

# 2013

ANNUAL REPORT

## ELM GROVE POLICE DEPARTMENT



James P. Gage

Chief of Police

April 28, 2014



01/04/2014

Citizens of Elm Grove  
President Neil Palmer  
Members of the Village Board  
Elm Grove Police Commissioners  
Mr. David De Angelis, Village Manager

Dear Ladies and Gentlemen:

It is with great pleasure that I present the 2013 Elm Grove Police Department Annual Report. I am very proud of the efforts of all the employees of the Elm Grove Police Department, our Police Explorer Post and our Citizen's Police Academy Alumni. I would personally like to thank all of our employees and our volunteer staff for their dedication and strong sense of duty and commitment to the community. Without this sense of pride and commitment, we could not provide the high level of service that our citizens enjoy.

In 2013, overall police service and criminal activities investigated showed a decrease of 10.03%. However, Part I offenses showed an increase overall (43.40%) We continue to see a significant number of labor intensive fraud cases (identity theft, contractor fraud, etc.) that do not count as a UCR Part I offense. Additionally, the department handled a significant death investigation, that resulted in two offenders charged with first degree reckless homicide, but based on UCR reporting rules, this incident is counted as a Part II drug offense and not a Part I homicide.

2013 marked a number of personnel changes in the department. My good friend and colleague, Gus Moulas, retired as Assistant Chief in September. He started in 1976 as a police explorer and has been a huge asset to the agency and me personally ever since. He will continue to serve as a paid on-call TEMS trained paramedic crew member for the village. Another valued friend and colleague Eric Schmitt also retired, in August, after 31 years of service to the village. Eric had his hands in a bit of everything around here, but was best known as an excellent firearms instructor and evidence technician. I wish both Gus and Eric the very best, as they enjoy their well earned retirement!!

As a result of the recent retirements, we hired two new officers in July. Officer Daniel Cooler, a former Border Patrol Agent stationed in Laredo Texas, and Officer Karsen Prahst, a former Ozaukee County Sheriff's Drug Enforcement Unit Officer. At the end of 2013, both officers have completed field training and are entering into to the probationary phase of the training process.

Promotions were also a highlight for 2013, with Lt. Jason Hennen moving to Assistant Chief; Sgt. Jason Kubiak moving to Lieutenant and Officer Natalie Hudzinski moving to Sergeant!! Congratulations to all of these officers on achieving significant career milestones!

I wish to thank the citizens of Elm Grove for the opportunity to serve them in 2013 and the Elm Grove Village Board for their continued support. The members of the Elm Grove Police Department would not be able to accomplish their goals without support from the Village Board, the citizens and community leaders. Finally, I wish to express my appreciation to Information Systems Manager Lorrie Hansen and Administrative Secretary Mary Doyne for their diligence and hard work in preparing this annual report.

Sincerely,

*James P Gage*

James P. Gage  
Chief of Police

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# **POLICING AUTHORITY**

Our policing authority and the standards by which our authority is exercised are regulated by provisions in the United States Constitution, the Constitution of the State of Wisconsin, relevant sections of the Wisconsin statutes, and Codified Village Ordinances.

How our police authority is exercised within the Department is governed by organizational written and verbal directives (e.g., rules, regulations, policies, procedures, general orders) and established customs and practices.

No member of this Department shall, while enforcing a law or while taking any action for or against another person, act contrary to the law and these granting authorities.

# PROFESSIONAL CODE OF ETHICS

All sworn members are required to comply with the following Code of Ethics:

As a law enforcement officer, my fundamental obligation is to be a responsible public servant. My major duties are to safeguard lives and property, protect the innocent against violence and deception, and the weak against oppression and intimidation.

While I consider the way I choose to conduct my private affairs a personal freedom, I accept the responsibilities for my actions, as well as inactions, while on duty or off duty, when those actions bring disrepute on the public image of my employer, my fellow workers, and the law enforcement profession.

I vow to perform all my duties in a lawful, professional and competent manner. I consider the abilities to be courageous in the face of danger and to exercise restraint in the use of my powers and authorities to be the ultimate public trust. I accept that I must consistently strive to achieve excellence in learning the necessary knowledge and skills associated with my duties. I will keep myself physically fit and mentally alert so that I am capable of performing my duties according to the standards of quality expected of my position.

I vow to be fully truthful and honest in my dealings with others. I deplore lies and half-truths that mislead or do not fully inform those who must depend upon my honesty. I will obey the very laws that members of my Department are sworn to uphold. I will seek affirmative ways to comply with the standards of my Department and the lawful directions of my supervisors.

I vow to treat others with courtesy at all times. I consider it to be a professional weakness to allow another's behavior to dictate my response. I will not allow others' actions or failings to be my excuse for not performing my duties in a responsible, professional, and expected manner.

I vow to empathize with the problems of people with whom I come into daily contact. However, I cannot allow my personal feelings, prejudices, animosities, or friendships influence the discretionary authorities entrusted to my job. I will affirmatively seek ways to avoid conflicts and potential conflicts of interest that could compromise my official authority or public image.

I hold the authority inherent in my position to be an affirmation of the public's trust in me as a public servant. I do not take this trust lightly. As long as I remain in this position, I will dedicate myself to maintaining this trust and upholding all the ideals of my profession.

## COMMENTARY

In the performance of duty to serve society, officers are often called upon to make difficult decisions.

They must exercise discretion in situations where their rights and liabilities and those of the Department hinge upon their judgment and conduct. An officer's decisions are not easily made and occasionally they involve a choice which may cause hardship or discomfort. An officer must be faithful to the oath of office, the principles of professional police service as expressed in this Code of Ethics, the objectives of the Department, and in the discharge of their duties.

They must not allow personal motives to govern their decisions and conduct.

# CORE VALUES

Our values are expressed in our directives and daily practices. Every member is required to serve with dedication, integrity, courage, respect and empathy for others. Specifically, all members will:

Not violate the law while enforcing the law.

While on duty, observe all constitutional and statutory laws, as well as all lawfully established directives (i.e., rules, policies, procedures and established practices), whether such directives are written or established verbally or through customs of the Department.

While off-duty, conduct themselves in a manner that does not result in a direct and negative effect on the professional image or reputation of this Department.

Act with respect and courtesy at all times and under all circumstances. Personnel will never have a justifiable excuse for discourteous or disrespectful conduct or behavior towards another human being.

Work productively and perform all job tasks, duties and responsibilities in a thorough, complete and competent manner.

Not illegally discriminate in the performance of any assigned or assumed job task, duty, or responsibility.

Not let personal associations, relationships or situations create a conflict of interest or the potential of a conflict of interest with the values or goals of this Department, or with assigned or assumed job tasks, duties and responsibilities.

Conduct themselves, behave and perform in a manner that does not cause serious damage or create the potential of seriously damaging the trust, faith, and confidence of those to whom they are legally or fiducially accountable.

# ORGANIZATIONAL VALUES

## VISION

Police operations will exemplify social concern for the protection of individual freedoms, the general welfare and the development of humanitarianism in the community.

Police operations will be based upon the equality of all members of the community in the eyes of the law.

Police operations will be characterized by the meticulous adherence to constitutional, ethical and performance standards.

Police operations must always be based upon the explicit and broadly held notions of police services by the community.

Police operations will always reflect receptivity to development and change in order to better respond to the appropriate requests and needs of the community.

## MISSION

***The mission for every member of this Department is to affirmatively promote, within available resources and engaging in lawful police functions, a feeling of security and safety for every member of our community.***

This mission requires positive effort based on self-initiative.

The goal is for every member in every contact to seek ways to achieve this mission.

This mission is a commitment to quality performance from all members. It is critical that members understand, accept and be aligned with the responsibilities established by this mission. It provides the foundation upon which all decisions and organizational directives will be based. Directives include rules, regulations, operating policies, procedures, customs and practices.

This mission represents the commitment of this administration to the concepts of quality performance management. In other words, members are expected to work consistently in a quality manner in the daily performance of those duties, job responsibilities and work tasks associated with this mission. Quality manner means that performance outcomes comply with our standards.

Examples of performance standards include the oath of office, code of ethics, rules, policies, procedures, directives, general and supervisory written and verbal orders, and work productivity.

Members are required to accept the responsibility for the achievement of this mission and publicly register their commitment to it and to the concepts of quality service.

# OBJECTIVES

## **The objectives of the Department are:**

To protect constitutional guarantees for all persons;

To create and maintain a feeling of security in the community; to reduce the opportunities for the commission of crime;

To aid individuals who are in danger of physical harm and assist those individuals who cannot care for themselves;

To resolve conflict;

To identify criminal offenders and criminal activity and, where appropriate, apprehend offenders and participate in subsequent court proceedings;

To identify problems that are potentially serious law enforcement or governmental problems; to facilitate the movement of people and vehicles; and

To provide other police services to the community.

## **In order to achieve the above objectives, the Department stands committed to:**

Provide a continual training program to insure professional competence and development of personal and organizational discipline in order to carry out Departmental goals and objectives;

Recognize the importance of planning functions to develop programs which will address major goals and objectives of the Department;

