

Xenia Police Division 2014 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 2014 Annual Report. 2014 was a year of finishing strong and planning for the future. Major projects started in 2013 and brought to successful conclusion in 2014 included new contracts for dispatching service, a newly remodeled dispatch center and implementation of a new Countywide Radio System.

New projects for 2014 included extended negotiations with Greene County and other public safety agencies for a new five year agreement to continue the successful Public Safety Information Sharing Network of Greene County. Ancillary to this agreement is a new five year maintenance agreement with New World Systems software which will result in a major platform upgrade and the installation of new Computer Aided Dispatch software. This software is state of the art and includes interfaces necessary to prepare to implement the Next Generation 911 standards when finalized by the state of Ohio.

Another major project undertaken in 2014 is the upcoming remodel of the current City Building into a new Criminal Justice Center. The Xenia Police Division has suffered for many years with a lack of space in our current quarters. This remodel addresses the space short comings and more importantly addresses many safety issues that have existed for years. Included in the new plans is a new entrance on the east side of the building which will allow prisoner to enter a secure area that is isolated from the rest of the building. Also included will be an all new locker area with adequate restroom/shower facilities for both male and female officers. There will be new interview rooms that will allow us to give privacy to victims when they come on station to make a report.

The most high profile event that occurred in 2014 was the Grand Jury Hearing of the officer involved shooting at the Walmart in Beavercreek, Ohio. The Grand Jury Hearing drew national attention and organized protest groups. Unlike the tragic events and riots that were occurring in Ferguson, Mo., this event was peaceful and resulted in no conflicts between Xenia officers and the protestors. The Xenia Police Division would like to thank the community especially our African American community for their support, prayers, willingness to set a civil tone and expectations for those protesters who came from outside of our community

As part of the Xenia Police Division ongoing mission we continued to join forces with other agencies 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 2015 and on into 2016. In 2015 we face the task of building a new administrative headquarters in downtown Xenia so that the Police and Court

operations can expand in place in City hall as it is repurposed into a Criminal Justice Center to better meet the needs of the community and of the Police and Courts.

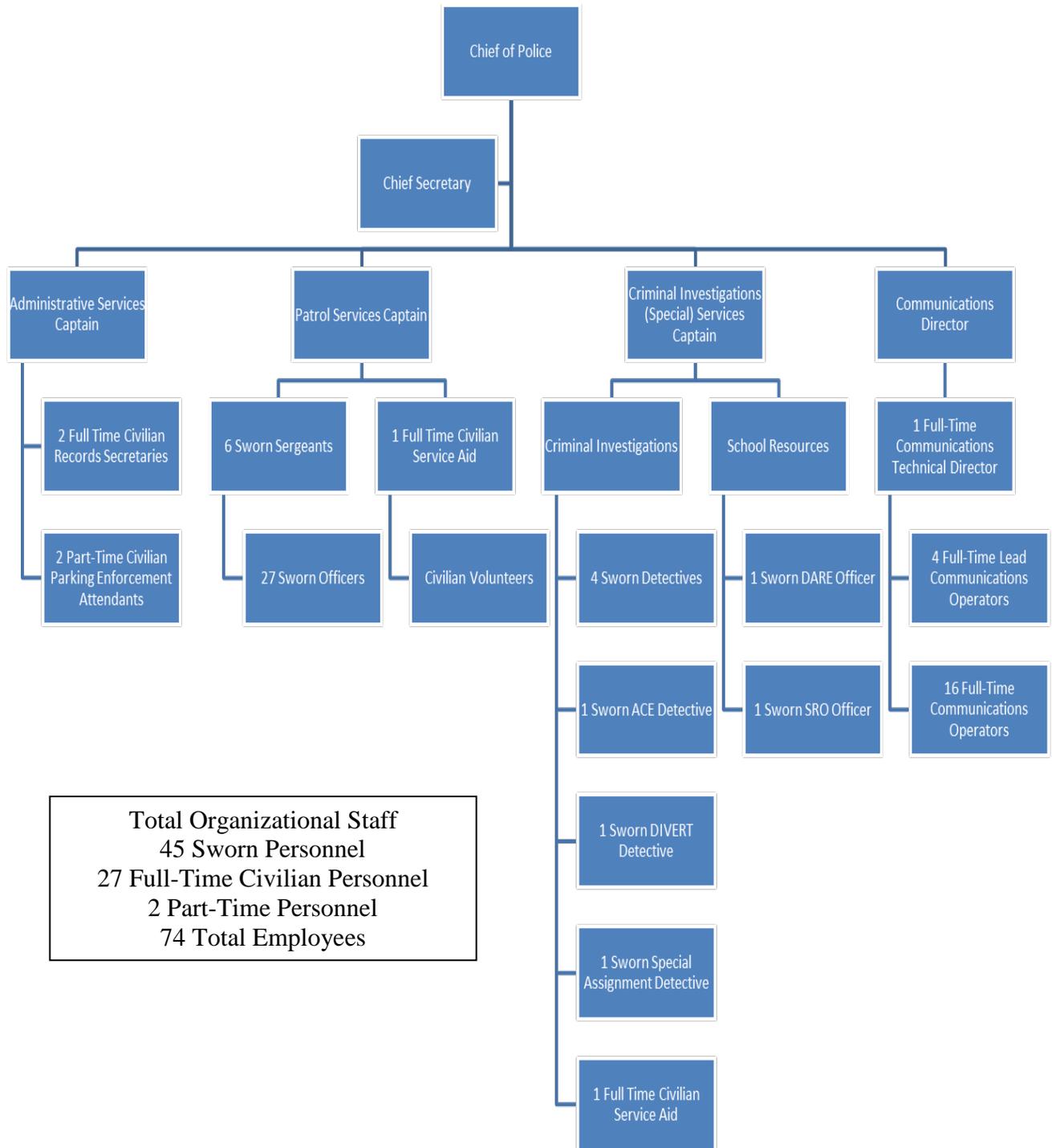
Funding for the Police Division remained stable and our authorized strength remains at 45 sworn officers in 2014 and on into 2015. The level of manning allows us to provide a relatively full complement of services expected by our community. This is down from our highest strength of 48 officers in 2003 but is the correct level based on the current economic circumstances.

As always we are thankful for the support of our community and are dedicated to its betterment. 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



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 since 1976. 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 every three years since 1998 including 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 Criminal Investigation 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 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. He served on the division's Special Weapons & Tactics Team (SWAT) for fifteen years prior to be promoted to Lieutenant in 2003. In 2003, Capt. Anger became the commander of the Special Services Section which included the Criminal Investigation Section, The D.A.R.E. Program, School Resource Officer, Domestic Violence Unit, 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 commander of the Administrative Section in 2009 and 2010. Captain Anger is currently serving again as the commander of Criminal Investigation Services Section. He has eight years total experience serving in this capacity. Captain Anger was awarded the "Casey Elliott Xenia's Finest" award in 1995. Scott is married and has two children. He is currently in his 4th year serving as a Board Member on the Mental Health and Recovery Board of Clark, Greene, and Madison Counties.



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 24 years and has 3 daughters Sally, Natalie, and Claire.



City of Xenia, Ohio Police Division Patrol Services Captain Steven Lane

The Xenia Police Division Administrative Captain is Steve Lane. Captain Lane began his law enforcement career with the Clinton County Sheriff's Office as a deputy in 1991. He graduated from Clark State Community College in 1992 with an Associate's Degree in Criminal Justice. Captain Lane was hired by the Xenia Police Division in 1993. As a patrol officer he performed specialized assignments such as Field Training Officer, Bike Patrol, and a Special Events Team member/medic. He has served on numerous committees, including representation of the bargaining unit in labor/management concerns and worked as part of a team that negotiated several labor contracts. Captain Lane was assigned as a Detective to the A.C.E. Task Force doing narcotics and other special investigations beginning in 2001 until being promoted to Sergeant in 2002. He graduated from Northwestern University's School of Police Staff and Command in 2003, having served as class president. He served as the SWAT Team Commander from 2004 to 2014. Captain Lane received the Division's Silver Shield Award in 1994, the Leadership Award in 2000, 2008, and 2013, the Meritorious Service Award in 2003, and the Community Policing Award in 2006. He received the "Casey Elliott City's Finest" award in 2010. Steve is married to his wife Stephanie and has three children.



City of Xenia, Ohio Police Division Sworn Personnel Roster

Name & Unit #	Current Rank	Date Appointed
11-Donald R. Person	Chief of Police	4/12/76
12-Douglas P. Doherty	<i>Patrol Services Captain</i>	2/26/90
29-Scott J. Anger	Criminal Investigations Services Captain	4/6/87
21-David J. Pazynski	Administrative Services Captain	3/3/91
35-Steven T. Lane	Patrol Services Captain	2/23/93
27-B. Todd LeMaster	Patrol Sergeant	8/6/84
32-Gary E. Johnson	Patrol Sergeant	11/18/91
36-Peter P. Wiza IV	<i>Patrol Sergeant</i>	3/25/94
31-Alonzo O. Wilson	Patrol Sergeant	3/10/91
42-Christin A. Stutes	Patrol Sergeant	3/11/96
53-Scott A. Beegle	Patrol Sergeant	1/19/99
46-Jeffery L. Osburn	Patrol Sergeant	6/16/97
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	Patrol Officer	3/2/92
37-Fred E. Meadows	<i>Detective</i>	3/25/94
39-Timothy E. Roop	Patrol Officer	1/30/95
40-Matthew R. Foubert	Patrol Officer	2/11/96
43-Dean A. Margioras	School Resource Officer	3/11/96
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	Detective	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
54-Lon E. Etchison	Detective	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	Detective	9/9/02
62-Rebecca L. Lilje	Patrol Officer	06/30/03
64-Matthew J. Cvitkovich	Patrol Officer	06/30/03
67-Charles D. Sparks	Detective	4/25/05
68-James M. Dray	Detective	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
59-Jacalyn S. Masur	Patrol Officer	1/9/11
72-Robert H. Swihart	Patrol Officer	9/5/11
73-Christopher M. Reed	Patrol Officer	10/16/11
74-Brian Atkins	Patrol Officer	1/3/12
75-Noah Sebastinas	Patrol Officer	10/15/12
76-Luciana Lieff	Patrol Officer	3/31/2014
77-Chad Roelker	Patrol Officer	3/31/2014
78-David Elliot	Patrol Officer	7/28/2014

Those names in Italic are individuals that ended their service to the City of Xenia sometime during the 2014 year.

