

Wellfleet Police Department Pandemic (COVID-19) Continuity of Operations (COOP) Plan

36 Gross Hill Road Wellfleet, Ma 02667

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I. INTRODUCTION

The mission of the Wellfleet Police Department is to provide services to the Town of Wellfleet. This Continuity of Operations plan is designed to ensure the town can continue to achieve this mission to the greatest extent possible during a pandemic that impacts day to day operations.

II. PURPOSE. SPECIFICALLY, THIS PLAN IS DESIGNED TO:

- Ensure that the Wellfleet Police Department is prepared to respond to emergencies, to recover from them, and to mitigate against their impacts.
- Ensure that the Wellfleet Police Department is prepared to provide critical services in an environment that is threatened, diminished, or incapacitated.
- Facilitate the return to normal operating conditions of the department as soon as practical, based on circumstances and threat environment.
- Ensure that the Wellfleet Police Department can continue to provide service with minimal disruption.

III. ESSENTIAL FUNCTIONS

The following lists the essential, mission-critical functions of the Wellfleet Police Department.

Priority	Essential Functions
1	Maintain public order and safety
2	Enforce the law
3	Prevent, detect, and investigate criminal activities
4	Protect the lives and property of Wellfleet citizens
5	Provide basic social services

IV. ORDERS OF SUCCESSION

In the event the Wellfleet Police Chief is unavailable or is otherwise unable to perform the duties of their office, the activation and management of this plan will fall to their successors as follows:

Successors
Lieutenant Kevin M. LaRocco
Sergeant William E. Brazile
Sergeant Michael P. Turner
Sergeant Paul G. Clark
Detective Geraldine E. LaPense

Delegations of Authority

The Wellfleet Police Chief or acting successor may choose to delegate any role or authority within this plan to a successor or other employee of the Wellfleet Police Department.

V. POTENTIAL HAZARD:

- Pandemic/Public Health Emergency COVID-19

VI. POTENTIAL IMPACT OF REDUCTION OF FORCE

The Wellfleet Police Department requires a minimal staffing of two officers and one Dispatcher per shift to operate effectively. The following contingency plan will become effective should staffing fall below minimum standards. The chart below illustrates the Wellfleet Police Department's shift assignments.

Shift Assignments		
Night shift	2245-0700	Two Officer's / One Dispatcher
Day Shift	0645-1500	Two Officer's / One Dispatcher
Evening Shift	1445-2300	Two Officer's / One Dispatcher

Should staffing fall below minimum standards at any time, we would utilize the following agencies to assist with shift coverage and to continue the operations of the Wellfleet Police Department.

Eastham Police Department

Truro Police Department

Provincetown Police Department

National Park Services

Barnstable County Sherriff Department

Massachusetts State Police Department

Massachusetts National Guard

Additional Resources available to the Wellfleet Police Department:

Multi-Agency Coordination Center (MACC)

Barnstable County Regional Emergency Planning Committee (BCREPC)

Wellfleet Fire Department

Wellfleet Board of Health

The following is a list of services and/or police procedure changes which are currently in affect:

- A. Officers will not respond to priority 2 or 3 medical calls with “flu like” symptoms.
- B. We will be temporarily allowing our Officers to take reports over the phone for any issue or incident that we feel would not require a visit to your home. Some examples could be:
 - 1. Neighbor disputes/civil matters
 - 2. Calls for advice
 - 3. Credit card/ Identity theft
 - 4. Animal matters that are not a threat to public safety.
- C. All officers are encouraged to conduct as much business as possible over the telephone.
- D. The public areas within the police station will remain open, however, we encourage citizens to contact officers by telephone, rather than coming into lobby.
- E. We will continue to comply with our mutual aid agreements with neighboring Towns as it pertains to assistance with calls of service.
- F. In order to maintain shift coverage, the department will work with all personnel to address any issues that could prevent them from reporting for duty. (childcare, medical or personal).
- G. In the event of an exposure the department will follow CDC and Mass DPH protocol.