

2016
ANNUAL
REPORT

CITY OF JACKSON
POLICE & FIRE
SERVICES

Professional Community Service Without Compromise





Elmer J. Hitt
Interim Director of Police & Fire Services

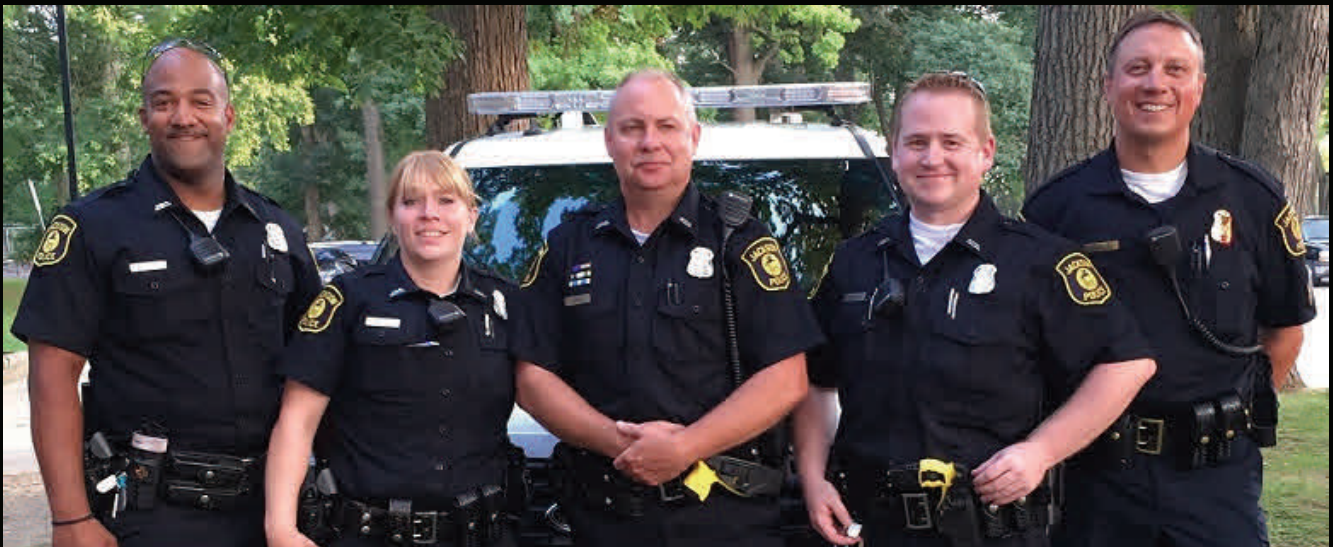
Within these pages, we have endeavored to highlight some of our greatest accomplishments in 2016 along with our day-to-day activities to give you, the citizens we serve, a more clear understanding of who we are and what we do. Our goal is to build upon the successes of last year while striving to learn from our mistakes. To accomplish this, we continually assess the needs and expectations of the community

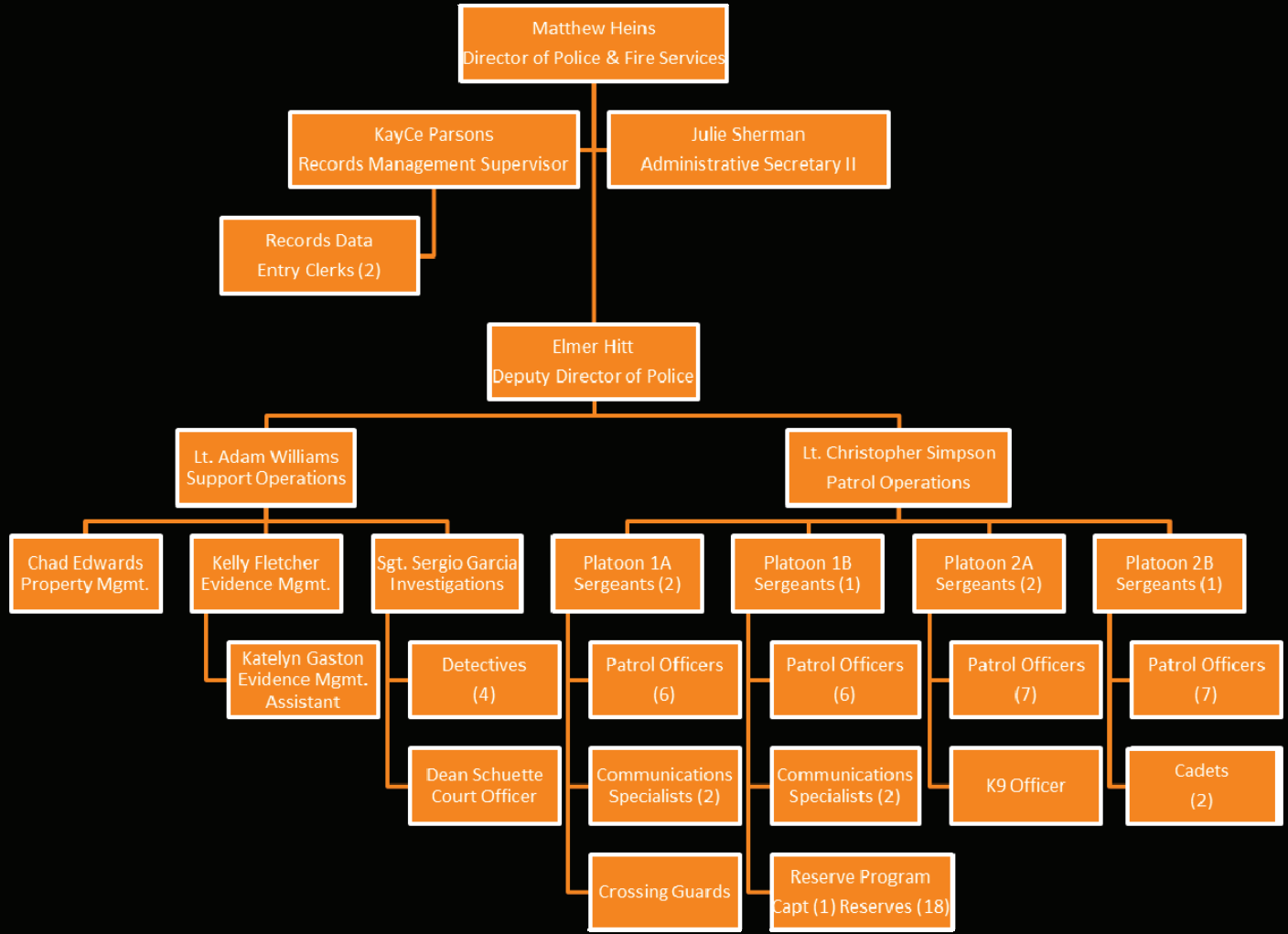
LETTER FROM THE INTERIM DIRECTOR

knowing that the services we provide are critical and are often performed with split second decision making in conditions that could potentially harm a bystander, victim, suspect, or first responder. We must never become complacent; we must continually strive to maximize the use of all our personnel for the greatest good of the community.

We believe that without the trust and support of our community, we will not reach our fullest potential. We hold ourselves to the highest standards possible to ensure that our department maintains the level of professionalism and customer service we are proud of. The contents of this report are a credit to the individuals who daily set aside themselves to serve others.

