

Mentor Police Department



2015 Annual Report

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Foreword

As Chief of Police, I am proud to present the 2015 Annual Report for the City of Mentor Police Department. This report details the activities of, and progress made by, the department in 2015.

The format is a compilation of individual section reports brought together into a single document. This allows for a unique overview of department operations as viewed by the personnel who are responsible for program implementation. The Mentor Police Department continues to receive much support from the City Manager, his staff, other city departments and City Council. It is vitally important to also acknowledge the support offered by the citizens of this community. They have allowed us to make a major impact on the delivery of police services in the city and attain the goals we established at the beginning of the year.

As we have seen across the nation this past year, there continues to be new challenges facing law enforcement on a daily basis. This makes the support we receive from our community all the more important. The men and women of the Mentor Police Department will continue to work hard to meet these new challenges with the ultimate goal of keeping our citizens safe and continue to earn the support we have received from them.



Kevin Knight
Chief of Police

Mission Statement

We, the members of the Mentor Police Department, vow to uphold the Constitution of the United States and the State of Ohio, to maintain order, and to protect life and property. We pledge to promptly deliver the highest quality service and wisely use available resources. We shall strive to improve the quality of life for the community, and endeavor to be role models.

We will accomplish our mission through innovation, problem-solving, and community involvement.

In accepting this challenge, we will genuinely pursue our core values of Integrity, Caring, Fairness, and Professionalism.

INTEGRITY

We are dedicated to individually upholding the public trust and being held accountable for performing our duties ethically, morally and honestly.

CARING

We are dedicated to showing concern, courtesy and sensitivity to ourselves, fellow employees, and those we serve. We will be compassionate and treat everyone as we wish to be treated.

FAIRNESS

We are dedicated to treating all persons with respect, understanding and dignity. We will consistently use common sense in a non-discriminatory fashion to promote harmony and equality.

PROFESSIONALISM

We are dedicated to providing the community with a competent, responsive and supportive department. We will provide quality service through effective communication, cooperation, and personal involvement. Our commitment to excellence in all we do will present a professional image.

The Mentor Police Department consists of three major divisions, each responsible for separate duties and functions, but designed to offer support to each other. Currently the Police Department consists of the Administrative Division, Operations Division, and Support Services Division. The Command Staff of the Police Department is made up of the Chief of Police, who oversees the entire Department, and three Captains each of which commands one of the three Divisions. The Command Staff works at coordinating all the efforts of the Police Department to achieve the Department's goals and objectives. The Chief and the Captains are assisted by two full time secretaries. The Victim's Assistance program is directed through the office of the Chief of Police.

Police Officer of the Year and Civilian Employee of the Year

Early in 2016, the employees of the Mentor Police Department, sworn and civilian, are given the opportunity to nominate and vote for the officer of the year and the civilian employee of the year for the previous year. These awards are given to employees who embody the principles of the Mentor Police Department, maintain a standard of excellence in their daily work, and serve as role models to their co-workers.

We are proud to announce that the personnel of the department have named Sergeant Ken Willis and Dispatcher Linda Hulderman as employees of the year for 2015.



Ken Willis has served the citizens of Mentor for 26 years. He was promoted to the position of Sergeant in 2003. During his career, Sgt. Willis has reflected the Department's core values of integrity, caring, fairness and professionalism – both on and off duty.

Sgt. Willis has been excellent at managing critical calls, including assisting at numerous fire scenes and power outages through the years. From the large challenges to everyday tasks like overseeing the equipment room and maintaining the radios for the department, Sgt. Willis could be counted on. Also, he has shared his knowledge and experience with the new officers, for their betterment. He retires on March 2, 2016.

Linda Hulderman has been a full time dispatcher with MPD for many years and this is the third time she has won the Civilian of the Year award. Her expertise in her field is evident by her ability to stay calm, focused and aware during highly stressful times in dispatch. She was instrumental in finding a missing elderly male this fall by having a Silver Alert through LEADS. Linda is a role model and mentor to other dispatchers and represents the department extremely well.

Congratulations to Sergeant Ken Willis and Dispatcher Linda Hulderman on their awards!

2015 Distinguished Awards

In an effort to recognize outstanding work and achievement, the Mentor Police Department has adopted the Lake County Association of Chiefs of Police (LCACP) Award Program. The awards consist of a citation bar to be worn on the officer's uniform and an account of the award to be placed in the officer's personnel file.

Some awards are issued internally through the department. The Medal of Honor, Distinguished Service, Combat Cross, Injured on Duty, and Life Saving Award are normally awarded by the LCACP awards committee. Occasionally, an officer is recognized for his or her achievements by outside agencies and businesses.

Officer of the Year Award - 2015
Civilian of the Year Award - 2015

Sergeant Ken Willis
Linda Hulderman

Exceptional Service Award:

Detective Dennis Collins

Department Excellence Award:

Detective Sergeant Richard Slovenkay
Detective Jon Miller

Letter of Commendation:

Patrolman Ryan Butler
Patrolman Benjamin Hildebrecht
Patrolman Jason Myers
Patrolman Donald Swindell

Lake County Chief's Life Saving Award:

Patrolman Ryan Heramb
Patrolman Donald Swindell

On February 3, 2016, Officer Ryan Heramb and Officer Donald Swindell received the Lake County Chiefs of Police "Life Saving Award" for their actions on the night of December 13, 2015 during a traffic stop. Both officers observed a passenger in a vehicle displaying the signs of an opiate overdose. Nasal Narcan was administered, saving the subject's life. Without the intervention of both officers at that time, it is believed that the passenger would not have survived. Congratulations go out to both officers for a job well done.



Patrolman Ryan Heramb and Donald Swindell

Victim Assistance Program

The Mentor Victim Assistance Program is a service that addresses the needs of crime victims in the City of Mentor and Mentor on the Lake. Our program has served over 4,900 victims of crime since its beginning in 1997. Presently one full time victim advocate is employed working both with the court and the police department in assisting victims through the criminal justice process.

The services provided were court accompaniment, crisis intervention, complete explanation of the criminal court process, referrals to appropriate community assistance organizations and counselors, notification of all segments and procedures regarding court hearings and dates, helping victims in completing a Victim Impact Statement, assistance in obtaining temporary protection orders through the Mentor Municipal Court, referrals regarding Civil Protection Orders at Common Pleas Court, assistance in filing and completing the Ohio Victims of Crime Compensation application, and notification and awareness of the VINE (Victim Information Notification Every Day) system.

Our victim retired in December, 2015 after more than fifteen years with the department. We look forward to continued success with our new Victim Advocate, Dianne Medvec. The Victim Assistance Office is located within the Mentor Police Department Building and can be reached at 440-205-2438. (Fax 440-205-3603)

Historian

In late 2010, it was decided that the police department needed to make a special effort to preserve its history. The volunteer position of a Police Historian was created to document, record, and honor past officers and the history of the department. Officer Tim Abbott volunteered to be the Historian. In the spring of 2011, the display cases crafted by the city road department woodshop were installed in the patrol hallway where officers passing them are reminded of the rich history of their department and the citizens that are served.

Donations were received from retired officers and others in an effort to preserve the past and honor those officers with some treasured photographs, memorabilia, and old equipment. Both display cases are filled, but their content is frequently getting updated. Since today is tomorrow's history, the department is constantly collecting items, especially photographs of officers and current equipment.

Administration

The Administrative Division is responsible for budget preparation and management, Community Services Unit, Court Services Unit, grant procurement and management, labor contract management, personnel, training, research and project management, web site management, and working with Public Works to manage the department's fleet of vehicles.

One very time consuming project for the year was a complete overhaul of the department General Orders. This took input from all supervisors to make sure the

manual is up to date and complete. In addition this project there was a lot of work done on the newly acquired public safety software system. Specifically, the GIS portion of the system has proved to be challenging to get it to function to its potential.

The on-going process of monitoring the department's budget continued. A significant budget challenge is to meet the State of Ohio continuing education requirements for our officers. To accomplish this many free training opportunities were pursued and utilized.

Court Liaison

The Court Liaison Officer is responsible for safety and security of the Mentor Municipal Court. Additional duties include transporting prisoners to and from the Court and the County Jail, along with obtaining the proper Court paperwork needed to take with the prisoner. The officer also ensures timely delivery of official documents to and from the Court, including criminal complaints, along with the arrest reports, commits, discharges, warrants, and subpoenas. The Court Officer coordinates with court, records, jail, dispatch, and the city prosecutor's office personnel daily.

