

COLERAIN POLICE



2005 ANNUAL REPORT

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LETTER FROM THE CHIEF

We had a tremendous year in 2005 while many exciting changes took place. You'll get an opportunity to read about these changes throughout our Annual Report. I'd like to touch on a just a few. Last year we added two more officers to the department as we finally reached our total authorized complement of 35 officers. We now employ 35 full-time police officers and three civilian employees.

We also added an additional investigator who was assigned to work as a part of the Criminal Investigative Section for the Hamilton County Sheriff's Office. Until this past year we were only able to have one officer conducting investigations as a follow-up to reported crimes.

We graduated our third Student Police Academy in 2005 and have another one planned for the spring of 2006. In addition, our 15th and 16th Citizen Police Academies were conducted. We have exceeded over 200 people who have attended since the inception of the Citizen Police Academy. The graduates have formed an alumni association and volunteer in many ways throughout the year in helping your Police Department serve you. If you've ever attended our 4th of July celebration you've seen many of them making the day a safe one for all attending.

Perhaps the most important and exciting thing we accomplished in 2005 was obtaining national accreditation status as recognized through certification by the Commission on Accreditation for Law Enforcement Agencies (CALEA). This certification was a lengthy and costly process but brought this department the professional status that only eight other agencies in Hamilton County enjoy.

All of us in the Police Department want to work with each and every facet of this community as we strive to make Colerain Township even a greater place to live and work. In keeping with the Community Policing philosophy, the members of this department will continue to work hand in hand with the community to solve problems as they occur.

I sincerely hope you enjoy reading the 2005 version of our Annual Report. The employees of this Police Department are doing an outstanding job for you - our customers. The Annual Report is our way of showing you what we've accomplished in the past year. Please feel free to contact me regarding any concerns that may arise either by telephone or e-mail.

Sincerely,

A handwritten signature in black ink, appearing to read "Steven J. Lawrence". The signature is written in a cursive, flowing style.

Chief of Police

NATURE OF THE DEPARTMENT

The Colerain Police Department provides various police services to the largest township in the State of Ohio. Colerain Township is approximately 45 square miles in area and is home to a population of approximately 63,000 people. The Colerain Police Department employs 35 sworn officers and three civilian employees. The head of the department is the Chief of Police, Chief Steven Sarver. The department is then divided into two divisions, the Patrol Division and the Support Services Division. Each division is commanded by a lieutenant.

The Patrol Division is responsible for providing uniform patrol to the public. The division is further divided into three squads. Each squad is responsible for providing patrol during a particular time of day. Each squad is lead by a sergeant. The primary responsibility of patrol is to respond to calls for service, although the patrol officers do get involved in criminal investigations, problem solving and other police related responsibilities during their tour of duty.

The Support Services Division is responsible for all administrative duties, including CALEA Accreditation, and all ancillary police services for the department. A sergeant is assigned to the Support Services Division and is responsible for overseeing the ancillary services the department provides. The ancillary services include the Traffic Unit, Neighborhood Officers, Investigators, the Bike Team and the School Resource Officers.

The Department shares jurisdiction with the Hamilton County Sheriff's Office. Colerain Township is divided into six separate police beats that are covered by a patrol officer on each of three shifts. The Colerain Township Police Department patrols three of the beats and the Hamilton County Sheriff's Office patrols the other three. The Police Department utilizes several of the Sheriff's Department's resources such as their Criminal Investigations Section, Traffic Safety, Special Response Team, Regional Narcotics Unit, and the Sheriff's Department's Property Room.

The Colerain Police Department is dedicated to the Community Policing Philosophy. In 2003 the Chief of Police created the three Neighborhood Resource Officer positions in order to be more responsive to the public's needs and problems that they are facing. The Police Department worked with many agencies during the course of the year to address the problems facing the residents. Such agencies as Colerain Township Zoning, Children's Services, the Hamilton County Health Department, and the Hamilton County Prosecutor's Office frequently worked with the Department to help citizens solve various problems throughout the year. The Department is always seeking partners with other agencies and within the community in order to complete its mission.

