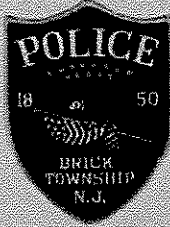
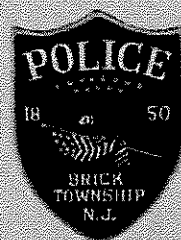


BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Cold water suit training	NUMBER: SM 2013-01	
EFFECTIVE DATE: January 2, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Deputy Chief James Riccio

Any officer interested in attending cold water suit training should submit an interoffice memo to my office no later than January 16, 2013.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: 2.5 Ton Military Vehicle Training

**NUMBER:
SM 2013-02**

**EFFECTIVE DATE:
January 3, 2013**

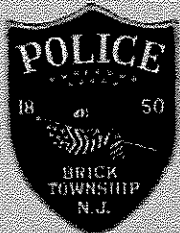
**DISTRIBUTION TO:
All Police Personnel**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

**APPROVED BY:
Chief Nils R. Bergquist**

Any officer interested in 2.5 ton military vehicle training should submit an interoffice memo to my office no later than January 17, 2013.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Cops-In-Shops	NUMBER: SM 2013-03	
EFFECTIVE DATE: January 15, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Anyone interested in working a Cops In Shops detail for the following dates, please submit an Inter-Office Memo to Traffic Safety no later than January 22, 2013.

Tentative Dates:

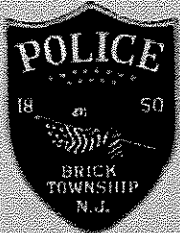
Friday	February 1st	1800-2200 hrs
Saturday	February 9th	1800-2200 hrs
Saturday	February 23rd	1800-2200 hrs
Friday	March 1st	1800-2200 hrs
Friday	March 8th	1800-2200 hrs
Saturday	March 16th	1800-2200 hrs
Saturday	March 30th	1800-2200 hrs

If you do not submit an inter-office memo, you will not be considered for the schedule, and will not be allowed to fill in once the schedule is posted.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Planned power outage at HQ	NUMBER: SM 2013-04	
EFFECTIVE DATE: January 17, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

On Saturday January 19th, Bahr electric will be replacing an electrical switch in the boiler room which will necessitate the shutting of power to the municipal building from approximately 0800 until 1400 hrs. As a result the following measures will be put into place.

- Dispatch will operate from within the emergency shed
- Computer servers will operate on portable generator power allowing mobile to remain operational
- Portable lighting will be placed in both locker rooms and the gym
- Arrestees including those for DUI will be processed at Lakewood Police HQ
- Arrest reports can be filed in mobile
- The Desk supervisor will operate from the mobile command vehicle which will be positioned at the ramp

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Calibration of Radar Tuning Forks	NUMBER: SM 2013-05	
EFFECTIVE DATE: January 18, 2013	DISTRIBUTION TO: All Patrol Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

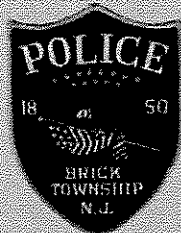
In the next month or so the Traffic Safety Unit will be looking to collect the tuning forks from those police vehicles equipped with radar in order to get them calibrated. In order to ease the process, it is being requested that every officer check their assigned vehicles to make sure that both tuning forks are accounted for. If there are any issues at all with the tuning forks please advise Traffic Safety now so that it can be rectified before the calibration date.

At this time please do not remove any tuning forks from the vehicles until advised to do so.

Also, the new patrol vehicles that were recently placed into service will be outfitted with radar units.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Training	NUMBER: SM 2013-06	
EFFECTIVE DATE: January 29, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

The 2013 training catalog is available for review in PSU. Any officers interested in attending schools in 2013 should take the time to look through the catalog and file a training request via your chain of command.