The Court Officer appeared at all arraignments in the Mentor Municipal Court in lieu of the arresting officers. Police Supervisors, Detectives, the Victim Advocate, and/or the City Prosecutor conferred with this officer on certain cases, prior to court, with additional vital information and/or bond requests. When defendants plead not guilty, the Judge was advised of any prior criminal and/or traffic history and any additional information if received. The Court Officer then recommended bond(s) to the Judge so the Judge could set an appropriate bond. The Court Officer advised the Judge of basic facts of each case, when defendants plead guilty or no contest, along with any prior criminal and/or traffic history.

The Court Officer performed daily security checks of the courtroom, surrounding offices, hallways, stairwells, and outside perimeter. Panic alarms were tested monthly and the results documented. The Court Officer was in charge of the keyless entry program, and worked with other city departments when certain employees need access through certain hallways and doors of the court.

The Court Officer continued to discuss and review safety and security issues with the Court Bailiffs and the front door Security Officers. When there might have been a potential problem with defendants and/or victims coming in and out of the court or court area, the officers worked with each other to control the situation.

If there had been or might have been a problem with a prisoner, the officers advised the Judge. When the court had a high profile case, with emotions running high, additional officers were used for the safety and security of all. This preparation alleviated any major problems.

The Court Officer continued to advise and show patrol supervisors mistakes and oversights on reports and citations. This interaction minimized the negative impact for successful prosecutions and the entry of erroneous information into the police and court records systems.

Mental Health Court and Drug Court convene weekly in the Mentor Municipal Court. Drug Court is now also a county-wide endeavor. The Court Liaison Officer and a Lake County Deputy provide security for these special court docket cases.

Prisoner transportation was accomplished through the use of a 2006 GMC Savana Van. The specially equipped transport section of the van is divided into two separate units, holding five prisoners each. This allows separation of male and female prisoners. It is also equipped with a video monitor upfront, so the officer can observe the prisoners. There were 7,971 miles traveled using the van in 2015.

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Prisoners Transported	937	1012	1114	1466	1363	1271	1432
Warrants Delivered	562	728	607	698	717	563	529
Legal Documents Delivered	1537	1666	1794	2162	1990	1652	1989

Community Service Unit

All members of the Mentor Police Department, as part of an officer's normal operation and contact with the public, perform the function of community service. The Community Service Unit has continued to cultivate a positive image for the police department through educational programming in addition to interacting with the public on a daily basis. The Unit has consisted of two officers who maintain a working partnership with local, state, and national organizations, neighborhood watch groups, civic organizations, and area businesses through memberships, meetings, conferences, and safety presentations.

For the past sixteen years, the Unit has completed extensive informational and statistical packets for the annual awards presented by the Northeast Ohio District American Automobile Association. The City of Mentor received top honors for the fourth year with the prestigious platinum award in showing leadership for traffic safety programming and projects.

Chief Kevin Knight and AAA Safety Advisor
Lori Cook



The unit participated in a variety of Community and Business Safety

Events. Officers participated in the annual Lake County Fair Children's Safety Day, "buckle down", and parade. Officers host and coordinate an annual "Heroes Day" (formerly known as "Law Day") at the Great Lakes Mall to include all Lake County safety forces. Officers coordinated the set up and lay out for displays and on-stage programming.

Although the Ohio Department of Public Safety discontinued grant funding to educate third grade students about seat belt safety, the Unit still provides this educational program. This program has been incorporated into the Mentor School curriculum. Officers spoke to 600 students on the proper use of seatbelts using math and science demonstrations. For the past 26 years and as part of this safety program, the Community Service Unit has sponsored a seat belt safety poster contest. The ten school poster contest school winners received many prizes donated by local businesses and were invited to the Great Lakes Mall and presented their awards during Heroes Day in May. The winning posters were displayed throughout the day and then the top three prize winning posters were highlighted in the display case in the lobby of the police department for a month.

The Community Service Unit coordinated the Officer Phil Safety Program with all of the elementary schools (K-5). This program is sponsored by local businesses and provides a presentation by a Ventriloquist Animator along with safety books given to each student (K-3). This program targeted general safety issues including bullying, drug abuse, and peer pressure.



Another goal of the Community Service Unit has been to represent the Mentor Police Department in a positive way to the youth of the City of Mentor. Officers assisted with bicycle licensing and provided flyers for the purchase of low cost bicycle helmets to each school. The Community Service Unit collaborated with the Greater Cleveland Safe Kids/Safe Communities Coalition to provide low cost bicycle helmets throughout the year. Purchasers are asked to make appointments to have the helmet properly fitted. In 2015, 102 helmets were fitted and sold to the general public, which was an increase from the previous year, and three were given away through various events.

The Community Service Unit continued to coordinate the police department's Helmet Safety Citation program. This program awarded children for wearing their helmets while practicing safe riding techniques.

After an officer observed and "stopped" a child wearing a helmet, he issued a "safety citation". This citation could then be redeemed at the Police Department for great prizes. In 2015, ten police officers participated, issuing 207 safety citations to area children, a noted increase from the previous year. In 2015, Officer Raymond O'Brien regained his title as the top bicycle helmet citation writer for the department.



In conjunction with the National "Drive Sober or Get Pulled Over" campaign, Lake County Crime Prevention Task Force and the police department co-sponsored the "Protect and Serve" Tavern at the Great Lakes Mall.

Officers Collier and Petro scheduled the guest servers which have included State Representative John Rogers, Lake County Commissioner Judy Moran, and Cleveland WEWS TV Anchorwoman Danita Harris and Weatherman Mark Johnson.

Child safety programs were provided to show that police officers are their friends and that if they are in trouble an officer is there to help them. Several programs incorporated using proper child safety restraints in vehicles. Events were held this year at Chuck E. Cheese and Sam's Club where officers educated shoppers and attendees on child safety seats and child safety in vehicles. This provided a great opportunity to give parents referrals for car seat installations and to remind children to sit in the back seat. Officers provided material and information to schedule child safety seat checks at the Mentor Police Department.

Every two years, officers must re-test to keep their certification for Child Safety Seat Technician current. In 2015 Officer Petro became a certified Child Safety Seat Technician joining Officer Collier. In 2015, the unit conducted 108 child safety seat installations, which was a significant increase from the previous year.



The Community Service Officers continued to coordinate the "Prevent-A-Gram" program. This office received daily reports from patrol regarding observations of potential criminal opportunistic targets, transferred the information to typed mailings, and sent them to homes and businesses alerting them to potential problem areas. In 2015, volunteers sent out 350 Prevent-A-Grams to citizens.

The Unit has been charged with preparing, writing, and administering most of the grants and donation requests for the department. In 2015, the Unit also continued to administer the Ballistic Vest grant and the Retail Crime Deterrence grant.

In late December, the department was once again awarded the Retail Crime Deterrence grant which will be administered through 2016.

The Unit continued as the police liaison for six "regular" part-time and two "fill in" adult school crossing guards. In June, Crossing Guards Victoria Pettit, Nancy Shenk and Phyllis Slifko all retired with a combined 80 years of dedicated service. We thank them all for their service.

Personnel and Training Unit

During 2015, the department invested 9,097 hours in training to maintain and improve the skill levels of sworn officers and civilian employees. Training is required for specialized units as well as basic police functions.

Officers in the department administration received training related to budgeting process, supervisor liability, labor law and arbitration, civil liability, and much more. Middle management officers also received a lot of valuable training. This included training in traffic incident management, citizen recordings of officers on duty, and nationally recognized supervisor training from Northwestern University. Also in a supervisory role, our Communications Supervisor attended training related to communications center management.

The Ohio Peace Officer Training Commission requires each Ohio Peace Officer to attend Continuing Professional Training for compliance with the Ohio Administrative Code 109.803. To comply, all sworn officers were required to complete four hours training. All officers received well over the minimum number of required training hours. Topics included firearms training, traffic crash investigation, defensive tactics, search and seizure, investigative techniques, Nasal Narcan use, and many more. The detectives received training in several areas specifically suited to their job such as crime scene processing, sexual assault investigations, and special investigation techniques, among others.

In addition to sending officers to training, the department hosted training on two topics: *Search and Seizure* and *Domestic Violence Investigations*. These were attended by officers from several neighboring departments.

Mentor officers also provided training to officers from this department and others. Topics included evidence collection techniques, courtroom testimony, and use of the Taser.

