Greenfield Police Department

116 S. State St., Greenfield, Indiana 46140 Phone 317-477-4410 Fax 317-477-4401

August 25, 2020

Greenfield Board of Works and Public Safety

Patrolman Caleb Freeman was recently informed he will be deployed to military duty sometime in October of 2020 for a term of 1 year. Ptlm. Freeman has requested to take some extra time off from the police department before his deployment to spend time with his family. I am requesting the Board to approve up to an additional 60 hours of Personal Time Off (PTO) that will exceed the City Policy of 120 hours for this circumstance. He currently has 396 hours of PTO and 96 hours of Vacation on the books.

Your consideration on this matter will be greatly appreciated.

Thank you

Jeff Rasche Chief of Police