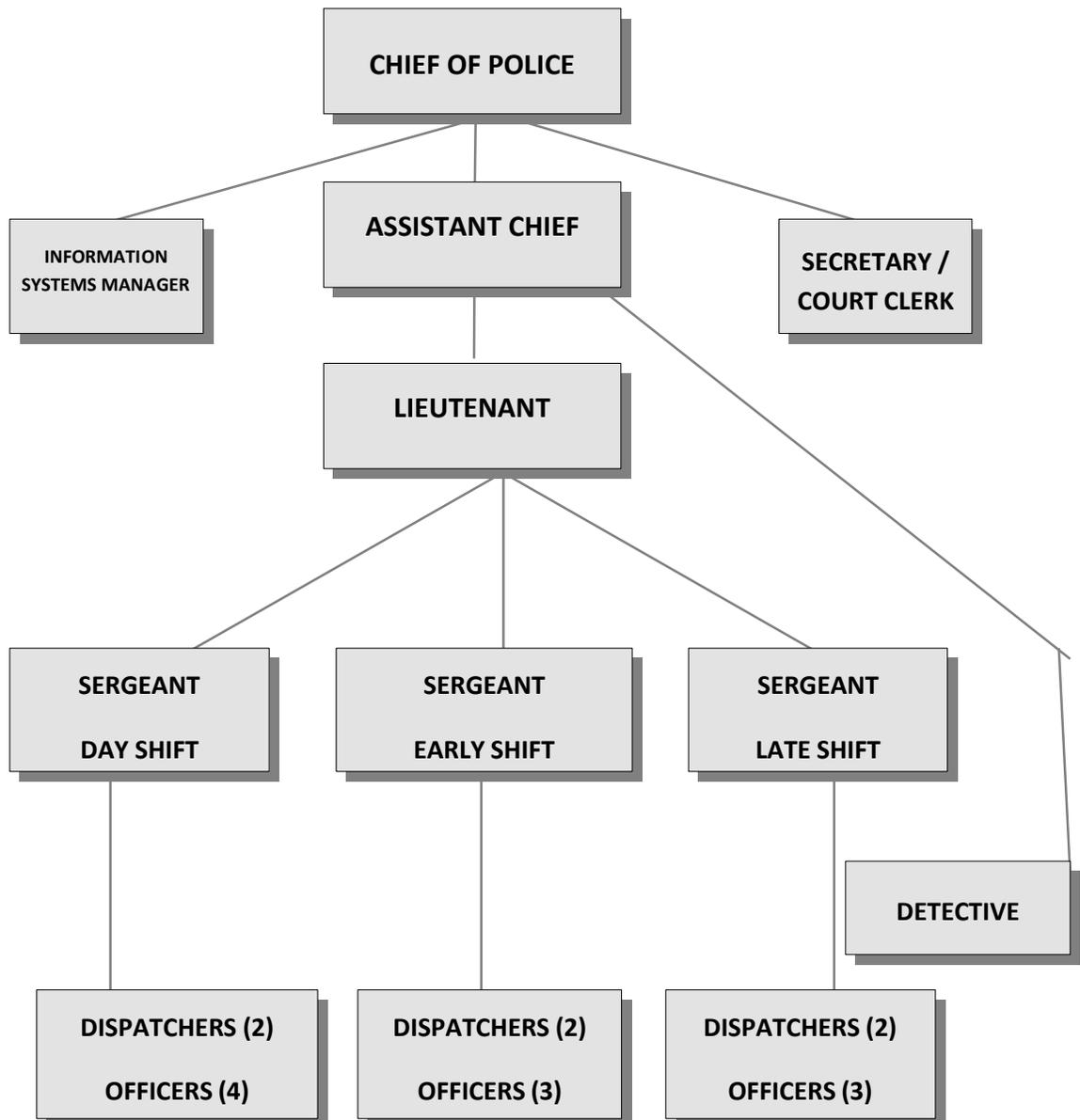
Cooperate with related public and private agencies in pursuit of their major goals; and

Emphasize a continual willingness to study and initiate new and better police services for the community.

# **PERSONNEL**

# ELM GROVE POLICE DEPARTMENT

## ORGANIZATIONAL CHART



# PERSONNEL ACTIONS

## Command Staff

Chief of Police	James Gage
Assistant Chief – Administration, Investigations/K-9/ Public Info Officer <b>Retired 9/2013</b>	Gust Moulas
Lieutenant of Police – Operations, Communications <b>Promoted to Assistant Chief 9/2013</b>	Jason Hennen
Sergeant of Police - TASER Instructor, FTO Supervisor, equipment manager	Ryan Unger
Sergeant of Police - Firearms Instructor, CPA Coordinator, FTO <b>Promoted to Lieutenant 10/2013</b>	Jason Kubiak
Sergeant of Police - Evidence Technician, Field Training Officer	Joseph Ipavec

## Investigations

Detective	Craig Mayer
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## Patrol

Police Officer - Firearms Instructor, Evidence Technician, FTO, Arson Investigator <b>Retired 8/2013</b>	Eric Schmitt
Police Officer - DAAT Instructor, Evidence Technician	Brian Gasse
Police Officer – Field Training Officer, Evidence Technician, fingerprint comparison	Phil Doney
Police Officer - Field Training Officer, Evidence Technician	Jamie Hawkins
Police Officer – DARE Officer, Evidence Technician, Arson Investigator	Sandra Brown
Police Officer – Evidence Technician	Raime Townsend
Police Officer – DAAT & Vehicle Contacts Instructor, Field Training Officer, Explorer Post Advisor	Preston Nobile
Police Officer – Field Training Officer and Firearms Instructor	Evan Schano
Police Officer	Brandon Pipp
Police Officer – Field Training Officer, Evidence Technician, <b>Promoted to SGT. 10/2013</b>	Natalie Hudzinski
Police Officer <b>Hired, 8/2013</b>	Daniel Cooler
Police Officer <b>Hired, 8/2013</b>	Karsen Prahst

## Communications

Dispatcher	Carolyn Gasse
Dispatcher	Wendy Priest
Dispatcher <b>Resigned 09/2013</b>	Alaina German
Dispatcher	Liz Schlaefer
Dispatcher	Emily Carriveau
Dispatcher -	Emily Dearth
Dispatcher - <b>Hired, 10/2013</b>	Jake Zuelke

## Support Staff

Court Clerk/Administrative Assistant (shared position with Municipal Court)	Mary Doyne
Information Systems Manager (shared position with General Government)	Lorrie Hansen
Records Clerk (part-time)	Priscilla Rollmann

# Assistant Chief Moulas Retires after 37 years of Service!!



In August of 1976, the Dousmen-Dunkel-Behling House was located on the corner of Moreland and Bluemound Roads, where the North Shore Building now stands. The Halfway House Restaurant stood at the site of the Walgreen's Drug Store. The Longhorn Saloon, the Lime House, and the Blinkin 'n Nod and Sleepy Hollow Motels adorned Bluemound Road east of Elm Grove Road. There were no traffic control signals or street lights on Watertown Plank Road – only stop signs and intersection lights. And, a fifteen year old, Gus Moulas, first walked through the doors of the Elm Grove Police Department to join the law enforcement explorer post, some thirty-seven years ago.

Over the years, Moulas worked his way through every position on the department, serving as a dispatcher, police officer, detective, captain and assistant chief. He established the department's first canine program and helped several other communities create their own canine units. Because of his significant work and influence with canine programs, Moulas was named the 2009 Wisconsin Canine Handler of the year, by the Wisconsin Canine Handler's Association. Moulas also served as the first Citizen's Police Academy coordinator and instructor. He was also a member of the original paramedic charter class that established advanced pre-hospital medical care for the community. Moulas is also one of the youngest graduates of the FBI's National Academy, graduating at the age of twenty-four with academy class #153.

An avid recreational pilot, Moulas established himself as an expert in general aviation security and has served, nationwide, as a Homeland Security instructor, through the Waukesha County Technical College. Most recently, he has acted as lead instructor, teaching various topics to transportation and safety (TSA) agents. He is also an instructor for the forty hour Tactical Emergency Medical Service (TEMS) class where he

teaches paramedic and police officers skills in providing medical care under hostile conditions. He also serves as a clinical and classroom instructor to new paramedic students.

“It has been an absolute honor to work with Gus,” Police Chief Jim Gage, said. “We have known each other since our high school days and it is difficult to watch him leave with such a massive amount of knowledge and expertise. This village is extremely fortunate to have had someone of his character and dedication serve the community.”

Moulas will not be a stranger to public service. He continues to serve the community as a paramedic on an ambulance crew and he was recently appointed to serve as a citizen member of Elm Grove’s Public Safety Committee.

Thank you, Assistant Chief Moulas, for your thirty-seven years of service to the Village of Elm Grove and all that you have done for our community over the years!

## OFFICER SCHMITT SAYS, “I Quit!!”



It is 1982 -- the price of a gallon of gas is 0.91 cents and Michael Jackson just released his second solo album – “Thriller.” This year also marked the start of Officer Eric Schmitt’s thirty –one year career with the Elm Grove Police Department. His last official day with the department was August 1, 2013.

Over the years, Officer Schmitt has worked just about every facet of police work, completing a stint as a detective, in the investigative unit, and a period as a sergeant with the department. Officer Schmitt served most of his career, as a dayshift police officer, and also served as the department’s weapons armourer and lead firearms instructor.

“I am happy for him personally, as he retires, but as an organization we lose a ton of knowledge and experience when Eric walks out the door.” Chief Jim Gage said. “I’ve known Eric since the day he started and it is not easy to see a person of his character and dedication decide to leave the job.”

Officer Schmitt, thank you for all the great years of service and protection that you afforded our community. All of us, from the Village of Elm Grove, wish you the best as you shift focus to family and your outdoor hobbies and interests!!

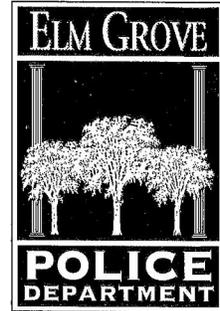
# Awards and Commendations

The following are letters of awards and commendations, issued by the Chief of Police, for a given year. Letters of Appreciation, from the Chief of Police, are also noted in this section, if issued.

13600 Juneau Boulevard ■ Elm Grove, Wisconsin ■ 53122-1679 ■ Phone: 262 786-4141 ■ Fax: 262 782-8550

December 17, 2013

Assistant Chief Hennen  
Elm Grove Police Department  
Elm Grove, Wisconsin



## LETTER OF COMMENDATION

Dear Assistant Chief Hennen:

On July 14, 2011, you responded to a call at the M&I Bank, 900 Elm Grove Road, for a report of a female subject attempting to cash a stolen check at the drive-through window. Upon your arrival, the subject fled, leading you and other officers on a high speed vehicle chase through Elm Grove and the City of Brookfield. Thankfully, you were able to take the subject into custody, after the subject's vehicle became disabled, having lost a wheel during the chase. Little did you know at the time, but your arrest of this subject was your first exposure to a nationwide theft and fraud ring known as the Felony Lane Gang (FLG).

From this day forward, you methodically connected several nationwide members of the gang to several criminal cases in Wisconsin and around the United States, inclusive of Texas, Florida, Iowa, Illinois, Minnesota, Colorado, Maryland, Oklahoma, Georgia and New Jersey. You even cleared two earlier 2011 vehicle entries at our Village Park, as thefts committed by the FLG. Additionally, your work in tying together and identifying several incidents, that were under investigation, by the United States Secret Service as the work of the FLG, furthered outside agency's investigations that resulted in multiple arrests.

For the State of Wisconsin and the Village of Elm Grove, your investigative efforts yielded the arrests of fifteen offenders with a combined three hundred and eight total charges, resulting in prison terms for these offenders ranging from two to sixteen years. This case investigation began in 2011 and closed, with the sentencing of the last few offenders, in 2013. To this day, you still consult and provide information to other agencies investigating crimes committed by the FLG. Numerous accolades for your efforts have been received from financial institution staff, the Waukesha County District Attorney's Office, other law enforcement agencies, and at least one judge, who while presiding over a sentencing hearing, described your efforts as "Herculean" in bringing these offenders to justice.

