

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Judge Damian Murray Availability	NUMBER: SM 2018-51	
EFFECTIVE DATE: May 24, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Please be advised that Judge Damian Murray will be away on vacation from Friday, May 25, 2018 until Sunday, June 3, 2018. He will be unavailable for temporary restraining orders, violations of orders, search warrants or any other court business. Officers should utilize the backup list during this time.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Car Wash Services	NUMBER: SM 2018-53	
EFFECTIVE DATE: May 25, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

The Township of Brick has authorized the use of the following vendors for the services listed.

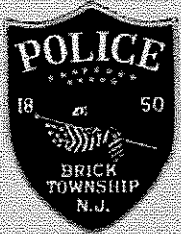
New Era Car Wash - 923 Cedar Bridge Avenue:

- Full Service (including vacuum, interior windows and tires) – for cars and trucks with caps
 - Detailing – for cars, trucks with caps and SUVs
- *NOTE: Detailing may be performed only once per year per vehicle.

Route 88 Car Wash - 1887 Route 88

- Wash Only – for cars, trucks with and without caps, mid-sized trucks and SUVs
- Wash and Wax Only – for cars, trucks with and without caps, mid-sized trucks and SUVs

This contract will commence on June 1, 2018 and end on May 31, 2019.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Aggressive Driver and Pedestrian Safety Overtime Grant Details	NUMBER: SM 2018-54	
EFFECTIVE DATE: May 31, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Any Police Officer interested in working an Aggressive Driver or Pedestrian Safety detail for the month of June starting on June 11th, should submit an Interoffice Memo to the Traffic Safety Unit no later than 0800 hours on **June 7th**.

Aggressive Driver: 3 Hour Block

Officers can submit for any date with a start time between 0800-1700 hours

Pedestrian Safety: 4 Hour Block

Officers can submit for any date with a start time between 0800-1700 hours

The Interoffice Memo should include the detail, dates and start time you are interested in working.

Example: Aggressive Driver: 6/6/18 @ 0800, 6/15/18 @ 1600, 6/24/18 @ 1200....

Productivity will be taken into consideration for future scheduled details.

*** All Officers working the details must fill out the specific grant daily activity log located in the booking room and an Overtime Report. E-Ticket summonses are no longer required to be submitted to Traffic Safety. Hand written summonses only are still to be turned into Traffic Safety.**

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Crime Prevention Unit Opening	NUMBER: SM 2018-55	
EFFECTIVE DATE: June 1, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain David Forrester
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

There will be openings in the Crime Prevention Unit within the Community Policing Division. The person(s) assigned to the position(s) will be responsible for:

- Neighborhood Watch
- DARE
- Not Even Once
- Blue Hart
- Prescription Drug Drop Box
- Explorers
- Police Camp
- Special Events
- Assist with special projects within Community Policing Division
- Any other duties deemed necessary by the Division Commander

Any officer interested in this position must submit an Interoffice Memorandum to Captain David Forrester, via chain of command, no later than June 22, 2018. The Interoffice Memorandum should include 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. Being comfortable speaking in front of a large audience is a necessity.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: NJ Learn Course	NUMBER: SM 2018-56	
EFFECTIVE DATE: June 4, 2018	DISTRIBUTION TO: All Police Officers and Communications Operators	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

All police officers and communications operators have been assigned "Lessons Learned from Active Shooter" on NJ Learn. This course and any other assigned learning must be completed no later than June 25, 2018.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Katelyn Donnelly – Communications Operator	NUMBER: SM 2018-57	
EFFECTIVE DATE: June 4, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief Robert Mazza
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Effective June 4, 2018, Katelyn Donnelly has resigned from her position as a Communications Operator and is no longer employed by the Township of Brick. No access should be granted to areas of the municipal complex other than those routinely accessed by the public.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Projected First Energy Transmission Vegetation Management Aerial Patrols	NUMBER: SM 2018-59	
EFFECTIVE DATE: June 5, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

FirstEnergy/ JCP&L Trans Vegetation Management will be conducting Annual Vegetation Management Aerial Patrols. Patrols are intended to identify conditions that may be a threat to the safety and reliability of the transmission system. Please be advised that the *Haverfield Aviation* will be the helicopter company assisting in the inspections on all JCP&L Transmission Lines, beginning (projected) June 12, 2018 through June 14, 2018 weather permitting. The pilot will be in communication with any local Airports, when in their airspace. The helicopter will be flying at a speed of about 35-40 mph above or alongside the lines, and may circle around for a closer inspection. As always, poor weather and emergency patrols/repairs elsewhere may cause re-scheduling and/or delays.

