

Campbell County Sheriff's Office
2023 May Monthly Report



Submitted by: Sheriff Mike Jansen

Prepared by: Katrina Gough, Clerk

Campbell County Sheriff's Office

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Sheriff



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May 2023 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

Training

This month Sheriff Mike Jansen and Chief Deputy Ken Fecher completed a two-hour online training course offered through the Kentucky Department of Criminal Justice Training Center (DOCJT) entitled Police Mandatory Training. This course is designed to provide the officer with the best practices related to intimate partner violence investigations and includes information on how to utilize a trauma-informed, victim-centered approach when interviewing victims.

Deputy Ray Metz completed a 40 hour in-person training course through DOCJT entitled Resiliency. This course is designed to enhance the ability of law enforcement officers and telecommunicators in the development of plans and strategies to build resiliency and positive coping skills. The objectives for this course are to be able to define what resiliency is; identify why resiliency is important, and identify methods to build psychological resiliency.

Court Security Officer (CSO) Rex Timmons completed an 80 hour in-person training entitled Court Security Officer Basic Training through DOCJT. This course was held at the DOCJT offices in Richmond. This training course meets the requirements set out in the Kentucky State Statutes that create the position of Court Security Office. It does so by providing the CSO with classroom instruction on the role of the court security officer: duties and responsibilities, legal topics to include arrest, search and seizure and use of force issues, interpersonal communication, courtroom protocol, and security. Performance tasks include both defensive tactics and weapons qualification.

Services of the Sheriff's Office

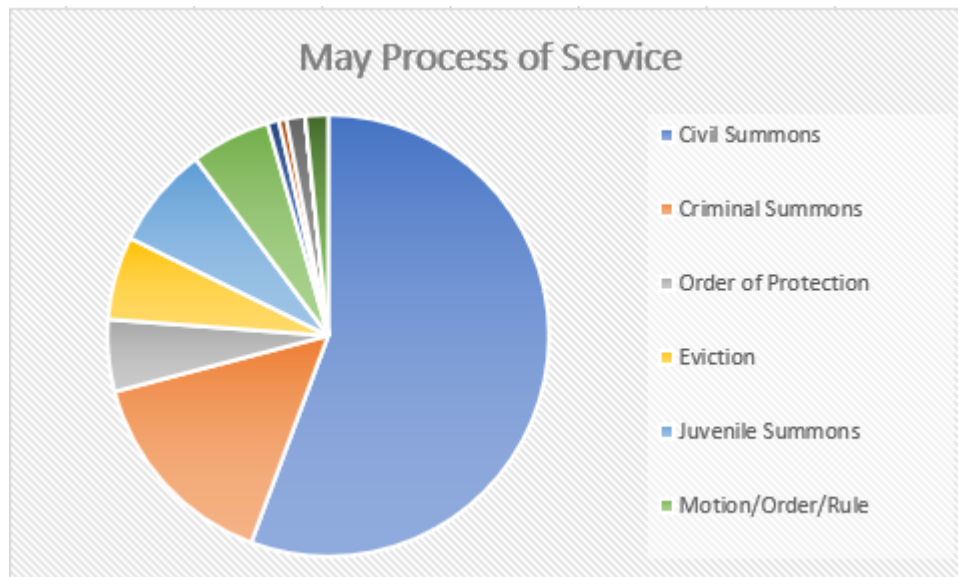
Deputies and Court Security Officers (CSO's) provide security for court hearings, trials, and daily court operations. Deputies and CSO's also transport prisoners to and from court, from detention centers outside of Campbell County, to the Campbell County Detention Center, and to institutions such as the Eastern Kentucky Mental Health Hospital and the Kentucky Correctional Psychiatric Center (KCPC). This month Deputies and CSO's made 22 trips within the state of Kentucky traveling approximately 737 miles transporting 33 prisoners to the Campbell County Detention Center and/or Justice Center. These trips were made to Adair, Boone, Kenton, Jefferson, and Mason Counties. Three 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 1,194 miles outside of the state. Transports outside of Kentucky were made to the cities of Batavia and London in Ohio and to Memphis, Tennessee.

Deputies also serve warrants, issue citations, and complete Call Response Run Reports. During the month of May Deputies and Court Security Officers served out 12 warrants.

Services performed in the administrative offices of the Sheriff's Office include collection of property taxes during the time period of November 1st through April 15th of the following year. For the 2022 Tax Year, which ended on April 17th of this year due to the 15th falling on a weekend, the Sheriff's Office processed \$73,758,248.11 in Property Taxes and \$3,326,409.97 in Franchise Taxes. This collection of taxes is one of the biggest annual undertakings of the Sheriff's Office and the office Clerks and Finance Director work extremely hard processing all of the tax bills and ensuring that all totals are accurately processed, calculated and recorded in multiple manners.

The Sheriff's office also performs the processing and serving of 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 May the Campbell County Sheriff's Office processed 361 documents for Service of Process; 84 CCDW applications, renewals, requests for duplicate licenses, or changes of information; did 13 sets of fingerprints; and performed 744 vehicle inspections both at the Sheriff's Office location and off site.

