

Xenia Police Division 2007 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:

It is with great pride that I present to you the Xenia Police Division's 2007 Annual Report. This year has been a rewarding year of hard work and accomplishment at the Xenia Police Division. Our authorized strength continues to stand 45 sworn officers, reduced from 48 Officers in 2003. We have been able to stay fully manned in 2007 as we were allowed by City Council to hire one additional officer in 2006 to fill in for Officer Henry who continues to serve on active duty in the military. Despite reduced manning, the police division has continued to provide the best service that manning would allow and I am proud of our Officers and staff for persevering throughout the year.

A large part of this past year has been dedicated to the completion of our fourth successful accreditation on-site review. In the spring of 2007 we had three assessors assigned by Commission on Accreditation for Law Enforcement Agencies to come in and review all of our written policies and procedures and observed our officers at work to insure that our policies and procedures were actually being followed. This four day assessment was followed by staff appearing before the CALEA review board where the Xenia Police Division was found to be in compliance with the applicable standards and awarded reaccreditation for the next three years.

Not to stand on our laurels we are now involved in updating our policies and procedures to comply with the fifth edition of the CALEA standards that also became applicable to our division in 2007.

The Xenia Police Division has continued to join forces with other agencies over the years to better serve our community. 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.

Our ongoing partnership with the Xenia Community Schools allows us to have an officer in each of the elementary schools teaching the D.A.R.E. curriculum for many years. In addition, we have continued our program at Xenia High School which put a School Resource Officer in the schools at least three full days per week. We also assign an officer to each of the middle schools one day per week. Our involvement doesn't stop there. Patrol officers assist by being in the school zones or at school crossings at the beginning and end of as many school days as we can. Once again, Officer Kathee Bridges and many others assisted with the planning of police week with seniors in their government classes at Xenia High School. Several officers spent a day in class with the seniors.

We continue our partnership with the Greene County Combined Health District through their program called "Safe Communities." Their health educator, Beth Player, provides training on child safety seats and coordinates safety checks. Beth 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.).

We have enjoyed working with Greene Metropolitan Housing Authority. G.M.H.A. has continued to provide office space to X.P.D. at 535 E. Market St. since early 1995. The police sub-station has had many uses. The Internet Child Protection Unit currently uses this office space.

Through the Chamber of Commerce's Old Fashioned Days Festival Committee, we work together to plan the annual festival and parade. And for fun, in March of each year, we partner up with Red Lobster Restaurant and do "Cops-n-Lobsters," a fundraiser for Special Olympics.

There are challenges that we face going into 2008. One of the challenges is maintaining services with the loss of personnel due to decreased revenue. Another challenge is to continue doing more with fewer funds, and we still must some day find a solution to our lack of space and upgrade our facility. To that end we have formed a building committee to do a needs analysis and look at possible sources for funding a new or upgraded facility. We look forward to these challenges and hope to find innovative solutions to help us better serve this community.

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.

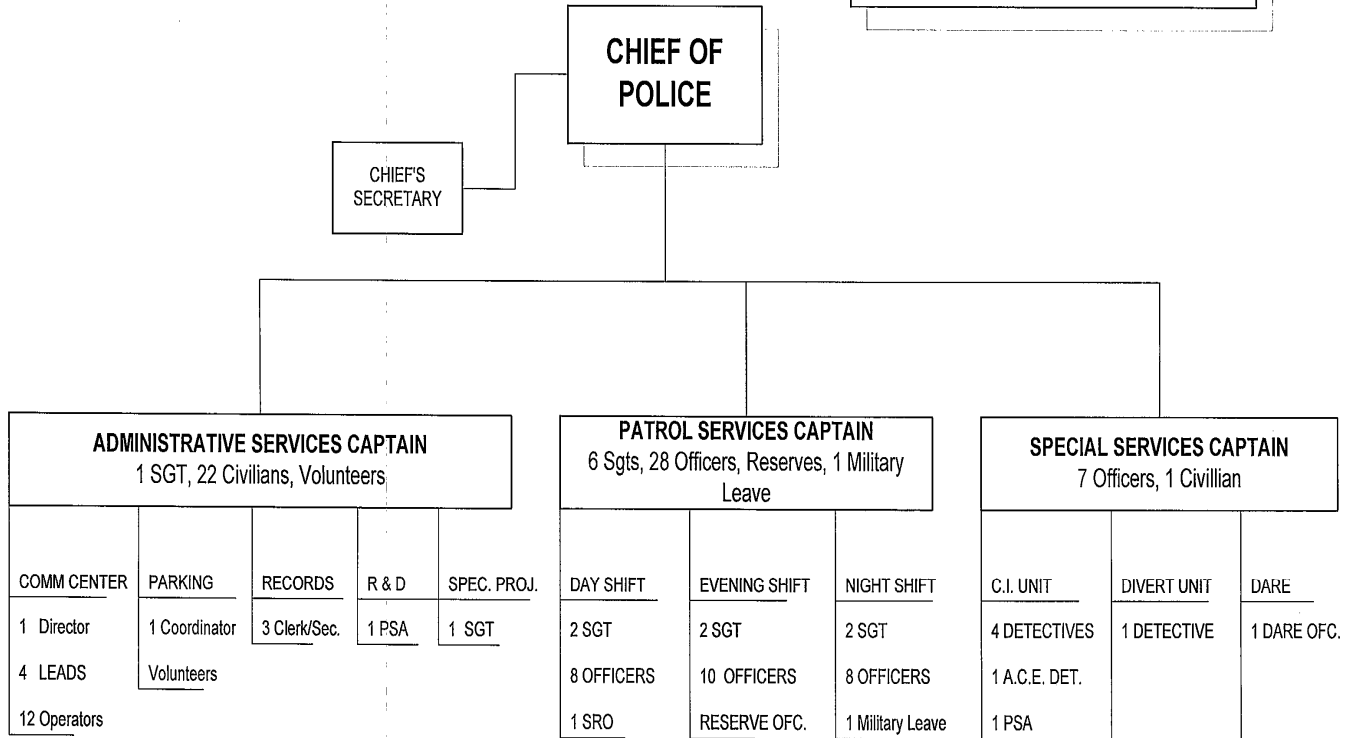
Donald R. Person (Randy)
Chief of Police
Xenia Police Division

City of Xenia, Ohio Police Division Organizational Chart

January 1, 2008

CURRENT ORGANIZATION

TOTAL ORGANIZATION STAFF
 46 SWORN PERSONNEL
 24 FULL TIME CIVILIAN
70 TOTAL



City of Xenia, Ohio Police Division History of Police Chiefs

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

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

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

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



Chief Donald R. Person, better known as Randy has been with the police division for over 31 years. Chief Person started his career with the City of Xenia in 1976 as a Communications Operator. In 1979 Chief Person was sworn in as a police officer. In 1987, Chief Person was promoted to the rank of sergeant and served as a street patrol supervisor. Chief Person served as a member of the division's special events 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 two very successful re-accreditation inspections in 1998 and 2001. Chief Person has an Associates 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
Administrative Services Captain Daniel T. Donahue**



Captain Donahue has been a member of the Xenia Police Division since April of 1976. He began his career as a patrol Officer and spent 14 years in Patrol. During that time he served as a BAC Operator, Special Events Team member, Evidence Technician, Fatal Accident Team member and a Field Training Officer. In 1990 he was transferred to the Detective Section where he spent the next four years. In 1993 he received the Greene County Victim Witness Division's Outstanding Community Service Award for his work on Sexual Abuse cases. In 1994 he received the Xenia Police Division's "Casey Elliot Xenia's Finest Award". In 1994 he was promoted to the rank of Sergeant and returned to the Patrol Section as a Shift Supervisor. In 1998 he was promoted to the rank of Lieutenant and placed in charge of the Special Services Section, overseeing all Criminal Investigation activities. In 2000 he was involved in the formation of the Internet Child Protection Unit, which has gained national recognition for its work in protecting children from predators on the internet. In mid 2003 he transferred to the Uniform Patrol Section, during this time the Xenia Police Lieutenants were changed to Captain. On January 1, 2006 Captain Donahue took over the position of Administrative Captain, which includes being the Accreditation Manager, Special Operations Commander over the SWAT and HNT teams, along with managing day to day finances of the Division. Captain Donahue has an Associate Degree in Law Enforcement Technology from Clark Technical College. In 1997 he attended the Northwestern University Traffic Institute's School of Police Staff and Command, a ten week management program that also earns the student 21 college credit hours. Captain Donahue has been married to Brenda for 30 years, and has three children and one grandchild. In January of 2008 Captain Donahue will be reassigned to the Special Services Section where he will be in charge of Criminal Investigations, DARE, Divert, and the Xenia Police Div. Detective assigned to the Greene County A.C.E. Drug Task Force.

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



The Xenia Police Division Patrol Captain is Douglas P. Doherty. Capt. Doherty had served two years as the Special Services Captain in charge of the Det. Section. Captain Doherty has been with the Xenia Police Division since February 26, 1990. Captain Doherty was a patrol officer for 8 years before taking an assignment within the Division as a Detective in December 1997. Captain Doherty was promoted to Sergeant in May 1998. He served as the District Two Sergeant for the Evening shift for five years. Captain Doherty joined the XPD SWAT team in 1993 and served as our tactical team leader for the SWAT team from 2001- 2004. In March 2003, Captain Doherty was promoted to the rank of Captain. Captain Doherty attended Wright State University for four years as a Political Science major. Captain Doherty is a 2000 graduate of Northwestern's School of Police Staff and Command. Captain Doherty received the Casey Elliot "City's Finest" award in 2001. Captain Doherty attended the F.B.I. National Academy in 2003 and graduated in the 214th session. Captain Doherty is married to Shannon and has two children, Christina and Daniel.

