

Xenia Police Division 2011 Annual Report



Chief Donald R. Person



An Internationally Accredited Agency

"A Family of Professionals"

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Letter of Introduction To the Citizens of Xenia

To the Citizens of Xenia:

It is once again with great pride that I present to you the Xenia Police Division's 2011 Annual Report. 2011 has been a year of restoration. The City's finances have improved just slightly allowing the Xenia Police Division to return to the full manning levels promised with the passage of the income tax increase in 2010. This has not been easy in that while our citizens showed their support through the levy increase, the State of Ohio deemed it appropriate to continue to cut local government funds to such an extent that it further threatens local government's ability to provide public safety services.

Our authorized strength which had been at 45 sworn officers at the beginning of 2009, reduced from 48 Officers in 2003, was once again reduced through layoffs and attrition with the deepening recession to 39 sworn personnel in 2009. This was necessary even with all police unions agreeing to forgo raises in 2009 and 2010. Despite reduced manning, the police division has continued to provide the best service that manning would allow and responded to all emergency calls in a timely manner. Many of our normal service calls suffered in not being answered or answered more slowly than we would normally view as an acceptable response time. We also were forced to suspend both our DARE program and our School resource program and eliminate one of our general assignment detect slots. I am proud of our Officers and staff for persevering throughout the year and ensuring that all emergency calls were handled in a timely. Fortunately in 2011 we were able to bring back our officers who were on layoff and slowly replace the other three empty positions and are working to get to maintain our current authorized strength of 45 total sworn officers.

In 2011, the police and fire divisions were tasked with doing a staffing study to look at how we manned public safety services and if we were providing services in a cost effective manner. We survey twenty-four cities in southern Ohio with population ranging from 15,000 to 35,000 and compared several areas among these cities which are very similar in size to the City of Xenia.

Only three of the twenty-four have been recognized by the Commission on Accreditation for Law Enforcement Agencies (CALEA) as a Meritorious Agencies, having been continually accredited for more than fifteen years, and received the designation as a Flagship Agency for CALEA. The three agencies recognized were Xenia, Lebanon and Centerville.

One area we compared was the total cost of operating a police department divided by the number of sworn positions. Xenia was 22 out of 24 agencies, that is only two agencies were able to provide services at a cheaper rate than Xenia. Lebanon was the second highest and Centerville was ranked 9th. One can infer from this that Xenia provides a very high level of service at the most cost effective rate of the communities surveyed.

The Xenia Police Division has continued to join forces with other agencies over the years to better serve the community we live in. We have enjoyed a partnership with the Family Violence Prevention Center for many years. This partnership has been recognized nationally as a "best practice" to combat crime in a small community. Greene County Children Services Board has joined our team to help us in our efforts to prevent violence in the home. The consortium on Domestic Violence established by the Greene County Prosecutor's Office and Victim/Witness Division has enlisted not only the help of the police, but also of the courts, prosecutors, hospital and social agencies to provide comprehensive services in all jurisdictions of Greene County on issues involving violence in the home.

We continue our partnership with the Greene County Combined Health District through their program called "Safe Communities." Their health educator, Laurie Fox, provides training on child safety seats and coordinates safety checks. Laurie is our connection to many of Ohio's traffic safety events.

Another example of our partnerships would be our mutual aid agreement with all the law enforcement agencies in Greene County and our participation in the countywide drug enforcement unit. The Greene

County Sheriff, County Prosecutor, Beavercreek Police, Fairborn Police and Xenia Police joined forces in the 80's to create the drug unit now known as The Agencies for Combined Enforcement (A.C.E.). The partnership was expanded in recent years to include agents from the State of Ohio and the Drug Enforcement Agency (D.E.A.).

There are continuing challenges that we face going into 2012 and on into 2013. While we are thankful for the monies approved locally, we are now faced with dealing with major cuts in Local Government funds from the state. Be assured that we continually look at ways of providing professional service in a cost effective manner.

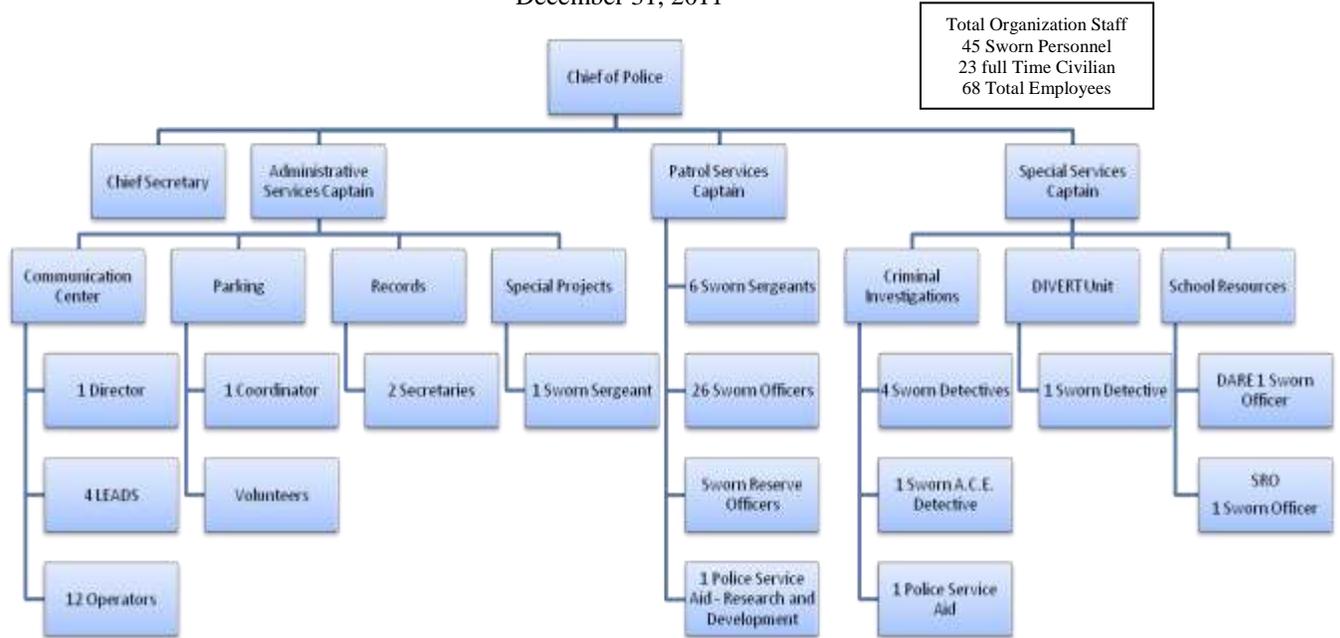
Regardless of the challenges we face, rest assured, the men and women of the Xenia Police Division will continue to give the best service possible with the manpower and resources available to us.

Your comments or suggestions on how X.P.D. can better serve you are welcome. You may reach me at (937) 376-7221 or by e-mail at dperson@ci.xenia.oh.us.

Donald R. Person (Randy)
Chief of Police
Xenia Police Division

City of Xenia, Ohio Police Division Organizational Chart

XENIA POLICE DIVISION
CURRENT ORGANIZATIONAL CHART
December 31, 2011



City of Xenia, Ohio Police Division History of Police Chiefs

The Xenia Police Division was first organized on August 28, 1871.
Those serving in the office of Chief of Police since that time are:

1871-1880	Marshall Soloman K. Harner
1881-1892	Chief Norman S. Tiffany
1892-1914	Chief Edward M. Smith
1915-1920	Chief James Canaday
1921-1929	Chief M. E. Graham
1930-1939	Chief Ozni H. Cornwell
1939-1950	Chief Stanley L. Nickell
1951-1955	Chief Ancil R. Stephens
1956-1965	Chief Robert Killeen
1966-1971	Chief Harold Miller
1971-1978	Chief Raymond B. Jordan
1978-1991	Chief Dan Aultman
1991-1995	Chief Claude N. Lyons
1995-1998	Chief Danny L. O'Malley
1998-2003	Chief Eric J. Prindle
2003-Present	Chief Donald R. Person

Each of these men dedicated themselves to the betterment of the City of Xenia.
For this dedication, we honor and salute them all.

City of Xenia, Ohio Police Division Chief Donald R. Person

Chief Donald R. Person, better known as Randy has been with the police division for over 35 years. Chief Person started his career with the City of Xenia in 1976 as a Communications Operator. In 1979 Chief Person was sworn in as a police officer. In 1987, Chief Person was promoted to the rank of sergeant and served as a street patrol supervisor. Chief Person served as a member of the division's special weapons and tactical team for a number of years before being promoted to Lieutenant in 1992. As a Lieutenant, Chief Person supervised the Patrol Section, the Administrative Section, and twice served as the interim Chief of Police before being appointed full-time to the Chief of Police position in June 2003. Chief Person has led the Xenia Police Division through its initial Accreditation process in 1993, as well as very successful re-accreditation inspections in 1998, 2001, 2004, 2007, and 2010 where the Xenia Police Division was recognized as both a Meritorious and Flagship agency for CALEA. Chief Person has an Associate Degree in Applied Sciences in Law Enforcement from Sinclair Community College and a Bachelors Degree of Science in Urban Administration from Wright State University. In addition Chief Person graduated from the Northwestern University Traffic Institute School of Police Staff and Command in 1996. In 1998 Chief Person has also received the Casey Elliott "City's Finest" Award. Chief Person has worked diligently to keep the division on the cutting edge of technological advancements and current management philosophies. Chief Person, in his position as Chief, looks forward to facing the challenges in our community. Chief Person is married to his wife Cheryl and has two sons, Ben and Brian.



City of Xenia, Ohio Police Division Patrol Services Captain Douglas P. Doherty

The Xenia Police Division Patrol Captain is Douglas P. Doherty. Capt. Doherty has been with the Xenia Police Division since February 26, 1990. Capt. Doherty was a patrol officer for 8 years before taking an assignment within the Division as a Detective. Capt. Doherty was promoted to Sergeant in 1998. He served as the District Two Sergeant on the Evening shift for five years. In 2003, Doherty was promoted to the rank of Captain. Captain Doherty attended Wright State University for four years. Capt. Doherty has graduated from Northwestern's School of Police Staff and Command in 2000. Capt. Doherty received the Casey Elliott "City's Finest" award in 2001. Capt. Doherty has received numerous commendations and ribbons throughout his 22 year career. Capt. Doherty attended the F.B.I. National Academy in 2003 and graduated in the 214th session. Capt. Doherty enjoys running and lifting and continues to set goals for himself and the Division. Capt. Doherty has been married to Shannon for 20 years and has two children, Christina, 20 and Daniel 18.



City of Xenia, Ohio Police Division Special Services Captain Scott J. Anger

Captain Scott Anger started his career with Xenia Police Division in 1987. He attended Clark State Community for two years in the Criminal Justice Program. Captain Anger holds a B.A. degree in Liberal Professional Studies with a concentration in Criminal Justice and Psychology from Capital University. He graduated from the Northwestern University Traffic Institute's School of Police Staff and Command in 1999. Captain Anger graduated from The FBI National Academy Session 235 in December of 2008. Captain Anger has been active in the Fraternal Order of Police and was lodge president for two years in 2001 and 2002. He worked as the department's D.A.R.E. Officer from 1993-95. In 1995, he was awarded the "Casey Elliott Xenia's Finest" award. Also in 1995, he was assigned to the criminal investigation section as a detective. In 1997, Capt. Anger was promoted to patrol sergeant and served in this capacity until being promoted to lieutenant in June of 2003. Prior to this promotion, He served on the division's Special Weapons & Tactics Team for fifteen years (1988-2003). In 2003, Capt. Anger became the commander of the Special Services Section which includes the Detective Section, the DARE Program, the Domestic Violence Intervention Unit (DIVERT), the Internet Child Protection Unit (ICPU), and the detective assigned to the county drug task force (A.C.E.). He served as the commander of the division's patrol operations section in 2007 and 2008. Captain Anger served as the Administrative section commander in 2009. The assignment included the oversight of the budget operations and the police records section. Captain Anger is currently serving again as the Special Services Commander. He was awarded the "Casey Elliott Xenia's Finest" award in 1995. Scott is married and has two children. He stays involved with local youth recreational activities in Xenia.



