

# *Annual Report* *2016*



*Sylvania Police*  
*Division*

**SYLVANIA POLICE DIVISION**

**2016**

**ANNUAL REPORT**

Mayor Craig A. Stough  
City of Sylvania

Dear Mayor Stough:

I am pleased to present to you the 2016 Annual Report for the Sylvania Police Division. This report reflects the hard work, outstanding accomplishments and professional services provided by the men and women of this agency. The Sylvania Police Division is a progressive department that will always strive to maintain excellence and professionalism in its service to the citizens and businesses of Sylvania.

Calls for police service increased with 14,993 in 2016 compared to 14,479 in 2015. Crime reports decreased 5% in 2016 and major crimes decreased 8%. The major crime categories, as identified by the FBI Uniform Crime Report Part 1 Crimes, are murder, rape, robbery, burglary, theft, auto theft, and arson. In 2016 we had 219 major crimes reported compared to 237 in 2015. Of these 219 major crimes, we cleared 215 of them by arrest or the perpetrator was identified but not arrested. Not arresting the perpetrator could mean that a warrant was issued but not yet served, the victim doesn't want to proceed with prosecution, the perpetrator was charged with other crimes, or the perpetrator is in jail somewhere and not available to us yet for prosecution, or the case was unfounded. The crime statistics and additional narrative can be found in Section X of this annual report.

Traffic crashes decreased 9% in 2016 and injury crashes were at 84 for 2016 compared to 87 in 2015. There were no traffic fatalities in 2016. Traffic citations issued for the year were at 1168 compared to 1225 in 2015. Some of this decrease can be attributed to officers issuing a written warning instead of issuing a citation to traffic violators. In 2016, 1245 written warnings were issued compared to 1692 in 2015. Written warnings in place of traffic citations are a very good traffic enforcement and public relations tool utilized by officers to maintain an effective traffic enforcement program in our community.

During 2016, the men and women of the police department, including our Police Explorers and Volunteers, were involved in many programs and projects throughout the community. The Volunteers put in 491 volunteer hours and since the inception of the Volunteer program in 2004 they have logged a total of 27,710 hours. The Citizen Volunteer Program has become one of the highlights of the department and I must say that their participation sets them apart from other agencies that may have a program such as ours. The Police Explorers continue to be a vital part of the department and the community. Their involvement in community projects and assistance around the department keeps their interest high and their service valuable. The Child Safety Seat program continues to be a strong and very important safety program in the city. In 2016 we inspected and installed 54 child seats in vehicles of Sylvania residents. This is an increase from 38 in 2015.

Sylvania is an exceptional city and I believe that the efforts of our police officers, telecommunicators, explorers, and volunteers during this past year have made a positive impact on the quality of life in this community. We will continue to meet the needs of our citizens and do it with a very professional and dedicated staff.

Respectfully submitted,

William H. Rhodus  
Chief of Police

# MISSION STATEMENT

**The mission of the Sylvania Police Division is to serve the citizens of Sylvania in a professional and efficient manner by providing comprehensive law enforcement services to the community so that each citizen may be safe and secure to enjoy their pursuit and enjoyment of all lawful activities.**

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**SYLVANIA POLICE DIVISION  
ORGANIZATIONAL CHART  
On December 31, 2016**

Mayor of Sylvania  
Craig Stough

Public Service/Safety Director  
Kevin Aller

Chief of Police  
William Rhodus

Internal Affairs  
Assigned by the Chief

Administrative Secretary  
Catherine Falardeau

Staff Operations  
Captain Frederick Schnoor

Telecommunications  
Chief Tel. Heather Kelso  
Tel. Danielle Hayward  
Tel. Amanda Hubaker  
Tel. Brian Sobb  
Tel. Janelle Johnson  
Tel. Benjaman Ellis

Community Affairs  
Sgt. Justin Music  
Ptlm. Kevin Pooley

Detective Bureau  
Sgt. Joshua Seney  
Det. Laura Bliss  
Det. Steve Papenfuss

School Resource Officer  
Ptlm. Philip Gallup  
Ptlm. Robert Roe

Administrative Sergeant  
Sgt. Danilynn Miller

Line Operations - Uniform Patrol Section

7-3 Shift

Sgt. Scott Reed  
Ptlm. Scott Gibbs  
Ptlm. Scott Kuebler  
Ptlm. Amy Martin  
Ptlm. Michael Shaw  
Ptlm. Russel Hoff  
Ptlm. Gerald Barnswell  
Ptlm. Anthony Espinosa

3-11 Shift

Sgt. David Arvay  
Ptlm. Alan Beadle  
Ptlm. Andy Thompson  
Ptlm. John Pinkstaff  
Ptlm. Justin Bell  
Ptlm. Matthew Collins  
Ptlm. Brandon Follrod  
Ptlm. Bradley Marlin

11-7 Shift

Sgt. Stacey Pack  
Ptlm. Chad Amstutz  
Ptlm. Zachary Andrzejewski  
Ptlm. Eric Christen  
Ptlm. David Vargo  
Ptlm. Jacob Hammer

Swing Shift Sergeant

Sgt. William Haase

## I. PERSONNEL

Appointments:	Telecommunicator Benjamin Ellis , 3-8-2016 Patrolman Bradley Marlin, 9-29-2016 Patrolman Anthony Espinosa, 10-24-2016
Retirements:	Patrolman Jay Scott Hendricks, 5-16-83 to 7-29-2016
Promotions:	None
Transfers:	Patrolman Kevin Pooley from Uniform Patrol to Community Affairs.
Resignations:	Telecommunicator Tonya Iffland-Murd, 1-23-2016 Patrolman Ryan Stager, 3-19-2016

The police division authorized strength was 40 personnel: Chief of Police, Captain, 7-Sergeants, 24-Patrolmen, 1-Chief Telecommunicator, 5-Telecommunicators, and Administrative Secretary. The year ended with all positions filled.

