



Campbell County Sheriff's Office

2018 July Monthly Report



The Campbell County Sheriff's Office participated in the 2018 Fort Thomas 4th of July Parade. Pictured is Sheriff Mike Jansen walking the parade route.

Submitted by: Sheriff Mike Jansen

Prepared by Katrina Armstrong, Clerk

Campbell County Sheriff's Office

Mike Jansen

Sheriff



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July 2018 Monthly Report Summary

Training

On July 11th Campbell County Sheriff's Sgt. Mark Grisik and Deputy Jim McKenna participated in the monthly training exercises of the Northern Kentucky Special Operations Group (SWAT).

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, Family Court and more. During the month of July the Sheriff's office provided security for four 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 July 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 July Sheriff's Deputies traveled approximately 2,534 miles within the state of Kentucky and 952 miles outside of the state transporting prisoners.

In the month of July 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.

Notable

The annual Fort Thomas Fourth of July parade was well attended this year. The Campbell County Sheriff's Office had deputies working the parade route along North Fort Thomas Avenue as well as participating in the parade. Sheriff Jansen and his wife walked in the parade greeting residents from all over Campbell County.



*Pictured Left:
Deputy George
Schreiner drives
a Sheriff's Office
Cruiser along
the parade route.*






*Pictured above: Sheriff Jansen
hands out candy in the parade.*



*Pictured left: Sergeant Mark Grisik
drives the electric car with his
daughter during the parade.*

On July 25, 2018 the Kentucky State Office of Property Valuation Division of Local Support signed the 2017 County Property Tax Quietus. A Quietus must be completed and filed confirming that the Kentucky Department of Revenue conducted a review of the record of taxes collected by a Sheriff's Office and that all property taxes have been accounted for. Pursuant to state law a Quietus must be completed before collection can begin for a subsequent tax year.

	<u>Quietus</u>	<u>No.043</u>
<p>Know all men by these presents:</p>		
<p>Mike Jansen, Sheriff of Campbell County, has presented his records of <u>State Property Tax</u> collections, exonerations, and other information necessary to satisfactorily explain his collection efforts.</p>		
<p>Let it be known that these records have been examined by a qualified representative of the Department of Revenue and found to be correct and in order. All the property taxes for tax year 2017 have been accounted for and accordingly, we now issue this quietus.</p>		
<p>This quietus specifically excepts all errors not capable of being ascertained by examination of the tax record provided; and the amounts excepted as being correct are subject to adjustment based on a later detailed audit that may be conducted by the State Auditor's Office.</p>		
<p>Dated at Frankfort this 25th day of July 2018.</p>		
	 Thomas S. Crawford, Director Division of Local Support Office of Property Valuation	

Respectfully Submitted,



Mike Jansen
Campbell County Sheriff Office

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 July Deputies and CSO's made forty-five trips within the state of Kentucky transporting prisoners. Eight 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 July Sheriff's Deputies traveled approximately 2,534 miles within the state of Kentucky and 952 miles outside of the state transporting prisoners. Prisoner transports within the state of Kentucky were made from the counties of Boone, Bourbon, Carroll, Fayette, Franklin, Grant, Johnson, Kenton, Lee, Jefferson, Madison, Mason, Pulaski, Simpson, and the Kentucky Correctional Psychiatric Center. Transports were also made throughout the state of Ohio to the cities of Batavia, Chillicothe, Columbus, Dayton, London, and Marysville.

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 transportation service. In the month of July there was one such transport made with a prisoner coming back to Kentucky from Florida.

