
City of Jackson Police and Fire Departments

2012 Annual Report

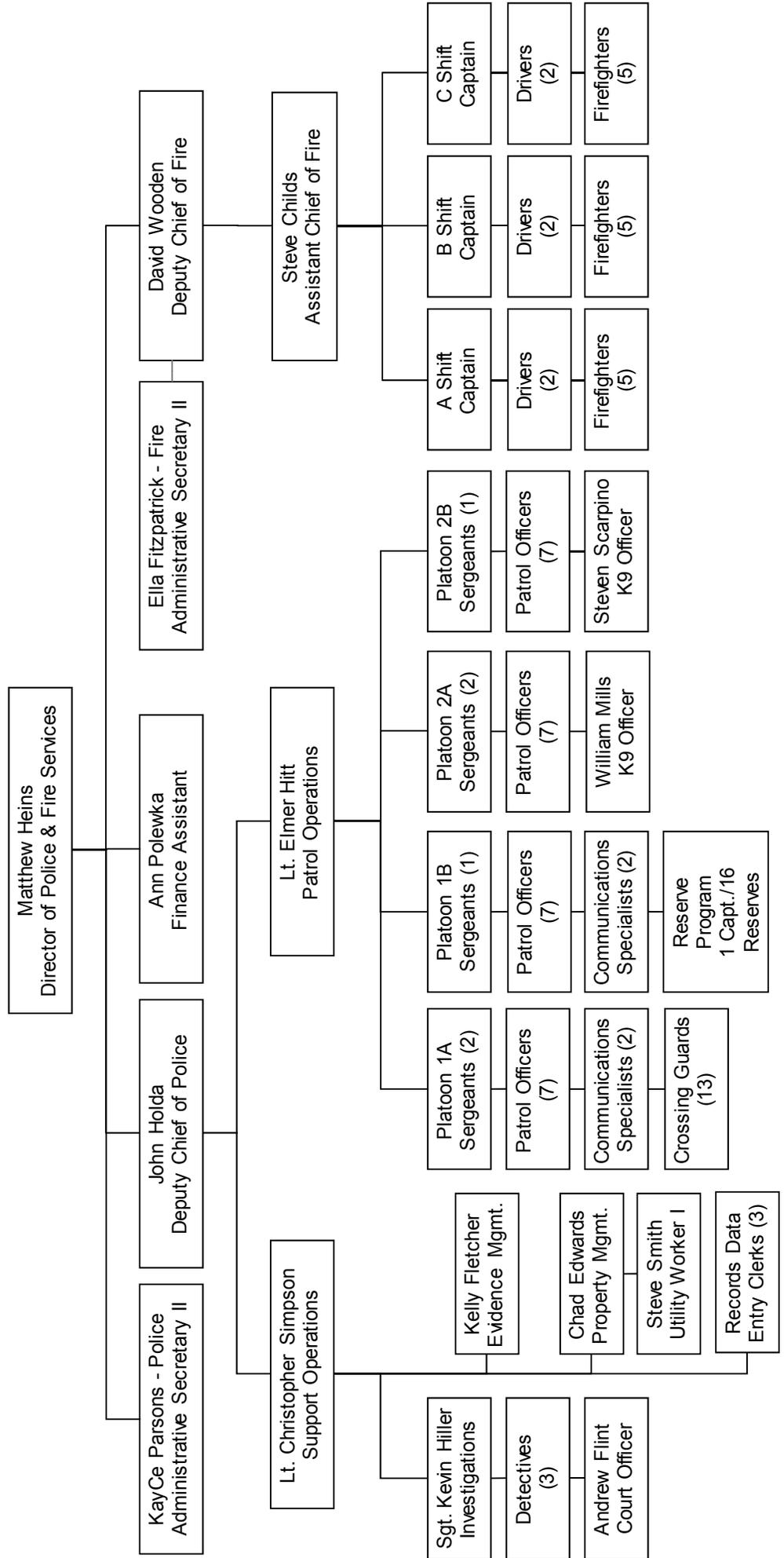


Professional Community Service Without Compromise

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Jackson Police and Fire Departments Organizational Chart



Director's Letter

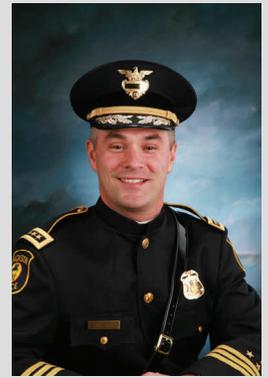
2012 was a year of refinement for the police department: it went through a major transformation as a result of reductions in the budget and staffing in 2011. While neither the workload nor the demands decreased, staffing did. This required an analysis of every position, every task, and every responsibility to determine how the work would be distributed, reduced, or eliminated altogether. As you would expect, this had a significant impact on the structure of the organization. With fewer employees, the way we conducted business had to change. Positions were eliminated, people were moved, work was redistributed, and all while still trying to provide the highest service possible to the public.

It has taken time to work out the details and unforeseen consequences of changes of this magnitude. I'm proud to say with so much chaos, the employees, both sworn and civilian, did their very best to help try and make the transitions as smooth as possible. No matter what the challenge, they used their experience and creativity to help develop new procedures and create best methods to address the changes.

The year also saw the updating of the city ordinance to codify the position of Director of Police and Fire services. After serving as the Fire Chief for two years, the City Council took the final step to create the position in the ordinance.

The Director will now have oversight for police and fire services with a Deputy Chief in each department to handle the daily operations. While this is a major change at the top, the employees in both departments continue to provide top notch service to the public.

The year has been a whirlwind of activity with many challenges. Some decisions turned out well, others not so well, but one thing is for certain, none of it could have been accomplished without the commitment and team work of all involved.

Matthew R. Heins
Director of
Police and Fire
Services

2012 Jackson Police Department Demographics

	<i>Caucasian</i>	<i>African American</i>	<i>Hispanic</i>	<i>Other</i>	<i>Total</i>
Sworn - Male	34	5	2	2	43
Sworn - Female	2	0	0	0	2
Civilian - Male	2	0	0	0	2
Civilian - Female	9	1	0	0	10
Total	47	6	2	2	57

