

# Mentor Police Department



## 2018 Annual Report

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# Foreword

As Chief of Police, I am proud to present the 2018 Annual Report for the City of Mentor Police Department. This report details the activities of, and progress made by the department in 2018.



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.

The Police Department is extremely grateful for the overwhelming support we received this past year with the loss of Officer Mathew Mazany. The support we have received from the public, City Administration, and Council has helped put the men and women of the Department on the road to recovering from this loss.

The men and women of the Mentor Police Department will continue to work hard to meet the new challenges we face daily with the ultimate goal of keeping our citizens safe and continue to earn the support we have received from them.

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Kevin Knight  
Chief of Police

## **Mission Statement**

**W**e, 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.

**W**e will accomplish our mission through innovation, problem-solving, and community involvement.

**I**n 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.

**T**he 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 whom 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.

## **2018 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.

<b>Det. Mike Malainy</b>	<b>Department Excellence Award (Feb)</b>
<b>Det. Steve Ondercin</b>	<b>Department Excellence Award (Oct)</b>
<b>Ptl. Brian Vernick</b>	<b>Department Excellence Award (Dec)</b>
<b>Ptl. James Collier</b>	<b>Officer of the Year (for 2017)</b>
<b>Karen Brooks</b>	<b>Civilian of the Year (for 2017)</b>
<b>Det. Matthew Alvord</b>	<b>Letter of Commendation</b>
<b>Det. Dennis Collins</b>	<b>Letter of Commendation</b>
<b>Det. Brian Haller</b>	<b>Letter of Commendation</b>
<b>Det. Jonathan Miller</b>	<b>Letter of Commendation</b>
<b>Det. Mike Malainy</b>	<b>Letter of Commendation</b>
<b>Det. Dan Radigan</b>	<b>Letter of Commendation</b>
<b>Lt. Tim Allen</b>	<b>Letter of Commendation</b>
<b>Ptl. Scott Bell</b>	<b>Letter of Commendation</b>
<b>Ptl. Joseph Sutton</b>	<b>Letter of Commendation</b>
<b>Dianne Medvec</b>	<b>Letter of Commendation</b>
<b>Captain Ken Gunsch</b>	<b>Letter of Commendation</b>
<b>Captain Andrew Lehner</b>	<b>Letter of Commendation</b>
<b>Dawn Osewalt</b>	<b>Letter of Commendation</b>
<b>Sgt. Mike Kloski</b>	<b>Exceptional Service Award</b>

## **Mentor Police Department Victim Assistance Program**



The Mentor Police Victim Assistance Program is a service that addresses the needs of crime victims in the cities of Mentor and Mentor on the Lake. Our program has served over 5,700 victims since its beginning in 1997. The program currently employs one full time Victim Advocate who works in cooperation with the police department, municipal court, probation department, and prosecutor's office in assisting victims through the criminal justice process. A volunteer also provides clerical assistance to the program.

The goal of the program is to provide prompt, personalized services to citizens victimized by crime. Victims are provided written notifications regarding hearings and made aware of their rights as a victim. Victims are welcome to meet individually with the Advocate concerning their individual needs and concerns. Services may begin from the moment a victim makes a police report and continue through sentencing. The Advocate is available to provide victims with court accompaniment, crisis intervention, complete explanation of the criminal court process, referrals to counselors and social service agencies, notification of court hearings, assistance in obtaining protection orders, notification and awareness of VINE (Victim Information and Notification Everyday) Service, obtaining restitution, and assistance in completing Victim Impact Statements and Victims of Crime Compensation applications. Victims of Domestic Violence are provided with comprehensive services including safety planning, referrals, and information packets.

The program works in concert with the Mentor Municipal Court Judge, Mentor Prosecutor, Probation Officers, Lake County Victim Assistance Office and other community agencies in the best interests of all crime victims to provide quality services. In 2018, The Mentor Police Victim Assistance Program joined with the Lake County Victim Assistance Office to provide in depth roll call training to officers to increase knowledge of victim needs, available services and community resources. The Victim Advocate is a member of the Northeast Ohio Victim Assistance Taskforce, Lake County Suicide Prevention Coalition, and the Domestic Violence Taskforce.

The Mentor Police Victim Assistance Office is located within the Mentor Police Department Building and can be reached at 440-205-2438.

## **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, 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 the Community Services Unit, Court Services Unit, grant procurement and management, labor contract management, personnel, training, research and project management, liaison with the City IT department, and working with Public Works to manage the Department's fleet of vehicles.

Due to several recent retirements the department offered a police officer entrance exam in Spring, 2018. The hiring process is a very detail oriented and involved endeavor and continued through the end of the year. As a result of the hiring process, four officers were hired in August and another three were offered positions and are set to be sworn in as officers in January, 2019.

There were two significant technology related projects continued in 2018. The first involved settling on an electronic ticketing solution for the department. The second project was getting body worn cameras for the patrol force. Both projects are scheduled to be implemented in early 2019.

## **Court Liaison**

The Court Liaison Officer, a sworn Mentor Police Officer, is responsible for the security and safety of the Mentor Municipal Court. During the summer of 2017, the Full-time Court Officer position was transferred back to the Patrol Division and the Court position is now comprised of four part-time Officers. This makes scheduling much more flexible with a cost savings to the City. There are also two additional part-time Officers (unarmed) that manage the front door of the Court and Police Department entrance. They make sure all persons entering have business with these areas and are scanned for weapons, contraband, etc.

The Court Officers performed daily security checks of the courtrooms, all offices, hallways, stairwells, and outer perimeters. Panic alarms were tested monthly and the results documented. The Court Officers discussed and reviewed safety and security issues with the Bailiffs and the front door Officers.

The Court Officers work very closely with the Mentor Police Department's Records, Jail, and Dispatch Center, along with the Court and Prosecutor's office personnel. One Court Officer appeared at all arraignments in the Mentor Municipal Court in lieu of the arresting Officers. At this appearance when defendants plead guilty or no contest the Court Officer advised the judge of basic facts of each case along with any



prior criminal and/or traffic history. When defendants plead not guilty, the officer advised the Judge of any prior criminal and/or traffic history so the Judge could set bond. The Judge would usually ask the Court Officer for a bond recommendation, but it was up to the Judge to accept the bond recommendation or adjust it to what he felt was appropriate for each case.

The Court Officers ensured timely delivery of any official documents to and from the Courts including criminal complaints, arrest reports, traffic citations, warrants, jail commits, and subpoenas. An additional duty included transporting prisoners between the Court and Lake County jail.