City of Xenia, Ohio Police Division Sworn Personnel Changes

1.	Present for duty on January 1, 2014	45
2.	Retired from the Division in 2014	0
	Total.....	45
3.	Resigned from the Division in 2013	3
4.	Appointed to the Division in 2013	3
5.	Present for duty on December 31, 2013	45

Timeline for Sworn Personnel Changes during 2013:

January 31, 2014	Detective Fred Meadows Resigned
February 28, 2014	Captain Doug Doherty Resigned
March 31, 2014	Officer Luciana Lieff and Chad Roelker was hired
May 13, 2014	Sergeant Pete Wiza Resigned
July 28, 2014	Officer David Elliott was hired

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

Rank	Authorized Strength		Actual Strength	
	1/1/14	12/31/14	1/1/14	12/31/14
Chief	1	1	1	1
Captains	3	3	3	3
Sergeants	7	6	6	6
Officers	<u>34</u>	<u>35</u>	<u>35</u>	<u>35</u>
Totals	45	45	45	45

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

<u>Number of Officers</u>	<u>Years of Service</u>	<u>Percent of Force</u>
4	25 +	8.8%
7	20-24	17.7%
15	15-19	28.9%
4	10-14	17.7%
6	5-9	13.3%
9	-4	13.3%

City of Xenia, Ohio Police Division 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	60 years
1955					0	59 years
1956					0	58 years
1957					0	57 years
1958					0	56 years
1959					0	55 years
1960					0	54 years
1961					0	53 years
1962		1	1	1	3	52 years
1963			1	2	3	51 years
1964					0	50 years
1965				1	1	49 years
1966		1	2	1	4	48 years
1967					0	47 years
1968				1	1	46 years
1969				1	1	45 years
1970				2	2	44 years
1971		1		4	5	43 years
1972			2	1	3	42 years
1973				1	1	41 years
1974				1	1	40 years
1975					0	39 years
1976					0	38 years
1977				1	1	37 years
1978				2	2	36 years
1979					0	35 years
1980				4	4	34 years
1981				4	4	33 years
1982				3	3	32 years
1983					0	31 years
1984				1	1	30 years
1985				1	1	29 years
1986				2	2	28 years
1987				1	1	27 years
TOTAL	1	3	6	35	45	Average Age
						40.6 years

City of Xenia, Ohio Police Division

Sworn Personnel Changes - Authorized Strength Chart						
YEAR	Authorized Strength	Actual Strength	Personnel	Ret/Res	Hired	NOTES
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
2009	45	45	D. Donahue	3/20/09		Retired
	45	45	B. Blackaby		3/20/09	Moved to Permanent Status

Sworn Personnel Changes - Authorized Strength Chart						
YEAR	Authorized Strength	Actual Strength	Personnel	Ret/Res	Hired	NOTES
	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		
2012	45	45	B. Atkins		1/3/12	
	45	44	K. Forrest	9/16/12		
	45	45	N. Sabastinas		10/15/12	
2013	45	45	No Changes			
2014	45	44	F. Meadows	1/31/14		
	45	43	D. Doherty	2/28/14		
	45	44	L. Lief		3/31/2014	
	45	45	C. Roelker		3/31/2014	
	45	44	P. Wiza	5/13/2014		
	45	45	D. Elliott		7/28/2014	

City of Xenia, Ohio Police Division Communications Personnel Roster

Unit Number	Name	Assignment
193	Mindy M. Lane	Communications Director
190	Jason Sweney	Communications Technical Director
<i>163</i>	<i>Marian L. Bankhead</i>	<i>Communications Operator</i>
165	Connie S. Miller	Communications Operator
166	Jacquelyn M. Foster	Communications Operator
<i>168</i>	<i>Dawn E. Ellis-Slone</i>	<i>Communications Operator</i>
169	Kimberly Creswell	Communications Operator
170	Christina L. Beegle	Communications Operator
171	Patricia A. Balonier	Communications Operator
172	Susan E. Shank	Communications Operator
<i>173</i>	<i>Jessica L. Gibbs</i>	<i>Communications Operator</i>
174	Heather L. Pitstick	Communications Operator
175	Heather Walden	Communications Operator
176	Kimberly L. Wheeler	Communications Operator
177	Heather L. Barlow	Communications Operator
179	Bobby G. Hunsaker II	Communications Operator
191	Ryan G. Harper	Communications Operator
192	Tara S. Melvin	Communications Operator
194	Michelle L. Clements-Tharpe	Communications Operator
195	Caroline L. Helling	Communications Operator
196	Jillian Pollock	Communications Operator
197	Loretta K. Smith	Communications Operator
198	Bambi L. Branchfield	Communications Operator

Those names in Italic are individuals that ended their service to the City of Xenia sometime during the 2014 year.

City of Xenia, Ohio Police Division Civilian Personnel Roster

Unit Number	Name	Assignment
251	Christina L. Shaw	Police Service Aide/Accreditation Manager
252	Pamela S. Gibbs	Police Service Aide
256	Sherri A. DeWine	Secretary
255	Stephanie Hahn	Secretary
156	Lisa R. Nolan	Parking Enforcement
257	Deborah A. Smith	Secretary
<i>159</i>	<i>Courtney E. Durflinger</i>	<i>Parking Enforcement</i>

Those names in Italic are individuals that ended their service to the City of Xenia sometime during the 2014 year.

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

C. K. Elliott first entered employment with the City of Xenia, February 1, 1943, as a Police Patrolman. He advanced to Sergeant, declined a position as Lieutenant, only to be appointed Captain, and finally, Acting Police Chief.

He left the police division, November 1, 1966, after a nearly 24 year career, and on the Monday following his retirement, became bailiff in the Xenia Municipal Court, finally retiring from city duties after 35 years in February, 1978.

Casey's 35 year city career spanned 4 Police Chiefs and 7 or 8 City Managers, and while serving the court, 11 magistrates.

A resolution passed by the Ohio Senate in his memory termed him "a truly outstanding Ohioan."

As a result of Casey's dedication and devotion, not only to police work but to the city he loved, it is most befitting that the City's Finest Award be presented in his memory.

To commemorate Casey's contribution and allegiance to the City, his family and friends have established, through an endowment, this award to be given annually in recognition of outstanding accomplishments in the field of police work.

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 recipient is a life-long resident of the City of Xenia. He was a 1984 graduate of Xenia High School. He became interested in public service at a very young age. He started out working as a volunteer during his high school years with Xenia Sky Warn. Prior to starting his full-time career with Xenia Police Division in 1991, he served for approximately two years on XPD's Reserve Program. He served as a detective in the Criminal Investigation Section for 5 years before being promoted to Sergeant in 2003.

This year's award winner is being recognized for his many career achievements as well as other exceptional work he has done during the past year as a patrol sergeant. He is a veteran Sergeant that has led many significant projects for the division over the past decade. Many of these significant projects were related to I.T. systems, records management systems, and radio systems. He was put into a temporary position as an administrative Sergeant that was supposed to last for 18 months and the assignment ended up lasting for more than 6 years. He also gave of his talents to other departments throughout the city during this time. These projects were very intense and stressful and required much sacrifice from him and much support and sacrifice from his family. His loyalty and perseverance during this part of his career were very important to Xenia Police Division and the City of Xenia as a whole. Once he was able to get back to patrol and work as a supervisor, he made a seamless transition. Since returning to patrol he has made many more significant contributions to the day to day successes of the police division. He is a Professional, Competent, and Compassionate public servant that leads by example. These qualities have been evident as he and his shift have handled many recent crisis situations on the busy evening shift.

Most notably, on October 17, 2013, this Sergeant responded to an emergency call related to an elderly man that was sitting in a car that was on fire. When this Sergeant arrived on the scene, he found that the engine to the vehicle was still running and the man inside had the accelerator pushed to the floorboard. There were flames coming out from under the vehicle and also from the engine compartment. The elderly man was not responding to verbal commands to exit the vehicle and appeared to have a physical

or mental impairment. Without regard for his own safety, this Sergeant quickly acted to attempt to physically remove the elderly man from the vehicle. The elderly gentleman had a tight grip on the steering wheel and resisted this Sergeants' efforts to remove him from the vehicle. This sergeant was able to forcefully remove the man from the vehicle and to a position of safety. After the man was removed, the vehicle was quickly engulfed in flames. This Sergeant tended to the gentleman until the fire department arrived to administer treatment. Officer Stouffer reported on his guardian entry, if this man would have not been removed from the vehicle, he would have perished in his truck due to the impending fire. This Sergeant's heroic actions saved this this gentleman's life.

On a personal note, this Sergeant in married to his wife Sherry and they have three beautiful daughters, Morgan, Taylor, and Brianna.

His hobbies include spending time with his family, being very active in his church, riding his motorcycle, and he has recently taken up distance running.

Prior to the death of Evelyn Douglas in 1996, the daughter of Casey Elliot and the founder of this award, 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 2013 Casey Elliott "Xenia's Finest" Award to:

Sgt. Gary Johnson



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

Homicide	2014	2013	2012	2011	2010
Homicide	1	1	0	2	0

Sexual Offenses	2014	2013	2012	2011	2010
Rape	28	26	15	4	4
Other Sexual Offenses	34	16	31	32	
Total Sexual Offenses	62	42	46	36	

Robbery	2014	2013	2012	2011	2010
Robbery	9	22	19	24	16

Assault	2014	2013	2012	2011	2010
Assaults	94	128	194	144	188
Assaults –Aggravated	7	4	5	9	8
Domestic Disputes	209	259	255	259	242
Domestic Violence	258	277	266	268	274
Total Assaults	568	632	720	680	712

B&E/Burglary	2014	2013	2012	2011	2010
Breaking and Entering	48	68	50	60	
Burglary	136	136	163	171	
Total B&E/Burglary	184	204	213	231	183

Larceny	2014	2013	2012	2011	2010
Theft	613	1024	936	877	933
Motor Vehicle Theft	13	20	28	25	24
Total Larceny	626	1044	964	902	957

Arson	2014	2013	2012	2011	2010
Arson	11	6	5	6	3

Other Offenses	2014	2013	2012	2011	2010
Fraud/Forgery/Counterfeiting	59	73	48	51	54
Identity Theft	36	20	39	25	
Passing Bad Checks	7	8	5	11	10
Telecommunications Harassment	51	68	78	118	133
Criminal Damaging/Vandalism	185	215	240	263	273
All Other Offenses	338	384	410	1121	1402

*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	2014	2013	2012	2011	2010
Fatal	2	0	0	0	0
Personal Injury	89	85	114	129	112
Property Damage	321	349	388	425	353
Hit Skip	81	120	144	103	136
Private Property	47	35	70	55	58
Number of Injures Persons	128	116	160	181	155
Total Accident Reports	412	434	876	893	814

House Checks	2014	2013	2102	2011	2010
House Checks	5	18	40	65	76

Special Services Activity	2014	2013	2012	2011	2010
Total Cases Assigned	942	776	881	869	651
Misdemeanor Cases	372	402	403	400	391
Felony Cases	426	315	386	382	207
Narcotics Cases Handled	94	30	45	45	32
Other Cases (missing, deaths, etc.)	50	29	47	42	21
Felony Charges (adult)	136	155	143	129	145
Property Room Items Logged	1183	1363	1412	1524	1017

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

We had one (1) pursuit of a motor vehicle in 2014. The incident was well documented and subsequently reviewed by the Force Review Board. The pursuit was found to be within policy. The Board made recommendation for one minor language change in policy. The recommendation was accepted and the policy has since been changed. The pursuit this year was the first in many years. Therefore, there is not sufficient data to conduct an analysis for patterns or trends.