DEPARTMENT PHOTOGRAPH



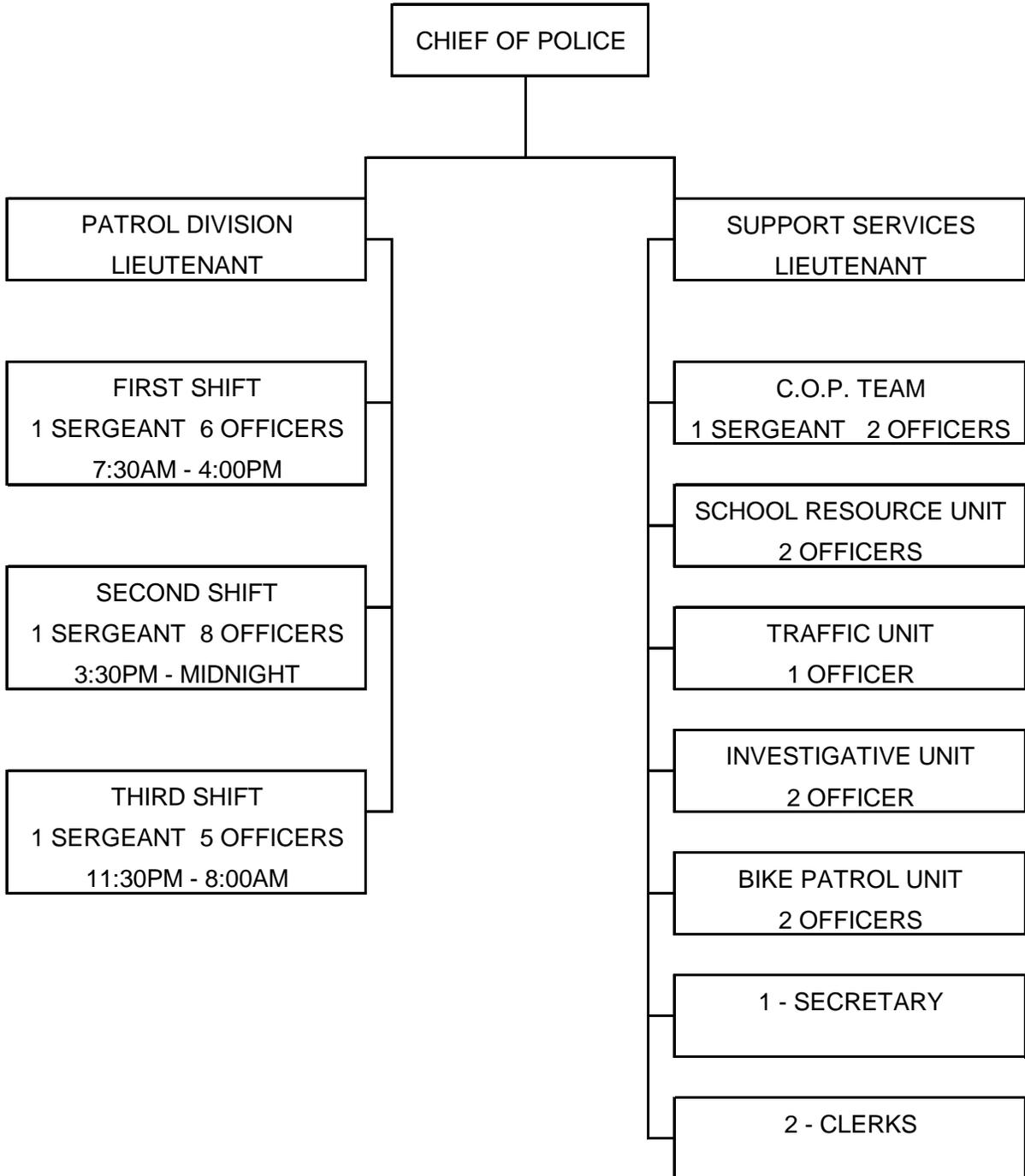
Row One (Left to Right): PO Joseph Hendricks, PO Patrick Quinn,
PO Keyonia Cade, Nancy Spears, Edward Smith, Linda Snyder,
PO Mark Denney, PO Jennifer Sharp, PO Michael Owens

Row Two (Left to Right): Lt. Daniel Meloy, Sgt. Christopher Phillips,
Sgt. Jerome Grayson, PO Elisabeth Doll, PO Jason Sax,
PO A. Matthew Ashcraft, Chief Steven Sarver, PO Scott Owen,
PO Joseph Redmond, PO Justin Hussel, PO Mark Meyer, Sgt. Angela Meyer,
Sgt. Doug LaMey, Lt. Mark Unger

Row Three (Left to Right): PO Denny Deaton, PO Andrew Demeropolis,
PO Kevin Sevier, PO Richard Bernecker, PO Neil Millikin, PO Dale Woods,
PO William Smith, PO Jamie Penley, PO Eric Renner, PO Joseph Beck,
PO Christopher Cullman, PO Karl Altheim

Officers not in photograph: PO David Hubbard, PO Steven Karwisch,
PO Roger Solomon

**2005
ORGANIZATIONAL CHART**



PATROL DIVISION

The Patrol Division comprises the largest number of personnel in the police department. The Colerain Police Department currently has twenty-three officers assigned to the Patrol Division. Patrol officers are responsible for a wide variety of tasks such as answering calls for service, completing police reports, investigating auto accidents, investigating criminal complaints and much more. The biggest responsibility that the patrol officer has is to respond to calls for service. Patrol officers are the first responders of the police department and therefore, are the most recognizable entity of the police department to the public.

The entire Patrol Division is commanded by a lieutenant who is the Patrol Commander. The Patrol Division is divided into three squads. Each of these squads is responsible for patrol during a given shift and are supervised by a Squad Leader who is a sergeant. The first shift starts at 7:30am and ends at 4:00pm. Second shift starts at 3:30pm and ends at 12:00am. Finally, the third shift starts at 11:30pm and ends at 8:00am. There are currently six officers and one sergeant assigned to the first shift, eight officers and one sergeant assigned to the second shift, and five officers and one sergeant assigned to the third shift. Both first shift and third shift each provide a minimum of three patrol officers each day while second shift provides four officers per day.



The Hamilton County Sheriff's Office also provides patrol officers who are assigned to Colerain Township. The Sheriff's Office provides three officers for each of the three shifts or nine officers each day. Because the Sheriff's Office provides about half of the patrol in the township they also respond to about half of the calls for service.

Colerain Township is divided geographically into six patrol beats. Three of the beats are patrolled by the Colerain Police Department while three are patrolled by the Hamilton County Sheriff's Office. Every four weeks the patrol beats are then alternated between the two departments.

All calls for service that are dispatched in the township are dispatched through the Hamilton County Communications Center. In 2005, Colerain Township received more calls for service than any other area in the county dispatched through the Hamilton County Communications Center. Colerain officers alone responded to 23,423 calls for service in 2005.

