

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: Police Department

AGENDA DATE: 1/30/24

PUBLIC HEARING DATE: N/A

CONTACT PERSON NAME AND PHONE NUMBER: Executive Assistant Chief Z. Silva 915 212-4306

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: 2- Set the Standard for a Safe and Secure City Safe and Secure

SUBGOAL: 2.3 - Increase public safety operational efficiency

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

That the City Manager is authorized to sign a MOU between the City of El Paso through the El Paso Police Department and the Office of the Under Secretary of Defense for Personnel and Readiness, US DOD, to allow the participation of the EPPD in the Skillbridge Program allowing qualified servicemembers to participate in the El Paso Police Academy

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

This will assist the EPPD in getting more qualified candidates through the military without incurring additional costs

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

No


AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Manager or his designee be authorized to sign a Memorandum of Understanding by and between the City of El Paso, Texas through the El Paso Police Department and the Office of the Under Secretary of Defense for Personnel and Readiness, U.S. Department of Defense to allow the participation of the El Paso Police Department in the Department of Defense SkillBridge Program, allowing qualified servicemembers to participate in the El Paso Police Academy during their last 180 days of military service; and

That the City Manager or his designee be authorized to sign any additional Memoranda of Understanding or Memoranda of Agreement with each Military Department participating in the Skillbridge Program as needed for the participation of the El Paso Police Department in the SkillBridge Program.

APPROVED this ____ day of January, 2024.

CITY OF EL PASO

Oscar Leeser
Mayor

ATTEST:

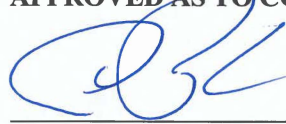
Laura D. Prine
City Clerk

APPROVED AS TO FORM



Eric Gutierrez
Senior Assistant City Attorney

APPROVED AS TO CONTENT



Peter Pacillas, Chief
El Paso Police Department

MOU Resubmission

El Paso Police Department

Recommendation:

Comments: Organization is a municipal entity, no business record required.

Reason for Declination:

Associated costs for this training program is incongruent with the DoD policy – it is not “no to low cost.” If cost associated with the training cannot be covered by TA and/or GI Bill, this application/MOU is disapproved due to incongruency with established policy and financial risk to transitioning service members.

Contents:

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- Training Details 10 – 13
- MOU 14 – 19

Ticket number
783499000011747436
QP ID
173930846

Response Details

ID:	173930846
Timestamp:	12 Dec, 2023 07:03:00 PM EST
IP Address:	209.194.208.117
Time Taken:	2145 seconds
Back Button Usage:	Not used
Score:	0.0
Survey Language:	English
Source Identifier:	
Email Address:	
Email List:	

Integration Tags

External Reference:	
Zoho Ticket ID :	783499000011747436
Custom Variable 2 :	
Custom Variable 3 :	
Custom Variable 4 :	
Custom Variable 5 :	

Geo Coding

Country:	
Region:	
Latitude:	0.0
Longitude:	0.0
Radius:	0.0

Questions marked with a * are required
DOD SkillBridge - Combined Application 2023

* I acknowledge and understand that my responses below are as enforceable as to the extent of a handwritten signature for enforcement/enforceability on documents.

» I understand and acknowledge the above statement.

*
Please click below to indicate that you are over the age of 18 and agree to share your information based on the SkillBridge privacy policy.

» I agree.

*
If approved by the Department of Defense for participation as a DOD SkillBridge partner, I agree on behalf of our organization to comply with the Department of Defense Equal Opportunity Policies as stated below:
The Department of Defense (DOD) is dedicated to equality of treatment and opportunity for all personnel without regard to race, religion, color, sex (including gender identity), sexual orientation, or national origin. The DOD strives to maintain a professional working environment in which a service member's race, religion, color, sex (including gender identity), sexual orientation, or national

origin will not impact his or her professional opportunities. Accordingly, within each selection charter those candidates who are best and fully qualified you must ensure that service members are not disadvantaged because of their race, religion, color, sex (including gender identity), sexual orientation, or national origin. Your evaluation of all service members must afford them fair and equitable consideration. You should be particularly vigilant in your evaluation to take care that no service member's opportunity is disadvantaged by biased utilization policies or practices. You should evaluate each service member's potential to assume the responsibilities of the next opportunity. This guidance shall not be interpreted as requiring or permitting preferential treatment of any service member or group of individuals on the grounds of race, religion, color, sex (including gender identity), sexual orientation, or national origin.

