

Jackson Police & Fire Services



Year *in* Review

Table of Contents

Letter from the Director.....	3
2020 Police Roster	4
Organizational Chart.....	5
Patrol Operations	6
Calls for Service.....	6
Field Training Officer Program	6
Pursuit Data.....	7
Canine Unit.....	8
Use of Force.....	8
Community Involvement	9
Service Desk.....	10
Cadet Program.....	10
Reserve Program	10
2020 Police Reserve Roster	11
Honor Guard	11
Support Operations.....	12
Detective Bureau	12
Violent Crime Unit.....	13
Jackson Narcotics Enforcement Team.....	13
Crime Statistics.....	14
Special Response Team.....	15
Evidence Management	16
Records Management.....	16
Property Management	17
Internal Investigations	19
Awards	19
Budget.....	21
2020 Fire Roster.....	22
Organizational Chart.....	23
Letter from the Deputy Director	24
Calls for Service.....	24
Dealing with COVID-19.....	24
Emergency Medical Services	25
Air Quality Monitoring.....	26
Training	26
Rapid Entry Systems.....	27
Hazardous Materials Response Team.....	28
Radio System	28
Hydrant Maintenance.....	28
Extinguisher Training & Maintenance	29
Public Education.....	29
Budget.....	30

Letter from the Director

We support a proactive approach to maintaining the safety of our community.

As first responders, the vast majority of what we do involves community interaction. At the Jackson Police Department, we support a proactive approach to maintaining the safety of our community, and so much of that concept was challenged as the world faced the coronavirus pandemic. We saw major upheaval in many of our procedures and had to pivot quickly to new methods and approaches in our responses. Even through the obstacles of shrinking budgets, reduced staffing, social distancing, and heightened safety precautions, the men and women of our department continued to show their professionalism and commitment to excellence in serving the citizens of Jackson.

With national unrest throughout the summer months toward law enforcement, we saw a great opportunity to increase transparency with the community and bolster our efforts in use of force training for our officers. As the focus of our in-service training, we reviewed our use of force policy changes, studied defensive tactics, de-escalation, and role-playing scenarios. Additionally, we sent two officers to an in-depth de-escalation “train-the-trainer” course in an effort to provide supplemental training in de-escalation methods for charged situations.

In the fall, we implemented a new program to better serve our citizens who have difficulty communicating. Parents and caregivers of those living with Autism, Alzheimer’s, Dementia, Down syndrome, or another

developmental disability have access to our Take Me Home

program. It is a secure database of essential descriptive information and a current photo of the individual enrolled. Law enforcement personnel can quickly access this information in the event an individual is lost and needs to be taken home.

At the end of the year, we began conversations with the Aware Shelter to pilot a new program in integrating Sexual Assault Advocates into our responses to sexual assault crimes; this will facilitate an added level of support not previously available for sexual assault victims in our community. The new protocol is expected to begin the first quarter of 2021.

The pandemic and general encouragement for social distancing impacted our overall calls for service with a decrease of nearly 14% from the previous year. However, even in the midst of a year unrivaled in its anxiety, our officers continued to deliver outstanding service to our community giving our citizens a sense of stability at a time of unparalleled unpredictability.



2020 Police Roster

Mary Adams, Community Service Specialist
Jason Allison, Officer
Kellsie-Ann Baker, Officer
Brian Bean, Officer
Adam Brooker, Officer
Steven Brooks, Officer
Richard Burkart, Sergeant
Brandi Davis, Officer
Jonathan Debczak, Officer
Chad Edwards, Coordinator
Bradley Elston, Officer
Jonathan Farnsworth, Officer
Kelly Fletcher, Coordinator
Andrew Fugate, Officer
Michael Galbreath, K9 Officer
Jason Ganzhorn, Sergeant
Sergio Garcia, Lieutenant
Scott Goings, Officer
Aaron Grove, Detective
Timothy Hibbard, Sergeant
Elmer Hitt, Director of Police & Fire Services
Warren Johnson, Officer
Aaron Justice, Officer
Michael Klimmer, Officer
Michael Kruso, Officer
Rachel Kuhn, Officer
John Lillie, Sergeant
Trent Marcum, Officer
Michael McCord, Officer
Ralph Morgan, Officer
Joshua Morse, Officer
Andrew Mosier, Officer
Tyler Panther, Officer
KayCe Parsons, Records Management Supervisor
Peter Postma, Sergeant
Luis Reynaga, Officer
Holly Rose, Sergeant
Patrick Rose, Officer
Autumn Schram, Officer
Dean Schuette, Court Services Liaison
Julie Sherman, Administrative Secretary
Marc Smith, Officer
David Stallworth, Officer
Wesley Stanton, Sergeant
Kaytlin Steverson, Community Service Specialist
Garrett Strotheide, Officer
Justin Thoresen, Officer
Thomas Tinklepaugh, Detective
Adam Williams, Lieutenant
Toni Wilson, Community Service Specialist

Promotions

Richard Burkart, Sergeant – Promoted May 16, 2020
Tyler Panther, Officer – Promoted December 10, 2020

New Hires

Tawny McSweeney – Hired January 6, 2020
Dean Schuette – Hired January 13, 2020
Jason Allison – Hired February 18, 2020
Joshua Morse – Hired June 29, 2020
Jonathan Farnsworth – Hired September 21, 2020

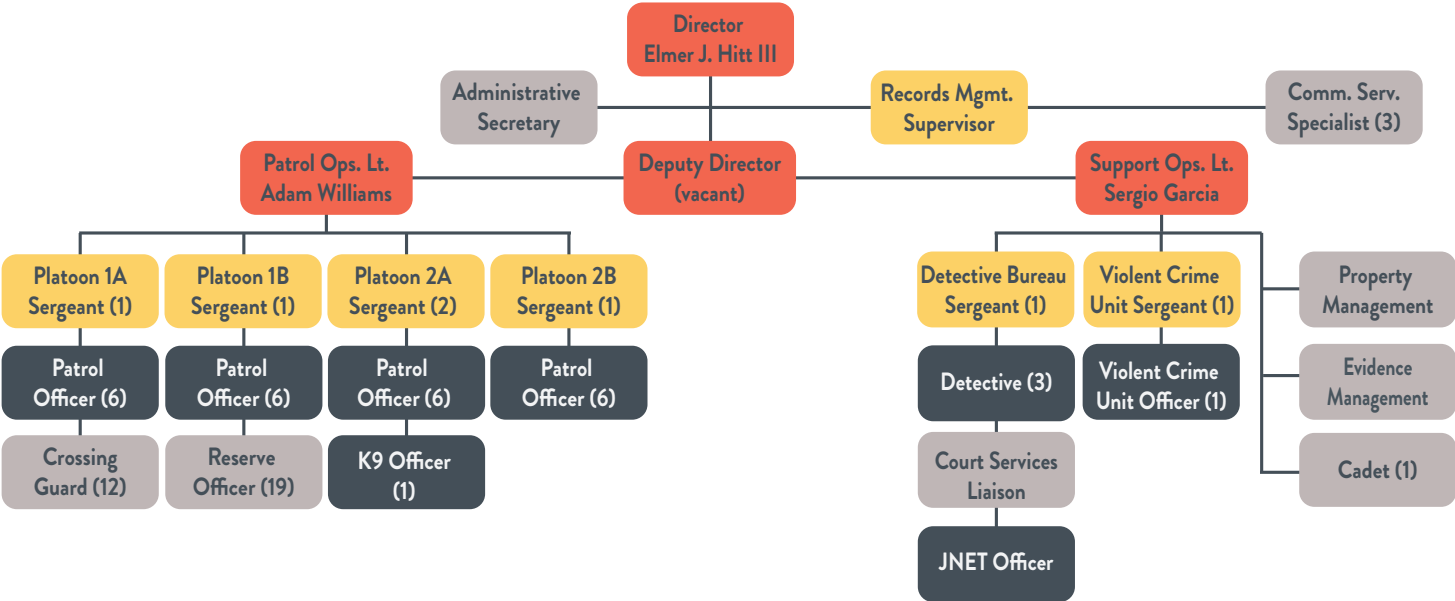
Retirements

Jennifer Flick – Retired May 19, 2020
Cary Kingston – Retired September 17, 2020
Cheryl Gilmore – Retired October 30, 2020
Craig Edmondson – Retired December 2, 2020



Officer Jonathan Debczak at Retirement Ceremony

Organizational Chart



Patrol Operations

The uniformed patrol division's primary responsibilities include responding to calls for service, deterring crime, and enforcing traffic laws. In addition, patrol officers are expected to participate in community meetings and events in order to build partnerships with our stakeholders. In 2020 our patrol officers handled 31,138 calls for service, which is significantly less than our usual calls for service totals; with the majority of the year spent in social distancing and executive orders to stay home, it's understandable that we would have somewhat lower incident numbers.

