



Campbell County Sheriff's Office

April 2018 Monthly Report



The Campbell County Sheriff's Office administrative office is located at
1098 Monmouth Street, Suite 216 Newport, Kentucky.

Submitted by: Sheriff Mike Jansen

Prepared by Katrina Armstrong, Clerk

Campbell County Sheriff's Office

Mike Jansen

Sheriff



1098 Monmouth Street

Newport, Kentucky 41071

(859) 292-3833

www.campbellcountysheriffky.org

April 2018 Monthly Report Summary

Training

During the month of April Campbell County Sheriff's Office staff participated in a variety of trainings. Seven staff members attended Vehicle Inspection Certification Classes through the Kentucky Department of Transportation. Two Deputies attended training courses for Law Enforcement Officials through the Department of Criminal Justice Training Center (DOCJT). Sergeant Mark Grisik participated in the monthly training for the Northern Kentucky Special Operations Group (SWAT). Firing Range training was held for Deputies and Court Security Officers.

2018 County Property Taxes

The 2017 Property Tax Collection Period for the Campbell County Sheriff's Office concluded on April 16th. The Gross Tax amount collected by the Campbell County Sheriff's Office for the 2017 tax year was \$57,810,226.94.

Services of the Sheriff's Office

The Sheriff's Office provides courthouse security at the Campbell County Justice Center during business hours. Deputies and Court Security Officers (CSO's) are present for all court proceedings ranging from arraignments to trials to Family Court and more. During the month of April the Sheriff's office provided security for four jury trials in addition to the daily court schedules.

Deputies and Court Security Officers are also responsible for transporting prisoners to and from court as well as from area detention centers to the Campbell County Justice Center and the Campbell County Detention Center. During the month of April Deputies

and CSO's made forty-three trips within the state of Kentucky transporting prisoners. Fourteen trips were made transporting prisoners from facilities outside of Kentucky to the Campbell County Justice Center and the Campbell County Detention Center. For the month of April Sheriff's Deputies traveled approximately 1,492 miles within the state of Kentucky and 1,716 miles outside of the state transporting prisoners.

In the month of April the administrative division of the Campbell County Sheriff's Office processed 533 process of service papers; 157 CCDW applications, renewals, requests for duplicate licenses or changes of information; provided fingerprinting for 59 individuals; and performed 1,009 vehicle inspections both at Sheriff's Office locations and off site.

Notable

During the month of April due to budget constrictions the decision was made by the Sheriff's Office, County Clerk's Office, and Circuit Court Clerk's Office to amend Saturday office hours. Each of the three listed offices are now open from 9:00am to 12:00pm on the first and third Saturdays of the month. The Sheriff's Office extended hours of 8:00am to 6:00pm on the first and last Monday of the month at the Newport location and first and last Thursday of the month at the Alexandria location remain the same. In the event of holidays falling on or near these dates please check the Sheriff's Office calendar on the website at <http://www.campbellcountysheriffky.org/> or the Campbell County Sheriff's Office Facebook page for possible closures.

The Sheriff's Office has been alerted to an increase in scam calls being made to residents in Campbell County. Please take note that this office will never call a resident advising them that they missed jury duty, had a warrant, etc. The Sheriff's Office will never ask for any kind of payment to resolve a matter and will never advise anyone to purchase a pre-paid card of any kind to resolve any issue. Be aware that scammers are utilizing technology to alter their phone number to appear local, may claim to be with local law enforcement or court agencies, and may give certain types of valid information – i.e. real addresses for a local law enforcement agency or court house – in an attempt to fool potential victims. If you should receive such a call please question its validity and call the Sheriff's Office or your local police department if you have any questions about the situation.

Respectfully Submitted,

A handwritten signature in black ink that reads "Mike Jansen". The signature is written in a cursive style with a horizontal line at the end.

Mike Jansen
Campbell County Sheriff Office

Campbell County Sheriff's Office Staff Training

During the month of April seven of our CCSO staff traveled to Frankfort where they participated in Vehicle Inspection Certification Classes through the Kentucky Department of Transportation. Office Clerks Lisa McIntyre and Sally Taylor, Court Security Officer Anna Weinel, and Deputies Marty Hart, Tim Harney, Les Caudill, and Chris Ratcliff renewed or obtained state certification to be Certified Vehicle Inspectors.

Also during the month of April Deputy Ray Metz attended training for Emerging Issues for Law Enforcement through the Department of Criminal Justice Training Center (DOCJT) held at the Edgewood Police Department. This training is a forty hour course designed to enhance an officer's knowledge concerning emerging issues and trends influencing law enforcement. Through this course officers learn to identify current issues, problems, and possible solutions dealing with police and community relations, police ethics, threat groups, street crimes, veteran's issues, law enforcement technology and conflict resolution.

