

From: [Ryan Snow](#)
To: [Jim Winder](#)
Subject: re: draft winder report
Date: Friday, April 12, 2019 12:11:24 PM

I have reviewed the draft report. I thank you first and foremost for your work and great diligence in this effort. I am sincerely working to help the city improve and I feel this will help us. I did wanted to clarify a few items, just to make sure you were aware of them.

1. On Oct 4th 2018 when KSL attempts to interview Chief Harrison, and later interviewed Lt Tucker. It may be appropriate to note that I, as City Manager, did speak to KSL that same day and did answer all question I could for them. Although a single individual did not take an on camera interview there were other individuals that did take time to visit with KSL reporters.
2. You indicated job duties may not have been clear. In 2016 Job descriptions were done for all full-time positions and many part time positions. Copies of these have been provided to you. We will update our Organizational Chart and post throughout the organization
3. You reference an employee on restrictive status. This employee is no longer with us since September 2018 when he retired from the department. We do not currently have any active employees on restrictive status, but will update our policy with the help of your recommendation. We are working on those policy updates now.
4. You reference a lack of sufficient civilian personnel. I wanted to check to make sure you were aware of our part time civilian personnel including Sherry Broach who assists in case management and spend a significant amount of her time in FatPot. We also have two other part time civilian personnel to assist.
5. This past year we approved an additional Full-time officer to be added to the department. This was included in the 2018-2019 budget approved in June 2018. We will review and present adding another full time officer this year to replace/reduce the usage of reserve offices.
6. We will begin our application and process towards becoming an accredited program.
7. The Chief of Police, City Attorney, and City Manager have meet at reviewed agency policy around Brady and will update the policy accordingly.
8. In Policy and Procedure you reference Lexipol policy suite being adopted in January 2019, it was actually adopted by the department August 2017.
9. Also in Policy and Procedure, you recommend bi-annual comprehensive reviews of policy and procedure manual, these has been schedules. We will hold them in July and Jan of each year.
10. You note a Lack of Emergency or General Orders. With our move to Lexipol it was the understanding of Chief, Attorney, and City Manager that the recommendation was to reduce the number of general orders and to adjust Lexipol policy's and little as administratively as possible there by keeping a consistent up to date manual. Based on added information received by you and our review the Chief will evaluate and when needed issues General Orders. These orders will be evaluated during the bi-annual policy reviews and either included in the policy manual or rescinded.
11. In the section on Training you reverence code U.C.A. 53A-11-1604, I believe this reference is out of date. Could you be referencing U.C.A 53G-8-703? We will be sending our SRO to

specific training, as well as our police leadership will be going to specific supervisory training that we have sent our other department leadership to.

12. In the section Public Information Management, we have brought a previously part time PIO to full time status on Oct 8th 2018 and she will work closely with each department including police to help manage public information. The chief and City Manager will also attend PIO specific training.

13. As for a PIO are you recommending a specific uniformed PIO?

Once you have reviewed this let talk.

Thanks,

Ryan Snow
City Manager
Roosevelt City

From: Jim Winder
Sent: Wednesday, March 27, 2019 2:57 PM
To: Ryan Snow <RSnow@rooseveltcity.com>
Subject: Please disregard former draf t winder report

Mr. Snow,
I apologize, I discovered after sending the earlier document I had omitted one section. Please disregard the previous version.

Respectfully,

--

James M. "Jim" Winder
Chief, Moab City Police Department



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