Assistant Chief Hennen, in all successful cases teamwork is essential to getting the job done efficiently and effectively. There is no doubt that you had several people to assist you over the years in bringing these cases to closure. However, essential to the success of these investigations was your leadership. You could have easily handled your case, filed it, and been done with the single fraud event of July 14, 2011. Instead, you showed exceptional initiative and tenacity as you connected members of the FLG to events throughout Wisconsin and nationwide. Your leadership and drive not only assured that details were covered to ensure solid convictions, but your actions also challenged prosecutors to advocate for aggressive prosecution of these types of cases, rarely seen on this scale in Waukesha County.

For your actions in this matter, you are hereby issued this **Letter of Commendation**.

A handwritten signature in black ink, appearing to read "James P. Gage", is written over the typed name and title of the Chief of Police.

James P. Gage  
Chief of Police

JPG/mhs

c: Mr. David De Angelis, Village Manager  
Mr. Robert Haugh, President, Police & Fire Commission

# Elm Grove Police and Fire Commission

## Members

Robert Haugh, President  
David Molter, Vice President  
Allan Kasprzak, Secretary  
Steven Nelson  
Michael Steinle

Under Wisconsin State law, Elm Grove is required to have a Police Commission. The members of the Commission are appointed for five years by the Village President, with the confirmation of the Village Board, and serve on the Commission without compensation. The Police Commission has authority over all members of the police department who have arrest powers. The duties of the Police Commission, established under Wisconsin Statute, are:

- 1) Appoint, suspend or remove the Chief of Police.
- 2) Approve appointments and promotions of subordinates in the police department made by the Chief of Police.
- 3) Establish a selection process and eligibility list for entry level positions.
- 4) Establish a selection process and eligibility list for promotions within the police department.
- 5) Approve the examinations to be used to judge suitability for appointment.
- 6) Control examinations, designate and change examiners and establish compensation to be paid to the examiners.
- 7) Approve each list of individuals determined to be eligible for appointment to the police department.
- 8) Hear appeals from subordinates in the police department who have been suspended by the Chief of Police and who request a hearing.
- 9) Suspend the Chief of Police and subordinates pending the filing and hearing of charges.
- 10) Initiate charges against the Chief of Police or any subordinate.
- 11) Hear charges filed against the Chief of Police or a subordinate, make findings and determinations and impose penalties.
- 12) Adopt rules governing the administration of the disciplinary and appeal process.
- 13) Receive, investigate and resolve citizen complaints filed against sworn members of the police department.

## The Commission met:

March 22, 2013 -- The Commission met for the annual election of officers. David Molter moved and Michael Steinle seconded the motion to nominate and cast a unanimous ballot for Robert Haugh as president, David Molter vice-president and Allan Kasprzak secretary, motion carried unanimously. Chief Gage provided an update of personnel and departmental activities. Fire Chief William Selzer also briefed the Commission on fire department activities.

July 10, 2013 – Chief Gage provided information on personnel and departmental activities, specifically related to upcoming retirements. The Commission also appointed Lt. Jason Hennen to Assistant Chief and candidates Daniel Cooler and Karsen Prahst to the position of Police Officers. The Commission also acted and approved an outside employment request for the police chief.

August 27, 2013 – Chief Gage provided an update of personnel and departmental activities, specifically related to the progress of Officers Cooler and Prahst. The Commission also approved the appointment of Sergeant Kubiak to Lieutenant.

October 9, 2013 – Chief Gage provided an update of personnel and departmental activities, specifically related to the two new officers and newly promoted officers. The Commission conducted a review of the sergeant promotional process and the test results, thus far in the process. The Commission then conducted interviews of the sergeant candidates and unanimously appointed Officer Natalie Hudzinski to the position of Sergeant.

# POLICE VOLUNTEERS

The Elm Grove Police Department maintains volunteer programs that will allow qualified citizens to assist and support the police department personnel with their mission of providing service, protection and safety to the citizens and visitors of the Village of Elm Grove.

## PURPOSE

To provide structure and guidelines for citizens to better utilize their unique skills and to guide their enthusiasm in helping the department meet its mission.

## STRUCTURE

Citizens may assist the police department by gaining membership to one of two volunteer organizations:

***Explorer Post #177*** – a youth organization, chartered through the Boy Scouts of America. The program is open to young adults between the ages of fifteen and twenty-one years of age. Past members of this program have gone on to serve in local and federal law enforcement agencies.

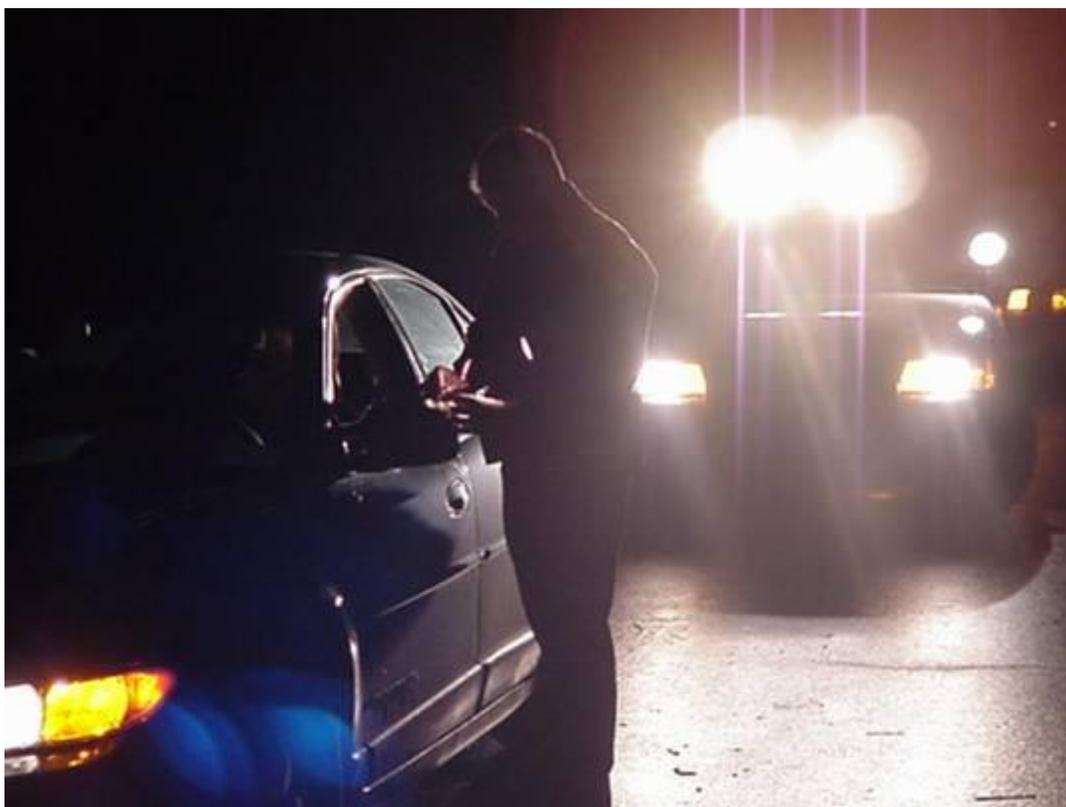
***Elm Grove Police Citizen's Police Academy Alumni*** – an adult organization consisting of graduates of the Elm Grove Police Department's Citizen's Police Academy. Alumni members are responsible for donating hundreds volunteer hours to the police department, along with generous monetary donations of hundreds of thousands of dollars of donated items; to include patrol rifles, TASERS, flashlights, thermal imaging, radar / speed trailer, office remodeling and even a gazebo and brink pathway for the village park. Many former CPA members have continued to serve in various areas of local government.

Both organizations are registered with the USA Freedom Corps, Volunteers in Policing program, sponsored by the U. S. Department of Justice and the International Association of Chiefs of Police. Each organization is governed by individual organizational by-laws and guidelines.

Members of both units help with Village Board packet deliveries, training exercises, low level surveillance, alcohol and tobacco compliance checks and traffic and crowd control duties for Memorial Day, Fourth of July, or other special events.



# ENFORCEMENT STATISTICS



## Activity Totals

Below are the basic summary totals for complaints investigated vs. traffic stops. Complaints investigated are generally “called in” complaints by citizens, while traffic stops are self-initiated officer based complaints, that may involve anything from a minor traffic violation to the discovery of a more serious crime (i.e. stolen vehicle, drug violation, warrant arrests, etc.).

	2008	2009	2010	2011	2012	2013	2013 (-) 2012 Comparison	2013 vs Previous 5 Yr Average
<b>TOTAL ACTIVITY</b>	<b>10,271</b>	<b>9,614</b>	<b>10,031</b>	<b>9,077</b>	<b>8,816</b>	<b>7,707</b>	<b>-12.58%</b>	<b>-19.40%</b>
Complaints Investigated	4,443	3,975	4,276	4,640	4,288	3,858	-10.03%	-10.79%
Traffic Stops	5,828	5,639	5,755	4,437	4,528	3,849	-15.00%	-26.51%

## Crime Index - Part I Offenses

The Elm Grove Police Department participates in the Uniform Crime Reporting (UCR) system. The crime statistics for the Village of Elm Grove are submitted monthly to the Wisconsin Department of Justice, Office of Justice Assistance. The information is then forwarded to the Federal Bureau of Investigation, Uniform Crime Reporting Division. The FBI compiles nationwide crime statistics and publishes *The Uniform Crime Reports* in November of each year.

The Crime Index is the total amount of Part I offenses. Part I offenses are comprised of the following crimes: homicide, sexual assault, robbery, assault, burglary, theft, and motor vehicle thefts. In 2013 the Crime Index for Elm Grove was 76. This figure represents a 43.40% increase in crime, compared with 2012. The 2013 vs. the previous five year average shows an overall 0.52% decrease. The significant increase occurs in the Theft (38 in 2012 vs. 59 in 2013) and Auto Theft (0 in 2012 vs. 4 in 2013) categories. When dealing with small numbers, changes in those numbers represent large percentage changes.

