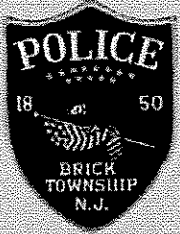


BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: ERPO Course	NUMBER: SM 2019-104	
EFFECTIVE DATE: September 4, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

The course on DMS for Extreme Risk Protective Orders has been updated by the Attorney General's Office. The new course has an updated PowerPoint and has a test attached. If you have completed the initial course you will still need to login to DMS and complete the new course. The course should be completed on your next day of work.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: DRE Requests	NUMBER: SM 2019-105	
EFFECTIVE DATE: September 6, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Steven Gerling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

If a Drug Recognition Expert (DRE) is needed for a DUI arrest and no DRE's from Ocean County Police Agencies are available, the NJSP will provide one. To request a NJSP DRE, call the NJSP Regional Operations Intelligence Center, ROIC, and request their assistance.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Brick Beach Vehicle Passes	NUMBER: SM 2019-106	
EFFECTIVE DATE: September 6, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Captain Steven Gerling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Brick Township is once again issuing Beach Vehicle passes, which allow approved vehicles to access the Brick Beaches, once approved. Approved vehicles can access the beaches between October 1, 2019 and April 30, 2020. Officers working 1B should periodically check vehicle that are on the beach to ensure that they are approved for beach access and that they are in possession of all required equipment. Under no circumstances will a Brick Township Police/Brick Township Special Police Vehicle be used in an attempt to push or pull stuck vehicles from the beach. If a beach vehicle becomes stuck, a duty tow company can be called if the owner of the stuck vehicle requests towing assistance.

The Beach Vehicle Permit Application, Equipment Checklist, Approval Card and Approval Sticker are included for your reference.

TOWNSHIP OF BRICK

OCEAN COUNTY, NEW JERSEY
401 CHAMBERS BRIDGE ROAD, BRICK, N.J. 08723

John G. Ducey, Mayor

Township Council:
Andrea Zapcic, President
Lisa Crate, Vice President
Heather deJong
Jim Fozman
Arthur Halloran
Paul Mummolo
Marianna Pontoriero



Office of the Municipal Clerk

Lynnette A. Iannarone, RMC, CMR
Municipal Clerk
(732) 262-1002
Fax: (732) 262-2839
clerk@twp.brick.nj.us

Jessica L. Larney, RMC, CMR
Assistant Municipal Clerk
(732) 262-1003
jlarney@twp.brick.nj.us
www.twp.brick.nj.us

PERMIT # _____
DATE _____
FEE PAID _____

APPLICATION FOR OPERATION OF MOTOR VEHICLE ON MUNICIPAL PARKS OR BEACHES PURSUANT TO ORDINANCE 555-85. Fee: \$35.00

October 1st – April 30th

** Please see the attached schedule for vehicle inspection

STICKER MUST BE DISPLAYED ON DRIVER'S REAR WINDOW

Applicant: _____ Date Paid: _____
(Please Print)

Address: _____

Email Address: _____

Date of Birth: _____ Social Security No.: _____

Phone No.: _____ Driver's License No.: _____

Completed Police Inspection? Yes _____ No _____

Description of Vehicle to be Operated: Year: _____ Lic. Plate: _____

Make and Model: _____

Attach a copy of your Driver's License & Vehicle Registration to this application.

I HEREBY HOLD HARMLESS THE TOWNSHIP OF BRICK:

APPLICANTS SIGNATURE

DATE

2019-2020 BEACH VEHICLE INSPECTION

TO BE COMPLETED BY THE BRICK TOWNSHIP POLICE DEPARTMENT

<u>IS THE VEHICLE EQUIPPED WITH?</u>	YES	NO
25 foot Towing Chain	_____	_____
Shovel	_____	_____
Spare Tire and Jack with a Supporting Board	_____	_____
Fire Extinguisher	_____	_____
Flashlight	_____	_____
First Aid Kit	_____	_____
<u>DOES DRIVER HAVE?:</u>		
Proper Registration of Vehicle	_____	_____
Valid Insurance Card	_____	_____
Valid Driver's License	_____	_____

PASS: _____ FAIL: _____

Date of Inspection

Signature of Police Officer
Brick Township Police Dept.

Printed Name of Police Officer

**TOWNSHIP
OF
BRICK**



**BEACH VEHICLE
PERMIT**

NO. 012

ACCESS POINT BRICK BEACH 1
EXPIRES: APRIL 30, 2020

TOWNSHIP OF BRICK

Fee: \$35.00 Beach Vehicle Permit # _____

Bearer _____

Address _____

Type of Vehicle _____

Registration No. _____

Has been granted permission to operate a beach vehicle in the Township of Brick,
 From _____ to _____

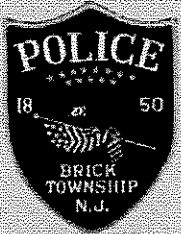
 Bearer's Signature Township Clerk

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: New World Software Upgrade	NUMBER: SM 2019-107	
EFFECTIVE DATE: September 9, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

This is a reminder that at approximately 0600 hours on Tuesday September 10, 2019 we will be upgrading all New World Systems. The upgrade is expected to last approximately 4 hours. You will not be able to access any New World related system until the upgrade has been completed.