The flight plan is as follows:
 Northern Districts: June 12-13
 Central Districts: June 13-14

The helicopter is **MD500: Black with Red Stripe: tail number 5027P**



BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: E-Ticketing	NUMBER: SM 2018-60	
EFFECTIVE DATE: June 5, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief Robert Mazza
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

The new e-ticketing solution, Brazos, has been installed and is now live. The following personnel are certified trainers and will be responsible for training their respective shifts or non-patrol units:

Sgt. Naiduk #195	Ptl. Barnes #197	Ptl. Miller #218
Sgt. Turner #178	Ptl. Dierking #204	Ptl. Williams #220
Sgt. Kenny #224	Det. Schinder #208	Ptl. Caulfield #235
Ptl. Williams #180	Ptl. Ulman #215	Ptl. Albanese #257
Ptl. Collins #186	Ptl. Alexander #216	Ptl. Testa #265

Trainers should begin conducting roll call training as soon as possible. Training shall be documented on the attached training sign-off sheet. Vehicles with the new style Printek printers have been temporarily outfitted with Zebra printers. For now, only the Zebra printers are being utilized. At no time should the old e-ticketing software (APS) be utilized.

Any issues should be immediately reported to the IT help desk by sending an email to

[REDACTED]

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Contacting DPW	NUMBER: SM 2018-61	
EFFECTIVE DATE: June 6, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief Robert Mazza
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

During business hours, any non-callout requests for work to be completed by DPW must be made to the DPW Supervisor of the respective division within DPW. Contacting a DPW worker directly without contacting their respective supervisor, is prohibited. If you attempted to contact the DPW supervisor with negative results, contact the DPW Main Office to make the request. For example, if a sign needs to be made by the sign shop, you must contact and make the request through Robert Lutkiewicz (Sign Shop Supervisor).

Furthermore, your Division Commander must approve all requests prior to contacting DPW.

In those situations where DPW is needed to handle an emergent situation, we should follow standard DPW call-out procedures by contacting Dispatch (i.e. Tow of police vehicle, replacement of a downed stop sign).

Below is the list of DPW Supervisors and their respective divisions:

Township Roads, storm drains, sinkholes:

TJ (Anthony) Ventorino – [REDACTED]
[REDACTED]
[REDACTED]

Joe Brancato – [REDACTED]
[REDACTED]
[REDACTED]

Sanitation:

Glen Szablewski – [REDACTED]
[REDACTED]

Building & Grounds:

John Lolla – [REDACTED]
[REDACTED]
[REDACTED]

Sign Shop:

Robert Lutkiewicz – [REDACTED]
[REDACTED]
[REDACTED]

Fleet/Vehicle Maintenance:

Stephen Krakovsky – [REDACTED]
[REDACTED]
[REDACTED]

Dominic LaBrutto – [REDACTED]
[REDACTED]

Parks:

Ken Mathis – [REDACTED]
[REDACTED]
[REDACTED]

Rob Byrnes
[REDACTED]
[REDACTED]

Recycling:

Jim Brennan – [REDACTED]
[REDACTED]
[REDACTED]

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: New Jersey State's New Sparkler Legislation	NUMBER: SM 2018-62	
EFFECTIVE DATE: June 7, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

On June 28, 2017 Governor Christie signed into law S3034 making New Jersey the 48th state to legalize the use of some form of consumer fireworks, specifically, sparklers and sparkling devices.

"Sparkling devices and novelties" mean:

a. wood sticks or wire sparklers of not more than 100 grams of pyrotechnic mixture per item;

b. hand held or ground based sparkling devices which are non-explosive and non-aerial, which may produce a crackling or whistling effect, and contain 75 grams or less of pyrotechnic composition per tube or a total of 500 grams or less for multiple tubes; and

c. snakes and glow worms, smoke devices, and trick noisemakers, which include party poppers, snappers, and drop pops, each consisting of 25/100 grains or less of explosive mixture.