<b>PART I CRIMES:</b>	2008	2009	2010	2011	2012	2013	2013 (-) 2012 Comparison	2013 vs Previous 5 Yr Average
1. Homicide	0	0	0	0	0	0	0.00%	0.00%
2. Sexual Assault	1	0	1	1	1	0	-100.00%	-100.00%
3. Robbery	1	0	0	0	0	0	0.00%	0.00%
4. Assault	1	3	3	0	2	2	0.00%	11.11%
5. Burglary	11	12	16	12	12	11	-8.33%	-12.70%
6. Theft	63	58	72	67	38	59	55.26%	-1.01%
7. Auto Theft	2	0	1	4	0	4	400.00%	185.71%
<b>PART I TOTALS</b>	<b>79</b>	<b>73</b>	<b>93</b>	<b>84</b>	<b>53</b>	<b>76</b>	<b>43.40%</b>	<b>-0.52%</b>

# Adult Arrests & Juvenile Apprehensions

The following table represents a two year comparison of adult arrests and juvenile apprehensions in the Village of Elm Grove reported in the Uniform Crime Reports. In 2013 there was a small decrease in adult arrests (three less than 2012) and a small increase in juvenile apprehensions (five more arrest than 2012). Total arrests increase by only two arrest over 2012. This table only includes arrests for Elm Grove offenses and does not include warrant arrests for other agencies and miscellaneous traffic offenses (not OWI) for our agency. **Total arrests inclusive of warrants and other traffic were 237 (previous year -246).**

Adult Arrests and Juvenile Apprehensions							
		Adult		Juvenile		Total	
Code	Offense	2012	2013	2012	2013	2012	2013
01A	Murder	0	0	0	0	0	0
01B	Negligent Manslaughter	0	0	0	0	0	0
02	Forcible Rape	0	0	0	0	0	0
03	Robbery	0	0	0	0	0	0
04	Aggravated Assault	1	1	0	1	1	2
05	Burglary	1	1	0	0	1	1
06	Theft	12	21	0	3	12	24
07	Motor Vehicle Theft	1	5	0	0	1	5
08	Other Assaults	4	1	1	1	5	2
09	Arson	0	0	0	0	0	0
10	Forgery	2	3	0	0	2	3
11	Fraud	4	3	0	0	4	3
12	Embezzlement	0	0	0	0	0	0
13	Stolen Property	0	2	0	0	0	2
14	Vandalism	3	0	3	0	6	0
15	Weapons	2	3	1	1	3	4
17	Sex Offenses	2	0	0	1	2	1
18A	Opium/Cocaine Sales	0	0	0	0	0	0
18B	Marijuana Sales	2	1	0	0	2	1
18C	Synthetic Narcotic Sales	0	0	0	0	0	0
18D	Other Drug Sales	0	0	0	0	0	0
18E	Opium / Cocaine Possession	1	2	0	0	1	2
18F	Marijuana Possession	13	10	0	7	13	17
18G	Synthetic Narcotic Possession	0	0	0	0	0	0
18H	Other Drug Possession	0	1	0	0	0	1
19C	All Other Gambling	0	0	0	0	0	0
20	Family Offenses	0	0	0	0	0	0
21	Driving While Intoxicated	59	51	3	1	62	52
22	Liquor Laws	2	5	1	5	3	10
24	Disorderly Conduct	14	7	4	3	18	10
25	Vagrancy	0	0	0	0	0	0
26	All Other (Except Traffic)	21	24	6	3	27	27
28	Curfew and Loitering	0	0	2	0	2	0
29	Runaways	0	0	0	0	0	0
		144	141	21	26	165	167

# Traffic and Parking Enforcement Dispositions

The following table represents traffic and parking enforcement dispositions in the Village of Elm Grove. In 2013, there were 2,679 citations issued for traffic related violations which was a 16.65% decrease in citations from the previous year. 2,309 warnings were issued for traffic related offenses; meaning that approximately 67% of all enforcement contacts resulted in a warning. 43 parking citations were issued in Elm Grove which represents a 23.21 % decrease in parking citations compared to the previous year.

TOTAL CITATIONS	2012	2013	2013 (-) 2012 Comparison
Citations Issued	3,214	2,679	-16.65%
Written Warnings Issued	0	0	0.00%
Verbal Warnings	2,793	2,309	-17.33%
Parking Citations	56	43	-23.21%

The following table represents a two year comparison of various traffic citations issued by type of violation in the Village of Elm Grove.

CITATION TYPES	2012	2013	2013 (-) 2012 Comparison
Operate After Revocation/Suspension Registration	216	131	-39.35%
Non-Registration of Vehicle	246	224	-8.94%
Operate While Intoxicated	128	123	-3.91%
Operate Without Vallid License	97	72	-25.77%
Operate After Revocation/Suspension License	295	256	-13.22%
Exceeding Speed Zones	862	864	0.23%
Seat Belt Violation	130	66	-49.23%
Operate Motor Vehicle Without Insurance	301	230	-23.59%

# SERVICES

# Dispatch and Administrative Services



## ***Core Dispatch and Administrative Support Functions***

The core dispatch functions refer to those activities that relate directly to emergency 9-1-1 dispatching:

- Answer 9-1-1 telephone calls for police, fire and emergency medical services (EMS).
- Answer non-emergency telephone.
- Dispatch police, fire and EMS for calls for service; record time of call, time of arrival and time officer reports back in service.
- Query Department of Transportation records on registration and driver's file data as requested by officers.
- Record and maintain master index file on complaints, victims and other parties encountered by police.
- Query Crime Information Bureau (CIB) and National Crime Information Center (NCIC) on wanted subjects and stolen property information.
- Record and maintain daily activity calls of various police activities conducted each shift.
- Monitor radio traffic of surrounding jurisdictions for information of concern.
- Serve as a telephone communications link between officers on patrol and parties that must be contacted or notified, such as towing companies, hospitals, etc.
- Call in additional officers and support personnel as needed.

## ***Essential Dispatch and Administrative Support Functions***

Essential dispatch functions are those duties that require 24-hour monitoring or immediate response. These tasks include:

- Confirm wanted person warrants (locally generated) and stolen property hits as requested by other agencies within 10 minutes, as required by the Transaction Information for Management of Enforcement (TIME) system.
- Type reports for district attorney for lock-ups.
- Handle public walk-in service counter (citizen requests for information and report copies, dog licenses, bail and forfeiture payments, and complaints).
- Monitor officers in booking and cellblock area via video system, summoning assistance when appropriate.
- Monitor building security cameras.
- Control building security access doors, consisting of general government and main police station (public access) door, all booking and cell block area doors and prisoner unloading garage doors.
- Monitor building alarm panel for fire, pool and general government alarms.
- Provide dispatch service to highway department crews (snow removal, downed trees etc.) after business hours.
- Record overnight parking permission information and disseminate to patrol officers.

## ***Secondary Dispatch and Administrative Support Functions***

The third category is Secondary Dispatch Functions. These tasks include:

- Enter information on wanted persons and stolen property into NCIC and CIB systems and maintain appropriate related files.
- Keep record of officers' on-and off-duty.
- Assign complaint and booking numbers.
- Assist municipal court clerk (validate municipal warrants, run Department of Transportation queries, file citations and summons).
- Record and maintain vacation home check file.
- Monitor, review and distribute all teletype information received by the department.
- Prepare daily log information and important teletypes for roll call.

In addition to understanding the core, essential and secondary dispatching functions of the Elm Grove dispatcher there are three other areas of the dispatching position that are important. These three areas are staffing, division of tasks, and the difference between dispatching police, fire, and EMS.

### ***Staffing***

Elm Grove dispatching staffing levels currently call for six full time dispatchers. The full time employees fill three around the clock shifts, filling a work schedule of four days on, two off.

## ***Difference between Dispatching Police, Fire and Emergency Medical Services***

One of the important nuances of dispatching is the difference in the way the Elm Grove dispatchers dispatch police as compared to how they dispatch fire and emergency medical services (EMS). For example, the police communicate frequently, several times an hour with the dispatchers. When the officers are out on patrol the dispatcher is the officer's primary link to the police station. The dispatcher serves as the police officer's tether or lifeline from the street to the station. Elm Grove officers rely heavily on the dispatcher for their safety. As such police officers take the relationship between themselves and their dispatcher very seriously.

This relationship between dispatcher and police officer is contrasted with the relationship between dispatcher and firefighter or dispatcher and emergency medical technician EMT (for brevity sake firefighters and EMS personnel will be jointly referred to as rescue personnel). Foremost the dispatcher communicates very infrequently with rescue personnel. This is primarily due to the nature of the jobs. Rescue personnel do not patrol the streets of Elm Grove like police officers do. Therefore there is no need to keep in periodic communication with the rescue personnel. Communication between the dispatcher and rescue personnel occurs almost exclusively when there is an emergency. For Elm Grove, such an emergency occurs 34 times a month or approximately once a day. This means that on average, the dispatchers communicate with rescue personnel only once every 24 hours.

While communication between dispatchers and police officers is sometimes intense during an emergency situation it is most often characterized as normal interaction. This is not the case with communication between dispatchers and rescue personnel. Those infrequent communiqués are almost always filled with the tension of an emergency situation.

# Calls for Service

The following table reflects the types of calls for service that Elm Grove Police Officers responded to in 2013. The actual type of call could change or be deemed “unfounded” upon further investigation.

<b>CALLS FOR SERVICE BY CATEGORY</b>								
<b>Call Type</b>	<b>2012</b>	<b>2013</b>	<b>Call Type</b>	<b>2012</b>	<b>2013</b>	<b>Call Type</b>	<b>2012</b>	<b>2013</b>
911 Verify	226	223	Death Investigation	6	5	Parking Complaint	65	43
911 Malfunction	7	20	Disabled Vehicle	242	200	Patrol Information	68	52
911/TDD Test	69	73	Disorderly Conduct	18	18	Prisoner Transport	57	55
Abandoned Vehicle	5	4	Domestic Dispute	13	6	Public Accident	4	7
Abducted	0	1	Duty Injury	2	1	Public Service	632	558
Accident - Bike/F/PI/PDO	0	1	Court Order Violation - TRO/DOM/INJUNC	12	7	Recovered Property	56	65
Accident - Deer/F/PI/PDO	6	6	Open Door/Window Business	276	187	Request Mutual Aid for Ambulance	8	5
Accident Fatal	0	0	Open Door/Window Residence	52	42	Request Mutual Aid for Fire	1	1
Accident - Property Damage Only	147	152	Extra Patrol Request	44	43	Request Mutual Aid for Police	97	83
Accident - Pedestrian F/PI/PDO	0	0	Fight	5	2	Robbery	0	0
Accident - Personal Injury	30	22	Fire Department Call	36	36	Sex Offense	2	3
Accident - Train F/PI/PDO	0	0	Fire Alarm	36	25	Snow Complaint - Plow/Throw	0	0
Accident - Unknown	3	2	Fireworks Complaint	4	6	Speed Trailer Deploy	5	6
Alarm - Business	77	97	Fugitive Warrants - All	9	11	Suspicion-General	126	152
Alarm - Residential	106	72	Gas Skip	6	0	Suspicious Person	81	92
Alarm - Vehicle	0	5	Harassment	7	9	Suspicious Phone Call	10	7
Ambulance Request	216	199	Help - Miscellaneous	1	2	Suspicious Vehicle	168	151
Animal Bite Dog / Cat	0	2	Liquor Law	0	0	Tavern/Tobacco Check	85	56
Animal Complaint	169	109	Lock-out	58	54	Test Call	4	1
Area Check	41	69	Lost Property	14	24	Theft	84	92
Assault	0	2	Assist Other Ambulance Service	12	10	Transient Merchant	1	0
Assist Invalid	40	31	Assist Other Fire Department	23	28	Trespassing	9	4
Bomb Threat	1	0	Assist Other PD - K9	0	0	Traffic Complaint	89	131
Burglary	10	12	Mutual Assist to Other PD	68	51	Traffic Stop	4528	3849
Burning Complaint	5	5	Assist Other PD-Thermal Image	3	0	Traffic Hazard	133	130
Criminal Damage to Property	27	10	Missing Person	12	11	Weather Alert/Warning	13	20
Community Relations	184	130	Noise Complaint	9	11	Zoning Complaint	2	0
Control Substance / Drugs	0	2	Ordinance Violation	151	106			