In the event the outage lasts longer than expected, please be prepared to work in an offline status.

After the upgrade has been completed, it is extremely important for users to report any issues/errors they encounter. Issues should be directed to [REDACTED] and should include as much detail as possible with screen shots.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Small Unmanned Aircraft System (sUAS / Drone)	NUMBER: SM 2019-108	
EFFECTIVE DATE: September 11, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Captain Keith Reinhard
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Effective immediately, all requests for the department's sUAS / Drone to support emergency service operations, including Police, Fire and Emergency Medical Services, shall be forwarded to the Watch Commander who will then forward the request to:

- 1) Sgt. Keith Donnelly #212
- 2) Ptl. Brian Gordon #297

This request should include contact information for the person making the request, the type of operation and the goal intended with the use of the drone.

Authorization to deploy the drone shall only be made by the Pilot in Command, after consideration of all information obtained regarding the incident, weather conditions and availability of required support personnel.

Once authorized, the drone will be operated in accordance with F.A.A. Part 107 rules and restrictions, and the Brick Township Police General Order Volume 3, Chapter 35 "Drones", with particular attention on section V, Digital Media Evidence.

Images obtained during the emergency service operation shall not be released to the requesting agency or media without authorization.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: DUI Overtime - October	NUMBER: SM 2019-109	
EFFECTIVE DATE: September 20, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Steven Gerling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Anyone interested in working DUI overtime for the month of October please submit an inter-office memo to the Traffic Safety Unit no later than 0800 hours on September 27, 2019.

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

Friday	10/4/2019	_____
Saturday	10/5/2019	_____

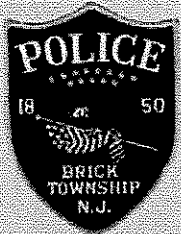
Friday	10/11/2019	_____
Saturday	10/12/2019	_____

Friday	10/18/2019	_____
Saturday	10/19/2019	_____

Friday	10/25/2019	_____
Saturday	10/26/2019	_____

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Judge Grisanti – TRO's	NUMBER: SM 2019-110	
EFFECTIVE DATE: September 26, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Steven Gerling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Judge Grisanti will be unavailable for TRO's until further notice. He will contact the police department (possibly this weekend) when he is ready to take the call again. Please follow the list for TRO Judges starting with Judge Sahin and then Judge Basin.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: New Course in DMS	NUMBER: SM 2019-111	
EFFECTIVE DATE: September 27, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

New enhancements to eTRO in support of "Immediate De Novo" will be deployed on October 1, 2019. Specifically, when a plaintiff is denied a TRO by the Municipal Court Judge, eTRO now provides the ability for the plaintiff to receive a same-day De Novo hearing with a Superior Court Judge outside of regular court hours. A course has been created on DMS that contains step-by-step instructions for Law Enforcement to follow in eTRO for this scenario where a telephonic De Novo hearing is conducted by a Superior Court Judge.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Outer Vest Carriers	NUMBER: SM 2019-112	
EFFECTIVE DATE: September 27, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Steven Gerling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Any officers who are storing their outer vest carriers by hanging them on the exterior of their locker door are to remove the following items from the carrier and secure them in your locker:

- Badge
- OC Spray
- Magazines/Ammunition
- Police Radio
- Handcuffs

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Oxygen Bottles	NUMBER: SM 2019-113	
EFFECTIVE DATE: October 3, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Steven Gerling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

The below listed oxygen bottles need to be pulled from service and get hydro tested. Tanks can be switched out at the EMS Annex building or at Civic Plaza.

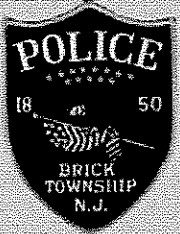
2, 4, 6, 10, 11, 23, 28, 39, 43, 46, 47, 49, 51, 57, 59, 60, 61, 63, 65, 66, 67, 70, 71,
72, 75, 76, 83, 86, 88, 89, 90, 91, 93, 97, 102, 104, 107, 109, 113, 114, 116, 118,
120, 121, 122, 124, 127, 140, 147, 150, 168, 172, 177, 178, 180, 181, 182
193, 196, 200, 212, 218, 219, 221, 222, 228, 238, 247, 249, 253, 254, 256, 260,
261, 262, 263, 264, 265, 273, 275, 305

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Training Location Change	NUMBER: SM 2019-114	
EFFECTIVE DATE: October 3, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Due to the renovations in the Professional Standards Unit, the classroom location has changed for the Fall firearms (0800 start time) and Less Lethal training (0830 start time).

The classroom portion will be held at the Fire Training Center on Herbertsville Rd on the following dates:
October 8th, 9th 10th, 16th, 22nd, 24th.