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



Captain Scott Anger started his career with Xenia Police Division in 1987. He attended Clark State Community College for two years in the Criminal Justice Program. Captain Anger holds a B.A. degree from Capital University in Liberal Professional Studies with a concentration in Criminal Justice and Psychology. He graduated from the Northwestern University Traffic Institute's School of Police Staff and Command in 1999. 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. In 2003, Capt. Anger became the commander of the Special Services Section which includes the Detective Section, the DARE Program, the Domestic Violence Intervention Unit (DIVERT), the Internet Child Protection Unit (ICPU), and the detective assigned to the county drug task force (A.C.E.). Captain Anger served as the commander of the patrol section during the past two years. He is currently assigned as the commander of the Administrative Services Section. Captain Anger served on the division's Special Events & Tactics Team for fifteen years prior to be promoted to Lieutenant in 2003. He is currently assigned as the Special Operations commander of the SW.A.T. Team. Captain Anger was awarded the "Casey Elliott Xenia's Finest" award in 1995. Scott is married and has two children.

**City of Xenia, Ohio Police Division
2007 Sworn Personnel Roster**

Name & Unit #	Current Rank	Date Appointed
11-Donald R. Person	Chief of Police	4/12/76
41-Daniel T. Donahue	Administrative Services Captain	4/26/76
12-Douglas P. Doherty	Special Services Captain	2/26/90
29-Scott J. Anger	Patrol Services Captain	4/6/87
5-Keith R. Linkhart	Patrol Sergeant	10/16/72
27-B. Todd LeMaster	Patrol Sergeant	8/6/84
21-David J. Pazynski	Patrol Sergeant	3/3/91
35-Steven T. Lane	Patrol Sergeant	2/23/93
32-Gary E. Johnson	Patrol Sergeant	11/18/91
36-Peter P. Wiza IV	Patrol Sergeant	3/25/94
31-Alonzo O. Wilson	Patrol Sergeant	3/10/91
28-Kathleen D. Forrest	Patrol Officer	8/20/84
30-Gerald W. Merriman	Patrol Officer	4/6/87
17-Jack I. Mann	Patrol Officer	12/13/87
26-Frederick W. Barker	Patrol Officer	2/26/90
33-Richard Scott Sams	Patrol Officer	1/20/92
34-Darrin R. Barlow	Detective	3/2/92
37-Fred E. Meadows	Detective	3/25/94
38-Larry L. Henry	Patrol Officer	1/3/95
39-Timothy E. Roop	Patrol Officer	1/30/95
40-Matthew R. Foubert	Patrol Officer	2/11/96
42-Christin A. Stutes	Patrol Officer	3/11/96
43-Dean A. Margioras	Patrol Officer	3/11/96
46-Jeffery L. Osburn	Detective	6/16/97
47-Robert A. Kelley	Patrol Officer	6/16/97
48-Holly N. Clay	Detective	6/16/97
49-Marc A. Margioras	Patrol Officer	9/8/97
50-Ellyn D. Board	Divert Detective	1/5/98
51-Harold P. Matheson	D.A.R.E. Officer	8/31/98
52-Patrick M. Walsh	Patrol Officer	8/31/98

53-Scott A. Beegle	Patrol Officer	1/19/99
54-Lon E. Etchison	A.C.E. Detective	1/19/99
55-Robert D. Stouffer	Patrol Officer	1/19/99
<i>56-Travis Dean LeMaster</i>	<i>Patrol Officer</i>	<i>9/7/99</i>
58-Stephen G. Shaw	Patrol Officer	9/7/99
25-Phillip M. Pierson	Patrol Officer	9/9/02
57-Matthew R. Miller	Patrol Officer	9/9/02
44-Ryan T. Dillon	Patrol Officer	3/24/03
62-Rebecca L. Lilje	Patrol Officer	06/30/03
63-Charles H. Sanso	Patrol Officer	06/30/03
64-Matthew Cvitkovich	Patrol Officer	06/30/03
60-W. Paul Stott	Patrol Officer	09/29/03
66-Greg Burri	Patrol Officer	4/25/05
67-Doug Sparks	Patrol Officer	4/25/05
68-Matt Dray	Patrol Officer	4/25/05
61-Anthony Vitale	Patrol Officer	1/30/06
70-David Wilson	Patrol Officer	6/25/07
71-Terry Zoerb	Patrol Officer	6/25/07

Those names in Italic are individuals that ended their service to the City of Xenia sometime during the 2007 year.

**City of Xenia, Ohio Police Division
2007 Sworn Personnel Changes**

1.	Present for duty on January 1, 2007	46
2.	Retired from the Division in 2007	1
	Total.....	45
3.	Resigned from the Division in 2007	1
4.	Appointed to the Division in 2007	2
5.	Present for duty on December 31, 2007	46

Timeline for Sworn Personnel Changes during 2006:

4/24/07 Officer Travis LeMaster Resigned from the Division

6/16/07 Sgt. Keith Linkhart Retired from the Division

6/25/07 Hired two officers. David Wilson and Terry Zoerb

**City of Xenia, Ohio Police Division
2007 Changes in Authorized and Actual Strength of Sworn Personnel**

Rank	Authorized Strength		Actual Strength	
	1/1/07	12/31/07	1/1/07	12/31/07
Chief	1	1	1	1
Captains	3	3	3	3
Sergeants	6	6	6	6
Officers	<u>35</u>	<u>35</u>	<u>36</u>	<u>36</u>
Totals	45	45	46	46

**City of Xenia, Ohio Police Division
2007 Sworn Personnel Years of Service Chart**

<u>Number of Officers</u>	<u>Years of Service</u>	<u>Percent of Force</u>
2	25 +	4.3%
5	20-24	10.8%
7	15-19	15.2%
12	10-14	26.1%
9	5-9	19.5%
11	-4	23.9%

**City of Xenia, Ohio Police Division
2007 Tabulation of Age of Sworn Personnel**

Year of Birth	Chief	Captain	Sergeant	Police Officer	Number of Members	Approx Age Members of Division
1953	0	1	0	0	1	54 years
1954	1	0	0	0	1	53 years
1955	0	0	0	1	1	52 years
1956	0	0	0	0	0	51 years
1957	0	0	0	0	0	50 years
1958	0	0	0	0	0	49 years
1959	0	0	0	0	0	48 years
1960	0	0	0	0	0	47 years
1961	0	0	0	0	0	46 years
1962	0	1	1	1	3	45 years
1963	0	0	1	3	4	44 years
1964	0	0	0	0	0	43 years
1965	0	1	0	2	3	42 years
1966	0	0	2	2	4	41 years
1967	0	0	0	0	0	40 years
1968	0	0	1	1	2	39 years
1969	0	0	0	2	2	38 years
1970	0	0	0	2	2	37 years
1971	0	0	1	4	5	36 years
1972	0	0	0	3	3	35 years
1973	0	0	0	1	1	34 years
1974	0	0	0	1	1	33 years
1975	0	0	0	0	0	32 years
1976	0	0	0	1	1	31 years
1977	0	0	0	1	1	30 years
1978	0	0	0	1	1	29 years
1979	0	0	0	1	1	28 years
1980	0	0	0	3	3	27 years
1981	0	0	0	2	1	26 years
1982	0	0	0	3	3	25 years
1983	0	0	0	0	0	24 years
1984	0	0	0	1	1	23 years
TOTAL	1	3	6	36	46	Avg. Age 36.1 years

**City of Xenia, Ohio Police Division
1997-2007**

Sworn Personnel Changes - Authorized Strength Chart						
YEAR	Authorized Strength	Actual Strength	Personnel	Ret/Res	Hired	NOTES
1997	47	44	J. Rinehart	3/25/97		
		43	E. Spicer	3/31/97		
		44	T. Norris		6/16/97	
		45	J. Osburn		6/16/97	
		46	R. Kelley		6/16/97	
		47	H. Hyer		6/16/97	
		46	T. Smith	7/31/97		
		47	M. Margorias		9/8/97	
		46	D. Helling	10/19/97		
		45	R. Coy	12/31/97		
1998	47	46	E. Board		1/5/98	
		47	C. Hennon		1/5/98	
		46	G. Evans	2/11/98		
		45	D. O'Malley	3/6/98		
	48	44	J. Huston	5/8/98		VAWA Grant- Add 1 Sgt - 5/4/98
1998		43	B. Minter	7/21/98		
		44	H. Matheson		8/31/98	
		45	P. Walsh		8/31/98	
		44	C. Hennon	12/16/98		
1999	48	45	S. Beegle		1/19/99	
		46	L. Etchison		1/19/99	
		47	R. Stouffer		1/19/99	
		46	J. Earley	1/27/99		
		45	R. Thomas	4/1/99		
		46	T. Lemaster		9/7/99	
		47	M. Gau		9/7/99	
		48	S. Shaw		9/7/99	
2000	48	47	C. Keith	3/38/00		
		46	D. Savage	5/2/00		
2001	48	47	S. Ritterbach		3/19/01	
		46	M. Gau	9/12/01		
2002	48	45	J. Shanks	1/19/02		
		44	S. Slone	1/28/02		
		45	K. Tubbs		7/1/02	
		46	S. Huntsman		7/1/02	
		45	T. Norris	8/3/02		
		46	P. Pierson		9/9/02	
		47	M. Miller		9/9/02	
2003	48	46	E. Hughes	1/4/03		
		45	K. Tubbs	2/7/03		
		46	R. Dillon		3/24/03	
		45	S. Ritterbach	3/19/03		
		44	S. Helling	3/28/03		
		43	W. McKinney	4/30/03		
		44	J. Phillips		5/4/03	
		43	E. Prindle	5/30/03		

