

# Shawnee Hills Police Department 2018 Annual Report



Shawnee Hills Police Department

40 W. Reindeer Drive

Shawnee Hills, Ohio 43065

## Contents

|                                        |       |
|----------------------------------------|-------|
| Table of Contents.....                 | 1     |
| Chief's Summary .....                  | 2     |
| Agency Administration.....             | 3     |
| Mission Statement/Code of Ethics ..... | 4     |
| Statistics.....                        | 5-6   |
| Financial .....                        | 7     |
| Equipment.....                         | 8     |
| Evidence.....                          | 9     |
| Administrative Review .....            | 10    |
| Staffing.....                          | 11    |
| Use of Force Review .....              | 12    |
| Community Involvement .....            | 13    |
| Multi-Jurisdictional Involvement.....  | 14    |
| Training .....                         | 15-16 |
| Awards & Recognition .....             | 17    |
| 2019 Goals .....                       | 18    |



## Chief's Summary

I have never been more proud to be part of an organization than I am with the Shawnee Hills Police Department. We have an excellent staff and unwavering support from our community, council, and mayor. Our relationship with our community is strong. I attribute this to our transparency and our strict focus on community oriented policing. With the creation of the Community- Police Advisory Committee we have received invaluable input from residents and businesses and have worked very hard to meet their recommendations.

With strong leadership and a forward vision for the department we continued to build upon the foundation that was set in place in the past few years. It is my goal in the coming year to continue to foster the great relationship and strengthen the trust we have built with the community. Our focus will continue to be training and challenging our officers to be the best in all that they do.



I renew my promise to the community that we will continue to work with the best interest of the residents and our businesses in mind. This report should be a testament to my dedication to transparency and willingness to be open to community involvement. We remain open to suggestions and innovations that will aid us in delivering the highest level of policing to our community. As I have said in the past, my door is always open to the community, I am available to address concerns, questions, and suggestions that you may have that will allow us to provide the type of service our community wants.

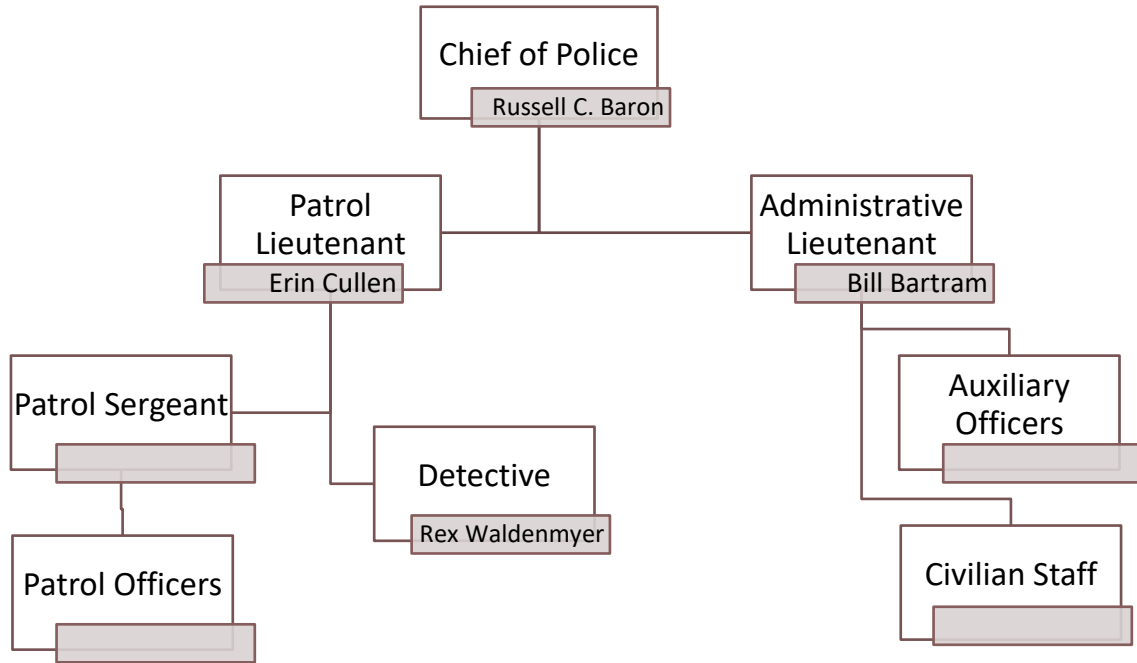
A handwritten signature in black ink, appearing to read 'R. Baron', written over a white background.

