

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: February Court Overtime

NUMBER:
SM 2015-01

EFFECTIVE DATE:
January 14, 2015

DISTRIBUTION TO:
All Police Officers

ISSUED BY:
Deputy Chief James Riccio

CANCELLATION DATE:

APPROVED BY:
Chief Nils R. Bergquist

Any police officers interested in working Municipal Court overtime for the following dates in **February** please submit an inter-office memo to Lt. Ling **no later than 0800 hrs on January 24, 2015.**

This is a continuing overtime detail that will be scheduled in the same rotating manner as road jobs. If you do not submit a request to work the detail your name will be skipped in the rotation.

<u>DATE</u>	<u>DAY</u>	<u>START TIME</u>
02/02/15	Monday	0830 hrs
02/04/15	Wednesday	0830 hrs
02/05/15	Thursday	1515 hrs
02/11/15	Wednesday	0830 hrs
02/12/15	Thursday	1515hrs
02/18/15	Wednesday	0830 hrs
02/19/15	Thursday	1515 hrs
02/23/15	Monday	1530 hrs
02/25/15	Wednesday	0830 hrs
02/26/15	Thursday	1515 hrs

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: February Court Overtime	NUMBER: SM 2015-02	
EFFECTIVE DATE: January 14, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any police officers interested in working Municipal Court overtime for the following dates in **February** please submit an inter-office memo to Lt. Ling **no later than 0800 hrs on January 24, 2015.**

This is a continuing overtime detail that will be scheduled in the same rotating manner as road jobs. If you do not submit a request to work the detail your name will be skipped in the rotation.

<u>DATE</u>	<u>DAY</u>	<u>START TIME</u>
02/02/15	Monday	0830 hrs
02/04/15	Wednesday	0830 hrs
02/05/15	Thursday	1515 hrs
02/11/15	Wednesday	0830 hrs
02/12/15	Thursday	1515hrs
02/18/15	Wednesday	0830 hrs
02/19/15	Thursday	1515 hrs
02/23/15	Monday	1530 hrs
02/25/15	Wednesday	0830 hrs
02/26/15	Thursday	1515 hrs

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: SET Team Position	NUMBER: SM 2015-03	
EFFECTIVE DATE: February 10, 2015	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 Tuesday, February 17, 2015.

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 applicants resume, work experience, productivity, attendance and an interview.

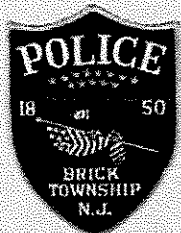
Officers who have previously submitted for this assignment, and are still interested in the position, must re-submit a new memorandum stating they would still like to be considered.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Court Overtime for March	NUMBER: SM 2015-04	
EFFECTIVE DATE: February 11, 2015	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any police officers interested in working Municipal Court overtime for the following dates in **March** please submit an inter-office memo to Lt. Ling **no later than 0800 hrs on February 19, 2015.**

This is a continuing overtime detail that will be scheduled in the same rotating manner as road jobs. If you do not submit a request to work the detail your name will be skipped in the rotation.

<u>DATE</u>	<u>DAY</u>	<u>START TIME</u>
03/02/15	Monday	0830 hrs
03/04/15	Wednesday	0830 hrs
03/05/15	Thursday	1515 hrs
03/11/15	Wednesday	0830 hrs
03/12/15	Thursday	1515hrs
03/16/15	Monday	0830 hrs
03/18/15	Wednesday	0830 hrs
03/19/15	Thursday	1515 hrs
03/23/15	Monday	1530 hrs
03/25/15	Wednesday	0830 hrs
03/26/15	Thursday	1515 hrs

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Marine Unit	NUMBER: SM 2015-05	
EFFECTIVE DATE: February 12, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any police officer interested in joining the Marine Unit, should submit an interoffice memorandum to me no later than February 26, 2015. The memorandum should list any qualifications you may have for the position.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Certification of Radar Tuning Forks	NUMBER: SM 2015-06	
EFFECTIVE DATE: February 12, 2015	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

In the next month the Traffic Safety Unit will be looking to collect the tuning forks from those police vehicles equipped with radar in order to get them certified. 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 certification date.