Deputy Tim Harney attended training in Diminishable Skills for Law Enforcement through the DOCJT held at the Boone County Sheriff's Office. This training is a sixteen hour course focusing on five topics related to diminishable skills for law enforcement officers including firearms, driving, defensive tactics, legal update, and officer survival first aid. Through this training officers receive updates on necessary basic skills and legal knowledge. This course involves outdoor projects which may be conducted during inclement weather conditions. In this course officers train with full duty belts, service weapons, ammunition, and an agency issued vehicle.

Court Security Officer Fred Otto attended an In Service Training on Criminal Investigation for Patrol through DOCJT held at the Boone County Sheriff's Department. This training is a forty hour course designed to provide patrol personnel with the training necessary to conduct basic criminal investigations. The topics taught include the importance of "Due Regard" when operating an emergency vehicle; list the steps that should be followed when responding to a major crime scene; explain types and motivations of informants and their usefulness in solving crimes; explain the importance of documentation during the interviewing process; identify current illegal drug trends; recognize endangered children at crime scenes; distinguish between a shoplifter and an organized group of retail thieves; recognize state and federal firearm violations that are encountered on patrol; explain the importance of conducting a debriefing after a major incident/ Students will learn the proper techniques to complete a search warrant affidavit.

On April 18th Sergeant Mark Grisik participated in the monthly training for the Northern Kentucky Special Operations Group (SWAT). This month's training began at the Alexandria Fairgrounds where officers practiced hostage rescue tactics. Range skills were practiced at a shooting facility located in Pendleton County.

Also on April 18th Deputy Tim Harney conducted Firing Range training for Deputies Chris Ratcliff, George Schreiner, Craig Stephens, and Sgt. Nick Chaplin. Court Security Officers Tony Fornash, Hank Feldman, Anna Weinel, John Sayers, Fred Otto, Ed Harber, and Mike Sheanshang also participated in this training. The training was held at the firing range at the Covington Police Department.

2017 County Property Taxes

The 2017 Property Tax Collection Period for the Campbell County Sheriff's Office concluded on April 16, 2018. Sheriff's Offices throughout the state of Kentucky collect taxes on behalf of the State, their respective County, and the individual taxing districts or entities within each County. The taxes that are collected help to fund things such as schools, libraries, road projects, and emergency services. The Gross Tax amount collected by the Campbell County Sheriff's for the 2017 tax year was \$57,810,226.94.

Services of the Sheriff's Office

The Campbell County Sheriff's Office performs a variety of services, some of those services performed in the Campbell County Justice Center and some performed in our administrative offices located in the Campbell County Administration Building and annex building in Alexandria.

The Sheriff's Office provides courthouse security at the Campbell County Justice Center located at 330 York Street, Newport, KY. Court Security Officers and Deputies are stationed at the entrance to the Justice Center where visitors must pass through a security and safety checkpoint before proceeding farther into the building. Deputies and Court Security Officers are present for all court proceedings ranging from arraignments to trials, Family Court and more. During the month of April the Sheriff's office provided security for four jury trials in addition to the daily court schedules.

Deputies and Court Security Officers are also responsible for transporting prisoners to and from court as well as from detention centers outside of Campbell County to the Campbell County Detention Center, and to institutions such as the Eastern Kentucky Mental Health Hospital and the Kentucky Correctional Psychiatric Center. During the month of April Deputies and CSO's made forty-three trips within the state of Kentucky transporting prisoners. A total of fourteen trips were made transporting prisoners from facilities outside of Kentucky to the Campbell County Justice Center and the Campbell County Detention Center. For the month of April Sheriff's Deputies traveled approximately 1,492 miles within the state of Kentucky and 1,716 miles outside of the state transporting prisoners. Please note that additional trips may have been made during the month and not accounted for as there are several counties such as Kenton County in Kentucky and Hamilton County in Ohio that the Sheriff's Office transports prisoners from on daily or near daily and as needed basis. Those trips are not always scheduled and therefore not always counted into monthly totals.

The Campbell County Sheriff's Office also arranges for long distance prisoner transports to be made via a transportation service. In the month of April there were two such transports made with prisoners coming back to Kentucky from other states.

The Sheriff's Office also serves Warrants, issues Citations, and completes Call Response Run Reports. During the month of April the Sheriff's Office served three Warrants, wrote one Citation and one Call

Response Run Report.

Services performed in the administrative offices of the Sheriff's Office include collection of property taxes; processing and service of legal documents to be served, these papers include civil and criminal summonses, subpoenas, evictions and various other document types; Carrying Concealed Deadly Weapons (CCDW) Permits; Finger printing; and Vehicle Inspections. During the 2017 Property Tax Year the Campbell County Sheriff's Office collected a gross total of \$57,810,226.94 in property taxes; processed 533 papers; processed 157 CCDW applications, renewals, requests for duplicate licenses, or changes of information; provided fingerprinting for 59 individuals; and performed 1,009 vehicle inspections both at Sheriff's Office locations and off site.