During 2015, four new Patrol Officers were sworn-in. The lengthy recruit officer training included three weeks of department orientation and a fourteen week field training program. During this time these officers learned about city ordinances, policy, procedure, code of conduct, and how to effectively patrol the city. All four officers successfully completed this training and moved on to regular patrol duties.

Training is a crucial function that prepares the committed police officer to safely meet every challenge on the job. The Mentor Police Department strives to provide all officers with the tools they need to set the department above all others in the area. Our commitment to training maintains our police department on the cutting edge of police professionalism. As we pursue our core values of Integrity, Caring, Fairness, and Professionalism, the Mentor Police Department will continue to train officers to be able to do their job to the best of their abilities to help keep the community safe.

Field Training Officer Program

One of the goals for 2015 was to add four new Field Training Officers (FTO's) to the program. We accomplished this goal by adding Ptl. Fuduric, Ptl. Zevnik, Ptl. Danzey, and Ptl. Kupchik to the program. All four of these officers attended FTO School and were able to train new officers this year.

The Mentor Police Department Field Training Program trained four officers in 2015. Three of them began their training in January and the fourth started his training in

May. All four of the officers successfully completed the FTO program without any issues. In sum, 2,848 man-hours of training were spent on these new officers.

We continue to evaluate the program to make sure we are providing the recruits the best training possible and in turn having patrolman capable of working on their own once released from the program. We still use the FTO test which is administered during the last phase. This test is long and encompassing and gives us a good gauge of the officer's knowledge and enables us to catch potential red flags where additional training may be needed before the officer is released from the FTO program.

2015 was also the second year of the Sergeant Mentoring Program. This program was very successful in properly training a newly promoted sergeant. The program was well received by the new sergeant as well as the lieutenant who was mentoring him. The department plans to continue this new program and continue to make improvements as it progresses.

Range and Defensive Tactics

In 2015 the Police Department continued its very active range program. This program is run twice each month in conjunction with the Defensive Tactics program.



Officers continued training with the new duty guns received in 2014. There were several range courses designed to not only simulate real world scenarios, but to keep officers proficient with the relatively new weapons. In addition, several officers were issued the newest style Taser for duty use. We have been transitioning to the new style Taser for the last couple years and will be complete in 2016. One primary goal of the range and defensive tactics program is to keep officers proficient with each of the many tools available to them during the course of their work day.

Late in 2015 we added two officers to the list of qualified range officers in the department. This brings the total number of range officers to eight. This level of manpower will allow us to continue with unique, reality-based scenario training into the coming years.

Vehicle Fleet Maintenance

In 2015 the two Police Fleet mechanics, Al Zenz and Rob Rodriguez, continued to maintain the police vehicle fleet to the same high standards as has been maintained in the past. Al and Rob also continued to have frequent communications with the Police Department to support their needs as there is typically a consistent amount of updates and changes to the fleet. The new age Ford police vehicles are proving to be very dependable and the police vehicle of choice for the future.

Operations Division

The major goal of the Operations Division is to maintain a safe environment for the residents of, and visitors to, the city through effective and efficient delivery of police services. Two main units of the Operations Division are the Patrol Bureau and the Criminal Investigations Bureau. Each unit has its own objectives and responsibilities which provide guidance to all officers in meeting the goals of the Division.

Patrol Bureau

The Patrol Bureau works on a twelve hour per day shift. This 12-hour workday format was started in July, 2006 and has been regularly evaluated, allowing for thorough coverage of the city at all times of the day. It has been found to be an effective means to provide quality services to the citizens of Mentor.

The Patrol Bureau continues to utilize the New World Systems report writing system that was established in 2003. The system enables officers to write reports more efficiently and assists with the gathering and retrieval of information for investigations, statistics, and record keeping purposes. In an effort to keep the computer services current with changing technology, in March, 2014 the police department upgraded the current system to a windows-based platform records management. The new software system provides enhanced capabilities, allowing officers access to more information while in their patrol cars. The department is also in the process of transitioning to electronic ticketing with a projected implementation in 2016.

The call activity in the department increased by 384 calls for service in 2015 compared with 2014. In addition, the total number of arrests increased by 531. Thefts and drug offenses were the leading arrest categories for both adult and juvenile offenders. The number of drug arrests in 2015 increased 41.5% compared to 2014. A causative factor to this increase can be attributed to the overwhelming abuse of illegal narcotics, specifically heroin. In response to the increase in drug abuse and related crimes, the department received a \$25,000 state grant to fund aggressive enforcement targeting retail thefts with a nexus to drug abuse. The detail produced significant results with arrests and additional intelligence gathered regarding the operation of retail thefts to support drug addiction. Based on the success of this special detail the police department was again awarded a \$25,000 grant to fund continued aggressive enforcement in 2016.

A major goal and objective in reducing injury accidents is aggressive enforcement of operating a vehicle while intoxicated (OVI) violations. To help in the enforcement of OVI violations, as well as traffic violations in general, the department participated in three State of Ohio sponsored traffic enforcement programs: "Drive Sober or Get Pulled Over", "What's Holding You Back", and "Click it or Ticket".

In addition, the department participated in a high visibility and OVI enforcement grant sponsored by the state.

	2014	2015	Difference	Percent change
Calls for Service	25,481	25,865	384	+1.5%
Total Arrests	1,425	1,956	531	+37%
Adult Arrests	1,247	1,663	416	+33%
Juvenile Arrests	178	293	115	+65%
OVI	307	298	-9	-3%
Total on Street Accidents	1,518	1,676	158	+10%
Total Injury Accidents	316	358	42	+13%
Traffic Cites	6,394	6,063	-331	-5%
Written Warnings	1,615	1,281	-334	-21%

Traffic crash investigation continues to be a large part of the patrol force workload. The number of traffic crashes on the city streets increased by 10% compared to 2014. There was one fatal traffic crash this past year involving two victims. While the number of traffic crashes did increase in 2015, the department remains vigilant in enforcing traffic laws within the city. One goal of the department is to keep citizens safe on the roadways of the city.

The police department also conducts a Traffic Calming program. Officers are assigned to work at select locations in residential areas during the year in an effort to keep citizens in those areas safe. These neighborhoods have been identified as areas with more traffic problems, specifically speeding vehicles. By having officers in these residential areas we hope to keep traffic moving safely and within established speed limits. This program also allows officers more time on the side streets which in turn gives more opportunities for residents to approach them on all matters, even those not regarding traffic or crime problems. Children often take advantage of the cruiser in the neighborhood and approach officers to talk. This interaction can have a lasting impact on the youth of the community.

In order to multiply our efforts at traffic calming and monitoring, the department uses two SMART trailers during most of the year. These, too, are set up primarily on side streets to monitor traffic in order to identify problems to address.

During the year the patrol division worked hard on many significant criminal investigations. Arrests were made for several of the following types of incidents: burglaries, robberies, assaults, drug trafficking, weapons violations, and a host of other criminal offenses.

The Patrol Bureau is the backbone of the Police Department. Officers have been diligent in their efforts to provide the citizens of Mentor with top quality police service to provide a safe community for all.

Traffic Services

Although Traffic Law enforcement is a continuous program throughout the year, at times there were special need cases to be addressed. Traffic Complaints were addressed in one of several different ways. One method included using the **Speed Monitoring Awareness Radar Trailer (SMART)** which is a portable, self-contained speed display unit that can be towed to sites with speed-related problems. Other ways traffic complaints were addressed are as follows: special attention on a given street was requested through the daily bulletin or roll calls, a specific officer may have been assigned to spend a certain amount of time on a certain street, and the street may have been included as a “traffic calming” street.



In 2015, Lt. Dan Molnar managed Traffic Services for the police department. This included fielding complaints and organizing the Traffic Calming and SMART trailer programs.

The department received 44 complaints through various channels. Most of these complaints were initiated by either city council or directly from citizens in the community. The most common complaint was speeding vehicles. Thirteen of these complaints were assigned selective enforcement. The others were handled by deployment of the SMART trailer or passed on to patrol during roll call for officers to address as able. Complaints coming directly from a citizen were followed up with personal contact.

The police department also conducted a Traffic Calming program. The program was assigned to Lt. Dan Molnar. The program ran from March 30 thru December 7, 2015. Officers were assigned to work at select locations in residential areas during the year in an effort to keep citizens in those areas safe. The City Public Works Department assisted in the Traffic Calming program by posting signs in targeted locations during the year. With the cooperation of Judge Trebets, officers were encouraged to tighten up their speed enforcement tolerances with respect to posted speed limits in these areas. It was set up in six-week segments, each representing enforcement efforts equally in all four council wards. Enforcement efforts consisted of posting traffic calming signs at each location supplemented with traffic enforcement by the patrol force. As a result of this program, 87 citations and 37 written warnings were issued.