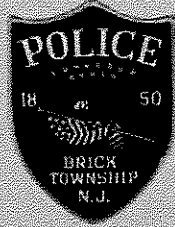
BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Radar Tuning Fork Certifications	NUMBER: SM 2013-07	
EFFECTIVE DATE: February 22, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Please be advised that on Tuesday, March 5, 2013, all Radar Tuning Forks are scheduled to be certified by the New Jersey Division of Weights and Measurements. All tuning forks from vehicles equipped with radar must be turned in **no later** than Sunday, March 3, 2013 at 0800 hours. A box to collect the tuning forks with a check off sheet will be placed in the front of the briefing room. Officers assigned to a vehicle are responsible for turning in the tuning forks for that vehicle. Officers should check their assigned vehicle now, and notify Traffic Safety immediately if the tuning forks are missing or cannot be found.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Speed Calibration Testing of Police Vehicles	NUMBER: SM 2013-08	
EFFECTIVE DATE: February 22, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Please be advised that representatives from Certified Speedometer Inc, Old Tappan, NJ will be here on **Friday, March 1st**. They will be in the back parking lot of the police department between 0600 – 0700 hours performing the tri-annual speed calibration testing of police vehicles. The process is used to validate speedometer output against the true vehicle traveling speed – necessary for court purposes in moving radar speed violations and pacing. The testing process itself is not time consuming. They will be here early so as to test day shift vehicles prior to going out, and will in turn test those coming in from midnights. Any other vehicles wishing to be certified that are not here in the back parking lot should make themselves available for testing.

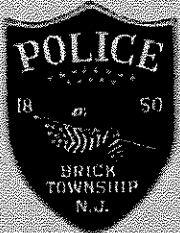
Questions regarding this can be directed to the traffic safety office.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Oxygen Tanks	NUMBER: SM 2013-09	
EFFECTIVE DATE: March 5, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief Nils R. Bergquist
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

The following oxygen tanks need to be pulled from service for hydro testing. Please bring these tanks to the BTPD EMS Annex on Lanes Mill Road. Switch out your bottle with another bottle from the first aid building. Put a tag on the bottle that says down for hydro testing. There will be a stack of tags with the bottles at the first aid building.

The numbers that are listed are the blue numbers on the tanks:

16, 28, 31, 41, 48, 50, 53, 59, 61, 66, 68, 73, 75, 84, 88, 92, 93, 95, 97, 99, 104, 105, 107, 113, 114,
116, 119, 120, 121, 122, 123, 124, 127, 128, 144, 146, 150, 151, 171

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Radar Tuning Forks	NUMBER: SM 2013-10	
EFFECTIVE DATE: March 7, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Please be advised that the calibration of the department's radar tuning forks has been completed. The tuning forks for each vehicle are located in the cardboard box at the front of the briefing room. The tuning forks are contained in a clear Ziploc bag and marked with the vehicle number on the outside. Officers should return the tuning forks back to their respective vehicles and place them in a safe location (glove box, side door pocket).

Please advise Traffic Safety if for any reason you cannot locate the tuning forks for your vehicle in the box or for any other radar issues.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Bridge Closure

**NUMBER:
SM 2013-11**

**EFFECTIVE DATE:
March 14, 2013**

**DISTRIBUTION TO:
All Personnel**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

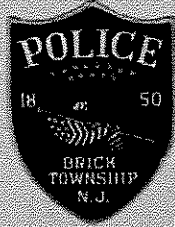
**APPROVED BY:
Chief Nils R. Bergquist**

On the below listed dates, the Beaver Dam and Mantoloking Bridges will be having their State Bridge Inspections. The Bridges will be cycling from the open position to the closed positions in 15 minute intervals from 9am (0900hrs) to 3pm (1500hrs).

April 2, 2013 - Beaver Dam Bridge / Route CR 630.

April 3, 2013 - Mantoloking Bridge / Route CR 528.

Emergency Vehicles will be able to pass over the bridge, but the potential traffic problem will delay response time.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: SERT TRYOUTS	NUMBER: SM 2013-12	
EFFECTIVE DATE: March 15, 2013	DISTRIBUTION TO: All Sworn Personnel	ISSUED BY: Chief Nils R. Bergquist
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

On May 1st, 2013, there will be Special Emergency Response Team tryouts. Officers must have at least three years experience to be considered. Officers interested in trying out must submit their letter of intent by April 12th. Officers will have to successfully complete physical and shooting requirements, along with a peer review. The physical and shooting will make up 40% of their overall score while the peer review will make up 60% of their overall score.

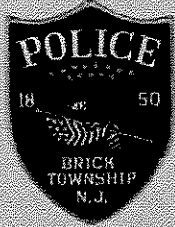
The physical fitness portion will consist of the following events:

- 1) Vertical Jump-must obtain at least 21 inches
- 2) Sit Ups-must obtain at least 37 sit ups in one minute
- 3) 300 meter run-must complete in 54 seconds or less
- 4) Push Ups-must obtain 32 push ups in one minute
- 5) Mile and a half run-must complete in 12:51 or less
- 6) Gas Mask run-must complete in 6 minutes or less followed by Gas Mask Shoot.

