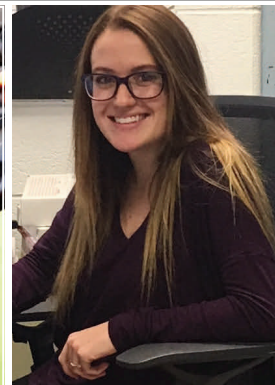
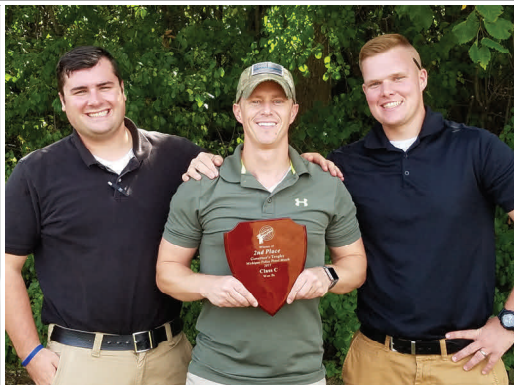


THE CITY OF JACKSON POLICE & FIRE SERVICES



Annual Report 2017

A Letter **DIRECTOR** *from the*



Elmer J. Hitt
Director of Police & Fire

We all know change is inevitable, yet often we view it as a necessary evil; it's uncomfortable, different, even challenging. In reflecting on the events and experiences of 2017, "change" is a fitting description. The Greek philosopher, Socrates, said, "The secret of change is to focus all of your energy, not on fighting the old, but on building the new." As we embarked on a year of change, we saw it as an opportunity to build something new while honoring the dedication and work of those who have served Jackson before us.

We began the year with a transition in leadership as Former Director Matthew Heins retired in early January after 27 years of service, and I stepped into his position to lead both the Jackson Police and Fire Departments. Four months later, Lieutenant Christopher Simpson also retired. Sergeant Sergio Garcia was promoted to the rank of Lieutenant, and together, along with Lieutenant Adam Williams, we dedicated our energy, experience, and expertise in guiding our department through what we saw as an amazing opportunity for growth.

There were multiple adjustments in staffing as one person retired, another was promoted, and someone else was hired to fill the vacancy created. Each staffing transition created new ideas, a new focus, and new commitment. Two sergeants, two detectives, seven officers, a cadet, a community service specialist, and a janitor were all part of our experience with staffing change in 2017.

Many of the changes around us were in the form of new projects and new opportunities to serve our community in a greater capacity. Handle with Care was launched as a means for patrol officers to notify schools of students' involvement in an event that had the potential for traumatic impact. Through this plan, law enforcement, schools, and behavioral health providers collaborated in order to assist our children more effectively.

Another new program, the Jackson County Teen Citizen Police Academy, was also an addition in 2017. This month-long course offered the youth of our community first-hand exposure to the daily duties of law enforcement as they learned about basic laws, rode with officers on patrol, and observed the process of evidence management.

Additionally, we moved forward in pursuing the implementation of a body camera system for all sworn officers. Though the grant funding was not awarded as quickly as we had anticipated, we spent the year preparing for this adjustment.

Within the Fire Department, many new faces were added to the ranks as we were awarded a grant through Staffing for Adequate Fire and Emergency Response (SAFER) providing nine additional firefighters to the force. The additional members nearly doubled the number of firefighters available to respond to any given emergency situation.

Throughout the pages of this report, there are pictures, articles, and infographics all further describing other developments in both the Police and the Fire Departments; we view these as opportunities to provide even greater service for our community. It has been said, "You cannot grow unless you are willing to change." So, it is our goal that as we continue to experience change within our department and community, we will continue to grow in our ability to serve the people of Jackson.

A handwritten signature in black ink that reads "Elmer J. Hitt". The signature is written in a cursive, flowing style.



Mary Adams, Comm. Specialist
 Kellsie-Ann Baker, Officer
 Charles Brant, Officer
 Adam Brooker, Officer
 Steven Brooks, Officer
 Richard Burkart, Detective
 Tyler Carpenter, Officer
 Brandi Davis, Officer
 Jonathan Debczak, Officer
 Nicholas Doll, Officer
 Craig Edmondson, Officer
 Chad Edwards, Coordinator
 Bradley Elston, Officer
 Kelly Fletcher, Coordinator
 Jennifer Flick, Sergeant
 Andrew Flint, Sergeant
 Michael Galbreath, K9 Officer
 Jason Ganzhorn, Sergeant
 Sergio Garcia, Lieutenant

Katelyn Gaston, Ev. Mgmt. Assistant
 Cheryl Gilmore, Comm. Specialist
 Benjamin Glass, Officer
 Scott Goings, Officer
 Gary Grant, Officer
 Aaron Grove, Detective
 Timothy Hibbard, Sergeant
 Elmer Hitt, Director
 Warren Johnson, Officer
 Cary Kingston, Officer
 Michael Klimmer, Officer
 Rachel Kuhn, Officer
 John Lillie, Sergeant
 Ralph Morgan, Officer
 Robert Noppe, Officer
 Jordan Pardee, Officer
 KayCe Parsons, Records Mgmt. Supervisor
 Peter Postma, Officer
 David Renteria, Officer

Holly Rose, Sergeant
 Alexandra Roty, Cadet
 Dean Schuette Jr., Officer
 Julie Sherman, Admin. Secretary
 Marc Smith, Officer
 Wesley Stanton, Sergeant
 Kaytlin Steverson, Comm. Serv. Spec.
 Brett Stiles, Detective
 Garrett Strotheide, Officer
 Edward Szczepanski, Janitor
 Thomas Tinklepaugh, Officer
 Marilyn Walker, Data Clerk II
 Hannah Weaver, Cadet
 Kathy Webb, Data Clerk II
 Adam Williams, Lieutenant
 Toni Wilson, Comm. Specialist

New Hires

Edward Szczepanski – Hired March 3, 2017
 Ryan Hawley – Hired April 10, 2017
 Nicholas Doll – Hired April 17, 2017
 Hannah Weaver – Hired April 24, 2017
 Rachel Kuhn – Hired May 22, 2017
 Kaytlin Steverson – Hired May 22, 2017
 Tyler Carpenter – Hired November 6, 2017
 Benjamin Glass – Hired November 6, 2017
 Steven Brooks – Hired December 4, 2017
 Garrett Strotheide – Hired December 4, 2017

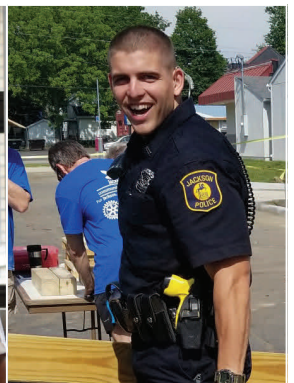
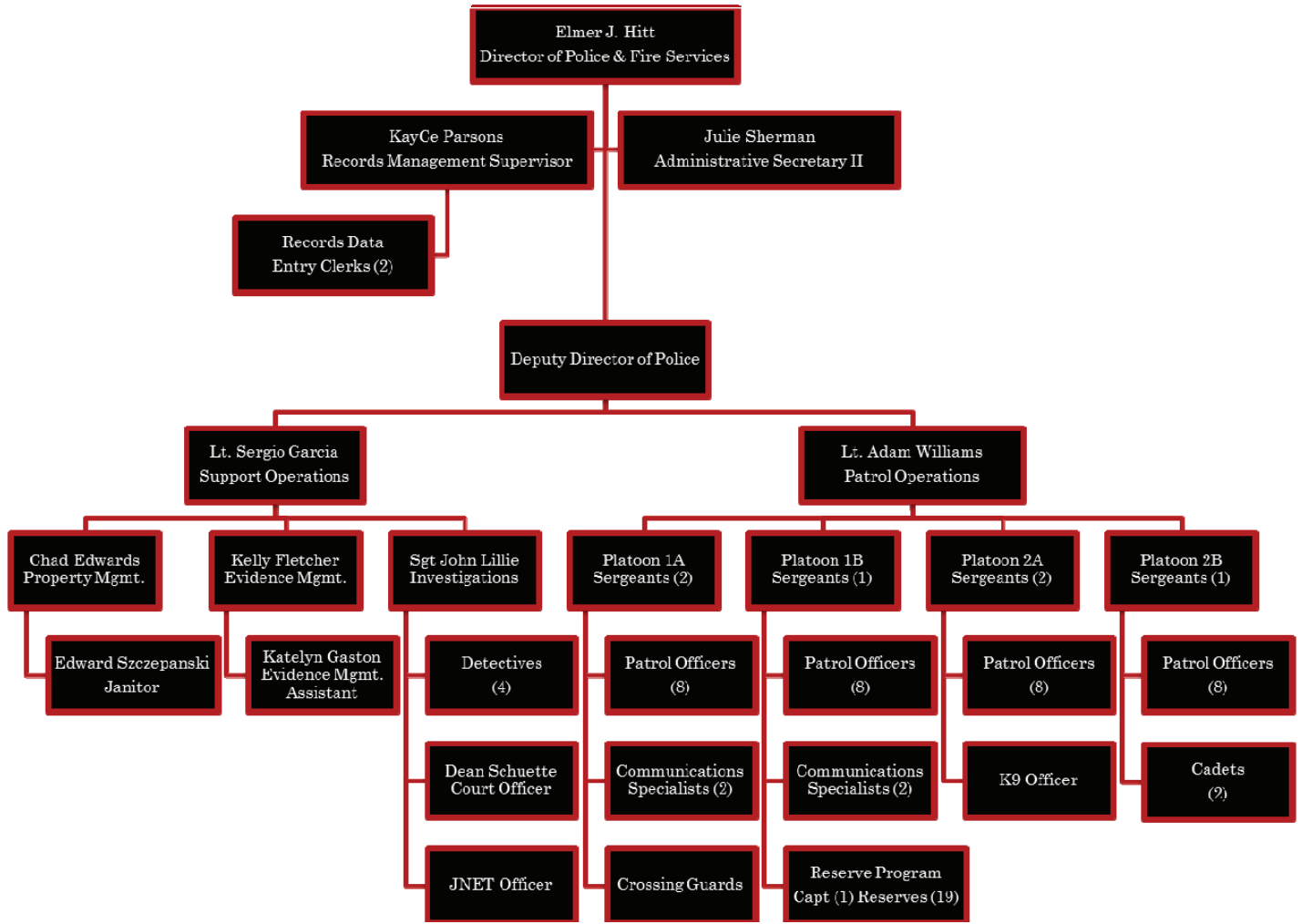
Promotions

Richard Burkart, Detective – Promoted February 11, 2017
 Kellsie-Ann Baker, Officer – Promoted May 15, 2017
 Elmer Hitt, Director of Police & Fire Services – Appointed June 1, 2017
 Sergio Garcia, Lieutenant – Promoted July 20, 2017
 Holly Rose, Sergeant – Promoted September 9, 2017
 Wesley Stanton, Sergeant – Promoted September 23, 2017
 Aaron Grove, Detective – Promoted September 23, 2017