Police Department 2011/2012 Expenditures and 2012/2013 Budget

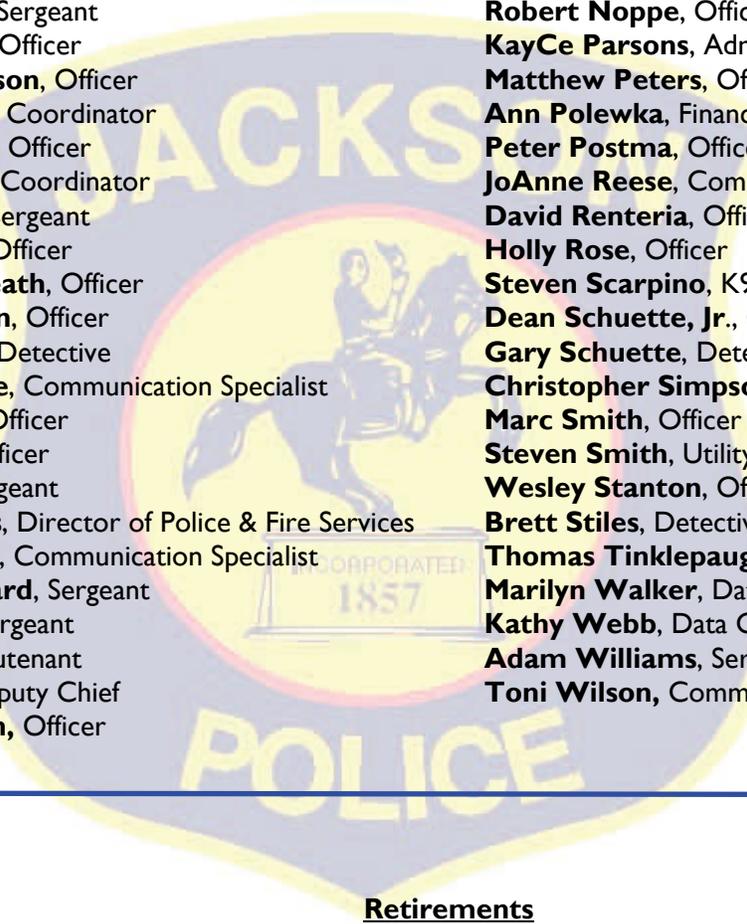
<u>Description</u>	<u>2011/2012 Actual</u>	<u>2012/2013 Budget</u>
Personnel Services		
Termination Pay	71,366	0
Salaries and Wages	3,326,176	3,553,265
Wages—Temporary	64,825	67,154
Overtime	142,501	155,795
Employers FICA	89,942	92,927
Health Insurance	665,883	547,140
Rx Drug Insurance	182,629	0
Health Deductible	9,039	104,300
Pension—General	51,731	55,079
Pension—Police/Fire 345	1,753,168	1,986,277
Unemployment	22,406	25,308
Workers Compensation	49,461	50,046
Other Fringe Benefits	12,590	55,624
Material and Supplies		
Supplies	12,870	11,526
Data Processing Supplies	4,257	4,712
Postage	234	0
Publications	658	550
Ammunition	13,141	11,913
Uniform Allowance	19,009	23,127
Gasoline	123,911	147,204
Miscellaneous Supplies	2,513	6,173
Photography Supplies	5,085	7,564
Laundry	741	767
Medical Supplies	888	2,286
Custodial Supplies	2,902	3,808
Equipment Maintenance Supplies	8,081	19,342
Contractual and Other		
Consultant Services	15,426	12,050
Contractual Services	3,657	2,775
Special Investigations	2,459	2,445
Medical Services	4,230	4,689
Telephone	36,975	37,200
Travel	4,711	2,991
Printing and Publishing	6,636	5,593
Insurance	91,154	91,154
Insurance—Deductible	2,947	10,000
Physical Agility Testing	37,885	31,557
Utilities	40,712	49,159
Building Maintenance	35,759	28,855
Equipment Maintenance	25,094	32,551
Office Equipment Maintenance	28,042	35,661
Vehicle Maintenance	56,256	80,229
Building Rental/Lease	5,418	5,460
Office Equipment Rental	56,099	32,402
Membership and Dues	1,075	1,900
Education and Training	18,061	19,737
Miscellaneous	11	0
Contribution to JED	39,678	41,664
Capital Outlay		
Office Equipment	0	7,574
Vehicles	0	76,000
Total	7,148,314	7,543,533

Fire Department 2011/2012 Expenditures and 2012/2013 Budget

<u>Description</u>	<u>2011/2012 Actual</u>	<u>2012/2013 Budget</u>
Personnel Services		
Termination Pay	90,498	71,165
Salaries and Wages	1,300,712	1,321,686
Overtime	162,800	140,504
Employers FICA	24,694	21,075
Health Insurance	234,787	180,798
Rx Drug Insurance	24,716	0
Health Deductible	65,561	35,420
Pension—General	4,621	4,808
Pension —Police/Fire 345	1,081,574	884,065
Unemployment	6,814	6,156
Workers Compensation	29,471	30,023
Other Fringe Benefits	(6,126)	16,911
Material and Supplies		
Supplies	4,154	4,000
Publications	1,209	1,270
Chemicals	1,814	1,920
Uniform Allowance	8,120	12,342
Protective Clothing	7,834	33,205
Gasoline	22,717	26,712
Miscellaneous Supplies	5,885	4,000
Emergency Medical Supplies	5,999	6,000
Custodial Supplies	1,324	3,000
Equipment Maintenance Supplies	7,157	3,500
Contractual and Other		
Professional Services	4,595	59,455
Contract Services—Motor Pool	65,449	0
Medical Services	0	4,380
Telephone	8,323	9,000
Travel	833	1,290
Advertising		
Insurance	33,457	33,457
Subsistence Pay	4,720	15,500
Physical Agility Testing	18,700	24,000
Residency Allowance	250	250
Utilities	36,965	39,972
Building Maintenance	25,667	30,000
Equipment Repairs		
Equipment Maintenance	8,840	8,000
Office Equipment Maintenance	6,547	4,800
Software Maintenance	0	1,255
Vehicle Maintenance	4,688	66,895
Membership and Dues	375	410
Education and Training	11,732	34,300
Miscellaneous	(500)	0
Contribution to JED	17,005	17,856
Capital Outlay		
Fire Equipment	15,671	0
Machinery & Equipment	3,395	0
Office Equipment	0	15,955
Radio Equipment	4,060	0
Total	3,357,122	3,175,335

Police Personnel Activity

Department Roster



Mary Adams, Data Clerk II
Paul Albrecht, Officer
Matthew Beard, Officer
Timothy Black, Officer
Charles Brant, Officer
Richard Burkart, Officer
Earl Christensen, Officer
Richard Cook, Sergeant
Lewis Costley, Officer
Craig Edmondson, Officer
Chad Edwards, Coordinator
Bradley Elston, Officer
Kelly Fletcher, Coordinator
Jennifer Flick, Sergeant
Andrew Flint, Officer
Michael Galbreath, Officer
Jason Ganzhorn, Officer
Sergio Garcia, Detective
Cheryl Gilmore, Communication Specialist
Scott Goings, Officer
Gary Grant, Officer
Paul Gross, Sergeant
Matthew Heins, Director of Police & Fire Services
Marcy Hibbard, Communication Specialist
Timothy Hibbard, Sergeant
Kevin Hiller, Sergeant
Elmer Hitt, Lieutenant
John Holda, Deputy Chief
Akthar Hossain, Officer
Robert Jenks, Sergeant
Warren Johnson, Officer
Cary Kingston, Officer
Shane LaPorte, Officer
John Lillie, Officer
William Mills, K9 Officer
Ralph Morgan, Officer
Robert Noppe, Officer
KayCe Parsons, Administrative Secretary
Matthew Peters, Officer
Ann Polewka, Finance Assistant
Peter Postma, Officer
JoAnne Reese, Communication Specialist
David Renteria, Officer
Holly Rose, Officer
Steven Scarpino, K9 Officer
Dean Schuette, Jr., Officer
Gary Schuette, Detective
Christopher Simpson, Lieutenant
Marc Smith, Officer
Steven Smith, Utility Worker II
Wesley Stanton, Officer
Brett Stiles, Detective
Thomas Tinklepaugh, Officer
Marilyn Walker, Data Clerk II
Kathy Webb, Data Clerk II
Adam Williams, Sergeant
Toni Wilson, Communication Specialist

New Hires

Warren Johnson, Officer—Hired May 14, 2012
Bradley Elston, Officer—Hired October 1, 2012
Earl Christensen, Officer—Hired October 1, 2012
Akthar Hossain, Officer—Hired October 1, 2012