Russell C. Baron

Chief of Police



## Agency Administration



## Supervisor Contact Information

Chief Russell Baron  
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Lieutenant Erin Cullen  
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### Mission Statement

It is the mission of the Shawnee Hills Police Department to safeguard the lives and property of the people we serve, to reduce the incidence and fear of crime, and to enhance public safety while working with the community to improve their quality of life. Our mandate is to do so with honor and integrity, while at all times conducting ourselves with the highest ethical standards to maintain public confidence.

### Code of Ethics

As a law enforcement officer, my fundamental duty is to serve the community; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation and the peaceful against abuse or disorder; and to respect the constitutional rights of all to liberty, equality and justice.

I will keep my private life unsullied as an example to all and will behave in a manner that does not bring discredit to me or to my agency. I will maintain courageous calm in the face of danger, scorn or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed both in my personal and official life, I will be exemplary in obeying the law and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, political beliefs, aspirations, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or abuse and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of police service. I will never engage in acts of corruption or bribery, nor will I condone such acts by other police officers. I will cooperate with all legally authorized agencies and their representatives in the pursuit of justice.

I know that I alone am responsible for my own standard of professional performance and will



## Statistics

Officers take calls for service 24 hours a day, every day. Below is a statistical breakdown of reports and enforcement actions taken by our officers while on patrol within the village. Please note that when it comes to traffic stops, warnings, and citations that one driver may have been issued multiple charges or it may have been concluded by another means such as a report or a criminal arrest.

| Nature                  | 2017  | 2018   | % + or - |
|-------------------------|-------|--------|----------|
| Business Checks         | 8,795 | 13,720 | + 43%    |
| House Checks            | 982   | 1,284  | + 26%    |
| Assist Citizens         | 1,639 | 1,092  | - 40%    |
| Calls to Service        | 437   | 574    | +27%     |
| Assist Other Agencies   | 171   | 239    | +40%     |
| Traffic Stops           | 1,043 | 668    | -36%     |
| Traffic Charges Filed   | 459   | 405    | -12%     |
| Traffic Warnings Issued | 608   | 333    | -58%     |
| Criminal Charges Filed  | 64    | 41     | -43%     |
| Total Call Entries      | 1,480 | 1,623  | +10%     |



## Crime Statistics

Below is a listing of the more serious reports that were taken within the village limits. Throughout the year our officers responded to various calls outside of our jurisdiction that include, violent crimes, burglaries, alarm calls, and mental health crisis; these statistics are not reflected here.

| Nature                                 | 2017 | 2018 | % + or - Change |
|----------------------------------------|------|------|-----------------|
| Violent Crime                          | 2    | 2    | 0%              |
| Sex Offenses                           | 0    | 0    | 0%              |
| Burglary                               | 3    | 0    | -100%           |
| Narcotics                              | 5    | 3    | -40%            |
| Alcohol Offenses                       | 6    | 7    | +16%            |
| Theft                                  | 17   | 10   | -41%            |
| Domestic Incidents                     | 7    | 10   | +43%            |
| Mental Health Crisis / Suicide Attempt | 6    | 14   | +133%           |
| Animal Complaints                      | 12   | 6    | -50%            |
| Traffic Crashes                        | 18   | 16   | -11%            |
| Alarm Calls                            | 24   | 49   | +104%           |
| Harassment / Threats                   | 20   | 8    | -60%            |
| Total Reports Taken                    | 325  | 395  | +22%            |