Retirements

Director Matthew Heins – Retired January 5, 2017
 K9 Officer Williams Mills – Retired February 21, 2017
 Sergeant Robert Jenks – Retired April 12, 2017
 Lieutenant Christopher Simpson – Retired June 27, 2017

Organizational CHART



Expenditures & **BUDGET**

		Fiscal Year 2016/17	Fiscal Year 2017/18
		Expended	Budget
Personnel Services:			
702.000	Termination Pay	164,253	96,967
706.000	Salaries and Wages	3,626,860	3,893,635
707.000	Wages - Temporary	58,697	91,323
709.000	Overtime	192,900	243,522
715.000	Employers FICA	89,164	105,739
719.000	Health Insurance	583,798	757,505
719.005	Health - MERS HSA	31,280	36,750
722.000	Pension-General	55,617	61,432
722.001	Retirement - Contractual	6,942	-
722.733	Pension-Police/Fire 345	2,802,983	3,035,229
723.000	Pension - MERS DC	28,983	36,750
724.000	Unemployment	1,303	482
724.001	Workers Compensation	53,526	58,002
725.000	Other Fringe Benefits	31,879	55,819
		7,728,186	8,473,135
Material & Supplies:			
726.000	Supplies	14,045	5,868
726.001	Data Processing Supplies	5,471	5,008
737.000	Publications	2,351	2,100
741.000	Ammunition	21,131	21,286
744.000	Uniform Allowance	44,526	43,350
745.004	UWay Teen Police Academy Grant	-	3,000
751.000	Gasoline	62,080	66,492
756.000	Miscellaneous Supplies	6,076	6,770
757.000	Photography Supplies	8,758	10,594
758.000	Laundry	746	806
760.000	Medical Supplies	1,173	1,040
776.000	Custodial Supplies	3,769	4,216
778.000	Equipment Maintenance Supplies	3,978	23,870
		174,105	194,400
Contractual and Other:			
817.000	Consultant Services	21,406	16,876
818.000	Contractual Services	34,974	-
820.000	Special Investigations	925	970
823.000	Medical Services	2,561	11,186
853.000	Telephone	36,962	36,336
861.000	Auto Allowance	2,700	4,800
873.000	Travel	6,397	8,329
900.000	Printing & Publishing	3,797	3,510
914.000	Insurance	104,715	109,951
914.001	Insurance - Deductible	2,682	10,000
919.001	Physical Agility Testing	25,591	36,000
919.002	Residency Allowance	7,350	3,600
920.000	Utilities	37,530	35,929
931.000	Building Maintenance	36,275	31,735
933.000	Equipment Maintenance	41,199	30,100
934.000	Office Equipment Maintenance	53,928	69,406
939.000	Vehicle Maintenance	92,405	74,164
942.000	Building Rental/Lease	6,539	6,384
946.000	Office Equipment Rental	39,977	-
958.000	Memberships and Dues	727	1,105
960.000	Education & Training	42,441	37,943
		606,082	528,324
Capital Outlay:			
982.000	Machinery & Equipment	15,165	32,820
983.000	Office Equipment	5,578	-
985.000	Vehicles	-	34,000
986.000	Radio Equipment	106,700	27,850
		127,443	94,670
		8,635,817	9,290,529

Property MANAGEMENT



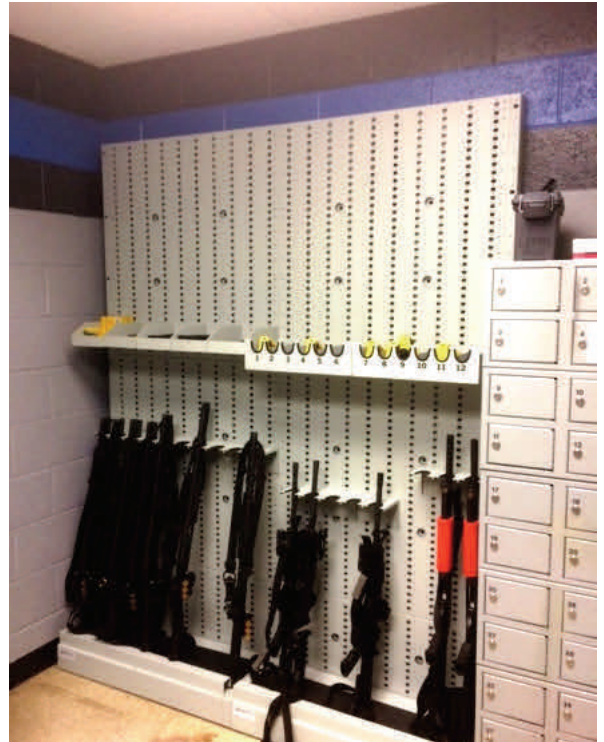
Chad Edwards
Property Coordinator

Property Management serves many functions within the police department and performs a wide variety of tasks. Typical duties vary from day to day, but the basic schedule revolves around keeping the building, property, and vehicles safe and in working order. The responsibility of purchasing and repairing patrol equipment, and the ordering and distributing of supplies also falls under Property Management's routine duties. Overseeing many of the building and vehicle service contracts and ensuring vendors are performing repairs to meet department guidelines is another aspect that falls under the umbrella of Property Management. We are currently staffed by one full-time and one part-time civilian employee; miscellaneous work, such as landscaping or janitorial services, is contracted out to vendors.

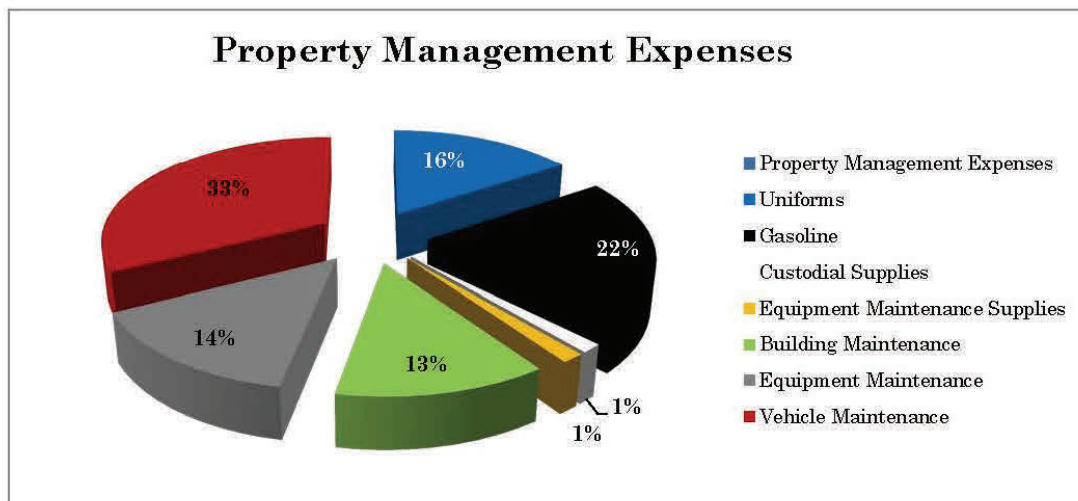
In 2017 several projects were completed to update and improve the facility. The Records Department was completely repainted and remodeled; several unused desks and file cabinets were removed from the area. LED light fixtures were installed in the main hallway and Sergeants' office; the stairwell and restroom lighting was retrofitted with LED light bulbs as well. The Engler Conference Room was repainted and new carpeting installed. A new drinking fountain was also purchased to replace an outdated unit located in the main hallway. The new water fountain is equipped with an internal filter and a wall mount connector to fill water bottles and containers.



The equipment room was also remodeled in late 2017. The room houses many of the items patrol officers use on a daily basis – vehicle keys, radio batteries, video transmitters, tasers, shotguns/rifles, and digital cameras. The focus of the project was to make a more user- friendly area and provide an easier transition at the beginning and end of each patrol shift. In its previous condition, access to equipment was challenging. Several numbers and codes were required to open multiple locks and containers. To remedy the situation a weapon mount system was purchased and installed on the west wall of the room. Lockers were removed from the area, and all weapons and tasers were relocated to the new storage rack. The room was completely repainted, and a metal door with a numeric lock was installed to prevent unauthorized access into the area. The transition has provided additional work space and much easier access to the equipment.



2017 also brought changes to the patrol fleet. One additional cadet vehicle was added, creating a total of 21 marked patrol vehicles and 10 administrative vehicles. Purchasing policies were studied by city management and modified from previous years. Patrol vehicles are now leased using a four-year-contract through Enterprise in Jackson. This allows the department to support the local economy, lease multiple vehicles with a low upfront investment, and pay a minimum amount at the end of the lease agreement. The new program provides cost savings in maintenance expenses as the contract progresses. By leasing vehicles, it allows the department to change out patrol vehicles every four years compared to the current rotation cycle of every five-six years. Removing the vehicles from service just one year earlier will help avoid many of the costly repairs associated with an older vehicle. Expensive components, maintenance labor hours, and other factors such as vehicle downtime can be significantly reduced. Patrol vehicles are a high demand vehicle, and due to the long service hours they are difficult to keep on the road. The offset of one entire year of service should make a noticeable difference to the expense, performance, and reliability of the fleet.





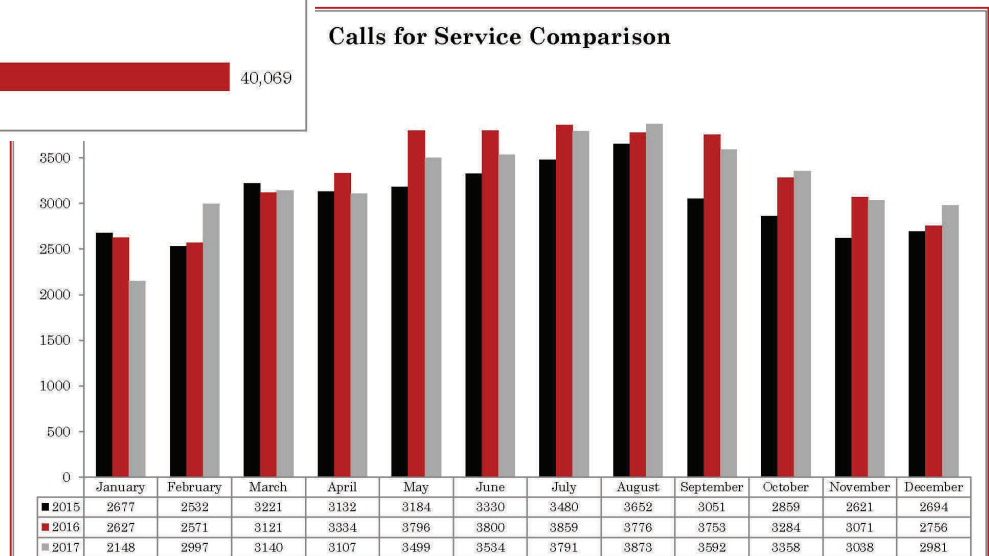
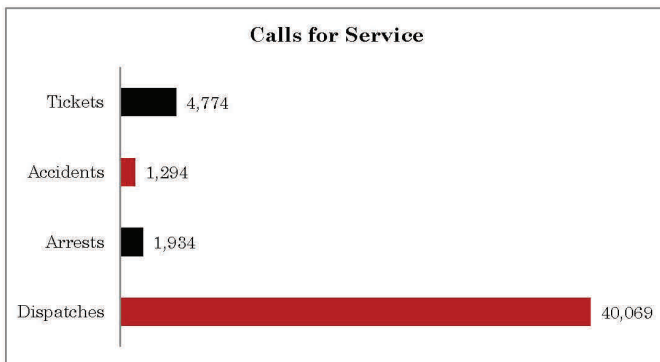
Patrol OPERATIONS

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

Officers' daily activities are diverse, varying 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 or neighborhood meetings, and attending required court hearings. In 2017 our patrol officers handled 40,069 calls for service, which included officer initiated activity.