The firearms portion will consist of the following events:

- 1) Two sixty round daytime courses-must have a 95% combined average
- 2) One forty round night course-must score 95%
- 3) Gas Mask shoot-5 shotgun rounds and 10 handgun rounds from 25 yd line

Interested officers will wear Class C Uniform with regular duty belt and vest. The SERT Commander reserves the right to eliminate any applicant during any time of the tryout process. No applicant will receive any second chances to successfully complete any portion of the test.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: BRICK POLICE EXPLORER ADVISORS	NUMBER: SM 2013-13	
EFFECTIVE DATE: March 18, 2013	DISTRIBUTION TO: All Sworn Personnel	ISSUED BY: Chief Nils R. Bergquist
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

We are looking to re-institute the Brick Police Explorer Post. We are looking for officers that are interested in being a part of the Explorer Program. Any officer that is interested, please submit an interoffice memo to Captain Robert Mazza by April 5th, 2013.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Fire Lane Restructuring	NUMBER: SM 2013-14	
EFFECTIVE DATE: March 21, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

As per the Township Fire Bureau, the two locations listed below have had the fire lanes restructured and properly signed. The interested parties at the two locations were kept abreast of the changes and restructuring that went on there. They are both enforceable at this time.

1. V.A. Clinic. 970 Route 70

Fire lanes have been extended along the east side of the entrance roadway to the Veterans building. The area is now properly signed and marked. The administration is aware of these changes.

2. Drum Point Village West

Fire lanes have been restructured and updated within the complex. After meetings with the administration of the complex, the plan was completed.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Rt 35 Fuel Tank

**NUMBER:
SM 2013-15**

**EFFECTIVE DATE:
March 29, 2013**

**DISTRIBUTION TO:
All Personnel**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

**APPROVED BY:
Chief Nils R. Bergquist**

The fuel tank at the Police Substation will be filled by a private vendor once a week, on Thursdays.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Road Closure

**NUMBER:
SM 2013-16**

**EFFECTIVE DATE:
April 1, 2013**

**DISTRIBUTION TO:
All Personnel**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

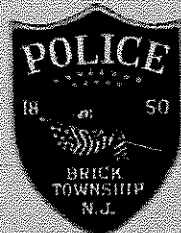
**APPROVED BY:
Chief Nils R. Bergquist**

Per Traffic Safety, BTMUA will be closing off Tennessee Drive between Pine Tree & Montana on Wednesday, April 3rd between the hours of 0830 and 1630. The road will be open for emergency personnel.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: EMS WEEK	NUMBER: SM 2013-17	
EFFECTIVE DATE: MAY 23, 2013	DISTRIBUTION TO: ALL PERSONNEL	ISSUED BY: CHIEF NILS R. BERGQUIST
CANCELLATION DATE:		APPROVED BY: CHIEF NILS R. BERGQUIST

I would like to wish all members of the Brick Township Police Emergency Medical Services Unit a Happy EMS Week. We appreciate all the hard work that you do. The theme for EMS Week this year is "EMS: One Mission, One Team".

I am extremely proud that you are all part of our team in Brick Township. Keep up the good work!

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Brick Beach I	NUMBER: SM 2013-18	
EFFECTIVE DATE: June 3, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

A pre-construction meeting was attended by Traffic Safety on Friday, May 31, 2013. Information concerning the project is as follows: Work at Brick Beach I is scheduled to begin in the form of boardwalk and shower platform construction. The 21 day project is scheduled to begin on Monday, June 3, 2013. Among the work being done there is demolition and removal of existing boardwalk and walks. Pile driving and equipment to do so will be on site. The work area will be mainly on the beach and currently is fenced off with dune fencing. The beach will remain accessible during the construction.

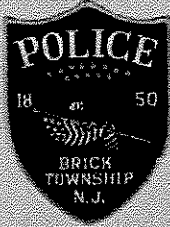
During this time period the company may also leave several vehicles (possibly a flatbed) in the parking lot overnight. The company doing the work is **Bird Construction**, Bayville, NJ (Contact: Jim Hannon, [REDACTED])

This information is being forwarded so that you are aware of the approved construction; authorized overnight parking of construction vehicles; and beach accessibility. Also, the contact number should it become necessary to reach a representative in an emergency.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Speed Calibration Testing of Police Vehicles	NUMBER: SM 2013-19	
EFFECTIVE DATE: June 14, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

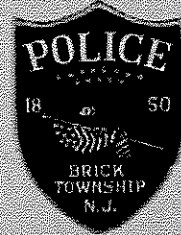
Please be advised that representatives from Certified Speedometer Inc, Old Tappan, NJ will be here on **Monday, June 17th**. They will be in the back parking lot of the police department between 0600 – 0700 hours performing the tri-annual speed calibration testing of police vehicles. The process is used to validate speedometer output against the true vehicle traveling speed – necessary for court purposes in moving radar speed violations and pacing. The testing process itself is not time consuming. They will be here early so as to test day shift vehicles prior to going out, and will in turn test those coming in from midnights. Any other vehicles wishing to be certified that are not here in the back parking lot should make themselves available for testing.