The classroom portion will be held at the P.A.L. building on Drum Point Rd. on the following dates:
October 7th, 15th, 17th, 23rd.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Flu Clinic	NUMBER: SM 2019-115	
EFFECTIVE DATE: October 4, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

The Ocean County Health Department will be conducting a Flu vaccination clinic at the Lakewood OEM Building on November 6, 2019 from 3pm to 5pm for all emergency first responders.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: DUI Overtime for November	NUMBER: SM 2019-116	
EFFECTIVE DATE: October 15, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Steven Gerling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Anyone interested in working DUI overtime for the month of November please submit an inter-office memo to the Traffic Safety Unit no later than 0800 hours on October 24, 2019.

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

Friday	11/1/2019	_____
Saturday	11/2/2019	_____

Friday	11/8/2019	_____
Saturday	11/9/2019	_____

Friday	11/15/2019	_____
Saturday	11/16/2019	_____

Friday	11/22/2019	_____
Saturday	11/23/2019	_____

Wednesday	11/27/2019	_____	2000-2400 hours
-----------	------------	-------	-----------------

Friday	11/29/2019	_____
Saturday	11/30/2019	_____

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: TERPO Notification	NUMBER: SM 2019-117	
EFFECTIVE DATE: October 16, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

As NJ and its law enforcement communities work through the growing pains created by the Extreme Risk Protective Order Act of 2018, additional responsibilities are being identified. The Ocean County Prosecutor's Office requires all information concerning Temporary Extreme Risk Protective Orders (TERPOs) be forwarded to them as soon as possible. It is their responsibility to schedule a hearing for a Final Extreme Risk Protective Order (FERPO) within 10 days. In order for them to accomplish this, they must have discovery available for review prior to the hearing.

In an effort to make this process flow more smoothly, it will be the responsibility of the patrol supervisor to email all pertinent information concerning TERPOs to the Ocean County Prosecutor's Office immediately upon completion. Reports (including case forms) shall be sent to both of the following addresses: [REDACTED] and [REDACTED]. This will ensure that the law enforcement and prosecuting sections have the information required to prepare for the FERPO hearing.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Captain Buscio Health Screening	NUMBER: SM 2019-118	
EFFECTIVE DATE: October 16, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Just a reminder that back in 2016 during a personnel meeting, I encouraged you to take part in the Captain Buscio health screening program which is offered to active and retired police officers, firefighters and EMS personnel. The screening is offered at the Deborah Hospital facility in Browns Mills or at the Cardio Pulmonary Diagnostic Center in Newark. Any officer wishing to attend the screening may do so in lieu of their work day by working it out with your supervisors and the Operations Division secretary. The following is information provided by the program administrators:

All current and retired firefighters, police, and emergency responders, and their officers are invited to participate in the program throughout the State of New Jersey. They will then have an opportunity to receive confidential comprehensive cardiovascular and pulmonary medical evaluations.

The medical facility will take the responsibility of billing the participant's insurance provider. These annual examinations are provided by Deborah Heart and Lung Center, and also Cardio Pulmonary Diagnostic, whose providers are board-certified cardiologists and pulmonologists who have generously offered firefighters, police, and emergency responders medical care that is specific to their profession.

All providers are board certified in the various specialties they provide. Testing will be provided based upon each participant's medical history. Testing may include laboratory, x-ray, pulmonary functions testing, and cardiovascular screening. Upon completion the participant will be provided with a medical report which they can use at their discretion.

All visits will be scheduled by appointment; the medical staff will direct you to what will be needed for the initial visit, such as bringing a list of all medications that you currently may be taking. In addition, fasting the previous night is required for blood work, which is part of the evaluation.

To schedule an appointment, call Deborah Heart and Lung Center, Browns Mills, NJ, at 1-800-555-1990, or Cardio Pulmonary Diagnostic, Newark, NJ, at 973-596-1200.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Open Vacancies – OCNSF and SET Team	NUMBER: SM 2019-121	
EFFECTIVE DATE: October 23, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Officers interested in a one year assignment to the Ocean County Narcotics Strike Force or an eighteen month assignment to the Selective Enforcement Team shall submit an interoffice memorandum through the chain of command to the Chief expressing their interest no later than Friday, November 8, 2019. Officers must have three years experience to be eligible.

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: Marine Unit Openings	NUMBER: SM 2019-122	
EFFECTIVE DATE: October 24, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Steven Gerling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Any officer interested joining the Marine Unit as either a boat operator or crew member should submit an interoffice memorandum to my office no later than Monday, November 4, 2019. Interested officers must possess a boating safety certificate and three years experience with this department to be eligible.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Body Worn Cameras	NUMBER: SM 2019-123	
EFFECTIVE DATE: October 24, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Captain Steven Gerling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Effective 2nd Shift, Thursday, October 24, 2019, Body Worn Cameras are back in service.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Fundraiser "No Shave November"	NUMBER: SM 2019-124	
EFFECTIVE DATE: October 25, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

At the request of the PBA I have authorized the growing of facial hair for officers who wish to participate in the fundraising event to help support men's cancer research. This authorization is for the month of November and shall be limited to only those officers who are participating in the event. Facial hair shall be neatly groomed and trimmed close to the face.

