

ORDINANCE NO. 2015-12

**AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT
CHAPTER 92 OF THE HILLSBOROUGH TOWNSHIP CODE,
ENTITLED "POLICE DEPARTMENT", MOST NOTABLY
SECTION 92-8, ENTITLED "APPOINTMENTS AND
PROMOTIONS"**

WHEREAS, the Township Committee seeks revisions to the current promotion process within the Hillsborough Police Department.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the Township Committee hereby amends, revises and supplements the Township Code of the Township of Hillsborough, Chapter 92, "Police Department", most notably Section 92-8, entitled "Appointments and Promotions" as follows:

1. Section 92-8B(2) is hereby amended, revised and supplemented by adding the following sentence:

"The Township Committee reserves the right to promote members of the Department more than one (1) rank at any time above the rank of Lieutenant, i.e. from Lieutenant to Chief."

2. Section 92-8B(4) is hereby amended, revised and supplemented as follows:

"(4) No Sergeant shall become eligible for a promotion to the rank of Lieutenant until he/she shall have served in the capacity of Sergeant for at least three (3) full years, exclusive of his/her probationary period. A Sergeant shall serve a probationary period of six (6) months before his/her appointment as Sergeant shall be deemed permanent. No Sergeant shall be eligible for promotion to any rank above Lieutenant."

3. Section 92-8B(5) is hereby amended, revised and supplemented as follows:

“(5) No Lieutenant shall become eligible for promotion to the rank of Captain or Police Chief within the Department until he/she shall have served in the capacity of Lieutenant for at least one (1) full year, exclusive of his/her probationary period. The probationary period for a lieutenant shall be six (6) months before his/her appointment to that rank shall be permanent.”

4. Section 92-8(B)(7)(a) is hereby amended, revised and supplemented as follows:

“(7) Selection process for promotion to Sergeant.

(a) The selection process for the promotion of a candidate from police officer to Sergeant shall be based on the following components:

(1) Written exam administered by the New Jersey State Chiefs of Police Association or other organization selected by the Chief of Police. This exam shall be scored on a Pass/Fail basis. An employee must score at least seventy (70) points on the examination to Pass. A Pass score is necessary to be considered for the remaining provisions of the promotional selection process for Sergeant, which is set forth below. The results of the examination will be effective for one (1) year from the date of the examination.

(2) Supervisory officers, other than Police Chief and Captains, promotional evaluation: Twenty (20) points. Sergeants shall evaluate all eligible patrolmen.

(3) Captains and Chief of Police’s promotional evaluation: Twenty (20) points.

(4) Oral Interview: Both members of the Township Police Committee and the Chief of Police shall interview each candidate for promotion: Fifty-five (55) points.

(5) Seniority: Up to five (5) points as established in Section 92-8(B)(12).”

5. Section 92-8(B)(8)(a) is hereby amended, revised and supplemented as follows:

“(8) Selection process for promotion to Lieutenant.

- (a) The selection process for promotion of a candidate to the position of Lieutenant shall be based on the following components:

(1) Police Chief, Captains and Lieutenants promotional evaluation: Forty (40) points.

(2) Oral Interview. Both members of the Township Police Committee and the Chief of Police shall interview each candidate for promotion: Fifty-five (55) points.

(3) Seniority: Up to five (5) points as established in Section 92-8(B)(12).”

6. Section 92-8(B)(9)(a) is hereby amended, revised and supplemented as follows:

“(a) The selection process for promotion of a candidate to the position of Captain or

Police Chief shall be based on the following components:

(1) (a) Oral interview to be conducted by the Township Committee for the position of Captain: Fifty (50) points.

(b) Oral interview to be conducted by the Township Committee for the position of Chief of Police: Seventy-five (75) points.

(2) (a) Promotion evaluation for the position of Captain by the Chief of Police: Twenty-five (25) points.

(b) There shall be no promotion evaluation by the Police Chief for the position of Police Chief.

(3) Personnel record: Twenty (20) points. This shall include, but not be limited to, the candidate's personnel file, yearly evaluations, disciplinary record, commendations and attendance record. The Township Committee shall adjudge a point total for each candidate.

(4) Seniority: Up to five (5) points as established in Section 92-8(B)(12)."

7. Section 92-8(B)(9)(b) is hereby amended, revised and supplemented as follows:

"(b) Candidate(s) above the passing score of 70 shall be considered for the promotion. The component parts of the oral interview, promotional evaluation and personnel record, as well as the methodology for crediting seniority points for years of service, shall be as set forth below. The ultimate determination as to promotion to the position of Sergeant, Lieutenant, Captain or Police Chief shall be that of the Township Committee."

8. Create a new Section 92-8(B)(13) as follows:

"(13) Once a list for promotion has been created identifying the candidate(s) who achieved a passing score for the rank in question, the results of the written examination only, where applicable, shall remain in effect for one (1) year following the completion and scoring of the written examination. The promotion list(s) created by the scoring provisions above shall remain in effect for six (6) months after the promotion(s) is (are) made. Thereafter, any scoring/interviews, other than the examination where applicable, must be done for each and every promotion."

9. All of the other provisions of these Sections not set forth herein shall remain in full force and effect. Additionally, all existing promotion lists shall no longer be effective as of July 1, 2015, except for the following: (a) the Lieutenant's promotion list shall no longer be effective as of September 9, 2015; and, (b) the Sergeant's promotion list shall no longer be effective as of October 2, 2015.

ATTEST:

TOWNSHIP OF HILLSBOROUGH

Pamela Borek, MBA, RMC
Hillsborough Township Clerk

Douglas Tomson, Mayor

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