



Commission on Accreditation for  
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June 10, 2016

Mr. Alonzo Ansley  
Chief of Police  
Clarksville Police Department  
135 Commerce Street  
Clarksville, TN 37040

Dear Chief Ansley:

CALEA Accreditation represents a commitment to professional excellence. The work of your organization toward attaining this internationally recognized credential is indicative of sound leadership, as well as practitioner support of adherence to standards.

The report accompanying this transmittal is provided only to the chief executive officer and represents observations and findings from the most recent standards-based review of the organization. It is important to review this document in its entirety with specific attention to any matter indicating compliance concerns, required policy/practice adjustments, or outcomes not reflective of the intent of standards. The Commission will use this document as the primary resource in considering your organization for accreditation. To that end, you or a qualified representative(s) should be prepared to address information contained in this report and respond to inquiries by Commissioners

The Clarksville Police Department is scheduled for a Review Committee Hearing at the next Commission Conference in Baltimore, Maryland on July 30, 2016. While the Commission does not require your attendance at this hearing, your participation helps ensure a comprehensive understanding of issues impacting your agency's candidacy. An Awards Banquet for successful organizations will occur in the evening following the Review Committee Hearing.

CALEA is *The Gold Standard for Public Safety Agencies* and we are honored to have your organization participate in this highly regarded process.

Sincerely,

W. Craig Hartley, Jr.  
Executive Director



**Clarksville (TN) Police Department**  
**Assessment Report**



**2016**

**Clarksville (TN) Police Department  
Assessment Report  
May, 2016**

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**A. Agency name, CEO and AM**

Clarksville (TN) Police Department  
135 Commerce Street  
Clarksville, TN 37040

Alonzo Ansley, Chief of Police  
Charles Gill, Sgt. and Accreditation Manager

**B. Dates of the On-Site Assessment:**

March 21 – 24, 2016

**C. Assessment Team:**

1. Team Leader: Scott A. Cunningham, Ph.D.  
Chief of Police  
Kernersville Police Department  
134 East Mountain Street  
Kernersville, NC 27285  
(336) 996-2390  
[Scunningham@toknc.com](mailto:Scunningham@toknc.com)
  
2. Team Member: Ms. Tamera Bulla  
Director, Research and Planning  
Howard County Department of Police  
3410 Court House Drive  
Ellicott City, MD 21043  
(410) 313-3229  
[Tbulla@HowardCountyMD.gov](mailto:Tbulla@HowardCountyMD.gov)

**D. CALEA Program Manager and Type of On-site:**

Mr. Vince Dauro

Second reaccreditation, D size (361 personnel; authorized 295 sworn and 66 non-sworn). Originally accredited 2010 and re-accredited 2013.  
5<sup>th</sup> edition Law Enforcement Advanced Accreditation

The agency uses the CACE-L Advance Version 2.0 software to maintain the accreditation files.

## **E. Community and Agency Profile:**

### **1. Community profile**

Clarksville Tennessee is located in the west central half of Tennessee, approximately 45 miles northwest of Nashville. It is located along the Tennessee-Kentucky border and is the county seat of Montgomery County. It is the sixth largest city in Tennessee and has a residential population of over 146,000 people within its 95 square miles of land. Fort Campbell, which borders and impacts Clarksville, is the 3<sup>rd</sup> largest military installation in the United States. It is a large Army facility that is home to the 101<sup>st</sup> Airborne Division and many other Army entities. Clarksville is a mix of residential, industrial, and commercial environments. While Fort Campbell is a major presence in and impact to the city, several large commercial and industrial ventures will also impact the future. Google is developing a large data center and Hankook Tires is building a very large facility, both of which are located in Clarksville. Austin Peay State University is also located near a vibrant downtown area. The City is governed by a City Council which consists of twelve councilmembers elected from single member districts. The Mayor is elected on a city-wide basis, and serves as the executive head of City government. The Mayor appoints and directs department heads including the Chief of Police.

### **2. Agency profile**

The Clarksville Police Department is a full service agency that provides high quality services to the citizens and visitors of Clarksville. It is organized into two large functional areas: Operations and Administration. Each is led by a Deputy Chief who is assisted by Captains which oversee various components and Patrol Districts. The Deputy Chiefs report directly to the Chief of Police who also oversees the Professional Integrity Unit, Accreditation, and the Public Information Officer. The City is divided into three patrol districts with each providing general patrol, call response, criminal investigations, and crime prevention services to the respective areas. The agency has several facilities including a downtown headquarters, a large evidence warehouse, a range and training venue, and three district offices located in the respective patrol districts. One of the district facilities is new (opened December 2015) and has a community room for public meetings. These District facilities enable the agency to have more easy interaction with the area citizens, and provides for quicker response and more time in the area.

### 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	96,305	65.6	96,305	65.6	232	81	31	11	226	84	28	10
African-American	34,059	23.2	34,059	23.2	34	12	6	2	31	12	4	1
Hispanic	13,653	9.3	13,653	9.3	14	5	1	0	7	3	1	0
Other	4,991	3.4	4,991	3.4	7	2	2	1	5	2	1	0
<b>Total</b>	<b>146,806</b>	<b>100</b>	<b>146,806</b>	<b>100</b>	<b>287</b>	<b>100</b>	<b>40</b>	<b>14</b>	<b>269</b>	<b>100</b>	<b>34</b>	<b>13</b>

While the agency continues to have a higher number of Caucasians and lower number of African Americans than the workforce indicates, it has made substantial progress during this assessment period. Even though the raw number of Sworn Caucasian personnel increased slightly, their percentage decreased 3% while the numbers of all other categories increased. This includes African Americans, Hispanic, Other, and Women (up 3, 7, 2, and up 6 people respectively). This shows that the agency is aggressively working and making measureable progress. The agency has a beneficial recruitment plan in place that is revised annually.