Prisoner transportation was accomplished through the use of a 2006 GMC Savana prisoner transport van. The transportation section of the van has two separate units holding five prisoners each. This allowed separation of male and female prisoners or co-defendants, if needed. The van was also used for legal document delivery and other official police department business. The transport van is scheduled to be replaced in the early spring of 2019.

## **Community Service Unit 2018**

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.

For the past nineteen 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 seventh year with the prestigious Platinum Award in showing leadership for traffic safety programming and projects.

The Mentor Police Department Community Service Unit participated in a variety of community and business safety events. For the past 29 years the Unit has sponsored the third-grade seat belt program and poster contest where we focus on educating third graders from all eight Mentor Elementary Schools about the importance of proper seatbelt safety and regulations.

AAA Safety Advisor Lori Cook presenting the platinum award to MPD



The school poster contest winners received many prizes donated by local businesses and were invited to the Great Lakes Mall and presented their awards during Hero's Day in May.

Another program coordinated by the Community Service Unit is the Officer Phil Safety Program. This program encompasses all elementary schools (K-5) and is sponsored by local businesses and provides a presentation by a ventriloquist animator along



with safety books given to each student. This program emphasized general safety issues including bullying, drug abuse, and peer pressure. This is the 35th year for the Officer Phil program which garnered social media attention by each school.

Another goal of the Community Service Unit has been to present 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. In 2018, 24 helmets were fitted and sold to the general public.

The Community Service Unit continued to coordinate the police department's Helmet Safety Citation program. This program rewards children for wearing their helmets while practicing safe riding techniques. When officers issue a safety citation it can then be redeemed at the Police Department for great prizes. In 2018, fourteen police officers participated, issuing 137 safety citations to area children. In 2018, Officer Raymond O'Brien won the title as the top bicycle helmet citation writer for the department.



In conjunction with the National "Drive Sober or Get Pulled Over" campaign, the Lake County Crime Prevention Task Force and the police department co-sponsored the "Protect and Serve" Tavern at the Great Lakes Mall. Guest servers were local chiefs of police affiliated with the Lake County Chiefs Association. This year News Channel 5 reporter Tracy Carlross attended. This event reinforces the message of safe/responsible

driving throughout the holidays and year-round.

The Unit members hold certifications as child safety seat technicians and assist residents with proper child safety seat installations. In 2018 officers installed 88 child safety seats for the residents of Mentor and Mentor-on-the-Lake. The Greater Cleveland Safe Kids Coalition recognizes the Unit's child safety efforts every year at the annual member luncheon. We received the "2017 Outstanding Efforts in Child Passenger Safety" Award in January of 2018.

3<sup>rd</sup> Grade Seatbelt Awards 2018



The "Prevent-A-Gram" program is still in effect. Daily reports are received from patrol regarding observations of potential criminal targets (such as open garage doors, bicycles left out overnight, etc). Residents living at the addresses identified are then made aware through a police department mailing. In 2018, volunteers sent out 335 Prevent-A-Grams to citizens. This number increased significantly from last year.

The Unit has been charged with preparing, writing, and administering most of the grants and donation requests for the department. Two grants were successfully completed in 2018: The High Visibility Traffic Enforcement Grant which closed in September and the Retail Crime Deterrence Grant which closed in December. The Unit will continue to administer the Ballistic Vest Grant which assists in outfitting all officers with up to date ballistic vests.

#### Safe Communities at Mentor High School



2018 was a very busy year for the Community Services Unit. In addition to the above we participated in a variety of activities such as "Buckle Down", National Night Out, Beach Fest, City Fest, Lakeland's Connect Fest, and Miracle Treat Day at the Dairy Queen. We also assisted with numerous security surveys, attended health and safety fairs at Kohl's and Chick-fil-A and participated in the Pink Heels and Velosano Trike & Bike Fundraiser events.

Safety talks were given at the Mentor Senior Center, Small Hands Big Dreams Academy, Little Scholars, Young Steps, Howard Hanna and Keller Williams.

The Unit also held demonstrations with high school students throughout the year at Mentor High and Lake Catholic regarding current roadway safety issues such as distracted and sober driving during prom and homecoming weeks. The Unit attended career day events at Memorial Middle School and Hopkins Elementary School's first Boo Bash. Also, as in years past, the Unit coordinated the International Walk to School Day with several elementary schools and the Mentor Police Department. The Unit also participated in the Mentor Fire Department's Safety Village Program for 3<sup>rd</sup> grade students. This year a day was designated specifically for special needs children and their families to attend the village.

The Unit continued as the police liaison for three regular part-time adult school crossing guards. We thank them all for their service.

2018 ended with the retirement of Officer James Collier who spent 30 distinguished years with the Mentor Police Department. His final year was highlighted with the Sworn Crime Prevention Practitioner of the Year Award by the Ohio Crime Prevention Association along with the Mentor Police Department's Officer of the Year Award for 2017. Congratulations to Officer Collier.



Captain Andrew Lehner, Officer James Collier, and Chief Kevin Knight at the OCPA awards ceremony

## **Personnel and Training Unit**

Training is a crucial function that prepares the committed police officer to safely meet every challenge on the job. As the largest municipal police department in Lake County, 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.

During 2018, the department invested 12,470 hours in training to maintain and improve the skill levels of sworn officers and civilian employees. Of those, 2,891 hours were free training.

Training is required for specialized units as well as for basic police functions. This year the training included administrative based training, specialized training for the detectives, training for our special teams, and civilian based training. In addition to regular training for our officers, in 2018 four new officers were hired. Two attended the Ohio Highway Patrol Academy while the other two went directly into department-based field training. Our department also hosted training for evidence collection and courtroom testimony. This training was attended by Mentor officers as well as officers from several other departments in the area.

### **Field Training Officer Program**

The following is a summation of activity for the Mentor Police Department Field Training Officer (FTO) program for 2018. The field training program not only involves the actual training in the field, but also encompasses a three-week in-house training that the new officers complete prior to being assigned to an FTO.

Two newly hired officers immediately started the field training program. Both successfully completed the field training program ensuring they had the knowledge and capability to work as a one officer patrol unit. The other two new officers attended the basic police academy at the Ohio State Highway Patrol Basic Academy. They graduate in early 2019 and will begin their field training at that time. One additional officer who was hired in August, 2017 successfully completed his field training in January, 2018.

Two field training officers were added in 2018. Both attended an FTO training program; all FTO's have now completed this training program. There are a total of 16 field training officers and we hope to put on two additional FTO's in 2019. This is due to the number of new officers being hired both currently and in the near future. It may seem like there are many FTO's. However, each new officer is assigned to a minimum of three FTOs during their training.