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

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: New World System Upgrade	NUMBER: SM2015-07	
EFFECTIVE DATE: February 23, 2015	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Please be advised that at 0700hrs, 2/24/15, the NWS/CAD will be undergoing upgrades. The upgrades are expected to take approximately four hours. During this time, all New World Systems will be down and all reporting must be completed using paper reports. Our IT Dept. will advise when upgrades are complete.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: SERT Tryouts	NUMBER: SM 2015-08	
EFFECTIVE DATE: March 3, 2015	DISTRIBUTION TO:	ISSUED BY: Chief Nils R. Bergquist
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

On April 1st, 2015, there will be Special Emergency Response Team tryouts. Officers must have at least three years' experience as of April 1, 2015, to be considered. Officers interested in trying out must submit their letter of intent by March 27th, 2015, to the Chief's Office. Officer must have the written recommendation of their Supervisor (s) to be considered. 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:

BRICK POLICE S.E.R.T

FITNESS STANDARDS TABLES: *Applicants/Candidates*

TEST	MINIMUM TIME / REPS
1.5 Mile Run	12:51 minutes/seconds
300 Meter Run	54.0 seconds
Sit-Ups	37
Push-Ups	32
Flexibility	20.1
Vertical Jump	21.0
½ Mile 'Gas Mask' run	Pass/Fail

The firearms portion will consist of the following events:

- 1) Two sixty round A.G.'s daytime courses-must have a 95% or better combined average
- 2) One forty round A.G.'s night course-must score 95% or better
- 3) Gas Mask Shoot-5 shotgun rounds and 10 handgun rounds.

Interested officers will wear Class C Uniform with regular duty belt and body armor. 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: Radar Tuning Forks to be turned in for Certification	NUMBER: SM 2015-09	
EFFECTIVE DATE: March 6, 2015	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Please be advised that on Wednesday, March 11, 2015, all Radar Tuning Forks are scheduled to be brought down to the New Jersey Division of Weights and Measurements for certification. All tuning forks from vehicles equipped with radar **must be turned in no later than Monday, March 9, 2015 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: April Court Overtime	NUMBER: SM 2015-10	
EFFECTIVE DATE: March 17, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any police officers interested in working Municipal Court overtime for the following dates in **April** please submit an inter-office memo to Lt. Ling **no later than 0800 hrs on March 25, 2015.**

This is a continuing overtime detail that will be scheduled in the same rotating manner as road jobs. If you do not submit a request to work the detail your name will be skipped in the rotation.

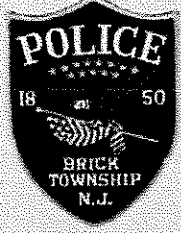
<u>DATE</u>	<u>DAY</u>	<u>START TIME</u>
04/01/15	Wednesday	0830 hrs
04/02/15	Thursday	1530 hrs
04/06/15	Monday	0830 hrs
04/08/15	Wednesday	0830 hrs
04/09/15	Thursday	1530hrs
04/15/15	Wednesday	0830 hrs
04/16/15	Thursday	1530 hrs
04/20/15	Monday	0830 hrs
04/22/15	Wednesday	0830 hrs
04/23/15	Thursday	1530 hrs
04/27/15	Monday	1530 hrs
04/29/15	Wednesday	0830 hrs
04/30/15	Thursday	1530 hrs

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Speed Calibration Testing of Police Vehicles	NUMBER: SM 2015-11	
EFFECTIVE DATE: March 24, 2015	DISTRIBUTION TO: All Police Officers	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, March 31st. 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: Car Wash Services	NUMBER: SM 2015-12	
EFFECTIVE DATE: March 27, 2015	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

The Township of Brick has authorized the use of the following car wash facilities:

- ***Country Sudser Car Wash*** 1045 Cedar Bridge Road
- ***Route 88 Car Wash***, 1887 State Hwy 88
- ***New Era Car Wash*** 923 Cedar Bridge Road
- ***Coastal Detailing Inc.*** 575 Burnt Tavern Rd. for the **cleaning of Township cars, Sonoma and mid size trucks.**

Coastal Detailing Inc. or New Era Car Wash can be used for the **detailing of vehicles.** This service may be performed only once a year per vehicle.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Recruiting 2015	NUMBER: SM 2015-13	
EFFECTIVE DATE: March 30, 2015	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief Nils R. Bergquist
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

The Brick Township Police Department strives to attract the most qualified candidates for the position of Police Officer. One of the goals of the department's recruiting program is to attract qualified candidates that will enable the department to work toward its long-range goal of employing a sworn workforce that is representative of the overall demographics of the township. In striving to continue to provide the citizens of Brick Township with the best possible service and since the best recruitment tools is the members of this department, any officer that may have information and/or contacts within the township such as community service organizations and leaders, diverse civic organizations, women's groups, local religious groups, high schools, military organizations, etc., should provide those groups with the hiring information and the Brick Township Police Department website where they can download the recruitment brochure or forward the information to the Professional Standards Unit. This memorandum will be reissued Biennially.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Traffic Cones	NUMBER: SM 2015-14	
EFFECTIVE DATE: April 10, 2015	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief Nils R. Bergquist
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

All officers are requested to check their patrol vehicle trunks for traffic cones. Approximately 80 traffic cones are missing from the rear of OEM 10 parked in the rear lot by the impound yard. If located please return them to OEM 10.