- These devices are now legal throughout the entire state of New Jersey to use, possess, store, sell or offer for sale to any person that is 16 years of age or older.
- Sparkling devices and novelties legally available in New Jersey are non-aerial, ground based or handheld devices that do not explode.
- Among the things that remain **ILLEGAL** in New Jersey are Sky Rockets/Bottle Rockets, Firecrackers, and other explosive devices.

See the attached form describing legal & illegal fireworks.

21:3-8 Penalties for violations

Any person who sells, offers or exposes for sale, or possesses with intent to sell any fireworks as herein mentioned is guilty of a crime of the **fourth degree**. Any person who purchases, uses, discharges, causes to be discharged, ignites, fires, or otherwise sets in action, or possesses any fireworks is guilty of a petty disorderly persons offense.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Thomas Owen Sr. – Communications Operator	NUMBER: SM 2018-63	
EFFECTIVE DATE: June 11, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief Robert Mazza
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Effective June 8, 2018, Thomas Owen Sr. has resigned from his position as a Communications Operator and is no longer employed by the Township of Brick. No access should be granted to areas of the municipal complex other than those routinely accessed by the public.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Samzie's Uniform Portal	NUMBER: SM 2018-64	
EFFECTIVE DATE: June 11, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief Robert Mazza
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

The Brick website for Samzie's Uniforms is up and running. If you need to order uniforms / equipment that you are going to purchase, you can complete the purchase through the website. Below is the link and the instructions on how to order. Your accounts are all created.

All orders will be shipped to Police HQ. No orders will be shipped to your home address.

Do not place an order if you are submitting for a uniform replacement because it was damaged while working. Admin. Services will handle that type of order.

Portal Link:

The link to the online portal. [REDACTED]
[REDACTED]
[REDACTED]

Any issues accessing the site, contact Erin Mulrane.

Its advised that you change your password after you initially access the site.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Comprehensive Traffic Safety Overtime Grant Details - July	NUMBER: SM 2018-65	
EFFECTIVE DATE: June 11, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Any Police Officer interested in working a grant overtime detail for the month of July, should submit an Interoffice Memo to the Traffic Safety Unit no later than 0800 hours on **June 21st**.

Aggressive Driver: 3 Hour Block

Officers can submit for any date with a start time between 0800-1700 hours

Cell Phone: 4 Hour Block

Officers can submit for any date with a start time between 0800-1700 hours

Pedestrian Safety: 4 Hour Block

Officers can submit for any date with a start time between 0800-1700 hours

Over the Limit – Under Arrest: 4 Hour Block

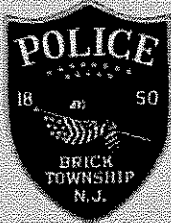
Officers can submit for any date with a start time between 2000-2400 hours

The Interoffice Memo should include the detail, dates and start time you are interested in working.

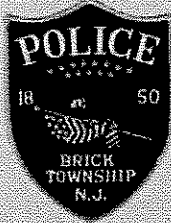
Example: Aggressive Driver: 7/6/18 @ 0800, 7/15/18 @ 1600, 7/24/18 @ 1200....

Productivity will be taken into consideration for future scheduled details.

*** All Officers working the details must fill out the specific grant daily activity log located in the booking room and an Overtime Report. E-Ticket summonses are no longer required to be submitted to Traffic Safety. Hand written summonses only are still to be turned into Traffic Safety.**

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Hero911 App	NUMBER: SM 2018-66	
EFFECTIVE DATE: June 12, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James J. Riccio
CANCELLATION DATE:		APPROVED BY: Chief James J. Riccio

Attached is information on “Hero911 App” for police officers. All officers are requested to download the app.

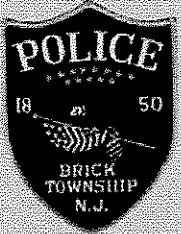
BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Peer Support Program	NUMBER: SM 2018-67	
EFFECTIVE DATE: June 13, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James J. Riccio
CANCELLATION DATE:		APPROVED BY: Chief James J. Riccio

The department is in the early phases of forming a peer support program for police officers, emergency medical technicians and communications operators who are involved in critical incidents. The program will consist of a group of volunteers made up of personnel from police, EMS and dispatch.