SCHOOL RESOURCE OFFICERS

The 2004/2005 school year was very successful for the School District as well as the Police Department. Officer Jamie Penley completed his first year as a School Resource Officer (SRO) at Colerain High School and during the school year made 160 arrests ranging in offenses.



Officer Andy Demeropolis began his first year as the SRO at Northwest High School replacing Officer Eric Renner. Officer Demeropolis brings 28 years of police experience to Northwest High School after serving as a patrol officer. Officer Demeropolis has also served as an Officer in Charge, Field Training Officer, Training Officer, Off Duty Detail Supervisor, Detective and Public Information Officer during his career.

In addition to Officer Demeropolis' arrival at Northwest, so is the new digital security camera system which was installed in August. The addition of the school security camera system is the result of a grant received from the Department of Youth Services for \$30,000. Officer Renner was crucial to the receipt of the grant and the camera system prior to his leaving Northwest High School. The Northwest School District supplied a 10% match to the funds received through the grant (\$3,000) for a total funding of \$33,000. This new system at Northwest High School has 32 cameras in the main school building and eight cameras in the Career Center. The system records 24 hours a day seven days a week, all year long. The system also has a recall system of approximately 28 to 30 days. Administrators from their own computers can observe the security system. Within the first few weeks of school the cameras helped resolved multiple conflicts and difficult situations.



Administrators from both schools in Colerain Township saw the positive impact the new cameras had on disruptive behavior in the school. We then sought a second grant from the Department of Youth Services for \$33,000 in order to place a nearly identical system at Colerain High School. The Northwest School District agreed this time to match the grant amount by 20% (\$6,600) for a total funding of \$39,600. This camera system was installed in late December. The Colerain High School system has a total of 64 cameras with the same recording capabilities as Northwest does.

In addition to his duties as a SRO, Officer Penley also worked very closely with Officer Renner and oversaw the Police Department's Student Police Academy in 2005. To date, the Colerain Police Department has graduated 48 students after the three student academies.

NEIGHBORHOOD RESOURCE OFFICERS

The Neighborhood Resource Officer (NRO) unit completed its third year of service to the residents and businesses of Colerain Township in 2005. The unit is comprised of two Colerain police officers and one Hamilton County Sheriff's deputy. The Colerain officers are Kevin Sevier and Jennifer Sharp. The Hamilton County Sheriff's Deputy was Leonard McGaha in 2005. The unit works under the supervision of the department's Community Oriented Policing (COP) Sergeant Angela Meyer.

The NROs address crime problems just like professional service providers in which they tailor the product to the particular needs of the client, who in the case of Colerain Police are the citizens of Colerain Township. This philosophy is called "Problem-oriented Policing." Problem-oriented Policing broadens the focus from crime to the explorations of community concerns. Some of the concerns are fear of crime, perceptions of disorder, quality of life and neighborhood conditions.

The NROs made over 100 community contacts through problem solving, addressing community concerns, meetings and consultations. As part of their nontraditional approach to solving problems the officers have partnered with community members, businesses, Senior Services, Board of Health, patrol officers, detectives, Colerain Fire Department, Zoning Department, Hamilton County Engineer's Office, Regional Narcotics Unit, and the School Resource Officers from Colerain and Northwest High Schools to solve problems in the community.



Those contacts during the year included the NROs continued involvement in Neighborhood Watch programs, the beginning of quarterly Colerain Apartment Management meetings, and the inception of a "Domestic Violence Follow-up" program. These responsibilities are "over and above" the NROs daily problem solving duties.

The NROs primary goal in Colerain Township is to develop new relationships and continue existing partnerships while working toward a better Colerain Township.

INVESTIGATIONS

Detective Denny Deaton has been the Colerain Police Department's detective since 1999. Detective Deaton works in cooperation with the Hamilton County Sheriff's Office. In July of 2005 his investigative assignment changed from the "White-Collar Crime" division to the "Property Crime/Burglary" division. Detective Deaton works under the combined supervision of Lieutenant Tom Corbett and Sergeant Chris Ketteyman.

Along with Detective Deaton's current investigative caseload, he is a licensed Certified Voice Stress Analysis (CVSA) operator. He does testing for investigative and pre-employment purposes with Colerain Police Officer Mark Meyer. Officer Meyer is also a CVSA operator. The two conducted a number of CVSA examinations as pre-employment screening for not only Colerain Police Department, but also for the Colerain Fire Department and North College Hill Police Department.

Detective Deaton taught criminal investigation and crime scene classes for the Citizen and Student Police Academies. He also taught a criminal investigations and truth verifications class at Northern Kentucky University in May of 2005. He was involved in educating over 300 elementary school students at Colerain Elementary School in the area of fingerprint dynamics and the importance of evidence.



There were several search warrants written for residential and business drug activity that were conducted in 2005. Detective Deaton's burglary investigations found a link that tied burglaries and crimes in Springfield Township and Green Township. The successful investigation, arrest and conviction of a juvenile involved in seven burglaries and one aggravated robbery was bound over to adult court. He was directly responsible for several victims and families recovering their lost property.

In July 2005 a second detective position was added to the section. The officer assigned to this position worked on a six-month rotation. Officer Elisabeth Doll worked from July 1- December 31. She was responsible for investigating "White Collar Crime" cases which included theft investigations, counterfeit money, identity thefts, bank fraud and cyber crime related acts. She also worked in cooperation with the Hamilton County Sheriff's Office.