During 2016 we had one resignation from the Uniform Patrol Section and one retirement in our Community Affairs Office. Ptlm. Ryan Stager resigned in March after serving the police division for 5 years and Ptlm. Bradley Marlin was appointed in September to fill that police officer position. Ptlm. Jay Scott Hendricks, DARE officer retired in July after serving the City of Sylvania for 33 years and Patrolman Anthony Espinosa was appointed in October to fill that police officer position.

During 2016 we had one resignation in the Telecommunications Section. Telecommunicator Tonya Iffland-Murd resigned in January and Telecommunicator Benjamin Ellis was appointed in March to fill that telecommunicator position.

There were no other additions or changes in personnel or assignments during 2016.

## II. ENHANCING PROFESSIONALISM

The future is dependent on the present. The future of the Sylvania Police Division is dependent on that which is accomplished today. Keeping up on technology, policing trends and new concepts for providing services is the key to good management. In order for employees to perform at the level of professionalism we expect, proper equipment and training is required. A productive workforce is one that understands what is expected and uses the tools provided them to “get the job done.”

Technology continues to be a big part of our planning. During 2016 we continued to make improvements in our computer systems to allow the media and the public to get a copy of a police report, traffic crash report, or wishing to file a crime report to be able to do it from their home or office using the Internet. We are on Facebook and more capabilities have been implemented for our officers to use the in-car computer Mobile Data Terminal (MDT) to perform information checks and other functions as well as having in-car cameras in our police vehicles. During the year we replaced our duty handguns with the next generation of Glock pistols, Gen4 22's and 23's. We also purchased new TASER Cam units and portable radio batteries that will improve officer safety and operational efficiency. Together with our Detective Bureau now performing Computer Forensic Evidence Recovery, we are enhancing our officers ability to perform their jobs and serve the public.

Training is a big part of keeping our officers prepared to perform at a high level. Terrorism, weapons of mass destruction, issues involved with homeland security and the increased presence of new and more powerful illegal drugs in our society are all challenges we must meet. We are constantly looking at new equipment, new types and sources of training and innovative procedures to accomplish our training goals. Keeping as up-to-date as possible is the rule rather than the exception. During 2016 we participated with other area department Special Response Teams in training events throughout Northwest Ohio. Our Hostage Negotiators and Tactical Team Telecommunicator participated in these events also. Participation in these training events enhances our ability to respond to major emergency situations in the future. We are better today than we were yesterday and we continue to train for improvement.

The annexation of the Sylvania Ave. and King Road area in 2005 brought to us a challenge in improving the law enforcement services to this area. It is a large area with many businesses, some residential and most importantly, Southview High School. The opening of a police sub-station at Tam O'Shanter has proven to be an important factor in our personnel deployment. The office is fully functional and provides our officers with a secure area to do their paperwork without leaving that sector of the city.

The annexation of Southview High School has also tested our abilities to provide services and adapt to challenges. Having two high schools in the city presented the personnel challenge of assigning a School Resource Officer full time to Southview. However, this also has shown to be a positive in the coordination of police procedures with the school system. Working with one police department instead of two has simplified and streamlined the procedures between the school administration and law enforcement.

Providing highly professional service to the community is truly the foundation of this police division. Programs such as the “Are You OK Program” serve our senior citizens and others that benefit from daily contact with the police department. We currently have 13 persons that this program serves in Sylvania. We completed our fourteenth Citizen Police Academy in 2016 from which we are building a very effective Citizens Volunteer Program. Our Child Safety Seat Program is one of the most popular programs that we offer. Our two police officers that are trained as technicians installed and inspected 54 child car seats in 2016. We provide this service free of charge for city residents. Our objective is the safety of the child. It takes the officers approximately 30 minutes to properly install an infant child safety seat and the parent is usually extremely grateful knowing they would have never been able to install it properly themselves. This gives the officers a good feeling of a “job well done” and the parent an extra assurance of safety of their child. These are some of the programs that the members of the Sylvania Police Division provide in the community that enhances our mission statement of “professional service” to the community.

The members of this police department are prepared to be the leaders of their profession. Their proficiency with today’s technology coupled with their professionalism is the vehicle that is taking them there. Our work product today is far more efficient than yesterday. The world today demands that you either keep up or move over - the Sylvania Police Division is doing neither. We are at the front of the pack and there we intend to stay. This attitude promotes professionalism and is our best advertisement in recruiting the best employees this area has to offer. The Sylvania Police Division has earned this respect through dedication to the belief that mediocrity is not acceptable. We are the best at what we do because we will accept nothing less. The employees demand it and the community deserves it.



### III. DIVISION AWARDS

The Police Division Awards Program was established in 1986 to formally recognize police division employees, businesses and citizens for exceptional job performance, community leadership and assistance in our law enforcement efforts. Each year recommendations for awards are received and reviewed by the Division Awards Committee. Each formal award has standards that must be met for approval of an award to be issued.

In 2009 the Division Awards Committee decided to change the frequency of the Division Awards Program to every two years with the awards program being presented on the even numbered years. The following awards were approved and presented at the Sylvania Police Awards Program on April 14, 2016.

**POLICE STAR:**

Officer Eric Christen  
Officer Justin Bell  
Officer Gerald Barnswell III  
Officer Andrew Thompson  
Officer Matthew Collins  
Officer Jacob Hammer

**DISTINGUISHED SERVICE:**

Telecommunicator Amanda Hubaker  
Telecommunicator Brian Sobb  
Catherine Falardeau

**MERIT COMMENDATION:**

Sgt. Scott Reed  
Officer Michael Shaw  
Officer Zachary Andrzejewski  
Trooper Christopher Seambos – Ohio State Highway Patrol

**CITIZENS COMMENDATION:**

Richard Russell  
Matt Wagenhauser  
Michael Ervin  
Dr. David Ledrick



# Sylvania Police Division Office of Community Affairs



## Annual Report – 2016

*"The mission of the Office of Community Affairs is to support the Sylvania Police Division in its efforts to maintain an atmosphere of safety and security for members of the community. To be effective in assisting in this mission, the Office of Community Affairs shall provide education in the areas of substance abuse, and positive decision making in all Sylvania Schools. The Office of Community Affairs shall also provide crime prevention programs and services to educate our citizens and businesses."*

### I. Introduction

The Office of Community Affairs continues to seek opportunities to provide effective educational programming as well as promote positive relations with members of the Sylvania Community. The officers assigned to the Office of Community Affairs are dedicated and work diligently to accomplish our mission.

