

Campbell County Sheriff's Office 2020 November Monthly Report



Submitted by: Sheriff Mike Jansen

Prepared by: Katrina Armstrong, Clerk

Campbell County Sheriff's Office

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November 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; and Vehicle Inspections are performed.

Respectfully Submitted,

A handwritten signature in black ink that reads "Mike Jansen". The signature is written in a cursive style.

Sheriff Mike Jansen

Campbell County Sheriff

Services of the Sheriff's Office

Deputies and Court Security Officers provide security for court hearings and court operations as and 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). Due to the Coronavirus pandemic the movement of prisoners from one facility to another has been impacted throughout most of this year. This month Deputies and CSO's made four trips, traveling approximately 110 miles, within the state of Kentucky transporting seven prisoners to the Campbell County Detention Justice Center. These trips were made to Boone, Bourbon, and Kenton Counties. Four 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 376 miles outside of the state. Transports outside of Kentucky were made to Batavia, Georgetown, and London in Ohio.

The Sheriff's Office also serves Warrants, issues Citations, and writes reports. During the month of November the Sheriff's Deputies and Security Officers made one arrest and served five warrants.

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. In the month of November deputies were able to assist two individuals.

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 November the Sheriff's Office processed 120 CCDW applications, renewals, requests for duplicate licenses, or changes of information and performed 609 vehicle inspections both at the Sheriff's Office location and off site. Due to a software issue and subsequent change the totals for number of papers processed cannot be processed for the month of November.

Training

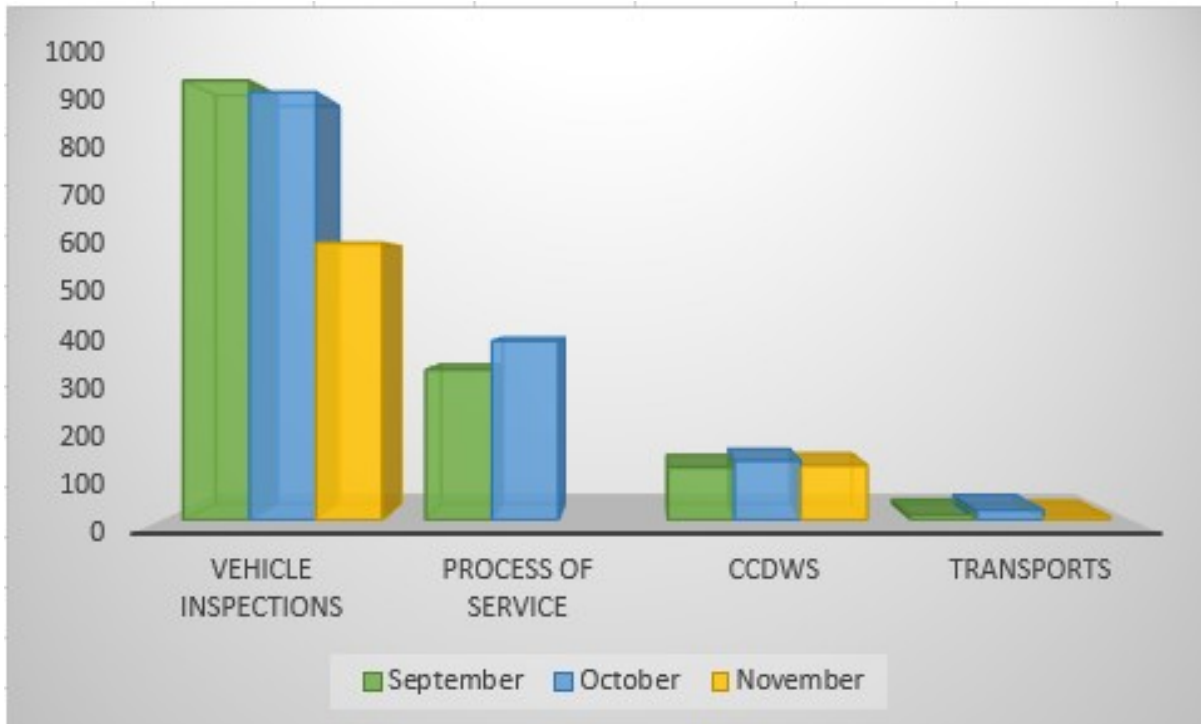
While most in-person trainings were postponed this year due to the Coronavirus Pandemic, online training was made available through the Department of Criminal Justice Training Center. This month Deputies Ray Metz, George Schreiner, Tim Harney, Dean Windgassen, Mike Ward, and Craig Stephens, as well as Court Security Officer Fred Otto took the eight hour online Ethics Training Course.

In person bi-monthly training for the Northern Kentucky Special Operations Team (SWAT) continued as usual. The Campbell County Sheriff's Office has two employees on the SWAT Team, Sgt. Mark Grisik and Deputy Jim McKenna.

Taxes

The Campbell County Sheriff's Office collects annual property taxes on behalf of the Campbell County Fiscal Court and various taxing districts within the county and the State of Kentucky. The State Revenue Cabinet sets the collection period breakdown dictating when taxes can be paid with the 2% early discount, the face value, and if paid late, how late fees are assessed. To qualify for the early payment discount taxes must be submitted by November 30th. This means that the taxes must have already been paid by the end of business that day or postmarked if being sent out via mail on the 30th. The majority of property owners in Campbell County take advantage of this discount and pay during this month. The total for property taxes and tangible taxes collected in the month of November was \$56,416,846.12. Franchise Corporation taxes are also paid during the property tax payment periods and during this month \$150,010.59 in franchise corporation taxes was collected by the Sheriff's Office.

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



The above graph represents a comparison of the main services performed by the Campbell County Sheriff's Office. The specific numbers for each service are broken down here. The number of Vehicle Inspections finally began to see some decline at the end of this period with 965 inspections performed in September, 940 inspections performed in October, and 609 vehicles performed in November. The number of documents processed during this time period remained in similar range in September and October with 330 processed in September and 393 papers processed in October. Due to software issues and a subsequent program change the number of papers for November could not be retrieved. The number of CCDWs licenses remained high with 116 CCDWs processed in September, 130 processed in October, and 120 CCDWs processed in November. After months of seeing few prisoner transports occurring due to Pandemic safety measures we began to have an increase in activity with Deputies and Court Security Officers making 11 trips in September and 22 trips in October before again experiencing a decrease in November as various court functions and offices began to close or decrease activity due to the rise in COVID cases. In the month of November 8 trips were made transporting prisoners.

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

Deputy	Long Distance Transport	Short Distance Transport
Sgt. Grisik	0	0
Deputy Garnick	0	0
Deputy Harney	0	1
Deputy Caudill	0	0
Deputy Windgassen	0	0
Deputy Schreiner	0	0
Deputy McKenna	1	0
Deputy Stephens	1	4
Deputy Metz	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.