There is no simple way to sum up 2020 – tumultuous, terrifying, wearisome, resilient, heroic, and hopeful – just a few words that come to mind. The Coronavirus pandemic had a huge impact on our daily lives as we distanced ourselves from our friends, family, and community in an effort to comply with safety regulations. We witnessed as protests against police brutality and racial injustice spread throughout the country following the deaths of Breonna Taylor and George Floyd. We also experienced a historically polarizing presidential election.

In spite of all of these events, the patrol officers of the Jackson Police Department continued to provide excellent service to our community. Additional training, along with new policies and procedures, helped to guide the officers during these difficult times. Our officers embraced the changes and remained devoted to the citizens of this community by performing at the highest standard of service.



Patrol Shift 1A

Calls for Service



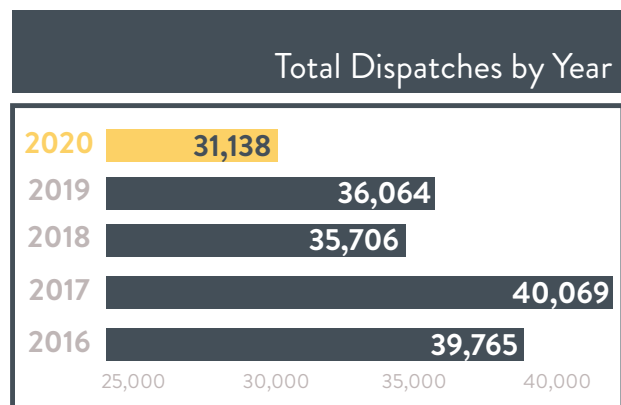
958
Accidents



1,695
Arrests



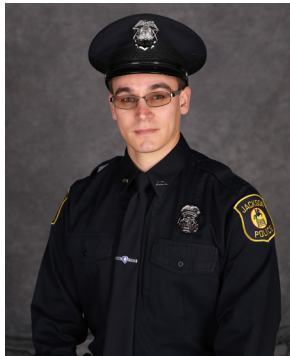
2,415
Tickets



Field Training Officer Program

At the Jackson Police Department, all new police recruits must complete a fourteen-week field training program before moving to solo patrol. The training program is broken down into four phases, and the recruit is paired with a different veteran officer, called a Field Training Officer (FTO), for each phase. The recruit is evaluated on training tasks that a patrol officer would typically encounter – traffic stops, response to domestic disputes, police report writing, evidence collection, and testifying in court, to name a few. As the recruit progresses through each training phase, more responsibility is placed on the recruit. By the time the recruit reaches the final phase, called “Shadow Phase”, the FTO will be dressed as a

civilian, and the recruit will be expected to handle the workload as though he or she were patrolling alone, with the FTO only intervening if necessary.



Officer Jason Allison



Officer Jonathan Farnsworth



Officer Joshua Morse



Officer Tyler Panther

The hardships of COVID-19 and the necessity of social distancing greatly impacted our FTO program. As restaurants and businesses shut down and more people worked from home, our new recruits had fewer encounters with the public and less exposure to large group interactions. Both vehicular and pedestrian traffic was limited while the citizens were adhering to the Governor's orders to stay home. Even while faced with the added challenges brought on by the pandemic, we were able to begin training four officers in our Field Training Program in 2020;

though we had to shift some of our approaches, we still placed a high importance on mentoring and cultivating our new recruits, both for their safety and the community they serve.

Pursuit Data

In **2020**, JPD officers initiated

33 vehicle pursuits

64% of pursuits started with a **TRAFFIC VIOLATION**

61% of pursuits took place **AFTER DUSK**

1/4 of known drivers were **UNDER THE INFLUENCE**

Nearly **ALL** known drivers were **MALE**

71% of known drivers **DID NOT** have a valid license

00:00 **2:49** is the average **TIME** pursuits lasted in mins:secs

1.9 miles is the average **DISTANCE** traveled

1 in **5** pursuits were **TERMINATED** by the officer or supervisor

Canine Unit

The Jackson Police Department has a long-standing Canine Unit that dates back to 1995. The program is currently staffed by Officer Michael Galbreath and his K9 partner, Gleeson, a six-year-old German shepherd who was imported from Hungary; together, they have been serving Jackson as a team for four years. Officer Galbreath and K9 Gleeson are certified bi-annually through the North American Professional Canine Handler Association as a dual purpose K9 team, meaning that the team can both detect narcotics and locate and apprehend suspects. Officer Galbreath and K9 Gleeson continue to train on a daily basis in order to better serve the community and hone their skills as a unit.



Officer Michael Galbreath and K9 Gleeson

In 2020, the team was assigned to the night shift and was utilized in detecting illegal narcotics, tracking felony suspects, recovering evidence, searching buildings, and finding lost property. Not only did Officer Galbreath and K9 Gleeson provide support for our patrol division but also assisted other local agencies in need of K9 support. Generally our Canine Unit also offers demonstrations and educational presentations at community events; however, the challenges of social distancing due to the COVID-19 pandemic hindered our team from being able to

participate in these types of community interactions.



Officer Michael Galbreath and K9 Gleeson in Training

Use of Force

In 2020 the Jackson Police Department made 1,695 arrests; during those arrests force was applied 45 times, meaning that only 2.7% of the total arrests made involved the use of force.

Type of Force	Q1	Q2	Q3	Q4
Chemical Agent	6	3	5	4
ECD (Taser)	1	2	0	1
Ground Defense	11	6	7	7
PPCT	8	5	6	6
Threatened Deadly Force	3	7	2	4

*Multiple types of force may have been needed in a single incident

Subject Influenced	Q1	Q2	Q3	Q4
Alcohol	4	5	7	8
Drugs	1	3	1	2
Mental Health	3	4	3	2
Outcome	Q1	Q2	Q3	Q4
Arrest	12	11	11	11
Officer Injured	0	2	0	0
Subject Injured	4	4	2	4

year supporting cancer research through No Shave November; throughout that month, many of our officers were sporting beards and mustaches. As an added incentive, Director Hitt agreed to complete the “Paqui One Chip Challenge” if we raised more money than we had the previous year; the team who raised the most money enjoyed watching the Director eat a chip dusted with the world’s hottest Carolina Reaper peppers. In December, we adopted a family through the Angle Tree Christmas Project and purchased gifts for six children, helping to make their holiday season a little brighter. Throughout the year, our officers organized numerous birthday parades for both elderly and young children alike.

Community Involvement

In so many ways, last year challenged the way we do everything, including the way we involve ourselves in the lives of others. At the Jackson Police Department, we value utilizing our position to connect with our community in a positive way. Each year there are special events we look forward to – March Reading Month, National Night Out, Shop with a Cop, etc. – opportunities to come together.