Criminal Investigation Bureau

The Mentor Police Department Detective Bureau consists of a Detective Lieutenant, a Detective Sergeant, six general duty detectives, a juvenile detective, two narcotics investigators, one School Resource Officer, and a secretary. The Detective Lieutenant and Detective Sergeant are responsible for the administration of the Detective Bureau and the management of the Narcotics Unit as well as Internal Affairs investigations and several other investigative programs.

The Detective Bureau also administers the program of registering armed security officers working in the city and conducting background investigations on applicants for positions within the Police Department.



Mentor Police Department
 21,394 likes ·



The Detective Bureau uses Facebook and Twitter accounts not only to get information out to the public, but also to assist with investigations. Several cases have been solved with help from the public after surveillance photographs were posted on social media requesting information on the identity of the person.

Detectives are responsible for follow-up on all assigned cases until the case can be cleared or satisfactorily closed. Cases can be cleared in several ways: closed by arrest, restitution to the victim, referral to the agency that has jurisdiction on the case, determining no crime was actually committed or exhausting all investigative leads. Detectives also are encouraged to self-initiate investigations from information developed from other means such as civilian contacts, confidential informants, or referrals from other agencies or sources. Detectives are responsible for assisting and supporting the patrol division in investigations when the need arises.

Case Load	2011	2012	2013	2014	2015*
Total Cases	330	279	280	300	219
Total Cleared	314	284	287	243	154
Cleared by Arrest/other means	214	146	176	157	100
Cases Closed Pending	100	138	111	86	54

*The numbers indicate cases that were assigned in 2015 and cases cleared or closed in 2015. A portion of the cases carried over from 2014 and were not completed until 2015.

Computer Forensics Unit

This unit forensically processes phones, computers, and other electronic devices to obtain evidence of crimes. The crimes can include child pornography, importuning, drug trafficking, and other situations where electronic communication provides evidence of a crime. The department has assigned one officer to work with the Secret Service Electronic Crimes Task Force for training and assistance with examinations. During 2015, this officer conducted 66 electronic device exams related to crimes in the city or other agencies. His participation with the Electronic Crimes Task Force will continue in 2016.

Video Forensic Unit

This Unit processes and enhances video from various sources. The unit uses a Video Forensic Computer system utilizing *Avid* software. Two detectives are currently trained in the use of this system. This is the only system of its kind in Lake County, resulting in numerous requests from other departments and city and county prosecutors for video projects.

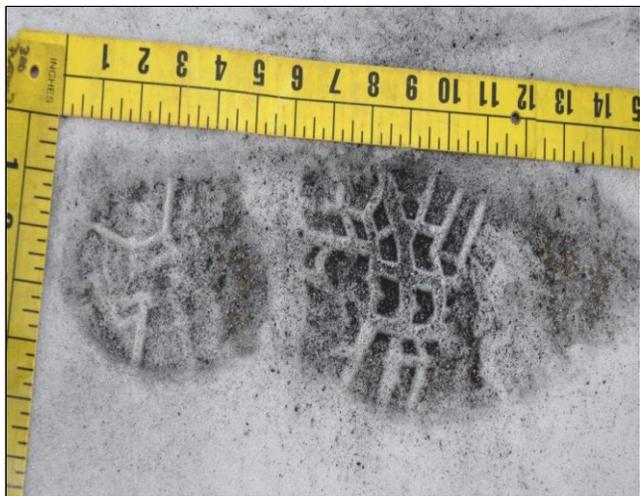
Video projects are used in identifying suspects from video and hopefully aid in their successful prosecution. This system also allows for enhanced still photos from videos to be distributed to media outlets and other law enforcement agencies to aid in the identification of suspects. The majority of the cases solved through social media are still images captured by Detectives using this software. In 2015, 79 video projects were conducted.

Evidence Technicians

The Mentor Police Department Evidence Technician Program consists of 26 patrol officers as well as all nine of our Detectives. The Evidence Technicians are valuable assets to the Mentor Police Department. Their duties include processing scenes for evidence as well as photographing and collecting evidence. The photographs they take are of both crime scenes and victims of crimes as well as major crashes. The evidence they collect include fingerprints, tool marks and impressions, shoe and tire prints, DNA, and trace evidence (hairs and fibers) left at the crime scene. The Evidence Technicians also take photographs of major traffic crashes to assist crash investigators. Evidence Technicians processed 681 cases and took over 14,700 digital photographs of evidence in 2015.



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Evidence Technicians participate in ongoing training every year. Evidence Technician training is led by a senior Detective who is qualified as a Master Evidence Technician. This training is supplemented by instruction from The Lake County Crime Lab and the Ohio Bureau of Criminal Investigation (BCI). This year the Mentor Police Department hosted an Evidence Technician class attended by officers from other departments in the area. The training focused on fingerprinting,

photography, evidence collection, tool and shoe impressions, trace evidence, firearms, DNA and blood collection, handwriting comparison, computer forensic collection, and practical exercises.

Detectives and Evidence Technicians attended the Ohio Identification Officers Association conference again in 2015.

This training consisted of case studies of homicide investigations as well as other complex investigations where identification and collection of evidence was a key component. The OIO conference lasted three days and included workshops on evidence collection in varying environments and conditions. Detectives and Evidence Technicians also attended from the Cuyahoga County Coroner's Office learning about wound analysis and case studies in death investigations.

Narcotics

During 2015 the narcotics unit primarily investigated drug trafficking offenses in and around the city of Mentor. Narcotics Detectives often work with the Lake County Narcotics Agency and other agencies such as the DEA. They use confidential informants in many of their investigations. Most potential informants are predominantly addicted to opiates (i.e. heroin, Oxycodone, etc.) making them challenging to use for investigations as they are often unreliable while they are addicted to the drug.

The unit also investigates drug overdoses and well as drug thefts. The reporting of prescription drug thefts continues as people who are prescribed drugs need a police report to have their prescriptions replaced. Individuals abusing prescription drugs commonly need refills before they are due. False theft complaints are combated with our prescription theft statement. Detectives investigate the prescription history of reported theft victims as well as their history of making drug theft complaints to ensure they are not repeatedly making claims that drugs were stolen. Since the inception of the form, not one person has tried to make a drug theft complaint twice.

Highlighted Cases:

- Information about a large cocaine trafficking operation came in from confidential sources as well as intelligence gained from patrol officers. Months of surveillance and several controlled purchases of cocaine resulted in the arrest of five suspects. Two vehicles, over a kilogram and a half of cocaine, \$44,000 in cash, and eight firearms were seized. Detectives investigated this case for over six months.
- Narcotics Detectives worked with The Lake County Narcotics Agency and the Geauga County Sheriff's office on a large marijuana trafficking operation taking place in Mentor as well as other municipalities in Lake and Geauga counties. The suspects were receiving large-scale shipments of marijuana from another state and sending back large amounts of cash. DEA agents became involved and ultimately served several search warrants. Cash totaling almost one million dollars was seized along with a dozen vehicles and other property. The case is pending in federal court.

We continue to have one Detective assigned to the U.S. Marshals Violent Fugitive Task Force. This appointment has brought together a great network of investigators throughout the state and county. Along with serving Lake County agency warrants they have worked several proactive patrols around the county.

During the Detective's service with the task force in 2015, 148 people were taken into custody for warrants, surrendered due to task force efforts, or were arrested during proactive patrols. Of those arrests, two were for murder, one for attempted murder, and three firearms were recovered. Our Detective sent the task force 26 felony warrants for service that originated in Mentor. Of those, thirteen were taken into custody by task force officers or turned themselves in because of their efforts. Task force officers were also instrumental in helping arrest the bank robbery suspects from the Lake National Bank Robbery in November of 2014.