The Community Affairs Office and the Police Division are active in the following organizations and events:

*National Association of School Resource Officers  
Ohio Association of School Resource Officers  
National D.A.R.E. Officers Association  
D.A.R.E. Officers Association of Ohio  
National Crime Prevention Association  
Ohio Crime Prevention Association  
Sylvania Community Action Team  
Greater Toledo Safe Kids Coalition  
Sylvania Volunteers  
Sylvania Area Family Services  
Sylvania Fall Festival  
Sylvania Chamber of Commerce*

As of December 31, 2016, the Ohio Attorney General office continues to support the Sylvania Police Division with the Drug Use Prevention grant. This funding assists with the costs associated with providing the D.A.R.E. program in our public schools as well as participating in other substance abuse prevention efforts in our community.

In 2016, SCAT was able to secure funding to assist with Compliance Checks and Party Patrols to allow officers to check local stores to ensure they are checking identification and not selling alcohol to underage persons. This grant also supports officers working special functions in plain clothes to patrol for underage parties and underage alcohol and drug use in the community. In 2017, this grant funding will continue to be used to support these programs to help keep our kids safe.

### II. D.A.R.E.

D.A.R.E. continues to be a primary program for the office. Officer Hendricks was the primary D.A.R.E. officer for educational programming in the community in the spring of 2016. Officer Hendricks retired and Officer Pooley was assigned to the Community Affairs office in the fall of 2016. Officer Hendricks and Officer Pooley

were responsible for presenting the elementary D.A.R.E. program to the four (4) public and three (3) private elementary schools in the city. They were also responsible for presenting the middle school D.A.R.E. program to McCord Jr. High. Approximately 430 fifth grade students and 250 seventh grade students participated in our program in 2016.

### **III. Safety City**

Community Affairs officers graduated nearly 170 students from Sylvania Safety City this year. This was the 31st year for the program. The program was held at Maplewood Elementary and Maplewood will continue to host our program in the future. The venue provides a safe and beautiful school and grounds to introduce families to Sylvania and Sylvania Schools. Our education coordinator this year was Valerie Shnider. Our former education coordinator Sharon Gray resigned from the position after the 2015 Safety City program as she prepares for retirement from teaching. Shnider has been with the program since 2006 and proved to be a great replacement for Sharon this year. Safety City was well received and continues to be a very important program in our community.

### **IV. School Resource Officer and School Safety**

Our school resource officers continue to be a resource for our community and effectively integrate into the high schools in our community. Ptlm. Gallup is the School Resource Officer at Northview High School and Ptlm. Robert Roe is the SRO at Southview High School. These officers are responsible for the general security at the school and have also proven to be a valuable resource in the schools by adapting to the various roles they play as staff members in the school system. The School Resource Officers took police reports, did investigations on school property; and also attended numerous school functions and talked to classes about legal issues and other police related topics. Officer's assisted school administrators with safety and security issues and attended school staff meetings as an advisor. The SRO's continue to assist with the ALICE training in the district. Officer Gallup and Officer Roe continue to work diligently to keep the lines of communication open with other area School Resource Officers and provide the most comprehensive service available to our school staff and students.

The City of Sylvania Police Division and the Sylvania Township Police Division have continued to support the A.L.I.C.E. program in the Sylvania School system. This program has been presented to all staff members of the Sylvania School system and to students from 6<sup>th</sup>-12<sup>th</sup> grades. The school staff has also developed and presented age appropriate training drills for the staff and students in the elementary schools. The A.L.I.C.E. program provides occupants of our schools with response options to critical incidents such as active shooter incidents to help increase safety and mitigate these tragic events. Additionally, the Community Affairs staff members continue to support the school system in the development and implementation of a comprehensive and structured approach to school safety.

#### **SRO Statistics:**

<b>Northview High School - Officer Gallup</b>	
<b>Presentations</b>	30
<b>Meetings</b>	91
<b>General Offense Reports</b>	10
<b>Accident Reports</b>	2
<b>Citations / Warnings</b>	5
<b>School Related Complaints</b>	77
<b>Parking Lot Assists</b>	12
<b>Court Appearances</b>	0

<b>Southview High School – Officer Roe</b>	
<b>Presentations</b>	23
<b>Meetings</b>	236
<b>General Offense Reports</b>	19
<b>Accident Reports</b>	7
<b>Citations / Warnings</b>	0
<b>School Related Complaints</b>	157
<b>Parking Lot Assists</b>	2
<b>Court Appearances</b>	3

V. **Volunteer Report**

<b>Hour Summary</b>	
Total Patrol Volunteer hours for January -December 2016	<b>446.75 Hours</b>
Total Event Volunteer hours for January -December 2016	<b>44.75 Hours</b>
<b>Total Hours for 2016</b>	<b>491.5 Hours</b>

<b>Volunteer Patrol Log</b>	
<b>Lockouts</b>	4
<b>House Checks</b>	80
<b>Road Patrol/Traffic Assists</b>	51
<b>Citizen/Motorist Assists</b>	28
<b>Business Checks</b>	0
<b>Juvenile Court Runs</b>	0
<b>Special Assignments:</b>	
<ul style="list-style-type: none"> <li>Volunteers worked a total of twenty-eight (28) events in our community this year.</li> </ul>	

**VI. ARE YOU OK? Program**

We completed the year 2016 with thirteen (13) subscribers in the R.U.O.K. program. We encountered (55) non-emergency alerts and (2) emergency alerts, which resulted in the subscriber being transported to the hospital. The RUOK program continues to be a valuable program in our community, and we receive praise and appreciation for this program on a regular basis.