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

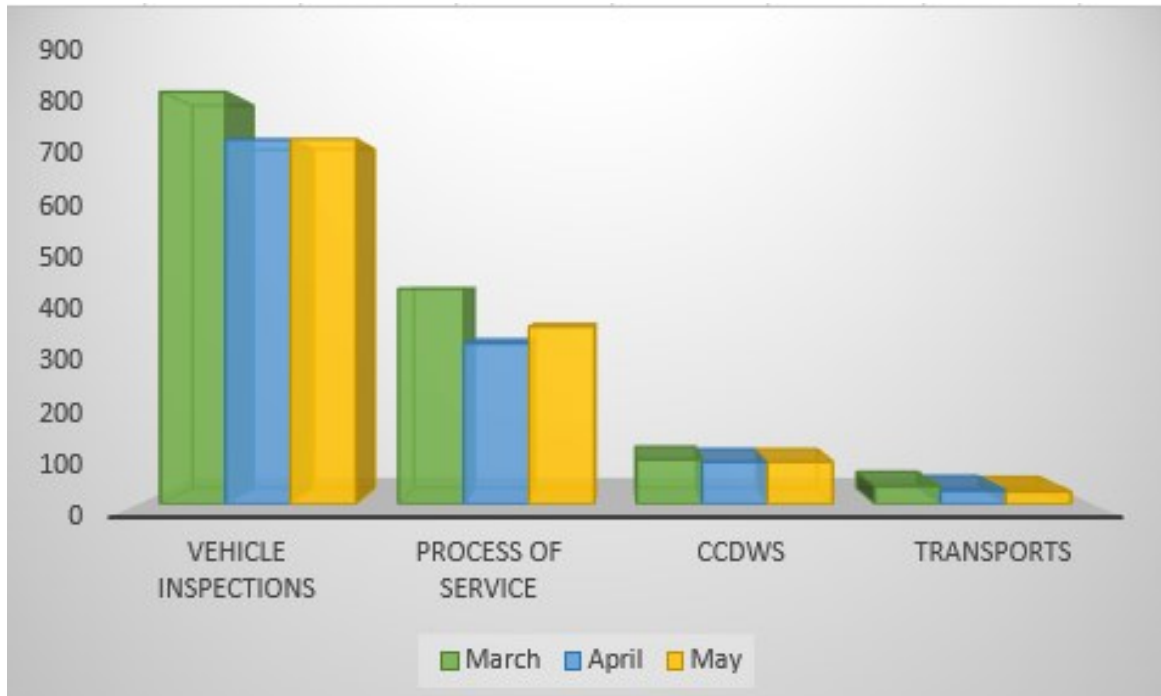


Below is the listing of types of documents received by the Campbell County Sheriff's Office for process of service in the month of May. The above graphic reflects the volume of the various types of documents received in relation to each other.

<u>Type of Document</u>	<u># of Documents Received</u>	<u># of Documents Served</u>
Civil:	201	98
Criminal Summons:	55	25
Order of Protection	19	11
Eviction:	22	22
Juvenile Summons:	27	13
Motion/Order/Notice/Other	21	4
Show Cause Order:	3	1
Small Claims:	2	2
Subpoena:	5	4
Sum. for Involuntary Commitment:	0	0
<u>Writ & Warrant of Possession:</u>	<u>6</u>	<u>6</u>
Total	361	186

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 the main four quantifiable services performed by the Campbell County Sheriff's Office per month, comparing each service over a period of three months to show consistency and/or variance on a month to month basis. The specific numbers for each service are broken down below.

Vehicle Inspections:

March: 840
 April: 743
 May: 744

CCDWS:

March: 91
 April: 86
 May: 84

Process of Service:

March: 439
 April: 327
 May: 361

Transports:

March: 36
 April: 27
 May: 25

**Prisoner Transports Performed by the
Campbell County Sheriff's Office
in the Month of May 2023**

Deputy	Long Distance Transport	Short Distance Transport
Sgt. Garnick	0	0
Deputy Caudill	0	0
Deputy Windgassen	1	2*
Deputy Schreiner	1	2
Deputy Harney	2	1*
Deputy Stephens	1*	3
Deputy Metz	0	2*
Deputy Selby	1*	8*
Court Security Officer Strange	0	2
Court Security Officer Sheanshang	0	0
Court Security Officer Weinel	0	0
Court Security Officer Fornash	0	1*
Court Security Officer Harber	0	0
Court Security Officer Timmons	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.

INCIDENT ANALYSIS - DAY

Agency CC Sheriff's Office
 Dates 05/01/2023 Thru 05/31/2023

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
Agency: CCSO CC Sheriff's Office								
00016 Mentally Disturbed	0	0	0	1	0	0	0	1
00026 Traffic Stop	0	1	0	1	3	0	1	6
00031 Warrants	0	1	0	0	2	0	0	3
00036 Assist Other Agency	0	0	1	0	0	0	0	1
00037 Disabled Motorist	0	1	0	0	1	0	0	2
00055 Public Contact	0	0	0	0	0	1	0	1
00066 Paper Service	0	66	84	103	86	78	0	417
CC Sheriff's Office Agency Total	0	69	85	105	92	79	1	431
Total	0	69	85	105	92	79	1	431

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 May that involved calling into Dispatch.