Several such individuals retired in 2016 passing along their duties to the next generation of law enforcement. Sergeant Kevin Hiller and Officer Timothy Black started their first day of police work together in 1991; twenty-five years later, they finished their last day together. Detective Gary Schuette followed his passion for the court room and went on to take the State Bar of Michigan. And Chief Matthew Heins signed off for the last time in late December. With the retirements of these four men, the Jackson Police Department lost a combined total of 104 years of experience in law enforcement. Thank you for your unwavering dedication to the safety and well-being of this community.





2016 Department Demographics					
	Caucasian	African American	Hispanic	Other	Total
Sworn - Male	37	5	2	1	45
Sworn - Female	3	0	0	0	3
Civilian - Male	1	0	0	0	1
Civilian - Female	7	1	0	0	8
Total	48	6	2	1	57

POLICE DEPARTMENT ROSTER

Mary Adams, Communication Specialist	Warren Johnson, Officer
Kellsie-Ann Baker, Cadet	Cary Kingston, Officer
Charles Brant, Officer	Michael Klimmer, Officer
Adam Brooker, Officer	John Lillie, Sergeant
Richard Burkart, Officer	William Mills, K9 Officer
Tyler Cassidy, Officer	Ralph Morgan, Officer
Brandi Davis, Officer	Robert Noppe, Officer
Jonathan Debezak, Officer	Jordan Pardee, Officer
Craig Edmondson, Officer	KayCe Parsons, Records Management Supervisor
Chad Edwards, Coordinator	Peter Postma, Officer
Bradley Elston, Officer	David Renteria, Officer
Kelly Fletcher, Coordinator	Holly Rose, Detective
Jennifer Flick, Sergeant	Alexandrea Roty, Cadet
Andrew Flint, Sergeant	Dean Schuette Jr., Officer
Michael Galbreath, K9 Officer	Gary Schuette, Detective
Jason Ganzhorn, Sergeant	Julie Sherman, Administrative Secretary
Sergio Garcia, Sergeant	Christopher Simpson, Lieutenant
Katelyn Gaston, Evidence Management Assistant	Marc Smith, Officer
Cheryl Gilmore, Communication Specialist	Wesley Stanton, Detective
Scott Goings, Officer	Brett Stiles, Detective
Gary Grant, Officer	Tyler Tefft, Officer
Aaron Grove, Officer	Thomas Tinklepaugh, Officer
Matthew Heins, Director of Police & Fire Services	Marilyn Walker, Data Clerk II
Timothy Hibbard, Sergeant	Kathy Webb, Data Clerk II
Elmer Hitt, Deputy Director	Adam Williams, Lieutenant
Robert Jenks, Sergeant	Toni Wilson, Communication Specialist

PROMOTIONS

Wesley Stanton, Detective—Promoted January 11, 2016
Adam Williams, Lieutenant—Promoted February 13, 2016
Jason Ganzhorn, Sergeant—Promoted February 13, 2016
John Lillie, Sergeant—Promoted February 14, 2016
Katelyn Gaston, Evidence Management Assistant—Promoted October 14, 2016

NEW HIRES

Alexandrea Roty—Hired February 22, 2016
Kellsie-Ann Baker—Hired February 22, 2016
Angela Ferguson—Hired March 21, 2016
Jordan Pardee—Hired June 13, 2016
Tyler Cassidy—Hired June 13, 2016

RETIREMENTS

Sergeant Kevin Hiller—Retired February 12, 2016
Officer Timothy Black—Retired February 12, 2016
Detective Gary Schuette—Retired September 22, 2016

POLICE DEPARTMENT
2015/2016 EXPENDITURES
&
2016/2017 BUDGET

		Fiscal Year 2015/16 Expended	Fiscal Year 2016 Budget
Personnel Services:			
702.000	Termination Pay	100,999	132,572
706.000	Salaries and Wages	3,480,783	3,613,417
707.000	Wages - Temporary	49,489	78,607
709.000	Overtime	236,573	246,776
715.000	Employers FICA	86,321	96,003
719.000	Health Insurance	567,711	648,514
719.005	Health - MERS HSA	22,347	29,750
722.000	Pension-General	52,371	57,421
722.001	Retirement - Contractual	5,582	5,749
722.733	Pension-Police/Fire 345	2,472,935	2,827,438
723.000	Pension - MERS DC	18,959	15,639
724.000	Unemployment	13,635	14,686
724.001	Workers Compensation	50,900	54,507
725.000	Other Fringe Benefits	32,787	54,512
Material & Supplies:			
726.000	Supplies	13,863	11,852
726.001	Data Processing Supplies	5,712	4,269
737.000	Publications	1,980	2,100
741.000	Ammunition	9,699	19,741
744.000	Uniform Allowance	55,049	39,766
745.004	UWay Teen Police Academy Grant	-	3,000
751.000	Gasoline	55,698	90,000
756.000	Miscellaneous Supplies	7,130	6,947
757.000	Photography Supplies	13,285	12,460
758.000	Laundry	746	767
760.000	Medical Supplies	1,854	1,040
776.000	Custodial Supplies	3,890	4,321
778.000	Equipment Maintenance Supplies	15,356	21,976
Contractual and Other:			
817.000	Consultant Services	23,397	11,400
818.000	Contractual Services	47,991	13,500
820.000	Special Investigations	1,218	970
823.000	Medical Services	5,838	6,292
853.000	Telephone	30,195	29,172
861.000	Auto Allowance	4,800	4,800
873.000	Travel	7,719	8,423
900.000	Printing & Publishing	4,554	4,466
914.000	Insurance	98,303	100,269
914.001	Insurance - Deductible	2,500	10,000
919.001	Physical Agility Testing	29,620	31,734
919.002	Residency Allowance	1,800	3,600
920.000	Utilities	39,454	40,981
931.000	Building Maintenance	39,961	35,280
933.000	Equipment Maintenance	15,033	25,705
934.000	Office Equipment Maintenance	55,493	64,564
939.000	Vehicle Maintenance	55,503	76,232
942.000	Building Rental/Lease	6,379	6,420
946.000	Office Equipment Rental	39,977	39,977
958.000	Memberships and Dues	1,025	980
960.000	Education & Training	58,310	38,621
969.000	Contribution to JED	35,878	0
969.002	Contribution to OEM		10,000
Capital Outlay:			
976.000	Building Additions	29,261	
981.000	Office Furniture	1,678	
982.000	Machinery & Equipment	25,695	13,230
983.000	Office Equipment	6,337	5,725
985.000	Vehicles	97,200	81,000
Total		8,140,770	8,757,171

The Patrol Division is the backbone of the organization and is committed to providing excellent service to the citizens of Jackson. While assigned to patrol duties, the officer partners with community stakeholders in solving crime and non-criminal/nuisance problems associated with the neighborhoods which they patrol. In many cases the patrol officer may make referrals or identify resources thereby empowering the citizens to use those resources to prevent potential community problems. By involving various stakeholders in the process of problem identification, analysis, response, and assessment, we are creating an environment where everyone has a role to play in improving the quality within our community.

