

## **SPD QUARTERLY ADMINISTRATIVE REPORT November 2020**

**To CBS Administrator:**

### **DEPARTMENT OVERVIEW:**

The overall assessment of the Police Department is that we are close to full manpower and have reached a level of stability in hiring and retention of personnel. We have a good mix of seasoned Officers and new Officers, as well as a growing number of locals seeking employment as Police Officers. We currently have four local Officers that have been recruited locally and one more that is currently in our recruitment and selection process. The overall health of the Department is stable.

COVID has not adversely affected our response to community needs other than not being able to attend the many community functions that were held in the past. We have adopted a policy of wearing a mask when contacting all individuals while in doors.

- **JAIL:** Jail is currently one position down. We have one jailer who is scheduled to attend the Correctional Academy in January 2021.
- **DISPATCH:** Currently one position down. Tara Smith has been promoted to Dispatch Supervisor. All dispatchers are fully trained and working independent of trainers.
- We have subscribed to Association of Public Safety Communications Officials, (APCO) which is an international level certification program for all of our dispatchers.
- **PATROL:** The Department is funded for 16 sworn positions. Currently the Department is one Sergeant position down and one Officer position down.

### **SPECIAL PROJECTS:**

Retired Sgt. Ray Majeski was hired as a Temporary records reviewer last year. He has completed the extensive review of many of the open reports that we here when I took over as Chief. Because of the confidential nature and vetting that is required in most fields of our department, we are currently using him on a temporary basis to assist in evidence audit and disposal. Additionally we will be using him to electronically file old reports.

### **RECRUITMENT AND TRAINING:**

Currently we have one applicant for Police Officer. We have three applicants for the dispatch position and the possibility that some may be interested in also applying for the jailer position.

We continue to provide weekly training to our supervisors and conduct daily shift trainings to Officers.

### **PROJECTS:**

We are still in the building phase of our RMS system we are working with the provider to fix bugs, and building the program to our specific needs. Our complete evidence audit is now moving forward and still has thousands of cases to go through.

We have received a fifty-thousand dollar Homeland security grant to strengthen and update our security system.

**STATISTICS:**

Statistics are now available with our eForce records management system. The data collection has been collected since the beginning of the year and will become more robust as time passes and we continue to add more data. The following are statistic numbers that have been compiled since the beginning of the year.

- Phone calls answered: 24,520
- 911 Emergency calls: 2489
- Calls for Service: 17,007
- Incident Reports: 817