City of Xenia, Ohio Police Division Administrative Services Captain David J. Pazynski

Captain David Pazynski began his career as an Ohio Peace Officer on March 1, 1991. During his first four years of service he worked as a patrol officer where he was awarded the Department's Silver Shield award (1992). He continued in this position until he accepted the D.A.R.E. (Drug Abuse Resistance Education) position. As a D.A.R.E. Officer, he was instrumental in the department acquiring its first new D.A.R.E. vehicle. In 1995, Captain Pazynski graduated from Capital University with a Bachelor of Arts in Criminal Psychology. Three years later he was promoted to the position of Patrol Sergeant. While in this position, Captain Pazynski was in charge of Crime Prevention/Community Policing and later took charge of all the Xenia Police Division's Fleet maintenance. In 2000, he graduated from the Northwestern School of Police Staff and Command. Captain Pazynski received the Distinguished Service Award (2001, 2003) and the Leadership Award (2007). In March of 2009 he was promoted to the position of Captain and is currently in charge of the Administrative Division. David has been married to Lee for 20 years and has 3 daughters Sally, Natalie, and Claire.



City of Xenia, Ohio Police Division 2011 Sworn Personnel Roster

Name & Unit #	Current Rank	Date Appointed
11-Donald R. Person	Chief of Police	4/12/76
12-Douglas P. Doherty	Patrol Services Captain	2/26/90
29-Scott J. Anger	Special Services Captain	4/6/87
21-David J. Pazynski	Administrative Services Captain	3/3/91
27-B. Todd LeMaster	Patrol Sergeant	8/6/84
35-Steven T. Lane	Patrol Sergeant	2/23/93
32-Gary E. Johnson	Staff Sergeant	11/18/91
36-Peter P. Wiza IV	Patrol Sergeant	3/25/94
31-Alonzo O. Wilson	Patrol Sergeant	3/10/91
42-Christin A. Stutes	Patrol Sergeant	3/11/96
28-Kathleen D. Forrest	Patrol Sergeant	8/20/84
30-Gerald W. Merriman	Patrol Officer	4/6/87
26-Frederick W. Barker	Patrol Officer	2/26/90
33-Richard Scott Sams	Patrol Officer	1/20/92
34-Darrin R. Barlow	Detective	3/2/92
37-Fred E. Meadows	Detective	3/25/94
38-Larry L. Henry	<i>Patrol Officer</i>	1/3/95
39-Timothy E. Roop	Patrol Officer	1/30/95
40-Matthew R. Foubert	Patrol Officer	2/11/96
43-Dean A. Margioras	Patrol Officer	3/11/96
46-Jeffery L. Osburn	Detective	6/16/97
47-Robert A. Kelley	Patrol Officer	6/16/97
48-Holly N. Clay	D.I.V.E.R.T. Detective	6/16/97
49-Marc A. Margioras	Patrol Officer	9/8/97
50-Ellyn D. Board	Patrol Officer	1/5/98
51-Harold P. Matheson	D.A.R.E. Officer	8/31/98
133-Patrick M. Walsh	Patrol Officer	8/31/98
53-Scott A. Beegle	Patrol Officer	1/19/99
54-Lon E. Etchison	Patrol Officer	1/19/99
55-Robert D. Stouffer	Patrol Officer	1/19/99

58-Stephen G. Shaw	A.C.E. Detective	9/7/99
25-Phillip M. Pierson	Patrol Officer	9/9/02
57-Matthew R. Miller	Patrol Officer	9/9/02
62-Rebecca L. Lilje	Patrol Officer	06/30/03
<i>63-Charles H. Sanso</i>	<i>Patrol Officer</i>	<i>06/30/03</i>
64-Matthew J. Cvitkovich	Patrol Officer	06/30/03
<i>60-W. Paul Stott</i>	<i>Patrol Officer</i>	<i>09/29/03</i>
67-Charles D. Sparks	Patrol Officer	4/25/05
68-James M. Dray	Patrol Officer	4/25/05
61-Anthony G. Vitale	Patrol Officer	1/30/06
70-David A. Wilson	Patrol Officer	11/19/07
71-Terry L. Zoerb, Jr.	Patrol Officer	11/19/07
45-Brian K. Blackaby	Patrol Officer	3/16/08
22-Jeffrey E. Moore	Patrol Officer	1/9/11
<i>65-Jeffrey M. Tittle</i>	<i>Patrol Officer</i>	<i>1/9/11</i>
59-Jacalyn S. Masur	Patrol Officer	1/9/11
72-Robert H. Swihart	Cadet Officer	9/5/11
73-Christopher M. Reed	Patrol Officer	10/16/11

Those names in Italic are individuals that ended their service to the City of Xenia sometime during the 2011 year.

City of Xenia, Ohio Police Division 2011 Sworn Personnel Changes

1.	Present for duty on January 1, 2011	43
2.	Retired from the Division in 2011	1
	Total.....	42
3.	Resigned from the Division in 2011	3
4.	Appointed to the Division in 2011	5
5.	Present for duty on December 31, 2011	44

Timeline for Sworn Personnel Changes during 2011:

- 1/9/2011 Officer Jeff Moore, Jeff Tittle, and Jackie Masur were hired.
- 4/1/2011 Officer Charles Sanso resigned to take a job with the US Marshals.
- 6/4/2011 Officer William Stott resigned to take a job outside of the law enforcement field.
- 8/21/2011 Officer Jeffrey Tittle resigned to take a Job at the University of Dayton.
- 9/5/2011 Officer Robert Swihart was hired. He is a cadet in the Police Academy.
- 10/16/2011 Officer Chris Reed was hired as a lateral Transfer from the City of Trotwood Police Department.
- 10/17/2011 Officer Larry Henry Retired.

City of Xenia, Ohio Police Division 2011 Changes in Authorized and Actual Strength of Sworn Personnel

Rank	Authorized Strength		Actual Strength	
	1/1/11	12/31/11	1/1/11	12/31/11
Chief	1	1	1	1
Captains	3	3	3	3
Sergeants	6	7	7	7
Officers	<u>35</u>	<u>34</u>	<u>31</u>	<u>33</u>
Totals	45	45	42	44

City of Xenia, Ohio Police Division 2011 Sworn Personnel Years of Service Chart

<u>Number of Officers</u>	<u>Years of Service</u>	<u>Percent of Force</u>
3	25 +	6.8%
7	20-24	15.9%
9	15-19	20.5%
11	10-14	25.0%
7	5-9	15.9%
7	-4	15.9%

City of Xenia, Ohio Police Division 2011 Tabulation of Age of Sworn Personnel

Year of Birth	Chief	Captain	Sergeant	Police Officer	Number of Members	Approx Age Members of Division
1954	1				1	57 years
1955				1	1	56 years
1956					0	55 years
1957					0	54 years
1958					0	53 years
1959					0	52 years
1960					0	51 years
1961					0	50 years
1962		1	1	1	3	49 years
1963			2	2	4	48 years
1964					0	47 years
1965		1		1	2	46 years
1966		1	1	2	4	45 years
1967					0	44 years
1968			1	1	2	43 years
1969				1	1	42 years
1970				2	2	41 years
1971			1	4	5	40 years
1972			1	2	3	39 years
1973				1	1	38 years
1974				1	1	37 years
1975					0	36 years
1976					0	35 years
1977				1	1	34 years
1978				1	1	33 years
1979					0	32 years
1980				2	2	31 years
1981				2	2	30 years
1982				3	3	29 years
1983					0	28 years
1984				1	1	27 years
1985				1	1	26 years
1986				2	2	25 years
1987				1	1	24 years
TOTAL	1	3	7	33	44	Average Age 39 years

**City of Xenia, Ohio Police Division
2001-2011**

Sworn Personnel Changes - Authorized Strength Chart						
YEAR	Authorized Strength	Actual Strength	Personnel	Ret/Res	Hired	NOTES
2001	48	47	S. Ritterbach		3/19/01	
		46	M. Gau	9/12/01		
2002	48	45	J. Shanks	1/19/02		
		44	S. Slone	1/28/02		
		45	K. Tubbs		7/1/02	
		46	S. Huntsman		7/1/02	
		45	T. Norris	8/3/02		
		46	P. Pierson		9/9/02	
		47	M. Miller		9/9/02	
2003	48	46	E. Hughes	1/4/03		
		45	K. Tubbs	2/7/03		
		46	R. Dillon		3/24/03	
		45	S. Ritterbach	3/19/03		
		44	S. Helling	3/28/03		
		43	W. McKinney	4/30/03		
		44	J. Phillips		5/4/03	
		43	E. Prindle	5/30/03		
		44	R. Lilje		6/30/03	
		45	C. Sanso		6/30/03	
		46	M. Cvitkovich		6/30/03	
		47	W. Phillips		6/30/03	
		46	Gene Fischer	7/5/03		
		45	J. Phillips	9/2/03		
		46	W. Stott		9/29/03	
	45	45	R. K. Smith	12/7/03		Reduced three officers - failure of .25% tax levy - down economy
2004	45	44	S. Huntsman	1/27/04		
		45	C. Mintz		5/10/04	
		44	W. Phillips	7/12/04		
2005	45	43	C Mintz	1/15/05		
		42	S. Moning	2/17/05		
		43	G. Burri		4/25/05	
		44	D. Sparks		4/25/05	
		45	M. Dray		4/25/05	
2006	45	46	T. Vitale		1/30/06	Temporally hired to cover while L. Henry is on military leave
2007	45	45	TD. LeMaster	4/24/07		
	45	45	T. Vilale		4/24/07	Moved to Permanent Status
	45	44	K. Linkhart	6/16/07		
	45	45	D. Wilson		6/25/07	
	45	46	T. Zoerb		6/25/07	Temporally hired to cover while L. Henry is on military leave
2008	45	45	J. Mann	9/6/08		
	45	45	T. Zoerb		9/6/08	Moved to Permanent Status
	45	46	B. Blackaby		10/20/08	Temporally hired to cover while L. Henry is on military leave

Sworn Personnel Changes - Authorized Strength Chart						
YEAR	Authorized Strength	Actual Strength	Personnel	Ret/Res	Hired	NOTES
2009	45	45	D. Donahue	3/20/09		Retired
	45	45	B. Blackaby		3/20/09	Moved to Permanent Status
	45	44	G. Burri	8/30/09		Resigned
2010	45	43	R. Dillon	4/31/10		Resigned
	39	42	D. Wilson	6/12/10		Reduced six officers due to failed levy
	39	41	T. Zoerb	6/12/10		Reduced six officers due to failed levy
	39	40	B. Blackaby	6/12/10		Reduced six officers due to failed levy
	45	41	D. Wilson		11/7/10	Returned to Fulltime status due to levy passage
	45	42	T. Zoerb		11/7/10	Returned to Fulltime status due to levy passage
	45	43	B. Blackaby		11/7/10	Returned to Fulltime status due to levy passage
2011	45	44	J. Moore		1/9/11	
	45	45	J. Tittle		1/9/11	
	45	46	J. Masur		1/9/11	
	45	45	C. Sanso	4/1/11		
	45	44	W. Stott	6/4/11		
	45	43	J. Tittle	8/21/11		
	45	44	R. Swihart		9/5/11	
	45	45	C. Reed		10/16/11	
	45	44	L. Henry	10/17/11		

City of Xenia, Ohio Police Division 2011 Communications Personnel Roster

Unit Number	Name	Assignment
160	P. June Johnson	Communications Director
162	Donna K. Swisshelm	Communications Operator II
163	Marian L. Bankhead	Communications Operator II
164	Vicki L. Coy	Communications Operator II
165	Connie S. Miller	Communications Operator II
166	Jacquelyn M. Foster	Communications Operator II
<i>167</i>	<i>Valerie L. Hawkins</i>	<i>Communications Operator II</i>
168	Dawn E. Ellis-Whittemore	Communications Operator II
169	Kimberly Creswell	Communications Operator II
170	Christina L. Beegle	Communications Operator II
171	Patricia A. Balonier	Communications Operator II
172	Susan E. Shank	Communications Operator II
173	Jessica Gibbs	Communications Operator II
174	Heather Pitstick	Communications Operator II
175	Heather Walden	Communications Operator II
176	Kimberly Parker	Communications Operator II
177	Heather Barlow	Communications Operator II

Those names in Italic are individuals that ended their service to the City of Xenia sometime during the 2011 year.