One change that was made this year is that the new officers are now training on 12 hour shifts with their FTOs as opposed to ten-hour shifts as in years past. There have

been some preliminary positive reviews to this training format. The next few training cycles of new officers will also follow this format. It will be monitored and re-evaluated at that time to ensure training remains consistent and thorough.

Overall, the training program is doing well. All the field training officers do a real nice job not only training but also documenting their actions as well. Their input is crucial to the program and to the new officers' training as well.

## **Range and Defensive Tactics**

During 2018 the Police Department continued its very active range program. This program is run twice each month in conjunction with the Defensive Tactics program. There were several range courses designed to not only simulate real world scenarios, but to keep officers proficient with their duty weapons. 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. This is accomplished by relevant training scenarios and exercises.

There are currently seven range officers on the department. Each has received ongoing, advanced training to help improve the firearms portion of our training program. They each bring a unique element to the program, though all are committed to improving the firearm capabilities of all our officers.

## **Police Vehicle Fleet Maintenance**

The Police Vehicle Maintenance staff did another fantastic job of maintaining the police vehicles. Five new cruisers were outfitted with necessary vehicle equipment and put in service. Eight additional cruisers were purchased to be put in service in 2019. In addition to maintaining the fleet our maintenance crews worked with the IT department to install equipment related to the body worn camera project.

## **Operations Division**

The heart and soul of the Mentor Police Department is the Operations Division. The officers and detectives that make up the Patrol Bureau and Criminal Investigations Bureau maintain a safe environment for all citizens that live, work, and play in the City of Mentor. Each unit has its own objectives and responsibilities to provide effective and efficient delivery of police services which is the overall goal of the Operations Division. In 2018, the Operations Division played an integral part in providing security for Mentor on Tap (June), Fourth of July Concert and Fireworks, the Mentor Super Boat Grand Prix and Headlands Beach Fest (July), Mentor City Fest (August), several Mentor Rocks Concerts throughout the summer, and the Lake Health Northern Ohio Marathon (October).

## Patrol Bureau

Officers assigned to the Patrol Bureau are the backbone of the day-to-day operations of the Mentor Police Department.

The call activity in the department decreased by 6% in 2018 compared with 2017. The total number of adult arrests also decreased by 271, a 15% reduction from 2017. Thefts and drug offenses were again the leading arrest categories. The number of drug arrests in 2018 decreased by 17% compared to 2017. The number of theft offenses decreased by 16% in 2018 as compared to 2017. The department again received a state grant to fund aggressive enforcement targeting retail thefts with a nexus to drug abuse. The detail produced significant results in 2018 with arrests and additional intelligence gathered regarding the operation of retail thefts to support drug addiction. The effectiveness of this program is evident in the decrease of these particular types of crimes from the prior year.

A major goal and objective of the Patrol Bureau is traffic enforcement directed at reducing the number of motor vehicle accidents occurring on the city's roadways. The Mentor Police Department actively participated in three State of Ohio Department of Public Safety sponsored traffic enforcement programs: "Drive Sober or Get Pulled Over", "What's Holding You Back," and "Click it or Ticket." The Patrol Bureau's efforts assisted in reducing the number of injury accidents by 15% from 2017.

	2017	2018	Difference	Percent Change
<b>Calls for Service</b>	23,249	21,837	-1,412	-6%
<b>Criminal Offenses</b>	2,859	2,245	-614	-22%
<b>Adult Arrests</b>	1,855	1,584	-271	-15%
<b>OVI</b>	253	220	-33	-12%
<b>Total On-Street Accidents</b>	1,600	1,477	-123	-9%
<b>Total Injury Accidents</b>	356	303	-53	-15%
<b>Traffic Citations</b>	5,408	4,871	-537	-10%
<b>Written Warnings</b>	1,251	1,364	+113	+9%

## Traffic Services

Although traffic law enforcement is a continuous program throughout the year, at times there were specific issues that needed to be addressed. Traffic complaints were addressed in one of several different ways. The department utilizes two SMART trailers (**Speed Monitoring Awareness Radar Trailer**), which are portable, self-contained, speed display units that can be towed to sites with speed-related problems. Other enforcement measures include requests for special attention at a specific location communicated to our patrol officers through the daily bulletin and during roll calls, a selective enforcement program where officers are assigned specific locations for enforcement efforts, and through designated "traffic calming" streets. The

department designates one Traffic Calming location per ward every six weeks, and officers are encouraged to dedicate time enforcing any violations in that area.

In 2018, Lieutenant Allen managed Traffic Services for the police department. This included fielding and responding to complaints, communicating and assigning enforcement activities, and organizing the Traffic Calming and SMART trailer programs. Lt. Allen was also a member of the city's Traffic Working Group. The group deals primarily with traffic safety and consists of representatives from several city departments.

There were 61 complaints received through various channels in 2018. Most came directly from citizens or through City Council members. The most common complaint was speeding vehicles. Twenty-one of those complaints were assigned selective enforcement where officers documented enforcement efforts at a location during a specific period of time. The others were handled by deployment of the SMART trailer or passed on to patrol officers during roll call.

The Traffic Calming program ran from May 14 through December 10, 2018. Select locations were designated in residential areas during the year in an effort to keep citizens safe and to promote safe driving habits. The City Public Works Department assisted in the Traffic Calming program by posting signs at targeted locations throughout the year. The program was divided into six-week segments with each ward having a designated street. Patrol officers conducted traffic enforcement activities at each location throughout the year.

### **Special Events**

In 2018, the Mentor Police Department played an integral part in providing security for several City sponsored special events. During these events the department utilized bike patrol, foot patrol, ATVs, and the department's side by side to provide security for the citizens attending. These were also great opportunities for positive community relations between the citizens and the members of the police department. There were no significant police incidents during any of the following events.

#### ***Mentor on Tap and Uncorked***

On Saturday June 23, 2018, Officers provided security for the Mentor on Tap and Uncorked event that was held at Mentor Civic Center Park. This event featured over 30 premium microbrewers, 4 Ohio vintners, live music, and six gourmet food trucks.



### ***Rock 'n Rockets 2018***

Rock 'n Rockets 2018 kicked off on July 4<sup>th</sup> when the Cleveland Pops Orchestra took the stage at 8pm. The show was followed by the annual fireworks celebration.



### ***SuperBoat Grand Prix***

The Cleveland Construction Super Boat Grand Prix offshore racing event was held at Headlands Beach State Park on July 21<sup>st</sup> and July 22<sup>nd</sup>. The Mentor Police Department worked in partnership with officers from other area law enforcement agencies. In addition to providing security, the detail was responsible for traffic control and escorting the boats from the Great Lakes Mall to the Mentor Lagoons.



