

JACKSON POLICE DEPARTMENT

Number: 24.0

October 2019

ELECTRIC MOTORCYCLE PROGRAM

24.1 PURPOSE

- A. The primary purpose of the Motorcycle Program is to promote communication and public relations and to reduce crime and traffic accidents through high visibility patrol, including citizen interaction, traffic enforcement, special event escorts, traffic control and special assignments.
- B. The Police Motorcycle Program shall be operated with the highest possible level of professionalism and staffed with highly trained personnel.

24.2 GOAL

- A. It is the goal of the Motorcycle Program for motor officers to maintain the highest levels of skill, courtesy and safety at all times.

24.3 INITIAL MOTORCYCLE PROGRAM ENTRY

- A. Interested officers shall submit a letter of interest to the Operations Lieutenant.
- B. The Motorcycle Program Supervisor will evaluate applicants for their suitability to participate and the officer's ability to complete a basic police motor officer training course as approved by the department. Motor officers must be in good standing with the department before being considered for participation in the program and must come with positive recommendations from the sergeants for participation in the program. Motor officers must also possess a state "motorcycle" endorsement on their license.
- C. Motor officers will be selected based upon departmental needs and the department's ability to train the officer in motorcycle operation. Some motor officers may not be immediately selected for participation but could remain on an eligibility list until selected to participate.

24.4 MOTORCYCLE USE RESTRICTIONS

- A. No department member shall operate, move or otherwise tamper with a department motorcycle unless duly trained and authorized by the Motorcycle Program Supervisor.
- B. Motor officers shall not allow untrained persons to operate departmental motorcycles. Possession of a motorcycle endorsement does not constitute proper training or authorization.

24.5 REQUIRED MOTORCYCLE INSPECTIONS

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- A. Prior to and following each patrol, motor officers shall inspect their assigned motorcycle for cleanliness and proper mechanical function, in accordance with their training.
- B. Any damage discovered, or malfunction shall immediately be reported to a supervisor.
- C. The motor officer assigned to the motorcycle shall report the need for any service that may create a safety concern and shall not use the motorcycle if found to be defective.
- D. The Motorcycle Program Supervisor or his/her designee shall conduct a monthly inspection of all motorcycles, utilizing a Motorcycle Inspection form.

24.6 GENERAL MAINTENANCE AND CLEANING

- A. Scheduled Maintenance - It shall be the responsibility of each motor officer to inform the Motorcycle Program Supervisor when necessary maintenance is due for the motorcycle.
 - 1. The Motorcycle Program Supervisor and the TOJ Fleet Manager or his/her designee shall arrange for the required service as needed.
 - 2. The TOJ Fleet Manager or his/her designee shall maintain a record of maintenance, service and other mechanical duties performed on each motorcycle.
- B. Daily Cleaning
 - 1. Every effort shall be made to ensure the motorcycles are clean before being placed into service.
 - 2. Cleaning supplies will be made available and stored in a designated locker in the police parking garage
 - 3. All motors shall be left plugged in to re-charge the battery when not in use.
- C. Recharging
 - 1. **At the end of each shift, the motorcycle shall be plugged in to a charging outlet at a designated location with the police parking garage.**
 - 2. The charging cord for the motorcycle shall be stored at all times with the vehicle.

24.7 TOWING AND/OR TRANSPORT OF MOTORCYCLES

- A. Motorcycles shall be towed by the wrecker service under contract with the designated tow company.
- B. The wrecker service shall be notified that a motorcycle is "out of service" and only a flatbed or other wrecker capable of towing a motorcycle may be utilized.

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- C. The Department may authorize the use of a “motorcycle trailer” if one is available.
 - 1. The motorcycle trailer may be utilized only by personnel trained in its use, including proficiency in safely and properly tying down of the motorcycle.
 - 2. The Motorcycle Program Coordinator shall maintain a record of individuals authorized to operate or use a motorcycle trailer.