Retirements

Nathan Gross, Officer—Retired May 7, 2012
Mark Karle, Officer—Retired June 12, 2012
David Stadelman, Sergeant—Retired August 29, 2012

Reinstatements

Paul Gross, Sergeant—May 12, 2012
Timothy Hibbard, Sergeant—November 5, 2012

Fire Personnel Activity

Department Roster

Steven Childs, Assistant Chief
Jonathan Crawford, Fire Motor Driver
Christopher Ermatinger, Captain
Chad Everett, Fire Motor Driver
Ella Fitzpatrick, Administrative Secretary
Timothy Gonzales, Firefighter
Joshua Gonzalez, Firefighter
Shane Green, Firefighter
Ryan Hendricks, Firefighter
Dustin Hotchkin, Firefighter
Frank Huntley, Firefighter
Mark Jamieson, Firefighter
Thomas Loveberry, Firefighter

Richard Lutton, Firefighter
Justin Marchand, Firefighter
Steve Miller, Firefighter
Chad Reppert, Fire Motor Driver
Agustin Rodriguez, Firefighter
Steven Rudolph, Firefighter
Jason Senft, Captain
Joel Skrypec, Firefighter
Joe Smith, Firefighter
Michael Stock, Firefighter
Richard Terrell, Fire Motor Driver
Robert Walkowicz, Captain
Todd Weaver, Fire Motor Driver
David Wooden, Deputy Chief

New Hires

Richard Lutton, Firefighter—Hired October 8, 2012
Justin Marchand, Firefighter—Hired October 8, 2012
Dustin Hotchkin, Firefighter—Hired October 8, 2012
Steven Miller, Firefighter—Hired October 10, 2012
Michael Stock, Firefighter—Hired October 10, 2012
Ryan Hendricks, Firefighter—Hired October 10, 2012
Shane Green, Firefighter—Hired October 10, 2012

Retirements

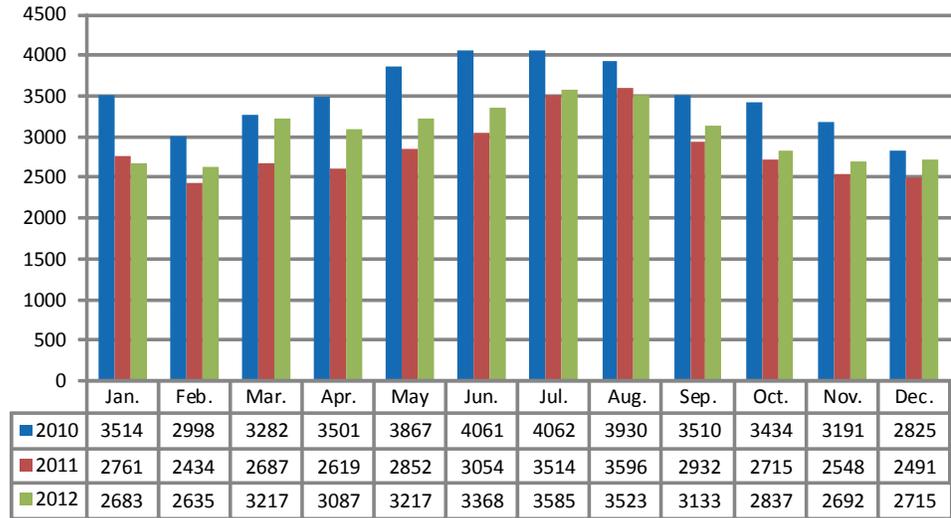
David VanStempvoort, Assistant Chief—Retired February 14, 2012
Christopher Burkey, Firefighter—Retired March 16, 2012

Promotions

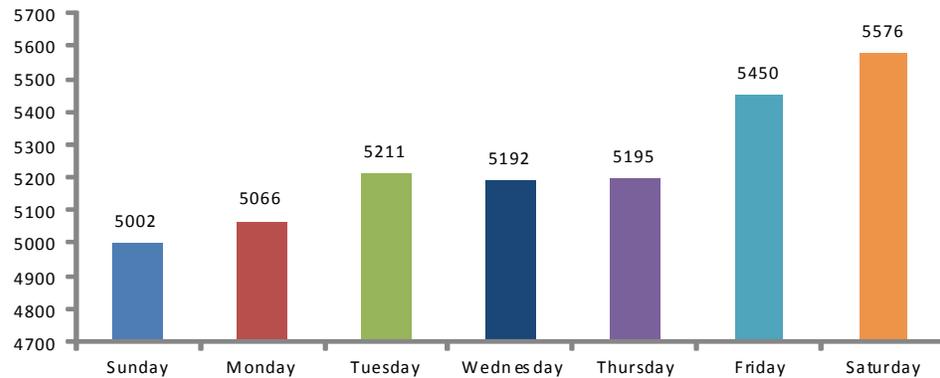
David Wooden, Deputy Chief—Promoted February 5, 2012
Robert Walkowicz, Captain—Promoted August 1, 2012
Christopher Ermatinger, Captain—Promoted August 2, 2012

Calls for Service

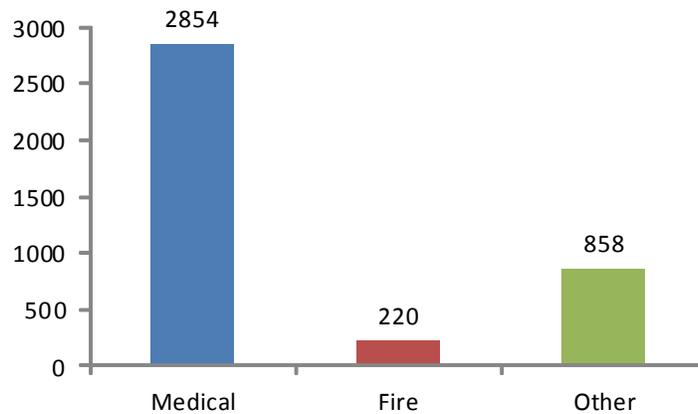
Police Calls for Service



Police Calls for Service
by Day of Week
2012



2012 Fire Calls for Service



Patrol Operations

The Patrol Division of the Jackson Police Department is currently comprised of thirty police officers, six sergeants, and one lieutenant.

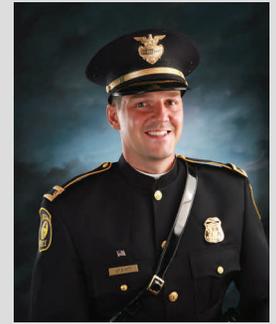
The Patrol Division is critical to the overall operations of any police department and the Jackson Police Department is no exception. Patrol officers are often the first contact that citizens have with the Department when they call for service, whether it be to report a crime, having been involved in a traffic crash, or are in need of some other type of police service. This first

contact is paramount to building the public trust of the citizens that we serve.

Patrol Officers are currently assigned to 12 hour shifts, with 1st Shift being from 6:30 a.m. to 6:30 p.m. and 2nd Shift being 6:30 p.m. to 6:30 a.m. Officers' daily activities are diverse and vary from day to day. Activities include responding to calls for service both criminal and civil in nature, policing traffic crashes, conducting traffic enforcement, visiting schools, attending neighborhood meetings, and attending required court

hearings, just to name a few. Officers are also called upon to fill in for school crossing guards, give presentations, and participate in other community-oriented functions.