Some examples of applicable activities that members could be involved in include the following:

- Hospital visitation
- Support with career-related issues
- Post-critical incident support
- Death notification
- Substance abuse and EAP referrals
- Support with relationship and family related issues
- Support for families of injured or ill employees
- On-scene support for personnel immediately following critical incidents

Any sworn officer, EMT or communications operator interested in becoming a volunteer member of this program should submit an interoffice memo to the Chief of Police detailing their interest as well as any qualifications they may have in any of the areas listed above or other specialized areas related to this program no later than Thursday June 28th. You will be contacted for an interview after the deadline.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: DUI Refusal	NUMBER: SM 2018-68	
EFFECTIVE DATE: June 13, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief Robert Mazza
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

As per Judge Joseph Grisanti of the Brick Municipal Court, when writing a summons for DUI Refusal all officers should use NJSA 39:4-50.4a.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Christon Clarke – Special Police Officer		
NUMBER: SM 2018-69		ISSUED BY: Deputy Chief Robert Mazza
EFFECTIVE DATE: June 14, 2018	DISTRIBUTION TO: All Personnel	APPROVED BY: Chief James Riccio
CANCELLATION DATE:		

Effective June 14, 2018, Christon Clarke has resigned from his position as a Special Police Officer and is no longer employed by the Township of Brick. No access should be granted to areas of the municipal complex other than those routinely accessed by the public.

BRICK TOWNSHIP POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Vest Re-Fitting	NUMBER: SM 2018-70	
EFFECTIVE DATE: June 20, 2018	DISTRIBUTION TO: All Sworn Personnel	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

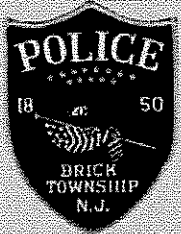
The below list of officers must report to PSU on July 5, 2018 between 1400 and 1500 hours to have their vests re-fitted:

Sgt. Lawrence Petrola #201
 Ptl. Sean Flynn #236
 Ptl. Joseph Rossi #240
 Ptl. Erik Aksdal #255
 Ptl. James Albanese #257
 Ptl. Ryan Wynn #261
 Ptl. Joseph McGrath #277

Officers need to wear EVERYTHING they wear on duty, including extra carriers.

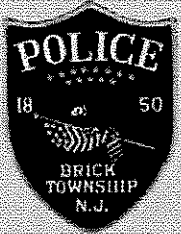
Additionally, the following officers must pick up their vests from PSU before July 5, 2018:

Ptl. James Iannarone #163
 Ptl. John Gannaio #234
 Ptl. John Gordon #237
 Ptl. Anthony Zurica #242

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Midstreams Road Project	NUMBER: SM 2018-71	
EFFECTIVE DATE: June 22, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

The Ocean County Road Department will be milling and paving Midstreams Road from Route 88 to Jordan Road beginning on June 25th for approximately 2 weeks.

Attached is the letter that was sent to residents.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: DUI Overtime for July 2018	NUMBER: SM 2018-72	
EFFECTIVE DATE: June 22, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Anyone interested in working DUI overtime for the month of July please submit an inter-office memo to the Traffic Safety Unit no later than 0800 hours on June 29, 2018.

You can submit for any Friday or Saturday with a start anytime between 2200-2400 hrs.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: E-Ticketing Issues	NUMBER: SM 2018-73	
EFFECTIVE DATE: June 25, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief Robert Mazza
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

It has come to our attention that officers are having issues with the new e-ticketing system. All issues should be immediately reported to the IT help desk by sending an email to [REDACTED]. The email must include car number, computer number, officer, date, time and location.

**BRICK POLICE DEPARTMENT
SPECIAL MEMORANDUM**



SUBJECT:

DUI Overtime Schedule July 2018

NUMBER:

SM 2018-74

EFFECTIVE DATE:

July 2, 2018

DISTRIBUTION TO:

All Personnel

ISSUED BY:

Chief James J. Riccio

CANCELLATION DATE:

APPROVED BY:

Chief James J. Riccio

Friday	July 6, 2018	<u>Forrester 202</u>	<u>Talty 250</u>
Saturday	July 7, 2018	<u>Catalina 229</u>	

Friday	July 13, 2018	<u>Forrester 202</u>	<u>Carter 280</u>
Saturday	July 14, 2018	<u>Mancini 282</u>	

Friday	July 27, 2018	<u>Catalina 229</u>
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IMPORTANT: ALL FUTURE CONSIDERATIONS FOR D.U.I. OVERTIME ASSIGNMENTS WILL ONLY BE GIVEN TO THOSE OFFICERS WHO ARE CURRENTLY UP TO DATE WITH RADAR, AND WHO EXHIBIT PRODUCTIVITY ON DETAILS.