» I agree

*

It is imperative that each program applying to become a SkillBridge partner understands service members get **one** transition opportunity and SkillBridge opportunities are designed to set service members up for post-service success.

Does your program set service members up for post-service success by discussing hiring and employment options for the service member during their training?

» Yes, we dedicate time during training to discuss hiring and employment options.

*

By checking this box, I attest on behalf of our organization that the information provided within this application survey form is true and accurate to the best of my knowledge and belief. In accordance with Title 5, Section 552(a), of the United States Code (1974 Privacy Act) I authorize and consent to allowing my SkillBridge Program details to be publicly posted to the SkillBridge website.

» I agree

Provide the name of the organization that is applying to be a SkillBridge Program industry partner:

El Paso Police Department

Provide the Employer Identification Number (EIN):

746000749

Provide the organization's **full** mailing address:

Address Line 1

Address Line 2

City, State, Zip Code

911 N Raynor El Paso TX 79903

Provide the organization's phone number:

9152124000

Provide the URL to your organization's website.

<https://www.elpasotexas.gov/police-department/>

First Name:

Zina

Last Name:

Silva

Position Title:

Executive Assistant Chief

Phone Number:

9154947455

Email Address:

1799@Elpasotexas.gov

First Name:

Zina

Last Name:

Silva

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Email Address:

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First Name:

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Last Name:

Silva

Position Title:

Executive Assistant Chief

Phone Number:

9154947455

Email Address:

1799@Elpasotexas.gov

* Are you preparing this application for another company?

» No

* Is your organization a Fortune 1000 company?

» No

* What is your organization's type?

» County/Municipality/City

*

Does your organization support cohorts?

» No

*

Will your organization support other military-connected populations (*i.e., veterans and military spouses*)?

Please check all that apply.

» Service members

» Veterans

* Are you a Governmental partner?

(*i.e. Federal, State, or Local government agency such as Department of Energy, Labor, Education, etc.*)

» Yes

* Is your organization a DOD contractor?

» No

* Does your organization have an opportunity wherein a Service member may expect to transition into an occupation that has pay that is exclusively or primarily commission based?

» No

* Has your organization previously participated in DoD related SkillBridge program or a Career Skills Program (CSP) with any branches of the armed services without having a DoD/OSD – level agreement or MOU signed?

» No

* Which branches of the armed services has your organization participated in a DoD related SkillBridge program or Career Skills

Program (CSP) with?

- » Air Force
- » Army
- » Coast Guard
- » Marine Corps
- » Navy
- » Space Force

Provide the name of your SkillBridge Program, if different from the organization name.
If the same, please enter "same".

same

* What is the delivery method for the proposed SkillBridge program?

(Note: If your program is accepted, this information will be displayed on the SkillBridge website)

- » In-person

* Will the in-person delivery for the proposed SkillBridge program be on-base or off-base?
(select all that apply)

- » Off-base

* Will your program be delivered in multiple locations?

- » No, program will be delivered in one location

*
In which state(s) will your program be delivered?

- » Texas (TX)

* Will your program have opportunities nationwide (i.e., offered in three or more states in two or more U.S. regions)?

- » No

Please specify the location(s) where the in-person SkillBridge program will be delivered (military base **and/or** city and state):

	Military Base Installation	City	State
* Address of Location 1		El Paso TX 79903	Texas
* Address of Location 2			
* Address of Location 3			
* Address of Location 4			
* Address of Location 5			

* Address of Location 6

* Address of Location 7

* Address of Location 8

* Address of Location 9

* Address of Location 10

* More than 10 Locations?

Type "More" in each cell.

* What is the approximate duration of the proposed SkillBridge program?

» 151 to 180 days

* Is your organization able to accommodate opportunities of 120 days or fewer?

