

TECHNICAL SERVICES BUREAU

The Technical Services Bureau is the second largest bureau in the Department, providing support to the operational components of the Department. The Technical Services Bureau components include the Management and Planning Section, the Animal Control Section, the Personnel Section, the Training Academy, and the Operations Support Division. The Operations Support Division is comprised of the Evidence Management Section, Management Information Services Section (MISS), Community Relations Section, the Communications Section, and the Central Records Section.

MANAGEMENT AND PLANNING SECTION

The Management and Planning Section is comprised of three main components, the Fiscal Unit, the Fleet Coordinator Unit, and the Grants and Planning Office.

FISCAL UNIT

The Fiscal Unit is comprised of the Police Budget Analyst and the Fiscal Coordinator. The Fiscal Unit is directly responsible for preparing and administering the operating and capital budgets, tracking department expenditures, and managing special account funds.

FLEET COORDINATOR

The Fleet Coordinator manages the vehicle fleet of the police department, overseeing the purchase, replacement, and planned maintenance of all police vehicles.

THE GRANTS AND PLANNING OFFICE

The Grants and Planning Office Manager is responsible for the three component units that comprise the office: the Grants Unit, the Strategic Planning Unit, and the Crime Analysis Unit.

Grants Unit

The Grants Unit is staffed with a Grants Coordinator who is responsible for managing federal, state, local, and private grants. The Grants Coordinator assists with grant development, audits, and other grant-related responsibilities.

Strategic Planning Unit

The Strategic Planning Unit is responsible for allocation of officers for patrol, including beat staffing and deployment, demographic research, and other command staff studies.

Crime Analysis Unit

The Crime Analysis Unit is responsible for daily crime analysis of burglaries and commercial robberies in support of tactical deployment of patrol officers, and to enhance the investigative efforts of other operational components of the Department.