The Patrol Division remains committed to the community policing philosophy. Officers assigned to patrol duties work closely with community stakeholders in solving crimes and non-criminal or nuisance problems associated with the neighborhoods they patrol. Officers make referrals and, in many cases, identify resources where citizens may be empowered to use the available resources to solve problems within their community.

We welcomed seven new officers into the Patrol Division this year, each ready to prove his or her dedication to policing excellence through ethical and professional service.



FTO PROGRAM by Officer Marc Smith

Many people would say being a police officer is not just a job or career; it's a calling. At the Jackson Police Department, we endeavor to make sure all our new recruits are not only enthusiastic about their calling but also well trained and equipped to serve our community. Every recruit receives on-the-job training prior to solo patrol; this program is called the Field Training Officer (FTO) Program.

The FTO program covers fourteen weeks of training. During this timeframe, recruits are assigned for four weeks to three different veteran officers, called field

training officers (FTOs). The final "shadow" phase lasts two weeks, and the trainee is once again paired with his original FTO. During each phase, the recruit is evaluated daily on multiple facets of the job.

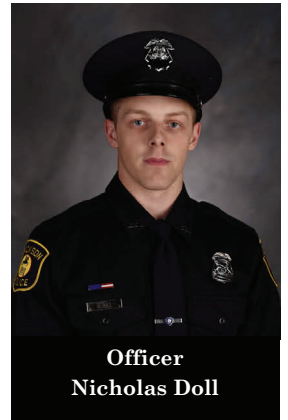
The success of this program is primarily due to the varied exposure the recruit receives – differing shifts, change in geographic locations, and diverse instruction styles. In 2017, seven recruits began their calling with the Jackson Police Department.

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						
Step 1	Week 1	*	*	*	*		
	Week 2	*	*	*	*		
	Week 3	*	*	*	*		
	Week 4	*	*	*	*	*	*
Step 2	Week 5	*	*	*	*		
	Week 6	*	*	*	*		
	Week 7	*	*	*	*		
	Week 8	*	*	*	*	*	*
Step 3	Week 9	*	*	*	*		
	Week 10	*	*	*	*		
	Week 11	*	*	*	*		
	Week 12	*	*	*	*	*	*
Shadow	Week 13	*	*	*	*	*	*
	Week 14	*	*	*	*	*	*



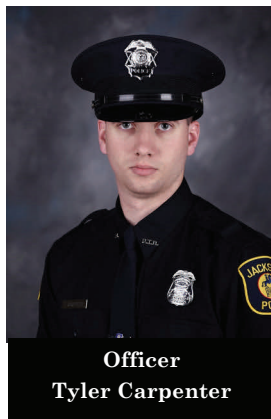
Officer
Ryan Hawley



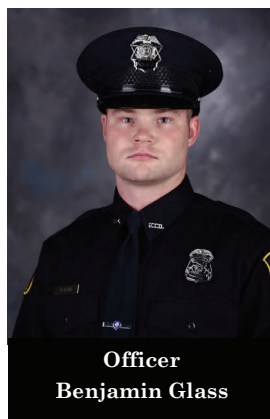
Officer
Nicholas Doll



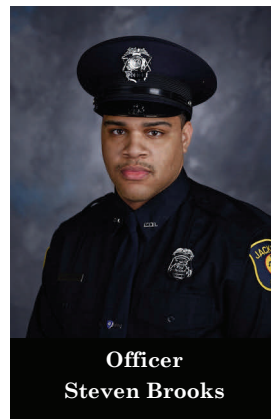
Officer
Rachel Kuhn



Officer
Tyler Carpenter



Officer
Benjamin Glass



Officer
Steven Brooks



Officer
Garrett Strotheide

Use of **FORCE**

		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Type	Threatened Deadly Force					1		1		1		1	1	5
	ECD (Taser)				1				1		2	2		6
	PPCT	1	3	3	1	2	2	3	3	3		2	1	24
	Ground Defense	1	2	3	1	4	2	4	3	4		1		25
	Chemical Agent	1	2	3	1		1	3	2		1			14
Outcome	Arrests	2	4	4	3	7	4	7	5	3	2	4	2	47
	Officer Injuries	1				1	1		1			2		6
	Subject Injuries	1	2	3	3				1	1	1	3	1	16
Reason	Drugs							1				1	1	3
	Alcohol	2		3	2	3	2	3	3	1	1	2	1	23
	Mental Illness		1	1					1					3

In 2017, the Jackson Police Department made 1,934 arrests. Of those arrests, force was applied 74 times, 3.8% of total arrests made.

Special Response **TEAM** by Detective Richard Burkart

The Jackson Special Response Team (SRT) is a collaboration between the Jackson Police Department and the Jackson County Office of the Sheriff. This partnership began in the early 1990's and has continued to operate as such. The primary 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 consists of twelve operators, six from each department, and is assisted by six negotiators when the need arises. Over the course of the year, the SRT was activated ten times.

In 2017, the SRT experienced change in both personnel and the technology used during responses. There was a shift in leadership, as Lieutenant Tommy Schuette

stepped down and Lieutenant Sergio Garcia was named the new Commander. Deputy Tim Roberts from the Jackson County Office of the Sheriff retired after many years of service, leaving a vacancy in his place as well. Two new team members were added following an extensive selection process consisting of physical and psychological testing, firearm proficiency, tactical scenarios, and oral interviews.

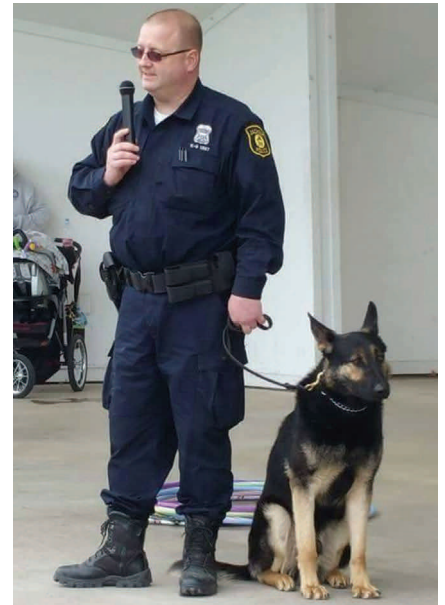
The addition of new technology and equipment provided greater protection for both the SRT members and the citizens they were protecting. The use of a remote controlled robot allowed team members to view the inside of a building from a safe distance for greater tactical response.



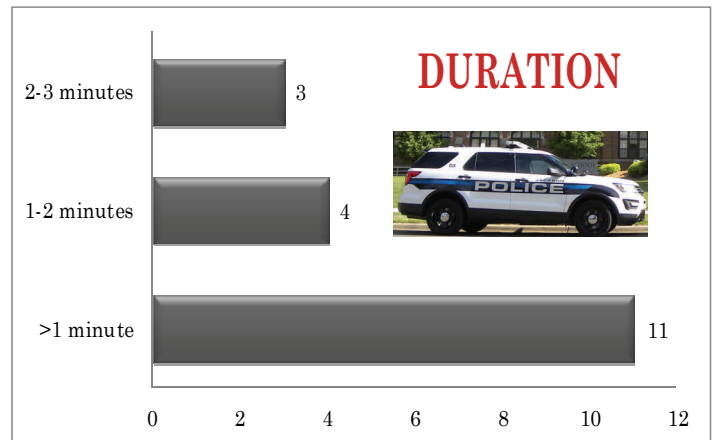
Canine UNIT by Sergeant Timothy Hibbard

As an extension of the Patrol Division, the Jackson Police Department has retained a K9 Unit for the past two decades to assist in special cases involving tracking, search and rescue, and illegal narcotics. Completing their first full year as a team in 2017, Officer Mike Galbreath and K9 Gleeson continued this proud legacy.

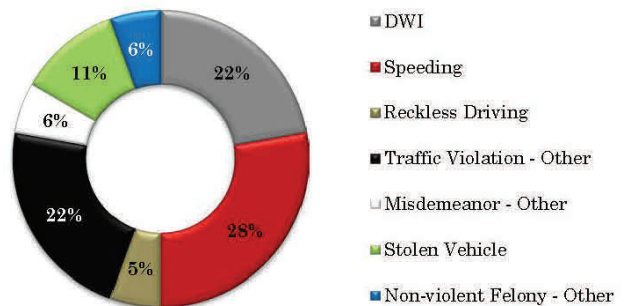
The K9 Unit trains on a bi-weekly basis with multiple K9 teams across the southeastern part of the state; they also train annually through the National Association of Professional Canine Handlers (NAPCH) with hundreds of teams throughout the United States and Canada. These training opportunities are invaluable resources for our team to develop specialized skills and experience to make them a versatile asset to our department, our community, and the surrounding communities.



Vehicle PURSUITS



Initial Violation





Cadet PROGRAM by Cadet Alexandria Roty

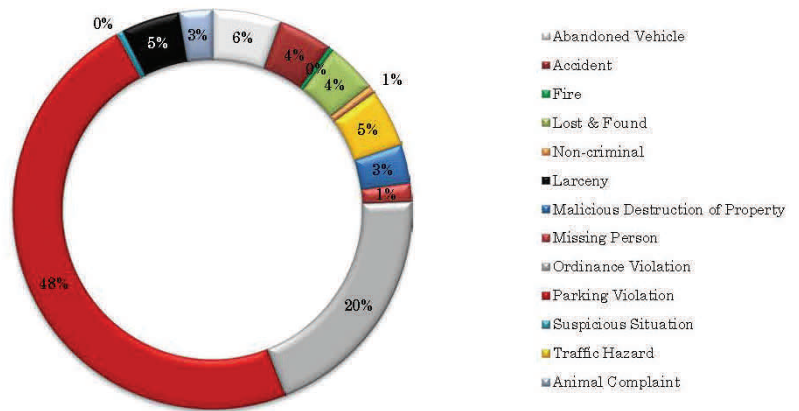
The Police Cadet program is designed to provide an opportunity to gain experience and education for individuals who are not yet qualified as patrol officers. Cadets are generally recruited as graduating high school seniors who have expressed an interest in law enforcement.

