

# Mentor Police Department



## 2020 Annual Report

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# Foreword

As Chief of Police, I am proud to present the 2020 Annual Report for the City of Mentor Police Department. This report details the activities and progress made by the department in 2020.

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. Our community continues to reach out a hand to law enforcement, and we are proud to join with you to make this city a safe place to live, work, and play with strong police-community relationships.



This past year has been challenging with the COVID-19 pandemic spreading across the world. During this difficult time our officers and staff have continued to provide service to our community. In addition, this country experienced mass civil unrest. The police department worked with community groups seeking change in policing. We continue to review our practices, adjust policy when needed, and work with our community in providing professional policing that is the standard for the Mentor Police Department.

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Ken Gunsch  
Chief of Police

# Mission Statement

**W**e, the members of the Mentor Police Department, vow to uphold the Constitutions 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.

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 whom command 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.

## **Distinguished Awards**

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 a written 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>Kevin Hatch</b>	<b>Officer of the Year (for 2019)</b>
<b>Libby Santon</b>	<b>Civilian of the Year (for 2019)</b>
<b>Zachary Skoczen</b>	<b>LCACP Life Saving Award (September)</b>
<b>Matt Alvord</b>	<b>LCACP Life Saving Award (November)</b>
<b>Paul Balongie</b>	<b>LCACP Life Saving Award (November)</b>
<b>Anthony Childs</b>	<b>Letter of Commendation (May)</b>
<b>Ryan Heramb</b>	<b>Department Excellence Award (November)</b>

## **Victim Assistance Program**

The Mentor Police Victim Assistance Program addresses the needs of crime victims in the cities of Mentor and Mentor on the Lake. Our program has served over 6,000 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 and probation. 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), 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. Victims receiving services in 2020 ranged from age 1 through 84 years old. The Victim Advocate assists residents with safety concerns whether or not a police report is made, or crime is prosecuted.

The Mentor Victim Assistance Program served 206 Victims in 2020. There were 85 victims of domestic violence served, comprising 41% of all victims served in 2020. Given the complexity of domestic violence, these cases typically are provided the most extensive services including crisis intervention, safety planning, referrals, and no contact orders. It is not uncommon for the advocate to work with the same victim over a prolonged period to provide ongoing support and advocacy to enable the victim to leave the abusive relationship.

In addition to domestic violence, other crimes such as assault, menacing, burglary, robbery, and theft are major areas of focus for the program. Services were provided to 47 felony crime victims who were provided advocacy and information during arraignment and preliminary hearings. Additionally, the Victim Advocate contacted victims prior to arraignment for their input and to assess the need for No Contact Orders as bond and/or probation conditions then presented those recommendations to the court. In 2020, 129 No Contact Orders were initiated and processed by the Victim Advocate.

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. 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 receives funding through a grant from the Victims of Crime Act. The program is conveniently 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. Sergeant Steve Ondercin has 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 have been received from retired officers and others 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 Division

The Administration Division is responsible for the Community Services Unit, Court Services Unit, grant procurement and management, labor contract management, personnel, training, research, and project management, 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 August 2020. 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 offered and accepted positions as police officers. They will be sworn into the position in January 2021. Two will attend the police academy at Cuyahoga Community College while the other two, who already have their peace officer certification, will begin their field training right away.

An on-going project for the department involves electronic ticketing. After working with the State of Ohio and the vendor for much of the past couple years we should be utilizing this technology in early 2021.



## **Court Services**

The Court Liaison Officer, a sworn Mentor Police Officer, is responsible for the security and safety of the Mentor Municipal Court. The position is comprised of four part-time Officers, which allows for flexible scheduling. 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 Officer performs daily security checks of the courtrooms, all offices, hallways, stairwells, and outer perimeters. Panic alarms are tested monthly and the results documented. The Court Officer discusses and reviews safety and security issues with the Bailiffs and the front door Officers.

The Court Officer ensures 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 includes transporting prisoners between the Court and Lake County jail. This takes place at least once daily.

## **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 education programming in addition to daily interaction with the public.

As we all know, this year has brought on challenges. The Community Service Unit has a very "hands on" approach to reaching out to the public. Most of our work is out of the office doing events, meet and greets, touch-a-truck events, etc. It has been difficult to reach the community this year due to the COVID-19 pandemic. Even with these challenges, we did our best to let the citizens know we are here.

Prior to the shutdown, the Community Service Unit participated in a variety of community events. We were part of First Responders night at the Ice Breakers hockey game, safety talks at the day care centers, and traveled to Toledo University for a job fair for recruitment for the Police entrance exam. We assisted with "ThinkFast Interactive" at Lake Catholic High School. This is a game show style program to teach the older teens about the dangers of drugs, drinking, and distracted driving. We did also make one touch-a-truck event at Lowes.

We were able to present the 31<sup>st</sup> annual 3<sup>rd</sup> Grade Seat Belt Program to the elementary schools. The presentation this year was done using Google Slides, with cooperation from all the 3<sup>rd</sup> grade teachers. This new approach was a success. The program focuses on

educating the children about the use of seat belts and air bags and the dangers of not using them properly. This program reaches about 600 students from all eight area Elementary Schools.

Along with the program is a seat belt poster contest. Children make a poster about seat belt safety. One winner from each school wins prizes. Those prizes are presented by the Chief of Police at Heroes Day. Unfortunately, due to schools operating remotely, the poster contest could not happen in 2020.



Hometown Heroes Day (formerly Heroes Day) did still happen. The event got pushed back until September 10<sup>th</sup>. Even with the restrictions, the event was a success. The day was perfect and we had a good turnout from the public.



The Mentor Police Department was well represented. Members of the SWAT team, bike unit, and the K9, Bak, and his handler, Bill Mackey, to name a few. There were other Police agencies along with the U.S. Army, Lake Humane Society, and the Lake Metro Parks also in attendance.

Another program that the unit assists with is the Officer Phil Safety Program.

This program also involves all the elementary schools including all the children from K-5. The program is sponsored by the local businesses and is a presentation by a ventriloquist "infotainer". This program focuses on general safety issues including bullying, drug abuse, safety on the streets while walking or riding a bike, and peer pressure. The program has just enough humor, magic, and information to keep the students informed and entertained. Each student gets an activity book that reinforces the content of the program. This was the 37<sup>th</sup> year for the Officer Phil Program.

