



Campbell County Sheriff's Office

2019 January Monthly Report



Submitted by: Sheriff Mike Jansen

Prepared by Katrina Armstrong, Clerk

Campbell County Sheriff's Office

Mike Jansen

Sheriff



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January 2019 Monthly Report Summary

Training

On January 16th Campbell County Sheriff's Sgt. Mark Grisik participated in the monthly training exercises of the Northern Kentucky Special Operations Group (SWAT). This month's training exercises included building clearing drills, annual classroom work and recertifications which included Noise Flash Distraction Devices, the Pepperball less-lethal impact system, tactical chemical agents, less-lethal impact munitions, and written exams.

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 January the Sheriff's office provided security for three 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 January 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 January Sheriff's Deputies traveled approximately 1,983 miles within the state of Kentucky and 781 miles outside of the state transporting prisoners.

In the month of January 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 black ink that reads "Mike Jansen". The signature is written in a cursive style with a large, stylized initial "M".

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 January Deputies and CSO's made forty-four trips within the state of Kentucky transporting 92 prisoners. Five 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 January Sheriff's Deputies traveled approximately 1,983 miles within the state of Kentucky and 781 miles outside of the state transporting prisoners. Prisoner transports within the state of Kentucky were made from the counties of Boone, Clark, Grant, Kenton, Lyon, Mason, Muhlenberg, and Oldham. Transports were also made to Batavia, Ohio; Lawrenceburg, Indiana; and Chicago, Illinois.

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 January there was one such transport made with a prisoner coming back to Kentucky from Florida.

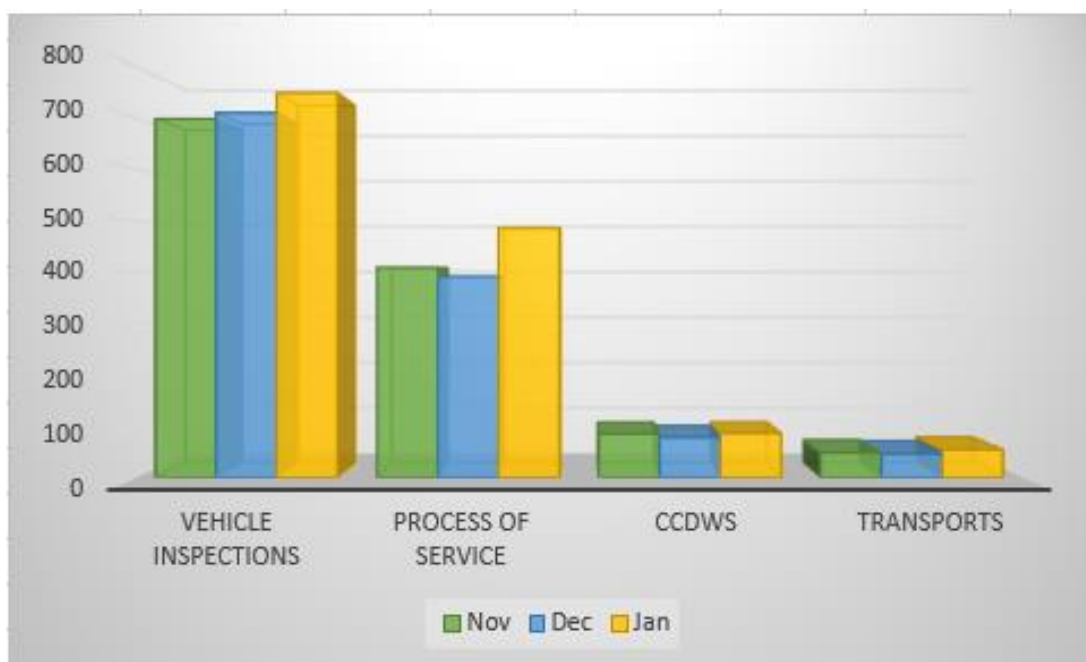
The Sheriff's Office also serves Warrants, issues Citations, and completes Call Response Run Reports. During the month of January the Sheriff's Office served thirteen Warrants, wrote one Citation and one Collision Report, and one Incident report .

