

MEMORANDUM

February 8, 2013

TO: County Council

FROM: Robert H. Drummer, Senior Legislative Attorney *RH Drummer*

SUBJECT: **Public Hearing/Action:** Expedited Bill 4-13, Police Department – Organization and Functions – Assistant Chief of Police, Executive Regulation 26-12AM, Position Description – Assistant Chief of Police

Public Safety Committee recommendation (3-0): enact Bill 4-13 and adopt Executive Regulation 26-12AM.

Expedited Bill 4-13, Police Department - Organization and Functions – Assistant Chief of Police, sponsored by the Council President at the request of the County Executive, was introduced on February 5. A Public Safety Committee worksession on Bill 4-13 and a companion regulation, Executive Regulation 26-12AM, Position Description – Assistant Chief of Police, was held on February 7. Action is scheduled at the conclusion of this hearing.

Background

Bill 4-13 would increase the number of Assistant Chiefs of Police from 3 to 4 and establish County Security as a Division of the Police Department. The Assistant Chief of Police position was created in 2000 by Emergency Bill 2-00, Police Department – Reorganization. Bill 2-00 created 3 Assistant Chief of Police positions and abolished the positions of Police Lieutenant Colonel and Police Major.

County Code §2-43 designates each Assistant Chief of Police position as non-merit. County Code §1A-104(b)(2) requires each position designated in law as a non-merit position to have a position description established by regulation under Method (1). Executive Regulation 26-12AM, would establish a position description for Assistant Chief of Police (©16).

As described in the Executive’s transmittal memorandum (©5-6), the fourth Assistant Chief would manage a new Patrol Services Bureau (uniformed first responders) created by dividing the current Field Services Bureau into 2 separate Bureaus. The current Field Services Bureau houses 1,184 employees or approximately 63% of the Department. The new Patrol Services Bureau would include 893 employees and the Field Services Bureau would include 372 employees.

OMB estimates the cost of adding a fourth Assistant Chief to be approximately \$37,000, based upon the difference in salary between the Assistant Chief and a vacant Police Lieutenant position that would be abolished. See ©7-10. The Department plans to absorb this annual recurring cost through its existing budget.

The County Division of Security currently reports directly to the Chief of Police. The Bill would codify the inclusion of the Division of County Security into the Police Department. Under the new proposed organization for the Department, the Division of County Security would be part of the Field Services Bureau and report to the Assistant Chief.

Public Safety Committee recommendation

The Public Safety Committee (3-0) recommended the Council enact Bill 4-13 and adopt Executive Regulation 26-12AM. The Committee recommended the Police Department continue to monitor the impact of having 1 less lieutenant in Silver Spring.

This packet contains:	<u>Circle #</u>
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Expedited Bill No. 4-13
 Concerning: Police Department -
Organization and Functions -
Assistant Chief of Police
 Revised: January 22, 2013 Draft No. 2
 Introduced: February 5, 2013
 Expires: August 5, 2014
 Enacted: _____
 Executive: _____
 Effective: _____
 Sunset Date: None
 Ch. _____, Laws of Mont. Co. _____

**COUNTY COUNCIL
 FOR MONTGOMERY COUNTY, MARYLAND**

By: Council President at the Request of the County Executive

AN EXPEDITED ACT to:

- (1) establish a fourth non-merit Assistant Chief of Police;
- (2) establish County Security as a Division of the Police Department; and
- (3) generally amend County law regarding the organization and functions of the Police Department.

By amending

Montgomery County Code
 Chapter 2, Administration
 Section 2-43

Boldface	<i>Heading or defined term.</i>
<u>Underlining</u>	<i>Added to existing law by original bill.</i>
[Single boldface brackets]	<i>Deleted from existing law by original bill.</i>
<u>Double underlining</u>	<i>Added by amendment.</i>
[[Double boldface brackets]]	<i>Deleted from existing law or the bill by amendment.</i>
* * *	<i>Existing law unaffected by bill.</i>

The County Council for Montgomery County, Maryland approves the following Act:

Sec. 1. Section 2-43 of the County Code is amended as follows:

2-43. Organization and functions.

The Department of Police includes the County police, Division of County Security, and the Animal Services Division. The Department has the authority, functions and activities prescribed by law.

[Three] Four positions of Assistant Chief of Police are non-merit positions.

Any reference in this Code or in regulation or other document to “superintendent of police” or “superintendent” means “Director of Police,” or “Chief of Police,” or “Director”.

Sec. 2. Expedited Effective Date.

The Council declares that this legislation is necessary for the immediate protection of the public interest. This Act takes effect on the date on which it becomes law.

Approved:

Nancy Navarro, President, County Council

Date

Approved:

Isiah Leggett, County Executive

Date

This is a correct copy of Council action.

Linda M. Lauer, Clerk of the Council

Date

LEGISLATIVE REQUEST REPORT
Expedited Bill 4-13

Police Department – Organization and Functions – Assistant Chief of Police

- I. Description: This Bill revises Chapter 2, Section 2-43, to allow for four Assistant Chiefs of Police, amending the current language which allows for three.

