

# Campbell County Sheriff's Office 2020 Annual Report



## What A Year

Submitted by: Sheriff Mike Jansen

Prepared by Katrina Armstrong, Clerk

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## Message from the Sheriff

Dear Citizens of Campbell County,

It is my distinct honor and privilege to present the Campbell County Sheriff's Office 2020 Annual Report. It appeared to be a usual year for everyone as 2020 started, well at least for the first two months. As soon as March hit things started to change. Needless to say, due to the abundant restrictions of the pandemic, this year's Annual Report is rather brief and to the point.

It became trying times for everyone due to the approaching pandemic. Face to face interactions decreased to a snail's pace, offices were closed, many had to work remotely, and a statewide mask mandate was put in place. Everyone had to learn how to navigate through all the new rules and mandates for everyday life.

I want to dedicate this 2020 Annual report to the men and women of the Campbell County Sheriffs' Office that towed the line to keep the office, courthouse and lines of communication open to serve the citizens of Campbell County. As Sheriff I do provide the direction, but without a dedicated staff and great work ethic, it could have been a catastrophe without great team work. Thank you all!!

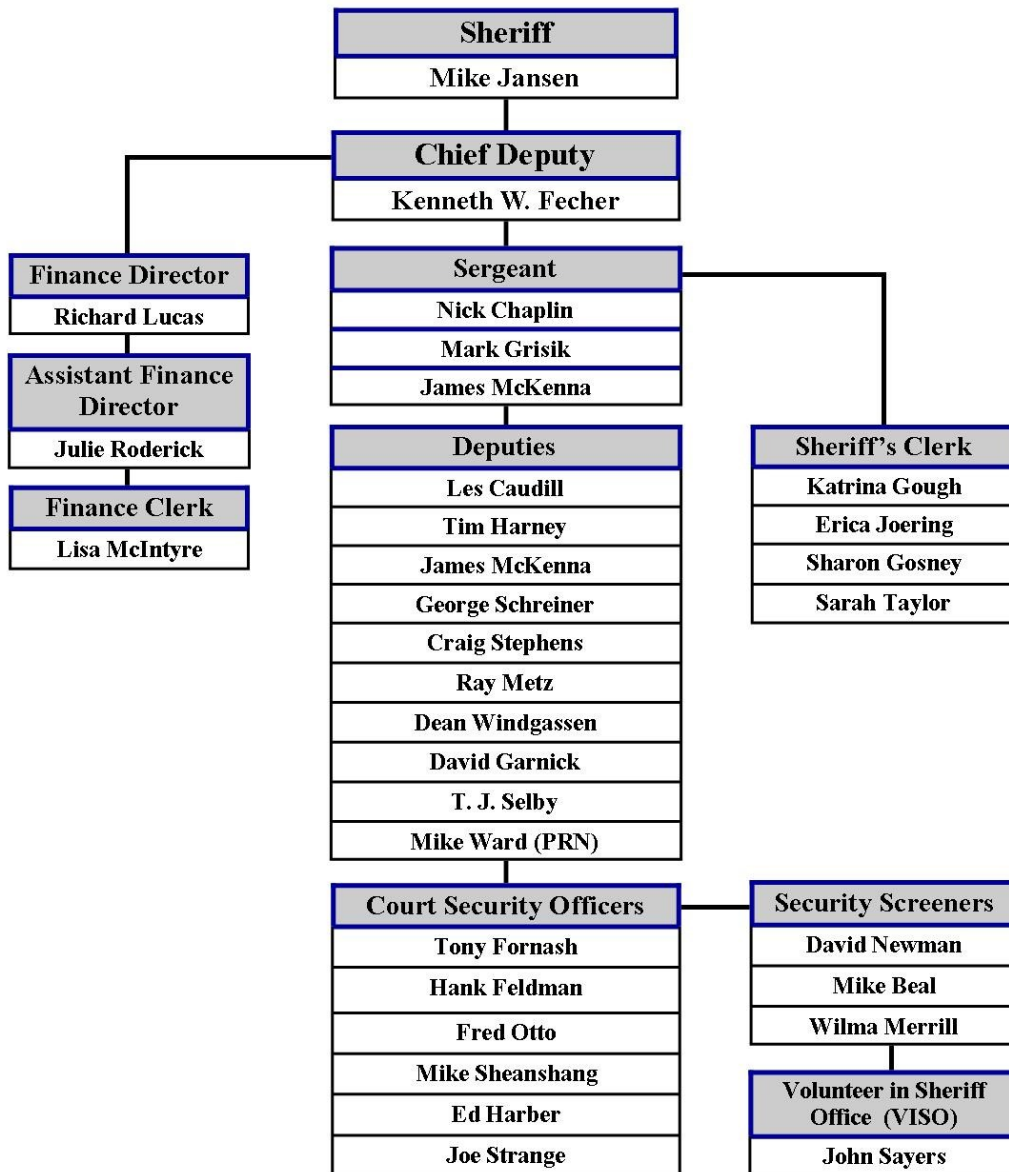
The Campbell County Sheriffs' Office Continue to show high Integrity, respect for our community and involvement every day to the citizens of Campbell County.