Another service that the Campbell County Sheriff's Office provides outside of the Justice Center and County Administration Building includes vehicle lock-outs. When a vehicle owner locks their car keys in their car they are able to contact the Sheriff's office and ask for an available deputy to assist in unlocking their car.

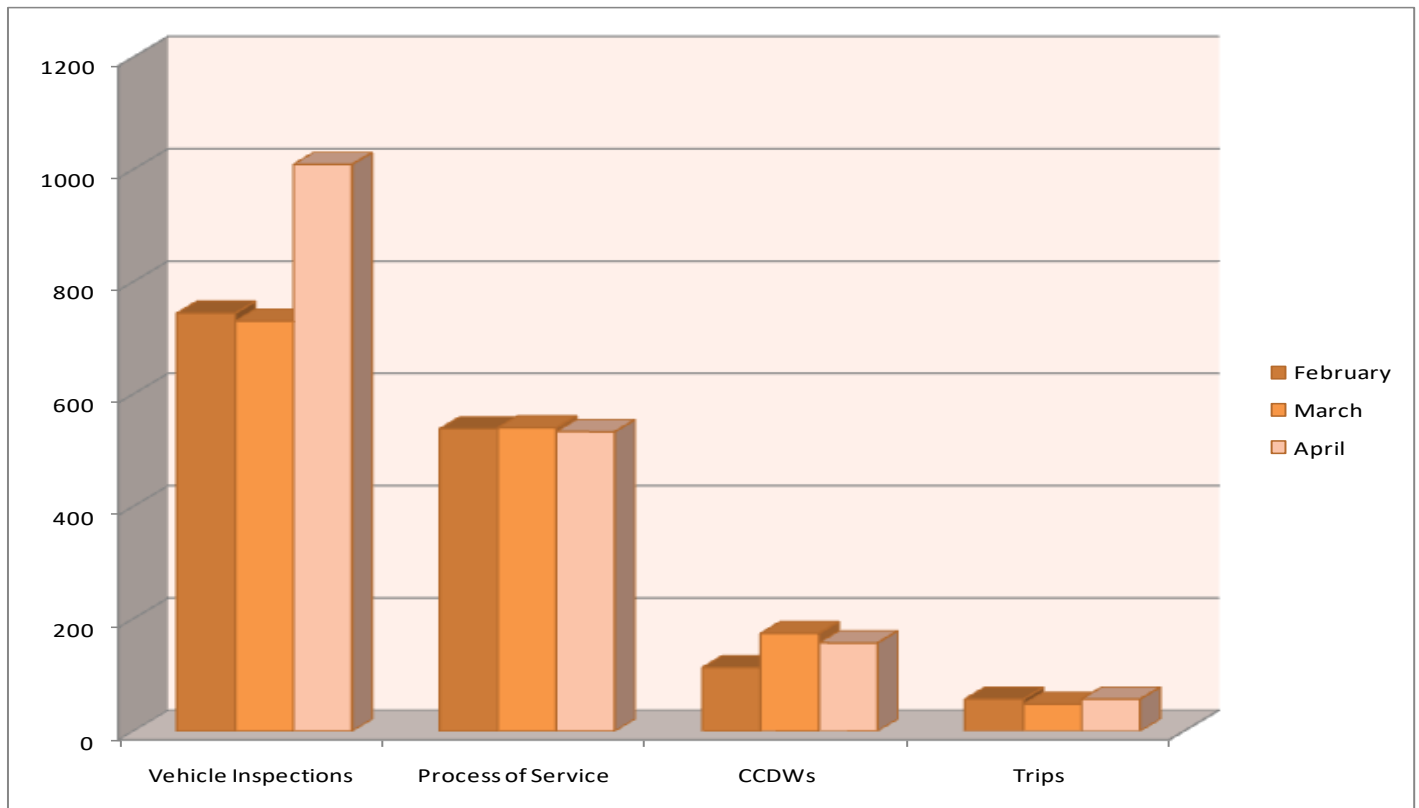
Prisoner Transports Performed by the Campbell County Sheriff's Office in the Month of April 2018

Deputy	Long Distance Transport	Short Distance Transport
Sgt. Grisik	0	0
Deputy Kowolonek	0	1
Deputy Harney	2	4
Deputy Caudill	5	4
Deputy Hart	0	11
Deputy Schreiner	2	13
Deputy McKenna	0	1
Deputy Stephens	0	7
Deputy Metz	0	3
Deputy Ratcliff	0	4
Court Security Officer Weinel	0	1
Court Security Officer Sayers	0	0
Court Security Officer Feldman	0	0
Court Security Officer Sheanshang	0	0
Court Security Officer Roderick	0	2
Court Security Officer Fornash	0	3
Court Security Officer Harber	0	4
Court Security Officer Otto	0	0