### 4. Future issues

Chief Ansley has identified three issues that are of concern to the agency. Even though the agency operates its own communications center, it works very closely with the County E-911 system. The agency is looking for enhancements to the overall operation of the communications system specifically focusing on implementing a new Computer Aided Dispatch (CAD) program that would allow agency personnel to have call and dispatch information immediately available on the computers in patrol vehicles. Currently the computers are used for electronic report writing but not dispatch purposes or the running of driver and license information. The agency is also exploring options for a more integrated overall call taking and dispatch function. Another issue of importance focuses on the changing climate in law enforcement and its implications for the agency going forward. This specifically includes the issues surrounding body worn cameras. The agency has in-car cameras and the Chief would like to move forward with body worn cameras. However the issues of privacy, legality, use, program operation, and overall cost are significant and need to be resolved so the agency can move forward. The Chief also discussed the challenges of enhancing the agency's demographics and the difficulties in recruiting persons of diverse characteristics.

Although the agency has made advances, he stated it is becoming even more difficult to identify, recruit, and retain quality personnel. It is obvious that the Chief is focused on enhancing the overall operation and performance of the agency for the benefit of the citizens.

## **5. CEO biography**

Chief Alonzo (Al) Ansley was appointed Chief of the Clarksville Police Department in September 2007. Since his initial hiring in 1987, he has served in all ranks and most areas of the agency. He was a member of the Tactical Team for five years and served as the team's commander. He holds a degree in Criminal Justice from Austin Peay State University and has graduated from the Northwestern Police Staff and Command School and the 231<sup>st</sup> session of the FBI National Academy. Chief Ansley is very active in the community and works with numerous boards, groups, and entities.

## **F. Public Information Activities:**

Public notice and input are corner stones 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 advertised and subsequently held on Wednesday March 23. It was held at the Clarksville City Council Chambers in downtown Clarksville, which is easily accessible to the citizens. It was advertised to begin at 5:00 pm. It actually began at 5:07 pm to allow citizens some additional time to arrive. No one (except the Chief and Accreditation Manager) was present for the session. The Team Leader read the information publicly and waited to see if anyone did arrive and wanted to speak. Since no one else attended, the session was closed at 5:17 pm. The assessment team did remain on site until approximately 5:30 pm but still no one arrived. This is similar to the last onsite which also saw no one attend or speak at that information session.

### **b. Telephone Contacts**

An open phone line was advertised and scheduled for Tuesday March 22 from 1:00 pm thru 3:00 pm. The line was tested prior to the designated start time and found to be operational. A total of four calls were received and all were very supportive of the agency and its accreditation efforts. One caller was from a large Tennessee Sheriff's Office which is TriArc accredited, and advised that Clarksville is a good department that should be re-accredited. They spoke highly of the Chief and Accreditation Manager. Another caller



represented a large airport agency which is accredited and offered that Clarksville is considered to be very professional and fully supports their re-accreditation. The third caller was representing the City of Clarksville Parks and Recreation Department that works closely with the police department. She advised that the police department is very accommodating and good to work with, especially on large community events. The final caller was the Assistant Director of the Tennessee Bureau of Investigation who reported that there is an excellent working relationship between the two agencies. He also stated that he believes the Clarksville PD is constantly striving to improve and always meets the highest standards.

c. Correspondence

There were two items of correspondence received. Both were very supportive of the agency, their performance, and their accreditation status. One item was from a Tennessee based Accreditation Manager and a CALEA Team Leader. He advised that Clarksville PD provides professional service to the citizens and that the agency is more than willing to help other agencies with accreditation issues or questions. He also stated they were very active in the state accreditation coalition. The other item was from the Chief of a large Tennessee police department and commented positively on Chief Ansley's commitment to having a professional agency. He also indicated that the agency "holds to the high standards of accreditation". Both writers indicated complete support for Clarksville PD to be re-accredited.

d. Media Interest

There was no known media interest or contact during the onsite.

e. Public Information Material

The agency developed and implemented a comprehensive public information plan. This included public notices that were sent to approximately 20 media outlets consisting of radio, TV, print and electronic entities. Announcements were also sent to contacts at local educational institutions and nearby Fort Campbell. Notices were posted in various City facilities and sent to all agency personnel and City departments. At least two entities (*The Leaf-Chronicle* and *ClarksvilleNow.com*) published the notice on their websites. Specific notices were sent to the Clarksville City Council and the Tennessee Police Accreditation Coalition.

f. Community Outreach Contacts

During the onsite, the assessors had the opportunity to interact with many agency personnel and a number of citizens. Assessor Bulla rode with Officer Josh Godwin and observed him perform a variety of patrol based tasks. He was enthusiastic and had a very good working knowledge of accreditation. Assessor Cunningham rode with Officer Hubbard and found her to be very professional, knowledgeable, and dedicated to the agency and profession. Other officers were interviewed at various lengths about a variety of topics.

Brief qualitative interviews were conducted with a variety of citizens. These included college students, one military person, general citizens, and some business persons. Each indicated that they thought the Clarksville Police Department did a good or excellent job in dealing with citizens and issues. One college student and the military person indicated that they thought the officers dealt with them and their associates in a fair and considerate manner. Citizens indicated that they felt safe in town and felt comfortable interacting with the officers. Business personnel stated that the agency and officers were very responsive to their concerns and calls, and that the officers handled various incidents professionally and courteously. It was evident from these interactions that agency personnel were delivering a great service in a very professional manner, and that the citizens were happy with how the services were being delivered.