The Jackson Police Department is devoted to the citizens of this community by performing at the highest standard of service. We work diligently to solve problems quickly and efficiently regardless of the circumstances surrounding the incident; whether responding to a lost child, a domestic dispute, a financial institution alarm, or a landlord/tenant complaint, we make our service to the community our primary concern. In 2016 our patrol responded to 39,765 calls for service.

The Patrol Division is currently comprised of

eight PACTs (Policing and Community Teams) spread throughout the city. Each PACT holds the responsibility of patrolling and working in collaboration with their neighborhood in solving problems.

We welcomed two new officers to our ranks, both bringing a new sense of energy and community service to our operation. As a unit we are comprised of thirty sworn officers, six sergeants, and one lieutenant; together we endeavor to improve the quality of our community.

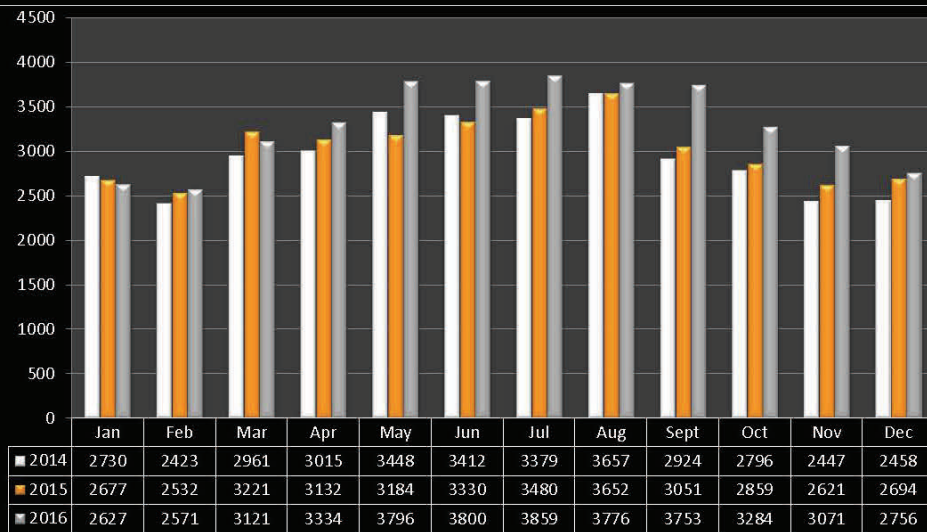


Lieutenant Christopher Simpson
Patrol Operations Commander

CALLS FOR SERVICE

39,765 DISPATCHES	1,994 ARRESTS
1,325 ACCIDENTS	5,232 TICKETS

CALLS FOR SERVICE BY MONTH



MICHIGAN INCIDENT CRIME REPORTING

2013—2016 COMPARISON

<u>Type of Incident</u>	2013		2014		2015		2016
		Inc/Dec		Inc/Dec		Inc/Dec	
Part I Crimes							
Homicide	4	-25%	3	0%	3	33%	4
Rape	24	-29%	17	47%	25	-8%	23
Robbery	62	-10%	56	46%	82	-38%	51
Aggravated Assault	212	-19%	171	15%	197	3%	203
Burglary	421	-45%	230	13%	259	10%	285
Larceny	1179	-4%	1136	1%	1147	-2%	1125
Auto theft	88	-40%	53	19%	63	-5%	60
Arson	14	64%	23	-35%	15	0%	15
Total Part I	2004	-16%	1689	6%	1791	-1%	1766
Part II Crimes							
Non-Aggravated Assault	866	-3%	841	23%	1034	0%	1039
Forgery & Counterfeiting	60	-65%	21	5%	22	100%	44
Fraudulent Activities	132	45%	192	10%	212	46%	310
Embezzlement	7	43%	10	0%	10	-60%	4
Stolen Property	33	-73%	9	-67%	3	200%	9
Vandalism	559	3%	577	-1%	572	3%	590
Weapons	113	-2%	111	-14%	95	2%	97
Prostitution & Com. Vice	2	-50%	1	600%	7	-43%	4
Sex Offenses	63	14%	72	13%	81	12%	91
Narcotics & Drugs	309	-6%	292	22%	356	25%	446
Family & Children	83	12%	93	-6%	87	28%	111
OUIL, DUID	218	17%	256	-14%	219	49%	326
Liquor Laws	361	-31%	250	-40%	150	15%	173
Disorderly conduct	259	-17%	216	-10%	195	-24%	149
All Other	1336	-5%	1270	3%	1311		1767
Total Part II	4401	-4%	4211	3%	4354	1%	4401
Total Part I & II	6405	-8%	5900	4%	6145	0%	6167

PATROL OFFICER TRAINING

by Officer Marc Smith



Officer Tyler Cassidy



Officer Jordan Pardee

Many people wonder how to become a Jackson Police Officer. Many candidates complete a two or four year degree and attend a basic police academy prior to applying with the City of Jackson. Then there are interviews and a background investigation prior to receiving a conditional offer of employment with the Jackson Police Department. Once hired, on-the-job training begins via the Field Training Officer (FTO) Program.

The FTO program covers fourteen weeks of training. During this timeframe, recruits are assigned to three different field training officers (FTOs), each for four weeks. The final “shadow” phase lasts two weeks, and the trainee is paired with their original FTO. During these phases, the recruit is evaluated daily on 31 aspects of the job. The program is successful because of the varied exposure trainees receive. This well-rounded training is accomplished through trainees being assigned to different shifts and different Police And Community Teams (PACTs), which places them in varying geographical parts of the city. The final “shadow” phase is where all of the FTO Program training is put to use by the recruit. The veteran FTO acts as a silent partner for a final evaluation of the trainee on semi-solo patrol during the shadow phase. This is used to determine whether or not the trainee is adequately prepared for solo patrol within the City of Jackson.

The goal of the training process is to ensure well-trained and productive police officers are serving the citizens of the city and the organization.

In 2016, Officers Jordan Pardee and Tyler Cassidy completed the FTO process; they are currently on solo patrol.

FTO Training Schedule

* = Week Due		Daily Observation Reports	Daily Training Plan	Training Summary Report	Supervisor Weekly Report	Cadre Progression Report	Recruit Self Evaluation Report	Step Progression Report
Orientation	Week 0 (5 days)							
Step 1 Weeks 1-4	2 Days Limbo							
	Week 1 (4 days)	*	*	*	*			
	Week 2 (4 days)	*	*	*	*			
	Week 3 (4 days)	*	*	*	*			
	Week 4 (4 days)	*	*	*	*	*	*	*
Step 2 Weeks 5-8	1 Day Limbo							
	Week 5 (4 days)	*	*	*	*			
	Week 6 (4 days)	*	*	*	*			
	Week 7 (4 days)	*	*	*	*			
	Week 8 (4 days)	*	*	*	*	*	*	*
Step 3 Weeks 9-12	1 Day Limbo							
	Week 9 (4 days)	*	*	*	*			
	Week 10 (4 days)	*	*	*	*			
	Week 11 (4 days)	*	*	*	*			
	Week 12 (4 days)	*	*	*	*	*	*	*
Shadow	Week 13 (4 days)	*		*	*			
	Week 14 (4 days)	*		*	*	*	*	*

K - 9 U N I T

by Sergeant Timothy Hibbard

The Jackson Police Department has sustained a K9 Unit for the past two decades as an extension of the Patrol Division; this specialized unit is instrumental in cases involving tracking, rescue, and illegal narcotics. Many violent or dangerous criminals have been apprehended as a direct result of the teamwork between the K9 and handler.