Sworn Personnel Changes - Authorized Strength Chart						
YEAR	Authorized Strength	Actual Strength	Personnel	Ret/Res	Hired	NOTES
		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

**City of Xenia, Ohio Police Division
2007 Communications Personnel Roster**

Unit Number	Name	Assignment
160	P. June Johnson	Communications Director
161	Mickey E. Sweeney	Communications Operator II
162	Donna K. Swisshelm	Communications Operator II
163	Marian L. Bankhead	Communications Operator II
164	Vicki L. Coy	Communications Operator II
165	Connie S. Miller	Communications Operator II
166	Jacquelyn M. Foster	Communications Operator II
167	Valerie L. Mills	Communications Operator II
	<i>Katherine M. Espich-Jones</i>	<i>Communications Operator II</i>
168	Dawn E. Ellis-Whittemore	Communications Operator II
169	Kimberly Creswell	Communications Operator II
170	Christina L. Beegle	Communications Operator II
171	Patricia A. Bowen-Balonier	Communications Operator II
172	Susan E. Wolfe	Communications Operator II
173	Jessica Brooks	Communications Operator II
174	Heather Brown	Communications Operator II
175	Heather Glaspell	Communications Operator II
176	Kimberly Parker	Communications Operator II

Those names in Italic are individuals that ended their service to the City of Xenia sometime during the 2007 year.

**City of Xenia, Ohio Police Division
2007 Civilian Personnel Roster**

Unit Number	Name	Assignment
	<i>Karla L. Taylor</i>	<i>Chief' s Secretary</i>
150	Kathleen Pratt	Records Clerk
151	Christina L. Shaw	Police Service Aide
152	Pamela S. Gibbs	Police Service Aide
153	LeJean R. Huston	Secretary
154	Sandra I. Saunders	Secretary
155	James Osburn	Parking Enforcement/Volunteer Coordinator
156	Stephanie Erbaugh	Records Clerk

Those names in Italic are individuals that ended their service to the City of Xenia sometime during the 2007 year.

City of Xenia, Ohio Police Division Casey Elliot Memorial “City’s Finest” Award Winner 2007

The Casey Elliott Memorial “City’s Finest” Award is given each year in recognition for either an outstanding accomplishment in police work, bravery in the line of duty, or a humanitarian deed. The selection committee is comprised of the City Manager, a Representative of the Fraternal Order of Police, Greene County Lodge #37 and the Chief of Police.

The Casey Elliott Memorial Award for leadership recognizes those officers who on a daily basis, and through personal example, set a standard of excellence for others in the division to follow. All of these leaders are the type of person that you instinctively appreciate.

This year’s winner is an eleven year veteran of the police division. He is a 1990 graduate of Xenia High School and graduated from Miami University with a Bachelor of Science degree in Business. In his role with the police division, he serves as a School Resource Officer, a member of the Defensive Tactics and Firearms staff and member of the Bike Patrol. He has received several commendations over the years, the Meritorious Service Award in 2001 and the Community Policing Award in 2002.

At the Awards Ceremony in 2006, this officer was recognized because of information he received on a major breakthrough during a massive fire that occurred at Hooven & Allison. This information was obtained because of the rapport he had fostered with student athletes while working as a wrestling coach. This incident certainly demonstrates the need and value of having officers working closely in our schools.

In May 2006, officers were dispatched to the area of Lexington Avenue on a report of an abduction and attempted sexual assault in progress. A 12 year old girl had gone into her home after school and found a male suspect in the residence. A brief physical confrontation ensued but the young girl was able to escape her captor. She ran to a neighbor’s home who just happened to be her bus driver. The bus driver was able to get a good look at the subject who had fled from the house on Lexington Avenue.

XPD units searched the area for the suspect. This off duty officer happened to be in the area picking up one of his wrestling team members when he heard the call go out. He located the suspect on foot on US 42 just outside the city limits. The suspect was taken into custody without incident. Had it not been for the dedication of this officer, the identity of this suspect would have certainly been in doubt. The suspect gave officers a false name and date of birth. When his true identity was obtained, it was found that he was wanted for a parole violation in Michigan for sexual assault.

Captain Anger writes, *“This officer put himself at the right place at the right time during his off-duty hours by caring about the kids he serves in this community. I have seen this type of caring attitude demonstrated many times during his career. This was one of the best arrests that I have ever seen since I have been with the police division. This arrest was very important and his actions prevented an abduction of a child and a potentially tragic outcome.”*

These two incidents show the breadth and width of this officer’s experience including outstanding accomplishments and bravery in the line of duty. We are proud to call him a Xenia Police Officer.

On a personal note, he is married to Isadora. In his spare time, he enjoys coaching wrestling and Greek dancing.

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

From his many accomplishments in the Xenia Police Division and from the hearts of his fellow officers, it is indeed an honor to present the 2006 Casey Elliott Memorial “City’s Finest” Award to **Officer Dean Margioras**.



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

Offenses of Arson

Types of Property	2007	2006	2005	2004	2003
Commercial	5	2	3	4	10
Residential	8	6	3	6	6

Offenses of Assault

Types of Assault	2007	2006	2005	2004	2003
No Weapon	482	481	496	493	551
Weapon	21	19	8	18	11
Domestic	230	253	296	294	297
Adult	418	432	392	408	422
Juvenile	85	68	111	102	120
Officers Assaulted	8	2	6	3	2

Offenses of B&E/Burglary

Types of Property	2007	2006	2005	2004	2003
Commercial	26	42	21	27	29
Residential	169	151	159	160	176

Offenses of Homicide

Types of Homicide	2007	2006	2005	2004	2003
Overall	1	1	0	0	0
Infant Death/Stabbing/Arson	0	0	0	0	0

Offenses of Larceny

Types of Larceny	2007	2006	2005	2004	2003
Automobile	34	56	37	45	41
Other Vehicle	6	0	5	1	4
Auto Accessory	84	69	87	75	154
Grand	184	205	177	174	172
Petty	625	679	742	672	768

Offenses of Rape

Types of Rape	2007	2006	2005	2004	2003
Forcible	9	14	11	8	0

Offenses of Robbery

Types of Robbery	2007	2006	2005	2004	2003
Armed	7	10	5	4	5
Strong Arm	17	11	9	10	16

Other Offenses

Types of Offenses	2007	2006	2005	2004	2003
Bad Checks/Fraud	169	175	192	162	224
Phone Harassment/Threats	392	367	391	407	469
Property Damage	440	494	451	383	412
Miscellaneous Incidents	1903	1990	2047	2041	2088

Traffic Accident Investigations

Types of Accidents	2007	2006	2005	2004	2003
Fatal	0	0	4	1	1
Personal Injury	109	138	117	120	136
Property Damage	497	462	511	503	473
Hit Skip	156	168	171	161	155
Private Property	64	77	61	66	67
Number of Injured Persons	148	177	149	180	194

House Checks

Types of Check	2007	2006	2005	2004	2003
Vacant House	92	70	66	55	74

Special Services Activity

Types of Activity	2007	2006	2005	2004	2003
Total Cases Assigned	661	923	664	804	961
Misdemeanor Cases	140	454	163	208	258
Felony Cases	455	469	501	596	703
Felony Charges (Adult)	143	127	146	158	136
Property Room Items Logged	1580	1628	1560	1386	1568
Narcotics Cases Handled	64	62	68	73	80
Other Cases (missings, deaths, etc.)	36				

**City of Xenia, Ohio Police Division
Five Year FBI Uniform Crime Report**

Criminal Homicide	2007	2006	2005	2004	2003
Murder/Non-Negligent Manslaughter	1	1	0	0	0
Manslaughter by Negligence	0	0	0	0	0
Total Criminal Homicides	1	1	0	0	0

Forcible Rape	2007	2006	2005	2004	2003
Rape by Force	10	14	12	8	0
Attempts to Commit Forcible Rape	0	0	0	0	0
Total Forcible Rapes	10	14	12	8	0

Robbery	2007	2006	2005	2004	2003
Firearm	4	7	2	3	4
Knife or Cutting Instrument	1	3	3	2	3
Other Dangerous Weapon	3	2	1	3	2
Strong Arm	17	9	7	6	13
Total Robberies	25	21	13	14	22

Assault	2007	2006	2005	2004	2003
Firearm	4	1	3	3	0
Knife or Cutting Instrument	2	1	3	1	2
Other Dangerous Weapon	1	0	0	2	0
Hands, Fists, Feet – Aggravated	0	1	0	0	0
Other Assault (simple)	505	500	499	504	546
Total Assaults	512	503	505	510	548

Burglary – Breaking and Entering	2007	2006	2005	2004	2003
Forcible Entry	116	108	107	92	101
Unlawful Entry – No Force	67	79	59	72	89
Attempted Forcible Entry	13	20	15	21	16
Total Burglaries	196	207	181	185	206

Larceny – Theft (Except Motor Vehicle Theft)	2007	2006	2005	2004	2003
Total Larceny Thefts	894	951	1009	917	1091

Motor Vehicle Theft	2007	2006	2005	2004	2003
Autos	34	46	32	33	29
Trucks and Buses	3	8	5	10	8
Other Vehicles	6	1	5	1	5
Total Motor Vehicle Thefts	43	55	42	44	42

Grand Totals	2007	2006	2005	2004	2003
	1681	1752	1762	1678	1909

City of Xenia, Ohio Police Division 2007 Annual Analysis of Vehicular Pursuits

During 2007, the police division continued to operate under a pursuit policy that was implemented in September of 2005. The pursuit policy allows for vehicular pursuits for apprehension of suspects involved in very serious and violent crimes. Officers are required to document all incidents when a suspect violator fails to stop for them and a pursuit decision must be made. Our current policy requires the administration to convene the Use of Force Review Board anytime an officer is involved in a high speed vehicular pursuit. All division officers received a policy review during the months of November and December 2007. The officers also viewed a training tape that was provided by the Ohio Association of Chiefs of Police.