Our detectives were primary investigators for 787 property related crimes that included theft, identity theft, burglary and breaking and entering. These investigations resulted in 403 case closures.

TRAFFIC SAFETY

The Colerain Police Department has one officer assigned full-time to Traffic Safety. Officer Mark Meyer is currently assigned to the position. His daily duties include the investigation of auto crashes, investigations of hit-skip crashes, and traffic enforcement in high accident areas and school zones. Further duties include conducting in-service training on current changes to the Ohio Revised Code's traffic chapters and all related matters. Officer Meyer also instructs department personnel, students in the local schools, and participants in both the Colerain Citizen's and Student Police Academies.

Officer Meyer was assigned to a motorcycle during the majority of the year. The motorcycle is not only a valuable tool for traffic enforcement, but is also used for public relations during various events within the township and events throughout the tri-state area.



Officer Meyer investigated 209 auto accidents in 2005. He also investigated 85 hit-skip accidents, closing 47 of them with an arrest. During the year Officer Meyer issued a total of 1277 citations (964 for moving violations, 247 for non-moving violations, and 66 parking citations). He also issued 305 warnings for traffic related violations, made 70 Driving Under Suspension arrests and served 30 warrants. Officer Meyer also investigated 198 abandoned vehicles of which 38 were eventually towed to make our neighborhoods more attractive.

Officer Meyer worked closely with the Hamilton County Sheriff's Office Traffic Safety unit. This enables him to be on call for any fatality or serious auto accident in Colerain Township. In 2005, Officer Meyer was called out three times to assist the Hamilton County Sheriff's Office with serious crashes.

One piece of equipment that Officer Meyer utilizes frequently is the Speed Monitor. Our department took delivery of it in late 2004. Over the past year the Speed Monitor was deployed in multiple neighborhoods and along main roads to measure not only the speed of cars along our roads, but also as a way of measuring the number of cars traveling through Colerain Township. It has been a valuable asset in evaluating complaints regarding speeding traffic on many of our roads.

As part of our overall traffic safety strategy we conducted a DUI Checkpoint on Galbraith Road in 2005. As a direct result of our participation in the Hamilton County DUI Task Force, and our philosophy in keeping our streets safe through effective enforcement, we received a free Ultra-Lite laser unit from the State of Ohio.

BIKE TEAM

The Colerain Police Bike Team started the year by continuing their responsibility of assisting the department's Accreditation Manager with the CALEA accreditation process. They continued in that assignment until the accreditation on-site evaluation occurred in August. Upon completion of the on-site the Police Department was recommended for national accreditation. The team then resumed their patrol duties the first week of September.



From the team's return to their normal duties in early September until the end of the year they worked a total of 72 days on the road and traveled over 900 miles. The team made seven felony arrests, 52 misdemeanor arrests, and served 24 warrants. They also had 274 traffic contacts. In addition, they had 10 requests from other agencies for assistance relating to criminal matters.

Another notable event during the last quarter of the year was the Bike Team's participation in a narcotics investigation involving a local motel business. The team assisted with their increased patrol and they conducted surveillance activities during the investigation. As a result of the Bike Team and other Colerain officers' efforts, two search warrants were executed and several arrests were made for various narcotics violations.



The Bike Team also provided proactive patrol during the Colerain Township "4th of July Spectacular." The team also participated in educational forums such as the Citizen Police Academy and local bike safety rodeos.

STRATEGIC PLAN

In the last quarter of 2002, the Police Department started a process of developing a Five-Year Strategic Plan. The development of the strategic plan was a process that spanned several months. A panel of five individuals that included representatives from the Police Department, elected officials, and citizens completed the organization and the writing of the strategic plan. One of the first tasks the committee undertook was to survey various groups that affect the Police Department. These groups included our citizens, the business community, elected officials, and other departments within the township structure such as the Fire Department, Zoning, and Public Works. The committee developed the first draft of the strategic plan once the surveys were collected and reviewed.

Once the first draft was completed the committee hosted a one-day workshop to allow twenty other individuals the opportunity to review and make suggestions to the strategic plan. Those individuals included representatives from the Hamilton County Sheriff's Office, the Hamilton County Prosecutors Office, members of the media, our citizens, the Colerain Township Police Department, elected officials, and members of other departments within the Colerain Township governmental structure described above. After the workshop was completed the planning committee reviewed the suggestions and made changes to the plan. The plan was then submitted to the Chief of Police for his final approval. Once the approval was made the plan was printed and adopted by the Board of Trustees in April of 2003.

In 2005, the Police Department made great strides toward meeting the goals, tactics and strategies outlined in the strategic plan. The following is a list of those items accomplished during 2005.

Goal #1 – Increase Community Relations

<u>Strategy</u>	<u>Tactic</u>	<u>Progress</u>
Reduce impact of crime	Feed information to block watch groups	Information given through the NROs.
Increase media relations	Maintain good rapport with media	PIO continually communicating with the media. Members of the media teaching in department training.

Goal #2 – Increase Professionalism

<u>Strategy</u>	<u>Tactic</u>	<u>Progress</u>
Training and Education	Conduct ongoing Critical Incident training	Personnel given training in critical incident response and Weapons of Mass Destruction incidents.
Create an ethical environment	Updated ethics training	Personnel trained continuously in ethics through the use of our “6-Minute Roll Call” training program.
	Equip vehicles with mobile video cameras	All but three patrol vehicles are now equipped with camera.
	Obtain CALEA certification	Certification obtained November, 2005.

