with video monitoring systems so investigators can view the interview from another location.

Reporting procedures require that vice, drug, and organized crime information, including complaints from other agencies, are documented and submitted through the chain of command to the Deputy Chief of Police. The Deputy Chief maintains these records and reports the information to the Chief of Police. Extensive procedures govern surveillance, undercover, decoy, and raid operations. These activities are coordinated by the Investigations Commander.

The Juvenile Investigations Unit is a component of the Criminal investigations Section. The unit deals with cases involving juvenile offenders and education programs geared for juveniles. Officers typically use the least coercive alternative in dealing with juveniles, beginning with immediate release up to referral, usually by citation, to local or juvenile court. When juveniles are interviewed, an attempt to notify their parents is made and a juvenile officer is present during the interrogation.

Crime Statistics and Calls for Service

The Kankakee Police Department is charged with the task of law and order and the protection of life and property. Crime statistics provide the department with the types and the numbers of crimes that have occurred over time. The department uses this information to forecast future crime trends and plan responses in order to reduce the crime rate.

Part 1 Offenses

	2009	2010	2011
Murder	2	4	4
Forcible Rape	22	42	31
Robbery	98	99	110
Aggravated Assault	102	99	108
Burglary	271	339	391
Larceny/Theft	760	746	859
Motor Vehicle Theft	51	47	53
Arson	10	12	16

As the statistics in the chart indicate, violent crime showed minor variances, while property crimes, particularly burglaries and theft, showed some noticeable increases. This is typical in a poor economy. Year to date, crime has been down in 2012, with some exception. There have been six homicides, and burglaries and robberies continue to increase.

Calls for Service

Year	2009	2010	2011
Number	52,725	53,183	53,972

Calls for service in Kankakee rose increased incrementally each year during the assessment period, and that trend continued into 2012. Year to date, the agency has handled 52,859 calls for service as compared to 49,763 at the same time in 2011. The agency attributes the rise to the increased activities of officers patrolling on foot and on bicycles. This change has prompted positive comments from all segments of the community, who see the officers as more visible and approachable.

Vehicle Pursuits

Kankakee officers may not initiate or become involved in any vehicle pursuit for traffic violations or property crimes. Pursuits are permitted only if the officer is in a marked patrol vehicle. There must be reason to believe the occupants have committed a forcible felony, involved the infliction or threatened infliction of great bodily harm, or involves an attempt to escape by use of a deadly weapon.

Vehicle Pursuits

PURSUIITS	2009	2010	2011
Total Pursuits	0	2	3
Terminated by agency	0	2	1
Policy Compliant	0	2	1
Policy Non-compliant	0	0	2
Accidents	0	0	0
Injuries : Officer	0	0	0
: Suspects	0	0	0
: Third Party	0	0	0
Reason Initiated:			
Traffic offense	0	2	1
Felony	0	0	1

When pursuits do occur, officers are responsible for assessing surrounding factors and terminating the pursuit whenever the risk to themselves or others outweighs the dangers to the community. No more than two patrol vehicles may be involved in a pursuit unless a supervisor specifically authorizes additional vehicles. Roadblocks are prohibited unless the circumstances warrant the use of deadly force and the roadblock is approved by a supervisor. The Patrol Commander reviews and critiques all pursuits and determines compliance with policy.

In the last three years, there were five pursuits. Two incidents were found to be out of compliance with the policy restrictions, and the involved officers received disciplinary action and retraining.

Critical Incidents, Special Operations, and Homeland Security

The agency uses standardized Incident Command System (ICS) principles for special events planning, and provided law enforcement services at several documented special events during the assessment period. The plans were complete and in compliance with the elements of ICS.

The agency maintains an emergency operations plan during critical incidents encompassing all facets of ICS protocols. The system was both utilized and tested during the assessment period, and each practice incident contained ICS elements with provisions for command, operations, planning, logistics, and finance/administration. Incidents which employed the plan included a blizzard in 2011 and a river regatta in 2012. The exercise involved a mock airplane crash. In each instance, the agency established an inner perimeter, outer perimeter, and a scene command post, clearly identifying the locations of each. After action reports offered a candid assessment of areas where improvement was needed.