A cadet's typical daily responsibilities include: directing traffic, assisting with crowd control at public events, resolving non-emergency calls for service, enforcing parking related violations, and participating in community events. As a change in 2017, cadets began responding to dispatches involving minor animal complaints which allowed officers to focus on higher priority calls.

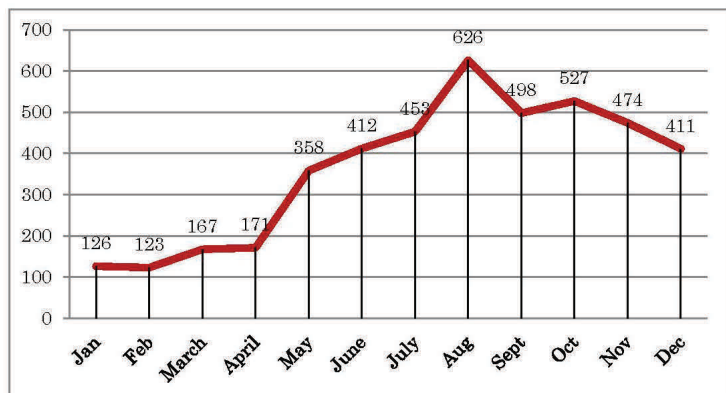
Community Events

- Adopt-a-Family
- B2 Annual Dump Day
- Back-to-School Events
- Baker College Career Day
- Block Parties
- Brush with Kindness
- Christmas Parade
- Great Start Family Community Fair
- Habitat for Humanity
- Home Depot Fire Safety
- National Night Out
- Relay for Life
- Safetyville
- Shop with a Cop
- Tours of Police Department
- Trunk-or-Treat

Calls for Service Type



Calls for Service by Month



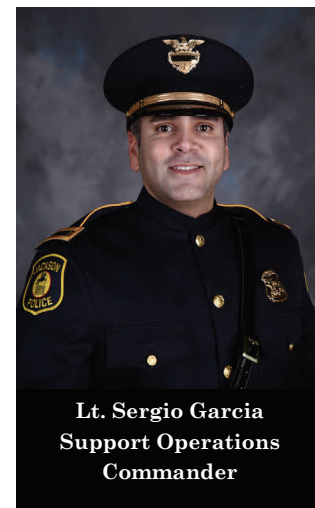
Support OPERATIONS

The Support Operations Division is the umbrella under which multiple smaller units function.

These key components play a major role in the day-to-day operations of the police department. The majority of these resources are devoted to supporting the Patrol Division as they handle hundreds of calls per week. Many of these calls for service require additional investigation, managing of evidence, data entry, and often include arrests as well as additional court services.

The Training Division ensures that our officers are always up to date in an ever changing career field. It is crucial that we train our officers on current crime trends, de-escalation techniques, and other subject matter that is essential for our officers to provide the best service possible.

These components all work in harmony toward the Department's Vision and Mission Statements with the ultimate goal of providing the citizens of Jackson with the highest level of professional service possible.



Lt. Sergio Garcia
Support Operations
Commander

Detective Bureau	Property Management	Court Officer
Jackson Narcotics Enforcement Team	Service Desk	Training Division
Records Bureau	Evidence Management	

Detective BUREAU by Sergeant John Lillie



Detective
Richard Burkart



Detective
Aaron Grove

Change was a significant part of the Detective Bureau in 2017; there was a transition in leadership as Sergeant John Lillie stepped up to fill the vacancy created by Sergio Garcia's promotion to Lieutenant. Through retirements and promotions, there was also a need to replace three detectives during this year. Two new detectives joined the ranks – Rick Burkart, who has been with the department for ten years, was promoted in February; Aaron Grove, who started out as a Reserve Officer, was promoted in September. The remaining vacancy is expected to be filled in the beginning of 2018.

Though there was an overhaul in the bureau's personnel, the daily duties and responsibilities remained the same. The Detective Bureau assists with the investigation and prosecution of major crimes, including: homicide, rape, armed robbery, fraud, and aggravated assault.

Each detective receives specialized training to assist in these investigations. When not investigating, they engage in proactive patrol targeting drug trafficking, gun violence, and the apprehension of fugitives. They also take part in a multi-jurisdictional task force. In 2017, the bureau handled roughly 170 investigations; many of these cases were managed by only three detectives.

Along with the detectives, there is a court officer who operates out of the Detective Bureau. He works with the city attorney, the prosecutor's office, and the courts to assist in prosecution. The court officer obtains arrest warrants, serves subpoenas, transports suspects to court proceedings, and is available to respond to serious in-progress calls for service.

Together we continue to work toward our goal of making Jackson a safer place to call home.

Internal INVESTIGATIONS

Major									
Year	Total Complaints	Total Allegations	Exonerated	Unfounded	Sustained	Not Sustained	Open	Resulted in Discipline	Citizen Initiated
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
2017	5	7	1	0	2	2	0	2	3
Minor									
Year	Total Complaints	Total Allegations	Exonerated	Unfounded	Sustained	Not Sustained	Open	Resulted in Discipline	Citizen Initiated
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
2017	9	11	0	1	4	4	0	4	6
Administrative Review									
Year	Total Complaints	Total Allegations	Exonerated	Unfounded	Sustained	Not Sustained	Open	Resulted in Discipline	Citizen Initiated
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
2017	38	43	3	4	31	1	0	29	3

Evidence MANAGEMENT by Kelly Fletcher

The Evidence Management Unit is responsible for record keeping, secure storage, and maintenance of all property received by the Jackson Police Department and the Jackson County Office of the Sheriff. This 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; one part-time assistant was added in 2017.

A major responsibility of the Evidence Management Unit is to manage the chain of custody for all evidence. It is imperative to verify that evidence remains exactly how it was submitted when seized to maintain its credibility when cases are prosecuted. Property that is found or recovered stolen is held so officers can attempt to determine ownership and return the property.

Bi-annual audits of the property room are completed by an external company. They verify the 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 consistently receive conclusions noting continuous improvements and positive remarks on the property management system.

- 7,363 pieces of property received
- 5,726 pieces of property destroyed
- 276 items returned to owners
- 204 items auctioned
- 10 items turned over to other agencies
- \$28,807.43 received
- \$14,001.10 deposited as drug forfeiture



Service **DESK** by Sergeant Andrew Flint

Four Communication Specialists staff the service desk. They are often a citizen's first contact with our department. They are also resource support to the officers who are out on the street. Additionally, they:

- Answer phone calls
- Take reports
- Register sex offenders
- Issue bicycle licenses
- Provide preliminary breath tests
- Register handguns and purchase permits for handguns

The Service Desk serves as a backup for the Jackson County 911 Dispatch in emergency cases or technology failure. Operating in a busy environment, their ability to work as a unit and multi-task allows them to provide a high level of service to our citizens.

Jackson Narcotics Enforcement **TEAM** by Officer Jonathan Debczak

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. JNET personnel and resources are also used to assist with major crime targets.

As a multi-jurisdictional task force, JNET offers additional assets and officers as a means of supporting local law enforcement agencies. JNET officers assisted the Jackson County Office of the Sheriff during the

investigation of a heroin overdose related death. Through surveillance, a search warrant was obtained and the residence was examined resulting in the forfeiture of nearly 300 grams of heroin, 74 grams of crack cocaine, U.S currency, and two guns. The case was turned over to the Bureau of Alcohol, Tobacco, and Firearms (ATF) for federal prosecution. Then in August, JNET was able to utilize available resources to assist the Jackson Police Department in the apprehension of a homicide suspect, managing to take the suspect into custody within hours of the dispatched call.



201
Investigations



Cash Forfeited
\$208,565



46 Arrests
64 Charges

JNET ACTIVITY

114
Search Warrants



33 Firearms
Seized

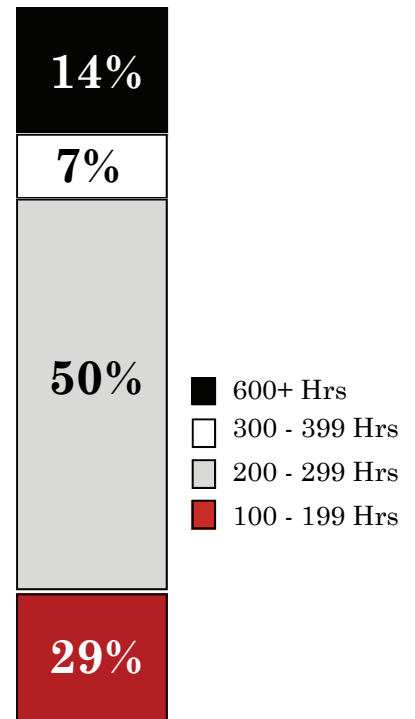
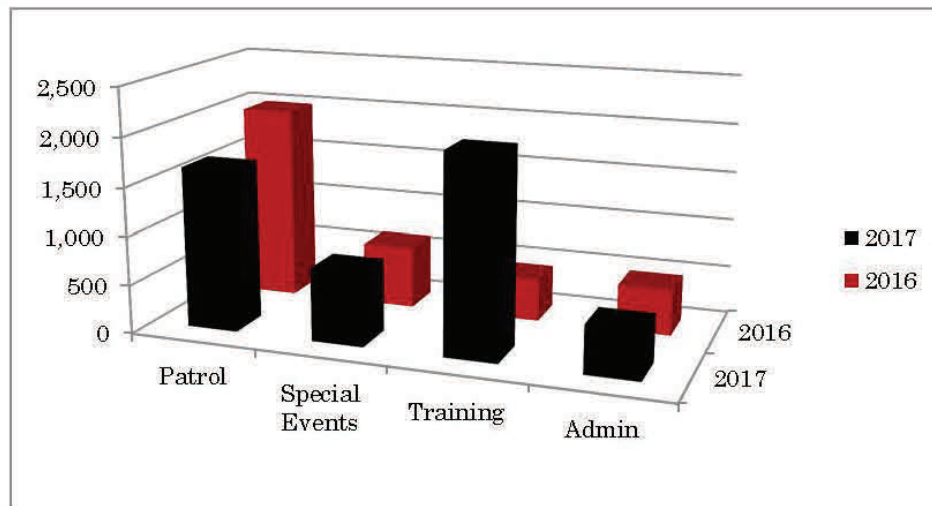
Reserve Officer PROGRAM by Sergeant Jennifer Flick

Since 1941, the Jackson Police Department Reserve Program has consistently contributed to the community of Jackson through volunteering; 2017 was no exception. Nearly 5,000 hours were given through patrol, assistance at special events, administrative work, and training.

Every other year, a joint Reserve Academy is held with the Jackson County Office of the Sheriff; this year, Mason Police Department and Albion Department of Public Safety also sent candidates through this training. In this four-month program, candidates received training in patrol tactics, firearms, and criminal law. In December, seven candidates completed the training and were added to our reserve officer ranks.