This unit also runs the City of Mentor bike helmet program. We offer quality, reduced price helmets for children and adults. The helmets are sold and fitted to insure a proper fit. This year we sold 18 helmets to the general public.



The Community Service Unit helps coordinate the Police Department's Helmet Safety Citation Program. This program rewards kids for wearing a helmet while safely riding their bikes or scooters. While on patrol, if an Officer sees this good behavior, they stop the child and issue a "citation". The child can then bring that citation into the Police Department Records Department and pick out a prize. This year Mentor officers issued 195 citations with Officer Kevin Hatch leading the charge with the most citations issued.

Mentor Police Community Service Unit is part of a county-wide Safe Communities Coalition. The coalition includes officers from most of the police departments in Lake County and some of the fire departments. The coalition also has representatives from the Lake County General Health District, Ohio Traffic Safety Office, the Council on Aging, the ADAMHS board, Crossroads, MADD, and Lake Health, to name a few. Normally the coalition meets every couple months and plan events and works in general to make a safer Lake County. Most of these events got cancelled this year due to the pandemic. Some of the larger, statewide blitzes, though, went virtual (along with our meetings).

The two large state-run safety blitzes, *Click it or Ticket* and *Drive Sober Get Pulled Over*, are the best examples of the virtual approach. Normally there is a kickoff event somewhere in Lake County that we would attend, but this year we used clip art and video posts made on Facebook reminding drivers of the campaign and to drive safely. Banners were also put on the bridges in the city to remind people.



Another service that the unit provides is the installation and the inspection of child safety seats. There are two certified installers in the unit. In 2020 we inspected and installed 60 child safety seats. Although most of them are straight forward installs, some needed a special technique to get the safety seat in properly. Along with inspecting and installing the safety seat, we educate the parents and children on the proper use and care of the seat. All through the year there are also continuing education videos and periodicals that we are required to complete, including a test, to keep us up to date on the installation process.

The “Prevent-a-Gram” program is still in effect. Daily reports are received from patrol officers regarding observations of potential criminal targets such as open garage doors, bicycles and valuable property left out overnight, and anything else that could entice criminal activity. Residents are then mailed a notice of the reported issue. In 2020, 483 Prevent-a-Grams were sent out to Mentor residents.

## **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.

During 2020, the department invested 7,091 hours in training to maintain and improve the skill levels of sworn officers and civilian employees. Of those, 3,296 hours were free training. Due to the COVID-19 pandemic, 448 hours of training had to be postponed and 1,240 hours of scheduled training was canceled. Virtual training became more popular and more available during the pandemic. In 2020 the department participated in 605.5 hours of virtual training. This transition included implicit bias training and de-escalation training for all sworn officers.

Many training classes were conducted by our specialized in-house instructors, including defensive tactics, range, and evidence technician training. Additions to our in-house instructor staff included two de-escalation instructors and one less-lethal instructor.

Police administration, supervisory staff, and specialty unit commanders continue to receive leadership training to include *Managing the FTO Unit*. One new Sergeant completed *Supervision of Police Personnel* training at the highly rated Northwestern University Center for Public Safety. The detectives received training in several areas specifically suited to their job such as employment background investigations, interview and interrogation techniques, advanced search and seizure, and courtroom testimony. Officers from the Patrol Division completed autism and first responder training, street drugs training, and Crisis Intervention Team training.

In addition to basic police functions, our specialized units received important training. Three Crisis Negotiation Team members completed their basic training taught by the FBI, one SWAT Team Leader completed SWAT Commander Decision-Making and Leadership training, two team members attended Basic Sniper School, and three others attended breaching training.

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 (FTO)

The Mentor Police Department Field Training Officer program consists of three weeks of “in house” training and fourteen weeks of on the road training. During that time the new officer will have three different training officers and work both day shift and night shifts. Once a new officer completes the program they are cleared to begin working as a single-officer unit. This was a busy year for the FTO program as we had a total of six officers go through the program.

Three senior officers were added to the program in 2020 and completed the four-day FTO school. We currently have 16 training officers. Sgt. Kloski does a great job overseeing the program.

The training officers are expected to train the new officers in everything from department forms, laws of arrest, building searches, and everything in between. They document everything the new officers do and test the new hires regularly. The training officers really are the backbone of the department.

With plans to swear in four new police officers in early 2021, the Mentor Police FTO program looks forward to another busy year.

## Range and Defensive Tactics

The Police Department continued its very active range program in 2020. This program is traditionally run twice each month in conjunction with the Defensive Tactics program. This year, however, range had to be cancelled for three months due to the COVID-19 pandemic. This meant many optional training exercises could not be conducted. However, required training and qualification was completed for the officers.



In addition, we were able to get each officer recertified with the Taser. We had an active shooter training course for those newer officers who had not yet had one as well as a refresher course for all officers.

We added two range officers to the program bringing the total to nine. Having this number of qualified range officers allows for more flexibility in scheduling and training options.

## Vehicle Fleet Maintenance

In 2020 the fleet garage was responsible for maintaining the 50+ unit police fleet. Patrol vehicle MDTs had an update to Windows10 software that was implemented and because

old hardware was not compatible, it was also updated in all patrol units. Fleet maintenance was responsible for upfitting one new police cruiser. This unit was delayed in delivery from Ford due to COVID-19 reasons. This unit was upfitted and put into service December of 2020.



## Operations Division

The Operations Division is at the center of the Police Department. Both the Patrol Bureau and the Detective Bureau fall under the Operations Division. The patrol officers are responsible for handling all calls for service, taking initial reports of crime, completing investigations, enforcing traffic violations, and providing a safe environment for our residents and businesses. The detective bureau is responsible for investigating more serious crimes and crimes that are more complex or require investigation outside of the city. The detective bureau also provides valuable support to the patrol division with various investigative tools. 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. The year brought new challenges for our officers, not only with COVID-19 but the civil unrest that took place during the year. Our officers adapted to taking some reports over the phone, adjustments on when to bring prisoners into the jail, and taking new calls related to the COVID-19 restrictions and requirements. They also ensured that the multiple marches and demonstrations that took place over civil rights issues and the presidential election remained peaceful. Although most community events were canceled, the patrol division did provide security for the Mentor Rocks Concert series before its cancellation as well as the Lake Health Marathon.