2016 marked a year of major change for our K9 unit. After 19 years as a K9 handler, Officer Mills finished his final full year with plans to retire in February 2017. During his career, he has worked with two different K9s – Beggy and Nero. Certified as a trainer with NAPCH (National Association of Professional Canine Handlers), he is without question one of the most experienced and knowledgeable K9 handlers in Michigan and will be greatly missed. He was actively involved in the training process of our new K9 team, Officer Mike Galbreath and K9 Gleeson.

Officer Galbreath and K9 Gleeson attended a 6-week intensive training program focused on obedience, tracking, narcotics, article searches, and bite work. Together they began patrol in late October of 2016.



Officer William Mills
& K9 Nero

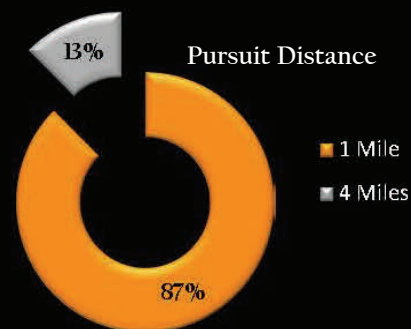


Officer Mike Galbreath
& K9 Gleeson

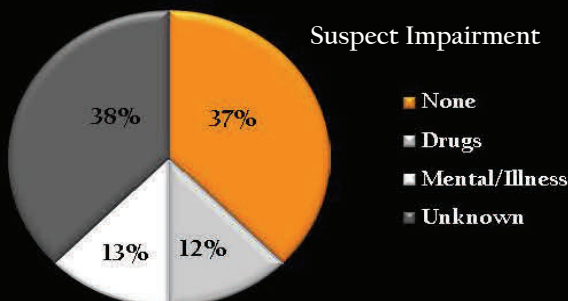
P U R S U I T D A T A

Initial Violation

Traffic—DWI	2
Traffic—Reckless	3
Traffic—Speeding	1
Violent Felony	2



Suspect Impairment



Suspect Age



SPECIAL RESPONSE TEAM

The Jackson Special Response Team (SRT) is a collaboration between the City and County of Jackson. The SRT became a joint team in the early 1990's and consists of law enforcement officers from both the Police Department and the Office of the Sheriff. The goal of the SRT is to bring special threat situations to a peaceful resolution with the protection of life as the primary concern.

The team is currently made up of eleven operators: four from the Jackson Police Department and seven from the Jackson County Office of the Sheriff; there are also five negotiators associated with the team. In 2016, two new team members were added.

Team members are selected through an extensive process consisting of physical and psychological testing, firearm proficiency, tactical scenarios, and oral interviews. New team members are required to attend and successfully pass an MCOLES approved

Special Weapons and Tactics (SWAT) School. SWAT School provides each new member with certification in the basic skills and training necessary to serve as a tactical operator.

Individual team members are at times selected to attend specialized trainings throughout the year; these trainings may include: advanced SWAT, firearms, hostage rescue, less lethal weapons, chemical munitions, and distraction devices. The team trains together one day each month for a total of 108 hours each year.

Special thanks to Officer Dean Schuette of the Jackson Police Department and Lieutenant Tom Schuette of the Jackson County Office of the Sheriff; both retired from the team in 2016. Combined, these two members served for over 20 years on the Jackson Special Response Team.



Sergeant John Lillie

USE OF FORCE SUMMARY

		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Type	Threatened Deadly Force	0	0	1	0	1	1	2	0	0	1	0	1	7
	ECD (Taser)	0	0	0	1	2	1	0	2	0	0	0	0	6
	PPCT	2	2	2	3	4	4	1	1	3	1	1	3	27
	Ground Defense	1	0	1	6	1	4	3	5	3	3	1	2	30
	Chemical Agent	1	1	2	4	3	3	1	1	1	0	0	0	17
Outcome	Arrests	4	2	3	7	9	7	6	7	4	4	2	5	60
	Officer Injuries	1	0	0	0	1	0	0	0	0	0	0	0	2
	Subject Injuries	2	1	0	2	3	2	0	3	0	0	0	2	15
Reason	Drugs	0	0	1	0	1	1	2	0	0	0	0	0	5
	Alcohol	1	2	0	5	2	2	2	3	3	3	0	3	26
	Mental Illness	1	0	0	0	0	0	0	1	0	1	1	1	5

In 2016, the Jackson Police Department made 1,994 arrests. Of those arrests, force was only applied 87 times; 4.3% of total arrests.

RESERVE PROGRAM

by Sergeant Jennifer Flick

The Jackson Police Department's Reserve Program began in 1941, a program made up of citizen volunteers desiring to give back to their community. Each reserve officer must meet our high standard for moral character, honesty, integrity, and reliability. After a thorough background investigation, interview, and psychological/physical examinations, the reserve officer is trained over a period of four months in our Reserve Academy. The reserves partner with a sworn officer on patrol and assist with many of the special events held in the City.

During 2016, over 3,500 hours were volunteered, which equates to just less than 200 hours per reserve officer; these hours are on top of the busy lives that each of our reserves

have including family, career, and education. Two major highlights from the year are: John Beck and Scott Czarnik celebrating their 5 year anniversary as reserve officers, and Dan Riley being hired by Albion Department of Public Safety as a full-time sworn officer.

Each year we honor one reserve officer who has distinguished himself through dedicated service; Reserve Officer of the Year for 2016 was Shane Batdorff, who has been a reserve since the spring of 2014. He was selected by his peers due to his commitment not only to the reserve program, but also to the citizens of Jackson.

RESERVE VOLUNTEER HOURS



RESERVE OFFICERS

Captain James Acker	Officer Craig Kiss
Officer Shane Batdorff	Sergeant Al Lindquist
Officer John Beck	Officer Scott Marlett
Officer Ken Carpenter	Officer Morgan McClure
Officer Scott Czarnik	Officer Greg Miller
Sergeant Timothy Dean *	Lieutenant Ron Spees +
Officer Adam Garcia	Sergeant Frank VanGoethem +
Officer Lewis Gilbert	* 200+ hours volunteered
Officer Cody Hayes	+ 400+ hours volunteered

SUPPORT OPERATIONS

Support Operations is a broad term used to describe a wide variety of services provided to citizens by the Police Department; it is made up of the Detective Bureau, Communications Center, Property Management, Evidence Management, Jackson Narcotics Enforcement Team, Records Management, Court Officer, and the Training Division. Each component of the Support Operations Division has a group of specially trained and dedicated employees who provide additional resources and assistance. The Support Division exists to ensure that the Patrol Division receives all the necessary assistance to function properly; this could range from crime data, to a well maintained patrol fleet, or even administrative support.

A total of 16 personnel filled these essential

positions during 2016. This small group of dedicated professionals was responsible for following up on more than 39,000 calls for service. This follow-up includes:

- Investigative follow-up
- Citizen assistance
- Evidence/property processing
- Data entry
- Drug investigation
- Warrant processing
- Training

Together, the Support Operations team guarantees that the Jackson Police Department is providing the best service possible.