***All officers are reminded to submit all Grant Overtime Forms to Traffic Safety upon completion of detail. E-Ticket summonses are no longer required to be submitted to Traffic Safety. Hand written summonses only are still to be turned into Traffic Safety.**

Friday & Saturday shifts can start anytime between 2200-2400 hrs. unless otherwise noted.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: K-9 Unit Opening	NUMBER: SM 2018-75	
EFFECTIVE DATE: July 5, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Any officer interested in assignment to the K-9 Unit, should submit an interoffice memo to my office, via the chain of command no later than July 20, 2018. Officers must have 5 years experience to be considered for this assignment. Personnel shall submit a resume detailing their experience, qualifications and a paragraph detailing why they should be considered for the assignment. Any letters of recommendation must be submitted by July 20, 2018. 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: Overtime, Comp, Flex Form	NUMBER: SM 2018-76	
EFFECTIVE DATE: July 12, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

All officers must use the new 2-sided Overtime, Compensation, Flex Form with the Special Events/Activity Log on the reverse side. The activity log must be filled out when working any flex detail (Aggressive Driver, Beach Supplemental Patrol etc.)

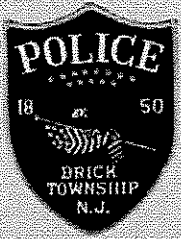
Attached is a copy of the form.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Sarah Bedrosian – Part-Time Records Room Clerk NUMBER: SM 2018-77		
EFFECTIVE DATE: July 12, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief Robert Mazza
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

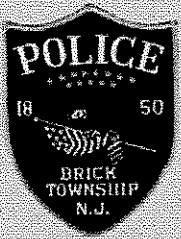
Effective July 12, 2018, Sarah Bedrosian has resigned, in good standing, from her position as a part-time Records Room Clerk.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Service Animals	NUMBER: SM 2018-78	
EFFECTIVE DATE: July 13, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Recently some questions arose in reference to services animals. Attached is a publication from the ADA that provides guidance on the term "service animal" and the service animal provisions.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: NJ Learn	NUMBER: SM 2018-79	
EFFECTIVE DATE: July 16, 2018	DISTRIBUTION TO: All Police Officers and Communications Operators	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

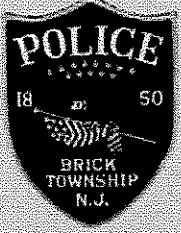
All Police Officers and Communications Operators have been assigned "Domestic Violence for Law Enforcement" on NJ Learn. This course and any other assigned courses must be completed by August 31, 2018.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Traffic Safety Opening	NUMBER: SM 2018-80	
EFFECTIVE DATE: July 19, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain David Forrester
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

In anticipation of an opening in the Traffic Safety Unit within the Community Policing Division in the near future, any officer interested in this position must submit an Interoffice Memorandum to Captain David Forrester, via chain of command, no later than August 1, 2018. The Interoffice Memorandum should include 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.

The person assigned to the position will be responsible for:

- Traffic Complaints/Studies
- Work Zone Safety
- Tow Company Inspections
- Radar Training
- On-Call for emergency serious/fatal MVA's
- Alcotest
- Permits
- Construction Projects
- Grants
- Escorts
- ABC Inspections
- Assist with other special projects within Community Policing Division
- Any other duties deemed necessary by the Division Commander

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Comprehensive Traffic Safety Overtime Grant Details for August	NUMBER: SM 2018-81	
EFFECTIVE DATE: July 19, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Any Police Officer interested in working a grant overtime detail for the month of August, should submit an Interoffice Memo to the Traffic Safety Unit no later than 0800 hours on **July 26th**.

Aggressive Driver: 3 Hour Block

Officers can submit for any date with a start time between 0800-1700 hours

Cell Phone: 4 Hour Block

Officers can submit for any date with a start time between 0800-1700 hours

Pedestrian Safety: 4 Hour Block

Officers can submit for any date with a start time between 0800-1700 hours

Over the Limit – Under Arrest: 4 Hour Block

Officers can submit for any date with a start time between 2000-2400 hours

August 1, 2018: 1000-1500 hours (2 Officers) 5 Hour Block

Ocean County Prosecutor's Office Route 70 Detail

The Interoffice Memo should include the detail, dates and start time you are interested in working.