## Patrol Bureau

Officers assigned to the patrol bureau work 12-hour shifts. This allows for maximum patrol coverage throughout the day. There were unique challenges for our officers in 2020 as they adjusted to changes in protocol due to the COVID 19 pandemic which they handled well. The Mentor Police Department had two retirements in 2020 and we swore in one new officer. Five officers completed the Field Training Program in 2020.

Our patrol officers are using technology to help solve crimes more than ever. With the help of surveillance cameras, our S.C.R.A.M. program, and online tools such as Facebook we can identify individuals committing crimes and seek prosecution.

In addition to normal patrol duties, patrol officers will at times conduct special details including warrant service, targeted traffic enforcement, and aggressive criminal enforcement in higher crime areas. We continue to combat retail crime with our Retail Theft Program. Officers also assisted with monthly produce distribution for our senior citizens. During the year, our patrol division made arrests for robberies, burglaries, breaking and entering, assaults, weapons violations, drug offenses, and others.

The call activity in the department decreased by 7% in 2020 compared with 2019. The total number of arrests also decreased by 505, a 39% reduction from 2019. Traffic citations were down significantly in 2020. These decreases are due in large part to the COVID-19 pandemic. Businesses were shut down and had reduced hours for much of the year. There was less traffic on the road with many people working from home and limiting their activities outside of their home. Thefts and drug offenses were again the leading arrest categories. The number of thefts decreased by 10% in 2020. However, we did see an increase in thefts of motor vehicles. This number increased by 47%. Motor vehicle thefts have gone up throughout Northeast Ohio, from theft rings operating throughout the area.

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 along with reduced traffic helped in reducing on street accidents by 23% in 2020.

	<b>2019</b>	<b>2020</b>	<b>Difference</b>	<b>Percent Change</b>
<b>Calls for Service</b>	22,754	21,064	-1690	-7%
<b>Criminal Offenses</b>	2,091	1,725	-376	-18%
<b>Adult Arrests</b>	1,301	796	-505	-39%
<b>OVI</b>	209	136	-73	-35%
<b>Total On-Street Accidents</b>	1,385	1,062	-323	-23%
<b>Total Injury Accidents</b>	335	272	-63	-19%
<b>Traffic Citations</b>	5,536	3,347	-2,199	-40%
<b>Written Warnings</b>	1,132	857	-275	-24%

## Traffic Services

Traffic law enforcement is a responsibility of patrol throughout the year, but at times there were specific issues that needed to be addressed. Traffic complaints were addressed in one of several different ways. The department utilized two portable, speed monitoring trailers that were towed to sites with speed-related complaints. Other enforcement measures included



requests for special attention that was relayed to patrol officers during daily roll calls, a selective enforcement program where officers were assigned specific locations for enforcement efforts, and a designated traffic calming program.

The traffic calming program ran from April 6<sup>th</sup> through December 14, 2020. Select locations were designated in residential areas during the year in an effort to keep citizens safe and to promote safe driving habits. The Mentor Public Works Department assisted in the traffic calming program by posting signs at targeted locations. The program was divided into six-week segments with each ward having a designated street throughout the season. Patrol officers conducted traffic enforcement activities at each location throughout the year.

In 2020, Lieutenant Dan Molnar 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 speed trailer programs. Lt. Molnar 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.

The department retired two old speed trailers and purchased two new speed monitoring trailers in 2020. Officer Anthony Childs was instrumental in training the department on how to operate the new trailers. The new ones are much easier to operate and a welcomed upgrade.

There were 76 complaints received through various channels in 2020. Most came directly from citizens or through City Council members. The most common complaint was speeding vehicles. Thirty-four of those complaints were assigned selective enforcement. The others were handled by deployment of the speed trailers or passed on to patrol officers during roll call.

Traffic law enforcement will continue to be a priority with the Mentor Police Department patrol division in an effort to promote safe driving habits and reduce accidents.

## **Criminal Investigations Bureau**

The Mentor Police Department Detective Bureau consists of a Detective Lieutenant, a Detective Sergeant, six general duty detectives, two narcotics investigators, one juvenile detective, one school resource officer, and an administrative assistant. The Detective Lieutenant and Detective Sergeant are responsible for the administration of the Detective Bureau, 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.

Training for detectives and evidence technicians is a priority for the Mentor Police Department. This year not all training could be done in person. The training classes completed in 2020 reflect a mix of both in-person and online webinar training. Both narcotics detectives attended a class on drug trafficking investigations. These detectives also attended training on cell phone use in drug investigations and search and seizure training. The general duty detectives completed multiple courses on topics such as interview and interrogation, conducting employment background investigations, manner

of death investigations, advanced technology, writing affidavits, and fire investigations. The School Resource Officer completed a course in youth suicide prevention. Detective supervisors completed a course on internal investigations.

Detectives are responsible for follow-up on all assigned cases until the case can be cleared or satisfactorily closed. Detectives are 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 are responsible for assisting and supporting the Patrol Division with investigations when the need arises. The Detective Bureau utilizes social media (Facebook and Twitter) to keep citizens informed of important information and as an aid in their investigations. Several 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. In 2020, the detective bureau was proactive in its crime fighting efforts. The detective bureau conducted several prostitution stings aimed at suspects who were advertising sex acts in Mentor. This resulted in six arrests for soliciting prostitution, promoting prostitution, drug possession, and weapons offenses.

Detectives draft affidavits for records requests and search warrants. In addition to writing search warrants, detectives also process search warrants/consent searches of homes and businesses to collect evidence relating to their investigations. The Detective Bureau is also used to assist other agencies to help process evidence at crime scenes.

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 usually meets once a month to share information on investigations. In addition, detectives share information with agencies from several northeast Ohio counties through an email network.