**VII. Explorer Program**

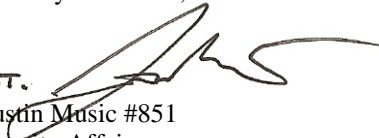
The Explorer program continues to focus on excellent training opportunities for the Explorers to learn about Law Enforcement, as well as the opportunity for the Explorers to serve the community while gaining leadership skills and self-confidence. Our Explorers attended meetings on numerous police topics including CPR certification, defensive tactics introduction, traffic stops, investigations, firearms safety, and impaired driving awareness, domestic violence, building searches and other police related topics. The Explorers also assisted with community events such as the Fall Festival, the 4<sup>th</sup> of July Fireworks, and the Sylvania Area Family Services holiday basket distributions.

Ptlm. Chad Amstutz is currently serving as the primary Explorer Post advisor for the Police Division. We have continued to coordinate with the Sylvania Township Police Division to have a joint Explorer program. Officer Kevin Steinman from the Sylvania Township Police Division is the township advisor for the program. The advisors continue to work diligently to improve the program and offer an exceptional opportunity for the explorers.

## **VIII. Conclusion**

The Office of Community Affairs continues to support the mission of the Sylvania Police Division by presenting quality programs and services to our community. The Community Affairs Officers continue to be creative in seeking opportunities to present an image of cooperation, professionalism, and quality service to our community. We look forward to the challenges, as well as the opportunities that will be presented in 2017.

Respectfully submitted,

SGT.   
Sgt. Justin Music #851  
Community Affairs

## **Child Safety Seats**

In May of 2001, the Sylvania Police Division sent two Officers to a Child Passenger Safety Technician Class sponsored by the National Highway Traffic Safety Administration. In this class the officers learned about the many different forms of Child Passenger Restraint Systems available and the proper use of each. Upon returning to the Department, officers joined with the Toledo Hospital Safe Kids Coalition and established the Sylvania Police Division as a Safety Seat Checkpoint.

Since 2001, the Sylvania Police Division's Child Passenger Safety Technicians have completed many talks to community groups and sponsored several large checkpoints for Sylvania families to come and have their children and their seats checked for proper use. Several of these Checkpoints have been held in conjunction with our Safety City Program. Officers will also schedule individual appointments for our area residents to come to the Police Department for a check. Officers also participated at Safe Kids sponsored checkpoints throughout Lucas County and in our City at Dave White Chevrolet.

In 2016, the Sylvania Police Division has 2 officers certified as Child Safety Seat Technicians. In 2016 these Technicians attended updated training at Toledo Hospital, the state conference, and training online. In order for officers to maintain their Certifications, they must maintain a level of CEU's in the field of Child Passenger Safety and complete an install of every type of Child Passenger Seat under the guidance of an Instructor once every two years.

## **CHILD SEAT CHECKS**

<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
54	38	61	94	48

Respectfully Submitted,

Sgt. Stacey Pack #850  
Child Passenger Safety Technician and Supervisor

## V. TRAINING

Proper training prepares officers and dispatchers to act decisively and safely during stressful situations. Employees of City of Sylvania Police Division are well prepared to provide exceptional police service to the community.

During 2016, our police officers and dispatchers received formal training from the following organizations:

- Federal Bureau of Investigations – (FBI)
- Drug Enforcement Administration – (DEA)
- Lucas County Emergency Management
- Lucas County Mental Health Board
- Avon Police Department
- Public Safety Training Council
- Ohio Associations of Chiefs of Police – (OACP)
- Ohio Association of School Resource Officers
- Ohio Department of Health
- Ohio Department of Public Safety
- Ohio Peace Officer Training Academy – (OPOTA)
- Ohio State Highway Patrol
- Oakland Community College
- Public Agency Training Council
- Safe Kids of Greater Toledo
- TASER International
- The University of Toledo
- Toledo-Lucas County Health Department
- Toledo Police Department
- United States Secret Service

The following is a representation of training received during the course of the year by Sylvania police officers and dispatchers at seminars, workshops, conferences, and classes throughout the State of Ohio and the United States:

Glock Armorer's Course, AR-15 Armorer's Course, Accident Forensic Mapping, Annual TAC Training, A.R.I.D.E., Wrongful Convictions, Policing in the 21<sup>st</sup> Century, Ohio Police Executive Leadership College, Civil Liability and Use of Force, Management's Rights, Legal Update, Taser Re-Cert, Emergitech Conference, Narcan Training, Protecting Law Enforcement Responders, CIT for Dispatch, Active Shooter Solo Engagement, Interview Tactics and Drug Crimes, Surveillance Techniques, Photography for Investigators, Ohio Supervisor Training and Education Program, Vehicle Searches, Tactical Communications, 2016 ICAC Training Conference and Crisis Intervention Training.

In addition to the listed seminars, workshops, conferences, and classroom training, we also provided in-service training to all members of the police division throughout the year using our own instructors and videotape training as well as on-line learning. We have certified instructors to teach courses on Firearms, Defensive Tactics, Narcan, Law Enforcement Knife Training, Active Shooter Training, OC Chemical Repellent, ASP Expandable Baton, TASER, Rescue Task Force, Bike Patrol, Electronic Measuring Device – Radar, Emergency Driving, and Special Response Team related Tactics and Equipment.

Members of the Sylvania Metro Special Response Team continue to train and update their skills by attending training at various training locations in the area, and by training with other local Special Response Teams. One example of such training was the multi-agency Rescue Task force Training that was held at the Temple Shomer in Sylvania Township. During this two phase training all Sylvania City and Township police officers and firefighters were trained to rescue injured civilians in the event of an active shooter incident.

The monthly video series entitled “In the Line of Duty”, which shows actual videotaped incidents from police departments across the nation, continues to be used a training tool. These videos allow us to learn from the experiences of others and remind us of the importance of officer safety.

