



# Campbell County Sheriff's Office 2018 December Monthly Report



The Campbell County Sheriff's Office courthouse office is located in the Campbell County Justice Center at 330 York Street, Newport, Kentucky.

**Submitted by: Sheriff Mike Jansen**

Prepared by Katrina Armstrong, Clerk

Campbell County Sheriff's Office

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*Sheriff*



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## December 2018 Monthly Report Summary

### **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 are present for all court proceedings ranging from arraignments to trials, Family Court and more. During the month of December the Sheriff's office provided security for one jury trial in addition to the daily court schedules.

Deputies and Court Security Officers (CSO's) are also responsible for transporting prisoners to and from court as well as from detention centers to the Campbell County Justice Center and the Campbell County Detention Center. During the month of December Deputies and CSO's made thirty-five trips within the state of Kentucky transporting prisoners. A total of eleven 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 December Sheriff's Deputies and CSO's traveled approximately 1,906 miles within the state of Kentucky and 1,574 miles outside of the state transporting prisoners.

During the month of December the administrative division of the Campbell County Sheriff's Office processed 391 process of service papers; 78 CCDW permit applications, renewals, requests for duplicate licenses or changes of information; provided fingerprinting for 18 individuals; and performed 710 vehicle inspections both at Sheriff's Office locations and off site.

On December 8th the Fraternal Order of the Police (FOP) Lodge #10 held their annual Cops and Kids event. This event is organized and staffed by local law enforcement officers along with assistance from the FOP auxiliary members, the Young Marines, and volunteers and donors. Counselors with the Campbell County School System help to recommend children from homes that may not be able to provide much in the way of gifts for Christmas to participate in this event. On the morning of the event the children, law enforcement officers, and volunteers meet at Meijer in Cold Spring to have a fun filled shopping trip. Officers are paired with a child to shop with and are given information filled out by the child's guardian as to what clothing and shoe sizes to select and suggestions on toys. The officer is given their budget and the child then gets to select clothes, shoes, and toys. The child then gets to ride in a police cruiser with their officer to the Campbell County Middle School where volunteers wrap the items purchased, the children have a pizza party, and get a visit from Santa.

This year 73 children participated along with officers from Alexandria, the Campbell County Sheriff's office, Cold Spring, the Campbell County Police Department, Dayton, Ft. Thomas, Wilder Police Departments, and the Campbell County Detention Center.



*Pictured Left  
Officers and kids gather at Meijer getting ready  
to begin shopping.*

*Pictured Right  
Deputy George Schreiner and the child he was paired  
with shop in the toy department.*







*Deputy Marty Hart's son helps him track their budgeted amount for the shopping trip.*



*Deputy McKenna and his wife along with the child they were teamed up with at Meijer during the shopping trip*



*Sheriff Mike Jansen and a volunteer with the Alexandria Police Department shop in the toy aisle.*

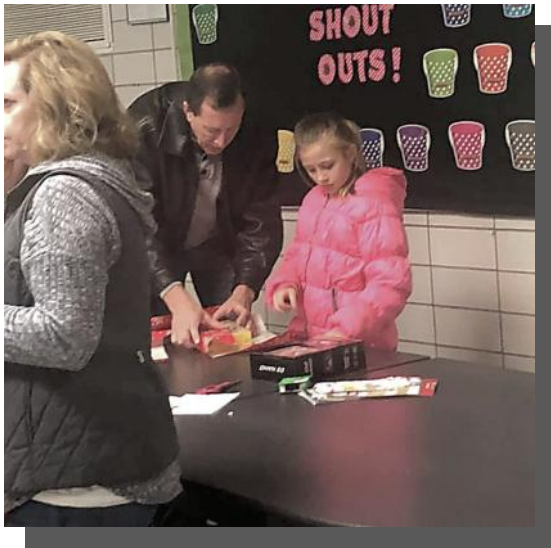


*Sheriff Mike Jansen and the child he was paired with shop for clothing.*



*Court Security Officer Anna Weinel and the child she was paired with shopping.*





*Sgt. Mark Grisik and his daughter help with wrapping presents after the shopping trip.*



*Sheriff Jansen and two of the shoppers at the pizza and gift wrapping party at Campbell County Middle School.*



*Deputy Jim McKenna and the child he was paired with at the pizza party after shopping.*



*Employees of the Campbell County Sheriff's Office, their family members, and the children they shopped with at the 2018 FOP Lodge #10 Cops and Kids.*

The 2018 Kentucky Sheriff's Association Annual Conference was held from December 3rd through December 7th in Louisville. Sheriff Mike Jansen, Chief Deputy Ken Fecher, Sgt. Nick Chaplin, and Sgt. Mark Grisik attended the conference. At this year's conference Chief Deputy Ken Fecher was presented the Deputy of the Year Award. Since his start with the Campbell County Sheriff's Office Chief Fecher has been instrumental in updating the computer programs and equipment utilized by the office, updating and completing the Sheriff's Office Policy and Procedure manual, and qualifying the office to receive Accreditation through the Kentucky Law Enforcement Professional Standards Committee of the Kentucky Association of Chiefs of Police.



