



Campbell County Sheriff's Office

2019 May Monthly Report



Submitted by: Sheriff Mike Jansen

Prepared by Katrina Armstrong, Clerk

Campbell County Sheriff's Office

Mike Jansen

Sheriff



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May 2019 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 (CSO's) are present for all court proceedings ranging from arraignments to trials, to Family Court and more. During the month of May the Sheriff's office provided security for two jury trials 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 May 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. For the month of May Sheriff's Deputies traveled approximately 1,841 miles within the state of Kentucky and 3,942 miles outside of the state transporting prisoners.

In the month of May the administrative division of the Campbell County Sheriff's Office performed the duties of managing process of service 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,
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 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 May Deputies and CSO's made 41 trips within the state of Kentucky, transporting approximately 75 prisoners. Eight 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 May Sheriff's Deputies traveled approximately 1,841 miles within the state of Kentucky and 3,942 miles outside of the state transporting prisoners. Prisoner transports within the state of Kentucky were made from the counties of Boone, Bourbon, Clark Grant, Jefferson, Kenton, and Rowan. Transports were made in the state of Ohio to the cities of Batavia, Chillicothe, Lebanon, London, and Orient. Trips were also made to Centerville, Tennessee and Lewis, New York. 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.

A 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 May deputies were able to assist with one vehicle lock out.

The Sheriff's Office also serves Warrants and issues Citations. During the month of May the Sheriff's Office served nineteen Warrants.

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 May the Campbell County Sheriff's Office administrative staff processed 479 papers; processed 90 CCDW applications, renewals, requests for duplicate licenses, or changes of information; provided fingerprinting for 35 individuals; and performed 797 vehicle inspections both at Sheriff's Office locations and off site.

Training

During the month of May Deputies Tim Harney and Jim McKenna attended the Duties of the Sheriff's Office Training Course. This is a forty hour course offered through the Department of Criminal Justice Training Center. This course is an overview of law enforcement duties that are particular for a sheriff's office in Kentucky. The objectives for this course are for the attendee to gain an understanding of tax collection and disbursements, eviction, writs of possession, protective orders, and other civil processes. In addition, attendees will learn duties associated with high risk trial planning, jury requirements, and handling prisoners or other persons associated with court proceedings.

Court Security Officer Fred Otto attended a forty hour course entitled Sexual Assault Investigations through the Department of Criminal Justice Training Center. This course is designed to enhance the skills of law enforcement officers who are responsible for the investigation of sexual assault crimes. The objectives for this course are to train police to identify and collect the kind of evidence that is appropriate for cases involving known offenders. The course familiarizes the trainee with the fact that the vast majority of sexual assaults are committed by someone known to the victim, that most investigations should not focus exclusively on the kind of evidence that establishes identity (like DNA, trace and associative evidence). Such evidence is relevant in acquaintance cases, but it is not as crucially important as it is in a stranger rape case where identity is the primary issue. The trainee was taught that police investigations in cases of acquaintance rape should focus on evidence that establishes the absence of consent and/or the presence of force or threat, because this is the type of evidence necessary to overcome a consent defense. The course also covers the importance of the Sexual Assault kit, process of evidence collection and Kentucky laws as they relate to sex crimes.

Deputies Craig Stephens, George Schreiner, Chris Ratcliff, Ray Metz, and Van Kowolonek completed a two hour online training course from the Department of Criminal Justice Training Center concerning domestic abuse committed by law enforcement officers. Information in this presentation includes how to respond when the law enforcement officer is the suspect or when the law enforcement officer is the victim.

On May 16th Sgt. Mark Grisik and Deputy Jim McKenna attended the monthly training of the Northern Kentucky Special Operations Group (SWAT). This month's training included practicing hostage rescue tactics involving persons being held in cars or on buses and barricaded suspects in vehicles. Training for the day also included time at the shooting range.

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



This three month period saw some fluctuation in the number of vehicle inspections done. In March there were 779 inspections done, in April there was a heavy increase to 1,054 inspections, and in May the number of inspections returned to a more standard number of 797. The number of documents to be served fluctuated a little with 497 documents processed in March, 507 documents processed in April, and 479 documents processed in May. The number of CCDW permits decreased a bit following March. During the month of March 108 CCDWs were processed, during the month of April 89 CCDWs were processed, and in May 90 CCDWs were processed. The number of trips made by Deputies and Court Security Officers also saw a slight fluctuation during this period with 42 trips made in March, 39 trips made in April, and 49 trips made in May.

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 May. 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:	235	129
Criminal Summons:	38	22
Order of Protection:	24	14
Eviction:	8	8
Execution:	0	0
Garnishment:	0	0
Juvenile Summons:	82	54
Motion/Order/Rule/Other:	3	2
Show Cause Order:	7	0
Small Claims:	1	1
Subpoena:	64	53
Summons:	16	3
Sum. for Involuntary Commitment:	0	0
Writ & Warrant of Possession:	1	1
Total	479	287

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 deceased, the residence is vacant, etc.

Prisoner Transports Performed by the Campbell County Sheriff's Office in the Month of May 2019

Deputy	Long Distance Transport	Short Distance Transport
Deputy Kowolonek	1	4
Deputy Harney	0	1
Deputy Caudill	3	4
Deputy Windgassen	3*	0
Deputy Schreiner	2	5
Deputy McKenna	2*	1
Deputy Stephens	5*	4
Deputy Metz	1	1
Deputy Ratcliff	3*	5
Court Security Officer Weinel	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	0
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 Adair, Boone, Carroll, Fayette, Kenton Mason, Meade, and Oldham. Transports were also made in the state of Ohio to the cities of Batavia, Chillicothe, Dayton, Lebanon, and Ross County. Trips were also made to Columbus, Georgia, Green Castle, Indiana, and Pinellas County, Florida.

A * denotes more than one Deputy involved in one or more of the listed transports for safety and security purposes.