<b><u>Training Hours:</u></b>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
	<b>2673</b>	<b>2953</b>	<b>2259</b>	<b>2917</b>	<b>2321</b>



## VI. POLICE FLEET

### Fleet/Department Equipment

In 2016 the police fleet traveled 190,084 miles providing police services to the community. This mileage constituted a 2093 miles decrease over the 2015 mileage (191,620). Police fleets are maintained for the 24/7 service to the community. To ensure maintenance of the fleet, the police division coordinates all service through the city's Vehicle Maintenance Department.

During the 2016 year, we replaced a 2004 Jeep Grand Cherokee that was assigned to the Detective Bureau. This vehicle was transferred to another city division and was replaced by the purchase of a 2014 Ford Escape. The Escape was outfitted with concealed lights and siren and assigned to the Detective Bureau.

The costs of maintaining the Police Division fleet saw a decrease of 1% (\$29,231.86 in 2016 compared to \$29,530.15 in 2015). Much of the cost savings can be attributed to the purchase of extended warranties on the patrol vehicles. We also experienced an increase in the amount of down time with the fleet. In 2015, the Fleet program recorded a total downtime of 3081 hours, while in 2016 the downtime hours were 3543 hours.

We continue working with the City's Vehicle Maintenance Department to improve the current fleet management program to make the reporting and repairing of the vehicles quicker and more efficient. We currently have thirty two (32) units assigned to the Sylvania Police Division and include the following:

- 10 Marked units for the road patrol (2 command vehicles, 5 SUV and 3 sedans)
- 4 Marked units assigned to Community Affairs/Dare and School Resource Officer's
- 2 Units assigned to the Special Response Team
- 7 unmarked units assigned to Administration and Detective Bureau.
- 2 Volunteer On Patrol units
- 2 Speed Monitoring Trailers
- 2 Golf Carts
- 3 Trailers (1 assigned to Firearms, 1 assigned to Safety City, and 1 flatbed for transport of golf carts)

We currently have 12 vehicles in the fleet that have Four Wheel Drive capabilities and 9 vehicles that are All Wheel Drive. Fourteen (14) of these units are marked units that can be used on the road during snowy weather. Two (2) units are assigned to the VOP's and the other five (5) units are unmarked units of which three (3) have concealed red and blue emergency lights.

At the end of 2016 all units were in service except for a road patrol SUV that was experiencing problems with its Power Transfer Unit.

### **Fingerprint Systems**

The police division maintains two separate systems. Live Scan is used to electronically copy fingerprints of suspects for law enforcement use. The Web Check System is used to electronically submit the fingerprints of citizens for the purposes of background checks. As of the end of 2016 both machines are up and operating correctly.

### **Division Equipment**

#### **Radios**

The police division maintains forty eight (48) portable radios and twenty one (21) mobile radio units. These are serviced through a contract with Bender Communications and are part of the countywide radio system. Each officer is supplied with an individual portable radio. As of the end of 2016, all radios were in service.

#### **First Aid Supplies**

In cooperation with the Lucas County EMS, the police division is equipped with six (6) Physiocontrol Automated External Defibrillators (AED's) for patrol units. Two additional units are also located in the City Council Chambers and the Telecommunications office.

#### **In-Car Camera Systems**

Currently all vehicles assigned to primary road patrol and the Community Affairs office, including the School Resource Officer vehicles are equipped with L3 Mobile Vision In-Car Camera Systems. As part of this system, officers are issued remote mic packs which can be used to activate the system as well as record conversations between officers and individuals. All vehicles equipped with cages are also equipped with rear seat cameras that can also record audio and video of a person in the back seat of the patrol car. Two additional systems are installed in the Detective Bureau to allow for the recording of interviews.

#### **Safe Pace Radar Signs/Speed Trailers**

In 2015, the department purchased two Safe Pace Radar signs to use in addition to the current speed trailers. The police department works closely with the Street Department to identify and install these signs in areas of the city. The signs have the capability to be installed in areas where it is not practical to put the speed trailer. The signs also have the capability to record data that can be later downloaded to show speed history and vehicle counts.

Respectfully Submitted,  
Sgt. Danilynn M. Miller #842

## VII. ALARM ADMINISTRATION

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
Residential False Alarms	153	116	100	105	122
Commercial False Alarms	<u>229</u>	<u>178</u>	<u>147</u>	<u>135</u>	<u>194</u>
Total	382	294	247	240	315

There was a 24% increase in residential false alarms in 2016 and a 22% increase in commercial false alarms. Total false alarms increased 23% in 2016. It is very difficult to say what may be responsible for this increase. It could be there were a large number of alarm systems installed in homes and businesses during the year and operator error is to blame or an increase in weather related alarms took place along with errors made by cleaning companies when entering codes to disarm the alarms. However, with the program we have in the city to address false alarms, I would say that if any of these reasons were the major cause for the increase then the numbers for 2017 should be significantly lower.

The city has ordinances, Chapter 755 of the SMC that provides for "false alarm fines" to be issued to alarm owners having more than two false alarms in a calendar year. The first false alarm will establish the business or residence as an account in our false alarm file. The second false alarm will result in a "false alarm notice" to be sent to the alarm owner asking the owner to have the alarm serviced and/or make sure the family members or employees know how to properly work the alarm system. The false alarm warning letter also gives the alarm owner notice that additional false alarms will subject the alarm owner to false alarm fines. Beginning with the third false alarm in a calendar year there is a \$30.00 false alarm fee issued with the fee increasing by \$30.00 for each additional false alarm. With each false alarm notice and fine letter I include a copy of the False Alarm Ordinances so the alarm owner has the laws pertaining to alarm ownership. In 2016 we collected \$720.00 in false alarms fees.

The laws we have pertaining to false alarms have greatly improved the false alarm problems in the city. Although we experienced an increase in alarms this year, we have seen a reduction in the accounts with multiple false alarms in a year. Several years ago we had more than a dozen accounts that had more than 10 false alarms. There are no longer any accounts with that many false alarms in a year.

Alarm technology continues to improve and that is now a factor in having fewer false alarms caused by equipment malfunctions. Education is the best solution to reducing false alarms. The false alarm warning letter brings this matter to the attention of the alarm owner and in most cases this is all that is necessary to fix the problem. Human error and equipment in need of maintenance is responsible for over 80% of the false alarms received.