**G. Essential Services**

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

The Clarksville Police Department (CPD) understands the importance of concepts such as procedural justice, following the law and constitutional mandates, trust and confidence. These concepts form the foundation of how the agency functions and delivers high quality services to the citizens. Legal and ethical behavior and actions are stressed in every aspect of the agency's operations. The agency is functionally organized in a manner that provides effective and efficient operations. A comprehensive and effective written directive system provides detailed yet clear guidance to all personnel.

The agency has a very good planning and research function that provides a wealth of information to the Chief, staff, and agency overall. The multi-year plan provides a good roadmap regarding significant future possibilities and the annual goals provide current direction for enhancing community safety and agency performance. The agency does not have a reserve program but uses auxiliary personnel including chaplains and

volunteers. Fiscal related matters are handled appropriately and consistent with processes and procedures established by the City of Clarksville.

### **Bias Based Profiling**

Consistent with the heavy agency focus on legal and ethical actions, bias based profiling or policing is strictly prohibited. The agency has very good policies, procedures, and reporting processes dealing with all aspects of bias. The agency provides regular annual training on these issues to help reduce and avoid incidents and perceptions of biased policing. The Chief is continuing to be proactive and is in the process of writing enhanced procedures that require personnel to document all traffic stops. State law only requires the collection of traffic stop data when citations are issued. The Chief has also begun to have information regarding bias based policing reviewed quarterly instead of annually. This is so potential issues can be addressed in a more timely manner.

#### **Bias Based Profiling Complaints**

Complaints from:	2013	2014	2015
Traffic contacts	0	1	1
Field contacts	0	0	0
Asset Forfeiture	0	0	0

During this assessment period, the agency had two complaints regarding bias based policing and both of these involved traffic contacts. Both were investigated and found to be 'Not Sustained'. This number of complaints is half of what was reported during the prior assessment period. There have been no significant issues regarding bias activities within the community during this assessment period. It appears that the agency's actions, which exceed state requirements, are effective and beneficial.

Since traffic enforcement is a significant activity that generates a lot of citizen contacts and in many cases concern about biased policing, the agency is also attempting to enhance the data collection regarding traffic related efforts. Currently the software used by the agency does not provide the level of information that the Chief desires. It cannot track warnings and it does not track ethnicity, specifically Hispanic. The Chief is attempting to remedy this situation by adjusting the current data collection capacity by either changing the current software or acquiring different software. In the mean-time, he has required all personnel to document various details of traffic stops even when citations are not issued.

**Traffic Warnings and Citations, 2013**

Race/Sex	Warnings	Citations	Total
Caucasian/Male	*	11,932	11,932
Caucasian/Female	*	9,777	9,777
African-American/Male	*	5,774	5,774
African-American/Female	*	4,185	4,185
Hispanic/Male	**	**	**
Hispanic/Female	**	**	**
Asian/Male	*	309	309
Asian/Female	*	322	322
OTHER/Male	*	177	177
OTHER/Female	*	139	139
TOTAL	*	32,615	32,615

**Traffic Warnings and Citations, 2014**

Race/Sex	Warnings	Citations	Total
Caucasian/Male	*	11,971	11,971
Caucasian/Female	*	9,616	9,616
African-American/Male	*	5,570	5,570
African-American/Female	*	4,244	4,244
Hispanic/Male	**	**	**
Hispanic/Female	**	**	**
Asian/Male	*	275	275
Asian/Female	*	322	322
OTHER/Male	*	170	170
OTHER/Female	*	155	155
TOTAL	*	32,333	32,333

**Traffic Warnings and Citations, 2015**

Race/Sex	Warnings	Citations	Total
Caucasian/Male	*	11,267	11,267
Caucasian/Female	*	9,110	9,110
African-American/Male	*	5,618	5,618
African-American/Female	*	4,103	4,103
Hispanic/Male	**	**	**
Hispanic/Female	**	**	**
Asian/Male	*	297	297
Asian/Female	*	296	296
OTHER/Male	*	200	200
OTHER/Female	*	187	187
TOTAL	*	31,078	31,078

- \* Agency software and system does not track warnings
- \*\* Agency software does not track Hispanic as a race

## Use of Force

The agency is very aware of the various issues surrounding any use of force. Therefore, the agency has implemented a variety of policies, procedures, and practices that are focused on ensuring that any and all uses of force are legal, professional, and necessary. All uses of force, including soft hands and handcuffing are documented in either an offense/incident report and/or a specific use of force report. All uses of force that exceed soft hands and handcuffing are reviewed thru the chain of command with each level providing comments and indicating whether the force used was consistent with expectations and policy. The annual analysis of use of force is a very detailed analysis that provides a wealth of information including recommendations for enhancements.

	2013	2014	2015
Firearm	0	2	1
ECW	60	59	58
Baton	0	1	1
OC	36	17	18
Weaponless	189	205	203
Total Uses of Force	285	284	281
Total Use of Force Arrests*	72	103	100
Complaints	2	1	2
Total Agency Custodial Arrests	5,721	6,072	6,491

\*Number reflects reported incidents. In some cases there were several responses to aggression captured in one event.

As the table indicates, the use of force is low and generally consistent across the years of this assessment. The vast majority of force used is weaponless. There have also been very few complaints about the force used which is a good indicator of training, policy compliance, and community acceptance of force when it is used.

## Personnel Structure and Personnel Process (Chapters 21-35)

The Clarksville Police Department has a variety of processes in place to handle the issues related to personnel and personnel management. There is a written job classification plan and detailed job descriptions that provide information about the basic tasks and responsibilities of each position. The agency's overall benefits package is generally comparable to other agencies in the area. The agency has developed an excellent policy and process regarding personnel who are deployed. It stresses assistance and contact with the deployed individual and their family. Interviews and evaluations are conducted upon the return of the deployed person to ensure their needs are met and that they are ready to return to full duty. There is also a voluntary fitness/wellness program that is strongly encouraged. Off duty and extra duty employment and processes are appropriately regulated and monitored. The agency

does not participate in collective bargaining processes. The evaluation system provided by the agency provides useful information to the agency and its personnel. A good early warning system exists and provides beneficial information.