Lieutenant Adam Williams
Support Operations Commander

CADET PROGRAM

The Police Cadet program is geared toward individuals with an interest in a law enforcement career and is designed to provide them an opportunity to acquire the necessary education and experience to become a patrol officer. This program was reinstated in 2016.

Cadets handle low priority dispatches permitting officers to focus more of their attention on the higher priority calls. Some of these low priority calls include:

- Runaway reports
- Larcenies without a suspect
- Parking complaints
- Abandoned vehicles

Another aspect of the cadet's duties is administrative tasks; they are responsible for the daily mail run and for bringing necessary equipment to officers on the street. Cadets also attend many community events throughout the year.



Alexandrea Roty
Cadet



Community Events

Safetyville	McCulloch School Field Day
Trunk-or-Treat	Relay for Life
Christmas Parade	Law Enforcement Torch Run
911 Camp	Jackson & Baker College Career Days
Salvation Army	"Be Nice" Events
National Night Out	Tours of the Police Department
Save Our Youth Events	

SERVICE DESK

by Sergeant Jennifer Flick

The Service Desk has many functions in the Police Department and is staffed by three dedicated individuals, who provide valuable support to the officers working the street. Some of their daily activities involve:

- Answering questions
- Taking reports
- Registering sex offenders
- Issuing handgun purchase permits
- Registering handguns
- Supplying bicycle licenses
- Providing preliminary breath tests

Communications Specialists are often the first contact citizens have with the Police Department. The Service Desk is also used as a backup center for Jackson County Central Dispatch in taking overflow calls.

Service Desk Hours

Weekdays	6:00 a.m. – 10:00 p.m.
Weekends	6:00 a.m. – 2:00 p.m.

INVESTIGATIONS

The Detective Bureau works hand in hand with the Patrol Division to support the common goal of keeping the Jackson community safe; it is comprised of four detectives and a court officer who work under the direction of the detective sergeant.

The Detective Bureau is responsible for the investigation, reporting, evidence gathering, and prosecution on local, state, and federal levels. Though limited in number, our detectives are capable of handling a wide range of investigations while juggling a busy case load along with working drug investigations, surveillance, and tracking down fugitives in their downtime. They are also frequently called in after hours to assist patrol with investigations of major crimes.

While the primary function is investigating serious or violent crimes within city limits, they also examine crime trends and take proactive measures to address these trends in an attempt to suppress criminal activity.

In 2016, the bureau handled roughly 230 investigations; much of the case load was distributed between three detectives due to Detective Gary Schuette's retirement after 25 years of service.

The Jackson Police Department is a partner in a multi-jurisdictional task force which is called upon when additional assistance is needed for an investigation. This is a vital resource that has been highly successful.

The court officer acts as a liaison between the Police Department and the courts. This officer is responsible for obtaining warrants, transporting prisoners for court proceedings, and subpoena delivery for all cases related to the Jackson Police Department and its officers.

As each individual works within his given strengths, we are one step closer to our goal of making our community a safer place for its citizens.



Sergeant Sergio Garcia

MAJOR INTERNAL INVESTIGATIONS

Year	Total Investigations	Total Allegations	Exonerated	Unfounded	Sustained	Not Sustained	Open	Resulted in Discipline	Citizen Initiated
2012	4	4	0	1	2	1	0	1	1
2013	5	7	2	0	1	2	0	0	4
2014	5	6	0	1	3	1	0	2	3
2015	4	4	1	0	3	1	0	3	1
2016	8	13	0	1	5	1	1	5	1

MINOR INTERNAL INVESTIGATIONS

Year	Total Investigations	Total Allegations	Exonerated	Unfounded	Sustained	Not Sustained	Open	Resulted in Discipline	Citizen Initiated
2012	3	5	0	1	1	3	0	0	3
2013	1	1	0	0	0	1	0	0	1
2014	3	3	0	0	1	2	0	1	2
2015	1	4	0	0	1	0	0	1	0
2016	1	3	0	1	0	0	0	0	1

ADMINISTRATIVE REVIEWS

Year	Total Reviews	Total Allegations	Exonerated	Unfounded	Sustained	Not Sustained	Open	Resulted in Discipline	Citizen Initiated
2012	11	13	0	1	10	2	0	9	1
2013	11	13	0	1	10	0	0	9	2
2014	7	7	1	1	3	2	0	2	2
2015	22	25	1	1	18	2	0	18	4
2016	22	23	0	1	21	1	0	21	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.

EVIDENCE MANAGEMENT

The Evidence Management Unit 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 and one part-time assistant.

One of the major responsibilities of the Evidence Management Unit is the supervision of the chain of custody of all evidence, including evidence transported to the Michigan State Police Crime Lab for analysis. The importance of this function is to verify that the evidence remains

consistent with how it was submitted when seized and to maintain its credibility when cases are prosecuted. Property which is found or recovered stolen is held so officers can attempt to determine ownership and return the property to its rightful owner.

Audits of the property room are completed every other year 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 twelve years and have received conclusions noting continuous improvements and positive remarks on the property management system.



Kelly Fletcher
Evidence Management Coordinator

- Processed 6,947 pieces of property - including 143 bicycles & 130 guns
- Destroyed 1,224 pieces of property that could not be returned to an owner or were considered contraband
- Returned 275 items to owners
- Auctioned 180 items
- Turned over 21 items to other agencies
- Received \$20,190.70 into property
- Deposited \$13,137.00 as drug forfeiture

JACKSON NARCOTICS ENFORCEMENT TEAM

by Rick Burkart



JNET Activity					
	2012	2013	2014	2015	2016
Investigations Initiated	226	201	200	195	181
Persons Arrested	101	103	97	105	67
Arrest Counts	138	144	158	159	103
Search Warrants	34	56	55	48	82
Firearms Seized	23	41	23	31	41
Drugs Seized	\$1,539,471	\$1,219,542	\$2,797,891	\$2,023,878	\$1,415,572

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 participating in long- and short-term narcotic investigations, taking part in street level suppression activities, and assisting other agencies with major crime investigations inside Jackson County. JNET personnel and resources are also used to assist with major crime targets.

Utilizing an undercover narcotics officer, JNET officers made several controlled purchases of heroin from a residence on North Elm Avenue. A search warrant was obtained. The following was located within the residence: 146 grams of heroin, 89 grams of cocaine, crack cocaine, hydrocodone pills and marijuana. Prosecution in the case was handled by the Jackson County Prosecutor's Office; the defendant pled to all 6 counts as charged and received 20-60 years in prison. This is just one example of JNET's efforts to protect and serve the community.



