



Campbell County Sheriff's Office

2020 March Monthly Report

Submitted by: Sheriff Mike Jansen

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Campbell County Sheriff's Office

Mike Jansen

Sheriff



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March 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". The signature is written in a cursive, flowing style.

Sheriff Mike Jansen
Campbell County Sheriff

Services of the Sheriff's Office

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. During the month of March Deputies and CSO's made 16 trips within the state of Kentucky transporting prisoners. Four 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 1,254 miles within the state of Kentucky and 420 miles outside of the state. Prisoner transports within the state of Kentucky were made from the counties of Boone, Bourbon, Henderson, Kenton, Leslie, Mason, and Oldham. Transports were also made to Batavia, Columbus, and Lebanon in Ohio. Approximately 36 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 March the Sheriff's Office served 5 warrants, wrote 3 citations, and made 1 arrest.

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 March the Campbell County Sheriff's Office processed 373 papers; processed 40 CCDW applications, renewals, requests for duplicate licenses, or changes of information; provided fingerprinting for 6 individuals; and performed 309 vehicle inspections both at Sheriff's Office locations and off site.

Taxes

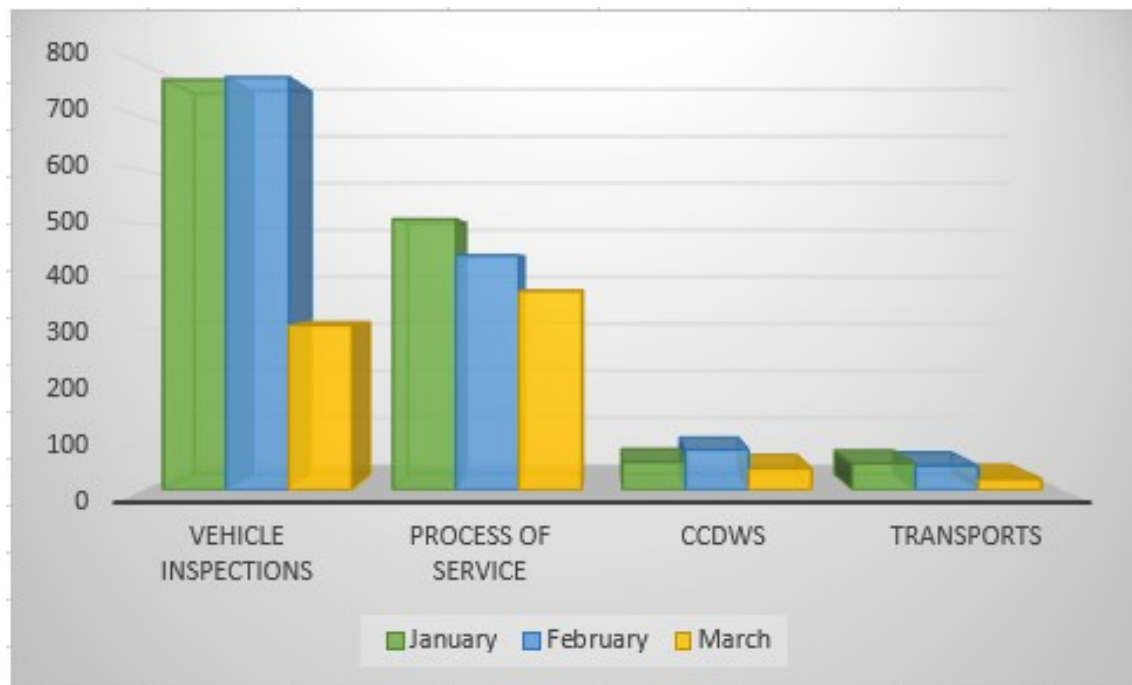
The 2019 County Property Tax collection began on November 1, 2019. During the first month of tax collection property owners may pay their tax bill with a 2% discount. During the month of December the base, or regular, amount of the tax bill may be paid. In the month of January the state imposes a late fee on property taxes for failure to pay by the regular deadline of December 31st. The period between February 1st and April 15th is the final period in which taxes may be paid at the Sheriff's Office. Any tax bills not paid between November 1st and April 15th are transferred to the County Clerk's Office for processing as delinquent bills. During the month of March the Sheriff's Office collected \$288,728.45 in state and county property taxes.

