

**Campbell County Sheriff's Office  
2021 October Monthly Report**



**Submitted by: Sheriff Mike Jansen**

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Campbell County Sheriff's Office

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*Sheriff*



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## October 2021 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 cursive script that reads "Mike Jansen".

Sheriff Mike Jansen  
Campbell County Sheriff

## **Services of the Sheriff's Office**

Deputies and Court Security Officers (CSO's) provide security for court hearings, trials, and daily court operations. In the month of October there was 5 jury trials held in the Campbell County Courthouse that security was provided for. Deputies and CSO's also 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). This month Deputies and CSO's made 24 trips within the state of Kentucky traveling approximately 1,799 miles transporting 29 prisoners to the Campbell County Detention Center and/or Justice Center. These trips were made to Adair, Boone, Bourbon, Boyd, Carroll, Kenton, Leslie, and Meade Counties. Five 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 552 miles via car outside of the state. One of those trips was made via a flight due to the distance to be traveled, those miles are not factored into the total miles driven. Transports outside of Kentucky were made to Batavia, Cincinnati, Lebanon, London, and Maryville, Ohio. The longer trip was to West Palm Beach, Florida to pick up and return a prisoner to Campbell County.

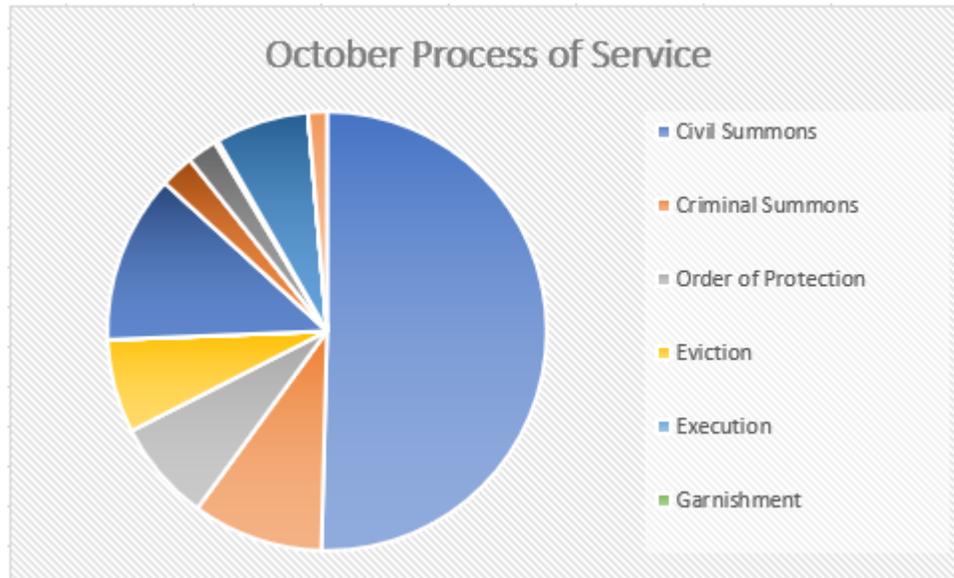
Deputies also serve warrants and issue citations. During the month of October Deputies and Court Security Officers served 12 warrants, wrote one citation, and completed one Call Response Run Report responding to a medical issue. The Campbell County Sheriff's Office offers the service of assisting individuals 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.

Services performed in the administrative offices of the Sheriff's Office include collection of property taxes during the collection period of November 1st through April 15th of the following year. The office also handles processing and serving Service of Process documents, these documents include civil and criminal summonses, subpoenas, evictions and various other document types; Carrying Concealed Deadly Weapons (CCDW) Permits; and Vehicle Inspections. Throughout the month of October the Campbell County Sheriff's Office processed 363 documents for Service of Process; 67 CCDW applications, renewals, requests for duplicate licenses, or changes of information; and performed 726 vehicle inspections both at the Sheriff's Office location and off site. This month we resumed the service of fingerprinting, which was previous suspended due to the pandemic. This month 8 sets of fingerprints were taken.

## **Training**

Training sessions for the Special Operations Unit (SWAT) meets twice a month for training exercises. The Sheriff's Office has one deputy on the SWAT Team, Sgt. Mark Grisik. This month the SWAT Team holds fire range trainings and building entry and clearing training.

