



# **Campbell County Sheriff's Office**

## **2020 August Monthly Report**

**Submitted by: Sheriff Mike Jansen**

Prepared by: Katrina Armstrong, Clerk

Campbell County Sheriff's Office

Mike Jansen

*Sheriff*



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## August 2020 Monthly Report Summary

### Services of the Sheriff's Office

The Campbell County Sheriff's Office has two main divisions. The uniformed division based in the Campbell County Justice Center and the administrative division based in the Campbell County Administration Building. The Sheriff's Office provides courthouse security at the Justice Center during business hours. Deputies and Court Security Officers (CSOs) are present for all court proceedings ranging from arraignments to trials, Family Court and more.

Deputies and Court Security Officers are also responsible for transporting prisoners to and from court as well as from area detention centers to the Campbell County Justice Center and Campbell County Detention Center.

In the administrative division of the Sheriff's Office, services such as the collection of property taxes; management of process of service of papers; processing of Carrying Concealed Deadly Weapons (CCDW) Permits; Finger printing; and Vehicle Inspections are performed.

Respectfully Submitted,

A handwritten signature in black ink that reads "Mike Jansen".

Sheriff Mike Jansen  
Campbell County Sheriff

## **Services of the Sheriff's Office**

Deputies and Court Security Officers provide security for court hearings and trials in the Campbell County Justice Center. During the month of August security was provided for one jury trial. Deputies and Court Security Officers also transport prisoners to and from court, 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 (KCPC). During the month of August, due to pandemic safety measures implemented by Detention Centers, Deputies and CSO's made no trips within the state of Kentucky transporting prisoners to the Campbell County Detention Justice Center. Seven trips were made transporting prisoners from facilities outside of Kentucky to the Campbell County Justice Center and the Campbell County Detention Center. In the course of these trips Deputies traveled 1,870 miles outside of the state. Transports outside of Kentucky were made to Batavia, Lancaster, Leavittsburg, and Lebanon, Ohio. Trips were also made Terre Haute, Indiana and Lafayette, Tennessee.

The Sheriff's Office also serves Warrants and issues Citations. During the month of August the Sheriff's Office served thirteen warrants and wrote one citation.

The Campbell County Sheriff's Office offers the service of assisting individuals who have locked their keys in their car. If a deputy is available he can meet the vehicle owner at the locked vehicle and assist in opening a door to retrieve the keys.

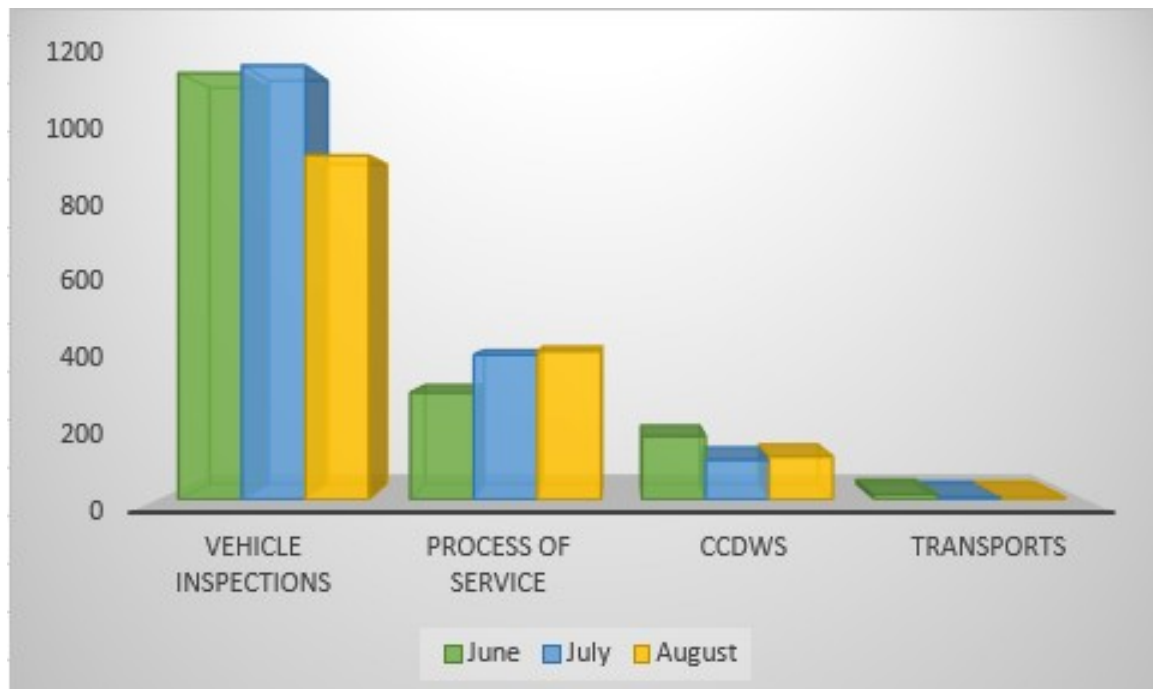
Services performed in the administrative offices of the Sheriff's Office include collection of property taxes; processing and service of process papers, these papers include civil and criminal summonses, subpoenas, evictions and various other document types; Carrying Concealed Deadly Weapons (CCDW) Permits; Finger printing; and Vehicle Inspections. Throughout the month of August the Campbell County Sheriff's Office processed 408 papers; processed 118 CCDW applications, renewals, requests for duplicate licenses, or changes of information; and performed 948 vehicle inspections both at the Sheriff's Office location and off site.

### **Training**

While most large scale and inter-department in-person trainings were postponed during August, online training was made available through the Department of Criminal Justice Training Center. This month Sheriff Jansen, Chief Deputy Fecher, Sgt. Chaplin and Sgt. Grisik took the eight hour online Ethics Training course.