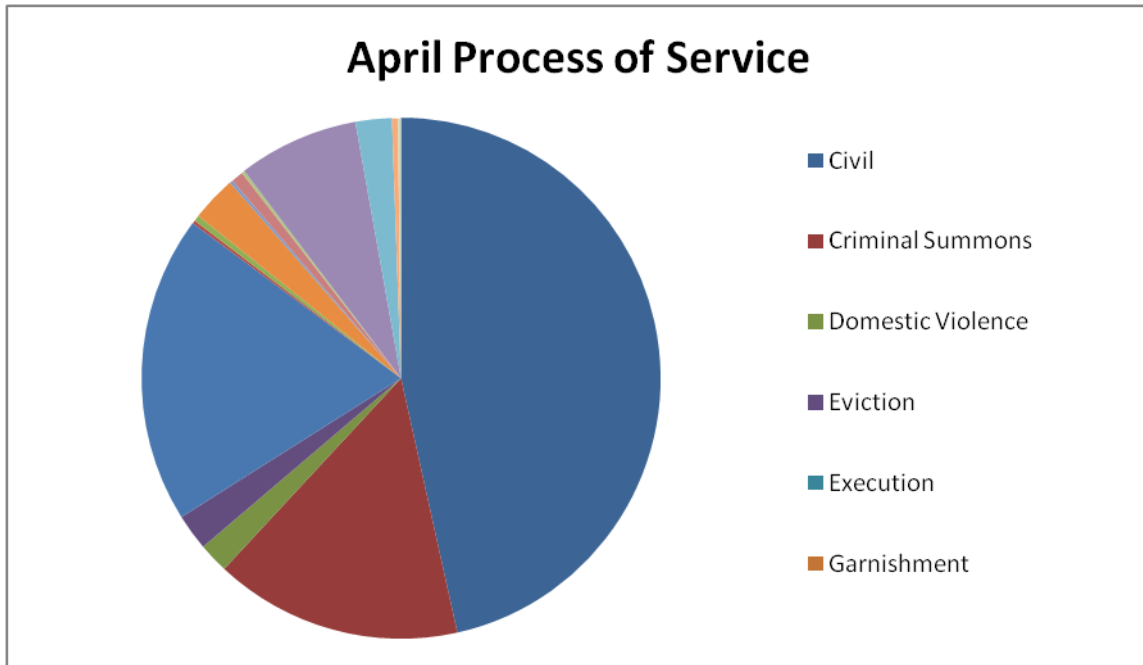
Prisoner transports within the state of Kentucky were made from the counties of Boone, Clark, Johnson, Kenton, Mason, Pulaski, and the Kentucky Correctional Psychiatric Center. Transports were also made throughout the state of Ohio.

Deputies and CSO's with a "0" next to their name are primarily assigned to duties that are solely based in the Justice Center and are therefore not assigned to prisoner transports.

Three Month Comparison of Services Performed by the Campbell County Sheriff's Office



The month of April saw a substantial increase in vehicle inspections, going from 744 inspections performed in February to 730 inspections in March to 1,009 inspections in April. The number of documents to be served held relatively steady with 538 documents processed in February, 540 documents in March, and 533 documents in April. The number of CCDW permits spiked in March with a slight decline in April going from 113 CCDWs in February to 174 CCDWs in March, and 157 CCDWs in April. The number of trips made by Deputies and Court Security Officers varied little within the three month period, with 57 trips made in February, 48 trips made in March, and 57 trips made in April.



Below is the listing of types of documents received by the Campbell County Sheriff's Office for process of service in the month of April. The above graphic reflects the volume of the various types of documents received in relation to each other.

<u>Type of Document</u>	<u># of Documents Received</u>	<u># of Documents Served</u>
Civil:	248	141
Criminal Summons:	82	58
Domestic Violence:	10	5
Eviction:	12	12
Execution:	0	0
Garnishment:	0	0
Juvenile Summons:	102	68
Motion:	1	1
Order:	2	2
Protective Order Summons:	15	8
Rule:	1	0
Show Cause Order:	4	1
Small Claims:	1	1
Subpoena:	40	31
Summons:	12	4
Summons for Involuntary Commitment:	2	2
Warrant for Possession:	0	0
Writ and Order of Possession:	1	1
Total	533	335

Please note that due to situations beyond the control of the Sheriff's office the recipient of a document may be unable to be served because they may have moved, been evicted, be deceased, etc. All documents are taken out for service at least three times unless during an initial attempt we receive notice that would halt service attempts, such as the recipient does not live there, is deceased, the residence is vacant, etc.