Officer Jonathan Debczak at Parkside Middle School

Though most of our community’s special events could not take place, we found other ways of giving back during these challenging times. When officers found out that there were several confirmed cases of coronavirus at the John George Home, we raised enough money to purchase food and drinks for the men who live there, letting them know they haven’t been forgotten. This was also our second



Officers Michael Kruso and Michael McCord at the Polar Plunge

Frequently our officers help in ways that never end up in the news, posted on social media, or seen by the public – by giving someone a ride, pushing a stranded motorist out of traffic, buying a meal for someone who is down on their luck, playing a game of basketball with children, or handing out sidewalk chalk and bubbles. Though the pandemic has made normal routines feel like a thing of the past, our officers will continue to not only protect and serve our community but also lend a hand to those in need.

Service Desk

The Service Desk is sort of a hub for us as many other areas of our department intersect with the work done here. Our Community Service Specialists juggle a myriad of tasks: answering the phones, entering calls for service, managing the Law Enforcement Information Network (LEIN), registering sex offenders, running files for officers, and sending warrant requests to the Prosecutor. Our staffing and hours of operation were reduced due to the financial concerns brought about by COVID-19, leaving only two civilian employees to keep the Service Desk operational during our truncated business hours. At the end of the year, Cheryl Gilmore retired after fifteen years of service with the Jackson Police Department. We appreciate her dedication and years of commitment as a Community Service Specialist.

Cadet Program

The Cadet Program gives opportunities to young men and women who are interested in law enforcement as a career. Through the program, the cadet gains experience in this field while working as a civilian employee. The cadet supports officers through handling minor calls for service, taking non-criminal reports, performing administrative tasks, representing our department at community events, and responding to auto accidents; as the cadet

focuses on these minor calls for service, the officers are able to concentrate on the more serious incidents that require the expertise of a sworn officer.

While gaining experience and on-the-job-training, the cadet also must complete an associate degree in preparation to become a police officer. The cadet may spend up to three years in our program before being sponsored to attend the police academy. Upon graduation from the academy, the cadet is promoted to officer within our department as vacancies allow. Within the last four years since reviving our Cadet Program, we have seen four cadets successfully complete their cadet training and become a Jackson City Police Officer.

Just as COVID-19 altered everyone's view of a "normal day at work", so it impacted our Cadet Program. We limited face-to face interactions with the community and attempted to provide service and support over the phone as much as possible. We also utilized a cadet to assist at the community testing sites. In addition to added safety precautions, we had to lay-off all but one cadet due to budget constraints. Regardless of the added challenges, we believe our Cadet Program plays an important role in serving our community and supporting our law enforcement officers.

Reserve Program

Our reserve officers serve our department and community as civilian volunteers and work in many different capacities throughout the department – partnering with sworn officers, assisting at special events, and maintaining traffic control at parades and other community activities. For the last eighteen years our Reserve Program has been operating under the leadership of Sergeant Jennifer Flick. With Sergeant Flick's retirement in early spring, Sergeant Holly Rose has taken over the leadership of this program as the new coordinator.

Along with a change in leadership, our reserve officers also had a change in routine due to the necessity of social distancing brought about by COVID-19; though our reserve officers were able



Cadet Tyler Panther

to continue their regular training and firearms qualifications, they were not able to ride along to support our sworn officers as they have in the past. The challenges of the pandemic also impacted our joint Reserve Academy with the Jackson County Office of the Sheriff. We started our seventeen-week course in February but had to put it on hold in March; thankfully, we were able to resume the training in September with the necessary precautions in place. Though this was our longest Reserve Academy to date, we were proud to graduate five new reserve officers in early December. Garrett Dolly, Gavin Fowler, Kolton Grace, Kevin Marshall, and Eric Siders all joined our ranks in 2020 despite the pandemic.

Basic Interviewing		Firearms
Mental Illness		Patrol Tactics
CPR/First Aid		PPCT
Criminal Law		Practical Scenarios
Deadly Force		Traffic Stops
Elements of a Crime		Use of Force

2020 Police Reserve Roster

James Acker, Reserve Captain
 Brian Burger, Reserve Officer
 Kenneth Carpenter, Reserve Officer
 Kayla Dean, Reserve Officer
 Timothy Dean, Reserve Sergeant
 Garrett Dolly, Reserve Officer
 Gavin Fowler, Reserve Officer
 Adam Garcia, Reserve Sergeant
 Kolton Grace, Reserve Officer
 Nolan Herendeen, Reserve Officer
 Ryan Keplinger, Reserve Officer
 Al Lindquist, Reserve Sergeant
 Scott Marlett, Reserve Officer
 Kevin Marshall, Reserve Officer
 Morgan McClure, Reserve Officer
 Christopher Mizner, Reserve Officer
 Nikie Oechsle, Reserve Officer
 Jacob Patterson, Reserve Officer
 Ryan Reitz, Reserve Officer

Eric Siders, Reserve Officer
 Ronald Spees, Reserve Lieutenant
 Corey Trahan, Reserve Officer
 Frank VanGoethem, Reserve Officer
 Andrew Walker, Reserve Officer
 Kevin Webb, Reserve Officer

Honor Guard

The Jackson Police Honor Guard is a unit that prides itself on professionalism, integrity, duty, and honor. Our team is comprised of ten members ranging from shift supervisors, to detectives, officers with special assignments, and officers on road patrol. The primary function of this unit is to provide honors at services for fallen officers.

Though we spend hours each month training and preparing as a team to serve at funeral services, we also hope to not have to use our training. However, in July, Trooper Caleb Starr of the Michigan State Police was killed by a drunk driver while on duty. We represented our department and paid tribute to his dedication and service at the funeral. We also stood guard and paid respect to retired Officer Robert Howe, who retired from our department in 1989 and had been one of the original members of our Honor Guard. According to his wife, Robert served both the Jackson Police Department and the Jackson Police Honor Guard with great pride.



Honor Guard Training for Funeral Ceremony

Each year our Honor Guard, along with those from other Jackson County law enforcement agencies, recognizes fallen officers at our Annual Police Memorial. Though the pandemic made it difficult to continue our tradition of hosting a large service with multiple agencies, we were still able to broadcast the Memorial virtually and thus stay within health safety guidelines while paying respect to those who have paid with their lives.

In 2020, two of our team members retired after more than 25 years of service to our community. Sergeant Jennifer Flick served as a member on our Honor Guard since 1995 and led our team for the last three years. Officer Craig Edmondson joined our team in 2011. We appreciate their years of dedication and service and the example they have left for others to follow.



Officer Rose and Sergeant Flick Folding Flag

Support Operations

The Support Operations Division is comprised of several units within our department, to include the Detective Bureau, Jackson Narcotics Enforcement Team, the Service Desk, Property Management, Evidence Management, Court Services Liaison, and the Violent Crime Unit. Although many of these sections go unseen by the general public, these

employees are committed to providing professional, efficient service to the community, working hand in hand with the Patrol Division to guarantee our citizens receive the best service possible.

While the Support Operations is a smaller unit compared to its patrol counterpart, this group of dedicated professionals is responsible for follow-up, drug investigation, citizen assistance, evidence and warrant processing, in-depth investigations, and training. These are all vital functions to ensure the Jackson Police Department operates smoothly, which in turn ensures our citizens receive the best service possible.

Detective Bureau

The Detective Bureau oversees the investigation of felonies and serious crimes, which include: fraud, homicide, rape, robbery, violent assault, and physical or sexual abuse involving children. The bureau is generally staffed with a sergeant, four detectives, and a court services liaison, but due to changes in staffing, there were only three detectives for the majority of the year. Following his promotion to sergeant, Detective Richard Burkart left the bureau in the spring to work patrol, and Officer Michael Klimmer joined our ranks in the fall as an acting detective to help juggle the case load. There was also a change in leadership as Sergeant Holly Rose was assigned to oversee the bureau.

Just as nearly everything else was impacted by COVID-19 in 2020, so the way we conducted business was altered as well; traffic court and preliminary hearings were no longer taking place in person but instead through virtual meetings online. Along with the pressures of the pandemic, there was also an increase in gun-related crimes, which added to our detectives' caseload. In spite of these challenges, we investigated 190 cases throughout the course of the year and conducted investigations into six homicides; in three of these cases, suspects were charged and are awaiting trial.