Xenia Police Division did not record any high speed vehicular pursuits during 2007. Xenia Police division Officers recorded five (5) incidents in which a violator failed to stop for them. We also had one documented use of the Stop Sticks. The following is a summary of the aforementioned incidents:

On February 8, 2007, an officer attempted to stop a vehicle after he observed a red light violation. The violator failed to stop and fled at a high rate of speed. The suspect was later located in the June Drive area. When the suspect saw police vehicles he again fled at a high rate of speed toward the western dead end of June drive. Officers reported that they observed the fleeing suspect from a distance. The suspect crashed on Progress drive near the circle K Store a short time later. An attempted Vehicle Apprehension Form was filed.

On July 24, 2007, an officer spotted a suspect vehicle that had been involved in a hit-skip accident earlier in the evening. When a traffic stop was initiated, the suspect fled westbound on Bellbrook Ave. The officer followed the current pursuit policy and made the decision not to pursue. The suspect vehicle was able to get away and was not immediately located. An Attempted Vehicle Apprehension Form was filed.

On August 2, 2007, an officer was attempting to assist the Greene County sheriff's Office with a suspect fleeing into the city at a high rate of speed. The officer passed the vehicle on Old Springfield Pike near Kinsey Rd. The suspect fled at a high rate of speed northbound on Old Springfield Pike. The suspect attempted to pull into a wooded area to further evade apprehension. While pulling into the grassy area the suspect lost control and struck a tree. The suspect and vehicle were found a short time later by Xenia Officers. The suspect was taken into custody without further incident. An attempted Vehicle Apprehension Form was filed.

On August 5, 2007, an officer attempted to stop a vehicle for a misdemeanor traffic offense. The suspect failed to stop and fled at a high rate of speed. The officer made the proper pursuit decision and did not pursue. The officer was able to identify the suspect and file charges with the prosecutor. An Attempted Vehicle Pursuit Form was filed.

On September 26, 2007, Xenia Police Division assisted an Ohio State Patrol Unit from the Dayton Post with a high speed pursuit that was approaching the city from the west. The post requested assistance and the XPD officer deployed Stop Sticks to end the pursuit. The deployment was successful and all relevant reports were filed.

On November 24, 2007, an officer attempted to stop a vehicle with an expired registration. The suspect failed to stop for the officer. The vehicle was spotted a few minutes later at an address on E. Third St. After talking to a witness the suspect was found and cited expired tags, driving under suspension, and reckless operation. The officer filed an Attempted Vehicle Pursuit Form.

The detailed reports of these incidents are maintained in accordance with the records retention schedule.

Vehicle Pursuits by Year

PURSUIT	2005	2006	2007
Total Pursuits	3	7	6
Policy Compliant	3	6	6
Policy Non-compliant	0	1	0
Accidents	0	1	2
Injuries (officer/suspect/third party)	0	0	0
Traffic offense	3	6	4
Felony	0	0	0
Misdemeanor	0	1	2

City of Xenia, Ohio Police Division 2007 Accident and Traffic Enforcement Review

Section 1 Traffic Accident Statistical Data

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

	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total	Percent
0000	2	1	2	2	2	2	1	12	2.0%
0100		2		1	3			6	1.0%
0200	5	3	1		1	2		12	2.0%
0300	1	1		1		2	2	7	1.1%
0400	1	1				1		3	0.5%
0500			1			1		2	0.3%
0600	3	1	3	3	3	2		15	2.5%
0700	3		5	2	4	1	1	16	2.6%
0800	1	5	4	4	5	4	1	24	3.9%
0900	2	1	7	4	7	4	6	31	5.1%
1000	9	5	8	5	6	6	2	41	6.7%
1100	6	3	8	5	1	10	10	43	7.0%
1200	3	6	1	7	5	4	4	30	4.9%
1300	3	4	7	7	4	5	8	38	6.2%
1400	3	8	9	10	5	11	8	54	8.9%
1500	4	11	7	10	5	8	2	47	7.7%
1600	3	8	7	9	11	13	5	56	9.2%
1700	5	6	8	4	11	13	6	53	8.7%
1800	5	2	6	5	5	5	6	34	5.6%
1900	1		3	2	3	4	4	17	2.8%
2000	3	4	3	4	4	4	2	24	3.9%
2100	4	1	2	3	2	4	2	18	3.0%
2200		1	5			2	4	12	2.0%
2300	1	1	2	1	3	4	3	15	2.5%
Total	68	75	99	89	90	112	77	610	100.0%
Percent	11.1%	12.3%	16.2%	14.6%	14.8%	18.4%	12.6%	1	

Pattern/Trend Identification: Of the 610 total accidents 64% of them occurred Tuesday thru Friday during the times of 0800 and 1800 hours.

Cause/Effect of Patterns/Trends: Most of the accidents seem to be occurring during the morning and afternoon rush. Xenia is a large commuter town with citizens traveling to nearby cities to work.

Findings: The accident reports were reviewed. As a result the following intersections were identified as problematic, and in need of attention:

W MAIN ST / PROGRESS DR	19
W MAIN ST / HOSPITALITY DR	13
W MAIN ST / WEST ST	11
PROGRESS DR / HARNER DR	10
MAIN ST / DETROIT ST	9

N DETROIT ST / KINSEY OR HOLLYWOOD	8
N DETROIT ST / W CHURCH ST	8
S DETROIT ST / SECOND ST.	8
W MAIN ST / ALLISON AV	8
W MAIN ST / CHURCH ST	8

The predominant contributing circumstance in these collisions was drivers failing to stop for traffic signals, 'speeding up' through amber signals, and uninsured clear distance.

Recommendation: Assign officers to conduct selective enforcement at these intersections.

Section 2 Traffic Enforcement Statistical Data

Data Collection: The Divisions monthly Productivity Reports from Jan. 1 to Dec. 31, 2007 were compiled to arrive at a total number of citations. The Bias Based data was used to determine the total number of warnings and traffic stops.

2007	Citations	Warnings	Total Stops
1 st Quarter	752	592	1086
2 nd Quarter	776	589	1082
3 rd Quarter	655	438	791
4 th Quarter	806	334	667
Totals	2989	1953	3626

* 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: The first quarter had the most traffic stops and the fourth quarter had the fewest stops. More citations were issued than warnings.

Cause/Effect of Patterns/Trends: The number of calls for service has a direct relationship to the amount of time that officers can spend on traffic enforcement. Specific reasons for the issuing of citations versus warnings are unknown. Officers have the discretion on what enforcement action to take.

Findings: The first quarter had 38.6% more stops than the fourth quarter and the fourth quarter had 5.4% more calls for service. There is a direct relation to call load and time spent on traffic enforcement.

Section 3 Specific Traffic Enforcement Activities

Activity 1: Officers were assigned to conduct traffic posts near the intersections in which the most accidents occurred in 2006.

Activity 2: We participated in the State wide "Click It or Ticket" campaign. This was Memorial Day Weekend and officers were instructed to write citations for all seatbelt law violations.

Section 4 Evaluation of Selective Traffic Enforcement Activities

Activity 1: Officers were asked to focus on the top ten intersections from 2006. Due to the increased presence at those intersections we noticed a drop in accidents at nine of the ten intersections. The intersection that did not improve had one additional accident in 2007.

Activity 2: A total of 94 traffic stops was conducted during this weekend. There were 73 citations issued and 53 warnings. Of those citations only 16 was for seatbelt violations. The increase in publicity during this time obviously made some citizens bulk up.

Section 5 Activities for the Coming Year

Activity 1: Officers will be assigned to conduct traffic posts at the intersection listed within this report.

Activity 2: We will again participate in all State wide traffic safety Campaigns.

Section 6 Comparison of collision and Enforcement Activities

Event	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Accidents	138	145	139	185
Citations	752	776	655	806
Warnings	592	589	438	334
Traffic Stops	1086	1082	791	667

Cause/Effect of Patterns/Trends: Comparison of traffic accidents and traffic enforcement does suggest a correlation between certain aspects of enforcement and the number of accidents.

Findings: Traffic Post/Stops do significantly impact the number of Accidents. This is the only enforcement category that directly corresponds to the number of accidents. The First Quarter had the most traffic stops and the fewest accidents. The forth quarter had the fewest traffic stops and the most accidents.

