
Vehicle Committee

706.1 PURPOSE

This policy defines the role of the Department's Vehicle Committee

706.2 FUNCTION

The Committee is responsible for making recommendations to the Chief of Police regarding standards for the use, type, modifications, and appearance of all police department vehicles and vehicle equipment. The Vehicle Committee also manages the Patrol Assigned Vehicle Program.

706.3 COMPOSITION OF THE COMMITTEE

The Committee is comprised of personnel representing vehicle users and support staff responsible for their maintenance and acquisition.

The Committee shall be staffed as follows:

- (a) Chairman – Commander or Sergeant
- (b) Patrol Division – Between three (3) and five (5) Patrol Officers including at least one Sergeant; plus one IT Technician.
- (c) Traffic Division – One Traffic Sergeant or Traffic Officer
- (d) Property & Facilities Division – Supervisor and one Evidence & Supply Specialist.
- (e) Fleet Maintenance (police units) – One Supervisor and/or one Mechanic.
- (f) Training Division - One Training Coordinator

The Committee may be divided into subcommittees depending on the assignment.

706.4 SELECTION OF MEMBERS

The Chief of Police shall appoint the Chairman. The Chairman will request letters of interest when a position on the committee becomes vacant. Each supervisor, division commander, fleet manager, and bureau commander will either recommend or not recommend each potential committee member with the final decision made by the Senior Management Team (SMT). Prior to approval at SMT, the affected bureau commander will discuss his/her recommendations with the Chairman regarding the potential committee member.

Committee members shall serve as long as they remain assigned in a position to act as a representative as listed above. Members shall attend all committee meetings unless, excused by the Chairman, and fully participate or be removed by the Chief of Police at the recommendation of the Chairman.

706.5 FREQUENCY OF MEETINGS

The Vehicle Committee shall meet as deemed appropriate by the Chairman, or when directed by the Chief of Police.

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706.6 RECOMMENDATIONS

The Vehicle Committee shall report directly to the Chief of Police via the Administration Bureau Commander.