Violent Crime Unit

The Violent Crime Unit (VCU) is a multi-jurisdictional task force with team members from our department as well as, the Jackson County Office of the Sheriff, Michigan State Police, and Blackman-Leoni Township Department of Public Safety. Our team's primary focus is combatting violent crime throughout the county by concentrating our efforts on weapon offenses, gangs, fugitives, narcotics, and known violent persons. The team utilizes both uniformed and plain clothing officers to conduct proactive patrols in an effort to deter violent crime. The VCU was extremely successful in 2020 with the recovery of sixty-five illegal firearms (including three fully automatic weapons), 190 felony arrests, and the seizure of over \$15,000 from criminal proceeds and over 300 grams of illegal narcotics.

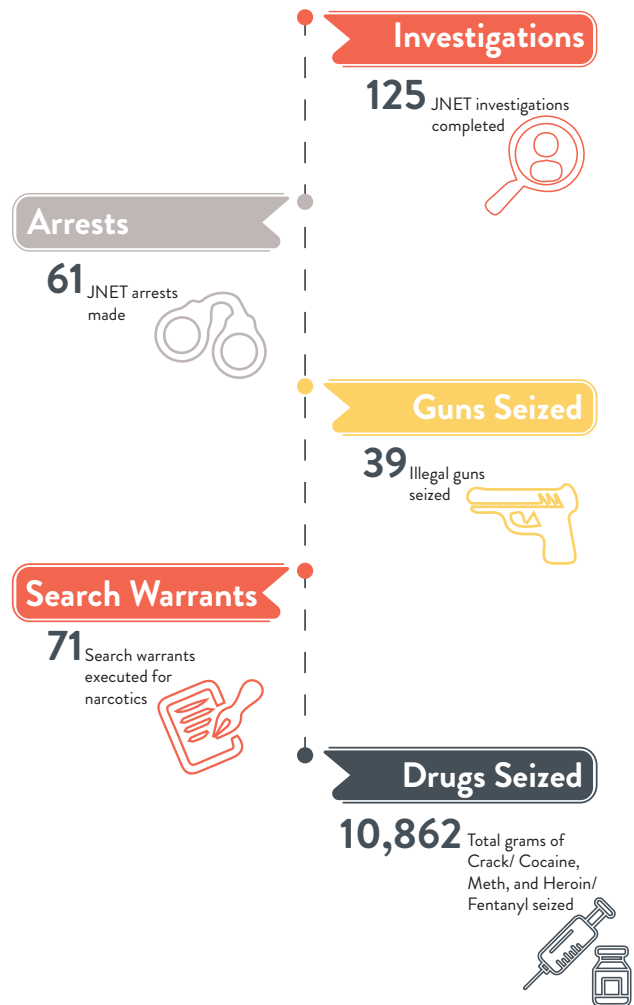


Officer Elston Training at the Range

Jackson Narcotics Enforcement Team

The Jackson Narcotics Enforcement Team (JNET) is a multi-jurisdictional task force, consisting of both local and federal law enforcement agencies. JNET's mission is to target middle and upper-level drug traffickers

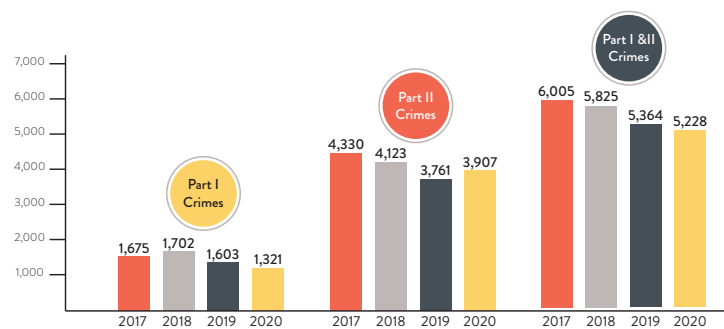
within Jackson County. Along with targeting crimes related to narcotics, JNET also assists with violent crime investigations.



Throughout the year, we conducted over 100 investigations connecting illegal drugs to criminal activities in our county and worked in conjunction with the Drug Enforcement Administration (DEA). In one case, we received a tip of a known drug-trafficker traveling eastbound on I-94 through Jackson County. Our team located the vehicle, established surveillance, and conducted a traffic stop. While searching the vehicle over seventeen pounds of methamphetamine were located in a spare tire. This is just one example of how our specialized team mitigates drug trafficking in our community.

Crime Statistics

Incident Type	2017		2018		2019		2020
		Inc/Dec		Inc/Dec		Inc/Dec	
Homicide	6	0%	6	-33%	4	50%	6
Criminal Sexual Conduct	25	-8%	23	0%	23	65%	38
Robbery	53	-21%	42	-12%	37	-11%	33
Aggravated Assault	213	0%	212	-2%	208	10%	228
Burglary	220	-11%	196	5%	205	-11%	183
Larceny	1042	2%	1065	-6%	1000	-28%	719
Auto Theft	99	30%	129	-16%	109	-3%	106
Arson	17	71%	29	-41%	17	-53%	8
Non-Aggravated Assault	942	-3%	910	-11%	808	0%	811
Forgery & Counterfeiting	34	21%	41	107%	85	-73%	23
Fraudulent Activities	180	1%	181	27%	229	-31%	158
Embezzlement	10	60%	16	-44%	9	56%	14
Stolen Property	6	333%	26	-4%	25	4%	26
Vandalism	582	-5%	550	-11%	487	0%	489
Weapons	95	68%	160	-14%	138	75%	241
Prostitution & Com Vice	3	-67%	1	0%	1	undef.	0
Sex Offenses	78	22%	95	-23%	73	-15%	62
Narcotics & Drugs	265	-13%	230	-35%	150	15%	173
Family & Children	109	-10%	98	8%	106	-30%	74
OUIL, DUID	218	-16%	184	-10%	165	1%	166
Liquor Laws	104	-43%	59	-7%	55	18%	65
Disorderly Conduct	101	-33%	68	19%	81	15%	93
All Other	1603	-6%	1504	-10%	1349	12%	1512



Special Response Team

The Jackson Special Response Team (SRT) is one example of collaboration between local agencies. It was formed in the early 1990's between the Jackson Police Department (JPD) and the Jackson County Office of the Sheriff (JSO); in 2018, Blackman-Leoni Department of Public Safety (BTPS) joined the team. The goal of the SRT is to bring special threat situations to a peaceful resolution with the protection of life as the primary concern. There were eight incidents in 2020 in which the assistance of the SRT was required; all incidents were brought to a non-violent conclusion with no injuries to law enforcement personnel or the citizens involved.



Detective Freeman, Lieutenant Garcia, and Deputy Sawyer

The team is currently made up of fifteen operators – six from JPD, seven from JSO, and two from BTPS. All three departments also have negotiators who train annually with the team, and K9 units also prepare with the SRT in the event their assistance is needed during activations. Team members are selected through an extensive process consisting of both physical and psychological testing, firearm proficiency, tactical scenarios, and oral interviews. New team members are required to successfully complete an approved Special Weapons and Tactics (SWAT) School, which provides each new member with the basic skills and training necessary to serve as a tactical operator.

Individual team members may also be selected to attend specialized trainings in Advanced SWAT or

Sniper School. Consistent training is essential for the success and safety of our team; we maintain scheduled monthly training all throughout the year. Three new members were added to our team this year – one from each department (Officer Brian Bean, Deputy Darren Shackelford, and Public Safety Officer Tyler Fryt.



SRT Training

Along with the addition of new members, we also saw our team Commander step down this year; after sixteen years on the team, Lieutenant Sergio Garcia resigned his position on the SRT. He joined the team in 2004 and attended the Western Wayne SWAT School in August of that same year. During his time as an operator, Garcia attended specialized trainings in weapons and hostage rescue where he learned invaluable skills that he used to train other members of our team. He was the entry team leader for several years and ultimately became the team Commander. Lieutenant Garcia's experience and leadership will truly be missed.