| 2018 Mayors Court Traffic Offense Listing               |            |
|---------------------------------------------------------|------------|
| Offense                                                 | Count      |
| Expired License Plates                                  | 114        |
| Driving Under Suspension                                | 86         |
| No Operators License                                    | 67         |
| Speed                                                   | 67         |
| Expired Driver's License < 6 Months                     | 9          |
| Failure to Reinstate                                    | 8          |
| Improper Display of License Plates                      | 6          |
| Fictitious License Plates                               | 6          |
| Lights Required                                         | 5          |
| License Plates Belonging to Another Vehicle             | 2          |
| ACDA                                                    | 2          |
| Fleeing and Eluding                                     | 1          |
| Failure to Obey a Traffic Control Device (Red Light)    | 1          |
| Following Too Closely                                   | 1          |
| Improper Backing                                        | 1          |
| Failure to Control                                      | 1          |
| Driving while Distracted                                | 1          |
| Obstructing the Roadway                                 | 1          |
| Violation of Driving Restrictions                       | 1          |
| Hit Skip                                                | 1          |
| Windshield Must be Intact                               | 1          |
| Failure to Use a Child Restraint                        | 1          |
| Failure to Use Seatbelt Driver                          | 1          |
| <b>Total Traffic Offenses Charged Into Mayors Court</b> | <b>384</b> |

| 2018 Mayors Court Criminal Offense Listing               |           |
|----------------------------------------------------------|-----------|
| Offense                                                  | Count     |
| Drug Abuse                                               | 2         |
| Drug Paraphernalia                                       | 2         |
| Possession of Marijuana                                  | 1         |
| Disorderly Conduct                                       | 1         |
| Excessive Sound Level after 11PM                         | 1         |
| Littering                                                | 1         |
| Open Container                                           | 1         |
| Assault                                                  | 1         |
| Criminal Trespass                                        | 1         |
| <b>Total Criminal Offenses Charged Into Mayors Court</b> | <b>11</b> |

| 2018 Municipal / Juvenile Court Offense Listing |           |
|-------------------------------------------------|-----------|
| Offense                                         | Count     |
| OVI                                             | 7         |
| Fugitive From Justice / Warrant Arrest          | 6         |
| Domestic Violence                               | 3         |
| Assault                                         | 3         |
| Drug Abuse                                      | 1         |
| Fleeing and Eluding                             | 1         |
| Failure to Control                              | 1         |
| Resisting Arrest                                | 1         |
| <b>Total Offenses Charged Into Mayors Court</b> | <b>22</b> |

| 2018 Common Pleas Court Indictments                                           |          |
|-------------------------------------------------------------------------------|----------|
| *This only lists indictments, other arrests made are still pending Grand Jury |          |
| Theft                                                                         | 2        |
| Receiving Stolen Property                                                     | 2        |
| Identity Fraud                                                                | 1        |
| Possession of Methamphetamine                                                 | 1        |
| <b>Total Indictments</b>                                                      | <b>6</b> |

| 2018 Traffic Stop Demographics |     |         |        |       |
|--------------------------------|-----|---------|--------|-------|
| Race                           | Sex | Stopped | Warned | Cited |
| Caucasian                      | M   | 394     | 163    | 231   |
| Caucasian                      | F   | 164     | 101    | 63    |
| Black                          | M   | 34      | 19     | 15    |
| Black                          | F   | 19      | 7      | 12    |
| Hispanic                       | M   | 17      | 4      | 13    |
| Hispanic                       | F   | 7       | 2      | 5     |
| Asian                          | M   | 9       | 3      | 6     |
| Asian                          | F   | 5       | 3      | 2     |
| Other                          | M   | 11      | 8      | 3     |
| Other                          | F   | 8       | 5      | 3     |



## Financial Responsibility

At the beginning of the year the police department was allocated a budget of \$383,594.00 and we ended the year with a total budget of \$401,210.38.

