



# Canby Police Department

## OREGON ACCREDITATION ALLIANCE

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The Oregon Accreditation Alliance exists to improve the quality of law enforcement agencies in the State of Oregon and ultimately the quality of services provided to the citizens of this state.

The Oregon Accreditation Alliance was formed in April 2001. It was created under the direction and authority of the Oregon Association Chiefs of Police, the Oregon State Sheriff's Association, and the Association of Public Safety Communications Officials. The Alliance mutually supports and endorses the continued improvement of law enforcement and emergency communications services by establishing professional standards of accountability, management, and operations.

The Oregon Accreditation Alliance is governed by the Oregon Accreditation Alliance Board. The Board is composed of representatives from the Oregon Association Chiefs of Police, the Oregon State Sheriff's Association, and the Oregon Chapter of the Association of Public Safety Communications Officials. The purpose of the PSC is to review all agencies being presented for state accreditation to ensure that compliance with all applicable standards has been met. If all requirements have been met, the Board nominates the candidate agency to the respective parent organization for the award of state accreditation.

The Oregon Accreditation Alliance Board meets a minimum of four times each year, in the months of January, April, June and September.

## MISSION STATEMENT

The Oregon Accreditation Alliance is dedicated to providing its members with professional leadership in meeting organizational objectives regarding state accreditation.

We shall strive to ensure that all our members are served in a professional, ethical, and equitable manner. We aspire to increase the level of law enforcement professionalism among law enforcement agencies throughout the State of Oregon.

### VALUES

*Service  
Integrity  
Respect*

*"Dedicated  
police  
professionals  
committed to the  
community and  
the highest  
standard  
of excellence  
and  
achievement."*

## **PURPOSE**

The general purpose and mission of the Alliance shall be as follows:

1. To establish law enforcement standards that are uniform throughout the state;
2. To develop standards that are workable, practical, easily understood and clearly interpreted;
3. To establish standards which make an agency and its personnel accountable to the constituency they serve;
4. To establish and maintain standards which represent current professional law enforcement practices;
5. To increase the effectiveness and efficiency in the delivery of law enforcement services;
6. To promote confidence in the goals, policies and practices of the law enforcement agency;
7. To establish standards which address and reduce liability for the agency and its members; and,
8. To implement an Oregon program, that establishes standards for state accreditation.

## **AWARD OF ACCREDITATION**

Agencies wishing to pursue accreditation must comply with the procedures established by the Board for such accreditation, and with the agency requirements and responsibilities outlined in the Oregon Accreditation Alliance Accreditation Agreement executed with all member agencies.

When an agency is under consideration for award of accreditation and the agency is represented on the Board considering such nomination, the represented Board member shall not participate in any vote related to the nomination of the involved agency.

## **RE-ACCREDITATION**

Award of accreditation is for a period of three (3) years, beginning on the date of Board approval for the award. In order to maintain accredited status, agencies must schedule and complete an onsite assessment conducted by the Oregon Accreditation Alliance prior to the expiration date for accredited status.

Agencies will be allowed one extension per accredited term, with the timeline of the extension to be mutually agreed upon between the agency and the Oregon Accreditation Alliance. Extensions will not be granted for longer than six months. The agency CEO requesting the extension must present the agency's case for extension in person at the Board meeting preceding the expiration of accredited status. Subsequent to an extension and completion of an onsite for re-accreditation, the award of re-accreditation shall be retroactive to the original date of expiration of accredited status.

## **BENEFITS OF ACCREDITATION**

### ***For the Community:***

- Increases the law enforcement agency's ability to prevent and control crime through more efficient and effective delivery of services.
- Enhances community understanding of the law enforcement agency, its role in the community, and its goals and objectives.
- Creates a forum in which police and citizens work together to prevent and control crime through greater understanding of the challenges and impacts on law enforcement and the desires of the community.
- Enhances public confidence in the law enforcement agency.

### ***For the Chief Executive Officer:***

- Increases cooperation and coordination with other law enforcement and criminal justice agencies.
- Provides independent confirmation that policies comply with professional standards.
- Provides greater administrative and operational effectiveness.
- Insures continuous, systemized self-assessment of policies, procedures, and operational practices.
- Decreases exposure to civil liability and costly settlements, which leads to potential reductions in premiums for liability insurance.
- Provides state and local acknowledgement of professional competence.

### ***For Law Enforcement Personnel:***

- Enhances understanding of agency policies and procedures.
- Assures consistent recruitment, selection, and promotion processes and that employment practices are fair, equitable, and non-discriminatory.
- Increases morale within the agency.
- Increases pride and confidence in the agency and its operations.
- Ensures that agency policies and procedures are reduced to writing and available to all personnel.

## **WHAT IS THE PROCESS?**

1. ***Application Phase:*** The agency applies for membership in the Oregon Accreditation Alliance, completes a working agreement, and receives necessary materials to assist in the next phases.
2. ***Self-Assessment Phase:*** The agency determines its level of compliance with Oregon Accreditation Alliance standards. Files are established where proofs of compliance are compiled. In this phase all agency policies and procedures undergo a review, and are updated/revised as necessary.
3. ***Onsite Assessment:*** An Oregon Accreditation Alliance assessor(s) reviews the agency's policies, procedures, and practices against the standards to ensure necessary compliance.

is met. A report is then compiled and forwarded to the Oregon Accreditation Alliance Board for review and nomination to award accreditation made to the respective parent organization (OACP, OSSA, APCO).

4. **Review and Decision:** The governing Board of the respective parent organization reviews the OAA Board nomination and decides to award or defer accreditation. A date, time and location is then arranged for formal presentation of the award, which is usually at the respective parent organizations annual banquet.
5. **Re-Accreditation:** In order to maintain accredited status, agencies must provide annual documentation of continued compliance and undergo an onsite assessment every three years.

***How long does it take to prepare an agency for an onsite assessment?***

On average, it takes approximately 18-24 months to prepare an agency for an onsite assessment. Depending on agency circumstances or impacts, the time frame can be shorter or longer. Since the Canby Police Department was initially awarded their first accreditation on June 11, 2004, with a re-accreditation on January 15, 2008, the process for this accreditation took less time. The Police Department had the ability to provide the required documentation much faster because of the collection of that information since June of 2004.

***Does the Accreditation Manager need to be assigned full-time to preparing the agency for an onsite assessment?***

No, that is not necessary. Most agencies do not have sufficient resources to assign someone full-time as an Accreditation Manager. The majority of Accreditation Managers already have other full-time responsibilities. If done properly, the entire agency will be involved in the preparation process. With the Canby Police Department's management oversight, a person was contracted to prepare the documentation needed to submit for re-accreditation. For this re-accreditation, a person was assigned to this task for approximately three (3) months, working approximately forty (40) hours per week.