



Campbell County Sheriff's Office 2018 October Monthly Report



Submitted by: Sheriff Mike Jansen

Prepared by Katrina Armstrong, Clerk

Campbell County Sheriff's Office

Mike Jansen

Sheriff



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October 2018 Monthly Report Summary

Training

On October 10th Campbell County Sheriff's Sargent Grisik and Deputy McKenna participated in the monthly training exercises of the Northern Kentucky Special Operations Group (SWAT). This month's training exercises involved tactical shooting drills and room/building clearing. The team worked hard and the team leader reported that they had a "very good and beneficial training day".

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 October the Sheriff's office provided security for a jury trial in addition to the multitude of daily cases on the court schedules.

Deputies and Court Security Officers are also responsible for transporting prisoners to and from the Campbell County Justice Center as well as from other detention centers in other jurisdictions. During the month of October Deputies and CSO's made trips throughout the state of Kentucky transporting prisoners, as well as trips out of state transporting prisoners from facilities outside of Kentucky, to the Campbell County Justice Center and the Campbell County Detention Center. During the month of October Sheriff's Deputies traveled approximately 2,936 miles within the state of Kentucky and 898 miles outside of the state transporting prisoners.

In the month of October the administrative division of the Campbell County Sheriff's Office performed the duties of managing process of service of papers, these papers

include civil and criminal summonses, subpoenas, evictions and various other document types; processing Carrying Concealed Deadly Weapons (CCDW) Permits paperwork; Fingerprinting; and Vehicle Inspections.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Mike Jansen".

Mike Jansen, Sheriff

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 where 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 on to the courtrooms and offices located in the building. Deputies and Court Security Officers are present for all court proceedings ranging from arraignments to trials, Family Court hearings and more.

Deputies and Court Security Officers are also responsible for transporting prisoners to and from court as well as from detention centers in other jurisdictions 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 October Deputies and CSO's made 49 trips within the state of Kentucky, transporting approximately 70 prisoners. Nine trips were made transporting prisoners from facilities outside of Kentucky to the Campbell County Justice Center and the Campbell County Detention Center. During the month of October Sheriff's Deputies traveled approximately 2,936 miles within the state of Kentucky and 898 miles outside of the state transporting prisoners. Prisoner transports within the state of Kentucky were made from the counties of Boone, Carroll, Clark, Clinton, Davies, Fayette, Grant, Greenup, Kenton, Mason, Oldham, Shelby, Simpson, and Webster. Transports were also made to the cities of Batavia, Chillicothe, Hamilton, Lancaster, Lebanon, and Xenia in Ohio. Also during the month of October the prisoner transport service utilized by the Campbell County Sheriff's Office for long distance prisoner transportations was used to transport a prisoner from Hillsborough Florida to the Campbell County Detention Center.

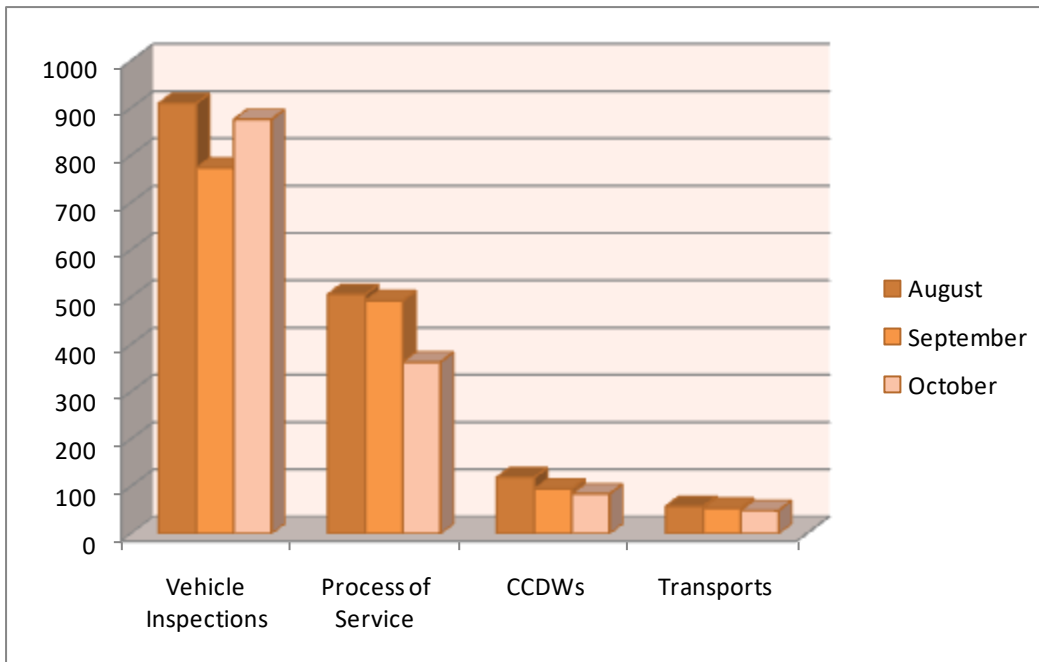
Please note that additional trips may have been made during the month and not accounted for as there are several counties such as Kenton County in Kentucky and Hamilton County in Ohio that the Sheriff's Office transports prisoners from on a daily or near daily and as needed basis. Those trips are not always scheduled and therefore not always counted into monthly totals.