Questions regarding this can be directed to the traffic safety office.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Oxygen Bottles	NUMBER: SM 2013-21	
EFFECTIVE DATE: June 26, 2013	DISTRIBUTION TO: All Police Personnel	ISSUED BY: Chief Nils R. Bergquist
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Effective immediately oxygen bottles are only to be swapped with the Brick Police EMS and not the volunteer squad. This will assist us in tracking our oxygen bottles.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Sergeant's Exam

NUMBER:
SM 2013-22

EFFECTIVE DATE:
June 27, 2013

DISTRIBUTION TO:
All Police Personnel

ISSUED BY:
Deputy Chief James Riccio

CANCELLATION DATE:

APPROVED BY:
Chief Nils R. Bergquist

It has been brought to my attention that there have been several allegations made regarding cheating during the most recent Police Sergeant promotional examination conducted on 6/1/13. In response to these rumors the Brick Township Police Department, Internal Affairs Office has contacted the Civil Service Commission to inquire about any reported incidents of cheating. Internal Affairs has been advised by CSC representative, Michael Johnson, that no incidents of alleged cheating during said exam have been reported to them.

One concern which was addressed specifically with CSC was regarding candidates going back in the exam to prior questions to expound on their responses. Mr. Johnson advised that as the exam was administered, candidates were not precluded from going back to prior questions to alter or add information to their response; however, they should not have gone forward to the next portion of the exam prior to being instructed.

The CSC advised that all test candidates received a copy of written instructions prior to the exam, detailing candidate's rights and the appeals process; part of which includes the immediate appeal of the administration of the exam. Accordingly, CSC advised that any accusation of alleged cheating should have been addressed via this appeals process at the time the examination was administered, as instructed.

CSC retains the authority to investigate and remedy complaints of cheating. CSC indicated that they do not investigate anonymous complaints. Any complaint to CSC regarding cheating must be submitted in writing and contain the identity of the accuser and the accused, along with sufficient factual information which specifically details the manner of cheating. Include test location and room number in complaint.

Any officer who took the exam who wishes to appeal the administration of the exam may forward a written copy of their complaint to:

Civil Service Commission

Trenton, NJ 08625

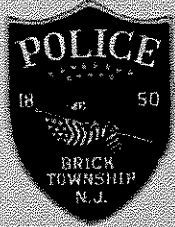
Any officer who wishes to report an act of cheating occurring during the exam may also contact Internal Affairs.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Defibtech Life Line AED	NUMBER: SM 2013-23	
EFFECTIVE DATE: July 23, 2013	DISTRIBUTION TO: All Police Personnel	ISSUED BY: Chief Nils R. Bergquist
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

We are having some problems with the Defib's and are asking you to keep these points in mind.

1. With the Defibtech Life Line AED please do not take the battery in and out of the unit to perform a user test. As long as the green light is blinking on top it is good.
2. Do not lie anything on top of the defibs when in the car. This is causing the buttons to be pushed while they are in the case. When this happens the defib will go into a service code mode and cannot be used until cleared.
3. Please make sure that when a defib is hooked up to a patient, and turned on that it gets downloaded.

Thank you.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: SUMMERFEST OVERTIME	NUMBER: SM 2013-24	
EFFECTIVE DATE: JULY 24, 2013	DISTRIBUTION TO: ALL PERSONNEL	ISSUED BY: CHIEF NILS R. BERGQUIST
CANCELLATION DATE:		APPROVED BY: CHIEF NILS R. BERGQUIST

Effectively immediately when coding overtime into TMS for Summerfest assignments use the overtime code "SP Det-1 Special Detail and indicate in the "reason" column – Summerfest.

