



Campbell County Sheriff's Office

2020 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 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 cursive script 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 operations. During the month of January security was provided for four jury trials in addition to all of the standard court dockets. Deputies and Court Security Officers also transport 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 January Deputies and CSO's made 43 trips within the state of Kentucky transporting prisoners. Five trips were made transporting prisoners from facilities outside of Kentucky to the Campbell County Justice Center and the Campbell County Detention Center. Sheriff's Deputies and CSO's traveled approximately 2,487 miles within the state of Kentucky and 568 miles outside of the state not including a transport made via a plane trip to Miami, Florida. Prisoner transports within the state of Kentucky were made from the counties of Boone, Carroll, Fayette, Grant, Kenton, Hardin, Larue, Mason, Meade, Oldham, Pulaski, and Russell. Transports were also made to Batavia, Dayton, Marion, and Lebanon, Ohio as well as Miami, Florida . Approximately 81 prisoners were transported in these trips.

Please note that additional trips may have been made during the month and not counted into monthly totals 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 Sheriff's Office also serves Warrants, completes Call Response Runs and issues Citations. During the month of January the Sheriff's Office served five Warrants and issued one Citation.

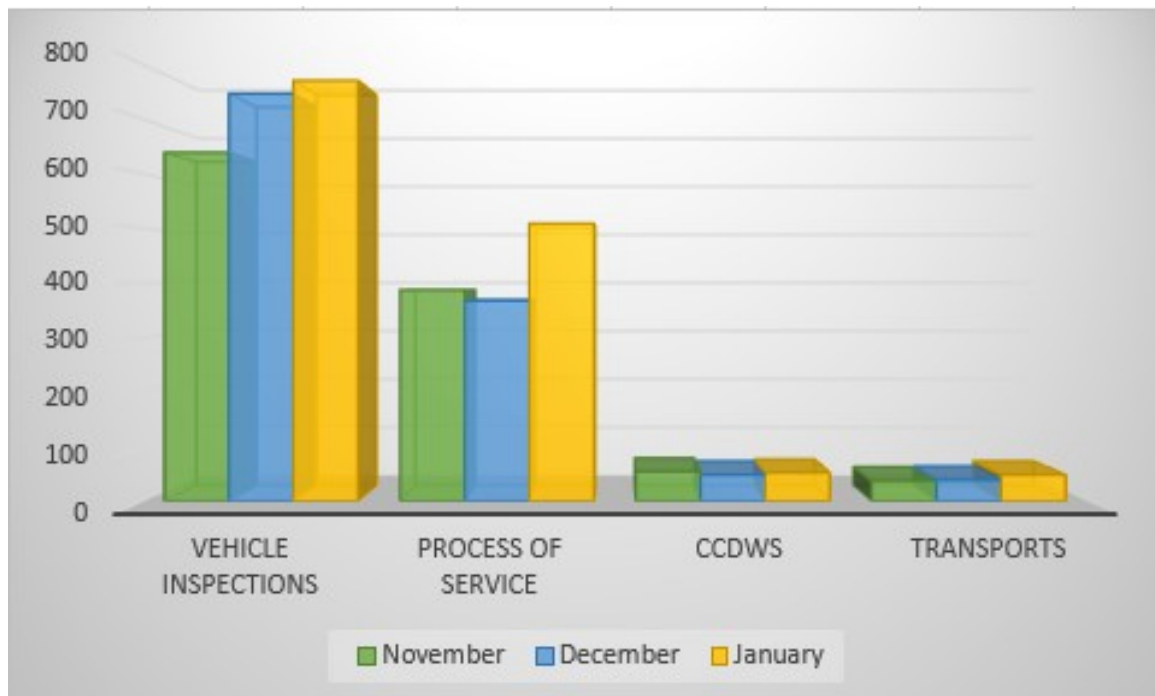
When Deputies are available, they are able to assist citizens with vehicle lock-outs within the county. When a vehicle owner locks their car keys in their car they are able to contact the Sheriff's office and ask for an available deputy to assist in unlocking and getting back into their car. During the month of January the Sheriff's Office was able to assist four individuals in gaining entry to their vehicle.

