

MAUI COUNTY POLICE DEPARTMENT

GENERAL ORDERS
CHAPTER 102
ORGANIZATION AND MANAGEMENT

Effective date: 03/27/19

Revision date: 3/13/19

Rescinds: GO 102.7 (6/26/14)
New Materials Underscored

Accreditation Standards: 12.1.4

STAFF MEETINGS
G.O. 102.7

I. PURPOSE

Staff meetings are held to keep the Executive Staff informed of current Departmental events, changes in policy or procedures, as well as provide for the opportunity to exchange any additional information beneficial to the Department.

II. POLICY

Staff meetings are required to provide an opportunity to inform all Divisions of departmental issues which may affect the Department as a whole, or Divisions individually. The meetings create an atmosphere to exchange ideas, make management recommendations for change and to establish short and long term planning for the Department.

III. DEFINITIONS

COMMAND STAFF: The Command Staff is comprised of the Chief of Police, the Deputy Chief, the Assistant Chiefs, the Business Administrator and the Element Commanders.

DIVISION STAFF: The Division Staff is comprised of the Bureau Commanders and Element Commanders.

ELEMENT STAFF: The Element Staff is comprised of the Element Commanders and Supervisors.

EXECUTIVE STAFF: The Executive Staff is comprised of the Chief of Police, the Deputy Chief, the Assistant Chiefs and the Business Administrator.

IV. SCHEDULING STAFF MEETINGS

A. Executive Staff Meetings

The Executive Staff meets weekly in the Chief's Library.

B. Commanders Meetings

The Commanders meetings are scheduled by the Office of the Chief each month at 0830 hours, in the Chief's Conference Room.

C. Division Staff Meetings

The Division Staff meets at the discretion of the Bureau Commander.

D. Element Staff Meetings

Element Staff Meetings shall be scheduled within two weeks following the monthly commanders meeting.

V. PROCEDURE

A. The agenda for meetings is left to the discretion of the Chairperson.

1. Topics for discussion may include:

a. Proposed changes in operating policies and procedures.

2. Current Departmental events and updates.

a. Changes in personnel procedures.

3. Proposed Divisional changes.

a. Personnel duty assignments.

b. Other appropriate information.

B. Absences will not be accepted unless approved in writing by the attendee's Element Commander, prior to the start of meeting.


TIVOLI S. FAAUMU
Chief of Police