

Sacramento Police Department

TOPS 2023

Training Our Patrol Supervisors

Statement of Purpose: The purpose of this course to provide new Sergeants vital information on field operations and administrative duties to assist them in their new role as frontline leaders.

- I. Training / Debriefs
 - A) Provide future supervisors an overview of the key concepts and skills surrounding basic police leadership and supervision
 - B) Definition on supervision and leadership and challenges for Sergeants
- II. Personnel Update/Risk Management/Exposure Reporting
 - A) Provide new and future supervisors with information on how to assist employees navigate human resources
 - B) Policies and procedures on how to document infectious disease exposures for employees
- III. Field Training
 - A) Establish clear expectations with new supervisors on how to facilitate training for new officers in field training
 - B) Provide information on checks and balances to ensure proper guidance and mentoring to officers in field training to ensure greater opportunities for success.
- IV. Juvenile Law:
 - A) Refresh new supervisors on concepts and unique qualities surrounding the law as it pertains to juveniles as well as provide updates and new changes in the law.
 - B) Refresh on 300WI, 601WI, 602WI
 - C) Miranda Law Update
 - D) How to assist with staff at school campuses within school policy and legal obligation
- V. OIS/In-Custody Death
 - A) Provide new supervisors and Sergeants the knowledge and tools to manage officer involved shootings and in-custody death incidents at the patrol level.
 - B) Interactive and facilitated discussion regarding the initial response, scene/witness management and policy/procedure.
- VI. Employee Services Unit/Employee Issues
 - A) Provide new supervisors and Sergeants with a basic understanding of how to interact with, support and provide resources to employees dealing with issues whether personal or professional
 - B) Tools and resources for supervisors to assist employees with issues ranging from EAP to clinical counseling to financial assistance
- VII. K-9/Perimeters/Foot Pursuits
 - A) Provide new supervisors and Sergeants with an understanding of the K-9 unit and area of focus
 - B) Advise on staffing/K-9 hours/work days
 - C) Use of K-9 and tactics/deployment guidelines during foot pursuits and perimeters and when to Code 10

- VIII. Communications Center
 - A) Train new supervisors and Sergeants on dispatch operations to ensure they adequately manage workload and ensuring calls for service are being dispatched as quickly as possible
 - B) Facilitated discussion on radio channel situational awareness and calls needing to be copied/addressed
 - C) Refresh on policies that govern dispatch criteria, radio communication guidelines, and critical incident management
- IX. Rapidly Evolving & Violent Felony Events
 - A) Provide instruction to the patrol supervisor with topics relating to patrol based emergency responses during rapidly evolving incidents.
 - B) Provide knowledge and skills for supervisors to deal with high-risk encounters with a primary emphasis on decision making, pre-determined plans, command and control, tactics and equipment familiarization.
 - C) Review Critical Decision Making Model and departmental policy
- X. Internal Affairs
 - A) Provide supervisors with a comprehensive overview of the Internal Affairs process
- XI. Crime Analysis
 - A) Provide instruction on the Crime Analysis Unit and its function
 - B) The CAU keeps statistics and can provide analysis on crime series, patterns, and trends to assist supervisors address issues in their respective response areas
 - C) As a support unit, the CAU can assist with data needed for community meetings and investigations.
- XII. Critical Decision Making Model
 - A) Five-step critical thinking process
 - B) Elements of CDM
- XIII. Outreach
 - A) Provide a basic understanding and overview of the Outreach team and resources available to the community
 - B) Instruct on the various programs devised to help build trust in the community and support the mission and goals of the department.
- XIV. Administrative Duties
 - A) Provide a general understanding of what administrative duties are expected of supervisors
 - B) Pre-shift/During Shift/Post Shift duties related to staffing, managing radio, updating Lieutenant and creation of daily activity reports
- XV. Sergeants Perspective/Lieutenants Perspective
 - A) Facilitated discussion from current and experienced Sergeants and Lieutenants on current departmental trends/policies and expectations of new supervisors
- XVI. Major Collision Investigation Unit/EVOC
 - A) Provide new supervisors an understanding of vehicle pursuit liabilities and how EVOC training relates to the expectations of officers and their supervisors during a pursuit

- B) Facilitated discussion on recognizing when the apprehension of a violator during a vehicle pursuit does not outweigh the safety of the public and the officers involved.
 - C) Update on recent pursuit policy and procedure changes
- XVII. Customer Service
- A) The service mindset
 - B) Building teams
 - C) Resolving complaints