

TOWNSHIP OF FLORENCE

ORDINANCE 2016-13

AN ORDINANCE SUPPLEMENT CHAPTER 22 OF THE TOWNSHIP CODE OF THE TOWNSHIP OF FLORENCE ENTITLED "POLICE DEPARTMENT" TO CREATE THE POSITION OF POLICE CHAPLAIN WITHIN THE TOWNSHIP OF FLORENCE POLICE DEPARTMENT

WHEREAS, N.J.S.A. 40A:14-141 provides that the governing body of any municipality may, by ordinance, appoint one or more chaplains to that municipality's police department; and

WHEREAS, the Chief of Police of the Township of Florence has recommended that it is in the best interest of the Township and the Township's Police Department to create the position of chaplain; and

WHEREAS, Township Council of the Township of Florence agree with the recommendation submitted by the Chief of Police and have determined that it is in the best interest of the residents of the Township of Florence and the members of the Police Department and their families to appoint Chaplains to assist them as needed in the performance of their duties and to provide counseling and other similar assistance on an as needed basis;

NOW, THEREFORE, BE IT ORDAINED by the Township Council of the Township of Florence in the County of Burlington, State of New Jersey that Chapter 22 of the Township Code be and is hereby supplemented as follows:

ARTICLE I: AMENDED SECTIONS. Chapter 22 of this Code, entitled "Police Department" is supplemented as follows"

1. §22-1 through §22-3 remain unchanged.
2. §22-4 is hereby created and entitled "Police Chaplain" and shall read as follows:

A. Purpose.

To create a partnership between the Florence Township Police Department and the various religious leaders of Florence Township to provide

enhanced policing and spiritual services to the service population.

B. Policy.

The Florence Township Police Department recognizes the influence and impact that faith based leaders have in people's lives within the community. The agency will work together in a partnership with qualified religious leaders, regardless of denomination, who are available to respond during a crisis or in time of need in providing a more personalized quality of service to the community. The religious leaders will perform tasks of a more spiritual nature while the officer addresses those tasks that are of law enforcement nature.

C. Definitions.

1. Police Chaplain - In accordance with N.J.S.A. 40A:14-141 a volunteer, ordained member of the clergy in good standing from the religious body from which he or she is selected who is available to provide spiritual help, guidance and counseling.
2. Police Chaplain Coordinator - A volunteer Police Chaplain who directs programs or events associated with the Police Chaplain Program.
3. Police Chaplain Liaison - A member of the command staff, designated by the Chief of Police, who administers the Police Chaplain Program for the department.

D. General Procedures.

1. Qualifications.
 - a. Candidates for Police Chaplain must be a duly ordained clergy member with a degree from an accredited institution. The candidate must be in good standing and an active participant in his or her church, parish, synagogue, or temple and be presently affiliated with a duly recognized religious place of faith located within Florence Township.

- b. Police Chaplains shall conform to all police procedures and departmental regulations, insofar as applicable, and shall be credentialed in accordance with the provisions of N.J.S.A. 40A:14-141.
- c. Police Chaplains shall demonstrate compassion and understanding for fellow human beings and be tactful and considerate in their approach to all people, regardless of race, creed, religion or national origin.
- d. The Police Chaplain Program is a volunteer service, without rank or salary. The candidate shall be available to serve in an on-call status, with a minimum availability to be determined based on the number of members enrolled in the program.
- e. Police Chaplains shall maintain high spiritual and moral standards and honor and abide by the seal of confessions and confidentiality.
- f. Police Chaplains shall complete the required training and orientation before being accepted into the program, and also complete regularly scheduled in-service training to remain active.
- g. Police Chaplains must possess a valid New Jersey driver's license and pass a criminal history and background check completed by the police department.
- h. Police Chaplains must not be under indictment, on bail pending court, parole, probation, or in any way be associated with any current criminal court proceedings, or convicted of any offense involving moral turpitude.
- i. Police Chaplains may not be in support or involved in any questionable activity or subversive activity against the government entity.