In the meantime OEM 133 is parked in the rear police lot. There are 40 OEM traffic cones located in the rear compartment. If traffic cones are needed officers must get permission from the Watch Commander to take the vehicle.

Watch Commander will be responsible to see that the cones are returned and placed back into OEM 133.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: May Court Overtime

**NUMBER:
SM 2015-15**

**EFFECTIVE DATE:
April 15, 2015**

**DISTRIBUTION TO:
All Police Officers**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

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

Any police officers interested in working Municipal Court overtime for the following dates in **May** please submit an inter-office memo to Lt. Ling **no later than 0800 hrs on April 27, 2015.**

This is a continuing overtime detail that will be scheduled in the same rotating manner as road jobs. If you do not submit a request to work the detail your name will be skipped in the rotation.

<u>DATE</u>	<u>DAY</u>	<u>START TIME</u>
05/04/15	Monday	0830 hrs
05/06/15	Wednesday	0830 hrs
05/07/15	Thursday	1530 hrs
05/13/15	Wednesday	0830 hrs
05/14/15	Thursday	1530hrs
05/18/15	Monday	0830 hrs
05/20/15	Wednesday	0830 hrs
05/21/15	Thursday	1530 hrs
05/27/15	Wednesday	0830 hrs
05/28/15	Thursday	1530 hrs

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Click it or Ticket Grant	NUMBER: SM 2015-16	
EFFECTIVE DATE: May 13, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any Police Officer interested in working Click It or Ticket, should submit a Grant Interoffice Memo to the Traffic Safety Unit no later than 0800 hours on **May 18, 2015**. The Grant Interoffice Memo is located at the front of the briefing room. Dates and times are specific and no changes will be allowed. Details with two officers assigned are to be conducted at fixed locations. (**See Traffic Safety for location**). Once details are assigned, only switches will be permitted. If a switch is not possible, notify Traffic Safety and the detail will be re-assigned.

Click It or Ticket			
Fri, May 22nd :	0800-1200 hours 1400-1800 hours	Thu, May 28th:	0800-1200 hours 1400-1800 hours
Sat, May 23rd:	1000-1400 hours	Fri, May 29th :	1400-1800 hours (Fixed Location) 1400-1800 hours
Tue, May 26th:	1400-1800 hours (Fixed Location) 1400-1800 hours	Sat, May 30th:	1000-1400 hours
Wed, May 27th:	1200-1400 hours		

Officers assigned to the detail are to be reminded to concentrate their enforcement efforts on seat belt and child seat violations.

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.

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

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Comprehensive Traffic Safety Grant	NUMBER: SM 2015-17	
EFFECTIVE DATE: May 13, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any Police Officer interested in working a grant detail for the month of **June**, should submit a Grant Interoffice Memo to the Traffic Safety Unit no later than 0800 hours on **May 26, 2015**. The Grant Interoffice Memo is located at the front of the briefing room. Dates and times are specific and no changes will be allowed. Once details are assigned, only switches will be permitted. If a switch is not possible, notify Traffic Safety and the detail will be re-assigned.

AGGRESSIVE DRIVER			
Wed, June 3 rd :	1600-1900 hours	Tue, June 16 th :	1500-1800 hours
Fri, June 5 th :	1500-1800 hours	Fri, June 19 th :	1600-1900 hours
Sat, June 6 th :	1000-1300 hours	Mon, June 22 nd :	1200-1500 hours
Mon, June 8 th :	1600-1900 hours	Wed, June 24 th :	0900-1200 hours
Thu, June 11:	0900-1200 hours	Fri, June 26 th :	1500-1800 hours
PEDESTRIAN SAFETY			
Tue, June 2 nd :	1000-1400 hours	Thu, June 18 th :	1600-2000 hours
Thu, June 4 th :	1600-2000 hours	Sat, June 20 th :	1100-1500 hours
Sat, June 6 th :	1100-1500 hours	Tue, June 23 rd :	1000-1400 hours
Tue, June 9 th :	0900-1300 hours	Thu, June 25 th :	0900-1300 hours
Thu, June 10 th :	1600-2000 hours	Sat, June 27 th :	1100-1500 hours
Sat, June 13 th :	1100-1500 hours	Mon, June 29 th :	1600-2000 hours
Mon, June 15 th :	0900-1300 hours	Tue, June 30 th :	1000-1400 hours

Officers assigned to the Pedestrian Safety detail are to be reminded to concentrate their enforcement efforts in areas where pedestrians are frequently present.