Respectfully,

A handwritten signature in cursive script that reads "Mike Jansen".

Mike Jansen, Sheriff

# Organization of the Campbell County Sheriff's Office



Updated and Posted August 2, 2021



# Notable Events

## **Retirement**

On May 28th the Sheriff's Office celebrated the retirement of Deputy Van Kowolonek. Deputy Kowolonek served 17 years with the Campbell County Sheriff's Office. Deputy Kowolonek came to the Sheriff's office after already serving the Campbell County community as an officer with the Campbell County Police Department. Prior to that career Deputy Kowolonek served in the U.S. Marine Corp. Deputy Kowolonek was an ever consistent, reliable and generous member of the Sheriff's Office who will be missed.

## **Cops and Kids**

The 2020 Annual Cops and Kids Christmas program run by the FOP Lodge 10 looked a little different this year. Due to the COVID-19 Pandemic the children receiving Christmas presents through the program were not able to go shopping with the officers. Instead, the children wrote gift wish-lists for officers to take shopping at the Meijer store in Cold Spring. After officers and volunteers had completed their shopping they met at the Honey Hole restaurant in Alexandria to wrap the gifts and organize distribution of the presents to the children.

# Trainings

Due to the COVID-19 Pandemic changes were made to previously scheduled trainings throughout the year. Some trainings were able to be held early in the year, then as the year progressed and social distancing measures were implemented some trainings were cancelled while others were able to be held as online courses.

In February Court Security Officer (CSO) Fred Otto attended a course entitled Domestic Abuse Investigation. This 40 hour course was offered through the Department of Criminal Justice Training Center (DOCJT). The course is designed to address law enforcement response to domestic violence, and covered topics such as protective orders, State and Federal law related to domestic abuse, evidence collection, and intimate partner sexual abuse.

During the month of March 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 DOCJT. This training course provided 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 and threat group recognition.

In September Deputies and CSO's began to utilize online training through the Department of Criminal Justice Training Center. This month Deputies Jim McKenna, Les Caudill, Dave Garnick, and Court Security Officer Mike Sheanshang took the eight-hour online Ethics Training Course.

During the month of October Deputies Ray Metz, George Schreiner, Tim Harney, Dean Windgassen, Mike Ward, and Craig Stephens, as well as Court Security Officer Fred Otto, took the eight hour online Ethics Training Course.

Throughout the year the Northern Kentucky Special Operations Team (SWAT) continued to meet for their bi-monthly trainings. The SWAT team is made up of members from Law Enforcement Agencies throughout Campbell County. The Campbell County Sheriff's Office has two members on the team. Sgt. Mark Grisik and Deputy Jim McKenna. Training exercises are performed at multiple locations depending upon the exercises planned for that training session. Some of the locations used include the Alexandria Police Department, the former McCormick Vocational Building, and various firing ranges. The SWAT team training exercises cover a variety of scenarios such as hostage rescue involving cars and buses, building and room clearing tactics, etc. Each training includes fire range exercises which can involve hand gun and shot gun exercises and operating in "low light" and "dark" conditions. The team trains to utilize specialized equipment like extended pole cameras and pin hole cameras, flash bangs, and gas guns. Special simulation equipment/software was made available to the team so that officers could train in real-time scenarios.

## 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. As the Covid-19 Pandemic began to effect all aspects of life and business in the U.S. in March of this year, all aspects of the services done by the Sheriff's Office were effected. The effects can be most easily identified in the numbers of certain services performed throughout the Spring and early Summer. These numbers will be broken down throughout this section.

The Sheriff's Office provides courthouse security at the Campbell County Justice Center where Court Security Officers (CSOs) 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. Due to the pandemic judges moved or postponed many trial dates and utilized Zoom for many court appearances.

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. This is another area that was impacted by the pandemic. For health and safety reasons many detention centers stopped allowing prisoners to be moved from other jails into their jail. This in turn significantly decreased the number of prisoner transports that were necessary during certain parts of the year. For the year of 2020 Deputies and CSO's made approximately 219 trips transporting prisoners and traveling approximately 23,892 miles. This mileage does not include trips in which transports were made via plane. Prisoner transports are regularly made throughout the states of Kentucky and Ohio as well as to other states within the US. Prisoners being returned to Kentucky from states too far away to travel to and from via car would necessitate a transport made by plane. Please note that additional trips may have been made during the year 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 Sheriff's Office also serves Warrants, issues Citations, and completes Call Response Runs and Reports. With the exception of serving Warrants in the course of processing and transporting prisoners these tasks are secondary to the main works of the office. During 2020 approximately 67 warrants were served, 13 citations were written, 2 arrests were made, and 2 KYIBRS Reports were done.

