



City of Monroe Police Department Work Plan

Task	Description	Year to Year Carry Over		Department Staff	Committee(s)	Start	End
		Yes/No					
OPERATIONS							
Provide police services to the Community	In house; Respond to 911 calls for service and conduct proactive/community policing 24 hours a day, 7 days a week	Yes		All as needed	None	Jan-20	Dec-20
Volunteer Program	In house; assist with workloads and special projects	Yes		All as needed	None	Jan-20	Dec-20
Officer recruitment	In house; Recruit qualified Lateral and entry-level applicants for vacant positions	Yes		All as needed		Jan-20	Dec-20
Embedded Social Worker program	In house; Continue to evaluate the needs of the embedded social worker program, specifically officer staffing and the client demands outside of the two days a week dedicated to the program	Yes		All as needed	None	Jan-20	Dec-20
Unmanned Aerial Vehicle (Drone) program	In house; develop and integrate the use of a drone in police operations in conjunction with other City stakeholders; develop policy and procedures	Yes		All as needed	Yes	Jan-20	Dec-20
Sno911 county radio replacement	Replace all vehicle, portable and bay station radios through voter approved countywide upgrade program; Fire District 7 will do the replacement work on the vehicles	No		All as needed	None	Jan-20	Dec-20
ADMINISTRATION							
Evidence	In house; provide training and orientation to new Evidence Technician; conduct complete evidence/property inventory due to personnel change	Yes		All as needed	None	Jan-20	Dec-20
Department Reorganization	In house; evaluate observed operations and MATRIX recommendations to maximize operational effectiveness:						
Implement Re-Branding	In house; design new department patches, graphic designs on patrol vehicles, and police logo	No				Jan-20	Dec-20
LEMAP Review	WASPC; Conduct review of MPD's organizational structure for accreditation purposes	Yes				Jan-20	Dec-20
Permitium On-Line Concealed Pistol License renewals	In house; assess software for possible use in online pistol license renewals	Yes		All as needed	None	Jan-20	Dec-20
TRAINING							
Quarterly Department training	In house; Conduct quarterly department training	Yes		All as needed	None	Jan-20	Dec-20
Required Police Skills Refresher (PSR) training	Outside; Commissioned officers attend Countwide PSR training, receiving mandatory and career training	Yes		All as needed	None	Jan-20	Dec-20
Core Curriculum training	In house; schedule officers / sergeants for training as identified as CORE curriculum to provide necessary training to extend basic training	Yes		All as needed	None	Jan-20	Dec-20
Certification training	Ensure training for certified positions; ie. Firearms, less lethal,	Yes		All as needed	None	Jan-20	Dec-20
Career Development	In house; provide training for personnel to develop skills and prepare for greater responsibility	Yes		All as needed	None	Jan-20	Dec-20
FACILITY							
New paint and trim restoration	In house; Paint needed areas and glue wainscotting where needed	No		Public Works	None	Jan-20	Dec-20
Locker room improvements	In house; Work with Public Works to make needed improvements; \$40,000	No		Public Works		Jan-20	Dec-20
Assess the facility needs of the department	In house; In conjunction with the campus plan, work with planning group to address needs of City Hall and the Police Department	Yes		PD/Public Works/City Staff	Campus Study	Jan-20	Dec-20
COMMUNITY							
Homelessness Policy Advisory Group	Community group; respond to advisory actions by the HPAC group that are approved by the City Council	Yes		All as needed	None	Jan-20	Dec-20
Monroe Community Coalition	Community group; SRO attends regularly scheduled coalition meetings representing the police department	Yes		All as needed	None	Jan-20	Dec-20
Monroe Diversity Council	Community group; Attendance at regularly scheduled diversity council meetings, representing the police department	Yes		All as needed	None	Jan-20	Dec-20
Retail Theft Group	Retail group; Monthly meeting to exchange information with retail representatives reference prolific theft suspects	Yes		All as needed		Jan-20	Dec-20
Citizen's Academy	In house; Twelve week program exposing participants to Community Policing in their city	Yes		All as needed	None	Jan-20	Dec-20

Youth Police Academy	In house; One week program to learn more about law enforcement and essential skills to be successful in the job market - every other year	Yes	All as needed	None	May-20	Jul-20
Jayme Biendl Run	In house; Continue the Jayme Biendl Memorial 5K Run / Walk	Yes	All as needed	None	Jan-20	Dec-20
Easter Egg Community Hunt	In house; Support Easter Egg planning and operation	Yes	Parks/Public Works/PD	Easter Egg Planning Committee	Jan-20	Dec-20
National Night Out	Rotary/PD event; Plan, organize and attend National Night Out Against Crime Event	Yes	PD/Parks/Rotary	NNO Meetings	Jan-20	Dec-20
Fair Parade	In house; Plan, organize and provide traffic control for the Fair Days Parade	Yes	PD/Parks/Public Works	None	Jan-20	Dec-20
Fair Traffic Control	In house; Plan, organize and provide traffic control for the Evergreen State Fair	Yes	All as needed	None	Jan-20	Dec-20
Cribs for Kids	In house; partnering with Safe Kids and Rotary, provide Pack N Play cribs for families that have kids with unsafe sleep environment	Yes	PD/Rotary	None	Jan-20	Dec-20
Coffee With A Cop (4x throughout the year)	In house; Bringing officers and the community to discuss issues and learn from each other	Yes	All as needed	None	Jan-20	Dec-20
Walk Your Kids to School	In house; In partnership with Monroe School District and PTA's, organize and participate in Walk Your Kids to school day raising community awareness about walking safety and promoting healthy behavior	Yes	All as needed	None	Jan-20	Dec-20
Shop With A Cop	In house; MPOA sponsored, Shop With a Cop partners officers with disadvantaged youth for a holiday shopping spree for themselves and families	Yes	All as needed	None	Jan-20	Dec-20
Tip A Cop benefitting Special Olympics	In house; Partner with two area businesses, Adams to collect "tips" for Special Olympics	Yes	All as needed	None	Jan-20	Dec-20
Wings N Wheels benefitting Special Olympics	In house; Plan, organize and staff Wings N Wheels, car and plane show benefitting Special Olympics	Yes	All as needed	None	Jan-20	Dec-20