Negotiators Lieutenant Williams and Detective Tinklepaugh

Evidence Management

All the property taken by both our department and the Jackson County Office of the Sheriff is stored and maintained through our Evidence Management Unit, which is currently operated by one civilian employee. She coordinates the chain of custody for all evidence, including: found items, recovered stolen property, objects held for safekeeping, and any item taken as evidence in a case. The Evidence Management Coordinator works closely with our city attorney and county prosecutor to ensure they have everything necessary to proceed with a case – photos, video footage, or other items of evidence. She makes every effort to verify that all property is held and maintained at the highest standard until prosecution is complete. Our Evidence Management Unit is also responsible for transporting property to the Michigan State Police Crime Lab when additional analysis is required.



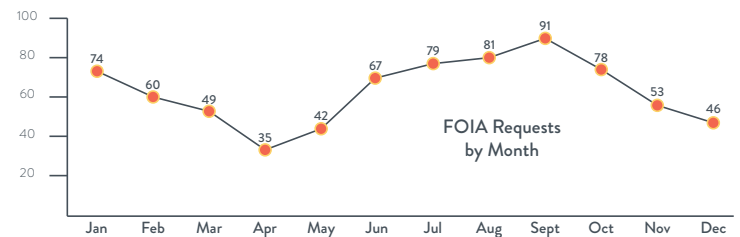
Sergeant Holly Rose Processing Evidence

Like many other departments within the city, we also had to reduce staffing due to budget constraints brought on by the pandemic. We eliminated our part-time assistant role within the Evidence Management Unit, which caused the workload to feel overwhelming at times since there was no reduction in the amount of evidence collected. Nearly 8,000 pieces of property were logged in 2020, and almost 5,000 were destroyed. Due to COVID-19, we were also unable to hold our annual auction, which assists

us in disposing of unclaimed property. However, we were able to donate more than one hundred bikes to the Jackson Fitness Council, a non-profit group that promotes fitness and health within our county.

Records Management

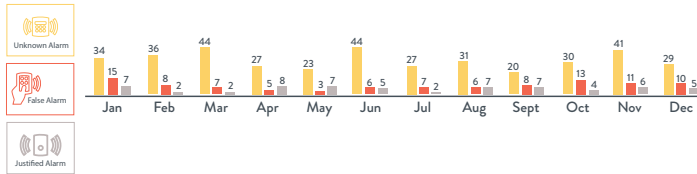
Records Management is tasked with the responsibility of maintaining all the records associated with the Jackson Police Department. Two civilian employees handle the workflow of providing crash reports, completing background checks, sending prosecution requests, supplying reports to various law enforcement partners and other government agencies, and responding to Freedom of Information Act (FOIA) requests. FOIA is a federal law that requires the disclosure of information and documents by government agencies; it is intended to make government agencies' functions more transparent to the citizens they serve. The Act outlines mandatory disclosure procedures, delineates records subject to disclosure, and defines exemptions to the statute. Processing our FOIA response is a large portion of Records Management; within the last year, we filled 755 FOIA requests.



Along with maintaining our Records Management System and case files, this unit also provides fingerprinting services both through LiveScan and ink prints. People who are changing their name, having their record expunged, purchasing a firearm suppressor, or applying for employment with a school or criminal justice agency are required to be fingerprinted.

Another task of Records Management is tracking police response for false or unknown alarms at

businesses and private residences. There are associated fees for both types of alarms.



Our Records Management personnel keep our police reports and documents organized and easily accessible, which improves our department’s functionality – an important component in keeping our community safe. We take pride in fulfilling all records requests as promptly and professionally as possible.

Property Management

Property Management handles a wide variety of tasks and works on many projects throughout the police facility. Repair operations often fluctuate from day to day, but most tasks center on the maintenance of our building, vehicles, or equipment. One of the

main functions of Property Management is to provide our officers with essential gear – patrol uniforms, firearms, and body armor. Other duties include inventory and the purchase of supplies – anything from cleaning products to patrol vehicles. Services can vary from making sure the patrol fleet is fully operational, to keeping in-car components (such as radios, sirens, and video systems) in proper working order. Daily tasks can be as simple as replacing a set of windshield wipers, to more complex tasks such as compiling accurate figures for the annual maintenance budget. Simply put, it is Property Management’s responsibility to prioritize a variety of repairs and make sure employees have access to safe, reliable equipment.

When we look back at 2020, it will always be viewed as a challenging year. The onset of COVID-19 created budget shortfalls that deeply affected all city departments. In April of 2020, the police custodian was laid off due to funding issues created by the pandemic. As a result, janitorial responsibilities were divided between Property Management and a contracted cleaning service. Property Management began cleaning all counter tops, handrails, door handles, and common-use areas on a daily basis. A mechanical fogger was purchased



Paying Respect to Officer James Bonneau on 10th Anniversary of his Death

to apply disinfectant to the locker rooms, restrooms, breakrooms, processing areas, conference rooms, and vehicle interiors. The sprayer provided a viable solution to quickly disinfect common-touch surfaces throughout the building and fleet. The cleaning process has been essential to the safety of our employees and has proven to be the most demanding and important task of the year.

2020 also presented challenges to ongoing projects and building maintenance services. Many large scale projects that were scheduled for completion were delayed due to budget restrictions. A small handful of projects did move forward, but most were completed prior to March of 2020. The water circulating pump for the boiler was replaced, and a large section of roofing near the radio room hallway was repaired. Exterior lighting was updated on the south west section of the building, and security cameras were added to provide surveillance around the perimeter of the facility. The breakroom was outfitted with new tables and chairs, and new desktops were purchased for the radio room. A new in-line heater was installed in the ductwork of the indoor range, and repairs were made to the bullet containment structure at the outdoor range.

Four new Ford Police Utility vehicles were delivered in July of 2020. The vehicles are equipped with a

hybrid electric engine, designed to reduce fuel consumption and lower carbon emissions. Ford estimates fuel savings of 40% compared to previous models. The new vehicles transition seamlessly between electric and gasoline at lower traffic speeds and shut down the engine entirely while idling. This allows the vehicle to operate on battery power during traffic stops and further reduce fuel consumption. The vehicle is also outfitted with safety features, such as collision assist and a perimeter alarm. Collision assist will automatically engage braking systems when the threat of a forward collision is detected. The perimeter alarm system is activated while the vehicle is stopped and the transmission is placed in park. It is designed to recognize movement at the rear, sides, and blind spots of the vehicle. If activity or motion is detected, the rear camera will turn on, an audible tone will sound, and a display next to the speedometer will activate to pinpoint the location of the movement. As an additional precaution, the system will automatically lock the doors and roll up the windows if movement continues. The technology is designed to provide extra time for an officer to notice and react to someone approaching the vehicle; it has the potential to save the officer's life during a critical situation, or simply inform him or her of someone's presence if they are focused on other tasks.



Officer Warren Johnson

Internal Investigations

Every complaint received by the Jackson Police Department is thoroughly investigated. In following through on each complaint, we have greater transparency and accountability with our community and an opportunity to improve our ability to serve Jackson.

Major Internal Investigations				
Total Complaints	1			
Total Allegations	1			
Verdict	Exonerated	Unfounded	Sustained	Not Sustained
	1	0	0	1
Resulted in Discipline	0			
Citizen Initiated	1			

Minor Internal Investigations				
Total Complaints	3			
Total Allegations	5			
Verdict	Exonerated	Unfounded	Sustained	Not Sustained
	0	3	0	0
Resulted in Discipline	0			
Citizen Initiated	3			

Administrative Reviews				
Total Complaints	12			
Total Allegations	13			
Verdict	Exonerated	Unfounded	Sustained	Not Sustained
	0	0	10	2
Resulted in Discipline	8			
Citizen Initiated	0			

Awards

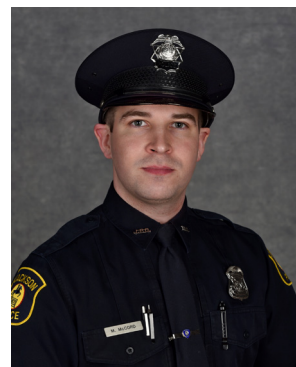
Every year, the Jackson Police Department recognizes exemplary performance in its employees, citizens, and members of other organizations. We honor them for their diligent efforts throughout the year in going above and beyond the normal call of duty. Award nominations may be submitted by any Jackson Police Department employee, which encourages us to see the good in our co-workers and fellow Jackson citizens.