### ***Mentor Rocks Concert Series***

Tuesday evenings in the summer of 2018 saw the return of the Mentor Rocks Concert Series. Beginning June 12<sup>th</sup> through August 21<sup>st</sup> the Mentor "Amp" saw bands such as Escape (Journey tribute band), Ten (Pearl Jam tribute band), Jersey (Bruce Springsteen tribute), John King (Nashville recording artist), Purple Madness (Prince tribute band), and Brit Beat (Beatles tribute band).





## ***Beachfest***

On Saturday, July 21, 2018, the Mentor Headlands Beachfest was held at the Headlands Beach State Park in conjunction with The Cleveland Construction Super Boat Grand Prix offshore racing event.



## ***CityFest***

On August 24<sup>th</sup> and 25<sup>th</sup>, 2018, the city hosted the annual Mentor CityFest at Mentor Civic Center Park. Events included the CityFest parade, color dash and walk, giant inflatables, a zip line, fireworks, and live music. Guests enjoyed food from 20 different food vendors while listening to “That 80’s band” on Friday night, and “Sudden Change” who played the “Amp” on Saturday night.



## **Criminal Investigations Bureau**

The Mentor Police Department Detective Bureau consists of a Detective Lieutenant, a Detective Sergeant, four general duty detectives, 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, management of the Narcotics Unit, Internal Affairs investigations, the School Resource Officer program, the Mentor Safety Town program, the Evidence Technician program, the

Video Forensic program, the Computer Forensic program, and the overall management of all investigations assigned to the Detective Bureau.

Detectives were responsible for follow-up on all assigned cases until the case could be cleared or satisfactorily closed. Detectives were also encouraged to self-initiate investigations from information developed by other means such as civilian contacts, confidential informants, referrals from other agencies, and other sources. Detectives were responsible for assisting and supporting the patrol division with investigations when the need arose. The Detective Bureau continued to be very proactive in using social media (Facebook and Twitter) to keep citizens informed of important information and as an aid in their investigations. Many cases have been solved by citizen tips received after a video or photograph has been posted to Facebook asking for assistance in identifying a person.

This year the detective bureau was also proactive in its crime fighting efforts. The detective bureau utilized an underage informant to conduct compliance checks on local businesses to see if they were selling to underage persons. This resulted in several citations for illegal sales to underage persons. A human trafficking detail was also conducted with the assistance of the Cuyahoga County Human Trafficking Task Force and the Lake County Sheriff's Office. During this operation one known human trafficking victim was recovered and multiple arrests were made.

The Mentor Police Department is a member of SPAN (Suburban Police Anti-crime Network) which consists of Detectives from Lake County, eastern Cuyahoga County, and several state and federal agencies. This organization met once a month to share information on investigations. In addition, detectives shared information with agencies from several northeast Ohio counties through an email network.

### **Computer Forensics Unit**

This unit forensically processed phones, computers, and other electronic devices to obtain evidence of crimes. The crimes included child pornography, importuning, drug trafficking, and other situations where electronic images, communication, or data provided evidence of a crime. The department has assigned one officer to work with the United States Secret Service Electronic Crimes Task Force for training and assistance with examinations. In 2018, this officer conducted 34 electronic device examinations related to crimes in Mentor and in seven other jurisdictions within Lake County. He logged a total of 300 hours conducting forensic electronic examinations in 2018. Based on the Mentor Police Department's commitment to the task force, our officer was selected to attend the Advanced Mobile Device Examiner course which was in Hoover, Alabama. Our officer also assisted the task force with a Secret Service search warrant involving the target of a \$1.5 million credit card fraud scheme.

### **Video Forensic Unit**

This unit consists of a detective who processed and enhanced video and images from various sources. The unit used a Video Forensic Computer system utilizing Avid and Input Ace software. This system was completely updated at the end of 2018. This is the only system of its kind in Lake County, resulting in numerous requests from other departments as well as city and county prosecutors for assistance with video

evidence. Video projects were used in identifying suspects and aid in their successful prosecution. This system allowed for enhanced still photos captured from videos to be distributed to media outlets and other law enforcement agencies. The majority of the suspects identified through social media tips in 2018 were through still images captured with this software. In 2018, the unit processed over 40 video projects.

### ***Evidence Technicians***

The Mentor Police Department Evidence Technician Program consists of 20 patrol officers as well as all seven of the detectives in the Detective Bureau. The Evidence Technicians are an asset to the Mentor Police Department. Their duties include photographing and collecting evidence. The photographs they take are of both crime scenes and victims of crimes. The evidence they collect includes fingerprints, tool marks and impressions, shoe and tire prints, DNA, and other trace evidence such as hairs and fibers left at the crime scene.

Evidence Technicians processed 511 cases in 2018. Their work also included collecting evidence at the scene of traffic crashes. They assisted the crash investigators by photographing the marks left on the roadway and the damage to vehicles. Detectives drafted affidavits for records requests and search warrants. In addition to writing search warrants, detectives also processed search warrants/consent searches of homes and businesses to collect evidence relating to their investigations. The Detective Bureau was also used to assist other agencies to help process evidence at crime scenes. Evidence Technicians took 9,930 digital photographs of evidence in 2018.

Some of the more significant cases handled by investigators this year were two homicide investigations. The first was the homicide of Kristen Laux. She was murdered at her home on Villa Marina Dr. MPD detectives collected evidence from the scene with the assistance of the Lake County Crime Lab. Evidence Technicians also collected and processed evidence from the scene of the vehicular homicide from the Brian Anthony case. He is accused of striking and killing Officer Mathew Mazany on SR2. Evidence Technicians also worked with the Lake County Crime Lab in processing the scene of a breaking and entering at the Silverado Arms gun store. The crime scene involved not only the store but the parking lot where officers fired gunshots at the suspects, the scene where the suspects crashed the stolen car they were driving, and the scene where one of the suspects forcibly stole another vehicle to escape. The evidence collected in all three of these cases is critical in the prosecution the offenders.

Two Detectives attended the Ohio Identification Officers Association conference this year. This training consisted of case studies of homicide investigations, abductions, manner of death investigations, and other complex cases. The OIO conference lasted three days and included workshops on evidence collection in varying environments and conditions. Detectives also attended classes from the Cuyahoga County Coroner's Office, a statement analysis class, internal affairs investigations, and background investigations.