Chad Edwards
Property Management Coordinator

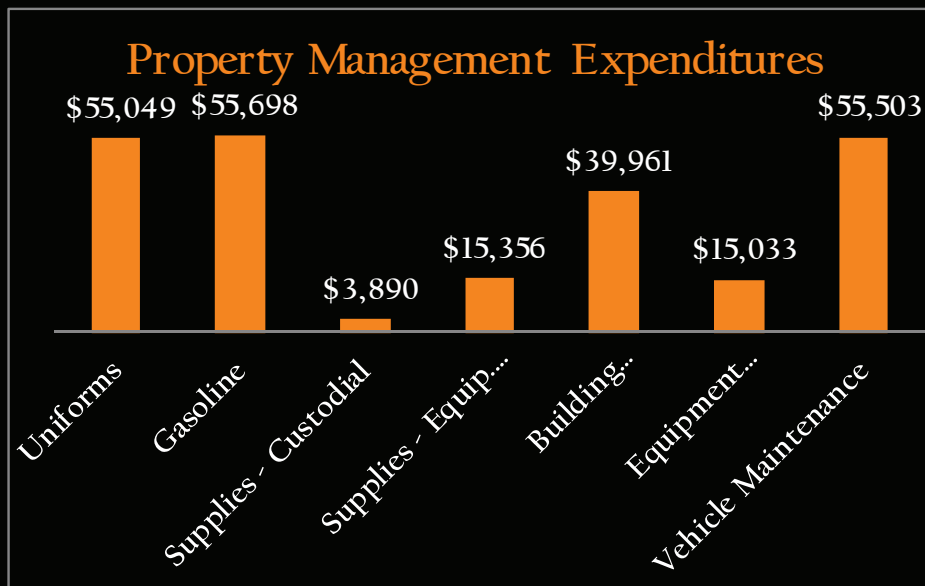
The goal of Property Management is to keep police equipment functioning properly, effectively, and safely. It is my responsibility to oversee the patrol and administrative fleet, and ensure vehicles are available for service. It is also my responsibility to coordinate building and equipment repairs, and to provide officers with the tools and equipment they need for everyday use. Property Management orders and distributes a wide variety of supplies and is accountable for many types of police equipment; this involves items ranging from an officer's uniform and belt gear, to the officer's portable radio, to the actual patrol vehicle itself. Other tasks include budgeting for upcoming repairs, completing purchasing specifications, evaluating products and services, and researching new equipment and

technology.

Every year there are significant fluctuations in the scope and expense of projects, and Property Management must calculate and prioritize repairs accordingly. In 2016 most equipment functioned without serious issues, and few major repairs were required in the building. Focus was directed toward the core structures of the facility and keeping components in good repair. Typical repairs to the plumbing, heating, and cooling systems were performed as necessary, and smaller projects were completed at the outdoor pistol range to keep the area viable for training. Energy efficient LED light bulbs and fixtures were installed throughout several locations of the building, and two overhead furnaces were replaced in the evidence garage. A new emergency generator was purchased and installed in the storage garage, and various modifications were performed to house and ventilate the equipment properly. General maintenance and repairs were also performed on the vehicle fleet, with focus on keeping the higher mileage patrol and administrative vehicles on the road.

Purchase of new HVAC components and all supporting equipment was also studied extensively in 2016. An engineering firm was contracted to examine the building's current heating

and cooling system and provide documentation of their findings. They were tasked with researching new HVAC components and presenting recommendations for a replacement system using the existing boiler and ductwork. This report included calculating the required airflow volumes for the entire facility and sizing new air handlers and air chillers to meet these demands. Focus was placed on energy efficiency and product dependability, but also keeping component pricing within a realistic budget. Other information included the use of heat exchangers, exhaust fans, economizers, zone controls, and any other technology to provide additional energy savings. The final report detailed a list of replacement components, product specifications, and any information relevant to the purchase and installation of the recommended equipment. Upon completion, the document was presented to city management for review and ultimately placed on hold due to the large expenses involved. Purchases of this magnitude must be studied in depth, and funding must be planned months or even years in advance before moving forward. Funding for large scale projects can be quite difficult to obtain, and the expenses must be weighed against other ongoing issues within the city, building, and fleet.



RECORDS



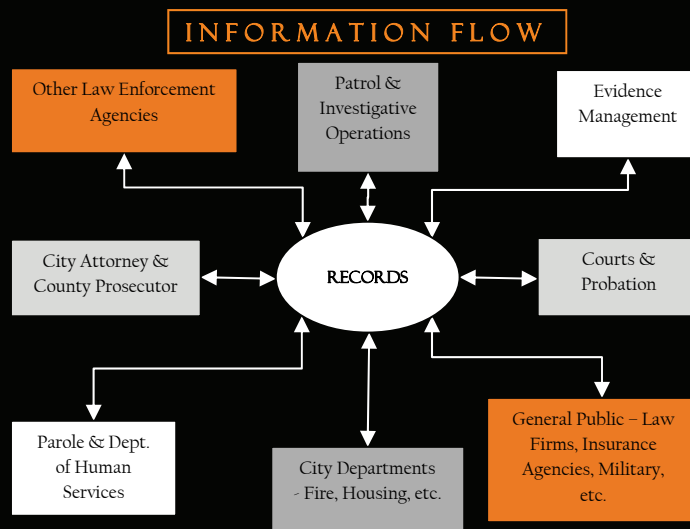
KayCe Parsons
Record Management Supervisor

The Jackson Police Department's Records Section is staffed by two full-time data clerks and one supervisor. Records Section staff members are responsible for maintaining paper filing systems and electronic databases. They also fingerprint subjects, conduct administrative background checks, and respond to requests from citizens, police officers, and members of other departments, agencies, and organizations.

Throughout 2016, Records:

- Maintained the database for 39,765 incidents
- Maintained information for 3,836 citations
- Conducted 493 administrative background checks
- Conducted LiveScan fingerprinting on 132 subjects
- Entered 183 Private Property Crashes into the database
- Monitored and invoiced 828 false or unknown alarms

New in 2016 was a return to officers' dictating certain police reports to be transcribed by Records staff. Using digital recorders for dictation was successfully tested in the fourth quarter of 2016 and will be implemented department-wide in the first quarter of 2017. Although this change will impact the volume of work conducted by Records, officers' reports will be more consistent, have a more professional appearance, and will ultimately better assist the citizens we serve.



2016 POLICE ANNUAL AWARDS



Officer Shane Batdorff
Reserve Officer of the Year



Officer Craig Edmondson
Officer of the Year

(not pictured)
Marilyn Walker
Civilian Employee of the Year

Merit Citations

Officer Patrick Rose
Officer James O'Donnell
Officer Andrew Mosier
Officer Craig Edmondson
Officer Brandi Davis

Citizen's Award

Wesley Wetherby

Term Award

Officer James O'Donnell

Outstanding Service Awards

Reserve Officer Adam Garcia
Officer Robert Noppe
Officer Aaron Grove
Officer R. Michael Klimmer (2)
Officer Bradley Elston
Officer Patrick Rose
Officer Michael Gallbreath
Deputy Sam Sukovich
Officer Thomas Tinklepaugh
Officer Trent Marcum
Officer Craig Edmondson
Officer Jonathan Debczak
Trooper Todd Waite

Team Awards

Officer Gary Grant
Officer Richard Burkart
Officer Brandi Davis (3)
Detective Brett Stiles
Detective Holly Rose
Officer Tyler Cassidy (2)
Officer Bradley Elston (3)
Officer R. Michael Klimmer (2)
Officer Aaron Grove (3)
Officer Andrew Fugate (3)
Officer Patrick Rose (2)
Officer James O'Donnell (2)
Officer Michael Kruso
Officer David Renteria (2)
Officer Craig Edmondson (3)
Officer Trent Marcum (2)
Officer Jonathan Debczak (2)
Reserve Officer Morgan McClure
Officer Ralph Morgan
Officer Thomas Tinklepaugh
Officer William Mills
Officer Adam Brooker

Life Saving Award

Officer Thomas Tinklepaugh

Meritorious Service Award

Officer R. Michael Klimmer

HONOR GUARD by Officer Clay Hoggard

Honor Guard Roster

Chris Simpson, Lieutenant
Jennifer Flick, Sergeant
Marc Smith, Officer
Craig Edmondson, Officer
Scott Goings, Officer
Thomas Tinklepaugh, Officer
John Lillie, Officer
Warren Johnson, Officer
Bradley Elston, Officer
Michael Klimmer, Officer
Clay Hoggard, Officer
Andrew Mosier, Officer

In 1970 the Jackson Police Department Honor Guard was established by Lieutenant Frank Miller to be an elite unit of officers. The Honor Guard strives to represent all officers of the Jackson Police Department, and to honor and remember those who have given the ultimate sacrifice in the line of duty. There is no greater loss to a Department than to lose one of their own.