Thank you to those officers who are participating in this worthwhile cause.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Speed Calibration Testing of Police Vehicles	NUMBER: SM 2019-125	
EFFECTIVE DATE: October 30, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Steven Gerling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

On Monday, November 18, 2019 at 0800 hrs., Certified Speedometer will be at Headquarters to test and certify our vehicle's speedometers. This is necessary for using the radar unit in moving mode or issuing summonses based on pacing.

Please make every attempt to have your vehicle available on this day, at that time. You can simply leave it parked in the rear lot.

If you have any questions, Ptl. Thergesen will be our contact person.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: MC1	NUMBER: SM 2019-127	
EFFECTIVE DATE: November 1, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Steven Gerling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

MC1 has been winterized and the plumbing should not be used. If the plumbing is used, it needs to be reported to Sgt. Austin Kenny immediately. Additionally, the camera mast is out of service and should not be used.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Drew Bertinelli - Special Police Officer	NUMBER: SM 2019-128	
EFFECTIVE DATE: November 1, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Effective November 1, 2019, Drew Bertinelli 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 POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Jack Frederich – Communications Operator	NUMBER: SM 2019-129	
EFFECTIVE DATE: November 7, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Effective November 7, 2019, Jack Frederich 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: Glock Transition

**NUMBER:
SM 2019-130**

**EFFECTIVE DATE:
November 7, 2019**

**DISTRIBUTION TO:
All Police Officers**

**ISSUED BY:
Deputy Chief Donald Ling**

CANCELLATION DATE:

**APPROVED BY:
Chief James Riccio**

The new Glock 19 and Glock 26 weapons will be arriving within the next week. Officers should have the original case the Glock 23 and/or Glock 27 came in, along with all magazines and accessories readily available. The case will be needed to turn in the old weapon. The exchange of weapons and qualifications will take place at the police range. If you plan on purchasing your Glock 23 or Glock 27 the paperwork must accompany the weapon.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Richard Rivera – Part Time Emergency Medical Technician	NUMBER: SM 2019-131	
EFFECTIVE DATE: November 7, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James J. Riccio
CANCELLATION DATE:		APPROVED BY: Chief James J. Riccio

Effective October 30, 2019, Richard Rivera has resigned from his position as part time Emergency Medical Technician and is no longer employed by the Township of Brick. No access should be granted to areas of the municipal complex other than those accessed by the public.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: K9 Unit Opening	NUMBER: SM 2019-132	
EFFECTIVE DATE: November 12, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Captain Steven Gerling
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 November 26, 2019. 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 November 26, 2019.

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: K9 Rigby	NUMBER: SM 2019-133	
EFFECTIVE DATE: November 13, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Effective November 11, 2019, K9 Rigby #914 has been retired from service. Ptl. Fogarty #211 and K9 Rigby were certified as a K9 Team after successfully completing the Atlantic County K9 Academy in 2012. During K9 Rigby's career, he was deployed approximately 390 times on various Patrol/Narcotics/Community Relations related events. Thank you to Ptl. Fogarty and K9 Rigby for your years of dedicated service to the Brick Township Police Department and the citizens of Brick Township.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Impounded Vehicles	NUMBER: SM 2019-134	
EFFECTIVE DATE: November 14, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

As part of the CAD upgrade, dispatch will now be starting an Aegis (LERMS) Impound for vehicles that are impounded for John's Law, uninsured motorist, or expired registration. What does this mean for you?

- When you impound a vehicle for John's Law, **do not start a new impound in Aegis.**
 - Search the impounds and select the one you are working on.
 - Open it and add the missing information (Should be owner name and phone # etc.).
- When you impound for uninsured/expired registration continue to fill out the paper impound information sheet.

This procedure is for **impounds only**, no changes have been made to the procedures for property/evidence seizures.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Stephen Grady – Part Time Dispatcher	NUMBER: SM 2019-135	
EFFECTIVE DATE: November 19, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Effective November 15, 2019, Stephen Grady has resigned from his position as a Part-Time Dispatcher 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: Firearms Discharge Report	NUMBER: SM 2019-136	
EFFECTIVE DATE: November 22, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

The Ocean County Prosecutor's Office is in the process of modifying their Firearms Discharge Report form by adding some fillable areas. Once they add: supervisor notified, supervisor's signature, Chief's signature and date we will be able to just use the OCPO form. Until the modified OCPO form is complete, both the OCPO and the BTPD form are to be completed. Additionally, officers will still need to notify and get approval from a supervisor prior to the destruction of an animal.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Fundraiser "No Shave November"	NUMBER: SM 2019-137	
EFFECTIVE DATE: November 27, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James J. Riccio
CANCELLATION DATE:		APPROVED BY: Chief James J. Riccio

At the request of the PBA I have authorized the growing of facial hair for officers who wish to participate in the fundraising event to help support men's cancer research. I am extending "No Shave November" until December 31, 2019. Reminder facial hair shall be neatly groomed and trimmed close to the face.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Open Vacancies – Street Crimes Unit	NUMBER: SM 2019-138	
EFFECTIVE DATE: December 2, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James J. Riccio
CANCELLATION DATE:		APPROVED BY: Chief James J. Riccio

Officers interested in a eighteen (18) month position to the newly formed Street Crimes Unit shall submit an interoffice memorandum through the chain of command to the Chief expressing their interest no later December 17, 2019. Officers must have three years experience to be eligible.