- II. Problem: The Field Services Bureau (FSB) of the police department has become almost as large of the entire department was in 1990. A bureau of this size exceeds the acceptable limit of supervision for an upper-level management team within a single bureau. The police department currently has 1,150 officers and over 700 civilian positions (1,862 total). The majority of these positions are assigned to the Field Services Bureau (approximately 1,184 positions) and many of the divisions within the bureau have competing interests or demands for scheduling and/or funding.

- III. Goals and Objectives: Amending the Code to allow for four Assistant Chief's of Police to better allow the Department of Police to operate more efficiently. As a result of the above listed problem there is an operational need to balance the supervision of the department by creating a fourth bureau. This fourth bureau will create a focus on the primary first-responder role of the department and will be titled the Patrol Services Bureau (PSB). The PSB will be comprised of all six district stations, both Duty Commanders (Captains overseeing patrol operations during midnight hours) and the Traffic Division. The creation of this bureau allows for more effective operations of our most visible asset within the police department. Divisions that support the PSB will remain under the FSB.

- IV. Coordination: Office of the County Attorney and the Department of Police.

- V. Fiscal Impact: Office of Management and Budget.

- VI. Economic Impact: Office of Management and Budget.

- VII. Evaluation of the Results of the Proposed Law: Subject to the general oversight of the County Executive and the County Council. The Office of the County Attorney will evaluate for form and legality.

VIII. Experience Elsewhere: Unknown.

IX. Sources of Information: Haley Roberts
Assistant County Attorney
Office of the County Attorney

Lt. David Anderson
Office of the Chief
Department of Police, Headquarters

X. Application within Municipalities: None.

XI. Penalties: None.

F:\LAW\BILLS\1304 FOURTH ASSISTANT CHIEF POSITION\LRR.DOC

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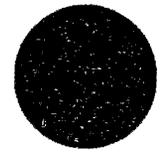
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OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

Isiah Leggett
County Executive

MEMORANDUM

January 16, 2013



RECEIVED
MONTGOMERY COUNTY
COUNCIL

2013 JAN 16 PM 4:43

TO: Nancy Navarro, President
County Council

FROM: Isiah Leggett
County Executive

SUBJECT: Proposed Legislation: Fourth Assistant Chief Position within MCPD

I am transmitting for Council introduction a bill creating a fourth Assistant Chief's position within the Montgomery County Police Department (MCPD). This position is intended to improve the efficiency and effectiveness of the Department. I am also transmitting a Legislative Request Report, Executive Regulation, Fiscal Impact Statement, Economic Impact Statement, and proposed Executive Regulation which establishes a position description. This Executive Regulation will be formally submitted to Council for approval in a separate package.

This bill introduces a fourth Assistant Chief's position for the purpose of reorganizing the police department to create a more manageable and effective organization. Additionally, the reorganization will reduce the number of "direct reports" for the Chief of Police from eight to five employees. The bill, in essence, creates a new bureau which is the face of the police department: the Patrol Services Bureau (uniformed first responders).

The MCPD is a very lean and very flat organization. The expansion of the Department requires new facilities, new staff and a new structure to receive the appropriate level of oversight and advocacy. This is not occurring as efficiently as it could, given the Department's organizational structure. With the retirement of Assistant Chief Wayne Jerman, the time is right to add a fourth bureau, better aligning functions and responsibilities. The new organizational structure of the Department will also increase accountability and provide increased oversight.

Over the course of the past 25 years, MCPD has experienced significant growth. The size of its upper level management team, however, has remained relatively small. In 1990, the upper level management team of the Department consisted of a Chief of Police, a Deputy Chief of Police, and three executive officers at the rank of Major. Each executive at the rank of Major was in charge of a bureau. Today, this same team consists of the Chief of Police and three Assistant Chiefs (there is no longer a Deputy Chief position). Additionally, the patrol/first responder position remains the priority of the police department and has grown the most. As a

Nancy Navarro, Council President
January 16, 2013
Page 2

result, the Field Services Bureau (FSB) has become very large and the Assistant Chief assigned to that bureau has 14 direct reports. While there was a commonality to the units assigned within FSB, the sheer size of the bureau (1,184 total employees; approximately 63% of the Department) is a hindrance to effective management practices. Through the creation of a fourth bureau and a reassignment of some divisions, an equitable allotment of personnel and responsibilities will exist for each Assistant Chief. The end result is a more focused and efficient police force.

Although there are both an Economic Impact Statement and a Fiscal Impact Statement included in this package, it is important to note that the creation of a fourth Assistant Chief does not include any request for funding. The Department will absorb, through its existing budget, the additional \$37,000 in cost attributed to this position. This cost is created by upgrading an existing (vacant) Lieutenant's position to that of an Assistant Chief. Thus, there is no increase in the overall number of management positions.