Recommendations: In crease the number of traffic posts being done. This generates traffic stops which seams to help prevent accidents.

City of Xenia, Ohio Police Division 2007 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.

Because of budget limitations, the training program was cut back in 2005 and 2006. In 2007 we began working to restore the number of training hours to ensure that the skill levels of officers remain at the high level we have come to expect from the staff of the Xenia Police Division.

Training Year	In-House Training Hours	Outside Training Hours	Total Training Hours
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.
2001	40% - 2637 hrs.	60% - 3982 hrs.	6619 hrs.
2000	38% - 2737 hrs.	62% - 4484 hrs.	7221 hrs.
1999	41% - 2862 hrs.	59% - 4118 hrs.	6980 hrs.

City of Xenia, Ohio Police Division 2007 Reserve Unit Report

The Reserve Unit of the Xenia Police Division started the year 2007 with two officers and ended the year with the same two officers. The Reserve Lieutenant was on medical leave from mid January until mid July due to a heart condition. He has returned to full duty. In the year 2007, the Reserve Unit of the Xenia Police Division logged a total of 496.5 man-hours with just two officers.

The hours logged by the Xenia Police Division Reserve Unit include many areas of activity in their service to the City of Xenia. Included in these hours is time on patrol duties, traffic control, service at special events, security for local businesses, emergency call-ins, administrative duties, monthly meetings, training sessions and time spent in court.

Reserve Unit members took part in many special events, some of which included participation in Cops and Lobsters and traffic control for the bike marathons and the Greene County Fair. The unit participated in traffic control and security details for the Xenia Old Fashioned Days Parade and weekend festivities. Security was also provided to many Xenia businesses and the Greene County Library.

The Reserve Unit stayed current in all training made available to them and both officers are qualified with their duty and off-duty firearms, the patrol rifles, shotguns, and tasers.

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

City of Xenia, Ohio Police Division 2007 D.A.R.E. Report

The Xenia Police Division currently presents the DARE curriculum in 9 elementary schools. 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. Many parents have stated that their kids talk about DARE and what they learn all the time (many parents are challenged about their own behaviors).

The DARE curriculum focuses on drug prevention in two main areas. First, teaching kids the harmful physical, criminal, and social consequences of tobacco, marijuana, and alcohol. Second, focusing on choosing good friendships and how to resist and avoid negative peer pressure to use drugs.

2007 has been a good year for DARE in Xenia. This was our first year to teach the program at Xenia Nazarene. The program was well received and has become a regular part of the school year at Xenia Nazarene. In January officer Matheson concluded the DARE program at Tecumseh and Shawnee with DARE graduations (Springhill and Arrowood concluded in Dec 2006). The graduations included a slideshow with pictures of the kids doing different activities in DARE class. The slide shows were a big hit. He also started the DARE program at McKinley, Cox, Simon Kenton, St. Brigid and Xenia Nazarene. In addition to teaching DARE classes, officer Matheson regularly read to various classes and taught pre-schoolers about Stranger Danger and about what police officers do.

In April and May Officer Matheson, took 24 DARE essay winners to McDonald's for lunch. McDonald's graciously donated the lunches as they have the past three years. Officer Matheson took part in Integrated Youth Service's annual alcohol awareness program at Shawnee Park. There, officer Matheson used the fatal vision goggles to demonstrate the dangers of drunk driving.

In May, officer Matheson conducted DARE graduations at St. Brigid, McKinley, Xenia Nazarene and Cox elementaries. Again with the slideshow being a big hit. May also started the planning of safety city and the 16th annual DARE golf scramble. Officer Matheson visited every business in the city and a few outside the city soliciting sponsorships for the DARE program. The community responded with enthusiasm. Officer Matheson attended Community Action Day at Shawnee Park. He passed out pamphlets and talked to people about drug abuse.

In June, Officer Matheson conducted a DARE graduation at Simon Kenton Elementary. Officer Matheson also presented the safety city program to about 60 of Xenia's soon to be 1st graders at Simon Kenton Elementary. Pam Gibbs and Christina Shaw assisted with the program and proved to be invaluable. He also had one high school student, (Brian Persons) and 6 D.A.R.E. graduates assisting with set up and activities for the kids. Officer Matheson taught stranger danger, pedestrian safety, and gun safety. Jackie Foster taught 911. Greene county parks and Recreation taught water safety. Officer Dean Margioras taught bike safety. Officer Becky Greene taught about safety belt use and Laura Smith from Xenia Community schools, taught school bus safety. Members of the Xenia Fire Division brought the fire safety trailer out and taught fire safety and poison prevention. Deputy Dennis Nipper and Deputy Dan Funk brought out their dogs for a presentation. The program went smoothly and was enjoyed by all. Many compliments and thanks from parents were received.

July 20th was Xenia Police Division's 16th annual golf scramble held at Locust Hills Golf Course in Springfield. It was a beautiful day and the golf scramble was a huge success with record earnings of \$6,400.00. Cemex Company in Fairborn donated an additional \$1000.00 towards vehicles for the Safety City Program. Again, Pam Gibbs and Christina Shaw were exceptionally helpful. The community supported the fundraiser both financially and with loads of door prizes. Everyone who attended received a door prize. The scramble was enjoyed by all. Many compliments were received.

August 6th -9th Officer Matheson took 17 of his D.A.R.E. graduates to Camp Birch for D.A.R.E. camp. There were D.A.R.E. kids from Beavercreek, Fairborn, Jamestown, and other schools in the county. It

was a good experience for all. Activities included swimming, canoeing, arts and crafts, archery, a talent show, and a family dinner.

September began with D.A.R.E. starting a new year at Springhill, Arrowood, Shawnee, and Tecumseh. The new fifth graders were excited to finally get to participate in the program. Again along with teaching the D.A.R.E. program, Officer Matheson reads and teaches safety lessons to the younger classes.

In October, Officer Matheson went to Faith Community Church and gave them a tour of a police cruiser and taught a lesson to pre – schoolers about what police officers do. He also went on a field trip with all the 5th graders to the Greene County Fairgrounds. On Halloween Officer Matheson participated with the Masonic lodge #21 and Xenia Parks and Recreation in a trick or treat night at the Xenia Bike Hub. The event was a huge success. There were over 1000 people that attended the event.

In November, Officer Matheson attended Science Day at Tecumseh Elementary and taught 3rd, 4th, and 5th graders about the harmful effects of smoking.

In December, Officer Matheson took 24 DARE essay winners to McDonald's for lunch as a reward for their hard work (McDonald's graciously donated the food). Officer Matheson conducted DARE graduations at Springhill, Arrowood, and Shawnee Elementaries (Tecumseh Graduation is to be held in January of 2008.)

In all, this was a very good year for the DARE program. Through the program, positive relationships are established with school staff, students, and parents. It continues to be a positive influence for the City of Xenia.

City of Xenia, Ohio Police Division 2007 School Resource Officer Report

Officer Dean Margioras has been assigned to the Xenia High School as their School Resource Officer. As manpower permits he spends 3 days a week, with a minimum of 2 days per week, within the school. Officer Tim Roop has been assigned to Central and Warner Middle Schools as their School Resource Officer. As manpower permits he spends 1 day per week at each school.

The benefits of the School Resource Officers have been seen throughout the year. Often times the students share information with the School Resource Officers that becomes useful during investigations. Also the School Resource Officers often overhear student conversations that lead to obtaining needed information. The information collected is then disseminated to the appropriate person.

During the past year, the School Resource Officers were involved in many activities in the schools, continued to hold students accountable for their actions, and giving students a helping hand when needed.

During the year we conducted a drug sweep utilizing police K-9 units from the Greene County Sheriff's Office and other agencies. The Xenia High School lockers and vehicles were checked. The dogs alerted on several lockers but nothing was found. The operation was once again a success.

Each year an e-mail is sent to all of the teachers within the high school asking if they would like for the officer to speak to their students during class time. This year the following presentation was conducted:

- A presentation was given to all of the sophomore health classes about the affects of drugs and alcohol on ones life, appropriate conduct with the police, laws and penalties, and the importance of reporting students with weapons;
- A presentation was done to the vo-ag classes about gun safety;
- A presentation was done to all senior government classes, just prior to prom, on the importance of driving responsibly, the Signal 30 vehicle crash video was shown, and the students was educated on OVI laws and penalties;
- A mock accident was also done for all of the High school students. The accident was to show what could happen while driving under the influence;
- A presentation was done for the 8th grade students demonstrating how math is utilized in traffic crash investigations;
- A presentation was done for the middle school students by Martha Wade. The presentation was called "The Mosaic of Life". She used broken pieces of colored tile to represent how our lives are broken from negative experiences. Ms. Wade had the students make a picture by putting the pieces together symbolizing how one can take bad experiences and grow from them so as to not be a victim of their circumstances.

Many of the teachers have already requested that the officers speak to their spring 2008 classes as well. Having these positive contacts with the students, allows the officers to discuss important issues that ordinarily would not be spoken about if officers were not in the schools.

The school resource officers assist the juvenile probation department by keeping them informed of the juvenile's behavior while in school. The officers are also available to the school staff to assist in dealing with students who become belligerent and in situations where an officer is needed.

Warner Middle School administrators reported that there has been a reduction in fighting in the school since the school resource officer has been present. The Xenia High School staff feels that there are fewer problems when an officer is present in the building. The Juvenile Prosecutor has also noticed a decrease

in disorderly conduct charges since the school resource officers has been in the schools. A full time school resource position would allow for more extensive evaluation of the program.