### Grievances

The agency has good procedures in place to handle grievances. They are comprehensive, clear, and fair. During this time period, there was only one grievance filed. It was handled consistent with the grievance procedures and was resolved within the steps of the process. The extremely low number of grievances during this assessment period, especially for an agency of this size, is a compliment to the management, personnel, and work environment within the agency.

Formal Grievances

Grievances	2013	2014	2015
Number	0	1	0

### Disciplinary

Compliance with rules and regulations, including appearance and general conduct, is stressed to enhance operations and public confidence and trust. Sexual harassment and other unacceptable actions are strictly prohibited. The discipline system used by the agency is robust with a variety of options to correct behavior with the emphasis being counseling, development, and training where feasible and appropriate. A very good recognition program exists and is well used by the agency.

Personnel Actions

	2013	2014	2015
Suspension	4	1	5
Demotion	0	1	0
Resign In Lieu of Termination	0	0	0
Termination	7	1	4
Other	76	69	72
Total	87	72	81
Commendations	146	210	129

Significant personnel actions are rare, and are generally level across the various years of this assessment period. The vast majority of discipline issued consisted of warnings and written notices of deficiencies that required changes. The amount of significant and overall discipline during this assessment period was lower (17% less) than the prior assessment period. Also commendations were higher (14%) during this assessment period.

**Recruitment and Selection (Chapter 31 and 32)**

Clarksville PD is actively involved in its recruitment efforts and program. They have a very good recruitment plan that has reaped positive benefits in that they have been able to increase the numbers of various groups and types of personnel within the agency. During this assessment period, the total staffing level of the agency increased by 18 personnel. This increase consisted of six Caucasians, three African Americans, seven Hispanics, and two Other. This indicates that Caucasians accounted for 33% of the increased staffing, African Americans 17%, Hispanics 39%, and Other 11%. This shows significant diversity and that the agency's efforts are paying off.

**Sworn Officer Selection Activity in the Past Three Years**

Race/Sex	Applications received	Applicants hired	Percent hired	Percent of workforce population*
Caucasian/Male	469	51	10.8	65.6
Caucasian/Female	88	7	8.0	
African-American/Male	100	7	7.0	23.2
African-American/Female	33	2	6.1	
Hispanic/Male	19	3	15.8	9.3
Hispanic/Female	6	2	33.0	
Other	47	1	2.1	3.4
Total	762	73	9.6	N/A

Years reported: 2013, 2014, 2015

Population percentage based on population & workforce numbers

\* Workforce data not broken out by gender

The actual selection of all officers during this assessment period indicates that Caucasians represented 79% of those hired, African Americans 12%, Hispanics 7%, and Other 1% with women accounted for 15% of those hired. While not an exact match it does approximate the workforce and indicates consistent improvement in the overall numbers and representation which is a positive situation. Recent hiring trends are also positive. The agency remains focused on this issue, and is dedicated to enhancing the representation within the agency.

The agency uses trained background investigators that utilize a standard, but comprehensive process that is consistent with state requirements and professional expectations. All new personnel serve an eighteen month probationary period.

**Training**

The Clarksville Police Department places a high premium on training. This includes all aspects of training such as basic academy training, annual in-service/refresher, developmental, remedial, and promotional training. All sworn personnel attend a

regional academy that offers the state-mandated training curriculum. Upon successful completion, new personnel receive additional entry training that focuses on issues related to the agency, its key policies, and other matters. Sworn personnel then participate in an established and comprehensive field training program. Upon successful completion, personnel are assigned to patrol duties where they continue to be monitored with quarterly evaluations until their eighteen month probationary period is complete.

All personnel receive annual in-service or refresher training thru out the year. Accreditation training or familiarization is provided consistent with expectations and standards. Support personnel receive training relevant to all employees and to their specific assignments. Sworn personnel attend at least 40 hours of in-service training that covers a wide range of topics. Personnel also attend a variety of developmental, skill enhancement, and promotional training based on their needs and desires as well as those of the agency. The agency is well trained and maintains an excellent knowledge of applicable laws, court rulings, procedures, and professional trends and expectations.

### **Promotions**

The agency is very active in the well-structured promotional process. While the Chief oversees and is responsible for the operation of the promotional process, the process is coordinated thru the Professional Standards Commander. A variety of testing methods and activities are used depending on which positions are being tested for in the specific promotional process. Eligibility lists are established which are generally good for one year. All promoted personnel serve a one year probationary period.



Sworn Officer Promotions			
	2013	2014	2015
GENDER / RACE TESTED			
Caucasian/Male	40	61	64
Caucasian/ Female	2	11	13
African- American/Male	11	7	9
African- American/ Female	0	1	2
Hispanic/Male	1	0	1
Hispanic/Female	0	0	0
Other/Male	1	1	1
Other/Female	0	0	0
Totals	55	81	91
GENDER/ RACE ELIGIBLE AFTER TESTING			
Caucasian/Male	25	28	35
Caucasian/ Female	0	5	10
African- American/Male	7	2	6
African- American/ Female	0	1	0
Hispanic/Male	1	0	1
Hispanic/Female	0	0	0
Other/Male	1	1	1
Other/Female	0	0	0
Totals	34	37	53
GENDER/ RACE PROMOTED			
Caucasian/Male	15	15	12
Caucasian/ Female	1	3	5
African- American/Male	2	0	3
African- American/ Female	0	0	0
Hispanic/Male	1	0	1
Hispanic/Female	0	0	0
Other/Male	0	0	1
Other/Female	0	0	0
Totals	19	18	22

The table indicates that more personnel are participating in the promotional process which is a positive trend. The data also shows there is a trend of promoting a more

diverse workforce during this assessment period when compared to the prior assessment period.