Civilian of the Year



Kaytlin Steverson

Officer of the Year



Officer Michael McCord

Merit Citations

Officer Brian Bean
Officer Brandi Davis
Officer Andrew Fugate
Officer Scott Goings
Officer Garrett Strotheide

Citizen Awards

Taylor Dodge
Scott Taylor

Team Awards

Mary Adams
Officer Brian Bean
Public Safety Officer Patrick Boulter
Officer Steven Brooks
Sergeant Richard Burkart (2)
Special Agent Michael Coleman
Trooper Jeff Duttlinger (2)
Deputy Mark Easter
Officer Bradley Elston (3)
Public Safety Officer Bryan French
Officer Michael Galbreath
K9 Gleeson
Detective Aaron Grove
Officer Warren Johnson
Officer Aaron Justice (2)
Officer Cary Kingston
Officer Rachel Kuhn
Officer Michael McCord
Public Safety Officer Jason Meyers
Officer Andrew Mosier
Public Safety Officer Alex Norris (2)
Officer James O'Donnell
Sergeant Peter Postma (3)
Officer Luis Reynaga
Special Agent Matt Rummel
Deputy Justin Sawyer (2)
Officer Autumn Schram (2)
Deputy Justin Shadis
Officer David Stallworth (2)
Sergeant Wesley Stanton (2)
Kaytlin Steverson
Officer Garrett Strotheide
Officer Justin Thoresen
Detective Thomas Tinklepaugh
Officer Ray Tor
Detective Lieutenant Derrick White
Toni Wilson
ATF Analyst Rudy Zuniga

Outstanding Service Awards

Officer Kellsie Baker
Officer Brian Bean (2)
Public Safety Officer Patrick Boulter
Officer Jonathan Debczak (2)
Officer Craig Edmondson
Chad Edwards
Officer Bradley Elston (3)
Sergeant Jason Ganzhorn
Lieutenant Sergio Garcia
Officer Scott Goings
Detective Aaron Grove
Officer Michael Kruso (2)
Officer Michael McCord
Officer Andrew Mosier
Officer James O'Donnell
Officer Luis Reynaga
Officer Patrick Rose
Deputy Justin Sawyer
Officer Marc Smith
Kaytlin Steverson
Officer Garrett Strotheide
Officer Justin Thoresen (2)
ATF Analyst Rudy Zuniga

Meritorious Service Award

Sergeant Richard Burkart
Trooper Jeff Duttlinger
Officer Bradley Elston
Public Safety Officer Alex Norris
Deputy Justin Sawyer
Officer Justin Thoresen

Budget

	FY 2019/2020 Expended	FY 2020/2021 Budget	
Personnel Services	Termination Pay	108,989	55,465
	Salaries & Wages	3,988,234	4,381,557
	Wages - Temporary	74,352	144,459
	Unemployment	370	486
	Employers FICA	100,408	117,149
	Overtime	141,115	302,057
	Pension - General	60,864	66,673
	Pension - Police/Fire 345	3,948,085	4,148,605
	Pension - MERS DC	54,855	55,712
	Retirement - Contractual	7,437	6,391
	Health Insurance	520,221	626,290
	Health - MERS HSA	76,846	81,650
	Workers Compensation	18,069	21,149
	Other Fringe Benefits	8,306	58,305
		9,108,151	10,065,948

	FY 2019/2020 Expended	FY 2020/2021 Budget	
Material & Supplies	Supplies	30,101	11,604
	Data Processing Supplies	4,449	4,898
	Ammunition	17,266	26,699
	Gasoline	60,841	76,668
	Uniform Allowance	28,950	44,320
	Miscellaneous Supplies	5,998	7,327
	Photography Supplies	10,903	9,758
	Laundry	769	858
	Medical Supplies	1,585	1,120
	Custodial Supplies	3,400	4,255
	Equipment Maintenance Supplies	22,994	18,485
	Publications	1,186	4,100
		188,441	210,092

	FY 2019/2020 Expended	FY 2020/2021 Budget	
Contractual & Other	Contractual Services	0	0
	Consultant Services	6,998	10,720
	Medical Services	11,261	11,506
	Special Investigations	2,260	2,650
	Telephone	38,505	39,108
	Auto Allowance	3,600	3,600
	Printing & Publishing	9,322	5,098
	Physical Agility Testing	27,800	37,000
	Residency Allowance	6,150	6,150
	Education & Training	30,884	110,383
	Travel	3,015	9,950
	Memberships & Dues	2,067	1,585
	Utilities	33,085	43,670
	Building Maintenance	26,558	31,264
	Equipment Maintenance	12,368	30,686
	Office Equipment Maintenance	14,147	12,576
	Vehicle Maintenance	60,764	59,370
	Software Maintenance	124,332	110,984
Insurance	132,334	141,597	
Insurance Deductible	0	10,000	
Building Rental/Lease	6,684	6,524	
Miscellaneous	497	3,556	
	552,629	687,977	

	FY 2019/2020 Expended	FY 2020/2021 Budget	
Capital Outlay	Building Additions	18,329	15,500
	Office Furniture	3,899	1,500
	Office Equipment	8,402	0
	Vehicles	87,665	144,158
	Machinery & Equipment	43,718	8,454
	Radio Equipment	18,854	8,800
	180,868	178,412	

2020 Fire Roster

Trevor Blankenship, Firefighter
Joseph Carpenter, Firefighter
William Drake, Firefighter
Christopher Ermatinger, Assistant Chief
Chad Everett, Lieutenant
Evan Glomski, Firefighter
Timothy Gonzales, Lieutenant
Joshua Gonzalez, Firefighter
Shane Green, Firefighter
Keagan Hall, Firefighter
Ryan Hendricks, Firefighter
Frank Huntley, Firefighter
Matthew Jabkiewicz, Firefighter
Richard Lutton, Firefighter
Daniel Peterson, Firefighter
Casey Pollins, Firefighter
Craig Reppert, Lieutenant
Jason Senft, Captain
Joel Skrypec, Lieutenant
Joe Smith, Lieutenant
Michael Stock, Firefighter
Robert Walkowicz, Captain
Annie Wallen, Firefighter
Tyler Whitehead, Firefighter
David Wooden, Deputy Director

New Hires

William Drake – Hired March 18, 2020
Joseph Carpenter – Hired November 2, 2020
Daniel Peterson – Hired November 2, 2020
Matthew Jabkiewicz – Hired November 14, 2020
Mark Konieczny – Hired November 14, 2020
Trevor Blankenship – Hired November 15, 2020
Keagan Hall – Hired November 16, 2020
Evan Glomski – Hired November 16, 2020
Casey Pollins – Hired November 29, 2020
Tyler Whitehead – Hired November 30, 2020