2014 Statistics (includes patrol investigations)

Expenditures

- Narcotics spent \$3,194.99 for investigations in 2015. Funds were used to buy narcotics, pay informants, and to otherwise further investigations (i.e. purchase items)

Item	Weight/Quantity	Est. Street Value
Heroin	70 grams	\$10,220
Marijuana	2,700 grams (6 lbs)	\$13,774
Cocaine	1,887 grams	\$60,384
MDMA	20 unit doses	\$200
Prescription Pills	2,418 pills	N/A
Mushrooms	5.8 grams	N/A
Drug Paraphernalia	1,103 pieces	N/A
Total		\$84,578

Vehicles seized	15
<i>Vehicles towed but not seized are not included in this list. Some seized vehicles are currently awaiting court forfeiture</i>	

Confidential Informants	15
Buy walks	10
Buy busts	1

Currency Seized in 2015	\$59,682
Currency Forfeited to MPD	\$7,086
<i>Pending cases awaiting a court ordered forfeiture are not included.</i>	

School Resource Officer (SRO)

The SRO works at the high school and interacts with the students, faculty, and school administration. He provides a law enforcement figure students can approach for information, guidance, or help. The SRO is responsible for investigating crimes and complaints that are committed on school property and making arrests when appropriate. He also teaches some classes that are law enforcement related and aids in seeing that school board rules and guidelines are followed.



Ptl. Jack Skelly

In 2015 the SRO handled 33 investigations that resulted in 21 arrests. Several of these arrests were drug related.

The School Resource Officer helps conduct Safety Town during the summer months. Safety Town is a program sponsored by the *Junior Women's Club of Mentor*. Safety Town teaches young children basic personal and community skills such as fire prevention, traffic rules, stranger awareness, and domestic safety. In 2015 there were two sessions that were each one week long. Each session had a morning and an afternoon class.

Significant Events

In 2015 the Detective Bureau investigated cases involving financial crime, theft, burglary, bank robbery, sexual assault, arson, narcotics trafficking, suspicious death, and homicide. Investigators increasingly use the Internet as a tool during their investigations, especially social media. Investigators regularly communicate with law enforcement officers from other agencies to solve crimes. Those agencies include many municipal police departments in northeast Ohio, Lake County Sheriff's office as well as several other counties, Lake County Crime Lab, BCI, Ohio Investigative Unit, DEA, ATF, FBI, and the U.S. Marshals Service.

2015 was marked by an unusual number of very involved and lengthy investigations. The Detective Bureau was involved in several significant cases including:

- Detectives investigated a case involving a 15 year old female who had been communicating with adult men online and through phone applications. Two men, ages 40 and 24, arranged to meet with the female at separate times for sex. Each was aware of her age before the meetings. They were arrested when they arrived at the meeting places unaware that they had been communicating with a Detective who had taken over social media accounts.

- Detectives continued to work on a very lengthy investigation that began in 2014 involving an organized theft ring. The items stolen included vehicles, trailers, equipment, and snow plows along with several Breaking and Entering incidents. The crimes occurred in multiple jurisdictions and our investigators participated in a task force involving officials from Lake, Cuyahoga, Summit, Portage, and Lorain counties. Multiple search warrants were obtained and two suspects were ultimately arrested. They were each indicted on 26 counts of various crimes. Both suspects were convicted with sentencing scheduled in 2016 for each.
- Over the summer four homes were burglarized on Hollycroft Lane. The residents were present in three of the homes at the time the intruder entered the homes. A male suspect was identified and arrested later that day. He was also linked to a Breaking and Entering at the Morton Park pool as well as a series of mailboxes damaged with a vehicle that occurred earlier the same evening. The male was ultimately convicted and sentenced to 16 ½ years in prison.
- Detectives initiated a lengthy investigation on a female running a psychic studio. The case involved multiple victims being coerced into giving the woman large sums of money and other valuables in order to keep tragedies from occurring. The suspect was arrested and charged with felony theft with the anticipation that more felony charges will be added as the case progresses through the Common Pleas Court. Investigators have identified millions of dollars of loss to the victims over the span of a decade.
- Detectives investigated the death of a one year old boy in an apartment in Mentor. The boy had been left with his mother's boyfriend while she was at work. The investigation revealed details leading to blunt force trauma to the boy's head. He later died at a hospital from his injuries. The male was arrested and charged with Murder. The case is still pending in the Common Pleas Court.

Volunteer Police Chaplain Program

The program was formally instituted in February of 2009. The current members are Rev. Joel Algeri, Rev. Stoney Drain, Fr. Timothy Plavac, Rev. Donald Knipp, and Rev. Brian Landrum. Chaplain Algeri still remains in emeritus status, but has offered to help as his health will allow.

This program has yielded great results. Unlike in years past the Chaplains did not attend any additional training in 2015. However, the program has continued to reach new developments in way of counseling and officer contact. As the contacts between the officers and Chaplains continue to grow, the Chaplains continue to make their services available by way of counseling, attending holiday parties, hospital visits, funerals, and ride-a-longs/departmental visits. Chaplain Drain spent \$700.00 to send four people to a marriage retreat. In addition, he also spent money on flowers, dinners, and candy for all the officers. The Chaplains attended the swearing in of new officers, the Police Memorial Parade in Cleveland, and the annual "Kops and Kids" Christmas party to support underprivileged youth in the community.

The Chaplains reported a total donation of approximately \$1,500.00 worth of meals, July 4th dinner and parade candy, and marriage retreat during the year.

The unit met for semi-annual meetings in 2015. These meetings were used to discuss progress, feedback, and goals they would like to attain.

These dedicated men volunteered approximately 170 hours to the Mentor Police Department in 2015. This is about 30 hours less than the hours recorded in 2014. One of the goals in 2016 is to increase this number of hours volunteered. Although the overall number of hours volunteered has decreased, the dedication and commitment is still very strong.

Specialty Teams

Accident Investigation Unit

The Accident Investigation Unit (AIU) consists of Ptl. Paul Balongie (Accident Reconstructionist), Ptl. John Stirewalt (Technical Crash Investigator) and Ptl. Mike Danzey (Basic Crash Investigator). In 2015 the Mentor AIU continued to work with the Lake County Regional Accident Investigation Unit (Lake CRU). During the year the AIU assisted with sixteen technical crash investigations, three of which were mutual aid assists to the Lake County AIU. This included four fatal crashes, one of which was in Mentor. Training for the unit was held monthly and consisted of training on the Total Station, crush measurement training at Bob's Garage, technical diagram training, and completion of on-going crash investigations.



The MPD AIU is a unit of motivated officers requiring minimal supervision and resources and has served the department well. The members continue to train and advance their knowledge with little outside involvement, although some additional advanced training is always important to keep them up on the latest techniques. The AIU Unit will continue to be an asset to the department in 2016.

Aggressive Criminal Enforcement Unit

There are four patrol officers used to address Aggressive Criminal Enforcement (ACE) issues throughout the year. These officers were able to work dedicated ACE shifts as manpower permitted. However, ACE officers did a very nice job of incorporating interdiction activities into their daily activities. In addition, ACE officers regularly assisted other officers and supervisors with interdiction related cases and activities.

The ACE officers made a total of 138 drug related arrests, eleven of which were drug trafficking arrests and one was a meth lab arrest. The unit seized two cars and over \$13,000 in cash. ACE officers also made 86 warrant arrests (one was an out of state warrant), made seven weapons-related arrests, and recovered three stolen autos. The unit continues to refer cases to the Mentor Police Narcotics Unit. These referrals frequently lead to additional arrests. Other patrol officers that received formal criminal interdiction training, though not formally assigned to the ACE Unit, seized an additional \$5,000 in cash.

Two officers attended a one week Motor Vehicle Criminal Interdiction Conference. Two younger patrol officers showed interest in ACE activities and they attended a Criminal Patrol course this year. There continues to be a growing interest in criminal interdiction among our patrol force as officers see the importance of the program and the results shown by our ACE officers. To keep up with current trends and case law our ACE officers require refresher training; continual training is one key to the success of our ACE program. Our ACE officers are a highly skilled and respected group of professionals.

Bicycle/ATV Unit

The MPD Bike Unit currently has 7 officers and 2 supervisors assigned to it. During 2015 the Bike Unit officers rode approximately 27 times; this in an increase of 35% from 2014. Officers patrolled various areas in the City focusing on City parks, schools, and neighborhoods. Officers were present at several City events including Safety Town, Safe Routes to School, Beachfest, Cityfest, and the July 4th celebration, among others. Bike Unit officers made contact with countless residents in 2015 and were responsible for issuing 48 safety citations to children. In addition, the bike officers



were responsible for the apprehension of two felony auto theft suspects.

The Bike Unit complete range training at the Lake County Range which included shooting from the bike as well as general marksmanship. The Bike Unit also did a long team building ride through Mentor and Painesville Twp.

The ATV unit has four patrolmen assigned to it. The ATV was used on a daily basis for the City's deer culling program and was a big help with that program. It was also used on the Fourth of July,

Beachfest, and City Fest. It has been a valuable tool when patrolling crowded areas.