Along with celebrating the graduation of seven new reserve officers, we also commemorated a few other highlights in 2017. Reserve Captain James Acker marked his 40th year of volunteering with the program, longer than many sworn officers' careers. Also noteworthy anniversaries included: 10 years of service for Reserve Sergeant Frank VanGoethem, Reserve Sergeant Timothy Dean, and Reserve Officer Greg Miller.

Volunteered Hours





Crime **STATS**

Type of Incident	2014		2015		2016		2017
Part I Crimes		Inc/Dec		Inc/Dec		Inc/Dec	
Homicide	3		3	33%	4	50%	6
Rape	17	47%	25	-8%	23	9%	25
Robbery	56	46%	82	-38%	51	4%	53
Aggravated Assault	171	15%	197	3%	203	5%	213
Burglary	230	13%	259	10%	285	-23%	220
Larceny	1136	1%	1147	-2%	1125	-7%	1042
Auto Theft	53	19%	63	-5%	60	65%	99
Arson	23	-35%	15		15	13%	17
Total Part I	1689	6%	1791	-1%	1766	-5%	1675
Part II Crimes							
Non-Aggravated Assault	841	23%	1034	0%	1039	-9%	942
Forgery & Counterfeiting	21	5%	22	100%	44	-23%	34
Fraudulent Activities	192	10%	212	46%	310	-42%	180
Embezzlement	10		10	-60%	4	150%	10
Stolen Property	9	-67%	3	200%	9	-33%	6
Vandalism	577	-1%	572	3%	590	-1%	582
Weapons	111	-14%	95	2%	97	-2%	95
Prostitution & Com Vice	1	600%	7	-43%	4	-25%	3
Sex Offenses	72	13%	81	12%	91	-14%	78
Narcotics & Drugs	292	22%	356	25%	446	-41%	265
Family & Children	93	-6%	87	28%	111	-2%	109
OUIL, DUID	256	-14%	219	49%	326	-33%	218
Liquor Laws	250	-40%	150	15%	173	-40%	104
Disorderly Conduct	216	-10%	195	-24%	149	-32%	101
All Other	1270	3%	1311	35%	1767	-9%	1603
Total Part II	4211	3%	4354	1%	4401	-2%	4330
Total Part I & II	5900	4%	6145	0%	6167	-3%	6005

Records **MANAGEMENT** by KayCe Parsons

In 2017, many things changed, but many things also stayed the same. Although the Records Division continued to provide excellent service staffed with two Data Clerks and a Supervisor, the office itself received a much-needed makeover. Technological advances continue to make us more productive and increase our abilities to help our customers within our department, community, and other agencies.

The Records Division office had not been reorganized or painted since the early 1990s when the Division was staffed by 4 full-time clerks, a supervisor, and 2 part-time clerks. By reorganizing the office furniture, removing unused furniture, and updating the color scheme, both data clerks have a larger and brighter workspace. The reorganization also included moving equipment and files to make things more easily accessible for staff.

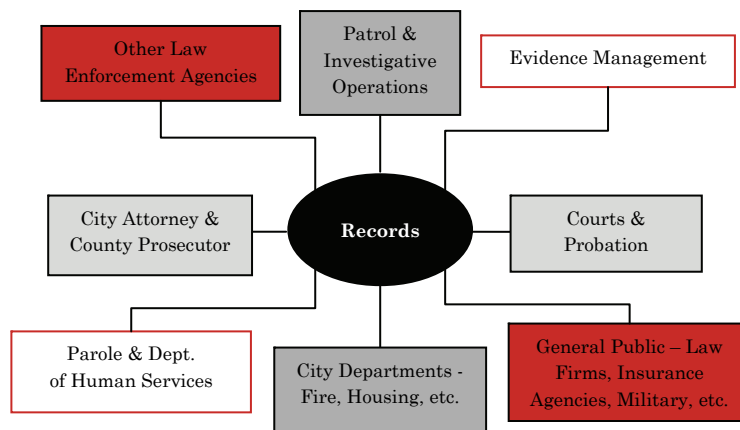
Technological changes included the implementation of digital recorders for dictation by the officers and the ability to transcribe that audio by the Data Clerks. This allows the officers to focus on investigating incidents rather than typing reports. It also allows for consistency by using templates for many common types of reports.

The LiveScan digital fingerprinting system was upgraded in 2017. The original equipment was put in place in approximately 2006 and many advances had been made since that implementation. The new LiveScan system is faster and more accurate, and allows for greater security when information is sent to the Michigan State Police via the secure internet connection.

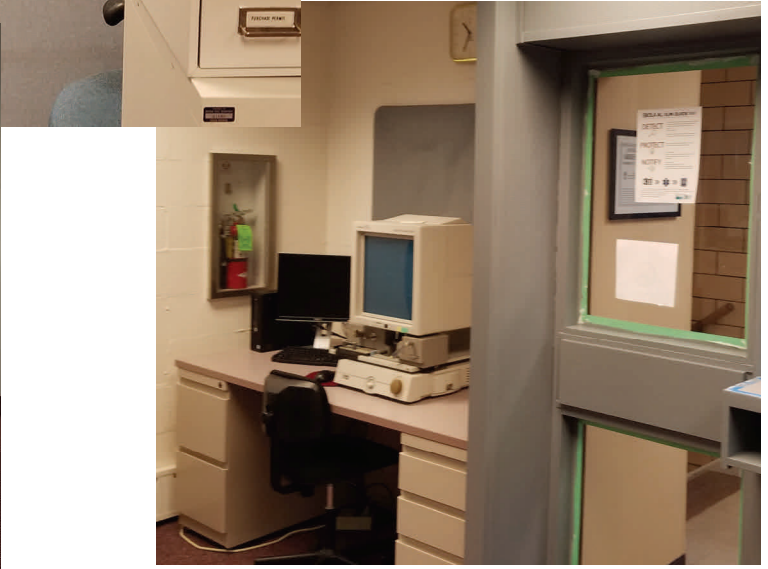
Throughout 2017, the Records staff maintained and organized records on:

- 40,069 calls for service incidents
- 4,769 citations
- 1,293 traffic crash accidents
- 1,931 adult arrests
- 835 false or unknown alarms

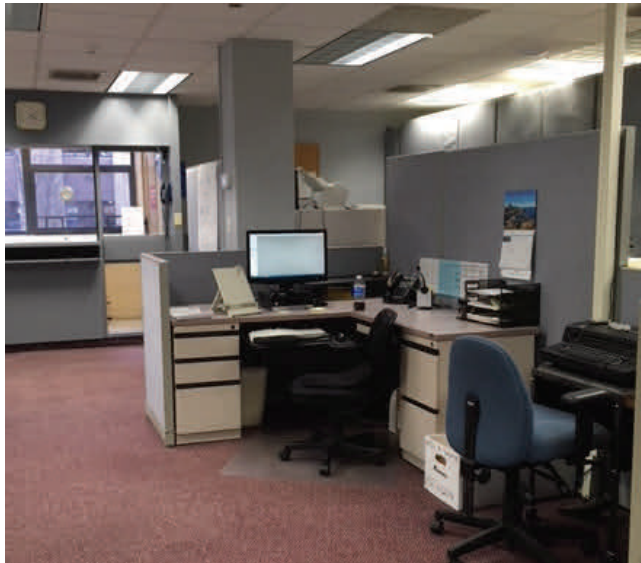
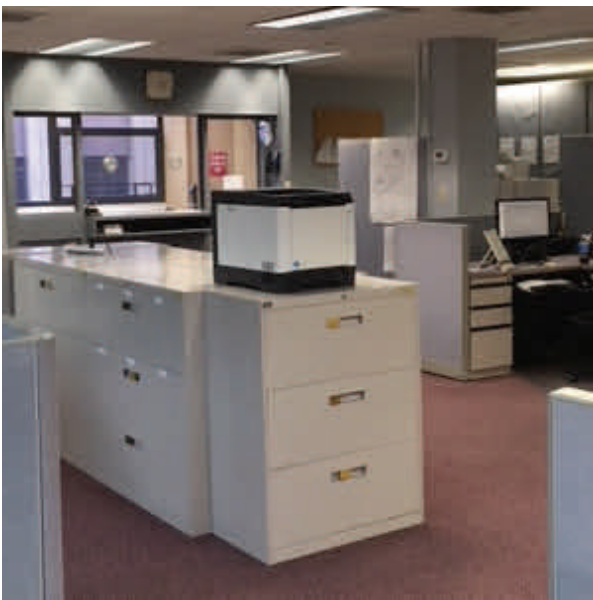
Information Flow



Before



After



Community INVOLVEMENT by Officer Michael Kruso

Throughout the year, members of the Jackson Police Department find ways to interact with the community through numerous charity events and outreach opportunities as a means of building bridges and creating relationships with the people we serve. Some of these connections happen on a daily basis, while others are scheduled annual events.

School is an excellent place for officers to connect with students and have positive impact on their futures. Every school in Jackson has an officer assigned to them as part of their daily duties; the officers visit frequently to interact with students, faculty, and staff. Some officers have been assigned to the same school for several years in a row, creating a strong bond with the students they see daily. Many officers make it a point to visit during recess and breaks to play football or kickball with the children. National Reading Awareness Month is a special time for the officers to visit elementary classrooms and share the experience of reading with the students. The commanders also schedule monthly visits to have lunch with students.

Two Citizen Police Academies are offered each year – one in the spring for adults, and the other in the summer for teenagers. Together with the Jackson County Sheriff's Office, we hosted these courses to give residents first-hand knowledge of the daily operations of law enforcement within Jackson County. Classroom activities included lessons on evidence management, Multiple Interactive Learning Objectives (MILO) simulation training, narcotics investigation, K-9, and

basic laws. The classes also involved riding along with an officer on patrol duty giving the participants the opportunity to witness law enforcement in real time.

We were given the opportunity in the summer to partner with Habitat for Humanity in volunteering for “A Brush with Kindness” program. Officers worked at both the Jackson Friendly Home and the Bethany Care Home; they were able to build benches, clean up landscaping, and plant flowerbeds to give both facilities a nice curb appeal.

In the fall, we hosted our annual “Coffee with a Cop” event. Part of a national outreach, their mission is to break down barriers between officers and citizens and allow opportunities to ask questions, voice concerns, and get to know each other over a simple cup of coffee.

December was a busy month with multiple opportunities to share the joy of the holiday season with others. We participated in two “Shop with a Cop” events, partnering with Target and Meijer. Each child who participated was paired with an officer; together they shopped for Christmas presents for their family members. Each child was also able to select a special gift of their own. Also in December, we participated in Adopt-a-Family through Community Action Agency; we enjoyed the opportunity to give Christmas gifts to a young family in need.

All of these interactions were small efforts with the potential for significant impact on someone's future.