There were three (3) reported Attempted Vehicle Apprehensions in 2014. All three were for traffic offenses and therefore did not meet the requirement for a pursuit of a motor vehicle. The attempted apprehension was appropriately terminated by the officer involved in each incident.

The action and reporting by our officers appear to be in line with policy and training. I don't have any suggested changes for either policy or training subsequent to this review.

Vehicle Pursuits by Year

Pursuits	2012	2013	2014
Total Pursuits	4	7	4
Policy Compliant	4	7	4
Policy non-compliant	0	0	0
Accidents	0	0	1
Injuries (Officer/Suspect/Third Party)	0	0	1
Traffic Offense	2	7	3
Felony	2	0	1
Misdemeanor	0	0	0

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

Section 1: Traffic Accident Statistical Data

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



Accident Tally By Hour/Day Of Week Report

Print Date/Time: 01/02/2015 10:28
Login ID: cstutes

From Date: 01/01/2014 00:00
To Date: 12/31/2014 23:59

XENIA POLICE DIVISION
ORI Number: OH0290300

Hour	Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Totals	
	Calls	%	Calls	%												
0	1	16.67	0	0	0	0	2	33.33	0	0	0	0	3	50	6	1.47
1	3	37.5	0	0	0	0	0	0	1	12.5	1	12.5	3	37.5	8	1.96
2	1	16.67	0	0	1	16.67	2	33.33	1	16.67	0	0	1	16.67	6	1.47
3	2	33.33	0	0	1	16.67	1	16.67	0	0	0	0	2	33.33	6	1.47
4	0	0	0	0	1	100	0	0	0	0	0	0	0	0	1	0.25
5	0	0	1	50	0	0	0	0	1	50	0	0	0	0	2	0.49
6	0	0	2	28.57	0	0	0	0	3	42.86	1	14.29	1	14.29	7	1.72
7	0	0	2	11.76	3	17.65	1	5.88	2	11.76	6	35.29	3	17.65	17	4.17
8	1	5.26	2	10.53	2	10.53	4	21.05	1	5.26	8	42.11	1	5.26	19	4.66
9	3	15	5	25	1	5	5	25	2	10	2	10	2	10	20	4.9
10	0	0	1	8.33	1	8.33	1	8.33	5	41.67	3	25	1	8.33	12	2.94
11	5	25	2	10	2	10	3	15	3	15	2	10	3	15	20	4.9
12	4	9.76	4	9.76	8	19.51	7	17.07	7	17.07	6	14.63	5	12.2	41	10.05
13	3	16.67	1	5.56	2	11.11	5	27.78	3	16.67	1	5.56	3	16.67	18	4.41
14	2	5	7	17.5	7	17.5	7	17.5	10	25	4	10	3	7.5	40	9.8
15	1	2.94	11	32.35	3	8.82	5	14.71	3	8.82	11	32.35	0	0	34	8.33
16	5	13.89	6	16.67	7	19.44	6	16.67	4	11.11	7	19.44	1	2.78	36	8.82
17	2	7.14	3	10.71	3	10.71	6	21.43	10	35.71	4	14.29	0	0	28	6.86
18	4	20	3	15	5	25	2	10	4	20	2	10	0	0	20	4.9
19	4	21.05	2	10.53	4	21.05	3	15.79	3	15.79	2	10.53	1	5.26	19	4.66
20	4	25	1	6.25	3	18.75	0	0	3	18.75	3	18.75	2	12.5	16	3.92
21	2	13.33	3	20	3	20	1	6.67	4	26.67	0	0	2	13.33	15	3.68
22	0	0	0	0	1	14.29	0	0	1	14.29	3	42.86	2	28.57	7	1.72
23	2	20	1	10	1	10	0	0	1	10	3	30	2	20	10	2.45
Totals:	49	12.01	57	13.97	59	14.46	61	14.95	72	17.65	69	16.91	41	10.05	408	100

The following intersections were identified as having the highest number of crashes:



Top Accident Intersections

Print Date/Time: 01/02/2015 11:11
Login ID: pcaudill
From Date: 01/01/2014
Thru Date: 12/31/2014

Maximum Results: 10
Accident Type: All

XENIA POLICE DIVISION
ORI Number: OH0290300
During From Time:
During Thru Time:

Intersection	Number of Accidents
W CHURCH ST / W MAIN ST	11
N PROGRESS DR / W MAIN ST	8
S PROGRESS DR / W MAIN ST	6
S DETROIT ST / HOME AVE	5
S PROGRESS DR / HARNER DR	5
E MAIN ST / S COLUMBUS ST	4
HOSPITALITY DR / HARNER DR	3
MASSIE DR / W SECOND ST	3
S ORANGE ST / W SECOND ST	3
W CHURCH ST / N DETROIT ST	3

Pattern/Trend Identification: (See accident tally by hour/day report)

Pattern # 1 - 48.27% of all accidents in 2014 occurred between 1200 hrs. and 1700hrs.

Pattern # 2 - The highest percentage of crashes occurred during the 1200 hrs.

Pattern # 3 - There were 72 crashes reported on Thursdays. These crashes represented (17.65%). The hours of 1400 and 1700 hrs had the highest reported number of crashes.

Trend # 1 - The majority of the crashes continue to occur during the afternoon rush hour just as in years past.

Trend # 2 - W Main St and Progress Dr. continue to have the highest accident rate. There were a total of 14 crashes reported within the intersection in 2014. This is down slightly from the reported 17 crashes in 2013.



Accident Summary By Accident

Print Date/Time: 01/02/2015 10:33
 Login ID: cstutes
 Accident Type: All

From Date: 01/01/2014 00:00
 To Date: 12/31/2014 23:59

XENIA POLICE DIVISION
 ORI Number: OH0290300

Accident Type	Number Of Accidents	Number Of Injured	Number Of Killed
3-Head-on	1		
9-Unknown	8		
8-Sideswipe, opposite direction	17		
7-Sideswipe, same direction	3		
6-Angle	31		
5-Backing	114		
2-Rear end	30		
1-Not Collision bet 2 vehicles	108		
	97		

Grand Totals for OH0290300: 409

Cause/Effect of Patterns/Trends:

Findings: The highest percentages of accidents continue to be during the afternoon rush hours. 48.76% of all accidents occurred between the hours of 12 noon and 1700 hrs. The highest accident intersections continue to be W Main St and Progress Dr., W Main St and Church St and Main at Detroit St.

Recommendation: Day shift should continue to concentrate traffic enforcement on the main thoroughfares of the city during this time frame. The speed trailer should also be utilized on Main St between Progress and Allison Ave.

Section 2: Traffic Enforcement Statistical Data

Data Collection:

2014	Citations	Warnings	Total Stops
1 st Quarter	892	774	1296
2 nd Quarter	982	776	1425
3 rd Quarter	811	1126	1741
4 th Quarter	671	1277	1649
Totals	3356	3953	6111

* 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: There were a total of 6111 traffic stops in 2014. This is a moderate increase of the 5479 traffic stops recorded in 2013. However, there were fewer tickets written and more warning given in 2014 compared to the statistics of 2013.

Findings: Although there were fewer citations written, there was a decrease in the number of accidents from 2013. In 2014, there were more traffic stops and positive contacts with the public by issuing warnings in lieu of traffic citations. The number of citations decreased but the number of warnings increased. This continues to support positive traffic enforcement and public contact.

Section 3: Specific Traffic Enforcement Activities

Activity 1: Officers continue to conduct selective traffic enforcement in areas of high crash intersections and to 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. We are also active with the Safe Street’s Community group which is led by Laurie Fox, Greene County Combined Health district.

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.

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

Section 6: Comparison of collision and Enforcement Activities

Event	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Accidents	106	81	107	115
Citations	892	982	811	671
Warnings	774	776	1126	1277
Traffic Stops	1296	1425	1741	1649

Cause/Effect of Patterns/Trends: The 3rd quarter had the highest number of traffic stops. The 4th quarter had the highest number of accidents. At the beginning of the 3rd quarter, we began entering warnings into Aegis records system which caused the dramatic increase of traffic warnings.

Findings: There were approximately 632 more traffic stops in 2014 than there were in 2013. In 2014, the total number of accidents decreased by 24 from the previous year. This is fourth consecutive year that accidents have decreased in the city.

Recommendations: Contact with the community through traffic enforcement regardless if it is a citation or warning appears to relate to the reduction of crashes. Officers need to remain vigilant in their traffic enforcement and contact with the community.

“I have reviewed our Policies and Procedures and I feel they are adequately serving our needs as a Division”.

City of Xenia, Ohio Police Division Crash Response Team Report (C.R.T.)

The Crash Response Team (C.R.T.) is a specialized unit that is called out for serious crashes which involve death, multiple/serious injuries, multiple vehicles or high property loss. The team is made up of members from the Xenia Police Division who has or is scheduled to attend advanced training in the area of crash investigation. Team members have received specialized training in other areas such as: vehicle crash reconstruction, bicycle/vehicle crash reconstruction, vehicle dynamics, commercial motor vehicle investigation and evidence technician.

Currently the team has six members who respond and investigate serious accidents.

Sergeant Chris Stutes (Traffic Sergeant-Administration)

Officer Rob Kelley, (Team Leader)

Officer Tim Roop, (senior officer and Reconstructionist)

Officer Rebecca Lilje (officer)

Officer Jeff Moore (officer)

Officer Brian Blackaby (officer)

Officer Chris Reed (officer)

The crash team responded to two call outs in 2014. They are listed below:

#1 On 08/05/2014, officers were dispatched to 301 Wilson Dr for a car that had crashed into a house. Officer Roop reported the following: OIC Walsh #133 advised that the Chevy Tahoe had crashed into two houses and that medical personnel were on the scene performing CPR on the driver. Two CRT members were already on duty and the three additional responded to the scene. CRT members mapped and measured the scene. Detectives who had been called in also took photos.

#2 Call-out on 12/13/14 (0300 hrs.) at 1455 S. Patton St. Single car lost control and went off of the left side of the roadway. The vehicle struck a guardrail sideways and the guardrail entered the passenger side and continued through out of the driver's side of the vehicle.

The driver, Dallas Manker of Xenia (w/m/30), was ejected from the vehicle and was transported to Miami Valley Hospital with non-life threatening injuries. He was charged with failure to maintain reasonable control and driving under suspension. Toxicology results are pending.

CRT members Officer Blackaby & Reed responded to the scene for the investigation.

Training:

Brian Blackaby attended Level 1 Traffic School in April of 2014 and Level 2 in August, 2014.

Jeff Moore and Chris Reed attended Level 1 Traffic School in November of 2014.