Officers shall submit a resume detailing their experience and a paragraph detailing why they should be considered for the assignment he/she is applying 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: Restricted Days 2020	NUMBER: SM 2019-139	
EFFECTIVE DATE: December 3, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Captain Steven Gerling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Please note the following restricted days in 2020. Limited or no vacation/personal time will be granted on these dates:

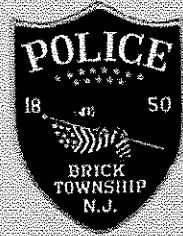
Memorial Day	Friday, May 22nd	Shift II (1500-0115 & 1700-0315) Shift III (2115-0730)
	Saturday, May 23rd	All Shifts
	Sunday, May 24th	All Shifts
	Monday, May 25th	Shift I (0600-1615 & 1200-2215)
Independence Day	Friday, July 3rd	All Shifts
	Saturday, July 4th	All Shifts
	Sunday, July 5th	Shift I (0600-1615 & 1200-2215)
Labor Day	Friday, September 4th	Shift II (1500-0115 & 1700-0315) Shift III (2115-0730)
	Saturday, September 5th	All Shifts
	Sunday, September 6th	All Shifts
	Monday, September 7th	Shift I (0600-1615 & 1200-2215)
Mischief Night	Friday, October 30th	Shift II (1500-0115 & 1700-0315) Shift III (2115-0730)
New Year's Eve	Thursday, December 31st	Shift II (1500-0115 & 1700-0315) Shift III (2115-0730)

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Open Vacancy – Investigations Division	NUMBER: SM 2019-140	
EFFECTIVE DATE: December 3, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Chief James J. Riccio
CANCELLATION DATE:		APPROVED BY: Chief James J. Riccio

Officers interested in a position in the Investigations Division shall submit an interoffice memorandum through the chain of command to the Chief expressing their interest no later December 19, 2019. Officers must have three years' experience to be eligible.

Officers shall submit a resume detailing their experience and a paragraph detailing why they should be considered for the assignment he/she is applying 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: Spare Cars

**NUMBER:
SM 2019-141**

**EFFECTIVE DATE:
December 4, 2019**

**DISTRIBUTION TO:
All Police Officers**

**ISSUED BY:
Deputy Chief Donald Ling**

CANCELLATION DATE:

**APPROVED BY:
Chief James Riccio**

As of November 1, 2019, all patrol officers on the A and B Side have been assigned a patrol car by the Patrol Lieutenants. You must only use your assigned car. If your assigned car is down or otherwise unavailable, you **MUST use a designated Spare Car**. If your assigned car is unavailable and no spare cars are available, then the shift supervisor will assign a car to you. (General Order V1, Ch. 11 – Section II. B.)

The following is a current list of the Patrol Fleet car numbers with Make, Model and Year. The Patrol Vehicle Assignment list follows. The assignments are also in POSS and on the shift clipboards.

Car numbers 1, 2, 3, and 6 are Spare Cars. These will be used first if a regularly assigned car is not available. These four cars do not have computers in them. Spare computers are in the property/equipment room.

Car numbers 4, 10, 20 are not currently used. Car numbers 21, 22, 23 are Traffic Safety/Dare.

Car 70 - 73 are Patrol Supervisors, Car 80 - 83 are K9s. 150 is K9 Spare, 138 is unmarked, 135 is the Bike Unit.

Car numbers 48 through 52 are ordered and expected to be manufactured in early 2020.

Car number 5 is retired in memory of Ptl. Kris DeLarco #218

#	Make	Model	Year	#	Make	Model	Year
1	Dodge	Charger	2013	36	Ford	Utility	2017
2	Dodge	Charger	2013	37	Ford	Utility	2017
3	Dodge	Charger	2013	38	Ford	Utility	2017
6	Dodge	Charger	2013	39	Ford	Utility	2017
7	Dodge	Charger	2014	40	Ford	Utility	2017
8	Dodge	Charger	2014	41	Ford	Utility	2017
9	Dodge	Charger	2014	42	Ford	Utility	2018
11	Dodge	Charger	2014	43	Ford	Utility	2018
12	Dodge	Charger	2014	44	Ford	Utility	2018
13	Dodge	Charger	2014	45	Ford	Utility	2018
14	Dodge	Charger	2014	46	Ford	Utility	2018
15	Dodge	Charger	2014	47	Ford	Utility	2019
16	Dodge	Charger	2014	48	Ford	Utility	2020
17	Dodge	Charger	2014	49	Ford	Utility	2020
18	Dodge	Charger	2014	50	Ford	Utility	2020

