

	KANSAS CITY MISSOURI POLICE DEPARTMENT		DATE OF ISSUE 6/3/2015	EFFECTIVE DATE 6/3/2015	NO. 235-7
	<b>PERSONNEL POLICY</b>				
SUBJECT Policy Series 200: Employee Guidelines 235 – Re-employment of Former Department Members				AMENDS	
REFERENCE PPBM: Personnel Actions and Salary Adjustments; College Incentive Program; Educational Assistance RSMo 84.450, 86.433 and 86.457			RESCINDS PPBM 235-6		

## I. INTRODUCTION

The department has established guidelines for re-employment of former members.

## II. POLICY

- A. Members will not be considered for re-employment if separation was due to:
  - 1. Termination due to a disciplinary action.
  - 2. Resignation with a pending termination recommendation or a pending disciplinary action which could have resulted in termination.
- B. Qualified former members who resign may be considered for re-employment two times in each of the employment status categories of sworn and non-sworn.
- C. All vacation and sick leave balances will start at zero for sworn and non-sworn members when they are re-employed by the department.
- \*D. Members who served in a non-sworn capacity for over five years immediately prior to becoming a Police Officer Candidate, but do not complete their probationary period as a Probationary Police Officer, resign and are immediately re-employed as a non-sworn member will continue to earn vacation time as if there were no break in service.
- \*E. A member's prior Demeanor Record is part of a member's employment record. Any new discipline or commendation will be a continuation to the previous Demeanor Record.
- \*F. A member's Demeanor Record from previous employment with KCPD, as well as current employment, will be considered when determining discipline.

\*G. A re-employed sworn member must have three consecutive years of service with the Kansas City Missouri Police Department computed from the sworn member's most recent appointment date to participate in the selection process for a specialized position.

\*H A re-employed sworn member must have eighteen consecutive months computed from the member's most recent appointment date to participate in the selection process for an undercover position.

I. Sworn Members

1. Who retire under the provisions of RSMo 84.450, 86.433, or 86.457 may be re-employed as non-sworn members when they possess special skills or qualifications for a position. They will be eligible for the same benefits as other non-sworn members except membership in the Civilian Retirement System.

2. Who are re-employed as sworn members:

a. Must meet established employment qualifications as maintained in the Human Resources Division.

b. Must meet residency requirements.

c. Must meet Missouri Police Officer Standards and Training (P.O.S.T.) certification requirements.

d. Will receive a new employment date.

\*e. Will receive a new appointment date.

f. Will serve a six (6) month probationary period. Upon completion of the probationary period, the member will be evaluated to determine successful completion. There will be no salary increase.

g. Will be eligible to receive college incentive pay after successful completion of the probationary period. Refer to the written directive entitled "College Incentive Program."

h. Will refer to written directive entitled, "Personnel Actions and Salary Adjustments' for information on sworn pay ranges."

\*i. Will receive the Law Enforcement Rank of Police Officer.

- \*j. Will not receive educational assistance for training acquired through P.O.S.T.
  - \*k. May purchase prior service time toward retirement. Prior service time purchased will not count toward participation in a promotional process or selection process.
  - \*l. Will refer to the written directive entitled, "Sworn Promotional Process for Captain and Sergeant" regarding questions of eligibility to participate in the promotional processes.
3. Training needs for sworn members that are re-employed by the department will be individually determined by the Academy Director based on the experience and training of the member.
  - \*4. Sworn Members changing to a non-sworn position must resign as a sworn member and be re-employed as a non-sworn member.

J. Non-sworn Members

1. Who retire from the department will not be eligible for re-employment.
2. Who are re-employed as non-sworn members:
  - a. Must meet residency requirements.
  - b. Will receive a new employment date.
  - c. Will receive a new appointment date.
  - d. Will serve a six (6) month probationary period. Upon completion of the probationary period the member will be evaluated to determine successful completion. There will be no salary increase.
  - e. Will be eligible to receive college incentive pay after successful completion of the probationary period. Refer to the written directive entitled, "College Incentive Program."
  - f. Will refer to the written directive entitled, "Personnel Actions and Salary Adjustments" for information on non-sworn pay ranges.

- \*g. Will refer to the written direct entitled, “Selection Process For Vacancies” for further information on Non-Sworn Career Mobility..”

Darryl Forté  
Chief of Police

Adopted by the Board of Police Commissioners this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

Alvin Brooks  
Board President

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