“I have reviewed our Policies and Procedures and I feel they are adequately serving our needs as a Division”.

Sgt. Chris Stutes #42

City of Xenia, Ohio Police Division 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 skills and knowledge to increase officer safety.

Training Year	In-House Training Hours	Outside Training Hours	Total Training Hours
2014	54% - 2073 hrs	46% - 1741 hrs	3813 hrs
2013	48% - 1905 hrs	52% - 2044 hrs	3949 hrs
2012	38% - 1160.5 hrs.	62% - 2706 hrs.	3866.5 hrs
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 Community Relations / Crime Prevention Report

The Xenia Police Division continued to work with all neighborhood watch groups that were present in 2013. We also had requests for two new watch groups that are currently trying to form and get more citizen involvement. Auto accessory thefts and thefts in general have been a big problem in our neighborhoods. The watch groups were educated on what to watch for and how to best provide information to us when they see these crimes occurring. We also placed patrol officers in unmarked cars and targeted the areas that were being hit the most. As the criminals moved to different areas we would adjust in moving to these areas for unmarked patrol. We also started a drug detail where officers would go and observe high drug areas, and affect a traffic stop when applicable with the law. Also during this detail they would observe houses that citizens have called in and labeled a drug house. This was helpful in determining if the house in question was actually dealing drugs or not.

With elderly fraud and fraud becoming a fast growing crime, Detectives from the Division completed several talks at the Senior Citizen Center, and various other organizations throughout the city.

Banks within the city were given robbery training and procedures to follow when a robbery has occurred at their bank.

The DARE program continued to educate 5th graders at all the elementary schools within the city. Our 3rd grade seatbelt program also continued to educate children about the importance of seatbelt use. School Resource Officer D. Margioras continued to work at the two middle schools and the high school. This program has been very effective in building a rapport with the older students. Officer Margioras also speaks in several different classes throughout the year to help these students better understand the role the Division plays within the community.

The Division fulfilled every request for an officer to come and speak at different organizations request. These talks were on numerous different topics to educate the participants in the topic they requested.

City of Xenia, Ohio Police Division Reserve Unit Report

On January 31, 2014 Reserve Lieutenant Marty Murphy retired after 43 years of service to the Reserve Program.

On October 14, 2014 Reserve Officer Rich Jackson retired after 28 years of service to the Reserve Program.

As of October 14, 2014 our Reserve Program has no members.

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

In 2014 the Xenia Police Division presented the DARE (Drug Abuse Resistance Education) curriculum in the following Schools: Xenia Christian, Summit Academy, Arrowood Elementary, Cox Elementary, Shawnee Elementary, St Brigid, McKinley Elementary, and Tecumseh Elementary. Each DARE session concluded with a graduation for the participants. The graduations included a slideshow with pictures of the kids doing different activities in DARE class. In addition to teaching DARE classes, Officer Matheson was available to the schools as a resource where needed (Talking to other classes, tutoring, counseling etc...).

January through May of 2014, Officer Matheson taught the DARE program at Xenia Christian, Summit Academy, Arrowood Elementary and Cox Elementary school. In April and May Officer Matheson took 16 DARE Essay Winners to McDonald's for lunch. McDonald's graciously donated the lunches as they have the past 10 years. Also in April and May, Officer Matheson held graduation ceremonies for the winter/spring semester.

In June, the Xenia Police Division presented the 4 day Safety City program to about 80 of Xenia's soon to be 1st graders at Warner Middle school. Christina Shaw, Jackie Foster, Officer Harold Matheson, Officer Tony Vitale, Officer Jackie Masur, and Officer Dean Margioras, Members of the Xenia Fire Division, Greene County Parks and Recreation, Vickie Jones from the Xenia School Bus Garage, and Deputy Daniel Funk of the Greene County Sheriff's Office assisted facilitating the different activities conducted during the 4 day Safety City Program. The students of Safety City learned about: Stranger Danger, Pedestrian Safety, Gun Safety, 911, Water Safety, Bike Safety, Seat Belt Safety, School Bus Safety, 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 Tuesday Aug 5th through Friday Aug 8th Officer Harold Matheson and Officer Kevin Kovacs of Beavercreek, conducted a DARE Camp at Camp Hugh Taylor Birch. There were approximately 50 DARE graduates that attended DARE Camp along with 14 High School volunteer Peer Counselors. . DARE Camp registration fees were graciously donated by local businesses. Activities included: Camp fires, climbing wall, swimming, boating, archery, BB guns, a huge slip and slide, water ballon fight, Tie Dye, a Canine Demo by Greene County Deputy Dan Funk and Jimmie Hughes, and LOTS of cooperative games. DARE camp concluded Friday evening with a Talent show and a dinner with the parents. The campers left with new friends and lots of fond memories.

In the fall of 2014, Officer Matheson taught the DARE program at Shawnee Elementary, St Brigid, McKinley Elementary, and Tecumseh Elementary. 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. DARE students receive DARE T-shirts, book bags, pencils, erasers and other items during the classes to promote the program and encourage student participation.

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). Through the DARE program, the Xenia Police Division continues to establish positive relationships with school staff, students, and parents. It continues to be a positive influence in the City of Xenia.

City of Xenia, Ohio Police Division School Resource Officer Report

The school resource officer program is a collaborative effort between the Xenia Police Division and the Xenia City School District to keep schools safe. Officer Dean Margioras was assigned as the School Resource Officer (SRO) for the Xenia City School District during 2014. The SRO worked from an office at Xenia High School where most of his calls for service were generated. There were also incidents handled at Warner Middle School and very few calls for service at the elementary school level. His normal work hours were from 0730 to 1530 hours Monday through Friday. Patrol officers handled calls for service if the SRO was not available or off work. When school was not in session, the SRO was assigned as a patrol officer. Monthly reports were completed showing the daily activities of the SRO. These reports are made available to the Special Services Captain who supervises the SRO program.

School Resource Officers are valuable resources for their schools. They are trained to fulfill the following important roles:

- First and foremost are law enforcement officers whose primary purpose is to "keep the peace" in their schools so that students can learn and teachers can teach;
- Secondly, they are law-related counselors who provide guidance on law-related issues to students and act as a link to support services both inside and outside the school environment.
- SRO's are also law-related education teachers who provide schools with an additional educational resource by sharing their expertise in the classroom.
- Beyond these identified roles, and perhaps most importantly, SROs are positive role models for many students who are not exposed to such role models in today's society. Their presence in the schools sends a strong message that violence is not acceptable.

The SRO stayed active in keeping the school environment safe. He was involved in crisis planning meetings giving recommendations and options on how to increase the safety of staff and students in active threat situations. The SRO is an A.L.I.C.E. instructor which is a program developed to increase the safety of schools in an active threat situation. The synonym stands for Alert, Lockdown, Inform, Counter, and Escape. He has recommended that school staff and students be trained in the A.L.I.C.E. concepts in order to mitigate casualties in an active threat situation. Students who committed crimes on campus were at times held accountable for their actions through either the adult or juvenile charge process depending on the seriousness of the incident. In very serious incidents, the Greene County Juvenile Detention Center was utilized. In cases where charges were not filed, the SRO along with a school principal counseled students often educating them on laws pertaining to the incident. The SRO was present during most high school lunch sessions and student gatherings such as pep rallies. At times, he would visit other schools in the district. He also was present in a marked patrol car at the high school bus loading zone during school dismissal to monitor vehicle traffic and deter delinquent behavior. At times, the SRO would visit other schools in the district.

The following are either major incidents or events in which the SRO was involved:

- High school officials reported a bomb threat written on a wall in a restroom. The SRO worked with school and police administration to help ensure the safety of students and staff. A sweep of the building was conducted before students arrived for school. School officials also checked each student's belongings before entering the building. Officers were also present.
- The night of March 12th, the SRO was informed by Ofc. Moore that a female high school student had committed suicide at home. Principals were called keeping them updated on the situation. The SRO also received calls from Det. Osburn. The SRO arrived early at the high school the next day to assist administrators. Det. Clay informed me about a crisis intervention

program called NOVA that was willing to assist with student and staff counseling if needed. The principals were made aware of the program. The SRO kept in contact with school administrators throughout the day and attended a staff debrief meeting. Days after the incident, the SRO sought permission through Greene County Parks and Recreation for friends of the deceased student to have a candle light vigil at Shawnee Park. Throughout the weeks to come, I assisted high school staff with several students having suicidal thoughts resulting from the initial suicide.

- During a dismissal time at the high school, the SRO responded to an assault that occurred in a hallway inside the school. A male student had thrown another student on the floor causing the student to be unconscious due to a head injury. The suspect student was charged with Felony Assault and Disorderly Conduct and was arrested on school grounds.
- Ofc. Matheson asked the SRO to assist him with speaking to Four Oaks School administrators about active threat preparedness. They also invited us to help with the ALICE scenario training.
- The SRO participated in the high school mock crash by giving a speech to the entire 11th grade class in the auditorium. Sgt. Beegle also participated by narrating the event and also giving a speech.
- The SRO attended the Southwest Regional SRO meeting at Mason High School. A drug detective from the Warren County Sheriff's Office gave a presentation on prescription drug abuse. He also spoke briefly about designer drug usage.
- A student jokingly choked another student until he was unconscious at the high school after school dismissal. Patrol took the initial report, but the SRO handled the follow-up. The Greene County Prosecutor's Office accepted a Felony Assault charge on the student.
- The SRO responded to Central Middle School on a dispatched call of a suicide attempt inside a school restroom. Officers were doing CPR on the student when the SRO arrived. The SRO assisted paramedics bringing equipment into the building. Xenia paramedics transported the student to the hospital where she was pronounced deceased. The following days were spent at the school supporting speaking to staff and students. Captains and detectives also showed presence at the school to show support.
- Another bomb threat was written on a wall of a boy's restroom at Xenia High School. With the cooperation of the Principal and Superintendent, bomb detecting dogs from WPAFB and CSU responded to the high school but did not alert on anything.
- Two Greene County Sheriff's Office K-9 units were utilized to conduct a drug sweep at Xenia High School. Capt. Scott Anger as well as detectives assisted. The dogs hit on numerous lockers and several vehicles. Nothing was found in the school. One vehicle had a baggie of marijuana along with some paraphernalia. Another vehicle had small remnants of marijuana on the floorboard. The student with the baggie of marijuana was charged with Possession of Drugs.
- The SRO participated in the yearly FOP Shoe Giveaway at Payless Shoes in Sugarcreek Twp. Three elementary students in need of shoes for winter were transported to the business by the SRO and selected a pair of shoes. Other officers and detectives participated as well.
- The SRO accompanied a high school forensics class on a field trip to the Ohio Bureau of Criminal Investigations. Students took a tour of the facility learning about the functions of the different laboratories and offices. The events allowed the SRO to interact and build rapport with students.

