



Campbell County Sheriff's Office

2020 July Monthly Report

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Campbell County Sheriff's Office

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Sheriff



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July 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

Please note that during the month of July some Kentucky State and County offices were still closed or were operating with modified procedures while others had re-opened to the public. This caused various tasks of the Sheriff's Office to be somewhat altered in number. During the month of July Sheriff's office employees were reporting to the Courthouse and County Administration Buildings for work daily and the administrative office of the Sheriff's Office was re-opened for in person business.

Deputies and Court Security Officers provide security for court hearings and trials as well as 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 July, 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 958 miles outside of the state. Transports outside of Kentucky were made to Batavia, Chillicothe, and Hamilton, Ohio. Trips were also made to Lawrenceburg and South Bend, Indiana.

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

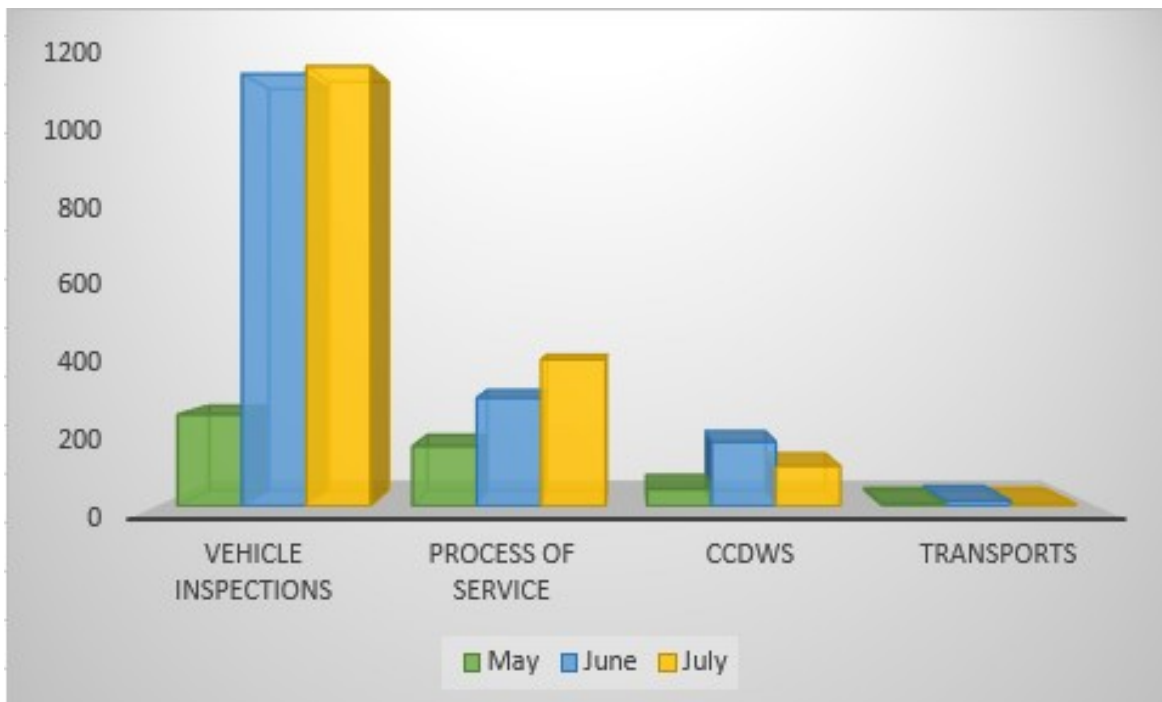
The Campbell County Sheriff's Office offers the service of assisting individuals who have locked their keys in their car. If a deputy is available he can meet the vehicle owner at the locked vehicle and assist in opening a door to retrieve the keys. During the month of July a deputy was able to assist one individual with retrieving their car 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 July the Campbell County Sheriff's Office processed 398 papers; processed 109 CCDW applications, renewals, requests for duplicate licenses, or changes of information; and performed 1,196 vehicle inspections both at the Sheriff's Office location and off site.

Training

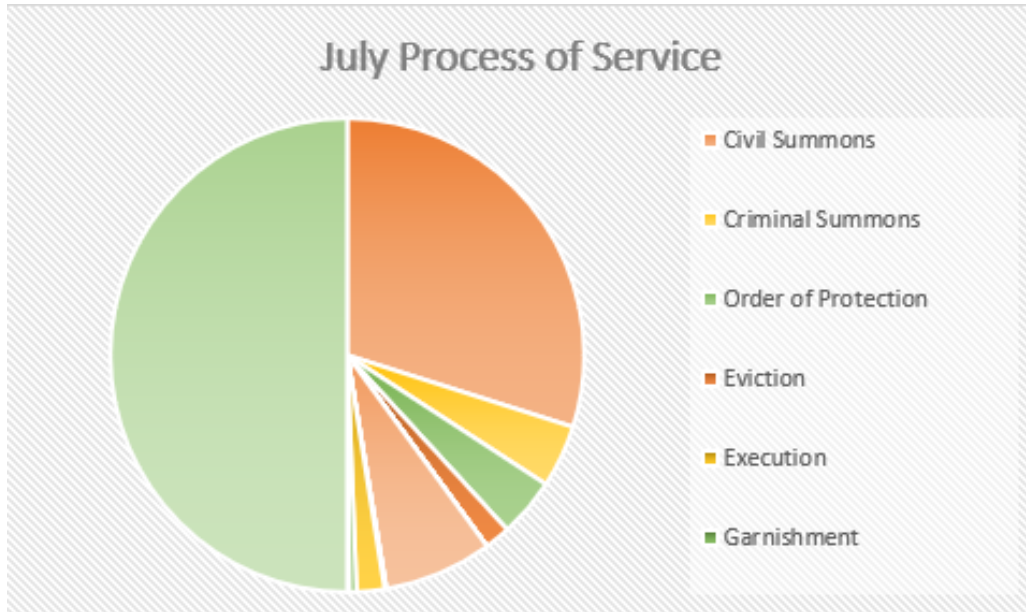
While most large scale and inter-department in-person trainings were postponed during July, training for the Northern Kentucky Special Operations Team (SWAT) continued as usual. Training days were held on July 8th and July 22nd. The Campbell County Sheriff's Office has two employees on the SWAT Team, 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 months of April and May as the state of Kentucky attempted to address the Covid-19 pandemic. Upon the Sheriff's Office re-opening in June there was a sharp increase in several areas. The increase in certain areas continued into July. In May the number of vehicle inspections was 249, that number then substantially increased in June with 1,175 inspections performed. In July that high volume of inspections was repeated with 1,196 inspections being done. The number of documents processed also began increasing during this time with 163 documents processed in May, 249 documents processed in June, and 398 documents processed in July. The number of CCDWs licenses processed also increased with 46 processed in May, 174 licensed processed in June, and 109 processed in July. The number of prisoner transports did not see as much fluctuation during this time with Deputies and Court Security Officers making 7 trips in May, 14 trips in June, and 7 trips 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 July. 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:	238	123
Criminal Summons:	34	19
Order of Protection	32	16
Eviction:	14	14
Execution:	0	0
Garnishment:	0	0
Juvenile Summons:	59	47
Motion/Order/Rule	0	0
Show Cause Order:	1	0
Small Claims:	0	0
Subpoena:	15	12
Summons:	4	1
Sum. for Involuntary Commitment:	1	0
Writ & Warrant of Possession:	2	2
Total	398	234

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 July 2020**

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