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.**

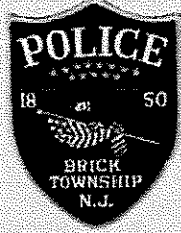
**Officers with expired radar certifications
will not be eligible to work any details.**

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: June Court Overtime	NUMBER: SM 2015-18	
EFFECTIVE DATE: May 15, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any police officers interested in working Municipal Court overtime for the following dates in **June** please submit an inter-office memo to Lt. Ling **no later than 0800 hrs on May 25, 2015.**

This is a continuing overtime detail that will be scheduled in the same rotating manner as road jobs. If you do not submit a request to work the detail your name will be skipped in the rotation.

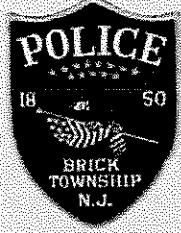
<u>DATE</u>	<u>DAY</u>	<u>START TIME</u>
06/01/15	Monday	0830 hrs
06/03/15	Wednesday	0830 hrs
06/04/15	Thursday	1515 hrs
06/10/15	Wednesday	0830 hrs
06/11/15	Thursday	1515 hrs
06/15/15	Monday	0830 hrs
06/17/15	Wednesday	0830 hrs
06/18/15	Thursday	1515 hrs
06/22/15	Monday	1530 hrs
06/24/15	Wednesday	0830 hrs
06/25/15	Thursday	1515 hrs

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: July Court Overtime	NUMBER: SM 2015-19	
EFFECTIVE DATE: June 15, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any police officers interested in working Municipal Court overtime for the following dates in **July** please submit an inter-office memo to Lt. Ling **no later than 0800 hrs on June 24, 2015.**

This is a continuing overtime detail that will be scheduled in the same rotating manner as road jobs. If you do not submit a request to work the detail your name will be skipped in the rotation.

<u>DATE</u>	<u>DAY</u>	<u>START TIME</u>
07/01/15	Wednesday	0830 hrs
07/02/15	Thursday	1515 hrs
07/06/15	Monday	0830 hrs
07/08/15	Wednesday	0830 hrs
07/09/15	Thursday	1515 hrs
07/15/15	Wednesday	0830 hrs
07/16/15	Thursday	1515 hrs
07/20/15	Monday	0830 hrs
07/22/15	Wednesday	0830 hrs
07/23/15	Thursday	1515 hrs
07/27/15	Monday	1530 hrs
07/29/15	Wednesday	0830 hrs
07/30/15	Thursday	1515 hrs

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Comprehensive Traffic Safety Grant	NUMBER: SM 2015-20	
EFFECTIVE DATE: June 18, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any Police Officer interested in working a grant detail for the month of **July**, should submit a Grant Interoffice Memo to the Traffic Safety Unit no later than 0800 hours on **June 25, 2015**. The Grant Interoffice Memo is located at the front of the briefing room. Dates and times are specific and no changes will be allowed. Once details are assigned, only switches will be permitted. If a switch is not possible, notify Traffic Safety and the detail will be re-assigned.

AGGRESSIVE DRIVER			
Mon, July 6 th	1600-1900 hours	Thu, July 16 th	1600-1900 hours
Wed, July 8 th	1600-1900 hours	Sun, July 19 th	1200-1500 hours
Fri, July 10 th	0900-1200 hours	Mon, July 20 th	1600-1900 hours
Sat, July 11 th	1200-1500 hours	Wed, July 22 nd	0900-1200 hours
Tue, July 14 th	0900-1200 hours	Fri, July 24 th	1600-1900 hours
PEDESTRIAN SAFETY			
Tue, July 7 th	1000-1400 hours	Tue, July 21 st	1600-2000 hours
Thu, July 9 th	1600-2000 hours	Thu, July 23 rd	1100-1500 hours
Mon, July 13 th	1600-2000 hours	Sat, July 25 th	1000-1400 hours
Wed, July 15 th	1000-1400 hours	Mon, July 27 th	1600-2000 hours
Fri, July 17 th	1600-2000 hours	Tue, July 28 th	1100-1500 hours
Sat, July 18 th	1100-1500 hours	Thu, July 30 th	1600-2000 hours
Mon, July 20 th	1000-1400 hours	Fri, July 31 st	1000-1400 hours

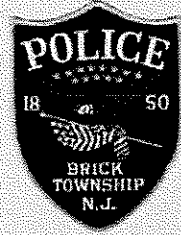
Officers assigned to the Pedestrian Safety detail are to be reminded to concentrate their enforcement efforts in areas where pedestrians are frequently present.

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.**

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

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Marine Unit Supervisor

**NUMBER:
SM 2015-21**

**EFFECTIVE DATE:
June 18, 2015**

**DISTRIBUTION TO:
All Police Sergeants**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

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

Any sergeant interested in becoming the Marine Unit supervisor should submit and interoffice memorandum to me no later than July 2, 2015.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Cops-In-Shops	NUMBER: SM 2015-22	
EFFECTIVE DATE: June 18, 2015	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

The Brick Township Police Department has been awarded grant funds to conduct the 2015 Cops-In-Shops, Summer Initiative. Any officer interested in working the two man detail should submit and Interoffice Memo to Traffic Safety no later than June 25, 2015 at 0800 hours.