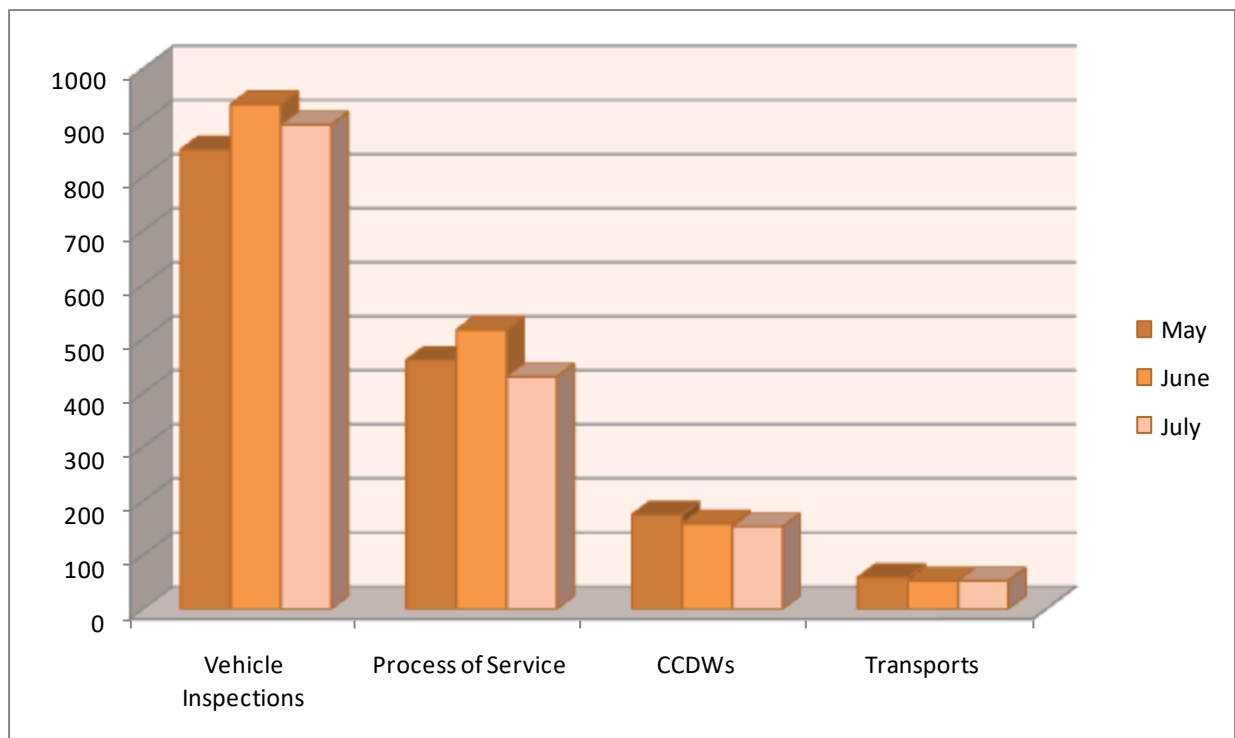
The Sheriff's Office also serves Warrants, issues Citations, and completes Call Response Run Reports. During the month of July the Sheriff's Office served four Warrants, wrote one Citation and one Call Response Run Report.

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; Fingerprinting; and Vehicle Inspections. During the month of July the Campbell County Sheriff's Office processed 430 papers; processed 153 CCDW applications, renewals,

requests for duplicate licenses, or changes of information; provided fingerprinting for 56 individuals; and performed 896 vehicle inspections both at Sheriff's Office locations and off site.