When completing the hardcopy "Overtime Sheet" personnel are to check off Special Detail and indicate "Summerfest" in the explanation.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: D.U.I. OVERTIME SCHEDULE FOR MONTH OF AUGUST	NUMBER: SM 2013-25	
EFFECTIVE DATE: July 26, 2013	DISTRIBUTION TO: ALL PERSONNEL	ISSUED BY: CHIEF NILS R. BERGQUIST
CANCELLATION DATE:		APPROVED BY: CHIEF NILS R. BERGQUIST

FRIDAY 08/02/13: B. Williams #220

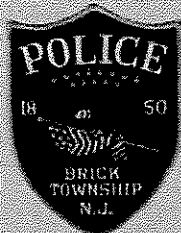
FRIDAY 08/16/13: Caulfield #235

SATURDAY 08/24/13: Ziobro 196

IMPORTANT: ALL FUTURE D.D.E.F. OVERTIME ASSIGNMENTS WILL ONLY BE GIVEN OUT TO THOSE OFFICERS WHO ARE PRODUCTIVE.

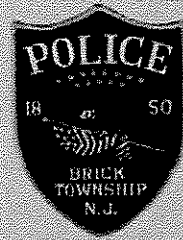
*****All officers are reminded to submit the Grant Overtime Form and all Summonses to Traffic Safety when working this detail.**

**FRIDAY & SATURDAY SHIFTS RUN FROM
2300-0300 OR 2400-0400 HRS.
UNLESS OTHERWISE NOTED.**

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Honor Guard	NUMBER: SM 2013-26	
EFFECTIVE DATE: August 26, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

All police officer's interested in joining the Honor Guard, should submit an interoffice memo to my office.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Road Closure

**NUMBER:
SM 2013-27**

**EFFECTIVE DATE:
September 19, 2013**

**DISTRIBUTION TO:
All Personnel**

**ISSUED BY:
Deputy Chief James Riccio**

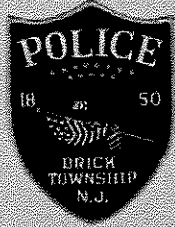
CANCELLATION DATE:

**APPROVED BY:
Chief Nils R. Bergquist**

On 9/20/13 the BTMUA has plans to close a small portion of Duquesne Boulevard. It should only be for one day and the closure will be from Aurora Drive to Cornell Drive. Signs will be in place to show the detour route.

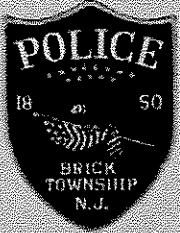
BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Rt 35 Restoration Project	NUMBER: SM 2013-28	
EFFECTIVE DATE: September 26, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

On Thursday, September 26th I met with representatives of the Department of Transportation who conducted a briefing on the Rt 35 restoration project. The project is currently underway and crews are now working in Bay Head and working their way south. The project includes the replacement of all of the islands utility infrastructure to include gas, water and in some cases sewer lines from Bay Head to Island Beach. Additionally the roadway will be paved. The project is expected to be complete in fall 2015 with work being suspended each year from Memorial Day to Labor Day. Crews are expected to reach Mantoloking in the area of Herbert Street sometime over the next week. The work will entail the opening of a single lane of roadway in 1300 foot sections. A deep trench will be excavated and traffic will be alternated utilizing flagmen. Once a section of roadway is opened it will remain open for approximately eighteen (18) days 24 hours a day. Upon completion of a section the crews will move to the opposite side of the roadway for another eighteen (18) days before moving further south. Once in Brick the same work will be completed in a similar fashion however one lane will remain open. DOT claims that ramps will be used to allow for vehicular traffic into the side streets south of Curtiss Point while the trenches are open. All of this having been said officers should expect that travel to Brick through Mantoloking will be difficult and delays should be expected. We will continue to monitor the situation and if necessary two officers will be assigned to the 1B district for officer safety. If necessary, assistance from towns south of the construction can be utilized for assistance.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: 2013 PERSONAL INFORMATION ANNUAL UPDATE FORMS	NUMBER: SM 2013-29	
EFFECTIVE DATE: SEPTEMBER 25, 2013	DISTRIBUTION TO: ALL PERSONNEL	ISSUED BY: CHIEF NILS R. BERGQUIST
CANCELLATION DATE:		APPROVED BY: CHIEF NILS R. BERGQUIST

2013 Personal Information Annual Update Forms will be distributed to all employees. All information must be listed on the form whether or not there have been any changes. It is mandatory to complete forms.