Annual **AWARDS**

Merit Citations

Officer Charles Brant
Officer Adam Brooker
Officer Brandi Davis
Officer Bradley Elston
Officer Warren Johnson
Officer Michael Kruso (3)
Officer Rachel Kuhn
Officer Trent Marcum
Officer Robert Noppe
Officer James O'Donnell
Detective Brett Stiles
Officer Thomas Tinklepaugh
Ms. L. Kathleen Webb

Term Awards

Officer Michael Kruso (2)
Officer Trent Marcum
Officer Andrew Mosier

Outstanding Service Awards

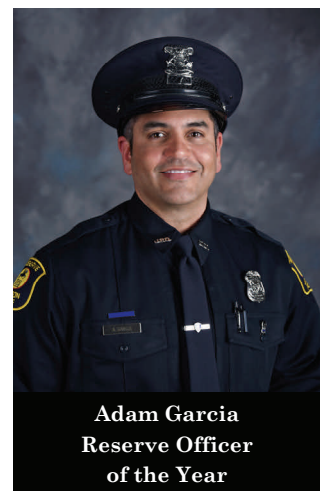
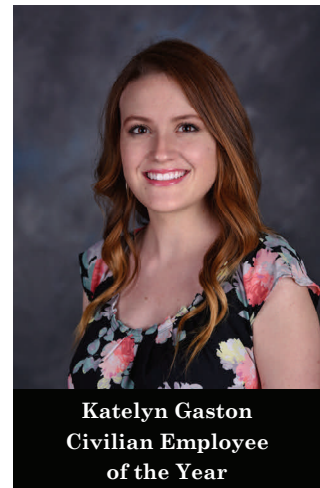
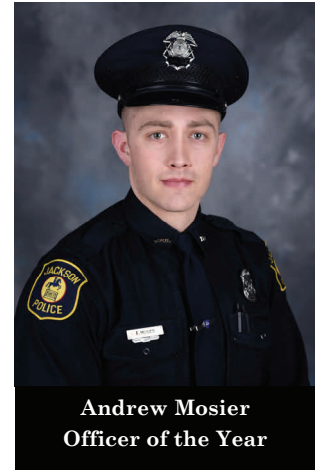
Officer Kellsie-Ann Baker
Officer Andrew Fugate
Lieutenant Sergio Garcia
Ms. Jen Gillespie, dispatcher
Officer Aaron Grove
Director Elmer Hitt
Officer Clay Hoggard
Officer Michael Kruso (4)
Officer Andrew Mosier
Officer Robert Noppe
Officer James O'Donnell (4)
Ms. Tara Ortwine, dispatcher
Officer Peter Postma
Officer Dean Schuette Jr.
Lieutenant Christopher Simpson
Officer Thomas Tinklepaugh
Cadet Hannah Weaver
Lieutenant Adam Williams
Comm Spec. Toni Wilson

Citizen Awards

Mr. Bobby Ealy
Mr. Neil Fernandes
Mr. Noah Fleming
Mr. Timothy Mills

Team Awards

Officer Kellsie-Ann Baker
Officer Adam Brooker
Detective Richard Burkart
Officer OnDreana Campbell
Deputy Kirk Carter
Officer Tyler Cassidy
FOC Officer Lewis Costley
Officer Jonathan Debczak
Officer Craig Edmondson
Sergeant Andrew Flint
Officer Andrew Fugate
Officer Michael Galbreath
Officer Scott Goings
Officer Gary Grant
Officer Aaron Grove
FOC Officer Joseph Haas
Officer Clay Hoggard
Deputy Joshua Hudson
Trooper James King
Officer Cary Kingston
Officer Trent Marcum
Officer Andrew Mosier
Officer Robert Noppe
Officer James O'Donnell
Officer Jordan Pardee
Mr. Austin Renteria
Officer David Renteria (2)
Detective Holly Rose
Officer Patrick Rose
Officer Marc Smith
Detective Wesley Stanton
Detective Brett Stiles
Deputy David Wickham



Honor GUARD by Sergeant Jennifer Flick

Established in 1970, the Jackson Police Honor Guard is an elite unit made up of committed officers for the purpose of paying tribute to the dedicated men and women who have paid the ultimate sacrifice while serving their communities. It is our privilege to stand guard and pay respect to those who have served before and are now gone.

In 2017, we experienced change both in welcoming a new member and in saying farewell to two others. After dedicating over 10 years of service to the honor guard, both Lieutenant Christopher Simpson and Officer Marc Smith stepped down. In filling the vacancy created, we had the privilege of welcoming Officer Patrick Rose to our ranks.

Since the Jackson Police Department's inception, five individuals have lost their lives while serving our community. Even though these individuals are gone, they are not forgotten; their legacies live on through the stories and memories of their brothers and sisters in blue.

KILLED IN THE LINE OF DUTY

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

Roster

Jennifer Flick, Sergeant	Warren Johnson, Officer
John Lillie, Sergeant	Michael Klimmer, Officer
Craig Edmondson, Officer	Andrew Mosier, Officer
Bradley Elston, Officer	James O'Donnell, Officer
Scott Goings, Officer	Patrick Rose, Officer
Clay Hoggard, Officer	Thomas Tinklepaugh, Officer

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



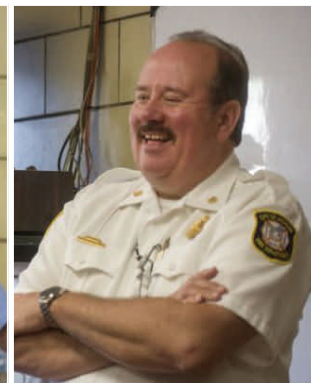
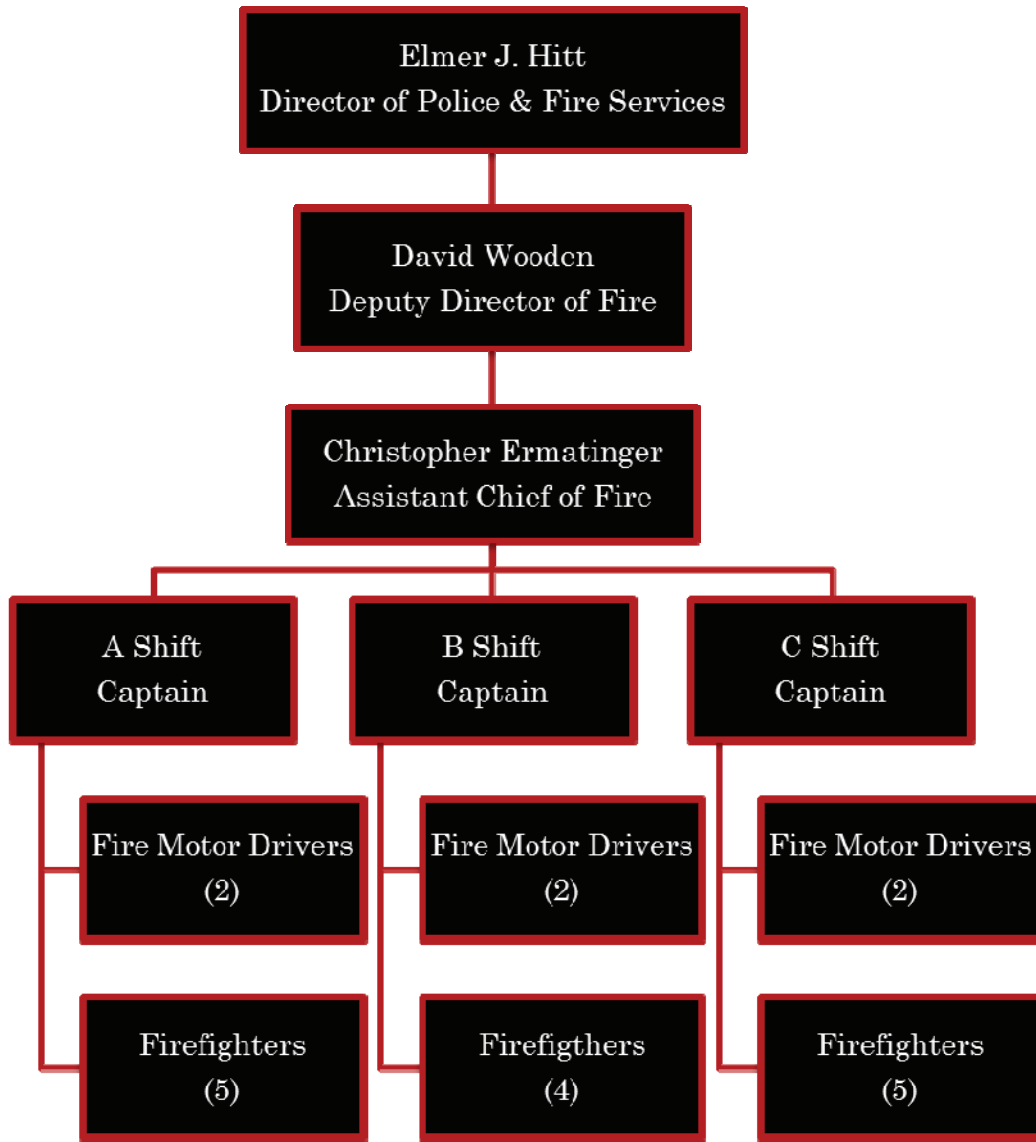


AJ Burkett, Firefighter
Christopher Ermatinger, Assistant Chief
Chad Everett, Fire Motor Driver
Daniel Farmer, Firefighter
Dominick Giglio, Firefighter
Timothy Gonzales, Fire Motor Driver
Joshua Gonzalez, Firefighter
Shane Green, Firefighter
Ryan Hendricks, Firefighter
Dustin Hotchkin, Firefighter
Frank Huntley, Firefighter
Richard Lutton, Firefighter
Steve Miller, Firefighter
Craig Reppert, Fire Motor Driver
Jason Senft, Captain
Joel Skrypec, Fire Motor Driver
Joe Smith Jr., Fire Motor Driver
Michael Stock, Firefighter
Richard Terrell, Fire Motor Driver
Cody Thorne, Firefighter
Robert Walkowicz, Captain
Todd Weaver, Captain
David Wooden, Deputy Director
Tracy Youell, Firefighter

New Hires

Michael Stock – Hired January 4, 2017
Ryan Hendricks – Hired January 4, 2017
Shane Green – Hired January 4, 2017
Lee Hall – Hired January 4, 2017
Johnathon Colbeck – Hired February 14, 2017
Kevin Lauer – Hired February 14, 2017
Cody Thorne – Hired February 14, 2017
Dominick Giglio – Hired February 14, 2017
Cody Eddington – Hired May 1, 2017
Daniel Farmer – Hired May 22, 2017
Tracy Youell – Hired July 10, 2017
AJ Burkett – Hired December 11, 2017