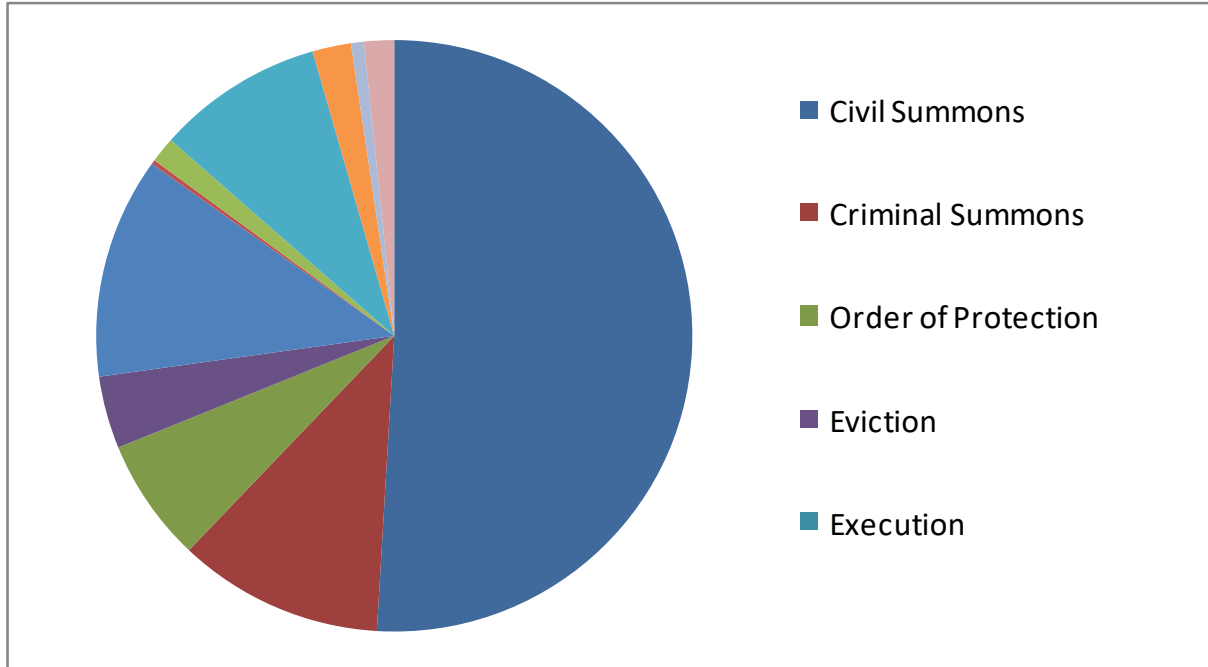
Another service that the Campbell County Sheriff's Office provides outside of the Justice Center and County Administration Building includes vehicle lock-outs. When a vehicle owner locks their car keys in their car they are able to contact the Sheriff's office and ask for an available deputy to assist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

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



The month of July saw a slight dip in the number of vehicle inspections going from 850 inspections in May up to 934 inspections in June then down slightly to 896 inspections in July. The number of documents to be served also saw a decline during the month of July; going from 461 documents processed in May to 517 documents in June then to 430 documents processed in July. The number of CCDW permits spiked in May before leveling out in June and July. During the month of May 175 CCDWs were processed, during the month of June 158 CCDWs were processed, and in July 153 CCDWs were processed. The number of trips made by Deputies and Court Security Officers varied little within the three month period; 59 trips were made in May, 53 trips were made in June, and 53 trips were made in July.

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 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:	219	128
Criminal Summons:	48	27
Order of Protection	29	17
Eviction:	17	17
Execution:	0	0
Garnishment:	0	0
Juvenile Summons:	52	29
Motion/Order/Rule	1	0
Show Cause Order:	6	2
Small Claims:	0	0
Subpoena:	39	23
Summons:	9	7
Sum. for Involuntary Commitment:	3	2
Writ & Warrant of Possession:	7	7
Total	430	259

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, 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 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 July 2018**

Deputy	Long Distance Transport	Short Distance Transport
Sgt. Grisik	0	0
Deputy Kowolonek	0	2
Deputy Harney	6	6
Deputy Caudill	2	0
Deputy Hart	1	1
Deputy Schreiner	3	3
Deputy McKenna	0	0
Deputy Stephens	2	7
Deputy Metz	1	4
Deputy Ratcliff	2	0
Court Security Officer Weinel	0	1
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 Boone, Bourbon, Carroll, Fayette, Franklin, Grant, Johnson, Kenton, Lee, Jefferson, Madison, Mason, Pulaski, Simpson, and the Kentucky Correctional Psychiatric Center. Transports were also made throughout the state of Ohio to the cities of Batavia, Chillicothe, Columbus, Dayton, London, and Marysville.

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.