## Process of Service Documents Processed by the Campbell County Sheriff's Office

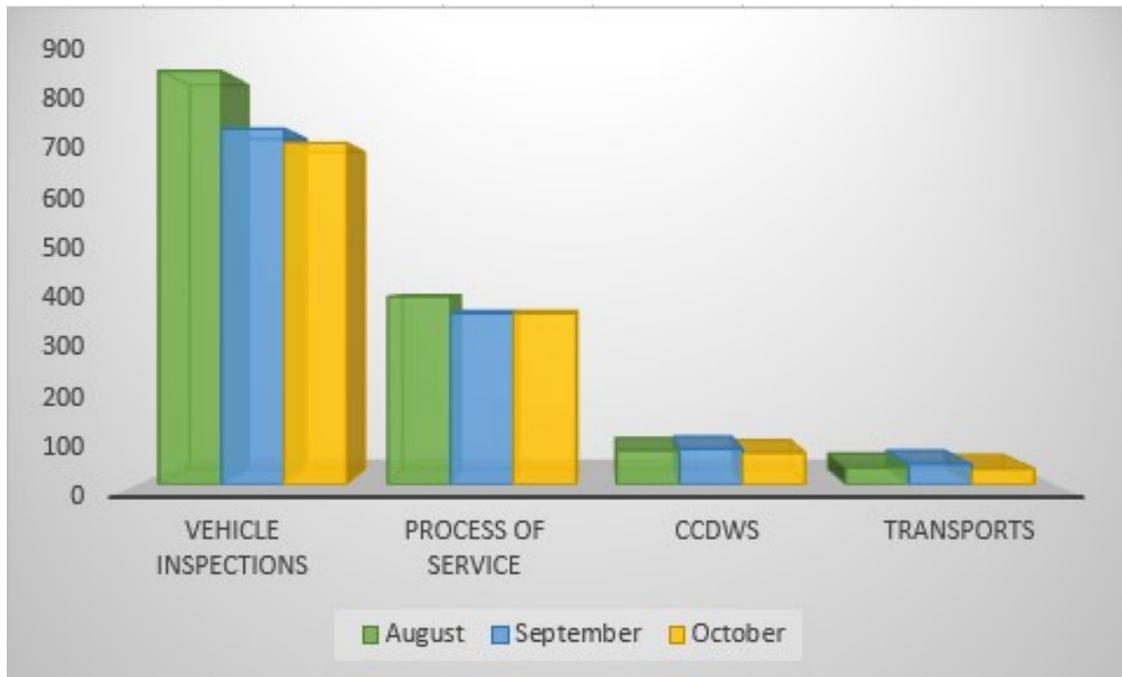


Below is the listing of types of documents received by the Campbell County Sheriff's Office for process of service in the month of October. The above graphic reflects the volume of the various types of documents received in relation to each other.

<b><u>Type of Document</u></b>	<b><u># of Documents Received</u></b>	<b><u># of Documents Served</u></b>
Civil:	183	110
Criminal Summons:	35	20
Order of Protection	27	9
Eviction:	25	24
Garnishment:	0	0
Juvenile Summons:	45	34
Motion/Order/Notice/Other	9	6
Show Cause Order:	8	3
Small Claims:	1	0
Subpoena:	25	21
Sum. for Involuntary Commitment:	0	0
<u>Writ &amp; Warrant of Possession:</u>	5	5
<b>Total</b>	<b>363</b>	<b>232</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 in another jurisdiction, the address listed by the petitioner is an old address, etc. Additionally, attempts at service continue past the month the document is received in so it may be served in the following month.

## Monthly 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 performed in August was 879, in September was 756, and in October was 726. The number of documents received for Process of Service in August was 399, in September was 363, and in October was 363. The number of CCDWS licenses processed in the month of August was 72, in September was 75, and in October was 67. As for prisoner transports, in August 36 transports were made, in September 43 transports were made, and in October 33 transports were made.

**Prisoner Transports Performed by the  
Campbell County Sheriff's Office  
in the Month of October 2021**

<b>Deputy</b>	<b>Long Distance Transport</b>	<b>Short Distance Transport</b>
<b>Sgt. Grisik</b>	<b>0</b>	<b>0</b>
<b>Deputy Garnick</b>	<b>1*</b>	<b>0</b>
<b>Deputy Harney</b>	<b>1*</b>	<b>1*</b>
<b>Deputy Caudill</b>	<b>1</b>	<b>4*</b>
<b>Deputy Windgassen</b>	<b>0</b>	<b>0</b>
<b>Deputy Schreiner</b>	<b>0</b>	<b>1</b>
<b>Sgt. McKenna</b>	<b>1</b>	<b>2</b>
<b>Deputy Stephens</b>	<b>4</b>	<b>3</b>
<b>Deputy Metz</b>	<b>1</b>	<b>1</b>
<b>Deputy Selby</b>	<b>2*</b>	<b>5*</b>
<b>Deputy Strange</b>	<b>0</b>	<b>0</b>
	<b>0</b>	<b>0</b>
<b>Court Security Officer Sheanshang</b>	<b>1*</b>	<b>1*</b>
<b>Court Security Officer Weinel</b>	<b>0</b>	<b>0</b>
<b>Court Security Officer Fornash</b>	<b>1*</b>	<b>2*</b>
<b>Court Security Officer Harber</b>	<b>0</b>	<b>0</b>
<b>Court Security Officer Otto</b>	<b>0</b>	<b>0</b>

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

## INCIDENT ANALYSIS - DAY

Agency    CC Sheriff's Office  
 Dates      10/01/2021      Thru      10/31/2021

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
Agency:    CCSO    CC Sheriff's Office -----								
00008	0	0	2	0	0	0	0	2
00019	0	0	0	1	0	0	0	1
00026	0	1	0	0	1	1	0	3
00027	0	0	0	0	0	1	0	1
00031	0	0	0	1	0	1	0	2
00032	0	1	1	2	1	1	0	6
00036	0	0	0	1	2	0	0	3
00037	0	0	0	0	0	1	0	1
00045	0	0	2	0	0	0	0	2
00046	0	0	0	0	1	1	0	2
00048	0	0	0	0	0	1	0	1
00049	0	0	0	0	1	0	0	1
00066	0	117	81	85	40	62	0	385
00073	0	0	1	0	0	0	0	1
00078	0	4	1	1	6	2	0	14
-----								
<b>CC Sheriff's Office    Agency Total</b>	<b>0</b>	<b>123</b>	<b>88</b>	<b>91</b>	<b>52</b>	<b>71</b>	<b>0</b>	<b>425</b>
-----								
<b>Total</b>	<b>0</b>	<b>123</b>	<b>88</b>	<b>91</b>	<b>52</b>	<b>71</b>	<b>0</b>	<b>425</b>

The above listed information is taken from the Multi Data Computer System (MDC) utilized by deputies in their cruisers. When a deputy performs a task that involves calling in to the Campbell County Consolidated Dispatch Center to report where they are or what they are doing, that information is logged into the shared system and totals can be tracked. The listing above breaks down the various tasks that Deputies performed during the month of August that involved calling into Dispatch.