Tentative Dates:

Friday:	July 3, 2015	1800-2200 hrs
Saturday:	July 18, 2015	1800-2200 hrs
Friday:	July 31, 2015	1800-2200 hrs
Saturday:	August 15, 2015	1800-2200 hrs
Friday:	August 28, 2015	1800-2200 hrs
Friday:	September 4, 2015	1800-2200 hrs
Saturday:	September 5, 2015	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: Marine Unit	NUMBER: SM 2015-24	
EFFECTIVE DATE: July 6, 2015	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Effective July 6, 2015, Sergeant Jason Matthews, badge #210 will be assigned the Marine Unit Supervisor.

Any officer interested in joining the Marine Unit, should submit an interoffice memo to my office no later than July 20, 2015.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: DUI Overtime - August	NUMBER: SM 2015-25	
EFFECTIVE DATE: July 6, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Anyone interested in working DUI overtime for the month of August please submit an inter-office memo to Sgt. Pedersen of the Traffic Safety Unit no later than July 20, 2015.

Saturday 8/01/2015: _____

Friday 8/07/2015: _____
 Saturday 8/08/2015: _____

Friday 8/14/2015: _____
 Saturday 8/15/2015: _____

Friday 8/21/2015: _____
 Saturday 8/22/2015: _____

Friday 8/28/2015: _____
 Saturday 8/29/2015: _____

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: August Court Overtime	NUMBER: SM 2015-28	
EFFECTIVE DATE: July 14, 2015	DISTRIBUTION TO: Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any police officers interested in working Municipal Court overtime for the following dates in **August** please submit an inter-office memo to Lt. Ling **no later than 0800 hrs on July 25, 2015.**

This is a continuing overtime detail that will be scheduled in the same rotating manner as road jobs. If you do not submit a request to work the detail your name will be skipped in the rotation.

<u>DATE</u>	<u>DAY</u>	<u>START TIME</u>
08/03/15	Monday	0830 hrs
08/05/15	Wednesday	0830 hrs
08/06/15	Thursday	1515 hrs
08/12/15	Wednesday	0830 hrs
08/13/15	Thursday	1515 hrs
08/17/15	Monday	0830 hrs
08/19/15	Wednesday	0830 hrs
08/20/15	Thursday	1515 hrs
08/24/15	Monday	1530 hrs
08/26/15	Wednesday	0830 hrs
08/27/15	Thursday	1515 hrs

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM



SUBJECT: Comprehensive Traffic Safety Grant

**NUMBER:
SM 2015-30**

**EFFECTIVE DATE:
July 20, 2015**

**DISTRIBUTION TO:
All Police Officers**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

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

Any Police Officer interested in working a grant detail for the month of **August**, should submit a Grant Interoffice Memo to the Traffic Safety Unit no later than 0800 hours on **July 26, 2015**. The Grant Interoffice Memo is located at the front of the briefing room. Dates and times are specific and no changes will be allowed. Once details are assigned, only switches will be permitted. If a switch is not possible, notify Traffic Safety and the detail will be re-assigned.

AGGRESSIVE DRIVER

Mon, Aug 3 rd	1600-1900 hours	Mon, Aug 17 th	1600-1900 hours
Wed, Aug 5 th	0900-1200 hours	Wed, Aug 19 th	1200-1500 hours
Fri, Aug 7 th	1600-1900 hours	Fri, Aug 21 st	1600-1900 hours
Tue, Aug 11 th	1200-1500 hours	Tue, Aug 25 th	0900-1200 hours
Thu, Aug 13 th	0900-1200 hours	Thu, Aug 27 th	1600-1900 hours

PEDESTRIAN SAFETY

Sat, Aug 1 st	Rt 35 Detail	0900-1300 hours	Wed, Aug 12 th	1600-2000 hours
Sun, Aug 2 nd	Rt 35 Detail	0900-1300 hours	Fri, Aug 14 th	1100-1500 hours
Tue, Aug 4 th		1600-2000 hours	Sat, Aug 15 th	Rt 35 Detail 0900-1300 hours
Thu, Aug 6 th		1000-1400 hours	Sun, Aug 16 th	Rt 35 Detail 0900-1300 hours
Sat, Aug 8 th	Rt 35 Detail	0900-1300 hours	Tue, Aug 18 th	1100-1500 hours
Sun, Aug 9 th	Rt 35 Detail	0900-1300 hours	Thu, Aug 20 th	1600-2000 hours
Mon, Aug 10 th		1000-1400 hours	Sat, Aug 22 nd	Rt 35 Detail 0900-1300 hours