### **Computer Forensics Unit**

This unit forensically processes phones, computers, and other electronic devices to obtain evidence of crimes. The crimes can include child pornography, soliciting minors for sex, drug trafficking, and other situations where electronic images, communication, or data provide 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 2020, this officer conducted 30 electronic device examinations related to crimes in Mentor and in other jurisdictions within Lake County. He logged a total of 156 hours conducting forensic electronic examinations in 2020. There were three child pornography cases investigated in Mentor where the computer forensics unit was utilized for the device searches.

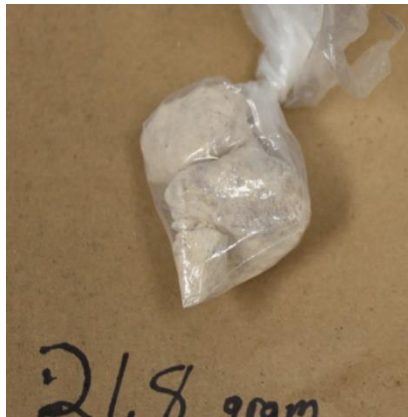
### **Video Forensic Unit**

This Unit consists of a detective who processes and enhances video and images from various sources. This detective uses a video forensic computer system utilizing Avid and Input Ace software. This system was completely updated at the end of 2018. Video projects are used in identifying suspects and aid in their successful prosecution. This system allows for enhanced still photos captured from videos to be distributed to media

outlets and other law enforcement agencies. Many of the suspects identified through social media tips in 2020 were from still images captured with this software. In 2020, the unit processed 31 video requests that resulted in 12 positive suspect identifications.

### **Narcotics Unit**

The narcotics unit primarily investigates 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. The unit also investigates complaints of drug thefts. Detectives use Ohio Automated Prescription Reporting System to check if reports of prescription drug theft are attempts to obtain illicit prescriptions.



In 2020, \$28,800 was seized as the result of drug investigations. The narcotics unit also handles vehicle forfeitures. There were 11 vehicles seized in 2020. The narcotics unit executed three search warrants in Mentor in 2020. The search warrants were the culmination of months of undercover investigating drug trafficking complaints in Mentor residential districts. Narcotics detectives also investigate overdose deaths. One of these investigations resulted in charges on a suspect for aggravated trafficking in drugs and corrupting another with drugs.

### **Evidence Technicians**

The Mentor Police Department Evidence Technician Program consists of 23 patrol officers as well as all 9 of the detectives in the Detective Bureau. That total reflects the seven new evidence technicians added to the program for 2020. 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 trace evidence, like hairs and fibers, left at the crime scene. Their work also includes collecting evidence at the scene of traffic crashes. They assist the crash investigators by photographing the marks left on the roadway and the damage to the vehicles. Evidence technicians processed 626 cases in 2020 and took 10,549 digital photographs of evidence in 2020.

The Detective Bureau and the evidence technicians handled several significant cases this year. One case of note was the robbery arrest of a suspect who violently attacked a victim during the theft of pallets from a Mentor business. Evidence technicians also collected and processed evidence from the scene of a bank robbery. Detectives investigated a few sexual assault allegations. Three of these cases resulted in detectives conducting a search warrant at homes in Mentor. Evidence collected from search warrants can help corroborate victim statements.



Mentor detectives work closely with the Internet Crimes Against Children (ICAC) Task Force to address child pornography complaints. Detectives, with the help of ICAC, executed a search warrant to search multiple computer devices at a home in Mentor. Images collected during this search warrant were used as evidence against the offender. Detectives also executed search warrants on devices, such as cell phones and computers, and on accounts for web sites and computer applications. Those search warrants totaled 46 in 2020.

In addition to the multiple criminal investigations conducted by Mentor detectives, they also completed background investigations on applicants for the open patrol

officer positions. The extensive background investigations provide a foundation for the police candidates to continue in the hiring process.

### **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 provides a law enforcement figure that students can approach for information, guidance, or help. The SRO is responsible for investigating crimes and complaints that are committed on school property and makes arrests when appropriate. The SRO also teaches classes that are law enforcement related and aids in seeing that school board rules and guidelines are followed. In 2020 the SRO was limited in his time at Mentor High School due to hybrid remote learning resulting from the COVID-19 pandemic. While he was in the school, he handled 12 investigations that resulted in 3 arrests. When Mentor High School went to fully remote education due to COVID-19, the SRO moved to road patrol. The SRO did not participate in Safety Town or attend the SRO Conference as they were cancelled.

### **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 2020. This appointment has brought together a great network of investigators throughout the county and this region of the state. During the Detective's service with the task force this year, 35 people were taken into custody for warrants. This number included six of our own Mentor warrants.

### **Arson Unit**

The Mentor Police Department Detective Bureau has one detective assigned and trained to assist the Mentor Fire Department with arson investigations. This detective works with the fire investigators from the fire department to collect evidence at the fire scene. There

were three arson investigations in 2020. Two of these investigations led to charges for those responsible for the fires.

### **Case Load**

In 2020, the Detective Bureau investigated 306 new cases. Detectives cleared 85 cases by arrest or other means. They closed an additional 146 cases as pending. This case load involved a variety of cases including aggravated burglary, felonious assault, financial crimes, theft, sexual assault, prostitution, narcotics trafficking, suspicious fires, and overdose deaths. Detectives use a variety of tools to solve their cases. One tool is the Surveillance Camera Registration and Mapping Program, operation S.C.R.A.M. This newer program allows Mentor residents and business owners to register their video surveillance system in a secured GIS database. This program does not give officers direct access to any surveillance system but does allow detectives to check the database and determine if a surveillance system is near where a crime has been committed. In addition to operation S.C.R.A.M., the Mentor Police Department joined the Neighbors App by Ring. Joining this app allows our investigators to engage in the community by viewing and responding to crime and safety incidents shared by Ring video users. The police can also share crime alerts and request video evidence from residents who use this application.

The Mentor Police Department Detective Bureau has developed excellent relationships with other law enforcement agencies and the sharing of information has been extremely beneficial in solving crimes. Our detectives coordinate annual evidence technician training with the Lake County Crime Lab and the Ohio Bureau of Criminal Investigation in order to keep up with the latest procedures in evidence collection. In 2020, the Mentor Police Department worked closely with the Ohio State Patrol in using a bait car to arrest car thieves.

