

Special Traffic Enforcement Program (S.T.E.P.) Fact Sheet

STEP Model 2 – Enforcement Done on OVERTIME

STEP represents a KDOT-sponsored public education and enforcement partnership with local and state police agencies aimed at increasing travelers' compliance with Kansas occupant restraint and impaired driving laws. Personnel overtime reimbursement grants are available to partially defray agency costs. Enforcement is accomplished through three annual enforcement campaigns – also called *mobilizations* or *enforcements* – consisting of saturation patrols and/or checkpoint or special action activities. Each campaign is focused on either impaired driving, occupant restraint, or both – and each goes after speeders and texters, as well. The campaigns are linked to high-traffic holiday periods:



Thanksgiving Arrive Alive (optional) – Restraint & DUI

Click It. Or Ticket. (2 weeks, straddles designated Memorial Day)

You Drink. You Drive. You Lose. (2.5 weeks, 3 weekends, ends Labor Day)

Funding for STEP is provided to KDOT by the National Highway Traffic Safety Administration (NHTSA), an arm of the U.S. Department of Transportation, so the STEP year follows the federal fiscal year of Oct 1-Sep 30.

Particulars

- All enforcement must be done on overtime. Federal funds cannot be used to supplant regular operating expenditures. Officers participating are expected to be exempt from calls for service and other normal duty requirements. Note: Salaried agencies have sometimes been able to get approval from their governing bodies to offer overtime compensation during STEP campaigns.
- Grants are awarded on a reimbursement basis and are limited to overtime personnel costs. Fuel, vehicle maintenance and fringe benefit costs are not reimbursable.
- LE overtime policies vary across the state. Where STEP hours worked were determined by local policy to have been overtime, and for which an officer has been compensated, those hours will be reimbursed.
- Reimbursement is at 1.5 X the base pay rate except for those occasions where local policy requires payment at the straight-time rate. Most commonly, the straight-time rate is used for part-time officers; for salaried officers who have been declared eligible for temporary overtime participation; or where vacation, sick leave, or holiday scheduling during the pay period has impacted an officer's qualification for overtime. Overtime hours for a part-time officer are any hours over those regularly or commonly scheduled for that individual.
- Suitable for part-time employees. It is not uncommon for part-time officers to outshine regulars as they often like to do traffic and show the badge.
- Tactics commonly include saturation patrols and team activities like check lanes and spotter callout actions.
- Two simple reports are required for each mobilization: an **activity report** and a **reimbursement voucher**.



- See the annual campaign **schedule** for task breakdown and report due dates.
- **Equipment:** Your active participation during the Memorial Day *Click It or Ticket* and Labor Day *You Drink. You Drive. You Lose.* campaigns, entitles your agency to request funding for equipment or training to meet identified traffic enforcement needs in your jurisdiction.
- Questions? Send to Stephen.halbett@ks.gov or call **785-296-0296/-3618**.