CELL PHONE

Mon, Aug 3 rd	0900-1300 hours	Mon, Aug 17 th	0900-1300 hours
Wed, Aug 5 th	1600-2000 hours	Wed, Aug 19 th	1600-2000 hours
Fri, Aug 7 th	1100-1500 hours	Fri, Aug 21 st	1100-1500 hours
Tue, Aug 11 th	1600-2000 hours	Tue, Aug 25 th	1600-2000 hours
Thu, Aug 13 th	1100-1500 hours	Thu, Aug 27 th	0900-1300 hours
Fri, Aug 14 th	1500-1900 hours	Mon, Aug 31 st	1600-2000 hours

Officers assigned to the Pedestrian Safety detail are to be reminded to concentrate their enforcement efforts in areas where pedestrians are frequently present. Pedestrian Safety Details marked "Rt 35 Detail" will entail strict speed enforcement along the Rt 35 corridor for the entire detail.

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 hand written summonses must be turned directly into Traffic Safety following the detail.**

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

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: DUI Overtime for September

**NUMBER:
SM 2015-31**

**EFFECTIVE DATE:
August 4, 2015**

**DISTRIBUTION TO:
All Police Officers**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

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

Anyone interested in working DUI overtime for the month of September please submit an inter-office memo to Sgt. Pedersen of the Traffic Safety Unit no later than August 17, 2015.

Friday	09/04/2015:	_____	
Saturday	09/05/2015:	_____	
Sunday	09/06/2015:	_____	2000-2400 hrs.

Friday	09/11/2015:	_____
Saturday	09/12/2015:	_____

Friday	09/18/2015:	_____
Saturday	09/19/2015:	_____

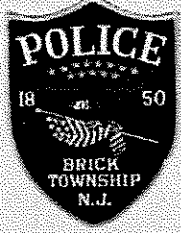
Friday	09/25/2015:	_____
Saturday	09/26/2015:	_____

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Speed Calibration Testing of Police Vehicles	NUMBER: SM 2015-33	
EFFECTIVE DATE: August 11, 2015	DISTRIBUTION TO: All Police Officers	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 Thursday August 27th. They will be in the back parking lot of the Police Department at 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: September Court Overtime	NUMBER: SM 2015-34	
EFFECTIVE DATE: August 14, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any police officers interested in working Municipal Court overtime for the following dates in **September** please submit an inter-office memo to Lt. Ling **no later than 0800 hrs on August 25, 2015.**

This is a continuing overtime detail that will be scheduled in the same rotating manner as road jobs. If you do not submit a request to work the detail your name will be skipped in the rotation.

<u>DATE</u>	<u>DAY</u>	<u>START TIME</u>
09/02/15	Wednesday	0830 hrs
09/03/15	Thursday	1515 hrs
09/09/15	Wednesday	0830 hrs
09/10/15	Thursday	1515 hrs
09/16/15	Wednesday	0830 hrs
09/17/15	Thursday	1515 hrs
09/21/15	Monday	0830 hrs
09/23/15	Wednesday	0830 hrs
09/24/15	Thursday	1515 hrs
09/28/15	Monday	1530 hrs
09/30/15	Wednesday	0830 hrs

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Comprehensive Traffic Safety Grant

**NUMBER:
SM 2015-35**

**EFFECTIVE DATE:
August 21, 2015**

**DISTRIBUTION TO:
All Personnel**

**ISSUED BY:
Deputy Chief James Riccio**

CANCELLATION DATE:

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

Any Police Officer interested in working a grant detail for the month of **September**, should submit a Grant Interoffice Memo to the Traffic Safety Unit no later than 0800 hours on **August 28, 2015**. The Grant Interoffice Memo is located at the front of the briefing room. Dates and times are specific and no changes will be allowed. Once details are assigned, only switches will be permitted. If a switch is not possible, notify Traffic Safety and the detail will be re-assigned.

PEDESTRIAN SAFETY

Fri, Sept 4 th	Rt 35 Detail	0900-1300 hours	Mon, Sept 14 th	1600-2000 hours
Fri, Sept 4 th	Rt 35 Detail	1600-2000 hours	Wed, Sept 16 th	1600-2000 hours
Sat, Sept 5 th	Rt 35 Detail	0800-1200 hours	Thu, Sept 17 th	1100-1500 hours
Sat, Sept 5 th	Rt 35 Detail	1200-1600 hours	Fri, Sept 18 th	0900-1300 hours
Sat, Sept 5 th	Rt 35 Detail	1600-2000 hours	Mon, Sept 21 st	1600-2000 hours
Sun, Sept 6 th	Rt 35 Detail	0900-1300 hours	Wed, Sept 23 rd	1100-1500 hours
Tue, Sept 8 th		1600-2000 hours	Fri, Sept 25 th	1600-2000 hours
Thu, Sept 10 th		0900-1300 hours	Mon, Sept 28 th	0900-1300 hours

