



JANESVILLE POLICE DEPARTMENT

Business: (608) 755-3100
Administration: (608) 755-3088

Facsimile: (608) 755-3004
Website: www.ci.janesville.wi.us



John W. Olsen
Deputy Chief of Police
(608) 755-3213
olsenj@ci.janesville.wi.us

David J. Moore
Chief of Police
(608) 755-3142
moored@ci.janesville.wi.us

Jimmy G. Holford Jr.
Deputy Chief of Police
(608) 755-3149
holfordj@ci.janesville.wi.us

Janesville Police Department Complaint Procedure

If you have a question or complaint in regard to how an incident was handled by a member of the Janesville Police Department, the first person you should speak to is the shift supervisor (608-755-3100). The Department encourages citizens to bring forward legitimate grievances regarding misconduct by employees. The shift supervisor is the person who will have the most direct knowledge of the incident/call for service and will be the best person to handle your concerns. Most complaints are able to be handled to the satisfaction of everyone involved by a conversation in this manner.

If you are not satisfied with the outcome after speaking with the shift supervisor, you may file a written Citizen's Complaint Report. A complaint form can be obtained at the police department front desk and are available by mail upon request.

When completing the form, please provide as much information as possible, including specific dates and times, and the names, badge numbers or car numbers of the employees involved, what specifically you are complaining about, and what you would like to see happen. You may use additional paper as needed. It is also very important that you provide us with the names of any witnesses, if possible, and how they can be contacted. Please remember to provide your personal contact information. Depending on the circumstances and information provided, you may be contacted again for additional information.

The Janesville Police Department will respect the citizen's right to make these complaints with anonymity; however, any complaint submitted to us becomes a public record. This means that upon request, the complaint and related documents may be subject to disclosure to the news media or anyone else that makes a request for documents. The news media or any person may choose to make the complaint and investigation public once the investigation is complete. If you request confidentiality, we will try to respect your request; however, it is not possible to guarantee confidentiality.

The Department is required by State Law [66.0511(3)] to inform you that "whoever knowingly makes a false complaint regarding the conduct of a law enforcement officer is subject to a Class A forfeiture" [946.66(2)].

100 NORTH JACKSON STREET, P.O. BOX 5005, JANESVILLE, WISCONSIN 53547-5005