19	Dodge	Charger	2014		51	Ford	Utility	2020
24	Ford	Utility	2016		52	Ford	Utility	2020
25	Ford	Utility	2016		70	Chevy	Tahoe	2009
26	Ford	Utility	2016		71	Chevy	Tahoe	2014
27	Ford	Utility	2016		72	Chevy	Tahoe	2014
28	Ford	Utility	2016		73	Chevy	Tahoe	2017
29	Ford	Utility	2016		80	Ford	Utility	2014
30	Ford	Utility	2017		81	Ford	Utility	2014
31	Ford	Utility	2017		82	Ford	Utility	2017
32	Ford	Utility	2017		83	Ford	Utility	2017
33	Ford	Utility	2017		150	Chevy	Tahoe	2009
34	Ford	Utility	2019		138	Ford	Crown Vic	2005
35	Ford	Utility	2017		135	Ford	Expedition	2006

2019 Vehicle Assignments 4 & 4 Schedule

<u>Veh #</u>	<u>Year</u>	<u>Model</u>	<u>A Side Officer</u>	<u>B Side Officer</u>	
1	2013	Charger	Spare	Spare	
2	2013	Charger	Spare	Spare	
3	2013	Charger	Spare	Spare	Days Early
6	2013	Charger	Spare	Spare	Days Late
7	2014	Charger	303	290	Eves Early
8	2014	Charger	287	293	Eves Late
9	2014	Charger	282	292	Mids
11	2014	Charger	281	296	
12	2014	Charger	234	286	
13	2014	Charger	295	304	
14	2014	Charger	297	302	
15	2014	Charger	291	283	
16	2014	Charger	211	294	
17	2014	Charger	274	170	
18	2014	Charger	284	301	
19	2014	Charger	280	257	
24	2016	Utility	268	275	
25	2016	Utility	269	273	
26	2016	Utility	263	271	
27	2016	Utility	258	265	

28	2016	Utility	253	272
29	2016	Utility	244	261
30	2017	Utility	242	288
31	2017	Utility	239	Unassigned
32	2017	Utility	226	255
33	2017	Utility	222	251
34	2019	Utility	189	285
35	2017	Utility	277	252
36	2017	Utility	215	247
37	2017	Utility	209	220
38	2017	Utility	206	217
39	2017	Utility	192	196
40	2017	Utility	270	278
41	2017	Utility	279	184
42	2018	Utility	171	267
43	2018	Utility	130	180
44	2018	Utility	235	165
45	2018	Utility	216	187
46	2018	Utility	218	135
47	2019	Utility	276	289
70	2009	Tahoe	Supervisor	Supervisor
71	2014	Tahoe	Supervisor	Supervisor
72	2014	Tahoe	Supervisor	Supervisor
73	2017	Tahoe	Supervisor	Supervisor
80	2014	Utility	K9	K9
81	2014	Utility	K9	K9
82	2017	Utility	K9	K9
83	2017	Utility	K9	K9
150	2009	Tahoe	K9	K9
138	2005	Crown Vic	unmarked	unmarked

A Side Inspects Odd Numbered Vehicles
B Side Inspects Even Numbered Vehicles

11/1/2019

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Road Job Cars	NUMBER: SM 2019-142	
EFFECTIVE DATE: December 5, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

On 4/4/19 a new Road Job Sheet and Road Job Car Log was published. The car log rotation was not followed, partly because of vehicles being down or having dead batteries. Since then, many of the vehicles have been serviced with new batteries, alternators, cables, etc. The PD radios have been programmed to shut off with the ignition and old computer and radar equipment was removed.

Additionally, all of the road job cars have been equipped with an on-board battery maintainer (trickle charger). These should keep the batteries ready to start through extended down time and cold weather. To facilitate this, new outlets have been installed along a wooden rail in the PD parking lot (nearest to MC1 and the HVAC tower). The 10 parking spaces (5 in the front row, 5 in the middle row) are now designated for the road job cars. The cars need to be parked head-in and kept plugged in. **No other vehicles will be permitted to park in these spaces**, except for the Surveillance Van and the Bike Unit Truck which will also be parked there and plugged in.

It is imperative that the vehicles be unplugged PRIOR to being started. Starting the vehicle with the charger plugged in can damage the charger and/or the vehicle.

When not in use, the extension cords must be hung up neatly on the rail.

Be sure to plug the vehicle back in when you park the car (after the ignition is switched off).

You must follow the rotation in the Road Job Car Log (Take the cars in the order they are listed). This will prevent the same few cars from being over used, and some cars from being rarely used. Report any maintenance or repair requests to [REDACTED] and note it on the Extra Duty Time/Vehicle Log or on the Road Job Car Log by marking the D/L (Dead Lined) column.