I have attached a "Proposed Organization Chart" which depicts the makeup of the police department if the Council were to approve this bill. As the Council works through this legislation, executive staff is available to provide any information or assistance you may require.

Attachments

- c: Tom Manger, Chief of Police
- Joseph Adler, Director, Office of Human Resources
- Kathleen Boucher, Assistant Chief Administrative Officer
- Marc Hansen, County Attorney
- Jennifer Hughes, Director, Office of Management and Budget
- Fariba Kassiri, Assistant Chief Administrative Officer



ROCKVILLE, MARYLAND

MEMORANDUM

December 20, 2012

TO: Nancy Navarro, President County Council

FROM: Jennifer A. Hughes, Director, Office of Management and Budget *JAH*
Joseph F. Beach, Director, Department of Finance *JFB*

SUBJECT: Council Bill XX-12, Police Department Reorganization

Please find attached the fiscal and economic impact statements for the above-referenced legislation.

JAH:a2a

- c: Kathleen Boucher, Assistant Chief Administrative Officer
- Lisa Austin, Offices of the County Executive
- Joy Nurmi, Special Assistant to the County Executive
- Patrick Lacefield, Director, Public Information Office
- Joseph F. Beach, Director, Department of Finance
- Michael Coveyou, Department of Finance
- J. Thomas Manger, Chief, Police Department
- Neil Shorb, Police Department
- Bruce Meier, Office of Management and Budget
- Ayo Apollon, Office of Management and Budget

Fiscal Impact Statement
Council Bill XX-12 – Police Department Reorganization

1. Legislative Summary

The proposed legislation revises Chapter 2, Section 2-43, to allow for four Assistant Chiefs of Police, amending the current language which allows for three; and establishes County Security as a Division of the Police Department.

2. An estimate of changes in County revenues and expenditures regardless of whether the revenues or expenditures are assumed in the recommended or approved budget. Includes source of information, assumptions, and methodologies used.

The fiscal impact resulting from the proposed bill is difficult to project (see item #10 below for explanation).

3. Revenue and expenditure estimates covering at least the next 6 fiscal years.

The fiscal impact resulting from the proposed bill is difficult to project (see item #10 below for explanation).

4. An actuarial analysis through the entire amortization period for each bill that would affect retiree pension or group insurance costs.

Not applicable.

5. Later actions that may affect future revenue and expenditures if the bill authorizes future spending.

The proposed bill does not in itself authorize future spending.

6. An estimate of the staff time needed to implement the bill.

Any staff time needed to implement the bill is minimal.

7. An explanation of how the addition of new staff responsibilities would affect other duties.

The proposed bill does not create any new staff responsibilities.

8. An estimate of costs when an additional appropriation is needed.

Not applicable.

9. A description of any variable that could affect revenue and cost estimates.

Not applicable.

10. Ranges of revenue or expenditures that are uncertain or difficult to project.

The fiscal impact of the proposed bill is difficult to project. The two unknown variables are the compensation of the employee filling the new position, if created, and the savings, to be determined, from the abolishment of a Lieutenant's position (the Police Department intends to offset the cost of a new Assistant Chief of Police by abolishing a Lieutenant Position). Using the average compensation cost for existing Assistant Chief of Police positions and existing Lieutenant positions, the additional cost would be \$37,768. There is no fiscal impact from recognizing the movement of County Security to the Police Department.

11. If a bill is likely to have no fiscal impact, why that is the case.

Not applicable.

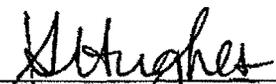
12. Other fiscal impacts or comments.

None.

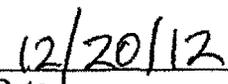
13. The following contributed to and concurred with this analysis (enter name and dept.)

Neil Shorb, Montgomery County Police Department

Bruce Meier, Office of Management and Budget



Jennifer A. Hughes, Director
Office of Management and Budget



Date

Economic Impact Statement
Council Bill XX-12, Police Department Reorganization

Background:

This proposed legislation would:

- amend the number of Assistant Chiefs of Police from three to four;
- establish County Security as a Division of the Police Department; and
- generally amend county law regarding the organization of the Police Department

1. The sources of information, assumptions, and methodologies used.

See #3

2. A description of any variable that could affect the economic impact estimates.

See #3

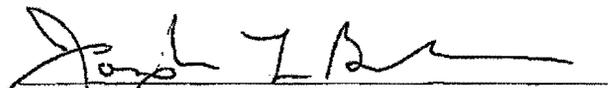
3. The Bill's positive or negative effect, if any on employment, spending, saving, investment, incomes, and property values in the County.

The bill reorganizes the Department of Police by adding a fourth Assistant Chief of Police, includes the Division of County Security in the Department of Police, and adds the title of Chief of Police or Director as a reference in the County Code. Therefore, the bill has no economic impact.