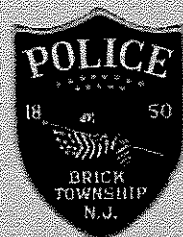
Personal Information Forms are to be completed and returned to the Chief's Office by October 31, 2013.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Shift Preference Requests for the year 2014	NUMBER: SM 2013-30	
EFFECTIVE DATE: October 1, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief Nils R. Bergquist
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Please find attached the Shift Preference Request form for the year 2014. Officers are to list their preferences as outlined on the form.

Request forms for each officer will be distributed by their respective supervisor. Shift Preference Forms should be forwarded to the Chief's office via your chain of command no later than Tuesday, October 15, 2013.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Ocean County Narcotics Strike Force
Position and Detective Bureau Position

NUMBER:
SM 2013-31

EFFECTIVE DATE:
October 1, 2013

DISTRIBUTION TO:
All Personnel

ISSUED BY:
Chief Nils R. Bergquist

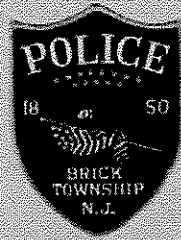
CANCELLATION DATE:

APPROVED BY:
Chief Nils R. Bergquist

Officers interested in a one year assignment to either the Detective Bureau or the Ocean County Narcotics Strike Force shall submit an interoffice memorandum to me expressing their interest no later than October 15, 2013.

Officers shall submit a resume detailing their experience, qualifications, and a paragraph detailing why they should be considered for the assignment(s) he/she is applying for. A separate resume is requested for each position applied for. The selection process will consist of a review of the applicant's resume, work experience, productivity, attendance and an interview.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Flu Shots

**NUMBER:
SM 2013-32**

**EFFECTIVE DATE:
October 9, 2013**

**DISTRIBUTION TO:
All Personnel**

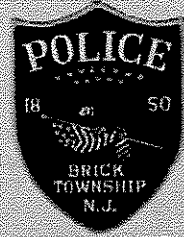
**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

**APPROVED BY:
Chief Nils R. Bergquist**

The Ocean County Health Department is offering free flu shots to any and all first responders that would like one. The flu shots will be administered in the AB Conference room in the Municipal Building on Friday, October 11, 2013 between 1500 and 1700 hours. Please ensure you have your ID with you.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Speed Calibration Testing of Police Vehicles

**NUMBER:
SM 2013-33**

**EFFECTIVE DATE:
October 11, 2013**

**DISTRIBUTION TO:
All Personnel**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

**APPROVED BY:
Chief Nils R. Bergquist**

Please be advised that representatives from Certified Speedometer Inc, Old Tappan, NJ will be here on **Tuesday, October 15th**. They will be in the back parking lot of the police department between 0600 – 0700 hours performing the tri-annual speed calibration testing of police vehicles. The process is used to validate speedometer output against the true vehicle traveling speed – necessary for court purposes in moving radar speed violations and pacing.

The testing process itself is not time consuming. They will be here early so as to test day shift vehicles prior to going out, and will in turn test those coming in from midnights. Any other vehicles wishing to be certified that are not here in the back parking lot should make themselves available for testing.

Questions regarding this can be directed to the Traffic Safety office.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Speed Calibration Testing of Police Vehicles *REVISED-DATE CHANGED*

**NUMBER:
SM 2013-34**

**EFFECTIVE DATE:
October 15, 2013**

**DISTRIBUTION TO:
All Personnel**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

**APPROVED BY:
Chief Nils R. Bergquist**

Please be advised that representatives from Certified Speedometer Inc, Old Tappan, NJ will be here on **Wednesday, October 16th**. They will be in the back parking lot of the police department between 0600 – 0700 hours performing the tri-annual speed calibration testing of police vehicles. The process is used to validate speedometer output against the true vehicle traveling speed – necessary for court purposes in moving radar speed violations and pacing.

The testing process itself is not time consuming. They will be here early so as to test day shift vehicles prior to going out, and will in turn test those coming in from midnights. Any other vehicles wishing to be certified that are not here in the back parking lot should make themselves available for testing.

Questions regarding this can be directed to the Traffic Safety office.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Municipal Court Prosecutor-Contact Info

**NUMBER:
SM 2013-35**

**EFFECTIVE DATE:
October 16, 2013**

**DISTRIBUTION TO:
All Police Officers**

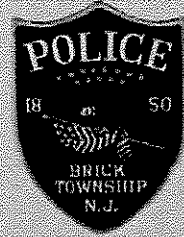
**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

**APPROVED BY:
Chief Nils R. Bergquist**

Any officers wishing to speak to Chris Grenda, our Municipal Court Prosecutor, in reference to discussing any of their cases may do so by calling or texting him at ~~848-525-5843~~.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: SET Team Position

**NUMBER:
SM 2013-36**

**EFFECTIVE DATE:
October 17, 2013**

**DISTRIBUTION TO:
All Police Officers**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

**APPROVED BY:
Chief Nils R. Bergquist**

Officers interested in a one year assignment to the SET Team shall submit an interoffice memorandum to me expressing their interest no later than Friday, November 1, 2013.