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 January the Campbell County Sheriff's Office continued collection of the 2018 County Property Tax bills. A total of \$1,944,520.28 was collected for property taxes, tangible taxes, franchise taxes and the 911 Service Fee.

The Sheriff's Office also processed 487 papers; 86 CCDW applications, renewals, requests for duplicate licenses, or changes of information; provided fingerprinting for 20 individuals; and performed 749 vehicle inspections both at Sheriff's Office locations and off site.

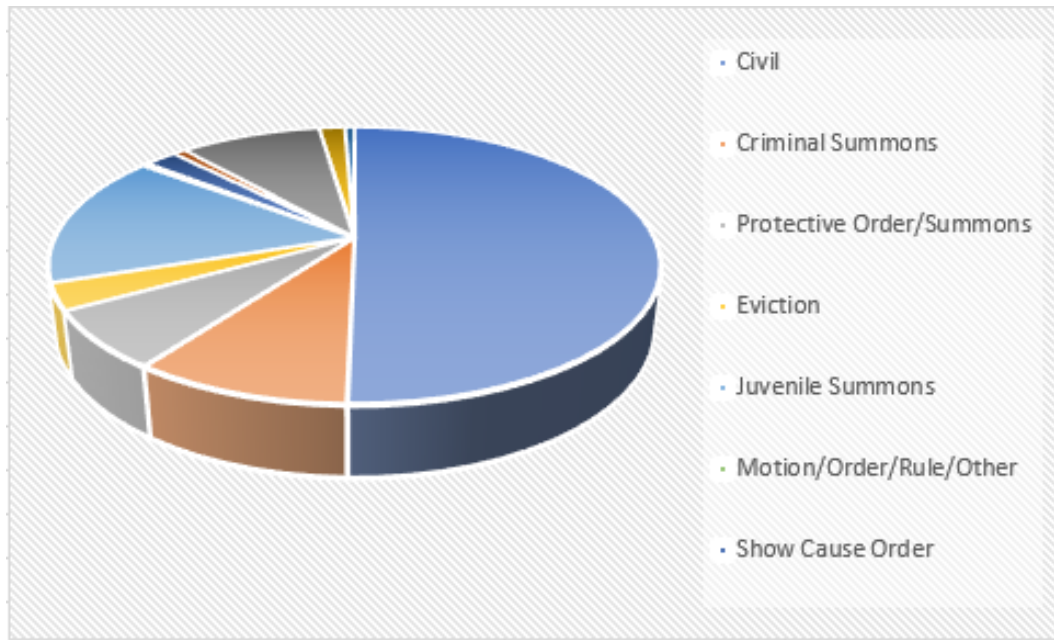
Another service that the Campbell County Sheriff's Office provides outside of the Justice Center and County Administration Building includes vehicle lock-outs. When a vehicle owner locks their car keys in their car they are able to contact the Sheriff's office and ask for an available deputy to assist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

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



The month of January saw an increase in the number of vehicle inspections going from 698 inspections in November up slightly to 710 inspections in December then up slightly again to 749 inspections in January. The number of documents to be served also saw an increase during the month of January; going from 409 documents processed in November down to 391 documents in December and then up to 487 documents processed in January. The number of CCDW permits held relatively steady with 85 CCDWs processed in November, to 78 CCDWs processed in December, and back up to 86 CCDWs processed in January. The number of trips made by Deputies and Court Security Officers rose slightly with 48 trips made in November, 46 trips made in December, and 54 trips made in January.

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 January. 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:	245	123
Criminal Summons:	47	31
Order of Protection	33	16
Eviction:	15	15
Execution:	0	0
Garnishment:	0	0
Juvenile Summons:	76	36
Motion/Order/Rule	2	1
Show Cause Order:	10	6
Small Claims:	4	1
Subpoena:	44	36
Summons:	9	7
Sum. for Involuntary Commitment:	0	0
Writ & Warrant of Possession:	3	3
Total	487	271

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 January 2019

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

Prisoner transports within the state of Kentucky were made from the counties of Boone, Clark, Grant, Kenton, Lyon, Mason, Muhlenberg, and Oldham. Transports were also made to Batavia, Ohio; Lawrenceburg, Indiana; and Chicago, Illinois. 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.

* Denotes that there at least one transport included two deputies, for safety and security purposes.