Overall, the school resource officer program has shown a multitude of benefits inside and outside of the schools. The officers are well accepted and are relied upon. The communications and information flow between the schools and the police division has increased creating situations where crimes are being solved and prevented.

City of Xenia, Ohio Police Division 2007 D.I.V.E.R.T Report

Total number of cases where contact was attempted 536
 Total number of cases where contact was available 161
 Total number of cases where contact was unavailable 375
 Wrong number 73
 No longer in service 138
 Four time callback 158
 Client moved 6

Number of contacts who
 Agreed to participate 139
 Refused to participate 22

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 122 No 6 Don't Know 11

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

Yes 113 No 412

b. Was the contact helpful?

Yes 98 No 15 Don't Know 0

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

Number of referrals made to agencies 525

Average number per case 3.78

Actual referral resources contacted 113

Did not make contact 412

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

Yes 12 No 147 Will Not Disclose 6

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

Yes 149 No 4 Don't Know 9

City of Xenia, Ohio Police Division 2007 Greene County Regional Swat Team / Hostage Negotiation Team Report

Generally, the regional S.W.A.T. Team is made up of 11 team members from both the Xenia Police Division and Greene County Sheriff's Office for a total of 22 tactical members. The team has been successful at sharing manpower and capital resources in an effort to provide a well trained tactical team to the citizens of Xenia and Greene County. The cooperation between Xenia PD and the Greene county Sheriff's Office helps to provide a needed emergency tactical force without duplicating resources. 2007 proved to be one of the busiest years in recent history for the S.W.A.T. Team. The following is a summary of the critical incidents that were handled by the team during the past year.

The team was activated 7 times in 2007. Six of the activations were full team call-ins and one was a partial team call-in. Three of the call-ins were barricaded subjects, three were search warrants, and one was an arrest warrant. Three of the call-ins were pre-planned and four were emergency call-ins. Five of the call-ins were in the City of Xenia, one in Xenia Township, and one began in Yellow Springs but concluded in the City of Fairborn. There were no injuries reported during any of the call-ins.

01/10/07 - Barricade at 1218 Omard Dr., Xenia

A subject wanted by Dayton PD for an armed robbery was located at this residence but refused to give himself up, barricading himself inside. SWAT responded and established a perimeter. HNT negotiated with the subject. The subject gave himself up without incident approximately 2 hours later.

02/20/07 – Barricade at 2028 Drummond Dr., Xenia

An emotionally disturbed subject appeared at this location on Drummond Dr. asking for his estranged wife. It was later determined that he was a Police Officer from Warren County. We were advised by other employees of his police department that he was their current SWAT Commander. The suspect said he was armed and barricaded himself in this residence. SWAT members set up a perimeter to secure the scene. After a short time of negotiating with XPD Hostage negotiators and command staff members of Middletown PD, the suspect gave himself up without further incident.

02/23/07 – Search Warrant at 488 E. Market St., Xenia

The team served a high risk search warrant for the ACE Task force at this residence. Numerous subjects were detained and two handguns were located inside.

05/24/07 – Search Warrant at 419 E. Market St., Xenia

The team served a high risk search warrant for the ACE Task force at this residence.

09/05/07 – Arrest Warrant at 224 E. Dayton-Yellow Springs Rd., Fairborn

Six team members performed a vehicle take down in the parking lot and arrested one individual who was wanted for felony assault with a firearm.

10/27/07 – Barricade at 43 S. Morning Siding Rd., Xenia Township

A suicidal-homicidal subject threatened to shoot his wife after a domestic dispute. The subject then barricaded himself, alone, in this residence. The information given to officers was that the suspect had been displaying a handgun during the dispute with the victim. The subject was reportedly threatening to commit suicide by carbon monoxide poisoning with a vehicle in the garage. In an emergency effort to attempt to save the suspects life, SWAT members entered the residence and located the individual inside of a vehicle in the attached garage. Upon entry, the suspect was found to be deceased. There were multiple vehicles running in the garage at the time of entry. The suspect was subsequently pronounced dead of apparent carbon monoxide poisoning. The subject was found to be in possession of a handgun.

12/19/07 – Search Warrant at 449 N. West St., Xenia

The team served a high risk search warrant for the ACE Task force at this residence. Numerous subjects were detained and one handgun was located inside.

City of Xenia, Ohio Police Division 2007 Parking Revenue Receipts

Month	Receipts 2005	Receipts 2006	Receipts 2007	Amount	Percent
January	\$5,059.79	\$5,347.37	\$4,691.09	-\$656.28	-12.27%
February	\$5,558.24	\$5,498.88	\$4,244.05	-\$1,254.83	-22.82%
March	\$5,838.72	\$6,048.89	\$5,842.74	-\$206.15	-3.41%
April	\$5,064.30	\$4,864.27	\$4,620.02	-\$244.25	-5.02%
May	\$4,936.10	\$4,367.35	\$5,071.46	\$704.11	13.88%
June	\$5,534.65	\$5,074.86	\$4,672.71	-\$402.15	-7.92%
July	\$4,569.89	\$4,707.30	\$4,557.26	-\$150.04	-3.19%
August	\$4,977.95	\$5,207.42	\$5,944.13	\$736.71	12.39%
September	\$5,850.71	\$4,391.97	\$5,094.76	\$702.79	13.79%
October	\$5,177.73	\$5,084.56	\$4,503.26	-\$581.30	-11.43%
November	\$4,922.27	\$4,570.80	\$5,517.70	\$946.90	17.16%
December	\$4,916.24	\$4,422.94	\$3,972.04	-\$450.90	-10.19%
YTD Totals	\$62,406.59	\$59,586.61	\$58,731.22	-\$855.39	-1.44%

City of Xenia, Ohio Police Division 2007 Auxiliary Unit Report

The Xenia Police Division maintains a Volunteer Auxiliary Unit for assistance with Bike Path Patrol, Parking Enforcement, Clerical Assistance within the Police Division, and assisting with traffic control at large incidents. The members of the unit are under the direction of the full time Parking Enforcement Personnel. The full time Parking Enforcement Personnel maintain a line of communication between the division and the Auxiliary Members by way of answering to the Administrative Services Captain.

Name	Unit Number	2006 Hours	2007 Hours	Percent
Bob Craig	701	411 hours	443	07.22%
Sue Grooms	702	1.5 hours	142	98.94%
Mary Plsek	707	119 hours	130	08.50%
Marg McQuinn	708	0.5 hours	0	
Marilyn Smallwood	709	0 hours	0	
YTD Totals		532 hours	715 hours	

**XENIA POLICE DIVISION 1221, 1223, 1213, 1224
2007 PERFORMANCE PLAN**

IT IS THE MISSION OF THE POLICE DIVISION TO:

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

Requested Resources:

Employees ... 46 Sworn Officers & 6 Civilians & 1 Parking Enforcement

Positions	General Fund – 101	Parking Fund - 615
Police Chief -1	100%	
Captains, Admin, Special-2	100%	
Captains, Patrol – 1	95%	5%
Sergeants – 6	100%	
Officers – 36	100%	
Civilians – 6	100%	
Parking Enforcement - 1		100%

Total Personnel Services Budget

	<u>Actual</u>	<u>Budgeted</u>
1221 Police	\$	\$
1223 Parking	\$	\$
1213 VAWA/DIVERT	\$	\$
1224 DARE	\$	\$

Total Operating Budget

1221 Police	\$
1223 Parking	\$
1213 VAWA/DIVERT	\$
1224 DARE	\$

Capital Budget \$

■ **Other Income (Grants) -**

Violence Against Women’s Act (VAWA/DIVERT) - Estimated at \$48,000.00 including required match.

D.A.R.E. Grant - \$15,000.00 (Estimated)

Third Grade Safety Belt Program - \$1,000.00 (Estimated)

ADMINISTRATIVE GOALS:

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

- Assign uniform personnel to most school zones on a daily basis.
- Continue the partnership with secondary school administrators through attendance at meetings discussing matters of mutual concern.
- Maintain existing Neighborhood Watch groups to address quality of life issues in and around their neighborhoods. Look for opportunities to start new groups.
- Attempt to fulfill all requests for police involvement at functions hosted by civic groups, churches, youth organizations and government entities.
- Continue the expanded School Resource Officer (SRO) program utilizing current resources in the secondary schools. Look at ways to expand middle school involvement.
- Encourage officers to be present or participate in after school activities with our youth.
- To the extent possible publicize successes in the Police Division.

***Outcome:** Despite continuing manpower shortages, we continue to work to make sure all of these goals get some attention throughout the year. The SRO program continues to get rave reviews from the schools affected.*

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

- Maintain accreditation standards during the year 2007/2008 by complying with all applicable mandatory standards of excellence established by the national Commission on Accreditation for Law Enforcement Agencies (CALEA).
- Maintain at least 85% compliance with all applicable other than mandatory standards of CALEA.
- Complete accreditation onsite to help ensure our continued CALEA compliance. 2nd. Quarter

***Outcome:** In 2007 we completed a very successful on-site and in July receive accredited status for another three years.*

CONTINUE TO DEVELOP DIVISION WIDE INNOVATION,

- Encourage the command staff and first line supervisors to develop, cultivate and implement programs that optimize results utilizing current limited resources.
- Continue to look at ways to control and minimize overtime.
- Continue to seek grant funding to supplement local dollars to modernize equipment and increase efficiencies.
- Evaluate operations, staffing, and special programs to determine the needs of the division and the efficacy of the special programs.
- Review policy on fleet utilization to ensure safe vehicles and maximize useful life and utility.