- The SRO was asked by high school students to join their team and participate in a dodge ball tournament in the Xenia High School gymnasium. The event helped to raise money for leukemia and lymphoma research. A large number of students and staff either participated or watched the tournament. Overall the event was very positive and allowed for students and staff to see the SRO in a different environment.

There were occasions in which the SRO was asked to speak with students in the classroom setting about various safety and law-related topics. The following are all of the presentations given during the year:

- Jessica Sanders from Dayton Children's Hospital along with the SRO gave a child restraint presentation to two high school Grads classes which are composed of students who are having or have had a child. Such issues as child restraint laws, child seat placement,
- Presentations were given to 6 periods of high school health classes. The SRO spoke about drug awareness, internet usage, school safety, and reporting crimes on campus.
- On October 21st, presentations were given to 5 periods of senior government classes at the high school. Issues such as the Castle Law, Search and Seizure, and self-defense were discussed. The SRO also fielded numerous questions from the students.
- On October 29th, Presentations were given to 4 high school health classes. The SRO spoke about drugs awareness, internet safety, the importance of reporting issues to the school, as well as police use of force.
- On October 30th, Presentations were given in 3 high school health classes. The same topics from Oct. 29th were discussed.

During the year, the SRO works with principals taking reports and charging students for crimes committed on school grounds depending on the situation. There were events in which a student was charged with two or more offenses which is reflected in the statistics below. For instance, a student who committed an Assault in the presence of other students was also charged with Disorderly Conduct. Something very important to mention is that there was a dramatic decrease in physical altercations occurring from August to December in 2014 as compared to 2013. The Making False Alarms charges resulted from a student writing a school threat or stating they would harm others in the school. The weapons charges were the result of students being in possession of a small knife but not threatening others with it. Most of the Drug Possession charges were the result of students possessing marijuana. The statistics below also includes complaints resulting in students charged with criminal offense while traveling to or from school. Most of these incidents were physical altercations on school buses. The SRO took reports on many incidents involving students that occurred off school grounds. The following is the total number of charges on students from the Xenia City School District in 2014:

Xenia High School

Felony Assault - 2
 Assault - 4
 Disorderly Conduct - 11
 Menacing - 1
 Theft - 1
 Alcohol Violations - 1
 Possession of Drugs - 4
 Trafficking in Drugs - 2
 Alcohol Violations - 2
 Making False Alarms - 3
 Weapons Violations - 1
 Warrant Arrests - 9

Warner Middle School

Assault - 1
Disorderly Conduct - 2
Agg. Menacing - 1
Theft - 1
Criminal Damaging - 1
Possession of Drugs - 6
Trafficking in Drugs - 3
Weapons Violations - 3
Making False Alarms - 1

Central Middle School – 6th grade

No charges during the year.

Most of the time in the schools was spent counseling students as a result of a principal or counselor's call for service which did not result in a criminal charge. Parents also contacted the SRO with school, family, or neighborhood problems. Some of the issues that the SRO dealt with during the year are as follows:

bullying/cyberbullying, referrals to other agencies (Family Solutions, Juvenile Court, etc.), social website issues, information gathering, drug/alcohol assessments, school staff search assist, standby request due to volatile student, meetings attended, lockdown drills and recommendations, medical assists, mental health crisis, unruly child issues, criminal activity not resulting in charges, reports referred to patrol, child custody issues, etc. There was a noticeable increase in requests for service from school officials in 2015. This was most likely due to principals and counselors being proactive by getting the SRO involved with incidents that could potentially lead to a criminal charges being filed such as rumors of students wanting to fight, etc. The SRO strongly encourages the schools to incorporate him in these situations to help deter deviant behavior and also build rapport with students. The following is the result of calls for service in all schools which did not result in a criminal charge:

- School official request for service – 146
- Student contact/ counseling – 125
- Parent contact/referral to other agency – 70
- XPD & other agency assists – 23
- Police reports with no charges - 11
- Student suicide - 2 (one at Central M.S. & one off school grounds)
- Medical Assists – 7
- Drug Sweeps (Xenia H.S.) - 1

City of Xenia Police Division Juvenile Programs Review

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. 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.

During a recent evaluation, Officer Matheson has expressed his interest in changing his assignment back to patrol. He has been with the program for almost a decade and has served the division well. Officer Matheson understands that he remain as D.A.R.E. Officer until a replacement can be chosen and properly trained. After talking to Officer Matheson at length, we both agree that the D.A.R.E. Program is the best program that is available to provide a structured presence in the elementary schools. During the next month, I will make sure the command staff has a chance to discuss the program's future and the upcoming selection process. The next D.A.R.E. Officer's training program is not available until September of this year.

2. School Resource Officer

The School Resource Officer's Position remains a valued position for the police division. Officer Margioras continues to work very well as a veteran presence in the schools. 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 continue to be complimentary about having us having the S.R.O. Program in the high school and middle schools. 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. He and Officer Matheson continue to work with the facility and staff to enhance school safety and are striving for full implementation of the A.L.I.C.E. Program. Officer Margioras has a very good rapport with staff members in the Juvenile Justice System. If staffing and budget constraints were not an issue, it would be best if we had an SRO in all of the secondary schools.

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. Both of these positions have a separate summary of activities that is also contained in the annual report.

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

DIVERT Contact Rate:

Total number of disputes cases were 182, DIVERT made contact with 142 which makes 78% contact rate. Total number of domestic violence were 251, DIVERT made contact with 223 which makes 88% contact rate.

DIVERT Outcomes Evaluations:

Total number of cases where contact was attempted	237
Total number of cases where contact was available	135
Total number of cases where contact was unavailable	102
Wrong number	6
No longer in service	67
Four time callback	29
Client moved	0

Number of contacts who

Agreed to participate	124
Refused to participate	11

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	124	No	0	Don't Know	0
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2. a. Did you contact any of the referral resources we gave you?

Yes	288	No	377
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b. Was the contact helpful?

Yes	278	No	10	Don't Know	0
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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	303
Average number per case	2.44
Actual referral resources contacted	94
Did not make contact	209

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

Yes	21	No	103	Will Not Disclose	0
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5. Would you be willing to have the DIVERT team come to your home again if you experience another crisis situation?

Yes	123	No	1	Don't Know
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Family Violence Prevention Center of Greene County
 DIVERT CRS1 Monthly Stats

Month: Year End
 Police Department: Xenia
 Year: 2014

DOMESTIC VIOLENCE	Total	Female	Male
Primary Victim:	397	185	66
Secondary Victim:		61	85
Total Cases:	251		

DEMOGRAPHICS															
	Cauc		AA		Hisp		Nat.Amer.		Asian		Other		Unknown		Total
Age Group	F	M	F	M	F	M	F	M	F	M	F	M	F	M	
0-12	10	18	8	7	0	0	0	0	0	0	0	1	39	55	138
13-17	5	4	3	2	0	0	0	0	0	0	0	0	4	5	23
18-24	34	5	17	7	0	0	0	0	0	0	0	0	0	0	63
25-59	83	32	19	7	1	0	1	0	1	0	0	0	3	2	149
60+	17	3	1	1	0	0	0	1	0	0	0	0	0	0	23
Unknown	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Total	150	62	48	24	1	0	1	1	1	0	0	1	46	62	397

CONTACTS	
Attempts Within 72 Hours	213
If No Attempts Made, Why?	List Below:
No Working Phone	3
Worker Unavailable	35
Successful Contacts	223
Unsuccessful Contacts	26
No Working Phone	2
Unable to Contact	19
Refused Contact	7
REFERRALS/SAFETY PLANNING	
Safety Planning	213

City of Xenia, Ohio Police Division Victim Witness Needs Analysis

Again in 2015, 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 of the Xenia Municipal Court for misdemeanor cases on a regular basis. We refer victims of felony level crimes to the County Victim Witness Program. The vast majority of the felony level cases we refer are for victims of sexual assault. Most of the misdemeanor cases we refer involve Domestic Violence. The Domestic Violence cases receive special attention from our Domestic Violence Detective (D.I.V.E.R.T. Unit) Det. Holly Clay. Det. Clay has an ongoing rapport with the municipal Victim/Witness Staff related to her cases.

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 8 years the County Prosecutor's Office's Witness Program has opened a state of the art facility for all officers in the county that is located in Fairborn. This resource ("Michael's House") affords the investigators a place to interview juvenile victims. This facility has given our officers an adequate area to properly interview victims in a softer setting. The Prosecutor's Office has a well-trained Victim Witness Advocate conducting most of the interviews at their facility. Our detectives use this facility and resource on a regular basis.

It is my contention that our agency does an outstanding job of making referrals to both of these well trained and professional resources.

I have reviewed our Policies and Procedures and I feel they are adequately serving our Division's needs.

City of Xenia, Ohio Police Division Internal Affairs Statistical Summary

Complaints and Internal Affairs Investigations by Year

External	2012	2013	2014
Citizen Complaint	2	0	0
Sustained	1	0	0
Not Sustained	0	0	0
Unfounded	1	0	0
Exonerated	0	0	0
Internal			
Directed complaint	1	0	0
Sustained	1	0	0
Not Sustained	0	0	0
Unfounded	0	0	0
Exonerated	0	0	0

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

The Greene County Regional SWAT completed one (1) mission in 2014. The mission was a search warrant performed at the request of the Greene County Sheriff's Office and the State of Ohio Dept. of Agriculture.

Date	Location	City/Township	Requesting Agency	Type
05/15/2014	2921. S. Charleston Rd.	Ross Township	GCSO and Dept. Agriculture	Search Warrant

This was an unusual search warrant service. The Greene County Sheriff's Office (GCSO) and Dept. of Agriculture (DoA) were investigating an animal complaint. The complaint was against a man name Frank Newsome. Frank has been known to have exotic felines in the past (tigers, lion, leopards, etc.). He has also been known to have other dangerous animals (bears and pit bulls). Frank has also made threatening statements centered on people trying to take his animals. After receiving several complaints from a neighbor and receiving other intelligence, the GCSO and the DoA decided to obtain a search warrant for the property and if any exotic animals were located, to seize them. SWAT secured the area and after failing to receive any response to our calls for Newsome to come out, the search warrant was executed. No animals were located inside; however, some evidence that they had been there was recovered by the DoA. No one was injured during the search.

There were several personnel changes involving the Xenia Police Division members on SWAT. Sgt. Lane was promoted to Captain and assumed the position of the Special Operations Commander. Det. Lon Etchison took his place and became the SWAT Commander. Officers Robert Swihart and Brian Atkins were also added to the Team to fill the vacant positions.

City of Xenia, Ohio Police Division Crisis Negotiation Team Report

The Hostage Negotiating Team was established in 1982 and consists of full-time Xenia Police officers who are highly trained in crisis negotiations. In 2008, the Team joined with the Greene County Sheriff's Office and became known as Crisis Negotiating Team. The negotiators work directly with the Greene County Regional SWAT during situations that require a trained negotiator; such as, Hostage Situations, Suicidal Persons, and Barricaded Subjects. The negotiator's goal is to attempt to end situations with no loss of life or injury to all subjects involved.