CELL PHONE

Wed, Sept 9 th	0900-1300 hours	Sat, Sept 19 th	0900-1300 hours
Fri, Sept 11 th	1600-2000 hours	Tue, Sept 22 nd	1600-2000 hours
Mon, Sept 14 th	0800-1200 hours	Wed, Sept 23 rd	1600-2000 hours
Tue, Sept 15 th	1600-2000 hours	Thu, Sept 24 th	1600-2000 hours
Thu, Sept 17 th	1600-2000 hours	Tue, Sept 29 th	0900-1300 hours

Officers assigned to the Pedestrian Safety detail are to be reminded to concentrate their enforcement efforts in areas where pedestrians are frequently present. Pedestrian Safety Details marked "Rt 35 Detail" will entail strict speed enforcement along the Rt 35 corridor for the entire detail.

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 hand written summonses must be turned directly into Traffic Safety following the detail.**

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

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: EMS Restricted Days	NUMBER: SM 2015-36	
EFFECTIVE DATE: September 11, 2015	DISTRIBUTION TO: All EMS Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Effective immediately, it is no longer necessary for Brick Township Emergency Medical Services to follow the Police Departments yearly restricted day's schedule. However, the following holidays and weekends will remain restricted for EMS personnel:

Memorial Day Weekend: Friday overnight shift through Monday day shift.

July 4th will remain consistent with the Police Departments restrictions

Labor Day Weekend: Friday overnight shift through Monday day shift

Additional days may be restricted throughout the year as deemed necessary to ensure sufficient staffing levels during unforeseen emergencies or as part of an operational plan for an impending emergency such as a storm or other significant event.

The list of planned restricted dates is normally published prior to the end of the year for the following calendar year.

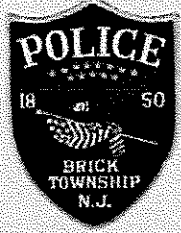
As always, days off can be granted on restricted days on a case by case basis. This will require the approval of the Division Commander.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: October Court Overtime	NUMBER: SM 2015-37	
EFFECTIVE DATE: September 15, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any police officers interested in working Municipal Court overtime for the following dates in **October** please submit an inter-office memo to Lt. Ling **no later than 0800 hrs on September 24, 2015.**

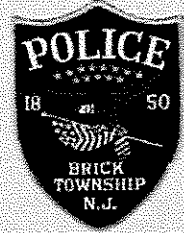
This is a continuing overtime detail that will be scheduled in the same rotating manner as road jobs. If you do not submit a request to work the detail your name will be skipped in the rotation.

<u>DATE</u>	<u>DAY</u>	<u>START TIME</u>
10/01/15	Thursday	1515 hrs
10/05/15	Monday	0830 hrs
10/07/15	Wednesday	0830 hrs
10/08/15	Thursday	1515 hrs
10/14/15	Wednesday	0830 hrs
10/15/15	Thursday	1515 hrs
10/19/15	Monday	0830 hrs
10/21/15	Wednesday	0830 hrs
10/22/15	Thursday	1515 hrs
10/26/15	Monday	1530 hrs
10/28/15	Wednesday	0830 hrs
10/29/15	Thursday	1515 hrs

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Restricted Days *AMENDED*	NUMBER: SM 2015-40	
EFFECTIVE DATE: September 30, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Due to the impending storm, time off will be restricted from 3rd Shift, Friday, October 2, 2015 thru 3rd Shift, Tuesday, October 6, 2015.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT: Beaver Dam Bridge

**NUMBER:
SM 2015-42**

**EFFECTIVE DATE:
October 8, 2015**

**DISTRIBUTION TO:
All Personnel**

**ISSUED BY:
Deputy Chief James Ricco**

CANCELLATION DATE:

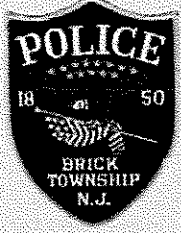
**APPROVED BY:
Chief Nils R. Bergquist**

The Beaver Dam Bridge will be closed starting 7:00 am October 13 and will open approximately 5:00 pm on October 15. The bridge will be in the open position during this time. Detours will be posted during the closure.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Shift Preference Requests for the year 2016	NUMBER: SM 2015-43	
EFFECTIVE DATE: October 14, 2015	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Please find attached, the Shift Preference Request form for the year 2016. 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 Friday, November 13, 2015.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: November Court Overtime	NUMBER: SM 2015-44	
EFFECTIVE DATE: October 19, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any police officers interested in working Municipal Court overtime for the following dates in **November** please submit an inter-office memo to Lt. Ling **no later than 0800 hrs on October 25, 2015.**

This is a continuing overtime detail that will be scheduled in the same rotating manner as road jobs. If you do not submit a request to work the detail your name will be skipped in the rotation.

