

Deelee, on last week I sent my resume and a short note explaining some listed duties I performed while employed with the Baton Rouge Police Department. To explain further, the scope of those duties performed involved the protection of life and property through the enforcement of laws and regulations. It required me to self-initiate preliminary and follow-up investigations. It required the submittal of documentation/reports based upon field notes of my investigations and patrol activities while working in Uniform Patrol. I also made arrests, processed criminals, and testified in court. I also conducted emergency duties during adverse weather conditions and determined when to use force and to what degree.

As a Supervisor for BRPD, I directly supervised and coordinated the activities of the members of Uniform Patrol. I offered expertise and guidance, ensuring that policy and procedures were conducted in accordance to the laws and regulations.

As a Commander, I was responsible for the productivity of other supervisors that performed other roles and responsibilities. It involved communication, conflict resolution, leadership, critical thinking and teamwork, to name a few. Problem solving was key. I coordinated meetings with my supervisory and uniformed personnel. I spoke with my District Commanders often. From that, law enforcement strategies and directives concerning public safety occurred and were implemented within the department with administrative approval. During that time, I never administered any grants or processes while serving in a leadership position with BRPD, or while performing my duties as a law enforcement officer.

With that, a review of the Professional Service Contract was performed. In the attachment, Scope of Services. It outlined what the project manager responsibilities were. It listed primary duties and responsibilities and project implementation planning. It allows that I work closely with a designated BRPD Project Grant Director. It does not require me, to perform or attempt any law enforcement duties. It does require me to work with community, government officials, Advisory Council appointees, and others to ensure that the grants goals, funding, reporting, and guidelines are adhered to under their supervision. Effective collaboration with all parties is the key.

Please, if there is anything more that I can contribute or explain, allow me to do so.

With kind regards,

Kevin Newman