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

The Clarksville Police Department (CPD) operates 24 hours a day, seven days a week, 365 days a year, to provide the citizens and visitors with responsive and effective law enforcement services, preventive patrol, and traffic enforcement. Continuous patrol coverage is provided from three geographically based patrol districts with each oncoming shift beginning their tour of duty at a Roll Call session. Each District has a Lieutenant and two Sergeants per squad along with sufficient patrol personnel. Officers and Patrol Sergeants work four twelve hour shifts beginning at either 7 am or 7 pm with four days off. There are four shifts in each of the three Districts.

Foot patrols, bicycle patrols, and motorcycle patrols are used as directed patrols when deemed necessary or beneficial by the Shift Supervisors. Motorcycles are used particularly for traffic enforcement and at special events during heavy and congested traffic periods. Special-purpose vehicles include canine, a critical incident response vehicle (used to process crime scenes), Tactical Team van, Armored Personnel Carrier (bearcat) and a boat.

The investigation of criminal offenses is an integral part of each officer's duties. Patrol personnel are responsible for all initial investigations but can and do request assistance from other components for various cases of sensitivity, difficulty, or severity. In some cases, patrol personnel will retain cases and perform the follow-up investigations which provides many benefits to the agency and its personnel.

Detectives assigned to each unit investigate specific types of crimes that fall within the unit classification, but often each Detective is involved in some capacity investigating all manner of crimes that occur within the city. By agency policy, Detectives may be assigned to participate with other law enforcement agencies as a member of an investigative task force dealing with major investigations, organized or vice crime, and intelligence activities. Currently, there is only one task force in effect. The Chief personally meets with the officer assigned to evaluate results and determine the need for continued operations.

Rooms throughout the department designated as interview rooms are carefully maintained and inspected on a regular basis for contraband and damage. The rooms have modern video surveillance and/or a window/mirror for observation from another room, whenever possible. Officers conducting the interview ensure that firearms are secured in department approved holsters (the exception to this is any room located within a detention facility in which weapons are not allowed). Generally, no more than two officers are present in the interview room with the suspect. Officers keep a radio or telephone in their possession at all times to summon assistance should a suspect become combative.

When narcotics, vice or organized crime activity is reported to the CPD or when an officer becomes aware of such activity from any source, the Special Operations Drug Unit is notified. The Commander of Special Operations submits a monthly status report to the Operational Deputy Chief and the Chief of Police advising them of the department's vice, drug, and organized crime activities. All such records are maintained at Special Operations and separate from City Records.

Special Operations handles all complaints and vice operations, and controls confidential informant files and funds. Informant transactions are tightly controlled and documented. The Unit is responsible for the maintenance, security and accounting of confidential funds as well as the maintenance of undercover/surveillance equipment and logs. All records and reports relating to active vice, drug and organized crime investigations are maintained in a separate and secure file.

The Special Operations Drug Unit maintains a log book for the purpose of assigning surveillance and undercover equipment. All uses of the equipment are authorized by the Special Operations Commander, and all users must be trained in the equipment's legal and proper use.

The City of Clarksville was awarded a Byrne Jag Grant entitled "Operation Defiance". This three-year multi-agency effort works to reduce violent and narcotic related crimes in the New Providence area of Clarksville. This collaborative effort between the Clarksville Police Department and local partner agencies offers General Education Degree (GED) and English as a Second Language (ESL) classes, job skills, employment referrals, inpatient and outpatient drug treatment, mentors, targeted policing, community involvement, ex-offender classes, and computer literacy training to reduce drug crimes and crimes of violence.

CPD is committed to the development and perpetuation of programs and policies designed to prevent and control juvenile delinquency and to enforce the laws with regard to juvenile offenders in a fair and impartial manner. All CPD personnel share the responsibility for maintaining a positive relationship with juveniles and supporting the CPD juvenile operations function. The Operational Deputy Chief handles juvenile affairs and annually reviews and evaluates all enforcement and prevention programs relating to juveniles to decide whether specific programs will function as is, should be modified, or should be discontinued. A variety of youth oriented programs exist.

One exemplary youth program offered by the agency is the TEEN Citizens Police Academy (TCPA). The comprehensive course is open to candidates in the seventh through twelfth grades and is provided free of charge. The TCPA is a one-week program that covers Police/teen specific subject matter, including school violence, bullying, crime scene information, use of force and Taser, the Explorer Program, BOMB Squad, 911 operations, TACT team, K-9 information, and traffic crash information.

The agency strongly supports and encourages its personnel to participate in the youth activities programs of the Parks and Recreation Department and all other community groups sponsoring such programs. Officers encourage youths to participate in various youth programs offered throughout the area in order to develop an attitude of cooperation and to occupy the youth's idle time with constructive activities. Officers are encouraged to become involved with organized youth activities being implemented throughout the area and to individually organize recreation programs that may benefit area youths.

Each District is assigned a Crime Prevention/Community Policing Officer. The Operational Deputy Chief functions as the primary contact point for assisting in the development of community involvement policies for the agency. This includes the development of community services, public relations events, and providing the answers to the concerns of the community. Once a Neighborhood Watch has been established, the agency helps maintain interest and enthusiasm. The Crime Prevention Officer serves as the primary liaison between the individual groups and the rest of CPD.

Supervisors are responsible for performing line inspections and identifying areas which need correction, establishing a realistic time period for any corrections, and seeing that corrections are made. Failure to take corrective action may result in disciplinary action against the supervisor and/or the employee. In addition, Staff inspections take place within all departmental organizational components triennially.

The CPD Public Information Officer (PIO) is responsible for the public and media relations function. The sworn PIO facilitates the release of information to the community, the media and to other criminal justice agencies with approval of the Chief of Police.