### **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 varied from the past years. Some of our Chaplains were unable to volunteer because of COVID-19. The majority of Chaplains did continue to make their services available by way of counseling, counseling children of officers, counseling a retired officer, counseling an officer's father, presiding over a funeral for an officer's relative, call-outs to community members as requested by the police department, and presiding over a funeral mass for a community member that passed away (one where the Chaplain had been called to the scene). One of the Chaplains attended the annual "Kops and Kids" Christmas party while another assisted in handing out gifts to the elderly shut-ins in our community. Chaplain Fr. Plavac also participated in the two-year memorial for Patrolman Mathew Mazany.



## Specialty Units

### Accident Investigation Unit

The Mentor Police Department's Accident Investigation Unit (AIU) is headed by Sergeant Michael Danzey. The four members of the Mentor Police AIU, two of whom are reconstructionists, also serve on the Lake County Crash Reconstruction Unit (CRU). One officer is certified as a CDR Analyst, enabling the download and interpretation of vehicle Event Data Recorders.



In 2020 Mentor's Accident Investigation Unit assisted in the investigation of 17 cases, including mutual aid to the Lake CRU. These crashes included six fatalities, five motorcycle crashes, two bicycle/ATV crashes, one school bus crash, and one Aggravated Vehicular Assault case.

AIU members attended monthly training at MPD, which often included follow-up on crash investigations (vehicle inspections, calculations of technical data, diagramming, and interviews).

### Aggressive Criminal Enforcement (ACE)

The Aggressive Criminal Enforcement Unit (ACE) unit focuses on proactive police techniques. Some of these include criminal patrol, drug interdiction within the city or on interstates, short-term traffic/hotel interdiction, and a focus on high crime activity areas. In 2020 the unit remained proactive during an unprecedented year.

The members of the ACE unit for 2020 were officers Heramb, Swindell, and Kupchik. The unit works in conjunction with the K-9 unit and the narcotics unit. ACE officers collectively were responsible for making 78 drug related arrests in 2020. These included: 46 marijuana arrests, 16 prescription pills/ecstasy pill arrests, 6 cocaine arrests, and 4 heroin arrests. Five of the arrestees were also charged with drug trafficking. In addition to drug charges, the ACE Unit made seven arrests for illegal firearms which included illegally possessed and stolen firearms. ACE officers also made 31 warrant arrests and 11 OVI arrests in 2020.

Noteworthy arrests include a juvenile who had just stolen a vehicle at gun point in a neighboring community. At the time of the arrest two firearms were recovered. In addition, an ACE officer arrested an individual for drug trafficking who possessed 60

grams of cocaine, 20 grams of heroin, 8 ecstasy pills, and over \$10,000 in cash. The individual was also later found to be involved in a federal investigation involving human trafficking.

Despite all the obstacles put forth in 2020, the ACE Unit continued to work as hard as ever with their proactive enforcement for our community. In 2021 the unit plans to potentially add officers that will receive training for Aggressive Criminal Enforcement.

### **Bike/ATV Unit**

The MPD Bike Unit is comprised of seven officers and four supervisors. There are currently five officers assigned to the ATV Unit which includes two supervisors. As we all know 2020 was a unique year where most of the city sponsored events normally patrolled by the Bike/ATV Unit were cancelled. However, the Bike/ATV Unit was utilized for new events such as rallies and marches brought on by current social and political events. Our officers were used to keep the peace and allow the marchers to travel safely without interference from public traffic. Such events included a Black Lives Matter march which ended at City Hall and a Black Lives Matter/Juneteenth march in the Great Lakes Mall area. Several officers of the Bike Patrol Unit also assisted a neighboring city who had a Black Lives Matter protest in their public square. The side by side was again used for special events and continues to be a great, high visibility public relations tool. This year it was used during Memorial Day weekend. Though there were no events scheduled the public did frequent outdoor areas which include wooded hiking trails and the City Lagoons.

There were approximately 40 recorded hours performed by the unit in 2020 which is down from last year. There was no yearly training assigned this year due to the COVID-19 pandemic. Ptl. Balongie continued to maintain and repair the bicycles for the unit. Both the Bike Unit and the ATV Unit continue to make a positive impact on the community, each having made numerous public contacts in 2020 during the mentioned 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. The squad was formed in 1992. Since that time, we have trained and gotten equipment to be able to respond to a wide array of hazardous incidents. The squad is recognized as an Accredited Public Safety Bomb Squad by the FBI and the National Bomb Squad Commanders Advisory Board.



The team consists of four bomb technicians, one explosive detecting K9 team, and two paramedics. The team members were from five area agencies: Mentor Police Department, Concord Fire Department, Mentor Fire Department, Eastlake 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.

Training this year was different due to the COVID-19 pandemic. Five monthly trainings were cancelled as part of social distancing practices. Instead, bomb technicians received training via webinars put on by various organizations within the bomb squad community. While not ideal training, this afforded the opportunity to get some form of training.

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 47 times. Examples of incidents to which the squad responded include improvised explosive devices, recovery of bomb making materials, suspicious packages, recovery of munitions, and military ordnance (including several live hand grenades), among others. Each incident presented a unique challenge for the squad. Fortunately, there were no injuries or accidents related to the calls.



In conclusion, the Explosive Ordinance Disposal Unit has provided a necessary, important service to the residents of Lake, Geauga, and Ashtabula Counties for over 25 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 are 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 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. The HNT is called upon to communicate primarily with suicidal, armed,

and/or barricaded subjects. In 2020 the team responded to one incident requiring a negotiator, and individual negotiators utilized their training and skills in countless other incidents.

In 2020, Mentor HNT added a new team member, expanding the total team size to six negotiators. The HNT met twice for team training throughout the year, and three team members also attended the FBI Crisis Negotiator course. All six members are also trained as CIT officers.

## **K-9 Unit**

The K-9 Unit continued to be an essential asset to the Mentor Police Department in 2020. Our two teams consist of Ptl. Mackey with K-9 Bak and Ptl. Wurgler with K-9 Achilles.