24.8 REQUIRED GEAR AND EQUIPMENT

- A. Protective Equipment- Motor officers shall wear the following protective equipment at all times while on motorcycle duty:
 - 1. Helmet
 - 2. Safety glasses or visor mounted protection
 - 3. Gloves
 - 4. Duty boots, no shoes.
- B. Secondary Hat - Motor officers may wear issued department baseball style cap as a secondary hat while outside for extended periods of time during the course of special details, accidents, etc., when wearing a helmet is not practical. The helmet should not be worn except while operating the motorcycle and during traffic stops. Otherwise the baseball style cap shall be worn when not in the immediate vicinity of the motorcycle.
- C. Necessary Equipment - Motor officers shall ensure that their assigned motorcycle is equipped at all time with the following items:
 - 1. Flashlight
 - 2. Jacket
 - 3. LIDAR
 - 4. First aid kit
 - 5. Clipboard with supply of necessary forms
 - 6. Ticket book and Statute/Ordinance reference guide
 - 7. These items should be distributed between the two saddle bags keeping in mind the necessity of keeping the motorcycle “in balance” as much as possible.

24.9 MOTORCYCLE CALL NUMBERS

- A. In order to avoid confusion between the motor units and patrol cars, the Jackson Police Department shall advise the on-duty dispatcher of their status as a motor’s officer. This will assist the dispatch center in filtering the types of calls appropriate for a motor officer to respond to.

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24.10 ASSIGNMENTS

- A. Motor officers will be assigned by the supervisor of the day as appropriate.
 - 1. Motor officers may be assigned to an area, special detail, or as a traffic enforcement unit at the discretion of the shift supervisor.
 - 2. Motor officers may be assigned to patrol duties.

24.11 HEALTH RESTRICTIONS

- A. Should a motor officer become aware of any health condition, which may adversely affect his/her safe operation of a motorcycle, he/she shall immediately:
 - 1. Notify the duty supervisor.
 - 2. Discontinue operation of the motorcycle.
- B. The motor officer shall not be allowed to operate a department motorcycle again until **both** of the following criteria are met:
 - 1. An approved physician has cleared the motor officer (a doctor's note shall be required to resume duty).
 - 2. The Operations Lieutenant has authorized the motor officer to resume active status within the motorcycle unit.

24.12 WEATHER

- A. The Department recognizes that weather conditions may affect the ability to perform police duties on a motorcycle. Therefore, the following weather related guidelines are established:
 - 1. Temperature - Outdoor temperatures below 40 degrees or above 90 degrees Fahrenheit may cause discomfort or additional fatigue when riding a motorcycle, particularly at higher temperatures. Motor officers shall not be permitted to ride motorcycles when outdoor temperatures are outside this range.
 - 2. Inclement Weather - During inclement weather (such as storms, heavy rain, lightning, high winds, snow, ice etc.) it shall be mandatory to discontinue motorcycle patrol and return to vehicle patrol.
 - a. In the event of a sudden and severe weather event the motor officer should take immediate cover at the nearest safe location and not resume use of the motorcycle until safe to do so.

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- b. Motor officers shall be reassigned to vehicle patrol or other duties until the weather improves and becomes safe to continue.

24.13 ROAD SUPERVISION

- A. Shift supervisors should conduct road supervision to monitor activities of motor officers while they are on duty.

24.14 TRAFFIC ENFORCEMENT

- A. **Police motorcycles are NOT high-speed enforcement vehicles.**
- B. Motor officers are expected to enforce traffic and criminal violations, take accident and other types of reports, and perform the patrol duties inherent with patrol assignments.
- C. In as much as motorcycles do not provide the protection afforded full-size patrol cars, consideration must be given to the timing and location of contemplated enforcement actions, such as busy roadways where it would be unsafe to stop a motorist. **Motor officer Safety is paramount during any enforcement effort.**
 - 1. If a motor officer is stopping a vehicle where there is a high probability of arrest, (DWUI, Suspended driver, Warrants, etc.) a police patrol vehicle should be dispatched to assist as soon as possible.
 - 2. Motor officers shall not engage in solo traffic enforcement on excessively busy roadways where it would be unsafe to do so.
 - 3. When riding in pairs, it is necessary to designate a “primary” motor officer.
 - a. It is the role of the primary motor officer to call out the details of the ride.
 - b. Use hand signals with loud and clear directions to facilitate the safe operation on the motors traveling in tandem.
 - c. The motor officers shall decide beforehand who shall be the primary motor officer.
 - d. The secondary motor officer shall be mindful of the primary motor officer’s direction unless extreme exigent circumstances arise which require the secondary motor officer to address an immediate area of concern or emergency.
 - e. When conducting speed enforcement it is recommended that one motor officer measure the speed and the second motor officer effect the traffic stop or work in tandem with patrol vehicles.