2012 brought three new faces to the Department and subsequently to the Patrol Division. Officers Brad Elston, Akthar Hossain, and Earl Christensen were hired as police officers and began their training in October 2012. These are the first new officers the Department has hired since experiencing layoffs in 2009.



Lt. Elmer Hitt
Patrol Operations
Commander

Reserve Program by Sergeant Jennifer Flick

The Reserve Program began in 1941 and continues to be a valuable asset to both the citizens of Jackson and the Jackson Police Department. Reserve Officers attend training, partner with a regular sworn officer on patrol, and assist with many of the events held in the City including the Rose Parade, Storyfest, and Hot Air Jubilee.

During 2012, the seventeen

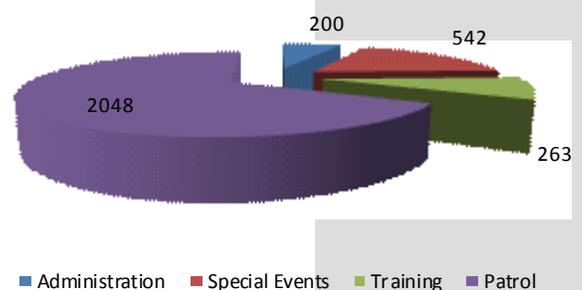
reserves volunteered more than 3,000 hours, which equates to just under 200 hours per reserve. These hours are in addition to the busy lives that each of our reserves has, including family, careers, and education.

Reserve Captain Jim Acker celebrated his 35th anniversary with the program, and Reserves Frank VanGoethem, Tim Dean,

and Greg Miller have all been with the program 5 years as of 2012.

Reserve Sergeant Alan Lindquist was selected as Reserve Officer of the Year for 2012, who has been a member of the reserve program for seven years and was promoted to the Sergeant in 2007.

Reserve Hours



Reserve Program Roster

James Acker, Captain
 ***Ronald Spees**, Lieutenant
 ***Alan Lindquist**, Sergeant
 ***Frank VanGoethem**, Sergeant
Mark Wurmlinger, Sergeant
 ***Jason Ashenfelter**, Officer
John Beck, Officer
 ***Kenneth Carpenter**, Officer
 ***Mike Corravo**, Officer

Scott Czarnik, Officer
Timothy Dean, Officer
Adam Garcia, Officer
Joseph Haas, Officer
John Hays, Officer
Alexander Hosser, Officer
Gregory Miller, Officer
John Noppe, Officer

* Indicates reserves who volunteered more than 200 hours in 2012.

Michigan Incident Crime Reporting 2009—2012 Comparison

Type of Incident	2009		2010		2011		2012
Part I Crimes		<i>Inc/Dec</i>		<i>Inc/Dec</i>		<i>Inc/Dec</i>	
Homicide	3	67%	5	-40%	3	—	3
Rape	70	-27%	51	-63%	19	-5%	18
Robbery	81	-30%	57	9%	62	-6%	58
Aggravated Assault	225	-10%	203	37%	278	-36%	179
Burglary	413	8%	444	13%	503	-17%	420
Larceny	1358	-16%	1144	-1%	1129	-6%	1057
Auto Theft	84	-26%	62	24%	77	12%	86
Arson	20	-20%	16	19%	19	63%	31
Total Part I	2254	-12%	1982	5%	2090	-11%	1852
Part II Crimes							
Non-Aggravated Assault	1247	-16%	1043	-10%	936	21%	1137
Forgery & Counterfeiting	46	-39%	28	79%	50	4%	52
Fraudulent Activities	260	-16%	218	-10%	197	-43%	113
Embezzlement	10	60%	16	-31%	11	-55%	5
Stolen Property	41	-7%	38	-42%	22	32%	29
Vandalism	790	-24%	602	0%	599	-4%	575
Weapons	125	-49%	64	-36%	41	56%	64
Prostitution and Com. Vice	5	140%	12	-100%	0	Undef.	2
Sex Offenses	38	79%	68	-12%	60	-12%	53
Narcotics & Drugs	694	-7%	644	-63%	239	25%	299
Gambling	1	0%	1	-100%	0	Undef.	0
Family & Children	82	-10%	74	-15%	63	33%	84
DUIL & DUID	575	-24%	435	-51%	213	-4%	204
Liquor Laws	421	-13%	366	-60%	145	28%	186
Disorderly Conduct	328	-1%	325	-36%	207	10%	227
All Other	1454	-18%	1187	-50%	590	11%	657
Total Part II	6117	-16%	5121	-34%	3373	9%	3687
Total Part I & II	8371	-15%	7103	-23%	5463	1%	5539

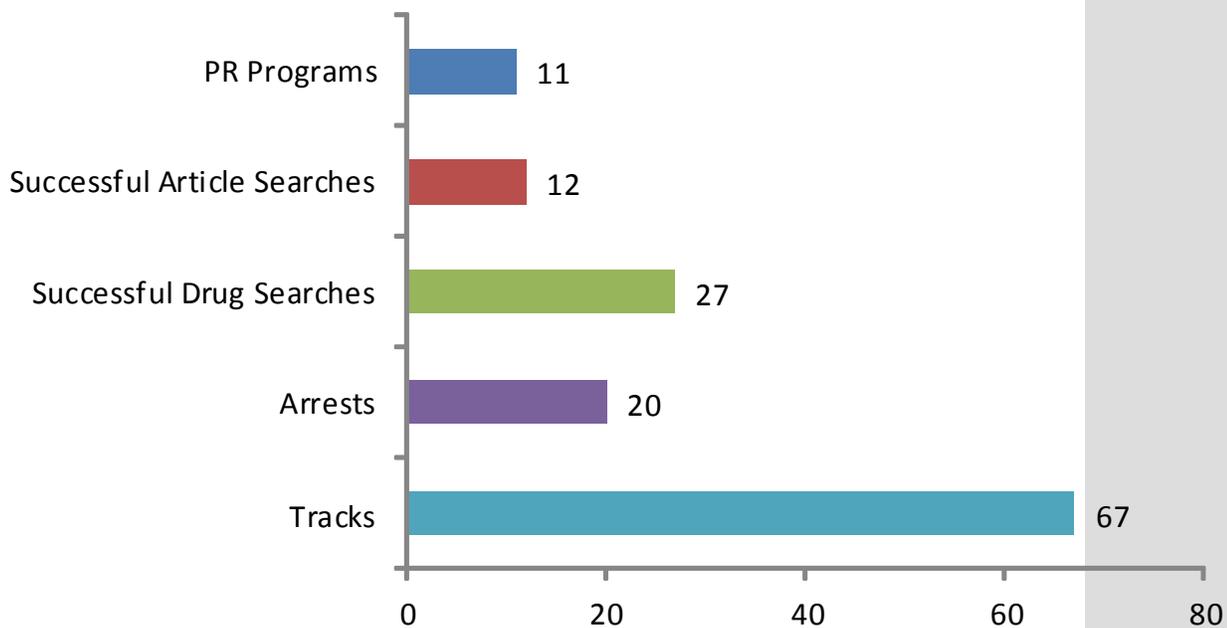
K-9 Unit by Sergeant Adam Williams

The Jackson Police Department employs two full-time K-9 officers to assist patrol in areas such as commercial and residential building searches, tracking of individuals involved in felony crimes, vehicle searches involving illegal narcotics, and other miscellaneous activities as assigned. Without the immediate use of a K-9, many violent and dangerous subjects may have avoided apprehension.