## ***Narcotics***

The narcotics unit primarily investigated drug trafficking offenses in and around the city of Mentor. Narcotics Detectives often worked with the Lake County Narcotics Agency and other agencies such as the Drug Enforcement Administration. They used confidential informants in many of their investigations. The unit also investigated drug thefts. In 2018, \$18,763.95 of drug forfeiture money was deposited (some of this money was from cases from previous years). The narcotics unit also handled vehicle forfeitures.

## ***School Resource Officer (SRO)***

The SRO is assigned to the Detective Bureau and works at the Mentor High School interacting with the students, faculty, and school administration. He provided a law enforcement figure students could approach for information, guidance, or help. The SRO was responsible for investigating crimes and complaints that were committed on school property and made arrests when appropriate. The SRO also taught classes that were law enforcement related and aided in seeing that school board rules and guidelines were followed. In 2018 the SRO handled 25 investigations that resulted in 12 arrests. Several of these arrests were drug related. During summer break the SRO attended an annual School Resource Officer Conference to stay on top of current trends in school safety. The SRO also helped run Safety Town. 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 2018 there were two sessions that were each one week long. Each session had a morning and an afternoon class. The SRO was also involved in helping the Mentor Schools assess the school buildings for safety concerns and helped the school system with a table top exercise addressing school threats.

## ***U.S. Marshals Northern Ohio Violent Fugitive Task Force***

The Detective Bureau continued to have one Detective assigned to the U.S. Marshals Northern Ohio Violent Fugitive Task Force in 2018. This appointment has brought together a great network of investigators throughout the state and county. During the Detective's service with the task force this year, 112 people were taken into custody for warrants including Shawn Christy who was wanted after threatening the president. This number included seven of our own Mentor warrants.

## ***Case Load***

In 2018, the Detective Bureau investigated 341 new cases. Detectives cleared 111 cases by arrest or other means. They closed an additional 211 cases as pending more information. This case load involved a variety of cases including homicide, financial crimes, theft, burglary, sexual assault, arson, narcotics trafficking, and suspicious deaths. Detectives used a variety of tools to solve their cases, including the internet and social media. The Mentor Police Department Detective Bureau has

developed excellent relationships with other law enforcement agencies and the sharing of information has been extremely beneficial.



### ***Volunteer Police Chaplain Program***

The program was formally instituted in February of 2009. The current members are Rev. Francis Miller, Rev. Stoney Drain, Fr. Timothy Plavac, Rev. Donald Knipp, and Rev. Brian Landrum.

This program has yielded great results. In March of the 2018, Chaplain Landrum and Chaplain Plavac attended the International Fellowship of Chaplains Conference, which was held here in Mentor. The program has continued to reach new developments in way of counseling and officer contact. In June of 2018 the Mentor Police Department suffered the unexpected and tragic death of Ptl. Mathew Mazany. The Chaplains were called upon to do something they have never done before. All of the Chaplains sacrificed their other commitments to be here for the officers of the Mentor Police Department. Chaplain Plavac came in during the middle of the night for the officers and officiated the funeral service for Ptl. Mazany. Chaplain Drain presided over the prayer service/candlelight vigil for Ptl. Mazany.

The Chaplains continued to make their services available by way of counseling, attending holiday parties, retirement parties, hospital visits, counseling children, funerals for officer's family's and community members as requested by the police department, officiated weddings, and did officer ride-a-longs/departmental visits. The Chaplains also attended the swearing in of new officers and attended the annual "Kops and Kids" Christmas party. During the year, Chaplain Landrum provided dinner to the officers working on the 4<sup>th</sup> of July at the cost of \$275.00. Chaplain Drain spent \$687.18 in marriage getaways, seminar and books, candy, lunch and dinners, and police bibles. In addition, the Chaplains reported the total donation of approximately \$1,000.00 during their volunteer service to the Mentor Police Department in 2018.

Chaplain Algeri retired from the Chaplain program due to residing out of state. With the retirement of Chaplain Algeri, we added Chaplain Miller to our program. Chaplain

Miller is a Presbyterian Minister and resides in the City of Mentor with his wife and children.

These dedicated men volunteered approximately 240.25 hours to the Mentor Police Department in 2018. This is 102.45 hours more than the hours recorded in 2017. One of the goals in 2019 is to continue to increase the number of hours volunteered. Although the overall number of hours volunteered has increased, the needs of the officers continue to increase. We hope to add an additional Police Chaplain in 2019 to help increase the presence of their services and to replace Chaplain Knipp as he plans to retire this year. It is obvious that the dedication and commitment of the Chaplains to this program is still very strong and is yielding great results.



MPD Chaplains at Cleveland Police Memorial Parade

## Specialty Teams

### Accident Investigation Unit

The Mentor Police Department's Accident Investigation Unit (AIU) is headed by Sgt. Mike Danzey. This unit conducts technical crash investigations by reconstructing the events of serious motor vehicle accidents using the most up-to-date methods and equipment. The four members of the Mentor Police AIU also serve on the Lake County Crash Reconstruction Unit (CRU) through mutual aid, thus making it possible to have technical crash analysts and reconstructionists readily available when serious accidents occur throughout Lake County.

In 2018, Mentor's Accident Investigation Unit assisted in the investigation of 16 serious motor vehicle accidents, up from seven in 2017. These accidents included five fatal crashes, five motorcycle crashes, two pedestrian crashes, and three other mutual aid assists to the Lake County CRU.

The MPD AIU held 10 training sessions in 2018. For each training date, members spent a full day maintaining proficiency on using technical equipment, software, and

crash investigation methods. Training sessions often included follow-up on crash investigations, consisting of vehicle inspections, calculations of technical data, diagramming and interviews.



## **Aggressive Criminal Enforcement Unit**

The Aggressive Criminal Enforcement Unit (ACE) had a very active year in 2018 conducting criminal patrol, drug interdiction, and other specialized assignments.

At the beginning of the year, three officers were assigned to the unit; Officer Ryan Heramb, Officer Erik Kupchik, and Officer Donald Swindell. However, given the effectiveness of the ACE Unit's enforcement efforts in 2017, the Unit was expanded in February 2018 to include two new members, Officer Ryan Butler and Officer Bill Dimotsis.

Collectively, these officers were responsible for making over 140 drug-related arrests during their shifts. Included in these drug-related arrests were 18 arrests for drug trafficking. These officers seized drugs ranging from hashish and cocaine, to heroin and LSD. They also made 21 arrests for illegally possessed firearms, all of which were confiscated and taken off the streets. In addition to the above, the ACE Unit was also responsible for dozens of arrests for impaired driving and the arrests of 111 criminals who had outstanding warrants. Periodically throughout the year, the ACE Unit was utilized to suppress drug activity at two hotel locations within the city.