City of Xenia, Ohio Police Division 2011 Civilian Personnel Roster

Unit Number	Name	Assignment
251	Christina L. Shaw	Police Service Aide/Accreditation Manager
252	Pamela S. Gibbs	Police Service Aide
253	LeJean R. Huston	Secretary
254	Sandra I. Saunders	Secretary
255	James Osburn	Parking Enforcement/Volunteer Coordinator
257	Sherri DeWine	Secretary

Those names in Italic are individuals that ended their service to the City of Xenia sometime during the 2011 year.

City of Xenia, Ohio Police Division Casey Elliot Memorial “City’s Finest” Award Winner 2011

The Casey Award is to be awarded each year to the officer or officers who have distinguished themselves through an outstanding accomplishment in police work, or bravery in the line of duty, or a humanitarian deed. This award was set up as a memorial by the Casey Elliott family in memory of Casey Elliott, who dedicated his life to service to the City of Xenia and the Xenia Police Division.

This year’s winner is an 18 year veteran of the police division. He grew up in Xenia and is a 1989 graduate of Xenia High School. He has proudly served the police division since 1993. He has been awarded the Silver Shield award, a Distinguished Service award, two Leadership awards and now two Meritorious Service awards. He is the leader of the Greene County Regional S.W.A.T. Team. He has served the division in patrol and also served as a Detective with the ACE Task Force.

Everyone who has ever worked with this Sergeant knows that his attention to detail is second to none. It is this unique gift that permits him to quickly size up a situation and begin utilizing the resources at his disposal to get the job done, quickly and efficiently. He is well respected for his high level of ethics and professionalism.

He is also a Sergeant who truly cares about the men and women he works with. He is always there for them whether it is to help them move, help out their families in times of need or even to sit, listen or pray with them.

This Sergeant has also shown leadership in his successful completion of all three of the Xenia Police Division Fitness Challenges, as well as inspiring and coaching other fellow officers through it. He has completed two full marathons as well as half marathons and numerous 5K runs.

He has certainly come a long way from the time that the gentleman in the bar said “Please tell me that Opie over there isn’t really a Cop” to now earning our division’s highest honor.

On a personal note, he and his wife Stephanie have three children, a daughter Tori, who is a freshman at Bowling Greene State University and two boys Kyle and Brian, who keep them very busy with their many sports and church activities. He serves as a Deacon at his church and as a coach for some of his son’s sports teams.

In attendance tonight for this special presentation are Steve’s daughter Tori and sons Kyle and Brian, his father John and step mother Sally, his brother Scott, his Aunt Sue, his father-in-law and mother-in-law Bob and Linda Yankovich, his brother-in-law and sister-in-law Kevin and Kristen Yankovich along with their family, and his very special friend Ed Uszinsky.

Prior to the death of Evelyn Douglas in 1996, the daughter of Casey Elliot and the founder of this award, she made arrangements for this award to be endowed in perpetuity. We believe that Evelyn would be proud to know that this award will continue to “carry on”.

For his many accomplishments in the Xenia Police Division and from the hearts of his fellow officers, it is indeed an honor to present the 2010 Casey Elliot Memorial “City’s Finest Award” to:

Sergeant Steve Lane



City of Xenia, Ohio Police Division Five Year Offense Summary Report

Homicide	2011	2010	2009	2008	2007
Homicide	2	0	0	1	1

Sexual Offenses	2011	2010	2009	2008	2007
Rape	4	4	6	7	10
Other Sexual Offenses	32				
Total Sexual Offenses	36				

Robbery	2011	2010	2009	2008	2007
Robbery	24	16	18	24	25

Assault	2011	2010	2009	2008	2007
Assaults	144	188	194	248	282
Assaults –Aggravated	9	8	13	1	0
Domestic Disputes	259	242			
Domestic Violence	268	274	252	272	230
Total Assaults	680	712	459	521	512

B&E/Burglary	2011	2010	2009	2008	2007
Breaking and Entering	60				
Burglary	171				
Total B&E/Burglary	231	183	203	183	196

Larceny	2011	2010	2009	2008	2007
Theft	877	933	941	943	894
Motor Vehicle Theft	25	24	25	41	40
Total Larceny	902	957	966	984	934

Arson	2011	2010	2009	2008	2007
Arson	6	3	6	4	13

Other Offenses	2011	2010	2009	2008	2007
Fraud/Forgery/Counterfeiting	51	54	142	128	169
Identity Theft	25				
Passing Bad Checks	11	10			
Telecommunications Harassment	118	133	248	333	392
Criminal Damaging/Vandalism	263	273	330	386	440
All Other Offenses	1121	1402	1351	1658	1903

*Due to our New Records Management System we have had to change the way we track things. We went from UCR reporting to NIBERs reporting.

Traffic Accident Investigations	2011	2010	2009	2008	2007
Fatal	0	0	1	0	0
Personal Injury	129	112	114	118	109
Property Damage	425	353	341	416	497
Hit Skip	103	136	115	143	156
Private Property	55	58	38	50	64
Number of Injures Persons	181	155	159	150	148

House Checks	2011	2010	2009	2008	2007
House Checks	65	76	59	67	92

Special Services Activity	2011	2010	2009	2008	2007
Total Cases Assigned	869	651	864	841	661
Misdemeanor Cases	400	391	477	201	140
Felony Cases	382	207	342	576	455
Narcotics Cases Handled	45	32	60	65	64
Other Cases (missing, deaths, etc.)	42	21	45	64	36
Felony Charges (adult)	129	145	163	221	143
Property Room Items Logged	1524	1017	1113	1416	1580

City of Xenia, Ohio Police Division 2011 Annual Analysis of Vehicular Pursuits

For the year of 2011 we did not have any incidents that would have met our policy for pursuits. Additionally, I have reviewed the "Attempted Vehicle Apprehension" forms from 2011 and found that we were involved in four (4) such incidents. All four (4) incidents involved our overhead lights being activated, one that involved both lights and siren. The events listed were:

1. March 30, 2011- Officer Barker attempted to stop a stolen car on Bellbrook Ave. at 1246 in the afternoon. Suspect fled from officer after he was stopped.
2. May 05, 2011 – Officer Barker attempted to stop a vehicle for a traffic offense at Cincinnati/Ledbetter at 1600 in the afternoon. Suspect vehicle continued to speed away.
3. August 07, 2011 – Officers were involved with the same suspect and vehicle on three separate occasions involving a Domestic Violence/Stalking case. The three incidents involved officers D. Wilson, T. Zoerb and T. Roop. The times of each stop were 0235, 0305 and 0417. In each case, the individual officer showed restraint and followed policy by disengaging after the suspect sped away failing to stop for officers.
4. November 08, 2011 – Sgt. Wiza attempted to stop a vehicle on Purcell and Alameda Dr. The suspect vehicle fled northbound on Purcell when the stop was terminated.

City of Xenia, Ohio Police Division 2011 Accident and Traffic Enforcement Review

Section 1 Traffic Accident Statistical Data

Data Collection: All Traffic Accident Reports completed by the division have been compiled.

	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total	Percent
0000	2	0	0	2	2	2	5	13	2.35%
0100	1	0	3	1	0	3	2	10	1.81%
0200	3	0	1	1	0	0	3	8	1.45%
0300	0	0	0	0	1	0	1	2	.36%
0400	0	0	0	1	0	1	0	2	.36%
0500	1	0	0	0	0	1	0	2	.36%
0600	0	1	1	0	5	3	1	11	1.99%
0700	0	5	4	4	3	5	0	21	3.80%
0800	4	5	4	4	5	6	2	30	5.42%
0900	1	5	8	2	3	2	5	26	4.70%
1000	1	4	6	3	6	2	4	26	4.70%
1100	5	3	3	2	6	3	5	27	4.88%
1200	1	9	5	1	5	4	5	30	5.42%
1300	3	5	4	5	5	9	4	35	6.33%
1400	3	5	9	3	4	9	7	40	7.23%
1500	4	6	7	7	6	11	6	47	8.50%
1600	3	8	7	7	10	11	6	52	9.40%
1700	3	7	4	6	10	10	6	46	8.32%
1800	2	5	4	3	5	5	2	26	4.70%
1900	1	5	3	3	6	7	3	28	5.06%
2000	3	3	4	2	2	8	7	29	5.24%
2100	4	4	1	1	1	4	4	19	3.44%
2200	1	1	1	1	1	2	3	10	1.81%
2300	0	1	1	2	0	5	4	13	2.35%
Total	46	82	80	61	86	113	85	553	100%
Percent	8.63%	14.83%	14.47%	11.03%	15.55%	20.43%	15.37%	100%	

Pattern/Trend Identification:

Pattern #1 - The majority of the traffic crashes occurred between Thursday and Saturday with the most occurring on Friday. There were 113 crashes on Fridays, 86 crashes on Thursdays and 85 crashes on Saturdays. A total of 145 crashes occurred between 1500 hrs - 1700 hrs. There was a spike in volume at 0800 hrs and 1200 – 1300 hrs. Twenty-six percent (26%) of all crashes happened between 1500 hrs and 1700 hrs.

Pattern #2 - Twenty percent (20%) of all traffic crashes happened on Friday.

The following intersections were identified as having the highest number of crashes (see Accidents by Location report):

W Main St. @ Progress Dr.	23
Hospitality Dr @ Main St.	12
Main St. @ Detroit St.	14
W Main St @ Church St	10
W. Church @ N. Detroit St.	8
Progress Dr @ Harner Dr	6
70 Hospitality Dr.	6

Recommendation:

There were 23 crashes in the intersection or intersection related at Main St and Progress Dr. One third of these crashes occurred in the evening hours between 1700 hrs and 2100 hrs. An increase in traffic enforcement during these hours may help in reducing the number of crashes.

Section 2 Traffic Enforcement Statistical Data

Data Collection: The Division’s monthly Productivity Reports from Jan. 1 to Dec. 31, 2011 were compiled to arrive at a total number of citations:

2011	Citations	Warnings	Total Stops
1 st Quarter	959		
2 nd Quarter	900		
3 rd Quarter	877		
4 th Quarter	684		
Totals	3420		

* Note that more than one violation can go on one citation. A person can be issued a combination of citations and warnings.

Pattern/Trend Identifications:

- Speed 25 mph zone - 549 traffic citations
- Speed 35 mph zone - 337 traffic citations
- Speed/ACDA - 109 traffic citations
- Stop Sign - 120 traffic citations
- Red light - 100 traffic citations
- OVI - 4511.19A1 77 traffic citations

*There were 493 various driving under suspension and license restriction citations issued and 190 expired license plates citations issued.

Recommendation/Findings:

Traffic citations were up by 53% from 2010. There were approximately 300 fewer tickets written in the second half of 2011 than the first half. Encourage patrol officers to continue being proactive in the second half of the calendar year.

Section 3 Specific Traffic Enforcement Activities

Activity 1: Officers continue to conduct selective traffic enforcement in areas of high crash intersections and utilize the speed trailer frequently at high crash intersections.

Activity 2: The Xenia Police Division continues to participate in state wide traffic enforcement campaigns, such as: Click It or Ticket, Failure to Yield and OVI enforcement.

Section 4 Evaluation of Selective Traffic Enforcement Activities

Activity 1: Officers continued to conduct the selective traffic enforcement at high crash intersections. Their “known” presence at the intersection and the presence of the speed trailer appear to be a causative factor for the decrease in accidents and traffic citations.

Activity 2: Participating in statewide campaigns benefits the community as a whole. There is TV media coverage of the campaigns, specialized equipment is provided to the department for their participation and it reinforces our commitment to traffic safety.

Section 5 Activities for the Coming Year

Activity 1: Officers will continue to run selective traffic posts with special attention being paid to the top crash related intersections. The speed trailer will be utilized at specific locations. Also, the bike patrol program is being reinstated and will be a valuable tool in the neighborhoods throughout the city.

Activity 2: The Xenia Police Division will continue to participate in statewide traffic campaigns.

Section 6 Comparison of collision and Enforcement Activities

Event	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Accidents	147	136	118	152
Citations	959	900	877	684
Warnings				
Traffic Stops	1117	1072	1078	739

Cause/Effect of Patterns/Trends: Compared to the 2010 statistics, there was an increase in accidents in all 4 quarters of 2011. There was also an increase of citations written in all 4 quarters of 2011. With the exception of the 1st quarter of 2011, there was an increase in traffic stops in the 2nd, 3rd, and 4th quarter.