» No

* Will your organization *only* be providing training?

» Yes

* Does your organization have a network of partners established that will hire the graduates of this program upon completion?

» No

* Is your organization the only entity from this program that is looking to hire the participants?

» No

* How many participants is your organization looking to hire annually?

» 10 or more participants

* Will participation in the program require that the Service member utilize benefit programs (e.g., *GI Bill*) ?

» No

* Are there other costs to the Service member for this program?

» No

* Please select the relevant Department of Labor O*NET Job Family(ies) to your proposed SkillBridge Program:

» Other Police

If you are unable to find an O*NET job family that reflects the job related to your proposed SkillBridge program, please enter the job title(s) here:

police

Job Description(s):

The applicant will under immediate supervision, learn general and specific state and local law enforcement policies, tactic, and procedures to qualify for certification as a Texas Peace Officer.

Estimated starting salary range(s):

Estimated Starting Salary is 47,833.28

* Estimated labor demand/anticipated demand:

» Growing

* Please select all of the following that apply to occupation(s) to which your SkillBridge program applies:

- » It is in sufficient demand in the civilian workforce with a reasonable expectation and high probability of post-service employment by the Service member in that occupation following separation.
- » It offers a rate of pay in the civilian workforce that is commensurate with the knowledge, skills, and abilities required to successfully perform the occupation.
- » It offers reasonable prospects of advancement, especially if it is an entry-level position.

* Please indicate the best characterization of your proposed SkillBridge program:

» Job Training Program or Employment Skills Training Program - A method of preparing individuals to perform specific tasks by providing information about the task, demonstrations of how the tasks are performed, opportunities for the individuals to perform the tasks, and assessments of each individual's level of performance. Training or education to acquire the skills required to obtain employment, advance in employment, or adapt to the changing demands of the workplace.

* Please check which of the following apply to your proposed employment skills or training SkillBridge program. The proposed SkillBridge program is:

» None of the above

Please describe the objective of the proposed opportunity:

The objective is to provide transitioning military personnel the opportunity to obtain the basic entry level training needed to test for police officer and be prepared to move into the police officer ranks after successfully completing the program

Please list any terms and conditions for your proposed SkillBridge program:

The applicant needs to be able to attend the police academy training program full-time, Monday-Friday for approximately 6 months.

Please provide any additional details about your prospective SkillBridge program:

This program is being designed to allow transitioning military personnel the opportunity to enter into the police academy as police trainees and participate in the first phase of the academy training program. The first phase of the program will be conducted at the El Paso Police Training Academy and will teach all the basic skills necessary to qualify and pass the Texas Commission on Law Enforcement (TCOLE) exam. Upon successful completion of the TCOLE exam, the participating military personnel will now be qualified to apply as a police officer. Phase 2 would be the military applicant applying as a police officer and going through the one year police rookie training program which is an on-the-job training program, under the tutelage and guidance of a Field Training Officer. After completing the 1 year program the applicant is now a full fledged Officer.

*

Does your organization have currently existing MOU/MOA(s) with any military installations for similar Job Skills programs such as the Army Career Skills Program or related opportunities?

» Yes

* Is your SkillBridge Program designed for any targeted military occupation codes (MOCs)?

» No, this SkillBridge Program applies to all MOCs

* Are there prerequisite eligibility requirements

» Yes

Please list the eligibility requirements for your SkillBridge program:

Must be a minimum of twenty-one (21) years of age by the date of graduation from the Academy. Must be a current U.S. Citizen and reside within the U.S. Meet El Paso Police Department pre appointment standards including a rigid background investigation, and a comprehensive medical/psychological examination with drug screening. Applicants with prior military service may not currently have a dishonorable discharge or other discharge based on misconduct which bars future military service.

