

ORDINANCE 2021-02 An Ordinance Adding Article III, Chapter 46 Of The Borough Of Lindenwold Police Department Chaplain Program

WHEREAS, the Police Department works together in a partnership with qualified religious leaders when there is a time of need, and

WHEREAS, the Chaplain of the Police is a vital position assisting with crisis or incidents for members and the community.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the municipal governing body of the Borough of Lindenwold, as follows:

Article III Chaplain Program

46-11 DEFINITIONS

Community Chaplain – A chaplain who has completed police chaplain training as described in this policy or otherwise has been approved by the Chief of Police who primarily serves members of the community as described in this policy.

Personnel Service Chaplain – A chaplain who has completed police chaplain training as described in this policy or otherwise has been approved by the Chief of Police who primarily serves members of the Lindenwold Police Department.

46-12 PROCEDURE

A. Qualifications for Chaplain (Community Chaplain and Personnel Service Chaplain)

1. The Police Chaplain must possess a valid New Jersey driver's license;
2. Maintain high spiritual and moral standards;
3. Have never been convicted of a criminal offense involving moral turpitude;
4. Not be currently under indictment, on bail pending court, parole, probation, or in any way be associated with any current criminal court proceedings as a potential defendant;
5. Willing and able to respond to situations where the presence of a Chaplain is requested;
6. Must not be supporting or involved in any questionable activity or subversive activity against the governments of the United States or the State of New Jersey;
7. Must be able to demonstrate compassion, understanding and love for fellow humans and be tactful and considerate in their approach to all people regardless of race, creed or religion.

B. Initial Training

1. Upon assignment as chaplain, the designee shall meet with Supervisory Officers and/or The Department Chief of Police to determine the goals for training. This initial conference will help determine the specific expertise and education the chaplain brings to the department.
2. Attend an orientation class hosted by the Lindenwold Police Department that acquaints them with the personnel, code of conduct, policies, and procedures of the LPD.
3. Chaplain will participate in a 'ride along' with the Police Chaplain Liaison Officer or his/her designee (at least two hours).
4. Chaplain will be trained in the procedure to follow should a person reveal information that indicates criminal acts while the chaplain is working in his role as Police Chaplain.

C. Chaplain Responsibilities and Duties – Community Chaplain

1. Clothing apparel will be issued to each chaplain that identifies them as a Police Chaplain. These items will only be used when a chaplain is performing official duties in their role as a Lindenwold Police Department Chaplain.
2. The Police Chaplain shall serve in an on-call basis 24 hours a day, 7 days a week. Members of the Chaplain program shall establish scheduling as appropriate to meet this need.
3. Chaplains perform a volunteer service and should agree to be available (on call) for a time period set by the chaplain's themselves and coordinated and posted by the Police Chaplain Liaison Officer.
4. While in the role of Chaplain they will wear at least one form of issued apparel that clearly identifies them as a Chaplain (this is to ensure that all persons present are aware that a Chaplain is present).
5. Because of the nature of the information received in personal counseling and through confidential reports or observations, the Police Chaplain will maintain strict professional privilege in these matters.
6. The following guidelines are not all-inclusive and are intended to assist members of the Lindenwold Police Department in possible uses of the services of the Police Chaplain. The Police
7. Chaplain SHALL assist department personnel, as requested in the following situations(s):
 - a. Making notification to families of serious injury or death including death notifications.
 - b. Natural disasters resulting in loss of occupancy of a structure or injury, such as a house fire.
 - c. Suicides

- d. Homicides
- e. Violent crimes where the victims' family is on location and/or neighborhood residents are in the area.
- f. Hostage and barricaded suspect incidents
- g. Other situations when the need of the Police Chaplain is apparent.

8. The following guidelines are not all-inclusive and are intended to assist members of the Lindenwold Police Department in possible uses of the services of the police chaplain. The police chaplain MAY assist department personnel, as requested in the following situation(s):

- a. Dealing with the mentally disturbed
- b. Juvenile problems
- c. Neighborhood problems
- d. Racial problems
- e. Accident involving injuries or death
- f. Transients and homeless persons
- g. Religious fraud
- h. Guidance concerning religious questions
- i. Education and training
- j. Other situations when the need of the police chaplain may be of assistance.

D. Chaplain Responsibilities and Duties – Personnel Service Chaplain

1. The Personnel Service Chaplain shall be available, as needed to members of the Lindenwold Police Department and their families in times of personal stress, crisis, or to counsel them in matters of religion or ethics (while being sensitive to the faith or of those who have been given the presence of the Departmental Chaplain). In the event of a crisis, when the eminent crisis has been eased, refer to the officer's Pastor, Priest, Clergy, or Rabbi as appropriate and available.

2. The Personnel Service Chaplain is encouraged to visit sick or injured members of the Lindenwold Police Department.

3. The Personnel Service Chaplain shall serve as liaison between the Lindenwold Police Department and other social agencies within the community.

4. The personnel service chaplain shall be available for such ceremonial functions as are consistent with his positions, representing the Lindenwold Police Department at such events.

5. Only when specifically called upon by the Lindenwold Police Department, to serve in their Police Chaplain capacity, shall the clergy be considered serving as a Police Chaplain. The actions of the clergy serving as Police Chaplain, when not called upon by the Lindenwold Police Department, shall be the acts and/or omissions of the individual clergy and NOT the acts and/or omissions of the police department.

6. The clergy shall not be considered an agent of the police department when not acting in response to being specifically called upon by the police department to act as a police chaplain.

E. Police Chaplain Liaison Officer

An officer assigned by the Chief of Police, who is responsible for keeping files, training records, documents relating to chaplain program. The officer will also assist with meetings, training sessions, schedules, resolving work place issues and assist the Chief of Police or designee as directed in monitoring the chaplain program.

- 1. Hold regular meetings with chaplains to gauge progress, address issues, and review procedures.
- 2. Police chaplain liaison can handle issues such as equipment, scheduling, ride along(s), new chaplain applications, etc.
- 3. Present the chaplain program to all department employees explaining how it works.
- 4. Monitor chaplains and the training needed to ensure proper certification for chaplains.
- 5. Provide a link on the LPD web page detailing chaplain activities.

F. Procedures for the Community Chaplain

1. All officers will familiarize themselves with the type of situations which would necessitate the need for a police chaplain.

2. Any officer needing a Police Chaplain for a detail will notify their supervisor who will notify Police Communications to contact the on-call Community Chaplain. It may be necessary to have the on-call community chaplain contact the requesting supervisor/officer to help provide the below information:

- a. Type of situation.
- b. Name of party needing counseling or assistance.
- c. Location where the chaplain will be responding.
- d. In the event, a police chaplain of a specific religious denomination is requested, the on-call community chaplain will attempt to accommodate the needs of the party seeking counseling or assistance by making the appropriate referral.

G. Procedures for the Personnel Service Chaplain

Any officer wishing to contact a police chaplain for personal reasons may contact the Personnel Service Chaplain specifically or if they prefer any Community Chaplain directly without proceeding through any routine channel of command.

Unless a specific chaplain or category of chaplain is requested supervisory and administrative personnel may contact the Personnel Service Chaplain whenever he/she feels it is in the best interest to provide a chaplain the contact information of any employee who may benefit from contact with a chaplain.

INTRODUCED: January 23, 2021

ADOPTED: February 24, 2021

Richard E. Roach, Jr.
Mayor

Deborah C. Jackson
Borough Clerk