Members

Current XPD members: As of 03/05/2014

Sgt. Chris Stutes (Commander)

Sgt. Scott Beegle (Intel, Asst. Commander)

Det. Steve Shaw (Training)

Ofc. J. Moore (Equipment)

Current GCSO members: As of 01/01/2014

Sgt. David Jones (Greene County S.O. Commander)

Sgt. Matt Walters

Deputy Donna Dempsey

Callouts

There were no call outs in 2014.

Training

CNT participated in two trainings and one seminar in 2013 totaling 36 hrs.

08/20/2014

On Wednesday, August 20th, 2014 we held a combined training with SWAT on Ford Rd. The training was from 1600-2000 hrs. We discussed with the SWAT team the primary goal of CNT when we respond to the scene. We also introduced the cell phone throw phone to SWAT members. The new CNT truck was then shown to SWAT members.

All current members of CNT were present for the training.

09/3-5/2014

The Xenia Crisis Negotiations Team attended the Midwest Crisis Negotiations training in Columbus Oh. The 24 hour training consisted of dealing with PTSD and debriefs from a variety of different situations.

All current members of CNT were present for the training.

09/15/2014

The Xenia Crisis Negotiations Team (CNT) along with negotiators from Greene County S.O. and the Greene County Regional Swat Team participated in 8 hour training at the Greene County Career Center. The scenario consisted of a subject taking several students and an employee hostage. Officer Jeff Moore was the primary negotiator and Dept. Dempsey was his coach. The following members from XPD attended the training.

All current members of CNT were present for the training.

09/22-26/2014

Officer Jeff Moore attended the Basic Hostage Negotiations class from September 22-26, 2014. He is scheduled to attend the advanced course in 2015.

New Equipment

The Greene County Sheriff's Office also secured a box truck that we were able to convert into a mobile negotiations vehicle. CNT was able to conduct its first training with the new vehicle in 2014.

Prepared by: Sgt. C. Stutes #42

“I have reviewed our Policies and Procedures and I feel they are adequately serving our needs as a Division”.

City of Xenia, Ohio Police Division Parking Revenue Receipts

Parking Citation Data

Month by Month Comparisons 2013 and 2014

Months	Citations 2013	Citations 2014	Amount Diff.	Percent Diff.
January	130	223	-93	-41.70%
February	175	223	-48	-21.52%
March	177	210	-33	-15.71%
April	197	223	-26	-11.66%
May	202	199	3	1.51%
June	180	116	64	55.17%
July	230	131	99	75.57%
August	109	97	12	12.37%
September	184	64	120	187.50%
October	325	61	264	432.79%
November	226	54	172	318.52%
December	247	81	166	204.94%
YTD Totals	2382	1682	700	41.62%

Parking Citation Receipts

Month by Month Comparison 2013 and 2014

Month	Receipts 2013	Receipts 2014	Amount Diff.	Percent Diff.
January	\$ 2,286.66	\$ 1,570.05	(\$716.61)	-45.64%
February	\$ 2,391.05	\$ 1,810.00	(\$581.05)	-32.10%
March	\$ 2,436.24	\$ 2,210.00	(\$226.24)	-10.24%
April	\$ 2,471.55	\$ 2,240.00	(\$231.55)	-10.34%
May	\$ 4,909.88	\$ 1,700.00	(\$3,209.88)	-188.82%
June	\$ 2,055.30	\$ 2,721.00	\$665.70	24.47%
July	\$ 1,910.87	\$ 1,570.00	(\$340.87)	-21.71%
August	\$ 1,802.07	\$ 1,060.00	(\$742.07)	-70.01%
September	\$ 2,883.49	\$ 1,400.00	(\$1,483.49)	-105.96%
October	\$ 1,816.94	\$ 1,110.00	(\$706.94)	-63.69%
November	\$ 2,033.21	\$ 1,120.00	(\$913.21)	-81.54%
December	\$ 2,058.89	\$ 1,135.00	(\$923.89)	-81.40%
YTD Totals	\$ 29,056.15	\$19,646.05	(\$9,410.10)	-687%

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

As outlined in General Order 16.2.1, this is my review of the division's special positions for 2014.

Divisional Detectives: We have four (4) investigators that are assigned to 101 N. Detroit St. (Headquarters) as our general detectives. During 2014, we experienced a large turnover of our detectives due to promotions and one leaving to go to the Prosecutor's Office. We have been working diligently to get our new investigators through the baseline training that is necessary develop the desired talents and skills for our section. The progress toward this goal has been deliberate and successful to this point. It is my opinion that four (4) highly trained investigators is the proper manpower level for our size agency and case load. This gives us one investigator for each of the cities geographic sections. It is also my opinion that each of the section investigators needs to be trained in all aspects of criminal investigations. If we were to have specialty detectives (such as homicide, robbery, sexual assaults, etc.) we would not have proper manpower available when it is needed. It would be great to start a rotating detective again whenever manpower would permit.

Agencies for Combined Enforcement (A.C.E.) Task Force Detective: Our Detective that is assigned to this countywide drug task force continues to be an essential part of our operation. Det. Shaw continues to stay extremely busy in this assignment. We have recently used A.C.E. Task Force manpower combined with our additional manpower to address the numerous complaints of street level drug activities. Having the manpower, equipment, and other assets available from the task force collaboration are very helpful for our size agency. The information and asset sharing amongst the agencies is essential to effective drug enforcement. I have never seen a busier time for street level drug activities in our city. Most of the additional complaints are stemming from the heroin / opiate epidemic. If we have additional manpower available at some point, I would strongly consider adding more resources to the A.C.E. Task Force.

Domestic Violence DIVERT Unit: The DIVERT Unit continues to be a very important part of our Criminal Investigations and Services Section. This unit is led by Det. Clay. She continues to give all of our domestic violence cases the attention they deserve. It is my experience that our DIVERT unit helps raise the bar for these types of investigations throughout Greene County. Detective Clay has provided valuable training to our sworn staff as well as for officers in both Cedarville and Bellbrook Police Departments. Det. Clay works very closely with both the municipal and commons pleas courts while working her cases. She has a close working relationship with Children's Services and all of the Victim's Advocates in the county. It is my assessment that we need to continue to make this position a high priority for the division.

FBI Joint Terrorism Task Force Detective: This is a new position that was added due to related cases that were being investigated in our area. The Detective that was selected to work this assignment had prior knowledge and skills that were suited for this assignment. This detective works directly with an FBI on a full-time basis. The FBI provides him with equipment including a vehicle. They also reimburse the division for any of their overtime activities. This unit reports directly to command staff with security clearances. We frequently have discussions during our command staff meetings about the allocation of this resource. It is my opinion that this assignment should be made for only 1 scheduling period at a time until it is discontinued at some point.

I have reviewed our policies related to special assignments and do not see any immediate need for changes at this time.

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

In preparing for our budget figures for 2015, I am reviewing our non-sworn positions for purposes of allocation within the Police Division as required by 16.1.2 of the CALEA Standards.

Communications Center: The Communications Center is currently authorized to operate with 20 dispatchers, one Communications Director, and one Communications Technical Director. During 2014, the Center expanded exponentially and several communities were added to be serviced by it. The call volume and workload has increased dramatically for the Communications and Technical Director. With the added number of employees it is my suggestion that at a minimum two (2) supervisory positions be created so that the Communication Director's span of control would not be so stretched. This would relieve some of the workload on that position. As for the Technical Director's position, my recommendation is that the City hire another full time employee to assist in those duties. That position is extremely over taxed between work involving the P.S.I.S.N. project and the police division's workload that the current employee can't possibly keep up and get time off.

Records Section: The Records Section during 2014 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.

Parking Section: The Parking Section consists of two part time positions. It manages and handles all issues dealing with timed and metered parking in downtown Xenia and the Xenia Towne Square. Our Parking Enforcement attendants are responsible for patrolling the downtown meters and municipal parking lots; issuing parking citations and collecting money from the meters. These employees are also responsible for mailing out warning notices for people who receive parking tickets and do not pay the fines in a timely manner.

Police Service Aid – Criminal Investigation 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.

Police Chief Secretary: The Police Chief's secretary handles many responsibilities such as: all correspondence for the Command Staff; payroll for the entire Police Division; processing of invoices for the Administrative Captain; clerical duties; and contact with the public. These responsibilities take up the majority of her time. This position should be considered for reclassification as a Police Service Aid since it handles so many important and sensitive duties and contact with the public.

CITY OF XENIA, OHIO
FY 2014 OPERATING BUDGET: DEPARTMENT PERFORMANCE PLAN
XENIA POLICE DIVISION 1221, 1223, 1213, 1224
With Outcomes

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. **Done on a continuing basis.**
- Continue the partnership with secondary school administrators through attendance at meetings, semi-annual drug sweeps, and discussing matters of mutual concern. **Accomplished.**
- Maintain existing Neighborhood Watch groups to address quality of life issues in and around their neighborhoods. Look for opportunities to start new groups. **Accomplished.**
- 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. **Accomplished.**
- Utilize our School Resource Officer on a regular basis in the high school and both middle schools. **Accomplished.**
- Continue utilizing the D.A.R.E. Officer on a regular basis in the elementary schools. **Accomplished.**
- Attempt to fulfill all requests for police involvement at functions hosted by civic groups, churches, youth organizations and government entities. **Accomplished.**
- 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. **Somewhat better than in the past.**
- Assist in public functions such as parades, 5K runs and any other events for crowd control. **Accomplished.**
- Implementation and training of the A.L.I.C.E. program by trained police personnel in the Xenia Community Schools **Still planned with some progress.**

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

- Maintain accreditation standards during the year 2014 by complying with all applicable mandatory standards of excellence established by the national Commission on Accreditation for Law Enforcement Agencies (CALEA). **Accomplished.**
- Maintain at least 85% compliance with all applicable other than mandatory standards of CALEA. **Accomplished.**

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. **Ongoing but needs additional attention.**
- 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 special programs. **Accomplished.**
- Continue to review policy on fleet utilization to ensure safe vehicles and maximize useful life and utility. **Ongoing.**
- 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. Hangun selections) **Accomplished.**
- Maintain and update the Police Division's City Web Pages. **Still not doing this to my satisfaction.**

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. **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. **Ongoing.**
- Continue to foster a positive working relationship with Mental Health Rehabilitation Board and TCN to deal with crisis calls relating to addiction and mental health issues. **Accomplished.**
Captain Anger being on the TCN board has helped to raise awareness in this area.