Goal #3 – Reduce Crime

<u>Strategy</u>	<u>Tactic</u>	<u>Progress</u>
Increase ability to solve crime once it has been committed	Follow-up on Domestic Violence cases	Each Domestic Violence case is followed up by NROs

Goal #4 – Increase School Safety

<u>Strategy</u>	<u>Tactic</u>	<u>Progress</u>
Get involved with youth	Host one Student Police Academy	One class was hosted
Prepare for major school-related event	Train officers in Quick Action Deployment (QUAD)	Officers trained every two weeks through the use of “6-Minute Roll Call” training.

CALEA ACCREDITATION

A three-person team of assessors from the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) arrived in Colerain Township on August 20, 2005 and examined all aspects of the department's operations including their policies and procedures, rules and regulations, management components, and all support services such as recordkeeping, investigations, evidence handling and storage, and radio communications. When they left after three grueling days of turning the department upside down they stated they had seen very few first-time accreditation applicants in such fine shape. The Colerain Police Department had to comply with 446 standards in order to gain accredited status.

Verification by the assessors that the Colerain Police Department met the Commission's state-of-the-art standards is part of a voluntary process to gain national accreditation - a highly prized recognition of law enforcement professional excellence. Besides the recognition of obtaining international excellence, the primary benefits of accreditation include controlled liability insurance costs, administrative improvements, greater accountability from supervisors, and increased governmental and community support. The growing number of Supreme Court decisions making local governments increasingly liable for damages by public employees operating under wrongful or no policy, makes police agency accreditation extremely desirable to defense attorneys. The best defense to lawsuits charging police with such acts as false arrest, use of excessive force, or violation of civil rights is that the officer was acting properly and in accordance with established policies, and that those policies were approved by CALEA. Conversely, lack of acceptable department policies and/or training certainly casts doubt on any defense a police agency might attempt and may actually be the basis for the plaintiff's case.

The accreditation process serves as an "audit" to determine whether or not the police department's operational policies, both written and unwritten, comply with the standards to which police chiefs, supervisors and patrol officers are held accountable by the courts and the public in the everyday conduct of their business. By having an accredited police department, the Township trustees can be reasonably confident that the Colerain Police Department is doing things right.

The process of becoming accredited is quite extensive and shouldn't be taken lightly. There were many hurdles to jump and some mountains to climb. But without a doubt this department had the personnel within its ranks to overcome those obstacles and meet all the demands necessary to become accredited. The process took nearly three years to complete.

There are 44 law enforcement agencies in Hamilton County. With Colerain's accreditation process now completed there are only nine departments in Hamilton County currently accredited through CALEA. This equates to only 20% of all Hamilton County law enforcement agencies being accredited.

HIRING AND SELECTION

The Colerain Police Department began 2005 with 33 sworn police officers which included the Chief of Police. After the successful passage of the Police Levy in November of 2002, the Police Department began 2003 with the task of hiring five more police officers to increase the number of sworn police officers to 30. By the end of 2003, the department had increased to 30 sworn officers. In 2004 the department continued hiring officers, as outlined in the levy, and the total sworn officers were raised to 33. In the first quarter of 2005, the last two positions were filled giving the department 35 sworn officers, the full complement as approved through the passing of the levy.

The two police officers hired during 2005 consisted of two young men with no law enforcement experience. These two hires increased the manpower assigned to the Patrol Division of the Police Department, thereby increasing the level of service provided to the citizens of Colerain Township. The two officers added in 2005 were hired from the same applicant list that the officers in 2004 were hired.

Following is a description of that hiring process. We received applications from 89 candidates, both male and female, ranging in age from 21 to 46 years. Some candidates had no experience as a police officer while others had upwards of 20 years of law enforcement experience.

During the hiring process the candidates were asked to successfully complete a written examination, a physical fitness test, an oral interview, a thorough background investigation, and finally a Computer Voice Stress Analysis examination to confirm their truthfulness. Candidates who successfully completed those stages were then considered against other successful candidates to determine which one offered the most benefit to the Colerain Township Police Department. The candidates who rose to the top were offered a Conditional Offer of Employment in order to be medically and psychologically tested. After those examinations were completed successfully, the Chief of Police then made a recommendation to the Board of Trustees that the candidates be hired. Both recommendations made by the Chief of Police were approved for hire by the Board of Trustees.

EMPLOYEE RECOGNITION

The following is a list of the awards that police personnel received in 2005 and a brief description of the circumstances leading to the award.

Lieutenant Daniel Meloy and Officer Eric Renner – Officer of the Year Award

Lieutenant Daniel Meloy and Officer Eric Renner were both awarded the Colerain Township Business Association's "Officer of the Year" award for their excellent service throughout the year. Lieutenant Meloy's achievement was directed related to his work with the CALEA accreditation process while Officer Renner was recognized for his work at Northwest High School.

Officer David Hubbard – Life Saving Award

While at the Kroger store located at 9690 Colerain Avenue, Officer Hubbard observed an elderly female customer suddenly collapse to the floor. Officer Hubbard immediately responded to her assistance and discovered she was not breathing, nor did she have a pulse. Officer Hubbard began to administer Certified Pulmonary Resuscitation (CPR). After several chest compressions the patient started to breathe again and regained consciousness. Officer Hubbard had summoned a life squad and then continued to assist the patient after Emergency Medical Service (EMS) personnel arrived. The patient was then transported to an area hospital. As a result of Officer Hubbard's quick response the patient's life was saved.