In 2012, the Jackson Police Department continued to benefit from having full-time K-9 officers on shift. The year marked another successful year for both Officer Mills with K9 “Nero” and Officer Scarpino with K9 “Zygos”. Some of the highlights include:

- On March 18, officers were dispatched to Jonquil Court for a three year old child wandering around by himself in the middle of the night. Officer Scarpino utilized K-9 Zygos to track backward from the child’s location to his residence on Laurel Lane.
- On September 13, Officer Mills assisted JNET with a narcotics search warrant at a residence. K-9 Nero alerted on an empty kitchen cupboard after it had already been searched by officers. Crack cocaine was located hidden in an upper cupboard approximately six feet high.
- On November 12, Officer Mills and K-9 Nero assisted the Jackson County Office of the Sheriff with a serious car crash where the driver and passenger both fled the scene on foot. K-9 Nero tracked for approximately ¾ mile and found both individuals hiding under a deck in a residential neighborhood. The driver was arrested on an outstanding felony warrant.
- Throughout 2012, Officer Scarpino and K-9 Zygos were used to conduct twelve article searches. A total of seven handguns were recovered as well as one television that was stolen during a B&E.

K9 Activity



2012 Police Annual Awards



Officer Robert Noppe

Officer of the Year

Team Awards

- Officer Matthew Beard (2)
- Sheriff's Sergeant Jason Breining
- Officer Lewis Costley
- Sergeant Jennifer Flick
- Officer Michael Galbreath (2)
- Sergeant Paul Gross
- Blackman PSO Chris Jacobson
- Officer John Lillie (2)
- Officer William Mills
- Officer Ralph Morgan (2)
- Officer Wesley Stanton
- Officer Thomas Tinklepaugh (2)

Citizen Awards

Christopher Plunkett

Merit Citations

- Officer Richard Burkart
- Officer Michael Galbreath
- Officer Scott Goings
- Sergeant Timothy Hibbard
- Officer John Lillie
- Officer William Mills
- Officer Robert Noppe (2)



Sergeant Alan Lindquist

Reserve Officer of the Year

Outstanding Service Awards

- Officer Michael Brandt
- Officer Richard Burkart (2)
- Sergeant Rich Cook (2)
- Officer Craig Edmondson (2)
- Officer Michael Galbreath (2)
- Detective Sergio Garcia
- Officer Scott Goings
- Officer Gary Grant
- Ann Arbor Sergeant Pat Hughes
- Sergeant Robert Jenks
- Ann Arbor Detective Michael Lencioni
- Officer John Lillie
- Officer William Mills
- Officer Ralph Morgan
- Trooper Andrew Pinkerton
- Officer David Renteria
- Officer Steve Scarpino
- Officer Dean Schuette
- Detective Brett Stiles (2)

Meritorious Service Award

- Officer Lewis Costley
- Officer Craig Edmondson

Civilian Employee of the Year

Ann Polewka

Support Operations

The Jackson Police Department is divided into two divisions: Patrol and Support Operations. Both work together towards a safe environment for all citizens of Jackson. If the Patrol Division is the backbone of the organization, then the Support Division is the lumbar to the backbone. The Support Operations Division provides guidance and intelligence, as well as a multitude of resources for the Patrol Division, to other City

Departments, and the community we serve.

The Support Operations Division is comprised of a civilian staff from the Service Desk, Records Section, Property Management, Evidence Management, and the sworn personnel in the Detective Bureau and JNET. Each component operates in an isolated location, but the work, tasks, and objectives culminate towards a collective stance of organizational

success.

Delivery of quality service to the community, professionalism, and excellence are of the utmost importance to us. We are conscious of the safety and security needs that our fellow citizens desire and will always work hard to ensure the highest quality of life possible by continuing our support role to Patrol Operations.



**Lieutenant
Christopher Simpson
Support Operations
Commander**



Investigations by Sergeant Kevin Hiller

The Detective Bureau is responsible for investigating a wide spectrum of criminal complaints that directly affect citizens of this community. The Bureau includes a Detective Sergeant, four Detectives and a Court Officer. The Detective Sergeant is responsible for the assignment, direction, and review of criminal cases investigated by officers and detectives at the Department. The Detective Sergeant also processes and manages all City drug forfeiture cases, and coordinates information between the City Attorney, County Prosecuting Attorney and other government agencies.

Detectives are responsible for investigating felony cases within Jackson. Examples include robberies, homicides, aggravated assaults, child abuse and sexual assaults, to name a few. In 2012, detectives were assigned 186 cases to investigate, many of which were closed with the arrest and successful prosecution of the suspects involved. Our detectives are well known for their tenacity and ability to overcome challenges and obstacles in order to solve cases for the victims.

As criminals heed no boundaries, our detectives partner with a multi-

jurisdictional County Task Force to solve crimes that affect both City and County residents. The Task Force has been called upon numerous times when serious felonies occur.

The Court Officer acts as a liaison between the Jackson Police Department and the court system. Currently, Officer Andrew Flint is the court officer. As such, he coordinates the subpoena delivery system, obtains criminal warrants, and transports prisoners.

Major Internal Investigations

Year	Total Complaints	Total Allegations	Exonerated	Unfounded	Sustained	Not Sustained	# Resulted in Discipline	Citizen Initiated
2008	8	29	9	0	14	6	2	4
2009	6	8	5	0	2	1	2	2
2010	5	8	2	0	3	1	3	2
2011	3	4	1	0	2	1	1	2
2012	4	4	0	1	2	1	1	1

Minor Internal Investigations

Year	Total Complaints	Total Allegations	Exonerated	Unfounded	Sustained	Not Sustained	# Resulted in Discipline	Citizen Initiated
2008	8	10	5	1	0	4	0	7
2009	8	8	4	0	2	2	0	7
2010	13	13	7	0	5	1	4	9
2011	6	11	4	0	4	2	3	5
2012	3	5	0	1	1	3	0	3

Administrative Reviews

Year	Total Complaints	Total Allegations	Exonerated	Unfounded	Sustained	Not Sustained	# Resulted in Discipline	Citizen Initiated
2008	17	17	1	1	13	2	13	3
2009	12	17	1	0	10	6	8	1
2010	13	13	0	0	13	0	12	1
2011	12	14	1	0	10	3	6	1
2012	11	13	0	1	10	2	9	1

Major internal investigations are cases of alleged brutality, racial profiling, sexual harassment, etc.; Minor internal investigations are often cases of alleged improper service or unprofessional behavior; and Administrative Reviews examine an employee's actions when accused of a minor infraction.

Patrol Training Officer by Lieutenant Elmer Hitt

The Jackson Police Department prides itself in the training of new police officers hired by the Department. The Patrol Training Officer Program consists of 15 weeks in which the new officer is evaluated by a veteran officer who has received specialized training to become a Police Training Officer (PTO). In 2012, Officers John Lillie, Richard Burkart, and Thomas Tinklepaugh were trained and are now part of the PTO Cadre.

The 15 week program is divided into four phases, including week long Mid-Term and Final Evaluations. The four

training phases are divided into areas called Substantive Topics: Non-Emergency Incident Response, Emergency Incident Response, Patrol Activities, and Criminal Investigations.

Within each training phase are 15 Core Competencies that make up the basic training elements of each phase. The Substantive Topics and Core Competencies are brought together to form a Learning Matrix, the content of which represents the procedures, policies, laws, and philosophies the trainee will learn. The matrix serves as a guideline for trainers and trainees during the program and demonstrates

the relationship between Core Competencies and daily police activities.