Response Details

ID:	173931640
Timestamp:	12 Dec, 2023 07:40:37 PM EST
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Time Taken:	1021 seconds
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Email List:	

Integration Tags

External Reference:	173930846
Zoho Ticket ID :	783499000011747436
Custom Variable 2 :	
Custom Variable 3 :	
Custom Variable 4 :	
Custom Variable 5 :	

Geo Coding

Country:	
Region:	
Latitude:	0.0
Longitude:	0.0
Radius:	0.0

Questions marked with a * are required
DoD SkillBridge - Training Plan

Provide the name of the organization that is applying to be a DOD SkillBridge Program industry partner:

El Paso Police Department

What is the job title associated with this training plan?

e.g., Data Analyst

Police Officer

Please provide a brief description of the above job:

The Police Patrol Officer is considered the most crucial component of any police organization. Their role and function is to provide emergency services and other types of vital aid to the community. Local police departments are heavily relied on for a variety of situations such as traffic control, mob control, political escorts, civil unrest, 911 calls for service, criminal investigations and community support in terms of health fairs, school programs and other community partnerships.

* How long does it take to complete the entire training program?

null

» 151 - 180 days

Please describe in detail the time breakdown of each of the instructional modules in your training plan.

The training plan must include detail about employment skill development commensurate with the desired length of the Skillbridge program opportunity to provide information to Service members and their Service leadership. For example, if the program is 6 months that is potentially 960 hours of training.

CLASSROOM TRAINING Course content will consist of the Basic Peace Officer Course (BPOC). BPOC is an accreditation program and completion of the program is required by the State of Texas prior to taking the state exam. Furthermore, an additional 364 hours of department mandated training is required prior to program completion. • BPOC is 720 hours of mandated course content; however, the El Paso Police Department in order to reach departmental standards requires an additional 138 hour to the BPOC for a total of 858 hours of training. • BPOC modules are as followed: □ Professional Police Practices □ Constitutional Law, Criminal Law and Criminal Justice System □ Illegal Substances and Special Regulations □ Family, Children and Victims of Crime □ Traffic Regulation □ Communication/Language Skills □ Use of Force □ Special Populations □ Arrest Procedures □ Investigations □ Vehicle Operations □ Patrol Operations □ Medical □ Weapons □ All Hazards Training □ End of Course Review • El Paso Police Department mandates an additional 364 hours of department mandated, (Non-BPOC) training prior to graduation. See Below: □ Aspects of Law □ Policy and Procedures □ Mandated City Courses □ Special Regulations □ City Computer and Systems Operations □ Force Options □ FTO Program WEAPONS TRAINING All El Paso Police Department weapons systems require a certification and display of proficiency prior to being allowed to carry on duty. • Weapons systems authorized by the El Paso Police Department (Non Special Teams): □ Handgun (Light mounting and red dot system) □ M4 (Urban patrol rifle) □ Taser □ OC (Pepper spray) □ Baton (Expandable/ PR24) Less Lethal (Bean bag launcher) TAKE-DOWNS AND PRISONER CONTROL The El Paso Police has adopted the Hicks Arrest and Control System as their defensive tactic system. The Hicks Program was developed by a former Navy Seal and adopted to fit the needs and legal standards of a police officer in a use of force situation. The certification course is 80 hours for our trainees. • Hicks Program lesson categories: □ Mindset □ Targets and Weapons of the Body □ Generation of Power □ Takedowns □ Escapes from Grasp □ Ground Defense □ Handcuffing □ Weapon Retention and Disarming □ Challenging Body Types □ Transporting □ Vehicle Extraction Emergency Vehicle Operation Course (EVOC): EVOC is a course designed to teach officers how to operate patrol units/city vehicle in emergency conditions. EVOC also provides officers with methods and techniques for safe vehicle operations under all conditions, with the ultimate goal of reducing preventable collisions. EVOC combines decision making abilities and driving skills to provide for the best handling of vehicles under normal, moderate and highly stressful conditions. This course is a 40-hour course involving proficiency test that must be passed.

Clearly express how the organizations SkillBridge training objectives align with job competencies for each block of training (usually derived from a job task analysis for the job opportunity).

