

## COMMUNITY PARTNERSHIP

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The Hodgenville Police Department provides a clear process for citizens to file complaints regarding alleged misconduct by employees and a pathway to submit commendations for extraordinary employee performance.

HPD is dedicated to establishing and maintaining a positive working relationship with community members, business owners, visitors, and our law enforcement partners. We continuously strive to improve the community's trust in our ability to provide the highest level of police services possible.

Citizen participation and involvement is vital in our ability to successfully manage the police department. This brochure outlines the basic steps necessary for you to let the department know your opinion concerning the quality of our police services. We value your opinion!

IF YOU WITNESS AN OFFICER  
DOING SOMETHING YOU THINK  
IS WRONG OR AN OFFICER  
GOING ABOVE AND BEYOND  
THE CALL OF DUTY, DOCUMENT  
THE DATE, TIME, LOCATION,  
THEN CONTACT US. WE WANT  
TO HEAR FROM YOU.

***IN GOD WE TRUST***

HODGENVILLE POLICE DEPARTMENT

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**Chief of Police**  
45 W. High St  
Hodgenville, KY 42748  
270-491-5357  
[www.hodgenvillepd.com](http://www.hodgenvillepd.com)

COMMENDATION  
OR  
COMPLAINT

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LET US KNOW  
HOW WE ARE  
DOING

## COMPLAINT PROCEDURE

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The purpose of investigating complaints is to ensure continued confidence of the community by upholding the integrity of the police department. The complaint procedure provides citizens a way to make legitimate complaints regarding police employees. It also protects employees from false or unwarranted accusations.

### FILING A COMPLAINT

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**Step 1:** Contact the Chief of Police. You may file a complaint in person, by telephone, by mail, or by visiting our website. Complaint forms are available online. Anonymous complaints are also accepted.

**Step 2:** Upon receipt of the complaint an investigator with HPD will contact you. You may be requested to provide a sworn statement, produce any evidence of the allegation, and discuss the complaint in detail.

**Step 3:** You will be notified of the completion of a thorough investigation and will have an opportunity to discuss the outcome. All cases remain confidential until a final disposition. If the allegation is sustained, the appropriate action will be taken.

## RECOGNITION

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The Officers of the Hodgenville Police Department strive every day to not only protect and serve the residents of the City of Hodgenville and Larue County, but to make the city a better place to live. It is our policy to recognize employees who demonstrate exemplary performance in their duties. We receive letters and phone calls each year from citizens expressing gratitude for a job well done.

There are two award categories: Letters of Commendation and departmental awards. You can complement an employee by calling the Chief of Police, writing a letter, or by visiting our website. A letter is preferred so it can be placed in the employee's personnel file.



## KRS

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Kentucky Revised Statute 15.520 governs the process for the receipt and processing of complaints. After a complaint has been investigated it is given one of the following classifications:

**Sustained:** The employee was found to be in violation of department policy or procedure.

**Not Sustained:** There was not enough evidence to prove or disprove the allegation.

**Exonerated:** The employee was within guidelines of department policy and procedures.

**Unfounded:** The complaint is false, or the accused employee was not involved in the incident, or there is no basis in fact that the incident occurred.

**Other:** Other violations exist; or the policy does not properly address the allegations; or there is confusion/conflict in the policy; or the policy was non-existent, or the policy itself was deficient.