*Pictured Left to Right:  
Sgt. Mark Grisik,  
Sheriff Mike Jansen,  
Chief Deputy Ken Fecher  
and Sgt. Nick Chaplin.*

Respectfully,

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

Mike Jansen  
Campbell County 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 the 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 during business hours. Court Security Officers (CSO's) 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 where courtrooms and offices are located. Deputies and Court Security Officers are present for all court proceedings ranging from arraignments to trials, Family Court and more. During the month of June the Sheriff's Office provided security for six 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 December Deputies and CSO's made thirty-five trips within the state of Kentucky transporting prisoners. A total of eleven 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 June Sheriff's Deputies traveled approximately 1,906 miles within the state of Kentucky and 1,574 miles outside of the state transporting prisoners. Approximately 60 prisoners were transported during these trips. 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.

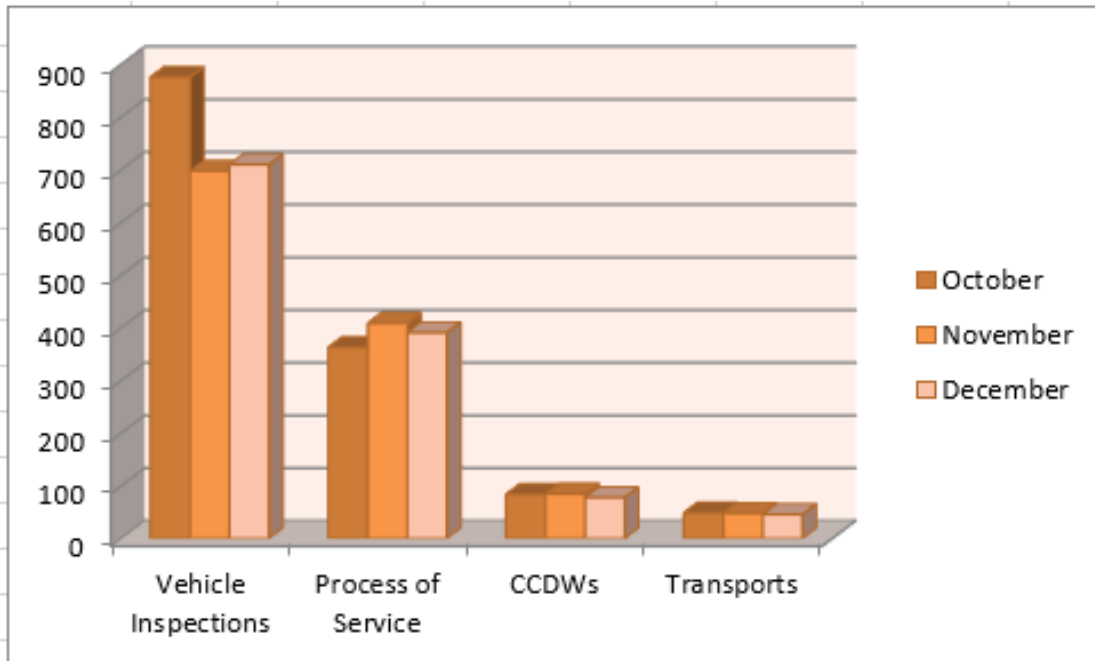
The Campbell County Sheriff's Office also arranges for long distance prisoner transports to be made via a professional prisoner transportation service when it is not fiscally practical for the Sheriff's Office Deputies to perform the transport. In the month of December one such transport was made to bring prisoner back to Kentucky from Bristol, Connecticut.

The Sheriff's Office also serves Warrants, issues Citations, and completes Call Response Run Reports. During the month of December the Sheriff's Office served eighteen Warrants and wrote two citations.

Services performed in the administrative offices of the Sheriff's Office include collection of property taxes; managing service of process papers, these papers include civil and criminal summonses, subpoenas, evictions and various other document types; assisting with Carrying Concealed Deadly Weapons (CCDW) Permits; Fingerprinting; and Vehicle Inspections. During the month of December the Campbell County Sheriff's Office collected the 2018 County Property Taxes and processed \$5,832,977.84 in county and state property taxes. During the tax collection period the staff also handled their regular, year-round daily tasks and processed 391 papers; assisted with 78 CCDW applications, renewals, requests for duplicate licenses, or changes of information; provided fingerprinting for 18 individuals; and performed 710 vehicle inspections both at Sheriff's Office locations and off site.

