



# Boulder Police Department Policy and Procedure

	<b>Subject:</b> Police Chaplain Unit		<b>General Order:</b> 124
	<b>Effective:</b> October 22, 2024 <b>Reviewed:</b> October 15, 2024	<b>Replaces:</b> G.O. 124 March 25, 2020	<b>Approved by:</b>  Chief Stephen Redfearn
<b>General Order Topic(s):</b> <b>124-1</b> Unit Description <b>124-2</b> Qualifications for the Boulder Police Department Chaplain's Unit <b>124-3</b> Chaplain Responsibilities and Duties <b>124-4</b> Chaplain's Conduct <b>124-5</b> Chaplain's Training <b>125-6</b> Lead Chaplain <b>125-7</b> Confidentiality		<b>Accreditation Standard(s):</b> N/A  <b>Statutory References:</b> C.R.S B.R.C <b>Related General Orders:</b> G.O. 106 Peer Support Team	

## POLICY

The Boulder Police Department Chaplain's Unit is a group of volunteer clergy whose function is to provide support and service to the Police Department's employees and their families. The goal is to enhance employee wellness, support employees during difficult times, and expand community relationships. It is meant to be an additional resource for support and to complement the other support networks.

## PROCEDURES

### **124-1 Unit Description**

The Chaplain's Unit is part of the Peer Support Team (PST) under the direct supervision of the PST Coordinator or Assistant Coordinator. It is comprised of chaplains representing the faith-based communities in the Boulder area who serve at the discretion of the Chief of Police or their designee. The selection of chaplains will be made with the assistance of an advisory board that will include members of the Boulder Police Department and the Rocky Mountain Police Chaplain's organization. Police chaplains will be selected after applying, participating in a selection process, and successfully completing a thorough background investigation. This is a volunteer program, and a chaplain may be removed from the program, without cause, by the Chief of Police or their designee.

### **124-2 Qualifications for the Boulder Police Department Chaplain's Unit**

Applicants should have three years of acceptable experience as one of the following: a clergy or retired clergy that was ordained/licensed by members of a church or religious order or organization or a prior military or law enforcement chaplain. They must have an

interest in law enforcement and serving the members of the department, an existing leadership position in a Boulder area church or faith-based community, and a willingness to commit the time necessary to make the service effective, as well as a willingness to respond in critical incidents/situations.

### **124-3 Chaplain Responsibilities and Duties**

- A. Chaplains are considered volunteers and serve in a non-sworn capacity. They will not represent themselves as a sworn member or engage in confrontation, pursuit, or arrest of suspects. Notification and/or call-out of a chaplain will be made by an on-duty supervisor or management staff personnel. Exposing chaplains to direct confrontation with suspects should be avoided.
- B. Responsibilities and duties of a chaplain will include but are not limited to:
  - 1. Making their services available to sworn and civilian personnel of the department, upon request.
  - 2. Attending department functions and ceremonies as requested.
  - 3. Assisting, as requested, with notifying families of department personnel in the event of serious injury or death.
  - 4. Visiting sick or injured employees at home or in the hospital, upon request.
  - 5. Assisting officers involved in critical incidents upon their request.
  - 6. Chaplains may be utilized during major emergencies, accidents, natural disasters, etc. on the direction of the command staff.
  - 7. Attend and participate in funerals of current and retired department employees as directed or requested.
  - 8. Any matter pertaining to the moral, spiritual, emotional, and/or religious welfare of department personnel when that guidance is desired or requested by a member.
  - 9. Being available at all times while on-call.
  - 10. Participating in training classes, seminars, and chaplain meetings adding up to a minimum of eight hours on an annual basis.
  - 11. Participating in ride-a-longs with on-duty police officers and interacting with sworn and civilian personnel in all divisions of the department; and
  - 12. Maintaining a monthly log of activities to be submitted to the Peer Support Team (PST) Coordinator or Assistant Coordinator.

### **124-4 Chaplains Conduct**

- A. The Chaplains Unit serves the department and the community with emotional support during trying or difficult times. The Unit is and will remain religiously neutral unless the person in need requests religious information or insight. The program is intended to be one of service and not for denominational recruitment.
- B. Chaplains are held to the same high standards of conduct as all department personnel. They are required to adhere to all applicable policies and procedures outlined in the Boulder Police Department General Orders.

- C. Chaplains will not use their position and association with the police department to influence any member of the community or gain any favor.

#### **124-5 Chaplain Training**

Chaplains shall attend an approved law enforcement chaplain's training course within one year of appointment to the unit. Previous completion of an approved course may be recognized. The department may pay or assist in paying for the cost of training if the chaplain's home church or faith-based community cannot. Within two years of being accepted to the Chaplain Unit, they will attend the Boulder Police Department Community Police Academy. Chaplains must attend and document a minimum of eight hours of continued law enforcement-related chaplaincy training, theological education, clergy training, or other related training/seminars approved by the PST Coordinator or Assistant Coordinator.

#### **124-6 Lead Chaplain**

A lead chaplain will be appointed to act as the liaison between the Chaplains Unit and the PST. They will assist in the development of the Chaplain Unit and coordination of the unit's ongoing training.

#### **124-7 Confidentiality**

Counseling conducted by chaplains with department employees, or their families will be in strict confidence in accordance with the law. In the event a chaplain determines they are unable to effectively counsel an employee or family member, the chaplain shall work with other department resources to find the appropriate support and assistance for that person.

#### **124-8 Dress Code**

All chaplains shall be neatly groomed and wear the department-approved uniform at all Boulder Police Department functions in which they participate. The approved uniform will be a department-issued "polo shirt" identifying the chaplain as a "Boulder Police Chaplain." Professional-looking pants will be worn with the uniform shirt.

- A. Chaplains shall not engage in a religious discussion with department personnel or otherwise attempt to convert, recruit, or evangelize unless the conversation is initiated by the employee.
- B. Chaplains are volunteers and are not a component of the chain of command. They shall not intervene or hinder any actions or decisions made by department employees in the performance of their duties.
- C. While participating in ride-a-longs, chaplains shall adhere to the requirements of the Boulder Police Department's ride-along program. At no time shall a police chaplain carry a firearm while acting in their capacity as a BPD chaplain.