This training method incorporates the Department's problem-solving and community policing philosophies to enhance the skills and abilities of each new officer joining the team of professionals at the Jackson Police Department.

In October, three new officers, Brad Elston, Earl Christensen, and Akthar Hossain, started their training to become members of the Jackson Police Department.



Officer Brad Elston



Officer Earl Christensen



Officer Akthar Hossain

Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Journaling	●														●
Neighborhood Portfolio Exercise	●														●
Coaching & Training Report		1 ●	2 ●	3 ●	4 ●	5 ●	6 ●		7 ●	8 ●	9 ●	10 ●	11 ●	12 ●	
Problem-Based Learning Exercise		1 ●			2 ●				3 ●			4 ●			
	Integration	Phase A			Phase B			Mid-Term Evaluation	Phase C			Phase D			Final Evaluation

Service Desk by Sergeant Rich Cook

There are four communication specialists and they wear many hats. They are constantly bombarded with questions from citizens and officers alike. From legal to civil matters, the communication specialists are required to know how the laws work and how to channel requests to the appropriate agency or department.

From an officers' viewpoint,

the communication specialist can provide unlimited data on license information, arrest issues, police reports, and specialty resources.

The service desk at the police department is operated seven days per week by the communication specialists. They provide answers to citizens, administer preliminary breath tests, register sex

offenders, prepare handgun purchase permits, and take police reports where no suspect is known.

The service desk is also the backup to the 911 center. In case of emergency or technology failure, the communication specialists are there to step in at a moment's notice to dispatch emergency services when called upon.



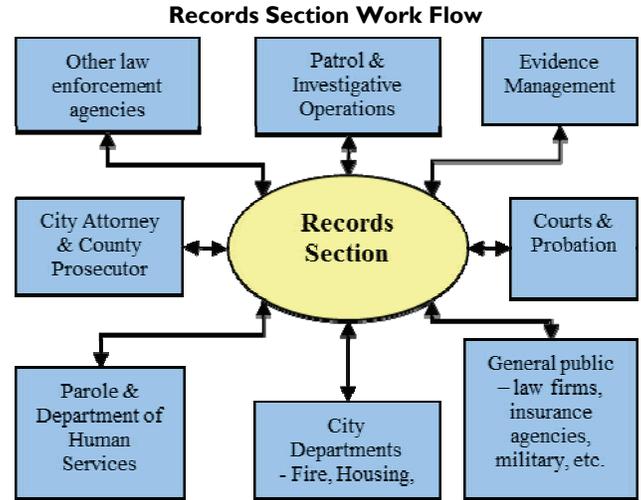
The lobby of the Jackson Police Department.

Records Section by Mary Adams

The Records Section is comprised of three full-time employees and one volunteer. Records Section personnel spend their day transcribing dictated reports for officers and detectives; handling requests from numerous agencies, businesses and citizens; and any other services we can render (fingerprinting, background checks, etc.). Records personnel take pride in fulfilling all requests as promptly and professionally as possible.

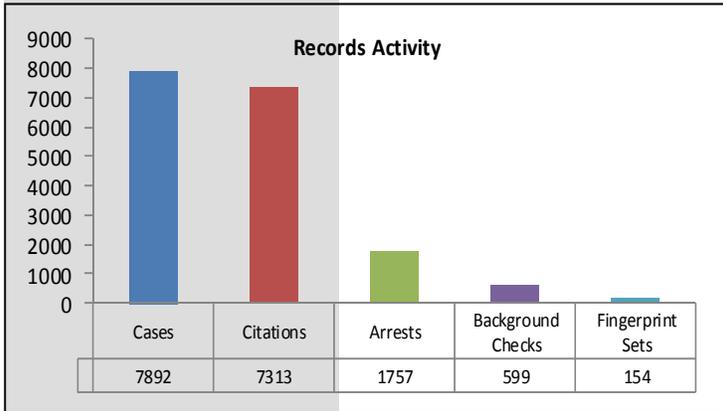
Keeping police records and documents organized and easily accessible for the functionality of the department is a demand that is met by the staff with high a level of accuracy. The volume of work and current staffing levels have been analyzed and evaluated. Fortunately, we have been able to take advantage of advances in technology.

Over the past few years, we have improved our computer system to allow the officers to type some of their own reports from the patrol



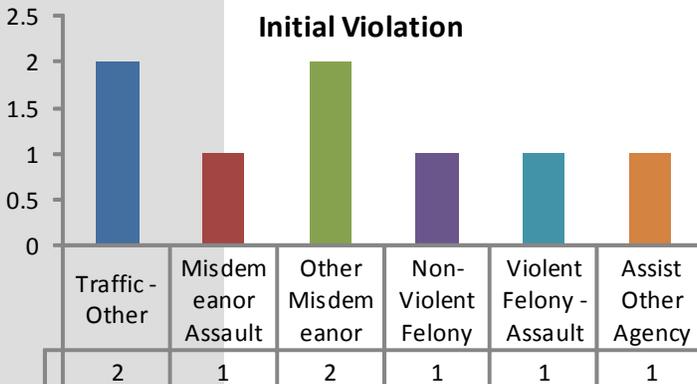
vehicles, thus decreasing the number of reports that need to be transcribed. In the near future, each patrol vehicle will use software allowing officers to dictate their reports directly to a transcribed document just by speaking into a microphone. This will free up resources previously spent on equipment for dictation, and will allow for a quicker turnaround time for officers and citizens to receive police reports.

We all strive to make sure that each person who walks into the Jackson Police Department is satisfied with the outcome of their visit. Making every citizen feel welcome and comfortable is our goal every day. Although the output of work is high, we enjoy knowing your experience in interacting with the Records Section will be positive and productive.

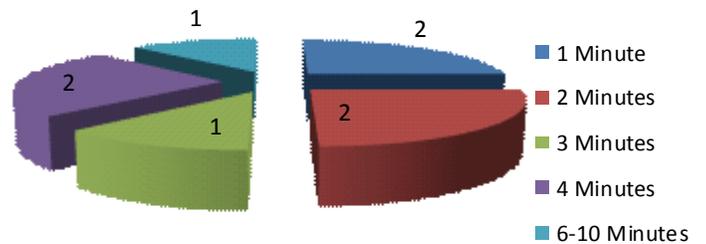


Pursuit Data

Suspect Impairment	Number	% of Total
None	3	38%
Alcohol	3	38%
Drugs	0	0%
Unknown	2	25%



Pursuit Duration



Suspect Age	Number	% of Total
1-15 Years	2	25%
19-23 Years	2	25%
29-35 Years	1	13%
36-42 Years	1	13%
43-49 Years	1	13%
Unknown	1	13%

Jackson Narcotics Enforcement Team by Officer Wesley Stanton



The *Jackson Narcotics Enforcement Team* (JNET) is a multi-jurisdictional task force comprised of resources and personnel from the Jackson Police Department, Jackson County Office of the Sheriff, and the Michigan State Police. The team primarily works toward interdiction and suppression of narcotics in Jackson County, but also targets major crimes.