Another service that the Campbell County Sheriff's Office provides outside of the Campbell County Justice Center and County Administration Building is 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. In the month of December one vehicle lock-out was performed.

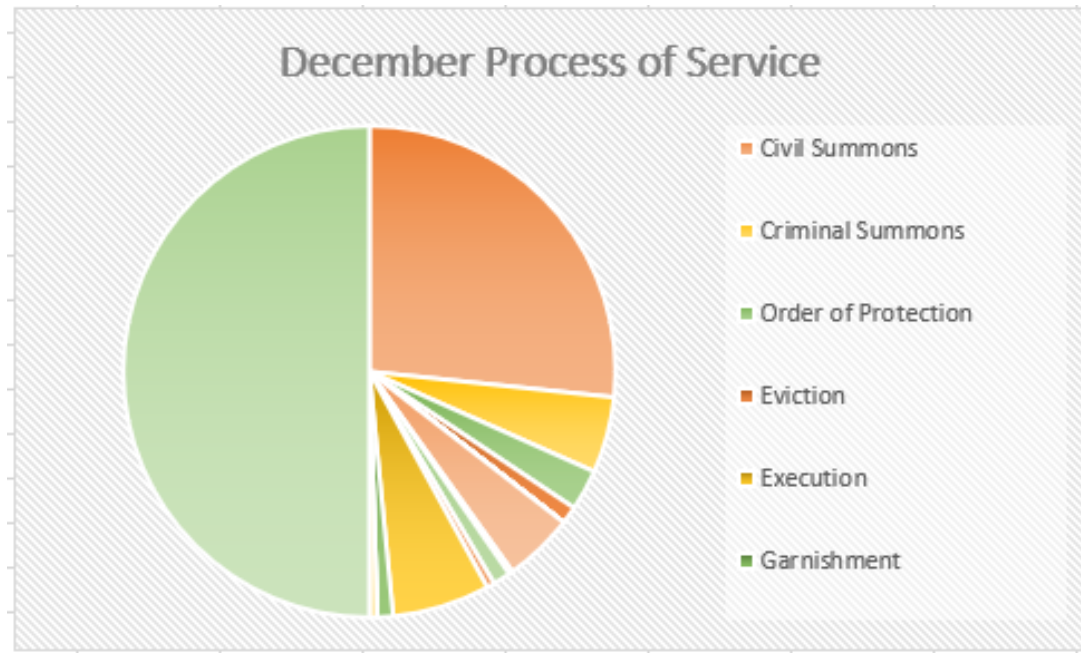
## Comparison of Services Performed in Campbell County Sheriff's Office Over a Three Month Period



The month of December saw little change in vehicle inspections from November to December, with inspections spiking in October at 876 inspections in October, then dropping to 698 inspections in November, then remaining fairly steady at 710 inspections in December. The number of documents to be served dropped slightly in December also remained steady with 363 documents processed in October, 409 documents processed in November, and 391 documents in December. The number of CCDW permits had little variation going from 84 CCDWs in October to 85 CCDWs in November, then to 78 CCDWs in December. The number of trips made by Deputies and Court Security Officers varied little within the three month period with 49 trips made in October, 48 trips made in November, and 46 trips made in December.



## Process of Service



Below is a breakdown of the document types received by the Campbell County Sheriff's Office for process of service in the month of June. The above graph reflects the volume of the various types of documents received in reference to each other.

<b><u>Type of Document</u></b>	<b><u># of Documents Received</u></b>	<b><u># Of Documents Served</u></b>
Civil:	208	99
Criminal Summons:	39	25
Orders of Protection:	21	9
Eviction:	9	9
Execution:	0	0
Garnishment:	0	0
Juvenile Summons:	36	22
Motion/Order/Rule:/Other	2	2
Show Cause Summons:	9	4
Small Claims:	4	2
Subpoena:	50	40
Summons:	8	4
Summons for Involuntary Commitment:	0	0
Warrant & Writ and Order of Possession:	4	4
<b>Total</b>	<b>390</b>	<b>221</b>

Please note that due to situations beyond the control of the Sheriff's office a recipient of a document may be unable to served because they have moved, been evicted, be deceased, etc. 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 is deceased or the residence is vacant.

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

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

Prisoner transports within the state of Kentucky were made from the counties of Boone, Bourbon, Carroll, Clark, Clinton, Grant, Jefferson, Kenton, Lincoln, Oldham, Scott, and Simpson. Transports were also made throughout the state of Ohio to the cities of Batavia, Georgetown, Hamilton, Mansfield, Marysville, Orient, Union, and Wilmington.

\*Denotes more than one deputy involved in a transport.