Organizational CHART



Expenditures & **BUDGET**

		Fiscal Year 2016/17	Fiscal Year 2017/18
		Expended	Budget
Personnel Services:			
702.000	Termination Pay	2,636	0
706.000	Salaries and Wages	1,224,365	1,250,733
709.000	Overtime	118,322	139,975
715.000	Employers FICA	16,680	20,519
719.000	Health Insurance	277,009	338,309
722.001	Retirement-Contractual	(578)	5,435
722.733	Pension-Police/Fire 345	5,409	1,137,634
723.000	Pension - MERS DC	1,115,343	5,894
724.000	Unemployment	6,046	102
724.001	Workers Compensation	88	22,785
725.000	Other Fringe Benefits	24,392	15,815
		15,474	
		2,805,186	2,937,201
Material & Supplies:			
726.000	Supplies	2,810	1,563
737.000	Publications	442	655
743.000	Chemicals	2,951	3,203
744.000	Uniform Allowance	17,442	15,378
747.000	Protective Clothing	33,856	19,832
751.000	Gasoline	13,624	14,550
756.000	Miscellaneous Supplies	5,999	4,641
760.000	Emergency Medical Supplies	7,487	10,396
776.000	Custodial Supplies	4,107	8,101
778.000	Equipment Maintenance Supplies	16,769	17,047
		111,488	95,366
Contractual and Other:			
801.000	Professional Services	4,000	-
823.000	Medical Services	5,025	7,681
853.000	Telephone	9,673	8,880
873.000	Travel	2,642	1,435
914.000	Insurance	27,186	28,545
915.000	Subsistence Pay	15,264	20,750
919.001	Physical Agility Testing	14,000	25,000
919.002	Residency Allowance	250	250
920.000	Utilities	42,613	42,468
931.000	Building Maintenance	17,011	28,408
933.000	Equipment Maintenance	23,111	15,465
934.000	Office Equipment Maintenance	339	660
935.000	Software Maintenance	4,282	5,965
939.000	Vehicle Maintenance	109,089	66,669
958.000	Memberships and Dues	625	535
960.000	Education & Training	13,381	13,570
969.000	Contribution to JED	-	-
		286,490	266,281
Capital Outlay:			
979.000	Fire Equipment	29,231	7,731
979.001	HazMat Equipment	8,970	2,055
979.002	Machinery & Equipment	-	2,248
985.000	Vehicles	-	8,000
986.000	Radio Equipment	-	32,000
		38,202	52,034
		3,241,365	3,350,882

A Letter from the Deputy **DIRECTOR**

2017 was a busy year. One of our primary tasks was to research and finalize the specifications for a new aerial truck. A seven member committee comprising three different ranks plus a mechanic was assembled. The committee reviewed several aerial trucks from multiple manufacturers. In December we received two bids for an aerial platform that would meet our specifications. The bid was awarded to Halt Fire for a Pierce 95' mid-mount platform with a 2000 gpm pump for \$1.51 million. The truck will be ordered in January 2018 and should be delivered the following December. The new apparatus will replace a 1995 Pierce 75' aerial.

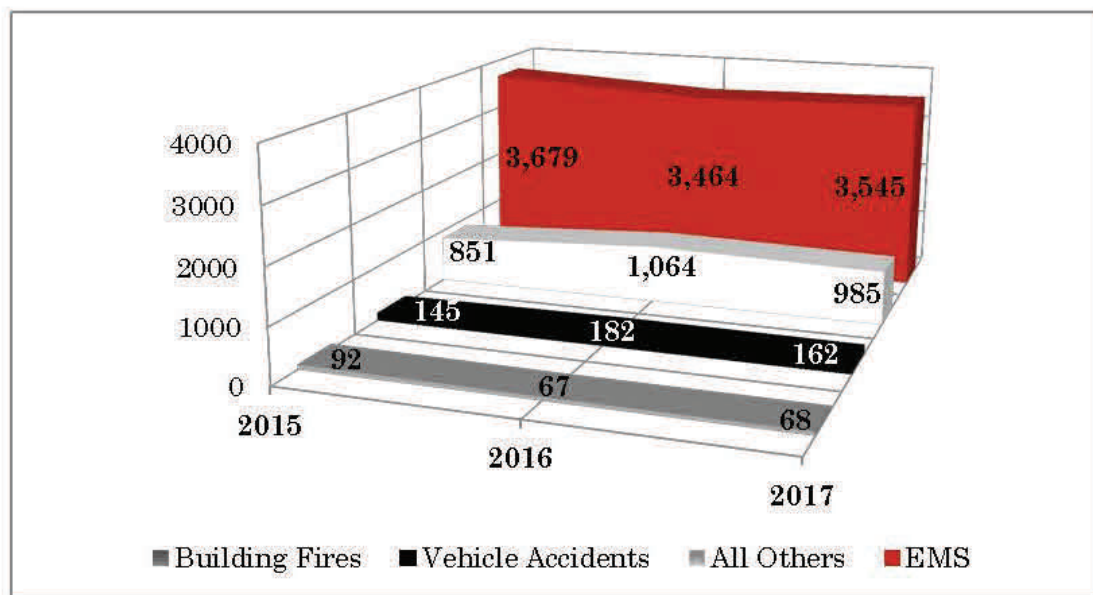
The Department was awarded an Assistant to Firefighters Grant for approximately \$40,000. These funds will be used to purchase and install an apparatus exhaust evacuation system, which will remove exhaust emissions from inside the station, making the air safer for fire personnel.

Our calls for service volume remained consistent with the only exception being a 17% increase in the category "Other Fires". The bulk of our calls for service were related to rescue and emergency medical response, totaling nearly 75% of our overall calls.

There were two fires in 2017 that underscored the necessity of working smoke detectors. In May, six people awoke to a smoke alarm when their residence caught on fire. Five people were able to evacuate the residence unassisted, and the sixth was brought out by fire personnel. This success story shows that these small devices can have a large impact. Unfortunately though in September, the opposite was true. Possibly because there were no working smoke detectors in a home with medical oxygen in use, careless use of smoking materials started a fire that resulted in a much more tragic end. For a small price, a smoke detector is a great investment in protecting your home and your family. A partnership with Summit Township Fire Department allows us to send our residents to them to receive a smoke detector. Your safety is always our priority.



Calls for **SERVICE**



Emergency Medical **SERVICES** by Captain Todd Weaver

The Emergency Medical Service Division of the Jackson Fire Department strives to provide a progressive, proactive, and professional delivery of emergency medicine to the residents of our city and the surrounding communities. Our fire department is a fire-based emergency medical service agency which is staffed with sixteen EMT Basic providers and ten EMT Paramedic providers who respond annually to over 3,500 EMS calls for service. We operate under the direction of Medical Control and deliver service and support to the community 24 hours a day, 365 days a year. We also employ two Emergency Medical Services Instructor/Coordinators who deliver on-site training to ensure our staff is trained to the highest standards available.

Nationally, we saw an increase in substance abuse, and in Jackson we experienced many of the same increases in our community as well, specifically with regard to heroin. We responded to an overdose related incident nearly every two days, which resulted in a 25% increase in the use of naloxone (Narcan) which is used to reverse the effects of opiate based substances.

We continue to plan for new equipment and cutting edge training to keep up with the ever changing demands of the profession and the expectations of the community we serve.

Hazmat **TEAM** by Captain Jason Senft

Serving all of Jackson County, our Hazardous Materials Response Team (Hazmat) is currently made up of 24 members from within our fire department and surrounding fire departments in the county. The Hazmat Team responds to:

- | | |
|--------------------------------|-------------------|
| Fuel spills | Mercury spills |
| Carbon monoxide investigations | Ammonia leaks |
| Meth lab interventions | Natural gas leaks |
| Chlorine leaks | |

We participate with the Regional Emergency Management and Homeland Security Division Hazmat Response Team. Our region, Region 1, includes nine counties and the City of Lansing. Through this regional team, we receive specialized training and additional assets for major events which may overwhelm a smaller team.

In 2017, we equipped our rescue vehicle to tow our Hazmat trailer for response to incidents. This vehicle is better equipped and more reliable than what had been previously used. In a world of ever-changing technology, we must stay up-to-date to provide the safest response possible in a hazardous situation.





Rapid Entry **SYSTEM** by Fire Motor Driver Joe Smith Jr.

In accordance with the Jackson Fire Prevention Code, businesses with automatic fire alarm systems or property that is unusually difficult to access due to secured doors may be required to install a Jackson Fire Department approved key box to allow firefighters easy access in the case of an emergency. The Knox Box is the approved key box for the city of Jackson. These key boxes should contain:

- Keys to locked points of ingress both on the interior and exterior of the building
- Keys to locked mechanical equipment rooms
- Keys to locked electrical rooms
- Keys to elevator controls

The Knox Box is now available for residential use as well. These key boxes are installed at the entrance of a home to allow first responders immediate access in the case of an emergency.

Benefits for Property Owners

- Avoid delay during an emergency situation
- Quick access for first responders
- No need for forced entry
- Reduced property damage
- Ability to secure property easily following an emergency

Air Quality **MONITORING** by Fire Motor Driver Craig Reppert

Our department owns and maintains meters for air quality monitoring as a means of identifying hazardous or potentially fatal conditions in emergency response situations. Each fire apparatus and hazardous material unit is equipped with these meters. They measure levels of carbon monoxide, hydrogen cyanide, chlorine, oxygen, and flammable gases.

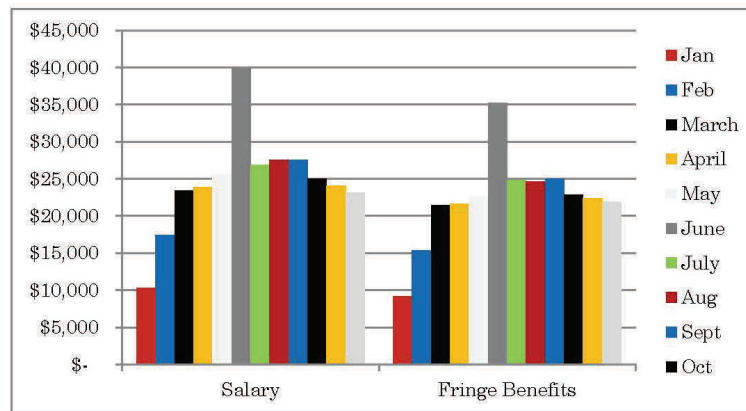
In 2017, we added calibration stations for our meters and on-demand regulators for the calibration gases. With these additions, we are no longer dependent on outside agencies for annual testing. We also have the ability for quick calibrations before and after incidents involving air monitoring. Each addition provides safer response for both our firefighters and the citizens we serve.

SAFER GRANT by Assistant Chief Chris Ermatinger

The Staffing for Adequate Fire and Emergency Response Grant (SAFER) was created to provide funding for fire departments as a means of helping them increase or maintain their staffing of fire personnel. SAFER enhances local fire departments' abilities to comply with national staffing and operational standards.

This grant provided for nine additional firefighters for the duration of two years. In late 2016 City Council approved the acceptance of the SAFER Grant, and

four firefighters were added to the department in the first week of January 2017. Over the next few months, five additional firefighters were added bringing our staffing total to twenty-six fire personnel. This is the second time the Jackson Fire Department has been the recipient of this grant. The addition of firefighters has afforded our department greater ability to stay safe while responding to emergencies within the city.