### Re-Appropriations

Below are some of the re-appropriations for 2018. The re-appropriations are listed below.

- \$5,500.00 to purchase a new vehicle
- \$7,500 to replace our furnace and air conditioning
- \$631.00 to replace our hot water heater
- \$4,000.00 to fix drainage problems behind the building and in the park
- \$1,063.98 to reimburse the PD supply budget with money from the Delaware County Criminal Justice Association for a purchase made on behalf of the CART Team.
- \$12,779.80 for salaries and wages, employee benefits
- \$2,000.00 added to the fuel budget
- \$15,106.62 of a reduction from the supply and contractual services budgets

### Grants and Other Funds

- We did not receive grant funding for 2018.

### Expense Reduction

- We utilized state and federal contract pricing for the purchase of equipment, computers, uniforms, etc.
- We utilized state and federal surplus for free or reduced cost equipment.
- We continue to monitor overtime and holiday hours by utilizing part time employees.
- Re-Issue equipment to new officers to reduce uniform expenses due to turn-over.
- We no longer issue officers uniform allowances. Uniforms and equipment will be given as needed.
- Utilizing part time staffing on holidays and during vacations to reduce the need for overtime.



## Equipment

Each year we conduct an inventory and review of all of the equipment owned by our agency. We identified equipment that needed replaced immediately as well as projected replacement dates for other equipment. We then prioritized our equipment needs vs. wants to develop a replacement plan. We utilized trained personnel to be able to maintain certain equipment without having to pay an external vendor. Leveraging state and federal pricing contracts we are able to use public monies more efficiently. Other than replacing an unmarked vehicle and items needed for daily operations we did not make many large purchases.

### Larger purchases we had in 2018 were as follows:

- New furnace and air conditioner to replace the undersized units.
- New water heater due to the park bathroom addition.
- Some additional items to complete the building remodel such as a conference table and other furnishings.

### Some items we obtained at little or no cost to the village

- Two additional AEDs, making it possible to have one in each patrol car and one assigned to each Village owned building. Est, \$3,000.00
- AED Training Unit, allowing us to conduct in-service training. Est. \$600.00

### Items that will need to be replaced or added within the next two years

- We will like to add a fourth patrol vehicle in the near future. Our existing vehicles are running every day; one car is assigned to two shifts five days a week.
- We are working to replace radios; the technology we are using for most of our handheld radios and car radios is very dated and will soon not be supported by the Delaware County Radio System.
- Ballistic shields are expired and are due for replacement.
- Four Tasers will need to be replaced, three were purchased in 2018 the remaining four are outside of the manufacturer's warranty and two are no longer functioning.



## Evidence

One of the most important administrative functions we have as a police department is to secure and protect evidence. With the completion of the building remodel last year we are now able to secure this in a temperature controlled environment. Evidence is handled by the officers in a designated area only. The evidence is then placed into a locker that is attached to the evidence room, once inside the only person that can remove it is the evidence manager.

### Cost Reducing Steps Taken

- Instead of buying costly evidence bags our officers now make their own using a heat sealer. Bags ranged in cost of \$25 to \$100 for a pack of 100 and we would need several sizes.
- Paper bags are no longer pre-printed with information. This cuts the cost in half.
- We purchased two Dymo Label Makers to print all necessary information on a label and affix it to the bag.
  - This allows us to not only save money but to customize our labels with whatever information may be needed.
- Costs of chemical testing have been passed on to the defendants for criminal / OVI cases. Tests range in price but on average cost approximately \$190.00.

### Evidence Audit

- Annually an evidence audit is completed by the evidence manager. This was done and was found to be in compliance with policies and all property was accounted for.
- Annually a random selection audit is performed by an officer. The evidence room was found to be in compliance with policies and all property was accounted for.