On September 17, Troopers from the Michigan State Police (MSP) Jackson Post were dispatched to a civil

dispute. Information was gained reference the homeowner and his drug trafficking. JNET was forwarded the information and started an investigation. The next day, JNET was contacted by federal agents from the Drug Enforcement Administration (DEA) and the Naval Criminal Investigation Service (NCIS) Camp Lejeune Field Office in North Carolina. Both agencies were also conducting investigations into the same individual. In a joint operation between

JNET, NCIS, DEA, MSP, and the Southwest Enforcement Team, six search warrants were executed across the State of Michigan. These search warrants resulted in the seizure of 311 large plants, an advanced indoor grow operation, two long guns, two pistols, more than \$100,000 in property, and approximately \$26,000 in cash. After seeing the case built by JNET and federal agents, the main suspect confessed to his entire operation.

JNET Activity					
	2012	2011	2010	2009	2008
Initiated Investigations	226	239	300	259	276
Arrested Persons	101	121	169	209	242
Arrest Charges	138	165	221	290	348
Search Warrants	34	42	74	57	75
Firearms Seized	23	24	45	38	41
Drugs Seized (Street Value)	\$1,539,471	\$2,262,611	\$2,429,634	\$1,689,144	\$967,478

Evidence Management

Evidence Management is responsible for record keeping, secure storage, and maintenance of all property received from the Jackson Police Department and the Jackson County Office of the Sheriff. This property includes found items, items taken for evidentiary value, items recovered as stolen, and items held for safekeeping. This unit is staffed by one full time coordinator.

A major responsibility of the Evidence Management Unit is to manage the chain of custody of all evidence, including that which the Unit transports to the Michigan State Police Crime Lab for analysis. The

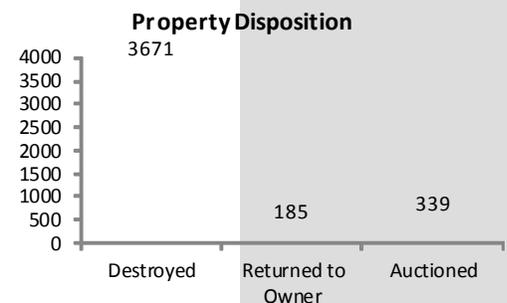
Unit maintains property seized as evidence and protects the chain of custody. The importance of this function is to verify that evidence remains exactly how it was submitted when seized and to maintain its credibility when prosecuting cases. Evidence also holds property that is found or recovered stolen so officers can attempt to determine ownership and return property to its rightful owner.

Bi-annual audits of the property room are completed by an external company. They verify integrity of the property, procedures, and chain of custody. Upon completion of the audit, the auditor prepares

a summary of the audit findings and recommendations for improvements to the system. We have been conducting these audits for 8 years and have received conclusions of continuous improvements and positive remarks on the property management system.



Kelly Fletcher
Evidence Management
Coordinator





A riot shield and helmet used by police when necessary.

Special Response Team by Officer Dean Schuette, Jr.

The Jackson Special Response Team (SRT) is comprised of specially trained officers from the Jackson Police Department and the Jackson County Office of the Sheriff. The SRT works in conjunction with the Negotiator Response Team to bring peaceful resolutions to special threat situations. In 2012, with the addition of Jackson Police Officer Lillie and Jackson Sheriff's Deputy Barnett, the team now stands at 14 operators.

Officers interested in joining the SRT must compete in a rigorous selection process. This process includes physical testing, psychological testing, firearm proficiency, tactical scenarios, and an oral interview. The candidate must pass all of the above tests before being selected to attend a S.W.A.T. school. The candidate must continue to perform, as only upon successful completion of the school will the candidate be accepted as a member of the

Jackson SRT. All members must then convene monthly for required training. Further, SRT operators must complete and pass a six month recertification that consists of a physical and a firearm test in order to continue to be an active part of the team.

In 2012, the SRT was involved in six incidents. All of these incidents were resolved without any serious injury to the public or team members.

Date	Location	Situation	Outcome
3/4/12	1207 Chittock	High risk warrant	No injuries
3/11/12	1905 E. Ganson	High risk warrant	No injuries
4/21/12	13121 Sibley Rd.	High risk warrant	No injuries
6/21/12	1425 Pringle	High risk warrant	No injuries
10/8/12	101 Francis Ct.	High risk warrant	No injuries
12/13/12	144 Hollis	High risk warrant for JNET	No injuries

2012 Use of Force Summary

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Type	Threatened Deadly Force	1	0	3	2	0	0	0	0	1	1	1	0	9
	ECD (Taser)	0	0	1	1	0	0	0	3	2	0	0	2	9
	PPCT	1	0	1	1	0	1	4	3	1	1	2	2	17
	Ground Defense	1	2	1	2	2	2	2	4	4	2	1	4	27
	Chemical Agent	2	1	1	3	1	3	0	3	3	2	1	2	22
Out-come	Arrests	2	3	3	5	2	3	4	8	7	4	3	5	49
	Officer Injuries	0	0	0	1	0	1	1	1	0	0	0	1	5
	Subject Injuries	1	0	0	3	0	0	1	3	0	1	1	1	11
Reason	Drugs	0	1	1	0	0	0	0	1	2	1	0	1	7
	Alcohol	3	1	3	1	1	2	1	4	4	2	2	6	30
	Mental Illness	0	1	2	1	0	1	1	0	0	1	1	1	9

In 2012, the Jackson Police Department made 1,760 arrests. Of those arrests, force was only applied 62 times. Forced was used in only 3.52% of total arrests.

Property Management

Property Management is responsible for directing all facility, vehicle, and equipment maintenance. We are consistently involved in multiple projects, and work closely with employees to identify and resolve a variety of maintenance issues. Our tasks can range anywhere from snow removal to coordinating the repair of the police radio system. We order and issue police gear and uniforms, ensure the items are functioning properly, and maintain detailed records of vehicles and equipment. Other responsibilities include budgeting, research, and evaluation of product and service contracts.

In 2012, many projects were performed throughout the police department. New carpeting was installed in the Detective Bureau,

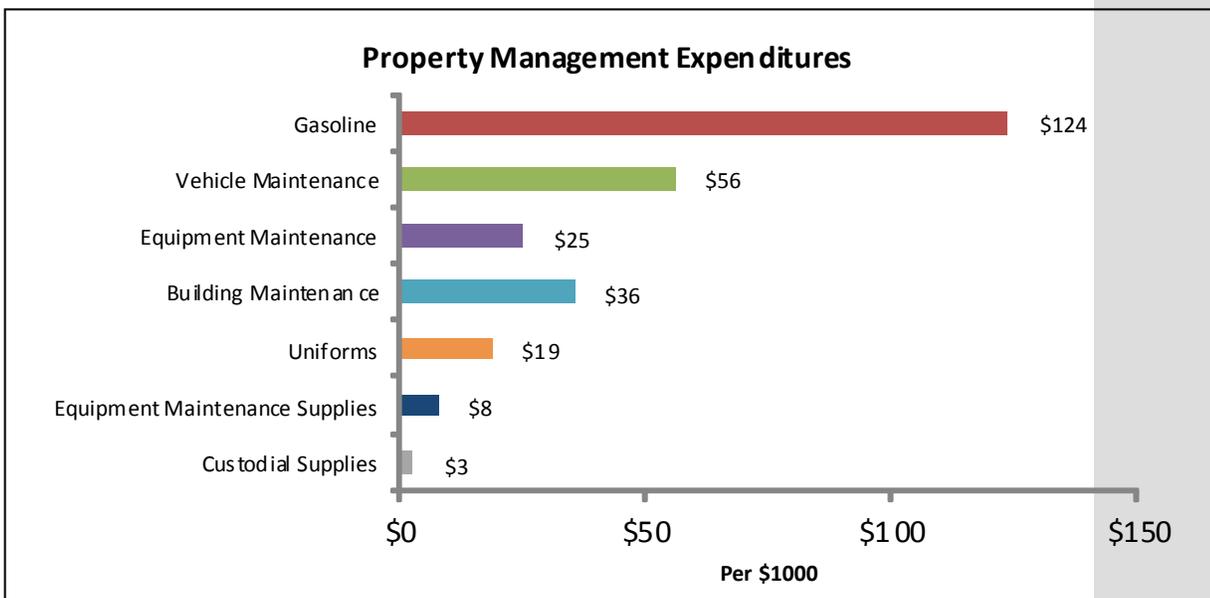
modifications were made to the boiler circulating pumps, and a new control unit was installed onto the east side garage door. A new protective security window was installed in the front lobby, and many outdated equipment items were removed from service. A new equipment supply room was also organized, and various supplies were moved into the area. Vehicle keys, radio batteries, tasers, shotguns, rifles, cameras, traffic tickets, and other patrol supplies are now available in one centralized location. The transition has provided easier access to equipment at the beginning and end of each shift for patrol officers.