## CASE Classifications

All cases start as a call and become a case when a call results in additional investigation, a criminal action or arrest/custody action. For example, a “theft” call may end as a “fraud” case. This is why there may be ninety-two theft offense **calls** reported above, but only fifty-nine theft **cases** reported below. Presumably, thirty-three theft **calls** did not match the criteria for a theft crime and a **case** was not generated, or the **call** was reclassified as a fraud or some other **case** classification.

<b>CASE ACTIVITY BY CALL FOR SERVICE CLASS</b>								
Class Type	2012	2013	Class Type	2012	2013	Class Type	2012	2013
01 - Homicide	0	0	18 - Narcotic Law Vio	14	16	35 - Fatal MV Accident	0	0
02 -Sexual Assault	1	0	19 - Gambling	0	0	36 - Personal Injury Acc	31	21
03 - Robbery	0	0	20 - Family Offenses	0	0	37 - Property Damage Acc	126	126
04 - Battery/Agg Assault	2	2	21 - Drunken Driving	58	50	38 - Other Accidents	10	6
05 - Burglary	12	11	22- Liquor Laws	1	3	39 - Public Accidents	0	0
06 - Theft	38	59	23 - Drunkenness	0	0	40 - Home Accidents	0	0
07 - Motor Veh Theft	1	4	24 - Disorderly Conduct	24	13	41 - Industrial Accidents	0	0
08 - Other Assaults	8	5	25 - Vagrancy	0	0	42 - Firearm Accident	0	0
09 - Arson	0	0	26 - All Other Offenses	85	65	43 - Animal Bite	0	0
10 - Forgery/Counterfeit	4	1	27 - Suspicious	0	0	44 - Suicide	0	0
11 - Fraud	35	22	28 - Curfew Loiter - Juvi	2	0	45 - Suicide Attempt	0	0
12 - Embezzlement	0	0	29 - Runaways	1	0	46 - Death	7	5
13 - Stolen Property	0	0	30 - Lost / Missing	7	6	47 - Sick Cared For	0	0
14 - Vandalism	15	5	31 - Found/Recovered	55	67	48 - Mental Observation	10	10
15 - Weapons	3	4	32 - Traffic Vio Report	32	28	49-Misc Service Report	97	85
16 - Prostitution	0	0	33 - Parking Violation	0	0	50 - Ordinance Violation	10	10
17 - Sex Offenses	2	2	34 - Other Vio Traffic/MVD	0	0	TOTALS:	691	626

### Other Activity:

	2008	2009	2010	2011	2012	2013	2013 (-) 2012 Comparison	2013 vs Previous 5 Yr Average
Business Checks	34,861	30,242	28,815	25,352	30,047	32,474	8.08%	8.74%
Tavern Checks	102	99	157	136	85	56	-34.12%	-51.64%
Vacant Home Checks	514	641	973	1,617	2,364	2,002	-15.31%	63.86%
Forfeiture & Fees Collected	\$380,511	\$330,898	\$336,625	\$308,066	\$284,866	\$283,436	-0.50%	-13.64%

# Emergency Medical Services



The Elm Grove Police Department’s commitment to the community goes beyond traditional policing services to include training in emergency medical services. All police officers are trained as Emergency Medical Technicians in emergency medical care and licensed by the State of Wisconsin. The initial training consists of over 140 hours of classroom instruction with practical hands on care and 30 hours of refresher training every two years. Two police officers (Chief Gage and Officer Cooler) are paramedics, with approximately 1000 additional hours of medical training, requiring 48 hours of annual in-service and certification in Advanced Life Support Care. The department’s medical program has oversight from an Emergency Room Physician to ensure appropriate current topics in medicine are being presented to officers. Officers responding to calls for medical services, at minimum, provide an initial patient assessment and basic life support, until an ambulance arrives. Elm Grove Police Officers are one of many medical providers a patient will encounter when suffering from a medical condition. This early intervention is provided to correct or slow any significant condition a patient is experiencing. In 2011, officers began carrying specialized trauma “go-bags” to address serious hemorrhage and penetrating trauma. The bags are primarily supplied to assist officers with devastating gunshot, stabbing injuries, or to assist victims of active shooters. They are designed to be carried on their person, while moving through a hostile environment. To date, officers have used this specialized equipment to help a construction worker, after a mishap with a circular saw, and a citizen with a severe femoral artery bleed. Two officers are currently trained in the Tactical Emergency Medical System (TEMS 40 hour course) level, with all other officers having received TEMS at in-service training. In addition to these trauma care “saves”, our officers are regularly an integral part of “cardiac saves” in our community. Combined with our rapid, emergency medical trained, dispatch staff, Elm Grove remains one of the best communities, in southeastern Wisconsin, at addressing your life threatening emergency.

During 2013, officers responded to 238 calls for emergency medical service, along with providing assistance to seniors who may have fallen but did not require ambulance transport. Compared to 2012, this is a decrease in total ambulance calls of approximately 7%.

	2012	2013
Ambulance Calls	256	238

# Detective Bureau

The Detective is responsible for investigating all major crimes within the Village of Elm Grove and assisting the patrol officers with investigations and at crime scenes. The following represents the activity of the Detective Bureau in 2013:

**Criminal Investigations:** Patrol officers investigated approximately 641 calls for service involving case reports and approximately 30 were directly investigated by the detective bureau or forwarded to the detective bureau. This does not include continuing investigations from 2012. The detective bureau generated 53 written reports from cases in 2013.

Some major crimes from 2013 included:

- One reckless homicide investigation
- Seven burglary investigation
- Two sexual assault investigations.
- Three major theft cases.
- Two stolen vehicle cases.
- Ten fraud cases.
- One major drug case.
- One theft by contractor case.
- One assist other agency in a major fraud case.
- Two mental commitment cases , one involving a barricaded subject.
- One assist with an intoxicated driver case.
- In addition, the detective bureau assisted in solving several burglaries in the City of Oak Creek.

**Property Inventory:** The detective maintains all evidentiary property and is responsible for the department's property room. In 2013, 770 pieces of property were entered into the computer as stolen, recovered, safe keeping, evidence for court, or evidence to be destroyed at the Wisconsin State Crime Laboratory. Numerous pieces of evidence were transported to the state crime lab for further processing and destruction. There were a total of 144 pieces of evidence returned to owners. The detective bureau is also in charge of ordering and maintaining evidence supplies according to the detective bureau budget. Assistant Chief Hennen and Detective Mayer conducted a major audit of the property room, clearing out property and adjudicated evidence recovered and not claimed. Assistant Chief Hennen and Detective Mayer were able to take unclaimed valuable property and resale it, bringing an additional \$5,849.08 in funds for the police department.

In addition to some of the major investigations, search warrants and subpoenas were requested, issued by the court, and executed.

The detective bureau is also in charge of submitting all reports to the district attorney's office, social services, and corporation counsel. When the reports are received and charged, the detective will respond to the district attorney's office and sign the complaints that are dictated for each charge. On average, the detective responds to the Waukesha County District Attorney's Office one to two times per week. There were 196 reports transported to the district attorney's office in 2013. In addition, the detective works as the liaison between our department and the district attorney's office for court scheduling and officer subpoenas for court.

The detective bureau is also assigned as an evidence technician to process major crime scenes and to process all evidence recovered and brought to the police department.

In addition, the detective attends monthly meetings with the Wisconsin Area Fraud Investigators Group which discusses the trends of crimes committed in the Southeast Wisconsin area.

The detective gave two presentations to citizen groups on recent trends in crime and identity theft.

In 2013 the Elm Grove joined the Major Investigation Unit (MIU) partnering with other law enforcement agencies. This team of selected officers from the Chenua, Delafield, Lannon, Pewaukee (Village), Elm Grove, and Hartland Police Department are trained and prepared to investigate all major crimes and traffic accidents that may occur in any of these communities. This is a significant mutual aid agreement that allocates the necessary resources to investigate major incidents, yet also allows each community to maintain police coverage for other types of activities. The sharing of expertise and equipment makes this team cost-effective and provides professional quality investigative efforts. In addition, the team has a liaison with the Waukesha County Sheriff's Department for investigative purposes.

# COOPERATIVE LAW ENFORCEMENT SERVICES

## ***Suburban Critical Incident Team (S.C.I.T)***

This team of officers from the Brookfield, Chenua, Delafield, Elm Grove, Hartland, Mukwonago, New Berlin and Pewaukee Police Departments are trained to handle highly critical calls, such as barricaded persons, negotiations, serving high risk warrants, or conducting surveillances. This is a significant mutual aid agreement as the team serves as a back-up to other similar teams in the county, such as the Waukesha County Sheriff's Department and the City of Waukesha Police Department.

## ***Major Investigations Unit (M.I. U.)***

This team of officers from Chenua, Elm Grove, Delafield, Lannon and Pewaukee Police Departments are trained and prepared to investigate all major crimes that may occur in any of these communities. This mutual aid agreement allocates necessary resources to investigate major incidents and allows each community to maintain adequate police coverage for other activities, without interrupting investigative efforts. The sharing of equipment and resources makes this team cost-effective and provides a professional quality investigative product. The team also serves as a liaison to other investigative teams in the county.