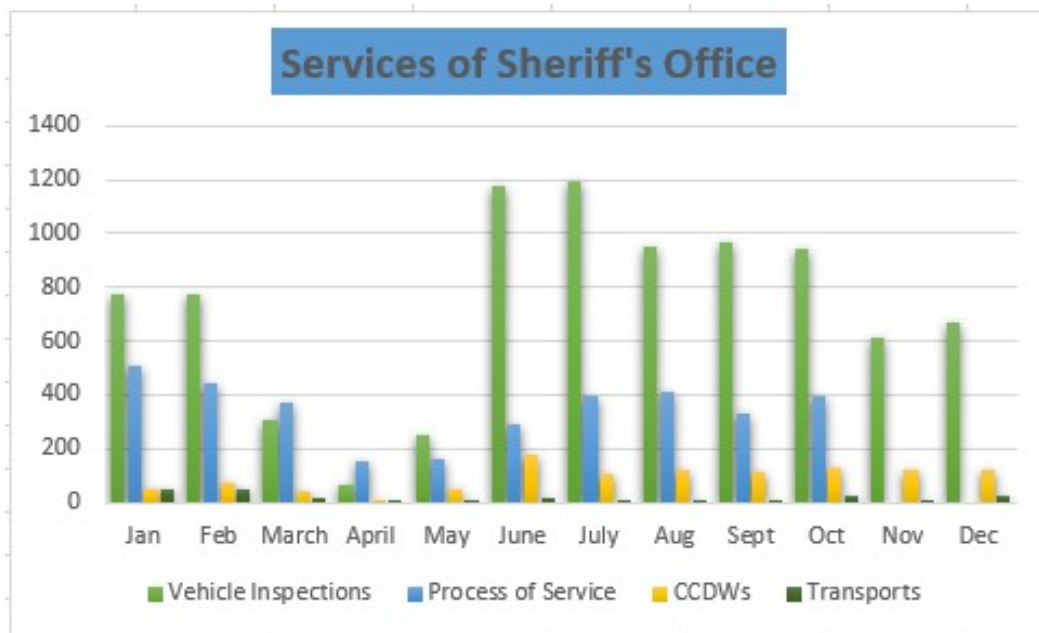
## Services of the Sheriff's Office

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.

County Property Tax collection for each year begins on November 1st of the year for which the taxes are being paid and continues through to April 15th of the following year. Upon the close of business on April 15th any unpaid taxes are transferred to the Campbell County Clerk's Office for processing. The 2019 County Property Tax collection began on November 1, 2019 and ran through May 15, 2020. Due to the pandemic the Revenue Cabinet extended the collection period giving property owners one additional month to submit their property tax payment. The Gross Tax amount collected by the Campbell County Sheriff's Office for the 2019 tax year was \$65,881,707.16.

Throughout the year the services performed by the administrative staff of the Campbell County Sheriff's Office were effected in different ways by the pandemic. In late March and early April the U.S. began to realize that more stringent measures would need to be taken to address the COVID-19 virus. As offices nation wide began sending employees home and/or closing their doors to the public, the Sheriff's office also implemented measures to keep the staff and public socially distanced and as safe as possible while continuing to get ensure that necessary work get done. Beginning in April the office was closed to the public while the employees continued to report to work. In May the office remained closed but the employees worked with members of the public needing something from the Sheriff's office by meeting people in the parking lot of the County Administration Building. The office then re-opened at the end of May. These changes were reflected by the number of some tasks decreasing in the Spring then spiking significantly in the Summer. The totals for the services of CCDWs, Vehicle Inspections, Documents served and Fingerprinting are as follows: 1,102 CCDW applications, renewals, requests for duplicate licenses, or changes of information; 8,677 vehicle inspections performed both at Sheriff's Office locations and off site at residences and businesses; 3,464 documents processed for Service of Process; 56 fingerprints performed. It must be noted that the total for documents processed reflects only January through October due to software problems that occurred in November and a subsequent change in software program in December. The numbers for November and December were not able to be retrieved. In regard to fingerprinting, as the pandemic hit the service of fingerprinting was suspended as there was no way to distance and sanitize the process. During that time it was announced by the Kentucky State Police that ink fingerprint cards would no longer be accepted for background checks. The state would only accept electronic prints and would begin utilizing the services of a private company to handle fingerprinting. Because of this the Sheriff's office discontinued the service of fingerprinting.

## Services of the Sheriff's Office



Below is the listing of types of documents received by the Campbell County Sheriff's Office for process of service. The graphic reflects the volume of the various types of documents received.

<u>Type of Document</u>	<u># of Documents Received</u>	<u># of Documents Served</u>
Civil:	2505	1499
Criminal Summons:	505	309
Order of Protection:	364	182
Eviction:	177	175
Execution:	4	2
Juvenile Summons:	723	487
Motion/Order/Rule/Other:	46	19
Show Cause Order:	107	42
Small Claims:	36	20
Subpoena:	574	503
Summons:	113	48
Sum. For Involuntary Commitment:	9	9
Writ & Warrant for Possession:	37	39
<b>Total</b>	<b>5200</b>	<b>3334</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, etc.

The Campbell County Sheriff's Office would like to thank all of the employees and those that worked hard during this unique and challenging year to make 2020 as successful a year as possible.



Submitted by: Sheriff Mike Jansen

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