

ANYTOWN, USA

Police Sergeant Assessment Center

Roll Call Meeting Exercise

Instructions to Candidates:

In this exercise, you are asked to assume that you are a Sergeant in the Anytown Police Department. You are currently serving as a shift supervisor on the afternoon shift and you are about to have a meeting with several members of your shift to discuss several important policy issues that were discussed during the command staff meeting earlier today. These issues are as follows:

1. Watch Commander Jones has commented that some officers have been negligent in completing their reports properly. Some of the reports have been submitted with key pieces of information missing as well as incorrect addresses and telephone numbers, making the work of the detectives unnecessarily redundant.
2. A complaint was received last week from the Communications supervisor, who related that one or two officers on the afternoon shift have been giving one of the new dispatchers "a bad time" by making negative comments about his proficiency on the air and questioning calls received from him. Officers are to be reminded that any complaints about communications are to be channeled through the chain of command, beginning with their shift supervisor. Officers ARE NOT to make negative or derogatory comments on the air or on the MDT.
3. Deputy Chief Smith commented that he has seen officers who seem to spend a great deal of time hanging around the station after their shift begins. While there may be good reasons for this, he would like to remind all supervisors to ensure that their officers get on the road as soon as possible after their shift begins and return to the station no earlier than necessary at the end of the shift, unless they have good reasons for doing otherwise. He would also like to remind the officers that roll call is to be no longer than 15 minutes.
4. Volunteers are being accepted for officers to serve as instructors for the next Citizens Police Academy, which will be starting in January. Chief Reynolds is looking for some new faces since several officers have served as instructors several times already and he would like to give some of the newer officers a chance to get this valuable experience. While there is no compensation for this assignment, officers receive valuable experience in dealing with citizens and most officers have found it to be very worthwhile. Supervisors are asked to encourage their officers to volunteer for this important assignment.

5. Due to financial constraints, the Village has decided to hold off purchasing new cars until next year, so it will be necessary to make the current fleet last a while longer. Officers are reminded to keep their vehicles clean and checked regularly for needed or scheduled maintenance and to make every effort to take good care of their assigned vehicles. Also, the village is initiating a “no idling” policy for ALL village vehicles. Officers are to ensure their squads are left running only when absolutely necessary.

For the purpose of this exercise there will be two officers in your meeting. They are Officer Linda Bloom and Officer Charles Jackson. Both of these officers have been with the department for several years.

You will have 15 minutes to complete this assignment. You now have ten minutes to prepare for your meeting.