## ***Suburban Mutual Assistance Response Team (S.M.A.R.T.)***

This is a cooperative effort between agencies in southeastern Wisconsin allowing for mutual aid during a significant event. Within sixty minutes, a community that is a member of S.M.A.R.T can expect up to sixty-five law enforcement agencies responding to help with the incident. The team currently encompasses agencies from Racine, Jefferson, Walworth, Milwaukee and Waukesha Counties.

## ***Waukesha County Metro Drug Unit –***

In Fall of 2013, the department started the process for membership with metro, gaining full membership in early 2014. As a result, the department has an officer assigned to this unit on a part-time basis. Illegal drug activity in our community is a significant and never ending problem. By being a member of the Metro Drug Unit, participating agencies have a global view of the drug issues in our region. By partnering with county and federal assets, participating officers are able to bring back information and training to patrol officers that will better equip officers to recognize and address drug related crimes during their patrol assignments. Additionally, Metro assigned officers, working on active cases, may also take advantage of possible asset forfeiture funds that may then be used to enhance the local agency's enforcement efforts.

# TRAINING

# Training

The goal of the Elm Grove Police Department is to deliver the highest quality service to the community. In order to achieve this goal, our personnel must be familiar with the most recent changes in laws, court decisions, law enforcement techniques and technology. The Elm Grove Police Department utilizes many training programs presented by Federal, State, and local levels to accomplish this goal. In addition, the Elm Grove Police Department has many talented individuals who are certified as instructors in areas such as: field training, firearms, defensive tactics, and crime prevention. These individuals provide in-house training at roll call presentations and specialized training sessions

Beginning in 2005, all members of the Elm Grove Police Department began an ongoing training program that will carry over into coming years. The National Incident Management System (NIMS) has been developed by the federal government to prepare responders in dealing with events that may occur in the community and stretch the available resources. During 2009 and continuing through 2012, all supervisory personnel continued the advanced training necessary to plan for and execute the long term management of a significant incident.

The Elm Grove Police Department continues to educate their personnel on the newest techniques and available technology with the hopes of maintaining a level of service available only in Elm Grove.

# ADVANCED MANAGEMENT TRAINING

Command staff members that have attended advanced management ten week programs:

## The FBI National Academy:



Assistant Chief Gust W. Moulas (ret.), Session #153

Chief Jeffrey W. Haig (ret.), Session # 159 [attended as a Fox Point Captain]

Chief James P. Gage, Session #252

## Northwestern University, School of Police Staff and Command:



Chief James P. Gage, SPSC Class #82

Assistant Chief Jason R. Hennen, SPSC Class # 149

Lieutenant Jason Kubiak, SPSC Class #203

Sergeant Ryan Unger, SPSC Class # 310

Sergeant Joseph Ipavec SPSC Class #355

# Firearms Training

The Elm Grove Police Department has a formal training program which is designed to test and enhance the skills of the police personnel. In 2013, most officers received 10 hours of firearms instruction. The training program is designed by our Firearms Instructors and is overseen by the Chief of Police. The instructors are certified as Firearms Instructors, by the Wisconsin Department of Justice. Having these instructors on staff enables the Department to train personnel while on duty.

The training sessions begin with basic techniques, and then progress into emphasizing the importance of split second decision making coupled with the proper and proficient use of the firearm. Actual scenarios are duplicated on the range to test and refine the skills of the personnel. High stress scenarios are also designed with the use of simmunitions and live ammunition to depict dangerous situations that officers may encounter while at a residence, business or while on a traffic stop. The instruction also includes officer safety tactics, weapons safety, weapon retention, verbal skills, legal considerations and proper documentation if deadly force is used.

- In February, officers trained at the Brookfield Police Department Firearms Range with their Sig Sauer .40 service handguns. Officers trained in a low light environment, using cover, while in shoot and no shoot situations.
- In April, officers trained with simulated rifles at Pilgrim Park Middle School. Officers trained in planning, tactics, and communication while responding to an Active shooter. They were also trained in officer/citizen rescue tactics.
- In May, officers trained at the Menomonee Falls Police Department Firearms Range, using newly issued Sig Sauer 516 rifles. The lesson was a review of rifle tactics, with an emphasis on full automatic fire and its proper use.
- In July, officers trained at the Menomonee Falls Police Department Firearms Range with their issued service handguns. Officers reviewed shooting form and how to obtain proficiency with rapid succession shooting. Officers also qualified under the WI State handgun qualification requirements.
- In September, officers trained at the Menomonee Falls Police Department Firearms Range with their issued service handguns. Officers continued training in accurate rapid succession shooting, with emphasis on encountering multiple adversaries. Officers also qualified under the WI State handgun qualification requirements.

All of the above training is necessary and contributes in satisfying recommendations set by federal and state authorities requiring police officers to be trained in a variety of skills and scenario situations to help minimize the effects of stress on their performance and improve their decision making in use of force situations.

## **Defense and Arrest Tactics (DAAT)**

The Elm Grove Police Department has a Defense and Arrest Tactics Training (DAAT) program which is designed so that officers will know and become efficient in the application of all the skills instructed in the DAAT curriculum. The DAAT system has a guideline which assists law enforcement officers to analyze a subject's behavior and to determine a reasonable level of force to use in response to that behavior. The techniques used in this system were adopted by the Wisconsin Department of Justice and the Law Enforcement Standards Board in 1987. There are five different modes contained in the system, they are: Presence, Dialog, Empty Hand Control Techniques, Intermediate Weapons, and Deadly Force. Each mode contains several techniques and skills which were instructed to the officers during the year, along with several other topics such as, Decentralizations, Protective Alternatives, Ground Handcuffing, Weapon Control Techniques, Taser Training, and also general officer fitness. Officers Preston Nobile and Brian Gasse are the Department's certified DAAT instructors. Annually, each patrol officer receives approximately nine to twelve hours instruction.

# **COMMUNITY SERVICES**

## Bike Patrol Unit



The Elm Grove Police Department has nine officers that are trained as bicycle patrol officers. The Department has three fully equipped mountain bikes. The existence of the bike patrol program is due to generous donations from citizens and businesses. The donations provided funds for the purchase of three mountain bikes, all of which are sized differently to accommodate the different sized officers. The first donations also included funds to purchase state of the art equipment and lighting as well as provide uniforms and training for our first bicycle patrol officers.

In 2013, when staffing levels permitted, bike patrol officers spent time patrolling on bikes, including special events. The patrol bicycles are used at special events such as the Memorial Day Parade, the Fourth of July Fireworks and festivities in the park, Concerts in the Park, Safety Village, Elm Grove Bicycle Safety, and can also be seen patrolling the Park n Shop and downtown area. They are also utilized to target special crime watch areas that have unusual increases of incidents such as burglaries or thefts from motor vehicles. When staffing levels permit, the bike officers conduct periodic patrols of the village, including remote areas that squad cars cannot enter. The bike patrol allows the officers to have one on one contact with the public. Members of the public are encouraged to approach the bike officers so they may answer any questions or address concerns.



## Drug Abuse Resistance Education



The D.A.R.E. program, which began in 1983, is a nationally acclaimed program in which specially trained police officers teach a 10-16 week anti-drug/anti-violence curriculum to elementary school students. D.A.R.E. teaches the 5<sup>th</sup> grade students the dangers of drug abuse, gives concrete ways to refuse peer pressure and teaches responsibility, reinforces the concept that each person has a right to make their own healthy and wise choices, and gives the life skills necessary to stay away from drugs, alcohol and violence. Studies show that students which completed the D.A.R.E. program were five times less likely to start smoking compared to kids who did not participate in D.A.R.E. The Elm Grove Police Department has been teaching DARE since the early 1990's.

Police Officer Sandy Brown is the Department's D.A.R.E. officer, since 2009. In 2013, the D.A.R.E. program was funded by the Village of Elm Grove, with supplements from other donations. We would also like to say THANK YOU from the local businesses for their donations to our program! The Elm Grove Junior Guild, UPS, RJ's Ice Cream, Subway and Silver Spur all contributed to our program. Subway donated sub sandwiches and cookies for the graduation lunch; McDonald's donated orange drink and lemonade. Silver Spur donated their time in helping set up the lunch area and chips. RJ's donated a coupon for a free scoop of ice cream to each of the graduates! These donations greatly help out our D.A.R.E. program & help it to continue! Please contact Officer Brown at [sbrown@elmgrovewi.org](mailto:sbrown@elmgrovewi.org) if you or your business is interested in donating to our program or have any questions about volunteering or DARE events.

The 2013 Elm Grove D.A.R.E. curriculum consisted of 11 lessons. The D.A.R.E. course was presented to 97 Fifth grade students at Tonawanda Elementary School, St. Mary's Visitation School and Elm Grove Lutheran School. The course of instruction included:

- Completion of "Keepin it Real" D.A.R.E. workbooks with a weekly D.A.R.E. assignment that reflected each lesson.
- "Family Talk" student and parent discussion sheets for more parent involvement in the D.A.R.E. program.
- Completing individual, pair, and group work in each lesson.
- Completion of a one page DARE essay, which is a statement of each student's commitment to stay drug & violence free.
- Covering additional topics such as Over the Counter/Prescription medication safety and bullying. Students had a chance to wear the "drunk goggles" and try to walk a straight line while wearing them. When time permits, cyber bullying/internet safety lessons can also be presented with the school's request.
- All students took part in a graduation ceremony and received a red DARE t-shirt with sponsored businesses listed on the back, pin and certificate of completion of the D.A.R.E. program. Students also are awarded pencils, erasers, stickers, and other prizes which are funded through donations.

- Upon graduation of the D.A.R.E. program, the D.A.R.E. graduates were provided with a Wisconsin Dells discount card, valid for 20% off at 41 participating WI Dells attractions. The card is valid for the student and three other family members for the 2013 season. The cards are provided by the Wisconsin Dells Visitor & Convention Bureau.
- A special THANK YOU to our Guest Speaker, Waukesha County District Attorney Brad Schimel, who takes time out of his busy schedule to talk to the kids at DARE graduations. Thank you Brad!



Officer Sandy Brown & Daren the lion

- DARE graduates of past and present, participated in an annual DARE Day Brewer Game and tailgate on May 25, 2013. All are encouraged to attend the 2014 DARE Brewer game on April 12. Contact me!

### **Elm Grove D.A.R.E. Pledge**

I know who I am and know that I want to remain happy and healthy. I have learned of the devastation that drugs can do, not only to me but to the ones I love and care about. I know and have practiced the skills needed to make wise, healthy decisions against drugs, bullying and violence. I am in charge and I will help others resist drugs and violence in a time of weakness. I pledge to say NO to all illegal drugs, the abuse of substances, and violence!