Findings: There was an increase in citations in all 4 quarters of 2011; however, the number of accidents did not decrease. Typically, one would conclude that the increase of traffic enforcement would decrease the number of accidents. There were nearly 1,500 traffic citations written for a variety of equipment violations, DUS, and non-moving violations.

Recommendations: Traffic enforcement is still the primary tool we can utilize to help reduce the number of accidents. During the 2012 calendar year, officers need to increase their attention to intersection violations and traffic related offenses. It is reasonable to conclude that if there is an increased presence of officers in the high crash intersections during peak hours, the number of accidents should decrease.

City of Xenia, Ohio Police Division 2011 Divisional Training

The Xenia Police Division is proud of its ongoing training program. The Xenia Police Division's training program starts with the Training Committee led by Sergeant Todd LeMaster. The Training Committee meets monthly to review the ongoing training needs of the division and to review individual requests for specialized training to ensure the those requests meet both individual and divisional needs. The Training Committee is charged with scheduling all training mandated by the State of Ohio and CALEA standards. Finally the training committee is tasked with scheduling training that will keep our staff at the forefront of law enforcement tactics and techniques.

The Xenia Police Division is fortunate to have a high number of certified training instructors on our staff. We not only benefit from their ability to provide training in-house but we gain more diversity in our training by collaborating with other departments and academies by exchanging instructors.

The committee continues to work to provide officers with the training that is needed to expand their skills and abilities. The Police Division also strives to provide training which provides the knowledge to increase officer safety.

Training Year	In-House Training Hours	Outside Training Hours	Total Training Hours
2011	51% - 1598.5 hrs.	49% - 1527 hrs.	3125.5 hrs.
2010	60% - 915 hrs.	40% - 604 hrs.	1519 hrs.
2009	45% - 1374 hrs.	55% - 1666 hrs.	3040 hrs.
2008	44% - 1395 hrs.	56% - 1802 hrs.	3197 hrs.
2007	46% - 1552 hrs.	54% - 1798 hrs.	3350 hrs.
2006	54% - 1476 hrs.	46% - 1253 hrs.	2729 hrs.
2005	55% - 1217.5 hrs.	45% - 998.5 hrs.	2216 hrs.
2004	61% - 1904 hrs.	39% - 1231 hrs.	3135 hrs.
2003	24% - 1167 hrs.	76% - 3671 hrs.	4838 hrs.
2002	36% - 1851 hrs.	64% - 3341 hrs.	5192 hrs.

City of Xenia, Ohio Police Division 2011 Reserve Unit Report

The Reserve Unit of the Xenia Police Division started the year 2011 with two officers and ended the year with the same two officers. In the year 2011 the Reserve Unit of the Xenia Police Division logged a total of 590 man-hours with these two officers.

The hours logged by the Xenia Police Division Reserve Unit include many areas of activity in their service to the City of Xenia. Included in these hours are time on patrol duties, traffic control, service at special events, security for local businesses, training in all facets of police work and administrative duties.

Reserve Unit members took part in many special events, such as traffic control and security details for the Greene County Fair and related activities. Reserve Unit members worked traffic control for the Marathons that took place two week-ends in April. Security was also provided for many Xenia businesses in Towne Square.

The Reserve Unit stayed current in all training made available to them and all officers are qualified with their duty and off-duty firearms, the patrol rifles, shotguns, and Tasers. Other training included defensive tactics, simunition training in various scenarios, officer rescue, dealing with mental subjects and active shooter training. We received training from Ohio BMV on recognizing fraudulent i.d.'s and drivers licenses and training on the revision of the Ohio gun laws.

Reserve Unit members were fitted for and received new body armor from the City.

The Reserve Unit looks forward to actively serving the City in the coming year and aiding the Police Division in any way that we can.

City of Xenia, Ohio Police Division 2011 D.A.R.E. Report

In 2010, due to budget cuts and a Levy Failure, the Xenia Police Division did not have a Safety City Program in June or a DARE program in the fall. In November of 2010, the Citizens of Xenia passed a Levy which allowed the DARE Program to resume in January of 2011 and Safety City to resume in June 2011.

In 2011, the Xenia Police Division presented the DARE curriculum in 8 schools. The DARE curriculum focuses on drug prevention in two main areas. First, teaching kids the harmful physical consequences of tobacco, marijuana, alcohol and inhalants. Second, focusing on choice making - choosing good friendships and how to resist and avoid negative peer pressure.

Each School program concluded with a graduation for the students. The graduations included a slideshow with pictures of the kids doing different activities in DARE class. In addition to teaching DARE classes, officer Matheson regularly read to various classes and taught pre-school children about "Stranger Danger" and about what police officers do.

In January through May of 2011, Officer Matheson taught the DARE program at St Brigid, Xenia Nazarene, Mckinley, Cox, Simon Kenton, and Springhill Schools. Spring Hill was one of the schools that missed the DARE program in the fall of 2010 due to the budget cuts. Officer Matheson and Spring Hill were able to work their schedules together and present the DARE program to all the students that missed it in the fall of 2010.

In April and May Officer Matheson took 24 DARE Essay Winners to McDonald's for lunch. McDonald's graciously donated the lunches as they have for the past 7 years. Also in April and May, Officer Matheson held graduation ceremonies for the Winter/Spring semester schools. In total, the D.A.R.E Program was presented to approximately 600 elementary and middle school age students in 2011.

In June, Officer Matheson presented the safety city program to about 60 of Xenia's soon to be 1st graders at Warner Middle school. Pam Gibbs and Christina Shaw assisted with the program and their help proved to be invaluable. He also had the help of several high school students and 9 D.A.R.E. graduates assisting with set up and activities for the kids. Officer Matheson taught stranger danger and pedestrian safety, Officer Dean Margioras taught gun safety, Xenia City Dispatcher Kimberly Creswell taught 911, Greene county parks and Rec taught water safety, Officer Scott Beegle taught bike safety, Officer Doug Sparks taught seat belt safety. Laura Smith from Xenia Community schools, taught school bus safety. Members of the Xenia Fire Division brought the fire safety trailer out and taught fire safety and poison prevention. Greene County Sheriff's Deputy Dan Funk brought out his dog for a presentation. The program went smoothly and was enjoyed by all. Many compliments and thanks from parents were received.

From July 26th through July 29th Officer Matheson along with Officer Bill Titley of Fairborn and Officer Don Cole of Beavercreek conducted a DARE camp at Camp Birch. Activities included: Camp fires, climbing wall, swimming, boating, archery, BB guns, a huge slip and slide, water balloon fight, Tie Dye, a Canine Demo by Greene County Deputies Funk and Nipper, and LOTS of cooperative games. DARE camp concluded Friday evening with a

Talent show and cookout with the parents. The campers left with new friends and lots of fond memories.

In the fall of 2011, Officer Matheson taught the DARE program to students at Central Middle School, Spring Hill, and Tecumseh. At Central, there were four 5th grade classes and 2 large 6th grade classes. The 6th grade classes were made up of students that came from Tecumseh, Arrowood, and Shawnee Elementary Schools who missed DARE in the fall of 2010. With these classes, all of the students who missed the program in the fall of 2010 were able to make it up.

In late November and in December, Officer Matheson was busy finishing up DARE classes, taking essay winners to McDonald's, and conducting graduations for the students completing the DARE program during the fall semester.

All of our schools embrace the program and support its continuance. The students enjoy the lessons and look forward to "DARE Day". The younger kids look forward to their turn in the future. Parents frequently state that their kids talk about DARE and what they've learned (many parents are challenged about their own behaviors because of what the kids learn). Through the DARE program, positive relationships are established with school staff, students, and parents. It continues to be a positive influence for the City of Xenia.

City of Xenia, Ohio Police Division 2011 School Resource Officer Report

After the passing of the city levy and the re-instating of the three officer's whom were laid off, the Xenia Police Division resumed the School Resource Officer (SRO) Program for the Xenia City School District in January 2011. Ofc. Dean Margioras was placed at the Xenia High School as the full-time SRO. He has been an SRO since 2003 and was in the schools full-time during the 2008-09 school year. Calls for service in the middle and elementary schools were handled as well. When school was not in session, the SRO was assigned to the patrol section. At the beginning of the 2010-2011 school year in August, all of the 7th and 8th grade students were placed at Warner Middle School. Central Middle School housed the 6th grade and a portion of the 5th grade students.

The SRO made extra efforts to monitor lunch sessions Xenia High School because of previous issues with physical altercations during this time. The Xenia High School bus loading zone and the N. Detroit St. McDonald's parking lot were watched almost every day after school by the SRO. In years past, when the SRO program was halted because of budget constraints, there were frequent calls for services in the McDonald's parking lot and surrounding areas do to fighting. There were minimal altercations in these areas this year. There was also a greater effort to help school staff check exterior doors to the high school during the day.

There were several occasions throughout the year in which out-of-state agencies requested assistance from the SRO.

- A detective from the Fernand County Sheriff's Office contacted me via e-mail asking if a certain student attended Xenia High School. The student's father was wanted on felony theft charges. The SRO contacted SRO Dave Majercak at Beavercreek H.S. and found that the student was enrolled there. Ofc. Majercak contacted his supervisor. The detective was also referred to the Greene County Sheriff's Office given that the family lived outside the Beavercreek city limits.
- A dispatcher from Portsmouth P.D. in New Hampshire called asking for help with identifying a female that was in their homeless shelter. The female had an XHS school identification card. The dispatcher was concerned that the female may have been a runaway. The SRO located the ex-student in the school records system. After speaking to her mother, The SRO found that her daughter went to Portsmouth on her own freewill looking for a job. I relayed this information to Portsmouth P.D.
- Detectives from the Kentucky State Police and Det. Moore from the Greene County Sheriff's Department asked for the SRO's assistance in locating a father of a Xenia student. The father was wanted for homicide in Kentucky.

Throughout the school year, the SRO utilized 30 classroom periods to give the following presentations to students. Teachers were always present during classroom instruction.

- During periods 1, 3, 4, and 7 of a government class at Xenia High School, the SRO assisted a teacher with a discussion pertaining to Miranda Rights. We conducted a mock arrest of the teacher that caught the attention of the students. Several of the students had questions that were fielded by the SRO.
- Bullying and cyber-bullying presentations were given to all 7th and 8th graders at Central Middle School. Counselors developed a power-point and asked that the SRO speak to the students. There was a lot of positive feedback from students. Stories of youth who had committed suicide over bullying incidents were told to the students.

- A presentation on how one's attitude and choices can affect one's life was given to a 7th period Life Skill's class at the high school. The SRO also explained the role of an SRO in the schools. Numerous questions from students were fielded.
- Warner Middle School teacher Linda Comer had the SRO speak to her mentally handicap class about the role of a police officer. The SRO discussed laws and the different ways that officers serve the community.
- The SRO gave a presentation on internet awareness, cyber-bullying, and the new designer drugs (spice and bath salts) to 6 periods of health class at the high school.
- Presentations to periods 3, 4, and 6 in Ms. Campbell's Life Skills classroom at the high school were given. The SRO spoke about internet awareness, cyber-bullying, designer drugs, and how attitude affects one's life. Several students had good questions and discussion about the topics.

The SRO assisted school staff with bullying incidents among students. Some of the incidents occurred on school grounds or on a school bus, and many occurred on social websites. One particular bullying stands out during the year. In one particular incident, Principal Brian Newell reported a bullying incident between Central Middle School students. Two female students had been bullying another female student on the school bus. The bullying had occurred on a regular basis. Statements were collected and it was determined that one of the suspect students threatened the victim student. The suspect student was charged with Disorderly Conduct and Menacing (XPD report# 2011-4738). The mother of the victim obtained a Civil Protection Order against both suspect students through Greene County Juvenile Court after a referral was made by the SRO.

On occasion, school staff contacted the SRO asking for their presence at a school function. The SRO attended and participated in the Buc Blast at Warner Middle School. The event was for students who exhibited good attendance and behavior during the year. The day was full of different activities and events some of which the SRO participated. The event allowed the SRO to have a lot of positive interaction with students and staff. School principals also requested the SRO's presence at some of the Warner Middle School dances after school.

While speaking to parents and students during the year, the SRO received information on drug activity in the community and inside the school. Some of the information was regarding homes and apartments where drug sales were possibly taking place. The information was passed along to the Greene County Drug Task Force.