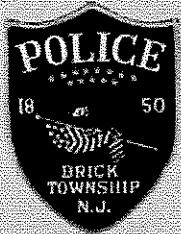
The following supersedes the memo issued 4/4/19:

When police vehicles are approved for use, officers shall utilize designated Road Job cars according to the Road Job Car Log.

1. The log sheet designates a rotation to ensure all vehicles get used equally to ensure readiness and upkeep. The Log includes a notation of "D/L" to indicate a vehicle in need of maintenance or is dead-lined.

2. The Road Job Cars will be parked in designated parking spaces where they can be plugged in for the batteries to be maintained. No other vehicles are permitted to park in these spaces.
3. **The car MUST be unplugged BEFORE it is started. The cord shall be hung up neatly on the rail when not in use.**
4. Upon parking the car, it shall be plugged back in (after the ignition is turned off).
5. Exceptions to the rotation may be made to arrange leaving a vehicle on scene of a detail and another officer taking over use of same vehicle.
6. Exceptions may also be made to allow officers using vehicles directly from a patrol shift or a marked vehicle assigned to a specific officer (i.e. Traffic Safety) with approval of the watch commander.



BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Fleet Repairs	NUMBER: SM 2019-144	
EFFECTIVE DATE: December 5, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

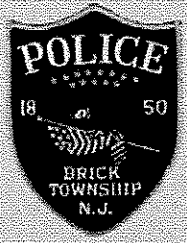
Effective immediately the following procedures shall be used to report/request police fleet maintenance and repairs. **NO officer is permitted to schedule or request any repairs or maintenance directly with the mechanics, unless directed to do so by fleet maintenance.**

Officers that need to report or request maintenance or repairs for their fleet vehicle shall send an e-mail to [REDACTED]. The subject line should be the car number (ex. "Car 02"). In the body of the e-mail, explain (in as much detail as is necessary) the repair or maintenance that needs to be performed. These items should also continue to be recorded on the trip sheet. Similar to the Computer Help Desk and Radio Repair "trouble ticket" system, a "ticket" will be created. You will receive e-mail updates about the repair as it is assigned, and progresses through completion.

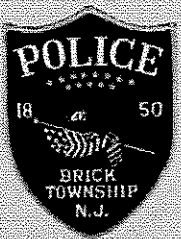
Vehicle damage (more than normal 'wear and tear') needs to be documented on a Special Report to the Chief of Police, via the Chain of Command. Pictures of the damage should be included if necessary. Damage relating to a crash needs to be documented on a NJTR-1 Crash Report with a Special Report and Supervisor Crash Review. This damage may also be reported to fleet@brickpd.com, however the appropriate reports still need to be completed.

Vehicles that can still be safely operated will be left at Headquarters for repairs or maintenance. Vehicles may also be left at the Public Works Garage with approval from Fleet Maintenance. **Vehicles will not be picked-up for service from other locations unless they are not able to be operated safely.** Vehicles that are not able to be driven safely shall be towed to the Public Works Garage. DPW will be used for all tows when they are staffed. After-hours/weekends the Duty Tow will be contacted. If a Duty Tow is used, the receipt and a Special Report must be submitted to Administrative Services.

Computer or Printer issues with patrol vehicles shall continue to be reported to [REDACTED]. Police radio issues shall continue to be reported to [REDACTED].

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Mary Laffan – Part-Time Emergency Medical Technician	NUMBER: SM 2019-145	
EFFECTIVE DATE: December 9, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Captain Keith Reinhard
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Effective December 4, 2019, Mary Laffan has been terminated from her position as a Part-Time Emergency Medical Technician 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: New Glock Qualifications	NUMBER: SM 2019-146	
EFFECTIVE DATE: December 10, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

The new Glock 19's have arrived and the Professional Standards Unit will be having qualifications at the Police range. Qualifications for officers assigned to the Operations Division will be on December 12, 13, 16, 17, 20 and January 9th. Two training sessions will be held on each of these dates and will start at 0900 hrs. or 1300 hrs. Officers will respond directly to the Police Range. The signup sheet for Operations Division will be located at the front desk with the watch commanders and will be first come first serve. If any Operation Division officers are unable to attend arrangements will be made to have them qualify during their shift. Qualifications for non-patrol will be done during a regular scheduled work day.

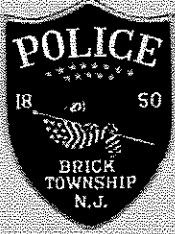
Officers assigned to the Operations Division that sign up to qualify on a day off will be given 5 hours of Flex time to fulfill their remaining 2019 flex hours or will be credited to the year 2020.

The uniform for qualifications will be the Class B uniform with the outer carrier. Officers are reminded to bring all issued holsters, original case along with their assigned duty weapon Glock 23 and 27 (if issued).

