

Commendations

If you see a Police Department employee exhibit outstanding behavior, tell the employee – or us – about it. Following are suggestions for commending an employee.

How to commend a Police Department employee:

- Write a letter to the employee's Police Chief or Supervisor at:

Wilmer Police Department
219 E. Beltline Road
Wilmer, TX 75172

Or Email: wilmerpolice@cityofwilmer.net

Commendation letters are logged and placed in the employee's permanent personnel file.

- Call the Police Department at 972-441-6565 and ask to speak with the employee's supervisor.
- If you are unsure of the employee's name, describe the employee and list the specific actions or demeanor that impressed you. Mention the location, date and time the incident occurred.

Complaints

When a citizen has a complaint against a Wilmer Police Department employee (commissioned or civilian), the complaint is directed to the department's Internal Affairs Officer, located at the Wilmer Police Department, 219 E. Beltline Road, Wilmer, TX 75172. Office hours are 8:00 a.m. to 5 p.m., Monday through Friday. If

the office is closed, you may still file a complaint with any Police Department supervisor, who will then forward your report.

Texas law requires that all complaints against police officers be in writing and signed by the person making the complaint. Complaints must be made within 30 days of the incident unless special circumstances exist. The person who was wronged must file the complaint; other persons may give statements as witnesses.

Internal Affairs investigators will ensure that a thorough investigation of your complaint is conducted. Just as citizens who are arrested must be told the charges against them, a police employee must be given a copy of the complaint before any disciplinary action is taken. When the investigation is completed, you will be notified of the results and action taken.

False Complaints

Filing a false complaint against a police employee is a violation of the Texas Penal Code, Section 37.02. If a person knowingly and intentionally makes a false statement under oath, or swears to the truth of a false statement previously made under oath, a person may be found guilty and punished by a fine up to \$4,000, confinement in jail up to one year, or by both fine and imprisonment.

What happens when a complaint is upheld?

When the investigation finds that the charges against a police employee are true, the employee's Police Chief notifies the employee and may take one of the following actions:

- (1) remedial training,
- (2) documented verbal counseling;
- (3) written reprimand;
- (4) suspension without pay;

(5) demotion for cause; or

(6) termination

Employees can appeal the department's decision to uphold a complaint and the decision to discipline the employee.

What happens when a complaint is not upheld?

Complaints must be supported by sufficient evidence. When the investigation cannot find the degree of evidence necessary to prove the employee acted improperly, the employee and the citizen are both notified in writing.

Racial Profiling Complaints

CCP Art. 2.132 Law Enforcement Policy on Racial Profiling requires the department to provide public education on the racial profiling complaint process. For the Wilmer Police Department, this process is the same as the department's complaint process, as described on this web site.

The Wilmer Police Department is vitally interested in taking action when its employees are derelict in their duties or are guilty of wrongdoing. Your complaint will be given a fair and thorough investigation.

Contact Us At

Wilmer Police Department

219 E. Beltline Road

Wilmer, TX 75172

972-441-6565

wilmerpolice@cityofwilmer.net