The K-9 teams perform a wide array of duties throughout the year not only in Mentor, but also for surrounding law enforcement agencies. These duties include patrol, apprehension, drug detection and interdiction, tracking, searches, crime deterrence at special events, and community policing.



The primary responsibility of both teams is criminal enforcement. In 2020, the teams collectively performed 38 K-9 uses for the Mentor Police Department and 10 assists to other law enforcement agencies. These included 7 suspect controls and apprehensions, 28 community policing activities, 4 subject tracks, 23 narcotics detections, and 1 article search. In June, Ptl. Mackey and K-9 Bak assisted Painesville PD with an article search after a suspect fled from them and discarded a firearm. Bak was able to successfully locate the firearm within a few minutes.

The K-9 Unit stays up to date with necessary training. The teams regularly train twice a month and often with other K-9 units from around Lake and Cuyahoga counties. Both K-9 teams successfully re-certified with the State of Ohio in April.

The support for the K-9 Unit from the Mentor community continued in 2020 with several businesses and residents offering support in the form of services, supplies, food, and monetary donations. PetSmart continued to donate food for the teams, and the Lakeshore Animal Hospital continued to donate health care services.

Both teams were involved with the community throughout the year, although special events were limited due to COVID-19. The teams regularly visited schools and businesses allowing social interaction between the K-9s and members of the community.

## Special Weapons and Tactics (SWAT)

In 2020, the Mentor SWAT team continued to provide tactical support for the police department and neighboring law enforcement agencies, successfully and peacefully resolving potential crisis incidents.

The SWAT team was called to respond to four incidents this past year. In January, the team was activated to respond to a suicidal male, which was resolved without incident. Also, in January, the SWAT team was requested by the Mentor Police Narcotics Unit to execute a search warrant of an apartment, which



resulted in the arrest of a male and the seizure of narcotics. In May, the SWAT team executed a search warrant and multiple arrest warrants of a home in Mentor that was linked to a theft ring. This led to the arrest of several career criminals and the recovery of stolen firearms and other property. These warrants were part of a larger drug and theft investigation conducted by the Mentor Police Department and Lake County Sheriff's Office throughout Lake and Ashtabula counties.

In June the entire SWAT team was utilized for safety and crowd control at a demonstration and protest in the city. In addition to these events, members of the SWAT team were requested to assist the Lake County Sheriff's Office with safety and crowd control for several protests elsewhere in Lake County during the summer.

Two members of the team, Officers Jeremy Calhoun and Jeremy Epling, were assigned as team snipers. They were officially trained and certified after attending Basic Sniper School. Three other team members, Officers Mark Burton, Ryan Butler, and Bill Dimotsis were trained and certified in mechanical breaching.

In September the Mentor SWAT team conducted a 40-hour week joint training with the Lake County Sheriff's Office SWAT team. They also continue to train monthly in order to remain proficient in resolving high risk and tactical situations faced by law enforcement.

## Support Services

The Support Services Division of the Mentor Police Department is comprised of the Safety Forces Communications Unit (Dispatch), the Corrections Unit, the Records Unit, and the Property & Evidence Unit. Managed by Captain Robert Valley, these departments are faced with constantly changing legal mandates, and each Unit continues to meet or exceed strict state and federal standards or "Best Practices" related to their responsibilities. The dedicated men and women of Support Services provide a strong



supporting cast to the Operations Division and reflect the mission of the Mentor Police Department.

The Mentor Police Department started the Narcan Program in 2015 to counter the opioid crisis and needless overdose deaths caused by heroin and other emerging opioid drugs. Naloxone, better known by the brand name Narcan, is carried by all Mentor Police and Corrections Officers trained to identify an opioid overdose and administer the drug. In 2020, Mentor Officers administered 59 doses of Narcan to 29 individuals suffering an opioid overdose. Of the 29 cases, 28 lives were saved through the administration of Narcan. By comparison, in 2019, the cases were slightly higher with officers administering 74 doses to 34 individuals suffering opioid overdoses, of which 32 lives were saved. To keep all officers supplied with Narcan for these situations, the Mentor Police Department obtains Naloxone from a state operated pharmacy and receives free doses through the Lake County General Health District.



Responsible for our police facilities, the Support Services Division continues work with the Public Works Department to renovate an aging police department building, built in 1982. In 2020, facility renovations included remodeling of bathrooms on the first and second floors and new flooring in portions of the first floor. The police department rear parking lot was repaved and striped.

Support Services works directly with the City's I.T. Department to help maintain and keep our vital technology up to date. In 2020, mobile data terminals (MDT's) in all cruisers were updated for better performance and connectivity. More importantly, these new MDT's were necessary for compliance with strict LEADS and CJIS (Criminal Justice Information Services) standards, to help protect critical and sensitive data.

## 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 by the courts, other government agencies, or the public. 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.

Visitors to the Mentor Police Department are welcomed by our Records Department staff. Our staff assists the public with filing police reports, records requests, solicitor permit applications, and vehicle releases, as well as answering many police-related questions.





Records department personnel continued to produce reports and information using ad hoc data queries for both internal and external requestors. This included requests from the media, requests from various businesses, and requests from citizens. Numerous public records requests were satisfied by the Records Department personnel. Records staff continue to receive advanced training on this topic to stay compliant with current rules and laws regarding public records release.

Each month we provide several 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. Patrol supervisors up to the Chief of Police use these reports to direct patrol activities. 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. This report is also viewable on the City of Mentor website. Additionally, our Records Department is responsible for reporting criminal cases and arrests through the Ohio Incident Based Reporting System (OIBRS), for more accurate state and federal crime statistics.



Due to the COVID-19 pandemic, Records staffing dropped from three full-time and one part-time employee, to two full-time and one part-time employee. Both full-time staff members are fully cross trained in all Records functions. Technology and more efficient procedures were critical in making this staffing adjustment.