All SERT members will complete the qualifications on December 19, 2019 during SERT training.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Idling of Ambulances	NUMBER: SM 2019-147	
EFFECTIVE DATE: December 13, 2019	DISTRIBUTION TO: All EMS Personnel	ISSUED BY: Robert Contreras – Director of EMS
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

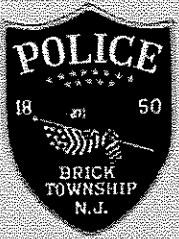
Effective December 13, 2019, no ambulances will be permitted to idle for any reason other than when you are doing your vehicle check in the beginning of your shift and when you are on a call for service. Any other time, the vehicle must be turned off utilizing the shoreline plug for the climate control. If extreme weather situations require this to change, then a member of management will notify the crews working. This will be strictly monitored and enforced. If you have any questions please feel free to contact me.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: New Glock Qualifications	NUMBER: SM 2019-148	
EFFECTIVE DATE: December 16, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

PSU has added 6 dates to the Glock transition training:

December 30th at 1000 hrs.
 January 3rd at 1300 hrs.
 January 10th at 1300 hrs.
 January 14th at 1300 hrs.
 January 15th at 0900 hrs.
 January 17th at 1300 hrs.

The sign-up sheet will be located at the front desk. Please see the watch commander and sign up for a date and time you can attend.

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: NJ Learn	NUMBER: SM 2019-149	
EFFECTIVE DATE: December 23, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Chief James Riccio
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

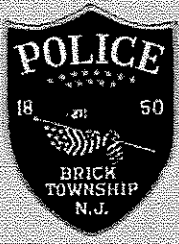
The below listed officers must complete the Conducted Energy Device course on NJ Learn:

Sgt. Charles Kelly #241
 Sgt. John Gordon #237
 Ptl. John Boronkas #165
 Ptl. George Williams #180
 Ptl. John Ziobro #196
 Ptl. Brian Foley #247
 Ptl. John Rotondo #252
 Ptl. Daniel Testa #265
 Ptl. Victoria Finelli #273
 Ptl. Christopher Newlund #285
 Ptl. Scott Mesmer #292
 Ptl. Brian Gordon #297

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Mustang Cold Water Suit Assignments	NUMBER: SM 2019-150	
EFFECTIVE DATE: December 23, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Mustang Cold Water Suits have been assigned to the below listed vehicles and officers. If you have a Mustang Cold Water Suit that is not listed or the number assigned to your vehicle is not listed correctly, contact Lt. Vincent Coburn in the Professional Standards Unit.

OFFICER OR VEHICLE ASSIGNED	VEHICLE NUMBER	SUIT NUMBER
Ptl. Mark Storch #206	# 38	# 02
Ptl. Michael Miller #218	# 46	# 08
Supervisor Tahoe	# 70	# 16
Supervisor Tahoe	# 71	# 05
Supervisor Tahoe	# 72	# 09
Supervisor Tahoe	# 73	# 11
Patrol Vehicle	#25	#21
Patrol Vehicle	#27	#22
Patrol Vehicle	#28	#23
Patrol Vehicle	#33	#24
Patrol Vehicle	#34	#25
Patrol Vehicle	#35	#26
Patrol Vehicle	#37	#27
Patrol Vehicle	#41	#28
Patrol Vehicle	#42	#29
Patrol Vehicle	#43	#30

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: Outer Carrier Shirt	NUMBER: SM 2019-151	
EFFECTIVE DATE: December 30, 2019	DISTRIBUTION TO: All Police Officers	ISSUED BY: Deputy Chief Donald Ling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

All Outer Carrier Shirts are required to display the following:

Patrolman/Patrolwomen:

- One Brick Police patch on each shoulder.
- Silver Service Hash Marks with dark blue background (if applicable) on the long sleeve shirt.

Sergeants and above:

- One Brick Police patch on each shoulder.
- Silver Service Hash Marks with dark blue background (if applicable) on the long sleeve shirt.
- Embroidered Rank, First Initial, Last Name on right chest of shirt.
- Sergeant's will have stripes sewn on the sleeves.
- Lieutenant 's and above will have embroidered ranks on each collar.

_____ is the only location that you can take your shirts to have the above items addressed.

_____ who is the store Manager, will make every attempt to have the shirts done while you wait. With that being said it would be in your best interest to call before going. The phone number is _____ you have any questions or issues please contact _____

BRICK POLICE DEPARTMENT SPECIAL MEMORANDUM		
SUBJECT: K9 Max	NUMBER: SM 2019-152	
EFFECTIVE DATE: December 31, 2019	DISTRIBUTION TO: All Personnel	ISSUED BY: Captain Steven Gerling
CANCELLATION DATE:		APPROVED BY: Chief James Riccio

Effective January 1, 2020, Ptl. Prendeville has retired K9 Max as a Patrol Dog. K9 Max served the Brick Township Police Department as a Patrol Dog for 9 years. K9 Max will remain in service as a Narcotics Detection Dog until further notice. Thank you Ptl. Prendeville and K9 Max for a job well done as a Patrol Dog team.