The Sheriff's Office also serves Warrants and issues Citations. During the month of October the Sheriff's Office served 15 Warrants, wrote one Citation, and completed 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; Fingerprinting; and Vehicle Inspections. During the month of October the Campbell County Sheriff's Office processed 363 papers; processed 84 CCDW applications, renewals, requests for duplicate licenses, or changes of information; provided fingerprinting for 28 individuals; and performed 876 vehicle inspections both at Sheriff's Office locations and off site.

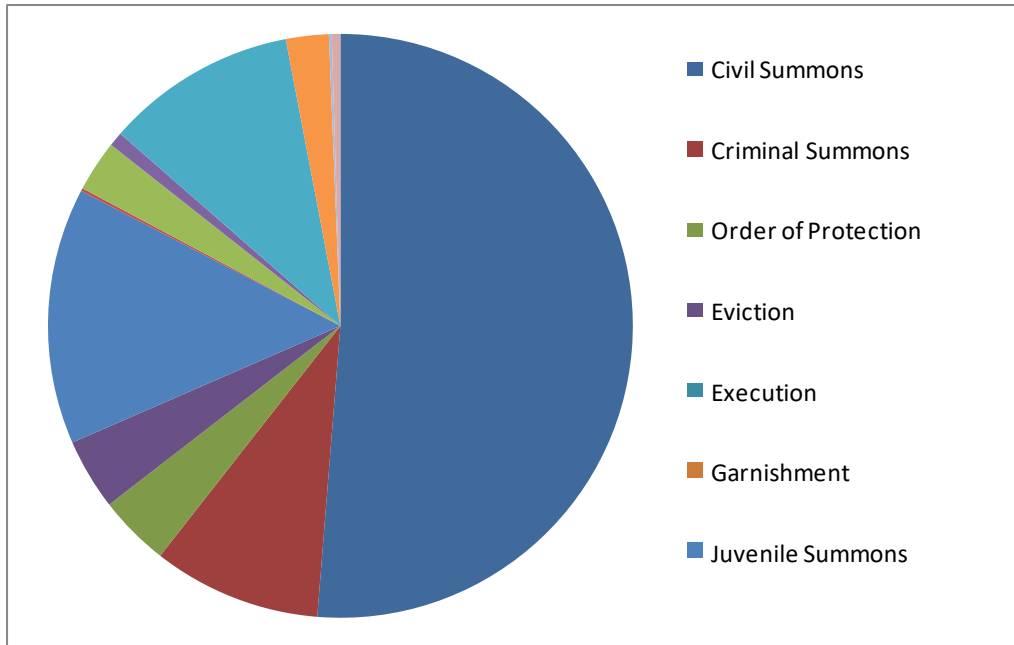
Another service that the Campbell County Sheriff's Office provides outside of the Justice Center and County Administration Building includes vehicle lock-outs. When a vehicle owner locks their car keys in their car they are able to contact the Sheriff's office and ask for an available deputy to assist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

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



The month of October saw the number of vehicle inspections increase slightly from September; going from 910 inspections in August, to 774 inspections in September, to 876 inspections in October. The number of documents to be served decreased over this three month period; going from 430 documents processed in July, to 506 documents in August, then to 493 documents processed in September. The number of CCDW permits spiked in August before declining through September and October. During the month of August 119 CCDWs were processed, during the month of September 95 CCDWs were processed, and in October 84 CCDWs were processed. The number of trips made by Deputies and Court Security Officers also within this three month period; with 58 trips made in August, 54 trips were made in September, and 49 trips made in October.

Process of Service Documents Processed by the Campbell County Sheriff's Office



Below is the listing of types of documents received by the Campbell County Sheriff's Office for process of service in the month of September. 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:	325	182
Criminal Summons:	59	42
Order of Protection:	25	15
Eviction:	25	25
Execution:	0	0
Garnishment:	0	0
Juvenile Summons:	90	59
Motion/Order/Rule:	1	1
Other:	2	1
Show Cause Order:	18	6
Small Claims:	5	5
Subpoena:	67	50
Summons:	15	8
Sum. for Involuntary Commitment:	1	1
<u>Writ & Warrant of Possession:</u>	<u>3</u>	<u>3</u>
Total	636	397

Please note that due to situations beyond the control of the Sheriff's office the recipient of a document may be unable to served because they have moved, been evicted, be deceased, be incarcerated in another jurisdiction, or the address given by the plaintiff may be an address that does not exist in this county. All documents are taken out for attempts at 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

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

Deputy	Long Distance Trans- port	Short Distance Transport
Sgt. Grisik	0	0
Deputy Kowolonek	0	1
Deputy Harney	1	7
Deputy Caudill	2	4
Deputy Hart	2	1
Deputy Schreiner	2	3
Deputy McKenna	2	4
Deputy Stephens	2	2
Deputy Metz	1	6
Deputy Ratcliff	1	3
Court Security Officer Weinell	0	0
Court Security Officer Sayers	0	0
Court Security Officer Feldman	0	0
Court Security Officer Sheanshang	0	1
Court Security Officer Roderick	0	4
Court Security Officer Fornash	0	3
Court Security Officer Harber	0	3
Court Security Officer Otto	0	0

Prisoner transports within the state of Kentucky were made from the counties of Boone, Carroll, Clark, Clinton, Daviess, Fayette, Grant, Greenup, Kenton, Mason, Oldham, Shelby, Simpson, and Webster. Transports were also made throughout the state of Ohio to the cities of Batavia, Chillicothe, Lancaster, Lebanon, Hamilton, and Xenia. Please note that a Deputy or CSO with "0"s listed next to their name is generally stationed solely in the Justice Center for duties occurring specifically within that location, such as entryway security.