Keeping up on current trends is always an important aspect of the SRO position. The SRO attended a Cyber-bullying seminar at the Miami University Middletown Campus. The speaker explained how serious cyber-bullying has become. He also gave tips on how to deal with the growing problem and gave advice on how to navigate through Facebook.

The following is a report on the SRO's total activity mainly at Xenia High School, Central Middle School and Warner Middle School. The SRO was called very few times to the elementary schools. Some of the calls for service were incidents that occurred off school grounds but were followed up by the S.R.O.

- Assault charges: 14
- Disorderly Conduct charges: 37
- Menacing charges: 7
- Theft charges: 9
- Drug charges/ investigations: 8
- Weapons charges: 3
- Warrant arrests: 5

- Criminal Damaging charges: 1
- Falsification charges: 1
- Crash reports: 1
- Phone Harassment charges (occurred off school grounds): 2
- Sexual Assault reports (occurred off school grounds): 2
- Investigation assists with Officers & Detectives: 20
- Referrals to other agencies: 6
- Medical assists: 3
- Suicide/ Crisis Interventions: 11
- Student contacts/ counseling: 105
- Parent contact/ referrals: 30
- School official requests for service (non-enforcement): 92
 - Includes social website issues, problems/ potential fights outside of school, missing students, principal stand-by request, lock-down recommendations, custody issues, belligerent students, discipline hearings, unfounded drug complaints, etc.

City of Xenia Police Division 2011 Juvenile Programs Review

As required by Division Policy, I have evaluated our divisional affiliations pertaining to Juvenile Enforcement and Prevention Programs.

1. D.A.R.E. Program

As you know, our D.A.R.E. Program has been in existence since the early 1990's.

The program has been an important part of the great rapport that has been built with our local schools. The D.A.R.E. Program is very popular with Parents, Students, and School Faculty. Officer Harold Matheson had been teaching the program full-time for five ½ years until it was discontinued at the beginning of the 2010 school year due to officer lay-offs and manpower issues. I am happy to report that the program was reinstated for the second semester of the school year commencing on January 10, 2011. Our command staff has evaluated the program several times within the past few years and the program continues to be a high priority for our division. There are many reasons for maintaining the program such as its great value to the community with the interaction of students with law enforcement and the fact that the program receives partial funding for the 2011-2012 school year from a state grant. Since we had experienced a reduction in force over the past few years, our community relations abilities had been adversely affected. Our D.A.R.E. Officer has done an outstanding job of representing our division for a myriad of community events in the absence of any other divisional program directed at our youth. I continue to receive high praise in the school staff evaluations for the job Officer Matheson is doing in our schools.

2. School Resource Officer

As you know we went the entire 2010 school year without a School Resource Officer (SRO) in our secondary schools. This was due to staff reductions that started in 2009. After our officers were brought back, we reinstated our SRO Program starting January 3, 2011. The program is run by Officer Dean Margioras. He has worked diligently at both the middle and high school levels throughout the past year. Officer Margioras continues to have a great rapport with both the students and school staff while carrying out his duties. He participates in many aspects of the school environment on a daily basis. The School System and the community have always supported this important connection between our division and the secondary schools. I have spoken directly with members of the school faculty and they were very excited about the return of our S.R.O. Program in the high school and middle school. Officer Margioras intervenes with all levels of school discipline and is very proactive agent to preventing school crime and violence. Officer Margioras' efforts are very appreciated by his peers, especially those on the day shift. His ability to handle cases from start to finish enhances the overall communications and manpower allocations for the division. Our S.R.O., through his experiences, has now gained a great rapport with the staff a Juvenile Court Staff. This rapport allows him to more effectively intervene in disciplinary matters with students when it is appropriate.

We will continue to monitor and review the aforementioned programs to make any possible improvements. It continues to be my opinion that both of these programs are extremely beneficial to the division, schools, and the community

City of Xenia, Ohio Police Division 2011 D.I.V.E.R.T Report

DIVERT Contact Rate:

Total number of disputes cases were 239, DIVERT made contact with 170 which makes 71% contact rate. Total number of domestic violence were 261, DIVERT made contact with 219 which makes 83% contact rate.

DIVERT Outcomes Evaluations:

Total number of cases where contact was attempted	304
Total number of cases where contact was available	223
Total number of cases where contact was unavailable	81
Wrong number	3
No longer in service	63
Four time callback	9
Client moved	6

Number of contacts who	
Agreed to participate	220
Refused to participate	3

Of the contacts who agreed to participate

1. Did you receive any additional information about community resources that you felt were helpful to your situation?

Yes 220 No 0 Don't Know 0

2. a. Did you contact any of the referral resources we gave you?

Yes 288 No 377

b. Was the contact helpful?

Yes 278 No 10 Don't Know 0

3. I am going to list the specific agencies or resources that the DIVERT Team referred you to during their contact with you. Please indicate yes or no about whether you were in contact with the agency.

Number of referrals made to agencies	665
Average number per case	3.23

Actual referral resources contacted	288
Did not make contact	377

4. Have there been any more incidents of violence since you contact with the DIVERT team?

Yes 47 No 173 Will Not Disclose 0

5. Would you be willing to have the DIVERT team come to your home again if you experience another crisis situation?

Yes 220 No 0 Don't Know 0

City of Xenia, Ohio Police Division 2011 Victim Witness Needs Analysis

During my tenure as supervisor of the criminal investigations section, I have had the opportunity to observe the Victim / Witness Resources available to our community on a daily basis. Our officers refer victims to the Victim Witness Division that services the Xenia Municipal Court for misdemeanor cases on a regular basis. We refer victims of felony level crimes, and more specifically victims of sexual assault, to the County Victim Witness Program. Most of the misdemeanor cases we refer involve Domestic Violence. The cases receive special attention from our Domestic Violence Detective (D.I.V.E.R.T. Unit) Holly Clay. Det. Clay works very closely with the Municipal Law Department's Victim/Witness Staff.

We are also fortunate to have Victim/Witness Staff available on the county level for felony cases. The County Victim Witness Program is administered by the Greene County Prosecutor's Office. This agency has been a leader in this field for many years. Within the past 4 years, Greene County Victim Witness has opened a state of the art facility for all officers in the county to interview child victims. This facility is located in Fairborn, Ohio. This resource (Michael's House) affords the investigators a place to interview juvenile victims in a setting that specifically caters to the needs of interviewing child victims. This has given our investigators the ability to quickly and effectively schedule and conduct interviews with a full-time child victim advocate on staff.

Our investigators also attend joint training sessions and seminars with the Victim Advocates to better enhance our services through a team approach to serving our victims.

It is my contention that our agency does an outstanding job making referrals to both of these very well trained and professional resources. The citizens of Xenia have great resources available to them in the event that they are a victim of crime.

City of Xenia, Ohio Police Division 2011 Community Relations / Crime Prevention Report

There were no reports for January 2011.

On Feb 9, Officer D. Margioras gave a presentation to all the 7th and 9th grade students at Central Middle School concerning bullying. There were presentations on the 10th and 11th as well to get all the students in them. It was a power point presentation and discussed the varying types of bullying and how to combat them.

On March 16, Officer Vitale met with his Dundee Dr area Neighborhood watch group. 15 People attended. There were three new members in this group as well. Concerns discussed were parking and junk vehicles. On street parking was a problem and the group was reminded to report suspicious activity and locking their vehicles.

On March 19, Sergeant Wiza and Officer Merriman assisted the Greene County Combined Health District in their spring 5k run. There were approximately 300 people in attendance. There was a minor incident in which one runner was clipped by a vehicle. The runner was okay and the race directors were advised that they may want to keep the same race course, however, reverse the course to run with traffic as opposed to running against it.

The only community policing event for the month of April was the Ohio River Road Runner's Club. There were in excess of 800 persons running in the half and full marathon. It was a good day weather wise. There were eleven Xenia Police Officers involved in helping out directing traffic for the race. Sgt Lane was once again a participant in the full marathon.

The only community policing event for the month of May was that Sgt Lane spoke with 45 children about the requirements of becoming a police officer and the things they could be working on now if they thought they wanted to become a police officer. Sgt Lane showed and explained the equipment he carries (i.e. his gun belt) while on patrol. Sgt Lane answered a variety of questions. Sgt Lane distributed coloring books, pencils and junior badge stickers to each student.

There were no reports for June 2011.

On July 23, 2011 approximately 60 runners participated in the 5K Greene Leaf Run.

On August 11, Officer Matheson spoke to a group of Adventure Scouts while they were at camp for the week at Camp Birch. They were a group of homeschooled young men who do not have the opportunity to attend D.A.R.E. and were taught the curriculum about alcohol, tobacco, and marijuana. There were a lot of questions and the students received a D.A.R.E. work book and other school type supplies.

On August 22, Officer Matheson attended the McKinley Elementary School's, back to school bash. There were outdoor games for the kids and teacher conferences inside. Officer Matheson was assigned to the dunking booth. Over 150 people attended the bash.

On August 25, Officer Vitale attended his neighborhood watch group's meeting. 14 people attended the meeting. Items of discussion were traffic related issues and theft type concerns in their immediate neighborhood, as well as nearby neighborhoods.

The Evening Shift attended a memorial for remembering the attack on the United States on 9/11/01. This was held at the Eagles and the Amvets and VFW were also on hand. Speakers included members from both organizations as well as a retired veteran from Iraq. It was attended by approximately 40 people. Taps was played as well as a laying of a wreath and lighting a candle. It was a nice ceremony and

was attended by Officers Moore, Zoerb, Dray, Masur, and Blackaby. Sgt Wiza and Sheriff Fischer were also in attendance.

Officers Wilson and Foubert spoke to over 40 3 to 5 year olds about Danger Stranger. This was held at Faith Community Preschool on 9/28 and 9/29. Other topics that were discussed included vehicle safety, bike safety and how to cross a street at a crosswalk. A tour was given of the cruiser. Badges and coloring books were passed out.

The Xenia Community Festival took place 9/16 and 17. The Police Division took an active part in traffic control with the parade and the IHS 5k race. Officers also worked as security at the festival site and at the balloon glow that night.

On October 13, Sgt Wiza spoke to the Reserve of Xenia about a neighborhood watch program. There were approximately 40 people present. Topics discussed were the resources available to the neighborhood by XPD as well as our manning levels and the assistance needed by XPD to help keep their community safe. It was well received and they are in the process of formally forming a neighborhood watch program.

On October 20, Officer Wilson spoke to approximately 34 3-5 year olds about Danger Stranger, bicycle safety and pedestrian safety and responsibilities at crosswalks. The children also were able to take a tour of an XPD cruiser. Coloring books and stickers were handed out to all.

On October 22, Captains Doherty, Anger, and Pazynski and Sgt Wiza assisted in the Luke Commission's 5k benefit. There were approximately 100 runners in the field that day. They also had a band and items they were selling to help promote the Luke Commission.

On October 28, Officer Matheson attended his Tomahawk neighborhood watch group meeting. There were approximately 50 people in attendance. It was the neighborhood's annual chili cook off and combined that with trick or treating for the youngsters on Tomahawk. There was a lot of food and games, and Officer Matheson was able to pass out D.A.R.E. items to the youngsters as well. There was a discussion of the shots fired incident at 628 Buckskin and Officer Matheson was able to share what information he was able to, in order to alleviate any concerns and stop any rumors. They were encouraged to be alert and report any suspicious activity.

On November 7, Sgt Lane attended a mock crash at Xenia Christian. Approximately 125 people were there. Sgt Lane spoke for about 20 minutes about the dangers of driving impaired or distracted. He then narrated the outdoor portion of the crash as the fire department did their event.

On November 16, Det Greene spoke to the preschool at Memorial United Presbyterian Church. Her topics included stranger danger, gun safety and seat belt safety. She then performed the egg and car demo to show the importance of seat belt usage. The kids also got a tour of the police cruiser. There were 16 kids in attendance.

On December 10, XPD Captains Doherty and Pazynski and Sgts Wilson and Stutes assisted the Women's Recovery Center on their 10th Annual Santa Run. There were approximately 200 people involved in the run this year.

Also on December 10, XPD assisted in the Xenia Christmas Parade. There were bands, animals and a dance group involved in the parade itself. Approximately 250-300 came by to watch the parade which North on S Detroit St and then East on E Main St where it finished up at S. Whiteman.

On December 14, Officer Matheson attended his Tomahawk watch group for their annual Christmas dinner. The group brought presents that they wrapped for the adopted family they picked for Christmas. There were 25 neighbors present.

