

ORDINANCE 2016-15

TO AMEND SECTIONS OF THE ELLETTSVILLE TOWN CODE REGARDING POLICE PERSONEL POLICIES

BE IT ORDAINED AND ADOPTED by the Town Council of Ellettsville, Indiana:

Section 1. The following revisions are hereby made to Section 36.220 of the Ellettsville Personnel Policy. When an existing section of the ordinance is being amended, the text of the existing provision will appear in this style type, additions will appear **in this style type**, and deletions will appear ~~in this style type~~.

§ 36.220 DEFINITIONS.

For the purposes of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

PART-TIME. Police employees who work on an on call basis as needed by the Department with Supervisor's approval.

REGULAR FULL-TIME. Those police employees who include the Town Marshal and those deputies who are scheduled to work a rotating six consecutive eight hour and 15 minute shifts on duty totaling 49 hours and 30 minutes for their work week followed by three consecutive days off duty are considered regular full-time police employees. There are four possible shifts for full-time police employees.

SHIFT. The employee will typically be scheduled to work a minimum of four hours to a maximum of 12 hours when called in for shift coverage. There are special exceptions requiring less than four hours and excess of 12 hours which would be taken into consideration according to circumstance. Special exceptions requiring less than four hours would possibly be training sessions, court, and investigation follow-up. Special exceptions requiring in excess of 12 hours would be natural disasters, serious felony crimes, unplanned personnel absences or shortages.

SHIFTS. There are three standard shifts, and ~~one split shift~~ **two split shifts for sergeants**, utilized by the Department depending on needs and available personnel. Schedules are subject to change in order to meet needs of the Department and to ensure the town has police protection. **Sergeants may be assigned to split shift assignments unless lack of coverage dictates otherwise. Sergeants may work a variation of the shift in order to meet department needs.**

First shift: 6:45 am – 3:00 p.m.
Second shift: 2:45pm – 11:00 p.m.
~~Second shift 5:45 pm – 2:00 a.m.~~
Third shift: 10:45pm – 7:00 a.m.
Split shift #1 10:45am – 7:00 p.m.
Split shift #2 6:45pm – 3:00 a.m.

THE BOARD OF OFFICERS. Shall consist of the Town Marshal, Chief Deputy and Sergeants

THE STAFF REVIEW BOARD. Shall consist of the Town Marshal, Chief Deputy and Sergeants.

Section 2. This ordinance takes effect following passage.

This ordinance was passed and adopted by the Town Council of Ellettsville, Indiana, at the Ellettsville Fire Station, Ellettsville, Indiana, on the 27th day of December, 2017.

ELLETTSVILLE TOWN COUNCIL



Scott Oldham, President

Attest:



Sandra Hash, Clerk/Treasurer