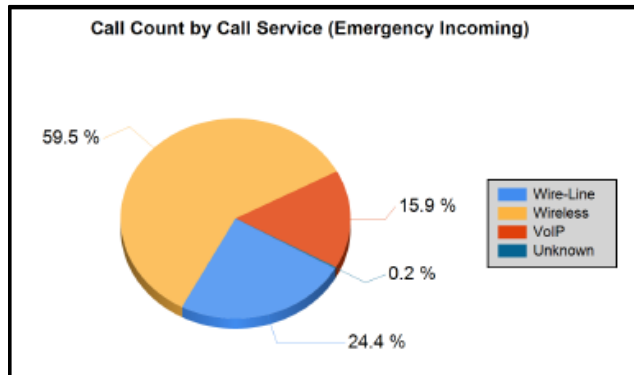
The Records Department continues to evolve and become more efficient with electronic crash reporting, started in 2019, and electronic ticketing, which was nearly complete as of the end of 2020. Throughout 2020, Records staff worked with the Patrol Division to hone e-ticketing program and procedures, expected to be fully functional in early 2021. These changes in the Records Department have helped to eliminate the needless waste of printed documents and make access to documents easier. Accident reports are submitted electronically to the State of Ohio and benefit all those who seek to obtain them with unlimited access through the Ohio BMV's website.

## Communications Division



The Mentor Safety Forces Communications Division is committed to providing efficient, attentive, 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.



Mentor's Public Safety Emergency Telecommunicators answered 102,789 incoming emergency and non-emergency telephone calls in 2020. Of those calls, 11,895 were 911 calls, with close to 60% originating from mobile devices.

The National Emergency Numbers Association (NENA) standard for 911 call answer time is that 95% of 911 calls to be answered in less than 15 seconds. In 2020, 83% of 911 calls received in Mentor

were answered in less than 3 seconds and 99% were answered in less than 6 seconds, far exceeding NENA standards.

Telecommunicators dispatched 39,182 police incidents, 8,306 fire rescue incidents, 23 MABAS alarms, and entered 479 warrants into LEADS/NCIC. 493 Mir3 personnel notifications were sent out, which is the equivalent of making 14,021 individual outgoing phone calls.

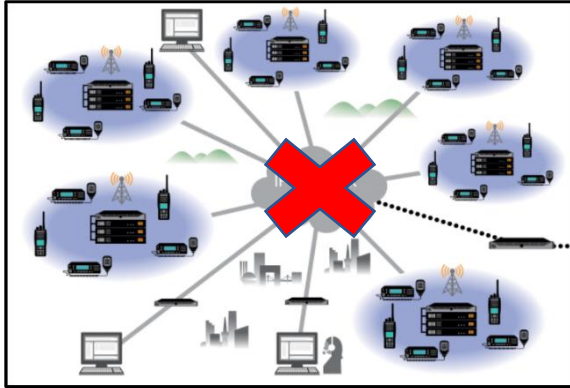
In March 2020, Mentor Safety Forces Communications took the lead in the planning of a Lake County Continuity of Operations Plan to be executed in case of a COVID-19 outbreak affecting any, or all, of the nine 911 Public Safety Answering Points (PSAPs) operating in Lake County. Additional fire station alerting capabilities were added to our dispatch consoles that will allow Mentor to take over police and fire dispatching services for multiple agencies and directly alert fire stations in Wickliffe, Willowick, Mentor on the Lake, Eastlake, Kirtland, and Willoughby. Mentor already acts as the backup dispatch center to Lake County Central Communications Center and the agencies they service.

While non-essential businesses closed during Ohio's COVID-19 stay at home order, two patrol officers were cross trained to assist with dispatching operations. Officer Kirby and Officer Hatch spent about two months in the center learning how to operate complex computer equipment, process 911 calls, and operate the Motorola radio consoles to dispatch patrol units. This cross training was a vital piece of ensuring the center could continue to provide services in case of a personnel shortage in the center due to COVID-19.



Dispatcher Dawn Osewalt, who retired in November 2019 after over 30 years of service, was re-hired on a part-time basis in February, 2020. Part-time dispatcher Anne Hribar completed police radio training in September.

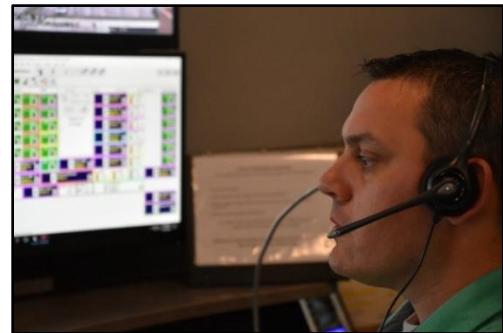




On December 24<sup>th</sup> at approximately 11:30 am, a major power failure caused agencies throughout northeastern Ohio who utilize the P25 trunked radio system to lose all radio communication ability for two hours. Safety forces in Lake, Geauga, Ashtabula, and Cuyahoga Counties were among those affected, including Mentor. Thanks to the strong backup systems we have in place, Mentor was able to effectively move police and fire radio communications to an analog backup

radio system that is maintained on site for just this purpose. This backup system is unique to Mentor and is considered “the backup to the backup”. Thanks to this system, Mentor was the only agency in the area to experience no interruption to radio communications during the outage.

In addition to the radio system failure, Lake County Central Communications lost the ability to receive phone calls during this failure, causing all 911 calls originating from within Lake County to be re-routed directly to Mentor. Being Christmas Eve day, there were only two dispatchers on duty. The sudden influx of 911 calls, combined with the countywide radio system failure, quickly caused chaos. Dispatchers Thomas and Johns immediately adapted, expertly utilizing alternative resources and calling upon unconventional methods to get the job done.



Within the first 15 minutes, two dispatchers processed 62 phone calls, 37 of which were 911 calls requiring dispatch by other agencies. They used personal cell phones to relay information on emergency calls to other agencies and dispatched multiple fire, EMS, and police calls for service within the city of Mentor. Additional Mentor dispatchers were called in and arrived within the hour to assist in servicing over 160 phone calls during the 2-hour outage. Post incident analysis revealed that not a single 911 in all of Lake County went unanswered by our dispatchers during this incident. More impressive yet is that during this period, 60% of 911 calls were still answered in less than 3 seconds and 100% were answered in less than 6 seconds.