The Clarksville Police Department's Domestic Violence Victim Assistance Program provides Domestic Violence Victim Assistants to serve as a liaison between victims of domestic violence, dating violence, sexual assault, and personnel of the Clarksville Police Department and the District Attorney's Office in order to aid in offender prosecution. These Assistants work closely with the agency's Special Operations Unit, the District Attorney's Office, Safehouse, and other emergency shelter agencies, Legal Aid, and non-offending family members. The agency conducts a survey of victim needs, which was most recently conducted in December, 2015. The survey revealed no suggestions for improvements or additional resources needed.

The CPD has a Selective Traffic Enforcement Program (STEP). STEP is a systematic process of deploying sworn officers to meet public needs based on the analysis of traffic crash data, traffic enforcement activities, and criminal offense patterns within the community. In order to implement STEP, the Traffic Enforcement Unit compiled and analyzed all traffic crash data, roadway traffic volume and conditions, traffic enforcement statistics, and criminal activity patterns. The Operational Deputy Chief and the Traffic Enforcement Unit Commander evaluate all information concerning

enforcement, crashes, and criminal activity when determining whether or not program modifications are required to address new circumstances or changing conditions.

**Crime Statistics and Calls for Service**

Clarksville has experienced a relatively stable crime rate. Various Part 1 crimes fluctuate from year to year, but during this assessment the overall number has remained generally constant. 2014 saw an overall increase while 2015 saw a decrease. During the assessment period, property related crimes accounted for the vast majority of offenses. These crimes (burglary, larceny, motor vehicle theft, and arson) accounted for approximately 82.5% of all Part 1 offenses. The single category of Larceny – Theft accounted for over 58% of all offenses.

Part 1 Crime Statistics and Calls for Service

	2013	2014	2015
Murder	6	10	12
Forcible Rape	56	40	41
Robbery	116	101	104
Aggravated Assault	537	793	563
Burglary	958	990	740
Larceny – Theft	2469	2565	2874
Motor Vehicle Theft	160	199	184
Arson	28	23	22
Calls For Service			
Dispatched	80,053	77,450	71,343
Self-Initiated	73,146	74,699	79,773

During this time, dispatched calls for service actually declined each year. This is a little unusual in a community with a fairly stable crime situation. The agency felt this was due the officers being more proactive and finding incidents before the public called them in. This was verified by the increase in self-initiated activity each year during the assessment period.

**Vehicle Pursuits**

CPD has a detailed directive to control and regulate the manner in which emergency vehicle operations and pursuits are undertaken and performed. The initial decision to engage in a pursuit rests primarily with the officer after considering the elements of policy.

By policy, vehicle pursuits are only authorized when a CPD officer has probable cause to believe that the person refusing to stop for the officer has committed, or is about to

commit, a violent felony, and there is no other reasonable means of apprehension. Merely attempting to escape arrest for minor violations or crimes is not justification for a pursuit. Policy does allow for extreme circumstances where a subject has not committed a violent felony, but is operating a motor vehicle in a manner that presents such an imminent threat to the public that reasonable action to physically stop their vehicle is permitted consistent with specific guidelines (i.e. severely intoxicated subjects, driving in oncoming traffic, or on the sidewalk, or suicidal subjects).

The use of an authorized tire deflation device to stop a fleeing motorcycle is considered deadly force. Channelization is used to direct a pursued vehicle onto less traveled roadways or to facilitate the use of other physical means to terminate the pursuit. The intended path the pursued vehicle is to take must be clearly visible and must be clearly illuminated at night. At no time may vehicles be positioned so that their headlights or spotlights face the pursued vehicle.

#### Vehicle Pursuits

PURSUITS	2013	2014	2015
Total Pursuits	6	11	6
Terminated by agency	115	100	105
Policy Compliant	4	8	4
Policy Non-compliant	2	3	2
Accidents	0	0	0
Injuries: Officer	0	0	0
: Suspects	1	0	0
: Third Party	0	0	0
Reason Initiated:			
Traffic offense	2	4	1
Felony	4	7	5
Misdemeanor	0	0	0

The agency has a fairly low number of pursuits each year. In addition to the identified pursuits, officers had 105 (in 2015) incidents that were considered non-pursuits in which they attempted to stop a vehicle that refused to yield. These incidents did not fit within the pursuit policy so the officer disengaged. This is compared to 100 non-pursuit incidents in 2014 a 5% increase. This indicates that agency personnel are knowledgeable regarding the policy and comply with it the vast majority of time. During each year some pursuits were identified to be non-compliant with policy. The agency took suitable actions regarding these deficiencies that utilized remedial training and focused on correcting behavior.

#### **Critical Incidents, Special Operations and Homeland Security**

The Operational Deputy Chief, or his designee, is responsible for the review, maintenance, and updating of the incident command plan. The plan includes written

procedures for responding to critical incidents such as natural and man-made disasters, pandemics, civil disturbances, mass arrests, bomb threats, hostage/barricaded situations, acts of terrorism, and other unusual occurrences.

The Administrative Deputy Chief, or his designee, conducts a quarterly inspection of all Critical Incident Equipment in order to ensure operational readiness. Key personnel train in the requirements of their responsibilities annually. Other training includes field, table-top exercises, or multiple agency involvement. The Chief ensures an annual review of the plan and all relevant policies is conducted.

The Chief of Police designates one Detective to act as a liaison with other appropriate organizations for the exchange of information relating to terrorism. The Detective is responsible for reporting and relaying terrorism related intelligence/information to the proper task force or agency. The Detective also provides terrorism awareness information to other police officers, as well as both public and private individuals and community organizations.