Officer Joseph Redmond – Life Saving Award

Officer Joseph Redmond had responded to a dispatch to investigate a "subject down." Officer Redmond located the patient lying in the grass next to a field of cattle in a remote area of the township. Officer Redmond discovered that the patient was unconscious and unresponsive. He checked for a pulse and found none present. Officer Redmond then initiated life saving measures by performing CPR for approximately seven minutes until relieved by members of the Colerain EMS. The actions of Officer Redmond were above and beyond the call of duty and, according to a Fire Department captain, Officer Redmond's efforts were "instrumental in giving the elderly patient a large chance for survival."

POLICE DEPARTMENT BUDGET

The budget for the police department is largely derived from tax dollars. In 1991, the citizens of Colerain Township approved a two-mil Police Levy that generated approximately \$2 million dollars annually. This money is solely for use by the police department. In 2002, an additional one-mil Police Levy was overwhelmingly approved by Colerain Township residents that provided an additional \$1 million dollars annually. In addition to the monies received from the Police Levy there are several other ways the police department obtains funds to operate. These include grants for personnel, grants for equipment, fines from drug and drunk-driving convictions, fines from traffic citations, and donations from various sources. Any money not used in any given year is forwarded to the next year.

In 2005, the total money available for use by the police department was \$3,543,880. Of that amount, nearly \$400,000 was not spent and then carried over into 2006. Nearly two-thirds of the entire Budget was allocated for salary and salary-related expenses such as health insurance, worker's compensation, pension, and Medicare. Just under \$2.5 million dollars was allocated for these items alone in 2005. The next major expense the police department incurs is the combined cost for dispatch services from the Hamilton County Communication Center and the contracted services of the Hamilton County Sheriff's Office, which augments the Colerain Township Police Department. In 2005 this combined amount was \$640,000, or roughly 18% of the entire police department budget.

The next major expense on an annual basis is vehicle-related. Each year the police department purchases two-three new cruisers to replace older ones. In 2005 there were a total of three new cars purchased. In addition to the cost of the car itself, there is an added expense of equipment such as light bars, sirens, protective screens, decals, etc. Maintenance of the vehicles isn't cheap. Besides the necessary cost of gasoline to operate the cruisers, which went up dramatically in 2005, all cars in the fleet are kept in excellent shape with regularly scheduled oil changes, tune-ups, and tire replacement. The total cost in 2005 to purchase new cars and maintain the entire fleet was just over \$200,000.

Needless to say, there are many items that comprise the budget just like any organization. Office supplies, building maintenance, training costs, electricity, water, telephone service, liability insurance, property insurance, postage, printing, and uniforms to name a few are all paid through the police department budget. Many of those costs, and obviously many of the costs explained above, increase from year to year due to inflationary issues. As you can see it is very costly to operate a police department. The cost of salary-related items is a major part of the overall expense. In 2005 the Colerain Township Police Department increased in personnel size from 33 sworn officers to 35 officers. With the increase in manpower came added expenses for vehicles, uniforms, and obviously salary-related items. It also costs additional dollars to conduct necessary training for 35 officers versus 33.

GRANT AND SUPPLEMENTAL FUNDING

The Colerain Township Police Department received monies from several supplemental sources during the 2005 year. Following is a breakdown of the supplemental funding received.

<u>Source</u>	<u>Amount Received</u>
From General Fund	\$195,621.59
Court Fines	85,797.72
OJP Grant – COPS	48,369.00
SRO Payments	25,639.84
DUI Task Force	12,790.95
Citizens Academy Donations	6,730.34
Drug Funds	5,136.00
Seminar Receipts	4,400.00
Cruiser Sales	4,094.50
Insurance (Accidents)	3,585.37
Donations	3,600.00
BMV Immobilization	3,105.00
CVS Receipts	2,600.00
Forfeited Drug Funds	2,556.41
DUI Funds	2,080.00
Property Forfeiture	1,824.67
Court Reimbursements	1,644.00
Miscellaneous	1,364.17
Reports/Fingerprinting	507.14
Honor Guard Donations	67.50
Off Duty Details-Cruisers	24.00
Total Receipts	\$411,538.20

TRAINING AND CAREER DEVELOPMENT

During 2005, the Department participated in a number of training, educational classes and seminars to better prepare the officers and administration to serve the citizens and visitors to Colerain Township. During the year, Colerain Police employees attended 3982 hours of training. That equates to 468 days of work obligated to the advanced training of the officers and staff.

All supervisors and command staff successfully completed the Department of Homeland Security, Center for Domestic Preparedness "Weapons of Mass Destruction (WMD) Incident Command" training conducted in both Anniston, Alabama and locally in Cincinnati, Ohio. The goal of the training was to educate all command officers, first line supervisors and both Public Information Officers (P.I.O).

The Colerain Police Department worked hard to educate its personnel and supervisors alike. Lieutenant Mark Unger and Sergeant Christopher Phillips attended and successfully graduated from the Northwestern School of Police Staff and Command in April 2005; Lieutenant Daniel Meloy attended and graduated from the FBI National Academy in December; and Sergeant Douglas LaMey began a 13 month long "Certified Law Enforcement Executive" (CLEE) training program in January that's sponsored through the Ohio Law Enforcement Foundation that focuses on educating Ohio's leaders in the "best leadership practices." Sergeant LaMey will graduate from the CLEE course in January 2006.