The Position of Police Officer is the first line field personnel that responds to community needs that are based on 911 calls for service. These 911 calls include, but are not limited to; emergency response requests for traffic accidents/fatalities, homicides, robberies, burglaries, assaults, thefts and other types of crimes. The Police Trainee role is based on the Basic Peace Officer Certification program (BPOC) that provides the standard of training required for a person to become a certified Peace Officer. All Peace Officers are required to attend these courses and then pass the Texas Commission on Law Enforcement (TCOLE) certification test. Both of these must be successfully completed in order to be hired as a Police Officer. These standards ensure that the Police Department, and the community it serves, is hiring the best employees possible to provide police services. The Police Trainee program is a long and arduous process to complete. The entire training takes approximately 10.5 months to complete – this includes specialty training like, hand to hand combat, weapons training, CPR, mental health awareness, penal code and other college level topics. It is crucial that the Police Trainee complete this program successfully before going into the real-world field environment where the Trainee now moves into the role of Rookie Officer with one year of probationary training. At the completion of the one-year training program the rookie officer becomes a full fledged police officer. Due to the 12-month probationary period for the rookie officer it becomes imperative that their 10.5 month training program is completed successfully.

Please provide a list of each instructional module and its associated learning objective.

e.g., *Prepare for certification - Complete Continuing Education Units (CEUs).*

#1000720 BASIC PEACE OFFICER COURSE In accordance with Commission regulations, the Basic Peace Officer Course shall consist of a minimum of 720 classroom hours and shall include, but not limited to, the subjects set forth below. This is the recommended sequence for teaching the course. Module A Introduction/Personnel Orientation 0. Administrative/Departmental Overview 0 Module B Professional Police Practices 1. Professionalism and Ethics 12 2. Professional Policing 12 3. Fitness, Wellness, and Stress Management 16 4. TCOLE Rules 4 5. Multiculturalism and Human Relations 8 6. Racial profiling 4 Module C Constitutional Law, Criminal Law, and the Criminal Justice System 7. US, Texas Constitution, and Rights 10 8. Penal Code 50 9. Code of Criminal Procedure 12 10. Arrest, Search, and Seizure 40 11. Asset Forfeiture 4 12. Identity Crimes 4 13. Consular Notification 1 14. Civil Process 4 Module D Illegal Substances and Special Regulations 15. Health and Safety Code and Controlled Substance Act 12 16. Alcoholic Beverage Code 4 Module E Family, Children, and Victims of Crime 17. Sexual Assault and Family Violence 12 18. Missing and Exploited Children 8 19. Child Alert Check List 1 20. Victims of Crime 10 21. Human Trafficking 4 Module F Traffic Regulation 22. Traffic Code/Crash Investigation/ TIM 74 23. Intoxicated Driver (SFST) 24 Module G Communication/Language 24. Written Communication 16 25. Verbal Communication/Public Interaction 16 26. Spanish 16 Module H Use of Force 27. De-escalation Strategies 8 28. Force Options Theory 28 Module I Special Populations 29. Crisis Intervention Training 40 30. Traumatic Brain Injury 2 Module J Arrest Procedures 31. Arrest and Control 40 Module K Investigations 32. Criminal Investigations 40 33. Juvenile Offenders 10 Module L Vehicle Operation 34. Professional Police Driving 32 Module M Patrol Operation 35. Patrol Skills/Traffic Stops 46 36. Radio Communications/Amber-Silver Alert/TCIC-TLETS 16 37. Civilian Interaction Training 2 38. Interacting with Deaf and Hard of Hearing 4 39. Canine Encounters 4 Module N Medical 40. Emergency Medical Assistance 16 Module O Weapons 41. Firearms 48 Module P All Hazards Training 42. HazMat Awareness/ICS 4 Module Q End of Course Review 2 Total Hours: 720'

*

Which instructional methods are used to provide training?

» Classroom Instruction

» Online Instruction

» Hands On Demonstration/On-The-Job Training (OJT)

Please describe in detail who will be delivering training and their training credentials.

e.g., *Dr. Jane Doe -- VP of Analysis with 10 years of experience. Doctorate in Statistics.*

The El Paso Police Academy

Please describe the standardized grading rubric used to evaluate trainees.

e.g., *Demonstrates understanding of basic statistical principles - 10%*

Correctly identifies reporting errors - 5%

Recruit must successfully pass all classroom instruction 80% test score Recruit must demonstrate proficiency in handling all department issued/required weapons systems Pass/Fail Recruit must demonstrate proficiency in all hand to hand combat training, take downs, handcuffing and prisoner control Pass/Fail Recruit must successfully pass the TCOLE License Test 70%

Please list any credentials, certificate, or hours gained toward licenses and/or certifications upon completing training.

e.g., *Eams 20 continuing education credits toward Certified Analytics Professional (CAP) certification.*

Law Enforcement Certificate

Do you need to submit a new application for an additional program?