## OTHER PUBLIC RELATIONS EFFORTS

**CITIZEN POLICE ACADEMY** ... began in 1998. It is safe to say each has come away with a greater understanding of what we do and the challenges we face. Our staff has learned from participants their perceptions, priorities, and concerns ... invaluable information to help us be more effective. Perhaps the best measure of success is the creation of an Alumni Association - by the graduates themselves - to continue their involvement with the Department. For more information about the Citizen's Police Academy, see the personnel section.

**EXPLORER POST 177**... has provided well over 120 teenagers the chance to learn about law enforcement and law enforcement officers. At least 25 alumni that we know of have pursued Criminal Justice careers, including, Dispatcher Alaina German, Officer Natalie Hudzinski, Assistant Chief Gus Moulas and Chief Jim Gage. Just as importantly, dozens more are going through their lives with positive insights and attitudes regarding the police because of their experiences in this program. For more information about Explorer Post #177, see the Personnel Section.

**SAFETY VILLAGE** ... each August we have the chance to positively influence several dozen preschool children (and their parents). The opportunity to work with the Junior Guild, as an important influence in the community, is seen as a real positive for us. Each year one officer is assigned to assist with instruction of important safety tips for our youngest of residents.

**ANNUAL BICYCLE SAFETY PROGRAM** ... each June the village has hosted this fun safety program for all area children, drawing 200-300 participants, and almost as many parents. The past few years, Park and Rec. has taken over the management of the program and the Brookfield Police Department and Elmbrook Hospital have joined us in making this a true community event. Our bicycle patrol officers and on-duty personnel always take advantage of meeting the public, by attending this program.

**COLLEGE INTERN PROGRAM** ... almost every semester, we host a Criminal Justice college student for a ride-along program in which we evaluate the student, and for which they receive three credits. UW-M, Marquette, WCTC and MATC all have placed students with us. This program helps our Field Training Officers maintain their skills, gives the student a positive, inside look at our Department, and maintains valuable relationships with the Universities and Voc- Techs.

**BUSINESS SECURITY CHECKS** ... we spend some 1100 hours each year checking the security of closed businesses, and the business community's sense of safety is well worth it. Though they rarely enjoy middle-of-the-night calls when doors or windows are found open, they realize and appreciate our vigilance. Through this function we maintain on-going relations with them, as we do through the process of updating and maintaining our "keyholder" list.

**SECURITY NOTICES** ... are another P.R. tool we use to encourage security awareness and assure citizens of our vigilance. Printed reminders inform them of open garage doors, mail & papers accumulated, or other crime-inviting situations.

**AUTOMOBILE LOCK-OUT RESPONSES** ... provide a convenient service to forgetful or careless motorists. Though very few Departments continue this function due to workload or liability concerns, it provides us the chance to perform as "rescuers" rather than our more common role as "enforcer": pure public relations!

**AUTO SAFETY CHECKS** ... certifications necessary for school personnel to transport students in their private vehicles. If we didn't do it, they would have to go to State Patrol Headquarters. Our image as "team players" is enhanced by this fairly simple service: the convenience is really appreciated by school staff.

**FINGERPRINTING SERVICES** ... is another convenient public service we offer to our residents or business people. These fingerprints are needed for securities licenses, adoptions, bartender licenses, and other employment requirements. While under no obligation to perform this service, we welcome the opportunity to meet and serve our citizens.

**"NO PARKING" SIGN PROGRAM** ... is yet another way we meet and serve our residents and service clubs. In what I believe is a unique program, we loan "No Parking" signs on posts to anyone holding special events that will likely generate parking problems. This system has citizens accepting joint responsibility with us for maintaining public peace and order - a concept all too rarely seen these days, and one of the main reasons, I'm convinced, of this community's low crime rate.

**McGRUFF PROGRAM FOR YOUNGER CHILDREN** ... gives us, in addition to Safety Village, positive contact with preschoolers on up to 4th graders, with age appropriate messages about "stranger danger", obeying rules, theft, etc.

**SCOUTING CITIZENSHIP BADGE TOURS** ... give us the chance to show off our facility and explain our role in society to Cub Scouts and Brownies, who earn merit badges for the exercises. We typically give 2-4 such tours each semester, showing the police as the "good guys" to some 70 children per year.

**CIVIC GROUP PRESENTATIONS** ... we regularly provide speakers to civic groups such as the Rotary, Legion Post, Business Association, St. Mary's Senior Center, and others on specific topics or areas of general safety concerns. We're always pleased to give these presentations, and regardless of the group or the topic, a common theme is always "working together to make this a better community."

**SPECIAL EVENT COORDINATION** ... is one of the "fun" public relations arenas in which we participate. In an environment of mutual respect and community service, we help plan and coordinate the Memorial Day parade, 4th of July activities, soccer and tennis tournaments, Easter egg hunts, Rec programs, large funeral processions, and special school activities, to name a few. Working with the civic groups, schools, business groups, and other Village Departments is most rewarding, as is contributing to the success of these events, which help make this the great community that it is.

**NOTARY PUBLIC SERVICES** ... are available to the community at no charge. We usually have a Notary available from 8:00 A.M. to 4PM.

**"TRAUMA" TEDDY BEARS** ... are stocked in all patrol cars, the ambulance, and a fire truck. The value to a traumatized youngster of a huggable stuffed animal amid the turmoil of an auto accident, medical emergency, fire, or domestic dispute must be seen to be appreciated. This is another two-level public relations program: we (and the kids) "win" when we hand out a teddy bear; and our interaction with the service organizations that provide the toys is great community public relations in and of itself.

**RADAR TRAILER ...** purchased with a private citizen donation, conveys to drivers our sincere interest in traffic safety. No tickets are written: the only goal is motorist awareness and voluntary compliance with speed laws. Our website & in-person request programs foster even more citizen involvement and create yet another opportunity for us to work side by side with residents toward a safer community.

**CITIZEN CONCEALED CARRY TRAINING ...** This past winter the Elm Grove Police Department conducted four Concealed Carry Weapons classes which were open to the public. The course consisted of a variety of topics including basic fundamental firearm safety, safe carry considerations, proper storage of weapons, legal implications of the Concealed Carry law and the use of deadly force. The course was taught by the Elm Grove Police department's state certified firearms instructors and provided the required instruction needed for citizen's to obtain their Wisconsin concealed carry weapons permit. Sixty citizens attended the classes, so far.

**HIGH VISIBILITY ENFORCEMENT (HVE) IMPAIRED DRIVING TASK FORCE ...** The Elm Grove Police Department is a participating agency in the Southeast Wisconsin Multi-Jurisdictional Drunk Driving Task Force. The task force is a group of agencies dedicated to the concentrated and coordinated effort to reduce impaired driving through high visibility enforcement (HVE) and education.

# MUNICIPAL COURT

# COURT BAILIFF DUTIES

The Court Bailiff duty assignment is performed by sworn police officers. Officer salary, while performing this function, is paid by the Municipal Court operating budget.

Officers assigned to Court Bailiff duties are responsible for, but not limited to, the following duties:

- Security and protection of all persons attending Municipal Court.
- Call to order the Municipal Court session and introduce the Judge.
- Maintain proper order and decorum as directed by the Court.
- Be available to Court personnel and be present in Municipal Court, during the duration of the assignment.
- Be accepting of learning new tasks to assist Court personnel in maintaining efficient and effective operations.
- Be able to answer basic questions about Court procedure without providing advice to defendants.
- Maintain a competent and professional uniformed presence.
- All other lawful duties as assigned by the Court Clerk and Municipal Judge.

# Municipal Court Operations

2010 Actual	2011 Actual	2012 Actual	2013 Budget	2013 Actual	2014 Proposed
\$105,067	\$86,227	\$114,641	\$98,010	\$109,042	\$108,335

## **Department Description:**

### **Functions**

This program provides for costs associated with the processing, prosecution, adjudication, and appeal of approximately 3700 municipal cases per year, and all associated record keeping.

### **Personnel**

Judge	Part-time elected position
Court Clerk (police department employee)	.5 FTE
Records Clerk (part-time police employee)	.3 FTE
Bailiff- Police Officer (overtime)	75 hrs per yr

### **Services/Duties**

- Track each municipal citation from issuance to final adjudication;
- schedule initial appearances and trials;
- reconcile fines collected and distribute funds as required by law;
- coordinate appeals and jury trial requests;
- reconcile and distribute bails collected;
- effect court-ordered drivers license/registration suspensions;
- maintain court docket;
- prepare for and manage court nights;
- provide trial transcriptions and discovery demand records;
- Coordinate all functions with Municipal Judge, Municipal Attorneys, Police Department, and defendants/defense attorneys.

# MISCELLANEOUS

## Reportable Traffic Accidents

In 2013, 147 reportable traffic accidents occurred in the Village of Elm Grove. This represents an 6.37% decrease in accidents compared with 2012. One-hundred and twenty six accidents resulted in property damage only, and twenty one accidents resulted in personal injuries. There were no fatal accidents in 2013.

Reportable accidents are any accidents which involve at least one motor vehicle in transport and result in injury or fatality of a person, or total damage to one person's property to an apparent extent of \$1,000 or more, or damage to government-owned property to an apparent extent of \$200.00 or more (except government-owned vehicle which is \$1,000).

ACCIDENTS	2012	2013	2013 (-) 2012 Comparison
Motor Vehicle Accident - Fatal	0	0	XXXX
Motor Vehicle Accident - Personal Injury	31	21	-32.26%
Motor Vehicle Accident - Property Damage Only	126	126	0.00%
<b>TOTAL MOTOR VEHICLE ACCIDENTS</b>	<b>157</b>	<b>147</b>	<b>-6.37%</b>

# Motor Vehicle Fleet

The Elm Grove Police Department maintains a fleet of nine vehicles. Vehicles are funded through the capital budget. Two cars are purchased during even years and one car is purchased during odd years. The 2013 maintenance budget was \$13,800.00. The 2013 budgeted fuel costs were \$50,500.00. Five out of the nine vehicles are used twenty-four hours per day. **In 2014, the total amount of vehicles for the police department will be reduced from nine to eight.** The vehicles are assigned, as follows:

- 1998 Chevy van. Received via the 1033 program at no cost to the Village. The transport van is shared between general government, park and recreation and the police department. Since almost all of our training is off-site, the van is used to haul firearms training equipment. It has also been used for surveillance assignments. **This vehicle will be repurposed to the highway department in 2014.**
- 2004 Ford Crown Vic. This is a single use vehicle, previously assigned to the K-9 handler. This vehicle and associated equipment was funded by private donations, at no cost to the Village and is now being used as an administrative vehicle for the Assistant Chief and Lieutenant.
- 2008 Ford Crown Vic. Used for school assignments, training and by volunteers for assigned functions.
- 2009 Ford Expedition. Shift Commander marked vehicle. Secondary front-line patrol use.
- 2010 Ford Crown Vic. Front-line marked patrol use.
- 2011 Ford Expedition. Assigned to primary use by the Detective and Assistant Chief. Also, used by patrol for non-marked use, during inclement weather conditions, or when patrol vehicles are out of service, due to repairs.
- 2013 Ford Police Interceptor SUV. Front-line marked patrol use.
- 2013 Ford Police Interceptor SUV. Front-line marked patrol use.
- 2013 Ford Police Interceptor SUV. This is a single use vehicle, currently assigned to the Police Chief.