Officers participated in training courses taught by our own staff that supplemented outside educators. Classes taught by our staff included First Line Supervision, In-Car Mobile Video, and Domestic Violence Legal Update. The Colerain Fire Department provided instruction on the proper use of the Automatic External Defibrillator (AED) and Nutrition and Fitness was taught by an area professional during our In-service training in 2005. Outside training was conducted for police officers in topics such as Alcohol, Detection and Prosecution (ADAP), WMD Awareness, Theft and Fraud Update, and OSHA Safety Officer Training. Officers Joe Hendricks and Justin Hessel attended the Hazardous Materials Technician for Law Enforcement course in Anniston, Alabama sponsored by Department of Defense. Neighborhood Resource and Bike Team members attended Crime Prevention Specialists certification courses as well as an Identity Theft Workshop.

During 2005 the Police Department initiated a "6-Minute Roll Call" training program that schedules daily training topics to be conducted at the conclusion of the officers daily shift briefing. The training lasts approximately six minutes and is conducted seven days per week.

In the area of Career Development, three of the Department's police officers continued working toward their college degrees, one of which completed a Bachelor of Science degree in Criminal Justice from the University of Cincinnati in June.

CITIZEN AND STUDENT POLICE ACADEMIES

The Colerain Police Department developed the Citizens Police Academy in 1998 and because of its success initiated the Student Police Academy in 2003.

The Citizens Police Academy is self-supported and a 501(C)3 non-profit organization. There are no department funding used to support either academy or the various academy events. The Citizens Academy and the Student Academy accept donations from area businesses and citizens.

During the 2005 year the Citizens Academy graduated 29 community residents, bringing the alumni total to 232 members. The Student Academy held their 3rd academy and graduated 13 students bringing their total alumni to 40 members. The Student Academy is made up of students from Colerain Senior High School and Northwest High School. School Resource Officers Jamie Penley and Eric Renner coordinated the Student Academy.

The Citizens Academy included 12 weeks of academic and practical training concluding with a graduation ceremony. The Student Academy consists of 10 weeks of training with similar topics such as Traffic Enforcement, Radar/Laser, Domestic Violence, Drug Enforcement, Liquor Control, REDMAN Simulation/Handcuffing, Terrorism Awareness, Criminal Investigations and Citizens on Patrol. The Student Academy also made a visit to the Hamilton County Justice Center and to the Hamilton County Coroner's Office. The classes are held in the evening and generally last three hours. Colerain officers teach a majority of the classes. There are also guest instructors from the Hamilton County Municipal Court, the Hamilton County Sheriff's Office and the Department of Public Safety.

The Alumni from both academies represent a huge resource to the Police Department. They volunteer their time and effort for the "4th of July Spectacular" and the annual "Taste of Colerain." They finish each year by patrolling Northgate Mall for the Holiday season. They also volunteer for many community events such as school festivals, the Fire Expo, and our DUI Checkpoints just to name a few.

VOLUNTEERS

In 2005, the Citizens Police Academy Alumni Association volunteers went forward with a "Citizens on Patrol" program. The Police Department donated a cruiser that would have gone to auction to the Academy and the Alumni members had the vehicle painted and marked with the help of Knab Auto Body and Sign Effects Sign Company. Utilizing an old light bar from the department, the alumni added amber colored lens covers and were able to equip the vehicle with everything necessary to assist the patrol. Northgate Goodyear also contributed by giving the vehicle a good check up. The volunteers tested the program in 2005 with a trial run night, Halloween Patrol and Election Day Patrol.



The alumni donated to the department a full uniform for a member of the Honor Guard along with practice tee shirts for their use. They also donated funds raised at the Colerain Police and Fire Services Golf outing for future fund raising efforts. The alumni purchased a

DVD player for the training room, a garbage disposal for the kitchen area in the department, and the alumni association then paid for the installation of the disposal.

Several alumni members received awards from the President of the United States for outstanding service. Those awards and names are as follows: Silver – Charlie Buckshorn and Bev Knox; Bronze – Charlie Buckshorn, Bev Knox, Jackie Day, Deb Fales, Gail Hallgath, Jerry Knab and Wendy Taylor.

The department is very fortunate to have these volunteers. Below is a list of the hours donated by them and the money saved (based on the national volunteer rate).

EVENT	HOURS	MONEY SAVED
Office Volunteer Duties	861	\$15,110.55
Northgate Mall Patrol	576	10,108.80
Fourth of July	282.25	4,953.49
Taste of Colerain	257.5	4,519.13
DUI Checkpoint	99.75	1,750.61
Carnivals/Fairs	90.5	1,588.28
Academy Class Assistance	86.25	1,513.69
Golf Outing	58.25	1,022.29
Neighborhood Canvassing	54	947.70
Halloween Patrol	39	684.45
Election Day	29	508.95
Fire Expo	28	491.40
CALEA Accreditation	10.5	184.28
Total	2,472	\$ 43,383.62

MISSING PERSON INVESTIGATIVE TEAM

In 2005 the Colerain Police Department made a strong commitment to its young and elderly in need of assistance. The Police Department created its Missing Person Investigative Team to respond in cases that affect “critically” missing persons. Whether it’s a child 10 years old or an elderly adult, the Missing Person Investigative Team can assist.