## 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 seven (7) full-time Corrections Officers and one (1) part-time Corrections Officer. In April of 2020 Officer Dan Kreft was hired as a full-time Corrections Officer, which increased the number from six (6) to seven (7) full-time officers.





Jail staff are responsible for the processing of arrestees (booking, fingerprinting, property maintenance and bond management), securing and caring for inmates, preparing inmates for court hearings, maintaining and operating the jail's 'Intoxilyzer 8000' for breath alcohol testing, in-house jail inspections, and the overall security, safety and cleanliness of the facility.



In 2020 a total of 1,016 adults were processed through the Mentor City Jail, compared to 1,728 in 2019. This decrease was due to changes in procedure related to the COVID-19 pandemic. Eight adults were sentenced by the Mentor Municipal Court to serve time in the Mentor City Jail, compared to 17 in 2019. In 2020 there were 363 adults temporarily held for court appearances in the Mentor Municipal Court, compared to 708 in 2019. Corrections Officers were responsible for collecting bonds and fines for the Mentor Municipal Court when the court was closed. In 2020 a total of \$136,558.00 in bonds and fines were collected by corrections personnel.

In 2020, 29 juvenile offenders, compared to 24 in 2019, were processed in the jail. In compliance with the Juvenile Justice and Delinquency Prevention Act, quarterly reports were completed and forwarded to the Ohio Department of Youth Services.

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<b>Prisoners Processed</b>	<b>2,159</b>	<b>1870</b>	<b>1728</b>	<b>1016</b>
<b>People Sentenced</b>	<b>29</b>	<b>18</b>	<b>17</b>	<b>8</b>
<b>People Temporarily Held</b>	<b>816</b>	<b>661</b>	<b>708</b>	<b>363</b>
<b>Juveniles Processed</b>	<b>65</b>	<b>47</b>	<b>24</b>	<b>29</b>

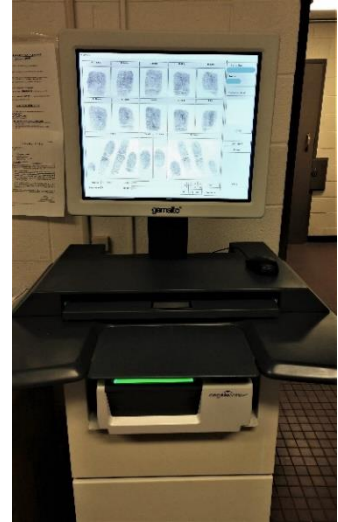
The Mentor City Jail continued to maintain effective per day housing costs by maintaining proper food service management. A total of 1,535 meals were served in 2020. Meals served in the Mentor City Jail are approved by an Ohio State Dietician and inspected by the Lake County Health Department on an annual basis.

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<b>Meals Served</b>	<b>4,860</b>	<b>4,276</b>	<b>2757</b>	<b>1535</b>
<b>Amount Spent</b>	<b>\$10,510.06</b>	<b>\$8,132.74</b>	<b>\$6,975.07</b>	<b>\$4,405.94</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. In 2020, due to the Pandemic, the Bureau of Adult Detention did not complete an inspection of the Mentor City Jail. Per the Bureau, a self-audit was completed by the Mentor City Jail and forwarded to the Bureau.

The Mentor City Jail received two major upgrades in 2020. We replaced our aging fingerprint system with a new Livescan fingerprint system by Gemalto. These use optical scanners to accurately scan, record, and transmit required fingerprint data to the state. In addition, our old analog surveillance cameras throughout the jail were replaced by high definition IP cameras for better monitoring of the jail and recording of jail events.

All full-time Corrections Officer received 31 hours of training in 2020. This training included: all policies and procedures, suicide prevention, *Stress, the Corrections Officer's Silent Killer*, *Survival Tips If You Are Taken Hostage*, *Fentanyl Exposure: 5 Safety Tips for Corrections Officers*, and Prison Rape Elimination Act (PREA), among other topics.



## Property and Evidence

The main goal of the Property & Evidence Unit 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. Daily trips to the Lake County Crime Lab were made in order to expedite the processing of evidence.



In 2020, Property & Evidence handled over 4,129 pieces of evidence as compared to 4,891 in 2019. All evidence and property items were tracked to include the submitting officer, date, time, and secure storage location. Any movement of an item, such as transportation to the lab for analysis, signed out for court, returned to owner, or destroyed, was tracked.

When items are no longer needed as evidence, they are either given back to the owner, destroyed if illegal, or sold at the city auction. In 2020 we were unable to destroy any drug items due to the COVID-19 pandemic. This also prevented us from having a police auction in 2020 but we plan to hold an auction in 2021.

Property & Evidence has the responsibility of securing and producing copies of cruiser dash cam, officer body cam, and booking videos for use in court. In 2019 we produced 2,600 DVDs which took 758 hours to complete and in 2020 we produced 2,142 DVDs which took 604 Hours to produce.

Property & Evidence is responsible for completing calibration checks on radar equipment. All radar units were all calibrated during 2020.





The Property and Evidence Unit maintains the Lake County Prescription Drug Drop Box located in the Mentor Police Department lobby. The drop box is used by the community to deposit unwanted prescription drugs. This prevents thousands of prescription medications from being disposed of improperly into our water supply or getting into the wrong hands. In 2020, 2,088 pounds of medication was collected at our location and properly destroyed by the Lake County Narcotics Agency. The total weight of drugs collected at our location and destroyed over the past 9 years is just under **7.5 tons**.

YEAR	2016	2017	2018	2019	2020
Prescription Drug Box Collections by Bags and Weight	55 Bags 1444 lbs.	53 Bags 1610 lbs.	55 Bags 1860 lbs.	57 Bags 1743 lbs.	59 Bags 2088 lbs.

The Property and Evidence Unit also has the responsibility to keep the Police Department supplied with a variety of items, including personal protective equipment (PPE). During the COVID-19 pandemic we prioritized the stocking of quality masks, latex gloves, hand sanitizer, and antibacterial wipes. Utilizing various suppliers, as well as donations from local companies, the Mentor Public Schools, and area residents, we were able to keep all police department employees equipped with necessary items to keep them safe from COVID-19.

# Mentor Police Department Organizational Chart 2020