Internal Affairs and Complaints against employees

A City Inspector is tasked with the responsibility of investigating all complaints or allegations of misconduct against departmental employees, including anonymous allegations. The inspector maintains a record of each complaint received and assigns it a case number. An annual summary lists each complaint, its source, the names of the officers or employees involved, the complaint type, and relevant comments.

Complaints and Internal Affairs Investigations

External	2009	2010	2011
Citizen Complaint	47	66	31
Sustained	3	5	4
Not Sustained	13	16	9
Unfounded	31	45	18
Exonerated	0	0	0
Internal	0	1	0
Directed complaint	0	1	0
Sustained	0	1	0
Not Sustained	0	0	0
Unfounded	0	0	0
Exonerated	0	0	0

Types of complaints include verbal abuse, excessive force, injuries, and unprofessional conduct. Complaint investigations are concluded as unfounded, unsubstantiated, substantiated, or other resolution. Citizens are provided with a "Preliminary Citizen

Complaint Fact Sheet,” and sign an affidavit affirming that the allegations are true. Upon the conclusion of an investigation, the inspector completes an investigative report that details his findings.

The department had 12 sustained external complaints, and one sustained internal complaint during the assessment period. Each completed investigative report contains a synopsis of the incident or complaint, details of the investigation, an investigative finding, and a conclusion, along with the investigator’s observations. The complaint file is securely maintained by the inspector. All internal affairs investigations must be completed within six months. Necessary time extensions may be granted if there is difficulty receiving necessary documents, interviewing unavailable or unfound witnesses, or obtaining necessary information if approved by the Chief of Police.

Detainee and Court Related Activities; Auxiliary and Technical Services (Chapters 70-84)

Civil process documents are primarily the responsibility of the Kankakee County Sheriff’s Office however, the department does perform civil legal process by serving Orders of Protection. Officers also attempt to serve witnesses for criminal proceedings with subpoenas provided by the Kankakee County State’s Attorney’s office. All civil services must be served or returned not served before the end of the assigned officer’s tour of duty.

The agency does not operate a holding facility, and has no temporary detention rooms. It does provide security for the city’s Adjudication Hearing System, which handles the hearing and deciding of minor city ordinance infractions in lieu of an appearance in a county court facility. Officers operate a checkpoint that includes an x-ray machine and a magnetometer.

The KAN-COM Communications Center serves the Kankakee Police Department, the Kankakee County Sheriff’s Office, and all other agencies in the county except for two. The facility is up to date and efficient with instant countywide contact with all law enforcement officers. A major crime alert is issued via radio whenever warranted so field officers have crime-solving information as quickly as possible.

The center and its equipment are located in a secure and monitored building equipped with emergency generators. Fencing protects the towers, and monitors provide surveillance for the building, towers, and generators. An uninterruptible power supply acts to power equipment until the generators are activated, and a portable generator is available as a backup to the fixed generators.

Property and Evidence

Agency policy requires all property to be identified and secured prior to an officer’s end of tour except in exceptional circumstances and only with the approval of a supervisor. Temporary property lockers are used when the property custodian is not on duty.

Submission of evidence requires the completion of an accompanying case report. Evidence is secured in an alarmed storage vault with programmed keypad security that can be tracked. Firearms, currency, jewelry, and narcotics are further secured inside locked areas within the vault. A secured Blood-Bourne Pathogen Room is reserved for all biological evidence.

Received property and evidence is entered into a computer system through the use of a control number. The software accounts for the current location and disposition of each item, as well as its chain of custody. A signed log is used whenever property is removed for testing, court, or release. A semiannual inspection of the property function is conducted by the Property Officer and reviewed by the Chief of Police. An annual audit of the property and evidence function is conducted by a command officer assigned by the Chief. The annual audit focuses on the maintenance of currency, guns, drugs, and also examines other selected miscellaneous property and evidence.