The CPD Tactical Team addresses those particular incidents which exceed the capabilities of the Patrol and Investigative functions. The specific circumstances that would necessitate the services of the Tactical Team primarily consist of high risk incidents, which can take several forms ranging from barricaded subjects or hostage situations to the execution of high risk narcotics search warrants. Assignment to the Tactical Team is an ancillary duty in addition to the officer's specific assignment within the police department. The team is well equipped and trains regularly.

The agency deals with a variety of critical incidents including natural disasters and special events. The agency has handled several severe storms with extensive damages. It regularly handles events with large numbers of participants. All of these are competently handled in an efficient and professional manner. The community and agency are well prepared for virtually any incident that might occur.

### **Internal Affairs and Complaints against employees**

The goal of the Professional Integrity Unit is to "ensure the integrity of the agency is maintained through an internal system whereby objectivity, fairness, and justice are ensured by an impartial investigation and review". The Professional Integrity Unit is under the direct supervision of the Chief of Police.

An early warning system exists to identify any potential patterns of concerns based on a variety of behaviors and incidents. The system collects the necessary data and analyzes reporting criteria consistent with policy. If patterns are noticed, the system notifies the Professional Integrity Unit Commander so follow-up action can be taken. Quarterly reports are also issued. The system is evaluated annually.

Internal affairs files are maintained in a secure manner. Complaints against any agency member are accepted from any source and may be made in person, by mail, e-mail, or over the phone. A copy of "How A Citizen May Make A Complaint" is posted in the public areas of the CPD, district offices, and provided to media representatives upon request, and is given to any citizen requesting information on how to make a complaint against the CPD or an employee of the Department.

The Professional Integrity Unit Commander annually compiles a statistical summary of all complaints filed against Clarksville Police Department personnel. These statistics are made readily available to the public and employees of the department.

Complaints alleging corruption, brutality, or serious cases of excessive use of force, are handled by the Professional Integrity Unit. Criminal Misconduct is investigated by the District Criminal Investigations Unit with responsibility for the location of the incident or as assigned by the Chief of Police. The Professional Integrity Unit takes no part in the criminal investigation.

**Complaints and Internal Affairs Investigations**

<b>External</b>	2013	2014	2015
Citizen Complaint	12	12	8
Sustained	1	2	2
Not Sustained	4	2	1
Unfounded	5	0	4
Exonerated	2	8	0
Administratively Closed	0	0	1
<b>Internal</b>			
Directed complaint	47	40	45
Sustained	43	35	43
Not Sustained	0	0	0
Unfounded	0	2	1
Exonerated	0	1	0
Administratively Closed	4	2	1

The agency has a low number of external complaints filed against its personnel. Although the numbers are fairly constant during this assessment period, the number of complaints filed this assessment period are almost 60% less than the previous assessment period. The agency attributes this drop to a continued focus on legal, ethical, and professional policing.



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

The Clarksville Police Department maintains detailed procedures for transporting prisoners that focus on ensuring the safety of detainees and officers. The vast majority of detainees are transported directly from the field to the Montgomery County Jail. In the event a prisoner escapes while being transported, detailed procedures are utilized that provide for notifications and follow-up duties. The agency had two escapes in 2015 (one adult and one juvenile), both subjects were located and taken back into custody in relatively short time frames. CPD does not transport any prisoners to court.

The Clarksville Police Department does provide security in the Clarksville Municipal Courtroom and all city council meetings to protect the integrity of their procedures, to sustain the rights of individuals before it, to deter those who would take violent action against the court, city officials, or participants in their proceedings, and to sustain the decorum of the proceedings. Security measures are utilized to maintain physical security of facilities and to protect the mayor, judge, city officials and all other participants in the proceedings as well as the public.

Clarksville police officers are authorized to serve state criminal warrants and documents anywhere inside the State of Tennessee when authorized by the magistrate and to serve Clarksville municipal warrants anywhere inside Montgomery County. Departmental policy allows Clarksville police officers to serve criminal warrants and documents in Montgomery County, outside the City of Clarksville.

The Montgomery County E911 Communications Center is the main control center for ongoing operations of the Clarksville Police Department. The Clarksville Police Department has an inter-local agreement with the Montgomery County E911 Communications Center. The E911 Center provides sufficient personnel to answer incoming emergency and non-emergency calls 24 hours a day, 7 days a week. The center provides the agency with access to local, state, and federal criminal justice information systems. The E911 Center uses an uninterrupted power source (generator) that provides sufficient electrical power to ensure continued operation of emergency communication equipment in the event of the failure of the primary power source. A record of the generator tests is maintained and a "full load" test is completed monthly. The agency has many comprehensive "tactical dispatching plans" readily available to all personnel.

City Records is a restricted area within the Clarksville Police Department. Departmental personnel may be admitted to the Records section, at any time, in the furtherance of their official duties by records personnel. City Records operates on a 24 hour basis, seven days a week. During regular business hours, (Mon-Fri, 7am to 6pm) the public may request information or copies of incident reports through the security windows.

In addition, CPD personnel can access police records 24/7 via the Computerized Reporting System or the Department's Records Management System. All departmental

computers are accessed by a password and are restricted to authorized CPD personnel only. The agency has systems in place which perform regular system backups of all server files contained within the agency's network. The files are backed up daily and maintained off-site. Access to criminal history records located within the agency's computer system is limited to only those employees with proper access.

The Clarksville Police Department is a participant in the Tennessee Incident Based Reporting System (TIBRS) and the National Incident Based Reporting System (NIBRS). Crimes are classified in accordance with guidelines established by these programs.

The CPD's in-house computer software that contains all records is supported by an offsite primary server that is backed up nightly and stored on hard drives. Access to the Department's network computers requires a password, which prompts a change every 90 days. The System Administrator conducts an annual audit for verification of security access, programs, and other security devices to maintain the integrity of the Department's computer system.