### Steps Taken to Enhance Integrity and Organization

- Evidence disposition requests will be done quarterly to ensure property is not being held longer than required.
- Evidence submission forms will be broken out into two binders, property currently being held and property that has been returned or destroyed.
- Evidence submission forms that contain evidence that is at the laboratory will be hung on a clipboard inside of the evidence room, noting where this property is.



## Policies and Procedures

We contract with Lexipol LLC, a public safety risk management company to manage our policies and procedures. Lexipol provides us with proven policies based off of state and federal law as well as law enforcement best practices. These policies are backed by legal representation that will provide assistance to our agency if needed. This contract keeps us on the cutting edge of new legislation and best practices without the expense and time of having an administrator dedicated to research.



Lexipol also provides us with “Daily Training Bulletins” that the officers have to complete. These training bulletins test the officers knowledge of policies, and “high risk, low frequency” events; such as uses of force and serious crimes. This is available to us online, on our server, and via a cell phone application, making it truly available to our officers at all times. It was our decision to renew the contract as it has enhanced our professionalism and kept our officers up to date with training, policies, and best practices.

## Ohio Collaborative Community-Police Relations Certification

In 2016 we received collaborative certification for our policies and practices relating to hiring, recruiting, use of force, use of deadly force, and bias free policing. Our agency was able to gain this certification by submitting annual compliance documentation such as policies, policy acknowledgement logs, training, and departmental review documents. In 2017 we recertified the previous standards as well as the standards for body worn cameras and community engagement. In 2018 we maintained the previous standards and met the new standard relating to citizen complaints.



In 2019 we will be looking forward to another on-site review by the board and to gain compliance with any forthcoming standards. This is important to us as the guidelines that are being implemented by the board represent the current need of the community we police.



## Staffing

### Hiring Process

We contract with a vendor, National Testing Network, to recruit, test, and accept applications on our behalf. National Testing Network has been used by a wide range of police agencies across the country and is used by most of our neighboring Central Ohio agencies. As part of our goal to provide a higher level of police service to the community, while being good stewards of the village budget we will evaluate our processes annually. In November the supervisors met and evaluated the continuation of this contract and have decided to continue using National Testing Network as it has successfully reached a diverse, well qualified applicant pool that we previously were unable to reach. We did see a decreased number of applicants in 2018; this is partially due to a national decline in police applicants overall. It is our opinion that we do receive better candidates than with our previous recruitment methods, which in turn mean lower risk and liability for the village.

In addition to having to pass a written exam, applicants are required to successfully complete a thorough background investigation, panel interview, polygraph examination, and psychological test.

National Testing Network has resulted in the following applicants and hires:

| Full Time |       | Part Time |       | Auxiliary |       |
|-----------|-------|-----------|-------|-----------|-------|
| Applied   | Hired | Applied   | Hired | Applied   | Hired |
| 5         | 3*    | 12        | 4     | 13        | 1     |

\*The two full time hires were promoted from our part time staff.

### Current Staffing

|                       |                              |
|-----------------------|------------------------------|
| Full Time- 5          | Full Time Male Officers- 5   |
| Part Time- 5          | Full Time Female Officers- 0 |
| Auxiliary- 3          | Part Time Male Officers- 4   |
| Civilian Employees- 3 | Part Time Female Officers- 1 |

At the end of 2017 worked closely with the Village Solicitor and Safety Committee to create legislation to ensure that the changes we have put in place remain in effect until it is justified to council to alter our staffing and rank structure. We were able to fill all of the positions, excluding auxiliary officers, by the end of 2018. Below is the staffing numbers and rank structure as defined in our ordinances.

#### Maximum Staffing Numbers

|                       |
|-----------------------|
| 5 Full Time Employees |
| 5 Part Time Employees |
| 6 Auxiliary Officers  |
| 3 Non-Sworn Employees |
| 2 Chaplains           |

#### Rank Structure

|                   |
|-------------------|
| 1 Chief of Police |
| 2 Lieutenants     |
| 2 Sergeants       |
| 1 Detectives      |
| 10 Officers       |



## Use of Force Review

In 2018 our officers had one physical use of force that was limited to controlling a suspect that was resisting being handcuffed. The officer applied minimal force that resulted in no harm to the suspect or officer.