***Outcome:** We received a “pole camera” based on a grant for which we had applied. In 2007 we modernized the Mobile Data Computer’s in each cruiser. In 2007 we worked on a program to replace our CAD and RMS system.*

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.
- Place a renewed emphasis on locating and enforcing loud noise and music coming from

motor vehicles.

- Strive to increase division visibility which projects positively on the division and on the city. Look at new arenas for promoting the police division.

***Outcome:** As manpower allows we strive to work on noise enforcement. We issued nine (9) citations in 2007; Eight adult, One juvenile. The Patrol Section developed a new “Alarm notification” form. The form was designed by two officers on evenings that will enable officers to place this door hanger on their door detailing that XPD was there and the actions taken. We expect this to be a great PR tool to ensure updated info exchange between the citizens and police. The forms are orange in color.*

OPERATIONAL GOALS:

IMPROVE DIVISIONAL SKILLS/SAFETY THROUGH TRAINING

- Have the Training/Safety Committee determine guidelines for improving safety within the police division.
- Provide annual training schedule with emphasis this year on a Diverse Training program for officers. 1ST Quarter
- Provide a minimum of 2 hours of in-service training on the topics of “legal use of force” and “vehicle pursuit policies”. 3rd Quarter
- 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. 3rd Quarter
- Understand and implement new state guidelines for continuing education to maintain certification of officers.

***Outcome:** Xenia Police Division continues to provide one of the most vigorous training schedules in the area. We met all CALEA mandated training, all state required training, and all NIMS required training. In addition we provided training as determined was need by our training committee in addition to all the required training.*

EMPHASIZE ATTENTION TO TRAFFIC SAFETY THROUGH ENFORCEMENT AND EDUCATION.

- Continue to focus enforcement efforts in 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.
- Attempt to balance speed enforcement between high-volume roadways and residential streets attracting citizen complaints. Display the Division’s speed monitoring trailer in critical areas, followed by increased police presence to reinforce posted limits.
- Support and participate in enforcement campaigns organized and promoted by the Ohio Department of Public Safety. Publicize local efforts with the assistance of print and broadcast media.
- Continue close association with the local “Safe Communities” coalition, seeking all opportunities to increase local restraint usage and espousing sensible and safe habits among youthful, inexperienced drivers.
- A renewed effort by uniform patrol officers to include, teach or otherwise instruct citizens on the proper use of child safety seats.
- Continue the Safety City traffic and safety education program. The Safety City program

teaches safety to first graders including bicycle safety, pedestrian safety, Danger Stranger, Police Officers are Our Friends, and fire safety. Investment of about 160 hours of D.A.R.E. officer time required to set up and run the program.

- Provide one sworn officer full-time to the D.A.R.E. program and the D.A.R.E. summer camp, serving over 450 children each year.
- Present at least one seat belt education program at each elementary school to teach children to “buckle up” their safety belts.

Outcome: *This continues to be one of our strong areas as we have met or exceeded all of our goals in this area.*

WORK TO PREVENT AND REDUCE FAMILY VIOLENCE

- Reduce the number of Domestic Violence related injuries by establishing and maintaining an arrest ratio of at least 75% in all reported Domestic Violence reports.
- Reduce the number of repeat Domestic Violence calls to the same residence within a 12 month period by striving to ensure the response of a trained social worker and police officer team to 100% of all follow-up investigations for Domestic Violence.
- Renewal of DIVERT grant to maintain DIVERT Officer. 4th Quarter

Outcome: *We continue to meet the goals related to domestic violence and continue to receive the annual VAWA grant.*

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

- Schedule additional special patrol assignments that target all “nuisance complaints” commonly associated with those involved in ongoing drug activity.
- Emphasize in-service training relevant to drug law enforcement. Seek external training opportunities worthy of XPD participation
- Solicit more joint operations with the ACE Task Force, utilizing its resources and promoting collaborative efforts. Attempt to supply a second XPD officer to ACE to provide valuable experience to interested officers on a part-time, rotating basis as available.

Outcome: *The ACE task force continues to be a force in drug enforcement in southwest Ohio and XPD meets all of these goals through that collaboration. The final goal while not achieved in 2007 is planned for 2008.*

WORK TO PREVENT AND REDUCE CHILD PORNOGRAPHY ON THE INTERNET

- Request extension of time to use federal grant funds to expand the hours spent on internet crimes. To purchase equipment, office supplies, pay for training, travel expenses, etc. 1st Quarter
- Present training sessions to the public on protecting children/safe use of the internet.
- Continued training and education of our police officers.

Outcome: *Grant expired in June 2007. The completion of the grant was viewed as very successful; We exceeded every goal set by ourselves and those required by the grant. With the discontinuation of the grant funding, the ability to spend on this project is being scaled back drastically. We will continue to strive to develop cases as time allows and will provide training locally. We can no longer justify offering this training throughout Ohio at no cost.*

**XENIA POLICE DIVISION 1221, 1223, 1213, 1224
2008 PERFORMANCE PLAN**

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- Work in partnership with our community to prevent, resist, and eliminate crime;
- Recognize diversity and foster a relationship of mutual respect with the members of our community;
- Achieve personal and professional excellence;
- Ethically, consistently, and equitably exercise police powers and discretion.

Requested Resources:

Employees ... 46 Sworn Officers & 6 Civilians & 1 Parking Enforcement

Positions	General Fund – 101	Parking Fund - 615
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Captains, Admin, Special-2	100%	
Captains, Patrol – 1	95%	5%
Sergeants – 6	100%	
Officers – 36	100%	
Civilians – 6	100%	
Parking Enforcement - 1		100%

■ **Grant Income -**

Violence Against Women’s Act (VAWA/DIVERT) - Estimated at \$48,000.00 including required match.

D.A.R.E. Grant - \$15,000.00 (Estimated)

Third Grade Safety Belt Program - \$1,000.00 (Estimated)

ADMINISTRATIVE GOALS:

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

- Assign uniform personnel to most school zones on a daily basis.
- Continue the partnership with secondary school administrators through attendance at meetings, semi-annual drug sweeps, and discussing matters of mutual concern.
- Maintain existing Neighborhood Watch groups to address quality of life issues in and around their neighborhoods. Look for opportunities to start new groups.
- Attempt to fulfill all requests for police involvement at functions hosted by civic groups, churches, youth organizations and government entities.
- Continue the School Resource Officer (SRO) program utilizing current resources in the secondary schools. Look at ways to expand middle school involvement.
- Encourage officers to be present or participate in after school activities with our youth.
- To the extent possible publicize successes in the Police Division.

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

- Maintain accreditation standards during the year 2008 by complying with all applicable mandatory standards of excellence established by the national Commission on Accreditation for Law Enforcement Agencies (CALEA).
- Maintain at least 85% compliance with all applicable other than mandatory standards of CALEA.
- Complete transition to the Fifth edition CALEA Standards including rewrites and new policies required by the new standards.

CONTINUE TO DEVELOP DIVISION WIDE INNOVATION,

- Encourage the command staff and first line supervisors to develop, cultivate and implement programs and ideas that optimize results utilizing current limited resources.
- Continue to look at ways to control and minimize overtime.
- Continue to seek grant funding to supplement local dollars to modernize equipment and increase efficiencies.
- Evaluate operations, staffing, and special programs to determine the needs of the division and the efficacy of the special programs.
- Review policy on fleet utilization to ensure safe vehicles and maximize useful life and utility.

ADDRESS QUALITY OF LIFE ISSUES IN A TIMELY AND EFFECTIVE MANNER

- Continue Committee work on plans for a new Police Division building or larger quarters.
- Increase community awareness and expectations on junk vehicles and other neighborhood nuisance programs as it relates to the police division. Continued partnership with city staff and XPD personnel to handle junk vehicles within the City.
- Strive to increase division visibility which projects positively on the division and on the city. Look at new arenas for promoting the police division.

OPERATIONAL GOALS:

IMPROVE DIVISIONAL SKILLS/SAFETY THROUGH TRAINING

- Have the Training/Safety Committee determine guidelines for improving safety within the police division. Also look at developing minimum and preferred fitness guideline standards.
- Provide annual training schedule with emphasis this year on a Diverse Training program for officers.
- Provide a minimum of 2 hours of in-service training on the topics of “legal use of force” and “vehicle pursuit policies”.
- Continue to provide at least 8 hours of in-service training for all officers on less lethal force options in the department to include the ASP baton, chemical agents (OC spray), tasers, and all other authorized less lethal force options at least once during the year.
- Understand and implement new state guidelines for continuing education to maintain certification of officers.

EMPHASIZE ATTENTION TO TRAFFIC SAFETY THROUGH ENFORCEMENT AND EDUCATION.

- Continue to focus enforcement efforts in 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.