4. If a Bill is likely to have no economic impact, why is that the case?

See #3

5. The following contributed to and concurred with this analysis: David Platt and Mike Coveyou, Finance

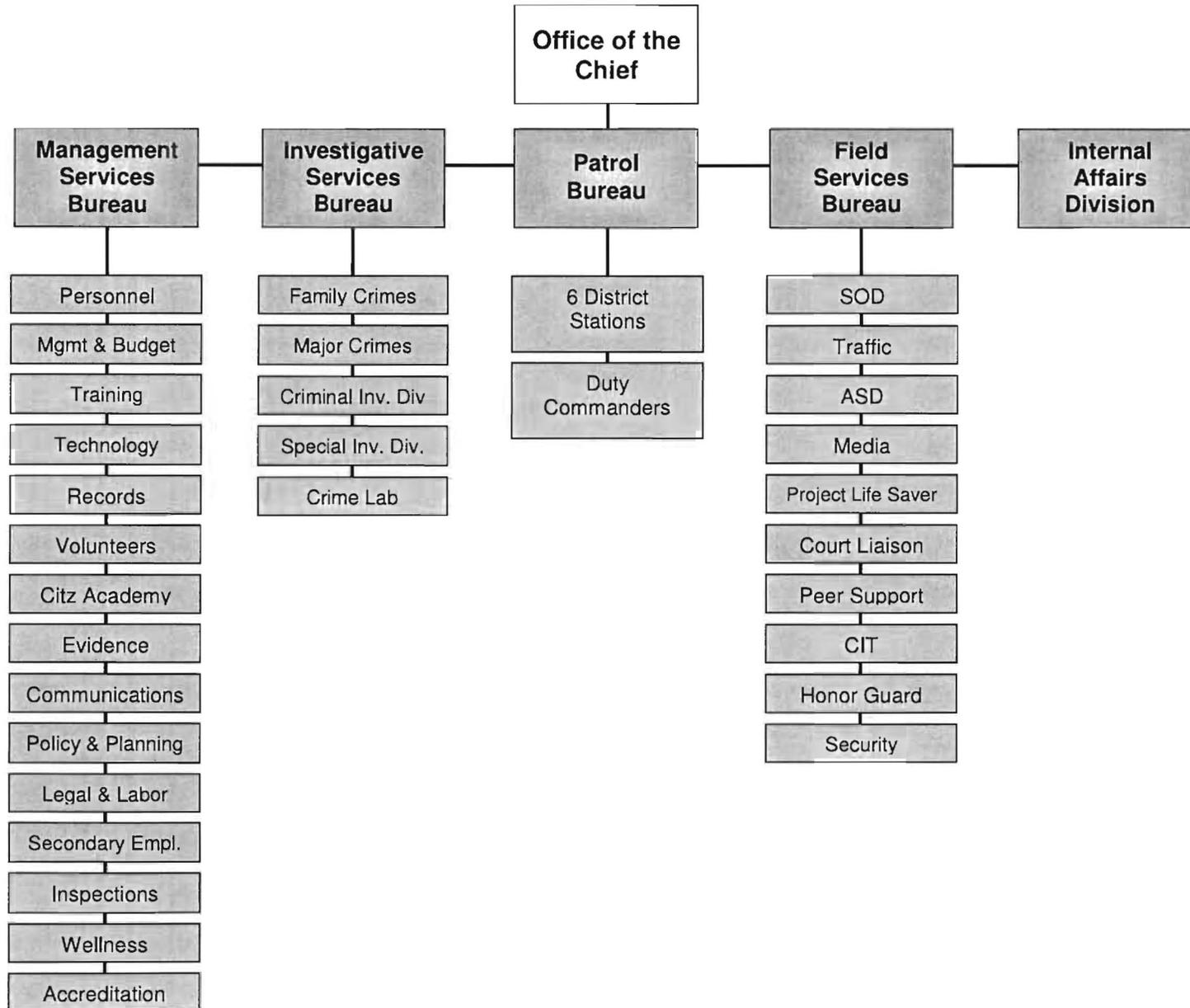


Joseph F. Beach, Director
Department of Finance

12/19/12
Date

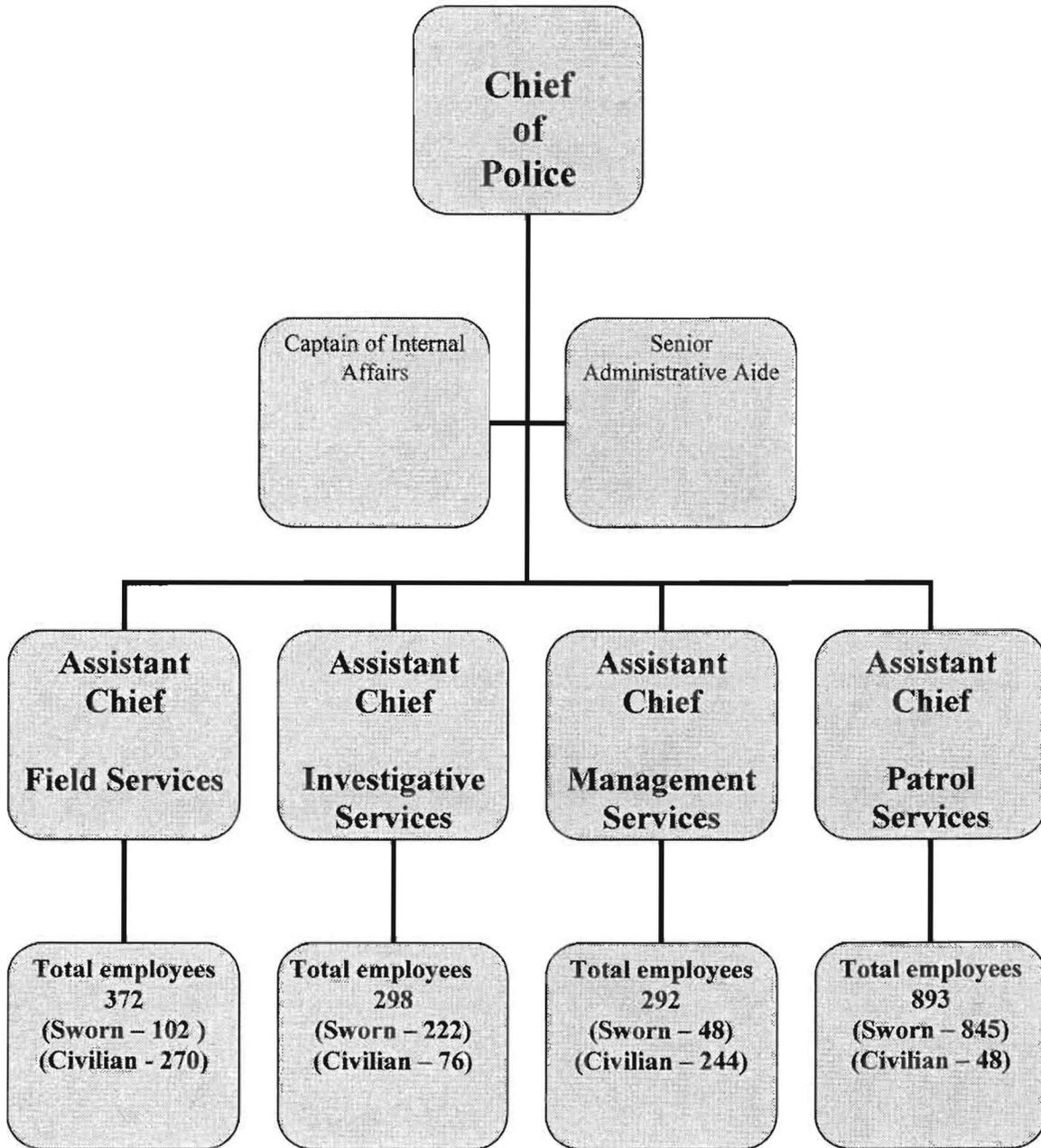
Proposed Organization Chart

February 2013

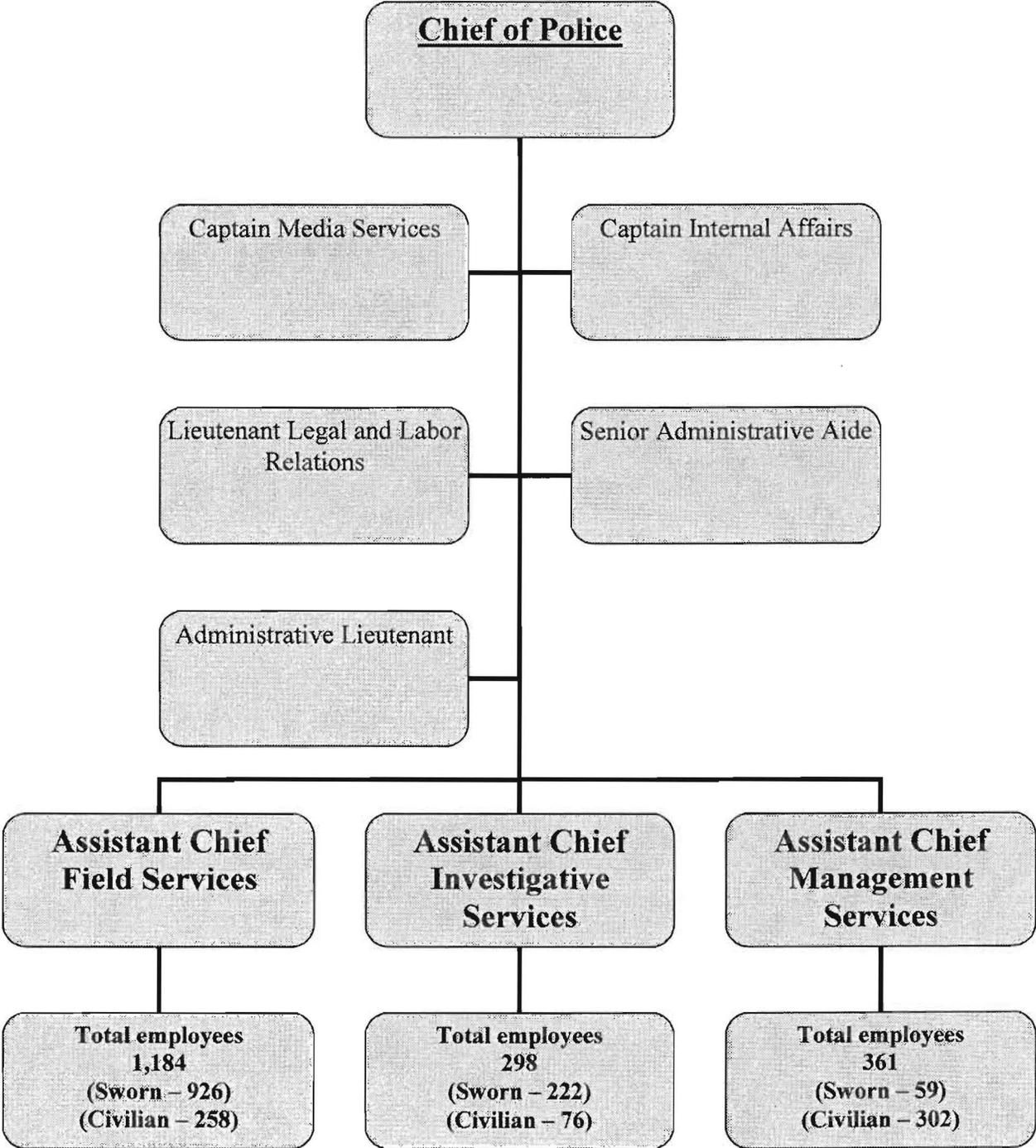


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MCPD Organizational Chart of Chief and Asst. Chiefs
Proposed for 2013



MCPD Organizational Chart of Chief and Asst. Chief Positions
Current 2013



Reorganization of MCPD – Direct Reports for Chief and Assistant Chiefs

Chief Manger:

1. Assistant Chief Field Services Bureau
2. Assistant Chief Investigative Services Bureau
3. Assistant Chief Management Services Bureau
4. Assistant Chief Patrol Services Bureau
5. Captain of Internal Affairs
6. Senior Administrative Aide

Assistant Chief Field Services Bureau:

1. Captain Traffic Division
2. Captain Special Operations Division
3. Captain Animal Services Division
4. Captain Media Services Division
5. Division Director County Security

Assistant Chief Investigative Services Bureau:

1. Captain Family Crimes Division
2. Captain Major Crimes Division
3. Captain Criminal Investigations Division