# Car-Deer Accidents

## FREQUENCY

<b>YEAR</b>	<b>CAR-DEER ACCIDENTS</b>	<b>TOTAL ACCIDENTS</b>	<b>CAR-DEER % OF TOTAL</b>
1992	11	250	4.4
1993	10	262	3.8
1994	11	301	3.7
1995	17	291	5.8
1996	10	296	3.4
1997	5	307	1.6
1998	13	297	4.4
1999	10	245	4.1
2000	8	293	2.7
2001	5	261	1.9
2002	13	232	5.6
2003	11	241	4.6
2004	11	202	5.5
2005	12	227	5.3
2006	3	234	1.3
2007	5	210	2.3
2008	4	222	1.8
2009	6	165	3.6
2010	17	155	10.9
2011	5	168	2.9
2012	6	170	3.5
2013	7	183	4.0

**MONTH**

	2013	1992- 2012	1992- 2013		2013	1992- 2012	1992- 2013
JAN	1	16	17	JULY	1	10	11
FEB	0	12	12	AUG	0	13	13
MARCH	0	10	10	SEPT	0	8	8
<u>1st Qtr Total</u>	<u>1</u>	<u>38</u>	<u>39</u>	<u>3rd Qtr Total</u>	<u>1</u>	<u>31</u>	<u>32</u>
APRIL	1	10	11	OCT	0	23	23
MAY	0	7	7	NOV	0	48	48
JUNE	1	9	10	DEC	3	27	30
<u>2nd Qtr Total</u>	<u>2</u>	<u>26</u>	<u>28</u>	<u>4th Qtr Total</u>	<u>3</u>	<u>98</u>	<u>101</u>

TIME OF DAY

	2013	1992- 2012	1992- 2013		2013	1992- 2012	1992- 2013
12M - 1A	0	8	8	12N - 1P	0	6	6
1A - 2A	0	4	4	1P - 2P	0	1	1
2A - 3A	0	0	0	2P - 3P	0	2	2
3A - 4A	0	2	2	3P - 4P	0	5	5
4A - 5A	0	2	2	4P - 5P	0	10	10
5A - 6A	1	3	4	5P - 6P	0	16	16
6A - 7A	0	7	7	6P - 7P	1	10	11
7A - 8A	0	13	13	7P - 8P	1	19	20
8A - 9A	1	5	6	8P - 9P	0	27	27
9A - 10A	0	5	5	9P - 10P	0	24	24
10A - 11A	0	3	3	10P - 11P	1	8	9
11A - 12N	1	4	5	11P - 12M	1	9	10

LOCATION

	2013	1992- 2012	1992- 2013
Bluemound Rd: 12400 - Sunnyslope	4	93	97
Bluemound Rd: Sunnyslope - Moorland	0	25	25
TOTAL BLUEMOUND RD.	4	118	122

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Bluemound Rd.	4	118	122
Pilgrim Pkwy.	0	41	41
Highland Dr.	0	15	15
Elm Grove Rd.	2	4	6
Other	1	15	16
TOTAL	7	193	200

## **DEER CULLING SAFETY MANAGEMENT**

The goal population for deer within Village borders is 25 deer per square mile of habitat. This population goal was established by referencing the Milwaukee Metro Unit (77M) whose deer population had been similarly established (Southeastern Wisconsin Urban Deer Taskforce Final Report 1994). Population goals range from 10 – 35 deer per square mile of habitat throughout the state depending on habitat, climate and human condition. Monitoring of the deer population annually confirms the Village is achieving the determined goal population.

Elm Grove's deer habitat includes the area of .79 square miles or 504 acres. Therefore, if the deer population increases to more than 25 deer per square mile of habitat, or 20 deer, then the deer are actively managed. Deer may be managed to half the habitat amount, or 10 deer.

The police department, by direction of the Police Chief, oversees and inspects all deer sharpshooting locations. The Village contracts with Wildlife Management Services to maintain deer populations in Elm Grove.

In 2013, our deer count was 46. The annual culling program runs from approximately November through March of the following year. Access to prior deer sites was limited, compared to past years. This year the village board approved the netting of deer. This will allow deer culling without having to gain neighbor approval, since no firearm is involved. Due to the firearm restriction of requiring neighbor permission, few deer culling sites were established in 2012 – 2013. As a result, no deer were culled. The 2012-2013 cost for the aerial survey, site bait, and site setup was \$3,192.00 for the 2012-2013 season. We expect, in 2013 – 2014, the addition of netting will result in higher numbers of deer harvested.

[So far, for 2013 – 2014, nineteen deer have been harvested, eight by firearm and eleven by netting. Total unofficial cost of \$10,147.00]

# **PROGRAM BUDGETS**

# Police Department Operations

2010 Actual	2011 Actual	2012 Actual	2013 Budget	2013 Actual	2014 Proposed
\$2,041,513	\$2,124,077	\$2,100,207	2,260,410	\$2,234,522	\$2,145,850

**Department Description:**

This program provides funding for costs associated with preventative patrol; criminal and traffic law enforcement; investigations; requests for assistance; community problem-solving; maintenance of the peace; prosecution of offenders; community education and awareness; records maintenance; and assistance to other Village Departments.

<b>PERSONNEL:</b>	<b>Full-time Equivalency FTE</b>
Police Chief	1
Assistant Chief	1
Lieutenant	1
Sergeant	3
Detective	1
Patrol Officers	10
Subtotal- sworn officers	17
Administrative Assistant (part-time court)	.5
IT manager (shared with General Government)	1
Administrative clerk	.3
Total	18.8
<p>In 2011, the Department contracted for the services of two crossing guards that work ½ hour each day, during the school year, at Watertown Plank Road and Church Street. In 2012, the Village installed lighted crosswalks, and guard service was discontinued.</p>	

# Services/Duties

**PATROL:** High-visibility preventative patrol establishes a police presence and sense of security in the community, while officers are on watch for

- traffic, criminal and Village code violations,
- hazardous conditions;
- crime-inviting situations;
- persons in need of assistance;
- opportunities for citizen interaction.

**TRAFFIC:** Activities aimed at maintaining and improving traffic safety and orderliness. Includes:

- accident investigation;
- traffic enforcement;
- parking enforcement;
- assisting motorists;
- investigating traffic complaints and suspicious vehicles;
- bicycle code enforcement;
- traffic management at special (planned or unplanned) events.

## **CRIMINAL:**

- Investigation and reports on criminal activities;
- evidence processing and storage;
- felony and misdemeanor apprehensions;
- prisoner processing;
- non-arrest and juvenile dispositions;
- other investigations;
- field interviews;
- special details;
- case management;
- false alarm management.

## **ADMINISTRATIVE & GENERAL:**

- Building and residential checks;
- animal calls;
- assist citizens;
- assist other Village Departments (including EMS as EMT-Basics and Paramedics);
- municipal & circuit court preparation and testimony;
- public relations;
- crime prevention;
- department administration- internal affairs, policy development, recruitment, coordination, training, personnel supervision and development;
- equipment service;
- planning and budgeting,
- records management
- supervision and management of dispatch
- management and scheduling of municipal court security.

# Dispatch Department Operations

2010 Actual	2011 Actual	2012 Actual	2013 Budget	2013 Actual	2014 Proposed
\$415,569	\$407,847	\$408,834	\$423,405	\$417,732.98	\$420,850

## **Department Description:**

This program provides funding for costs associated with maintaining the Dispatch Center, the community's only 24 hour/day, 7day/week link with their local government. Program also provides clerical and record keeping function to police; and communication services to Police, Fire and EMS Departments; and off-hours communications to Public Works and General Government.

<b><u>PERSONNEL:</u></b>	<b>Full-time Equivalency FTE</b>
Dispatchers	6 FTE

## **Services/Duties**

### **DISPATCH:**

- Receive and react to all citizen calls for service, information and emergency (911) assistance.
- Provide communications for Police, Fire, EMS;
- Provide after-hours service to Public Works and General Government.

### **CLERICAL:**

- Perform all routine clerical services for Police Department, including the time-critical transcription of reports needed for court proceedings.
- Maintain numerous databases (ie: keyholders, master name index, home check list, etc.)
- Perform initial record keeping for Fire and EMS calls.
- Provide walk-in service for Police, EMS, and Fire.
- Provide after-hours security monitoring for entire complex, and at all times for officer's prisoner processing.

**5 Year Capital Budget  
Years 2014-2018**

Department/Capital Item	2014	2015	2016	2017	2018	Totals 2014-2018
<b>Police</b>						
Patrol Vehicles	69,000	35,000	62,000	35,000	62,000	263,000
						-
TIME Terminal Package			5,000			5,000
						-
Mobile Data Terminals (laptops for squads)	35,000					35,000
						-
Trunked radio replacement-	275,000					275,000
						-
Replacement of 911 Phone System	15,000					15,000
<i>reduced from \$105,000 to \$15,000 11/21/13</i>						-
Replacement of sidearms			18,000			18,000
						-
Replacement of Tasers				8,000		8,000
						-
Fingerprint Scanner				17,000		17,000
						-
Multi-channel voice logger					20,000	20,000
						-
Squad/Lock up Cameras					45,000	45,000
						-
<b>Police Total</b>	<b>394,000</b>	<b>35,000</b>	<b>85,000</b>	<b>60,000</b>	<b>127,000</b>	<b>701,000</b>

# REVENUES

<b>Fines, Forfeitures and Penalties</b>	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budgeted</b>
<b>Court Fines Collected</b>	<b>325,475</b>	<b>292,846</b>	<b>325,500</b>	<b>251,470</b>	<b>270,000</b>
<b>Court Fine Expense</b>	<b>(123,207)</b>	<b>(102,641)</b>	<b>(123,200)</b>	<b>(95,493)</b>	<b>(110,000)</b>
<b>Fines, Forfeitures and Penalties</b>	<b>202,268</b>	<b>190,205</b>	<b>202,300</b>	<b>155,977</b>	<b>160,000</b>