



CHAPTER 4: COMMAND	POLICY # 4.1 CHIEF EXECUTIVE OFFICER AUTHORITY
<p><i>This policy is for internal use only and does not enlarge an employee's civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this department for non-judicial administrative action in accordance with the laws governing employee discipline.</i></p>	
Date Implemented: 11/01/2019	Review Date:

POLICY

The City of Indian Hills has established by ordinance the non- elected office of Chief of Police. The Mayor, with approval of council shall appoint the Chief of Police. The Chief of Police manages and directs the operations of the Police Department and ensures that all functions are legally, effectively, efficiently, and safely performed. The Chief of Police shall have and exercise all powers and duties assigned by statute, ordinance, and other municipal responsibilities that are delegated. The Chief of Police shall be responsible for supervising and participating in the daily law enforcement activities of the Police Department and shall oversee the administrative activities of the police department.

DUTIES

Ensures that all ordinances, laws, and statutes from local to Federal levels are enforced and the public peace and safety is maintained.

Assumes responsibility for all Departmental services and activities, including enforcement of laws, statutes, and ordinances, crime prevention, criminal investigations, emergency communications, and other related law enforcement activities.

Directs oversees and participates in the development of the Police Department's goals, objectives and work plan.

Oversees establishment, planning and supervision of the police training and skill evaluation programs.

Reviews performance of the department and formulates programs and procedures to alleviate deficiencies.

Handles grievances, maintains Departmental discipline and oversees the conduct and general behavior of personnel and initiates internal investigations when appropriate and directs corrective action as needed

Prepares and presents an annual budget for the department; directs the implementation of department's budget; plans for and reviews specifications for new or replacement equipment, and purchase requests.

Responsible for reviewing and authorizing invoices and statements for the payment by the City.

Prepares and submits periodic reports to the Mayor regarding the Department's activities and prepares a variety of reports as appropriate or requested.