A large portion of our schedule was focused on a transition onto the County's radio system. Many hours were spent researching mobile

and portable radios, the coverage and reliability of the system, and various solutions for connection into the County radio network. After a failed attempt to receive grant funding in late 2011, a new application was submitted in February 2012 through the Homeland Security Program. The proposal was eventually forwarded to the State of Michigan Emergency Management Department and received formal approval in October 2012. The funding allowed for the purchase of 53 portable VHF radios, wireless connection of the dispatch consoles, and the purchase and installation of a 5 channel transmitter at the County Tower Building. Construction of the transmit site will be completed prior to July 2013.



Chad Edwards
Property Management
Coordinator



Honor Guard by Officer Scott Goings



Honor Guard member Officer Thomas Tinklepaugh stands guard next to the memorial wreath during the ceremony.

The Jackson Police Department's Honor Guard is an elite unit of specially trained officers selected by their peers to represent the Jackson Police Department, and who are known for their professionalism, excellence, and their unwavering dedication to both the team and to the citizens they serve.

The Honor Guard can be seen at local events such as the Rose Parade, Christmas Parade, Hot Air Jubilee, annual pistol shoot, and the police memorial held every May in downtown Jackson, to name a few. The Honor Guard also

performs memorial services for retirees who have passed away, and for those who have been killed in the line of duty. At times, the Honor Guard is called upon to assist with memorial services for fallen officers in other cities across Michigan. Members of the Honor Guard are proud to perform these services, even though oftentimes they are called upon with very short notice, and often with very little or no rest.

Members include: Team Leader Lieutenant Chris Simpson; Sergeants Kevin Hiller, Tim Hibbard, and

Jennifer Flick; Officers Matt Peters, Marc Smith, Scott Goings, Craig Edmondson, Steve Scarpino, Lew Costley, and our newest member, Officer Tom Tinklepaugh.

Recently, the Jackson Police Department mourned the loss of retired Sergeant Mike Gleeson. Sergeant Gleeson proudly served the Jackson Police Department for over 20 years, retiring in 2011 after being diagnosed with lung cancer. In October 2012, Sergeant Gleeson lost his battle; he will be forever missed.

Jackson Police Officers Killed in the Line of Duty

Sergeant Frederick Booth—End of Watch—March 19, 1906
Fatally wounded while apprehending safe burglars.

Captain John Holzapfel—End of Watch—February 5, 1907
Fatally wounded by a disgruntled employee.

Officer Leonard Carey—End of Watch—December 13, 1930
Fatally wounded during a domestic disturbance.

Lieutenant William James Nixon—End of Watch—April 27, 1978
Fatally wounded while apprehending a man transporting stolen construction equipment.

Officer James Bonneau—End of Watch—March 9, 2010
Fatally wounded while trying to apprehend a domestic violence suspect



The Jackson Police Department Honor Guard is led by Lieutenant Christopher Simpson during the Police Memorial.



Police, Fire, and EMS all came to the memorial to support those lost in the line of duty.

Deputy Chief's Letter

The landscape of law enforcement in Michigan has seen significant change over the past decade. There are 3400 fewer officers on the street today as compared to just 10 years ago. The Jackson Police Department is no exception to this change.

While the organization has successfully navigated declining revenues and cuts to our budget over the past few years, we are beginning to see some stability. Through the creative use of federal and state grant monies, our patrol force benefited from some new technology and streamlined a key process in the fight against crime.

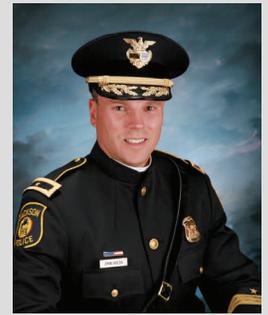
The Jackson Police Department is no stranger to innovations. We are continually seeking ways to do our job better and more efficiently. This year, we implement a software system for tracking property and evidence called the *BEAST*. The computerized system uses bar

codes to identify a single piece of property, and allows our evidence manager to track every piece with the click of a mouse. No longer do we waste time filling out paper forms and writing information on evidence containers. Officers enter property information into the *BEAST*, print a barcode label, and the label affixed to the appropriate item. The *BEAST* has saved our employees countless hours throughout the year by streamlining our property collection, retrieval, and storage process.

Fifty-two years of experience left the streets of Jackson with the retirement of Officers Mark Karle and Nathan Gross. These two dedicated officers were the backbone of a dwindling patrol force in their final years. We will miss their knowledge and experience both inside and outside the agency, and wish them well in their future endeavors. However, the departure of these officers opened the door

for new officers to begin their careers. For the first time in the last five years, we hired three new officers. As with any organization, the quality of the people determines your success. I have no doubt about where the Jackson Police Department is headed.

I trust you have enjoyed reading about the many facets of the Jackson Police Department. As we continue to adapt and train for future challenges, I am confident we will continue to meet the demands of the ever-changing criminal culture in our society. We will continue to leverage technology to enhance our effectiveness, and hire competent professionals to guide our agency into the future.



Deputy Chief of Police John Holda



Deputy Chief of Fire David Wooden

Deputy Chief's Letter

2012 was a year with continued economic challenges across the State of Michigan. Jackson was not immune from those challenges and the Fire Department felt that impact. After having to make some deep cuts to our resources in 2011, we have been blessed with the award of a FEMA-sponsored SAFER Grant for staffing. The grant awarded the City approx. \$1.8 million to support nine positions within the Fire Department over a two year period. This

has aided us in providing the best service possible with two staffed pieces of apparatus and a squad, responding from our main station on North Jackson Street.

In 2012, in an effort to help reduce some of the work load on our equipment and staff, we reprioritized our response protocols to medical calls, and how we handled arcing power lines. This reprioritization resulted in a 9.3% reduction in overall calls, with a 13.9%

reduction in Medical Calls, but a 33% increase in fire calls. Our total dollar loss to fire this year was up 30.6% or \$435,888, to a total loss of \$1.86 million.

The Fire Department staff is a proud, professional group. We strive to provide the citizens and visitors to our community the best possible service we can through fire, emergency medical, hazardous material, public education and fire prevention.

City of Jackson, Michigan

Police Department

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(517) 788-4100

www.cityofjackson.org/police



Matthew R. Heins

Director of Police and Fire Services



City of Jackson, Michigan

Fire Department

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