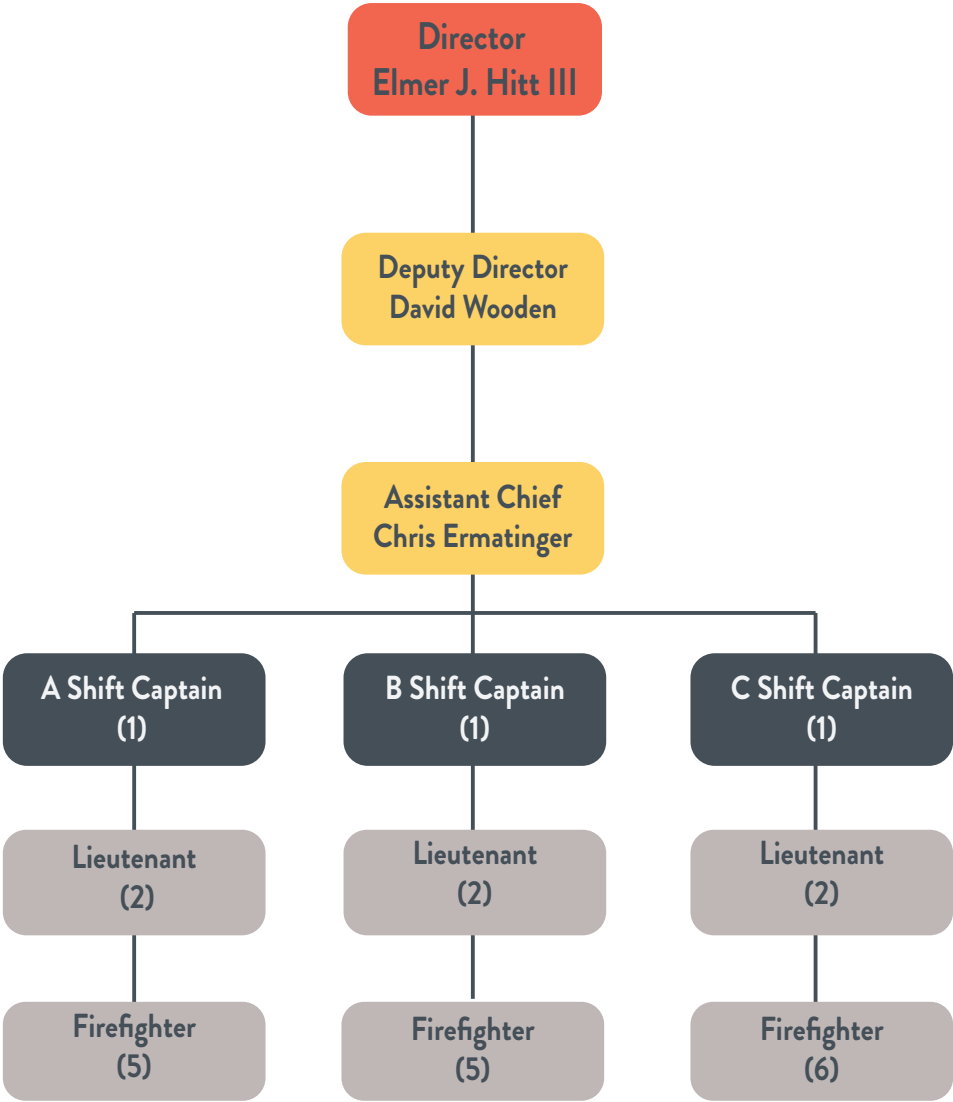
Retirements

Richard Terrell – Retired December 1, 2020
Todd Weaver – Retired December 29, 2020



Fire on Martin Luther King Jr. Drive

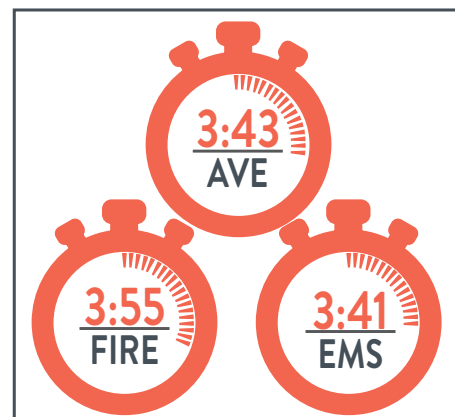
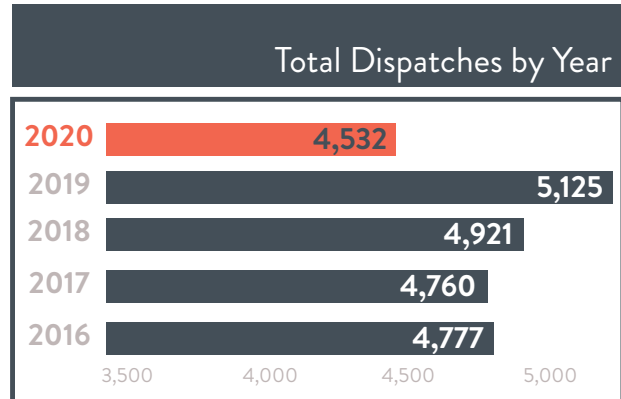
Organizational Chart



Letter from the Deputy Director

Bittersweet is the first thing I think of when I recall 2020. Just like everyone else, our year was dominated by the challenges related to COVID-19. However, our staff stepped up to meet these difficulties while maintaining a high level of safety as we responded to the needs of our community. There was a decrease in our total calls for service, and we attribute much of that to the pandemic as well. Tragically, we experienced three fire-related fatalities in the spring and fall of 2020. It is a sober reminder that every residential building should have at least one working smoke detector. For a small price, a smoke detector is an invaluable investment in the safety of your family and protection of your home.

Contrariwise, we celebrated two retirements at the end of the year; Fire Motor Driver Rich Terrell and Captain Todd Weaver both retired in December after 23 years of service and 25 years of service respectively. They both served the citizens of our community honorably, and we wish them well. The Department also added several new members to our team; at the end of the year, nine firefighters were hired in preparation for additional upcoming retirements.



Calls for Service



Dealing with COVID-19

The Jackson Fire Department started preparation for COVID-19 in the fall of 2019 by increasing EMS supplies of gloves, gowns, and N95 masks. The extra equipment offered added protection to our staff and gave us the ability to provide safe treatment to COVID-19 patients in our city. As the virus started to spread throughout the world and medical supplies were depleted, it became difficult to keep supplies in stock. We took proactive measures in keeping our staff safe and implemented added health precautions.

In partnership with the Summit Township Fire Department, we also created a COVID Response Team, made up of three members from our department and three from Summit Township. This team operated out of a separate fire station and deployed whenever there was a confirmed case of coronavirus, thus limiting potential exposure from infecting our entire department and hindering our ability to safely respond to citizens in need.

Emergency Medical Services

Our fire department is a fire-based Emergency Medical Service (EMS) agency, which means that our firefighters respond to fire-related calls and emergencies involving the need for immediate medical assistance. Our personnel are cross-trained as firefighters and Emergency Medical Technicians. With over 70% of our calls for service last year stemming from a medical emergency, it's essential for our department to place a high priority on our EMS division. The onslaught of COVID-19 initially brought uncertainty, disbelief, and fear to first responders in the pre-hospital setting, but we met the challenges head on. With additional training and new operating procedures and guidelines set forth by the Jackson County Medical Control, our first responders put their lives on the line again and again while responding to COVID-19 patients in need of medical services. It is not surprising that COVID-19 was one of the leading causes of duty deaths for firefighters across the country; we are thankful for the safety we experienced at the Jackson Fire Department while daily being faced with the pandemic as we did our job.



USAR Training

Air Quality Monitoring

Air quality monitoring is a vital function for fire departments; its purpose is to assess the air at the scene on an emergency as either being safe for human occupancy or potentially dangerous. With our equipment, we have the ability to test carbon monoxide, natural gases, and oxygen levels; we can also detect the presence of flammable gases in the atmosphere. If the environment is determined to be unsafe, that dictates how we will proceed on scene; evacuations may be necessary or the use of specialized protective gear and air masks may be required.



Structure Fire

Over the past few years, we have made significant strides in improving the way we oversee our air monitoring equipment. This year, we created a special work station for meter maintenance and calibrations, enabling us to perform most of our own work on the devices. Having one centralized location for all our air monitoring equipment has also made the process more organized and efficient.

Another improvement to our air quality monitoring has been the installation of a calibration work station in our hazardous materials (HazMat) response unit, which gives us the capabilities to test our meters while on the scene of an emergency. The ability to perform calibrations on our meters moments before use gives our response teams additional security measures.