» No

MEMORANDUM OF UNDERSTANDING
BETWEEN THE
OFFICE OF THE UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND
READINESS, U.S. DEPARTMENT OF DEFENSE AND
El Paso Police Department
SKILLBRIDGE PROVIDER

This Memorandum of Understanding (MOU) is between the Office of the Under Secretary of Defense for Personnel and Readiness (USD(P&R)) of the U.S. Department of Defense (DoD) and El Paso Police Department, hereinafter referred to collectively as the "Parties".

1. BACKGROUND: The DoD SkillBridge Program (sometimes referred to by the Military Departments as the Career Skill Program (CSP)), is a program that encourages Service members to capitalize on training and development opportunities throughout their military career so that they may grow and develop as professionals fully capable of serving the Nation – both during their time in uniform and after their term of military service, as civilians. SkillBridge programs hosted by public and private organizations are vetted and, if appropriate, approved by the Office of the USD(P&R). In order for a program to receive initial approval by the Office of the USD(P&R), the hosting organization must enter into an MOU with the Office of the USD(P&R) acknowledging certain rules and requirements in operating the program. Additional, more detailed Memoranda of Understanding or Memoranda of Agreement (MOA) with each Military Department participating in the program may also be required in order to meet command, installation and Service-specific requirements.
2. AUTHORITIES:
 - 2.1. DoDI 1322.29 "Job Training, Employment Skills Training, Apprenticeships, and Internships (JTEST-AI) for Eligible Service Members," 24 January 2014
 - 2.2. DoDI 1344.07 "Personal Commercial Solicitation on DoD Installations", 30 March 2006
 - 2.3. DoDI 1000.15 "Procedures and Support for Non-Federal Entities Authorized to Operate on DoD Installations", 24 October 2008
3. PURPOSE: This MOU establishes parameters for the participation of transitioning Service members in El Paso Police Department's proposed SkillBridge Program (the Program). Service members who are within 180 days of separating from service and who have completed at least 180 days of service are eligible for consideration. Specifics of the program, to include the type and duration of the

training, apprenticeship, or internship provided through the program, will be established in Department-specific MOU/MOAs or Office of the USD(P&R) authoritative public interface.

4. UNDERSTANDINGS OF THE PARTIES:

4.1. The Office of the USD(P&R) will:

4.1.1. Ensure that each Military Department participating in the program appoints a representative at each installation hosting activities of El Paso Police Department 's SkillBridge program to maintain continuing liaison with the designated representatives of El Paso Police Department.

4.1.2. Ensure that participating Military Departments provide installation access to Service members participating in El Paso Police Department 's SkillBridge program on installations under the Department's authority in accordance with base access requirements.

4.1.3. Inform relevant Service member populations about the availability of El Paso Police Department 's program and refer interested candidates to appropriate resource material for more information on El Paso Police Department 's program.

4.1.4. Ensure that participating Military Departments pre-screen applicants to ensure they meet minimum requirements to participate and have received approval to participate from the first field grade commander, O-4 and above, in the Service member's chain of command, who is authorized to impose non-judicial punishment under 10 U.S.C. 815, Article 15, also known as the Uniform Code of Military Justice (UCMJ).

4.1.5. Authorize designated SkillBridge training locations as places of duty for participating Service members, with the understanding that a member's participation in the program may be terminated at any time, based on mission requirements, the member's conduct, and/or other Service needs.

4.2. The Service member shall adhere to the rules, regulations, procedures, and policies of El Paso Police Department while on El Paso Police Department 's premises including, but not limited to, rules stated in the Service member Statement and Acknowledgement, if applicable. This includes the DoD requiring individual non-disclosure agreements from the Service member.