- No officer took an action that resulted in the injury or death of another person.
- No officer applied force using lethal or less-than-lethal weapons.
- On three occasions officers discharged their firearms to humanely put down a sick or injured animal.
- Every officer of the Shawnee Hills Police Department received quarterly firearm and response to resistance training. Every officer qualified successfully with their duty weapons and less-than-lethal tools.
- Our officers attended a four hour in-service course relating to building searches and weapon retention. This was conducted in house at no cost by an agency instructor.

## Pursuit Review

**Pursuit Review:** Officers were involved in one vehicle pursuits for 2018. This pursuit was found to be within department policies and procedures. The pursuit resulted in the arrest of an individual for operating a vehicle under the Influence of Alcohol (OVI), Fleeing and Eluding, and Resisting Arrest.

**Foot Pursuit Review:** Officers were not involved in foot pursuits for 2018.



## Community Involvement

Our Officers attended several events in 2018 as part of our plan to engage and educate the community. Below is a complete list of events we attended or hosted.

- Trick or Treat Tailgate
- Westerville Cops and Kids Day
- Delaware First Friday Safety Event
- Click it or Ticket Kickoff Event
- Drive Sober Kickoff Event
- National Law Enforcement Officers Memorial
- Ohio Law Enforcement Officers Memorial
- Village Picnic
- Shop With A Cop
- Breakfast With Santa
- National Drug Take-Back Day
- Multiple Boy & Girl Scout Events
- Concord Township Safety Day
- Bonfire with the Police
- Shawnee Hills Veterans Day Ceremony
- Shawnee Hills Tree Lighting



### Fun Fact!

We have collected over 200 pounds of pills in our Prescription Drug Drop Box this year! This is service is available 24/7 in our lobby!



## Multi-Jurisdictional Involvement

As part of our ability to provide an excellent level of service to our community we have to ensure that our officers are highly trained and have access to resources that the village may not have on hand. One of the best ways to tap into these resources is to collaborate with our partner agencies. This is the first year that our agency has participated in multi-jurisdictional initiatives on a permanent basis. Below is a list of the multi-jurisdictional teams that our officers participate with.



- Delaware County Child Abduction Response Team
- Delaware County Crisis Negotiation Team
- Delaware County Sexual Assault Response Team
- Delaware County Law Enforcement Executives Board
- Delaware County Criminal Justice Association
- Delaware County Emergency Management Executive Board
- Drug Free Delaware Access & Availability Committee
- Delaware County Safe Communities Board
- Delaware County Criminal Justice Association
- FBI Joint Terrorism Task Force Briefings

If you would like more information regarding a specific team or committee we participate with please contact the police department and we would be happy to discuss it with you.



| 2018 Multi- Jurisdictional Team Missions |          |
|------------------------------------------|----------|
| Team                                     | Missions |
| Child Abduction Response Team            | 2        |
| Crisis Negotiation Team                  | 14       |
| Sexual Assault Response Team             | 0        |



## Department Training

The largest part of providing the best level of service we can to our residents is training. Our officers need to constantly train and challenge themselves to learn new things. We have a large focus on mental health and crisis training. All of our paid officers have completed Crisis Intervention Training (CIT). We are a small community with little crime but we have to prepare and equip our officers with the tools and knowledge to handle the worst imaginable situation so we make sure to have a variety of different skills within the department.

When an officer attends a class he/she is tasked with the responsibility of passing on what they learned to the other officers. This allows us to send one officer to a class and it benefits the entire department.