Training

One of the most essential aspects of a fire department is a highly trained, effective workforce to provide superior service. The men and women of our department train rigorously every year to prepare for the unexpected. This preparation ensures that every incident is handled by an extremely capable, professional crew of firefighters.



The Training Division's general mission is to provide our personnel opportunities to learn new skills and enhance existing skills through repetition and advanced drill design. In 2020 our department completed 20,000 hours of training. As an all-hazards department, it is the Training Division's responsibility to ensure operational readiness in all capabilities. Each year, we train in all services and disciplines including: Fire, Emergency Medical Services (EMS),

Rescue Task Force, HazMat, and Technical Rescue. This year offered several rare training opportunities. In the fall, crews trained extensively on acquired structures in our area, working through fire-based evolutions. We were also able to reintroduce night training in November, facilitating scenarios for each crew in the organization. In addition to department-led training, we worked in collaboration with Summit Township Fire Department; together these two agencies make up the Jackson County Urban Search and Rescue Team (USAR), which conducted specialized regional training in Building Collapse, High Angle Rescue, and Water Rescue during this past year.



Vehicle Extrication Training

Along with facilitating education, the Training Division also updated the training task book for first-year firefighters, which outlines all necessary skills for a well-rounded, proficient firefighter. We are

proud of the time and effort our members have made into their personal development through the Training Division. The department has several training goals for 2021 as newly promoted supervisors will have the ability to move to Fire Officer II and many will begin obtaining national certification. Furthermore, it will provide the Training Division unique opportunities as we continue to develop our new firefighters. We hope to continue to build upon the accomplishments we have made this year as we strive to continually provide our community with the highest quality of service possible.

Rapid Entry Systems

The City of Jackson requires certain commercial and industrial buildings within our jurisdiction to be equipped with a Knox Box for emergency situations. A Knox Box is a small, heavy-duty locked metal box that is mounted outside a building; these safe-like boxes contain keys to the building, swipe cards, building blueprints, and contact information. In an emergency, our firefighters can access a Knox Box using our secured keys in order to gain access to a building without unnecessary damage to doors or windows.



Knox Box

The specific details and requirements for Knox Boxes are covered in Chapter 10 of the city's code of ordinances. Knox Boxes are also available for residential buildings. For further information regarding the purchase of a Knox Box, visit <https://www.knoxbox.com/>.

Hazardous Materials Response Team

A Hazardous Material Response Team (HazMat) is made up of experts who specialize in detecting, containing, and removing potentially dangerous matter that could harm people, property, or the environment. We have eighteen highly trained members on our HazMat team and ten additional members from surrounding departments in Jackson County if a large-scale situation broke out. Typically we respond to fuel and mercury spills or chlorine, ammonia, and natural gas leaks; however, our training also includes preparation for weapons of mass destruction, response to accidents involving semi-trailers or railroad cars carrying chemicals, as well as propane or radiological emergencies. Within this past year, our response vehicle was equipped to carry all our air monitoring calibration stations; this streamlines the calibration process and affords us the capability of calibrating on-site during an incident.

Radio System

In 2019 Jackson County transitioned to the 800 MHz radio system for all emergency communication; 2020 has been a year of adapting to the new system and adjusting to the capabilities it offers. Through the 800 MHz radio system, Central Dispatch can monitor communication at the scene of a fire while firefighters are working the emergency; this added level of communication provides extra security for our crew. The new system also allows for communication between all first responding agencies statewide. Clear, dependable communication is vital in emergency situations, and we experienced great success with this transition.

Hydrant Maintenance

There are roughly 1,500 fire hydrants located throughout the city that receive annual maintenance, which is conducted by firefighters during the months of October and November after the Water Department has conducted its annual hydrant flushing prior to freezing temperatures. Each hydrant is examined by removing all of the caps and checking to make sure no water is present in the barrel; the hydrant is then checked for proper drainage and a tightly-fitted valve.



Rescue Training

The water is then removed with a pump. Any hydrant that has not drained properly is marked and requires follow up inspection at a later date. Threads on the hydrant are sprayed with a food-grade lubricant, and the caps are replaced. It is then inspected for loose fittings, obvious damage, and any obstructions that

would hinder accessibility in an emergency situation. Maintaining adequate water supply is crucial for any fire suppression operation making annual hydrant maintenance an essential element to fire safety.

Extinguisher Training & Maintenance

At the Jackson Fire Department we view community education and training as a method of fire prevention and safety; for the last few years, we have been offering fire extinguisher training to our community. Through a short instructional video, those in training will learn about different fire extinguisher options and how to choose the best extinguisher in each given situation. Following the video, trainees have the opportunity to practice putting out a fake fire through a fire extinguisher simulator. Unfortunately, due to the constraints of COVID-19, we were not able to offer training sessions in 2020 as many businesses were limiting access and taking extra safety precautions.



Tower 8

Along with training, we also periodically conduct fire extinguisher inspections at local businesses to ensure their equipment is damage-free, up-to-date, and in proper working order. A dependable fire extinguisher may prevent costly damage to property and has the potential to save a life.

Public Education

Every year, the Jackson Fire Department collaborates with our local schools in an effort to train the youngest members of our community on the importance of practicing fire prevention habits.

With the restrictions that were set in place due to COVID-19, we were unable to allow visitors to our fire department; along with schools moving to an on-line form of education, our usual public fire education did not take place in 2020. Both the firefighters and the students alike missed the opportunities to enjoy class trips to the fire station and fire safety training visits in the school classrooms. We look forward to being able to once again work with Jackson's young students in making our community a safer place.



USAR Training

Budget

	FY 2019/2020 Expended	FY 2020/2021 Budget	
Personnel Services	Termination Pay	16,605	152,821
	Salaries & Wages	1,401,894	1,482,953
	Unemployment	115	120
	Employers FICA	22,333	26,430
	Overtime	252,884	166,276
	Pension - Police/Fire 345	1,563,701	1,759,021
	Pension - MERS DC	11,356	11,103
	Retirement - Contractual	5,880	6,064
	Health Insurance	264,940	248,111
	Health Insurance - MERS HSA	10,442	15,000
	Workers Compensation	20,827	23,696
	Other Fringe Benefits	1,034	18,240
		3,572,011	3,909,835

	FY 2019/2020 Expended	FY 2020/2021 Budget	
Material & Supplies	Supplies	3,463	5,109
	Chemicals	2,024	1,950
	Gasoline	19,302	23,802
	Protective Clothing	26,590	49,393
	Uniform Allowance	15,261	17,884
	Miscellaneous Supplies	6,211	12,340
	Emergency Medical Supplies	10,980	15,024
	Custodial Supplies	8,254	8,320
	Equipment Maintenance Supplies	26,979	19,586
	Publications	382	1,000
		119,445	154,408

	FY 2019/2020 Expended	FY 2020/2021 Budget	
Contractual & Other	Professional Services	8,936	2,500
	Medical Services	6,533	17,961
	Telephone	12,087	11,568
	Physical Agility Testing	21,500	25,000
	Residency Allowance	250	250
	Education & Training	23,903	29,115
	Travel	1,636	3,416
	Memberships & Dues	625	435
	Subsistence Pay	19,320	21,000
	Utilities	44,247	49,404
	Building Maintenance	30,310	24,555
	Equipment Maintenance	16,291	25,556
	Office Equipment Maintenance	0	860
	Vehicle Maintenance	67,322	87,814
	Software Maintenance	5,082	8,398
	Insurance	34,573	36,993
	Miscellaneous	(500)	1,000
	292,114	345,825	

	FY 2019/2020 Expended	FY 2020/2021 Budget	
Capital Outlay	Building Additions	55,924	92,258
	Fire Equipment	34,532	34,903
	HazMat Equipment	0	6,804
	Furniture	0	0
	Office Equipment	0	0
	Vehicles	18,511	17,568
	Vehicles - Fire Truck	64,520	64,436
	Machinery & Equipment	8,697	1,785
Radio Equipment	4,334	5,795	
	119,445	154,408	