4.3. El Paso Police Department will:

- 4.4. Provide no remuneration to Service members for services performed while participating in the program, further, ensure program participants comply with other restrictions on acceptance of compensation and gifts, bars on representation of El Paso Police Department before Federal employees, and other ethics rules applicable to Service members as expressed in the criminal conflict of interest statutes (18 U.S.C. § 201209), the Standards of Conduct for Employees of the Executive Branch (5 C.F.R. 2635), and the Joint Ethics Regulation (DoD 5500.07-R).
- 4.4.1. Appoint a representative to maintain continuing liaison with USD (P&R), designated Military Department, and installation representatives.
- 4.4.2. Assume overall responsibility for the execution of its SkillBridge program, both on and off participating Military installations.
- 4.4.3. Screen and select participants for El Paso Police Department's SkillBridge program from among those candidates approved for participation by Military Department authorities.
- 4.4.4. Maintain regular communication with Service members who are SkillBridge program participants and their host employers. Notify the appropriate Military Department, installation liaison, or command approving authority immediately upon learning of any attendance issues, disciplinary concerns, or injuries relating to a Service member who is a SkillBridge participant.
- 4.4.5. Conduct a program feedback survey with Service member SkillBridge program participants and work with designated Military Department installation representatives to address any program concerns and, if necessary, to provide final outcomes to USD(P&R).
- 4.4.6. At a minimum, provide 90-, and 180-day post-program employment updates to USD(P&R) and the Military Department liaison when identified by the Military Department.
- 4.4.7. El Paso Police Department shall not suggest official DoD or Military Department sanction or endorsement of its products or services because of participation in the SkillBridge program or otherwise.
5. Inform the Installation Public Affairs Office (PAO) when any media coverage is expected relating to the El Paso Police Department's SkillBridge program. All materials intended for use in connection with such coverage must be provided to the PAO.

6. PERSONNEL: Each party is responsible for all costs of its personnel including pay and benefits, support, and travel. Each party is responsible for the supervision and management of its own personnel.

7. GENERAL PROVISIONS:

- 7.1. POINTS OF CONTACT: The following points of contact (POCs) will be used by the Parties to communicate the implementation of this MOU. Each party may change its POC upon reasonable notice to the other party.

- 7.1.1. For the Office of the USD(P&R):

DOD SkillBridge Program
Military-Civilian Transition Office, Suite 05E22
4800 Mark Center Drive
Alexandria, VA 22350-1200

- 7.1.2. For El Paso Police Department

Email: jacobitzje@elpasotexas.gov

Mailing address: 1799@elpasotexas.gov
Executive Assist Chief Z. Silva
Police Headquarters
911 N. Raynor
El Paso, Texas 79903

- 7.2. CORRESPONDENCE: All correspondence ~~except for initial transmission of this agreement~~ to be sent and notices to be given pursuant to this MOU will be addressed to **(do NOT email or mail** this form to contact noted here):

- 7.2.1. For the Office of the USD(P&R):

DOD SkillBridge Program
Military-Civilian Transition Office, Suite 05E22
4800 Mark Center Drive
Alexandria, VA 22350-1200

- 7.2.2. For El Paso Police Department

Email: jacobitzje@elpasotexas.gov

Mailing Address: Executive Assistant Chief Z. Silva
1799@elpasotexas.gov
Police Headquarters
911 N. Raynor El Paso, TX 79903

- 7.3. REVIEW AND MODIFICATION OF MOU: This MOU will be in its entirety triennially and updates will be initiated, as required. This MOU may only be modified by the written consent of the Parties, duly signed by their authorized representatives.

- 7.4. FUNDS AND MANPOWER: This MOU does not document nor provide for the exchange of funds or manpower, other than participating Service members, between the two parties nor does it make any commitment of funds or resources.