CPD policy states that the proper investigation and prosecution of criminal cases requires that evidence be collected promptly and preserved properly. It is agency practice to have a trained Crime Scene Team available on a 24-hour-a-day basis. Any crime scene processing that cannot be accomplished by on-duty patrol officers is referred to a trained Detective who can call out the Crime Scene Team or Member as needed.

### **Property and Evidence**

Property and Evidence control falls under the Administrative Deputy Chief who is designated as the actual custodian of evidence for CPD. All evidence must be turned over to the Evidence Room/Evidence Coordinator prior to the end of the submitting officer's tour of duty.

The agency takes in over 12,000 pieces of property per year. Final disposition of found, recovered, and evidentiary property is accomplished within six months after all legal proceedings have been satisfied.

Extra security requirements for handling exceptional, valuable, or sensitive items of property including money, drugs, jewelry and weapons exist and are clearly followed. Money, precious metals, valuable jewelry and gemstones are stored behind a second level of security and stored in a safe within the Evidence Room. Any currency, when the physical money is not required for court purposes, is deposited into the evidence trust fund through the City of Clarksville Finance Department. Narcotics and weapons are stored behind a second level of security inside the main Evidence Room. Such items are never stored with general evidence.

Narcotic and drug related contraband and evidence is destroyed, unless properly awarded for departmental use according to Tennessee State Law. Any seized or

forfeited weapons that a court authorizes for Departmental use are secured and maintained in the Evidence Room until such time that it is transferred to the departmental inventory.

Semi-annual inspections of the property rooms are required by policy and clearly documented. On a semi-annual basis, at the direction of the Chief of Police, unannounced inspections are also performed of the property rooms. In addition, annual audits are also conducted to ensure the full integrity of the system.

A thorough review of compliance with Standard 84.1.6, requiring inspections, inventories, and audits of evidence and property was conducted. The most recent inspection was conducted in December 2015. Documentation demonstrated appropriate compliance with all applicable standards. A change of custodian audit was conducted in December of 2015 when Deputy Chief Parr assumed responsibility. 10,170 pieces of evidence was verified (6,587 high risk and 3,583 non-high risk) during a thorough audit.

A random review of items and documentation by the assessors indicated that the information was accurate and the systems, processes, and procedures that were in place were accurate and working. CPD has an excellent property management function.

The agency does not have any responsibility regarding campus law enforcement.

#### **H. Standards Issues 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.

There were no issues regarding standards compliance.

#### **I. 20 Percent Standards:**

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

The agency was in compliance with 87% of applicable other-than mandatory (O) standards.

**J. Future Performance / Review Issues**

There were no standards or issues that require additional review or concern about future performance.

**K. Table: Standards Summary:**

	<u>TOTAL</u>
Mandatory (M) Compliance	312
Other-Than-Mandatory Compliance	65
Standards Issues	-0-
Waiver	-0-
(O) Elect 20%	10
Not Applicable	97
 TOTAL	 484

**L. Summary:**

Agency files were well organized and comprehensive. Sufficient proofs of compliance existed in virtually every file. Only two files were returned for additional existing information which verified continued compliance with the relevant standards. This was an improvement from the previous assessment which had four files returned for additional proofs. No files were identified as Standards Issues which also was an improvement from the prior assessment which had two standards considered as Applied Discretion. There also were no files of concern during this and the prior assessment. The files were digitally created and reviewed using generally available software and this worked well.

There were no issues or problems during this assessment and detailed annual reports were submitted as expected.

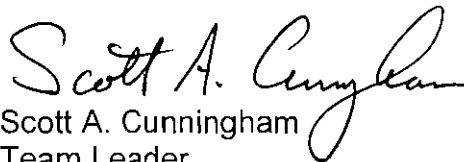
The assessors reviewed each and every standard and their proofs of compliance. Upon completion of the review, which included observations and interviews, the agency was found to be in compliance with the intent of all applicable standards.

Every three years, the Clarksville Police Department conducts a survey, which is summarized and made public. This survey is compiled into a report including a summary that is forwarded to the Chief of Police and the command staff personnel. The survey is conducted on-line. In 2012 the agency received 48 submissions, in 2015 they received 70 submissions. The most recent survey showed that 94.58% of the respondents were satisfied with the officer's response to their call. The officer

was courteous 94.83% of the time, and gave helpful information 89.47% of the time. Detective performance indicated 75% satisfied, 75% courteous and 66.67% agreed with the way the case was handled. The agency plans to advertise the survey more in 2018, including a Media Release in an attempt to have more submissions. The overall high level of satisfaction was supported by and consistent with the comments from the telephone session, correspondence received, and from the qualitative interviews of citizens.

The Clarksville Police Department is a full service agency that provides high quality services to the citizens and community. They are progressive, interactive, and proactive in their efforts to maintain a safe environment and continue to strengthen the relationship with the citizens. The agency focuses on education and prevention, such as safety education and crime prevention programs, diversion, and traffic warnings as feasible. Enforcement and actual arrests are used when necessary. CPD utilizes current methods and best practices to efficient and effective services. Training, professionalism, and service are highly stressed by the agency.

The personnel of the agency are dedicated, very competent, well-equipped, and well-trained. Professional police services are stressed in every effort and action. This was evident in the proofs of compliance, but even more so in the observations of agency personnel actually performing their duties. It was also clear that the community is appreciative and supportive of the what the agency does and how it does it. The key issues including use of force and complaints are all regulated by excellent policies and monitored by supervisors. Professionalism and accreditation have become foundational philosophies of the agency. It is obvious that the Clarksville Police Department is an agency that focuses on delivering the best possible services to the citizens. They are to be commended for the variety and quality of services they deliver and for the manner in which they serve the citizens.

  
Scott A. Cunningham  
Team Leader

May 27, 2016