## VIII. TELECOMMUNICATIONS

The Communication Section of the Police Division is staffed by the police telecommunicator and is responsible for the records bureau, computer systems, data entry, the call taking and dispatching of all police calls for service in the city. The Communications Section is staffed by a Chief Telecommunicator and five Telecommunicators. All calls for police service are recorded on the computer CAD system (computer aided dispatch).

There was a 3% increase in total calls for police service in 2016 with a 21% increase in emergency priority-1 calls.

Response times for our officers to all calls for services remained very good during 2016:

Priority-1:	231 <u>calls</u>	3 mins. 03 secs.
Priority-2:	9419 <u>calls</u>	2 mins. 01 secs.
Priority-3:	5343 <u>calls</u>	4 mins. 09 secs.
Total Calls for Police Service:	14,993	

### Calls For Police Service

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
Emergency (priority 1)	231	181	348	485	477
Non-Emergency (priority 2, 3)	<u>14,762</u>	<u>14,298</u>	<u>12,506</u>	<u>11,312</u>	<u>12,643</u>
Total Calls for Service	14,993	14,479	12,854	11,797	13,120

*[Appendix A]*

Respectfully submitted,

Heather Kelso #859  
Chief Telecommunicator

## IX. DETECTIVE BUREAU

### OVERVIEW

The Detective Bureau is staffed by a supervising sergeant and two detectives. The sergeant and detectives handle the bulk of cases under investigation. Five officers assigned to the road patrol section are assigned as a Uniform Patrol Investigator (UPI). The UPI primary responsibility is coverage on the road patrol, however, when situation warrants, the UPI may be assigned to assist the Detective Bureau. By doing this, an officer will gain valuable experience conducting investigations, thus preparing our personnel for future positions in the Detective Bureau.

Three evidence technicians from the road patrol section assist with crime scene processing and analysis of evidence in our forensic lab. All bureau personnel have been trained in a variety of technical areas including crime scene processing and trace evidence analysis, interview and interrogation, and surveillance.

Personnel in the Detective Bureau have undergone extensive training in Computer Forensic Evidence Recovery. The Detective Bureau performs imaging and forensic exams of desktop computers, laptops and digital recordable media such as USB drives, CD's, etc. Furthermore, the Detective Bureau also has the capability of conducting onsite triage of computers during the course of an investigation and/or search warrant service. This will potentially give investigators immediate input, leads to follow up on or information to determine if computer should be seized for further examination. As technology increases so must the capabilities of the Detective Bureau.

### Highlighted Case Review:

### CASE STATISTICS FOR 2016 (Including Drug Offenses\*)

Number of 2016 cases assigned for investigation – ('16/112– '15/48)	160
Number of 2016 cases under investigation as of 12/31/2016	45
Number of 2016 cases cleared within the year 2016	111
Percentage of 2016 cases cleared	69%

\*Drug Offenses are included as part of the general case assignments.

### Detective Bureau Forensic Program Examinations

Total number of devices examined: (this device count includes other items which could be <i>multiple items</i> such as thumb drives, recorded media or any other non-hard drive item counted only as 1 per report even if multiples exist; hard drives and mobile devices are each counted per device)	36
Cases where file hash values were submitted to the National Center for Missing and Exploited Children for child victim identification:	2
Cases in which the National Center for Missing and Exploited Children identified known victims:	2

## **Child Pornography Distribution Special Investigation Activities**

Case Referrals to Other Agencies:	2
Subpoenas:	0
Search Warrants:	1
Cases brought to Lucas County Court:	4
Cases brought to Federal District Court :	3
(does not reflect current 2015 cases pending searches or charges to be filed)	

### **DRUG EVIDENCE SEIZURES:** *(Detective Bureau – Road Patrol)*

- 18.8 lbs. - Marijuana
- 203 grams - Marijuana paste (aka dab)
- 12.5 grams - Heroin
- 50.5 grams- Cocaine/Crack Cocaine
- 31 hits - L.S.D.
- 9 grams - Ecstasy
- 6.7 grams – Psilocybin Mushrooms
- 587 pills of various prescription drugs
- 149 lbs. of prescriptions drugs turned in during: DEA/SPD Drug Take Back Days (2)

### **Highlighted Case Review:**

#### January

- Det. Papenfuss worked with road patrol officers to assist with a search warrant and gathering evidence against individuals stealing catalytic converters. Det. Papenfuss filed charges, but the suspects from the Cleveland area are still warrant after not appearing for court.
- Det. Bliss investigated an incident involving a student being inappropriately touched by a teacher. Evidence was gathered to the point where the teacher was charged.

#### February

- Det. Papenfuss generated leads that ended up in the execution of a drug related search warrant. The result was over 9 pounds of marijuana and \$21,279 in U.S. currency seized.
- Det. Bliss ended an almost year-long investigation into the allegations of sexual assault of victims by a doctor. The doctor of the victims was touching them inappropriately during examinations. The result was a court conviction of this doctor.

#### March

- Det. Papenfuss with other members of the PD executed a drug search warrant. The warrant revealed evidence relating to marijuana sales and a seizure of \$35,259.
- Det. Bliss was assigned an investigation involving the alleged assault of a special needs student at McCord Jr. High School. The Lucas County Prosecutor's office did not wish to proceed with charges.

- Det. Bliss responded to a death of a resident at 5600 W. Alexis, a few days later Det. Papenfuss and Sgt. Seney responded to the death of the boyfriend of the first DB. The coroner's ruling was that all deaths were non-criminal.

#### April

- Sgt. Seney was assigned a case in which an employee who left Toledo Memorial Park abruptly deleted files needed to conduct business and also appears to have stolen approximately \$11.5 K, by writing checks to herself. The matter has appeared to have been settled internally between the suspect and Toledo Memorial Park.

#### May

- Det. Bliss was assigned a menacing - by- stalking case that was bound over from Sylvania Municipal Court to Lucas County and needed additional follow up for court presentation.

