

Complaint Guidelines and Procedures

Mission Statement:

The Wheatland Police Department mission will strive to maintain a safe environment to live, work, and visit by furnishing the highest quality of law enforcement, support services, and public information with the resources available to us.

We will professionally interact with our community by being highly visible and ensuring each police contact is carried out fairly, impartially and with respect.

We will achieve our mission through professional standards, continual education and training of our officers.

Policing is a difficult and complex job within today's society. With that in mind, we realize mistakes can be made and actions of our personnel may fall short of expectations. Thus the Wheatland Police Department is committed to conducting complete and impartial investigations when complaints are received concerning the performance of any of our personnel.

Who can make a complaint?

Complaints will be accepted from anyone regardless of race, religion, age or standing in a criminal case.

Anonymous complaints will be accepted, but must have sufficient details to conduct a feasible investigation. The Chief of Police will determine whether the investigation has merit to proceed and if enough information is present.

Note: Complaints taken from juveniles (17 or younger) must be accompanied by their parent or guardian.

How do I file a complaint?

Complaints may be filed in any of the following ways when concerning a Wheatland Police Department employee:

1. Come to the police station and ask to talk with a supervisor of the employee.
2. Call the police department at 307-322-2141 and ask to talk with a supervisor of the employee.
3. Complete the Web based form (www.wheatlandpolice.org) and either mail or bring in to the Wheatland Police Department.
4. Simply write a letter to the Chief of Police regarding your situation.

How does the complaint process work?

1. Once a complaint has been made aware to the appropriate supervisor through one of the four means listed above, the employee's supervisor will contact the complainant regarding the situation for an interview. This interview will generally be in person and the supervisor will make arrangements for a time to meet with the complainant at either the police department or other neutral place.
2. The employee's supervisor will begin their investigation and contact all involved including those witnesses the complainant provided. At times the supervisor may have to do a follow up interview with the complainant to clarify any issues that may arise during the investigation.
3. The employee's supervisor will then prepare a report for the Chief of Police in regards to the situation once all interviews and evidence, if any, has been reviewed.
4. When the Chief of Police receives the report, he will review and may contact the complainant again to clarify any questions he may have in regards to the situation. The Chief, after reviewing the report and conducting any follow-up, will then render his decision as to whether or not misconduct has occurred by the employee involved.
5. Once a decision has been made concerning the incident, the complainant will be contacted and advised whether or not misconduct occurred.

How long does a investigation take until a disposition is rendered?

The Wheatland Police Department strives to have all employee complaints completed within ninety (90) days of the date the complaint was received. Sometimes unforeseeable circumstances do arise, therefore; some investigations may take longer in order to complete a thorough investigation.