4. Captain Special Investigations Division
5. Division Director Crime Laboratory

Assistant Chief Management Services Bureau:

1. Captain Personnel Division
2. Captain Training Division
3. Captain Policy and Planning Division
4. Division Director Management and Budget
5. Division Director Technology
6. Division Director Records
7. Division Director Emergency Communications Center
8. Lieutenant Legal and Labor Relations
9. MLII Legal and Labor Relations
10. Lieutenant Admin

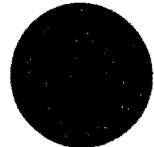
Assistant Chief Patrol Services Bureau:

1. Commander 1st District
2. Commander 2nd District
3. Commander 3rd District
4. Commander 4th District
5. Commander 5th District
6. Commander 6th District
7. Captains - Duty Commander (2)
8. Lieutenant Admin

Exec REG



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OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

Isiah Leggett
County Executive

MEMORANDUM

January 29, 2013

RECEIVED
MONTGOMERY COUNTY
2013 JAN 29 PM 2:40

TO: Nancy Navarro, President
County Council

FROM: Isiah Leggett
County Executive

Method 1

SUBJECT: Proposed Executive Regulation 26-12AM
Position Description – Assistant Chief of Police

Montgomery County Code Section 1A-104(B)(2) requires a position description for each newly created non-merit position. This regulation establishes the position description for Assistant Chief of Police, a non-merit position proposed to be created in the Department of Police. This position is intended to improve the efficiency and effectiveness of the Department.

Executive Regulation 26-12 was originally transmitted to the County Council on January 16, 2013. The regulation has been amended to correct technical errors and is now being resubmitted as 26-12AM. Attached is a bracketed and underlined version of the regulation identifying the changes.





MONTGOMERY COUNTY EXECUTIVE REGULATION

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

Subject Position Description for Assistant Chief of Police	Number 26-12AM
Originating Department Office of Human Resources	Effective Date

Montgomery County Executive Regulation on:

POSITION DESCRIPTION – ASSISTANT CHIEF OF POLICE

Issued by: County Executive
Regulation No. 26-12AM

AUTHORITY: Montgomery County Code, 2004, Section 1A-104(B)(2)

Council Review: Procedural Method 1

SUPERSEDES: Regulation No. 5-00

Register Volume 29, Issue 12

Comment Deadline: January 1, 2013

Effective Date:

SUMMARY: This regulation establishes the position description for Assistant Chief of Police, a non-merit position proposed to be created in the Department of Police.