The ACE Unit is utilized whenever possible, and their dedication to criminal patrol, drug interdiction, and OVI enforcement is evidenced by their high level of accomplishments in 2018.

## **Bike/ATV Unit**

The MPD Bike Unit is comprised of seven officers and three supervisors. There are currently six officers assigned to the ATV Unit. During 2018 the MPD Bike/ATV Unit officers rode only during Special Events. Officers were present at the Special Olympics Torch Run, the 4<sup>th</sup> of July Fireworks Celebration, Safety Town, City Fest, the Headlands Boat Race, Beachfest, and some of the summer concert series at the amphitheater.

The Units were used ten times in 2018. There were no proactive Bike Unit patrols assigned due to manpower restrictions. The bikes were given tune ups and maintained during the season by Ptl. Balongie.

The side by side was used for City Fest, Beach Fest, and the Fourth of July. The side by side was a great community policing tool again this year at City Fest and Beach Fest. Officers met and spoke to numerous people and children about policing. Many children even got to sit in the side by side and activate the lights and sirens!

Both the Bike Unit and the ATV Unit made a positive impact on community events in 2018. The MPD Bike/ATV Unit made contact with numerous residents in 2018 during those events. I look forward to increasing our usage in 2018 and having another successful year working special events.

## **Bomb Squad**

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.

The team consists of three bomb technicians, one explosive detecting K9 team, one support member waiting to become certified as a bomb technician, and two paramedics. The team members were from five area agencies: Mentor Police Department, Mentor Fire Department, Concord Township Fire Department, Wickliffe Police Department, and the Geauga County Sheriff's Department.

The team trains twice each month to ensure continued familiarity with equipment and methods introduced by the FBI and ATF. The FBI coordinated several advanced courses in the Cleveland area for local bomb squads. This afforded our bomb squad members the opportunity to learn new techniques and discuss trends with other squads from the area.

The bomb squad is required to submit incident reports to the U.S. Bureau of Alcohol, Tobacco, Firearms, and Explosives. This system tracks all bomb squad activities and incidents to allow for trends to be identified and communication between squads to be simplified. During the year our bomb squad was utilized 65 times. Examples of incidents to which the squad responded include: recovery of bomb making materials, 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 safely destroyed property recovered from communities in the region. This included old ammunition (about 215 pounds), fireworks (about 45 pounds), expired gas canisters, flares, and mortars.

In addition to emergency responses, the Bomb Squad participated in several community events throughout the region. These included the Painesville Night Out Against Crime, the Willoughby Hills Touch-a-Truck, and the Perry Nuclear Power Plant Safety Day, among others.

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 our community and to 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.



**Recovered Military Ordnance**



**Perry Nuclear Power Plant Safety Day**



**Summer Training**

## **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.

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 situations where a tactical resolution becomes necessary. The HNT is called upon to communicate primarily with suicidal, armed, and/or barricaded subjects. In 2018 the team responded to four incidents requiring a negotiator. All four incidents ended peacefully.

Mentor HNT is comprised of a team commander and four negotiators. In 2018, the HNT met twice for team training. Team members also trained individually, shadowing crisis workers and/or mental health professionals. Two members attended the 2018 Midwest Crisis Negotiators Conference in Columbus, Ohio. One member also attended a one-week Crisis Intervention Team course.

## **K-9 Unit**

The K-9 Unit continued to be an essential asset to the Mentor Police Department and surrounding agencies in 2018. It is comprised of two teams: handler Ptl. Bill Mackey with K-9 Bo, and handler Ptl. Terry Wurgler with K-9 Titan. Both teams were assigned to the midnight shift. They performed a wide array of duties in Mentor, and for surrounding law enforcement agencies, to include street patrol, drug detection and

interdiction, tracking, searches, crime deterrence at city events, and community policing.

Both teams' primary duty is criminal enforcement. In 2018, the teams collectively performed 134 Mentor Police Department K-9 uses, 26 mutual aid assists to other law enforcement agencies, 22 suspect controls and apprehensions, 9 building searches, 42 community policing activities, 15 subject tracks, and 66 narcotics detections. The teams were also either directly responsible for or assisted with 28 misdemeanor arrests and 25 felony arrests.

Our K-9 Unit stayed up-to-date with necessary training. In January, both teams completed a training course in Criminal Patrol and Drug Interdiction. Ptl. Mackey and Bo successfully completed evaluation and certification for criminal apprehension, canine searches, tracking, article search, and drug search/detection. Ptl. Wurgler and Titan successfully completed evaluation and certification for criminal apprehension and canine searches. In addition to this, the K-9 Unit trained twice a month either on their own or with other K-9 units from around Lake and Cuyahoga counties.

The support for the K-9 Unit from the Mentor community continued in 2018 with several businesses and residents offering services, supplies, food, and monetary donations. These businesses included Lakeshore Animal Hospital, Dairy Queen on Mentor Avenue, Mentor Lumber, PetSmart, Marc's, and MedVet Cleveland Northeast.





Both teams were involved in community policing throughout the year. Officer Wurgler and K-9 Titan gave a demonstration of K-9 capabilities at Hero Days at the Great Lakes Mall. Officer Mackey and K-9 Bo participated in the Special Olympics Torch Run and gave a demonstration at CityFest. Other community policing activities included school visits, the Fill-A-Cruiser event to help feed the needy, and the Kops and Kids Christmas party in December.

### **Special Weapons and Tactics Team (SWAT)**



In 2018, the Mentor SWAT team continued to provide tactical support for the police department and neighboring law enforcement agencies to help safely resolve potential crisis incidents.

The SWAT team was called to respond to three incidents this past year. In August, the team assisted the Mentor Narcotics Unit with executing a search warrant and arrest in connection with a drug investigation at a local hotel. Also in August, team members were requested to assist the Lake County Sheriff's Office SWAT Team with a standoff at a residential home in Painesville City. In

November, the team was activated to assist the Kirtland Hills Police Department with a barricaded subject. Through the use of proper tactics in each instance, all incidents were resolved peacefully.

As part of community outreach effort, in May the SWAT team conducted a static display and demonstration of the team's weapons and equipment during Law Enforcement Day at Great Lakes Mall. This demonstration was conducted again in December as part of Beacon Health's Lake County Leadership Program.

New members were added to the Mentor SWAT team in 2018. Officer Jeremy Calhoun, Officer Bill Dimotsis, Officer Jeremy Epling, and Officer Brian Yenkevich all

were assigned to the team. Sergeant Michael Fuduric took over command of the team in November. The total team strength is now at 16 members.