#### June

- Det. Papenfuss and Inv. Gibbs assisted Community Affairs with the alcohol sales compliance checks. They located multiple stores in our area that sold to persons under 21.
- Det. Bliss conducted a forensic interview of a juvenile female, whose mother reported that she may have been inappropriately touched by her father. Unfortunately due to the time that had passed and the lack of physical evidence, no criminal charges were filed on the suspect.

#### July

- Det. Bliss was assigned a harassment report, relating to an individual stalking a local resident. The case was presented to the prosecutor's office.

#### August

- Det. Bliss is also working with the FBI on the Great Lakes Credit Union robbery, committed by two men dressed up as woman. Det. Bliss is continuing to work with the FBI who has since identified the robbers. It appears that the robbery in our jurisdiction will be included in a larger indictment of the suspect.

#### September

- Det. Papenfuss was assigned and located a suspect in the Lourdes University Bookstore B/E. The suspect was subsequently identified by using DNA. A final comparison sample has been taken from the suspect by another agency and Det. Papenfuss is awaiting the final results prior to filing charges.
- Sgt. Seney obtained video from the burglary to a lower level apartment located at 5301 W. Alexis. Still images were subsequently placed on our police division's Facebook page and leads have been generated.

October

- Det. Papenfuss assisted the 3-11 shift, who arrested a burglar as he was wandering around and targeting the residences on Glasgow. The suspect has since been indicted on multiple burglaries.
- Sgt. Seney worked with the FBI and Washtenaw County S.O. on an attempted bank robbery. The suspect could not get into Farmers & Merchants Bank, because he happened to walk up while they were demonstrating the electronic locking doors to a new employee. The suspect then went up to Michigan and committed a counter jump bank robbery there, while wearing the same clothing. This case is being scheduled for presentation to grand jury.

November

- Sgt. Seney is following up on a case regarding a suspect who has passed three forged checks in attempts to buy a car from Vin Devers. The suspect also appears to be following the sovereign citizen ideology, due to the nature of the forged documents.
- Det. Bliss worked on an ID theft case involving a the lost credit card of an employee at a local business. Det. Bliss later found that the credit card had been stolen by a co-worker of the victim.

December

- Det. Papenfuss is working on a Burglary to a residence, which has the potential to have been drug related.

Respectfully Submitted,

Sgt. Joshua R. Seney  
Detective Bureau Supervisor



## X. CRIME REPORTS

Crime Reports decreased 3% in 2016, making it the 5th straight year that crime reports have decreased. Major Crimes, as defined by the FBI Uniform Crime Report as Part I Crimes, decreased 7%. Certainly, any crime is not a good thing but using just percentages to identify the crime occurrences in our community does not show a fully accurate picture. We have a very low crime rate in Sylvania and just a few crimes can have a dramatic impact on crime percentages.

The clearance rate in 2016 for major crimes was 98%. (Crimes cleared by prosecution declined, victim refuses to cooperate or does not want the case to go forward, juvenile diversion, arrest of adult, arrest of juvenile, warrant issued, case closed – no further leads at this time, or unfounded.)

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
Total Crime Reports	1128	1169	1180	1326	1453
Crime Reports +/- %	-3%	-1%	-11%	-8%	-7%

### **Major Crimes - Reported / Cleared**

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
Homicide	0/0	0/0	0/0	0/0	0/0
Rape	0/2	4/3	5/5	2/2	3/2
Robbery	4/4	3/1	5/5	1/1	4/2
Assault	51/48	47/47	56/42	31/30	34/31
Burglary	23/28	31/27	38/34	21/20	40/37
Theft	137/128	144/137	189/175	201/191	255/252
Auto Theft	1/2	5/5	4/3	5/5	9/9
Arson	<u>3/3</u>	<u>3/2</u>	<u>1/1</u>	<u>2/2</u>	<u>0/0</u>
<b>Total Reported</b>	<b>219</b>	<b>237</b>	<b>288</b>	<b>263</b>	<b>345</b>
+ / - %	-8%	-18%	+9%	-23%	+10%
Total Cleared	215	222	267	251	335
Clearance %	98%	94%	93%	95%	97%

*[Appendix B,C]*

### **Stolen and Recovered Property Value**

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
Stolen:	\$507,537	\$211,601	\$428,144	\$327,638	\$569,317
Recovered:	\$38,214	\$35,710	\$46,312	\$112,261	\$53,620

## XI. TRAFFIC BUREAU

Traffic crashes decreased 8% in 2016. Of the 390 traffic crashes in 2016, 84 of them were injury crashes. There were no traffic related fatalities in 2016.

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
Traffic Crashes	390	428	420	432	443
Injury Crashes	84	87	89	114	114
Fatal Crashes	0	0	0	1	0

[ Appendix D]

Traffic citations decreased to 1168 in 2016 from 1225 in 2015. Verbal and written warnings given to motorists instead of issuing a citation decreased 34% in 2016. The basic policies of traffic enforcement throughout the city are largely dictated by citizen requests for selective enforcement and information developed through traffic crash reports identifying problem areas. We place emphasis on residential area enforcement that may result in a decrease in the number of citations issued due to a lower volume of traffic than on the main streets. Our presence in a residential area will increase compliance to traffic laws however, we do know that when we move our efforts to other areas the violation pattern soon returns and we will have to rotate back to the same areas again. Combining traffic citations with warnings and other enforcement practices results in an effective traffic enforcement program in Sylvania.

Some of our traffic enforcement is dictated by state and federal grants we receive for specific enforcement programs. During 2016 we participated in regional programs centered on OVI enforcement. Our patrol officers worked 104 hours of overtime on impaired driving (OVI) and other traffic enforcement grants.