ADDRESS FOR

COMMENTS: Department of Police
Headquarters
100 Edison Park Road
Gaithersburg, Maryland 20878

STAFF

CONTACT: Lt. David Anderson
240-773-5026



MONTGOMERY COUNTY EXECUTIVE REGULATION

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

Subject Position Description for Assistant Chief of Police	Number 26-12AM
Originating Department Office of Human Resources	Effective Date

ASSISTANT CHIEF OF POLICE

DESCRIPTION OF POSITION:

This is senior level management work directing, coordinating and managing the administrative and operational activities of one of the [three] four bureaus within the Police Department. This position reports to the Chief of Police. The employee in this non-merit position is appointed by the County Executive and confirmed by the County Council. The employee in this class is responsible for ensuring the delivery of police services to the citizens of the County as well as providing leadership, direction and support to Police Department personnel. Employee is responsible for designing, developing and implementing Police Department policies, strategies and programs that directly impact the participants and communities within the County, and explaining initiatives to employees, citizen and business groups and government representatives to gain understanding and support.

EXAMPLES OF DUTIES:

Represents the County government and the Chief of Police in various forums concerning controversial and sensitive police matters by explaining the County's goals and objectives, responding to questions, misunderstanding and apprehension, and gaining the support of groups being addressed.

Manages a large organizational unit by assigning work priorities to subordinate units in response to organizational needs; overseeing the development and implementation of County, Department and unit operating and administrative procedures and memoranda of understanding with other agencies.

Sets standards for individual and organizational unit performance and coordinates evaluations, and any disciplinary action within appropriate County, collective bargaining and departmental policies and procedures.

Provides research, advice and recommendations to the Chief on a variety of police issues and concerns in order to develop new and innovative solutions, programs, policies and procedures.

Works with other departments of County Government, outside agencies and community and business leaders and organizations to address and resolve work problems, coordinate work efforts, develop partnerships and programs, and present and clarify the County and Department's position on issues and operations.

Oversees preparation and administration of organization's operating budget, including providing testimony before the County Executive and County Council.

Reviews and approves correspondence and reports prepared by subordinate employees for signature of the Police Chief.

Performs other related duties including those of sworn officers generally.



MONTGOMERY COUNTY EXECUTIVE REGULATION

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

Subject Position Description for Assistant Chief of Police	Number 26-12AM
Originating Department Office of Human Resources	Effective Date

MINIMUM QUALIFICATIONS:

Experience: Extensive leadership experience in police work, five (5) years of which were in a management level capacity (Lieutenant or above), one (1) year of which was at a level of Police Captain or equivalent with the Montgomery County Police Department or other jurisdiction.

Education: Possession of a Bachelor's Degree from an accredited college or university.

Equivalency: None.

Knowledge, Skills and Abilities:

Knowledge of modern management and supervisory principles and practices.

Knowledge of legislation and developments in the field of law enforcement including police administration, patrol techniques, criminal investigations, crime prevention and the criminal justice system.

Ability to plan, organize, coordinate, lead and otherwise direct large scale and complex police projects and programs and to resolve administrative and operational issues.

Ability to establish and maintain effective working relationships with other County officials and Federal and State officials, civic and business leaders, union representatives and the general public, particularly in situations where competing and conflicting concerns, interests, goals and/or objectives require both understanding and resolution.

Note: Must be physiologically and psychologically able to perform the essential functions of the job and be able to effectively use police weapons/equipment and vehicles in emergency conditions.

License: Possession of a valid motor vehicle operator's license.

MD Police Certification or ability to obtain certification within six (6) months of appointment may be required. Failure to obtain certification within six (6) months could result in termination.

[MEDICAL PROTOCOL:]

[GRADE: M1]

Approved:

Isiah Leggett, County Executive

1/29/13
Date

Approved as to form and legality:

Office of the County Attorney Date 1/28/13



MONTGOMERY COUNTY EXECUTIVE REGULATION

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

Subject Position Description for Assistant Chief of Police	Number 26-12AM
Originating Department Office of Human Resources	Effective Date

Montgomery County Executive Regulation on:

POSITION DESCRIPTION – ASSISTANT CHIEF OF POLICE

Issued by: County Executive
Regulation No. 26-12AM

AUTHORITY: Montgomery County Code, 2004, Section 1A-104(B)(2)

Council Review: Procedural Method 1

SUPERSEDES: Regulation No. 5-00

Register Volume 29, Issue 12

Comment Deadline: January 1, 2013

Effective Date:

SUMMARY: This regulation establishes the position description for Assistant Chief of Police, a non-merit position proposed to be created in the Department of Police.