OPERATIONAL GOALS:

IMPROVE DIVISIONAL SKILLS/SAFETY THROUGH TRAINING

- Provide annual training schedule with emphasis this year on a Diverse Training program for officers. **Accomplished.**
- Provide updates or in-service training on the topics of "legal use of force" and "vehicle pursuit policies". **Accomplished.**
- 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. **Accomplished.**
- Continue to meet state guidelines for continuing education to maintain certification of officers. **Accomplished.**
- Implement exercise, nutrition, and stress management guidelines for division personnel and encourage compliance with same. **Still planned but not implemented as a comprehensive program.**
- A.L.I.C.E. training for X.P.D. personnel. **Planned for 2015.**

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. **Accomplished.**
- Maintain a balance of proactive traffic enforcement by all officers assigned to patrol duty. **Accomplished.**
- Encourage Patrol Sergeants to be creative in best utilizing and assigning directed patrols or special enforcement tactics. **Accomplished.**

- 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. **Accomplished.**
- 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. **Accomplished.**
- 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. **Accomplished.**
- 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. **Accomplished.**
- Present at least one seat belt education program at each elementary school to teach children to "buckle up" their safety belts. **Accomplished.**

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. **Continuing to strive towards but not always hitting this goal.**
- 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. **Ongoing.**
- Task the DIVERT Detective to provide legal updates pertaining to Domestic Violence case law for all sworn officers **Accomplished.**
- Renewal of DIVERT grant to maintain DIVERT Officer full-time. **Accomplished.**

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. **Accomplished.**
- Emphasize in-service training relevant to drug law enforcement. Seek external training opportunities worthy of XPD participation **Accomplished.**
- 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. **Joint operations are being done quarterly. We do not have the manpower to accomplish the second part of this goal at this time.**
- 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.**
- Re-activate a group of patrol officers to work collectively with the A.C.E. Task Force Detective to proactively work to curb the explosion of use and sale of heroin and other opiates at the street level. **Being done as a quarterly detail to emphasis street level drug crimes.**

CAPITAL PROJECTS

- Purchase three new cruisers and two unmarked vehicle. **Completed.**

- Equip new vehicles with new cages, consoles, and marker lights. **Completed.**
- Purchase new light bars for new vehicles. **Completed.**
- Purchase new video systems for new vehicles. **Completed.**
- Complete implementation of the Countywide Computer Aided Dispatch and Records Management Projects. **Great progress in this area this year.**
- Remodel City Building first floor and basement to suit Police Division needs or move to Simon Kenton location. **Planned to start in 2015.**
- Awning for back patrol entrance. **Tabled for future consideration.**
- Purchase of new service weapons after studying the feasibility of changing weapon caliber and ammunition. **Completed.**

CITY OF XENIA, OHIO
FY 2015 OPERATING BUDGET: DEPARTMENT PERFORMANCE PLAN
XENIA POLICE DIVISION 1221, 1223, 1213, 1224

ADMINISTRATIVE GOALS:

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

- Objective 1: Assign uniform personnel to most school zones on a daily basis.
- Objective 2: Re-establish the partnership with secondary school administrators through attendance at meetings, semi-annual drug sweeps, and discussing matters of mutual concern.
- Objective 3: Maintain existing Neighborhood Watch groups to address quality of life issues in and around their neighborhoods. Look for opportunities to start new groups.
- Objective 4: 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.
- Objective 5: Utilize our School Resource Officer on a regular basis in the high school and both middle schools.
- Objective 6: Explore joint SRO funding with school district with goal of adding a second SRO for the middle schools.
- Objective 7: Continue utilizing the D.A.R.E. Officer on a regular basis in the elementary schools.
- Objective 8: Attempt to fulfill all requests for police involvement at functions hosted by civic groups, churches, youth organizations and government entities.
- Objective 9: Encourage officers to be present or participate in after school activities with our youth.
- Objective 10: To the extent possible publicize successes in the Police Division.
- Objective 11: Assist in public functions such as parades, 5K runs and any other events for crowd control.
- Objective 12: Assist the Xenia Community Schools with their implementation of the A.L.I.C.E. program by providing A.L.I.C.E. trained police personnel to assist training school employees.

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

- Objective 1: Maintain accreditation standards during the year 2015 by complying with all applicable mandatory standards of excellence established by the national Commission on Accreditation for Law Enforcement Agencies (CALEA).
- Objective 2: Maintain at least 85% compliance with all applicable other than mandatory standards of CALEA.

GOAL: CONTINUE TO DEVELOP DIVISION WIDE INNOVATION,

- Objective 1: Encourage the command staff and first line supervisors to develop, cultivate and implement programs and ideas that optimize results utilizing current limited resources.
- Objective 2: Continue to look at ways to control and minimize overtime.

- Objective 3: Evaluate operations, staffing, and special programs to determine the needs of the division and the efficacy of special programs.
- Objective 4: Continue to review policy on fleet utilization to ensure safe vehicles and maximize useful life and utility.
- Objective 5: Include personnel and form committees from all sworn departments to give their feedback when making large capital purchases that directly impact their working conditions.
- Objective 6: Maintain and update the Police Division's City Web Pages.

GOAL: ADDRESS QUALITY OF LIFE ISSUES IN A TIMELY AND EFFECTIVE MANNER

- Objective 1: 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.
- Objective 2: Strive to increase division visibility which projects positively on the division and on the city. Look at new arenas for promoting the police division.
- Objective 3: Continue to foster a positive working relationship with Mental Health Rehabilitation Board and TCN to deal with crisis calls relating to addiction and mental health issues.

OPERATIONAL GOALS:

GOAL: IMPROVE DIVISIONAL SKILLS/SAFETY THROUGH TRAINING

- Objective 1: Provide an annual training schedule on diverse topics with emphasis on areas that our young officers may not have received yet.
- Objective 2: Provide updates or in-service training on the topics of "legal use of force" and "vehicle pursuit policies".
- Objective 3: 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.
- Objective 4: Continue to meet state guidelines for continuing education to maintain certification of officers.
- Objective 5: Implement exercise, nutrition, and stress management guidelines for division personnel and encourage compliance with same.
- Objective 6: A.L.I.C.E. training for X.P.D. personnel.

GOAL: EMPHASIZE ATTENTION TO TRAFFIC SAFETY THROUGH ENFORCEMENT AND EDUCATION.

- Objective 1: 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.
- Objective 2: Maintain a balance of proactive traffic enforcement by all officers assigned to patrol duty.
- Objective 3: Encourage Patrol Sergeants to be creative in best utilizing and assigning directed patrols or special enforcement tactics.
- Objective 4: 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.

- Objective 5: 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.
- Objective 6: 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.
- Objective 7: 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.
- Objective 8: Present at least one seat belt education program at each elementary school to teach children to “buckle up” their safety belts.

GOAL: WORK TO PREVENT AND REDUCE FAMILY VIOLENCE

- Objective 1: 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.
- Objective 2: 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.
- Objective 3: Task the DIVERT Detective to provide legal updates pertaining to Domestic Violence case law for all sworn officers
- Objective 4: Renewal of DIVERT grant to maintain DIVERT Officer full-time

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

- Objective 1: Schedule additional special patrol assignments that target all “nuisance complaints” commonly associated with those involved in ongoing drug activity.
- Objective 2: Emphasize in-service training relevant to drug law enforcement. Seek external training opportunities worthy of XPD participation
- Objective 3: 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.
- Objective 4: 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.
- Objective 5: Develop a program where a group of patrol officers would work collectively with the A.C.E. Task Force Detective to proactively work to curb the explosion of use and sale of heroin and other opiates at the street level.
- Objective 6: Schedule training on “Street Level Drug Interdiction” for patrol officers.

GOAL: COLLABORATE WITH LOCAL, STATE, AND FEDERAL AGENCIES TO INSURE AWARENESS AND DECONFLICTION OF ALL THREATS BOTH DOMESTIC AND FOREIGN TO THE CITY OF XENIA INCLUDING JOINT OPERATIONS ON LARGE SCALE OR MULTI-JURISDICTIONAL CASES.

- Objective 1: Continue to partner with Federal Law Enforcement Agencies in order to share intelligence and resources to better serve the citizens of Xenia in large scale or multi-

jurisdictional cases. This includes FBI, Homeland Security (JTTF), Secret Service, and FBI Task Forces.

Objective 2. Continue to partner with Ohio BCI both through the ACE Task force and for Crime Scene Assistance in major cases.

CITY OF XENIA, OHIO
FY 2014 OPERATING BUDGET: DEPARTMENT PERFORMANCE PLAN
CENTRAL COMMUNICATIONS 1222
WITH OUTCOMES

ADMINISTRATIVE GOALS:

SEEK OPPORTUNITIES TO DISPLAY POSITIVE IMAGE AND PROVIDE PUBLIC EDUCATION

- Participate in public events to promote 911.
The Communications Center assisted with event communications utilizing the XWARN trailer during the Xenia Marathon and also during the Greene County Fair.
- Continue education programs in schools and other venues as requested.
The Communications Center participated in Safety City to promote 911 education to children.

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 2014.
An average of 8 hours of in-service training was completed by all communications operators in 2014. In-Service training was completed in the areas of EMD Universal Standards and EMD Quality Assurance, Team Building, Multiple Casualty Incidents, Suicide Intervention, Domestic Violence and PTSD, XWARN. In addition, 9 Communications Operators successfully recertified EMD certifications.
- Provide an average of 8 hours of outside professional training in 2014 for at least half of the Center operators to expand their skills, knowledge and abilities.
Three Communications Operators, the Communications Technical Director, and the Communications Director attended 16 hours of professional training for EMD Quality Assurance certifications in 2014. Two Communications Operators attended 24 hours of professional training for EMD certifications in 2014. Four Communications Operators attended professional training on Domestic Violence provided by the National Sheriff's Association. Two Communications Operators attended 8 hours of professional training at the Mercer County Sheriff's Office. One Communications Operator attended 4 hours of professional training for LEADS TAC In-Service training at the Ohio Department of Public Safety. Two Communications Operators attended FBI Joint Terrorism Task Force Awareness training.
- Continue the Safety Program of bi-monthly/quarterly refresher training
The Safety Program of bi-monthly/quarterly refresher training was not completed in 2014; however, will be reinstated in 2015 to include severe weather and tornado siren activations, call-outs, MARCS mobile radio, MARCS Radio Console functions, Amber Alert Procedure, and the Ohio Fire Chief's Response Plan.
- Provide training that accomplishes obtaining Continuing Education Units but does not require overtime to accomplish this.
*Continuing education requirements were met utilizing training materials from *When Seconds Count*, *The Journal of Emergency Medical Dispatching*, *The Call*, *The Public Safety Communications publications*.*

MAINTAIN POLICES AND PROCEDURES FOR THE HANDLING OF CALLS FOR SERVICE

- Continue our in-house Quality Assurance program with 98% compliance in accordance with NAEMD procedures.

The EMD Quality Assurance program was suspended in 2014 due to minimum staffing. The EMD-Q staff attended refresher EMD Quality Assurance training and revamped the Quality Assurance program. Quality Assurance was reinstated in October of 2014.

- Continue EMD QA Review Committee

The EMD QA Review Committee did not meet in 2014

- Continue updating and writing policies and procedures for Communications in accordance with CALEA, APCO, NENA, and NAEMD standards.