Although used on a part-time basis the Bike Patrol and ATV Units serve as valuable tools especially at special events. They are great public relation tools and provide the officers an opportunity to interact more with the public. The officers are more approachable when on the bike or ATV and citizens enjoy speaking to the officers. The Bike and ATV Units made a positive impact on the community in 2015 and we look forward to increasing our usage in 2016 and having another successful year.

Explosive Ordnance Disposal (EOD)

The Lake County Bomb Squad continued its tradition of providing excellent response to and coverage of incidents involving hazardous materials and devices in Lake, Geauga, and Ashtabula counties. With what began with two bomb technicians from the Mentor Police Department back in 1992, the squad is now well equipped and staffed to respond to a multitude of hazardous incidents. The squad is recognized as an Accredited Public Safety Bomb Squad by the FBI and National Bomb Squad Commanders Advisory Board. This status entitles the squad to receive bomb disposal equipment distributed by the United States Departments of Justice and Homeland Security through the field offices of the FBI and the State and local Emergency Management Agencies. During 2015 the squad received a new bomb disposal robot to assist with response and disposal operations.



The team consists of four bomb technicians, one explosives detecting K9 team, and two paramedics. The team has members from six area agencies: Mentor Police Department, Mentor Fire Department, Painesville Township Fire Department, Wickliffe Police Department, Concord Township Fire Department, and the Geauga County Sheriff's Department.



FBI and ATF. Additional training was received from the FBI and Department of Homeland Security. One included a four day course covering response to radiological incidents. Another allowed two members to attend a two-day training in the Toledo area with bomb squads from several states and members of the FBI and Department of Homeland Security. This training introduced bomb technicians to realistic, scenario-based training and allowed for information and idea sharing between squads.

During the year the bomb squad was utilized 54 times, up from 33 in 2014. Examples of incidents to which the squad responded include: recovery of old dynamite, suspicious packages, recovery of munitions, military ordnance (including several live hand grenades), and recovery of improvised explosives, among others. Each incident presented a unique challenge for the squad.

Fortunately there were no injuries or accidents related to the calls. The team also destroyed property from communities in the region. This included old ammunition (about 350 pounds), fireworks (about 100 pounds), expired gas canisters, flares, and mortars.

In conclusion, the Explosive Ordinance Disposal Unit has provided a necessary, important service to the residents of Lake, Geauga, and Ashtabula Counties for over 20 years. In light of the ever present risk of attacks by foreign and domestic terrorists, the Squad has proven to be a valuable asset to the community and the various cities within the three-county region. Continued operation and support is essential to the safety and well-being of the citizens of the City of Mentor and the region.

Hostage Negotiation Team (HNT)

The Hostage Negotiation Team (HNT) is a specialized unit within the Mentor Police Department that has been trained to handle communications in crisis and hostage situations. The primary goal of the HNT in any crisis situation is the preservation of life and the peaceful resolution of the crisis through open communication and negotiation, thereby minimizing the need for the use of force. In all hostage situations the ultimate goal is the release of all hostages unharmed and the apprehension of the suspect, while maintaining the safety of the general public and officers involved.

During crisis situations, the HNT is under the control of the scene commander and works alongside patrol officers, SWAT team members, bomb disposal officers, and/or other specialized units. HNT members are also responsible for gathering and providing intelligence to field and tactical commanders in case a tactical resolution is necessary. The HNT is called upon to communicate primarily with suicidal, armed, and/or barricaded subjects. In 2015 the team members responded to four incidents requiring a negotiator.

The HNT has one team leader and four negotiators. The team trains quarterly reviewing scenarios and practicing with specialized equipment. One HNT member attended the Midwest Crisis Negotiators Conference in Columbus, Ohio, in September. The conference is held annually and is an excellent opportunity for the negotiators to learn about new techniques and equipment as well as to hear first-hand accounts of how particular negotiations were handled around the country. At the 2015 conference, the team member received instruction from the FBI, psychologists, and other experts in the field of crisis negotiation. The conference also provided the attendees an opportunity to meet with other negotiators from across the country.



K-9 Unit

The MPD K-9 program had another very busy and productive year. Both handlers and their K-9 partners continue to hone their skills. Some of the activities accomplished in 2015 by the K-9 teams were 194 MPD uses, 36 Mutual Aid uses, 1 Area Search, 23 Building Searches, 13 Subject Tracks, 52 Community Policing activities, 91 Narcotics Sniffs, and 14 Suspect Control/Apprehensions. In addition, the K-9 teams assisted MPD officers with 31 misdemeanor and 8 felony arrests. There was a slight increase in the overall usage of our K-9 from 2014.

Both teams attended the annual one-week North American Police Canine Handler's Association (NAPCH) seminar covering multiple K-9 related topics and training activities. They also attended a K9 First Aid class and a K9 Legal Update class. Both teams hold certifications from OPOTC, the North American Police Canine Handler's Association (NAPCH), and the North American Police Working Dog Association (NAPWDA). The teams continue to train twice a month with other Northeast Ohio teams.



Both teams had a very busy year in regards to community policing activities. They performed demonstrations at Hero Days at GLM, Working Dog Weekend at Lake Farmpark, the Guns and Hoses charity softball game at Lake County Captains Stadium, and the Lake County Humane Society Mutt Strut at Penitentiary Glen. They performed meet and greets at Great Lakes Mall, Mentor High School, various elementary schools, Kops N Kids, Fill-A-Cruiser, Mentor City Fest, Boy Scouts, and the St. John Vianney Festival. Ptl Mackey and Bo participated in the Officer Down 5K race in Cleveland and were featured on air by Fox 8 News.

A couple of highlights for 2015 include Titan tracking and rescuing a lost autistic child. Ptl Mackey and Bo won the Bi-Jac award for Public Relations. Ptl Wurgler and Titan won the Bil-Jac award for Tracking. It's nice to see that our K9 teams are being recognized for their outstanding work and great service that they provide.



Special Weapons and Tactics Team (SWAT)

2015 marked the 35th year the Mentor SWAT team has been in existence. Last year the team continued to attend various schools, conduct joint training exercises, and continued monthly training. The team consists of sixteen officers from Mentor PD and two officers from Kirtland Hills PD. The SWAT team is enhanced by the Hostage Negotiations Unit, the K9 unit, and the Lake County Bomb Squad.

The SWAT Team continued to train one 10-hour shift per month in 2015. The sniper team trained an additional 10-hour day per month. The entire team additionally completed four days of training in Garrettsville, Ohio. To enhance response capabilities, the team trained with the Mentor PD K9 unit and the Mentor Hostage Negotiators.



To further enhance SWAT Team response and tactical capabilities, the department purchased twelve new entry rifles to replace the aging MP5 rifles that have been in use for decades.

The Mentor SWAT team has continued making progress in 2015 and has become more proficient in many areas. The team will continue to train and progress in 2016.

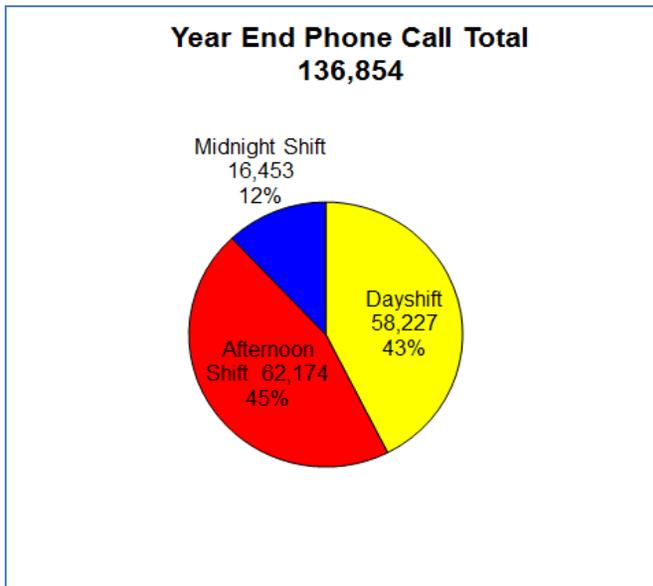
Support Services

The Support Services Division of the Police Department is comprised of four units that supplement the Patrol Division and Detective Bureau. These units include the Safety Forces Communications Unit, the Corrections Unit, the Records Unit, and the Property & Evidence Unit. The dedicated men and women who work in these units provide a strong supporting cast to the Patrol Division and Detective Bureau which positively affects the overall efficiency and effectiveness of the Police Department.