ADDRESS FOR

COMMENTS: Department of Police
Headquarters
100 Edison Park Road
Gaithersburg, Maryland 20878

STAFF

CONTACT: Lt. David Anderson
240-773-5026



MONTGOMERY COUNTY EXECUTIVE REGULATION

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

Subject Position Description for Assistant Chief of Police	Number 26-12AM
Originating Department Office of Human Resources	Effective Date

ASSISTANT CHIEF OF POLICE

DESCRIPTION OF POSITION:

This is senior level management work directing, coordinating and managing the administrative and operational activities of one of the four bureaus within the Police Department. This position reports to the Chief of Police. The employee in this non-merit position is appointed by the County Executive and confirmed by the County Council. The employee in this class is responsible for ensuring the delivery of police services to the citizens of the County as well as providing leadership, direction and support to Police Department personnel. Employee is responsible for designing, developing and implementing Police Department policies, strategies and programs that directly impact the participants and communities within the County, and explaining initiatives to employees, citizen and business groups and government representatives to gain understanding and support.

EXAMPLES OF DUTIES:

Represents the County government and the Chief of Police in various forums concerning controversial and sensitive police matters by explaining the County's goals and objectives, responding to questions, misunderstanding and apprehension, and gaining the support of groups being addressed.

Manages a large organizational unit by assigning work priorities to subordinate units in response to organizational needs; overseeing the development and implementation of County, Department and unit operating and administrative procedures and memoranda of understanding with other agencies.

Sets standards for individual and organizational unit performance and coordinates evaluations, and any disciplinary action within appropriate County, collective bargaining and departmental policies and procedures.

Provides research, advice and recommendations to the Chief on a variety of police issues and concerns in order to develop new and innovative solutions, programs, policies and procedures.

Works with other departments of County Government, outside agencies and community and business leaders and organizations to address and resolve work problems, coordinate work efforts, develop partnerships and programs, and present and clarify the County and Department's position on issues and operations.

Oversees preparation and administration of organization's operating budget, including providing testimony before the County Executive and County Council.

Reviews and approves correspondence and reports prepared by subordinate employees for signature of the Police Chief.

Performs other related duties including those of sworn officers generally.



MONTGOMERY COUNTY EXECUTIVE REGULATION

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

Subject Position Description for Assistant Chief of Police	Number 26-12AM
Originating Department Office of Human Resources	Effective Date

MINIMUM QUALIFICATIONS:

Experience: Extensive leadership experience in police work, five (5) years of which were in a management level capacity (Lieutenant or above), one (1) year of which was at a level of Police Captain or equivalent with the Montgomery County Police Department or other jurisdiction.

Education: Possession of a Bachelor's Degree from an accredited college or university.

Equivalency: None.

Knowledge, Skills and Abilities:

Knowledge of modern management and supervisory principles and practices.

Knowledge of legislation and developments in the field of law enforcement including police administration, patrol techniques, criminal investigations, crime prevention and the criminal justice system.

Ability to plan, organize, coordinate, lead and otherwise direct large scale and complex police projects and programs and to resolve administrative and operational issues.

Ability to establish and maintain effective working relationships with other County officials and Federal and State officials, civic and business leaders, union representatives and the general public, particularly in situations where competing and conflicting concerns, interests, goals and/or objectives require both understanding and resolution.

Note: Must be physiologically and psychologically able to perform the essential functions of the job and be able to effectively use police weapons/equipment and vehicles in emergency conditions.

License: Possession of a valid motor vehicle operator's license.

MD Police Certification or ability to obtain certification within six (6) months of appointment may be required. Failure to obtain certification within six (6) months could result in termination.

Approved: Isiah Leggett
Isiah Leggett, County Executive

Jan 29, 2013
Date

Approved as to form and legality:
[Signature] 1/28/13
Office of the County Attorney Date

Resolution No. _____
Introduced: _____
Adopted: _____

**COUNTY COUNCIL
FOR MONTGOMERY COUNTY MARYLAND**

By: County Council

SUBJECT: Approval of Executive Regulation 26-12AM, Position Description – Assistant Chief of Police

Background

1. The Montgomery County Code §1A-104(b)(2) requires a person holding a position in the Executive Branch designated by law as a non-merit position to be professionally qualified for the position under a position description established by Method (1) regulation.
2. Under Method (1), the Council must approve a regulation before it is adopted, and there is no deadline for Council action.
3. On January 16, 2013, the County Council received Executive Regulation 26-12, Position Description – Assistant Chief of Police.
4. On January 29, 2013, the County Council received Executive Regulation 26-12AM, Position Description – Assistant Chief of Police, which made technical corrections to Executive Regulation 26-12.
5. On February 7, 2013, the Public Safety Committee reviewed Executive Regulation 26-12AM and recommended approval.

Action

The County Council for Montgomery County Maryland approves the following resolution:

The Council approves Executive Regulation 26-12AM, Position Description – Assistant Chief of Police

This is a correct copy of Council action.

Linda M. Lauer, Clerk of the Council

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