Officers shall submit a resume detailing their experience, qualifications, and a paragraph detailing why they should be considered for the assignment. The selection process will consist of a review of the applicant's resume, work experience, productivity, attendance and an interview.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: DUI Sobriety Checkpoint – Wednesday, November 27, 2013	NUMBER: SM 2013-37	
EFFECTIVE DATE: October 22, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any officer interested in working a DUI Sobriety Checkpoint detail on **Wednesday, November 27, 2013** should submit an interoffice memorandum to Sgt. Bedrosian in Traffic Safety no later than 0800 hours on **November 13, 2013**. There are ten (10) positions available for this detail (preferably to include one K-9 officer and one DRE).

The checkpoint will begin at 2200 hours (Wednesday, November 27, 2013) and continue until 0300 hours (Thursday, November 28, 2013). The checkpoint is a **five (5) hour detail** and those working will be paid at the rate of overtime for each individual officer. The last three hours will be paid as holiday (Thanksgiving).

The checkpoint will be conducted in conjunction with the Ocean County Prosecutor's Office (NJHTSA grant) and held in the parking lot of the Brick Township High School, 346 Chambers Bridge Road.

Officers who do not submit an interoffice memorandum will not be considered for the detail.

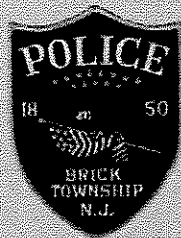
BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: ASBURY PARK PRESS READER'S CHOICE AWARDS –BEST POLICE DEPARTMENT IN OCEAN COUNTY	NUMBER: SM 2013-38	
EFFECTIVE DATE: OCTOBER 28, 2013	DISTRIBUTION TO: ALL PERSONNEL	ISSUED BY: CHIEF NILS R. BERGQUIST
CANCELLATION DATE:		APPROVED BY: CHIEF NILS R. BERGQUIST

Congratulations. Once again the Asbury Park Press Reader's Choice Awards has named this department the best police department in Ocean County. What makes this recognition significant is the selection is made by the people we serve.

Each of you sworn and civilian should be proud of this distinction. I am proud to be part of this team.

Keep up the good work.

**c Mayor Stephen Acropolis
 Business Administrator Scott Pezarras**

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Court Closure	NUMBER: SM 2013-39	
EFFECTIVE DATE: November 6, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

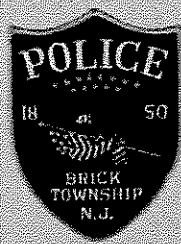
Please be advised that court will not be in session on the following dates:

Wednesday, November 27, 2013

Monday, December 16, 2013 thru Friday, December 27, 2013.

Please do not make any summonses or criminal complaints returnable on the above dates.

The courts will return to their normal schedule beginning on Thursday, January 2, 2014.

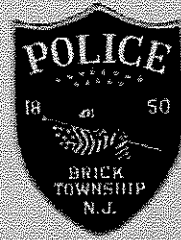
BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Multilingual DUI Standard Statement	NUMBER: SM 2013-40	
EFFECTIVE DATE: November 15, 2013	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Please be advised that an audio version of the Standard Statement in multiple languages has been uploaded onto the "Jail Cell Laptop" in the booking room. After logging in on the laptop, there will be an icon labeled Multilingual DUI Consent. Inside the folder, the file name with (SS) before it will be the Standard Statement and the one with (AS) before it will be the Additional Statement if the response is not acceptable.