2. Duties and Responsibilities.

- a. Police Chaplains shall serve a law enforcement related community support service function. Police Chaplains are not sworn officers and do not have the

authority to make a full custody arrest. Police Chaplains are not authorized to physically interfere with law enforcement matters.

- b. Police Chaplains accept the responsibility to foster integrity and honor with the agency and community and execute his or her duties with a professional demeanor.
- c. Police Chaplains shall be requested to perform the following duties and any other duties that may be assigned by the Chief of Police:
 - 1. Assist the agency in making notifications to families concerning serious injuries or death;
 - 2. Visit sick or injured police department personnel at home or in the hospital;
 - 3. Attend and participate in funerals of active and retired members of the agency;
 - 4. Counsel police personnel regarding personal problems and stationhouse adjustments;
 - 5. Coordinate and conduct memorial services;
 - 6. Participate in in-service training programs;
 - 7. Attend departmental functions such as graduations, promotions, and award ceremonies;
 - 8. Assist in programs and counseling targeted at youthful offenders;
 - 9. Assist in enhancing public relations and community outreach;
 - 10. Meet with the Chief of Police and other police personnel on a regular basis for the purpose of ongoing evaluations, development of programs, and discussion of departmental morale.
- d. Police Chaplains will not wear a uniform or police related clothing that will give the appearance to the public that they are a sworn police officer. Police Chaplains shall wear clothing

representative of their faith or proper attire.

- i. The agency shall issue each Police Chaplain garment(s) identifying them as a Police Chaplain.
- ii. Each Police Chaplain shall also be issued an Florence Township Police Department photo identification card and badge that must be worn at all times when activated into service.

E. Appointment and Term of Office.

1. The Chief of Police shall recommend to the Township Administrator persons he or she believes meet the qualification of N.J.S.A. 40A:14-141. All applicants for the position of Police Chaplain shall be interviewed by the Chief of Police and his or her designee(s) to determine the applicant's qualifications in accordance with this policy.
2. The Township Administrator shall appoint Police Chaplains in accordance with this policy, with the advice and consent of the Chief of Police.
3. A person appointed as a Police Chaplain shall serve at the pleasure of the Township Police Department, and for a period of one year from the date of appointment and shall continue to serve in that capacity until he or she resigns, is terminated, or reappointed by the Township Council at the recommendation of the Chief of Police.
4. Notwithstanding the foregoing, the position shall be an "at will" position and the appointment of Police Chaplain may be terminated without cause.

F. Activation Procedure.

1. The Police Chaplain Coordinator will work with the Police Chaplain Liaison to create and maintain a duty list of availability for the chaplains.
 - a. The list will consist on an on-call Police Chaplain and a back-up Police Chaplain who

are available to respond in a time of crisis or need.

- b. The list will follow a 24/7 concept and will be made available to Burlington County Central Communications and the shift supervisors.
2. The shift supervisor will determine when a Police Chaplain is needed and utilize the on-call list to activate the Police Chaplain response in the emergent situation. If the on-call Police Chaplain is not available, the back-up Police Chaplain shall be contacted. If the on-call and back-up Police Chaplains are not available, any available Police Chaplain from the list shall be requested.
 - a. If the involved person(s) discloses his or her specific faith or requests to speak with a specific member of the clergy, the supervisor may forego the above process and contact a representative of that faith or the specific clergy member directly.
 3. The Shift supervisor will direct the Police Chaplain to respond to the location where the service is to be provided. The Police Chaplain is authorized to be present for support and guidance to the involved person(s) during the course of their duties and responsibilities. If requested, the Police Chaplain will also assist the involved person(s) in contacting a representative of their religious faith for additional support if the faith is different from the responding Police Chaplain.
 4. The shift supervisor will be responsible for the physical safety of the Police Chaplain. While risk of injury is an inherent part of police work, care is to be given as to not place the Police Chaplain in the way of undue harm.