- 7.5. DISPUTES: Any disputes relating to this MOU will, subject to any applicable law, Executive Order, Directive, or Instruction, be resolved by consultation between the Parties in accordance with DoDI 4000.19 "Support Agreements".
- 7.6. NONENDORSEMENT: In accordance with the Joint Ethics Regulation, DoD is prohibited from endorsing or implying that it will endorse any nonfederal entity, event, product, service or enterprise. The Parties recognize that this agreement does not constitute DoD endorsement of El Paso Police Department or any of its products or services.
- 7.7. TRANSFERABILITY: This MOU is not transferable except with the written consent of the Parties.
- 7.8. TERMINATION OF UNDERSTANDING: This MOU may be terminated by any Party with 90 days written notice to the other Party. The DoD may terminate this MOU without written notice if DoD determines, in its sole discretion, that it is no longer able to meet the terms of this MOU based on military operational requirements or national emergency. The DoD may terminate this MOU without written notice if DoD determines, in its sole discretion, that the SkillBridge provider, or any of its partners or subsidiaries operating under this agreement, fail to comply with the terms of this MOU.
- 7.9. SERVICE MEMBER RELEASE FROM SKILLBRIDGE OPPORTUNITY:
Either the DoD or El Paso Police Department may release a Service member from the Program if, in the opinion of either party, the Service member is not actively and satisfactorily participating with the provided training. The DoD may release a Service member from placement with El Paso Police Department if it determines that the Service member is not being utilized by El Paso Police Department consistent with the goals of the Program. Prior to releasing the Service member, DoD and El Paso Police Department shall confer and try to resolve the issue(s), short of release of Service member from the Program. However, for the avoidance of doubt, each party retains ultimate right to end the Program after consultation with the other party.
- 7.10. CONSENT TO IDENTIFICATION: Neither party shall use the other party's name outside their organization without the other party's express written consent, which consent shall not be unreasonably withheld or delayed. Such consent shall not be unreasonably withheld or delayed.
- 7.11. ENTIRE UNDERSTANDING: It is expressly understood and agreed that this MOU embodies the entire understanding between the Parties.

7.12. EFFECTIVE DATE: This MOU takes effect beginning on the day after the last Party signs.

7.13. EXPIRATION DATE: This MOU expires on _____
(date to be determined by *agreement between DoD and organization's representative*).

AGREED:

For El Paso Police Department Organization Name
Executive Assistant Chief Z. Silva
Name: #1799 Individual with Signing Authority

Executive Assistant Chief Zina Silva 1/16/2024
sign date

For the SkillBridge Program Office

sign date

Certificate Of Completion

Envelope Id: 5FF149525A2343CDAB35C711F3B0641C

Status: Sent

Subject: DOD SkillBridge Partner Application Review - 783499000011747436 - El Paso Police Department

LHN Ticket ID: 783499000011747436

QP Intake ID: 173930846

Organization Name: El Paso Police Department

Source Envelope:

Document Pages: 19

Signatures: 0

Envelope Originator:

Certificate Pages: 5

Initials: 0

SkillBridge Admin 2

AutoNav: Enabled

Comments: yes

8204 Greentree Manor Lane

EnvelopeId Stamping: Enabled

Fairfax Station, VA 22039

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

SBPDS2account@protonmail.com

IP Address: 100.6.75.164

Record Tracking

Status: Original

Holder: SkillBridge Admin 2

Location: DocuSign

12/14/2023 7:53:22 AM

SBPDS2account@protonmail.com

Signer Events**Signature****Timestamp**

OSD SkillBridge Review

Completed

Sent: 12/14/2023 7:54:14 AM

osd.pentagon.ousd-p-r.mbx.skillbridge@mail.mil

Viewed: 12/14/2023 10:32:55 AM

Security Level: Email, Account Authentication (None)

Using IP Address: 57.140.32.12

Signed: 12/14/2023 10:34:25 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Jerry Jacobitz

Sent: 12/14/2023 10:34:26 AM

jacobitzje@elpasotexas.gov

Viewed: 12/14/2023 11:38:09 AM

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Accepted: 12/14/2023 11:38:09 AM

ID: 0f8c0718-ce67-423b-bd82-5fbc31bdb171

OSD Signatory

dodhra.mc-alex.dssc.mbx.osd-skillbridge-approver@mail.mil

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

SkillBridge Admin 1

SBPDSaccount@protonmail.com

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp**

Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	12/14/2023 7:54:14 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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