



MEMORANDUM

Austin Police Department *North Bureau Patrol*

TO: Michael Hewitt, Officer
FROM: Jason Staniszewski, Commander
DATE: February 10, 2020
SUBJECT: Oral Reprimand IA Case 2019-0856

This memorandum is in reference to an incident which occurred on August 19, 2019 and your conduct at that time. Specifically I am referring to your interactions and conversation with Ms. Tara Snyder.

Your actions violated the following APD Policy which states:

301.2 – Impartial Attitude and Courtesy

- *Employees are expected to act professionally, treat all persons fairly and equally*
- *Employees will be tactful in the performance of their duties, control their tempers, exercise patience and discretion, and shall not engage in argumentative discussions even in the face of extreme provocation*
- *Employees will make every effort to be courteous and respectful toward all persons*

The purpose of this memorandum is to document this oral reprimand. You are hereby reminded that compliance with the Department's rules and regulations are a condition of your continued employment as a police officer. Failure to comply with this policy in the future may result in more severe disciplinary action against you, up to, and including an indefinite suspension.

I hereby acknowledge receipt of the foregoing Oral Reprimand:

Michael Hewitt #8278
Signature of Officer Receiving Reprimand

2/10/2020 1702
Date / Time

Chambers 3371
Signature of COC Sergeant

02102020 / 1702
Date / Time

Paul Hummel 3467
Signature of COC Lieutenant

2/10/2020 5pm
Date / Time

[Signature]
Signature of COC Commander

2/10/20 5pm
Date / Time

cc: Employee
Employee's Supervisor
Internal Affairs