The Mentor SWAT team continues to train monthly in the latest tactical methods and conducts joint training with other SWAT teams in Lake County.

## 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 Communications Division

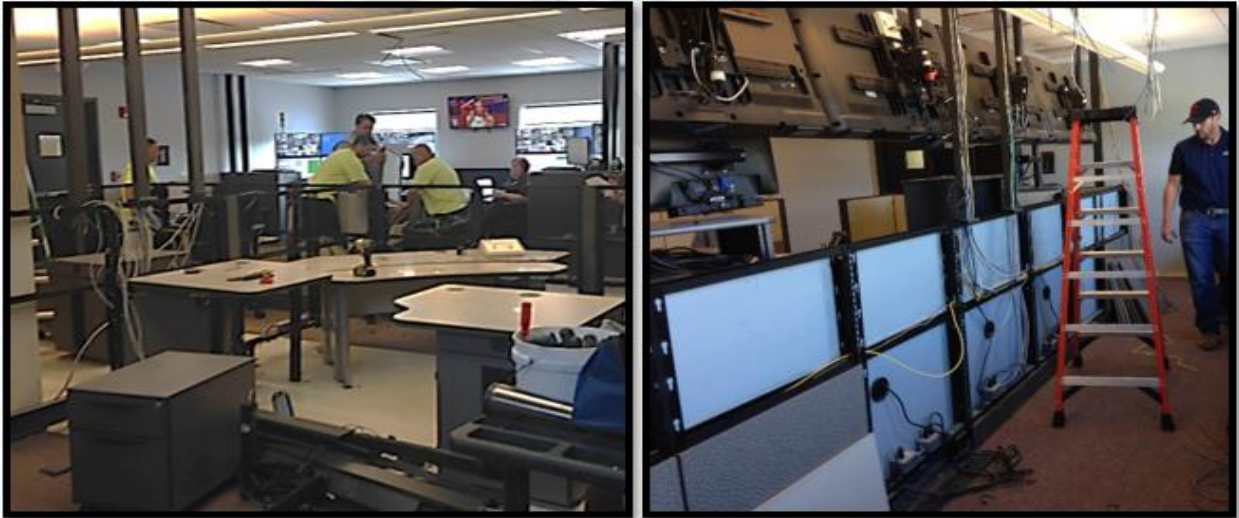


The Mentor Safety Forces Communications Division is committed to providing efficient, effective, quality service to the residents and safety forces we serve. We promote TEAMWORK in our center, RESPECT those who have given us their trust, are ACCOUNTABLE to those we serve, maintain INTEGRITY in the performance of our duties, and DEDICATE ourselves to the profession we have chosen.

The center underwent a complete physical renovation and 911 system upgrade in 2018.

The project was completed in three phases and took the entirety of 2018 to complete. Dispatchers were re-located to the west side of the center and operated amidst the construction while the east side of the center was completely stripped of all furniture and communications equipment. Over the next several months, new flooring, lighting, workstations, radios, and cabling were installed and tested. Once complete, dispatchers were relocated again to the east side of the center while the west side underwent the same process for the other four workstations. Once the physical construction was complete, the installation of the new 911 system began and took the remainder of the year to complete.





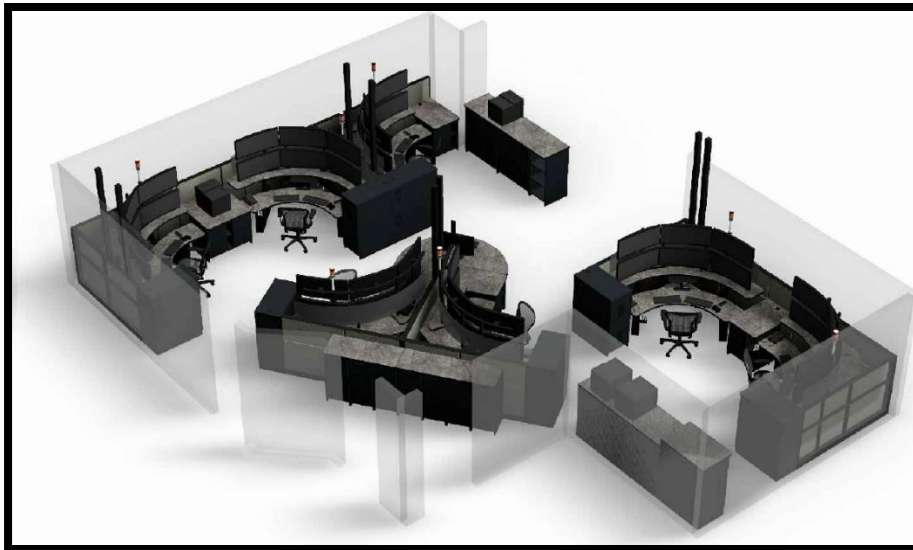
The driving force behind the center's remodel was the need to upgrade the 25+ year old analog 911 Telephone System to a solution which would provide the most reliability, redundancy, and interoperability and sustain the center into the future by affording NG911 call processing as it becomes available in Lake County.

The Vesta 911 Call Handling Solution is a Geo-Diverse system purchased in cooperation with Lake County Central Communications. The two Public Safety Answering Points (PSAPs) act as physical backups to one another to ensure local and countywide continuity of emergency operations in the case of major systems failure or physical destruction of either center. The Motorola MCC7500 radio consoles were previously connected in a manner to provide this functionality.



This virtual consolidation of the center's 911 systems was the next important step in strengthening the survivability of both PSAPs. The 911 equipment is geographically separated to provide the ultimate in redundancy. Mentor and Lake County Central Dispatchers can now operate the radio consoles and process both emergency and non-emergency telephone calls for their specific areas of service from either PSAP location.

Two additional XYBIX workstation consoles were added during the redesign of the center. The new consoles afford up to seven dispatchers to process calls at one time to better manage the activity level during large incidents and times of high call volume.



Equipment that was previously singular, allowing only certain functions to be carried out at specific workstations, has now been replicated at each position. The replication now allows all call taker and virtually all dispatching functions to be

carried out from any of the dispatch workstations. The center's versatile "pod" design readily accommodates not only day to day operations and new dispatcher training, but an "emergency operations mode" which allows police and fire communications to be split off into two distinct operational spheres when the need presents.

Mentor dispatchers continued to provide outstanding service to the residents and safety forces throughout the disruption and construction that occurred around them in 2018. Dispatchers provided CPR instructions hundreds of times, saved an elderly woman from choking, and helped to deliver a baby prior to EMS arriving on scene. Dispatchers answered 122,670 phone calls, dispatched fire and EMS units 8,791 times, police units 35,375 times, Mutual Aid Box Alarms 27 times, and entered 527 warrants into NCIC while the floor was quite literally ripped out from beneath them.