City of Xenia, Ohio Police Division 2011 Greene County Regional Swat Team

The Greene County Regional SWAT Team completed four (4) missions in 2011. One (1) of the missions was an emergency call-in and the other three (3) were pre-planned missions.

SWAT was tasked with supporting patrol deputies with crowd control during CruiseFest. Our mission was to provide an emergency response should an immediate threat to life occur (such as an officer down, violent felony in progress, citizen with life threatening injury needing rescue, etc.). There was only one call for SWAT assistance during the event in which SWAT stood by during an arrest on the grounds. Otherwise, SWAT patrolled the nearby areas and backed up patrol deputies/officers.

The next mission was a preplanned search warrant service for the A.C.E. Task Force. The Team successfully used the Surround and Call-Out option. The warrant was served without incident. The occupants of the residence were detained for the task force detectives.

The emergency call-in was an incident where a suspect had threatened the victim with a handgun and the suspect was reportedly still in the residence. A K9 search followed by a slow search revealed the subject had left prior to police arrival. He was not located at the time. SWAT was requested back to the same residence the following day to serve a search warrant for evidence related to the previous incident. The Surround and Call-Out option was used. The sole occupant came out of the residence as ordered and the residence was cleared without incident.

Date	Location	City	Requesting Agency	Type of Location	Type
5/6/2011	1166 Dayton-Xenia Rd.	Xenia Twp.	GCSO	Speedway Complex	Crowd Control
7/8/2011	419 E. Market St.	Xenia	ACE TF	Single Family Residence	Search Warrant
7/14/2011	1710 Richland Rd.	Spring Valley Twp.	GCSO	Single Family Residence	Barricade
7/16/2011	1710 Richland Rd.	Spring Valley Twp.	GCSO	Single Family Residence	Search Warrant

Additionally, there was one other emergency call-in however it was cancelled prior to SWAT arrival. This call-in was for a subject on a front porch threatening suicide with a rifle. He surrendered without incident.

City of Xenia, Ohio Police Division 2011 Hostage Negotiation Team Report

In 2011, The Xenia Police Division CNT responded to one call out. The call out was on 07/14/2011 at 1710 Richland Rd. Below are the details of the Call:

Call out:

The Crisis Negotiation Team was called out along with the SWAT team to 1710 Richland Rd on July 14th, 2011. It was reported that a male suspect there had pulled a gun on two female victims. It was believed that he was held up in the house. After several attempts with the Bull Horn, contact was unable to be made with the suspect. It was subsequently found that he was not in the residence.

CNT RESPONSE:

Responding team members:

Fred Meadows, Steve Shaw, Chris Stutes - XPD

Matt Walters, Dave Jones and Donna Dempsey- GCSO

City of Xenia, Ohio Police Division 2011 Parking Revenue Receipts

Month by Month Comparison 2010 and 2011

Month	Receipts 2010	Receipts 2011	Amount Difference	Percent Difference
January	\$ 4,293.41	\$ 3,822.85	\$470.56	-10.96%
February	\$ 4,979.92	\$ 4,486.18	\$493.74	- 09.91%
March	\$ 5,774.73	\$ 5,403.18	\$371.55	-06.43%
April	\$ 5,255.84	\$ 5,093.04	\$162.80	-03.10%
May	\$ 4,271.20	\$ 3,751.66	\$519.54	-12.16%
June	\$ 4,414.78	\$ 4,601.23	\$186.45	+04.05%
July	\$ 4,299.52	\$ 4,147.95	\$151.57	-03.53%
August	\$ 4,045.26	\$ 3,530.92	\$514.34	-12.71%
September	\$ 4,109.56	\$ 4,889.57	\$780.01	+15.95%
October	\$ 4,800.12	\$ 3,944.02	\$856.10	-17.83%
November	\$ 3,343.38	\$ 4,142.23	\$798.85	+19.29%
December	\$ 4,762.29	\$ 5,154.56	\$392.27	+07.61%
YTD Total	\$54,350.01	\$52,917.39	\$1,432.62	-02.64%

Citations Issued Month by Month Comparison 2010 and 2011

Month	Citations 2010	Citations 2011	Amount Difference	Percent Difference
January	144	181	37	20.44%
February	185	192	07	3.65%
March	237	228	-09	-3.80%
April	189	160	-29	-15.34%
May	165	185	20	10.81%
June	161	183	22	12.02%
July	148	127	-21	-14.19%
August	193	166	-27	-13.99%
September	149	194	45	23.20%
October	174	266	92	34.59%
November	174	240	66	27.50%
December	116	157	41	26.115
YTD Totals	2,035	2,279	244	10.71%

City of Xenia, Ohio Police Division 2011 Auxiliary Unit Report

Name	Unit Number	2010 Hours	2011 Hours
Bob Craig	701	314 hours	215 hours
Sue Grooms	702	0 hours	0 hours
David Davis Jr.	703	284 hours	40 hours
Conor Tate	704	0 hours	17 hours
Mary Plsek	707	4 hours	0 hours
YTD Totals		602 hours	272 hours

Volunteer's time worth @ \$25.95 for 2011 x 272 hours = \$7,058.40 saved.

City of Xenia, Ohio Police Division 2011 Annual Review of Special Positions

As we get ready to review our estimated budget figures, I am reviewing our specialized positions within the Police Division as required by 16.2.1 of the CALEA standards.

D.A.R.E. Officer: This program was reinstated in 2011 after the tax levy was approved by the voters. This position is extremely valuable for our students and teachers to view and interact with a positive role model from the Police Division. This position continues to serve as a bridge from the Police Division to the schools and should be continued. Due to our current manning levels and financial constraints, expansion at this time is not feasible.

Accreditation Manager: This position used to be known as the R & D Officer but was transitioned into a civilian role at the beginning of 2004. Since 2004, it has evolved and is now known by the previously mentioned title. The responsibilities that it has are various but it's primary focus is to maintain the division's accreditation with CALEA. This position is very valuable to the Division and it has improved a great deal under the current employee. The Accreditation Manager is vital to the smooth operation and effectiveness of the Police Division and should remain as is.

A.C.E. Task Force Detective: This position continues to be an essential collaborative effort, which provides us access to the joint task force. This joint task force allows us to deal with drug problems/complaints and organized/vice crime on a county and regional basis. We continue to receive the Byrne-Memorial funding for the task force, which helps to make this a very cost effective venture. In past years, this Task Force has been responsible for a high level of money and property seizures. Due to several high profile investigations the need for increased manning has never been as great. We used a rotating detective position to assist in the workload and to provide our officers with investigative experience. Recommended continuation of the full time position with the possibility of an additional position in the future.

DIVERT Detective: This is a nationally recognized program and has resulted in plenty of positive publicity for the Xenia Police Division. This program was started eleven (12) years ago and has evolved into an elite investigative tool. This Detective remains very busy based on the call load and follow-up investigations provided by this unit handling hundreds of follow ups a year as well as filing most felony domestic violence charges. The detective maintains a strong and vibrant connection with the Greene County Children's Services Board, the Xenia Municipal Court as well as the Greene County Prosecutors' Office and Victim Witness Advocates.

Divisional Detectives: We have four (4) long standing investigative positions that review cases daily. These investigators will initiate follow-ups and review cases with the County Prosecutor in an attempt to prosecute offenders and solve cases. There is one (1) investigator assigned to each geographical section in the city and is responsible for cases that are initiated in that section. Each section Detective handles their own section with additional responsibilities such as property room, CVSA, Missing Persons and speaking engagements to name a few.

City of Xenia, Ohio Police Division 2011 Workload Assessment for non-sworn Positions

Communications Center: The Communications Center is currently authorized to operate with 16 dispatchers and one Director. Due to a retirement and a resignation the Center is currently slightly under staffed. This problem should be resolved shortly since we are currently training a new employee and should be hiring another in February of 2012. This should bring us up to our full complement of 16 dispatchers. Even with manning levels returning to what we had at the beginning of 2010 it is still barely sufficient based on call load-which according to the Communications Director has increased due to the amount of cell phone usage by the public. The current manning level does not allow the center to handle any turnover effectively or efficiently and it is the absolute minimum that allows the center to operate safely. With this minimum number of operators we can expect overtime costs to remain high. When the funding becomes available, the personnel level should be reevaluated and increases may be needed.

Records Section: In 2010 due to the City's economical crisis a secretary and clerk's position were lost in this section. The Records Section during 2011 was staffed by two full time employees. One clerk handles all opening, entering, and closing of cases; and UCR tallies. The second full-time position handles all warrants, LEADS entries, expungements, UCR Reports, accident and ticket entry. Both full time positions handle walk up window requests, faxing documents, and any other clerical duties that the records section may need. These two positions also work closely with the Administrative Captain to help prepare financial documentation. As a result of the loss of positions, these two employees remain extremely busy and the option of returning a full time position in the future should remain.

Parking Section: The Parking Section consists of one full time position. The Parking Section manages and handles all issues dealing with timed and metered parking in downtown Xenia and the Xenia Towne Square. Our Parking Enforcement agent is responsible for patrolling downtown and issuing parking citations and collecting money from the meters. This employee is also responsible for mailing out warning notices for people who receive parking tickets and do not pay the fine in a timely manner. This full-time position is also responsible for the managing of a volunteer workforce that assists in a multitude of functions. On occasion, we have college interns spend time working with the Police Division and our Parking Enforcement supervisor is responsible for these people as well. It is recommended this position remains in its current status.

Police Service Aid – Special Services: There is one Police Service Aid assigned to the Special Services Section. This position consists of a secretary/receptionist for the section, along with filing and transcription services. This position has taken on more responsibility with our software change and Live scan fingerprinting machine. This position is properly manned and should continue without changes for the coming year.

Police Service Aid – Patrol Services: This position assists the Patrol Captain in all aspects of the Patrol Section. This position handles all of the procurement, for patrol, from paperwork to uniforms. Several years ago, this position was given the added responsibility of accreditation duties. This person has also added becoming an assessor for CALEA to help review and prepare other agencies for accreditations. These duties along with other "special needs" keep this position quite busy. This position could not be removed without dire consequences to our Police Division.

Police Chief Secretary: The Police Chief's secretary handles all correspondence for the Command Staff and handles payroll for the entire Police Division. This responsibility takes up the majority of her time. This position also handles the processing of invoices for the Admin. Capt. There is very little down time available for this position. This position should remain and at a higher classification.

XENIA POLICE DIVISION 1221, 1223, 1213, 1224
2011 PERFORMANCE PLAN
With outcomes

IT IS THE MISSION OF THE POLICE DIVISION TO:

- Make the maximum contribution to enhancing the quality of life in Xenia;
- Have the courage to always fight injustice;
- Protect the innocent and provide aid to those who cannot care for themselves;
- Work in partnership with our community to prevent, resist, and eliminate crime;
- Recognize diversity and foster a relationship of mutual respect with the members of our community;
- Achieve personal and professional excellence;
- Ethically, consistently, and equitably exercise police powers and discretion.

Requested Resources:

Employees ... 48 Sworn Officers & 6 Civilians & 1 Parking Enforcement

Positions	General Fund - 101	Parking Fund - 615
Police Chief -1	100%	
Captains, Admin, Special-2	100%	
Captains, Patrol – 1	95%	5%
Sergeants – 7	100%	
Officers – 37 (34 Authorized)	100%	
Civilians – 6 (5 Authorized)	100%	
Parking Enforcement - 1		100%

■ **Grant Income -**

Violence Against Women’s Act (VAWA/DIVERT) - Estimated at \$57,000.00 including required match.

D.A.R.E. Grant - \$18,000.00 (Estimated)

Third Grade Safety Belt Program - \$1,700.00 (Estimated)

ADMINISTRATIVE GOALS:

KEEP POSITIVE PUBLIC RELATIONS A PRIORITY BY MAINTAINING CLOSE ASSOCIATIONS WITH VARIED SEGMENTS OF THE COMMUNITY.