As its primary mission, the Honor Guard provides funeral services for fallen officers. These services help to ease the emotion of family members and fellow department members during their time of suffering. At times the Honor Guard will serve as guardians of the colors and display them at special events, ceremonies, and parades.

March 9, 2016 marked the six year anniversary of Officer James Bonneau's death in the line of duty; he was shot and killed while honorably serving the City of Jackson. Thank you, Jim for your service; you will never be forgotten.

KILLED IN THE LINE OF DUTY

FIRE DEPARTMENT

Arlo Pickett - End of Watch - December 5, 1927
Fredrick Russo - End of Watch - April 5, 1928
Edward Ratchford - End of Watch - March 30, 1935
Bert Hyland - End of Watch - December 18, 1938
Kenneth Harding - End of Watch - January 12, 1944
William Dolson - End of Watch - March 14, 1957
Donald Johnson - End of Watch - October 19, 1961
Wilbur Smith, Jr. - End of Watch - May 1, 1968
Norman Creger - End of Watch - August 28, 1982

POLICE DEPARTMENT

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

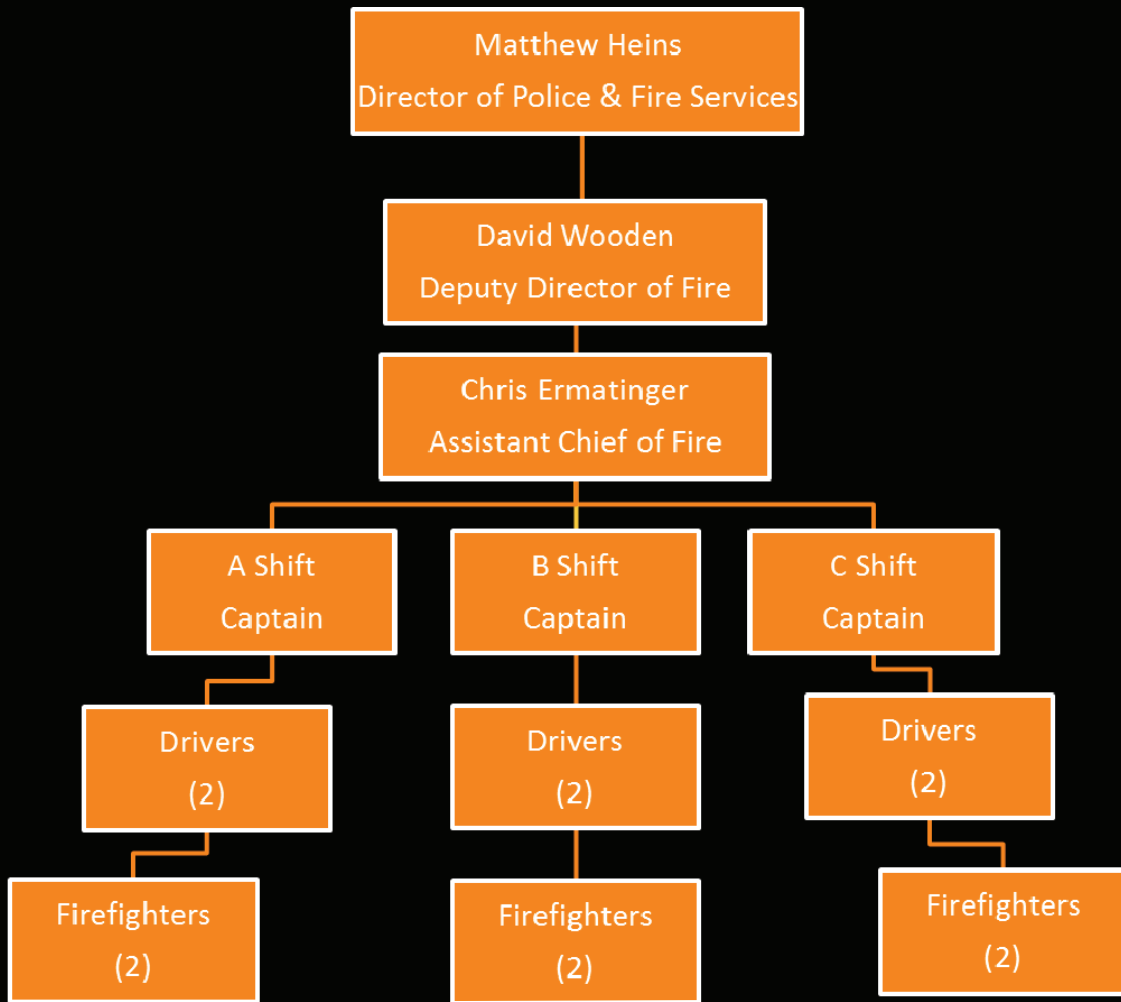
Officer James Bonneau - End of Watch - March 9, 2010
Fatally wounded while trying to apprehend a domestic violence suspect

Trooper Chad Dermeyer - End of Watch - March 31, 2016
Fatally wounded during an Interdiction Training course

2016 Honor Guard Functions

January—April Honor Guard Practice & Training
April Trooper Chad Dermeyer Memorial Service
May Jackson Law Enforcement Memorial
May Retiree David Locke Memorial Service
July Rose Parade Color Guard
September Chiefs' Association Pistol Shoot





FIRE DEPARTMENT ROSTER

Christopher Ermatinger, Assistant Chief
 Chad Everett, Fire Motor Driver
 Timothy Gonzales, Firefighter
 Joshua Gonzalez, Firefighter
 Dustin Hotchkin, Firefighter
 Frank Huntley, Firefighter
 Richard Lutton, Firefighter
 Justin Marchand, Firefighter
 Steve Miller, Firefighter

Craig Reppert, Fire Motor Driver
 Jason Senft, Captain
 Joel Skrypec, Fire Motor Driver
 Joe Smith, Firefighter
 Richard Terrell, Fire Motor Driver
 Robert Walkowicz, Captain
 Todd Weaver, Captain
 David Wooden, Deputy Director