Example: Aggressive Driver: 8/6/18 @ 0800, 8/15/18 @ 1600, 8/24/18 @ 1200....

Productivity will be taken into consideration for future scheduled details.

*** All Officers working the details must fill out the specific grant daily activity log located in the booking room and an Overtime Report. E-Ticket summonses are no longer required to be submitted to Traffic Safety. Hand written summonses only are still to be turned into Traffic Safety.**

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Open Range Dates	NUMBER: SM 2018-84	
EFFECTIVE DATE: July 31, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

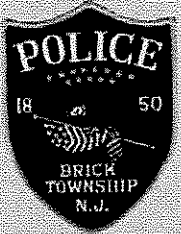
PSU will hold open range on August 9th (A side) and August 13th (B side). There will be two sessions each day with a start time of 0900 hrs and 1230 hrs. There is a limit of 8 officers per session. Officers interested in attending for 5 hours of flex time, must submit an interoffice memorandum to my office no later than Wednesday, August 8, 2018.

A Side Open Range

Thursday, August 9, 2018 0900 hrs			Thursday, August 9, 2018 1230 hrs	
1.			1.	
2.			2.	
3.			3.	
4.			4.	
5.			5.	
6.			6.	
7.			7.	
8.			8.	

B Side Open Range

Monday, August 13, 2018 0900 hrs			Monday, August 13, 2018 1230 hrs	
1.			1.	
2.			2.	
3.			3.	
4.			4.	
5.			5.	
6.			6.	
7.			7.	
8.			8.	

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Revised Narcan Replenishment Receipt	NUMBER: SM 2018-86	
EFFECTIVE DATE: August 9, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Captain David Forrester
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

The Narcan Replenishment Receipt has been revised and will now include the "Number on Yellow Narcan Case _____"

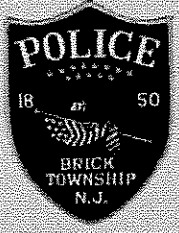
The revised Narcan Replenishment Receipt form can be seen below. This form shall be used immediately. All old blank forms should be discarded. All other protocols for submitting the Narcan Replenishment Receipt remain the same at this time.

The revised Narcan Replenishment Receipt can be found in the Forms Folder on DMS.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: DUI Overtime for September	NUMBER: SM 2018-87	
EFFECTIVE DATE: August 21, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Anyone interested in working DUI overtime for the month of September please submit an inter-office memo to the Traffic Safety Unit no later than 0800 hours on August 28, 2018.

You can submit for any Friday or Saturday with a start anytime between 2200-2400 hrs.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Alerts/Flags	NUMBER: SM 2018-88	
EFFECTIVE DATE: August 31, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James J. Riccio

In an effort to ensure that the Alerts/Flags placed on addresses are accurate, a new procedure will be followed. Dispatch will give out an alert to the responding officer and will ask them to verify that the person/situation is still valid for the flag on that location. Officers are to advise dispatch if they become aware that a flag is no longer valid.

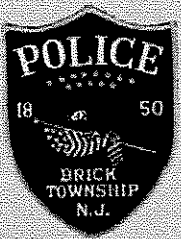
BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: DMS and NJ Learn	NUMBER: SM 2018-89	
EFFECTIVE DATE: September 4, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

All officers must complete the new course put out on DMS - "Discriminatory Profiling and Practices" by September 30, 2018. Additionally, officers must complete all other assigned courses on both DMS and NJ Learn. There are several officers that have not completed these assignments which will need to be done for accreditation which is coming soon.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Fingerprinting	NUMBER: SM 2018-90	
EFFECTIVE DATE: September 4, 2018	DISTRIBUTION TO: All Police Officers & Special Police Officers	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Ricco

When fingerprinting, officers need to completely capture the flat impressions. When the impressions are not taken right it will cause a delay in processing which then delays the record being built in CCH and then forwarding over into the ECDR and the FBI.

See attached instructions for capturing legible fingerprints.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Stop Sticks	NUMBER: SM 2018-91	
EFFECTIVE DATE: September 5, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

The Brick Township Police Pursuit and Forcible Stopping Guideline Policy has recently been updated. The STOP STICKS have been removed from the policy and officers are no longer certified or authorized to use them. Any officer that locates a STOP STICK please return it to PSU.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Open Flex Details	NUMBER: SM 2018-92	
EFFECTIVE DATE: September 10, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Below is a list of open flex details. Any officer interested in working any of these details should submit an interoffice memo to the Operations Office.