Unannounced inspections are conducted at least semi-annually to ensure that the department's directives are being adhered to, storage areas are orderly, property is protected from damage, and that property disposal is occurring in a timely manner. The agency's evidence custodian retired in 2010, and a complete audit was conducted by a command officer, and a detailed report was completed. No discrepancies were observed.

When property or evidence is able to be released, the property officer attempts to contact the owner by either mail or telephone. Certified letters are used for property with a value over \$500.00. Assessors toured the evidence intake, processing, and storage areas and found them to be neat, well-organized, and secure.

H. Applied Discretion Compliance Discussion:

This section provides specific information on standards found to be in compliance after on-site "adjustments" were made. Adjustments may include modifying agency policies and directives, creating documentation, and an alteration of the physical plant.

The agency had no standards in this category.

I. Standards Noncompliance Discussion:

This section does not apply.

J. 20 Percent Standards:

CALEA agencies must be in compliance with at least 80 percent of applicable other than mandatory (O) standards. The agency is free to choose which standards it will meet based on their unique situation.

This was a Tier One assessment containing only mandatory standards. This section does not apply.

K. Future Performance / Review Issues

This section does not apply.

L. Table: Standards Summary:

	<u>TOTAL</u>
Mandatory (M) Compliance	<u>157</u>
(M) Noncompliance	<u>0</u>
Waiver	<u>0</u>
Other-Than-Mandatory Compliance	<u>0</u>
(O) Noncompliance	<u>0</u>
(O) Elect 20%	<u>0</u>
Not Applicable	<u>31</u>
 TOTAL	 <u>188</u>

M. Summary:

Agency files were found to be well organized with sufficient documentation. No files were returned for additional proofs of compliance already in possession of the agency. This was a notable improvement from the 16 files returned during the last assessment. The agency also had no files identified in applied discretion. This was also a significant improvement over the nine files found to be in applied discretion during the last on site. Assessors reviewed all files and found them to be in compliance with all applicable CALEA standards.

There were no standards that required attention on this assessment as well as the agency's last assessment. The submitted annual report was on time and complete. The assessment was not problematic. The cooperation received from the Accreditation Manager, other agency staff, its leadership, and from the community was superb. There were no issues concerning bias based policing, and in a community that has a 55 percent minority population, support from the city's minority communities appears to be strong. The number of grievances is low, and uses of force have steadily declined during the assessment period. Citizen complaints have decreased, and the number of sustained complaints is low.

Violent crime showed minor variances, while property crimes, particularly burglaries and theft, showed some increases. However, overall crime was down in 2012. Calls for service increased during the assessment period and into 2012, which the agency attributes to increased community-oriented policing activities and resultant trust from citizens in the police. There was a recurring theme encountered during this on-site, and

it was best summed up by the city's senior Alderman. He told us he had witnessed the department evolve to an agency with a singular commitment to working effectively with the community. He observed that officers attend meetings of all community-based groups representing all segments of the city.

This change occurred over time, but Chief Regnier took decisive action following a meeting with some of the city's clergy designed to address problems in a minority community. The clergy observed that police cruisers were barriers, and asked to have the officers themselves be more visible. The Chief quickly ordered all patrol officers to engage in activities outside of their cruisers during a portion of their tours of duty, and he required the daily actions to be documented. As a result, Kankakee officers were immediately more visible to citizens, and positive interactions continue to grow. This effort was undertaken in concert with an established Citizen's Police Academy, followed by an alumni group of graduates who serve as the department's ambassadors. These concerted efforts resulted in every single comment received by the assessors, whether it was by telephone, in writing, or during the public information session, to be positive. In fact, most were enthusiastic.

Members of the media felt the transformation extended to the officer's off-duty time, and said the officers were even approachable when they were out shopping or enjoying leisure activities as evidence of their commitment to community service.

The Kankakee Police Department, in addition to being a professional law enforcement agency, exemplifies a police agency providing true community service, resulting in citizen trust and satisfaction, foundations of CALEA's principles. This satisfaction was evidenced without exception during the assessment, and is the direct result of the department's excellent leadership and dedicated officers and employees.



Neil R. FERDELMAN
Team Leader

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