## Training Classes Attended

All officers are required to complete Daily Training Bulletins via Lexipol. Every day of the month all officers received a scenario and had to answer questions based off of our policies and procedures. Lexipol tracks these Daily Training Bulletins and each officer completed over 300 training scenarios throughout the year. Officers also train in a classroom setting at various institutions. Below are some of the courses that our officers attended in 2018.

|                                 |                                  |                                    |
|---------------------------------|----------------------------------|------------------------------------|
| Public Records Training         | Elder Abuse Investigations       | Crisis Intervention (CIT) Training |
| Missing Children Investigations | Advanced Public Records Training | 4 Hour Taser Refresher Course      |
| Blue Courage (Officer Wellness) | Companion Animal Training        | Building Searches                  |
| Weapon Retention                | Glock Armorer                    | Advanced OVI Tactics               |
| Strangulation Investigation     | Photography for Investigators    | First Resp. Electrical Safety      |
| AED / CPR                       | Foot Pursuits and Officer Safety | Leading Behind the Badge           |
| Critical Injury First Aid       | Police Chaplain Basic Academy    | Legal Updates                      |
| Report Writing                  | Drug Enforcement                 | Active Shooter Response            |



## Department Training Continued

### 2018 In-Service Training

Every year, all officers across the state are required to take mandatory training as designated by the Ohio Peace Officer's Training Commission and the Ohio Attorney General. For 2018 the State of Ohio did not have funding for mandatory training but they did release a list of suggested training, which we ensured we added into our annual training schedules.

- Legal updates (i.e., case law, legislative changes)
- Community-police relationships (e.g., implicit bias, procedural justice, community diversity, agency transparency, generational issues)
- Mental health and crisis de-escalation
- Refresher training for perishable skills in a reality-based training environment
- Use of force policy review
- Traffic stops and approaches



## Awards & Recognition

On December 9, 2018 we hosted our annual departmental awards ceremony. The following Officers received awards for their contribution to our department.

### Officer of the Year

The 2018 Officer of the Year award was awarded to Officer Joshua Hoar. He was an intern with our agency in 2013 and returned as an officer in 2017. Being a new officer he has shown the most improvement and has become one of our most reliable officers.

Officer Hoar has worked several overtime shifts during our busiest shifts without complaint and has volunteered his personal time to assist with special events. Officer Hoar is also our liaison to the Drug Free Delaware and Delaware Safe Communities. The Village of Shawnee Hills is a safer place to live, work, and play thanks to Officer Hoar.

### Appreciation Awards

We would like to recognize the dedication of Chaplain Bill Clark. He has been a great asset to our community and our officers during times of need. We do not utilize our chaplain often but when we do he exceeds our expectations.

We would also like to recognize Michael Koren, who has taken the volunteer role of upgrading and maintaining our computer systems at the police department. Mike has spent countless hours working on and maintaining our systems.

### Firearms Commendation

Lieutenant Bill Bartram  
Detective Rex Waldenmyer  
Officer Scott Emch  
Officer Josh Hoar  
Officer Brandon Moeller  
Officer Andrew Rowland

### Outstanding Performance

Detective Rexford Waldenmyer

### Achievement Award

Lieutenant Erin Cullen  
Sergeant Thomas Earhart  
Officer Brandon Moeller  
Officer Josh Hoar  
Officer Maria Magana  
Officer Woodrow Geer  
Officer Andrew Rowland

### Award of Merit

Sergeant Thomas Earhart  
Officer Brandon Moeller

### Special Service Commendation

Lieutenant Erin Cullen  
Detective Rex Waldenmyer



## 2019 Goals

Our main goal for 2019 is to continue our commitment to the community that we will provide a superior level of policing while at the same time remaining fiscally responsible. While we keep this goal in mind there are other projects and goals that we are looking forward to that are listed below.

- We are going to explore ways to enhance our visibility in the community and relieve patrol officers of some administrative functions.
- We are going to continue our focus on training, we look to host training to lower some of the costs associated with sending officer elsewhere.
- Grant research will be directed towards funding technology and upgrading radios. These will need replaced within the next two years due to an upgrade in county infrastructure.
- Reduce traffic crashes and crime through directed patrols and enforcement.
- Continue building our relationships with partner agencies through collaborative efforts.