Fall Fest 10 hr flex 1200-2000

Saturday, October 13, 2018 (A Side)

need: 1 officer

Fall Fest Rain Date 10 hr flex 1200-2000

Sunday, October 14, 2018 (B Side)

need: 1 officer

Trunk or Treat 5 hr flex 1700-2100

Friday, October 19, 2018

need: 1 supervisor

Rain Date-Friday, October 26, 2018

need: 1 supervisor & 1 officer

Halloween Detail 5 hr flex 1500-2000 hrs

Wednesday, October 31, 2018

need: 4 officers

Holiday Patrol 5 hr flex

Sunday, December 16, 2018 1700-2200 hrs

need: 1 officer

Monday, December 24, 2018 1700-2200

5 hrs flex (Double Time)

need: 2 officers

Cold Water/Ice Rescue Training 10 hr Flex

Wednesday, November 21, 2018 (A Side)

5 spots open

Wednesday, November 28, 2018 (A Side)

9 spots open

Military Vehicle Operations Training 10 hr flex

Thursday, November 8, 2018 (B Side)

3 spots open

Tuesday, November 13, 2018 (A Side)

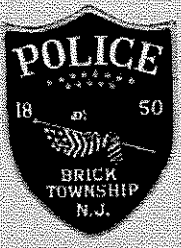
8 spots open

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Judge Damian Murray	NUMBER: SM 2018-93	
EFFECTIVE DATE: September 11, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Please be advised that Judge Damian Murray will be out of the country from September 19, 2018 to September 30, 2018. He will be unavailable for temporary restraining orders, violations of orders, search warrants or any other court business. Officers should utilize the backup list during this time.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Jump Box	NUMBER: SM 2018-94	
EFFECTIVE DATE: September 14, 2018	DISTRIBUTION TO: All Police Officers & Special Police Officers	ISSUED BY: Captain Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

A new jump box along with an extension cord has been put in the evidence closet. Be advised, once it is hooked up to the battery, the switch on the front needs to be turned on and will need to be turned off when done. The box will then need to be plugged back in. There is also a new box in the Fleet Maintenance office that is made for trucks.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: New Jersey Duty To Warn Law -Changes	NUMBER: SM 2018-95	
EFFECTIVE DATE: September 17, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James J. Riccio
CANCELLATION DATE:		APPROVED BY: Chief James J. Riccio

The New Jersey Duty to Warn Law for all Mental Health Professionals has been changed per Governor Murphy. Please see attached for updates and changes to the law.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: NJ Learn Course	NUMBER: SM 2018-96	
EFFECTIVE DATE: September 18, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

All police officers have been assigned "NJSUST Gas Emergencies Training - Law Enforcement" on NJ Learn. This course must be completed by October 31, 2018.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Open Vacancy – Lieutenant Position in Internal Affairs Unit	NUMBER: SM 2018-97	
EFFECTIVE DATE: September 21, 2018	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James J. Riccio
CANCELLATION DATE:		APPROVED BY: Chief James J. Riccio

Any police lieutenant interested in the position of Lieutenant in the Internal Affairs Unit shall submit an interoffice memorandum through the chain of command to the Chief expressing their interest no later than October 5, 2018.

Lieutenants shall submit a resume detailing their experience, qualifications, and a paragraph detailing why they should be considered for the assignment he/she is applying for. Any letters of recommendations must be submitted by October 5, 2018. 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: Shift Preference Requests for Lieutenants and Sergeants	NUMBER: SM 2018-99	
EFFECTIVE DATE: September 28, 2018	DISTRIBUTION TO: All Lieutenants and Sergeants	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Due to anticipated personnel changes, all Lieutenants and Sergeants must complete a shift preference request.

All Lieutenants and Sergeants must complete this form and return to my office no later than October 12, 2018.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: E-Tickets	NUMBER: SM 2018-100	
EFFECTIVE DATE: October 1, 2018	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief Robert Mazza
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

When entering the incident number in the "call number" field of the Brazos e-citation software, it must be entered in the following format – four digit year, dash, eight digit incident number. For example: 2018-00012345. This is the same format used for motor vehicle crashes on the crash docs cards. Entering the incident number in any other format causes issues during the merge process.