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. During the month of January the Campbell County Sheriff's Office processed 509 papers; processed 52 CCDW applications, renewals, requests for duplicate licenses, or changes of information; provided fingerprinting for 23 individuals; and performed 771 vehicle inspections both at Sheriff's Office locations and off site.

Taxes

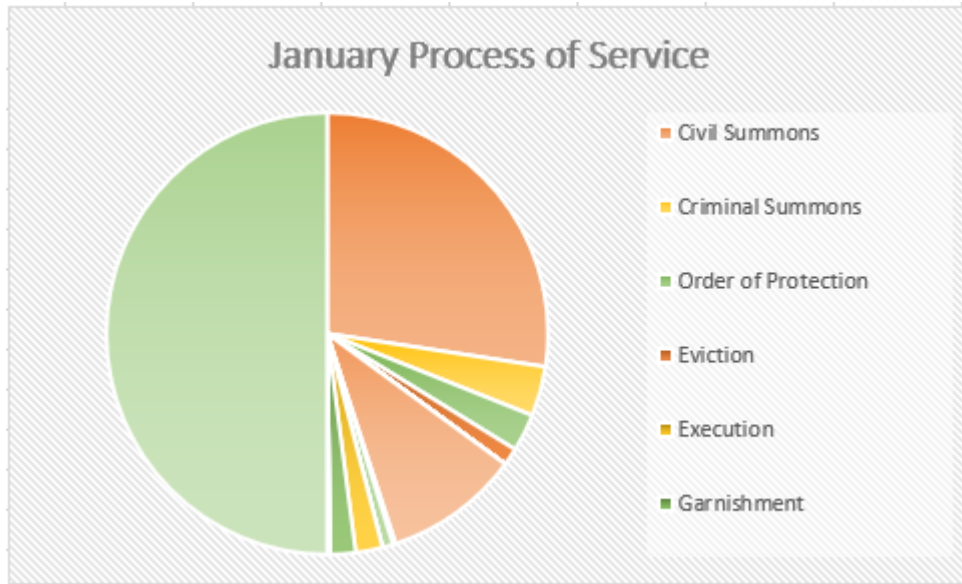
The 2019 County Property Tax collection began on November 1st. During the first month of tax collection property owners may pay their tax bill with a 2% discount. During the month of December the base, or regular, amount of the tax bill may be paid. During the month of January the state imposes a late fee on property taxes for failure to pay by the regular deadline of December 31st. During the month of January the total amount of taxes collected was \$1,198,538.96.

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



Over the months of November, December, and January there was an increase in the number of vehicle inspections with 639 inspections done in November, 747 inspections done in December, and 771 inspections done in January. The number of documents to be served experienced some fluctuation during this time period with 387 documents processed in November, 367 documents processed in December, and 509 documents processed in January. The number of CCDW permits also saw an increase during this time. In the month of November 54 CCDWs were processed, 48 CCDWs were processed in the month of December, and 73 CCDWs were processed in January. The number of trips made by Deputies and Court Security Officers rose in number during this time with 37 trips made in November, 38 trips made in December, and 49 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:	279	165
Criminal Summons:	37	25
Order of Protection	28	12
Eviction:	13	13
Execution:	0	0
Garnishment:	0	0
Juvenile Summons:	101	76
Motion/Order/Rule	2	1
Show Cause Order:	8	1
Small Claims:	0	0
Subpoena:	20	16
Summons:	19	8
Sum. for Involuntary Commitment:	0	0
Writ & Warrant of Possession:	2	2
Total	509	319

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 2020**

Deputy	Long Distance Transport	Short Distance Transport
Sgt. Grisik	1	0
Deputy Kowolonek	2	3
Deputy Harney	0	0
Deputy Caudill	3	2
Deputy Windgassen	2	7
Deputy Schreiner	2	1
Deputy McKenna	2*	2
Deputy Stephens	4*	4
Deputy Metz	1	1
Deputy Garnick	0	0
Court Security Officer Weinel	0	0
Court Security Officer Feldman	0	0
Court Security Officer Sheanshang	0	7
Court Security Officer Roderick	0	1
Court Security Officer Fornash	0	3
Court Security Officer Harber	0	1
Court Security Officer Otto	0	0

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