The Missing Person Investigative Team consists of officers from the Colerain Police Department from both Patrol and Support Services. When an incident occurs it’s coordinated by an “Incident Commander” which is generally a lieutenant. A Sergeant or “Team Leader” supervises the investigative team and a detective serves as the lead investigator and provides the liaison with other law enforcement agencies. Police officers serve in a variety of roles during an investigation such as a Neighborhood Canvasser whose role it is to gather as much information to assist in the location of the missing person. A second officer is assigned the role to record and document the activities of the investigation as it occurs. A third responsibility is to serve as a Family Liaison who maintains contact with the family as the investigation progresses.

Should the investigation find the missing person to be a victim of a crime such as abduction, or interference with the custody of a juvenile, assistance from the Hamilton County Sheriff’s Criminal Investigation Section would be requested to work in cooperation with the team.

The Missing Person Investigative Team responded to three incidents in 2005 when juveniles were found to be missing. The three instances involved a 16-year old child, a two-month old infant, and a 10- year old child. All three juveniles were located safely and in a quick amount of time which was critical in one instance where one of the three missing children was suffering from a life threatening ailment. The child was missing from home without proper medication. The child is alive today because of the efforts of the Missing Person Investigative Team.

The Missing Person Investigative Team is activated by first responding officers to the report of a missing person. After speaking to the family or person reporting the missing person the first responder contacts one of the two department’s lieutenants who then activate the team. A call is made to one of two team leaders and the team leader notifies four to five team members for immediate response to the incident scene. Another officer serving in the role of Public Information Officer will respond to the Police Department and coordinate media efforts.

The Colerain Police Missing Person Investigative Team hopes that its service is never needed, but is always at the ready knowing a critically missing person incident will occur from time to time. The Police Department and its officers work diligently to serve the community residents and their families.

CRIME STATISTICS

The following is a list of the crimes that occurred in Colerain Township from 2002 to 2005. The statistics were obtained from reports filed with both the Colerain Police Department and the Hamilton County Sheriff's Office.

<u>INCIDENT</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>
Homicide	0	1	2	3
Rape	23	31	39	34
Robbery	66	78	80	100
Assault	308	367	326	294
Domestic Violence	366	581	550	369
Burglary	347	448	409	432
Theft	2292	2346	2145	2044
Auto Theft	205	220	224	279
Criminal Damage / Vandalism	1168	1066	988	956
Other Offenses:	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>
Arson	30	33	25	16
Sex Offenses	59	45	48	41
Narcotics	389	405	406	436
Forgery	44	46	99	82
Bad Check Fraud	102	85	112	87
Receiving Stolen Goods	39	46	72	54
Carrying Concealed Weapons	28	35	31	45
Liquor Laws	256	230	165	171
DUI	171	162	197	203
Curfew Violations	0	41	199	97
Disorderly Conduct	716	755	805	665
Family Offenses	38	27	28	32
Other Reports:		<u>2003</u>	<u>2004</u>	<u>2005</u>
Missing Juveniles		164	154	150
Missing Adults		52	47	47
Dog Bites		36	27	34
Aided Case		321	311	299
House Fire		11	18	18
Auto Fire		14	17	12
Other Fire		2	10	4
Attempt Suicide Juvenile		30	7	1
Attempt Suicide Adult		1	11	14

COLERAIN POLICE DEPARTMENT STATISTICS

Statistic Specific to the Colerain Police Department:

Offense Reports Taken – 3,749
Traffic Crash Reports Taken – 699
Arrests Made – 2,106
Calls for Service Handled – 23,423
Traffic Tickets Written – 3,870
Written Warnings / Field Interview Reports – 2,111
Total Number of Police / Citizen Contacts – 35,958

Vehicle Pursuits - 7

1st shift – 4
2nd shift – 1
3rd shift – 2

Officer Involved Crashes – 10

Total Miles Driven – 270,166
One crash every 27,016 miles
Officer at fault – 5
Emergency operations – 2
Other at fault – 4
Non-emergency operations – 8
Animal – 1

Grievances filed - 2

Internal Investigations – 5

Result: Exonerated – 0
Sustained – 4
Sustained Other – 0
Not Sustained – 0
Unfounded – 1

Response to Aggressive Behavior - 11

Response to Aggressive Behavior – 0
Use of Chemical Irritant – 1
Use of Taser – 10

Personnel Changes:

Officers Hired – 2
Officers Resigned – 0
Total Change - +2

Training:

Hours Spent – 3,982
Average hours per sworn officer – 114
Total spent on training – \$12,163.75
Average spent per training hour – \$3.05

Neighborhood Resource Officer Statistics:

Problems Investigated and Solved – 127
Block Watch Programs Initiated – 3

School Resource Officer Statistics:

Reports Taken – 211
Cases Closed – 178
Arrests Made – 257
Non Criminal Contacts – 1,085

Citizen Academy Volunteer Statistics:

Events Worked – 13
Hours Volunteered – 2,472
Total Savings Based on Civilian Pay - \$43,383.62

Major Purchases:

Two patrol cars
One detective car
CALEA Accreditation fees
Six mobile video cameras

COLERAIN POLICE DEPARTMENT MISSION AND VALUE STATEMENT

OUR MISSION

“In the Pursuit of Excellence”

The members of the Colerain Police Department are committed to protecting life and property, preventing crime, ensuring peace and safety, and safeguarding the Constitutional rights of the residents of the Township and the rights of the many visitors to our community.

OUR VALUES

As we strive to achieve our mission we value...

- The quality of life in our Township
- Lasting partnerships with our community
- Treating citizens with dignity, respect, fairness, and compassion
- High standards of education and training of our employees
- Professionalism, integrity, and ethical behavior of our employees
- The strength and courage to fight injustice
- Productive working relationships with other police agencies