<u>DATE</u>	<u>DAY</u>	<u>START TIME</u>
11/02/15	Monday	0830 hrs
11/04/15	Wednesday	0830 hrs
11/05/15	Thursday	1515 hrs
11/12/15	Thursday	1515 hrs
11/16/15	Monday	0830 hrs
11/18/15	Wednesday	0830 hrs
11/19/15	Thursday	1515 hrs
11/23/15	Monday	1530 hrs

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: EMS-Temporary Relocation	NUMBER: SM 2015-45	
EFFECTIVE DATE: October 22, 2015	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief Nils R. Bergquist
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Due to the ongoing parkway construction, EMS will not be operating out of the Lanes Mill Rd. building until such a time when the road work no longer affects their operations.

Effective today, October 22, 2015, the duty crew assigned to the north side of town will temporarily operate out of the Herbertsville Fire House on Herbertsville Rd.

Until further notice, any officer needing to exchange their oxygen bottle can do so at the EMS office in Civic Plaza. If you need o2, have dispatch contact a duty rig or EMS supervisor on the air to meet you at the office. The bathroom at the EMS building on Lanes Mill Rd is still available for use.

C: Joanne Bergin, Business Administrator
Joseph Gilseman, Safety/Insurance

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Police Entrance Closure 11/11/15	NUMBER: SM 2015-47	
EFFECTIVE DATE: November 5, 2015	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

On Wednesday November 11th, workers will be replacing a heating unit located within the police entrance foyer. As a result, the entrance will be closed. Work will begin at approximately 0700 hrs and end at approximately 1600 hrs. Officers with prisoners should expect to use the entrance on the tennis court side of the building to access headquarters. The building is closed that day in observance of the Veterans Day holiday so encounters with the public should not be an issue.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Holiday Plaza Patrol Overtime	NUMBER: SM 2015-48	
EFFECTIVE DATE: November 16, 2015	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Officers interested in working the details listed below, should submit an interoffice memo to Lt. Donald Ling no later than 0800 hours, Tuesday November 24, 2015.

Friday	November 27	1000-1400	two officers
Friday	November 27	1400-1800	two officers
Friday	November 27	1800-2200	two officers
Saturday	November 28	1300-1700	two officers
Saturday	November 28	1700-2100	two officers
Sunday	November 29	1300-1700	two officers
Sunday	November 29	1700-2100	two officers
Friday	December 4	1800-2200	two officers
Saturday	December 5	1200-1600	two officers
Sunday	December 6	1200-1600	two officers
Friday	December 11	1800-2200	two officers
Saturday	December 12	1200-1600	two officers
Sunday	December 13	1200-1600	two officers
Friday	December 18	1800-2200	two officers
Saturday	December 19	1200-1600	two officers
Sunday	December 20	1200-1600	two officers
Monday	December 21	1800-2200	two officers
Tuesday	December 22	1800-2200	two officers
Wednesday	December 23	1800-2200	two officers
Thursday	December 24	1200-1600	two officers
Saturday	December 26	1800-2200	two officers

This detail will consist of a two officer walking post. The officers should make every attempt to contact the loss prevention officers/employees of the stores in the area they are patrolling. Officers working this detail must wear the Class B uniform and hat. In the event of inclement weather, the uniform for this detail shall be the uniform of the day.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: SET Team Position	NUMBER: SM 2015-49	
EFFECTIVE DATE: November 18, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Officers interested in an 18 month assignment to the SET Team shall submit an interoffice memorandum to me expressing their interest no later than Wednesday, December 2, 2015.

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: December Court Overtime	NUMBER: SM 2015-50	
EFFECTIVE DATE: November 24, 2015	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief Nils R. Bergquist

Any police officers interested in working Municipal Court overtime for the following dates in **December** please submit an inter-office memo to Lt. Ling **no later than 0800 hrs on November 29 , 2015.**

This is a continuing overtime detail that will be scheduled in the same rotating manner as road jobs. If you do not submit a request to work the detail your name will be skipped in the rotation.

<u>DATE</u>	<u>DAY</u>	<u>START TIME</u>
12/02/15	Wednesday	0830 hrs
12/03/15	Thursday	1515 hrs
12/07/15	Monday	0830 hrs
12/09/15	Wednesday	0830 hrs
12/10/15	Thursday	1515 hrs
12/16/15	Wednesday	0830 hrs
12/17/15	Thursday	1515 hrs