- Attempt to balance speed enforcement between high-volume roadways and residential streets attracting citizen complaints. Display the Division's speed monitoring trailer in critical areas, followed by increased police presence to reinforce posted limits.
- Support and participate in enforcement campaigns organized and promoted by the Ohio Department of Public Safety. Publicize local efforts with the assistance of print and broadcast media.
- Continue close association with the local "Safe Communities" coalition, seeking all opportunities to increase local restraint usage and espousing sensible and safe habits among youthful, inexperienced drivers.
- A renewed effort by uniform patrol officers to include, teach or otherwise instruct citizens on the proper use of child safety seats.
- Continue the Safety City traffic and safety education program. The Safety City program teaches safety to first graders including bicycle safety, pedestrian safety, Danger Stranger, Police Officers are Our Friends, and fire safety. Investment of about 160 hours of D.A.R.E. officer time required to set up and run the program.
- Provide one sworn officer full-time to the D.A.R.E. program and the D.A.R.E. summer camp, serving over 450 children each year.
- Present at least one seat belt education program at each elementary school to teach children to "buckle up" their safety belts.

WORK TO PREVENT AND REDUCE FAMILY VIOLENCE

- Reduce the number of Domestic Violence related injuries by establishing and maintaining an arrest ratio of at least 75% in all reported Domestic Violence reports.
- Reduce the number of repeat Domestic Violence calls to the same residence within a 12 month period by striving to ensure the response of a trained social worker and police officer team to 100% of all follow-up investigations for Domestic Violence.
- Renewal of DIVERT grant to maintain DIVERT Officer. 4th Quarter

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

- Schedule additional special patrol assignments that target all "nuisance complaints" commonly associated with those involved in ongoing drug activity.
- Emphasize in-service training relevant to drug law enforcement. Seek external training opportunities worthy of XPD participation
- Solicit more joint operations with the ACE Task Force, utilizing its resources and promoting collaborative efforts. Attempt to supply a second XPD officer to ACE to provide valuable experience to interested officers on a part-time, rotating basis as available.

CAPITAL PROJECTS

- Complete Property Facility Project on Towler Rd.
- Start Training Facility Project on Ford Road.
- Implement Countywide Computer Aided Dispatch and Records Management Projects.
- Develop and complete Booking Area Upgrades.

**XENIA/GREENE CENTRAL COMMUNICATIONS CENTER
2007 PERFORMNACE PLAN AND OUTCOME**

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

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

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

Positions	General Fund – 101
Communications Director -1	100%
Communications Supervisors - 2	100% - (Possibly added in May)
Communications Operators – 16	100%

Total Personnel Services Budget

	<u>Actual</u>	<u>Budgeted</u>
1222 Communications	\$	\$

Total Operating Budget

1222 Communications	\$
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Capital Budget

\$

■ **Other Income -**

\$35,000 annually from Central State University, between \$115,000 and \$125,000 annually from Yellow Springs starting approximately June 1, 2007. Remainder of operating expenses split equally with the Greene County Commission.

ADMINISTRATIVE GOALS:

SEEK OPPORTUNITIES TO DISPLAY POSITIVE IMAGE AND PROVIDE PUBLIC EDUCATION

- Participate in Fairs, Festivals and other public events to promote 911

Outcome: Xenia/Greene Central Communications Operators participated during Xenia's Old Fashion Days providing immediate assistance to fairgoers requesting police or fire assistance. They also provided information to fairgoers regarding 9-1-1 responsibilities.

- Continue education programs in schools, churches, DARE Camp, and Safety City of Xenia

Outcome: XGCCC dispatcher provided 9-1-1 instruction to those students attending Safety City. Communications Director and another operator gave a 9-1-1 presentation to a Homemaker's Club in eastern Greene County.

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 16 hours in-service training in 2007

Outcome: A total of 14 hours of in-service training were provided by various instructors inhouse. All operators took an EMD class via CD rom that will count towards 2 hours of CEUs for their EMD recertification requirements. For a variety of reasons we were unable to get the operators trained on the second EMD CD rom before the end of the year. Most of the operators took the class during January 2008 and the remaining ones will complete it in March. They will still enable them to include the training hours during their next EMD recertification.

- Provide an average of 8 hours of outside professional training in 2007 for operators to expand their skills, knowledge and abilities.

Outcome: XGCCC hosted a state wide APCO training class in June of 2007. This was the first regional training session sponsored by APCO. Two of our operators attended this class. Additionally two other operators attended APCOs training in November. Two other operators scheduled to attend this class were unable to due to illness. One operator attended a three day Communications Training Officer course and received APCO certification as a Training Officer. Two operators attended Priority Dispatch's three day Emergency Medical Dispatch class and have been certified as an EMD.

- Continue the Safety Program of bi-monthly refresher training.

Outcome: We continue to provide refresher training as required in the Center.

MAINTAIN POLICES AND PROCEDURES FOR THE HANDLING OF CALLS FOR SERVICE

- Continue our in-house Quality Assurance program with 90% compliance in accordance with NAMED procedures.

Outcome: This continues to be an effective program. Our dispatchers had a 97.8 compliance rate during 2007.

- Continue EMD QA Review Committee

Outcome: The review committee met twice last year.

- Establish EMD QA Steering Committee – 1st Qtr

Outcome: This Committee has not been established to date. Without a real need to present anything to this committee, it has not been a priority to establish it.

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

Outcome: Work continues to write SOPs for the Center as time allows. It is a work in process.

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).

Outcome: *The Communications Center continues to meet this benchmark.*

- Establish the interval from answering of all Fire, EMS, and Law Enforcement Priority One calls from time of answering to time of dispatch to 95% within 90 seconds.

Outcome: *On average we continue to meet this benchmark. On some EMD calls this does not occur. Part of this is due to NAEMD protocols and the caller not cooperating with the call taker delaying the response. Our goal is to educate people to enable us to get the calls dispatched out in a timely fashion.*

- Testing of all operators through the National Academy of Emergency Medical Dispatchers (NAEMD) on EMD procedures with all operators scoring at least 80% proficiency. Re-certification (testing) is required every two years with operators having completed 24 hours of approved continued education during those two years.

Outcome: *Those operators requiring recertification this year passed their test and re-qualified for recertification with sufficient continuing education units.*

PROVIDE TIMELY AND ACCURATE INFORMATION TO RESPONDING PUBLIC SAFETY PERSONNEL

- Provide prompt information to law enforcement personnel by answering queries within three (3) minutes in 95% of all wants, warrants, and registration requests.

Outcome: *The Center continues to meet this benchmark when LEADS/NCIC is fully operational.*

- 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.

Outcome: *This has been a problem. We are working and initiating stop gap measures to make sure canceled and served entries are cleared promptly.*

ENSURE ADEQUATE STAFFING TO HANDLED THE PROJECTED WORKLOAD

- Demonstrate use of sick time by Communications Operators is maintained at or below 2006 levels.

Outcome: *The 2007 sick leave usage for the Center decreased by 510.3 hours from 2006.*

- Work to control hours and overtime.

Outcome: *The hours of overtime decreased from 2006 by 547.6 hours. No doubt a lot of the decrease was as a result of the renovation during 2006. In dollars, there was a decrease in \$15,253.58 from 2006.*

- Explore adding two additional Operators for the Center increasing minimum manning from three to four operators during peak hours.

Outcome: *We submitted a letter to the City Manager this year requesting consideration for two additional dispatchers during peak hours.*

- Review role of LEADS vs Supervisors

DEAL EFFICIENTLY WITH ALL WEATHER EMERGENCIES AND OTHER DISASTERS

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

Outcome: *The Center continues to complete this function.*

GRANTS AND OTHER FUNDING AVAILABILITY:

- **OTHER FUNDING** – SB361 money. Awaiting the County’s Addendum to the final 911 Plan to the State.

***Outcome:** The County Commissioners have continued to lag in filing an amended plan with the State to gain approval to receive the SB361 money in escrow.*

**XENIA/GREENE CENTRAL COMMUNICATIONS CENTER
2008 PERFORMNACE PLAN AND OUTCOME**

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

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

REQUESTED RESOURCES:

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

Position	General Fund – 101
Communications Director – 1	100% *
Communications Supervisors - 2	100% *
Communications Operators – 16	100% *

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

ADMINISTRATIVE GOALS:

SEEK OPPORTUNITIES TO DISPLAY POSITIVE IMAGE AND PROVIDE PUBLIC EDUCATION

- Participate in public events to promote 911
- Continue education programs in schools, churches, and Safety City of Xenia

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 16 hours in-service training in 2008
- Provide an average of 8 hours of outside professional training in 2008 for operators to expand their skills, knowledge and abilities.
- Continue the Safety Program of bi-monthly/quarterly refresher training.

MAINTAIN POLICES AND PROCEDURES FOR THE HANDLING OF CALLS FOR SERVICE

- Continue our in-house Quality Assurance program with 90% compliance in accordance with NAEMD procedures.
- Continue EMD QA Review Committee

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

OPERATIONAL GOALS:

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

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

PROVIDE TIMELY AND ACCURATE INFORMATION TO RESPONDING PUBLIC SAFETY PERSONNEL

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

ENSURE ADEQUATE STAFFING TO HANDLE THE PROJECTED WORKLOAD

- Demonstrate use of sick time by Communications Operators is maintained at or below 2007 levels.
- Work to control hours and overtime.
- Explore adding two additional Operators for the Center increasing minimum manning from three to four operators during peak hours.
- Review role of LEAD DISPATCHERS vs Supervisors

DEAL EFFICIENTLY WITH ALL WEATHER EMERGENCIES AND OTHER DISASTERS

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

GRANTS AND OTHER FUNDING AVAILABILITY:

OTHER FUNDING – SB361 money. Awaiting the County’s Addendum to the final 911 Plan to the State.