24.15 USE OF SPEED MEASURING DEVICES

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- A. Motorcycles may be equipped with speed measuring devices for traffic safety enforcement.
- B. Motor officers may use the devices in conjunction with a second motor officer or a patrol car.
- C. Due care and diligence shall be maintained when motor officers are utilizing this equipment during motorcycle operation.
- D. Motor officers shall use good discretion and judgment in working traffic enforcement and not over enforce any particular zone or street but only work an area long enough to correct poor driving situations or until the problem is remedied.

24.16 VEHICLE PURSUITS AND GENERAL OPERATION

- A. Motor units are NOT authorized to participate in vehicle pursuits due to safety concerns for the motor officer.
- B. Motor officers shall NOT ride the motorcycle off-road, cross over curbs, through standing water, in muddy conditions, or when it is likely that icy may be forming on the roadways unless absolutely necessary to do so.
- C. Motor officers shall promote the program from a community policing perspective and work to build trusting relationships with the motoring public. Special consideration must be given to prevent unwanted public relations concerns. Motor officers should help promote the program by advising citizens of the benefits of a 100% electric patrol vehicle with operational costs estimated at 1¢ per mile of operation.
- D. Motor officers shall not ride the motorcycle in a careless or reckless manner under any circumstances or at speeds that would be considered careless or reckless.
- E. Passengers are NOT authorized to be transported on motorcycles.
- F. The headlight on the motorcycle shall be utilized at all times during operation unless being utilized for an assignment that requires a stealth approach and pre-approved by the supervisor in charge of the assignment.
- G. Officers shall utilize body mounted/ and or motorcycle mounted cameras during traffic stops while working motorcycle patrol.
- H. Motorcycle helmets issued to the officer shall be kept in good working order/condition and accompany the officer when leaving the immediate vicinity of the motorcycle.
- I. Motorcycle officers are expected to obey all vehicle related policies and procedures of the police department, as well as Wyoming State traffic laws and local ordinances.

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24.17 TRAINING

- A. Motor officers must pass a Department approved training course. Motor officers must pass with a minimum score of 75% or higher.
- B. Motor officers shall be required to attend and complete a refresher training every year conducted by a current department instructor(s).
 - 1. Refresher training shall consist of completing a department approved course of 4 hours or more, as established by the Motorcycle Instructor.
 - 2. The refresher training shall take place in the spring season, no later than May 31st, at the direction of the Motorcycle Program Supervisor.
 - 3. Motor officers who do not complete the refresher training shall be placed on "inactive status."
 - 4. Motor officers on "inactive status" shall not be allowed to resume motor duty until completion of the refresher training, and approval of the Operations Lieutenant.
- C. Motor officers must maintain a high degree of skill; therefore the Motorcycle Program shall also conduct regular training sessions during the riding season as deemed necessary.
 - 1. Training sessions shall consist of 2 hours of training during the riding season (May 1st through September 30th).
 - 2. The Motorcycle Program Supervisor shall coordinate the training schedule, with the training to be conducted by the Motorcycle Unit Instructor.
 - 3. Motor officers who fail to meet training requirements or fail to demonstrate an acceptable skill level, shall be placed on "inactive status" until the motor officer demonstrates an acceptable skill level to the Motorcycle Program Supervisor.
 - 4. The Operations Lieutenant shall maintain records of all motorcycle training.

24.18 SAFETY MOTOR OFFICER

- A. During training, the Motorcycle Program Supervisor or his/her designee shall designate a "Safety Motor Officer."
- B. During training, the Motorcycle Program Supervisor or his/her designee shall designate a "Safety Motor Officer."
- C. The safety motor officer's duties shall consist of, but not be limited to the following:

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1. Have a police radio and cell phone during training exercises to report injuries or summon medical assistance if necessary.
2. Observe the training layout and design and be mindful of hazards or other potential problems and discourage dangerous maneuvers that could injure the motor officer or the equipment.
3. Call out immediately, any area of concern regarding a safety/training related issue.
4. Make sure a first aid kit is available during the session.
5. Observe the training in-progress and monitor the safe execution of the training exercises.