Example:
SS-Spanish
AS-Spanish

In addition, the Standard Statement Form in PDF for each language is also inside the folder and is programmed to print out at the front desk. The form should be printed out and handed to the subject to read along with the audio version.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Holiday Patrol

**NUMBER:
SM 2013-41**

**EFFECTIVE DATE:
November 15, 2013**

**DISTRIBUTION TO:
All Personnel**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

**APPROVED BY:
Chief Nils R. Bergquist**

Any police officers interested in working the Holiday Patrol for the following dates please submit an inter-office memo to Lt. Ling **no later than 0800 hrs on November 24, 2013.**

<u>DATE</u>	<u>DAY</u>	<u>TIME</u>
12/02/13	Monday	1400 – 2200
12/03/13	Tuesday	1400 – 2200
12/04/13	Wednesday	1400 – 2200
12/08/13	Sunday	1400 – 2200
12/09/13	Monday	1400 – 2200
12/14/13	Saturday	1400 – 2200
12/15/13	Sunday	1400 – 2200
12/18/13	Wednesday	1400 – 2200
12/20/13	Friday	1400 – 2200
12/21/13	Saturday	1400 – 2200

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Test of the New Jersey Motor Vehicle
Commission eTemp Tag System

NUMBER:
SM 2013-42

EFFECTIVE DATE:
November 18, 2013

DISTRIBUTION TO:
All Personnel

ISSUED BY:
Deputy Chief James Riccio

CANCELLATION DATE:

APPROVED BY:
Chief Nils R. Bergquist

Please be advised that on Tuesday, November 19 the NJMVC will conduct a test of the eTemp Tag system from 9am to 10am. At that time, Law Enforcement users will be unable to log in to the system. Law Enforcement users already logged in prior to 9am will be able to continue to use the system throughout the one hour test period unless they either log out or are "time out" due to inactivity. Normal log-in capability will be restored at 10am.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: NJDOT Traffic Advisory – Rt. 35

**NUMBER:
SM 2013-43**

**EFFECTIVE DATE:
December 2, 2013**

**DISTRIBUTION TO:
All Personnel**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

**APPROVED BY:
Chief Nils R. Bergquist**

There will be traffic pattern change on Route 35 (Mantoloking) beginning December 3, 2013. Although the traffic pattern change itself will occur in Mantoloking Borough, the affected area will be between the Mantoloking Bridge and Curtis Point.

Please be aware that response times and general access to the barrier island may be affected by this temporary change that is expected to last 18 days.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Comprehensive Traffic Safety Grant

**NUMBER:
SM 2013-44**

**EFFECTIVE DATE:
December 5, 2013**

**DISTRIBUTION TO:
All Personnel**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

**APPROVED BY:
Chief Nils R. Bergquist**

Any Police Officer interested in working an Aggressive Driver or Pedestrian Safety grant detail should submit an Interoffice Memo to the Traffic Safety Unit no later than 0800 hours on **December 13th**. Officers working the details are required to focus on retail areas where a high volume of vehicular and pedestrian traffic is present.

(Brick Boulevard, Cedar Bridge Avenue, Chambers Bridge Road, Route 70 and Route 88)

Detail dates and times are listed below.

Aggressive Driver:	Shift 1	Shift 2
Friday, December 20 th	1200-1500 hours	1600-1900 hours
Saturday, December 21 st	1000-1300 hours	1600-1900 hours
Sunday, December 22 nd	1200-1500 hours	1600-1900 hours
Monday, December 23 rd	1200-1500 hours	1600-1900 hours
Pedestrian Safety:	Shift 1	Shift 2
Friday, December 20 th	1300-1700 hours	-
Saturday, December 21 st	1000-1400 hours	1400-1800 hours
Sunday, December 22 nd	1000-1400 hours	1400-1800 hours
Monday, December 23 rd	1300-1700 hours	-

Officers with expired radar certifications will not be eligible to work any details.

Productivity will be taken into consideration for future scheduled details.

*** All Officers working the details must fill out the specific grant daily activity log and grant overtime form located in the booking room. Both the activity logs and summonses must be turned directly into Traffic Safety following the detail.**

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Restricted Days in 2014

**NUMBER:
SM 2013-45**

**EFFECTIVE DATE:
December 9, 2013**

**DISTRIBUTION TO:
All Patrol Personnel**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

**APPROVED BY:
Chief Nils R. Bergquist**

Please note the following restricted days in 2014. Limited or no vacation/personal time will be granted on these dates:

Memorial Day	Friday, May 23rd	3rd shift
	Saturday, May 24th	all shifts
	Sunday, May 25th	all shifts
	Monday, May 26th	1st & 2nd shifts
Independence Day	Friday, July 4th	2nd & 3rd shift
	Saturday, July 5th	all shifts
	Sunday, July 6th	all shifts
Labor Day	Friday, August 29th	3rd shifts
	Saturday, August 30th	all shifts
	Sunday, August 31st	all shifts
	Monday, September 1st	1st & 2nd shifts
Mischief Night	Thursday, October 30th	3rd shift
Halloween	Friday, October 31st	1st & 3rd shifts