Safety Forces Communication Division

The primary goal of the Mentor Safety Forces Communication Center is to provide high quality assistance to the public in an efficient, courteous and timely manner. This includes responding to requests for service from the public for Police, Fire, and Rescue forces. Also included in this goal is to provide support to those forces responding to the protection and service of the City.



A total of 136,854 telephone calls were processed by dispatch in 2015. Requests for Police assistance totaled 25,865 for the year. Requests for Fire/Rescue totaled 7,714.

Communications Technicians entered a total of 520 warrants into LEADS and processed 7,125 traffic stops in 2015.

In 2015 Mentor Dispatch processed 22 Lake County Mutual Aid Box Alarm (M.A.B.A.S.) requests, and dispatched 67 Fire Mutual Aid requests to surrounding communities.

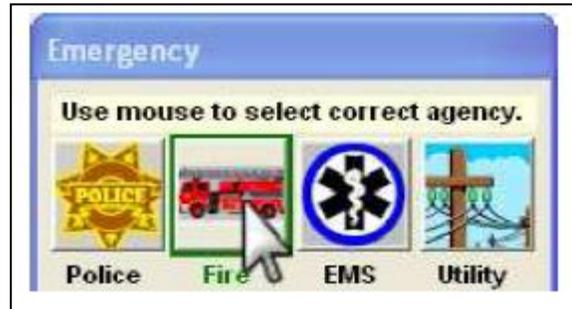
Dispatch made 349 notifications via the MIR3 Alert System in order to recall emergency personnel and activate special teams. In making these notifications, the MIR3 made 8,992 individual telephone calls, saving dispatchers valuable time and allowing them to remain focused on the incident at hand.

Mentor Communications Center Dispatchers received a total of 433 combined hours of training in 2015 with 225 of these hours being completed in-house at no cost. Dispatcher Suzie Sisteck presented the "9-1-1 For Kids" program for the 7th consecutive year to over 600 students in Mentor City Schools during the month of April. Red E Fox was an enormous hit with the children once again.

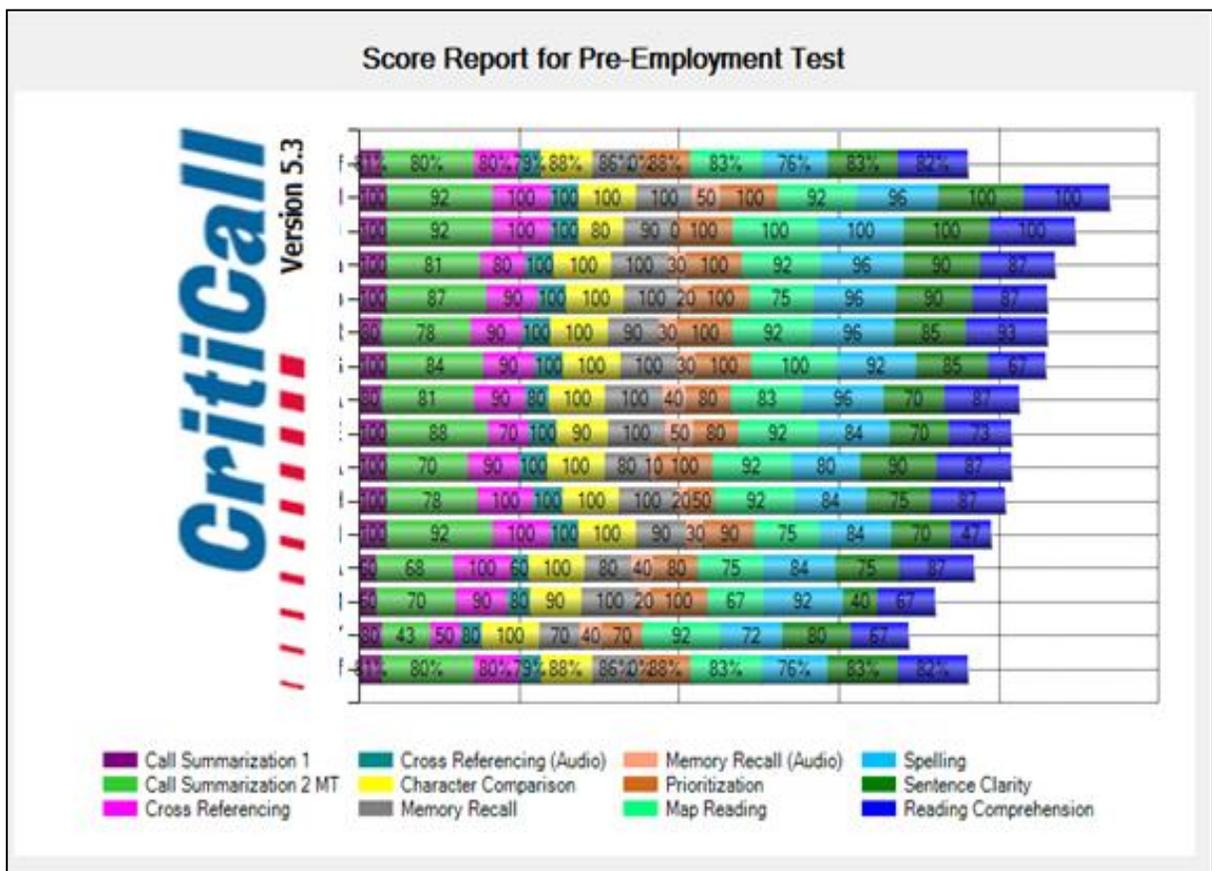
In 2015, the communications center secured the services of Voiance, a language interpretation company, in order to quickly and effectively communicate with foreign speaking 911 callers. Voiance offers a 24/7 translation service by operators who are extensively trained specifically to process 911 calls. Dispatchers are connected on a three way call with interpreters within 10 seconds or less. The service has already been used twice in the few short months since implementation.

There were several personnel changes in 2015. Timothy Johns and Erica Soeder joined the dispatch team in August. Both have successfully completed both call taker and police radio training. Fire radio training will take place in 2016. Michele MacDonald resigned in October after being on leave since January. Faith Powalie resigned in November. Don Berlin retired from his dispatch position in December.

The dispatcher hiring process was changed in 2015 to include skills testing candidates using the CritiCall 911 pre-employment test. The test measures underlying skills and abilities a person needs to possess prior to any training they might receive if they are hired as a dispatcher, including multitasking, cross referencing, memory recall, oral comprehension, data entry, perceptual ability, decision making, prioritizing, probability determination, and the ability to effectively navigate and use a computer.



The testing takes approximately 2-3 hours to complete and 5 candidates can be tested at one time. To date 54 candidates have been tested, resulting in two dispatchers being hired.



Corrections Unit

The Mentor City Jail is classified as a 12-Day facility with ten individual cells, two court holding cells, a detoxification cell, a temporary holding cell, a kitchen area, prisoner showers, laundry room, visiting rooms, an interview room, sally port, jail office booking area, and jail administrator's office. The Jail Facility is staffed by six full time Corrections Officers and one part-time Corrections Officer to provide coverage twenty-four hours a day.

The average daily population of the Mentor City Jail in 2015 was 3.4 prisoners. There were 696 persons temporarily held in 2015 for court appearances for the Mentor Municipal Court, Lake County Jail, and Mentor on the Lake Police Department. In addition, there were 77 people sentenced to the Mentor Jail by the Mentor Municipal Court in 2015. There was an increase of 82 persons processed in 2015 as compared to 2014.

During 2015 there were 58 juveniles processed in the jail. Quarterly reports are forwarded to the Ohio Department of Youth Services Bureau of Community Based Programs. The Mentor City Jail is in compliance with holding juveniles as required by the Juvenile Justice and Delinquency Prevention Act.

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Prisoners Processed	2,354	2,173	2,073	2,155
Persons Sentenced	85	76	63	77
Persons Temporarily Held	638	650	684	696
Juveniles Processed	74	62	56	58

Corrections Officers collected a total of \$316,615.42 in bonds and fines for the Mentor Municipal Court in 2015.

Mentor City Jail has continued to maintain effective per day housing costs by efficient food service management and prisoner work assignments. There was an increase in the number of meals served, however there was a considerable decrease in the amount spent on food. The amount of \$1.86 spent per meal is still well below the average of \$3.76 per meal for other 12-day facilities, according to the Ohio Department of Rehabilitation and Correction's Annual Jail Report. Despite this low meal cost there was no sacrifice in the quality or healthfulness of the food as the meals served in the Mentor City Jail were approved by the State Dietician and are inspected by the Health Department on an annual basis.