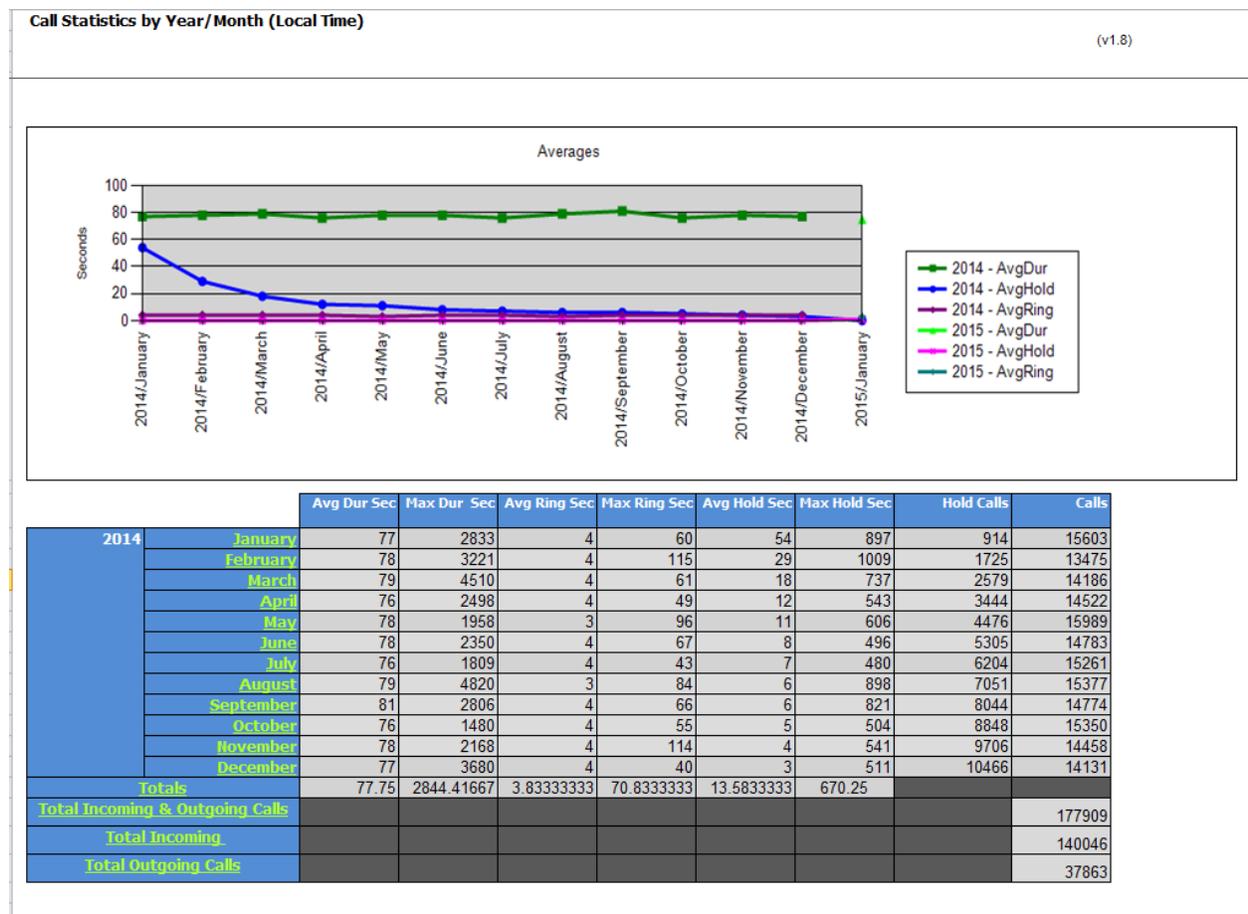
Policies and procedures for Communications continue to be updated in accordance with CALEA, APCO, NENA, NAEMD and LEADS.

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).

This goal continues to be met. Reports show an average ring time of 3.83 seconds.



- 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.

In 2014, all priority one law enforcement calls were dispatched within 97 seconds from the receipt of the call. The current reporting system is unable to gauge the interval of time from the location being determined during the call to the time of dispatch.

- 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.

In 2014, all Fire and EMS calls were dispatched within 92.9 seconds from the receipt of the call. The current reporting system is unable to gauge the interval of time from the location being determined during the call to the time of dispatch.

PROVIDE TIMELY AND ACCURATE INFORMATION TO RESPONDING PUBLIC SAFETY PERSONNEL

- Provide prompt information to law enforcement personnel by answering queries for LEADS to within two (2) minutes in 98% of all wants, warrants, and registration requests.

The Communications center will continue to strive to answer all queries for LEADS in a timely manner.

- 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.

The Communications Center will continue to strive to make all LEADS entries of wanted persons, runaway juveniles and removal of all served or recalled warrants from LEADS in a timely manner in accordance with LEADS and NCIC rules with an acceptable accuracy rate.

The Communications Center had its bi-annual LEADS audit in December 2014. The LEADS audit reflected no errors and only minor discrepancies for all entries.

ENSURE ADEQUATE STAFFING TO HANDLE THE PROJECTED WORKLOAD

- Demonstrate use of sick time by Communications Operators is maintained at or below 2013 levels.

The Communications Center demonstrated a use of sick leave above the 2013 level. In 2014 Communications used 1,667.82 total hours of sick leave, whereas the total sick leave hours in 2013 were 1,095.15. The areas with the largest increase of sick leave was FMLA and bereavement leave, while excused and unexcused absences remaining steady with 2103 totals for those areas.

- Work to control hours and overtime outside the perimeter of less than maximum staffing.

The Communications Center was unable to control hours and overtime outside the perimeter of less than maximum staffing during 2014. The Center has remained understaffed since the consolidation of Bellbrook and Sugarcreek in October of 2013 and is still striving to become fully staffed.

SEEK INTEROPERABILITY BETWEEN OUR AGENCY AND OTHER PUBLIC SAFETY AGENCIES.

- Continue to work with other jurisdictions within Greene County to improve radio interoperability with the migration to the MARCS radio system.

The Communications Center has continued to work with all other agencies in Greene County to further improve the radio interoperability with the MARCS radio system.

- Continue the effective transition of the consolidation of Bellbrook and Sugarcreek into the 911 Center in order.

The Communications Center has successfully completed the transition of the consolidation of Bellbrook and Sugarcreek into the 911 Center. The consolidated operations are running smoothly.

- Seek interoperability with Beaver creek and Fairborn 911 Centers in order to establish an effective emergency plan for all Greene County PSAPS.

The Communications Center has worked with Beaver creek and Fairborn 911 Centers and established radio protocols and an effective emergency plan for all Greene County PSAPS utilizing the MARCS radio system.

DEAL EFFICIENTLY WITH ALL WEATHER EMERGENCIES AND OTHER DISASTERS

- Continue testing the Disaster Sirens monthly to ensure proper functioning.

Disaster Sirens are tested monthly to ensure proper functioning.

- Continue bi-monthly refresher training on the Emergency Weather Sirens and the Disaster sirens.

Bi-monthly refresher training on the Emergency Weather Sirens and the Disaster Sirens was not completed in 2014 but will be reinstated as part of the monthly refresher training in 2015 for all communications operators.

- Create an all-hazards emergency contingency plan for the 911 Center.

The Communications Center has Emergency Evacuation plan in place and will continue to work on the all-hazards emergency contingency plan for the 911 center.

CITY OF XENIA, OHIO

FY 2015 OPERATING BUDGET: DEPARTMENT PERFORMANCE PLAN
CENTRAL COMMUNICATIONS 1222

ADMINISTRATIVE GOALS:

GOAL: SEEK OPPORTUNITIES TO DISPLAY POSITIVE IMAGE AND PROVIDE PUBLIC EDUCATION

- Objective 1: Participate in public events and educational programs to promote the 911 center.
- Objective 2: Develop a 911 educational program for schools.
- Objective 3: Continue to utilize the XWARN Communications trailer at large preplanned events.

GOAL: 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.

- Objective 1: Provide an average of 8 hours in-service training in 2015.
- Objective 2: Provide an average of 8 hours of outside professional training in 2015 for at least half of the Center operators to expand their skills, knowledge and abilities.
- Objective 3: Continue the Safety Program of bi-monthly/quarterly refresher training
- Objective 4: Provide training that accomplishes obtaining Continuing Education Units but does not require overtime to accomplish this.
- Objective 5: Transition appropriate training to an in-house electronic course management system.
- Objective 6: Provide training and education required to all dispatchers through the National Center for Missing and Exploited Children; and adopt the standards and policies required by the National Center for Missing and Exploited Children to become a recognized 9-1-1 Call partner.

GOAL: MAINTAIN POLICES AND PROCEDURES FOR THE HANDLING OF CALLS FOR SERVICE

- Objective 1: Continue our in-house Quality Assurance program with 98% or greater compliance in accordance with the standards and review procedures of the National Academy of EMD.
- Objective 2: Continue updating and writing policies and procedures for Communications in accordance with CALEA, APCO, NENA, and NAEMD standards.
- Objective 3: Consolidation of multiple paper reference sources into a single paperless repository for all frequently accessed reference material, contracts, and policies.

OPERATIONAL GOALS:

GOAL: 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.

- Objective 1: Answer a minimum of 90% of 9-1-1 calls within 12 seconds (two rings of the telephone).
- Objective 2: 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.
- Objective 3: 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.

GOAL: PROVIDE TIMELY AND ACCURATE INFORMATION TO RESPONDING PUBLIC SAFETY PERSONNEL

- Objective 1: Provide prompt information to law enforcement personnel by answering queries for LEADS to within three (2) minutes in 98% of all wants, warrants, and registration requests.
- Objective 2: 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.

GOAL: ENSURE ADEQUATE STAFFING TO HANDLE THE PROJECTED WORKLOAD

- Objective 1: Demonstrate use of sick time by Communications Operators is maintained at or below 2014 levels.
- Objective 2: Work to control hours and overtime necessary to insure minimum staffing.
- Objective 3: Continue to work toward a level of full staffing within the communications center.

GOAL: SEEK INTEROPERABILITY BETWEEN OUR AGENCY AND OTHER PUBLIC SAFETY AGENCIES.

- Objective 1: Continue to work with agencies within Greene County and surrounding counties on interoperable radio communications on the MARCS radio system.
- Objective 2: Continue to seek interoperability with Beavercreek, Fairborn, Wright State University and Yellow Springs Communications Centers in order to establish an effective emergency plan for all Greene County PSAPS and Communications Centers.

GOAL: DEAL EFFICIENTLY WITH ALL WEATHER EMERGENCIES AND OTHER DISASTERS

- Objective 1: Continue testing the Disaster Sirens monthly to ensure proper functioning.
- Objective 2: Continue bi-monthly refresher training on the Emergency Weather Sirens and the Disaster sirens.
- Objective 3: Create an all-hazards emergency contingency plan for the 911 Center.