

POLICE DEPARTMENT HANOVER PARK, ILLINOIS



DIRECTIVE: 125-A

REFERENCE STANDARDS: 15.1.1 15.1.2 15.1.3

SUBJECT: Research and Development

POLICY: The Hanover Park Police Department is committed to research and development activities in order to enhance services, improve operations and efficiently respond to the changing social and economic needs of our community.

I. PROCEDURE

A. Research and Development

1. The Research and Development function is staffed at the direction of the Chief of Police through the office of the Deputy Chief of Support Services. (15.1.2)
2. The functions of Research and Development will be directed toward overseeing and coordinating information and documented analysis to meet the reporting requirements specified in the Department's Directive Manual. Research and Development shall have access to information necessary to complete research that may include but not be limited to the following: (15.1.1)
 - a. Assisting in the development of goals and objectives and measurement of outcomes as they relate to fiscal management of the department.
 - b. Grant funding applications to enhance and improve service to the community.
 - c. Management of the department's Accreditation process.
3. Annually, Research and Development will assist in the organization of the yearly management staff meeting which will include reviewing the Department's Strategic Plan and making updates as needed. The meeting will provide dialogue from all organizational components for the establishment of department priorities; budget requests; and system improvements, including what led to the need for improvement, what is expected to occur that will bring value to the Department, and the impact on present or potential future risks. The Strategic Plan should identify those who participated in its development. Topics for the annual management staff meeting shall include, but not be limited to:
 - a. Long-term goals and operational objectives. (15.1.3a)
 - b. Anticipated workload and population trends, (15.1.3b)
 - c. Anticipated personnel staffing. (15.1.3c)
 - d. Capital improvements and equipment needs. (15.1.3d)

- e. Review and revision provisions as needed. (15.1.3e)
- 4. Analytical reports, documents and studies will be distributed to the Chief and Division Deputy Chiefs. They will be disseminated to affected organizational units at the direction of the Chief and/or Division Deputy Chiefs.