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Meals Served	5,269	4,683	4,386	4,560
Amount Spent	\$12,179.53	\$10,505.54	\$10,331.21	\$9,498.21

The Mentor City Jail has continued to adhere to current jail standards. These standards are mandated by the Ohio Department of Rehabilitation & Corrections and the Bureau of Adult Detention. Routine inspections are part of these standards. In-house jail inspections and searches were performed weekly. These included full inspection of the cells, bedding supplies, dayrooms, showers, security devices, visual inspection of sprinkler heads, heat detectors, emergency evacuation signs, cameras, audio monitors, and sanitation.

In 2015 the Mentor Fire Department conducted its annual inspection of the Mentor



City Jail and the facility was again found to be in compliance with no deficiencies. The Mentor City Jail was also inspected twice by Glen Ridge Pest Control. There were no deficiencies were found and the facility was found to be free of insects and pests.

Property & Evidence



The main goal of Property & Evidence is to provide a safe and secure storage location for all items turned in to the department and to follow a strict chain of evidence. We, as a support department, strive to give quick and efficient service to the police department, courts, and the general public. We made daily trips to the Lake County Crime Lab in order to eliminate any delay in processing the evidence collected.

In 2015, Property & Evidence handled over 5,400 pieces of evidence as compared to 4,500 in 2014. These items were all tracked as to which officer turned in the items, when the items were turned in, and in what location they were stored. Any movement

of an item, such as transportation to the lab for analysis, signed out for court, returned to owner, or destroyed, were tracked. This past year 1,653 items were transported to the crime lab and BCI as compared to 1,110 in 2014.

Disposition	2012	2013	2014	2015	
<i>Entries:</i>					
Destroyed Items – Drugs	551	1,837	539	1,183	
Prescription Drugs Drop Box	40 Bags (1,085 lbs.)	75 Bags (1,850 lbs.)	47 Bags (1,329 lbs.)	60 Bags (1,696 lbs.)	Over 3.25 Tons since the program started in 2011
Returned Property	200 Citizens (602 items)	275 Citizens (761 items)	305 Citizens (1,430)	300 Citizens (1,037)	
Auctioned Property	170 items (\$2,257.00)	No Auction Held	435 items (\$4,600)	No Auction Held	

When items were no longer needed as evidence they were either given back to the owner, destroyed if illegal, sold at the city auction, or, upon court order, turned over to the police department for use. In 2015 we returned items to over 300 citizens and destroyed 1,183 items of drugs. A city auction was not held in 2015 but one will be held in spring, 2016.

Property & Evidence has taken on the responsibility of securing and making copies of the Dash Cam videos and the Booking videos for use in court. We supplied the Prosecutors and Defense with this evidence. In 2015 we produced 307 CDs and 1,937 DVDs which took about 1,070 hours to complete.

Property & Evidence is in charge of completing calibration checks on all radar equipment. All units get tested every other year using a mobile calibration unit operated by Western Reserve Electronics located in Cleveland, Ohio. All radar units were calibrated in November 2015.

Property & Evidence took on a new responsibility in 2011, that being, maintaining the Lake County Prescription Drug Drop Box located in the Police Lobby. In 2011, 37

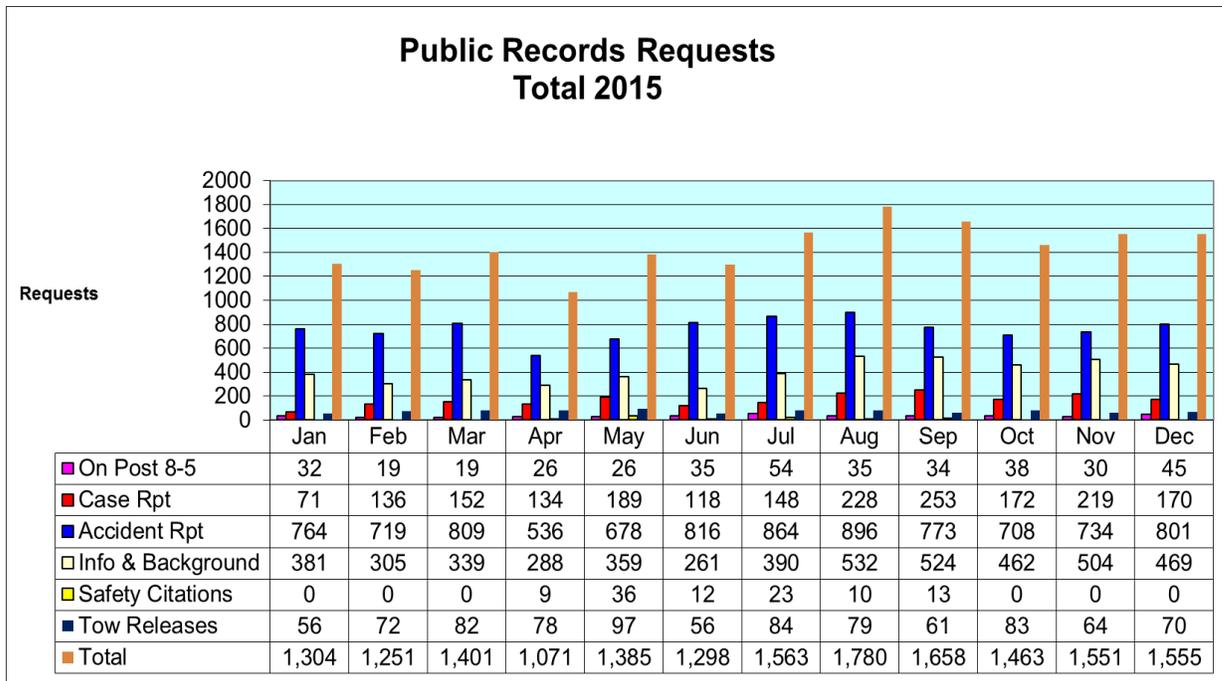
large bags of drugs weighing approximately 816 pounds were dropped off by citizens. This past year 60 bags weighing 1,696 pounds were dropped off by citizens. These drugs were transported to Lake County Narcotics Agency and destroyed. *The Total now is over **3.25 Tons** of drugs that were disposed of properly instead of being flushed into our water system.*

Don't Flush Your Old Drugs, Drop Them!



Records Department

Once again, the Records Department has had a very busy year. For 2015, we continued our learning and expanded our understanding of the New World Law Enforcement Records System and its ability to serve our customers, both internal and external. We have used the system to satisfy over 17,000 requests of various types to our customers. The chart below identifies the types of requests we received and satisfied.



The department was operating the first quarter of 2015 down one staff member due to a retirement. Some duties and responsibilities were shifted around to compensate. We were able to hire a replacement for that position in April. This brought us back to a full complement of personnel.

Our department has continued to administer supply ordering for the entire police department as well as petty cash administration. Each month we provide over 30 separate reports to various requestors, both inside and outside of the police department, to be used in the compilation of statistical data for their individual reporting. We prepare and deliver a consolidated departmental monthly report, as well as the local crime/traffic report to be delivered to the City Manager and City Council members and placement on the city web page. One of the significant accomplishments for the Records Department this past year was the transition into the OIBRS system for crime reporting and moving away from the Summary UCR reporting process. This represented a very steep learning curve for both the Records Department as well as the Patrol group in how case reports are generated and reported. There are many new rules to follow in order to provide a higher level of detail in overall crime reporting.

Another significant accomplishment of the Records Department this past year was the development and implementation of the employee photo ID room. This room is located off the main police department lobby and allows us to take pictures for new employees' badges without having to take the new employees into the jail for their picture. This makes the whole badging process more efficient and eliminates the disruptiveness the old process imposed on the Corrections group.

The Records Department continued to administer the off duty job program for the officers. This program provides off duty police support for all types of activities, from weddings and birthday parties, to high school sporting events, to highway maintenance and construction. In 2015, we processed and satisfied 1,245 jobs for off duty police support.

Records department personnel continued to produce reports and information through the use of ad hoc data queries for both internal and external requestors. This included requests from the media, requests from various businesses, and requests from individual residents. Again, of particular interest this past year was vehicle accident information resulting from collisions with deer. Numerous information requests of this type have been satisfied for internal and external requestors.



Records room personnel

MENTOR POLICE DEPARTMENT

2015