- Assign uniform personnel to most school zones on a daily basis. **Completed.**
- Continue the partnership with secondary school administrators through attendance at meetings, semi-annual drug sweeps, and discussing matters of mutual concern. **This is accomplished through the SRO as opposed to meetings with Command Staff,**
- Maintain existing Neighborhood Watch groups to address quality of life issues in and around their neighborhoods. Look for opportunities to start new groups. **Ongoing.**
- Address complaints and compliments in a timely manner. The preferred course of action is to meet with the reporting party in person, if possible. In all cases forward action to the appropriate supervisor and R&D. **Completed.**
- Utilize our School Resource Officer on a regular basis in the high school and both middle schools. **Ongoing.**

- Attempt to fulfill all requests for police involvement at functions hosted by civic groups, churches, youth organizations and government entities utilizing the new crime prevention unit. **All requests handled as needed.**
- Encourage officers to be present or participate in after school activities with our youth. **Ongoing**
- To the extent possible publicize successes in the Police Division. **In addition to regular contact with media we are also using City social networks.**

ACHIEVE AND MAINTAIN STANDARDS OF EXCELLENCE IN ALL ASPECTS OF POLICE OPERATIONS

- Maintain accreditation standards during the year 2011 by complying with all applicable mandatory standards of excellence established by the national Commission on Accreditation for Law Enforcement Agencies (CALEA). **Ongoing.**
- Maintain at least 85% compliance with all applicable other than mandatory standards of CALEA. **Completed.**
- Continue to maintain standards and prepare for our next on-site inspection in 2012. **Ongoing.**

CONTINUE TO DEVELOP DIVISION WIDE INNOVATION,

- Continue work towards securing Simon Kenton as a new Police Division Headquarters. **There is an ongoing discussion with City Staff on how to proceed.**
- Encourage the command staff and first line supervisors to develop, cultivate and implement programs and ideas that optimize results utilizing current limited resources. **This is an ongoing endeavor.**
- Continue to look at ways to control and minimize overtime. **Ongoing.**
- Evaluate operations, staffing, and special programs to determine the needs of the division and the efficacy of the special programs. **Completed - Staffing Study**
- Review policy on fleet utilization to ensure safe vehicles and maximize useful life and utility. **Ongoing – See staff study on new vehicles**
- Include personnel and form committees from all sworn departments to give their feedback when making large capital purchases that directly impact their working conditions. (i.e. vest and vehicle selections) **Completed.**
- Identify and purchase a software program that tracks each officer's activities and achievements in a user friendly manner and provides for an early intervention system. **Completed – Implemented Guardian System.**
- Maintain and update the Xeniapd.com website – **Ongoing – Switched back over to City website with a permanent reroute from xenipd.com.**

ADDRESS QUALITY OF LIFE ISSUES IN A TIMELY AND EFFECTIVE MANNER

- Continue work on plans for the possibility of a new Police Division at Simon Kenton School on W. Second St. **Ongoing – need decision on intended direction from City manager.**
- Increase community awareness and expectations on junk vehicles and other neighborhood nuisance programs as it relates to the police division. Continued partnership with city staff and XPD personnel to handle junk vehicles within the City. **Ongoing.**
- Strive to increase division visibility which projects positively on the division and on the city. Look at new arenas for promoting the police division. **We continue to alert and work with media when appropriate. We have increased the use of the City's facebook account.**

OPERATIONAL GOALS:**IMPROVE DIVISIONAL SKILLS/SAFETY THROUGH TRAINING**

- Provide annual training schedule with emphasis this year on a Diverse Training program for officers. **Completed.**
- Provide a minimum of 2 hours of in-service training on the topics of “legal use of force” and “vehicle pursuit policies”. **Completed.**
- Continue to provide at least 8 hours of in-service training for all officers on less lethal force options in the department to include the ASP baton, chemical agents (OC spray), tasers, and all other authorized less lethal force options at least once during the year. **Completed**
- Continue to meet state guidelines for continuing education to maintain certification of officers. **Ongoing – We always exceed state requirements.**
- Implement exercise, nutrition, and stress management guidelines for staff and encourage compliance with same. **Ongoing – participation is encouraging.**

EMPHASIZE ATTENTION TO TRAFFIC SAFETY THROUGH ENFORCEMENT AND EDUCATION.

- Continue to focus enforcement efforts in traffic areas identified as hazardous based on recent crash reporting data. Utilize fixed traffic posts to increase police visibility at the most dangerous city street intersections. **Completed.**
- Maintain a balance of proactive traffic enforcement by all officers assigned to patrol duty. **Completed.**
- Encourage Patrol Sergeants to be creative in best utilizing and assigning directed patrols or special enforcement tactics. **Completed.**
- Attempt to balance speed enforcement between high-volume roadways and residential streets attracting citizen complaints. Display the Division’s speed monitoring trailer in critical areas, followed by increased police presence to reinforce posted limits. **Completed.**
- Support and participate in enforcement campaigns organized and promoted by the Ohio Department of Public Safety. Publicize local efforts with the assistance of print and broadcast media. **Ongoing.**
- Continue the Safety City traffic and safety education program. The Safety City program teaches safety to first graders including bicycle safety, pedestrian safety, Danger Stranger; Police Officers are Our Friends, and fire safety. Investment of about 160 hours of D.A.R.E. officer time required to set up and run the program. **Completed.**
- Provide one sworn officer full-time to the D.A.R.E. program and the D.A.R.E. summer camp, serving over 450 children each year. **Completed.**
- Present at least one seat belt education program at each elementary school to teach children to “buckle up” their safety belts. **Completed.**

WORK TO PREVENT AND REDUCE FAMILY VIOLENCE

- Reduce the number of Domestic Violence complaints and related injuries by establishing and maintaining an arrest ratio of at least 75% in all reported Domestic Violence reports. **Ongoing.**
- Reduce the number of repeat Domestic Violence calls to the same residence within a 12 month period by striving to ensure the response of a trained social worker and police officer team to 100% of all follow-up investigations for Domestic Violence. **Completed.**

- Task the DIVERT Detective to provide legal updates pertaining to Domestic Violence case law for all sworn officers **Not Completed.**
- Renewal of DIVERT grant to maintain DIVERT Officer. 3rd and 4th Quarter full-time. **Completed.**

CONTINUE ALL PRACTICAL MEANS OF REDUCING STREET LEVEL DRUG ABUSE AND/OR TRAFFICKING.

- Schedule additional special patrol assignments that target all “nuisance complaints” commonly associated with those involved in ongoing drug activity. **Completed.**
- Emphasize in-service training relevant to drug law enforcement. Seek external training opportunities worthy of XPD participation. **Completed.**
- Solicit more joint operations with the ACE Task Force, utilizing its resources and promoting collaborative efforts. Attempt to supply a second XPD officer to ACE to provide valuable experience to interested officers on a part-time, rotating basis as available. **Manpower does not allow assignment of second officer.**
- Promote and maintain a clear line of communications between the street officers and the A.C.E. Task force detective. This will enable the exchange of relevant intelligence pertaining to street level drug dealers between patrol units and investigations units. **Ongoing.**

CAPITAL PROJECTS

- Do feasibility study on using Simon Kenton as a police headquarters. **Not Completed!**
- Black top training facility on Ford Road. **Completed.**
- Equip new training facility. **Completed.**
- Continue implementation of the Countywide Computer Aided Dispatch and Records Management Projects. **Ongoing! Will this never end?**
- Purchase radar units, tasers, and defensive tactical equipment as provided in JAG grant. **Completed.**
- Replace Ballistic vest for all officers. **Completed.**

**XENIA POLICE DIVISION 1221, 1223, 1213, 1224
2012 PERFORMANCE PLAN**

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Positions	General Fund – 101	Parking Fund - 615
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Captains, Admin, Special-2	100%	
Captains, Patrol – 1	95%	5%
Sergeants – 7/6	100%	
Officers – 37 (34/35 Authorized)	100%	
Civilians – 6 (5 Authorized)	100%	
Parking Enforcement – 1 (Going to 2 P/T)		100%

■ **Grant Income -**

Violence Against Women’s Act (VAWA/DIVERT) - Estimated at \$60,000.00 including required match.

D.A.R.E. Grant - \$18,000.00 (Estimated)

Third Grade Safety Belt Program - \$1,700.00 (Estimated)

ADMINISTRATIVE GOALS:

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- Assign uniform personnel to most school zones on a daily basis.
- Continue the partnership with secondary school administrators through attendance at meetings, semi-annual drug sweeps, and discussing matters of mutual concern.
- Maintain existing Neighborhood Watch groups to address quality of life issues in and around their neighborhoods. Look for opportunities to start new groups.
- Address complaints and compliments in a timely manner. The preferred course of action is to meet with the reporting party in person, if possible. In all cases forward action to the appropriate supervisor and R&D.

- Utilize our School Resource Officer on a regular basis in the high school and both middle schools
- Attempt to fulfill all requests for police involvement at functions hosted by civic groups, churches, youth organizations and government entities utilizing the new crime prevention unit from the Xenia area.
- Encourage officers to be present or participate in after school activities with our youth.
- To the extent possible publicize successes in the Police Division.

ACHIEVE AND MAINTAIN STANDARDS OF EXCELLENCE IN ALL ASPECTS OF POLICE OPERATIONS

- Maintain accreditation standards during the year 2012 by complying with all applicable mandatory standards of excellence established by the national Commission on Accreditation for Law Enforcement Agencies (CALEA).
- Maintain at least 85% compliance with all applicable other than mandatory standards of CALEA.
- Continue to maintain standards and prepare for our next on-site inspection in 2013

CONTINUE TO DEVELOP DIVISION WIDE INNOVATION,

- Encourage the command staff and first line supervisors to develop, cultivate and implement programs and ideas that optimize results utilizing current limited resources.
- Continue to look at ways to control and minimize overtime.
- Evaluate operations, staffing, and special programs to determine the needs of the division and the efficacy of the special programs.
- Continue to review policy on fleet utilization to ensure safe vehicles and maximize useful life and utility.
- Include personnel and form committees from all sworn departments to give their feedback when making large capital purchases that directly impact their working conditions. (i.e. vest and vehicle selections)
- Maintain and update the Police Division's City Web Pages.

ADDRESS QUALITY OF LIFE ISSUES IN A TIMELY AND EFFECTIVE MANNER

- Increase community awareness and expectations on junk vehicles and other neighborhood nuisance programs as it relates to the police division. Continued partnership with city staff and XPD personnel to handle junk vehicles within the City.
- Strive to increase division visibility which projects positively on the division and on the city. Look at new arenas for promoting the police division.

OPERATIONAL GOALS:

IMPROVE DIVISIONAL SKILLS/SAFETY THROUGH TRAINING

- Provide annual training schedule with emphasis this year on a Diverse Training program for officers.
- Provide updates or in-service training on the topics of "legal use of force" and "vehicle pursuit policies".
- Continue to provide at least 8 hours of in-service training for all officers on less lethal force options in the department to include the ASP baton, chemical agents (OC spray), tasers, and all other authorized less lethal force options at least once during the year.

- Continue to meet state guidelines for continuing education to maintain certification of officers.
- Implement exercise, nutrition, and stress management guidelines for division personnel and encourage compliance with same.

EMPHASIZE ATTENTION TO TRAFFIC SAFETY THROUGH ENFORCEMENT AND EDUCATION.

- Continue to focus enforcement efforts in traffic areas identified as hazardous based on recent crash reporting data. Utilize fixed traffic posts to increase police visibility at the most dangerous city street intersections.
- Maintain a balance of proactive traffic enforcement by all officers assigned to patrol duty.
- Encourage Patrol Sergeants to be creative in best utilizing and assigning directed patrols or special enforcement tactics.
- Attempt to balance speed enforcement between high-volume roadways and residential streets attracting citizen complaints. Display the Division's speed monitoring trailer in critical areas, followed by increased police presence to reinforce posted limits.
- Support and participate in enforcement campaigns organized and promoted by the Ohio Department of Public Safety. Publicize local efforts with the assistance of print and broadcast media.
- Continue the Safety City traffic and safety education program. The Safety City program teaches safety to first graders including bicycle safety, pedestrian safety, Danger Stranger; Police Officers are Our Friends, and fire safety. Investment of about 160 hours of D.A.R.E. officer time required to set up and run the program.
- Provide one sworn officer full-time to the D.A.R.E. program and the D.A.R.E. summer camp, serving over 450 children each year.
- Present at least one seat belt education program at each elementary school to teach children to "buckle up" their safety belts.