Enforcement does not only mean the issuing of a traffic ticket. Warning a driver when the infraction is minor in nature is also a positive enforcement effort. We purchased two radar trailers in 2007, replacing the first radar trailer purchased in 1998. In 2015 we purchased two Safe Pace radar signs that can be attached to poles or street sign posts alongside the road. This equipment helps slow down motorists and is very popular with the residents who call to have these radar units placed in their neighborhood. We also stress an increased presence of officers running radar in neighborhoods and school zones to reinforce safe driving within our community. All these factors are part of our enforcement efforts and collectively we hope they will keep our main streets and neighborhoods as safe as possible.

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
Citations Issued	1168	1225	1214	1528	1533
Verbal/Written Warnings	2069	3139	2556	1981	2200

[Appendix E]

## XII. UNIFORM PATROL

The Uniform Patrol Section comprises 73% of the Police Division manpower. These officers and supervisors provide the majority of police services to the community. The role of a police officer in our society is much diversified and we are called upon to serve our citizens in many different ways. Included in the chart below are “calls for service” that identifies all activity for the entire police department. Although some of the calls for police service would be for members of the department other than the uniform patrol officers, such as detectives or Community Affairs officers, the vast majority of the calls for service, about 90+%, are answered or initiated by the uniform patrol officers.

There was an 8% decrease in work activity for the uniform patrol officers in 2016 with a 3% increase in total calls for police service. Response time to emergency priority-1 calls decreased in 2016 at 3.03 minutes. Activity decrease can be partially attributed to one officer retiring and another officer resigning during the course of the year which caused a shortage of manpower in our road patrol section.

### Uniform Patrol Work Activity

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
Crime Reports Taken	1128	1169	1180	1326	1453
Traffic Crashes Investigated	390	428	420	432	443
Traffic Citations Issued	1168	1225	1215	1528	1533
Criminal Arrests: adult & juvenile	584	562	577	694	701
Parking Tickets	83	104	111	122	158
Warnings - written/verbal	2069	3139	2556	1981	2200
Vacation House Checks	3647	3748	2639	3195	3633
Motorist Assist - breakdown	378	282	301	289	314
Motorist Assist - lockout	344	356	395	453	440
Business Checks	<u>10,680</u>	<u>11,303</u>	<u>3860</u>	<u>4222</u>	<u>1248</u>
Total Work Activity	20,471	22,352	13,254	14,242	12,123
Activity +/- %	-8%	+41%	-7%	+14%	-6%
Total - All Calls for Police Service	14,993	14,479	12,854	11,797	13,120
Calls For Service + / - %	+3%	+11%	+8%	-10%	-5%
Average emergency response time in minutes for Priority-1 calls.	3.3	3.2	2.5	2.3	2.4

[Appendix A]

### **XIII. GRANTS and REVENUE**

#### **A. GRANTS**

We received two (2) grants for Community Affairs in 2016. We were awarded \$10,758.15 from the Ohio Attorney General's office for Drug Use Prevention - DARE. This grant cycle is based on a school year and runs September 1<sup>st</sup> through August 31<sup>st</sup> of the following year. The amount awarded was the amount received from the Ohio Attorney General's Office during 2016 which was from two separate cycles, 2015-2016 and 2016-2017. We also received funding for compliance checks from the Sylvania Community Action Team, SCAT. In 2016 we received funding of \$619.32 for the compliance checks from SCAT. The total grant funding through the Community Affairs division in 2016 was \$11,377.47.

In addition to the above grants received by our office of Community Affairs, we also participated in the Lucas County OVI Task Force that concentrates on enforcement of laws pertaining to drinking and driving. During 2016 we received \$7,528.37 for our participation that went toward the payment for the officers to work at the OVI checkpoints and OVI traffic enforcement. This was the 13<sup>th</sup> consecutive year we participate in this enforcement program.

Total grant funds received in 2016 = **\$18,905.84**

Respectfully submitted,

Sgt. Danilynn M. Miller #842

Sgt. Justin Music #851

Department Grant Managers

**B. REVENUE RECEIVED**

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Copies of Reports	\$25.60	\$13.20	\$17.10	\$40.50
Paid Parking Tickets	\$1,670.00	\$1,755.00	\$2,355.00	\$2,805.00
Fingerprinting	\$5,145.00	\$5,972.00	\$4,115.00	\$5,556.00
Forfeiture Proceeds) (225, 229)	\$101,510.90	\$1,464.29	\$11,356.65	\$10,445.95
Mandatory Drug Fines (226)	\$3,344.54	\$5,230.75	\$3,490.80	\$1,579.55
Federal & HIDTA	\$48,519.90	\$-0-	\$-0-	\$-0-
Grants	\$19,854.93	\$29,194.85	\$12,870.00	\$47,517.65
Safety City Fees	\$4,920.00	\$5,220.00	\$5,520.00	\$4,470.00
Program Donations	\$-0-	\$-0-	\$-0-	\$-0-
Auction - GovDeals	\$10,153.00	\$650.00	\$16,530.77	\$17,001.44
Vehicle Immobilization	\$370.00	\$275.00	\$175.00	\$450.00
Fees for Training	\$8,449.34	\$3,840.00	\$1,500.00	\$500.00
Solicitor License	\$1,080.00	\$775.00	\$1,200.00	\$900.00
Event Permit Fee	\$18,566.24	\$14,373.00	\$17,675.00	\$18,385.00
False Alarm Fee	\$720.00	\$840.00	\$180.00	\$1,050.00
Sylvania School SRO	\$129,499.32	\$124,727.92	\$117,696.70	\$104,890.42
Miscellaneous	<u>\$2,317.02</u>	<u>\$1,162.00</u>	<u>\$960.25</u>	<u>\$1,797.66</u>
<b>TOTAL:</b>	<b>\$356,145.79</b>	<b>\$195,493.01</b>	<b>\$195,642.27</b>	<b>\$217,389.17</b>

Respectfully submitted,

Catherine Falardeau  
Administrative Secretary

## **XIV. APPENDIX**

- A. Calls For Police Service by Year
- B. UCR Part 1 Offenses, Crimes Against Persons
- C. UCR Part 1 Offenses, Crimes Against Property
- D. Traffic Crashes, Injuries, Fatalities
- E. Traffic Citations by Type of Violation