SAFER Grant Expenditures

Firefighter Right To KNOW by Captain Robert Walkowicz

The Firefighter Right to Know (FFRK) project is comprised of two mandates, one from the state of Michigan and one from the Environmental Protection Agency (EPA). It is an ongoing project throughout the year involving the collection of data in regards to hazardous material on site at local businesses.

The fire department surveys local businesses every five years, sending out the Bulletin 9 Survey which requires businesses to list all chemical types and

hazards located on their property. Approximately 700 surveys were sent to business owners in Jackson in 2017. The data received is then categorized into eight classes and defined by three different categories based on quantity. The information is then used to prioritize our efforts in pre-planning responses to locations and buildings that may have significant risk. The pre-planning process assists us in limiting any exposure to known threats during the response of the suppression crew in the case of an emergency.





Hydrant MAINTENANCE

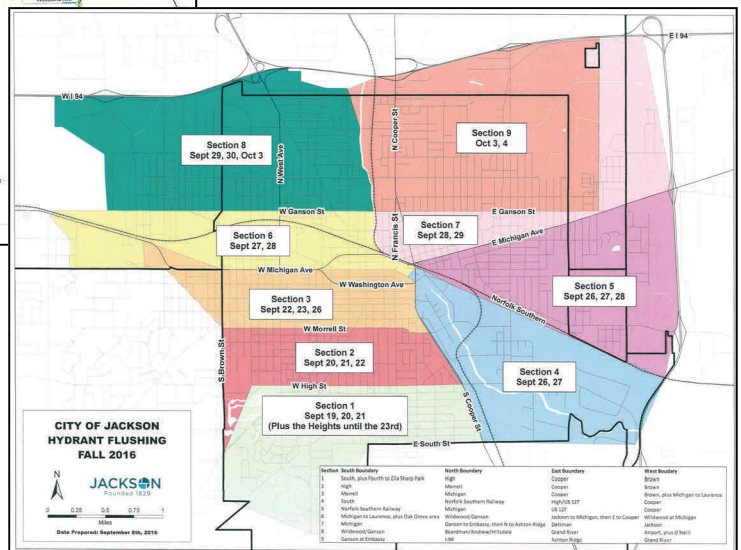
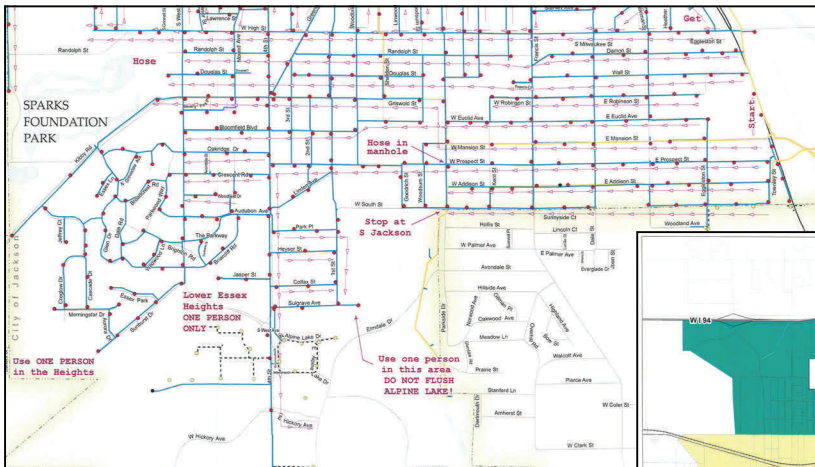
by Firefighter Dustin Hotchkin

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 this maintenance program is 450. A new mapping system was put in place in 2016 which reduced the number of man hours by 14%. With such positive results, we completed the program following the same plan for 2017 and again saw a reduction in man hours.

Each hydrant is examined by removing all the caps and lowering a hose into the barrel of the hydrant to verify that the water is draining properly, that there

are no leaky valves or plugged drains. Any hydrant that hasn't drained properly is marked and tested again. Before replacing the caps, all the threads are sprayed with a food grade lubricant. Then the hydrant is inspected for broken lugs, loose fittings, obvious damage, or anything else that would hinder accessibility or the use of the hydrant in an emergency situation.

As the firefighters are completing these inspections, they have the opportunity to become more familiar with the location of every hydrant in the city. This gives them the ability to visualize and pre-plan for emergency responses to each location.



TRAINING by Assistant Chief Chris Ermatinger

In any field, training is essential for success; in the field of public safety, it's not only essential – it's necessary. The safety of our firefighters and the citizens we serve rests on our ability to stay educated and qualified in best practice for fire and emergency rescue. At the Jackson Fire Department, our firefighters train in scenario based practical skills, classroom instruction, and online learning in a multitude of specialized fields.

All new firefighters must learn basic skills in fire suppression, forcible entry, life saving techniques, and search and rescue. In 2017, we acquired nine new firefighters through the SAFER Grant; we devoted many training hours to emphasize these basic firefighting skills to ensure these new firefighters were well trained, prepared members of our department.

As the majority of our calls for service relate to Emergency Medical Services, we prioritize EMS training in our department. We have two certified emergency medical instructors who provide our staff with state certified training in basic EMT and paramedic credits. Through both classroom lectures and scenario based learning, our team prepares for every possible emergency medical situation.

Together with the Summit Township Fire Department, we have an Urban Search and Rescue Team which trains on a monthly basis in performing simulated rescues for various potential disasters. This specialized training allows us to better prepare for response to a complex emergency situation. Our Hazmat Team is another one of our specialized teams. They prepare for incidents involving fuel spills, chemical leaks, and meth lab interventions.

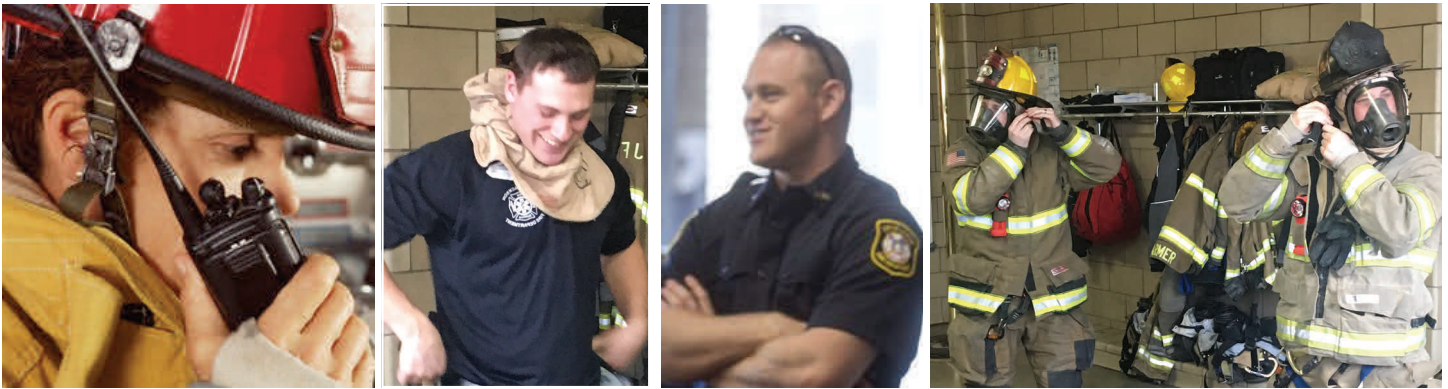
A key to staying current on new firefighting trends is continuing education within the field of study. In 2017, five of our firefighters completed the Michigan Fire Instructor I program; the purpose of this program is to develop great fire instructors who will in turn provide quality training to their departments.

In addition to our training, in 2017 we began using Target Solutions, an online training program which allows us to track, maintain, and manage all mandated training requirements from the state. Beyond tracking our training, the program also offers a large library of resources for continued online learning.

Public EDUCATION by Firefighter Steve Miller

Public education plays an important role in providing our community with excellent service. As we train citizens on the importance of fire safety, we may reduce the number of avoidable emergencies. Our main focus is centered on preschool through second grade classes, maximizing the opportunity to stress the importance of fire safety to a young audience. We utilize both school visits and tours of the fire station to teach fire prevention habits. Though the majority of our community education is geared toward a younger audience, in 2017 we also had the opportunity to help several local businesses train their employees on fire safety in a work environment. Through public education we have the chance to develop a stronger bond with the community we serve.





Radio MAINTENANCE by Firefighter Michael Stock

Updating and maintaining radios and pagers is a significant project for first responders; well-working communication technology is vital for quick response to crisis situations. Within the next year, Jackson County will be transitioning to a new radio system, the 800 MHz; 2017 has been a year of preparation for this transition in researching and selecting radios, pagers, and auxiliary equipment. It is anticipated that the new system will offer greater coverage throughout the county and provide communication with emergency personnel in other departments state-wide.

Radio Equipment

Item	Quantity
Portable radios	26
Pagers	30
Mobile radios	7
Spare radios	4
Base radio	1
Paging system	1

Plan IT by KayCe Parsons

A major change to the timekeeping and payroll system for the Jackson Fire Department was implemented in 2017. Previously, paper forms were created for each day, listing which employees were working, had taken paid time off, or were acting in a higher rank for all or a portion of the day. The information on those forms was then entered into the payroll system in order to ensure the staff of the Fire Department was paid correctly for the hours worked.

style” schedule, PlanIt Fire became a reality in April. The system allows for employees to request time off, submit for overtime, and track their acting pay and time trades. This allows the employees to know the status of their overtime, acting pay, and paid time off with just a few clicks of the mouse. PlanIt is a web-based system, and so it provides additional possibilities. PlanIt can be accessed on any device with internet capabilities.

In 2016, a system called PlanIt Police was implemented at the Police Department, and its success provided a good test run prior to implementing it for the Fire Department. After working to understand the intricacies of the pay system for employees who work a 56-hour week on a 9-day rotating “California-

This information also allows payroll information such as overtime and paid time off to be easily imported into the City’s payroll system, reducing data entry errors and reducing the time spent processing payroll.

Kitchen REMODEL by Fire Motor Driver Joe Smith Jr.

The Jackson Fire Department's main station was built in 1962. Due to natural wear and tear, the building has needed updates, renovations, and repairs throughout the years. One of the busiest rooms in a firehouse is the kitchen; since firefighters work 24-hours shifts, all their meals are prepared at the station. Roughly 20,000 meals have been prepared in our kitchen since the building was built, which has created a need for several updates.

We were chosen by our local Lowe's Home Improvement store to be the recipient of their Lowe's

Heroes project – a program that was started 10 years ago to motivate Lowe's employees to team together in volunteering their time and expertise to improve their community. Local vendors donated new cabinets, counter tops, appliances, paint, and even a new ceiling. A crew of Lowe's employees spent several days tearing out the old kitchen and replacing it with an upgraded version.

Watching the new kitchen being installed for us was a humbling experience. We are truly blessed to work in a community of giving and caring individuals.

Before



After



Annual Report 2017



Photography throughout courtesy of
Picture This...Jackson!,
Rod Sot Photography,
MLive, &
Jill Klimmer

THE CITY OF JACKSON POLICE & FIRE SERVICES