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- Reduce the number of Domestic Violence complaints and related injuries by establishing and maintaining an arrest ratio of at least 75% in all reported Domestic Violence reports.
- Reduce the number of repeat Domestic Violence calls to the same residence within a 12 month period by striving to ensure the response of a trained social worker and police officer team to 100% of all follow-up investigations for Domestic Violence.
- Task the DIVERT Detective to provide legal updates pertaining to Domestic Violence case law for all sworn officers
- Renewal of DIVERT grant to maintain DIVERT Officer full-time

CONTINUE ALL PRACTICAL MEANS OF REDUCING STREET LEVEL DRUG ABUSE AND/OR TRAFFICKING.

- Schedule additional special patrol assignments that target all "nuisance complaints" commonly associated with those involved in ongoing drug activity.
- Emphasize in-service training relevant to drug law enforcement. Seek external training opportunities worthy of XPD participation

- Solicit more joint operations with the ACE Task Force, utilizing its resources and promoting collaborative efforts. Attempt to supply a second XPD officer to ACE to provide valuable experience to interested officers on a part-time, rotating basis as available.
- Promote and maintain a clear line of communications between the street officers and the A.C.E. Task force detective. This will enable the exchange of relevant intelligence pertaining to street level drug dealers between patrol units and investigations units.

CAPITAL PROJECTS

- Purchase three new cruisers and one Utility vehicle.
- Equip new vehicles with new cages, consoles, and marker lights.
- Purchase new light bars for new vehicles
- Purchase new video systems for new vehicles
- Purchase new ruggedized laptops for cruisers.
- Continue implementation of the Countywide Computer Aided Dispatch and Records Management Projects.

**XENIA/GREENE CENTRAL COMMUNICATIONS CENTER
2011 PERFORMANCE PLANS AND GOALS
With outcomes**

IT IS THE MISSION OF THE XENIA/GREENE/CENTRAL COMMUNICATIONS CENTER TO:

- Establish and maintain an essential link between those who need services and those who provide assistance.
- In times of crisis, obtain and relay critical information to ensure the safety of responding emergency personnel and persons in danger at the scene.
- Provide information, instructions, and support to callers requesting intervention.
- Act as the initial point of contact for community information and referral.
- Provide a high-level state of readiness for immediate and coordinated response during natural and man-made disasters and other unusual occurrences.
- Achieve personal and professional excellence.

REQUESTED RESOURCES:

Full-time employees: 1 Communications Director, 2 Supervisors 16 Communications Operators

Position	General Fund – 270
Communications Director – 1	100% *
Communications Supervisors - 2	100% * (None Authorized)
Communications Operators – 16	100% *

- Essentially includes a 50% reimbursement of costs from Greene County.

ADMINISTRATIVE GOALS:

SEEK OPPORTUNITIES TO DISPLAY POSITIVE IMAGE AND PROVIDE PUBLIC EDUCATION

- Participate in public events to promote 911. *We participated in and passed out 9-1-1 materials during the 2011 Xenia Community Days.*
- Continue education programs in schools and other venues as requested. *One of our dispatcher’s participated in Xenia PD’s “Safety City” speaking to the student participants on how and when to call 9-1-1.*

DEVELOP CAREER TRACKING SYSTEMS THAT LEAD TO PROFICIENCY IN THE ORGANIZATION AND SELF SUFFICIENCY IN ITS OPERATION BY A PROCESS OF CONTINUOUS IMPROVEMENT AND SELF-ASSESSMENT.

- Provide an average of 8 hours in-service training in 2011. *During 2011 we met our goal of providing 8 hours of in-service training.*
- Provide an average of 8 hours of outside professional training in 2011 for operators to expand their skills, knowledge and abilities. *In 2011, I set up a six hour training class in Greene County. Four of our operators attended the class with a fifth operator attending three (3) hours of the class. Additionally, another dispatcher attended an 8 hour training class. This does not include the 2 hours of CPR recertification taken by ten of the operators.*

- Continue the Safety Program of bi-monthly/quarterly refresher training. **The Lead Dispatchers provided the training to their platoons and met this goal.**
- Provide training that accomplishes obtaining Continuing Education Units but does not require overtime to accomplish this. **Each operator received a monthly console lesson covering a variety of scenarios they may routinely or rarely handle. After each lesson, they complete an attached test and submit. All operators successfully passed each monthly test and received 1 hour of CEU for each lesson.**

Additionally, operators received four EMD CD Rom lessons. Each successfully completed lesson provides 2 hours of CEU's to count towards their bi-yearly recertification requirement.

Both of the above are completed on duty when staffing allows. This enables them to receive their required CEUs without costing the City overtime.

MAINTAIN POLICES AND PROCEDURES FOR THE HANDLING OF CALLS FOR SERVICE

- Continue our in-house Quality Assurance program with 93% compliance in accordance with NAEMD procedures. **We continue to follow this program. During the last year all dispatchers successfully made compliance each month with the exception of one dispatcher. That dispatcher received remedial training and follow up disciplinary action for continued failure to make compliance.**
- Continue EMD QA Review Committee. **This committee met twice during 2011.**
- Hold an EMD Steering Committee to educate all regarding purpose of committee. **While the QA Lead and I met with the Medical Director for Greene Memorial, we still have yet to meet as a Steering Committee (this includes the Xenia City Police and Fire Chiefs as well as the aforementioned.)**
- Continue updating and writing policies and procedures for Communications in accordance with CALEA, APCO, NENA, and NAEMD standards. **As time allows, I continue to write and update policies/procedures.**

OPERATIONAL GOALS:

PROVIDE PROMPT RESPONSE AND PRE-ARRIVAL EMERGENCY INSTRUCTIONS ON ALL CALLS INVOLVING AN ILLNESS, INJURY OR THREAT TO LIFE UNTIL A FIRST RESPONDER IS ON THE SCENE.

- Answer a minimum of 90% of 9-1-1 calls within 12 seconds (two rings of the telephone). **We meet this goal during normal business. There are times when an emergency occurs and the number of ringing phone lines far outnumber the operators we have on duty. During 2011, since we were not at maximum staffing, the number of rings per call increased during those emergency times.**
- Establish the interval from answering of all Fire and Law Enforcement Priority One calls from time of receiving location of emergency to the time of dispatch to 95% within 90 seconds. **We meet this goal.**
- Establish the interval from answering EMS calls from time of verifying location of emergency to the time of dispatch of ECHO and DELTA to 95% within 90 seconds. **For the most part we meet this standard/goal. There are times, due to the caller's inability to give the call taker appropriate information; the time is greater than 90 seconds.**
- Testing of all operators through the National Academy of Emergency Medical Dispatchers (NAEMD) on EMD procedures with all operators scoring at least 80%

proficiency. Re-certification (testing) is required every two years with operators having completed 24 hours of approved continued education during those two year. **We meet this goal.**

PROVIDE TIMELY AND ACCURATE INFORMATION TO RESPONDING PUBLIC SAFETY PERSONNEL

- Provide prompt information to law enforcement personnel by answering queries for LEADS to within three (3) minutes in 95% of all wants, warrants, and registration requests. **We meet this goal.**
- Make all LEADS (Law Enforcement Automated Data Systems) entries of wanted persons, runaway juveniles and removal of all served or recalled warrants from LEADS with a 100% accuracy rate. **We did not meet this goal during the past year. We know there were several instances where persons/property was not removed from LEADS in a timely manner. A couple of times this was operator error. A couple of times this was due to the Jail failing to tell Dispatch when a wanted and arrested individual was served their warrant.**

ENSURE ADEQUATE STAFFING TO HANDLE THE PROJECTED WORKLOAD

- Demonstrate use of sick time by Communications Operators is maintained at or below 2010 levels. **We did not meet this goal. Several factors prevented this. Mainly due to the fact that we had two maternity leave, four extended FMLA leaves due to surgery, another for continued medical/surgical treatment, and one for periodic FMLA recognized medical issue.**
- Work to control hours and overtime outside the perimeter of less than maximum staffing. **This goal was met.**

DEAL EFFICIENTLY WITH ALL WEATHER EMERGENCIES AND OTHER DISASTERS

- Continue testing the Disaster Sirens monthly first Monday of the month at noon and bi-monthly refresher training in the evenings. **This goal was met.**

**XENIA/GREENE CENTRAL COMMUNICATIONS CENTER
2012 PERFORMANCE PLANS AND GOALS**

IT IS THE MISSION OF THE XENIA/GREENE/CENTRAL COMMUNICATIONS CENTER TO:

- Establish and maintain an essential link between those who need services and those who provide assistance.
- In times of crisis, obtain and relay critical information to ensure the safety of responding emergency personnel and persons in danger at the scene.
- Provide information, instructions, and support to callers requesting intervention.
- Act as the initial point of contact for community information and referral.
- Provide a high-level state of readiness for immediate and coordinated response during natural and man-made disasters and other unusual occurrences.
- Achieve personal and professional excellence.

REQUESTED RESOURCES:

Full-time employees: 1 Communications Director, 1 Technical Communications Director, 2 Supervisors 16 Communications Operators

Position	General Fund – 270
Communications Director – 1	100% *
Technical Communications Director – 1	Funded by Xenia City and partially by Fairborn and Beavercreek Police
Communications Supervisors - 2	100% * (None Authorized)
Communications Operators – 16	100% *

- Essentially includes a 50% reimbursement of costs from Greene County With the exception of the Communications Technical Director.

ADMINISTRATIVE GOALS:

SEEK OPPORTUNITIES TO DISPLAY POSITIVE IMAGE AND PROVIDE PUBLIC EDUCATION

- Participate in public events to promote 911
- Continue education programs in schools and other venues as requested.

DEVELOP CAREER TRACKING SYSTEMS THAT LEAD TO PROFICIENCY IN THE ORGANIZATION AND SELF SUFFICIENCY IN ITS OPERATION BY A PROCESS OF CONTINUOUS IMPROVEMENT AND SELF-ASSESSMENT.

- Provide an average of 8 hours in-service training in 2012
- Provide an average of 8 hours of outside professional training in 2012 for at least half of the Center operators to expand their skills, knowledge and abilities.
- Continue the Safety Program of bi-monthly/quarterly refresher training
- Provide training that accomplishes obtaining Continuing Education Units but does not require overtime to accomplish this.

MAINTAIN POLICES AND PROCEDURES FOR THE HANDLING OF CALLS FOR SERVICE

- Continue our in-house Quality Assurance program with 93% compliance in accordance with NAEMD procedures.
- Continue EMD QA Review Committee
- Hold an EMD Steering Committee to educate all regarding purpose of committee
- Continue updating and writing policies and procedures for Communications in accordance with CALEA, APCO, NENA, and NAEMD standards.

OPERATIONAL GOALS:**PROVIDE PROMPT RESPONSE AND PRE-ARRIVAL EMERGENCY INSTRUCTIONS ON ALL CALLS INVOLVING AN ILLNESS, INJURY OR THREAT TO LIFE UNTIL A FIRST RESPONDER IS ON THE SCENE.**

- Answer a minimum of 90% of 9-1-1 calls within 12 seconds (two rings of the telephone).
- Establish the interval from answering of all Fire and Law Enforcement Priority One calls from time of receiving location of emergency to the time of dispatch to 95% within 90 seconds.
- Establish the interval from answering EMS calls from time of verifying location of emergency to the time of dispatch of ECHO and DELTA to 95% within 90 seconds.
- Testing of all operators through the National Academy of Emergency Medical Dispatchers (NAEMD) on EMD procedures with all operators scoring at least 80% proficiency. Re-certification (testing) is required every two years with operators having completed 24 hours of approved continued education during those two year

PROVIDE TIMELY AND ACCURATE INFORMATION TO RESPONDING PUBLIC SAFETY PERSONNEL

- Provide prompt information to law enforcement personnel by answering queries for LEADS to within three (3) minutes in 95% of all wants, warrants, and registration requests.
- Make all LEADS (Law Enforcement Automated Data Systems) entries of wanted persons, runaway juveniles and removal of all served or recalled warrants from LEADS with a 100% accuracy rate.

ENSURE ADEQUATE STAFFING TO HANDLE THE PROJECTED WORKLOAD

- Demonstrate use of sick time by Communications Operators is maintained at or below 2011 levels.
- Work to control hours and overtime outside the perimeter of less than maximum staffing.

DEAL EFFICIENTLY WITH ALL WEATHER EMERGENCIES AND OTHER DISASTERS

- Continue testing the Disaster Sirens monthly first Monday of the month at noon and bi-monthly refresher training in the evenings.