G. Training.

1. The agency shall provide Police Chaplains training in those duties which they are authorized and assigned to perform.
2. Prior to appointment, each Police Chaplain candidate must attend and successfully complete a Basic Police Chaplain Training Course given by the International Conference of Police Chaplains.

3. Upon appointment, each Police Chaplain shall receive orientation training consisting of a review of the rules and regulations and policies and procedures of the Florence Township Police Department.
4. The orientation training shall also contain a block of field training instruction on the various incident and tasks handled by the agency. Emphasis will be placed on the Police Chaplain's role as a support function and will aid the Police Chaplain in knowing what to expect from members during a particular situation to assist in a support capacity.
5. Upon completing the orientation training, the Police Chaplain shall then schedule a ride-along session with a Field Training Officer or supervisor to personally experience the nature of police work. Each Police Chaplain will be required to complete a ride along at least once annually thereafter.
6. All the Police Chaplains will meet as a group at least semi-annually to receive updated instruction on updated policies and procedures from the Police Chaplain Liaison. These meetings will give Police Chaplains the ability to network with each other and discuss ideas and/or concerns with the program.
7. All training shall be coordinated by the Police Chaplain Coordinator and Police Chaplain Liaison.

H. Confidentiality.

1. All police information shall be considered confidential in nature. Police Chaplains shall not release or discuss confidential information to anyone.
2. Each Police Chaplain shall be required to sign a nondisclosure agreement. Subsequent disclosure of any confidential information verbally, in writing, or by any other means or media shall be grounds for immediate dismissal and possible criminal prosecution.
3. Police Chaplains shall hold to the "Seal of Confession" without exception. They should not surrender to subpoena, and they should not testify in a court of law, consult with anyone professional or otherwise in any way that might

jeopardize the seal of confession, even at risk of personal or professional harm.

1. Any conversations held that indicate criminal activity of the part of the person speaking to the Police Chaplain are not privileged conversations and that information is to be relayed immediately to a member of the Florence Police Department as required by law.
4. Privileged communication not regarded as confessional in nature should be regarded as highly confidential material and should only be revealed with the consent of the person involved. It is not the intent of the Florence Township Police Department to use Police Chaplains as a tool to solicit criminal confessions. Confidential information should only be revealed when it is assumed the revelation is for the greater good of the individual.

ARTICLE TWO. Repealer, Severability and Effective Date.

1. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.
2. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Council hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.
3. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

THEODORE J. LOVENDUSKI
COUNCIL PRESIDENT

JOY M. WEILER, RMC/MMC
TOWNSHIP CLERK

**TOWNSHIP OF FLORENCE
NOTICE OF PENDING ORDINANCE
Ordinance No. 2016-13**

**AN ORDINANCE SUPPLEMENT CHAPTER 22 OF THE TOWNSHIP CODE OF THE
TOWNSHIP OF FLORENCE ENTITLED "POLICE DEPARTMENT" TO CREATE THE
POSITION OF POLICE CHAPLAIN WITHIN THE TOWNSHIP OF FLORENCE
POLICE DEPARTMENT**

Take Notice that the Ordinance identified above which amends Chapter 22 entitled "Police Department" of the Township Code of the Township of Florence and authorizes the Township to create the position of Police Chaplain for the Florence Township Police Department, has been adopted on first reading by the Township Council of the Township of Florence, County of Burlington, State of New Jersey, held on May 4, 2016. It will be considered for final passage after public hearing to be held on May 18, 2016, at 8:00 P.M. in the Municipal Complex, Council Chambers, 711 Broad Street, Florence, New Jersey.

The Ordinance will take effect immediately upon adoption and publication as required by law.

Copies of the full ordinance are on file with the Township Clerk of the Township of Florence in the Municipal Complex. Copies may be obtained free of charge on request and a copy is posted on the municipal bulletin board in the Municipal Complex at 711 Broad Street, Florence, New Jersey.

Joy M. Weiler, RMC/MMC
Township Clerk