**FIRE DEPARTMENT
2015/2016 EXPENDITURES
&
2016-2017 BUDGET**

Description		Fiscal Year 2015/16 Expended	Fiscal Year 2016/17 Budget
Personnel Services:			
702.000	Termination Pay	19,033	0
706.000	Salaries and Wages	1,220,794	1,200,177
709.000	Overtime	101,837	138,180
715.000	Employers FICA	17,426	30,797
719.000	Health Insurance	257,801	265,980
722.001	Retirement-Contractual	5,278	5,455
722.733	Pension-Police/Fire 345	1,072,062	1,090,888
723.000	Pension - MERS DC	8,186	5,534
724.000	Unemployment	3,471	3,106
724.001	Workers Compensation	24,748	22,112
725.000	Other Fringe Benefits	10,485	15,749
Material & Supplies:			
726.000	Supplies	3,650	2,590
737.000	Publications	299	207
743.000	Chemicals	2,709	2,939
744.000	Uniform Allowance	8,944	14,199
747.000	Protective Clothing	7,191	22,160
751.000	Gasoline	12,696	14,550
756.000	Miscellaneous Supplies	3,117	4,993
760.00	Emergency Medical Supplies	10,632	12,075
776.000	Custodial Supplies	4,147	7,365
778.000	Equipment Maintenance Supplies	13,179	18,954
Contractual and Other:			
801.000	Professional Services	6,707	
823.000	Medical Services	3,566	5,176
853.000	Telephone	10,570	8,388
873.000	Travel	1,135	935
914.000	Insurance	27,929	28,488
915.000	Subsistence Pay	19,880	12,800
919.001	Physical Agility Testing	20,200	16,000
919.002	Residency Allowance	250	250
920.000	Utilities	41,623	48,264
931.000	Building Maintenance	22,156	28,408
933.000	Equipment Maintenance	25,016	34,196
934.000	Office Equipment Maintenance	3,696	660
935.000	Software Maintenance	1,455	2,592
939.000	Vehicle Maintenance	81,158	68,937
958.000	Memberships and Dues	335	958
960.000	Education & Training	12,823	12,655
969.000	Contribution to JED	15,376	
Capital Outlay:			
979.000	Fire Equipment		
979.001	HazMat Equipment		10,269
985.001	Vehicles-Fire Truck	539	
Total		3,102,101,	3,156,986

CALLS FOR SERVICE



EMS CALLS
3,464

BUILDING FIRES
67

VEHICLE ACCIDENTS
182

ALL OTHER
CALLS FOR SERVICE
1,064



AIR QUALITY MONITORING

by Fire Motor Driver Craig Reppert

The Jackson Fire Department owns and maintains several meters which are used to monitor air quality in the different environments encountered:

- Carbon Monoxide
- Hydrogen Cyanide
- Chlorine
- Oxygen Levels
- Flammable Gases

They are a vital piece of equipment and are critical in helping to identify hazardous and sometimes fatal conditions. Each fire apparatus and hazardous material unit is supplied with meters. Time and time again, they have identified dangerous atmospheres and will continue to be an asset in our arsenal of equipment. They are checked often for operability

and calibrated in-house regularly.

Once a year the meters are sent out for an extensive preventative maintenance check, which is an in-depth look at the meter's functionality, sensors, and components. Air monitoring is an important aspect of keeping firefighters and citizens safe.



FIREFIGHTER RIGHT TO KNOW

by Captain Robert Walkowicz

The Firefighter Right to Know (FFRK) is an ongoing project involving the surveying of local businesses regarding hazardous materials. Through this project, we make contact with roughly 1,600 businesses. The information gleaned from these surveys helps the Fire Department identify potential hazards and risks in preplanning for possible incidents. As a department, the more information we have the more prepared we can be to better serve our community.

HYDRANT MAINTENANCE

by Firefighter Dustin Hotchkin

The hydrant maintenance program is conducted annually to guarantee all hydrants are operable and functioning properly. With roughly 1,500 hydrants throughout the city, the average number of man hours necessary to complete the maintenance program is 450. This year, we collaborated with the Water Department to revamp the mapping system in order to streamline the system for greater efficiency. In doing so, we were able to save 62 man hours.



RAPID ENTRY SYSTEMS

by Fire Motor Driver Joe Smith

According to the Jackson Fire Prevention Code, businesses with automatic alarm systems and locked doors may be required to install a Jackson Fire Department approved key box to allow firefighters access in the case of an emergency. The only key box currently approved by our department is the Knox Box.

Over 250 boxes have been installed throughout the city. The Rapid Key Box project has been incorporated into the annual company inspection program giving businesses the opportunity to meet the requirements of the ordinance. During the In-Service Inspections, the keys located in the box are checked to verify they are current.

What are the benefits of the Knox Box to property owners?

- Building access in less time with fewer resources
- Rapid control of the emergency situation
- Less damage due to fire and/or sprinkler systems
- Building access without damage to the structure



HAZARDOUS MATERIALS RESPONSE TEAM

by Captain Jason Senft

The City of Jackson's Hazardous Materials Response Team (Haz-Mat) is currently made up of twenty members from within the city and six additional personnel from surrounding fire departments in the county. The team serves all of Jackson County and typically responds to fuel spills, carbon monoxide investigations, meth lab interventions, chlorine leaks, mercury spills, ammonia leaks, and natural gas leaks.

Our team participates with the Regional Emergency Management and Homeland Security Division Haz-Mat Response Team. Jackson is part of Region 1, which includes nine counties and the City of Lansing. Our participation affords us specialized training and additional assets for major events.

We continue to add to our equipment cache to expand our capabilities and meet the demands of newer, ever-changing technology. This year we were able to add specialty gas meters for Hydrogen Cyanide and Chlorine gas. We also added thermal imaging technology to assess the status of compounds which may be reacting to cross contamination, exposure to water or air as a result of a container rupture.

Through collaborative efforts, state and local fire services are working together to increase capabilities and effectiveness of response to hazardous chemical incidents.



ENGINE THREE

DEPUTY DIRECTOR'S LETTER



David Wooden
Deputy Director of Fire Services

As 2016 came to an end and became part of our history, we reflected on the manifold successes from the year. First and foremost, we had another year without any serious injuries or fire related fatalities. Our calls for service remained consistent with the previous year, and our fire losses decreased by 28%.

In early spring, we added a new Pierce Enforcer Pumper to our aging fleet – a welcomed addition with enhanced capabilities to improve our overall effectiveness. After 30 years of red and white vehicles, we changed the color scheme to black and red on our new Pumper, Engine Three. The black is in honor of those who have died in the line of duty, and of course a fire truck is supposed to be red. We also created a new logo which was developed in part from an older logo used in the early 1900's.

We applaud the achievements of our personnel over this past year as we recognize their individual successes benefit the entire department and the community we serve. In the fall, Captain Todd Weaver successfully completed Eastern Michigan University's School of Fire Staff and Command – Executive Leadership

Program, and Fire Motor Driver Tim Gonzales attended a Peer Fitness conference which focused on fire ground fitness and reducing cardiac risk to firefighter.

Toward the end of the year, we were awarded a SAFER Grant from the Department of Homeland Security (FEMA). This grant will fund nine additional positions, bringing our staffing to 26 sworn members. We anticipate greater opportunities to serve the community of Jackson through the increased number in our staffing.

We hope our successes from 2016 will continue throughout 2017.