



## Fire and Police Commission

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### Memorandum

To: Leon W. Todd, Executive Director

From: Barbara Cooley, Research and Policy Analyst

Date: September 2, 2025

RE: SOP 082 – Training and Career Development  
SOP 160 – Persons with Mental Illness  
SOP 270 – Field Training and Evaluation Program  
SOP 320 – Canines  
SOP 560 – Property

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#### SOP 082 – Training and Career Development

Adding the recruit training requirements for the new lateral transfer police members since the first class will be starting this September. Those requirements are consistent with requirements under the MOU for recruiting lateral transfers and are as follows:

#### 082.20 RECRUIT OFFICER BASIC TRAINING (WILEAG 12.2.3)

##### C. LATERAL TRANSFER TRAINING

1. Police officers who laterally transfer to the Milwaukee Police Department from an instate law enforcement agency shall complete a 6-week training course prior to assignment to a patrol position. The course will provide an orientation to the department to include training in Phase IV of the recruit officer basic training (e.g., Active Bystandership for Law Enforcement (ABLE), Crisis Intervention Team (CIT), De-escalation, Fair and Impartial Policing, Procedural Justice).
2. Police officers who laterally transfer to the Milwaukee Police Department from an out-of-state law enforcement agency shall complete the 25-week training academy prior to assignment to a patrol position. The training will include Phase IIV of the recruit officer basic training.

## SOP 160 – Persons with Mental Illness

The following amendments are administrative in nature:

- Updating that copies of the Statement of Emergency Detention by Law Enforcement Officer form be sent to the Records Management Division and not Open Records in accordance with SOP 160.40(E).
- Adding the process for suicidal prisoners to be evaluated depending on if they are at a district station or the Central Booking Division (and if the Wellpath nurse is on or off duty).
- Adding procedures if MHEC contacts MPD about a voluntary person who becomes a risk to themselves or others as MPD must return to MHEC to determine if a Chapter 51 would now be required for the person.

## SOP 270 – Field Training and Evaluation Program

The only recommended update is adding the field training requirements for the new lateral transfer police members since the first class will be starting this September. Those requirements are as follows:

### 270.05 DEFINITIONS (WILEAG 12.2.4)

#### A. FIELD TRAINING PHASES

##### 3. Phase VI: Field training at a district station on a designated shift.

###### c. Lateral Transfer Police Members

1. Weeks 1 through 3: An OIT [Officer In Training] hired as a lateral transfer from another law enforcement agency shall be assigned to a training district with a field training officer (FTO), and are subject to daily observation and evaluation.
2. Week 4: An OIT shall work a full work week with a FTO or field training sergeant and shall perform duties as a solo patrol officer, subject to evaluation only. The FTO shall act as a field performance evaluator and not participate in the OIT's action unless a need to override is presented.
3. An OIT hired as a lateral transfer shall work a minimum of 16 days during this 4-week period with an FTO or field training sergeant.

4. Phase VII: Probationary period – 7 monthly evaluations to be completed by the probationary member's sergeant. Members hired as a lateral transfer from an instate law enforcement agency shall have 15 monthly evaluations to be completed by the probationary member's sergeant.

Members hired as a lateral transfer from an out of state law enforcement agency shall have 10 monthly evaluations to be completed by the probationary member's sergeant. (WILEAG 12.2.4.1, 12.2.4.2)

### SOP 320 – Canines

These amendments are additional requirements for the department's two facility dogs. Facility dogs are dogs specifically trained to provide comfort, reduce stress, and improve mental and emotional well-being for officers and staff within law enforcement agencies and also for community members. They may or may not be retired K9 dogs trained for drug detection or parole.

- Adding reference to the department's facility dogs in the purpose statement.
- Clarifying when a section refers to the patrol canine unit or the facility dogs.
- Updating that Explosive Ordinance Detection and patrol canine teams must maintain nationally recognized certification (this avoids us having to update our SOP every time the recognized agency changes their name).
- Updating the procedure for how to request a canine unit when the canine unit is off-duty.
- Adding canines must kept on a leash unless they are in an enclosed area to prevent escape.
- Adding the list of equipment provided to Facility Dog handlers.
- Adding how facility dogs must be boarded when the handler travels away from the City of Milwaukee for an extended period of time.
- Adding how handlers must ensure the department facility dog has access to proper medical care.
- Adding the required and initial training required for facility dogs.
- Grammatical updates throughout due to the fact the department now has 2 facility dogs.

### SOP 560 – Property

- The vast majority of the updates are procedural updates with moving from WinAce to the new FileonQ electronic property management system.

- Updating the dates the Property Control Division is open to the public.
- Updating a reference from the Technical Communications Division to the Department of Emergency Communications.
- Clarifying inventory reports must be completed and supervisor approved prior to the inventorying member securing from duty.
- Allowing lab trained Forensics Division staff members to have access to a work location's secure property room locker as a sworn Forensics Division supervisor is not always available.
- Adding members must indicate in the Circumstances field of the electronic inventory report if a controlled substance was tested for fentanyl and the results (officer safety).
- Updating that the Compliance Management Section conducts annual audits of the Property Control Division (not the Internal Affairs Division).
- Adding procedures for property temporarily signed out for reasons other than court.
- Adding when the Forensics Division will accept and process firearms.
- Adding the Forensics Division must file a supplemental report summarizing the results when receiving crime lab reports.
- Adding the time limit for when members must follow up on Wisconsin State Crime Lab DNA Databank Hits and the reference to Wisconsin statute.
- Updating how disposition orders must be completed for members who have separated from the department.
- Adding that all disposable homicide evidence investigated by the Criminal Investigation Bureau must be signed off on by the Homicide Division commanding officer or designee.
- Updating how long officer involved critical incident evidence must be retained to match the statute of limitations for such incidents. [Changed from 7 years to 3 years.]
- Updating the procedure for release of property to a citizen or other law enforcement agency.
- Adding the list of acceptable government issued photo identification accepted so this matches MPD's other policies that require photo identification.

- Clarifying that found firearms cannot be released to the finder [which they never have been in the past] and if not reported stolen must be destroyed by the Wisconsin State Crime Lab.
- Adding photographs of property must be imported into Evidence.com.
- Updating the procedure for how firearms must be made safe prior to being placed on inventory.
- Adding safes must be opened prior to being accepted by the Property Control Division.
- Minor grammatical updates throughout the policy.