Our dispatchers were active in the community once again in 2018. Dispatchers presented the 911 for Kids program and took part in Mentor Fire Safety Village, Kops n Kids, and the 1<sup>st</sup> Responders luncheon. Red E. Fox again captivated the attention of children at several community events including Mentor City Fest. Supervisors Lombardo-Mylott and Hulderman personally visited several Mentor schools in February to meet with staff and answer questions regarding the active school shooter alert system procedure.

Dispatcher Anne Duncan retired in November 2018 after over 34 years of dedicated service. Anne served as the





department's Assistant TAC Officer for over 20 years. Part time dispatcher Ashley Wayman completed fire radio training in January and was promoted to full time status in December. Ashley will be taking over one of the Assistant TAC Officer positions created with Anne's retirement.

Over 400 hours of continuing education training was completed by dispatchers in 2018. Of those hours, over 300 hours were at no cost to the department. Dispatcher Audrey Buterbaugh earned certification by the Association of Professional



Communications Officers (APCO). Dispatchers Tim Johns and Val Ward, along with the communications supervisors, attended the Vesta 911 Administrator training course. Tim and Val were instrumental in setting up the new 911 call handling layouts and will be acting as the lead team in maintaining the system.

2018 was an exciting and busy year for the Mentor Safety Forces Communications Center. We take pride in our new center, but even more so in the quality of

service our dispatchers continue to provide on a day-to-day basis with their unwavering dedication, professionalism, and skill.

## **Corrections Unit**

The Mentor City Jail is classified as a twelve (12) day facility with ten individual cells, two court holding cells, several specialty cells, and administrative offices. The Jail Facility is staffed twenty-four hours a day using a staff of six full-time and two part-time Corrections Officers.

In 2018 there were 661 adults temporarily held for court appearances in the Mentor Municipal Court, 18 adults were sentenced by the Mentor Municipal Court to serve time in the Mentor City Jail, and the average daily population was 4 prisoners. In total 1,870 people were processed through the Mentor City Jail in 2018 compared to 2,159 in 2017. Corrections Officers were responsible for collecting bonds and fines for the Mentor Municipal Court when the court was closed. In 2018 a total of \$315,629 in bonds and fines were collected by corrections personnel.

During the year, 47 juvenile offenders were processed in the jail. In compliance with the Juvenile Justice and Delinquency Prevention Act, quarterly reports regarding juveniles processed in the Mentor City Jail were completed and forwarded to the Ohio Department of Youth Services.

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>Prisoners Processed</b>	<b>2,155</b>	<b>2,024</b>	<b>2,159</b>	<b>1870</b>
<b>People Sentenced</b>	<b>69</b>	<b>38</b>	<b>29</b>	<b>18</b>
<b>People Temporarily Held</b>	<b>696</b>	<b>805</b>	<b>816</b>	<b>661</b>
<b>Juveniles Processed</b>	<b>58</b>	<b>57</b>	<b>65</b>	<b>47</b>

The Mentor City Jail continued to maintain effective per day housing costs by maintaining proper food service management. A total of 4,276 meals were served in 2018, at a cost of \$1.90 per meal. Meals served in the Mentor City Jail are approved by the State Dietician and inspected by the Health Department on an annual basis.

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>Meals Served</b>	<b>4560</b>	<b>4,761</b>	<b>4,860</b>	<b>4,276</b>
<b>Amount Spent</b>	<b>\$9,498.21</b>	<b>\$10,313.09</b>	<b>\$10,510.06</b>	<b>\$8,132.74</b>
<b>Cost Per Meal</b>	<b>\$2.08</b>	<b>\$2.16</b>	<b>\$2.16</b>	<b>\$1.90</b>

The Mentor City Jail continues to comply with current jail standards that are mandated by the Ohio Department of Rehabilitation and Corrections, Bureau of Adult Detention. The jail received 100% compliance in 2018 on the annual jail inspection. In-house jail inspections and searches were performed weekly. These included full inspection of the cells and other aspects of the jail.

## **Property & Evidence**

The main goals of Property & Evidence is to provide a safe and secure 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 2018, Property & Evidence handled over 4,741 pieces of evidence as compared to 6,229 in 2017. 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, was tracked.

Disposition	2014	2015	2016	2017	2018
<i>Entries:</i>					
Prescription Drug Drop Box	47 Bags (1,329 lbs.)	60 Bags (1,696 lbs.)	55 Bags (1,444 lbs.)	53 Bags (1,610 lbs.)	55 Bags (1,860)

When items were no longer needed as evidence they were either given back to the owner, destroyed if illegal, or sold at the city auction. In 2018 we destroyed 1,020 drug items. A Police auction was held in 2018 where 432 items such as bicycles, tools, and clothing were sold for a total of \$2,881.



2018 Police Auction



Drug Burn

Property & Evidence has the responsibility of securing and producing copies of Dash Cam and Booking videos for use in court. In 2017 we produced 2,573 DVDs which took 933 hours to complete and in 2018 we produced 2,540 DVDs which took 764 Hours to produce.

The Property and Evidence unit maintains the Lake County Prescription Drug Drop Box located in the Mentor Police Lobby. The drop box is used by the community to deposit old and/or unwanted prescription drugs. This prevents thousands of prescription medications from being disposed of improperly into our water supply via drains and plumbing. In 2018, 1,860 pounds of medication was collected and properly destroyed by the Lake County Narcotics Agency. The total weight of drugs collected and destroyed over the past 7 years is just under **5.5 Tons**.

## Don't Flush Your Old Drugs, Drop Them!



PLEASE, FOR OUR SAFETY, **DO NOT PLACE SYRINGES IN DRUG BOX.**

## Records Department



The Records Department is the central repository for all records produced by the Police Department with the responsibility to store and produce required records as needed. As part of that responsibility we work within our Records Management System, New World Law Enforcement Records System. This system provides us the ability to serve our customers, both internal and external.

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. Numerous public records requests were satisfied by the Records department

personnel. Personnel continue to receive training on this topic in order to stay compliant with current rules and laws regarding public records release.

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.

The department was operating at less than the full complement of personnel for the first part of the year. Some duties and responsibilities were shifted around to compensate. In May a new full-time office assistant was hired to bring us back to full strength.

In 2019 electronic submission of accident reports to the state of Ohio is scheduled to be implemented. We are also researching the ability for the public to access completed accident reports on-line.

# Mentor Police Department Organizational Chart 2018