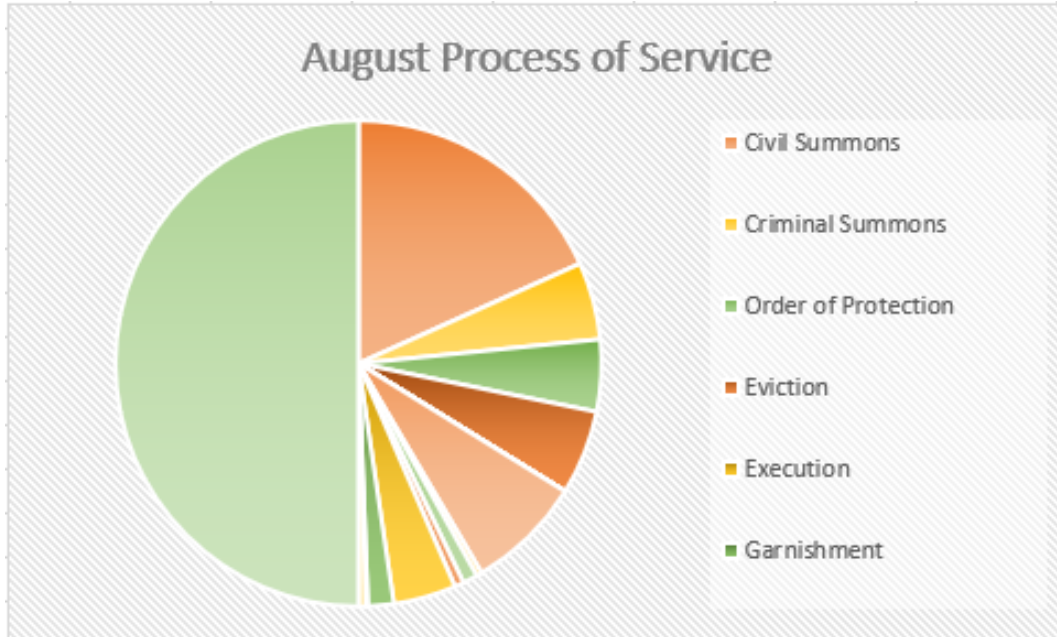
Training for the Northern Kentucky Special Operations Team (SWAT) continued as usual this month. Training days were held on August 5th and 19th. The Campbell County Sheriff's Office has two employees on the SWAT Team, Sgt. Mark Grisik and Deputy Jim McKenna.

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



Nearly all services listed here experienced a decrease in activity during the Spring as the State of Kentucky closed offices in an attempt to address the Covid-19 pandemic. Upon the Sheriff's Office re-opening in June there was a sharp increase in several areas of service. The increase in certain areas continued into the summer. The number of Vehicle Inspections was particularly high in June with 1,175 inspections performed, and in July with 1,196 inspections performed. In August there was a slight decrease with 948 inspections performed. The number of documents processed also began increasing during this time with 249 documents processed in June, 398 documents processed in July, and 408 documents processed in August. The number of CCDWs licenses processed also increased with 174 licensed processed in June, 109 processed in July, and 118 processed in August. The number of prisoner transports saw very little fluctuation during this time with Deputies and Court Security Officers making 14 trips in June, 7 trips in July, and 7 trips in August.

## 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 August. The above graphic reflects the volume of the various types of documents received in relation 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:	149	80
Criminal Summons:	42	20
Order of Protection	39	18
Eviction:	46	46
Execution:	0	0
Garnishment:	0	0
Juvenile Summons:	63	36
Motion/Order/Rule	3	0
Show Cause Order:	8	2
Small Claims:	5	3
Subpoena:	34	23
Summons:	14	4
Sum. for Involuntary Commitment:	1	1
Writ & Warrant of Possession:	0	0
<b>Total</b>	<b>408</b>	<b>237</b>

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. Additionally, during the month of March protective measures began to be implemented due to COVID-19, those measures effecting the number of papers being submitted for service and able to be served.



**Prisoner Transports Performed by the  
Campbell County Sheriff's Office  
in the Month of August 2020**

<b>Deputy</b>	<b>Long Distance Transport</b>	<b>Short Distance Transport</b>
<b>Sgt. Grisik</b>	<b>0</b>	<b>0</b>
<b>Deputy Kowolonek</b>	<b>0</b>	<b>0</b>
<b>Deputy Harney</b>	<b>4*</b>	<b>2*</b>
<b>Deputy Caudill</b>	<b>2*</b>	<b>2*</b>
<b>Deputy Windgassen</b>	<b>1*</b>	<b>0</b>
<b>Deputy Schreiner</b>	<b>0</b>	<b>0</b>
<b>Deputy McKenna</b>	<b>0</b>	<b>0</b>
<b>Deputy Stephens</b>	<b>1*</b>	<b>0</b>
<b>Deputy Metz</b>	<b>0</b>	<b>0</b>
<b>Deputy Garnick</b>	<b>0</b>	<b>0</b>
<b>Court Security Officer Weinel</b>	<b>0</b>	<b>0</b>
<b>Court Security Officer Feldman</b>	<b>0</b>	<b>0</b>
<b>Court Security Officer Sheanshang</b>	<b>0</b>	<b>0</b>
<b>Court Security Officer Roderick</b>	<b>0</b>	<b>0</b>
<b>Court Security Officer Fornash</b>	<b>0</b>	<b>0</b>
<b>Court Security Officer Harber</b>	<b>0</b>	<b>0</b>
<b>Court Security Officer Otto</b>	<b>0</b>	<b>0</b>

\* Denotes that a trip included in this count involved two deputies traveling together. Deputies are teamed together for transports for reasons such as safety.