Training

This month Deputies Tim Harney and Les Caudill and Court Security Officers Hank Feldman, Tony Fornash, Bob Roderick, and Mike Sheanshang attended a five day Court Security Officer In-Service training offered through the Kentucky Department of Criminal Justice Training Center. This training course provides Court Security Officers with material relevant to their work in a court setting. Topics covered include ethics, security equipment for courts, citation writing, defensive tactics update, drug recognition as well as threat groups. The learning outcomes for this course are designed to enable the attendees to make ethical decisions, address security issues for the courtroom, and write effective citations. The Security Officers will also receive defensive tactics updates that are relevant to their job, training in the area of drug recognition, and security threat groups that may be encountered in a courtroom.

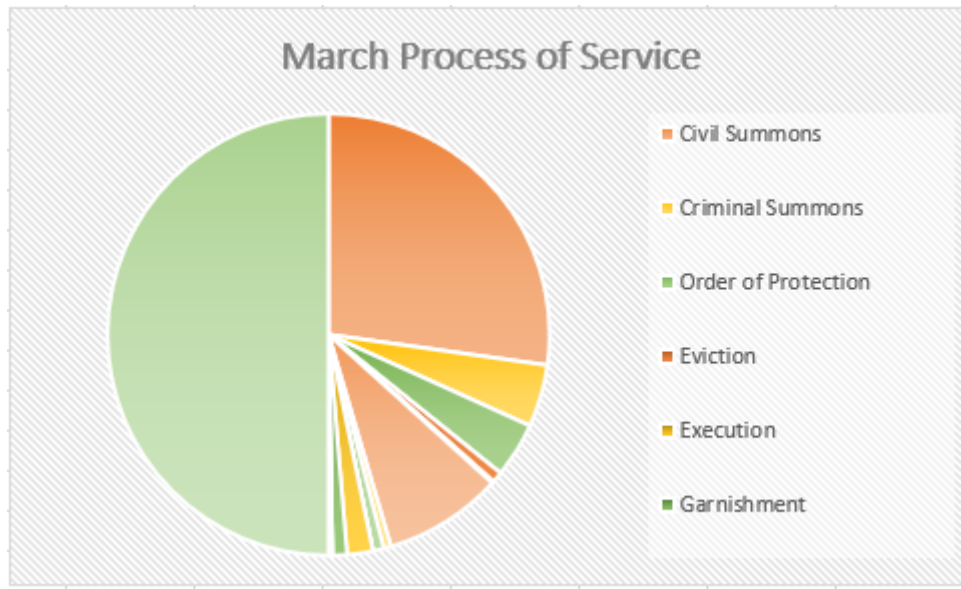
The Campbell County Sheriff's Office has two members on the Northern Kentucky Special Operations Team (SWAT), Sgt. Mark Grisik and Deputy Jim McKenna. Members of the SWAT team meet to train twice monthly as a unit.

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 month of March as the United States began to feel the effects of, and attempt to address, Covid-19. The number of vehicle inspections were relatively the same in January and February with 771 inspections done in January and 776 inspections done in February. Then in March that number dropped to 309. The number of documents to be served experienced a steady decline during this time period with 509 documents processed in January, 441 documents processed in February, and 373 papers processed in March. CCDW permits remained fairly steady in number during the months of January and February with 73 CCDWs processed in January and 75 CCDWs processed in February. In March 40 CCDW permits were processed. The number of trips made by Deputies and Court Security Officers remained fairly steady from January to February with 49 trips made in January, and 45 trips made in February, then in March 20 trips were made.

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 March. 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:	203	78
Criminal Summons:	34	12
Order of Protection	30	15
Eviction:	6	0
Execution:	1	0
Garnishment:	0	0
Juvenile Summons:	65	29
Motion/Order/Rule	4	0
Show Cause Order:	6	4
Small Claims:	0	0
Subpoena:	14	10
Summons:	8	4
Sum. for Involuntary Commitment:	0	0
Writ & Warrant of Possession:	2	2
Total	373	160

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. For a period at the end of the month the number of attempts made at serving papers was reduced while determining how to safely proceed with this service.

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

Deputy	Long Distance Transport	Short Distance Transport
Sgt. Grisik	1	0
Deputy Kowolonek	0	0
Deputy Harney	0	1
Deputy Caudill	1*	1
Deputy Windgassen	0	2
Deputy Schreiner	1	4
Deputy McKenna	0	2
Deputy Stephens	3	1
Deputy Metz	1	0
Deputy Garnick	0	0
Court Security Officer Weinel	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	1
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.